

# **MANONMANIAM SUNDARANAR UNIVERSITY, TIRUNELVELI**

## **PG-COURSES– AFFILIATED COLLEGES**

Course Structure for Master of Social Work

( Choice Based Credit System), Two Year Full Time Programme

( with effect from the academic year 2021-2022 )

### **PREAMBLE**

Social work curriculum is an applied learning of different discipline to work with individuals or Groups or community across the life span, engage with client systems, conduct assessments, and develop interventions to solve psycho social problems. The course introduces with the aim to train social work personals to work effectively and efficiently in different realms of the society. The Post Graduate course leading to the award of the Master Degree of Social Work by the Manonmaniam Sundaranar University follows semester pattern which extent over four semesters of duration. The academic work is a package of fourteen theory papers, four concurrent field work, internships, one rural camp, a viva voce during each semester to evaluate field work and comprehension, one block placement internship spanning 30 days during the summer holidays of the first year and one study tour, one dissertation/project work and a comprehensive viva-voce. Each semester include classroom lectures, guided reading, sessions, assignment writings, seminars, group discussions, tutorial, role-play, case studies, field trips, field works and ICT.

### **UNIVERSITY VISION**

- " To provide quality education to reach the un-reached "

### **UNIVERSITY MISSION**

- To conduct research, teaching and outreach programmes to improve conditions of human living
- To create an academic environment that honours women and men of all races, caste, creed, cultures and an atmosphere that values intellectual curiosity, pursuit of knowledge, academic freedom and integrity
- To offer a wide variety of off-campus educational and training programs, including the use of information technology, to individuals and groups.
- To develop partnership with industries and government so as to improve the quality of the workplace and to serve as catalyst for economic and cultural development
- To provide quality / inclusive education, especially for the rural and un-reached segments of economically downtrodden students including women, socially oppressed and differently abled

### **COURSE VISION**

Nurturing quality Social work education and enhance human health and well-being

### **COURSE MISSION**

- | Develop the students for Critical thinking skills with the context of professional social work practice.

- | Prepare the students for professional social work practice in a different social work settings with diverse populations.
- | Educate students for advanced social work practice

**PROGRAMME EDUCATIONAL OBJECTIVE (PEO)**

The MSW course is mainly focused on empowering the candidates for a career in Social work through a professional training programme through

- | Apply the acquired knowledge of methods of social work practice and engage, assess, intervene, evaluate the individual, families, groups, organization and community
- | Ability to understand the ideologies behind the marginalization of vulnerable groups.
- | Necessary skills of awareness, skills aiming at empowerment of people and skills in culture-sensitive methods of social change.
- | Ability to apply skills in social work practice and social work research in different fields for achieving desirable change, development and empowerment of people.
- | To prepare students with critical thinking skills in areas of practice, research, and ethics to help ensure success in graduate social work programs.

**PROGRAMME OUTCOME (PO)**

**On completion of Master of Social Work (MSW) Programme, the students will be able to**

<b>PO1</b>	Promote the profession of social work by educating students to become Efficient leaders for making social policy.
<b>PO2</b>	Prepare the student to be highly competent professionals who are skilled at Providing effective service, integrating interdisciplinary knowledge, theory, and social work values with practice to address social needs.
<b>PO3</b>	Develop and disseminate knowledge, skills and values through education, Field training and research.
<b>PO4</b>	Prepare the student aware of the theoretical knowledge of the program which embraces diversity and promotes social change.
<b>PO5</b>	Impart the social work knowledge, skills, values, and ethics in all aspects of Their professional activities
<b>PO-6</b>	Get diverse technical knowledge on various Acts and legislations related to Social Work practice
<b>PO7</b>	Identify and analyze existing and emerging social problems accordingly disseminate knowledge on social problems.

## **PROGRAMME SPECIFIC OUTCOME (PSO)**

**On completion of Master of Social Work (MSW) Programme, the students will be able to**

<b>PSO1</b>	Develop skills in practice of the different methods, techniques and skills to assess the psycho social problems and develop interventions
<b>PSO2</b>	Vibrant and versatile by enhancing their skills and leading to their increased Employ ability and in shaping their over all personality to take on the challenges of a competitive society-nationally and internationally.
<b>PSO3</b>	Maximize the development to human potential and the fulfillment of human needs, through an equal commitment to work with people to achieve the best
<b>PSO4</b>	Use research, knowledge, and skills that advance social work practice.
<b>PSO5</b>	Professional social work skills, values, and knowledge can be applied in Human Service organizations and enhancing the quality of life.
<b>PSO6</b>	Demonstrate Ethical and Professional Behavior and provide help and support to the marginalized groups or at risk

## **PATTERN OF THE COURSE**

The course of study for the MSW degree programme is offered with three specializations viz.,1) Human Resource Management, 2) Community Development and 3) Medical & Psychiatric Social Work, spreads over IV semesters.

The course shall consist of:

1. Theory papers [Core papers, and Elective papers] connected with the specialization studied.
2. Skill Enhancement Course as Field Practicum (As core paper)
3. Research Project (As core paper)
4. Co-curricular components viz., Skill Enhancement Course-II, Block Placement Summer Placement,(As course completion require

## COURSE STRUCTURE

Sem (1)	Sub No (2)	Subject status ( 3)	Subject Title (4)	Contact Hrs/ Week (5)	Credits (6)
I	1	Core –1	Foundations for social work	4	4
	2	Core– 2	Psychology for Social work Practice	4	4
	3	Core– 3	Working With Individuals	4	4
	4	Core– 4	Skill Enhancement Course–I(Concurrent Field work & Rural Camp)	7.5	6
	5	Elective–1A	Social Science For Social work(OR)	3	3
			Elective–1B	Disaster Management and Social work	
II	6	Core– 5	Working with groups	4	4
	7	Core– 6	Working with Community and Social Action	4	4
	8	Core–7	Social Work Research	4	4
	9	Core–8	Social Welfare Administration And Social Legislations	4	4
	10	Core– 9	Skill Enhancement Course-II (Concurrent Fieldwork)	7.5	6
	11	Elective-2A	Corporate Social Responsibility & Social Entrepreneurship (OR)	3	3
			Elective-2B	Project Formulation and Evaluation	
	12	Core-10	Summer Placement-I(Project)	6	6
III	<b>SPECIALISATION-I COMMUNITY DEVELOPMENT</b>				
	13	Core-11	Social Development	4	4
	14	Core-12	Sustainable Rural Community Development	4	4
	15	Core-13	Contemporary Issues and Development	4	4
	<b>SPECIALISATION-II MEDICAL AND PSYCHIATRIC SOCIAL WORK</b>				
	13	Core-11	Health and hygiene	4	4
	14	Core-12	Mental Health	4	4
	15	Core-13	Medical Social Work	4	4
	<b>SPECIALISATION-III HUMAN RESOURCE MANAGEMENT</b>				
	13	Core-11	Labour Welfare	4	4
	14	Core-12	Labour Legislations-I	4	4
	15	Core-13	Human Resource Management	4	4
	16	Core-14	Skill Enhancement Course-III (Concurrent Fieldwork&StudyTour)	7.5	6
<b>SPECIALISATION-I COMMUNITY DEVELOPMENT</b>					
IV	17	Core-15	Sustainable Urban Community Development	4	4
	18	Core-16	Management of Non-Government Organizations	4	4
	19	Core-17	Legislation for Development	4	4
	<b>SPECIALISATION-II MEDICAL AND PSYCHIATRIC SOCIAL WORK</b>				
	17	Core-15	Psychiatric Social work	4	4
	18	Core-16	Health System Management	4	4
	19	Core-17	Counseling–Theory and Practice	4	4
	<b>SPECIALISATION-III HUMAN RESOURCE MANAGEMENT</b>				
	17	Core-15	Industrial Relations	4	4
	18	Core-16	Labour Legislations-II	4	4
	19	Core-17	Organizational Behaviour	4	4
	20	Core-18	Skill Enhancement Course-IV (Concurrent Fieldwork)	7.5	6
	21	Core-19	Summer Placement-II(Project)/ Internship	6	6
22	Core-20	Dissertation	6	6	

<b>TOTAL THEORY PAPERS</b>	<b>-15(58 CREDITS)</b>
<b>TOTAL PROJECT</b>	<b>-7(42 CREDITS)</b>
<b>TOTAL CREDITS</b>	<b>-100</b>

### **DURATION OF THE PROGRAMME**

The programme of study shall be for duration of TWO academic years with FOUR Semesters.

### **ELIGIBILITY FOR ADMISSION**

Any degrees offered by a recognized University and the candidate should have completed the course through 10+2+3 pattern. Reservation of seats and other concessions will be in line with Tamil Nadu State Government and norms of the University.

### **ELIGIBILITY FOR THE AWARD OF MSW DEGREE**

As per the university regulations a candidate in the Manonmaniam Sundaranar University becomes eligible for the award of the degree of MSW subject to the fulfillment of the following conditions:

- | Undergone the Post graduate course of study in social work offered by the Manonmaniam Sundaranar University of Social Work over 4 semesters (Two years full-time) and has earned the prescribed 100 credits.
- | Passes all the theory examinations, participated in the rural camp and completed summer placement I and II, Study Tour, Skill Enhancement courses, and all other course completion requirements.
- | Evaluation of each paper shall be done in parts, viz., Continuous Assessment i.e Internal (CA) and End Semester Assessment (ESA) i.e External. The distribution of marks shall be 25 marks for CA and 75 for ESA.
- | Only those who secure a minimum of 75% attendance in the aggregate for all the papers of a semester will be allowed to register for the End Semester Examination of each Semester.
- | Each student shall be required to do assignments for each paper; a maximum 5 marks shall be awarded for the assignments. Students shall be required to present a seminar on a selected topic in each paper. The evaluation of the seminar will be done on the basis of presentation, content of the seminar paper and participation in discussion. The maximum marks shall be 5.
- | There shall be three Internal tests (CA) during a semester. Marks of tests shall be awarded on the basis of the marks secured for the best of 2 tests. Maximum 15 marks shall be awarded for the test. 10 marks for Seminar and Presentation. Totally 25 marks shall be awarded for the internal examination.

## EVALUATION AND SCHEMES:-

EXAMINATION	ASSESSMENT	MARKS
Test	Average of the best two tests performance	15
Assignment	Based on the equality and content, punctuality for submission	5
Seminar	Presentation of a given topic	5

- Pass requirement shall be 40% marks for ESA for each paper and an aggregate minimum of 50% marks including CA for all the papers put together of a semester. The marks for project work and viva voce will be carried over.

**Internal (Theory): Test (15)+ Assignment (5)+Seminar (5) = 25**

**External Theory: 75**

## MARKS AWARDED IN EACH SEMESTER

Semester I	:	500
Semester II	:	700
Semester III	:	400
Semester IV	:	600
<b>Total</b>	<b>:</b>	<b>2200</b>

## Conversion of Marks to Grade Points and Letter Grade (Performance in a course / paper)

Range of Marks	Grade Points	Letter Grade	Description
90-100	9.0-10.0	O	Outstanding
80-89	8.0-8.9	D+	Excellent
75-79	7.5-7.9	D	Distinction
70-74	7.0-7.4	A+	Very Good
60-69	6.0-6.9	A	Good
50-59	5.0-5.9	B	Average
00-49	0.0	U	Re-appear
ABSENT	0.0	AAA	ABSENT

## **SPECIALIZATION**

The students shall be allocated their area of specialization at the beginning of second semester after scrutiny of student's options and performances in the first semester. The course is offered with three specializations viz., 1) Human Resource Management, 2) Community Development and 3) Medical & Psychiatric Social Work.

## **SKILL ENHANCEMENT COURSE INSTRUCTIONS**

Practical training is an integral part of social work education. This practical training is given to the students during the two years of study through various programmes such as orientation programme, observation visits, Rural camp, Community organization Programmes, school social work, Skill Enhancement Course (Concurrent field work), study tour, Summer Placement I and II and Research Work.

Students can be involve in intervention during emergency situations like riots, cyclone and earthquake and specific time-bound, issue-based campaigns (this is as per NAAC Manual for Self-Study of Social work Institutions, October 2005)

## **OTHER GUIDELINES**

Skill Enhancement course (Concurrent Fieldwork) is the core curricular activity of the MSW course. Hence, 100% attendance of the student is mandatory. In case of absentees on any count, additional field work needs to be planned and scheduled. Work hours should be completed

## **WORKING DAYS**

A student has to work on two days a week for Skill Enhancement course (Concurrent Fieldwork). Every week 15 hours of concurrent field work (7.5 hours + 7.5 hours) on the said two days is mandatory. Compensation of field work is admissible only on the grounds of prolonged illness/disability/reasonable cause as decided by the members of the faculty in a department meeting.

## **SOCIAL WORK ORIENTATION WORKSHOP**

In the First Semester the students will be oriented to the social work profession soon after their admission. Duration of the programme shall be five to Ten days. Attendance in the orientation programme is compulsory. This programme shall comprise of speakers drawn from practitioners, professional social workers from the field and from academia.

## **ATTENDANCE**

Every student should attain a minimum of 75% attendance to become eligible to attend semester examinations. The Head of the Department shall can done lack of attendance for a student in a course when the student had earned minimum of 65% of the attendance. Any student with less than 60% of attendance in a particular semester will be re-do the semester. This can be change according to the university norms time to time.

## **TEACHING METHODOLOGY**

The curriculum transaction will involve Lectures, interactive discussions, Group assignments/discussions, providing reading material for reflection and discussions, Article/news item reviews, Skill labs, individual conference, community outreach, Field based case studies/discussions and analysis, Field Visits and Guest Lectures.

## **ROLE OF FIELD WORK SUPERVISORS (FACULTY MEMBERS)**

- ‖ Hold individual conferences of at least 10 minutes 'duration per student, per week.
- ‖ Check students' recordings on a weekly basis make written comments on the record and discuss the same in the individual conferences.
- ‖ Conduct at least one group conference in a week
- ‖ Make regular visits to the field work settings for discussion of the students' plans and progress.
- ‖ Faculty field work supervisors are actively involved in the field works setting.
- ‖ Written/audio/video recordings of students' field work are used for classroom teaching



**HOURS: 4**

**CREDIT: 4**

**FOUNDATIONS OF SOCIAL WORK**

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**General Objective:**

To enable the students to learn the history, philosophy, and different methods of social work, fields of social work and development of social work profession and social work education.

**COURSE OBJECTIVE(CO):**

**The learners will be able to**

<b>CO No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the social work concepts , methods, evolution of Historical Background of social work profession
<b>CO -2</b>	Understand the methods, functions, fields and settings of Social Work.
<b>CO -3</b>	To understand different Social Problems.
<b>CO -4</b>	Apply the theories and approaches in Social Work profession
<b>CO -5</b>	Evaluate the social work practice/Profession dealing with social problems.

**UNIT I-INTRODUCTION**

Basic Concepts- Social Welfare, Social Reform, Social Service, Social Action, Social Security, Social Justice, Social Defense, Social Development, Social Policy, History of social work in UK, USA, and India. Religion - philosophical foundations of social work in India.

**UNIT II- SOCIAL WORK AS A PROFESSION**

Social Work as a Profession: Definition, Nature, Scope, Objective, Principles and Methods- Values and Ethics -Professional Social Work and Voluntary Social Work.

Prospects and Problems of Social Work Profession in India, International Social Work. National and International Professional Organizations in Social Work: NASW, IASW, IFSW, ISPSW and NAPSWI.

**UNIT III -THEORIES AND MODELS OF SOCIAL WORK**

System Theory, Psycho dynamic Theory, Social Learning Theory and Conflict Theory. Models of Social Work – Problem Solving Model, Cognitive Behavior Model, Crisis Intervention

Model, Integrated social work model, developmental model, empowerment and justice model and radical model.

#### **UNITIV – INDIAN SOCIAL REFORMERS AND THEIR CONTRIBUTION**

Raja Ram Mohan Roy, Sarojini Naidu, EVR Periyar, Gandhiji, Vinobave, Narayana Guru and Jyotirao Govindrao Phule. Medha Patkar – Contemporary Social Reforms in India. Social welfare programs in India.

#### **UNITV - FIELDS OF SOCIAL WORK**

Social Work with Community, Medical and Psychiatric Social Work, Industrial Social Work, Social Work with Family and Children, School Social Work, Correctional Social Work, Social Work with Youth, Working with Marginalized Groups, Geriatric Social Work and Social Work in Peace and Non-violence. Environment Social work, Disaster & Crisis management.

#### **COURSE OUTCOME:**

**The learner can be**

<b>CO.No</b>	<b>CourseOutcome</b>	<b>PSOs/PO Adresse</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Thorough knowledge on the history, philosophy and different Methods of Social Work, fields of Social Work and development of Social Work profession and Social Work education	PSO1,3	R,U
<b>CO -2</b>	Understand the context of emergence of social work as a profession	PSO 1, 2	U,R
<b>CO -3</b>	Demonstrate understanding of the various methods and Settings of practice in which social workers perform their functions.	PSO 1, 4	Ap
<b>CO -4</b>	Appraise the Social Work Education in terms of the theory and the field practicum.	PSO 1,5	C
<b>CO -5</b>	Examine and Familiarize the core values and philosophy of Social work profession and enable them to imbibe these	PSO 1, 5	E
<b>CO -6</b>	Analyze the importance of social work profession and other related terms	PSO 1, 2	An
<b>CO -7</b>	Critically analyze the social problems	PSO 1, 3,5	An

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	2	3	3	3	3	1	3	3	3	2	2	1	
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	K1: Remember
CO3	3	3	3	3	2	2	1	2	3	2	3	3	3	K2: Understand
CO4	3	1	2	3	2	3	2	2	2	2	3	3	1	K3: Evaluate
CO5	3	3	3	3	3	2	3	3	3	3	2	2	3	K4: Creative
CO6	3	2	3	3	3	3	1	3	3	3	2	2	1	K5: Analyze
CO7	2	1	2	2	3	3	3	3	3	3	3	2	3	K6: Apply

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

***References.***

1. Sahoo, J. (2014). An evaluation of issues in corporate business ethics (Doctoral dissertation, Department of Philosophy).
2. DiNitto, D.M., & McNeece, C. A. (1990). Social work: Issues and opportunities in a challenging profession. Prentice Hall.
3. Goldstein, H. (1987). Social Work Practice and People of Color: A Process-Stage Approach.
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5. Healy, L.M., & Thomas, R.L. (2020). International social work: Professional action in an interdependent world. Oxford University Press.
6. Bhanti, R. (1996). Social Policy and Development in Rajasthan. Himanshu Publications.
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9. Payne, M., Modern Social Work Theory: A Critical Introduction, Hong Kong; Maxmillan Education, 1991.
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## PSYCHOLOGY FOR SOCIALWORK PRACTICE

**HOURS: 4**

**CREDIT: 4**

### General Objective:

To understand the various Theories and Concepts of Social Psychology and Its Applications.

### COURSE OBJECTIVE (CO):

The Learner will be able to

CO.No	Course Objective
CO -1	Remember the Knowledge on various Theories and Concepts of Social Psychology and Its Applications
CO -2	Apply the relevance of psychology for social work practice
CO -3	Acquire knowledge on different stages of Human Growth and Development
CO -4	Understand the abnormal behavior and its complications
CO -5	Analyse and evaluate the types of personalities and measuring the same to identify the abnormality.

### UNIT I INTRODUCTION TO PSYCHOLOGY

Psychology: Meaning, Fields, Methods. School of thoughts:- Structuralism, Functionalism, Behaviorism, Humanistic psychology, Gestalt and Psycho-Analysis. Relevance of psychology for social work practice. Human Attitude: Formation, maintenance, attitude and behavior

### UNIT II HUMAN GROWTH AND DEVELOPMENT

Human Growth and Development: Meaning, Principles of Human Growth and Development, Development tasks (Having Hurst), Development stages from Conception to Old Age.

Theories of Development:- Erik Ekikson, Piaget, Kohlberg, Sigmund Freud. Heredity and Environment, Nature Vs Nurture.

### UNIT III THINKING, PERCEPTION, HUMAN MOTIVATION

Thinking: Nature, Importance, Elements of thinking, Tools of thinking, Types of thinking

Perception: Definition, Determinants of perception, factors influencing of perception, errors in perception

Human Motivation - Theories of Motivation- Maslow, Herzbergs and Achievement Motivation Theory

#### **UNIT IV LEARNING, MEMORY**

Learning: Meaning, Types of learning: classical & operant conditioning, Thorndike's Trial& error theory & Bandura's observational learning theory.

Memory: Meaning, Stages of memory: - encoding, storage, retrieval processes. The information processing approach:- the sensory short term and long term memory, Forgetting, Mental health and Mental illness.

