

FATIMA COLLEGE (AUTONOMOUS)



**Re-Accredited with “A” Grade by NAAC (3rd Cycle)
74th Rank in India Ranking 2020 (NIRF) by MHRD
Maryland, Madurai- 625 018, Tamil Nadu, India**

NAME OF THE DEPARTMENT: SOCIOLOGY AND SOCIAL WORK

NAME OF THE PROGRAMME : M.SW

PROGRAMME CODE : PSSW

ACADEMIC YEAR : 2020 - 21

FATIMA COLLEGE (AUTONOMOUS), MADURAI-18
DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK

MAJOR CORE – 70 CREDITS

PROGRAMME CODE: PSSW

S.No	SE M.	COURSE CODE	COURSE TITLE	HRS	CRE DITS	CIA Mks	ESE Mks	TOT . MKs
1.	I	19MSW101	Social Work Profession	6	4	40	60	100
2.		19MSW102	Study of Indian Society	6	4	40	60	100
3.		19MSW103	Understanding Human Behaviour	6	4	40	60	100
4.		19MSW104	Field Work	9	4	40	60	100
5.	II	19MSW205	Social Case Work & Social Group Work	6	4	40	60	100
6.		19MSW206	Community Organization and Social Action	6	4	40	60	100
7.		19MSW207	Social Work Research and Statistics	6	4	40	60	100
8.		19MSW208	Field Work	9	4	40	60	100
9.	III	19MSW309	Field Work	8	5	40	60	100
10.		19MSW310 A/19MSW310B/19MSW310C	Rural Community Development/ Mental Health/ Human Resource Management	6	4	40	60	100
11.		19MSW312	Counseling : Theory and Practice	6	5	40	60	100

12.		19MSW313	Social Policy, Planning and Development	6	4	40	60	100
13.		19MSW414	Field Work	8	5	40	60	100
14.	IV	19MSW415 A/19MSW4 15B/19MS W415C	Disaster Situations and Management/ Hospital Management/ Employee Welfare and Social Work in Industry	6	5	40	60	100
15.		19MSW416 A/19MSW4 16B/19MS W416C	Working With Marginalized Groups/ Disability Prevention and Management/ Human Resource Development	6	5	40	60	100
16.		19MSW418	Social Welfare Administration and Social Legislations	6	5	40	60	100
TOTAL				106	70			

**MAJOR ELECTIVE / EXTRA DEPARTMENTAL COURSE / INTERNSHIP/ PROJECT -
20 CREDITS**

S.No	SEM.	COURSECODE	COURSE TITLE	HRS	CREDITS	CIA Mks	ESE Mks	TOT. Mks
1.	I	19MSW1EDC	EDC 1- INTRODUCTION TO INDIAN SOCIETY	3	3	40	60	100
2.	II	19MSW2EDC	EDC 2- INTRODUCTION TO INDIAN SOCIETY	3	3	40	60	100
3.	III	19MSW3SI	Summer Internship	-	3	40	60	100
4.		19MSW311A/ 19MSW311B/ 19MSW311C	Urban Community Development/ Social Work Practice in Psychiatric Settings/ Labour Legislations	4	4	40	60	100
5.		IV	19MSW417A/ 19MSW417B/ 19MSW417C	NGO Management/ Social Work Practice in Medical Settings/ Industrial Relations	4	4	40	60
6.	19MSW4PR		Project	-	3	40	60	100
TOTAL				14	20			

OFF-CLASS PROGRAMMES

ADD-ON COURSES

COURSE CODE	COURSES	HR S.	CREDI TS	SEMEST ER IN WHICH THE COURSE IS OFFERE D	CIA MK S	ESE MK S	TOTA L MARK S
	SOFT SKILLS	40	3	I	40	60	100
	COMPUTER APPLICATIONS	40	4	II	40	60	100
	COMPREHENSIVE VIVA (Question bank to be prepared for all the courses by the respective course teachers)	-	2	IV	-	-	100
19PGVA MSW1	VALUE ADDED CRASH COURSE - COUNSELING SKILLS	30	-	-	40	60	100
	READING CULTURE	2	1	I- II	-	-	-
TOTAL			10				

EXTRA CREDIT COURSES

Course Code	Courses	Hrs.	Credits	Semester in which the course is offered	CIA Mks	ESE Mks	Total Marks
19PGSLMSW1	CORPORATE SOCIAL RESPONSIBILITY	-	4	III & IV	40	60	100

**I Master of Social work (MSW)
SEMESTER- I**

COURSE DESCRIPTION

PROGR MME CODE	COURS E CODE	COURSE TITLE	CATEGO RY	HRS/WE E K	CREDI T S
PSSW	19MSW101	SOCIALWORK PROFESSION	Core	6	4

This course helps in developing an understanding of the need for Social Work practices and the theoretical approaches towards various practices.

COURSE OBJECTIVES

To appreciate Social Work as a profession by understanding its Principles, Values and Ethics.

To recognize the application of Social Work in various fields.

UNIT – I Introduction to Social Work (15 HRS.)

Social Work- Concept, Definition, Goals and Functions of Social Work – Basic Philosophy of Social Work – Beliefs and Values of Social Work.

UNIT - II Concepts Related To Social Work (15 HRS.)

Concepts relevant to Social Work – Social Service- Social Security- Social Action- Social Justice - Social Reform - Indian Social Reform Movements - Pre-Independence Movement **Dravida Kazhgam, (Self Study) Sri Narayana Dharma Paripalana (SNDP) movement in Kerala (Self Study),Naxalbari in North East India (Self Study) and All India Kisan Sabha Movement (Self Study).**

UNIT- III History and Ethics of Social Work Practice (15 HRS.)

Overview of the historical development of Social Work in the International Perspective, History of Social Work in India - Social Work as a Profession. Code of Ethics- Need and Importance of Code of Ethics in Social Work Practice. National Association of Social Work – International and National Professional Associations of Social Workers and Schools of Social Work.

UNIT - IV Social Work Practice Models**(15 HRS.)**

Models of Social Work Practice- Relief Model – Welfare Model – Clinical Model – Systems Model – Radical Model.

UNIT - V Social Work Fields**(15 HRS.)**

Fields of Social Work - Community Development - Rural and Urban , Family and Child Welfare, Medical and Psychiatric Social Work, Correctional Social Work, School Social Work, Industrial Social Work- Relevance of Social Work in the Context of Globalization.

Unit - VI DYNAMISM (Evaluation Pattern-CIA only)

Indigenous Social Work – Social Welfare

TEXT BOOKS:

1. “Social Work Values and Ethics” (2nd edition), Frederic G. Reamer, Columbia University Press, 1999
2. “The Social Work Interview-A Guide for Human Service Professionals” (4th edition), Columbia University Press, 1997

REFERENCES:

1. “Dynamics of Social Work in India”, Batra Nitin, Jaipur- Raj Publishing House, 2004.
2. “Encyclopedia of Social Work in India-” Delhi Pusthksadan, 1968.
3. “Concepts and Methods of Social Work”, Friedlander, Walter A, New Jersey- Prentice Hall Inc, 1964.
4. “Field of Social Work”, Fink Arthur E, New York- Holt Rinehart and Winston Inc, 1963.
5. “Gandhian Approach to Development and Social Work”, Gangrad
6. “Ideologies and Social Work-Historical and Contemporary Analyses”, Desai Murali, New Delhi- Rawat Publications, 2002.
7. “Introduction to Social Work”, Mudgal S D, Jaipur- Book Enclave, 1997.
8. “Methods and Fields of Social Work in India”, Jacob KK, Madras- South Asian Books, 1900.
9. “Introduction to Social Work”, Jha Jainendra Kumar, New Delhi- Anmol Publications Pvt, Ltd, 2002.

COURSE OUTCOMES

NO.	COURSE OUTCOMES
CO 1	Understand the Philosophy, Beliefs and Values of Social Work as a Profession.
CO 2	Understand the Concepts relevant to Social Work and various Reform Movements.
CO 3	Apply Social Work Ethical Principles to Guide Professional Practice.
CO 4	Analyse Theoretical Models of Social Work Practice in the Field.
CO 5	Evaluate the process of Community Development.

**I Master of Social Work
SEMESTER -I**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGO RY	HRS/WEE K	CREDIT S
PSSW	19MSW 102	STUDY OF INDIAN SOCIETY	Core	6	4

COURSE DESCRIPTION

Through this paper students understand the significance of Social Science concepts and Social Issues of Indian Society.

COURSE OBJECTIVES

To gain an understanding of basic Sociological concepts and its relevance to Social Work practice.

To obtain an understanding of basic socioeconomic realities and the social problems.

UNIT- I Introduction to Society

(15 HRS.)

Society- Definition – Characteristics – Societal Needs - Culture- Definition – Characteristics – Indian Society and Culture – Salient Features.

UNIT -II Social Institutions in India

(15 HRS.)

Basic Indian Social Institutions- Marriage and Family – Kinship and kinship usages – Definition – Meaning - Characteristics – Types – Significance of Marriage. Other Indian Social Institutions- Education, Political System, Economic System and Religion - Definition — Significance. Changes in Indian Social Institutions.

UNIT -III Caste System and Social Stratification

(15 HRS.)

Social Stratification- Definition – Characteristics – Theories and Origin of Caste and Class System- Definition – Characteristics – Functions and Changes.

UNIT - IV Social Change and Its Process

(15 HRS.)

Social Change in India- Definition – Characteristics – Factors of Social Change – Obstacles to Social Change – Processes of Social Change-

Industrialization, Urbanization, Westernization, Modernization, Sanskritization, Secularization, and Globalization – Impact on Society.

UNIT – V Contemporary Social Issues in the Society (15 HRS.)

Contemporary Social Problems: Poverty, **Unemployment (Self Study), Suicide (Self Study), Alcoholism (Self Study)**, and Drug Addiction, HIV/AIDS, Cyber crime, Divorce, Honour Killing (**Self Study**).

Unit –VI DYNAMISM (Evaluation Pattern-CIA only)

Social problems in Tamilnadu

TEXT BOOKS:

1. “Sociology of Indian Society”, C.N. Sankar Rao, S. Chand & Company Ltd, New Delhi 110 055,2012.
2. “The Value of Change in Social Work”, StevenShardlow, Tavistock/Routledge, 1989

REFERENCE BOOKS:

1. “Marriage and Family – In Diverse and Changing Scenario”, Amiteshwar Ratra, Praveen Kaur, SudhaChhikara, Deep and Deep Publications Pvt. Ltd, New Delhi 110 027,2006.
2. “An Introduction to Sociology”, Vidya Bhushan and D.RSachdeva, KitabMahal, Allahabad.
3. “IndianSociety”,S.C.Dube,NationalBookTrustIndia,NewDelhi110 016, 1990.
4. “Globalization – Myth and Reality”, Govind Prasad and Anil Dutta Mishra(ed),Concept Publishing Company, New Delhi 110 059,2004.
5. “Social Systems of India”, D.R.Jatava, INA Shree Publishers,Jaipur 302 006@1998.
6. “Indian Society”, P.K. Kar, Kalyani Publishers, Ludihana 141 008, 2000.
7. “Indian Social Problems”, G.R,Madan,Vol.IandVol.II,Allied Publishers, Bombay.
8. “Family, Kinship and Marriage in India”, Patricia Uberoi(ed),Oxford University Presss, New Delhi 110 001, 1993.
9. “Indian Society – Institutions andChange”, Rajendra K. Sharma, Atlantic Publishers and Distributors, New Delhi 110 027, 2004.
10. “Caste System in India”, Shakuntala Devi, Pointer Publishers,Jaipur 302 003, 1999.
11. “Modernization of Indian Society”, Yogendra Singh, Rawat Publications, Jaipur 302 004, 1994.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the Nature of Indian Social Institutions.
CO 2	Understand the Importance of Basic Social Institutions in India.
CO 3	Apply the knowledge of the changes taken place in India due to industrialization, urbanization, Sanskritization, Modernization and Globalization.
CO 4	Analyze contemporary social problems with objectivity.
CO 5	Evaluate the Functions of Caste in Present Society.

