DEPARTMENT OF SOCIAL WORK

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Curriculum and Syllabus

for

MASTER OF SOCIAL WORK

(MSW – Two Years)

REGULATION 2020

(I to IV Semester)

PERIYAR MANIAMMAI UNIVERSITY

Our University is committed to the following Vision, Mission and core values, which guide us in carrying out our Civil Engineering Department mission and realizing our vision:

INSTITUTION VISION	
To be a University of global dynamism with excellence in knowledge and innovation ensuring social responsibility for creating an egalitarian society.	
INSTITUTION MISSION	
UM1	Offering well balanced Programmes with scholarly faculty and state-of-art facilities to impart high level of knowledge.
UM2	Providing student - centered education and foster their growth in critical thinking, creativity, entrepreneurship, problem solving and collaborative work.
UM3	Involving progressive and meaningful research with concern for sustainable development.
UM4	Enabling the students to acquire the skills for global competencies.
UM5	Inculcating Universal values, Self respect, Gender equality, Dignity and Ethics.
INSTITUTION CORE VALUES	
• **Student – centric vocation** • **Academic excellence** • **Social Justice, equity, equality, diversity, empowerment, sustainability** • **Skills and use of technology for global competency.** • **Continual improvement** • **Leadership qualities.** • **Societal needs** • **Learning, a life – long process** • **Team work** • **Entrepreneurship for men and women** • **Rural development** • **Basic, Societal, and applied research on Energy, Environment, and Empowerment.**	

DEPARTMENT OF SOCIAL WORK

DEPARTMENT VISION	
To be a premier institute up- to- date social work profession inculcating human service, field based research, skills and trainings for the students as to be the responsible and model citizens.	
DEPARTMENT MISSION	
DM1	Offer quality Post graduate and Doctoral programme in social work through innovation in teaching and learning practices meeting the global standards.
DM2	Encourage our faculty and students to undertake field based collaborate projects with Governments, NGOs, Industries and services sectors.
DM3	Enhance the human intellectual capacities for holistic development towards their fullest potentials in fulfilling the need of the society.
DM4	Enable our faculty and students to gain new knowledge, experience by engaging in advanced research for transfer of technology in Periyar PURA model at rural and national initiatives

Table: 1 Mapping of University Mission (UM) and Department Mission (DM)

	UM 1	**UM 2**	**UM 3**	**UM 4**	**UM 5**
DM 1	3	2	2	3	2
DM 2	2	3	3	2	2
DM 3	2	3	2	2	3
DM 4	3	3	3	2	3
	10	**11**	**10**	**10**	**10**

1-Low 2- Medium 3 – High

PROGRAMME EDUCATIONAL OBJECTIVES (PEO)

Based on the mission of the department, the programme educational objectives is formulated as

PEO1	Graduates will successfully able to integrate the knowledge, values and skills of the social work profession for competent practice in settings with individuals, families, groups, organizations, institutions, and communities.
PEO2	Graduates will prepare to practice ethically with diverse populations and systems of all sizes, to alleviate poverty and oppression and to provide social and economic justice for all citizens.
PEO3	Graduates will be enriched with different techniques, skills, approaches and models of Social Work practices leading to various professional employment opportunities and establishing their own concerns as Social entrepreneurs.
PEO4	Graduates will prepared to recognize and apply Social Justice principle in practice situation calling for social change

PROGRAMME OUTCOME (PO)

At the time of graduation, competency of the student is measured through the attainment of programme outcomes. The quantification of programme outcomes attainment is measured through the assessment of established course outcomes for each subject.

PROGRAM OUTCOMES	
PO 1	Ability to apply and transfer social work knowledge, values and ethics across different fields of Social Work practices.
PO 2	Potentials to develop relationship and interaction with local, national and global communities, committed and accountable agents of social good through their roles as professionals and members of the community.
PO 3	Think latterly and originally, conceptualize with the help of social work knowledge, theories, principles, concepts and practice - as to study, assess the needs and

	support to solve the problems of individuals, groups and communities in diverse settings, client groups and different geographic locations.
PO 4	Applying research knowledge and skills to understand, evaluate, to develop, execute and disseminate research to explore complex and sensitive social issues and problems to achieve socially just outcomes.
PO 5	Create, select, learn and apply appropriate techniques, resources, understand the structure of society and transfer to them the knowledge on modern social work tools, and its usages.
PO 6	Active involvements in environment and society with the ability to critically analyze the structure of society with specific attention to dimensions of power, disadvantages and influence of class, gender, age, intellectual and physical ability, sexuality, race and ethnicity to enrich the environmental sustainability.
PO 7	Acquire professional and intellectual integrity, professional code of conduct, ethics of professional practices and an understanding of responsibility to contribute to the society towards sustainable development.
PO 8	Practice social work intervention with effective communication and interpersonal skills by demonstrating advocacy, negotiation and mediation at micro and macro levels of practice by presenting clear and coherent exportion of knowledge and ideas to variety of audience in both oral and written form.
PO 9	The ability to use knowledge of supervision to achieve highly skilled professional work, accountability and understanding of group dynamics, recognize opportunities and contribute positively to collaborative – multidisciplinary teamwork, decision-making with the ability to perform effectively as a leader as well as a member of a team.
PO 10	Understanding of the community, structure, resources and demonstrating skills to analyze the perceptions of community regarding their problems, needs and issues that creates the ability to plan and execute projects manage efficiently considering economical and financial factors.

PO 11	Integrate Knowledge and practice contributing to further knowledge development, engagement as an active participant in learning advance knowledge, skills of Social work practice demonstrating commitment to lifelong learning
PROGRAM SPECIFIC OUTCOME	
PSO1	Graduates will be able to utilize social work practice, theories and methods with individuals, families, groups and communities.
PSO2	Graduates will be progressing with specialized knowledge and skills needed to engaged in empirically supported and culturally competent social work practices

Table-3. Mapping of Program Educational Objectives (PEOs) with Department Mission (DM)

	DM 1	**DM 2**	**DM3**	**DM 4**
PEO 1	3	3	2	2
PEO 2	2	3	3	3
PEO 3	3	2	3	2
PEO 4	3	2	2	2
	11	**10**	**10**	**09**

1- Low 2 – Medium 3-High

Course: Master of Social Work (MSW) Regulation: 2019

MASTER OF SOCIAL WORK

Graduate Attributes (GAs)
SCHOLARSHIP OF KNOWLEDGE: Ability to demonstrate scholarly attitude and to be leaders in the production of new knowledge and understanding of professional social work through inquiry, critique and synthesis with an ability to apply their knowledge to solve consequential problems.
CITIZENSHIP AND THE SOCIAL GOOD :

To develop as a global citizens aspiring to contribute to society in a full and meaningful way through their roles as members of local, national and global communities.
PROBLEM SOLVING: Ability to apply social work knowledge and interventions to respond effectively in meeting the needs of individuals, groups ,communities and global issues in different settings to solve their problems
RESEARCH SKILL: Ability to create new knowledge and understanding through the process of research inquiry and to apply research knowledge, skills to understand, evaluate and use research to develop, execute and disseminate research - informed practices.
TOOLS AND TECHNIQUES, USAGE: Deploying appropriate techniques of interventions, resources, research methodologies with the ability to apply a systematic and critical assessment of complex issues.
ENVIRONMENT AND SUSTAINABILITY: Understanding and intervening at the intersection of people and their complex environments and accepting social, cultural, global and environmental responsibilities leading to sustainability
ETHICAL PRACTICE AND SOCIETAL RESPONSIBILITY : To work with sound understanding and commitment to social work values and ethics to guide professional practice, manage, lead others in ways that value their diversity and equality that facilitate their contribution to the organization and to the larger society.
COMMUNICATION: To value and use communication as a tool for negotiating and creating new understanding, interacting with others for furthering their own learning and critical thinking.
COLLABORATIVE AND MULTIDISCIPLINARY TEAM WORK: To develop continuing reciprocal relationships in order to facilitate education, research, consultation and continuing professional development providing high quality class room and field-based education, create the opportunity for innovative practice, develop formal agreements leading to perform effectively as a leader and as a member of the team.
COMMUNITY PROJECT MANAGEMENT AND FINANCE : Ability to plan and execute community projects and manage efficiently within the available resources that are mobilized both internally and externally.
LIFE LONG LEARNING : Interest and ability to continuously enhance their knowledge, understanding and skills throughout their life.

