

MAHENDRA ARTS & SCIENCE COLLEGE

(AUTONOMOUS)

[Accredited by NAAC 'A++' Grade & Recognized u/s 2(f) and 12 B of the UGC Act 1956]

KALIPPATTI-637501



MASTER OF SOCIAL WORK

SYLLABUS FOR MSW

OUTCOME-BASED EDUCATION WITH A CHOICE-BASED CREDIT

SYSTEM FOR THE STUDENTS ADMITTED FROM

THE ACADEMIC YEAR 2023–2024 ON WARDS

MAHENDRA ARTS & SCIENCE COLLEGE (Autonomous)

(Affiliated to Periyar University)

Department of Master of Social Work

REGULATIONS FOR MSW

PROGRAMME

**OUTCOME-BASED EDUCATION WITH A CHOICE-BASED CREDIT
SYSTEM**

(Effective from the academic year 2023-2024)

I. PREAMBLE

The Post Graduate Department of Social Work was established in 2004 with the renowned flagship post-graduate program of Social Work (MSW). Apart from the other post-graduate and research courses, MSW is the most glorious two-year full-time post-graduate program in social work. The Programme provides a tremendous and meticulous base for teaching, research, and allied human psychology. The program is well received in society and has served the needs of Society and backward communities for years. The course serves the needs of academics and prepares students for research, teaching, and social responsibility. The Alumni of this course are well-placed in NGOs, Hospitals, and HR firms in the country. The program aims to prepare students for careers requiring worldwide social awareness and to develop skills required to work in MNC companies and charitable trusts. It provides the students with many opportunities, both to apply the theoretical knowledge acquired during the modules and to develop a more in-depth understanding of common problems in the emerging socio-economic environment.

II. GRADUATES ATTRIBUTES

- ❖ **In-depth knowledge and understanding of major concepts:** Understanding of theoretical principles and experimental findings in different sub-areas available in respective disciplines
- ❖ **Creative and Critical thinking:** The capability of using creative and critical thinking in respective areas
- ❖ **Analytical ability:** The ability to analyze issues and problems in all the disciplines
- ❖ **Problem-solving skills:** The capability to solve problems

- ❖ **Entrepreneur skills:** The inclusion of leadership, business management, and time management skills
- ❖ **Communication skills:** The ability to transfer complicated/technical information in a precise manner
- ❖ **Mutual and multidisciplinary competence:** The ability to work in interdisciplinary fields
- ❖ **Digital literacy:** The capability of utilizing modern digital tools to carry out the simulation process
- ❖ **Moral and ethical awareness:** Ability to adopt moral ethics
- ❖ **Social responsibility:** Creating socially responsible citizens

III. PROGRAMME EDUCATIONAL OBJECTIVES:

The objectives of the M.S.W (Master of Social Work) course are to impart the candidates with professional skills in social work through enhanced training programs aimed at developing them. Further Social Work Profession promotes social change, problem-solving in human relationships and the empowerment and liberation of people to enhance well-being. Utilizing theories of human behavior and social systems, Social Work intervenes at the point where people interact with their environments. Principles of human rights and social justice are fundamental to Social Work.

- Scientific knowledge about the dynamics of problems and issues in our society.
- An ability to critique the ideologies that lead to systematic domination and 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 and development and empowerment of people.
- Attitudes and values necessary for working with people and organizations to achieve the goals of the social work professional.

IV. PROGRAMME OUTCOMES

- PO1. Apply the knowledge acquired in classrooms and internships in real-life situations and work environments.
- PO2. Internalize the learned concepts and that will enable them to become skilled professionals.
- PO3. Become empowered individuals who will emerge as entrepreneurs or be employed in industry, academia, and Government sectors.
- PO4. Adaptability in the workplace by possessing team work and leadership qualities.
- PO5. Contribute towards sustain ability in business and economics along with environmental sustainability.

V. PROGRAMME SPECIFIC OUTCOMES:

- PSO1. Apply at the MSW level the foundation knowledge, skills, values, and ethics of social work practice in the assessment and treatment of individuals, families, groups, organizations, and communities.
- PSO2. Develop a professional identity as a social worker by applying professional values and ethics to social work practice.
- PSO3. Demonstrate an understanding and appreciation for human diversity, to engage in non-discriminatory culturally sensitive practice that seeks social and economic justice for clients, without regard to age, class, caste, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, and sexual orientation.
- PSO4. Use appropriate supervision and consultation to conduct research and disseminate research findings that enhance students' personal and professional development.
- PSO5. To develop social work students' communication and presentation skills.

VI-REGULATIONS

These regulations shall take effect from the academic year 2023-2024, i.e., for students who are to be admitted to the first year of the course during the academic year 2023-24 and thereafter.

1. Eligibility for Admission:

Bachelor's Degree in any discipline with a minimum of 50% mark. The basis of selection shall be the marks secured in the entrance examination as per university norms. The candidate should have completed the course through a 10 +2 +3 pattern priority will be given to graduates from Social Work, Sociology, Psychology, Rural Development & Labour Management backgrounds. Reservation of seats and other concessions will be in line with the Tamil Nadu State Government and the norms of the university.

2. Duration of the Programme:

The candidates shall complete all the courses of the program within 2 years from the date of admission. The program of study shall consist of four semesters and a total period of two years with a minimum of 90 credits. The program of study will comprise the course according to the syllabus.

3. Course of Study:

The course of study for the PG degree courses of all branches shall consist of the following:

- (i) Core courses
- (ii) Elective courses
- (iii) Extra Disciplinary Course
- (iv) Project
- (v) Enhancement Compulsory Courses
- (vi) Internship Course

4. Examinations

The course of study shall be based on a semester pattern with Internal Assessment under the Choice Based Credit System. The papers' examinations consist of Internal (Continuous Internal Assessment - CIA) and External (End Semester) theory examinations.

The theory examinations shall be conducted for three hours duration at the end of each semester. The candidates failing in any subjects(s) will be permitted to appear for the same in the subsequent semester examinations

VII.STRUCTUREOFTHEPROGRAMME:

SEMESTER:I

Course Category	Title of the Course	Course Code	Hrs/ Week		No. of Credits	Max. Mark		
			L	P		Int.	Ext.	Total
Core course-I	INTRODUCTION TO SOCIAL WORK PROFESSION	M23PSW01	7		4	25	75	100
Core course-II	SOCIAL CASEWORK	M23PSW02	6		4	25	75	100
Core course-III	SOCIALGROUPWORK	M23PSW03	6		4	25	75	100
Elective-I	SOCIOLOGICAL AND PSYCHOLOGICAL FOUNDATION FOR SOCIAL WORK	M23PSWE01	5		3	25	75	100
Core Practical-I	FIELDWORK-I	M23PSWP01		6	4	100	-	100
Total			24	6	19	200	375	500

SEMESTER:II

Course Category	Title of the Course	Course Code	Hrs/ Week		No. of Credits	Max. Mark		
			L	P		Int.	Ext.	Total
Core-IV	COMMUNITY ORGANIZATION AND SOCIAL ACTION	M23PSW04	4		4	25	75	100
Core-V	SOCIAL WELFARE ADMINISTRATION AND SOCIAL LEGISLATION	M23PSW05	4		4	25	75	100
Core-VI	HRM-HUMAN RESOURCE MANAGEMENT	M23PSW06 A	5		4	25	75	100
	M&P-MENTAL HEALTH AND PSYCHIATRIC DISORDERS	M23PSW06						
	CD-NGO MANAGEMENT	M23PSW06 B						
Elective II	GREEN SOCIAL WORK	M23PSWE04	5		3	25	75	100

Extra Disciplinary Course [EDC] - I	FUNDAMENTALS OF COMPUTER AND COMMUNICATION	M23PCSED1	4		4	25	75	100
Common Paper	HUMAN RIGHTS	M23PHR01	2		2	25	75	100
Skill Enhancement Course [SEC] -I	LIFE SKILL MANAGEMENT	M23PSWS01	2		2	25	75	100
Core Practical -II	CONCURRENTFIELDWORK PRACTICUM–II	M23PSWP02		6	4	100	-	100
Total			24	6	27	275	450	800

SEMESTER:III

Course Category	Title of the Course	Course Code	Hrs/ Week		No. of Credits	Max. Mark		
			L	P		Int.	Ext.	Total
Core - VII	SOCIALWORKRESEARCHANDSTATISTICS	M23PSW07	6		4	25	75	100
Core–VIII	HRM-LABOURLEGISLATIONS	M23PSW08A	6		4	25	75	100
	M&P-CLINICALSOCIALWORK	M23PSW08						
	CD-SOCIALWORKPRACTICEIN PROJECT MANAGEMENT	M23PSW08B						
Core–IX	HRM- INDUSTRIALRELATIONSAND EMPLOYEE WELFARE	M23PSW09A	6		4	25	75	100
	M&P- THERAPEUTICINTERVENTIONIN SOCIAL WORK	M23PSW09						
	CD-TRIBALCOMMUNITY DEVELOPMENT	M23PSW09B						
Elective- III	DISASTER MANAGEMENT	M23PSWE05	5		3	25	75	100
Skill Enhancement Course[SEC]- II	SKILLSFORCOMPETITIVE EXAMINATIONS	M23PSWS02	2		2	25	75	100
Core Practical–III	CONCURRENTFIELDWORKPRACTICUM– III	M23PSWP03		6	4	100	-	100
Internship	INTERNSHIP	M23PSWIS01	-		2	40	60	100
Total			24	6	23	265	435	700