#### **UNIT V PERSONALITY**

Personality: Definition nature, Theories of Personality – psychoanalysis, Behavioural, Humanistic theory & Cognitive theory of personality Factors influencing personality development, Concept of Stress, Reaction to Stress, Defense Mechanisms.

#### **COURSE OUTCOME:**

<b>CO.No</b>	<b>Course Outcome</b>	<b>PO/ PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Remember the concepts, scope and nature of psychology as a discipline	PSO 1, 5	An
<b>CO -2</b>	Understand evolution of personality across individual life span	PSO 1, 6	An
<b>CO -3</b>	Record , describe and identify the various developmental stages of human life	PSO 1, 3	C
<b>CO -4</b>	Demonstrate the appropriate milestones to the developmental period	PSO 1,4	E
<b>CO -6</b>	Analyze the human emotion and perception and its applications	PSO 1, 5	An
<b>CO -7</b>	Construct the personality theories into the practice	PSO 1, 2	E
<b>CO -8</b>	Formulate estimate and measure the personality using the techniques	PSO 1, 3	E

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	2	3	3	3	3	1	3	3	3	2	2	1	
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	K1: Remember
CO3	3	3	3	3	2	2	1	2	3	2	3	3	3	K2: Understand
CO4	3	1	2	3	2	3	2	2	2	2	3	3	1	K3: Evaluate
CO5	3	3	3	3	3	2	3	3	3	3	2	2	3	K4: Creative
CO6	3	2	3	3	3	3	1	3	3	3	2	2	1	K5: Analyze
CO7	2	1	2	2	3	3	3	3	3	3	3	2	3	K6: Apply

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**References**

1. Rital, A. (2015). Introduction to psychology. Oxford and IBH Publishing.
2. Morgan, C. T. (1961). Introduction to Psychology: Study Guide. McGraw-Hill.
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13. Gage / Berliner, 1984: Educational Psychology, U.S.A.; Houghton Miffin Company.

## WORKING WITH INDIVIDUALS

**HOURS: 4**

**CREDIT : 4**

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### General Objective

To facilitate the students to learn the importance of Social Case Work and its application in Social Work Profession.

### COURSE OBJECTIVE(CO):

The learner will be able to

CO.No	Course Objective
CO -1	Acquire basic knowledge on social casework method.
CO -2	Understand the Historical development of the practice of casework as a profession and its issues.
CO -3	Analyze the the rapies and intervention techniques for working with individuals.
CO -4	Evaluate the various Social development programmes
CO -5	Interpret and evaluate the different practice settings of working with individuals.
CO-6	Create possible solution to the individual problems through casework methods

### UNIT I - INTRODUCTION

Case Work: Meaning, Objective, Nature, Scope and Limitations. History of Social Case Work. Philosophy, Principles and components of case work and ethical issues in case work practice, socio cultural practices affecting casework practice in India.

### UNIT II - CASE WORKER AND CLIENT RELATIONSHIP

Case worker Client Relationship: Meaning, purpose and components. Characteristics of professional relationship: empathy, transference and counter transference, resistance, sustaining the relationship, non-possessive warmth, genuineness and self-disclosure; Principles of client-worker relationship; obstacles in client worker relationship. Importance of Interpersonal Relationship/Communication (IPR)

### UNIT III - SOCIAL CASE WORK PROCESS

Social Case Work Process: intake, Study. Tools - Interview Guide, Interview Schedule, Video Recording, Home Visits, Collateral Contacts. Psycho-Social Diagnosis – Factors involved in diagnosis, Differential Diagnosis, Use of genograms and ecomaps. Transference and Counter Transference and their use in diagnosis and treatment. Goal setting and formulation of contract, Implementation and Goal Attainment, Termination, Evaluation

### UNIT IV - APPROACHES TO CASE WORK

Approaches to Case Work: Psycho-Social, Problem-Solving, Case Work Interventions, Behavior Modification, Crisis Intervention, Functional and development of Eclectic model for practice.

Skills and techniques in helping process in casework: Support, Clarification, Interpretation, Suggestion, Developing insight, Identification, Resource utilization, Environmental modification, Counseling, Recording: use, structure and content – Methods of recording: Verbatim, narrative, condensed, analytical and summary records.

### UNIT V - APPLICATION OF SOCIAL CASE WORK

Case Work Practice in different settings: Family and Child Welfare, School, Industries, De- addiction, Community, Medical and Psychiatric institutions. Correctional settings: Care of aged and in foster home; Development of Self and Professional. Role of Social Case Worker as an Enabler, Facilitator, Guide and Resource Mobilizer in various setting

### COURSE OUTCOME:

The learner can be

CO.No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Remember the knowledge of the principles, methods assumptions and limitations of Social Case Work	PSO 1, 5	R
CO -2	Enhance different skills and techniques in practicing the Different process, approaches and methods of social case work in dealing with Individuals' issues and problems.	PSO 1, 2	R,U
CO -4	Examine the various steps in Social Case Work process.	PSO 1,4	An
CO -5	Interpret the Case Work interview and communication Components.	PSO 1, 5	Ap
CO -6	Compare and contrast the various therapies and techniques in working with individuals	PSO 1, 6	An
CO -7	Develop appropriate skills and attitudes to work with individuals and families	PSO 1, 3	Ap
CO -8	Appraise the different Social Case Work practice settings	PSO 1, 4	C



**Mapping of COs with POs & PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	1	2	2	3	3	3	3	3	3	2	2	1	
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	
CO3	3	3	3	3	2	2	1	2	3	2	3	3	3	K1: Remember
CO4	3	1	2	3	2	3	2	2	2	2	3	3	2	K2: Understand
CO5	3	3	3	3	3	2	3	3	3	3	2	2	3	K3: Evaluate
CO6	3	1	2	3	2	3	2	3	3	3	2	2	1	K4: Creative
CO7	2	1	2	2	3	3	3	3	3	3	3	2	3	K5: Analyze
CO8	3	3	3	3	3	1	2	3	2	1	3	2	1	K6: Apply

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**REFERENCES:**

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8. Prinsloo, R. (2015). Group intervention with institutionalized older persons. HTS Theologies Studies/Theological Studies, 71 (3).
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## SKILL ENHANCEMENT COURSE - I

(Concurrent Field Work)

HOURS:7.5

CREDIT: 6

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In the first semester the field work shall include Rural Camp and Exposure/Observational visits to various agencies giving specific social work and social welfare services both (Govt/Non Govt Agencies).

### **COMPONENT NO.1**

#### **Observational Visits**

No of Visits: 10 to 14

Duration: 2 Days per week

#### **Objective**

- To get exposure to different social issues and social welfare agencies.
- To get acquainted with the structure, functioning and staffing pattern and activities of the organization.
- To observe and develop a spirit of enquiry.
- To participate in group discussions.
- To make use of the supervision & guidance in understanding social issues.
- To document the outcome of visits

#### **Procedure:**

The students accompanied by a faculty member shall visit pre-identified agencies in different areas like disability, health, old age, children, women, rural & urban and industrial communities, PRI office, Health Sub-centers, Primary Health Centers (PHC), ICDS centers and also encouraged to take part in Gram Sabha/Village meetings, SHG meetings, PHC meetings. Minimum 12 visits are mandatory for the observation visits.

#### **Completion of tasks relating to**

- ▮ Background and field of work of the agency.
- Place and role of the agency in the society.
- Aims, Objective and programmes implemented.
- Types of Beneficiaries /Target groups.
- Administrative structure, departmentalization, staffing pattern.
- Funding and resource mobilization.
- Problems and issues faced by the organization
- Conditions and problems of the inmates / beneficiaries,

**Skills to be developed:**

- Rapport building
- Communication
- Assessment
- Observation
- Critical thinking
- Facilitation (Group discussion)
- Organize
- Developing an action plan
- Evaluation
- Documentation

**COMPONENT NO.2****Rural Camp**

**Duration: Pre-camp Preparation + On camp: 7 to10 Days.**

Rural camp is preceded with camp preparation to actual camp. This will include pilot visits to the village (s) for identification of the camp site, projects to be implemented, and to liaise with local community, various NGO's and Government departments to conduct the rural camp in a particular place.

**Objective:**

The objective of the rural camp is

1. To make the social work trainees to experience group living and to initiate and participate in development work in a village identified by the department and the students together.
2. To expose the students to rural life and living.
3. To enable the students to learn by carrying out development projects after identifying local
4. To help them to develop capacities and attitudes suitable for group living.
5. To inculcate the spirit of working in a team

**Procedure**

The entire class shall be divided into various groups called committees namely Project, Transport, Food, Medical, Housekeeping and Health, Finance and the like. Student coordinators and members will be nominated to these committees. For overall coordination two student camp leaders will also be elected. Micro-planning activity and Participatory Rural Appraisal (PRA) activity shall be the part of social work camp.

Faculty members as camp directors and supervisors incharge of the respective committees will guide and facilitate the working of the committees. Thus the whole class will plan and execute the rural camp by working out the logistics, contributing and mobilizing necessary resources for the conduct of the camp. The whole process will be documented and evaluated by the class in terms of camp experience, outcome and learning with reference to the Objective specified

### **Skills to be developed**

Skills pertaining to: Group living, Planning, co-ordination, participation, cooperation, capacity to organize, resource mobilization, sense of responsibility, self-evaluation

### **NORMS FOR FIELD WORK EVALUATION**

The 100 marks will have external and internal in the ratio of 50:50. While the External 50 marks will be awarded jointly by the concerned supervisor and one more External faculty member. The Internal 50 marks will be awarded by concerned supervisor in accordance with the guidelines given below:

#### **For External Evaluation:**

Quality and Content of the Report	-	10 Marks
Presentation in Viva - voce	-	10 Marks
Subject Knowledge & Field work Knowledge	-	10 Marks
Observation and Suggestions	-	10 Marks
Professionalism in Development and Value	-	10 Marks
<b>Total</b>	-	<b>50 Marks</b>

#### **For Internal Evaluation:**

Regularity in field visits	-	10 Marks
The quality of the reports and the punctuality in submitting the report	-	10 Marks
Participation in group conferences	-	10 Marks
Diligence shown in seeking individual guidance from the supervisor	-	10 Marks
Communication Skill	-	10 Marks
<b>Total</b>	-	<b>50 Mark</b>

Field work Evaluation and Viva Voce will be conducted by concerned faculty Supervisor and one more External faculty member.

## **DOCUMENTATION AND EVALUATION**

Regarding writing reports, only the specific field work record sheets should be used. The reports should be submitted before 9 am one very next-day of the field work day to the staff in-charge. Students should submit their weekly reports to the faculty supervisor. Weekly field work individual and group conferences are compulsory. At the end of the semester students should submit a consolidated field work report and self-evaluated report.

The delayed reports will carry lesser marks during evaluation. The learning and outcome of each visit is to be evaluated through Individual and Group conference under the supervision of a faculty member.

## SOCIAL SCIENCE FOR SOCIAL WORK PRACTICE

**HOURS:3**

**CREDIT : 3**

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### **General Objective:**

To facilitate the students to learn the interdisciplinary approach in social work Profession

### **COURSE OBJECTIVE (CO):**

**The learner will be able to**

<b>CO.No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the knowledge on Society its Characteristics and Types
<b>CO -2</b>	Understand various concept and relationship of various discipline of Sociology,
<b>CO -3</b>	Apply the concept and relationship of various discipline of Sociology, Economics, Political Science and Anthropology with Social Work practice
<b>CO -4</b>	Analyse various social work methods with various discipline
<b>CO -5</b>	Evaluate the different settings in social science for social work practice

### **UNIT - I BASIC CONCEPTS IN SOCIOLOGY**

Society: Concept, Characteristics, Structure and Functions of Society, Relationship between individual and Society; Community: Concept, Definition and Characteristics of Rural, Urban and Tribal Communities; Institution; Association; Demographic Characteristics of Indian Society; Relevance of Sociology for Social Work Profession.

### **UNIT - II SOCIALIZATION, SOCIAL CONTROL AND SOCIAL GROUPS**

Socialization: Concept, Importance and Functions; Agencies of Socialization; Social control: Meaning, Mechanisms of Social control; Agencies: Formal and informal; Culture: Concept; Influence on individuals; Cultural change; Cultural Lag; Civilization; Social Groups: Concept, Definition, Characteristics and Classification of Social groups. Social media networking: Whatsapp, Facebook. Sanskritization and Westernization.

### **UNIT - III RELATIONSHIP BETWEEN ECONOMICS AND SOCIAL WORK**

Relationship between Economics and Social Work Examples from theory and Practice. Creation and distribution of wealth, Five Year Plans of India (with reference to social development and poverty all eviation programmes) Introduction to Economic systems: Capitalism, Socialism, Communalism, Mixed economy, Sustainable Development. Multi – National Corporates and its effects on Indian economy.

### **UNIT - IV RELATIONSHIP BETWEEN POLITICAL SCIENCE AND SOCIAL WORK.**

Relationship between Political Science and Social Work. Definition of Politics in terms of state, power, resolution of conflicts. Concepts of Rights, Liberty, Justice and Equality, Power, Authority, Legitimacy, Totalitarianism and Autocracy. A critique of the Marxian theory of class. Communism. Fabian socialism, elites and masses, Power structure, classical theories of democracy.

### **UNIT - V RELATIONSHIP BETWEEN ANTHROPOLOGY AND SOCIAL WORK.**

Relationship between Anthropology and Social Work. Tribal society, towards a systematic view, kinship, descent and social structure, marriage, family and community. Development programmes and their impact on tribal population. Dislocation and resettlement, future directions of work in this area. Tribal population and development.

#### **COURSE OUTCOME:**

**The learner can be**

<b>CO.No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Recall the various concepts, characteristics, functions of Sociological and other discipline	PSO 1, 5	R
<b>CO -2</b>	Understand various concept and relationship of various discipline of Sociology, Economics, Political Science and Anthropology	PSO 1, 2	U
<b>CO -3</b>	Interpret social work and its principles, methods with various discipline	PSO 1, 5	R
<b>CO -4</b>	Discriminate different concepts and its relationships	PSO 1,4	An
<b>CO -5</b>	Analyze and link the knowledge of social work with other	PSO 1, 4	An
<b>CO -6</b>	Sketch out the multi disciplinary approach in social work	PSO 1, 6	Ap,E

### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	1	2	2	3	3	3	3	3	3	2	2	1	K1: Remember
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	K2:Understand
CO3	3	3	3	3	2	2	1	2	3	2	3	3	3	K3:Evaluate
CO4	3	1	2	3	2	3	2	2	2	2	3	3	2	K4:Creative
CO5	3	3	3	3	3	2	3	3	3	3	2	2	3	K5: Analyze
CO6	3	1	2	3	2	3	2	3	3	3	2	2	1	K6:Apply

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

### References

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## DISASTER MANAGEMENT AND SOCIAL WORK

**HOURS: 3**

**CREDIT : 3**

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### **General Objective:**

To facilitate the students to learn the various aspects of Nature and Causes of Disaster Management.

### **COURSE OBJECTIVE (CO):**

**The learner will be able to**

<b>CO.No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the perspectives on Nature and Causes of Disaster Management
<b>CO -2</b>	Understand on Disaster and its different Types
<b>CO -3</b>	Apply and evaluate the Disaster Administration and its Impact.
<b>CO -4</b>	Analyze the Environment Action and Management
<b>CO -5</b>	Evaluate the role of social workers in Disaster Rehabilitation

### **UNIT I - INTRODUCTION**

Disaster - Definition, Nature and Causes. Types: Natural and Man-made. Natural - Famine, Drought, Floods, Landslides Cyclones, Earthquakes. Man-made - Riots, Biological Warfare, Militancy Insurgency, Eviction. Risk, Hazards, Vulnerability

### **UNIT II - DISASTER MANAGEMENT AND ADMINISTRATION**

Disaster Management and Administration – Principles and Dimensions. Pre Disaster Prevention. Education and Awareness. Disaster Manager's tasks - short-term and long term. Resource Mobilization. Mitigation of negative effects. Managing and Monitoring Rescue, Relief, Rehabilitation, and Reconstruction Work

### **UNIT III - IMPACT ASSESSMENT**

Impact of Disaster: Physical, Economical, Spatial and Psycho-Social. Need and Importance of Search, Relief, Recovery, Restoration. Psycho-Social Care - Stress and Trauma care, Coping Skills. Role of Social Worker.

### **UNIT IV - DISASTER PREPAREDNESS AND MANGEMENT**

Disaster Preparedness:- Models of Disaster Preparedness. Forecasting and Warning of disasters. Recent trends in disaster information – Electronic Warning System, Remote Senses and GIS Technology. Disaster Risk Assessment and Disaster Response. Risk Reduction. Formulation of Disaster Plans, Implementation and Monitoring. Insurance and Risk management. Safety programmes

### **UNIT V - SOCIAL WORK INTERVENTION**

Post-Disaster Rehabilitation-Speedy Reconstructions- Essential services, Social infrastructures, Immediate shelters/camps, Contingency plans for reconstructions, Relief and Recovery – Role of Government, Voluntary Organizations, Local bodies, Civil Society Groups, Community and Social Workers. Appraisal of Disaster Management Policy of Government of India. Psychological Response and Management (Trauma, Stress, Rumor and Panic).

#### **COURSE OUTCOME:**

**The learner can be**

<b>CO.No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Demonstrate insights into the various perspectives of Disaster Management	PSO 3, 6	Ap
<b>CO -2</b>	Re-state an understanding in the areas of Development process in the environment.	PSO 1, 5	U
<b>CO -3</b>	Sketch the causes of disaster management.	PSO 1, 4	Ap
<b>CO -4</b>	Create strategies for developing Disaster Rehabilitation	PSO 1,4	E
<b>CO -5</b>	Distinguish the importance of Disaster Management Policy of Government	PSO 1, 3,5	An
<b>CO -6</b>	Demonstrate understanding on Disaster Preparedness, Post-Disaster	PSO 1, 4,5	Ap
<b>CO -7</b>	Analyze the Psycho-Social Care during disaster	PSO 3, 6	An
<b>CO -8</b>	Estimate the role of social workers in social work intervention during disaster	PSO 1,6	C

**Mapping of COs with POs & PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	1	2	2	3	3	2	3	2	3	2	2	1	
CO2	2	1	2	3	3	3	3	2	3	3	3	2	3	
CO3	3	3	3	3	2	2	1	2	3	2	3	3	3	K1: Remember
CO4	2	1	2	3	2	3	2	2	1	2	3	3	2	K2: Understand
CO5	3	3	3	2	3	2	3	3	3	3	2	2	3	K3: Evaluate
CO6	3	1	2	3	2	3	2	3	3	3	2	2	1	K4: Creative
CO7	2	1	2	2	3	3	3	3	3	3	3	2	3	K5: Analyze
CO8	3	3	3	3	3	1	2	3	2	1	3	2	1	K6: Apply

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**References**

1. Jahan, B., & Ahmad, P. (2020). Impact of the International Crises on the External Trade of Kashmir (1870-1947 AD). *Open Journal of Social Sciences*, 8(10), 171-192..
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## WORKING WITH GROUPS

**HOURS: 4**

**CREDIT: 4**

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### General Objective

To facilitate the students to learn the importance and concepts of Social Group Work and its application in Social Work Profession.

### COURSE OBJECTIVE (CO):

**The learner will be able to**

CO.No	Course Objective
CO -1	Remember the concepts related to Social Group Work
CO -2	Understand the Social Group Work process and Programme Planning
CO -3	Apply the skills, functions and qualities of Group Worker
CO -4	Analyze the Theories and Therapeutic Interventions in Social Group Work
CO -5	Evaluate the different settings in Social Group Work

### UNIT I - INTRODUCTION

Social Group Work - Meaning, Objective, Nature, Scope and Limitations. History of Social Group Work. Principles of Group work Practice – Planned Group Information-specific Objective – purposeful worker group relationship – continuous individualization – guided group interaction Democratic Group – self - determination. Relationship between Social Case Work and Social Group Work.

### UNIT II – GROUPS AND PERSONALITY

Groups and Personality. Dynamics of Group Process. Group Formation. Structure and functions of Group Pattern. Group Climate. Socio-metric Pattern and its use. Bond, acceptance, isolation, rejection, conflict and control-Subgroups-meaning and types-Tools for assessing group interaction-Sociogram and sociometry-Functional and non-functional role of individuals in group, Types of groups- open and closed groups ,Treatment groups (Re-socialization groups, therapeutic groups, T-groups), Task oriented groups (forum, committees and work team), Developmental groups (self-help groups and support groups) , Role of groups in development of the individual

### UNIT III - GROUP DYNAMICS

Group Dynamics: Definition, Group formation, Group norm, Group cohesiveness, Group culture, Group control, Group morale, Communication, Interaction pattern, Sociometry– Problem Solving Decision making, Goal setting, Conflict resolution. Group Leadership Concept – Learning Theory, Field Theory, Social Exchange Theory, System theory. Types, Roles and qualities of Leadership – Participatory leadership training.