Table : 4 Mapping of Program Educational Objectives (PEOs) with Program Outcomes (POs)

PO →	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**PSO1**	**PSO 2**
PEO 1	3	2	2	2	1	2	2	2	1	2	2	2	2
PEO 2	1	3	2	3	2	3	1	1	3	2	2	1	2
PEO 3	2	2	3	2	3	1	2	2	2	2	1	2	1
PEO 4	3	1	2	3	2	2	3	2	2	1	2	2	2
	9	**8**	**9**	**10**	**8**	**8**	**8**	**7**	**8**	**7**	**7**	**8**	**7**

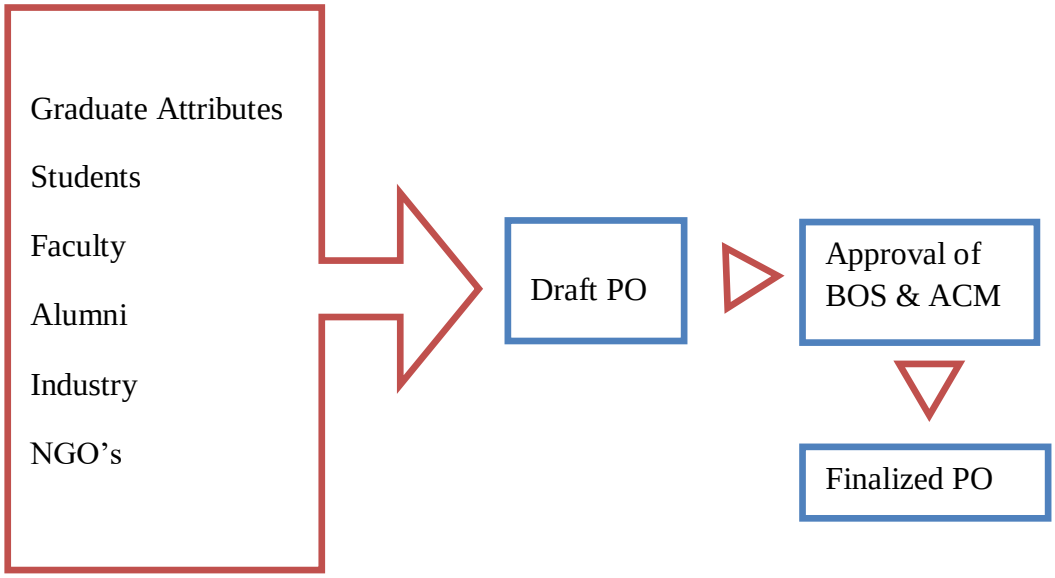
1 - Low 2 – Medium 3 - High

Table :5 Mapping of Program Outcomes (POs) with Graduate Attributes (GAs)

	GA1	**GA2**	**GA3**	**GA4**	**GA5**	**GA6**	**GA7**	**GA8**	**GA9**	**GA10**	**GA11**
PO1	3	2	2	2	1	2	1	2	1	2	2
PO2	2	3	3	2	1	2	2	1	2	2	1
PO3	2	2	3	3	3	1	2	2	1	2	2
PO4	2	2	3	3	2	2	1	2	2	2	2
PO5	2	1	3	2	3	3	3	2	2	3	1
PO6	3	2	2	2	1	3	1	2	2	2	2
PO7	2	2	1	2	2	3	3	3	2	1	2
PO8	2	2	2	2	1	3	2	3	2	3	2
PO 9	2	2	1	2	3	3	2	2	3	3	1
PO10	2	2	2	1	2	3	2	3	2	3	2
PO11	2	1	2	3	2	3	1	3	3	2	3
PSO1	2	1	1	3	2	1	2	3	2	2	1
PSO2	3	2	2	2	2	1	2	1	3	3	2

1 - Slightly 2 – Supportive 3 - Highly related

PO PROCESS ESTABILSHMENT



CURRICULUM DEVELOPMENT

The Social Work curriculum is drawn to define the role of Social worker to meet the global challenges and equip them in implementing proven techniques and procedures to provide sustainable solutions for PRACTICAL problems of society. In addition to their technical competencies, students must possess engagement skills, sustained learning and adapting, leadership, teamwork with good command in the communication skills.

The faculty members have been allotted for developing the courses and its outcomes as given below. They in turn conducted frequent discussions with each other and with students in drafting the course content.

The curriculum development is ensured that students receive integrated, coherent learning experiences that contribute towards their personal, academic and professional learning and development.

Courses and topics were designed and developed within a framework which comprises a specified curriculum, specified assessment arrangements, and clearly identified educational aims and learning outcomes.

Faculty members assigned for course development

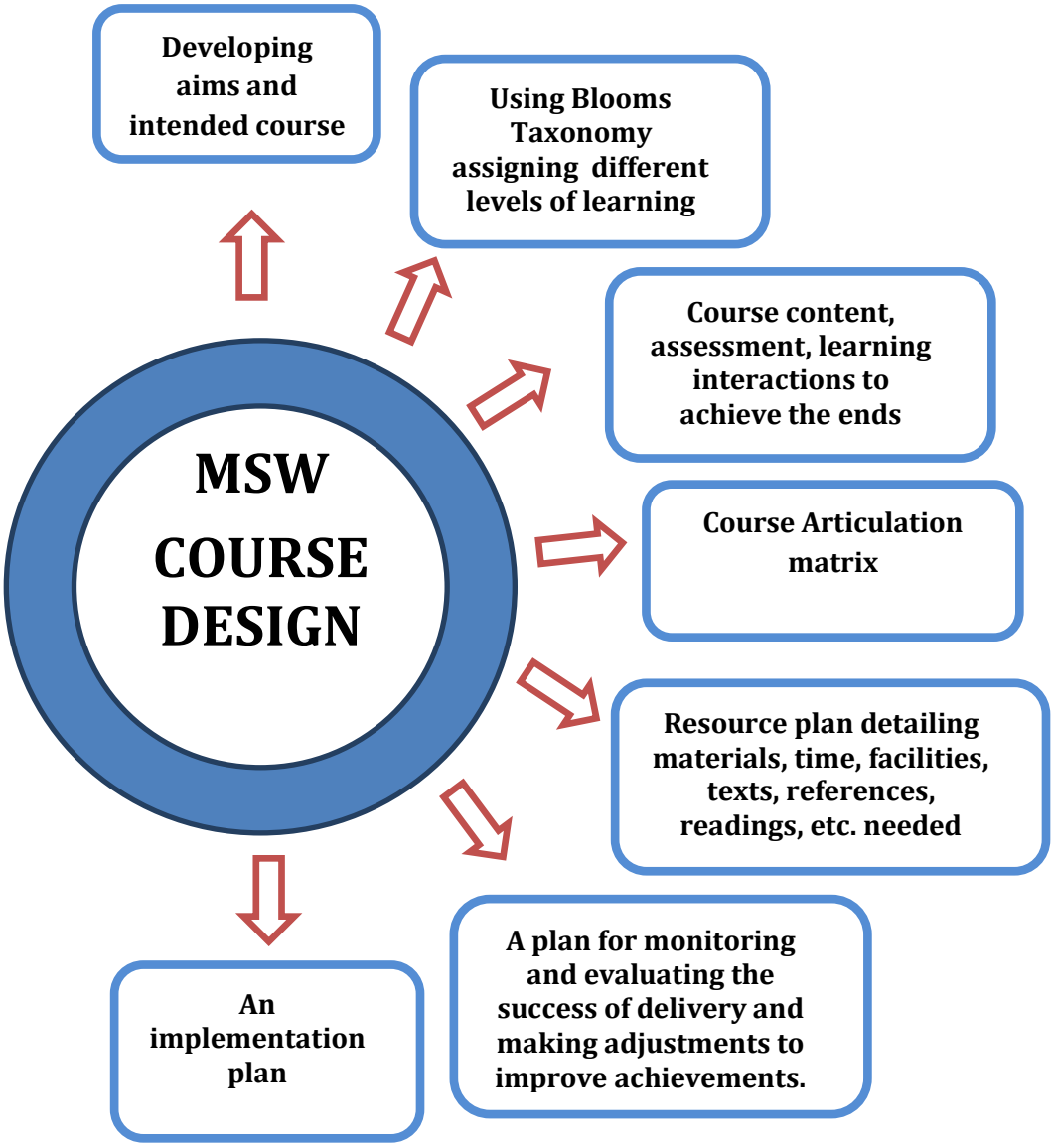
S.No	Course Name	Faculty Incharge
	Professional Core subjects	
1.	Introduction to Society and Social Work	Dr.A.Anand Jerard Sebastine
2.	Social Work with Individuals	Mr.S.Parameswaran
3.	Social Work with Groups	Mr.S.Parameswaran
4.	Social Work with Communities and Radical Social Work	Dr.A.Anand Jerard Sebastine
5.	Human Growth and Personality Development	Mr.S.Parameswaran
6.	Social Work Research and Statistics	Dr.A.Anand Jerard Sebastine
7.	Social Policy and Welfare Administration	Dr.A.Anand Jerard Sebastine
8.	Corporate Social Responsibility	Mr.S.Parameswaran
	Professional Elective subjects	
9.	Community Health	Mr.S.Parameswaran
10.	Mental Health	Mr.S.Parameswaran
11.	Medical Social Work	Mr.S.Parameswaran
12.	Clinical Social Work	Mr.S.Parameswaran
13.	Rural and Tribal Community Development	Dr.A.Anand Jerard Sebastine
14.	Urban Community Development	Dr.A.Anand Jerard Sebastine
15.	Community Project Management	Dr.A.Anand Jerard Sebastine
16.	Development Communication	Dr.A.Anand Jerard Sebastine
17.	Human Resources Management and Development	Mr.S.Parameswaran
18.	Labour Welfare & Labour Legislations	Mr.S.Parameswaran
19.	Organizational Behaviour	Mr.S.Parameswaran

20.	Employee Relations and Trade Union	Mr.S.Parameswaran
	Field Work	
21.	Social Work Practicum - I	Dr.A.Anand Jerard Sebastine & Mr.S.Parameswaran
22.	Social Work Practicum - II	Dr.A.Anand Jerard Sebastine & Mr.S.Parameswaran
23.	Social Work Practicum - III	Dr.A.Anand Jerard Sebastine & Mr.S.Parameswaran
24.	Social Work Practicum - IV	Dr.A.Anand Jerard Sebastine & Mr.S.Parameswaran
25.	***Research-Project Work***	Dr.A.Anand Jerard Sebastine & Mr.S.Parameswaran
26.	Internship for Pre-Employment	Dr.A.Anand Jerard Sebastine & Mr.S.Parameswaran
	Self Study Course	
27.	Disaster Management and Mitigation	Dr.A.Anand Jerard Sebastine

Additional Credit Courses:

1. Social Work and Disability management - 2 Credits - Mr.S.Parameswaran

The following elements were developed by the faculty involved after interaction and discussions.