SEMESTER:IV

Course Category	Title of the Course	Course Code	Hrs/ Week		No. of Credits	Max. Mark		
			L	P		Int.	Ext.	Total
Core- X	HRM-STRATEGICHUMAN RESOURCE MANAGEMENT	M23PSW10A	6		4	25	75	100
	M&P-MEDICAL SOCIALWORK	M23PSW10						
	CD-RURAL COMMUNITY DEVELOPMENT	M23PSW10B						
Core- XI	HRM-ORGANIZATIONAL BEHAVIOUR	M23PSW11A	6		4	25	75	100
	M&P-PSYCHIATRIC SOCIAL WORK	M23PSW11						
	CD-URBAN COMMUNITY DEVELOPMENT	M23PSW11B						

Core- XII	COUNSELLINGINSOCIALWORK	M23PSW12	6		4	25	75	100
Core Practical-IV	CONCURRENTFIELDWORK PRACTICUM – IV	M23PSWP04		6	4	100	-	100
Project with Viva-Voce	RESEARCHPROJECT	M23PSWPR1		6	4	40	60	100
Block Field Work	BLOCKPLACEMENTTRAINING	M23PSWP05	-		2	100	-	100
	EXTENSION ACTIVITIES	M23PEX01	-	-	1	-	-	-
TOTAL			18	12	23	315	285	600
OVERALLTOTAL			90	28	92	1055	1545	2600

SUMMARY OF CREDITS, HOURS AND MARK DISTRIBUTION

Course Category	Credits				Total Credits	Total Hours	No. of Courses	Max. Marks
	I	II	III	IV				
Core	12	12	12	12	48	68	12	1200
Elective	3	3	3	-	09	15	3	300
EDC	-	4	-	-	4	4	1	100
Core Practicum- concurrent fieldwork	4	4	4	4	16	16	4	400
Internship	-	-	2	-	2	2	1	100
Project	-	-	-	4	4	6	1	100
SEC	-	2	2	-	4	4	2	200
Common Paper	-	2	-	-	2	2	1	100
Block Placement	-	-	-	2	2	3	1	100
Extension Activities	-	-	-	1	-	-	-	-
TOTAL	19	27	23	23	91	120	26	2600

ELECTIVESUBJECTSFORMSWSTUDENTS

ELECTIVE-I		
	Course Title	Course Code
SEMESTER I	Elective-I –Sociological and Psychological Foundations for Social Work	M23PSWE01
	(or) Elective-I-Society and Human Behaviour	M23PSWE02
ELECTIVE-II		
	Course Title	Course Code
SEMESTER II	Elective -II –Entrepreneurship Development	M23PSWE03
	(or) Elective -II -Green Social Work	M23PSWE04
ELECTIVE-III		
	Course Title	Course Code
SEMESTER III	Elective -III - Disaster Management	M23PSWE05
	(or) Elective -III –Corporate Social Responsibility	M23PSWE06

VIII- SCHEME OF EXAMINATION:

1. Question Paper Pattern for Theory Papers

Time: Three Hours

Maximum Marks: 75

Knowledge Level	Sections	Marks	Total Marks	Meaning of K's
K1	Part-A 10 Questions-Objective type *1 Marks (No Choice)	Two Questions from each unit 10	75	K1- Memory Level K2 - Understanding Level K3 - Application Level K4 - Analytical Level K5 - Evaluation Level
K1, K2	Part-B 5 Questions *2 Marks (No Choice)	One Question from each unit 10		
K2, K3, K4	Part-C 5 Questions (either or type)	One Question from each unit 25		
K2, K3, K4, K5	Part-D 3 out of 5 Questions	One Question From each unit 30		

2. Distribution of Marks:

The following is the distribution of marks for external and internal End Semester Examinations and continuous internal assessments and passing minimum marks for Theory/Practical/internship/Project papers of PG programs.

ESE	CIA Total	EA Total	Total Marks Allotted	Passing Minimum For EA	Passing Minimum (ESE)
Theory	25	75	100	38	50
Practical	40	60	100	30	50
Project	40	60	100	30	50
Internship	40	60	100	30	50
Practicum	100	--	100	--	50
Block Placement	100	--	100	--	50

The following are the Distribution of marks for the Continuous Internal Assessment in Theory / Practical papers of PG programs.

THEORY

EVALUATION OF INTERNAL ASSESSMENT

Test: 10 Marks

Seminar: 05 Marks

Assignment: 05 Marks

Attendance: 05 Marks Total:

25 Marks

CONCURRENT PRACTICUM

EVALUATION OF CONCURRENT PRACTICUM ASSESSMENT

Observation: 60 Marks

Presentation: 40 Marks

Total: 100 Marks

PROJECT

EVALUATION OF INTERNAL ASSESSMENT

Review1: 10 Marks

Review2: 10 Marks

Review3: 10 Marks

Pre-Viva: 10 Marks

Total: 40 Marks

3. Passing Minimum:

The Candidates shall be declared to have passed the examination if he/she secures not less than 50 marks in total (CIA mark + Theory Exam mark) with a minimum of 38 marks (out of 75 marks) in the End Semester Theory Examination.

The Candidates shall be declared to have passed the examination if he/she secures not less than 50marks in total (CIA mark + Practical Exam mark) with a minimum of 30 marks (out of 60 marks) in the End Semester Practical Examinations.

4. Submission of Record Note Books for Practicum Viva voce Examinations Candidates appearing for viva voce examinations should submit a Bonafide practicum record book prescribed for Practicum viva voce examinations. The candidates who failed to submit the practicum field work record book shall not be permitted to appear for the practicum field work viva voce examinations.

6. Internship/Project:

Internship

Internship training (Minimum two weeks period) is mandatory for MSW programs during the first-year vacation period.

The Internship training should be valued by an internal examiner; however, the Viva-Voce examination should be conducted by the Internal and External examiner/Guide/Teacher concerned.

1. The Internship training Report may consist of a minimum of 30 pages.
2. The candidate has to submit the Internship training Report 20 days before the commencement of the III Semester Examinations.

Project:

1. The following guidelines to be followed for the Project with Viva-voce:

The project should be valued for 60 marks by an external examiner; however, the Viva-Voce examination should be conducted by both the external examiner appointed by the College and the Internal examiner/Guide/Teacher concerned.

2. The Project Report may consist of a minimum of 60 pages.
3. The candidate has to submit the Project Report 10 days before the commencement of the IVth Semester Examinations.

4. A candidate who fails in the Project/Dissertation or is absent may resubmit the report, on the same topic, with necessary modification/correction/improvements in the subsequent Even Semester Examinations for evaluation and shall undergo viva-voce Examination.

IX.NOTE

SWAYAM/MOOC–Free Online Education

SWAYAM / MOOC is an instrument for self-actualisation providing opportunities for life-long learning. Here the student can choose from hundreds of courses, virtually every course taught at the college level, offered by the best teachers in India and elsewhere.

The students can choose an online SWAYAM/MOOC course during their period of study which will earn an extra credit and it will be transferred to the academic records of the students.

SEMESTER-I

Core-I	Master in Social Work	Credits:4
Course Code: M23PSW01	Introduction to the Social Work Profession	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To imbibe the principles, values, and ethics of professional social work and to recognize the need and importance of social work education and fieldwork practicum

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To outline the social work profession and its related concepts.	K1
CO2	To recognize the information about the history of social work in India.	K2
CO3	To identify the knowledge of various models of social work.	K3
CO4	To apply the Indian history of ideologies for social change.	K4
CO5	To develop the essential and Marxist perspective of social work.	K5

UNIT- I

(18Hours)

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

UNIT- II

(18Hours)

Historical Development of Social Work - Evolution of Social Work in the West (UK and USA). Social Work in India. Religious Foundation of Social Work in India. Gandhian Thoughts of Social Work.

UNIT– III**(18Hours)**

Philosophies and Ethics of Social Work –Social Work as a Profession: Nature and characteristics of a profession. Social Work Values – Code of Ethics in Social Work Practice. Social Work Principles. Models of Social Work. Roles and Responsibilities of a Professional Social Worker.

UNIT– IV**(18Hours)**

Development of Social Work Education - Social Work Education in India - Focus, Nature, and Content of Social Work Education. Field Work in Social Work Profession: Objectives, Need, and Importance- Significance of Field Work Supervision. Role of Voluntary Organizations and Government in promoting social work profession in India. National and International Professional Associations (NASW, IASW, IFSW, ISPSW and NAPSWI). Social Work Profession and Education in Global Perspective. Problems and Prospects of Social Work Profession in India.

UNIT– V**(18Hours)**

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

TEXTBOOKS:

1. BanksS, 1995, *Ethics and Values in Social Work*, London, Macmillan Press Ltd.
2. Gangrade, K.D, 1976, *Dimensions of Social Work*, New Delhi, Marwah Publications.
3. Gore, M.S, 1965, *Social Work and Social Work Education*, Mumbai, Asia Publishing House.
4. MishraP.D.1994, *Social Philosophy and Method*, New Delhi, Inter India Publications.
5. Paul Choudhry, 2000, *Introduction to Social Work*, New Delhi, Atma Ramand Sons.
6. Sanjay Bhattacharya, 2008, *Introduction to Social Work*, New Delhi, Deep & Deep Publications Pvt Ltd.
7. BanksS, 1995, *Ethics and Values in Social Work*, London, Macmillan Press Ltd.
8. Gangrade, K.D, 1976, *Dimensions of Social Work*, New Delhi, Marwah Publications.
9. Gore, M.S, 1965, *Social Work and Social Work Education*, Mumbai, Asia Publishing House.
10. MishraP.D.1994, *Social Philosophy and Method*, New Delhi, Inter India Publications.
11. Paul Choudhry, 2000, *Introduction to Social Work*, New Delhi, Atma Ram and Sons.