**I Master of Social Work
SEMESTER –I**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGO RY	HRS/WE EK	CREDI T S
PSSW	19MSW 103	UNDERSTA NDING HUMAN BEHAVIOUR	Core	6	4

COURSE DESCRIPTION

This paper helps to develop an understanding of the needs of human being through various psychological concepts. It also informs about the theories of Personality, Self, Intelligence, Perception and Adjustment for understanding human behaviour.

COURSE OBJECTIVES

To obtain knowledge of the Psycho-Social bases of behaviour and personality. To obtain insight about the stages of human development, need and problems in various stages.

UNIT- I Introduction to Psychology (15 HRS.)

Psychology- Definition – Relevance of Psychology to Social Work – Principles of Development – Stages of Development (Developmental Tasks and Hazards)- Conception, Pre-natal, Infancy, Babyhood, Childhood, Adolescence, Adulthood, Middle Age, Old Age - Role of Heredity and Environment in Personality Development – Socialization.

UNIT- II Theories on Personality and Learning (15 HRS.)

Personality- Definition – Theories- Freud's psychoanalytic theory of personality, Jung's classification and Cattell's theory. Learning- Principles – Theories- Classical Conditioning, Operant Conditioning, and Social Conditioning.

UNIT -III Intelligence and Motivation Theories (15 HRS.)

Intelligence: Definition, Levels and Theories: Unitary Theory, Spearman's two factor theory, Group factor theory; Motivation: Definition – Types – Theories: Freud's Instinctive theory, Adler's Social urges theory, Maslow's Self – actualization theory - Basic Human Needs.

UNIT- IV Perception And Self related concepts (15 HRS.)

Perception: Definition and Characteristics: Self-Perception –Self-Concept – Self-Serving bias – Self- Presentation – **Attribution (Self Study)**.

UNIT -V Theories on Adjustment, Attitudes and Conflict (15HRS.)

Adjustment- Definition and Characteristics- Adjustment and Maladjustment – Normality and Abnormality – Emotional Catharsis. Attitudes- Nature – Formation – Attitudinal Change. Emotion- Definition – Expression of Emotion. Conflict- Types of Conflict – Defense Mechanisms.

Unit VI Dynamism (Evaluation Pattern-CIA only)

Understanding human behaviour.

TEXT BOOKS-

1. Psychology for Social Workers- Black Perspectives on Human Development and Behaviour (2nd edition), Lena Robinson Routledge, 2009.

REFERENCE BOOKS-

1. "Applied Psychology", Brown JM, New Delhi- American Mission Lenox Press, 1966
2. "Abnormal Psychology", Carson Robert C, Delhi- Pearson Education, 2009
3. "Developmental Psychology- A Life-Span Approach" Elizabeth B. Hurlock, McGraw-Hill Companies, 1980.
4. "Abnormal Psychology", Mangal S K, Delhi- Sterling Publishers Private Limited, 2001
5. "General Psychology", Mangal SK, Delhi- Sterling Publishers Private Limited, 2006
6. "Brief Introduction to Psychology", Morgan Clifford T, New Delhi- Tata McGraw Hill Publishing Company, 1997
7. "Introduction to Psychology" Morgan Clifford T, New Delhi- Tata McGraw Hill, 1986.
8. "Abnormal Psychology- The Problem of Maladaptive Behaviour", Sarason Irwin, G New Delhi- Prentice Hall of India, 2005.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the Relevance of Psychology in Social Work Practice.
CO 2	Understand the stages of human life cycle in personality development
CO 3	Apply the knowledge of Human Behaviour in Socialization
CO 4	Analyze the personality traits in Social Work Practice.
CO 5	Evaluate Theoretical Approaches related to personality.

**I Master of Social Work
SEMESTER -I**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATE GOR Y	HRS/WEEK	CREDIT S
PSSW	19MSW 1EDC	INTRODUCTION TO INDIAN SOCIETY	EDC	3	3

COURSE DESCRIPTION

In this paper students learn about the basis of Social philosophy, Social Institutions, Social Stratification and social changes of Indian society.

COURSE OBJECTIVES

To gain an understanding of basic Sociological concepts and its relevance to Social Work practice in India

To obtain an understanding of basic socio-economic realities and Indian social problems.

UNIT I- Introduction to Hindu Social Philosophy (15 HRS.)

Basis of Hindu Social Philosophy – Ashramas and its importance – Purusharthas, Doctrine of Karma - Basis of Christianity – Basis of Islam – Changing trends in Indian Social Organization

UNITII- Indian Social Institutions and Its Changing Trends (15 HRS.)

Basic Indian Social Institutions- Marriage - Characteristics – Types – Significance of Family- Characteristics – Types- Changing trends in Family and Marriage

UNIT III- Introduction to Society, Its Needs and Culture (15 HRS.)

Society- Definition – Characteristics – Societal Needs - Culture- Definition – Characteristics – Indian Society and Culture – Salient Features.

UNIT IV- Caste System and Social Stratification (15 HRS.)

Social Stratification- Definition – Characteristics – Caste and Class System- Definition – Characteristics – Functions and Changes.

UNIT V- Social Change and Its Process (15 HRS.)

Social Change - Definition – Characteristics – Factors of Social Change – Processes of Social Change: **Industrialization (Self Study), Urbanization (Self Study), Westernization (Self Study), Modernization (Self Study),** Sanskritization, Impact on Society.

Unit VI Dynamism (Evaluation Pattern-CIA only)

Impact of Technology on Marriage, Family and Society.

TEXT BOOKS-

1. “Sociology of Indian Society”, C.N. Sankar Rao, S. Chand & Company Ltd, New Delhi 110 055, 2012.

REFERENCE BOOKS-

1. “Marriage and Family – In Diverse and Changing Scenario”, Amiteshwar Ratra, Praveen Kaur, Sudha Chhikara, Deep and Deep Publications Pvt. Ltd, New Delhi 110027,2006.
2. “An Introduction to sociology”, Vidya Bhushan and D.R.Sachdeva, KitabMahal, Allahabad.
3. “Indian Society”, S.C. Dube, National Book Trust India, New Delhi 110 016,1990.
4. “Globalization – Myth and Reality”, Govind Prasad and Anil Dutta Mishra(ed),Concept Publishing Company, New Delhi 110059,2004.
5. “SocialSystemsofIndia”,D.R.Jatava,INAShreePublishers,Jaipur302 006@1998.
6. “Indian Society”, P.K. Kar, Kalyani Publishers, Ludihana 141008,2000.
7. “IndianSocialProblems”,G.R,Madan,Vol.IandVol.II,AlliedPublishers, Bombay.
8. “Family, Kinship and Marriage in India”, Patricia Uberoi (ed),Oxford University Presss, New Delhi 110 001,1993.
9. “Indian Society–Institutions and Change”, Rajendra K.Sharma, Atlantic Publishers and Distributors, New Delhi 110 027,2004.
10. “Caste System in India”, Shakuntala Devi, Pointer Publishers, Jaipur 302 003,1999.
11. “ModernizationofIndianSociety”,YogendraSingh,RawatPublications, Jaipur 302

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the basis and importance of Religious Organizations in India.
CO 2	Describe the characteristics of society and societal needs
CO 3	Relate the Origin and Changing Trends in caste system
CO 4	Analyze the Philosophy of Marriage and Family System in India
CO 5	Evaluate the Impact of Modernization and Globalization on Indian society

**I Master of Social Work
SEMESTER -II**

PROGRAMME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WEEK	CREDITS
PSSW	19MSW205	SOCIAL CASE WORK AND SOCIAL GROUP WORK	Core	6	4

COURSE DESCRIPTION

It helps students develop an ability to apply for case work and group work in different settings. Through this course a student understands the dynamics of a group and its utility for intervention.

COURSE OBJECTIVES

To gain knowledge about the problems faced at individual and group level.
To develop professional attitude and skills in dealing with the problems at individual and group level.

UNIT I Introduction to Social Case Work (15 HRS.)

Social Case Work- Definition – Meaning - Objectives – Values – Principles. Historical Development of Social Case Work. Components- Person, Problem, Place, Process. Helping relationship- Importance – characteristics- Empathy, Warmth, Genuineness, Unconditional Positive Regard, Authority, Professional relationship - Transference – Counter Transference, Skills for Social Case Work.

UNIT II Process to Social Case Work (15 HRS.)

Case Work Process- Intake, Study, Diagnosis, Treatment, Follow up – Home visits, Collateral Contacts – Collaborative Diagnosis – Treatment Approaches – Remedial, Preventive - Environmental Modification – Counseling and Referral.

UNIT III Introduction to Social Group Work (15HRS.)

Social Group – Definition – Group Formation - Scope and Limitations – Types

and Characteristics of Groups – **Life as a process of Adjustment with different types of Groups (Self Study)** – Group as an Instrument of Change- Social Group Work – Concept – Definition – Objectives – Principles and Values – Historical Development .

UNIT IV Group Work Process (15 HRS.)

Group Work Process, Principles – Techniques, Process and Historical Demands.

UNIT V Social Case Work And Group Work Practice (15 HRS.)

Social Case Work and Group Work Practice – **Children (Self Study), Youth (Self Study)**, Aged, Women and Transgender. Different settings: Family, **School (Self Study)**, Industries and Hospitals.

Unit VI Dynamism (Evaluation Pattern-CIA only)

Challenges of Social Case Work, Social Case Work and Group Work Practice – Differently Abled Persons.

TEXT BOOKS-

1. “Social Work Practice with Families and Children”, Anthony N. Maluccio, Barbara A Pine, Elizabeth M Tracy, Columbia University Press, 2002.

REFERENCE BOOKS-

1. “Social Work- Methods Practices and Perspectives”, Devi Rameshwari, Jaipur- Mangal Deep Publications, 2004
2. “An Introduction to Social Case Work”, Grace Mathew, Tata Institute of Social Sciences Bombay 1992
3. “Theory and practice of Social Case Work”, Gordon Hamilton, 2nd Ed Columbia university press 1951.
4. “Theory and Practice of Social Case Work”, Gordon Hamilton, New York- Columbia University Press, 1951
5. “Social case work- A therapeutic approach”, R.K. Upadhyay, Rawat Publications New Delhi, 2003
6. “Introduction to Social Work”, Mudgal S D, Jaipur- Book Enclave, 1997
7. “Methods and Fields of Social Work in India”, Jacob K K, Madras- South Asian Books, 1900
8. “Youth Worker’s Resource Book- Theory Group Work Exercises; Tips and Grizzes for Youth Workers, Forty-Five Sessions for Youth Groups”, Mannath Joe Madras- Don Bosco Publications, 1985.
9. “Social Work- An Integrated Approach”, Bhattacharya Sanjay New Delhi- Deep & Deep Publications, 2008.
10. “Introduction to Group Work” David Capuzzi, Douglas R. Gross, Mart D. Stauffer, 4th Edt, Prem Rawat for Rawat Publications Jaipur, 2010.