CURRICULUM

REGULATIONS – 2020

(Applicable to the students admitted from the Academic year 2019)

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

COURSE OUTCOME

CO1	Acquire basic knowledge on professional Social Work	Knowledge
CO2	Understand the concepts, different methods, programmes, tools and techniques of Social Work Practice .	Understanding
CO3	Acquiring abilities and skills, to critically analyze problems of individuals, Group and community.	Skill
CO4	Establishing and sustaining a working relationship with individuals, Group and community to help them to function better to achieve their goals.	Application

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 it's 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, New Delhi, 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	Getting knowledge on social case work as a method of Social Work. its place in Social Work practice.	Knowledge
CO2	Acquiring abilities to critically analyze problems of individuals	Application
CO3	Understand the approaches, tools, techniques, skills, and process of Social Work Practice with individuals	Understanding
CO4	Establishing and sustaining a working relationship with the client.	Skill

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
10. Upadhyay.R.K, 2010; Social Case Work: Theraputic 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	Getting knowledge on social group work as a method of Social Work.	Knowledge
CO2	Understand the modtages, programmes, tools and techniques of Social Work Practice with groups	Understanding
CO3	Acquiring abilities and skills, to critically analyze problems of groups	Skill
CO4	Establishing and sustaining a working relationship with groups to help them to function better to achieve their goals.	Application

COURSE CONTENTS

UNIT – I **12Hours**

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. Hamphshire: 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:
8. Oxford University Press.
9. Toseland, R.W. & Rivas, R.1984 An Introduction to Group Work Practice. New York: MacMillian.
10. Glassman. Urania, et al., (1990) Group Work: A Humanistic approach, Sag, Newbury Park, Gravin, Charles, D. (1989) Contemporary Group Work, Prentice Hall, New Jersey.
11. Nicolson, Paula, Rowan Bayne, (1990) Applied Psychology for Social workers, Practical Social Work Series, Jo Campling (ed) Macmillan, London
12. 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

PREAMBLE

This course ,community organization and social action as a method of Social Work practice, is seen as a means to facilitate communities towards self-directed change. It takes as its basis the inequalities in society manifested through processes of marginalization, discrimination or disempowerment of groups, which have resulted in the loss of control over resources, be they tangible or intangible. The strategies of Community Organization practice being addressed as part of the course cover a range spanning different ideologies, from those being people-initiated, and those that are initiated by the elite. Community organization is seen as a means as well as an end, where collective processes are to sustain the community's capacity to bring about change.

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

CO1	Acquire basic knowledge on elements of community organization practice	Knowledge
CO2	Understand the concepts, different methods, programmes, tools and techniques of community organization practice and social	Understanding

	action.	
CO3	Acquiring abilities and skills, to critically analyze problems of communities.	Skill
CO4	Establishing and sustaining a working relationship with communities to help them to function better to achieve their goals.	Application

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 ofFlorida
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.
8. Christopher A.J & Willium Thomas.A (2006*) Community Organization & Social Action,* Himalaya, Mumbai

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

PREAMBLE

The course aims to introduce the learners to the development of the individual across the life span, in a system and an ecological perspective. It also provides an understanding of human development and behaviour, in contextual influences, including individuals in disadvantaged or special contexts. The theoretical inputs are to enhance the understanding of people's growth, health, and development at various stages as bio-psycho-socio-spiritual being over the life span.

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	Understand the elements of individual's heritage and environmental influences in growth and development..	Understanding
CO2	Enhance knowledge on growth and behaviour at various stages in the life span: infancy, childhood, adolescence, youth,	Knowledge

	adulthood and old age.	
CO3	Acquiring abilities and skills, to critically analyze human growth and development, Attitude, Perception, Motivation and Learning , Intelligence and Personality, Adjustment.	Skill
CO4	Sustaining attitudes conducive to participatory activities for civil society.	Application

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 Social Work, 53 (2), 210-219.
5. Kail, R. V. and Human Development, Pacific Grove, Cavanangh, 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**

PREAMBLE

This course is to equip learners to utilize, and conduct research as service managers to improve services, evaluate, and develop new services and intervention methods: strategies and techniques and also, be an effective consumer of other researches.

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 enhance knowledge conceptualization of a research strategy and problem; writing a research proposal; developing tools for col1ecting data; use of sampling, strategies; data collection, processing, presentation, analysis and interpretation; and writing research report etc.
- 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 develop attitudes conducive to participatory activities for civil society.

COURSE OUTCOME

CO1	Understand the scientific approach to human inquiry and Social Work research	Understanding
CO2	Enhance knowledge on conceptualization of a research strategy and problem; writing a research proposal; developing tools for col1ecting data; use of sampling, strategies; data collection, processing, presentation, analysis and interpretation; and writing research report.	Knowledge
CO3	Acquiring abilities and skills, for use of library and	Skill

	documentation services for research.	
CO4	Make informed assessment and judicious use and apply of research studies and findings towards the betterment of the society.	Application

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. Crabtres, 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. 1998 IST, 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. La1das, 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, NewDelhi: PRIA.
12. C R Kothari, Gaurav Garg 2019(4^{TH} 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 manager.

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

CO1	Understand policies and procedures involved in establishing and maintaining human service organizations	Understanding
CO2	Enhance knowledge on nature, structure and development of social welfare organizations and programmes in corporate, public and voluntary sectors in the context of Social Work profession	knowledge
CO3	Acquiring skills to network and participate in the management of resources - human, material and environmental.	Skill
CO4	Ability to analyze the practices and apply them in specific settings.	Application

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 News Network.
6. Lauffer, A. 1977 Understanding Your Social Agency, London: Sage Publications.
7. PRIA. 1990 A Manual on Financial Management - An Accounts Keeping for Voluntary Organizations, New Delhi: Society for Participatory Research in Asia.

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

PREAMBLE

This particular course on Corporate Social Responsibility introduces student to the basic concept of CSR. It helps student to understand how corporate can meld business goals with Social expectations. It can also help society to understand how interest of business or organization and Society at large can be aligned.

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	Provide students a historical back drop of CSR and its earlier version with the philosophy behind it	Understanding
CO2	To develop an insight into present CSR strategies of model business organization.	Knowledge
CO3	To equip individuals with knowledge and skills undertaking Corporate Social Responsibility.	Skill
CO4	To train students in designing effective CSR strategy for the	Application

	company in such a way that apart from meeting legal equirements, it will help the community in their development.	

COURSE CONTENTS

UNIT-I **12 Hours**

Corporate Social Responsibility – Concept, importance of CSR, Caroll‟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.,

Total Hours 60

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 Case Development Centre.] Vara Vasanthi ICFAI Books, Hyderabad.
4. Johnson, H.H. Business in contemporary society-framework & issues, Wadsmortu 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. WempeJ 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.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW301A	**COMMUNITY HEALTH**	**4**	**0**	**0**	**4**

PREAMBLE

This course aims to provide awareness about health and Public health problems, Communicable and Non-Communicable diseases and also to enable the students to learn and develop skill in order to apply the practice of social work in Community health settings.

OBJECTIVES

- To understand the concept of Community Health and Healthcare Delivery systems.
- To enhance knowledge on causes, prevention and treatment of major Communicable and Non-Communicable diseases.
- To develop sensitivity towards the role of Social worker in health issues of School going Children, Occupational health issues, family planning and the importance of health education.
- Critically review the functioning of the public health system.

COURSE OUTCOME

CO 1	Understanding the concept of Community Health and Healthcare Delivery systems.	Understanding
CO 2	Enhance knowledge on causes, prevention and treatment for major Communicable and Non-Communicable diseases.	Knowledge
CO 3	Develop sensitivity towards the role of Social worker in health issues of School going Children, Occupational health issues, family planning and the importance of health education.	Skill
CO 4	Identify the public health issues and needs facing the country and design social work interventions.	Application

COURSE CONTENTS

UNIT - I **12Hours**

Concepts: Health, Public health, comprehensive Health Care - Factors influencing health. Social and preventive Medicine-Comprehensive health indicators –Vital Health Statistics.

UNIT – II **12Hours**

Major Communicable Diseases: Etiology, Symptoms, Transmission, Treatment & Prevention of Swine flu(H1N1), T.B, STI, HIV, Polio, Malaria, Cholera and Typhoid. Non-Communicable Diseases: Cancer, Diabetes, Heart Disease, Asthma, Nutritional Disorders.

UNIT – III **12Hours**

Health Care Delivery Systems: National & and State Levels, Primary, Secondary and Tertiary health services, Salient Features of Legislation related to MTP Act.

UNIT - IV **12Hours**

Health Problems and Education: School Mental Health, Occupation health Geriatric Health Problems. Health Education: Meaning and importance and principles, Techniques and Strategies for Various Community and Groups. Family Planning: Importance, Methods and Role of Social Workers.

UNIT – V **12Hours**

Community Health: Assessing community Health Needs, Management of Community Health Services –Health insurance Schemes - Multi Disciplinary Team: Role and Function. Organization and implementation of community health services, Supportive supervision, Referral services, Role of Social Workers in betterment of Community Health.