12. Sanjay Bhattacharya, 2008, *Introduction to Social Work*, New Delhi, Deep & Deep Publications Pvt Ltd.
13. Stroup. HH, 1960, *Introduction to Social Work*, New Delhi, Eurasis Publishing House.

REFERENCEBOOKS:-

1. Antony, A.Vass 1996 New directions in social work–social work competencies–core knowledge values and skills, New Delhi: sage publications.
2. Banks, S.1995 Ethics and values in social work; practical social work series, London: Macmillan Press Ltd.
3. Bogo, Marion. 2007. *Social Work Practice–Concepts, Processes & Interviewing*. Jaipur: Rawat Publications.
4. Cox,David&ManoharPawar.2006. *International Social Work– Issues, Strategies and Programs*. New Deli: Vistar Publications.
5. Desai, M. 2000, *Curriculum Development on the history of ideologies for social change and social work*, Mumbai.
6. Desai, Murali 2002 *Ideologies and Social Work: Historical and Contemporary Analysis*, Jaipur: Rawat Publication.
7. Dominelli, Lena. 2004. *Social Work: Theory and Practice for a Changing Profession*. London: Polity Press
8. Fink, Arthur E., Wilson, and Everett E. - Third Edition, 1959, *The Fields of Social Work*, New York: Henry Holt and Company.
9. Friedlander, Walter A. 1977 *Concepts and Methods of Social Work*, New Delhi: Prentice Hall of India Pvt. Ltd.
10. Gilbert, Neil. et. al. 2002. *An Introduction to Social Work Practice*. New Jersey: Prentice Hall.
11. Jha, Jainendra Kumar.2002. *Practice of Social Work*. New Delhi: Anmol Publications
12. Gangrade, K.D. 1976 *Dimensions of Social Work in India*, Marwah, New Delhi.
13. Narendra Mohan,2017, *Philosophy of SocialWork*, Centum Press, New Delhi
14. Reamer, F.G. 1995 *Social work values and ethics*, New York: Columbia University Press.
15. Roy, Bailey and Phil, Lee 1982 *Theory and Practice in Social Work*, London: Oxford Pub. Ltd.

17. Sheldon,B., & Macdonald,G.,2010 A Text book of Social Work, London: Routledge.
18. Singh, R.R. 1985 Field Work in Social Work Education, A Perspective for Human Service Profession, New Delhi: Concept Publishing Company.
- Wadia, A.R.(Ed.)1961 History and Philosophy of Social Work in India, Bombay:II Allied Publisher Private Lt

WebResources

1. <https://www.ifsw.org/what-is-social-work/global-definition-of-social-work/>
2. <https://www.socialworkers.org/News/Facts/Types-of-Social-Work>
3. <https://www.cswe.org/Students/Discover-Social-Work/What-is-social-work>
4. <https://www.socialworktoday.com/>
5. <https://www.iasw-aiets.org/>
6. <https://www.socialworker.com/>

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

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

S-Strong;

M-Medium

SEMESTER-I

Core-II	Master in Social Work	Credits:4
Course Code: M23PSW02	Social Case Work	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To enrich the student's knowledge regarding the developmental ability to critically analyze the problem of individuals and factors affecting them.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To get knowledge about the different problems faced by the Individuals.	K1
CO2	To enhance knowledge of social casework skills in social casework practice.	K2
CO3	To understand the process of casework intervention with the client.	K3
CO4	To enhance the ability towards problem-solving process.	K4
CO5	To create the ability to critically analyze the problems of individuals and the factors affecting them.	K5

UNIT- I

(18Hours)

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

UNIT- II

(18Hours)

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

UNIT– III**(18Hours)**

Casework Components and Process: Components of Casework, Process of Casework: Intake; Study; Assessment / Social Diagnosis; Treatment / Intervention; Evaluation: Termination; Follow-up. Social Casework intervention: Direct and indirect multidimensional intervention. Transference and counter-transference in social casework

UNIT– IV**(18Hours)**

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

UNIT– V**(18Hours)**

Social Case Work Application / Practice in Different Settings: Casework practice in different settings in India. Social casework practice with Family and Child Welfare, Educational settings, Industrial settings, De-addiction, Community, Medical, and Psychiatric institutions. Correctional settings: geriatric care & aged and the terminally ill, persons with disability, de-addiction, Rehabilitation centers, Delinquency, LGBT and in foster homes, and non-institutional services such as adoption, and sponsorship. Use of single case evaluation and ethnography as a research method in social casework. Limitations of Social Casework practice in India in the current scenario.

TEXTBOOKS:

1. Upadhyay,R.K,2003 Social Casework: A Therapeutic Approach, Rawat Publications, India.
2. Johnson E.J., Huggins C.L.(2019)Social Casework Methodology: A Skills Handbook for the Caribbean Human Services Worker. Springer Briefs in Social Work. Springer, Cham.
3. Johnson, L.C. & Yanaca S.J.(2015).Social Work Practice: A generalist approach, Pearson.
4. Hamilton,G.,2013_TheoryandPracticeofSocialCaseWork,RawatPublications, India.
5. Hollis,F.,&Wood,M.(1981).Casework:Apsychosocialtherapy(3rded.).NewYork: Random House
6. Perlman, H.H.,2011,SocialCaseWork-AProblemSolvingProcess,Rawat Publications.
7. SanjayBhattacharya,2008,_Social Work intervention and management, Deep & Deep

publication(p) Ltd

REFERENCEBOOKS:-

1. Healy,K.2012,SocialWorkMethodsandSkills,Palgrave MacMillan
2. Bogo,M.(2007).Socialworkpractice:Concepts,process&Interviewing,Rawat Publication.
3. Misra.P.D.1994,SocialWorkPhilosophyandMethods,Inter-IndiaPublications,New Delhi
4. Misra P.D., Beena Misra, 2004, Social Work Profession in India, New Royal book Com. Lucknow.
5. Mathew, Grace (1992)An Introduction to Social Casework. Bombay: Tata Institute of Social Sciences.

Web Resources

1. https://www.russellsage.org/sites/default/files/Richmond_What%20is%20Social_0.pdf
2. <http://ddceutkal.ac.in/Syllabus/MSW/Paper-5.pdf>
3. <https://www.socialworkfootprints.org/videos/social-casework-philosophy-principles-and-components>
4. <https://www.yourarticlelibrary.com/sociology/social-casework-processes-study-and-diagnosis/36564>
5. <https://www.slideshare.net/surendrashah6/complete-note-of-casework>
6. <https://www.socialworkfootprints.org/videos/social-casework-practice-in-indian-society-relevance-scope-and-influence-of-culture>
7. <http://www.ignou.ac.in/upload/bswe-02-block1-unit-3-small-size.pdf>

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

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

S-Strong

M-Medium

SEMESTER-I

Core-III	Master in Social Work	Credits:4
CourseCode:M23PSW03	Social Group Work	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To equip the students' knowledge with a broad exposure to behavioral sciences with specific reference to selected group behavior and to facilitate the integration of the above knowledge with social work practice.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To be aware of the concept, characteristics, values, and principles of Social Group Work.	K1
CO2	To apply suitable theories and model store solve the problems of Groups.	K2
CO3	To Critically choose and implement interventions to achieve social Group work goals.	K3
CO4	To analyze competencies and skills for working with different groups In various practice settings.	K4
CO5	To analyze and implement empirically-based group interventions and Evaluate group effectiveness.	K5

UNIT- I

(18 Hours)

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

UNIT- II

(18 Hours)

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

UNIT– III**(18Hours)**

Group formation and Group work process: Group Formation Phases: Forming- Storming, Norming, Performing, Adjourning. Group Work Process: Phases of Social Group Work Process, Intake, Study, Analysis and Assessment, Negotiating, Contracts, Treatment, Evaluation, Termination, Stabilization of change effort

UNIT– IV**(18Hours)**

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

UNIT– V**(18Hours)**

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

TEXTBOOKS:

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

REFERENCE BOOKS:-

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

2. Delbecq, A. L. and Van de Ven, A. H. (1977) 'A group process model for problem identification and program planning', in N. Gilbert and H. Specht (eds), Planning for Welfare, Englewood Cliffs, NJ, Prentice-Hall.
3. Gerald Corey(2000) Theory and practice of group counseling, Wordsworth, London.
4. Siddiqy, HY(2008),Group Work: Theories and Practices, Rawat Publications.
5. Trecker, Harleigh B (2020) Social Group Work: Principles and Practice, New Delhi, Pranava Books.