### UNIT IV- GROUPWORK PROCESSAND RELATIONSHIP

Group Work Process: i. Planning Phase: Selection of members, composing group orienting the members, preparing the environment, ii. Beginning Phase-preparing for group work, First Meetings-interviewing, Ground rules for group work meetings, goal setting, motivation, Assessment of communication and interaction iii. Middle Phase: Intervening with group members, Problem solving, Dealing with difficult members, Ending Phase: Evaluation-group work evaluation and criteria for good group work, Termination, Follow-up.

### UNIT V - SOCIAL GROUP WORK IN DIFFERENT SETTING

Social Group Work in different Setting-School, Industry, Correctional Centre and Geriatric Centre. Medical and Psychiatric settings. Social Group Work, Recordings- Significance, Types, Principles. Skills and Role of Social Group Worker.

#### Course Outcome

#### The learners can be

CO.No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	To understand the concept, methods, Historical development of the practice of group work as a profession and its issues	PSO 1, 5	R,U
CO -2	Demonstrate the process of working with groups.	PSO 1, 6	Ap
CO -3	Assess the roles and skills of social group worker	PSO 1, 4	C
CO -4	Discriminate the various skills and roles of group worker	PSO 1,4	An
CO -5	Prepare an understanding on the theories for Social Group Work	PSO 1, 5	Ap
CO -6	Indicate an understanding on the therapeutic interventions in Social Group Work	PSO 1, 6	U
CO -7	Estimate the Social Group Work Practice in different Settings	PSO 1, 6	C
CO -8	To develop different Skills and Techniques in practicing the different process, Approaches, and Methods of Social Group Work in dealing with individual in group's issues and problems	PSO 1, 6	An, U

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	3	3	2	2	3	3	3	3	2	2	1	
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	
CO3	3	3	2	3	2	2	1	2	3	2	3	3	3	K1: Remember
CO4	3	1	2	3	2	3	2	2	2	2	3	3	2	K2:Understand
CO5	3	3	3	3	3	2	3	3	3	3	2	2	3	K3:Evaluate
CO6	3	1	2	3	2	3	2	3	3	3	2	2	1	K4:Creative
CO7	2	1	2	2	3	3	3	2	3	3	3	2	3	K5: Analyze
CO8	3	3	3	3	3	1	2	3	2	1	3	2	1	K6:Apply

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**References**

1. Trecker,Harleigh,B.*Social Group Work-Principles an d Practice*.New York: Association Press,1970
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## WORKING WITH COMMUNITY AND SOCIAL ACTION

**HOURS:4**

**CREDIT : 4**

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### **General Objective:**

This subject portrays various aspects of Community Organization like Scope and Philosophy, Approaches and Skills, and its application to various fields in addition to Social Action.

### **COURSE OBJECTIVE (CO):**

**The learner will be able to**

<b>CO.No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember various concepts of Community Dynamics
<b>CO -2</b>	Understand the different dimensions of Community Organization
<b>CO -3</b>	Apply the skills and Process required in working with Communities
<b>CO -4</b>	Analyze the dynamics of Social Action
<b>CO -5</b>	Evaluate the different approaches to Social Action

### **UNIT I - INTRODUCTION**

History-Definition, Principles, Community organization as a social work process-Components of community work-Community groups within community-Individual-Worker Agency. Role and skills of community organizer: Differentiating Community Organization and Community Development

### **UNIT II - METHODS AND PHASES OF COMMUNITY ORGANIZATION**

Methods of Community Organization: Planning, Education, Communication, Community Participation, Collective decision-making, Leadership Development, Resource mobilization, Community action, Promotion, and Co-ordination; Phases of Community Organization: Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification, and Continuation

### **UNIT III - APPROACHES OF COMMUNITY ORGANIZATION**

Approaches of Community organization – General Content Approach, Specific Content Approach and Process Content Approach. Jack Rothman's Models–Locality Development Model, Social Planning Model, Social Action Model.

## UNIT IV – SKILLS OF COMMUNITY ORGANISATION

Skills in Community Organization: Organizing Conferences, Committee meetings, Training, Communication, Consultation, Negotiation, Conflict Resolution, Resource mobilization, and Use of Relationship, Reporting and documentation, Qualities, Roles and Responsibilities of Community Organizer.

## UNIT V - SOCIAL ACTION AND ITSAPPLICATION

Social Action: Meaning, Assumptions, Principles, Methods and Strategies. Contributions of Paulo Frierie and Saul Alinsky, Mahatma Gandhi, Vinobha Bahave, Jaya Prakash Narayanan, Narayana Guru, Nelsan Mandela, CHIPKO Movement, Amartya Sen and Anuradha Koirala. Application of Community Organization in different fields: Health, Correctional, Educational Rural and Urban, Industrial, Community Welfare Councils and Community Chest, Strategies of community organization: Advocacy, Campaigning, Lobbying and Networking

### COURSE OUTCOME:

**The Learners can be**

CO.No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Acquire basic knowledge on Community Organization and Social Action Methods	PSO 1,2, 6	U
CO -2	Discuss the nature of Community Power structure and Community dynamics.	PSO 3,5	U,An
CO -3	Understand the Historical development of the Practice of Community Organization and Social Action as a Profession and its Issues/Programmes.	PSO 1 , 3	U
CO -4	Examine the Models and Methods of Community	PSO 1,6	An,E
CO -5	develop different skills and techniques in practicing the different process, approaches, and methods of Community Organization and Social Action in dealing with communities	PSO 1,4,6	An,Ap



**Mapping of COs with POs & PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	3	3	2	2	3	3	3	3	2	2	1	K1: Remember
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	K2: Understand
CO3	3	3	2	3	2	2	1	2	3	2	3	3	3	K3: Evaluate
CO4	3	1	2	3	2	3	2	2	2	2	3	3	2	K4: Creative
CO5	3	3	3	3	3	2	3	3	3	3	2	2	3	K5: Analyze
														K6: Apply

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**References**

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## SOCIAL WORK RESEARCH

**HOURS:4**

**CREDIT : 4**

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### **General Objective**

To facilitate the students to learn the fundamental of Research Methodology, basic statistics including sampling so as to apply them while carrying out Research in Social Work Profession. To develop a practical knowledge in identifying solution to research problem

### **COURSE OBJECTIVE (CO):**

**The learner will be able to**

<b>CO. No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the nature, scope, significance and process of Social work research
<b>CO -2</b>	Understand various research designs and sampling methods
<b>CO -3</b>	Apply various approach with suitable methods in social work research
<b>CO -4</b>	Analyse various methods of data collection in the field of practice
<b>CO -5</b>	Evaluate suitable statistics to enhance the quality of research

### **UNIT I - INTRODUCTION**

Social Work Research: Meaning, Objective, Applications, Scope, Social Work Research Ethics, Meaning and Characteristics of Scientific Method.

### **UNIT II - RESEARCH PROCESS AND RESEARCH DESIGNS**

Research process: Problem Identification, Definition, Review of Literature, Formulation of Objective, Identification of concepts and variables. Hypothesis-Meaning, Types, Sources. Criteria of good hypothesis, Research Design - Explorative, Descriptive, Experimental, Diagnostic, Case study. Participatory Rural Appraisal – Methodology and Techniques.

### **UNIT III - SAMPLING METHODS/ TOOLS OF DATA COLLECTION**

Sources of Data – Primary and Secondary sources. Methods and Tools of Data Collection - Observation, Interview Guide, Interview Schedule, Questionnaire. Sampling - Meaning, Uses, Types. Precautions to ensure reliability and validity.

### **UNIT IV – ANALYSIS OF DATA AND REPORT WRITING**

Measures of Central Tendency - Mean, Median and Mode. Measures of Dispersion-Range, Quartile Deviation, Mean Deviation, Standard Deviation. Correlation–Karl Pearson's Co-efficient

of Correlation. Spearman's Rank Correlation. Data Tabulation and Presentation; Diagrammatic representation of data. Data Interpretation, Research Report Writing: Purpose; Format of research reports, research proposals, research abstracts-referencing styles.

## UNIT V – QUALITATIVE RESEARCH

Qualitative Research methods for Social work Preparation of a Qualitative research proposal- Important components, Tools of data collection in Qualitative research method. Systematic observation, Focus group discussion, in-depth interview, Case studies. Narrative research, Phenomenology, ethnography and participant observation-Qualitative analysis-tools and methods.

### COURSE OUTCOME:

The Learners can be

CO.No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recall and recognize the concepts and scope of Social Work Research and Statistics	PSO 3, 4	R,U
CO -2	Synthesis and evaluate the process of scientific research	PSO 3, 4	C
CO -3	Formulate and choose suitable sample methods for the Study	PSO 3, 4	E,Ap
CO -4	Analyze the different Process and Methodology of the Scientific Social Work Research.	PSO 3, 4	An
CO -5	Develop different Skills and technique in formulating Research, Proposal, Collection, Analysis, Interpretation and Reporting of data pertaining to individuals, groups, communities and Institutions of their Social issues and problems.	PSO 3, 4	An, C
CO -6	Calculate and measure the statistical techniques to make accurate inferences	PSO4,6	C,Ap

### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	2	3	2	3	2	3	3	3	3	2	2	1	K1: Remember
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	K2: Understand
CO3	3	3	2	3	2	2	1	2	3	2	3	3	3	K3: Evaluate
CO4	3	1	2	3	2	3	2	2	2	2	3	3	2	K4: Creative
CO5	3	3	2	3	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	2	3	2	2	1	2	3	2	3	3	3	K6: Apply

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

## References

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## **SOCIAL WELFARE ADMINISTRATION AND SOCIAL LEGISLATIONS**

**HOURS: 4**

**CREDIT : 4**

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### **General Objective:**

To facilitates the students to understand the different functions and programmes of different Social Welfare Agencies (Central, State and Local)

### **COURSE OBJECTIVE (CO):**

**The learner will be able to**

<b>CO.No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the concepts of Social Work Administration and Social Legislation
<b>CO -2</b>	Understand the various social legislation
<b>CO -3</b>	Remember and understand the concepts of Social Development and Social Planning
<b>CO -4</b>	Apply the process of Social Welfare Administration
<b>CO -5</b>	Evaluate the Social Welfare Agencies and programs

### **UNIT I - INTRODUCTION**

Administration: Definition, types of administration, Organization and Administration of CSWB & SSWB. Procedure for Registration of Voluntary Welfare Agencies under Agency registration – Society, Trust and Company Act 1956 - Memorandum of Association, Constitution and Bye-laws. Accounting and Auditing – FCRA, PAN, 12A, 80G, 35AC and its Implications-Tax obligations.

### **UNIT II - ADMINISTRATIVE PROCESS**

Administrative Process - Planning, Organizing, Staffing, Directing, Controlling Reporting and Budgeting. Functions of Governing Board, Chief Executive and Committees. Need and Importance of Public Relations

### **UNIT III - OFFICE MANAGEMENT**

Importance of Office Management for Welfare Organizations. Communication systems in the office–Press conference. Records Management and Filing system. Project Administration: Project Identification, Project Writing, Implementation, Monitoring and Evaluation.

#### **UNIT IV - SOCIAL LEGISLATION**

Social Legislation: Meaning, Importance. Indian Constitution: Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Social Legislation and social change.

The Protection of Human Rights Act, 1993 [As amended by the Protection of Human Rights (Amendment) Act, 2006 The Protection of Women from Domestic Violence Act, 2005 The Child Labour (Prohibition and Regulation) Act,1986 The Juvenile Justice (Care and Protection of Children) Amendment Act, 2006.Right to Information Act,2005

#### **UNIT V - SOCIAL PROTECTION AND WELFARE PROGRAMME**

Social Protection and Welfare Programme: Objective, functions, Organizational structure and programmes: Ministry of Social Justice and empowerment, Women and Child Development, Ministry of Youth Welfare, Rehabilitation Council of India (RCI)

#### **COURSE OUTCOME:**

##### **The Learners can be**

<b>CO.No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Acquire knowledge on concepts of Social Work Administration and Social Legislation.	PSO 1,3	R
<b>CO -2</b>	Recognize the basic concepts of Social Legislation.	PSO 1, 2	U
<b>CO -3</b>	Demonstrate understanding on the legislations relating to social problems	PSO 1, 5	Ap
<b>CO -4</b>	Estimate the need and importance of social legislation	PSO 1,4	U
<b>CO -5</b>	Examine the various welfare programmes	PSO 1, 6	An
<b>CO -6</b>	Compare and contrast the social welfare agencies and	PSO 1, 6	An
<b>CO -7</b>	Remember the various concepts related to Administrative process	PSO 1, 6	R
<b>CO -8</b>	Indicate social Welfare Programs and social development	PSO 1, 6	U,An

**Mapping of COs with POs & PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	2	3	2	3	2	3	3	3	3	2	2	1	
CO2	2	1	2	2	3	3	3	3	3	3	3	2	3	
CO3	3	3	2	3	2	2	1	2	3	2	3	3	3	K1: Remember
CO4	3	1	2	3	2	3	2	2	2	2	3	3	2	K2: Understand
CO5	3	3	2	3	3	2	3	3	3	3	1	2	3	K3: Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	3	3	K4: Creative
CO7	3	3	2	3	2	2	1	2	3	2	3	3	3	K5: Analyze
CO8	3	1	2	3	2	3	2	2	2	2	3	3	2	K6: Apply

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**References**

1. Chowdhry, D. P. (1971). Voluntary social welfare in India. New Delhi: Sterling Publishers..
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4. Work,M.S.PaperS1: 04 Social Welfare Administration – 50 Paper S1: 05 Research Methodology - 50 Paper S1: 06 Man & Society-50..
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## **SKILL ENHANCEMENT COURSE - II**

### **(Concurrent Field Work)**

**Hours : 7.5**

**Credits: 6**

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In the Second Semester the students shall be placed in agencies and communities and shall undergo supervised training in Agencies such as Home for the Aged, Disabled, Schools, Rehabilitation Settings, De addiction centers, for 2 days per week.

#### **General Instruction for students**

- ‖ The trainee should be followed the agency timing and should be punctual
- ‖ Action plan should be framed by the trainee with the help of the supervisor within a week duration
- ‖ The trainee should get the signature from the agency supervisor in the Field work Diary every day
- ‖ The trainee should be participated in all the activities carried out by the agency
- ‖ Daily report should be submitted by the trainee to the agency supervisor and to the faculty in-charge
- ‖ Each student has to undertake one Community Organization programme.
- ‖ The trainee should get the field work certificate from the agency after the completion of the field work.
- ‖ The students has to submit a final consolidated report to the department after the completion of all visits
- ‖ 100% attendance of the students is mandatory. Incase of absentee is on any count, additional fieldwork needs to be planned and scheduled. Work hours should be completed.

#### **Details for Implementation of Community Programme**

Under the guidance and supervision of the faculty supervisor, Students can divided into small groups. Each group has to select any social issue for the project and has to organize seminar/Campaign/awareness program/Rally/Street play and the like. The group has to mobilize the resources and to execute the event/community program with the guidance of the faculty supervisor. After Completion of the programs/activities, the group has to submit a detailed report to the department. The students will be evaluate on the basis of the record.

#### **Skills to be developed**

Basic skills necessary for social work practice such as, community interaction skills, Communication skills, Presentation skills, analytical skills, Team work, Project planning and implementation; Leadership, initiative and motivation; Coordination and cooperation; Identification



And mobilization of resources; Implementation and evaluation; Communication, Public relations and Liaison; Documentation and presentation

### **Norms for Field Work Evaluation**

The 100 marks will have external and Internal in the ratio of 50:50. While the External 50 marks will be awarded jointly by the concerned supervisor and one more External faculty. The Internal 50 marks will awarded by concerned supervisor in accordance with the guidelines given below:

#### **For External Evaluation:**

Quality and Content of the Report	-	15 Marks
Presentation in Viva –voce	-	10 Marks
Observation and Suggestions	-	10 Marks
Professionalism in Development and Values	-	15 Marks
<b>Total</b>	-	<b>50 Marks</b>

#### **For Internal Evaluation:**

Regularity in field Visits	-	10 Marks
Regularity in Submission of Reports	-	10 Marks
Maintenance of Record	-	10 Marks
Communication Skill	-	10 Marks
Subject Knowledge & Field Work Knowledge	-	10 marks
<b>Total</b>	-	<b>50 Marks</b>

Field work Evaluation and Viva Voce will be conducted by concerned faculty Supervisor and one more faculty member. Students should submit weekly reports to the faculty supervisor and weekly fieldwork conference is compulsory. At the end of the semester students should submit consolidated field work report.

**CORPORATE SOCIAL RESPONSIBILITY & SOCIAL ENTREPRENEURSHIP**  
**HOURS: 3** **CREDITS: 3**

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**General Objective:**

To facilitate the students to understand various aspects of Corporate Social Responsibility - Phases, Administration, Entrepreneurship through Skills, Pioneering Agencies and Social case studies.

**COURSE OBJECTIVE(CO):**

**The learner will be able to**

<b>CO.No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the concepts of Corporate Social Responsibility
<b>CO -2</b>	Understand the business ethics and Corporate Social Responsibility in global scenario.
<b>CO -3</b>	Analyze the importance of CSR
<b>CO -4</b>	Apply the process of emerging management in CSR
<b>CO -5</b>	Evaluate the Roles of Social Worker in CSR

**UNIT- I CORPORATE SOCIAL RESPONSIBILITY**

Definition, Concepts, Overview of Corporate Social Responsibility, Concentration areas; Needs to be Social responsibility; Corporate Social Responsibility in Indian context and International; Business ethics and Corporate Social Responsibility; Phases of CSR. Legal Provisions and specification on CSR, Companies Act; Difference between CSR and CSI (Corporate Social Initiatives).

**UNIT- II SKILLS AND TECHNIQUES IN CSR**

Corporate Community Participation and Role and Skills of Social Worker in CSR; Corporate Perspective on building successful partnership; Tools and Techniques; Roles and skills: Advocacy, Administration, Marketing, Mediating, Budgeting, Organizing, Documenting, Presenting, Public speaking, Teaching, Supervising and Reporting.

**UNIT-III CASE STUDIES OF SUCCESSFUL CSR INITIATIVE**

AMM Foundation, Bajaj Auto, NLC, Infosys, Wipro, Ranbaxy, TATA, L&T, Titan, TVS, MRF, ONGC, Orchid, ACC, ITC, CRI Pumps, Shanthi Social Services, Implementation of CSR in Market place and Work place, CSR in the Communities, CSR in the ecological environment. Negative aspects of CSR

#### **UNIT– IV SOCIAL ENTREPRENEURSHIP**

Concept, Definition, Importance of Social Enterprise and Entrepreneurship; Social Entrepreneurship and Business Entrepreneurship; Social Entrepreneurs and Social Change; Types of Social Enterprises; Growth and Performance of Social Enterprises in India; Relationship between Social Enterprise, State and Civil Society

#### **UNIT–V MOBILIZING AND MANAGING CAPITAL FOR SOCIAL ENTERPRISES**

Aid agencies; Government, Corporate and Community support; Financial accountability; Marketing of Social Services; Application of marketing principles in Welfare and Development field; Select case studies of Indian Social Enterprises and Entrepreneurs such as Ela Bhatt, Arunachalam Muruganatham, Vargeese Kurien, Aruna Roy, and Rajinder Singh, Dabbawala

#### **COURSE OUTCOME:**

**The Learners can be**

<b>CO.No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Remember the CSR concepts, Phases, Administration, Skills, Pioneering Agencies and Social Entrepreneurship	PSO 1, 4	R
<b>CO -2</b>	Recognize the Corporate Social Responsibility in Indian context.	PSO 1, 3	U
<b>CO -3</b>	Demonstrate various successful case studies	PSO 1, 6	Ap
<b>CO -4</b>	Estimate the need and importance of Social Entrepreneurs and Social Change	PSO 1,2	U
<b>CO -5</b>	Examine the importance of mobilizing and managing capital for social enterprises	PSO 1, 4	An
<b>CO -6</b>	Illustrate an insight Growth and Performance of Social Enterprises in India	PSO 1, 4	An
<b>CO -7</b>	Critically analyze the business ethics and Corporate Social Responsibility in global scenario..	PSO 1, 5	R
<b>CO -8</b>	Compare the concepts of CSR and Community Development	PSO 1, 6	An

### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	1	2	3	2	3	2	1	3	3	2	2	3	
CO2	2	2	2	2	1	3	3	3	3	3	3	2	3	
CO3	3	3	2	3	2	2	1	2	3	2	3	3	3	K1: Remember
CO4	3	1	2	3	2	3	2	2	2	2	3	3	2	K2: Understand
CO5	3	3	2	3	3	2	3	3	3	3	1	2	3	K3: Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	3	3	K4: Creative
CO7	3	3	2	3	3	2	1	2	3	2	3	3	3	K5: Analyze
CO8	3	1	2	3	2	3	2	3	2	2	3	3	2	K6: Apply

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

### References

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## **.PROJECT FORMULATION AND EVALUATION**

**HOURS: 3**

**CREDIT : 3**

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### **General Objective**

To help the students to acquire skill in preparation, management, monitoring and evaluation of projects and also give them an opportunity to understand the relevance of project planning and management in different fields of Social work

### **COURSE OBJECTIVE (CO):**

**The Learner will be able to**

<b>CO.No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the concepts related to NGO Management
<b>CO -2</b>	Understand the art of report writing and Documentation
<b>CO -3</b>	Analyse the concept of Project Planning
<b>CO -4</b>	Apply the skills in Project cycle Management
<b>CO -5</b>	Create the Methods of implementing Projects
<b>CO -6</b>	Evaluate the Government Programs of various Ministries and Departments

### **UNIT I - PROJECT DEVELOPMENT**

Project Development: Meaning. Organization of the Project. Community and Project Development Social Work Profession and Project Development

### **UNIT II – PROJECT PLANNING**

Project Planning – Identifying needs, determine priorities, Approaches. Assessing Feasibility, Specifying Goals and Objective, Identifying preferred solutions, implementation. Micro-level Planning, Components of the Plan, Format of Project Proposals. Consultancy.