Total 60 Hours

REFERENCE:

1. Park, J.E&ParK: Textbook of preventive and Social Medicine; Jabalpur Mrs.Banashidas, 1983
2. Kumar R.Social and Preventive Health administration, Asia Publication House, NewDelhi, 1992.
3. Goel, S.l.Public Health administration, Sterling Publishers, New delhi, 1984.
4. WHO: Social Dimensions of Mental Health, Geneva, WHO, Publications, 1981.
5. B.Sridhar Rao – Textbook of Community Health For Health Inspector 2nd edition 2019 Aitbs Publishers,India.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW302A	**MENTAL HEALTH**	**4**	**0**	**0**	**4**

PREAMBLE

This course aimed to be inspired and use inner wisdom to work in the field of mental health. To learn about the concepts related to mental health, mental illness and theoretical underpinnings related to it. To plan psycho-social interventions in preventive, primitive and curative services that work towards enhancing the dignity of persons living with mental illness and for social justice.

OBJECTIVES

- To understand the concept of Mental Health and Trace the historical development of medical social work in India and abroad.
- To acquire knowledge about mental health problems among Children, Adolescents and Women.
- To develop skills like interviewing, taking case history for psychiatric assessment, psycho social and multi dimensional assessment.
- To develop ability for Social Workers to practice, apply and render rehabilitation services for mental handicapped.

COURSE OUTCOME

CO 1	Understand the concept of Mental Health and Trace the historical development of medical social work in India and abroad.	Understanding
CO 2	Acquire knowledge about mental health problems among Children, Adolescents and Women.	Knowledge
CO 3	Develop skills like interviewing, taking case history for psychiatric assessment, psycho social and multi dimensional assessment.	Skills
CO 4	Develop ability for Social Workers to practice, apply and render rehabilitation services for mental handicapped.	Application

COURSE CONTENT

UNIT – I **12 Hours**

Historical Development: Concept of Mental Health, Mental Illness and Mental disorders. Attitudes and Beliefs(Myths & Misconceptions) pertaining to Mental illness in ancient, medieval and modern times; Concept of Normality Abnormality and Mental Health.

UNIT – II **12 Hours**

Classification of Mental Illness: DSMIV and ICD-10, Mental Health Problems among Children, Adolescents and Women. District Mental Health Programme - History, importance and Applications.

UNIT - III **12 Hours**

Psychiatric Assessment: Interviewing-Case History taking and Mental Status Examination, Psychosocial and Multidimensional Assessment of mental disorder in psychiatric social work and psychosocial diagnosis.

UNIT - IV **12 Hours**

Psychiatric Illness: Symptoms, Etiology, diagnosis, Prognosis and management of Psychosis, Neurosis, Psychosomatic disorders. Symptoms, Causes and Treatment of minor and major mental illnesses, Culture bound Syndromes, Sexual deviations, alcoholism and drug dependence and suicide. Childhood disorders, scholastic Back wardress-Attention Deficit Disorder-Learning Disorders.

UNIT - V **12 Hours**

Mental Handicap: Definition, Clinical types, causes, Prevalence, Psycho-Socio Intervention, Mental Health Act, Mental Retardation, Cerebral Palsy, Autism, Epilepsy, ADHD and Role of Social Workers.

Total Hours 60

REFERENCES:

1. Eden D.J.: Mental handicap-An Introduction Georgellen & unnin, London,1976
2. Gaind R.N Hudson B.L Current themes in Psychiatry, Mc.Millan, 1976.
3. Zigler, Edwards: Understanding mental retardation, Cambridgeuni. press, London,1986
4. John, Howells G: Modern perspectives in international child psychiatry, Brunner& Mazel pub., New york 1971.
5. G.D.Gururani 2018 Textbook of Mental Health and Hygiene Akansha Publishing House.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW303A	**MEDICAL SOCIAL WORK**	**4**	**0**	**0**	**4**

PREAMBLE

This course aimed to understand the concept, nature and Scope of medical social Work in India and Abroad. To learn about the structure, department and administrative set up of Hospitals and also find out the scope of social work profession and its importance in Hospitals. To plan social rehabilit5ation for differently able.

OBJECTIVES

- To understand the concept, role and functions of Medical Social work.
- To acquire the knowledge with respect to the inter-disciplinary approach for the persons with psychological problems.
- To enable the students to develop skills and techniques for effective social work practice in field of Health.
- Identify the scope and apply the social work methods in different hospital settings

COURSE OUTCOME

CO 1	Understand the concept, role and functions of Medical Social work.	Understanding
CO 2	To acquire the knowledge with respect to the inter-disciplinary approach for the persons with psychological problems.	Knowledge
CO 3	To enable the students to develop skills and techniques for effective social work practice in field of Health.	Skills
CO 4	Identify the scope and apply the social work methods in different hospital settings	Application

COURSE CONTENT

UNIT - I **12Hours**

Medical Social work: Definition, Nature, Scope; the Roles and function of a medical social worker; Historical development in India and aboard; practice of medical social work methods in Hospital settings; Their needs and importance in working with patients and families: Scopes and limitations of practice.

UNIT - II **12 Hours**

Psychological, Social, Economic implications of illness disability and hospitalization for the patients - Patient as a whole person - Psychosomatic Approach - Multidisciplinary Team work - Needs importance and principles Role of Social work as a member of team.

UNIT – III **12 Hours**

Hospital as a formal Organization, its Goals, Technology, Structure and Functions, Departments, Administrative procedures of medical social work Department:: Staffing, Organization and Functions, Extensional services - Public Relation.

UNIT - IV 12 Hours

Impairment, Disability and Handicap: Causes, Types and Classification of Physical handicap: Orthopedic disability, Visual handicap, Aural impairment and Speech disability - Physical medicine, Physiotherapy, Occupational Therapy, Rehabilitation: Definition, concept principles and process; Role of the medical social worker in rehabilitation.

UNIT – V **12 Hours**

Role of the Medical Social Worker in the following settings: Out Patient Unit, Intensive Care Unit, Pediatric ward, Maternity ward, Abortion clinic, Family planning centers, STD clinic, HIV Clinic, Orthopedic centre, Cardiology department, Blood bank, Hansenorium and Cancer Institute. Major health concerns for disadvantaged groups

Total Hours 60

REFERENCE:

1. Park, J.E & Park: Textbook of preventive and Social Medicine; Jabalpur, Mrs.Banashidas, 1983.
2. Kumar,R. Social and Preventive Health administration, Asia Publication House,
3. NewDelhi, 1992.
4. Goel, S.l. Public Health administration, Sterling Publishers, New Delhi, 1984.
5. WHO: Social Dimensions Of Mental Health, Geneva, WHO, Publications, 1981.
6. Banerjee G.R.: Social Service Department in hospitals – its organisations and functions, TISS, Bambay, 1950.
7. Goel, S.L. Public Health Administration, Sterling Publishers, New Delhi, 1984.
8. Goldsteine Dora : Expanding Horizons in Medical Social work; University of Chicago press, 1955.
9. Kumar R : Social and Preventive health administration, Asia Publishing House, New Delhi – 1992.
10. Minna Field : Patients are people, Columbia University Press, new Yori, 1953.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW304A	**PSYCHIATRIC SOCIAL WORK**	**4**	**0**	**0**	**4**

PREAMBLE

This course aimed to understand the concept, nature and Scope of Clinical social Work in India and Abroad. To learn about various therapeutic intervention used in Psychiatric illness. To plan Psychiatric rehabilitation using Social Work methods and practice.

OBJECTIVES

- To understand the concept, role and functions of Clinical Social work.
- To acquire the knowledge with respect to therapeutic interventions in Psychiatric illness.
- To enable the students to develop skills and techniques for effective social work practice in field of Clinical Psychology.
- To learn skills of Social Work intervention and ability to work in Clinical settings.

COURSE OUTCOME

CO 1	Understand the concept, role and functions of Clinical Social work.	Understanding
CO 2	To acquire the knowledge with respect to therapeutic interventions in Psychiatric illness.	Knowledge
CO 3	To enable the students to develop skills of Social Work intervention for Psychiatric illness.	Skills
CO 4	Apply the social work methods and practice in different Psychiatric settings	Application

COURSE CONTENTS

UNIT – I **12 Hours**

Psychiatric social work: Definition, recent trends and scope, Historical development in India and Abroad - Indian view of mental health and indigenous practice Implementation of Case work, Group work and Community organization in the Psychiatric settings - .Limitation and difficulties faced in psychiatric social work practice.

UNIT – II **12 Hours**

Therapeutic intervention in psychiatric illness: Cognitive Therapy, Individual and Group Psychotherapy, Family Therapy, Marital Therapy, Behavior Therapy, Chemotherapy, Psycho surgery and Mega Vitamin Therapy, Occupational Therapy.

UNIT – III **12 Hours**

Theoretical framework for counseling: Psychoanalytic Theory , Transactional Analysis, Client Centered Therapy, Gestalt Therapy, Rational Emotive Therapy, Existential Therapy and Adlerian Therapy.

UNIT – IV **12 Hours**

Scope of Psychiatric Social Work practice: Roles and function of a psychiatric social worker with regards to the problems of patients and their families in:

1. Psychiatric OPDs 2.Psychiatric specialty clinics
3. De-addition centers 4. Child Guidance Clinics

UNIT – V **12 Hours**

Rehabilitation of psychiatric patients: Roles if the social worker in rehabilitation-planning mobilization, reintegration of the patient in the family and community; Roles of the psychiatric social worker in team work - Concepts of: Therapeutic Community - Partial Hospitalization - Day care centers - Half way homes - Sheltered workshop, on line services.