WebResources

1. <https://www.socialworkin.com/>
2. <https://socialwelfare.library.vcu.edu/social-work/social-group-work-theory-and-practice/>
3. <https://mgcub.ac.in/>
4. <https://www.socialworkin.com/>
5. <https://mgcub.ac.in/pdf/material/2020041217303055424e9f93.pdf>

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

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

S-Strong

M-Medium

SEMESTER-I

Elective-I	Master in Social Work	Credits:3
Course Code: M23PSWE01	Sociological and Psychological Foundations for Social Work	Contact Hours per Week: 05

OBJECTIVES:

- ❖ To imbibe the students about the concepts of social structure and functions of the society along with the societal issues in the present scenario.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To get an in-depth knowledge of the basic concepts of Psychology.	K1
CO2	To understand the basic principles of Human Growth and Development.	K2
CO3	To develop an understanding of the basic concepts of society and social change.	K3
CO4	To analyze the basics of Social Interaction and Social processes.	K4
CO5	To analyze the social Institutions and critically evaluate modern Trends in social institutions.	K5

UNIT- I

(15Hours)

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

UNIT- II

(15Hours)

Human Development, Motivation, and Personality: Human growth and development: Prenatal period, infancy and babyhood - Childhood, Puberty & Adolescence - Adulthood – Middle Age and Old Age. Motivation: Concept, types, and characteristics of motives; Hierarchy of motives; theories of motivation. Coping Mechanism: Nature and kinds; Personality: Definition, structure, and theories of personality.

UNIT– III**(15Hours)**

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

UNIT– IV**(15Hours)**

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

UNIT– V**(15Hours)**

Social Institutions: Types of Social Institutions: Marriage, Family, Kinship, Religion, Education, Economic system and Judiciary Structural aspects - Norms, Values, Folkways & Mores - Family, Marriage, Education, Economy, Polity, Religion. **Social Problems** - Major Social Problems in India- Causes and factors responsible for social problems, Untouchability, Slavery, Domestic violence, Dowry, Social Movements.

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

TEXTBOOKS:

1. Vidya, Bhushan., Sachdeva, D.(2005).*IntroductiontoSociology*.Allahabad:Kitab Mahal.
2. Haralambos.(2014).*Sociology:Themesandperspectives*.HarperCollins;Eighteditions.
3. Hurlock,ElizabethB.(1996).*DevelopmentalPsychology-alifespanapproach*.TataNew Delhi: McGraw-Hill Publishing Co. Ltd.
4. ShankarRao,C.N.(2007).*Sociology:PrinciplesofSociologywithanIntroductiontoSocial Thought*. New Delhi: S Chand & Co. Ltd.
5. MacIver, R.M., Page, C.H.(2000).*Society an Introductory Analysis*. New Delhi: Macmillan Publishers India

REFERENCE BOOKS:-

1. Madan,G.R.(2002).*IndianSocialProblems*,Mumbai:AlliedPublishersPvt.Ltd

2. Morgan, C.T., King, R.A., Weisz, J.R., & Schopler, J. (2004) *Introduction to Psychology*. New Delhi: Tata Mc Graw-Hill Book Co.
3. Ram Ahuja (2014) *Social Problems in India, Third Edition*, Rawat Publications
4. Rawat, H. (2007). *Sociology Basic Concepts*. Jaipur: Rawat Publications
5. Shah, G. 1990. *Social Movements in India: A Review of Literature*. New Delhi: Sage Publications.
6. Zastrow, C. & K. (2010). *Understanding Human Behavior and the Social Environment*. Chicago: Nelson-Hall.
7. Elgin, F.H. & David, C. (2017), *Social Science-An Introduction to the Study of Society*. (13th ed.). New York: Pearson
8. Hutchison, E. (2007). *Dimensions of Human Behavior: Person and Environment*. Thousand Oaks: Sage Publications, Inc

Web Resources

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

MAPPING WITH PROGRAMME OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-I

Elective-I	Master in Social Work	Credits:3
Course Code: M23PSWE02	Society and Human Behaviour	Contact Hours per Week: 05

OBJECTIVES:

- ❖ To enrich the students about the relevancy and importance of Psychology and motivational factors for the social workers.

COURSE OUTCOMES

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To be aware of the concepts related to Sociology and Social Work.	K1
CO2	To understand various patterns of Social Interaction, social processes, and its dimensions.	K2
CO3	To understand the basic concepts in Psychology and Human Behaviour.	K3
CO4	To Understand Social Stratification and the impact of changing Societies.	K4
CO5	To understand various social issues and existing agencies of social control.	K5

UNIT-I

(15Hours)

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

UNIT-II

(15Hours)

Social Interaction and Social Process: Social Interaction and Social Process-Associative and Dissociative Process-types-Conflict, Competition, Accommodation, Assimilation-Characteristics, Similarities, and Differences

UNIT– III

(15Hours)

Basic Concepts of Human Behaviour: Introduction to Psychology: Definition and branches of Psychology – Psychology for Social Work practice - Sensory Process and Perception: Process of Perception - Learning: Classical Conditioning and Operant Conditioning - Behaviour- Definition – Biological basis of Behaviour, Structure and Functions of the Nervous system, States of Mind- consciousness, hallucinations. Theories of Human Development, Developmental milestones.

UNIT– IV

(15Hours)

Social Institutions & Social Stratification: Social Institutions - Marriage, Family, Kinship, Religion, Education, Economic system and Judiciary- Characteristics and Significance. Social Stratification - Features, Caste, Class & Race- Changing trends, Power structure, Social Mobility, Modernization, Globalization, Sanskritization. Social Change-Nature, characteristics factors, and theories related to Social Change.

UNIT– V

(15Hours)

Social Control: Social Control-Agencies of Social Control, Conformity & Deviance Social Problems -Major Social Problems in India- Causes and factors responsible for social problems, Untouchability, Slavery, Domestic violence, Dowry, Social Movements.

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

TEXTBOOKS:

1. Elgin, F.H. & David, C. (2017), Social Science - An Introduction to the Study of Society. (13th ed.). New York: Pearson
2. Francis, Abraham, M. (2006). Contemporary Sociology. Oxford Oxfordshire: Oxford University Press
3. Madan, G.R. (2002). Indian Social Problems, Mumbai: Allied Publishers Pvt. Ltd
4. Shankar Rao, C. N. (2007). Sociology: Principles of Sociology with an Introduction to Social Thought. New Delhi: S Chand & Co. Ltd.
5. MacIver, R.M., Page, C.H. (2000). Society an Introductory Analysis. New Delhi: Macmillan Publishers India.

REFERENCEBOOKS:-

1. Feldman,R.S.(2004).UnderstandingPsychology(6thEdition),NewDelhi,Tata-McGraw Hill.
2. Haralambos.(2014).Sociology:Themesandperspectives.HarperCollins;Eighthedition
3. Madan,G.R.(2002). IndianSocialProblems,Mumbai:AlliedPublishersPvt.Ltd
4. Morgan, C.T., King, R.A., Weisz, J.R., &Schopler, J (2004) Introduction to Psychology. New Delhi: Tata Mc Graw-Hill Book Co.
5. RamAhuja(2014)SocialProblemsinIndia,ThirdEdition,RawatPublications
6. Hutchison, E. (2007). *Dimensions of Human Behavior: Person and Environment*. Thousand Oaks: Sage Publications, Inc
7. RajendraKSharma(2007),Socialchange andSocialControl,NewDelhi,Atlantic Publishers.
8. Shah,G.1990.SocialMovementsinIndia:AREviewofLiterature.NewDelhi:Sage Publications.
9. Zastrow, C. & K. (2010). *Understanding Human Behavior and the Social Environment*. Chicago: Nelson-Hall.

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

MAPPINGWITHPROGRAMMEOUTCOMES:

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

S-Strong

M-Medium

SEMESTER-I

Core Practical-I	Master in Social Work	Credits:4
Course Code: M23PSWP01	Fieldwork-I	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To provide the students to enrich their knowledge by exposing the students to various social issues through organizations.

COURSE OUTCOMES

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To integrate classroom learning with field practice - the knowledge related to different field settings – establishment of NGO and its Work with the beneficiaries.	K1
CO2	To understand the application of different skills related to casework, Group work, and other methods of Social Work.	K2
CO3	To realize one's development of self and conduct oneself Professionally in the field,	K3
CO4	To apply and practices skills acquired in the process of learning to Handle various types of clients.	K4
CO5	To assess the concept of field learning and learn about working in Different settings.	K5

UNIT- I

(18Hours)

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

UNIT- II

(18Hours)

Various Methods of Social Work – Skills required in the practice of Casework, Group Work, community organization and Social Research, Assessment of the community profile.

UNIT- III

(18Hours)

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

UNIT– IV

(18Hours)

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

UNIT– V

(18Hours)

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

SEMESTER-II

Core-IV	Master in Social Work	Credits:4
Course Code: M23PSW04	Community Organization and Social Action	Contact Hours per Week: 05

OBJECTIVES:

- ❖ To understand the different dimensions of Community Organization and Social Action and its importance in Social Work.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To understand the different aspects of the community.	K1
CO2	To learn the use and practice of community organization.	K2
CO3	To introduce various aspects of social action as a method of social work.	K3
CO4	To demonstrate the protest and litigations dealing with public relations.	K4
CO5	To develop skills in social action, communication, and advocacy.	K5

UNIT- I

(15Hours)

Community Organisation: Concept, Definition, History, Objectives, Goals and Components, Principles, community practice and community development. Community organization is a primary method of social work. Methods of Community Organization, Community Mobilization, Community Identification and diagnosis, Process, and Phases of Community Organisation - Community Relationship, Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification, and continuation.

UNIT- II

(15Hours)

Application of Community Organization Practice in Various Settings: Application of Community Organization: Health, Education, Residential institutions, Livelihood and work, Natural resource management, Sustainable development, working with tribal population, Disability, Working with rural and urban vulnerable communities, displaced population and

Rehabilitation, disaster response. Community organization as a social work process; Role and Skills of Community Organizer; Differentiating Community Organisation and Community Development.