### **UNIT III - ANALYSIS**

Logical Frame Analysis of the Proposal – Cost Benefit Analysis of project, Preparation of the cost plan, Resource Mobilization, Fund Raising and Donor Management, Project Management - Selection and Training of Project Personnel, Supervision, Reporting, Accounting and Auditing.

## UNIT IV - PROJECT EVALUATION

Project Evaluation and Monitoring - Meaning, Types, Need for Evaluation and Monitoring. Criteria for Evaluation.

## UNIT V - LOCAL DEVELOPMENT AGENCIES

NREG, Self Help Groups, Micro-Credit Enterprises. Role of Local Development Agencies in Micro-Level project planning.

### COURSE OUTCOME

The Learners can be

CO.No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recognize the basic concepts of Project Development.	PSO 1, 6	R
CO -2	Estimate the importance of Documentation	PSO 3, 5	U
CO -3	Extrapolate the methodology to plan projects	PSO 4,6	Ap
CO -4	Illustrate the concepts of Logical Frame Analysis of the Proposal.	PSO 3,6	Ap
CO -5	Relate the concept of art of mobilizing resources for Projects.	PSO 5, 6	R
CO -6	Predict various government programs funding for projects	PSO2,6	C
CO-7	Categorize private agencies supporting projects.	PSO2,6	An
CO -8	Demonstrate Report Writing.	PSO 3,6	Ap

### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	2	3	3	3	2	1	3	3	2	2	3	K1: Remember
CO2	3	2	3	2	1	3	3	2	3	2	3	2	3	
CO3	3	3	2	3	2	2	1	2	3	2	3	3	3	
CO4	3	1	2	3	3	3	2	3	2	3	3	3	2	K2:Understand
CO5	3	2	2	3	3	2	3	3	3	3	1	2	3	K3:Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	3	3	K4:Creative
CO7	3	3	2	2	3	2	1	2	3	2	3	3	3	K5: Analyze
CO8	3	1	2	3	2	3	2	3	2	2	3	3	2	K6:Apply

Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks  
Weakly Correlating (W) - 1 mark

## References

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## SUMMER PLACEMENT - I - Project

Credits: 6

Hours: 6

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### Learning Objective

- To understand the role of the agency in addressing current social realities.
- To gain an experience of working as a trained social worker in an agency for a continuous period of time.
- To acquire and consolidate skills relevant to the profession
- To foster an appropriate attitude and professional development at work

### Procedure

At the end of the second semester, immediately after the completion of the semester examinations, students will be placed in Social Welfare Agencies for minimum 20 days during summer vacation. The students had to submit a final consolidated report to the department after the completion of Summer Placement along with the Summer Placement completion certificate issued by the agency. All the expenses in connection with summer placement shall be entirely borne by the student. On the conclusion of the Summer placement, the agency supervisor will send an evaluation report about the learning and performance of the student to the Department in the prescribed form which is sent to the agency by the Department.

### NORMS FOR SUMMER PLACEMENT EVALUATION

The 100 marks will have external and internal in the ratio of **50:50**

While the external 50 marks will be awarded jointly by the concerned supervisor and one more faculty member in the Department, the internal 50 marks will be awarded by concerned supervisor in accordance with the guidelines given below:

#### For External Evaluation:

Quality and Content of the Report	-	15 Marks
Presentation in Viva –voce	-	15 Marks
Observation and Suggestions	-	10 Marks
Professionalism in Development and Values	-	10 Marks
<b>Total</b>	-	<b>50 Marks</b>



**For Internal Evaluation:**

Regularity in field visits	-	10 Marks
Regularity in submission of Reports	-	10 Marks
Maintenance of Record	-	10 Marks
Communication Skill	-	10 Marks
Subject Knowledge & Field work Knowledge	-	10 Marks
<b>Total</b>	-	<b>50 Marks</b>

Summer Placement evaluation and Viva Voce will be conducted by concerned faculty Supervisor and one more External faculty member.

## SOCIAL DEVELOPMENT

L TPC  
4004

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### GENERAL OBJECTIVE

To better understand, analyse and apply the knowledge of Globalization, New Economic Policy and Women Empowerment for social work profession

### COURSE OBJECTIVE

The Learners will be able to

CO No	Course Objective
CO -1	Remember the concept of social development
CO -2	Understand the Social Safety Nets and Challenges in Social Development
CO -3	Apply the theories and approaches in Social Development
CO -4	Evaluate the social Development programmes
CO -5	Analyze the social work practice/Profession dealing with social problems.

### UNIT-I : SOCIAL DEVELOPMENT

Concept of Development: Growth and Progress, Growth and Development Social Change and Sustainable Development– Characteristics of Developing Countries, Human Values and Social Development.

### UNIT-II: MODELS AND STRATEGIES

Concept of Development: Social Development Models – Gandhian Model, Nehru Model. Strategies – Big Push Strategies, Critical Minimum Effort Strategies, Balanced and UnBalanced Growth Strategies. Measurement of Social Development:, Social and Economic Indicators, Social Cost–Benefit Analysis, Problems of Economic Development.

### UNIT-III: NEW ECONOMY POLICY

Concept of Globalization: Privatization and Social Development, Structural Adjustment., New Economic Policy and its impact on Society, Culture, Education and Labour, CSR–Meaning, Scope,Impact.

## UNIT-IV: NGO'S AND SOCIAL DEVELOPMENT

Social Inequality and its relationship with Social Development. Information Technology and its consequences on Social Development, NGO and People's Participation for attaining Social Development, Women Empowerment and Social Development, Human Development and Social Development.

## UNIT-V: SOCIAL SAFETY NETS

Social Safety Nets : Social Welfare Administration as Tool for Social Development., Challenges for Social Development in India, Role of Social Worker to bring Social Change and Social Development.

### COURSE OUTCOME

Learners will be able to

CO.No	Course Outcome	PSOs/PO Addressed	Cognitive Level
CO -1	Thorough knowledge on Growth and Development Social Change and Sustainable Development	PSO1,3	R,U
CO -2	Understand the context of Human Development and Social Development.	PSO1, 2	U,R
CO -3	Understanding of the various methods and strategies of practice in which social workers perform their functions.	PSO1, 4	Ap
CO -4	Appraise the Measurement of social development strategies in terms of the theory and the field practicum.	PSO1,5	C
CO -6	Analyze the importance of peoples participation in social development	PSO1, 2	An
CO -7	Critically analyze the social development programmes	PSO1, 3,5	An

### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	2	2	3	3	3	2	3	3	3	1	2	3	
CO2	3	2	3	3	3	3	3	2	3	2	3	2	3	
CO3	3	1	2	3	2	2	1	2	3	2	3	3	3	
CO4	3	1	2	3	3	3	2	3	2	3	3	3	2	K2:Understand
CO5	3	2	2	3	3	2	3	3	3	3	1	2	3	K3:Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	3	3	K4:Creative
CO7	3	3	2	2	3	2	1	2	3	2	3	3	3	K5: Analyze

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

## References Books:

1. Agarwal, B. (1994). Gender and command over property: A critical gap in economic analysis and policy in South Asia. *World development*, 22(10), 1455-1478.
2. B eteille, A. (1994). Inequality and equality. *Companion encyclopedia of anthropology* (Ingold T, ed), 1010-1039.
3. Das, D. K. (Ed.). (1993). *Structural Adjustment in the Indian Economy* (Vol. 1). Deep & Deep Publishing Company.
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7. Mikkelsen, B. (1995). *Methods for development work and research: a guide for practitioners*. Sage Publications India Pvt Ltd.
8. Moser, C. (2012). *Gender planning and development: Theory, practice and training*. Routledge.
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10. Moghadam, V., Hochschild, A. R., Herzfeld, B., Tripp, A. M., Wilson, K., Jolly, S., ... & Ehrenreich, B. (2011). *The women, gender and development reader*. Zed Books Ltd.
11. Moser, C. (2012). *Gender planning and development: Theory, practice and training*. Routledge

**GENERAL OBJECTIVE**

To enhance skills on critical review of Rural Development Programs, Cooperative Institutions and its application of Social Work Methods

**Course Objective**

The Learners will be able to

<b>CO No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the concept of Rural community Development
<b>CO -2</b>	Understand the Problems and prospects of Rural Life with Reference to Agriculture and its Allied activities
<b>CO -3</b>	Apply the theories and approaches in rural sustainable Development
<b>CO -4</b>	Evaluate the community Development programmes
<b>CO -5</b>	Analyze the importance of planning for sustainable development.

**UNIT– I: EARLY EXPERIMENTS OF COMMUNITY DEVELOPMENT**

Community Development – concept, Definition, Meaning– Need, History, Principles, Objective and Scope– Rural Development– Concept, Definition, Meaning –Need, History, Principles, Objective and Scope. Rural Development in India– Origin and Background– Early Experiments like Sriniketan, Sevagram, Marthandam, Gurgaon Experiment, Baroda Experiment, Firka Development in Madras, Nilokheri Experiment–Etawah Pilot project. Rural Development Programmes since Independence IRDP, Mahatma Gandhi National Rural Employment Guarantee Programme, Pradhan Mantri Awas Yojana, National Food Security Mission.

**UNIT– II: APPROACHES**

Approaches to Rural Development:- Spatial Planning Approach, Multi Purpose Approach, Integrated Development Approach, Area Development Approach, Multi District Planning Approach, Target Sector Approach, Gandhian Constructive Programs, Contribution of Vinobaji.

### **UNIT– III: PROBLEMS AND ASPECTS OF RURAL LIFE**

Problems and prospects of Rural Life with Reference to Agriculture and its Allied activities like Land and its use, Animal Husbandry, Pre-Production, Production and Post Harvest Technology. Rural Infrastructure - Drinking water, Housing, Health and Education, Rural Infrastructure programmes in Five Year Plans. Rural poverty:- causes, consequences, and measurement Programmes–National Old Age Pension Scheme, Indira Awas Yojana.

### **UNIT– IV : AGENCIES OF RURAL DEVELOPMENT**

Administrative and Organisational arrangements for Rural Development from local to National level. Panchayati Raj–Origin, Philosophy and Characteristics–Constitution–73<sup>rd</sup> Amendment and its Implications. Role of Co-operatives, Rural Banks, NABARD, and District Rural Development Agency for Rural Development.

### **UNIT– V :CASE STUDIES OF RURAL DEVELOPMENT**

Role of NGO's and Industries in Rural Development–Voluntary efforts in Rural Community Development with reference to Tamil Nadu – Case studies on specific Rural Development projects like Kunrakudi. Importance of training for Community Development Personnel, Ongoing programmes of Ministry of Rural Development and Panchyathi Raj of GOI and Govt of Tamilnadu. Concept of sustainability and sustainable development, Rural development policies in India.

#### **Course Outcome:**

##### **Learners will be able to**

<b>CO.No</b>	<b>CourseOutcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	State and recognize the factors leading to change and their impacts on rural communities	PSO 2, 6	R
<b>CO -2</b>	Recognize the changing patterns of Social Institutions in India	PSO 2, 6	R

<b>CO -3</b>	Analyze the functions of rural administration	PSO 2, 3	An
<b>CO -4</b>	Discuss the issues, implications and challenges for Social Work intervention in the context of rural community development	PSO 2,3	U
<b>CO -5</b>	Distinguish between Rural Development and rural Community development.	PSO 2, 3	An
<b>CO -6</b>	Demonstrate understanding of Rural Development schemes SGSY, IAY, Bharat Nirman, MGNREGA, THAI.	PSO 2, 3	Ap
<b>CO -7</b>	Re-state Rural Planning and Role of NGO's and Industries in Rural Development	PSO 2, 6	R
<b>CO -8</b>	Analyze the rural development programs in India and the skills for communitywork.	PSO 2, 6	An
<b>CO -9</b>	Indicate Networking, Lobbying and Advocacy with elected representatives.	PSO 2, 6	U

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	1	3	2	3	3	3	2	2	3	2	3	3	2	
CO2	3	2	3	3	3	3	3	1	3	2	3	2	3	
CO3	3	1	2	3	2	2	1	2	3	2	3	3	3	K1: Remember
CO4	3	1	2	3	3	3	2	3	2	3	2	3	2	K2:Understand
CO5	3	2	2	3	3	2	3	3	3	3	1	2	3	K3:Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	2	3	K4:Creative
CO7	3	3	2	2	3	2	1	2	3	2	3	3	3	K5: Analyze
CO8	3	1	2	3	2	2	1	2	3	2	3	3	3	K6:Apply
CO9	3	1	2	3	3	3	2	3	2	3	3	3	2	

**Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE BOOKS:

1. Guru,G. (1995).Dalit women talk differently.*Economicand PoliticalWeekly*, 2548-2550.
2. Rao,V.(2013).Decolonizingsocialwork:AnIndianviewpoint.*Decolonizingsocialwork*,48-60.
3. Bauer, A. J. H. (1980). *Ruraldevelopment in the Third World, 1970-1977* (No. 17). InternationalInstituteforLandReclamationandImprovement.
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6. Thakur,B.N. (1988).*SociologyofRural Development*. ClassicalPublishingCompany.
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## CONTEMPORARY ISSUES AND DEVELOPMENT

L TPC  
4004

### GENERAL OBJECTIVE

Obtained Knowledge on Contemporary Issues and it enhance Specific knowledge on Appropriate Technology and Development and Consumerism

### COURSE OBJECTIVE

The Learners will be able to

CO No	Course Objective
CO -1	Remember the concept of EnergyCrisis, Rural Industries and Development
CO -2	Understand the Problems and AppropriateTechnology and Development
CO -3	Applythe Alternative Source of energy in rural sustainable Development
CO -4	Evaluate the Programmes for women development
CO -5	Analyze the importance of AppropriateTechnologyand Development.

### UNIT– I : ALTERNATIVE SOURCE OF ENERGY

Energy Crisis: Production and Pattern of Energy consumption. Energy and Development– Alternative Source of Energy with reference to Gobar, Biogas, Wind and Solar Energy. Programmes to promote Non-Conventional Sources of Energy. Entrepreneurship and Development – Concept and Need for Entrepreneurship programs, Agencies for Entrepreneurship Development, Entrepreneurship Development in Small Industries and Rural Areas.

### UNIT– II: RURAL INDUSTRIES AND DEVELOPMENT

Rural Industries and Development: Scope of Rural Industries, Programmes, Policy.Agencies related to Rural Industries Development, Problems of Rural Industries. Ecology and Development:

Status of Environment, Strategies to maintain Balance: - Social Forestry, Soil Conservation, PollutionControl.

### **UNIT– III: PROGRAMMES FOR WOMEN DEVELOPMENT**

Women and Development: Problems, Status of Indian Women –Women as Partners of Development. Programs, Policy. Organizations for Women's Development, Child Welfare – Policies- Integrated Child Development Scheme (ICDS), CHILD LINE. Balvadi National Programme, Women Self Help Groups, Development of Women and Children in Rural Area, Indira Mahila Yojana. Consumer Protection, Health and Development – Status of Health in India–Practical Issues and Problems in the Health Delivery System of India.

### **UNIT– IV: YOUTH WELFARE**

Youth concept–characteristics–profile of the you thin terms of demographics- Understanding the various issues (substance abuse, terrorism, drop out, cyber security and cybercrime) and challenges-skills needed for a social worker in working with youth–National Youth Policy-Youth development-various interventions among the youth.

### **UNIT– V: TECHNOLOGY AND DEVELOPMENT**

Appropriate Technology and Development – Its Relevance, Technology andTechnological Missions with reference to Drinking water, Adult Education, Immunization, Communication, Diary, Rural Housing and Waste Land, Village Resource Centre.

### **COURSE OUTCOME:**

**The Learner will be able to**

<b>CO No</b>	<b>Course Objective</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Describe an understanding on the importance of AlternativeSource of energy	PSO 1, 6	U
<b>CO -2</b>	Extra polate the use of Development of Women and Children in Rural Area	PSO 1, 6	Ap

<b>CO -3</b>	Analyze the various issues (substance abuse, terrorism, Drop out, cyber security and cyber crime) and challenges.	PSO 1, 3	E
<b>CO -4</b>	Restate the Technological Missions	PSO 3,6	U
<b>CO -5</b>	Evaluate the Status of Health	PSO 1, 6	E
<b>CO -6</b>	Critically analyses the skills needed for a social worker in working with youth	PSO 2, 6	C
<b>CO -7</b>	Estimate the various interventions activities of Contemporary issues and development	PSO 1, 6	U,E,Ap

#### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	1	3	2	3	3	3	2	2	3	2	3	3	2	
CO2	3	2	3	3	3	3	3	1	3	2	3	2	3	K1: Remember
CO3	3	1	2	3	2	2	1	2	3	2	3	3	3	K2:Understand
CO4	3	1	2	3	3	3	2	3	2	3	2	3	2	K3:Evaluate
CO5	3	2	2	3	3	2	3	3	3	3	1	2	3	K4:Creative
CO6	2	3	2	3	2	2	1	2	3	2	3	2	3	K5: Analyze
CO7	3	3	2	2	3	2	1	2	3	2	3	3	3	K6:Apply

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

#### REFERENCE BOOKS:

1. Qureshi, M.H., &Kumar,S.(1998).Contributions of common lands tohouse hold economies inHaryana,India. *EnvironmentalConservation*,342-353.
2. Dak, T. M. (Ed.). (1989). *RuralIndustrialisation: Challenges and Perspectives*. Northern BookCentre.
3. Ho,L.H.,Feng,S.Y.,&Yen,T.M.(2014).Using modified IPA to improve service quality of standard hotel inTaiwan.*JournalofServiceScienceand Management*,2014.
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9. Mukerji,B. (1961). Community Development in India: Orient Longmans.*NewDelhi*.
10. Radhakrishnan,P.(2004).Religion under globalisation.*EconomicandPoliticalWeekly*,1403-1411.

## HEALTH AND HYGINE

L TPC  
4004

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### GENERAL OBJECTIVE

To enhance knowledge on different Practical Techniques and Strategies in Application of the Health & Hygiene Care, Measures to Vulnerable and Focused Groups.

### COURSE OBJECTIVE (CO):

The learner will be able to

CO.No	Course Objective
CO -1	Understand the basic concepts of health.
CO -2	Analyze & evaluate the different types of hygiene practice & nutrition
CO -3	Apply & evaluate the different types of diseases, treatment & prevention.
CO -4	Evaluate the concept of health issues in the community
CO -5	Analyze the legislations related to health.

### UNIT- I: HEALTH AND DISEASE

Concept and Definition of Health, Community Health and Public health. Changing concepts of Public Health and Disease, Concept of Disease, Causation, Natural History of Disease: Pre pathogenesis and pathogenesis Phase. Health–A Relative Concept and Concept of Well-being. Dimension, Indicators of Health and Millennium Development Goals (MDGs). Globalization and the threats to health care–the debt crisis, recession and adjustment. Structural Adjustment Policies (SAPs)

### UNIT- II: COMMUNITY HEALTH CARE

Health Care Service: Principles and Levels of Health Care: Primary, Secondary and Tertiary. Concept of Prevention, Control and Modes of Intervention. Health care systems–primary health center, private health systems, indigenous systems, voluntary health systems and Role of Professional Social Worker in community health systems.