Total Hours 60

REFERENCES

1. Verma, Ratna, psychiatric social work in India, sage pub, New Delhi, 1991.
2. Masserman, Jules H. etal. Hand book of Psychiatric therapies, Jasan Aaronsoninc,1973.
3. Dickson, Clifford Martha: social work practice with the mental retarded, collier Mac Millan, 1981.
4. Singh H.G Psycho therapy in India, National Psychological Association, 1977.
5 Gordon, Paul,L. & Lendz R.J :Psychological treatment of chronic mental patients, Harvard Uni,press,London,1977.
6. Kaplan Harold, et.al: Comprehensive text book of psychiatry, Williams & Wilkins, Vol. I, II& III, 1980.
7. Garland, Margaret: The other side of Psychiatric care, MacMillan, 1983.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW301B	**RURAL AND TRIBAL COMMUNITY DEVELOPMENT**	**4**	**0**	**0**	**4**

PREAMBLE

This course aims to introduce the learner about the programmes of tribal and rural development, and the importance of social work practice with tribal and rural communities.

OBJECTIVES

- Develop an understanding of characteristics and problems of Rural and Tribal Communities.
- To acquire the knowledge about the contributions of Governmental and Non-Governmental Organization to rural and tribal development.
- To enable the students towards the functions of Panchyathi raj institution with special reference to Tamil Nadu.
- Gain Knowledge about the application of Social Work among the Rural and Tribal Communities.

COURSE OUTCOME

CO 1	Understanding the characteristics and problems of Rural and Tribal Communities.	Understanding
CO 2	To acquire the knowledge about the contributions of Governmental and Non-Governmental Organization for rural and tribal development.	Knowledge
CO 3	Develop skills in mobilizing and organizing the Tribal and Rural community	Skills
CO 4	Gain Knowledge about the application of Social Work in Rural and Tribal Communities.	Application

COURSE CONTENT

UNIT – I **12 Hours**

Rural Community: Meaning, Characteristics. Rural Problems and their implications: Poverty, illiteracy, unemployment and problems related to agriculture. Community Development: Definition, Objectives, Philosophy and Principles. Rural Community Development in India. Extension Education: Meaning, Definition, Characteristics, Philosophy, Objectives, Principles, Approaches, Methods and Limitations. Contemporary Approaches: Community Driven Development (CDD),Asset Based Community Development (ABCD).

UNIT – II 12 Hours

Tribal Community: Definition, Characteristics of the Tribal community -Nomadic and Denotified tribes - Major Indian tribes and tribes in India and Tamil Nadu – Tribal Sub Culture, Socio economic conditions; Health, Cultural and Religious practices, Belief system about health and food, Status of women, Dress, Food, & Marriage-polygamy, Polyandry and Dormitory marriage; Tribal leadership, Political participation, Tribal Movements; Constitutional Provision for the protection of tribes - Problems of tribes (Child Marriage, poverty, III- health, literacy and atrocities on tribes).

UNIT- III **12 Hours**

Rural and Tribal Development Administration: Administrative structure for rural & tribal development, Central and State level Panchayati Raj; Evolution and functions of Panchayats Raj System - Salient Features of 73rd amendment - Cooperative movement in India: Principles, Characteristics, Types and functions of Cooperative - Rural Development Agencies - Participation in people's sustainable development. Functions of Tribal Development Blocks Agencies; Research and Training in Tribal Development.

UNIT - IV **12 Hours**

NGOs in Community Development: Livelihood Promotion (INGO's) - Watershed, Health Education - Water & Sanitation – MGNREGA- Women Empowerment –Strengthening of SHGs through their promotion as Federations and Co-operatives. Current developmental programmes for Rural and Tribal welfare.

UNIT - V **12 Hours**

Critical Review of Rural and Tribal Development Programmes: Application of social work methods and role of social workers - Role of voluntary Agencies in rural and tribal development - Review of five year plans for Rural & Tribal Development.

Total Hours 60

REFERENCES:

1. Arun Ghosh Planning in India, New Delhi: Sage(1992).
2. Joseph M.K Modern Media and Communication, New Delhi: Anmol(2000).
3. Kumar, Aravind Encyclopedia of Decentralized Planning and Local Self Government, New Delhi: Anmol(2000).
4. Kumar, Arun, Agriculture Development, Today & Tomorrow, New Delhi: Anmol, (2000).
5. Laxmidevi Planning for Employment and Rural Development, New Delhi: Anmol(1997).
6. Maheswari.S Rural Development in India - A Public Policy Approach, New Delhi: Sage(1985)
7. Mascarentas (1988) A strategy for rural development, New Delhi : Sage(1988) .
8. Mathur.B.L Rural Development and Cooperation, Jaipur: RBSA Publishers.(1996).
9. Oakly, Perter etal, Projects with people: The Practice of participation in rural (1991)
10. Rahul Mudgal Economic Dimensions of Rural Development, New Delhi: Sarup&sons Rajeswar(1996)

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW302B	**URBAN COMMUNITY DEVELOPMENT**	**4**	**0**	**0**	**4**

PREAMBLE

This course aims at introducing the learner of the programmes to urban social systems and the importance of social work practice with urban communities.

OBJECTIVES

- To understand Urban Social system and their problems and the change process in the community.
- To gain knowledge on the issues and their implications in the urban communities.
- To acquire the skills of intervention of community workers.
- Gain Knowledge about the application of Social Work in Urban Social systems.

COURSE OUTCOME

CO 1	Understand Urban Social system and their problems and the change process in the community.	Understanding
CO 2	To gain knowledge on the issues and their implications in the urban communities.	Knowledge
CO 3	To acquire the skills of intervention of community workers.	Skills
CO 4	Gain Knowledge about the application of Social Work in urban social systems.	Application

COURSE CONTENT

UNIT - I 12 Hours

Urban Community: Meaning, Characteristics, Rural- Urban Contrast. City- Meaning, Classification, Trends in Urbanization Process. Migration: Meaning types and Theories.

UNIT - II 12 Hours

Urbanization And Urbanism: Meaning, Theories of urbanization, Characteristics of urbanism, Slums: Definition, Approaches Theories and Classification and Culture of Slums. Urban Problems: Housing, Drug Addiction, Juvenile Delinquency, Prostitution, Pollution.

UNIT – III 12 Hours

Urban Community Development: Definition, Objectives and Historical Background; Approaches, Principles, Process and Methods of Urban Community Development, Welfare Extension Projects of center Social Welfare Board, Urban Development Planning: Legislation Relating to Urban Development (urban Land ceiling Act, Salient Features of 74th Amendment Town and Country Planning Act, Nagarpalika Act and Tamil Nadu Slum Clearance and Improvement Act) Community Planning and Community Participation.

UNIT – IV 12 Hours

Urban Development Administration: National, State, Local Levels; Structure and Function of Urban Development Agencies; Urban Services and Urban Deficiencies; Metropolitan Development Authorities, Housing and Urban Development Corporation (HUDCQ); Housing Board, Role of voluntary Agencies in Urban Development.

UNIT – V 12 Hours

Urban Development Programme: Five Year Plans and Urban Development: Madras Urban Development Projects (MUDP) I & II; Tamil Nadu Urban Development Project (TNUDP); Urban Basic Services Programme (UBSP), Nehru Rozgar Yojana (NRY). Tamil Nadu Slum Clearance Board, Problems in Implementation of Urban Community Development Programmes. Role of Community Development Worker-Application of Social Work Methods in Urban Development.

Total Hours 60

REFERENCES

1. Aray and Abbasi Urbanization and its Environmental Impact, Discovery pub. New Delhi, 1995
2. Diddee, Jayamala Urbanization – Trends, Perspectives and Challenges, Rawat (1993)
3. Thudipara, Jacob Z. (Reprint 2017) Urban Community Development, Rawat publications, New Delhi
4. Array &Abbasi Urbansation and its Enviromental Impacts Discovery Pub,New Delhi. Clinard(1995),
5. Marshell bSluum and Communitty Development, The free Press, New Yourk(1970).
6. Development-its Implication for Social Welfer(ed), Columbia uni.Press, New York
7. Diddee, Jayamals Urbanisation-Trends, perspectives and challenges, Rawat pub.Jepur(1993)
8. Mitra, Arup Urbansation, Slums, Informal sector employement and poverty, B.R.Pub(1994).
9. Ramachandra Urbanisation and Urban system in India,Oxford University press, New Delhi(1989).
10. Stanly, Selwyn Social problem and Issues; Perspective for intervention, Allied Pub, New Derlhi(2005).

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW303B	**PROJECT MANAGEMENT**	**4**	**0**	**0**	**4**

PREAMBLE

This course aims at to enable the students in order to plan, co-ordinate and control the complex and diverse activities of modern industrial and commercial projects. All projects share one common characteristic - the projection of ideas and activities into new endeavors

OBJECTIVES

- To acquire a theoretical frame of project preparation and its various stages in implementation.
- To enable the students to understand the PRA techniques in formulating a project proposal and to impart skills in participatory project planning.
- Develop a scientific research temperament in exploring the current trend emerging in the project preparation and implementation.
- Gain Knowledge about the resource mobilization and apply that in fund raising

COURSE OUTCOME

CO 1	To enable the students to understand the PRA techniques in formulating a project proposal and to impart skills in participatory project planning.	Understanding
CO 2	Develop a scientific research temperament in exploring the current trend emerging in the project preparation and implementation.	Knowledge
CO 3	To Acquire a theoretical frame of project preparation and its various stages in implementation.	Skills

CO 4	Gain Knowledge about the resource mobilization and apply that in fund raising.	Application

COURSE CONTENT

UNIT – I **12 Hours**

Introduction to Project Management: Objectives, Scopes, Importance and Methodology. Micro and macro level Planning.