UNIT– III

(15Hours)

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

UNIT– IV

(15Hours)

Social Action- As a method of Social Work: Social Work and Social Action: Concept, Objectives, Principles of Legitimization, Credibility building, Multiple Strategies, Dramatization. Social Action about Casework, Group Work, Social Work Research, Community Organisation, and Social Welfare Administration, Methods and Means of Social Action -Research, Propaganda, Use of Mass media. Scope of Social Action in India

UNIT– V

(15Hours)

Social Problems and Social Action: Role of Social Worker in Social Action: Social Activists and Social Action Groups with their significance of existence in India. Skills involved in Social Action- Analytical & Research Skills, Managerial, Intervention Skills, Problem Skills, and Training Skills. Social Movements. Approaches to Social Action- Freire, Gandhi (Sarvodaya), Alinsky, Radical social work; Rights-based approach. Strategies for Social Action from various Social Movements. Indian Social Movements - Bhoodan, Satyagraha Gramdan, Narmada Bachao Andolan-The Singur Issue, Bodo, and Gurkhaland Issues, Anna Hazare, and the Aam Admi Movement.

TEXTBOOKS:

1. Christopher, A.J., & William, A.T. (2009). Community Organization and Social Action. New Delhi: Himalaya Publishing.
2. Chowdhry, D. Paul (1992), Introduction to Social Work, Atma Ram & Sons, Delhi.
3. Dataretal. 2010. Skill Training for Social Workers: A Manual. New Delhi: Sage Publications
4. Erlich L.J. (1987). Strategies of Community Organisation. Illinois: F.E. Peacock Publishers

- Gamble, D.N., and Weil, M. 2010. Community Practice Skills: Local to Global Perspectives. New York: Columbia University

REFERENCE BOOKS:-

- Gangrade, K.D. 2001. Working with Community at the grassroot level: Strategies and programs. New Delhi: Radha Publications
- Hardcastle, D., Powers, P. and Wenocur, S. (2011). Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press.
- Jack Rothman, et al. (2001). Strategies of community interventions & Macropractices – Peacock Publications, 6th Edition
- Ross Murray G, Community Organisation: Theory and Principles, Harper and Row Publication New York, 1985
- Siddhiqui, H. Y. (1997). Working with the community. New Delhi: Hira Publications.

Web Resources

- <https://egyankosh.ac.in/handle/123456789/28953>
- <https://www.ignou.ac.in>
- <https://www.researchgate.net>
- <https://www.socialworker.com>
- <https://ctb.ku.edu>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-II

Core-V	Master in SocialWork	Credits:4
Course Code: M23PSW05	Social Welfare Administration and Social Legislation	Contact Hours per Week: 05

OBJECTIVES:

- ❖ To enrich the students regarding the fundamentals of the Research process including research designs and sampling methods and tools for data collection, data analysis and report writing, basic Statistics, and its application to Social Work Research.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To acquire knowledge about social welfare administration and the Structure of social welfare administration in India.	K1
CO2	To acquire application knowledge of the basic process of registering, managing, and administrating Welfare Agencies in the context of the Social work profession.	K2
CO3	To describe the structure of social welfare administration in India and Social welfare programs.	K3
CO4	To describe the understanding of the nature of social policy, planning, And development in India.	K4
CO5	To critically analyze social legislation enforcement and challenges.	K5

UNIT- I

(15Hours)

Social Welfare Administration: Meaning and definition of Social Welfare Administration and Social Work Administration; Purpose, historical development. principles, functions, and areas (Policymaking, planning, personnel, supervision, office administration, budgeting, finance, fundraising, accounting, auditing, purchase, and stock keeping, record maintenance, coordination, public relations, monitoring and evaluation, research, annual report);

UNIT- II

(15Hours)

Social Welfare Agencies: Development of Social Welfare in India; Voluntary Social Work. Social

Agencies: Meaning, definition, type, and models of NGOs; Roles of NGOs in National Development. Types of NGO Registration and Procedure; Societies Registration Act 1860, Indian Trusts Act 1882, and Companies Act, 2013.

UNIT– III

(15Hours)

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

UNIT– IV

(15Hours)

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

UNIT– V

(15Hours)

Social Legislation: Definition and role legislation in social change, the constitutional basis for social legislation: Fundamental Rights and Directive Principles of State Policy; laws related to Marriage: Hindu, Muslim, Christian, and Personal Laws Relating to Marriage.: Laws Relating to Divorce, Minority, and Guardianship; Adoption, Succession, and Inheritance. Legislation Relating to Social Problems such as Prostitution, Juvenile Delinquency, Women Harassment Child Labour, Untouchability, Physical, and Mental Disabilities.

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

TEXTBOOKS:

1. Karen M. Sowers Catherine N. Dulmus (2008) Comprehensive Handbook of Social Work and Social Welfare, published by United States ISBN 978-0-471-76997-2
2. Paul D Chowdhry (1992) Social Welfare Administration, Atma Ram & Sons, ISBN-13: 978-8170431145.
3. Sachdeva, D.R. Social Welfare Administration in India (2018) Kitab Mahal; Standard Edition, ISBN-13: 972500851

4. SanjayBhattacharya(2006)SocialWorkAdministrationandDevelopmentRawat Publication, ISBN-13:978-8170339267
5. ShunmugavelayuthamK(1998)SocialLegislationsandSocialChange, ValgaValamudan pub, Chennai.

REFERENCEBOOKS:-

1. Choudry,Paul(1979),SocialWelfareAdministration,AtmaRam&Sons,Delhi.
2. ChoudryPaul, (1979) Handbookonsocial welfareinIndia,SterlingPub,New Delhi.
3. Dennison.D&Chepman,ValeriesSocialpolicyandAdministration,GeorgeAandUnwin, London.
4. DubeyS.N.(1973)AdministrationofsocialwelfareprogramsInIndia,SomaiyaPub, Bombay.
5. Dubey S.N. &Murdia (1976) Administration of policy and programs for Backward classes in India, Somaiya Pub, Bombay.
6. Gangrade,K.D(2011)SociallegislationinIndiaVol.I&II,NewDelhi:Concept Publishing Company
7. Goel.S L & R K Jain (2000) Social Welfare Administration (Vol. I &II); Deep &DeepPublications.
8. Jagadeesan.P.(1990)MarriageandSociallegislationsinTamilNadu,ElachiapenPub, Chennai.

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1. <https://socialjustice.gov.in/>
2. <https://vikaspedia.in/social-welfare>
3. <https://rtuassam.ac.in/online/staff/classnotes/files/1624631410.pdf>
4. <https://wcd.nic.in/>
5. <https://main.mohfw.gov.in/>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	M	S
CO5	S	S	M	S	S

S-Strong

M-Medium

SEMESTER-II

Core-VI	Master in Social Work	Credits:4
Course Code: M23PSW06 A	Human Resource Management	Contact Hours per Week: 05

OBJECTIVES:

- ❖ To teach the students the concept of Social Welfare Administration and Social Legislation in the Social Work field and to learn social policy.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To aware an in-depth knowledge of the process of Human Resource Management.	K1
CO2	To understand the suitable interventions in Human Resource Management practice.	K2
CO3	To articulate the budding HR Professionals to meet the challenges in the Industries in the modern era.	K3
CO4	To analyze the appropriate methods for the human capital development And retention of employees.	K4
CO5	To evaluate the recent trends and advances in Human Resource Management.	K5

UNIT-I

(15Hours)

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

UNIT-II

(15Hours)

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

UNIT–III

(15Hours)

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

UNIT–IV

(15Hours)

Human Capital Development: *Learning and Development:* Concept, objectives, steps, and Process - Types of Training Methods: On-the-Job and Off-the-Job. Training needs analysis – competencies: Expectation vs. actual, Identifying gaps. Developmental Needs for current and future jobs. HR Compliances. *Performance Appraisal System:* Concept, Objectives, and Importance – Methods of Performance Appraisal: Traditional and Modern Methods. *Talent Retention and Separation:* Attrition: Concept and Factors influencing Attrition. Transfer: Concept and Types. Talent Retention: Concept, importance, and strategies. Separation: concept and methods of Separation – Exit Interviews: Need and Importance. Voluntary Retirement Scheme.

UNIT–V

(15Hours)

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

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

TEXTBOOKS:

1. BernadinJohnH,2012, HumanResourceManagement,NewYork:McGraw Hill.

2. [Dwivedi](#).R.S,2009,A Textbook of Human Resource Management, New Delhi, Vikas Publication House Pvt Ltd
3. Ivancevich,2012,Human Resource Management, New York:McGraw Hill.
4. [Mahajan](#).JP &[Reeta](#),2016, Human Resource Management,Noida, Vikas Publishing house.
5. Rao V.S.P 2000 Human Resource Management, New Delhi:Sage Publications.