### **UNIT-III: ORGANIZATION AND ADMINISTRATION OF HEALTH CARE**

Organization and administration of Health Care: Central, State, District, Rural, Tribal & Urban areas. Health planning in India. Health committees, 12<sup>th</sup> Five Year Plan and its relation to Health Care. Health Programmes, Health status and health problems in India: Family welfare, Maternal & Child Health, Adolescent Health, ICDS, School Health Programmes, National Rural Health Mission (NRHM), National Malaria Eradication Programme, National Leprosy Eradication Programme, National Mental Health programme.

### **UNIT- IV NATIONAL AND INTERNATIONAL NGOS & RESEARCH IN HEALTH**

Non-Governmental Organizations, Health Network, Corporate Sector, Educational and Religious Institutions. National and International Organizations working in the area of Health. WHO, UNICEF, Red Cross, UNAIDS, UNDCP. Epidemiological and vital statistics, role of ICMR in health research. Partners in Preventive, Promotive and Rehabilitative aspects of health care.

### **UNIT-V: HEALTH PLANNING AND MANAGEMENT**

Health statistics and Health Indicators: Morbidity, Mortality. Data Sources- collection, analysis and uses-concept of Health Planning & Planning Cycle, Management techniques and methods.

#### **COURSE OUTCOME:**

**Learners will be able to**

<b>CO.No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	State and recall the basic concepts of health.	PSO 1, 3	R
<b>CO -2</b>	Describe and identify the various influencing factors on the health status of individuals	PSO 1, 6	U
<b>CO -3</b>	Distinguish different types of hygiene practice & nutrition	PSO 1, 4	An
<b>CO -4</b>	Recognize the different types of diseases, treatment & Prevention.	PSO 1,5	U

<b>CO -5</b>	Infer the concept of health issues in the community.	PSO 3, 6	Ap
<b>CO -6</b>	Importance of Health Network, administration of Health Care	PSO 2, 6	R
<b>CO -7</b>	Explore the Research inHealth	PSO 1, 4	E
<b>CO -8</b>	Estimate Health statistics and Health Indicators.	PSO 1, 5,6	U

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	3	3	3	3	2	3	3	2	3	2	2	
CO2	3	2	3	3	3	3	3	1	3	2	1	2	3	
CO3	2	1	3	3	2	2	1	2	3	2	3	3	3	K1: Remember
CO4	3	1	2	3	3	3	2	3	2	3	2	3	2	K2:Understand
CO5	3	2	2	3	3	2	3	3	3	3	1	2	3	K3:Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	2	3	K4:Creative
CO7	3	3	2	2	3	2	1	2	3	2	3	3	3	K5: Analyze
CO8	3	1	2	3	2	2	1	2	3	2	3	3	3	K6:Apply

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

**REFERENCE BOOKS:**

1. Singh, A.K., & Pandey, A.K. (2019). Fungal metabolites as a natural source of herbicide: A novel approach to weed management. *Journal of Applied and Natural Science*, 11(1), 158-163.
2. Manna, A.L. (1984). Children's literature in the school health education program. *Journal of school Health*, 54(1), 24-26.
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11. Mary-Jane Schneider (2014) Introduction to Public Health (4th Edn,) Jones & Barlett

# MENTAL HEALTH

**L TPC  
4004**

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## **GENERAL OBJECTIVE**

To understand the different types of Mental Illness, Need Assessment, Historical Development of the practice of Mental Health Care Measures.

## **COURSE OBJECTIVE (CO):**

**The learner will be able to**

<b>CO. No</b>	<b>Course Objective</b>
<b>CO -1</b>	Remember the contemporary development or changes in the field of mental Health to its present context
<b>CO -2</b>	Understand various disorders mentioned for diagnosis and intervention purposes
<b>CO -3</b>	Apply various disorders for diagnosis and Intervention purposes
<b>CO -4</b>	Analyse various disorders for diagnosis and Intervention purposes
<b>CO -5</b>	Evaluate various associated illness to strengthen the field knowledge.

## **UNIT– I: MENTAL HEALTH AND MENTAL ILLNESS**

Definition and Meaning of Mental Health, Mental illness, Mental Disorder, Psychiatry– History of Psychiatry in India and in Abroad. International Classification of Mental illness - DSMV, ICD 11. Relevance of knowledge of Mental Health and Mental Illness to Social Workers .

## **UNIT– II: PROGNOSIS AND MANAGEMENT**

Symptoms, Etiology, Diagnosis, Prognosis and Management of a) Neuroses, Anxiety States, Depressive Reaction, Obsessive Compulsive Reaction, Hysteria, Phobic Reaction, Hypochondriab) Psychosis–Functional, Affective Disorders, Organic Disorders. Phobic disorders, Obsessive-Compulsive disorder, Somato form Disorders, Post-traumatic stress disorder, Adjustment disorders, Eating disorders, Sleep disorders, Sexual Disorders.

### **UNIT– III: INTERVENTION MODALITIES OF PSYCHOSIS**

Prevalence, Aetiology, Clinical Manifestations and Treatment Modalities of Psychosis: Organic Psychosis: Delirium, Dementia, Amnesic syndrome; Functional Psychosis: Schizophrenia, Mood Disorders- Manic episode, Depressive episode, Bipolar mood (affective) disorder, Personality Disorders.

### **UNIT IV: PREVALENCE AND INTERVENTION MODALITIES OF CHILDHOOD DISORDERS**

Childhood Developmental Disorders: Mental Retardation,-Autism, Attention Deficit Hyper activity Disorder (ADHD), Down Syndrome, Learning Disabilities, Epilepsy, Adolescent Mental Health issues. Transcultural Psychiatry: Cultural bound Syndromes,

### **UNIT– V: COMMUNITY PSYCHIATRY**

Community Psychiatry- History, Principles and Practices, Primary, Secondary and Tertiary Prevention. Mental Health Act 2017–Implication to Professional Social Work Practice.

#### **COURSE OUTCOME:**

**Learners will be able to**

<b>CO.No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
<b>CO -1</b>	Recall and record various concepts involved in mental health.	PSO 1, 6	R
<b>CO -2</b>	State and order the range of normal and abnormal in mental health behavior	PSO 1, 6	U
<b>CO -3</b>	Describe and distinguish the need of community Psychiatry and mental health	PSO 1, 3	An
<b>CO -4</b>	Apply and illustrate the classification and assessment of Psychiatric illness	PSO 1,6	Ap



<b>CO -5</b>	Summarizes and invent various psychiatric disorder for the Purpose of diagnoses	PSO 1, 6	E
<b>CO -6</b>	Measure and appraise various intervention module for the Psychiatric illness	PSO 1, 3	C
<b>CO -7</b>	Generate and design various psychiatric illness and value For psychosocial diagnoses.	PSO 1, 3	C
<b>CO -8</b>	Justifyand defend the childhood disorders in the mental	PSO 1, 3	C

#### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	2	2	3	2	1	2	3	2	3	3	3	
CO2	3	2	3	3	3	3	3	1	3	2	1	2	3	
CO3	3	2	3	2	3	2	3	2	3	2	3	3	3	K1: Remember
CO4	3	1	2	3	3	3	2	3	2	3	2	3	2	K2:Understand
CO5	3	2	2	3	3	2	3	3	3	3	1	2	3	K3:Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	2	3	K4:Creative
CO7	3	3	2	2	3	2	2	3	3	2	1	3	3	K5: Analyze
CO8	3	1	2	3	2	2	3	2	3	2	3	3	3	K6:Apply

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

#### REFERENCE BOOKS:

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## MEDICAL SOCIAL WORK

L T PC  
4004

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### GENERAL OBJECTIVE

To develop different specific practical Knowledge Skills, Methods, Structure and Functions of Hospitals.

### COURSE OBJECTIVE (CO)

The learner will be able to

CO. No	Course Objective
CO -1	Remember the basic concepts of Medical social work.
CO -2	Understand the types of disability & multi disciplinary team work
CO -3	Apply the laws pertaining to hospitals
CO -4	Analyze the concept of hospital settings
CO -5	Evaluate the role of medical social worker in various settings

### UNIT– I: MEDICAL SOCIAL WORK

Medical Social Work- Meaning, definition, importance of medical social work– historical development of medical social work in western countries and in India. – Functions of medical social worker- Medical sociology and role of Medical Social Worker in different Settings.

### UNIT– II: HEALTH CARE APPROACHES & INTERVENTIONS

Health Care Approaches & Interventions: Psycho somatic approach, holistic approach to prevention and promotion model. Problem assessment: Intake, assessing individual, social and clinical factors, assessing the family milieu, home visits and discharge planning; stages of terminal illness; Application of Methods- Group work, Psycho therapy, Support Counseling

### UNIT– III: MEDICO-LEGAL ISSUES

Medico- Legal issues: Consumer Protection Act (COPRA) and its relevance to Medical Social Work profession and the rights of the patients, Health Insurance- Concept, Types and its importance, Medical ethics: Euthanasia, Organ Transplant, Stem Cell Research and Human Cloning

### UNIT– IV: PATIENT AS A PERSON

Concept, social and emotional factors involved in disease–Hospitalization and its implication for the patient and family members. Death and dying– Reaction to terminal illness–Denial, Anger Bargaining, Depression and Acceptance– Medical Ethics– issues and challenges (patient rights, informed consent)

### UNITV: MEDICAL SOCIAL WORK PRACTICE IN DIFFERENT SETTINGS

Medical Social Work practice in different settings: Role, Functions and skills of Medical Social worker; Out patients departments, Geriatric Department, Pediatric Department, Emergency/crisis care, Hospice and community health. Use and relevance of various Social Work interventions in Healthcare settings: HIV/AIDS; Tuberculosis; Maternal Health; Burns; Cancer; Orthopedic; Cardiology; Dialysis unit; Blood Bank; Rehabilitation and CBR.

### COURSE OUTCOME

Learners will be able to

CO.No	Course Out come	PSOs Addressed	Cognitive Level
CO -1	Recognize the Objective, Nature, Need and Scope of Medical Social Work	PSO 1, 6	U
CO -2	Restate the historical development of Medical social work In India & Abroad	PSO 1, 6	R
CO -3	Label the basic Concepts & classifications of physical disabilities.	PSO 1, 3	U
CO -4	Reproduce the concept of patient as a whole	PSO 1,3	U
CO -5	Predict about Multi disciplinary team work in hospital.	PSO 1, 6	C
CO -6	Choose the Laws pertaining to Hospitals	PSO 3,6	Ap
CO -7	Categorize the practice of social work methods in hospital	PSO 1,6	An
CO -8	Evaluate the role & functions of a medical social worker In various settings	PSO 1,6	E

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	3	2	3	3	2	3	2	3	3	3	3	3	
CO2	3	2	3	3	3	3	3	1	3	2	3	2	3	
CO3	3	2	3	2	1	2	3	3	3	2	2	3	3	K1: Remember
CO4	3	1	2	3	3	3	2	3	2	3	2	3	2	K2:Understand
CO5	3	2	2	2	3	2	3	3	3	3	1	2	3	K3:Evaluate
CO6	2	3	2	3	2	2	1	2	3	2	3	2	3	K4:Creative
CO7	3	3	2	2	3	2	2	3	3	2	1	3	3	K5: Analyze
CO8	3	1	2	3	2	2	3	2	3	2	3	3	3	K6:Apply

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**REFERENCE BOOKS:**

1. Park, J. E., & Park, K. (2011). Text book of Preventive and Social Medicine. M/s.Bararsidas Bhanotth Jabalpur, (India),14,420-429.
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## LABOUR WELFARE

L T  
PC  
4 004

### GENERAL OBJECTIVE

Obtain knowledge of the well-being of workers by employers, trade unions, governmental and non-governmental institutions and industrial problems

### COURSE OBJECTIVE (CO):

The learner will be able to

CO. No	Course Objective
CO -1	Understand the knowledge of Labor welfare: pre-independence, post-independence and it's changing nature in the era of globalization.
CO -2	Analyse the importance of Occupational Health, Hygiene and problems related to industrial hazards, occupational diseases and its safety management.
CO -3	Apply the labour legislations law of various government organizations working for Labor welfare.
CO -4	Apply Labor welfare program and its relevance to work culture and productivity.
CO -5	Understand various legislation pertaining to Labor welfare.

### UNIT- I: LABOUR AND IT'S THEORIES

Concept of Labour, Characteristic Features of Indian Labour, Problems of Indian Labour. Labour Welfare–Concept, Definition, Principles, Theories- The Policing Theory, The Philanthropic Theory, The Public Relation Theory and Functional Theory, Scope. Review of the Report by National Commission on Labour, 1969.

### UNIT- II: LABOUR WELFARE AND SOCIAL SECURITY

Classification of Labour Welfare, Functions of the Commissioner of Labour and Inspector of Factories. Workers Education– Need and Purpose. Industrial Housing–Significance and Existing Conditions. Social Security –Concept & Scope. Social Assistance and Social Insurance. Legislations relating to social security. Employees State Insurance Act, 1948, Employees Provident Funds Act, 1952, Payment of Guaranty Act 1972.

### UNIT- III: PROGRAMMES OF SAFETY

Accidents–Causes and Prevention. Safety Committee and Safety Programmes. Occupational Diseases– Treatment and Prevention. Labour Welfare Officers – Qualifications, Functions and Status.

## UNIT– IV: INDUSTRIAL SOCIAL WORK

Industrial Social Work:- Definition, Functions. Scope for Social Work Practice in Industries. Working with Individuals, Working with Groups and Working with Industrial Community, Applications of other Methods of Social Work.

## UNIT– V: INDUSTRIAL PROBLEMS

Problem–Workers in Industry– Causes and Remedial Steps for Alcoholics and Drug Addicts, Chronic Absenteeism, Problem of Indiscipline, Employees Stress and frustration at work, Industrial Counselling–Scope, Uses.

### Further Readings:

First Schedule & Sec 164 of “The code on Social Security 2020”, Sec 104 of “The code on Industrial Relations 2020”, Sec 143 of “The Code on Occupational Safety, Health and Working Conditions 2020,”Sec 69 of “The Code on Wages 2019”

### COURSE OUTCOME:

Learners will be able to

CO No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recognize and state the concept of labor welfare under the purview of post-independence and current era	PSO 1, 6	R
CO -2	Interpret and illustrate the changing scenarios of the labor Approaches	PSO 1, 6	Ap
CO -3	Summarizes the importance of occupational health and industrial hazards	PSO 1, 6	E
CO -4	Relate and interpret the occupational disease and its safety Management	PSO 1,3	Ap
CO -6	Illustrate and infer the labor insight about the welfare Program	PSO 3,5	Ap
CO -8	Extrapolate the use of Industrial counseling in the context Of Labor Welfare	PSO 5,6	Ap

### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	2	3	3	1	3	2	3	3	3	3	1	K1: Remember
CO2	2	2	3	3	3	3	3	1	3	2	3	2	3	
CO3	3	2	3	2	1	2	3	3	3	2	2	3	3	K2:Understand
CO4	2	1	2	3	3	3	2	3	2	3	2	3	2	K3:Evaluate
CO5	3	2	2	2	3	2	3	3	3	3	1	2	3	K4:Creative
CO6	2	3	2	3	2	2	1	2	3	2	3	2	1	K5: Analyze
CO7	3	3	2	2	3	2	2	3	3	2	1	3	3	K6:Apply
CO8	3	1	2	3	2	2	3	2	3	2	3	3	3	

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## References:

1. RAO,A.S.(1961). Collective Bargaining in Indian Industries. *The Indian journal of Social Work*,22(2).
2. Patro, C.S.(2017). Espousal of Welfare Schemes: A Means for Employees' Satisfied Work Life with Reference to Pharmaceutical Companies. *International Journal of Asian Business and Information Management (IJABIM)*,8(3),36-51.
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## LABOUR LEGISLATIONS –1

L T PC  
4004

### GENERAL OBJECTIVE

Obtained on knowledge on Labour Security, Wage, Compensation and Insurance Measures

### COURSE OBJECTIVE (CO):

The learner will be able to

CO.No	Course Objective
CO -1	Understand the knowledge of Concept, Need and Sources of Labour Legislations.
CO -2	Analyse the importance of Industrial Acts on Safety, Health & Welfare.
CO -3	Apply the labour legislations law of various government organizations working for Labor welfare.
CO -4	Apply Labor welfare program and its relevance to work culture and productivity.
CO -5	Understand various Social Insurance Acts legislation pertaining to Labor welfare.

### UNIT– I: LABOURL EGISLATIONS

Labour Legislation- Concept, Need and Sources of Labour Legislations. Role of ILO in the promotion of Labour Legislations. Labour in the Indian Constitution. Classification of Labour Legislation.

### UNIT-II: INDUSTRIAL ACTSON SAFETY, HEALTH & WELFARE

The Code on Occupational Safety, Health and Working Conditions 2020: Working Conditions laid down in there pealed acts: The Factories Act, 1948-The Tamil Nadu Factories (Welfare Officers) Rules, 1953- The Apprentices Act, 1961.

### UNIT– III: UNIT-III:SOCIAL INSURANCE ACTS

The Code on Social Security 2020: Provisions laid down in the repealed acts - The Employees State Insurance Act, 1948- Employees Provident Funds Act, 1952- Employees Deposit- Linked Insurance Scheme -Employees' Pension Scheme, 1995.

### UNIT– IV: LABOUR ACTS ON INDUSTRIAL RELATIONS

The code on Industrial Relations 2020: Provisions laid down in there pealed acts- Industrial Employment (Standing Orders) Act, 1946-The Plantations LabourAct, 1951: The Tamil Nadu Industnal Establishment (National and Festival Holidays) Act, 1958.



## UNIT- V: LABOUR ACTS ON UNION RELATIONS

The Code on Industrial Relations 2020: Provisions laid down in there pealed acts- The Trade Union Act, 1926: The Tamil Nadu Catering Establishments Act, 1958 (14L) (Total;75L)

### COURSE OUTCOME:

Learners will be able to

CO No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recognize and state the concept of Concept, Need and Sources of Labour Legislations.	PSO 1, 4	R
CO -2	Interpret and illustrate Working Conditions laid down in the repealed acts	PSO 1, 6	Ap
CO -3	Summaries the importance of occupational health and industrial hazards	PSO 1, 5	E
CO -4	Relate and interpret the occupational disease and its safety Management	PSO 1,3	Ap
CO -5	Identify the suitable labor legislation and the code on Industrial Relations 2020	PSO 3, 5	U
CO -6	Illustrate and infer about the Labor Acts on Union Relations	PSO 3,4	Ap

### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	3	2	2	3	1	3	2	3	3	3	3	1	K1: Remember
CO2	3	2	3	3	3	3	3	1	3	2	3	2	3	K2: Understand
CO3	3	2	2	2	1	2	3	3	3	2	2	3	3	K3: Evaluate
CO4	3	1	2	3	3	3	2	3	2	3	2	3	2	K4: Creative
CO5	3	2	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	2	3	2	2	1	2	3	2	3	2	1	K6: Apply

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE BOOKS:

1. Laws, L. 2. Bourne, Lynda, Stake holder Relationship Management: A Maturity Model for Organizational.
2. Rajadhyaksha,U., & Smita,S. (2004). Tracing a timeline for work and family research in India. *Economic and Political Weekly*,1674-1680.
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# HUMAN RESOURCE MANAGEMENT

**L T PC**  
**4004**

## GENERAL OBJECTIVE

To understand the various Human Resource Functions, Job Analysis, Training and Development, Issues and Management.

## COURSE OBJECTIVE (CO):

The learner will be able to

CO. No	Course Objective
CO -1	Remember the concepts of Management.
CO -2	Understand the strategic Planning and management.
CO -3	Apply the organizational structure and role of supervisor.
CO -4	Analyze Change Management and its impact on the organization development.
CO -5	Evaluate the strategies for enriching Quality of Work Life.

## UNIT– I: MANAGEMENT AND APPROACHES

Management – Definition, concept, Principles, Objective, Functions and Scope. Principles of Management–Human Relations Movement, Systems Approach–Contributions of Max Weber, Frederick, W.Taylor & Elton Mayo. Personnel Management – Definition, Concept, Scope, Objective, Personnel Functions–Operational and Managerial. Role and Functions of Personnel Department.