11. "Hand book on social work with Groups", Charles D.Garwin, Lorraine M. Gutierrez, Maeda J. Galinsky, Rawat Publications, jaipur , 2004.
12. Social Group Work- A Helping Process. Konopka, Gisela. Englewood Cliffs, N.J.- Prentice-Hall,1963

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the various Social Case Work and Group Work Components
CO 2	Understand Group Work concept, principles and values
CO 3	Apply the various interviewing skills in Case Work practice.
CO 4	Analyse the Social Case and Group Work Method among Children, Youth and Aged in different Settings
CO 5	Evaluate the Case Work and Group Work Process

**Master of Social Work
SEMESTER –II**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATE GOR Y	HRS/WE K	CREDIT S
PSSW	19MSW 206	COMMUNITY ORGANIZATION AND SOCIAL ACTION	Core	6	4

COURSE DESCRIPTION

In this course students learn the concepts behind community work, community organization and social action.

COURSE OBJECTIVES

To learn and understand various communities and the dynamics of the different communities

To develop the skills of organizing the community programmes by means of learning and experimenting the different models of social action.

UNIT I- Introduction to Community, Types and its Dynamics (15 HRS.)

Community - Community –as a Social System, Types of communities – **Rural, Tribal, Urban Community Leadership (Self Study), Types of Leaders, (Self Study)** Community Dynamics- Integrative and Dis-integrative Forces in the Community.

UNIT II- Introduction to Community Organization (15 HRS.)

Community Organisation – Definition, Scope, Philosophy, Principles, Goals, Process of Community Organization – Study, Analysis, Assessment, Discussion, Organisation, Action, Evaluation, Modification, Continuation, Methods of Community Organization – **Fact Finding (Self Study)**, Analysis, Assessment, Planning, Group Decision-Making and Co-

operative Action, Negotiation, Consultation, Conflict Resolution – Community Development.

UNIT III- Community Organization Models (15 HRS.)

Models of Community Organization- Locality Developmental Model, Social Planning Model, Social Action Model, Murray Ross- General Content, Specific Content and Process Objective.

UNIT IV- Social Action and Social Work (15 HRS.)

Social Action – Definition, Principles, Scope, Social Action as a Method of Social Work, Advocacy and Lobbying, Contribution of Saul Alinsky, Paulo Frierre and Gandhiji, Satyagraha, Narmada Bachao Andholan.

UNIT V- Community Organization in Rural and Urban Society (15 HRS.)

Application of Community Organization in Rural and Urban Settings – Housing, Water, Health, Sanitation.

Unit VI Dynamism (Evaluation Pattern-CIA only)

Community Programmes in India, Pre and Post Independence.

TEXT BOOKS-

1. “Community Organization in India”, Gangrade Kesharich and Dasharathasa, Madras- Popular Book Depot, 1971

REFERENCE BOOKS-

2. “Urban Sociology”, Sharma RN Delhi- Surjeet Publications, 1993
3. “Rural Sociology”, Sharma Ram Nath Mandir- Rajhans Prakashan, 1994
4. “Indian Social System”, Ahuja Ram New Delhi- Rawat Publications, 1993
5. “Social Work-An Integrated Approach”, Bhattacharya Sanjay New Delhi- Deep & Deep Publications, 2008
6. “An Introduction to Sociology”, Vidya Bhushan and D. R. Sachdeva, Kitab Mahal, Allahabad.
7. “Encyclopedia of social work and community organization”, C.P. Yadav .vol 1 to 4.
8. “Methods of community participation- A complete guide for practitioners”, Somesh Kumar, Vistaar publications N.D. 2002

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand about the Community and its types.
CO 2	Identify personal values and beliefs, and understand how they influence decision making
CO 3	Discover opportunities to share community resources and ideas.
CO 4	Analyse the values of trust, honesty, kindness, and fairness in social action

**I Master of Social Work
SEMESTER -II**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGO RY	HRS/W EEK	CREDIT S
PSSW	19MSW 207	SOCIAL WORK RESEARCH AND STATISTICS	Core	6	4

COURSE DESCRIPTION

In this course students learn the sources and methods of social work research, Statistics and Report writing.

COURSE OBJECTIVES

To introduce to the students the concepts of Social Work Research.

To learn Statistical Analysis and research.

UNIT I- Introduction to Social Work Research (15 HRS.)

Scientific Method – Definition, Features of Scientific method, Assumptions and steps. Research – Definition, Objectives and Characteristics. Social Work Research – Definition, Objectives and Scope.

UNIT II- Research Problem, Hypothesis and Research Design(15 HRS.)

Identification and Formulation of Research Problem – Statement of Objectives, Concept – Hypothesis – Meaning, Types, Sources, Criteria of Good Hypothesis – Operational Definition – Research Design – Explorative, Descriptive, Diagnostic and Experimental Designs.

UNIT III- Description on Data, Sampling and Scales (15 HRS.)

Sources of Data – Primary and Secondary Sources - Sampling – Types – Sampling Error and Sample Size –Techniques and Tools of Data Collection–

Observation, Questionnaire and Interview schedule. Pilot Study and Pre- Test. Processing and Presentation of Data – Classification – Objectives, Types – **Coding (Self Study) and Tabulation (Self Study)** – Components of a Table – Types. Scales – Thurstone, Likert, Bogardus and Sociometry.

UNIT IV-Statistical Measurement (15 HRS.)

Statistics – Definition – Function – Levels of Measurement – Nominal, Ordinal, Interval and Ratio – Measurement of Central Tendency – Mean, Median, and Mode – Measures of Dispersion – Range, Quartile Deviation, Mean Deviation, Standard Deviation – Correlation – Spearman’s Rank Correlation.

UNIT V- Report Writing in Social Work Research (15 HRS.)

Report Writing – Meaning and Purpose, Characteristics, Functions, Types – Body of the report – Chapterization – Guidelines for Drafting Research Report – Documentation – **Footnotes (Self Study) and Bibliography (Self Study)**

. Unit VI Dynamism (Evaluation Pattern-CIA only)

Proposal Writing, Funding Agencies - Types

TEXT BOOKS-

1. Methodology and Techniques of Social Research, T.S. Wilkinson, P.L Bhandarkar, Himalaya Publishing House, 2010

REFERENCE BOOKS-

1. Arwind Kumar, “Research Methodology in Social Sciences”, Sarup & Sons, New Delhi 110002, 2002.
2. Gupta, S.P, “Statistical Methods”, Sultan Chand & Sons Publishers, New Delhi 110002, 2008.
3. Dr. Krishnaswami, O.R, and M. Ranganathan “Methodology of Research in Social Sciences”, Himalaya Publishing House, Bombay, 2005..
4. Pauline V. Young, “Scientific Social Survey and Research”, Prentice-Hall of India Pvt. Ltd, New Delhi, 1992.
5. K. Ravichandran and S. Nakkiran, “Introduction to Research Methods in Social Sciences”, Abhijeet Publications, Delhi 110 094, 2009.
6. Surendar S. Yadava and K.N.S. Yadava, “Statistical Analysis for Social Sciences”, Manak Publications Pvt. Ltd, Delhi 110 092, 1995.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Describe the nature, objectives, scope and methods of scientific social work research.
CO 2	Indicate the objectives, problems, and hypothesis and research designs.
CO 3	Apply the statistical tools in measuring variables.
CO 4	Explain the classification, coding, tabulation, scales and sampling.
CO 5	Evaluate the needs of rural and urban settings.

**I Master of Social Work
SEMESTER -II**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATE GOR Y	HRS/ WEE K	CREDIT S
PSSW	19MSW2 EDC	INTRODUCTI ON TO INDIAN SOCIETY	EDC	3	3

COURSE DESCRIPTION

In this paper students learn about the basis of Social philosophy, Social Institutions, Social Stratification and social changes of Indian society.

COURSE OBJECTIVES

To gain an understanding of basic Sociological concepts and its relevance to Social Work practice in India

To obtain an understanding of basic socio-economic realities and Indian social problems.

UNIT - I Introduction to Hindu Social Philosophy (15 HRS.)

Basis of Hindu Social Philosophy – Ashramas and its importance – Purusharthas, Doctrine of Karma - Basis of Christianity – Basis of Islam – Changing trends in Indian Social Organization

UNIT -II Indian Social Institutions and Its Changing Trends (15 HRS.)

Basic Indian Social Institutions- Marriage - Characteristics – Types – Significance of Family- Characteristics – Types- Changing trends in Family and Marriage

UNIT - III Introduction to Society, Its Needs and Culture (15 HRS)

Society- Definition – Characteristics – Societal Needs - Culture- Definition – Characteristics – Indian Society and Culture – Salient Features.

UNIT - IV Caste System and Social Stratification (15 HRS.)

Social Stratification- Definition – Characteristics – Caste and Class System-
Definition – Characteristics – Functions and Changes.

UNIT - V Social Change and Its Process (15 HRS.)

Social Change - Definition – Characteristics – Factors of Social Change –
Processes of Social Change: **Industrialization (Self Study), Urbanization (Self Study), Westernization (Self Study), Modernization (Self Study),**
Sanskritization, Impact on Society.

Unit - VI Dynamism (Evaluation Pattern-CIA only)

Impact of Technology on Marriage, Family and Society.

TEXT BOOKS-

1. "Sociology of Indian Society", C.N. Sankar Rao, S. Chand & Company Ltd, New Delhi 110 055, 2012.

REFERENCE BOOKS-

1. "Marriage and Family – In Diverse and Changing Scenario", AmiteshwarRatra, Praveen Kaur, SudhaChhikara, Deep and Deep Publications Pvt. Ltd, New Delhi 110027,2006.
2. "An Introduction to sociology", VidyaBhushan and D.RSachdeva, KitabMahal, Allahabad.
3. "Indian Society", S.C. Dube, National Book Trust India, New Delhi110 016,1990.
4. "Globalization – Myth and Reality", Govind Prasad and Anil Dutta Mishra(ed),Concept Publishing Company, New Delhi 110059,2004.
5. "SocialSystemsofIndia",D.R.Jatava,INAShreePublishers,Jaipur302 006@1998.
6. "Indian Society", P.K. Kar, Kalyani Publishers, Ludihana 141008,2000.
7. "IndianSocialProblems",G.R,Madan,Vol.IandVol.II,AlliedPublishers, Bombay.
8. "Family, Kinship and Marriage in India", Patricia Uberoi (ed), Oxford University Presss, New Delhi 110 001,1993.
9. "Indian Society–Institutions and Change", Rajendra K.Sharma, Atlantic Publishers and Distributors, New Delhi 110 027,2004.
10. "Caste System in India", Shakuntala Devi, Pointer Publishers, Jaipur 302 003,1999.
11. "Modernization of Indian Society", Yogendra Singh, Rawat Publications, Jaipur 302

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the basis and importance of Religious Organizations in India.
CO 2	Describe the characteristics of society and societal needs
CO 3	Relate the Origin and Changing Trends in caste system
CO 4	Analyze the Philosophy of Marriage and Family System in India
CO 5	Evaluate the Impact of Modernization and Globalization on Indian society

**II Master of Social Work
SEMESTER -II**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGOR Y	HRS/ WEEK	CREDIT S
PSSW	19MSW 310A/	Rural Community Development	ELECTIVE	6	4

COURSE DESCRIPTION

The Community Development course provides current and prospective community development based on theory, skill development, and practice to address the challenges of today's urban and rural neighbourhoods.

COURSE OBJECTIVES

To sensitize the students about the various issues in rural areas.

To gain an understanding about the efforts taken by the government for the upliftment of rural people.

UNITS

UNIT I: Introduction to Community Development [15 HRS]

Community Development : Concept, Definition, Meaning, Principles, Objectives and Scope – Rural Development : Meaning, Need, Objectives, Scope – Rural Community Development in India : History - Early Experiments - Srinikethan, Sevagram, Marthandam, Gurgeon Experiment, Baroda Experiment, Firka Development in Madras, Nilokheri Experiment, Etawah Pilot Project – Rural Development Programmes in Five Year Plan – Approaches to Rural Development. Mahatma Gandhi national Rural Employment Guarantee Act2005.