UNIT – II **12 Hours**

Project Dimensions: Identification and formulation Details Project Report(DPP) Project Appraisal: technical, economic and financial feasibility.

UNIT – III **12 Hours**

Planning and Management of Implementation of Projects: Project Cycle Management-Goal oriented programme planning-Log Frame, Resource Scheduling-Activity planning Network Analysis, Monitoring and evaluation; Programme Evaluation review Technique(PERT) and Critical path Method(CPM)

UNIT – IV **12 Hours**

Participatory Management: PLA, RRA, Participatory Rural Appraisal(PRA), Participatory Learning action-Participatory evaluation. Proposal Writing-World Bank projects, ICSSR, Action AID.

UNIT – V **12 Hours**

Resource Mobilization: Principles, Skills and Techniques in fund raising, Statutory Society and Trust; Foreign Contribution Regulation Act.Conventional methods and Contemporary techniques; Crowd Funding, Role of Corporate Funding for Development Organizations and Corporate Social Responsibility.

Total 60 Hours

REFERENCES

1. Concept and Practices Section edition , Allyn and bacon inc.,Boston, 1983.
2. Mishra S.N.: Rural Development Planning-Design and methods, Satvacur pub New Delhi,
3. Chandra Prasanna: Project: Preparation, Appraisal, Budgeting and implementation, Tata Mc
4. Graw Hills, New Delhi, 1988.
5. Jerome Wiesfd. & Ferdinand Levy K.: Management Guide to PRET / CPM, Prencite Hall,
6. New Delhi, 1988.
7. Baum Warren C. & Tolbert, Stokes M. : Investing in Development – Lessons of World Bank experiences, Oxford Uni. Press, New York, 1985.
8. Casley D. J. & Wury D. A :Monitoring and Evaluation of Agriculture and Rural development Projects, John Hopkins, Baltimore, 1982.
9. Chandra Prasanna : Project Preparations , Appraisal , Budgeting and Implementation , Tata Mc. Raw Gills , New Delhi 1988.
10. Choudry Sadhan : Project Scheduling and Monitoring in Practice, South Asian Pub., New Delhi ,1988.
11. Jerome Wiesf D. & Ferdinand Levy K. : Management Guide to PERT / CPM, Prentice Hall, New Delhi, 1988.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW304B	**DEVELOPMENT COMMUNICATION**	**4**	**0**	**0**	**4**

PREAMBLE

This course aims at introducing the learner of the programmes to understand the importance of communication for effective Social Work Practice.

OBJECTIVES

- To provide the required knowledge to understand the importance of communication for effective social work practice.
- To inculcate communication skills among social work trainees.
- To understand the importance and the role of media for effective communication.
- To understand the need and importance of developmental communication.

COURSE OUTCOME

CO 1	To provide the required knowledge to understand the importance of communication for effective social work practice.	Understanding
CO 2	To understand the importance and the role of media for effective communication.	Knowledge
CO 3	To inculcate communication skills among social work trainees.	Skills
CO 4	To understand the need and importance of developmental communication and apply in Social Work Practices.	Application

COURSE CONTENT

UNIT – I **12 Hours**

Communication: Meaning, Definition, Scope and purpose; elements of communication; principles of effective communication; Communication Process; Channels and stages of communication, skills and techniques of communication; Postulates of communication.

UNIT – II **12 Hours**

Methods of Communication:

Interpersonal communication, Group communication and Mass communication; Types; **Mass communication** Meaning, Development and Scope; Role of mass media in National Development, Limitations in the use of mass media in India.

UNIT – III **12 Hours**

Theories and models of Communication: Communication Theories: Magic Bullet, Needle, Spiral Theories Communication Models: Aristotle's, Lasswel's, Newcomb's, David Berlo's and SMCR Model; Transactional Analysis and Conflict Resolution.

UNIT – IV **12 Hours**

Selection of Suitable Approaches for Different Target Groups: Audio Visual Aids: Types and its uses; Folk media :Puppet Shows, Drama Street play, Fold Dance, use of talks meeting, Conference, Campus; Campaign: Communication through leaflets, Pamphlets, Bulletins, Circulars, Posters and notice boards. Role of Field Publicity Office. E-posters, App based communication and Online Campaigning through Social Media and Social Networking Sites.

UNIT – V **12 Hours**

Communication; Research: Steps and Approach: Satellite Instructional Television Experiment (SITE); Aims and objectives: Satellite Communication for National Development; Community Radio; Social implications of mass communication; Barriers to communication.

Total Hours 60

REFERENCES

1. Mansion, gurmeell: Dictionary of journalism and mass communication, Hanam Pub. New Delhi, 1990.

2. Harton Paul et.al: the mass media and the village lige, sage pub., New Delhi, 1989.

3. Dahama O.B. & Bhatnagar O.P.: Education, communication for development, Oxford & IBH New Delhi,1994.

4. Pokharapukar: Rural development and community television, concept pub., New Delhi, 1993.

5. Mahajan,Kamlesh: Communication and society, classical pub New Delhi, 1990.

6. Patnakar, pandit & Lilia Day: Social communication and family planning, Orient Longman, New Delhi, 1973.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW301C	**HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT**	**4**	**0**	**0**	**4**

PREAMBLE

The main objective of this course is to prepare young graduates for management and administrative positions in various industrial, businesses, governmental/non governmental organizations and service sector organizations.

OBJECTIVES

- Understand the concept, function and the importance of HRM and HRD
- To provide an in-depth knowledge on the process of Human Resource Development and Human Resource Management.
- Develop managerial skills in different functional areas of Management.
- Develop the competence to evolve the problem-solving approaches by applying conceptual and behavioral skills.

COURSE OUTCOME

CO 1	Understand the concept, function and the importance of HRM and HRD	Understanding
CO 2	To provide an in-depth knowledge on the process of Human Resource Development and Human Resource Management.	Knowledge
CO 3	Develop managerial skills in different functional areas of management with practical focus on HRM.	Skills
CO 4	Develop the competence to evolve the problem-solving approaches by applying conceptual and behavioral skills.	Application

COURSE CONTENT

Unit – I **12 Hours**

Management and Human Resource Management; Management: Definition, Schools of management thought. HRM: Definition, objectives, characteristics, Scope, Evolution and Function, Duties , responsibilities, qualities and challenges of Human Resource Manager for 21st century. **Modern Management Techniques:** Job rotation – job enlargement - Job enrichment. Managing the dejobbed world, Competency mapping

Unit – II **12 Hours**

Human Resource Planning: HRP in industry, Meaning, definition, importance and need for human Resource Planning, **HRD** - Concept , objectives, process, and mechanism for HRD, Principles in designing HRD system. HRD at different levels; areas of HRD; HR Information System. **Training and Development**: Meaning, need, importance, types: on the job and off the job training, Distinction between Training and Development – Types of training and development – Training need analysis - Systematic approach to Training and Development – Evaluation of Training

Unit – III **12 Hours**

Human Resource Function: Recruitment, Selection, Induction & Placements, Promotion, Transfer, Job analysis. Performance appraisal- Traditional and Modern methods; Team and Customer-Pitfalls in Performance Appraisal – Potential appraisal; measurement of performance , evaluation and correction of performance, job analysis ; Discipline and Disciplinary procedure, Personnel Records and personnel Research, HR Accounting, HR Audit, VRS.

Unit – IV **12 Hours**

Compensation Management: Job evaluation- assessing job worth and developing wage structures. Wage and salary administration, Wage policy, Wage boards: Incentives, Performance based pay & Employee benefits; Executive compensation and International compensation. Personal taxation, Current trends in compensation management- ESOP.

Unit – V **12 Hours**

Industrial Social Work: Meaning, Scope and relevance; Application of Social work methods in Industrial Sector Labour problems and Industrial Counseling in industries and working with families of the industrial workers; meaning, scope, relevance, advantages & disadvantages. Conflict: meaning, types of conflict and management of conflict. People Capability Maturity Model (PCMM)-meaning, objectives, levels, process areas.

Total Hours 60

REFERENCES:

1. Dynamics of Industrial Relations – Dr. C.B. Mamorio, Dr. Satish Mamoria & S.V. Gankar – Himalaya Publishing House, 2003
2. Human Resources & Personnel Management – K.Aswathappa – Tata McGraw Hill publishing Co. Ltd. 2008
3. Mamoria , C.B, : Personal management : Management of Human Resource, Mumbai, Himalaya Publishing House C, 1991.
4. Performance Management: Concepts and skills and Exercises by Cardy Robert (PHI), 2011
5. Personnel & Human Resource Management – P. Subba Rao – Himalaya Publishing House, 2009
6. Personnel Management and Industrial Relations – N.G. Nair, Latha Nair – S. Chand Company Ltd., New Delhi C 1999).
7. C.B.Gupta Human Resource Management Text and cases – Sultan Chand &Sons Revised Edition 2018.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW302C	**LABOUR WELFARE AND LABOUR LEGISLATIONS**	**4**	**0**	**0**	**4**

PREAMBLE

To provide an in-depth knowledge on Labour Welfare, types, theories and its growth in India. To review the salient features of labor legislation. To understand the scope of Social Work practice in the Indian industry.