## UNIT– II: HUMAN RESOURCE PLANNING

Human Resources Planning–Steps and Methods. Job Description, Job specification, Job rotation & Job Enlargement; HR Planning, Recruitment and its cycles, Selection, Induction and Placement Procedures; recruitment; Job Changes, Employee Attrition & retention; Aptitude tests, personality assessment, MBTI. Career planning and development.

### UNIT– III: HUMAN RESOURCE DEVELOPMENT

HRD: Concept, Meaning, Scope, and Importance; HRM Vs HRD; Training- Training need Analysis; Seven steps in Training; Types and Methods of Training; On the job and Off the Training ; Managerial Training; Executive Development; Evaluation and Assessment in Training; Role of the Training Department and Training Manager. Competency mapping.

### UNIT– IV: PERFORMANCE MANAGEMENT SYSTEM AND COMPENSATION

Performance Appraisal: Methods of Performance Appraisal, BARS (Behaviorally anchored rating scales) Performance Counseling; Employee motivation: Performance & Linked compensation; Incentives, HRIS. Components of wages; Employees Stock Option Plan.

### UNIT– V: STRATEGIC HRM & CURRENT TRENDS IN HR

Major trends in Organizations and Business environment in HRM; Emerging challenges to HRM; Strategic perspective in Human Resource Management; Concept, Aim and Foundation of Strategic HRM: TPM, TQM, 5S, KAIZEN, ISO, SIXSIGMA; EAP (Employee Assistance Programmes).

#### COURSE OUTCOME:

CO. No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recognize insights in to basic management concepts.	PSO 1, 6	R
CO -2	Identify and restate the importance of planning in Managing the organizations	PSO 1, 6	U
CO -3	Interpret the importance of Training and development	PSO 1, 4	Ap
CO -4	Categorize the dynamism of change management.	PSO 1,4	An
CO -5	Restate the area of Quality of work life	PSO 1, 6	R
CO -6	Reproduce the concept and scope of social work methods	PSO 1, 5	R
CO -7	Demonstrate the Strategic HRM & Current Trends in HR	PSO 1, 5	Ap&E
CO -8	Compare and contrast the application of social work	PSO 1, 6	An

#### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	2	2	1	3	3	3	3	3	3	3	3	3	K1: Remember
CO2	3	3	3	3	3	3	3	2	3	2	3	2	3	K2:Understand
CO3	3	3	2	2	1	2	3	3	3	2	2	3	3	K3:Evaluate
CO4	3	3	2	3	3	3	2	3	2	3	2	3	2	K4:Creative
CO5	3	2	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	2	3	2	2	3	2	3	2	3	2	2	K6:Apply
CO7	3	2	2	2	1	2	3	3	3	2	2	3	3	
CO8	3	1	2	3	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE BOOKS:

1. Rudrabasavaraj,M.N.(2008). *Dynamic Personnel Administration: Management of Human Resources*. Himalaya Publishing House.
2. Yoder,D. (1942). Personnel management and industrial relations
3. Mukhlis, H.,Triaristina, A.,Wahyudi, D.A., & Putri,R.H.(2020). Anxiety Confronts Practice Exam Reviewed from Optimism, Emotional Intelligence, and Social Support on Student of STIKES.*Talent Development & Excellence,12(2)*.
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**SKILL ENHANCEMENT COURSE –III**  
**(CONCURRENT FIELD WORK III & STUDY TOUR)**

**Component No: 1**  
**Concurrent field work– III**

**Hours: 2 days per Week**

**Credit:6**

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**GENERAL OBJECTIVE**

- To understand and critique structural and systemic factors that influence service users
- To undertake social work interventions in the field of specialization
- To imbibe ethics and values of the Social Work profession in their fields of specialization.

**LEARNING OUTCOME**

Obtained Field Work experiences related to their specialization.

**INSTRUCTIONS**

Weekly two days for field work. Days can be Chosen according to the agency and College feasibility without affecting their class hours. Placed in the Agencies relevant to the Specialization subject. Students should submit weekly reports to the faculty supervisor, weekly field work individual and group conference are compulsory

A consolidated field work report shall be submitted at the end of the semester.

Field Work Guidelines according to Specializations

**COMMUNITY DEVELOPMENT– (SPECIALIZATION-I)**

1. Visit to the Rural Community
2. Exposure to local bodies
3. Meeting local body personnel
4. Project area visit
5. Exposure to existing government welfare schemes
6. Rapport with the target group

7. Practicing the social Case Work, Social Group Work and Community Organization method
8. Strategies in project implementations
9. Resource Mobilization/fund rising
10. Networking and advocacy
11. Designing and implementing community interventions
12. Social Action, lobbying and awareness generation in rural areas
13. Role of Community Social Workers/Community Development workers

### **MEDICAL AND PSYCHIATRIC SOCIAL WORK– (SPECIALIZATION- II)**

1. Understand the agency-its functions, activities, services rendered.
2. Gain knowledge in subjects pertaining to physical and mental illnesses.
3. Applying social work theories, knowledge and skills/techniques in the field placement.
4. Get acquainted with the intervention strategies available to cater the needs of the clients.
5. Gain an understanding of the allied services offered to the clients and their families.
6. Understand and work in multi–disciplinary teams
7. Work in community health settings/Counselling/crisis intervention
8. Get oriented to the legislations pertaining to the field of Practice of Case Work (minimum office cases) actively involved in history taking, home visits, assessment, intervention, referrals and follow up activities.
9. Practice of Case Work/Group Work
10. Practice of Social Welfare Administration gain knowledge about the administrative responsibilities of social work professional in your organization.

It is mandatory for the students to collect at least 5 Case studies / Case History.

### **HUMAN RESOURCE MANAGEMENT– (SPECIALIZATION–III)**

1. Profile of the organization
2. Organizational Structure, Structure of HR Department
3. Time office activities
4. Statutory and non-statutory welfare benefits
5. Procedures relating to PF, ESI and labour welfare fund
6. Procedures relating to gratuity, compensation, insurances etc.
7. Employee problems (absenteeism, indebtedness, labour turn overetc.)
8. Maintenance of different registers and records in the HR/Personnel Department

9. Provisions relating to safety, accident prevention, leave holidays, hours of work
10. Trade Union activities
11. Standing orders of the organization
12. Industrial Relations
13. Dispute solving machinery (mediation, arbitration, conciliation and adjudication)
14. Grievance handling procedure
15. Disciplinary procedure of the organization
16. Activities of different committees (canteen, works etc)
17. Human resource planning, recruitment and selection, induction and orientation
18. Training and development programmes of the organization
19. Promotion and transfer, VRS option, separation
20. Performance appraisal and management, career planning and development
21. Compensation management (wage and salary administration)
22. Organizational intervention programmes
23. TQM, TPM, 5S, Six sigma and ISO certification
24. HR policies and corporate social responsibility
25. Role of HR managers

## **PRESENTATION OF REPORTS**

To prepare a complete document on the agency, covering specific details on

- The agency profile
- Its Objective
- Area of work
- Administrative hierarchy
- Staffing pattern
- Funding pattern
- National/International networking      Pattern
- Activities implementation strategy
- Monitoring/Evaluation pattern

It can be changed according to their specialization.



**COMPONENT NO: 2-  
Study Tour**

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**Days: 5-10Days**

**CREDIT:2**

**Learning Objective:**

- ▮ To expose the students to a wider range of organizations across the country with respect to different fields of specializations.

**Learning Outcome:**

- ▮ Obtained Knowledge on culture and values of people in other areas and experiencing group activity

During the Third Semester students are supposed to undertake a study tour of minimum 5 days and visit leading Agencies of their Specializations. The tour can be completed within/outside the state. Students should prepare an educational tour report and submit to the faculty supervisor within a week of return from the tour for evaluation.

**NORMS FOR EVALUATION**

The 100 marks will have external and internal in the ratio of **50:50**

While the external 50 marks will be awarded jointly by the concerned supervisor and one more faculty member in the Department, the internal 50 marks will be awarded by concerned supervisor in accordance with the guidelines given below:

**For External Evaluation:**

Quality and Content of the Report	-	15 Marks
Presentation in Viva –voce	-	15 Marks
Observation and Suggestions	-	10 Marks
Professionalism in Development and Values	-	10Marks
<b>Total</b>	<b>-</b>	<b>50 Marks</b>

**For Internal Evaluation:**

Regularity in field visits	-	10 Marks
Regularity in submission of Reports	-	10Marks
Maintenance of Record	-	10Marks
Communication Skill	-	10Marks
Subject Knowledge & Fieldwork Knowledge	-	10Marks
<b>Total</b>	<b>-</b>	<b>50Marks</b>

Skill Enhancement Course evaluation and Viva Voce will be conducted by concerned faculty Supervisor and one more External faculty member.

# SUSTAINABLE URBAN COMMUNITY DEVELOPMENT

L T PC  
400 4

## GENERAL OBJECTIVE:

To obtain knowledge on Sustainable Urban community

## COURSE OBJECTIVE

(CO): The learner will be

able to

CO No	Course Objective
CO -1	Remember the specific knowledge on Urban Community.
CO -2	Understand the Problems of Urban Community and its Administration
CO -3	Recall and understand the Historical evolution of urban governance
CO -4	Apply the Approach and Methods for sustainable development
CO -5	Analyze the Urban Development Programmes

## LEARNING OUTCOME:

- To acquire specific knowledge on Urban Community.
- To understand the Problems of Urban Community and its Administration.
- To enhance Skills on Critical Review of Urban Development Programmes and its Application of Social Work Methods & Development

## UNIT– I: URBANIZATION

Understanding Urbanization: Definition and Characteristics of Urban Areas. Urban Growth in India. Theories of Urban Growth–Central Business District Theory, Linear Theory. Concept of Town, City, Metropolis, Suburbs, Satellite Towns. Urban Ecology. Urbanization and its Impact on Environment.

## UNIT– II: URBAN COMMUNITY DEVELOPMENT

Urban Community Development–Meaning, Scope, Need, Principles, Approaches– Participatory Approach, Sustainable Development Approach, Integrated Urban Development Approach and Methods- Master Plan Method, Collaborative Method, People Centered Method. Importance of planning for urban community development. People's participation in Urban Community Development.

## UNIT– III: PROBLEMS AND PROSPECTS OF URBAN LIFE

Housing, Water and Sanitation, unemployment, pavement dwellers, delinquency, human trafficking and sexual exploitations, crimes, poverty, over population, housing, Migration

displacement and resettlement, problems related to children, environmental challenges, Urban Environmental Challenges, Pollution, Solid Waste Management.

#### UNIT– IV: URBAN DEVELOPMENT PROGRAMMES

Five Year Plans and Urban Development, Chennai Urban Development Projects (MUDP), I&II Tamilnadu Urban Development Project (TNUDP), Urban Basic services Programmes (UBSP), Jawaharlal Nehru National Urban Renewal Mission (JNNURM), Metrorail Projects, Smart City, NULM: Programmes of Slum Clearance, Board, Slum Clearance and Improvement Programmes.

#### UNIT– V: URBAN DEVELOPMENT

Historical evolution of urban governance, Tamilnadu Municipality Act & Rules 1920, Municipal administration- Structure, Role, functions and duties of municipalities and corporations.

#### COURSE OUTCOME:

Learners will be able to

CO. No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Urban Community Development– Meaning, Scope, Need, Principles, Approaches	PSO 1, 6	R
CO -2	State the Urban Growth in India.	PSO 1, 6	R
CO -3	Estimate the various problems and prospects of urban life	PSO 1, 3	U
CO -4	Describe the concept of sustainable development	PSO 1,4	U
CO -5	Illustrate the Urban Development Programmes	PSO 1, 2	Ap
CO -6	Discuss the impacts of Urban Development Programmes	PSO 1, 4	E
CO -7	Estimate the Structure, Role, functions and duties of urban	PSO 1, 6	U
CO -8	Categorize various health aspects and problems of children	PSO 1, 4	An
CO -9	Critical Review of Urban Development Programmes and its Application of Social Work Methods for sustainable	PSO 1, 5	C

#### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	1	2	1	3	3	3	2	3	2	3	3	3	K1: Remember
CO2	1	2	3	3	3	3	3	2	3	2	3	2	3	K2: Understand
CO3	3	3	2	2	1	2	3	3	3	1	2	3	3	K3: Evaluate
CO4	3	3	3	3	3	3	2	3	2	3	2	3	2	K4: Creative
CO5	2	2	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	3	3	2	2	3	2	3	2	3	2	2	K6: Apply
CO7	3	2	2	2	1	2	3	3	3	2	2	3	3	
CO8	3	3	3	3	3	3	2	3	2	3	2	3	2	
CO9	2	3	2	3	2	2	3	2	3	2	3	2	2	

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE BOOKS:

1. Thakur,R.,& Dhadave, M. S. (1987).*Slum and social system*. Archives Publishers.
2. Akhavi,S., & Alexander,R.D. (1981). Take Note. *Social Forces*,59(3).
3. Collins, R. (1989). Sociology: Pro science or antiscience? *American Sociological Review*,124- 139.:
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5. Datta,A. (1994). Institutional aspects of urban governance in India. *Indian Journal of Public Administration*, 40(4),616-632.
6. Major,N., & Part,V. Department of Social Work BSW Course Grid.
7. Desai,A. R.,& Pillai,S. D.(1972). *A profile of an Indian slum*. University of Bombay; [distributed by: Popular Prakashan].
8. Stren,R.(1993). 'Urban management' in development assistance: an elusive concept. *Cities*,10(2),125-138.
9. Misra,G. I. R.I. S. H. W.A. R.,&Tripathi,K. N.(2004). Psychological dimensions of poverty and deprivation. *Psychology in India revisited: Developments in the discipline*,3,118-215.
- 10.Appadurai,A. (1988). How to make a national cuisine: cook books in contemporary India. *Comparative studies in society and history*,30(1),3-24.

# MANAGEMENT OF NON-GOVERNMENTAL ORGANISATIONS

L T PC  
4004

## GENERAL OBJECTIVE

To obtain knowledge on implementation strategies and operational pathways, supervision and planning of financial and other policies and various other programmes of the Non-Government organization

## COURSE OBJECTIVE (CO):

The Learner will be able to

CO. No	Course Objective
CO -1	Remember the concepts related to NGO Management
CO -2	Understand the art of report writing and Documentation
CO -3	Apply the skills in Project cycle Management
CO -4	Apply the art of writing Projects
CO -5	Evaluate the Government Programs of various Ministries and Departments

## UNIT– I: FORMATION OF NGO

Concepts, Genesis and Growth of Non-Governmental Organization in India, Types of Non-Governmental Organizations, Role of Non-Governmental Organizations in development and welfare, Performance and environment of NGO's, Formation of NGO– Steps, procedures, and specific Legal Requirements.

## UNIT– II: PROFESSIONAL MANAGEMENT OF NGO'S

Professional Management of NGO's– Professional Management Techniques and Methods used by NGO's. Tax Regulations Concerning NGOs: Specific Tax Exemptions (Section 12 A, Section 35 AC, Section 80 G & 80 GG of Income Tax Act. Foreign Contributions- Legal Regulations (Foreign Contribution Regulations Act-2010).

## UNIT– III: MOBILIZING AND MANAGING RESOURCES

Mobilizing and managing financial resources, Financial Aid-Government and Non-Government sources, Corporate Support and Community Support. Methods of Fund Raising, Financial Accountability–Auditing and submitting of returns. Foreign Contribution Regulation Act and its relevant Procedures.

## UNIT– IV: PROJECT MANAGEMENT

Project Management – Professional Management Techniques for project planning, Scheduling Monitoring and Evaluation. Cost–Benefit Analysis, Programmed Evaluation and Review Technique (PERT), Critical Path Method (CPM), SWOT Analysis, Management Information System (MIS). Use of computers for NGO management.

## UNIT– V: PROGRAMMES OF NGO

Programmes and Functioning of NGO's in the field of Natural Resource Management, Women's Empowerment, Human Rights, Abolition of Child Labour, Prevention and Control of HIV / AIDS and Geriatric care in relation to Field Work Experience.

### COURSE OUTCOME:

Learners will be able to

CO. No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recognize the basic concepts of Management of Non-Governmental Organization.	PSO 1, 6	R
CO -2	Estimate the importance of Documentation	PSO 3, 6	U
CO -3	Extrapolate the methodology to plan projects	PSO 3, 4	Ap
CO -4	Illustrate the concepts of writing project proposals.	PSO 3,4	Ap
CO -5	Relate the concept of art of mobilizing resources for	PSO 5, 6	R
CO -6	Predict various government programs funding for	PSO2,6	C
CO -7	Categorize private agencies supporting projects.	PSO2,6	An
CO -8	Demonstrate Report Writing.	PSO 3,4	Ap

### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	3	2	3	3	2	3	2	3	2	1	3	3	K1: Remember
CO2	3	2	3	2	3	3	3	1	3	2	3	3	3	K2:Understand
CO3	3	3	3	2	1	3	3	2	3	1	2	3	3	K3:Evaluate
CO4	3	2	2	3	3	3	2	3	2	3	3	3	2	K4:Creative
CO5	3	2	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	3	3	2	2	3	2	3	2	3	2	2	K6:Apply
CO7	3	2	2	2	1	2	3	3	3	2	2	3	3	
CO8	3	3	3	3	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE BOOKS:

1. Dubey,S.N.(1973). *Administration of social welfare programmes in India* (No.27). Bombay: Somaiya Publications.
2. Hilton,W., Clark,J.P., & Dorward,R.(1991). *The scale of perfection* (Vol.71). Paulist Press.
3. Clark, J.(1991). *Democratizing development: The role of voluntary organizations* (pp.38-39). West Hart ford, CT:Kumarian Press.
4. Edwards,M., & Hulme, D. (Eds.). (1995).*Non-governmental organizations: performance and accountability beyond the magic bullet*. Earth scan.
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6. Ghosh, A. Urban and Rural Difference in Somatotyping Profile and Personality Characteristics of Higher Secondary Male Students.
7. Mohanty,B.(2000). Book Reviews: Loes Schenk- Sand Bergen (ed.), *Women and Seasonal Labour Migration*. New Delhi: Sage Publications. 1995.
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9. Goldman, M.(2005). *Imperial nature: The World Bank and struggles for social justice in the age of globalization*. Yale University Press.
10. Everett,R.F. (2014). A crack in the foundation: Why SWOT might be less than effective in markets ensing analysis. *Journal of Marketing & Management*.
11. Rao,P.S. (2010). *Organizational behavior*. Himalaya Publishing House.
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## LEGISLATION FOR DEVELOPMENT

L T PC  
4004

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### GENERAL OBJECTIVE:

To enable the students to obtain Knowledge on Legislation for Development

### COURSE OBJECTIVE

(CO): The learner will be

able to

CO. No	Course Objective
CO -1	Remember the concepts and knowledge on Legislations
CO -2	Understand the various Legislations for Development.
CO -3	Remember and understand the legislation and development
CO -4	Apply the process of Legislation for Weaker Sections
CO -5	Evaluate the legislative practices for development

### UNIT- I : LEGISLATION AND DEVELOPMENT

Definition of development, Legislation for Development, Legal Approach to Development, Constitutional Support for Development– Reviewing amendments in this regard.

### UNIT- II : LEGISLATION AND RURAL DEVELOPMENT

Legislation related to Rural Development – Land tenure, Land reforms, Abolition of Intermediaries, Tenancy protection–Land Ceiling, Consolidation of Holding.

### UNIT- III: LEGISLATION AND URBAN DEVELOPMENT

Legislation Related to Urban Development–Town and Country Planning Act, 1947. Legislation on pollution–Environment Protection Act, Slum Clearance, Amendment of Constitution related to Urban Local Government and its Relevance to UCD.

### UNIT- IV: LEGISLATION FOR WEAKER SECTIONS

Legislation Related to Weaker Sections and Bonded Labour. Civil Rights Protection–Equal Property Rights for Women, Child Labour Regulation–Minimum Wages Act–Debt



Relief Act– Bonded Labour System Abolition Act, Equal Remuneration for Men and Women Act, Social Security Legislations Applicable to Rural Areas.

**UNIT– V: LEGISLATION PRACTICES**

Recent Trends in Legislative Practices: Lok- Adalat, Family Court, Public Interest Litigation, Legal Training, Para–Legal Training, Legislative Interventions in Community Development Practice, Voluntary Efforts for Legal Aid in Tamil Nadu.