UNIT II: Rural problems and programmes [15 HRS]

Problems and Programmes related to Agriculture and Allied Activities like Land, Rural Infrastructure, Drinking Water, Housing, Health and Education.

UNIT III: Rural Development and Finance Sources [15 HRS]

Rural Backwardness: Causes and the need for planned change – Rural Poverty: Causes, Consequences and measures for Rural Development with reference of Finance - Co-operatives, Regional Rural Banks, NABARD, DRDA, Self-Help Groups.

UNIT IV: Panchayati Raj Institutions and Rural Development. [15 HRS]

Administrative Arrangement for Rural Development for Block to National Level: Panchayati Raj – Origin, Philosophy and Characteristics – 73rd Constitutional Amendment and its Implications, Role of Panchayati Raj Institutions in Rural Development.

UNIT V: Private Sector and Rural Development [15HRS]

Voluntary efforts in Rural Community Development, Corporate Social Responsibility for Rural Development (Self Study)– Concept of best practices in Rural Development and its applications.

UNIT VI : Dynamism

Rural Youth and Employment in Rural Areas, Impact of Rural marketing in Rural Areas, Financial Literacy for farmers.

TEXT BOOKS:

1. “Rural Sociology in India”, Desai A. R. Popular Prakashan publications, Mumbai, India 1984

REFERENCES:

1. “Rural Sociology in India”, Desai A. R. Popular Prakashan publications, Mumbai, India 1984
2. “Agricultural Problems in India”. Himalaya Publishers, Memoria, Delhi, 1988.
3. “Social Work Perspectives on Poverty”, Singh, R. R, Concept Publication House, New Delhi. 1971.
4. “Reading in Integrated Rural Development”, Subramanian et al, Oxford and IBH, New Delhi, 1985.

5. “Anti-Poverty Rural Development Programmes”, Sundaram, DK Publications, New Delhi.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Describe the Programmes related to Agriculture and Allied Activities
CO 2	Understand the significance of Rural community development
CO 3	Interpret the importance of the Panchayati Raj Institutions in Rural Development.
CO 4	Analyze the Causes, Consequences and measures for Rural Development with reference to Finance.
CO 5	Criticize the best practices in Rural Development and its applications.

**II Master of Social Work
SEMESTER -II**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW310B	MENTAL HEALTH	ELECTIVE	6	4

COURSE DESCRIPTION

The course is designed to provide an overview of understanding Medical and psychiatric social work.

COURSE OBJECTIVES

To gain knowledge of the Mental Health and Mental Disorder

To recognize the application of Social Work knowledge in mental disorder.

UNITS

UNIT I: Introduction to Mental Health [15 HRS]

Mental Health – Definition and Meaning, Mental illness – International classification of diseases –Diagnostic and Statistical Manual of Mental Disorders (DSM)- relevance of the knowledge of Mental Health and mental illness to Social Work –Abnormality –Concept.

UNIT II: Symptoms [15 HRS]

Symptoms, Etiology, Diagnosis, Prognosis and Management of Psycho-Somatic Disorder - Personality Disorder –Substance Abuse - Anti-Social Behavior - Sexual Deviations.

UNIT III: Psychotherapy [15 HRS]

Models of Psychotherapy – **Psycho dynamic therapy (Self Study)** – Existential Therapy – Humanistic Therapy - **Systematic Therapy- Psycho analytic Theory – Transactional Analysis.(Self Study)**

UNIT IV: Method of treatment [15 HRS]

Method of treatment – Physical methods: Psycho surgery, Electro convulsive therapy, Pharmacological management, Indigenous methods, Cultural

Psychiatry, Culture bound Syndromes – (Myths and Misconceptions of Mental Health).

UNIT V: Mental Health Programmes

[15 HRS]

National Mental Health programmes in India – Mental Health Act, 2017 – its implication on professional Social Work Practice – District Mental Health Programmes, National Mental Health Policy 2014.

UNIT VI: Dynamism

National Mental Health Programme, District Mental Health Programme

TEXT BOOKS:

1. “Mental Health”, Maurus J Bombay: Better Yourself Books, 1993

REFERENCES:

1. “Dianetics: The Modern Science of Mental Health”, Hubbard Ron L Denmark: New Era Publications International, 2007
2. “Fifty Signs of Mental Illness: A Guide to Understanding Mental Health”, Hicks James Whitney M D Delhi: Byword Books Private Limited, 2008
3. “Fundamentals of Mental Health Education”, Sharma Shashi Prabha New Delhi: Kaniskha Publishers, Distributors, 2005
4. “Key Concepts in Mental Health”, Pilgrim David New Delhi: Sage, 2005
5. “Social Work: Psycho-Social and Health Aspects”, Bhattacharya Sanjay New Delhi: Deep and Deep Publications Pvt.Ltd, 2008
6. “Sociology of Mental Illness”, Deman Dinesh Jaipur: Printwell, 1992

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Discuss the symptoms, etiology, diagnosis, prognosis and management of various disorder
CO 2	Understand the salient features of mental health act and programs.
CO 3	Illustrate the methods of therapies and treatment related to mental health problems.
CO 4	Analyse the myths and misconceptions of mental health.
CO 5	Assess the international classification of iseases, abnormality and concept.

**II Master of Social Work
SEMESTER -III**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 310C/	Human Resource Management	ELECTIVE	6	4

COURSE DESCRIPTION

Human Resource Management is a specialization within the field of Management that encompasses several functions including the recruitment, selection, and maintenance of a qualified, motivated, and productive workforce.

COURSE OBJECTIVES

To enable the learners to gain knowledge in managing Human Resource for effective functioning of an organization.

To enable the learners to obtain knowledge in various approaches and administration methods of Human Resource Management.

UNITS

UNIT I: Introduction to Human Resource Management [15 HRS]

Human Resource Management: Concept, Definition, Objectives, Functions, Importance, Role and Structure of Personnel function in Organization. Role of HR Department – Transition from Traditional Personnel Management to HRM, National Institute of Personnel Management, Professional Code of Ethics.

UNIT II: Approaches of HRM [15 HRS]

HR Policies, Approaches of HRM – Traditional, Evaluation and Strategic approach -Human Relations, System and Contingency.

UNIT III: Human Resource Planning [15 HRS]

Human Resource Planning: Need for Planning, Steps and Methods, Characteristics, HR Process, **Recruitment, Selection and Placement, Induction (Self Study)**, Job Analysis, Job Design, Job Description, Job Specification, Job Evaluation and its Techniques, Promotions and Demotions, Performance Appraisal.

UNIT IV: Wage and Salary Administration [15 HRS]

Wage and Salary Administration: Methods of Wage Payments, Wage Incentive System – Individual and Group Incentives, Bonus, Dearness Allowance, Disciplinary Proceedings during wages.

UNIT V: International HRM [15 HRS]

Knowledge Management and International HRM, Multiculturalism and HRM, HRM Information System, HR Accounting and HR Costing, Outsourcing.

UNIT VI: Dynamism

Human Resource Management in National and International Level

TEXT BOOK:

1. Mirza S. Saiyadain, “Human Resources Management”, Tata McGraw Hill Publishing Company Ltd, New Delhi, 1998.

REFERENCES:

1. Mirza S. Saiyadain, “Human Resources Management”, Tata McGraw Hill Publishing Company Ltd, New Delhi, 1998.
2. David Decenzo and Stephen Robbins, “Personnel and Human Resource Management”, Prentice Hall, New Delhi, 2001.
3. Eugene, “Principles of Human Resource Management”, Vrinda Publications Ltd, New Delhi, 2003.
4. Sarma. A.M, “Personnel and Human Resource Management” ,Himalaya Publishing Hall, Delhi, 1995.
5. Stephens Robbins. P, “Management”, Pearson Education and Coulter, New Delhi, 2002.
6. Dr. Sujatha Mangaraj, “Globalization and Human Resource Management”, Anurag Jain for Excel Books, Delhi, 2008.
7. Terry. L. L & Michael D.M, “Human Resource Management”, MacMillan, New York, 1990.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the fundamental human resources concepts and theories of HRM.
CO 2	Identify the human resources policies and practices that help to promote the organization's strategic goals.
CO 3	Use the human resource planning to prepare job specification and job description.
CO 4	Explain the wage structures and other benefits.
CO 5	Evaluate the current trends in HR.

**II Master of Social Work
SEMESTER -III**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGOR Y	HRS/W EEK	CREDIT S
PSSW	19MSW 311A/	URBAN COMMUNITY DEVELOPMENT	ELECTIVE	4	4

COURSE DESCRIPTION

This course introduces students to the systematic analysis of urban data in its institutional context and gives an understanding about urban community

COURSE OBJECTIVES

To gain understanding of urban areas and problems pertaining to urban areas.

To gain knowledge about the governmental efforts for developing urban areas.

UNIT I: Introduction to Urban Community Development [15 HRS]

Urbanization: Concept, Characteristics – Types: Town, City, Metropolis, Suburb, Satellite Town – Urbanization and Economic Development – Urbanization and Industrialization – its impact on Urban Areas, Demographic and Land Use Pattern in Urban Areas.

UNIT II: Urban Development Programmes [15HRS]

Urban Community Development: Meaning, Scope – Urban Development Programmes in India, **Indian Experience in Urban Development with Reference to Town Planning, Slum Clearance and Improvement Integrated Development of Small and Medium Towns (Self Study)**

UNITIII : Urban Problems [15 HRS]

Problems and Prospects of Urban life with reference to Crowd, Density, Noise, Air, Solid and Liquid Pollution, Urban Housing, Drinking Water Supply, Transport, Urban Public Health, Urban Non-Formal Sector.

UNIT IV- Urban Problems**[15 HRS]**

Slum : Concept, Definition, Characteristics, Causes, Theories, Poverty in urban Areas, Culture of Poverty in Slums Programmes of Tamil Nadu Housing Board and Slum Clearance Board.

UNIT V: Urban Development Policy**[15HRS]**

Administrative Set-Up and Policy Arrangements for Urban Development with reference to Municipalities, Corporations, Metropolitan Development Authorities, 74th Constitutional Amendment and its relevance to Urban Community Development.

UNIT VI: Dynamism

Storm Water Management techniques in Cities and Urban Regions, and Redefining Food Deserts.

TEXT BOOK:

Cherunilam, Francis, "Urbanization in Developing Countries", Himalaya Publishing House,

REFERENCES:

1. Cherunilam, Francis, "Urbanization in Developing Countries", Himalaya Publishing House, Mysore.
2. Abrahamson, Mar, "Urban Sociology", Prentice, Eaglewood.
3. Bose, Ashish, "India's Urbanization". Tata McGraw Hill, New Delhi.
4. Chaturvedi, T. N., "Local Government". IPA, Delhi.
5. Cherunilam, Francis, "Urbanization in Developing Countries", Himalaya Publishing House, Mysore.
6. Chand, Mahesh and Puri, V. K, "Regional Planning in India", Allied Publishers, Chennai.
7. Data, Abhijit, "Municipal and Urban India", IIPA, New Delhi.
8. Gilbert, Allan, "Cities, Poverty and Development", English Language Book Society, Oxford.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the concept of Urbanization, its causes and impacts.
CO 2	Describe the urban development programmes in India.
CO 3	Illustrate the prospects and problems of urban development in India.
CO 4	Analyse the socio –economic structure of the Slum.
CO 5	Criticize the administrative set-up and policy arrangements of urban development.

**II Master of Social Work
SEMESTER -III**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 311B/	SOCIAL WORK PRACTICE IN PSYCHIATRIC SETTINGS	ELECTIVE	4	4

COURSE DESCRIPTION

This course gives an outline about Psychiatric Social Workers and their varied roles to promote mental health.