REFERENCE BOOKS:-

1. Andrew J. Dubrin, 2012 Essentials of Management, New York: Thomson Southwestern
2. Chatterjee, Bhaskar 1999 The Executive Guide to Human Resource Management, New Delhi: Excel Books.
3. Ivancevich,2012,Human Resource Management, New York:McGraw Hill.
4. Gary Dessler,2018,Fundamentals of Human Resource Management,Noida,Pearson Publications.
5. Gary Dessler and [Biju Varrkey](#),2020,Human Resource Management,Noida,Pearson Publications.
6. [Mahajan](#).JP &[Reeta](#),2016, Human Resource Management,Noida, Vikas Publishing house.
7. Mathur, B.L., 1989 Human Resource Development Strategies, Approaches and Experiences. Jaipur: Arihant Publishers.
8. Monir Tayeb. 2007, International Human Resource Management. New York: Oxford University Press.
9. Pareek, Uday and Rao, T.V, 1982, Designing and Managing Human Resources, New Delhi, Oxford & IBH.
10. Rao V.S.P 2000 Human Resource Management, New Delhi:Sage Publications.
11. Rudrabasavaraj, M.N. 1986, Cases in Human Resource Management, Bombay: Himalaya Publishing House.
12. [Sandra M. Reed](#), [Dave Ulrich](#), 2017, A Guide to the Human Resource Body of Knowledge, New Jersey, John Wiley & Sons Publishing Company.
13. Singh P.N 1992, Developing and Managing Human Resource, Mumbai, Suchandra Publications.

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1. <https://www.thehrdirector.com/>
2. <https://www.whatishumanresource.com/>

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

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-II

Core-VI	Master in Social Work	Credits:4
Course Code: M23PSW06	Mental Health and Psychiatric Disorders	Contact Hours perWeek:05

OBJECTIVES:

- ❖ To make the students understand about the various Legislations related to the laborer's Welfare, Safety, and Social Security, and labor legislations required for the HR profession.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To understand the concept of Mental Health.	K1
CO2	To evaluate the client using psychiatric assessment tools.	K2
CO3	To know the various mental health issues in the community.	K3
CO4	To apply the phenomenology, symptomatology, and treatment of Common mental disorders.	K4
CO5	To use legislation, appropriate to Mental Health related issues.	K5

UNIT- I

(15Hours)

Concept of Mental Health: Normality & Abnormality, Concept of Mental Health, History of Psychiatry, Mental Health in India, Biopsychosocial Model. Socio-cultural factors in Psychiatry. Magico-religious practice

UNIT- II

(15Hours)

Psychiatric Assessment: Psychiatric Interviewing - Case History Taking and Mental State Examination, Psycho-Social and Multidimensional Assessment, Use of Mental Health Scales in Assessment. Disability Assessment (IDEAS).

UNIT- III

(15Hours)

Common Mental Disorders & Classification: Classification of mental Disorders – ICD 10, DSM V, ICF. Clinical Signs, Symptoms, Causes, and Treatment of the following Common Mental

Disorders: Neurocognitive Disorders, Personality Disorders, Schizophrenia, Bipolar and related disorders, and Depressive Disorders

UNIT– IV

(15Hours)

Neurotic stress-related disorders and other disorders: Anxiety Disorders, Dissociative & Somatoform Disorders, eating disorders, Elimination disorders, Conduct Disorders, Sleep-Wake Disorders, Sexual disorders, Substance-related and Addictive Disorders, and Neuro developmental disorders.

UNIT– V

(15Hours)

Legislations related to Mental Illness: Mental Health Care Act 2017, Rights of Persons with Disabilities (RPWD) Act 2016, Narcotic Drugs and Psychotropic Substances Act 1985.

TEXTBOOKS:

1. American Psychiatric Association, 2013, Diagnostic and Statistical Manual of Mental Disorders DSM-5
2. Ahuja Niraj (2011), A short text book of psychiatry, 7th Edition, Jaypee Brothers Medical Publishers (P) Ltd, New Delhi.
3. Coleman, & James, (1996). *Abnormal Psychology Modern Life*. Mumbai: Tarapore Vala and Sons.
4. Francis, Abraham P. (Ed.) (2014) *Social Work in Mental Health – Areas of Practice, Challenges & Way Forward*. Sage.
5. Kaplan, Harold, I., & Sadock, B.J., (1989). *Comprehensive Text Book of Psychiatry*. London: Williams & Wilkins, Baltimore.

REFERENCE BOOKS:-

1. American Psychiatric Association (1994). *Diagnostic Criterion from DSM-IV*. Washington DC: American Psychiatric Association
2. Bhugra, Gopinath., & Vikram Patel., (2005). *Handbook of Psychiatry-A South Asian Perspective*. Mumbai: Byword Viva Publishers Pvt. Ltd.
3. Diagnostic Criteria for Research, AITBS Publishers and Distributors, Delhi
4. Kapur, M., (1995). *Mental Health of Indian Children*. New Delhi: Sage Publications.

5. Mane,&Gandevia,(1998).*MentalHealthinIndia:IssuesandConcerns*.Mumbai:TataInstitute of Social Sciences.
6. MangalS.K(2015),*AbnormalPsychology*,SterlingPublishers(p)Ltd,NewDelhi.
7. The ICD-10 Classification of Mental and Behavioural Disorders (2004), A.I.T.B.S. Publishers& Distributors, New Delhi.

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1. <https://www.who.int/classifications/icd/en/bluebook.pdf>
2. <https://cdn.website.editor.net/30f11123991548a0af708722d458e476/files/uploaded/DSM%2520V.pdf>
3. [Hand_Book-Guide_to_Mental_Health_for_Social_Worker.pdf](#)
4. http://nhm.gov.in/images/pdf/programmes/NMHP/Training_Manuals/Hand_Book-Guide_to_Mental_Health_for_Social_Worker.pdf
5. <https://courses.lumenlearning.com/abnormalpsychology/>

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

CO	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	S
CO2	S	S	S	S	S
CO3	S	S	M	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S-Strong

M-Medium

SEMESTER-II

Core-VI	Master in Social Work	Credits:4
Course Code: M23PSW06 B	NGO Management	Contact Hours perWeek:05

OBJECTIVES:

- ❖ To imbibe the students about the Concept of health and its relationship with welfare and factors influencing the health status of individuals.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO 1	To classify the fundamentals of Management and distinguish between Profit and Non-Profit organizations.	K1
CO 2	To explain the different legislations for Non-profit organizations.	K2
CO 3	To describe the NGO Registration procedure and identify how to run The NGOs effectively.	K3
CO 4	To prepare the fund-raising techniques and develop proposal writing skills.	K4
CO 5	To critically analyze and understand the key issues and challenges facing NGOs.	K5

UNIT- I

(15Hours)

Fundamentals of Management: Introduction Management: Definition, Nature, Functions (Planning, Organizing, Staffing, Directing, Leading, Controlling, and Coordination), Levels of Management–Top, Middle and Low level and Market). Managerial skills: Conceptual, Technical, and Human Relation Skills. Introduction to NGO management: Concepts, History and Characteristics and categories of NGO and Difference between the profit and non-profit organization.

UNIT- II

(15Hours)

NGO Registration Procedure: Memorandum and Article of Association, Formation of NGO as Trust, Formation of NGO as Society, and Formation of NGO under section 25 of Company Act, Foreign Contribution (Regulation) Act & Amendment Rules 2022.

UNIT– III**(15Hours)**

Governance of NGOs: Principles for NGOs Management, Governing Body, Resolution, Minutes, AGBM, and Organizational Culture. Financial Management and budgeting, Maintenance of Accounts and assets. Basics of office administration, Documentation of activities and projects.

UNIT– IV**(15Hours)**

Management of NGO: Strategic planning: Vision, Mission, Goal, Objective, and activities. Project planning of the organization, monitoring and evaluation of the project, Project Proposal writing, Daily Monthly, Quarterly, Annual Report, Research Report, Training Module Design

UNIT– V**(15Hours)**

Funding for NGOs & Role of NGOs: Internal Source of Fund, External Source of Fund, Foreign Source and FCRA and Funding under CSR Income tax exemption for NGO. Role of NGO in national development.

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

TEXTBOOKS:

1. David Lewis (2014) Non-Governmental Organisation, Management & Development, Routledge, ISBN-13:978-0415816502
2. Laila Brenner & Darian Rodriguez Heyman (2019), Non-profit Management 101: A Complete and Practical Guide for Leaders and Professionals, Wiley; 2nd edition, ISBN-13:978- 1119585459
3. Nabhi Board of Editors (2020) HB for NGOs an Encyclopedia for Non-Govt. Organization & Volunt, ISBN: 8172747657
4. Puri V.K, (2010) Handbook on Formation and Management of NGOs & NPOs, JBA Publishers, ISBN: 9789380082295
5. Snehlata Chandra, (2003), Guidelines for NGOs Management in India, Kanishka Publishers Distributors, ISBN: 8173916039, 9788173916038

REFERENCEBOOKS:-

1. Clark, John, (1991) Voluntary Organisations: Their Contribution to Development. London, EarthScan.

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

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1. https://pria-academy.org/pdf/ngom/NGOM_1.pdf
2. https://www.researchgate.net/publication/341089166_INTRODUCTION_TO_NGO_MANAGEMENT_Compiled_Lecture_Notes
3. [India](#)
4. <https://www.pkpconsult.com/setting-up-ngos.html> https://www.researchgate.net/publication/341089166_INTRODUCTION_TO_NGO_MANAGEMENT_Compiled_Lecture_Notes

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	M	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S-Strong

M-Medium.

SEMESTER-II

Elective-II	Master in Social Work	Credits:3
Course Code: M23PSWE03	Entrepreneurship Development	Contact Hours perWeek:03

OBJECTIVES:

- ❖ To make the students understand the process of socialization of Indian youth and the aspirations of the youth in contemporary Indian society.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To be aware of the concept, Entrepreneur, and Entrepreneurship Development in India.	K1
CO2	To bring a change in society by applying entrepreneurial tools.	K2
CO3	To relate to theories of entrepreneurship development.	K3
CO4	To apply the competencies and skills of an entrepreneur in the field.	K4
CO5	To demonstrate the use of different schemes and policies related to Entrepreneurship for personal and professional development.	K5

UNIT- I

(09Hours)

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

UNIT- II

(09Hours)

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

UNIT- III

(09Hours)

Theories of Entrepreneurship: Influences on entrepreneurship development; External influences

on entrepreneurship development; Women entrepreneurs: Challenges and achievements of women entrepreneurs.