**COURSE**

**OUTCOME:**

**Learners will be**

**able to**

CO. No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Reproduce the need and basic concepts of Legislation	PSO 1, 6	R
CO -2	Recognize the basic concepts of legislation and development	PSO 1, 6	U
CO -3	Demonstrate understanding on the legislations relating to Weaker section	PSO 1, 3	Ap
CO -4	Develop the ability to use the provisions of existing social legislations wherever appropriate in social work practice	PSO 1,6	An,E
CO -5	Critically evaluate the provisions of the existing legislations and understand its salient features	PSO 1, 6	An
CO -6	Analyse Legislation Practices for development	PSO 1, 6	An
CO -7	Recall various concepts of rural and urban development	PSO 1, 6	R
CO -8	Evaluate the Voluntary Efforts forLegal Aid	PSO 1, 6	U

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	2	3	3	2	3	2	3	3	1	3	3	K1: Remember
CO2	3	2	3	2	3	3	3	1	3	2	3	3	3	K2:Understand
CO3	2	3	3	2	1	3	3	2	2	1	3	3	3	K3:Evaluate
CO4	3	2	2	3	3	3	2	3	2	3	3	3	2	K4:Creative
CO5	3	2	3	2	3	3	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	3	3	2	3	3	2	3	2	3	2	2	K6:Apply
CO7	3	2	2	2	1	3	3	3	3	2	3	3	3	
CO8	3	3	3	3	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE BOOKS:

1. Heeks,R.,& Bhatnagar,S.(1999). Understanding success and failure in information age reform. *Reinventing government in the information age: International practice in IT-enabled public sector reform*,1,49-74.
2. Gupta,P.V. UNIVERSITY GRANTS COMMISSION.
3. Chatterjee, B. B., Singh, S. S., Yadav, D. R., India Planning Commission, & Research Programmes Committee. (1971). *Impact of social legislation on social change*. Minerva Associates.
4. Desai, U. (1985). *Competing Equalities: Law and the Backward Classes in India*. By Marc Galanter.
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6. Gangrade,K. D.(1978).*Social Legislation in India*. Concept Publishing Company.
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8. Acharya,SS, *Green Revolution–Impact on Farm Employment and Income*, Sanghi Prakashan, Jaipur,1982.

## PSYCHIATRIC SOCIAL WORK

L T PC  
4004

### GENERAL OBJECTIVE:

To enable the students to gain knowledge the Therapeutic Intervention in Psychiatric Illness, Theoretical Framework for Individual Psychotherapy and Counseling

### COURSE OBJECTIVE (CO):

The learner will be able to

CO. No	Course Objective
CO -1	Remember various concepts Psychiatric Social Work.
CO -2	Understand the Psycho–Social Treatment and Rehabilitation of Psychiatric Patients.
CO -3	Apply various therapies related to illness.
CO -4	Analyse the various psychological intervention.
CO -5	Evaluate Psychological treatment methods

### UNIT– I: PSYCHIATRIC SOCIAL WORK

Definition, Scope, Historical Development, Magnitude of mental health problems among men, women, aged, socio-economically disadvantaged in urban and rural population and the mental health issues due to disaster: Treatment for the mentally ill patients: Psychological intervention, individual interventions, family interventions, group intervention and medication .

### UNIT– II: PSYCHOLOGICAL TREATMENT METHODS:

Psychotherapy, supportive therapy, Re-educative and Reconstructive psychotherapy, Behavior therapy, CBT, ERP, ExRP, Psycho-analysis, Client centered therapy, Reality therapy, Gestalt therapy, Rational emotive therapy, Logo therapy, Hypnosis and Abreaction, Neuro-Linguistic Programme (NLP), Mindfulness based Cognitive Therapy

### UNIT– III: PSYCHOLOGICAL THERAPIES

Group Therapy, Transactional Analysis, Marital Therapy, Family Therapy, Recreational and Relaxation Therapies, Occupational Therapy and Psychiatric Rehabilitation.

### UNIT– IV: PSYCHIATRIC SOCIAL WORK PRACTICE

Role of Psychiatric Social Worker in halfway homes, Day care centers, Child guidance clinic, De-addiction, Suicide prevention, Community mental health programmes; Admission and discharge procedures in a Psychiatric Hospital.

## UNIT– V: MENTAL HEALTH CARE POLICIES AND LEGISLATIONS

Mental Health Act, International Conventions relevant to mental health- Convention on Rights of Persons with Disabilities (CRPD) Narcotics & Psychotropic Substances Act 1987, Rights of the mentally ill & Advocacy. National Mental Health. Program (NMHP) 1982, Revised Version 2002, District Mental Health Programs (DMHP) and their implementation.

### COURSE OUTCOME:

Learners will be able to

CO.No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	List the mental health problems with different age groups and its intervention	PSO 1, 6	R, Ap
CO -2	State the concept of mental health and psychopathology	PSO 1, 5	R, U
CO -3	Estimate and Demonstrate knowledge and skills of assessment in mental health settings	PSO 1, 3	U,Ap
CO -4	Develop an understanding of the nature, causes, types and treatment of mental health disorders in children, adolescents and adult	PSO 1,4	U,E
CO -5	Analyse the Socio-Cultural Factors influencing mental health.	PSO 4, 6	Ap, E
CO -6	Discuss the Role of Psychiatric Social Worker in psychiatric settings	PSO 1, 2	U
CO -7	Estimate about psychiatric social work	PSO 2,4	U,R
CO -8	Sketch the importance of Mental health Care Policies and Legislations	PSO 1, 4	An, C

### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	2	3	3	2	3	3	3	3	3	2	1	3	K1: Remember
CO2	3	2	3	2	3	3	3	1	3	2	3	3	3	K2: Understand
CO3	3	3	3	2	1	3	3	2	3	1	2	3	3	K3: Evaluate
CO4	3	2	2	3	3	3	2	3	2	3	3	3	2	K4: Creative
CO5	3	2	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	3	3	2	2	3	2	3	2	3	2	2	K6: Apply
CO7	3	2	2	2	1	2	3	3	3	2	2	3	3	
CO8	3	3	3	3	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE WORK:

1. Turner, F. J. (Ed.). (1983). *Differential diagnosis and treatment in social work*. Simon and Schuster.
2. Bartko, W. T. (1987). Depression and dysfunctional attitudes of parents and their children.
3. Hudson, B. (1982). *Social work with psychiatric patients*. Macmillan International Higher Education.
4. Bhushan, B. (2005). Are Mental Health and Social Anxiety Related to the Working Status of the Women? *A Journal of Women's Studies and Research in Iran and Muslim Countries*, 6, 11.
5. Green, B. (2009). *Problem-based psychiatry*. Radcliffe Publishing.
6. Dhawan, N., Saeed, O., Gupta, V., Desai, R., Ku, M., Bhoi, S., & Verma, S. (2008). Utilizing video on myocardial infarction as a health educational intervention in patient waiting areas of the developing world: a study at the emergency department of a major tertiary care hospital in India. *International Archives of Medicine*, 1(1), 1-12.
7. Murthy, R. S., & Burns, B. J. (1992). Community mental health. In *Proceedings of Indo-US Symposium*. Bangalore: Nimhans (pp. 71-75).
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9. Pritchard, C. (2006). *Mental health social work: Evidence-based practice*. Routledge.
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14. Vijayakumar, L. (Ed.). (2003). *Suicide prevention: Meeting the challenge together*. Orient Blackswan.
15. Weisman, A. D. (1972). On dying and denying: A psychiatric study of terminality.

**GENERAL OBJECTIVE:**

To enable the students to appreciate & critically evaluate the basic concept of medical social work, hospital functions & role of medical social worker in various settings.

**COURSE OBJECTIVE (CO):**

**The learner will be able to**

<b>CO. No</b>	<b>Course Objective</b>
CO -1	Remember the basic concepts of Health System Management
CO -2	Understand the types of disability & multidisciplinary team work
CO -3	Apply the laws pertaining to hospitals
CO -4	Analyze the concept of hospital settings
CO -5	Evaluate the role of medical social worker in various settings

**UNIT– I: HOSPITAL ADMINISTRATION**

Hospital – Meaning, Evolution from Charity to Modern Hospitals, Classification of Hospitals. Hospital Administration–Concept, Definition, General Principles, Importance, Functions, Patterns and Standards. Hospital Administrator–Role of Functions and Duties-quality assurance and accreditation

**UNIT– II: PROBLEMS ON HOSPITAL ADMINISTRATION**

Problems of Hospital Administration, Human Resource Planning: Methods and Techniques– Recruitment, Selection, Induction, Placement, Performance Management, Performance Appraisal, Career Planning and Counseling, Training and Development of Various Categories, Uses of Computers in Hospital.

**UNIT– III: HOSPITAL ORGANIZATION**

Hospital Organization–Analysis, The Governing Boards–The Administrator, Assistant to the Administrator, The Department Organization–The Hospital Auxiliary, Role of Hospital in the Health Care Delivery System.

## UNIT– IV: BIOMEDICAL WASTE MANAGEMENT

Biomedical waste management and handling- rule- collection–Transportation and disposal– Radioactive waste handling–Liquid, metals, chemical sand drug wastes. Security management of hospitals–General security –fire gas–Theft. Problems in hospital administration case studies evaluation – solution

## UNIT– V : LAWS RELATED TO HOSPITAL

Laws Pertaining to Hospital-Prevention of Food Adulteration Act 1954, The Drugs and Cosmetics Act 1940, The Births Deaths and Marriages Registration Act, The Epidemic Diseases Act 1897, The Employees Provident Fund Act 1952, The Employees Pension Scheme 1995, Employees Deposit Linked Insurance Scheme, The Employee State Insurance Act 1948.

## COURSE OUTCOME

Learners will be able to

CO. No	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recognize the Objective, Nature, Need and Scope of Social work in hospital settings	PSO 1, 6	U
CO -2	Restate the Evolution of social work profession from Charity to Modern Hospitals	PSO 1, 6	R
CO -3	Critically analyse the problems in hospital administration through case studies evaluation and its solution	PSO 5, 4	Ap,E
CO -4	Reproduce the concept of patient as a whole	PSO 1,3	U
CO -5	Predict about Multidisciplinary team work in hospital.	PSO 5, 6	C
CO -6	Choose the Laws pertaining to Hospitals	PSO 3,6	Ap
CO -7	Categorize the practice of social work methods in hospital Setting	PSO 1,6	An
CO -8	Evaluate the role & functions of a medical social worker in various settings	PSO 1,6	E

### Mapping of COs with POs & PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	3	2	3	2	3	2	3	2	3	2	1	2	K1: Remember
CO2	2	3	3	3	3	3	3	2	3	2	3	3	3	K2:Understand
CO3	3	2	3	2	1	3	3	3	3	1	2	3	3	K3:Evaluate
CO4	3	3	2	3	3	3	2	3	2	3	3	3	2	K4:Creative
CO5	3	3	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	3	3	3	3	3	2	3	3	3	2	2	K6:Apply
CO7	3	3	2	2	1	2	3	3	3	2	3	3	3	
CO8	3	3	3	3	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks**    **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

## REFERENCE BOOKS:

1. Smith,E.B.(1969).Principles of Hospital Administration.*AmericanJournalofHealth-SystemPharmacy*,26(9),551-551.
2. Arya,H.,Sharma,D.K.,Chakraborty,P.,Gupta,N.,Khattar,K.,Rawal,P.,...&Bhardwaj,G.N. TheJournalofAmityBusinessSchool.
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5. Khan,M., & Chandel,N. (Eds.). (2021). *Inculcation of Values: Modern Perspectives*. Blue Hill Publications.
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8. Shamshad,A., & Ansari,M.N.A. (2005). Planning Commission: Fifty-Five Years of Planned Development and Social Sector. *Indian Journal of Public Administration*, 51(3),465-484.
9. ScII, B. LAB-Foods and Nutrition Planning, calculation and preparation of diets for various age groups and conditions asmentioned in theory. *Environment*, 5(50),250.
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## COUNSELLING-THEORY AND PRACTICE

L TPC  
4004

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### GENERAL OBJECTIVE:

To enable the students to gain Knowledge on different Practical Skills, Therapies and Technique in Practicing the different Process and Models of Counseling in dealing with vulnerable and Focused groups

### COURSE OBJECTIVE (CO):

The learner will be able to

CO. No	Course Objective
CO -1	Remember the basic concepts of counseling and guidance
CO -2	understand the Historical Development of the practice of Counseling as a Profession and its Issues
CO -3	Apply the various skills and qualities of effective counselors
CO -4	Analyze the basic approaches to counseling and communication in counseling
CO -5	Evaluate counseling methods in different context

### UNIT- I: COUNSELING AND APPROACHES

Counselling: Definitions, Goals, Essential Elements in Counseling; Types of Counselling, NLP: Various Influences on Counselling; Qualities of an Effective Counselor; Characteristics of Clients: Voluntary and Non-Voluntary Clients; Guidance: Meaning, Objective and Importance.

### UNIT – II: THEORETICAL FOUNDATIONS OF COUNSELLING

Theoretical Foundations: Psychoanalytic Theory; Psychoanalysis and Transactional Analysis; Adlerian Theory: Adlerian Counseling; Humanistic Theories: Client Centered Counseling, Existential Counselling and Gestalt Therapy; Behavioral Theory: Behavior Therapy; Cognitive Theory: Rational Emotive Behavioral Therapy (REBT), Reality Therapy (RT) and Cognitive Therapy

### UNIT- III: COUNSELING RELATIONSHIP, PROCESS AND TECHNIQUES

Counselling Relationship: Regard, Respect, Authenticity, Empathy and Genuineness; Counselling Process: Initiating Counselling, Attending Skills: Non-Verbal, Interacting with Clients, Termination, Follow-up, Transference and Counter-Transference; Counselling Techniques: Listening, Responding, Goal setting, Exploration, Summarization and Action.

#### **UNIT– IV: COUNSELING IN VARIOUS SETTINGS**

Counseling in various Settings:- Drug Abuse, Pre-Marital and Marital Counseling, Family Counseling, Industrial Counseling, School Counseling and Counseling in Health Setting. De addiction centers, Correctional settings, HIV/AIDS. Bereavement Counseling, Counseling against suicidal thoughts and Community Counseling

#### **UNIT– V: COUNSELING AS A PROFESSION**

Counselor as Professional; Ethical standards in Counselling; Personality factors of Counsellor Importance of self-awareness; communication patterns, body language, feedback - Factors influencing the Professional relationship.

#### **COURSE OUTCOME:**

**Learners will be able to**

<b>CO. No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
CO -1	Recall the basic concepts of Counselling and Guidance	PSO 2,3	R
CO -2	Categorize the various types of counselling and Counseling Relationship	PSO 5,6	An
CO -3	Reproduce the approaches to Counselling and its elements,	PSO 1,2,6	R
CO -4	Categorise various types of communication in counselling	PSO 4, 5, 6	An
CO -5	Predict the skills and qualities of counsellor	PSO 1, 6	C
CO -6	Recognise the issues and boundaries of counsellor	PSO 2,3	R
CO -7	Estimate different counseling contexts	PSO 1,5	U
CO -8	Appraise the use of counseling in different settings	PSO 1, 6	C

**Mapping of COs with POs &PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	2	3	3	3	2	3	2	3	2	1	2	K1: Remember
CO2	2	3	2	3	2	3	3	2	3	2	3	3	3	K2:Understand
CO3	3	2	3	3	1	3	3	3	3	1	2	3	3	K3:Evaluate
CO4	3	3	2	3	3	2	2	3	2	2	3	3	2	K4:Creative
CO5	3	3	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	3	3	3	3	3	3	2	3	2	3	2	2	K6:Apply
CO7	3	3	2	2	1	2	3	3	3	2	3	3	3	
CO8	3	3	3	3	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**

**Weakly Correlating (W) - 1 mark**

**REFERENCE BOOKS:**

1. Mirchandani, N. (2006). *Wisdom Song: The Life of Baba Amte*. Roli Books Private Limited.
2. Brayfield, A.H. (1950). Readings in modern methods of counseling.
3. Page, P. B. (1997). EM Jellinek and the evolution of alcohol studies: A critical essay. *Addiction*, 92(12), 1619-1637.
4. Delhi, N. (2001). Ministry of Health and family welfare. *Government of India*, 7-30.
5. Berven, N. L., Thomas, K. R., & Chan, F. (2004). An Introduction to Counseling for Rehabilitation Health Professionals.
6. Warters, J. (1964). *Techniques of counseling*. Tata McGraw-Hill Education.
7. Prashantham, B.J. (2008). Asian Indians: Cultural considerations for disaster workers. In *Ethnocultural perspectives on disaster and trauma* (pp.175-207). Springer, New York, NY.
8. Antony, D.J., Ashram, A., & Nagercoil, P. (1994). DYNAMICS OF COUNSELLING.
9. Welfel, E.R., & Patters on, L.E. (2005). *The counseling process: A multi theoretical integrative approach*. Brooks/Cole Publishing Company.
10. Zastrow, C. (2003). *The practice of social work: Applications of general Stand advanced content*. Wadsworth Publishing Company.

# INDUSTRIAL RELATIONS

L TPC

4004

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## GENERAL OBJECTIVE

To enable the students to gain knowledge on Skills and Techniques on Collective Bargaining and Workers Participation in Management

## COURSE OBJECTIVE (CO):

The learner will be able to

CO.No	Course Objective
CO -1	Remember the basic aspects of Industrial relations.
CO -2	Understand the industrial disputes
CO -3	Analyze the collective bargaining.
CO -4	Apply various methods of discipline and grievance handling.
CO -5	Evaluate the worker's participation in Management.

## UNIT– I: INDUSTRIAL RELATIONS AND APPROACHES

Industrial Relations– Concept, Objective, Need and Scope. Social Obligation of Industry; Bipartite and Tripartite Bodies in Industrial Relations; Role of Government, Employers and Unions in Industrial Relations–Approaches to Industrial Relations– Psychological, Sociological, Human Resource Management Approach.

## UNIT– II: INDUSTRIAL DISPUTES

Industrial Disputes– Causes and Effects. Strike, lockout, Lay off, Retrenchment, Termination–Discharge,Dismissal,UnfairLabourPractices.hotstoverulesCollectiveBargaining – Concept, Objective,Principles, Scope, Types,Problems and Process.

## UNIT– III: MACHINERY ON INDUSTRIAL RELATIONS

Industrial Relations Machinery –Negotiation, Mediation, Conciliation, Adjudication, Arbitration, Joint Consultation. Machineries of Settlement– Works Committee, Conciliation Officer, Board of Conciliation, Court of Inquiry, Labour Court, Industrial Tribunal and National Tribunal.

#### **UNIT– IV: WORKERS PARTICIPATION IN MANAGEMENT**

Workers Participation in Management–Concept, Importance, Objective and Forms. Management's views and Union's attitude towards the concept. Report of National commission on Labour 2002. International Labour Organization (ILO)– History, Objective and Functions.

#### **UNIT– V: TRADE UNION**

Trade Union–Concept, Objective, Functions, Structure, Administration, Finance, Membership. Recognition and Social Responsibility of Unions. Check Off System. Concept of One Union in One Industry.

#### **FurtherReadings:**

- a) The Code on Industrial Relations 2020”.

#### **COURSE OUTCOME:**

**Learners will be able to**

<b>CO. No</b>	<b>Course Outcome</b>	<b>PSOs Addressed</b>	<b>Cognitive Level</b>
CO -1	Recognize various concepts, origin and scope of Industrial relations.	PSO 2, 6	R
CO -2	Explain ILO and its current scenario in reality and in theory	PSO 2, 6	U
CO -3	Differentiate trade union and its diversity in functioning	PSO 2, 3	An
CO -4	Relate collective bargaining and negotiation	PSO 1,6	R
CO -5	Appraise the settlement machinery suitable for the employees' demands.	PSO 3, 6	C
CO -6	Evaluate the discipline and its handling procedures	PSO 3, 6	C
CO -7	Appraise and justify the various grievances handling procedures	PSO 3, 6	C
CO -8	Demonstrate and later assess the various working committee and worker's participation council	PSO 3, 6	Ap

**Mapping of COs with POs & PSOs:**

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	2	3	3	3	2	3	3	2	2	3	2	3	2	K1: Remember
CO2	1	3	3	3	2	3	3	3	3	2	3	3	3	K2: Understand
CO3	3	2	3	3	1	2	3	2	3	1	2	3	3	K3: Evaluate
CO4	3	2	2	3	3	2	2	3	2	2	3	3	2	K4: Creative
CO5	3	3	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	2	3	3	3	3	3	2	3	2	3	2	2	K6: Apply
CO7	3	3	2	2	1	2	3	3	3	2	3	3	3	
CO8	3	2	3	2	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks    Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**

**REFERENCE BOOKS:**

1. RAO, A.S.(1961). Collective Bargaining in Indian Industries. *The Indian journal of Social Work*, 22(2).
2. Rajesh,S., & Manoj,P.K. (2014). Politicization of trade unions and challenges to industrial relation in India: a study with a focus on norther Karala. *International Journal of Business and Administration Research Review*, 1(2),78-96.
3. Sharma, B.M., Bharat, G.K.,Tayal,S., Nizzetto,L., & Larsen,T.(2014). The legal frame work to manage chemical pollution in India and the lesson from the Persistent Organic Pollutants (POPs). *Science of the total environment*, 490,733-747.
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5. Gupta, A., Pathak,J.K., & Tripathi,A. (2014). Assessment of Ground water Quality in Paper mill Effluent Affected Area in Moradabad region. *Journal of Ecophysiology and Occupational Health*, 14(1/2),1.
6. Bordoloi,L., & Pal,S. (2015). *Child labour and their education with special reference to Nagaon and Dimapur* (Doctoral dissertation).
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8. Punekar, S.D., Deodhar,S.B., & Sankaran,S. (1999). *Labour welfare, trade unionism and industrial relations*. Himalaya Publishing House.
9. Vos,T.,Abajobir, A.A.,Abate, K.H.,Abafati, C.,Abbas,K.M., Abd-Allah,F,...& Criqui,M.H. (2017). Global, regional, and national incidence, prevalence, and years lived with disability for 328 diseases and injuries for 195 countries, 1990–2016: a systematic analysis for the Global Burden of Disease Study 2016. *The Lancet*, 390(10100), 1211-1259.
- 10.Kumar,H. L. (2016). *Labour Laws*. Universal Law Publishing.
11. Misra, S. N., & Ghadai, S. K. Towards a synergy of policy in India: Education and Manufacturing.