COURSE OBJECTIVES

To recognize the relevance and application of Social Work in Psychiatric Settings.

To equip the learners to be a Professional Social Worker in Psychiatric Settings.

UNITS

UNIT I: Introduction to Psychiatric Social Work [15 HRS]

Psychiatric Social Work – Concept – Definition, Meaning, Scope – History of Psychiatric Social Work in India - Problems of Psychiatric Patients during Pre-hospital, Post-hospital, family, Community Perspective, History of Social Work in USA and UK.

UNITII: Symptoms [15 HRS]

Symptoms, Etiology, Diagnosis, Psychiatric case history taking, MSE, Prognosis and Management of a) Neurosis: Anxiety, Depressive Disorder, Obsessive Compulsive Disorder, Phobia, b) Psychosis: Functional, Affective Disorders, Organic Disorders.

UNIT III: Community Psychiatry**[15 HRS]**

Community Psychiatry: History – Principles – Primary, Secondary and Tertiary Prevention.

UNIT IV: Rehabilitation**[15 HRS]**

Rehabilitation : Concept – Definition – Evolution – Family in Rehabilitation Process – Importance of Social Worker in Rehabilitation Planning – Day Care Centre – Occupational Therapy and Vocational Therapy – Residential Homes.

UNIT V: Psychiatric Social Work practice**[15 HRS]****Psychiatric Social Work practice in different settings – Hospital (Self****Study), Educational Institution, Institution for Special Children, Mental****Health Service Unit (Self Study), Mentally Challenged, Psychiatric Department, Child Guidance Clinic.****UNIT VI: Dynamism**

The Diagnostic & Statistical manual of Mental Disorder, Psychiatric Social work Practice in India.

TEXT BOOK:

1. “A Short Text book of psychiatry”, Niraj Ahuja 5th ed, Jaypee Brothers, New Delhi ,2005.

REFERENCES:

1. V.K. Kothari “Introduction to Philosophy of Mind and mental Illness”, , Signature books Integrate, Delhi,2011
2. Linda Gask “A Short Introduction to psychiatry”, Sage Publications, N.D, 2004.
3. Agarwal A.C, “ Clinical Psychiatry”, New Central Book Agency Pvt Ltd Calcutta, 1995.
4. Varghese, Abraham, “Introduction to Psychiatry” ,B .I Publications Pvt Ltd Chennai , 1996
5. Mangal SK “Abnormal Psychology”, New Delhi: Sterling Publishers Private Limited, 1989
6. Carson Robert C “Abnormal Psychology”, Delhi: Pearson Education, 2009
7. Sarason Irwin G, “Abnormal Psychology: The Problem of Maladaptive Behavior”, New Delhi: Prentice Hall of India Pvt Ltd,2005
8. Page James D, “Abnormal Psychology: a Clinical Approach to Psychological Deviants”, New Delhi: Tata McGraw Hill,2003

9. Vikram Patel, "Where There is No Psychiatrist: A Mental Health Care Manual" by February 2004 Vol.55

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Describe Various Settings for Psychiatric Social Work Practice.
CO 2	Understand the Concepts of Rehabilitation Process and Techniques.
CO 3	Illustrate the History of Community Psychiatry in Global Context.
CO 4	Analyse the Symptoms, Etiology and Diagnosis of Neurosis and Psychosis
CO 5	Evaluate the Scope and History of Psychiatric Social Work Profession in India.

**II Master of Social Work
SEMESTER -III**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 311C	LABOUR LEGISLATIONS -	ELECTIVE	4	4

COURSE DESCRIPTION

The *course* examines theories of *industrial relations*, union organization and structure of Industrial Relations.

COURSE OBJECTIVES

To create awareness on the various legislations related to Industrial Workers.
To equip the learners to understand acts related to labour legislations.

UNIT I: Introduction to Labour Legislations [15 HRS]

Labour Legislations: Meaning, Need and Scope, Trade Union Act, 1926, Industrial Employment (Standing Orders) Act, 1946, National Festivals and Holidays Act.

UNIT II: Labour Act [15 HRS]

Factories Act, 1948 - Plantations Labour Act, 1951 - Shops and Establishments Act- The Contract Labour (Regulation and Abolition) Act, 1970.

UNIT III: Wages Act [15 HRS]

Payment of Wages Act, 1936(Self Study) – Equal Remuneration Act, 1976– Minimum Wages Act, 1948.-**Payment of Gratuity Act, 1972 – Payment of Bonus Act, 1965 (Self Study)**, Code of Wages 2019.

UNIT IV : Benefit Act [15 HRS]

Subsistence Allowance Rules. 1981 - Workmen’s Compensation Act, 1923 – Maternity Benefit Act, 1961 – Employees Pension Scheme, 1955

UNIT V: Insurance Act**[15 HRS]**

Employees State Insurance Act, 1948, - Employees Provident Fund Act, 1952.

UNIT VI: Dynamism

Recent trends in Labour Welfare Legislations, Old age Pension Scheme.

TEXT BOOKS:

1. P. L. Malik Handbook of Labour and Industrial Law by Editorial Staff of SCC Edition: 18th Edition, 2018

REFERENCES:

1. P. L. Malik Handbook of Labour and Industrial Law by Editorial Staff of SCC Edition: 18th Edition,2018.
2. “Business Law – One Should Know”, Jain Nabi Kumar, Nabhi Publications, New Delhi,2001.
3. “Handbook on Industrial Law”, Kappoor. N. D, Sultand Chand & Sons, New Delhi,2001.
4. Madhavan Pillai. K, “Labour and Industrial Laws”, Allahabad Law Agency, Allahabad, 2000.
5. “Industrial Law”, Malik. P. L, Eastern Book Company, Lucknow,1980.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the safety and welfare measures available for workers under Factories Act.
CO 2	Explain the minimum wages and overtime wages for the employees as per the act mentioned.
CO 3	Interpret the need and scope of Labour Law
CO 4	Analyse the employee’s compensation and pension scheme.
CO 5	Evaluate the Employees State Insurance and Employees Provident Fund Act

**II Master of Social Work
SEMESTER -III**

PROGR AM ME CODE	COURSE CODE	COURSE TITLE	CATEG ORY	HRS/WE EK	CREDI TS
PSSW	19MSW 312	COUNSELING:THEOR Y AND PRACTICE	Core	6	5

COURSE DESCRIPTION

This course is an introduction to the profession of counseling. It gives a critical examination of the various approaches to counseling should lead to an understanding of personal beliefs about and approaches to counseling.

COURSE OBJECTIVES

To equip the students with the skills of Counseling.

To apply counseling skills in different settings.

UNITS

UNIT I: Introduction to Counseling [15 HRS]

Counseling: Definition, Meaning, Objectives, Elements, Goals – need of Counseling – Types: Directive Counseling, Non-Directive Counseling, Eclectic Counseling, **Individual Counseling, Group Counseling – Skills of a counselor (Self Study).**

UNITII: Counseling Process [15 HRS]

Counseling Process: Relationship Building, assessmentand Diagnosis, Formulation of Counseling Goals, Intervention and Problem solving, Termination and follow-up, limitations of counseling.

UNIT III : Approaches to Counseling [15 HRS]

Approaches to Counseling: Client Centered, Behavioral, Cognitive, Solution Oriented.

UNIT IV: Therapies of Counseling**[15 HRS]**

Therapies of Counseling: Rational Emotive Therapy, Gestalt Therapy, Re-Educative Therapy, Family Therapy, Marital Therapy.

UNIT V: Counseling in Different Settings**[15 HRS]**

Counseling in Different Settings: **Hospital, Education (Self Study)**, De-addiction Centre, Correctional institution, Occupational Setting.

UNIT VI: Dynamism

Existing Counseling Practices in Madurai, Credit Counseling, Ecological Counseling

TEXT BOOK:

1. "Counseling and Psychotherapy", Medha Vasishit, New Delhi: Authors Press Ltd, 2008

REFERENCES:

1. Medha Vasishit, "Counseling and Psychotherapy", New Delhi: Authors Press Ltd, 2008
2. Nelson -Jones Richard, "Basic Counseling Skills: A Helper`s Manual", New Delhi: Galgotia Publications Ltd, 2003
3. Dave Indu, "Basic Essentials of Counseling", Delhi: Sterling Publishers Private Limited, 1991
4. Geldard Kathryn, "Counseling Children: A practical Introduction", New Delhi: Sage, 1997
5. Patterson Lewis E, "Counseling Process", London: Thomson Learning Publishers, 2000
6. Orbach Ann, "Counseling Older Clients", New Delhi: Sage Publications, 2003
7. Patterson Lewis E, "Counselling Process", London: Thomson Learning Publishers, 2000
8. "Counseling Skills", Bombay: Kansil& Sons, 2008
9. Miller Lisa, "Counseling Skills for Social Work", New Delhi: Sage Publications, 2006
10. Rao Narayana S, "Counseling and Guidance New Delhi: Tata McGraw Hill, 2004

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the significance of counseling and assess the skills and qualities of a good counsellor.
CO 2	Describe the perspectives and practices in counseling
CO 3	Interpret the importance of counseling ethics in the counseling profession.
CO 4	Differentiate between guidance and counseling.
CO 5	Evaluate the need of counseling in specific situations

**II Master of Social Work
SEMESTER -III**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGO RY	HRS/WEE K	CREDIT S
PSSW	19MSW 313	SOCIAL POLICY, PLANNING AND DEVELOPMENT	Core	6	4

COURSE DESCRIPTION

This course focuses on social policy, planning and development in various sectors.

COURSE OBJECTIVES

To equip the students with the knowledge of various welfare policies and the planning.

To help the learners to understand contemporary development goals in India

UNIT I: Introduction to Social Policy **[15 HRS]**

Social Policy: Concept and meaning – Evolution of Social Policy in India – Constitutional Base – Directive Principles of State Policy - Policy formulation process.

UNIT II: Different Models of Social Policy **[15 HRS]**

Different Models of Social Policy and their relevance to the Indian Society.
Policies on Social Security with respect to Women and Children

UNIT III: Sectoral Policies **[15 HRS]**

Sectoral Policies: Environment, **Poverty Alleviation, Housing, Rural and Urban Development(Self Study)**

UNIT IV: Planning in India [15 HRS]

Planning in India – Planning Process – Contribution of Five Year Plans. NITI Aayog – Structure and Function. People’s Participation: Definition – Types – Factors influencing and Hindering People’s Participation.

UNIT V: Development Goals [15 HRS]

Development: Concept, Definition– Sustainable Development Goals and Indicators of Development in India – Health, Education, Employment, Human Development Index and life expectancy.

UNIT VI: Dynamism

Policy related to Epidemic diseases (Corono Virus), Current Social Development Policy at State and National Level.

TEXT BOOK:

1. “The Handbook of Social Policy” James Midgley, Michelle Livermore SAGE Publications, 2009.

REFERENCES:

1. Adams Robert ,“Social Policy for Social Work”, Chennai: Macmillan, 2002
2. Marshall T H , “Social Policy: in the Twentieth Century”, London: Hutchinson University Library, 1970
3. Titmuss Richard M “Social Policy: an Introduction”,,-1973 London: Unwin Hyman, 1974
4. Khan MA, “Social Work and Social Policy: Concepts and Methods”, Jaipur: Book Enclave, 2007
5. Pinker Robert, “Social Theory & Social Policy”, London: Heinemann Educational Book Ltd, 1979
6. Prasad Kiran “Women in Rural Development: Contemporary Social Policy and Practice”,, Delhi: Women Press, 2006
7. Singh Tarlok, “Towards an Integrated Society: Reflections on Planning, Social Policy and Rural Institutions”, Bombay: Orient Longman Ltd, 1969

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the social policy and recall the evolution and directive principles of social policy.
CO 2	Describe the different models of social policy.
CO 3	Interpret the different sectoral policies.
CO 4	Analyse the Planning machinery functions and people's participation
CO 5	Evaluate the contemporary development taken place in India."