UNIT– IV

(09Hours)

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

UNIT– V

(09Hours)

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

TEXTBOOKS:

1. Khanna,S.S.,EntrepreneurialDevelopment,S.Chand,NewDelhi.
2. Kuratko,F.Donald,RichardM.Hodgetts,Entrepreneurship:Theory,Process,Practice,Thomson, 7th edition.
3. RobertA.PhilipsMargretBonefielRiteshSharma,Socialentrepreneurship,thenextbig business opportunity Global Vision Publishing House, New Delhi, 2011
4. S.S.Khanka, Entrepreneurship in India, perspective and practice, Akansha Publishing House, New Delhi, 2009
5. VasanthDesai,Entrepreneurialdevelopment,HimalayaPublishingHouse,2008,web resources.

REFERENCEBOOKS:-

1. Desai, Vasant, Dynamics of Entrepreneurship: New Venture Creation, Prentice-Hall of India,New Delhi, Latest edition.
2. Holt H. David, Entrepreneurship: New Venture Creation, Prentice- Hall of India, New Delhi, Latest edition. Bornstein, David, how to Change the World: Social Entrepreneurs and the Power of New Ideas New York, NY: Oxford University Press, 2004

3. Patel, V. G., The Seven Business Crises and How to Beat Them, Tata McGraw-Hill, New Delhi, 1995.
4. Roberts, Edward B. (ed 2002.), Innovation: Driving Product, Process, and Market Change, San Francisco: Jossey Bass,
5. ZimmererW.Thomas,NormanM.Scarborough(2007),EssentialsofEntrepreneurshipand Small Business Management, PHI,4 ed

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1. <https://www.iare.ac.in/>
2. <https://www.creditmantri.com/>
3. <https://startuptalky.com/>
4. <https://www.yourarticlelibrary.com/>
5. <https://openstax.org/books/entrepreneurship/pages/14-1-types-of-resources>

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

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

S-Strong

M-Medium.

SEMESTER-II

Elective-II	Master in Social Work	Credits:3
Course Code: M23PSWE04	Green Social Work	Contact Hours per Week: 03

OBJECTIVES:

- ❖ To provide knowledge on the different aspects of human rights and learn the rights for the duties to be carried out in the days to come.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To be aware of the concepts of Ecology, Environment, and Green Social Work.	K1
CO2	To understand the causes of environmental issues and their adverse effects.	K2
CO3	To apply the appropriate measures to control and reduce the issues.	K3
CO4	To analyze the Environmental management systems and justice.	K4
CO5	To implement the roles and responsibilities to preserve and protect our environment.	K5

UNIT-I

(09 Hours)

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

UNIT-II

(09 Hours)

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

UNIT-III**(09 Hours)**

Environmental Issues and Control Measures: Environmental Pollution: Causes, effects, and control of pollution:– Air, Water, Soil, Noise, Radioactive. Waste Management; Pollution - Air, Water, Soil, Noise, and Solid Waste Management. Use of non-conventional sources of Energy. The Environment Protection Act 1986 - Air Pollution Act 1987 – Water Pollution Act 1974, Wildlife Protection Act, and Forest Conservation Act. National Environment policies, National green tribunal, Environment Issues in India.

UNIT-IV**(09 Hours)**

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

UNIT-V**(09 Hours)**

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

TEXTBOOKS:

1. Kaushik&Kaushik (2004)Perspectivein EnvironmentalStudies, 2ed.NewAgeInternationalP. Ltd.
2. AgarwalS.K.1993.Environmentalprotection,Himalaya Publishers,New Delhi.
3. AradhanaP.S.1998.EnvironmentalManagement. RajatPublishers.New Delhi.
4. SusilaAppadurai.2004.EnvironmentalStudies.New CenturyBookHousePublishers. Chennai.
5. Kannan 1991. Fundamentalsof Environmentalpollution. S.Chand. New Delhi.

REFERENCE BOOKS:-

1. AlkaVerma(2015)Green Social Work Environmental Protection, Pentagon Press.
2. Andromeda. 1995. New Scienceencyclopedia: Ecology and environment. Oxford Publishers. London
3. AravindKumar.2008.EnvironmentalResource Management. DayaPublishers.New Delhi:
4. Aray and Abbasi 1995. UrbanizationanditsEnvironmentalImpacts.NewDelhi:Discovery
5. Asthana.D.K.2001.Environmental ProblemsandSolutions. S.Chand publishers.New Delhi.

6. BarrowCJ(2006)EnvironmentalManagementforSustainableDevelopment,RoutledgeTaylor& Francis Group
7. DashSharmaP.1998.EnvironmentHealth and Development.AnmolPublishers.New Delhi.
8. DominelliL(2012) Green Social Work: From Environmental Crises to Environmental Justice, Polity Press
9. GuhaRamchandra,1991 TheUnquietWoods,EcologicalChangeandPeasantResistanceinthe Himalayas, New Delhi: Oxford University Press
10. LuomaSamuelN.1984.Introductiontoenvironmental Issues.MacmillanPublishers.Calcutta.
11. Maharajan V.S. 1986. Environment protection: challenges and Issues. Deep and Deep Publishers. New Delhi
12. MohanI.2002.EnvironmentalProblemsinthe 21st Century.Anmol Publishers.New Delhi
13. Mohanty.S.K.1997.EnvironmentandPollutionLawManual.UniversalPublishers.NewDelhi.
14. Ravichand.M.2007.EnvironmentalManagement.ConceptPublishers.New Delhi.

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

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	M	S
CO4	S	S	S	S	S
CO5	S	S	M	M	S

S-Strong

M-Medium.

SEMESTER-II

EDC-I	Master in Social Work	Credits:2
Course Code: M23PSWS01	Life Skills Management	Contact Hours perWeek:02

OBJECTIVES:

- ❖ To provide knowledge on the different aspects of human rights and learn the rights for the duties to be carried out in the days to come.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To understand their strengths and weaknesses.	K1
CO2	To be a socially competent person.	K2
CO3	To apply life skills to handle situations effectively.	K3
CO4	To set Goals and achieve them successfully.	K4
CO5	To accomplish Self Competency and Confidence.	K5

UNIT- I

(06Hours)

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

UNIT- II

(06Hours)

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

UNIT- III

(06Hours)

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

UNIT– IV**(06Hours)**

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

UNIT– V**(06Hours)**

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

TEXTBOOKS:

1. DudhadeBA(2016),LifeSkillsEducation,Bookman Publishers
2. MangalS.K.(2008),An IntroductiontoPsychology,SterlingPublishersPvt.Ltd.,NewDelhi.
3. MahajanG(2022) LifeSkill Education,Shipra Publications
4. MangalSK(2007),EssentialsofEducationalPsychology, PrenticeHallIndiaLearningPrt.Ltd.
5. Shalini Verma (2014); “Development of Life Skills and Professional Practice”; First Edition; Sultan Chand (G/L) & Company

REFERENCEBOOKS:-

1. [ArvindMNawale](#),2018, An IntroductiontoLifeSkillsATextbookforCollegeStudents
2. GowraMahajan, 2022, LifeSkill Education, Shipra Publishers
3. Erin Murphy-Graham, Joan DeJaeghere, 2021, Life Skills Education for Youth, Critical Perspectives, [Springer International Publishing](#)
4. JoanDeJaeghere,ErinMurphy-Graham,2021,LifeSkillsEducationfor Youth:Critical Perspectives
5. LarryJames(2016);“TheFirstBook ofLifeSkills”;FirstEdition;Embassy Books.

WebResources

1. <https://www.unicef.org/azerbaijan/media/1541/file/basic%20life%20skills.pdf>
2. https://www.unodc.org/pdf/youthnet/action/message/escap_peers_07.pdf
3. https://aif.org/wp-content/uploads/2018/10/Lifeskills-2018a_MAST.pdf
4. <http://www.essentiallifskills.net/>
5. http://www.unicef.org/lifeskills/index_whichskills.html
6. <http://www.exforsys.com/career-center/life-skills.html>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong**M-Medium**

SEMESTER-II

Core Practical-II	Master in Social Work	Credits:4
Course Code: M23PSWP02	Concurrent Field Work-II	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To enable the students to have exposure to the functioning of an NGO and the implementation of social welfare of the scheme.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To integrate classroom learning with field practice - the knowledge related to different field settings- establishment of NGO and its work with the beneficiaries.	K1
CO2	To understand the nature of the NGO's functioning and funding resources.	K2
CO3	To apply, evaluate, and follow up appropriate methods of Social Work in the field.	K3
CO4	To apply and practice skills acquired in the process of dealing with clients and establish rapport.	K4
CO5	To assess the concept of field learning and learn about working in different settings.	K5

UNIT- I

(18Hours)

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

UNIT- II

(18Hours)

Various Methods of Social Work – Skills required in the practice of Casework, Group Work, community organization, and Social Research. Evaluation of the effectiveness of methods and critical review.