## LABOUR LEGISLATIONS – II

L TPC

4004

### GENERAL OBJECTIVE:

To enable the students to acquire specific knowledge on Labour Legislation.

### COURSE OBJECTIVE (CO):

The learner will be able to

CO. No	Course Objective
CO -1	Understand the knowledge of Labor Legislation and its changing nature in the era of globalization.
CO -2	Analyse the importance of Occupational Health, Hygiene and problems related to Industrial hazards, occupational diseases and its safety management and its related legislation
CO -3	Apply the labour legislations law of various government organizations working for Labor welfare.
CO -4	Apply Labor welfare program and its relevance to work culture and productivity.
CO -5	Understand various legislation pertaining to Labor welfare.

### UNIT– I: INDUSTRIAL DISPUTE AND WAGES ACT

The Code on Industrial Relations 2020: Provisions laid down in the repealed acts- The Industrial Disputes Act, 1947. The Code on Wages 2019: Provisions laid down in the repealed act- The Payment of Wages Act, 1936.

### UNIT– II: GRATUITY AND BONUS ACT

The Code on Social Security 2020: Provisions laid down in the repealed acts-The Payment of Gratuity Act, 1972. The Payment of Bonus Act,1965.

### UNIT– III: MOTOR TRANSPORT AND SHOPS ACT

The Motor Transport Workers Act. 1961. The Tamil Nadu Shops and Establishment Act. 1947.

## UNIT– IV: SUBSISTENCE ALLOWANCE AND INDUSTRIAL ACT

Tamil Nadu Payment of Subsistence Allowance Act.1981. The Tamil Nadu Industrial Establishment (Conferment of Permanent Status) Act. 1981. The Apprentices Act.1961.

## UNIT– V: EQUAL REMUNERATION AND MINES ACT

The Code on Wages 2019: Provisions laid down in the repealed acts-The Equal Remuneration Act. 1976- The Minimum Wages Act. 1948: The Mines Act. 1952 .

CONo	Course Outcome	PSOs Addressed	Cognitive Level
CO -1	Recognize and State the concept of The Industrial Disputes Act	PSO2, 6	R
CO -2	Interpret and illustrate the changing scenarios of the labor acts	PSO1, 5	Ap
CO -3	Summaries the importance of Subsistence Allowance And Industrial Act	PSO1, 4	E
CO -4	Relate and interpret the social Security related labour acts	PSO1,3	Ap
CO -5	Identify the suitable labor legislation and the working labor Welfare	PSO3,5	U
CO -6	Illustrate and infer the labor insight about the welfare program	PSO3,5	Ap
CO -8	Extrapolate the use of legislations in the context of Labor Welfare	PSO5,6	Ap

### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	3	2	2	3	3	2	2	3	2	3	2	K1: Remember
CO2	1	3	3	3	2	3	3	3	3	2	3	3	3	K2:Understand
CO3	3	2	3	3	1	2	3	2	3	1	2	3	3	K3:Evaluate
CO4	3	2	2	3	3	2	2	3	2	2	3	3	2	K4:Creative
CO5	3	3	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	2	3	3	3	3	3	2	3	2	3	2	2	K6:Apply
CO7	3	3	2	2	1	2	3	3	3	2	3	3	3	
CO8	3	2	3	2	3	3	2	3	2	3	2	3	2	

**Strongly Correlating (S) - 3 marks**   **Moderately Correlating (M) - 2 marks**  
**Weakly Correlating (W) - 1 mark**



## REFERENCE BOOKS:

1. Laws, L.2.Bourne, Lynda, Stake holder Relationship Management: A Maturity Model for Organizational.
2. Narayan,U.(2009).Basic Indian Legal Literature for Foreign Legal Professionals. *Int'l J.LegalInfo.*,37,333.
3. Stutterheim, W.F. (1989). *Rāma-legends and Rāma-reliefs in Indonesia* (Vol.1). Abhinav Publications.
4. Pareek, U., & Rao, T.V. (2015). *Designing and managing human resource systems*. Oxford and IBH publishing.
5. Rao, T. V. (1990). *The HRD missionary*.
6. Mishra, D. (2011). Micro Finance Institutions in India-Their role and relevance in Financial Inclusion. *TEN*, 52.
7. "Labour and Industrial Laws" by S.N. Mishra.
8. "Labour and Industrial Laws" by Prof. (Dr.) V.G. Goswami
9. Commentaries on Payment of Wages Act, 1936 by K.D.Srivastava
10. Commentaries on Minimum Wages Act, 1948 by K.D.Srivastava



# ORGANISATIONAL BEHAVIOUR

L TPC  
4004

## GENERAL OBJECTIVE:

To enable the students to learn the concepts of organizational behavior, group behavior and analyze the development of leadership in the organization.

## COURSE OBJECTIVE (CO):

The learner will be able to

CO. No	Course Objective
CO -1	Remember the meaning and nature of the basic concepts of organizational behavior.
CO -2	Understand the concepts of Team building and Decision Making.
CO -3	Apply the knowledge of Group behavior in organization.
CO -4	Analyze the importance of leadership in organization.
CO -5	Evaluate the Training and Development in the organization

## UNIT– I : ORGANIZATIONAL BEHAVIOR

Organizational Behavior– Concept. Historical Development. Organization as a Social System. Understanding of Human Behavior. Individual Differences, Individual Behavior and Group Behavior. Influence of Group Behavior in an Organizational Environment.

## UNIT– II: INDIVIDUAL AND GROUP ORGANIZATIONS

Individual and groups in organization: Individual differences and model. Group decision making; team work. Personality and Behavior; Perception and Learning; Values, Attitudes and Job Satisfaction; Group Dynamics: Theories of Group Formation; Formal and Informal Behavior and Group Behavior. Enneagram, Personality types of Enneagrams, Johari window, Transactional Analysis.

## UNIT– III: MOTIVATION AND LEADERSHIP

Motivation: Theories of Motivation and Emotional Intelligence; Leadership: Theories of Leadership; Communication Process and Effective communication; Management Information system: Management Review Meeting, Power and Politics and Organizational Conflict. Handling depression, Developing Assertive Behavior.

## UNIT– IV: THEORIES OF ORGANIZATION

Motivation and Organizational Theories–Contributions of Abraham Maslow, Douglas McGregor (Theory x and Theory y), Rensis Likert. Occupational Stress–Definition, Meaning, Causes and Effects, Coping Strategies for Stress- Individual and Organizational Coping Strategies.

## UNIT– V: ORGANIZATION AND BEHAVIOR MODIFICATION

Organization Behavior Modification– Concept and Steps. Organizational Culture– Concept, Factors and Impact. Organizational Change and Development- Definition, Concept, Organizational Development Approaches and Techniques.Total Quality Management- Definition, Concept, Goals and Techniques.

### COURSE OUTCOME:

The Learner will be able to

CO No	Course Objective	PSOs Addressed	Cognitive Level
CO -1	Describe an understanding on the importance of OB in organizations.	PSO 2,3	U
CO -2	Extrapolate the use of team building in the organization	PSO 4,5	Ap
CO -3	Compose insights in to decision making.	PSO 1,5,6	E
CO -4	Restate the group behavior in the organization	PSO 3,6	U
CO -5	Summarize the importance of motivation in the organization	PSO 4,6	E
CO -6	Justify the role of leadership in the organization	PSO 2, 6	C
CO -7	Estimate the training and development in organization	PSO 1, 6	U
CO -8	Compare and contrast the emerging trends in Organizational Behavioral in different sectors.	PSO 3, 6	E
CO -9	Gain Skills and Knowledge on Organizational Behavior	PSO 1, 6	Ap

### Mapping of COs with POs &PSOs:

CO	PO							PSO						Cognitive Level
	1	2	3	4	5	6	7	1	2	3	4	5	6	
CO1	3	3	3	3	2	3	3	2	3	3	2	3	3	K1: Remember
CO2	1	3	2	3	2	3	2	3	2	2	3	3	3	K2:Understand
CO3	3	2	3	3	1	2	3	2	3	1	2	3	3	K3:Evaluate
CO4	3	2	2	3	3	2	2	3	2	2	3	3	2	K4:Creative
CO5	3	3	2	2	3	2	3	3	3	3	1	2	3	K5: Analyze
CO6	2	2	3	3	3	3	3	2	3	2	3	2	2	K6:Apply
CO7	3	3	2	2	1	2	3	3	3	2	3	3	3	
CO8	3	2	3	2	3	3	2	3	2	3	2	3	2	
CO9	3	3	3	2	3	2	3	3	3	3	1	2	3	

Strongly Correlating (S) - 3 marks Moderately Correlating (M) - 2 marks  
Weakly Correlating (W) - 1 mark

## REFERENCE BOOKS:

1. Berne, E., Steiner, C.M., & Dusay, J. M. (1996). Transactional analysis. *Essential papers on short term dynamic therapy. Essential papers in psycho analysis. New York University Press, New York*, 149-170.
2. John, W., & Davis, K. (1996). *Organizational Behaviour Human Behaviour at Work*. McGraw-Hill Publishing Company.
3. Luthans, F., Marsnik, P.A., & Luthans, K.W. (1997). A contingency matrix approach to IHRM. *Human Resource Management: Published in Cooperation with the School of Business Administration, The University of Michigan and in alliance with the Society of Human Resources Management*, 36(2), 183-199.
4. Blanchard, P.N., Thacker, J.W., & Way, S.A. (2000). Training evaluation: perspectives and evidence from Canada. *International Journal of Training and Development*, 4(4), 295-304.
5. Riggio, R.E., Kubiak, C.A.R.O.L.Y.N., Taylor, S.J., & Neale, P.A.U.L.A. (1994). Evaluation of a cooperative education program with an emphasis in industrial / organizational psychology. *Journal of Cooperative Education*, 29(1), 59-66.
6. Capeding, M.R., Teshome, S., Saluja, T., Syed, K.A., Kim, D.R., Park, J.Y.,... & Sahastrabudde, S. (2018). Safety and immune genicity of aVi-DT typhoid conjugate vaccine: Phase I trial in Healthy Filipino adults and children. *Vaccine*, 36(26), 3794-3801.
7. Ramanaiah, G. (2012). Leaders and Managers: A Quality Perspective in the Corporate World. *Journal of Entrepreneurship and Management*, 1(2), 41.
8. Vande Ven, A.H. (1986). Central problems in the management of innovation. *Management science*, 32(5), 590-607

**SKILL ENHANCEMENT COURSE-IV**  
**(CONCURRENT FIELD WORK)**

**HOURS : 2days per week**

**CREDIT :6**

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**Learning Outcome:**

Obtained Field Work experience related to their specialization

**INSTRUCTIONS**

- ▮ Individual Placement of Trainees
- ▮ Weekly Two days
- ▮ Placed in the Agencies relevant to the Specialization subject
- ▮ Students should submit weekly reports to the faculty supervisor, weekly field work conference is compulsory
- ▮ A consolidated field work report shall be submitted at the end of the semester.

**NORMS FOR FIELD WORK EVALUATION**

The 100 marks will be allotted to External and Internal in the ratio of 50:50

While the External 50 marks will be awarded jointly by the concerned Supervisor and one more Faculty member in the Department; the Internal 50 marks will be awarded by concerned Supervisor in accordance with the following guidelines:

**FOR EXTERNAL EVALUATION:**

Quality and Content of the Report	-	15Marks
Presentation in Viva-voce	-	15Marks
Observation and Suggestions	-	10 Marks
Professionalism in Development and Values	-	10 Marks
<b>Total</b>	-	<b>50 Marks</b>

**FOR INTERNAL EVALUATION:**

Regularity in field visits	-	10Marks
Regularity in submission of Reports	-	10Marks
Maintenance of Record Note Book	-	10Marks
Communication Skill	-	10 Marks
Subject Knowledge & Fieldwork Knowledge	-	10marks
<b>Total</b>	-	<b>50Marks</b>

## SUMMER PLACEMENT –II PROJECT / INTERNSHIP

**HOURS: 20 days**

**CREDIT :4**

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At the end of the Fourth semester students will be placed in areas of their specialization for 20 days during summer vacation.

### **Outcome:**

Obtained the Pre-employment training experiences.

### **Norms for evaluation:**

The 100 marks will be allotted for both External and Internal in the ratio of 50:50.

While the External 50 marks will be awarded jointly by the concerned Supervisor and one more Faculty member in the Department, the Internal 50 marks will be awarded by concerned Supervisor in accordance with the following guidelines:

#### **For External Evaluation:**

Quality and Content of the Report	-	20Marks
Presentation in Viva-voce	-	10Marks
Observation and Suggestions	-	10 Marks
Professionalism in Development and Values	-	10 Marks
<b>Total</b>	<b>-</b>	<b>50Marks</b>

#### **For Internal Evaluation:**

Regularity in field visits	-	10Marks
Regularity in submission of Reports	-	10Marks
Maintenance of Record Note book	-	
10Marks Communication Skill	-	
10 Marks Subject Knowledge & Field work Knowledge	-	
10Marks		
<b>Total</b>	<b>-</b>	
<b>50Marks</b>		

At the end of the Summer Placement, Consolidated Report is submitted to the Department by the students. A Viva Voce Examination will be conducted by the faculty supervisor with one more faculty member. The candidate should complete 20 days of summer placement for appearing Viva- Voce Examination



## DISSERTATION

**HOURS: 6**

**CREDIT: 6**

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Every student is required to complete a research project under the supervision and guidance of a faculty of the department who will guide the Student's topic related field of specialization chosen by him/her. Students are motivated to take up social problems and issues related to their specialization and subject with interest. The Project will be evaluated, and viva-voce examination will be conducted jointly by their search Supervisors of the candidates and the external examiner concerned for 100 (75+25) marks. The students have to defend their projects in the open viva-voce examination.

### **For Research Project:**

- Students are recommended to take the research topic related to their Specialization.
- Minimum 50 samples should be selected according to the Objective of the study.
- Analysis and Interpretation should be based on variables selected for the Research.
- Main findings are listed on the specific Objective of the study.
- Minimum 15 books/Other sources shall be refereed for the Review of Literature.
- Bibliography and a copy of the Tool of Data Collection should be attached in the Research Report.
- The Report should not be less than 60 pages.

### **Presentation**

The Research presentation should be done by the students as a Power point presentation (maximum of 5 slides) of their research work as per the following format.

- Title of the Study
- Need and significance of the study
- Objective of the study
- Proposed methodology—field of study, sampling design, research design, tool for data collection, list of variables
- Tool for data collection – Interview Schedule, Questionnaire etc broad area/domain/dimension of the tool.

## Norms for evaluation of Project Report

The Project Report evaluation components will be as follows:

Project Report	-	50 Marks (by Internal examiner)
Viva –Voice	-	50 Marks (both by Internal and External examiners)
<b>Total</b>	-	<b>100 Marks</b>

The External (viva-voce) 50 Marks will be awarded by the Internal examiner as follows:

1. Problem formulation	-	10Marks
2. Review of Literature	-	10 Marks
3. Research Methodology	-	10Marks
4. Analysis & Interpretations	-	10Marks
5. Communication skill	-	10Marks
<b>Total</b>	-	<b>50 Marks</b>

The Internal 50 Marks will be awarded by both the Internal (Guide) and External Examiners in accordance with the guidelines given below:

Report writing	-	25 Marks
Subject and Fieldwork knowledge	-	25 Marks
<b>Total</b>	-	<b>50Marks</b>

Research Project work will be individual. Project Report Evaluation will be done by Internal Examiner and Viva-Voce will be conducted by the External Examiner with Guide.

**MODEL QUESTION PAPER**  
**MSW (CBCS) DEGREE EXAMINATION,**  
**SECOND SEMESTER**  
**SOCIALWORK-CORE**  
**WORKING WITH COMMUNITY AND SOCIAL ACTION**

**Time: Three hours**

**Maximum:75**

**PART A-(10x1=10)**

**Answer ALL questions.**

**Choose the correct answer**

1) Who coined the term 'Social Action' first time in Social Work?

- a. Marry E Richmond                      b. Edward Lindman  
c. Gisela Konapka                        d. Luigi Cavestro

2) Conscientation Model' of Social Action speaks about,

- a. Educate                                  b. Sensitize  
c. Empower                                d. Dictate

3) Lobbying is a ..... of influencing the legislation and creating legislative opinion favorable to the group or interest on behalf of which the lobby operates.

- a. Method                                  b. Strategy  
b. Approach                                d. Technique

4) Which is not a skill

- a. Observation                              b. Personality  
c. Analysis                                 d. Communication

5) Community organizer is not a

- a. Teacher                                 b. Dictator  
c. Enabler                                 d. Guide

6) When community development programme (CDP) started?

- a. 1952                                      b. 1953  
c. 1954                                      d. 1955

7) What is NSSO?

- (a) National Social Science Organisation
- (b) National Social Study Organisation
- (c) National Security Science Organisation
- (d) National Sample Survey Organisation

8) The resolution of conflict through official authority

- a. Compulsory award                      b. Award by arbitration
- c. Compromise                              d. Separation

9) Contradiction between two groups based on religion, languages, community and culture is

- a. Communal tension                      b. Community chest
- c. Community change                      d. Community disintegration

10) approach in which individual or agency plans to make changes in community

- a. Specific content approach              b. General content approach
- c. Process content approach              d. Problem content approach

**PART B (5x5 = 25 marks)**

**Answer ALL questions, choosing either (a) or (b)**

**Each answer should not exceed 250 words**

11. (a) Examine the characteristics of community groups-**K4,CO1,CO4**

Or

(b) Analyze the need of skills for community Organizer-**K5, CO4**

12. (a) State the importance of collective decision making in community organisation-**K2,CO5**

Or

(b) Examine the importance of resource mobilization-**K6, CO4, CO1**

Or

13. (a) How to conduct community meetings ?-**K5,CO5**

Or

(b) Conflict resolution is an important skill for community organizer. Explain this statement with suitable example. – **K5, K6, CO5**

14. (a) Discuss the importance of Documentation –**K3,CO3**

Or

(b) Explain the essential criteria of general content approach-**K2, K1, CO4**

15. (a) Discuss the contribution of Vinobha behave for community development-**K5,CO1**

Or

(b) Short note on CHIPKO Movement-**K1, K2 ,CO2, CO1**

**PART C (5X8 = 40 marks)**

**Answer ALL questions, choosing either (a) or (b)**

**Each answer should not exceed 600 words**

16. (a).Describe the historical development of community organization-**K2,K3,CO3**

Or

(b) Sketch the principles of community organization-**K1, K2, CO1**

17. (a) Discuss about the methods of community organisation- **K3, K1, K6, CO4**

Or

(b) What are the phases of community organisation-**K1, K2, CO5**

18. (a)Analyses the approaches of community organization-**K5, K4, CO5**

Or

(b) Explain about Jack Rothman's Models-**K1, K2, CO4**

19. (a) Explain about the Skills of community organization-**K4,K5,CO5**

Or

(b)What are the roles and responsibilities of community organizer-**K4, K5, K6, CO5**

Or

20. (a) Analyses the approaches of Saul Alinsky-**K5,CO1**

Or

(b) Define the role of community organizer and its applicability in famine and war-**K5, K6, CO5**

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