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 415A	DISASTER SITUATIONS AND MANAGEMENT	ELECTIVE	6	5

COURSE DESCRIPTION

The course focuses on disaster management, prevention and preparedness for disaster situations, through response and recovery from disaster events.

COURSE OBJECTIVES

To provide basic conceptual understanding of disasters and its relationships with development.

To understand the Causes and impact of the disaster in the life of the people

UNITS

UNIT I: Introduction to Disaster

[17 HRS]

Disaster: Meaning, Characteristics, Types: Natural, Man-made, Forms, Causes, Impact: Social, Economic, Physical, Psychological, Environment degradation.

UNIT II: Disaster Management

[18 HRS]

Disaster Management: International, National, State and Community Support, Voluntary Organizations.

Unit III: Development and Displacement

[19 HRS]

Displacement – **Famine, Drought, Civil War, Displacement due to Developmental Projects(Self Study)**, Problems, Issues relating to Resettlement and Rehabilitation, Role of resistance groups to Developmental Projects in India. Migration: Voluntary and Involuntary Migration.

UNIT IV: Problems of Refugees**[18 HRS]**

Refugees: Meaning – Geo – Political Issues, Refugees situations in the World (with Special Reference to Tamil Nadu and India), Refugee Camps, Psycho-Social Issues in Refugee Situations.

UNIT V: Responses towards Refugees**[18 HRS]**

Repatriation – Refugee Organizations (National) – Role of Social Workers in Refugee Organizations – Application of Various Methods of Social Work.

UNIT VI: Dynamism

An Outlook and Overview of Gaja Cyclone Relief, 2019 Kerala Flood, 2019 Chennai Flood

TEXT BOOK:

1. Ross, M.G , Community Organization – Theory, Principles and Practices,. 1955, Harper and Row, New York.

REFERENCES:

1. Ross, M.G. 1955, Harper and Row, Community Organization – Theory, Principles and Practices, New York.
2. Benson J, “Working More Creatively with Groups”, Tavistock Publications Ltd, London, 1987
3. Coleman, J, “Abnormal Psychology and Normal Life”, , DB Taraporeval and Sons, Bombay, 1974
4. Friere, Paulo, “Pedagogy of the Oppressed”, Penguin Publishers, London, 1996
5. Elais, J.I, “Conscientization and De Schooling – Freire’s and Illich’s Proposals for Reshaping Society”, West Minister’s Press, Philadelphia, 1976

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Describe the causes and impacts of all forms of disaster.
CO 2	Explain the various levels of Management support.
CO 3	Discuss the Psycho-Social Issues of Refugees.
CO 4	Analyse the problems and issues related to Resettlement and Rehabilitation.
CO 5	Criticize the Role of Social Workers in Refugee Organizations

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/ WEE K	CREDIT S
PSSW	19MSW 415B	Hospital Management	ELECTIVE	6	5

COURSE DESCRIPTION

This Hospital Management includes the structure and functions of health care systems. Also students can possess in-depth knowledge about services provided in the hospital settings.

COURSE OBJECTIVES

To understand the Hospital as the agency for the practice of Social Work.
To equip the learners as professional hospital administrators.

UNIT I : Concepts in human Physiology [18HRS]

Basic concepts in human Physiology–Brain, Central Nervous system, Endocrine Glands.

UNIT II : Hospital Administration [18HRS]

Hospital: Definition, Meaning, **Functions, History, Growth and Classification of hospitals in India(Self Study)**– Hospital Administration: Concept, Definition, General Principles, Importance and Functions.

UNITIII: Functions of Hospital Organization [17HRS]

Hospital Organization: Governing Boards, Committees, Hospital Administrator– Role, Functions and Duties– Hospital Auxiliary Services– Role of Hospital in the Health Care Delivery Systems.

UnitIV: Hospital Departments**[19HRS]**

Hospital Departments: Out-Patient Services, Dietary Services, Nursing Services, Medical Records , Laboratory Services, Radiological Services, Emergency Services, Human Resource Management Department, Geriatric Care, Hospice and Palliative Care.

Unit V: Quality Assurance in Hospital Settings**[18HRS]**

Quality Assurance in Hospital Service–Control of Hospital Acquired Infection and Associated Problems, National Accreditation Board for Hospitals and Health Care Providers(NABH).

UNIT VI: Dynamism

Current Hospital Administration at State level and National level.

TEXT BOOK:

1. “Hospital Administration and Human Resource Management”, Goyal RC Prentice Hall of India, New Delhi(2005).

REFERENCE BOOKS:

1. Chandra Ballabh “Hospital Administration”, Alfa Publications, New Delhi(2007).
2. Dawra Sudhir “Hospital Administration and Management”, Mohit Publications, New Delhi(2002).
3. Goel S L, “Hospital Administration and Management: Theory and Practice”, Deep& Deep Publications, New Delhi(2007).
4. Swarup Kanti “Hospital Core Services: Hospital Administration in the 21st Century”, New Delhi: Deep & Deep Publications,(2004).
6. Goel S L “Management of Hospitals: Hospital Administration in the 21st Century”, Deep & Deep Publications, New Delhi(2002).

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand on the role of social worker in healthcare system.
CO 2	Describe the structure, performance, terminology, used in health care systems.
CO 3	Interpret the boards, committees, roles and functions of hospital organisation
CO 4	Analyze the structure and interdependence of health care system to improve healthcare delivery
CO 5	Evaluate the measurement tools for quality and safety in health care system.

**II Master of Social Work
SEMESTER -IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 415C	Employee Welfare and Social Work in Industry	ELECTIVE	6	5

COURSE DESCRIPTION

The course provides the knowledge about the practical exercise of social work in Industry, composition of labour forces, availability of material and human resources, employee welfare programmes available in the industry are.

COURSE OBJECTIVES

To understand and appreciate the importance of Employee Welfare programmes.

To know the importance of Social Work Methods in Industrial functions

UNIT I : Introduction to Concept of Labour [18 HRS]

Labour: Concept, Features of Indian Labour, Labour Welfare – Concept, definition, principles, Scope , Labour Welfare in India, Duties of Labour Officer.

UNIT II: Problems of Indian Labour [17 HRS]

Problems of Indian Labour : Concept, Causes and Consequences, Preventive Measures. **Absenteeism, Labour Turnover, Accidents, Occupational Diseases, Industrial Health and Hygiene (Self Study)** – Functions of Labour Welfare Department.

UNIT III: Labour Welfare Programmes [18 HRS]

Welfare Facilities : Classification – Statutory and Non-Statutory, Fringe Benefits, Steps taken by the Government – Social Security, Family Welfare Programmes.

UNIT IV: Concept of Industrial Social Work [19 HRS]

Industrial Social Work: Concept, Definition, Objectives and Scope – Role of Industrial Social Worker in Industries, Corporate Social Responsibility.

UNIT V: Counseling Methods [18 HRS]

Employee Counseling – Definition, Functions and Scope, Need, Counsellors as Supervisors, Specialists, Professional Counsellors, Managers, Employee Counseling.

UNIT VI: Dynamism

Social work Practices at Work place, The Uniformed Services Employment and reemployment Rights Act

TEXT BOOK:

1. “Principles of Labour Welfare”, Moorthy M. V, Gupta Bros, Vishakapatnam, 1998.

REFERENCES:

1. DetalPunekar. S, “Labour Welfare, Trade Unionism and Industrial Relations”, Himalaya Publishing House, Mumbai, 1996.
2. Mehorotra S. N, “Labour Problems in India”, Sultan Chand & Co, New Delhi, 1981.
3. Sarma A. M, “Aspects of Labour Welfare and Social Security”, Himalaya Publishing House, Mumbai.
4. Saxena R. C, “Labour Problems & Social Welfare”, K. Math & Co, Meerut, 1986.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Describe the various Statutory and Non-Statutory Measures.
CO 2	Understand the Significance of Employee Counseling.
CO 3	Interpret the Role of Industrial Social Worker in Industries.
CO 4	Explain the Concept, definition, principles of Labour Welfare in India.
CO 5	Evaluate the Problems of Indian Labour and Functions of Labour Welfare Department.

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGOR Y	HRS/ WEEK	CREDI TS
PSSW	19MSW 416A	WORKING WITH MARGINALIZED GROUPS	ELECTIVE	6	5

COURSE DESCRIPTION

This course provides sensitivity towards the issues related to social justice and human rights for marginalized groups

COURSE OBJECTIVES

To gain knowledge about the various issues pertaining to Children, Women and Weaker Sections.

To equip the learners to understand government programs and policies for welfare of weaker sections.

UNIT I- Introduction to rights of children [16 HRS]

Children – Definition – Demographic Characteristics – Disadvantaged Children with reference to Indian – UN Rights of the Child.

UNIT II -Problems of the Children [17 HRS]

Problem of the Children – **Juvenile Delinquency – Street Children – Child Abuse – Special Problems of Girl Children – Drop Outs(Self Study) – Physically Challenged – Emotionally Disturbed – Causes – Problems and Remedies.**

UNIT III- Problems of Women [19 HRS]

Problem of Women – Marriage, Widowhood, Educational Backwardness, Working Women, Adolescent Mothers, Trafficking of Women and Girls, Problem of Maternity and Child Care. Special focus on Violence against Women – Rape, Battering, Dowry, Domestic Violence.

UNIT IV Policies and Programmes for Women [18 HRS]

Intervention – Government Policies and Programmes – Action for ensuring Human Rights of Women – Role of Women’s Organisations and Activists Groups – Madar Sangams and Self-Help Groups.

UNIT V- Attributes of Weaker Sections [20 HRS]

Weaker Sections – Concept – Classification of SC, ST, MBC, Dalits – Indicators of Backwardness – Demographic Features of SC, ST, and OBC – Untouchability – UN Declaration of Human Rights – Constitutional Provisions and Legislative Measures regarding the removal of Social Disabilities – Policies and Programmes – Protective Discrimination – Role of Gandhi and B.R. Ambedkar.

UNIT VI: Dynamism

Social Inclusion and Exclusion Policy, Access to Justice and Right to Free Legal Aid.

TEXT BOOK

1. “Administration for Child Welfare”, Chaturvedi, T.N. Indian Institute of Public Administration, New Delhi, 1979.
2. “Women and Socialization”, Kanhere U.S, Mittal Publications, Delhi, 1977.

REFERENCE BOOKS:

1. Devandar, Kiran, “Status and Positions of Women in India”, ShakthiBooks, Delhi, 1985.
2. Kausik, Susheela (Ed), “Women’s Oppression – Patterns and Perspective”, Sakthi books, Delhi, 1986.
3. Srinivasan, K. et.al, “The Child of India”, Ashish Publishing House, Delhi, 1988.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Describe marginalised of Children and Disadvantaged Children.
CO 2	Identify Problems of Disadvantaged Children.
CO 3	Illustrate Problems of Women in different Sphere of life.
CO 4	Explain Government Programmes for women empowerment
CO 5	Evaluate Government Programmes and Policies for welfare of weaker Section.

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGOR Y	HRS/WE EK	CREDI T S
PSSW	19MSW 416B	DISABILITY PREVENTIO N AND MANAGEME NT	ELECTIVE	6	5

COURSE DESCRIPTION

This course focuses on most common disabilities, and a group of conditions caused by physical or cognitive impairments. Also this includes the causes and effects of impairment, understanding, managing and preventing these disabilities behaviour in the society.