OBJECTIVES

- To understand the legal provisions relating to different industrial settings
- To gain Knowledge about Labour legislation and Labour Welfare
- To acquire the skills of working with organized sector.
- To apply the knowledge of Social Work methods and approaches in different industrial settings.

COURSE OUTCOME

CO 1	Understand the legal provisions relating to different industrial settings	Understanding
CO 2	Gain Knowledge about Labour legislation and Labour Welfare	Knowledge
CO 3	Acquire the skills of working with organized sector.	Skills
CO 4	Apply the knowledge of Social Work methods and approaches in different industrial settings.	Application

COURSE CONTENT

UNIT – I **12Hours**

Labour Welfare: Concept, principles, theories, growth of Labour welfare in India; types of welfare; Labour problems: Absenteeism addiction, indebtedness, family distress and social work

intervention. Labour welfare programmes: Statutory and Non – Statutory. Labour welfare officer: Status, role, duties function and workers education.

UNIT – II **12 Hours**

Labour legislations in India: Factories Act 1948.The plantation labour Act 1951, Indian Mines Act 1952,and Apprentices Act 1961.**Labour Relations Legislations:** The Trade Union Act 1926,Industrial Disputes Act 1947,Tamil Nadu Shops and Establishment Act 1947, Tamil Nadu Industrial Establishment (National and Festival holidays) Act 1951.

Unit – III **12 Hours**

Employment Legislations: Industrial Disputes Act 1947, The Industrial Employment (Standing orders) Act 1946,The Employment Exchange (compulsory notification of vacancies) Act 1959, The Contract Labour Regulation & Abolition Act 1950, Conformation of Permanent Status Act.

Unit – IV **12 Hours**

Social Security Legislations: Workmen's Compensation Act 1923, Employees State Insurance Act 1948, Employees Provident fund Act 1952 including the Pension Scheme 1995. The Maternal Benefit Act 1961, Payment of Gratuity Act 1972, Tamil Nadu labour welfare fund.

Unit – V **12 Hours**

Wage Legislation: The Payment of Wages Act 1936, The Minimum wages Act 1948, The Payment of Bonus Act 1965, The Equal Remuneration Act 1976.

REFERENCES:

1. Desai. R.: Constitutional & Labour laws in India, Dolia B.R labour and Industrial Law, Drient Law House, New Delhi, 1982
2. Pant S.C. Principles of labour welfare, Gupta Brothers, Vishakapattnam, 1968.
3. Prasad NGK., Factories law and rules applicable to TN state Vol. I, II, III. IV Madras Book Agency, 1978
4. C.B.Gupta - Human Resource Management Text and cases – Sultan Chand &Sons Revised Edition 2018

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW303C	**ORGANIZATIONAL BEHAVIOUR**	**4**	**0**	**0**	**4**

PREAMBLE

The course aims to provide an understanding of human behavior at work so that the learner may acquire the skills required to analyze problems and develop a problem solving approach. OB helps us to study the complex nature of human beings in organizations by identifying causes and effects of their behavior.

OBJECTIVES

- To impart knowledge about individual, group and organizational dynamics and their consequences,
- To make clear the concepts and approaches that help in developing models or systems that support human ingenuity.
- To acquaint the students with the knowledge of theories and practices that govern human behavior at work,
- To help the learner understand the value and worth of human resources in an organization.
- To enable the students to become aware of their communication skills and sensitize them to their potential to become successful managers.
- To gain self-confidence and healthy self-respect while retaining respect for other's rights.
- To understand the application of Transactional Analysis in several areas of employee management.

COURSE OUTCOME

CO 1	To help the learner understand the value and worth of human resources in an organization.	Understanding
CO 2	To acquaint the students with the knowledge of	Knowledge

	theories and practices that govern human behavior at work	
CO 3	Acquire the skills required to analyze problems and develop a problem solving approach.	Skills
CO 4	To understand the application of Transactional Analysis in several areas of employee management.	Application

COURSE CONTENT

UNIT – I 12 Hours

Organizational Behavior: Definition and theoretical framework, Historical perspective, functions and role of Managers (including information technology), challenges and opportunities for managers to use OB concepts, behavioral science discipline - Approaches and models of organizational behavior. Interdisciplinary nature, Genesis. Models - Contributions of Hawthorne studies. System views of Organization level of analysis (Individual, group and organization).

UNIT – II 12 Hours

The Individual: Foundations of individual behavior, values, attitudes and job satisfaction, personality, perception, concepts of motivation and its applicability – Work Related Stress and Coping Strategies. **The Group**: Foundations of Group behavior, Group Dynamics – Team Building – Morale, Communication, Leadership, Power and Politics. **The Organization System**: Foundations of organization structure, organizational theories, Organizational culture, organizational effectiveness, organizational climate, Japanese style of management, people capability and maturity model.

UNIT – III 12 Hours

Organizational Dynamics: Organizational Change Management – Organizational Development, Conflict Resolution, Application of Transactional analysis (Johari Window & Eric Berne) - Future of Organizational Behavior. organizational change: process, resistance to change, planning and Implementation. Motivation- Theories- Maslow, Herzberg, Mc Alleland, Vroom, Porter & Lawler.

UNIT – IV **12 Hours**

Human Engineering - Man, machine system, human factors engineering and its application, Job Design, Work design and Modern Organization Design. Employee counseling, Japanese Style of Management-5S, Kaizen and Six Sigma and its applicability. Role- Conflict, Congruence, Intelligence and learning, Individual differences Aptitude and Attitude survey, Emotion and Adjustment, Frustration, Perception, Dimensions of conflict and conflict resolution.

UNIT – V **12 Hours**

Organizational Culture - Meaning and characteristics, Challenges, Organizational socialization process, Function and effects, role of leaders, Assessing organizational culture, changing organizational culture, developing a global organizational culture.

Total Hours 60

REFERENCES

1. Arnold, Huge. J and Daniel E. Feldman : Organizational behavior, Mc.Graw Hill,1986
2. Fred Luthans : Organizational Behavior, Mc.Graw Hill, New York, 1998
3. Klith Davis : Human behavior at work, Mc.Graw Hill, 1995
4. Paul Hersey and Kenneth.H.Blanchard : Management of organizational behavior, 4th edition, Practice Hall, N.J,1985
5. Prasad L.M. : organizational behavior, S.Chand.Com. 2000.
6. L.M.Prasad Organizational Behaviour Sultan Chand &Sons Reprint 2019
7. C.B.Gupta Human Resource Management Text and cases – Sultan Chand & Sons Revised Edition 2018.

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSW304C	**EMPLOYEE RELATIONS AND TRADE UNION**	**4**	**0**	**0**	**4**

PREAMBLE

The purpose is to provide an in-depth knowledge about the relationship between employer, employee and the state, to bring out the importance of cordial employee relations for organizational productivity and gain an understanding of the mechanism of inter-personal relations, collective bargaining and productivity improvement functions in the organization through involvement of all groups.

OBJECTIVES

- To understand the basic concepts of industrial relation and industrial peace.
- To provide an in-depth knowledge on industrial relation and Trade Unions in India.
- To acquire the skills of working with trade unions in organized sector.
- To apply the knowledge of Social Work methods and approaches in different industrial settings.

COURSE OUTCOME

CO 1	To understand the basic concepts of industrial relation and industrial peace.	Understanding
CO 2	Enhance the knowledge on organisational performance, role and responsibility.	Knowledge
CO 3	Develop the skills of interpersonal relationship as per organizational requirement.	Skills
CO 4	To stimulate thinking on rationale behind the Laws and their enforcement.	Application

COURSE CONTENT

Unit – I **12 Hours**

Industrial Relations in India: Concept of Industrial Relations, Theories, characteristics of a good Industrial Relation System, state and central industrial Relations policy, Tri-partite approach, Industrial Labour Conference, code of Discipline in Industry.**ILO: History aims Objectives,** structure, functions and achievements, Influence of ILO on industrial relations. National Labour Commission.

Unit – II **12 Hours**

Trade Union Movement: National and International Trade unionism: Historical Perspective Objectives, Problems faced recognition of trade unions. Employer's federations; origin, growth objectives, functions, structure and administration.

Unit – III **12 Hours**

Collective Bargaining: Meaning, goals, phases pre-requisites, principles, theories, strategies skills; Factors influencing collective bargaining, content of collective agreements, productivity in bargaining, collective bargaining in abroad.

Unit – IV **12 Hours**

Industrial Conflicts: Concepts of Industrial peace and Industrial conflict: causes consequences, strikes and lockout. Machinery for prevention and settlement of disputes; arbitration and adjudication; Grievances procedure and domestic enquiry.

Unit – V **12 Hours**

Worker participation in Management: meaning and scope of industries in India, UK, Germany and Yugoslavia; Gandhian Trusteeship Philosophy.

Total Hours 60

REFERENCES

1. Agarwal.RD :Dynamics of labour relation in India Tata McGraw Hill.Bombay.1972
2. Arun Monappa Industrial relation S.Chand Co., 1989
3. Arya UP Guide to settlement of Industrial Disputes Allied Publishing New Delhi 1977
4. Charles A. Myers Industrial Relation in India Indian Asia Publishing House 1975
5. Kumar CB Development of Industrial Relations in India Himalayan Publishing house,1983
6. Momoria C.B.: Dynamics of Industrial Relations, Himalaya pub, house, 1983
7. Sharma AM Industrial Relation and Conceptual, legal frame work Himalaya Publication, 1989
8. C.B.Gupta Human Resource Management Text and cases – Sultan Chand & Sons Revised Edition 2018

SEMESTER III					
Course Code	**Course Title**	**Category**			
		L	**T**	**P**	**CREDITS**
YSWNME	**DISASTER MANAGEMENT AND MITIGATION**	**1 (2)SS**	**0**	**0**	**2**

COURSE CONTENT

Unit – I **3 Hours**

Disaster : Definition, Concept, Classification of disaster: Nature and man-made – Disasters in India and Abroad.