COURSE OBJECTIVES

To gain an understanding of the various forms of disability and management. To recognize the role of Social Worker in disability prevention.

UNITS

UNIT I Approaches in Disability Management [18 HRS]

Introduction– Definition of Impairment, Disability and Handicap – Approaches to defining and understanding disability – Philanthropic, Medical, Administrative, Legal and Social

UNIT II Types and Problems of Disability [17

HRS] Disabilities – Types, Needs and Problems –Different types of Impairment – causes and effects on individuals – Physical: Hearing Impairment, Visually challenged, Orthopedically Handicapped. Cognitive and Emotional: Mental Retardation - Learning Disability – ADHD.

UNIT III Causes and Prevention of Disability [19 HRS]

Causes and Prevention – Causative factors of Handicap – Trauma, Toxins, Gestational influences, Psycho-Social factors, Cultural influences, Environmental factors – Preventive measures – Specific protection and Immunization – Early Diagnosis and Treatment.

UNIT IV Schemes and Policies for Disability Management [16 HRS]

Government Schemes and policies: PWD Act 2016 –Schemes for Rehabilitation (Self Study) –Central Directorate of the Disabled – Services for the Disabled – District Rehabilitation Centre – **Community Based Rehabilitation (Self Study).**

UNIT V: Organizational Support for Disabled persons [20 HRS]

Organization Support: International ,National Organizations and Regional Organization working for the welfare of the disabled – World Disabled Day and its significance – Rehabilitation Council of India – Roles and Functions.

UNIT VI: Dynamism

Recent Trends in Disability Prevention and Management.

TEXT BOOK:

1. “Disability Development in India”, J.P. Singh & M.K. Dash, Kanishka Publishers, Distributors, 2005.

REFERENCE BOOKS:

1. “Welfare of the Disabled”, A.K.Malkani, Mohit Publications New Delhi 2008
2. “Hand book of Disability Studies”, Katherine D Seeliman & Michael Bury, Sage Publications, 2001.
3. “International Rehabilitation Conference root on Channeling the challenges disability”, Macmillan Chennai,2006.
4. “State, NGOs and Disaster Management”,. Kishore C. Samal, Shiblal Meher, Nilankantha Panigrahi, SrikantaMohanty, Rawat Publications, New Delhi,2005.
5. “Understanding Disability Policies”, Darke Robert .F, Macmillan Chennai 1999

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the different Approaches of disability management.
CO 2	Identify the Different types, causes and effects of Impairment.
CO 3	Relate Causative factors and Prevention of Handicap.
CO 4	Analyse various Government Schemes and policies related to People with Disability.
CO 5	Evaluate Regional, National and International Organization Support for the welfare of the disabled

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGOR Y	HRS/ WEEK	CREDIT S
PSSW	19MSW 416C/	Human Resource Development	ELECTIVE	6	5

COURSE DESCRIPTION

This course provides a comprehensive view of the field of human resource development. This view includes HRD initiatives that develop the social/human capital resources of the organization.

COURSE OBJECTIVES

To know the basic principles of strategic human resource development in present scenario.

To discuss the current Human resource practices to enhance the students' critical skills.

UNITS

UNIT I: Introduction to Human Resource Development [19 HRS]

Human Resource Development: Concept, Definition and Philosophy of HRD, Objectives and Goals, Methods, Process, Nature and Scope – **Human Values in HRD – Importance of HRD – HRD Practices in India, Quality of Work Life(Self Study)** – Meaning, Concept, Factors determining quality of work life.

UNITII: Functions of Human Resource Development Department [18HRS]

HRD Department and its Activities: Role and Functions of HRD Department – Areas of HRD – New Directions in HRD - Qualities and Competency Requirements of HRD Managers.

UNIT III: Training and Development of Human Resource Development [20 HRS]

Training and Development: Learning – Principles of Learning – Definition of Training, Objectives and Need of Training, Identification and Determination of

Training Needs, Selection of Trainees, Steps in Training Programmes, Training Methods, Evaluation of Training and Development..

UNIT IV: Employment Development Practices [16 HRS]

Employment Development: Concept, Current Practices in Employee Development, Training Department, Training Different Levels of Personnel, Managers as Trainers, Training within the Industry, Training by Outside Agencies.

UNITV: Organizational Development and Management [17 HRS]

Organizational Development : Concept, Definition, OD and Management Development, OD Process, OD Activities, Steps in implementing an OD Programme, OD Approach in India., Change Management, Team Building, Quality Circle, Total Quality Management – Kaizen5s.

UNIT VI: Dynamism

Recent Trends in Human Resource Development

TEXT BOOK:

1. “Human Resource Development”, Ghosh Biswanth, Vikas Publication House, New Delhi, 2000.

REFERENCE BOOKS:

1. “Synergising HRD Intervention – Challenges and Initiatives”, Ajay Singh (ed), Excel Books, New Delhi, 2001.
2. Mabey Cand Solaman G, “Strategic Human Resource Development”, Becacon Books, New Delhi, 1998.
3. Randy L. Desimone, Jon M. Werner and David M. Harris, “Human Resource Development”, Thomson South-Western, Singapore, 2002.
4. Rao. T.V, “Human Resource Development–Experiences, Interventions, Strategies”, Sage Publications India Pvt. Ltd, New Delhi, 1996.
5. Rao.T.V, “Readings in HRD”, Oxford and IBH Publications, New Delhi, 1999.
6. Tiwari. T.D. and Anuja Thakkar, “ New Dimensions on Human Resource Development”, Wisdom Publications, Delhi, 2005.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the concept, nature, scope and importance of Human Resource Development.
CO 2	Discuss role and functions of Human Resource Department.
CO 3	Interpret Objectives and Need of Training and Development.
CO 4	Analyse the requirements of Managers in Human Resource Department
CO 5	Evaluate the current concepts and practices in Employee Development systems.

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 417A	NGO MANAGEMENT	ELECTIVE	4	4

COURSE DESCRIPTION

This course focuses on the management of the organization, setting up of goals and objectives for NGO activities, thorough understanding of the organizational framework of NGOs. Also this includes supervision and planning of financial and other policies of the organization.

COURSE OBJECTIVES

To develop skill of maintaining Welfare Organization,

To equip them with the knowledge of writing Project Proposal and Fund Raising

UNITS

UNIT I Introduction to NGO Management [12 HRS]

NGO : Concept, Definition, Meaning, Characteristics – Organizational Vision – Organizational Mission – Strategy – Types of NGO’s –Registration of NGO’s : Society, Trust, Trade Unions, Co-operative Society.

UNIT II Principles of Project Planning [14 HRS]

Project Planning – Meaning, Nature, Principles, Process – Quantitative and Qualitative methods used in Project Planning – PERT, CPM, LFA – Monitoring, Evaluation – Types of Evaluation, Need Assessment Study – Project Appraisal Techniques – Cost Benefit Analysis, Ratio Analysis, Rate of Return, Management Information System, Environmental Impact Analysis.

UNIT III Personnel Management of NGOs [14 HRS]

Professional Management of NGO’s – SWOT Analysis – Personnel Management – Staffing (Self Study)– Supervision. Participatory Rural

Appraisal – Strategies of involving people in the Planning Process – Bottom Approach in Project Planning – Techniques of PRA – Methods of Collection of Data for Need Identification, Need Analysis and Prioritization.

UNIT IV Principles of Fundraising

[10 HRS]

Fund Raising – Need of Fund Raising for Development Work – Corporate Social Responsibility, International Aid, Grants-in-aid, Community Support – Steps and Methods of Fund Raising – Problems in Fund Raising.

UNIT V Legal Acts related to NGOs

[10HRS]

Legislation – Tamil Nadu Societies Registration Act, Indian Trust Act, Foreign Contribution Regulation Act – Project Proposal Writing (Hands on Experience)

UNIT VI: Dynamism

Recent NGO Management Practices and Current Trends.

TEXT BOOKS:

1. “Management of Voluntary Organization’, PRIA, New Delhi, 1987.

REFERENCE BOOKS:

1. Joel SGR Bhowse, NGOs and Rural Development – Theory and Practice.
2. Fernandes, W, People’s Participation in Development, ISI, New Delhi.
4. Giriappa, Issues in Rural Development, Daya Publishers.
5. Korten, D.C and Klass.R, People Centered Development: Contribution toward Theory and Planning Frame Works, Kumarian Press, West Hartford.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the structure of non- governmental organizations
CO 2	Describe skills and competence in managing NGOs
CO 3	Illustrate the concepts and practices of NGO management
CO 4	Analyse the appropriate procedures and practices involved in managing an NGO
CO 5	Evaluate the distinctive characteristics of GOs

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 417B/	SOCIAL WORK PRACTICE IN MEDICAL SETTINGS	ELECTIVE	4	4

COURSE DESCRIPTION

This course focuses on knowledge, skills and attitudes necessary to work in health related fields. This course also enables students to acquire knowledge in problem solving and analyzing health service systems and the role of social worker in health care settings.

COURSE OBJECTIVES

To recognize the relevance and application of Social Work in Psychiatric Settings.

To equip the learners to be a Professional Social Worker in Psychiatric Settings.

UNIT I Introduction to behavior of health [10 HRS]

Health: Meaning – Definition - **Communicable and Non-Communicable – Life Style Diseases (Self Study)** - Sick Role – Illness Behaviour.

UNIT II Introduction to Medical Social Work [10 HRS]

Medical Social Work: Introduction, Definition, Historical development of the Profession - Different settings for Medical Social Work.

UNIT III Role of family [12 HRS]

Concepts of Medical Social Work – Hospitalization of patient - Impact on Family – Need for the involvement of family in treatment process.

UNIT IV: Role of Social Worker**[14HRS]**

Role of Social Worker in Community Outreach Programmes- Concept of Team Work and Multidisciplinary Approach in Healthcare Organizations - Application of Social Work Methods in Medical Settings - Scope of Research in Medical Settings – Epidemiological Research.

UNIT V HealthCare Programmes**[14HRS]**

National and International Organizations for Health – ICMR, NACO, WHO, National Health Programmes in India as on 2017 – Community Health – Meaning Principles and strategies, Health Education – Meaning and Methods and Techniques – National Health Policy.

UNIT VI Dynamism

Medical Social work Practice at State level and National level.

TEXT BOOK:

1. I. Sundar, Social Work Practices in Health and Medical Profession”, Sarup Book Publihers Pvt Ltd, New Delhi, 2009.

REFERENCE BOOKS:

1. A.K.Patel, M.V.Dubey, “Clinical Social Work”, Crescent Publishing Corporate, 2010, N.D.
2. Chowdhry Paul, “Introduction to Social Work, History, Conepts, Methods and Fields” Atmal Ram & sons , Delhi1983
3. Fink, Arthur. E, “Fields of Social Work”, Holt Rinehart and Winston Inc, 1963.
4. Jacob, K.K, “Method & Fields of Social Work in India” South Asian Books, Madras, 1900.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Identify the meaning and concepts of Communicable and Non Communicable Diseases.
CO 2	Understand the role of Medical Social Worker in Community Outreach Programmes.
CO 3	Explain the concepts of Medical Social Work
CO 4	Analyse Historical Development of Medical Social Work Profession.
CO 5	Criticize National and International Organization for Health and Techniques of Health Education

II Master of Social Work
SEMESTER –IV

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WE EK	CREDIT S
PSSW	19MSW 417C	INDUSTRIAL RELATIONS	ELECTIVE	4	4

COURSE DESCRIPTION

This course aims to provide a perspective of Industrial relations and collective bargaining. It will cover IR systems, the external environment affecting Industrial Relations, management and trade union activities, collective bargaining and importance of workers participation with management.

COURSE OBJECTIVES

To equip the students about the various issues pertaining to industries.

To gain understanding of the measures taken to solve the industrial problems

UNIT I - Introduction to Industrial Relations

[10HRS]

Industrial Relations : Concept, Objectives, Scope – Evolution of Industrial Relations in India -- Conditions for good Industrial Relations – Causes of Poor Industrial Relations – Effects of Poor Industrial Relations – Suggestion to improve Industrial Relations.

UNIT II- Features of Industrial Dispute

[12 HRS]

Industrial Dispute: Meaning, Forms of disputes, Domestic Enquiry, Industrial Dispute Act 1947, Grievance procedure, Machinery – Joint Consultation, Works Committee, Negotiation, Types of Negotiations, Conciliations, Adjudication, Voluntary Arbitration.

UNIT III Attributes of Trade Union

[14 HRS]

Trade Union : Concept, Objectives, Nature, Need, Functions, Structure – Historical Development of Trade Unions in India- Recent Trends in Union Movement, Obstacles in the growth of Trade Unionism - Employers’

Organisations - International Labour Organisation - Objectives and Functions.

UNIT IV- Aspects of Collective Bargaining [10HRS]

Collective Bargaining: Concept, Process, Forms, Structure, Benefits and Problems of Collective Bargaining, Collective Bargaining in India, Future of Collective Bargaining.

UNIT V- Facets of Workers Participation In Management [14 HRS]

Workers Participation in Management : Concept, Importance, Factors Influencing Participation, Workers Participation in Management in India – Works Committee(1947), Joint Management Council (1958), Workers’ Directors (1970), Workers’ Participation Scheme(1983).

UNIT VI: Dynamism

Introduced Labour Code on Industrial relations Bill, Law Reform Commission Act 1975, Industrial Relations (Amendment) Act 2019.

TEXT BOOK:

- 1.Mamoria C. B, “Dynamics of Industrial Relations in India”, Himalaya Publishing House, Mumbai, 1996.

REFERENCE BOOKS:

1. Nirmal Singh and S.K. Bhatia, “Industrial Relations and Collective Bargaining – Theory and Practice”, Deep and Deep Publications Pvt. Ltd, Delhi,2000.
2. Singh, B.D, “Industrial Relations– Emerging Paradigms”, Excel Books, New Delhi, 2004.
3. Tripathi. P.C, “Personnel Management and Industrial Relations”, Sultan Chand & Sons, New Delhi, 2006.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the industrial disputes and the ways of settling it.
CO 2	Identify the concept and evolution of Industrial Relations.
CO 3	Interpret the process and benefits of Collective Bargaining.
CO 4	Analyse the types and functions of trade union.
CO 5	Evaluate the importance of workers participation with management.

**II Master of Social Work
SEMESTER –IV**

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEG ORY	HRS/WEE K	CREDIT S
PSSW	19MSW 418	SOCIAL WELFARE ADMINISTRATION AND SOCIAL LEGISLATION	Core	6	5

COURSE DESCRIPTION

This course focuses on the theory and practice of social welfare administration and social policies. Also the course includes the major changes in social policies and programmes and delivery of social welfare policies in the context of democracy state.

COURSE OBJECTIVES

To apply the knowledge of advanced and critical analysis of social welfare administration, social policies and programmes.

To equip the learners to categorise various social legislations for the welfare of the people.

UNIT I: Introduction to Social Welfare Administration [16HRS]

Administration: meaning, function of administration, social welfare administration – definition – principles and functions, scope of social welfare administration – delegation – decentralisation and participation – level of administration – central, state and district – Panchayat.

UNIT II: Administrative Process [19HRS]

Basic Administrative Process: POSDCORB – Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting, Fund Raising, Executive Responsibility, Communication, Supervision, Evaluation, Public Relations.

UNIT III: Facets of Registration Acts [16HRS]

Registration of Societies and Trusts, Salient Features, aim and definition: Foreign Contribution Regulation Act (FCRA)

UNITIV: Features of Social Justice**[19HRS]**

Social Justice: Definition, Aim and Salient Features, Constitutional safeguards– Preamble, Fundamental Rights, Fundamental Duties and Directive Principle of State Policy. Right to Information Act 2005, Family Court, Lok Adalat, Legal Aid and Public Interest Litigation.

UNITV: Attributes of Social Legislations**[20HRS]**

Social Legislations: Salient Features, aim and definition: Juvenile Justice Act (Care and Protection of Children) Act, 2015, Child Labour (Prohibition and Regulation) Act 2016. Protection of Civil Rights Act 1955, **Bonded Labour System Abolition Act 1976, Hindu Marriage Act 1955, Dowry Prohibition Act (1961) (Self Study)** Special Marriage Act 1954, Hindu Adoption and Maintenance Act, 1956. Protection of Children from Sexual Offences Act, 2012, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

UNIT VI: Dynamism

National Pension Scheme, Prohibition of Employment as Manual Scavengers and their Rehabilitation Act 2013.

TEXT BOOK:

1. Batra Nitin, “Administration of Social Welfare in India”, Jaipur: Raj Publishing House, (2004).

REFERENCE BOOKS:

1. “Hand Book of Social Welfare”, Chowdhry Paul, New Delhi: Galgotia Publications Ltd, (1981).
2. “Social Welfare Administration”, Goel S L New Delhi: Deep & Deep Publications, (1988).
3. “Social Welfare in the 21st Century: Issues, Critique and Relevance”, Jagdish, New Delhi: Akansha Publishing House, (2004).
4. “Problems and Perspectives on Social Work and Social Welfare”, Kumar Vijendra, 2016
5. “Social Work and Social Welfare in India” Shilaja, Jaipur: ABD Publishers, (2005).
6. “Encyclopaedia of Social Welfare: Modern Perspective on Social Work”, Sirohi Anand, Dominant Publishers and Distributors, New Delhi: (2005).

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the key terms used in Social Welfare Administration.
CO 2	Understand the meaning, aim and Salient features of Constitutional Safe guards.
CO 3	Interpret Foreign Contribution Regulation Act (FCRA)
CO 4	Analyse Administrative Process to promote the Community Welfare.
CO 5	Evaluate various Attributes of Social Legislations

Master of Social Work

PROGRAMME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS/WEEK	CREDITS
PSSW	19PGSLMS W1	CORPORATE SOCIAL RESPONSIBILITY	Self Learning	-	4

COURSE DESCRIPTION

The aim of this course is to introduce the students to the concept of corporate social responsibility and its related aspects.

COURSE OBJECTIVES

To understand the scope and complexity of corporate social responsibility (CSR). To gain knowledge on the impact of CSR implementation on corporate culture, particularly as it relates to social issues To acquire skills to frame CSR policies and practices appropriate to the Indian workplace

UNIT: I: Social Responsibility:

corporate social responsibility – meaning, definition and scope of CSR – evolution of CSR – CSR, sustainability, public private partnerships, corporations’ role in climate change, supply chain responsibility, stakeholder engagement, cause and social marketing, environmental responsibility, socially responsible investing, sustainability reporting, transparency and human rights; CSR as economic development and CSR in cultural context.

UNIT: II: Stakeholders and Perspectives

interest groups related to CSR – tools of CSR – business benefits of CSR.

UNIT: III: Designing a CSR policy

Factors influencing CSR policy – managing CSR in an organisation – role of hr professionals in CSR – global recognitions of CSR- ISO 14000- SA 8000 - AA 1000 - codes formulated by UN global compact – UNDP, global reporting initiative.

UNIT: IV: Implementing CSR

CSR in the marketplace – CSR in the workplace – CSR in the community – CSR in the ecological environment – case studies: lifebuoy soaps' swasthyachetna, itc's e-choupal venture, titan industries limited, TATA power; tools for communicating CSR (skill building): social media, films and reports and developing strategic partnerships

UNIT: V: CSR in India:

An overview of CSR rules under companies Act, 2013 legal provisions and specifications on CSR – TCCI (TATA council for community initiatives), TATA model on CSR – national CSR hub, TISS Mumbai – success and failure with CSR initiatives – CSR awards in India – role of social workers in CSR.

TEXT BOOKS:

1. "Corporate responsibility (1st ed.)", "The Oxford handbook of corporate social responsibility" London Cannon, T. (1992),: Pitman Publishing. Crane, A. et al., New York,2008.

REFERENCE BOOKS:

2. "Mid-Course Correction: Toward a Sustainable Enterprise: The Interface Model" Press. Anderson, Ray, Chelsea Green Publishing Company, 1998.
3. "Saving the Corporate Soul, and Who Knows, May be your Own" Batstone, David. Jossey-Bass,2003.
4. "Key concepts in corporate social responsibility" Benn & Bolton,(2011) Australia: Sage Publications Ltd. Bradshaw, T. and D. Vogel. (1981).
5. "Corporate Responsibility and Legitimacy: An interdisciplinary analysis" Brummer, J.J. Westport, CT: Greenwood Press, 1991.
6. "Beyond the Bottom Line: Putting Social Responsibility to Work for your Business and the World" Makower, Joel. Simon and Schuster, 1994
7. "Cradle to Cradle: Remaking the Way We Make Things" McDonough, William. North Point Press, 2002.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Understand the Corporate Social Responsibility the scope and evolution
CO 2	Understand the Concepts of Stakeholders and Perspectives
CO 3	Gain knowledge of designing a CSR policy, factors influencing CSR policy, managing CSR in an organisation ,role of hr professionals in CSR and UNDP
CO 4	Developing the skills of implementing CSR in different places
CO 5	Equip skills of CSR in India, TCCI,TATA,TISS, CSR awards and role of social workers in CSR.

Master of Social Work

PROGRAM ME CODE	COURSE CODE	COURSE TITLE	CATEGORY	HRS
PSSW	19PGVAMSW1	Counseling Skills	VALUE ADDED COURSE	30

COURSE DESCRIPTION

This course will provide a beginning to identify essential skills, processes, principles, techniques, Skills of counseling.

COURSE OBJECTIVE/S

To train the students with the basic concept of counseling.
To equip the learners with skill of counseling in various fields

Unit 1: Counseling **[7 HRS]**
Counseling-Meaning-Definition- Scope of Counseling. Counseling Skills

Unit 2: Concept of Self **[7 HRS]**
Development of Self- Essential conditions for Personality Change- Behavioural Modification.

Unit 3: Developmental Tasks **[5 HRS]**
Developmental Tasks – Adolescence – Erikson’s Theory of Psychosocial Development – Socio cultural Factors in Socialization.

Unit 4: Counseling Process **[6HRS]**
Counseling Process - Preparation for Counseling – Limitations of Counseling

Unit 5: Counseling Interview **[5 HRS]**
Meaning –Verbal and Non Verbal Communication –Relationship Techniques

Exercises :

- Personal counseling and Group counseling.

TEXT BOOK

1. Counseling and Guidance, Narayana Rao, Tata Mc.Graw- Hill Publishing company Ltd, New Delhi, 1991.

Reference Books:

1. Adjustment behavior and personality, Goodstein Lauyon, Arizona Siversity, 1975.
2. The Fundamental of Human adjustment, Norman L. MunuBowdonin College, Houghton Mifflin Company – Bortan, 1961.
3. Abnormal Psychology and Modern Life. James C. Coleman, Scott, Foresman and company, 1998.
4. Psychology and Effective behavior. James C. Coleman, Foresman and Company.

COURSE OUTCOMES

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

NO.	COURSE OUTCOMES
CO 1	Describe the Scope of Counseling.
CO 2	Identify the concept of Self and Personality.
CO 3	Discover the knowledge on Counseling Interview.
CO 4	Summarize the Counseling Process
CO 5	Estimate the stages of human development and Socialization