Unit – II **3 Hours**

Disaster Management : Definition, Phases of Disaster: Relief, Rehabilitation and Development – Impact of Disaster on survivors: Family life, Livelihood, Education etc.,

Unit – III **3 Hours**

Disaster Policy and Programme : State and National**,** International policies, for Disaster Management.

Unit – IV **3 Hours**

NGOs, INGOs and Government Intervention in Disaster Management: Survey – Assessment – Reports – Developing specific Materials and Manuals for Various groups (Children, Women, Adults and Aged) Training Professionals / Para Professionals in Trauma Counselling, skills and Livelihood education. Working with Groups – Communities on Sustainable development and Rehabilitation.

Unit – V **3 Hours**

Disaster Preparedness : Models of Disaster Preparedness – Role of Social Workers in Disaster Mitigation Programmes for various groups: Family, Individual and Community levels.

REFERENCES

1. Juan jose lopez-Ibor,george Christodoulou,Mario maj, Norman sartorius, and ahmed Okasha(2005): Disaster and Mental Health, John Wiley and Sons, England.
2. Parthasarathy R, Bharat,S, Kumar KVK, Sekar K, Girimaji,S and Murthy RS, (2001) Information Manual 3.Psychosocial care for Children –A Manual for Teachers action Aid India Bangalore.
3. Antara Sen Dave, Beena, Jadav, K Sekar,Subashis Bhadra,G.p Rajashekhar,Kishore Kumar K.V. and Srinivasamurthy R (2003): Riots; Psychosocial care for children Books for Change, Action Aid,Karnataka,Bangalore.
4. Rashmi Lakshminarayan (2004): Disaster mental health in India, Indian Redcross, New Delhi.
5. Sekar K, Pan S, Babu SKP, Kumar KVK (2004): National Disasters Psychosocial care by community level workers, Books for change, Bangalore.

Department of Social Work,PMIST

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Paper – I

LIFE COPING SKILLS

UNIT-I

Basics of Life Skills: Definition, Need, And Importance - Life Skills: Generic, Problem Specific and Area Specific Skills. Internalizing Life Skill – Process – Life skill work in combination: Thinking skill – Creative & Critical Thinking, Social skill and Coping Skills ,Life Skill for personal Effectiveness – Effective Learning: Study Skills and Memory Techniques – Preparation for Examination.

UNIT-II

Self-Awareness: Definition, Importance – Empathy: Definition, Importance – Negotiation Skills: Effective Communication and Interpersonal Relationship – Effective Communication: Definition, Functions, Barriers, - Interpersonal Relationship: Definition, Factors Affecting Relationship.

UNIT-III

Developing Personal Skills: Meaning and Explanation of coping, Positive and Negative Mechanisms of Coping - restructuring one's own life story, positive and negative Messages, Self Esteem, Self-Concept, Self-Acceptance and Personality Development, Positive thinking and Goal Setting, Motivation and Self-Actualization, Meaning and Attitude to Success, Problem Solving and Decision Making ,Time-Management and Stress Management

UNIT-IV

Developing Coping Mechanism: Coping with Shyness and Loneliness, Coping with Depression and Fear, Coping with Anger and Verbal Abuse, Coping with Failure and Criticism, Coping with HIV-AIDS , Alcoholism and Substance Abuse ; Coping with Conflicts and Change.

UNIT-V

Developing Fitness for a Job: Leadership and Team Work, Career Guidance and Work Environment

References:

1. Ciccarelli Saundra .K., Meyer Glen, (2007), Psychology, Pearson Education Inc., New Delhi.
2. Mangal S.K. (2008), An Introduction to Psychology, Sterling Publishers Pvt. Ltd., New Delhi.
3. Nair .V. Rajasenan, (2010), Life Skills, Personality and Leadership, Rajiv Gandhi National Institute of Youth Development, TamilNadu.
4. Adolescence and Life Skills, (2003) Common Wealth Youth Programme Asia Centre, Tata McGraw- Hill
5. Dahama O.P., Bhatnagar O.P, (2005), Education and Communication for Development, (2nd Ed.), Oxford& IBH Publishing Co. Pvt. Ltd. New Delhi.
6. Facilitators Manual on Enhancing Life Skills (2008), RGNIYD, Tamil Nadu
7. Sandhan, Society for Education & Development (2005), Life Skills Education, Training Module, Jaipur.
8. Dr.ManniJaco, “Resource Book for Value Education”, 2002.
9. Dr.XavierAlphones, S.J., “Mismatch”, 2002.

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Paper - II

CHILD WELFARE AND DEVELOPMENT

UNIT-I

Development stages: significant facts about development periods of pre-natal development Characteristics of infancy, factors influencing adjustment to post-natal life psychosocial development during babyhood and childhood.

UNIT-II

Developmental tasks during stages of development, Characteristics of adolescence: Social change and perspective changes in adolescence. Role of social institutions and organizations like family, group, and school in the development of children and preparations for different adult roles.

UNIT-III

Disabilities of child: physical, mental retardation, visual disability, hearing and speech problems. Child abuse and neglect: child beggars, orphans destitute Children of prostitutes and child prostitution in India.

UNIT-IV

Problems of child labour and legal provisions relating to child labour. Family change disintegration and consequences: Juvenile delinquency, street children, school dropouts Strategies of social work intervention dealing with children in critical situations.

UNIT-V

Rights of the child: Historical evolution and recent trends (world summit and SAARC submit) Constitutional provisions for the protection and development of children. National policy for children, major policy measures.

References:

1. Berk, L.E., (2000), Childhood to Adolescence, Mc.Graw Hill Company, London

2. Berk, L.E., (2007), Development through the life span, Pearson Educational, New Delhi

3. Hurlock, E.B., (2004), Child Growth and Development, Tata Mc.Graw Hill Company, New York

4. Santrock, J.W., (2006), Child Development, Tata Mc.Graw Hill Publishing Company, New Delhi

5. Reddy, G.L., and Sujatha, J., (2006), Children with Disabilities, Discovery Publishing House, New Delhi

6. Digumarti Bhaskara Rao (1997),Care the Child volI&II,Discovery Pub House,N.Delhi.

7. Application of counseling in different setting like correctional institution, Industrial, Family welfare centre, child welfare centre

8. Diwan, Paras and PeeyushiDiwan, Children and Legal Protection (New Delhi: Deep and Deep, 1994)

Semester-I

SOCIAL WORK PRACTICUM - I

Observational visits

Students have three General orientation classes handled by the internal faculty, three orientation classes on the electives by Field practitioner and Five to Ten Observation Visits.

Camp

Rural/Tribal Camp -6Days (Survey, Pilot Visits, Pre Camp Session, Resource Mobilization and Fixing Resource persons, Execution, Report Preparation and Post Camp Session.

Group project

Students have to organize two Group Awareness Campaign on a selected Social Issue.

Semester-II

CONCURRENT FIELD-WORK – 2

Common Concurrent Field-work Placement

Students are individually placed in an organization/agency, (such as Home for the Aged, Disabled, Schools, Rehabilitation Settings, De-addiction centres etc.,) to observe, learn, plan and to intervene with methods of Social Work: Case Work (4), Group Work (2) Community Organization programme (1).

Semester-III

CONCURRENT FIELD-WORK – 3

Elective Based Concurrent Field-work Placement

Elective based placements to students for 30 days, to practice methods of Social Work: Case Work (4), Group Work (2) Community Organization programme (1).

Semester-IV

CONCURRENT FIELD-WORK – 4

Elective Based Concurrent Field-work Placement

Elective based placements to students for 30 days, to practice methods of Social Work: Case Work (4), Group Work (2) Community Organization programme (1).

- Commencement of the Elective based Concurrent Field work in December- IV semester.
- Submission of report at the end of their Concurrent Field Work in February – IV Semester. Final exam will be along with Block Placement Internship, Project at the end.
- Students are permitted according to their specialization to do their Concurrent Field Work (Industry/Hospital/Organization).

Semester-IV

Project Work

- Commencement of the project work in December- IV semester.
- Submission of project dissertation in May – IV Semester.
- Students are permitted to do their project at their Block Placement Internship/Concurrent Field Work (Industry/Hospital/Organization).

Semester-IV

Internship for Pre-Employment

(Elective based Block Placement Internship)

- Identification of Block Placement –At the end of February.
- Commencement of Internship–First week of March.
- Completion of Block Placement & Reporting – Last working day of May.

ASSESSMENT OF SOCIAL WORK PRACTICUM

A viva-voce examination shall be conducted for each candidate in all semesters. The performance of the candidate shall only be assessed by a committee consisting of one faculty member of the Department of Social Work ,PMU and an external examiner. The number of such committees depends on the number of candidates. In case of colleges where MSW is being offered, a qualified faculty member (who has passed UGC NET or has Doctoral Degree in Social Work) will be an additional examiner to the two member committee mentioned above for that college only. In case of non-availability of a qualified teacher, the two-member committee constituted for viva-voce examination will stand.