UNIT– III

(18Hours)

The expertise of the Agency – Agency’s success story, challenges faced, SWOT analysis, vision, and mission

UNIT– IV

(18Hours)

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

UNIT–V

(18Hours)

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

SEMESTER-III

Core-VII	Master in Social Work	Credits:4
Course Code: M23PSW07	Social Work Research and Statistics	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To acquire skills in counseling to practice effectively in various Social Work settings.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To aware an in-depth knowledge of Social Work Research.	K1
CO2	To understand the clarity of their research methods and processes.	K2
CO3	To articulate the student to Identify and Formulate the Research Problem and Literature review and usage of Methodology.	K3
CO4	To analyze and apply Statistics applications and Software packages, Make data entry, and interpret the results.	K4
CO5	To evaluate the implications of Research in various settings of Social Work.	K5

UNIT-I

(18Hours)

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

UNIT-II

(18Hours)

Basic Elements of Scientific method: Basic Elements of Scientific method: Concept, Variable, Facts, and Theory. Cause-effect relationship and relevance to Social Work Research. Identification and Formulation of Research Problems, Construction of Hypothesis and Testing, and Research Designs.

UNIT–III**(18Hours)**

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

UNIT–IV**(18Hours)**

Statistics: Meaning, Need, Importance, and Limitations of Statistics in Social Work Research – Frequency Distribution - Construction of Frequency Tables- Diagrammatic and Graphical Representation. Measures of Central tendency: Mean, Median, and Mode - Measurers of dispersion: Range, Quartile deviation, Standard deviation - Test of significance: t-test, Analysis of Variance (ANOVA), Chi-Square test – Correlation.

UNIT–V**(18Hours)**

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

TEXTBOOK:

1. Alston M. Bowles W, 2012, Research for Social Workers, An introduction to methods, 3rd edition, Australian Publications, Australia.
2. Adams J, Khan, Robert and David, 2007, Research methods for Graduate Business and Social Science Students, SAGE Publications, New Delhi.
3. Chakraborty D, 2009, Research Methodology, Saurabh Publishing, New Delhi.
4. Chandra S, Sharma Kr. M, 2013, Research Methodology, Narosa Publications, New Delhi.
5. Jain GL, 2003, Research Methodology, Methods, Tools and Techniques, Mangal Deep Publications, Jaipur
6. Kothari CR, 2006, Research Methodology Methods and Techniques, New Age International, New Delhi.
7. Pathak RP, 2007, Statistics in Educational Research, Kanishka Publishers, New Delhi.

REFERENCEBOOKS:-

1. AnandS, 2002, Research Methods and Techniques in Social Science, Common Wealth Publishers, New Delhi.
2. AhujaR,2010,Research Methods,RawatPublications,Jaipur.
3. Anderson,D.R.(2014).StatisticsforlearnersofEconomicsandBusiness.Boston:Cengage Learning.
4. BrymanA,2004,SocialResearchMethods,OxfordUniversity Press,NewYork.
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9. ChhapekarR,2004, A Textbook of Social Research, Dominant Publishers and Distributors, NewDelhi.
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12. Dawson C, 2010, Introduction to Research Methods, A practical guide for anyone undertaking aResearch Project, Viva Books, New Delhi.
13. DasLal,2008,ResearchMethodsforSocialwork,RawatPublications, NewDelhi.
14. DeshprabhuS,2000,SociologicalResearch,KanishkaPublishers&Distributors,New Delhi.
15. Garg,Renu,Slochana,Umesh,2002,AnIntroductiontoResearchMethodology,RBSAPublishers, Jaipur.
16. GuptaBL,2010,Research studiesinStaffDevelopment,MahamayaPublishinghouse,NewDelhi.
17. Gupta.S.P.&Gupta,A.(2014).BusinessStatistics:StatisticalMethods.NewDelhi:S.ChandPublishing.
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19. KumarR,2005,Research Methodology, SAGEPublications,London.
20. MukherjiPN,2000,MethodologyinSocialResearch,DilemmasandPerspectives,SAGE

Publications, New Delhi.

21. Majumdar PK, 2005, Research Methods in Social Science, Viva Books Pvt. Ltd, New Delhi.
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23. Rajathi A, Chandran P, 2010, SPSS for you, MJP Publications, Chennai
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25. Ravi Lochanan P, 2002, Research Methodology, Margham Publications, Chennai.
26. Singh SP 2002, Research Methods In Social Sciences, A Manual for Designing Publishers, New Delhi Kanishka
27. Tripathi PC, 2010, Research Methodology in Social Sciences, Sultan Chand and Sons, New Delhi.
28. Uwe Flick, 2009, an Introduction to Qualitative Research, 4th edition, SAGE Publications, New Delhi.
29. Vijayalakshmi G, Sivapragasam C, 2008, Research Methods, Tips and Techniques, MJP Publishers, Chennai.

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2. www.cochrane.org
3. www.rip.org.uk
4. <https://abhath@usf.edu>
5. <https://www.cengage.com>
6. <https://oxfordbibliographies.com>
7. <https://www.ignou.ac.in>
8. <https://www.jsscacs.edu.in>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-III

Core-VII	Master in Social Work	Credits:4
Course Code: M23PSW08A	Labour Legislations	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To help the students acquire skills in counseling to practice effectively in various Social Work settings.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To identify the significance of labor legislation in human resource management.	K1
CO2	To apply the knowledge of labor legislation to regulate the working Conditions in the industrial sector.	K2
CO3	To apply the knowledge and skills of implementing the wage legislation.	K3
CO4	To implement the knowledge of social security legislation.	K4
CO5	To analyze and apply the legislation about Industrial Relations.	K5

UNIT- I

(18Hours)

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

UNIT- II

(18Hours)

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

UNIT- III

(18Hours)

Wage Legislation and Social Security Legislations: Payment of Wages Act, 1936. Minimum Wages Act, 1948. Payment of Bonus Act, 1965. Workmen's Compensation Act, 1923.

Employee's State Insurance Act, 1948. Employee Provident fund and miscellaneous provisions Act. Maternity Benefit Act, 1961. Payment of Gratuity Act, 1972

UNIT– IV

(18Hours)

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

UNIT– V

(18Hours)

Labour Legislation in Tamilnadu: Tamil Nadu shops and establishments Act, 1947. The Tamil Nadu Catering Establishment Act, 1958. Tamil Nadu Labour Welfare Fund Act, 1972. The Tamil Nadu Industrial Establishments (National and Festival Holidays) Act, 1958.

REFERENCE BOOKS:-

1. Ajay, Garg. (2012). Labour Laws One Should Know. New Delhi: Nabhi Publishing House
2. Blanpain, R. (2004). Comparative Labor Law and Industrial Relations in Industrialized Market. Kluwer Law Intl.
3. Conaghan, J., Fischl, R. M., & Klare, K. (Eds.). (2004). Labor law in an era of globalization: Transformative practices and possibilities. New Delhi. Oxford University Press
4. Grogan, J. (2007). Collective labor law. Juta and Company Ltd.
5. Kumar, H. L. (2013). Labor Laws Everyone Should Know. New Delhi: Universal Law Publishing
6. Kumar, H. L. (1997). Employees Rights under Labour Laws. New Delhi: Universal Law Publishing Pvt Ltd.
7. Malik, P. L. (1999). Industrial Law, Vol 1 (18th Eds). Lucknow: EBC Publishing Pvt Ltd.
8. Sharma, A. M. (2000). Industrial Jurisprudence and Labour Legislation. New Delhi. Himalaya Publishing House
9. Sinha, P. R. N., Indu Bala, Sinha, and Seema, Priyadarshini, Shekhar. (2006). Industrial Relations Trade Unions and Labour Legislation (8th Eds). New Delhi: Dorling Kindersley India Pvt Ltd.
10. Tripathi, P. C., Gupta, C. B., and Kapoor, N. D. (2009). Industrial Relations and Labour Law (4th Eds). New Delhi: Sulthan Chand and Sons.

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1. <https://labour.gov.in/list-enactments-ministry>
2. https://www.icsi.edu/media/webmodules/Labour_Laws&_Practice.pdf
3. <https://www.mgkvp.ac.in/Uploads/Lectures/47/1424.pdf>

4. <https://www.shrm.org/shrm-india/pages/simpliance.aspx>
5. <https://www.whatishumanresource.com/employment--labour-laws-in-india>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong

M-Medium.

SEMESTER-III

Core-VIII	Master in Social Work	Credits:4
Course Code: M23PSW08	Clinical Social Work	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To portray the student's various aspects of Human Resource Management and Personnel Management such as HR planning and various Management Systems

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To be aware of the concept, history, scope, and trends in clinical Social Work.	K1
CO2	To articulate skills to conceptualize, and undertake evidence-based Practice in different clinical settings.	K2
CO3	To Critically analyze the problematic situations and to find workable Mean store solve them.	K3
CO4	To analyze competencies and skills required for clinical social Workers in different settings.	K4
CO5	To create and implement empirically-based interventions in a multidisciplinary setting.	K5

UNIT- I

(18Hours)

Introduction to Clinical Social Work: Clinical social work: Meaning & Definition, Goal & Objectives, Scope, Historical development, concepts underlying clinical social work practice. Emerging trends in clinical social work in India and abroad.

UNIT- II

(18Hours)

Ethics and standards in clinical social work: NASW Standards & behaviors for the practice of clinical social work. Core Competencies, techniques and Careers in Clinical Social Work practice.

UNIT- III

(18Hours)

Clinical social work practice among target groups: Children and adolescents - life skills education, student enrichment program, counseling cell-training program for students, Health

Education. **Families** - pre-marital counseling, family life education, family and marital enrichment, parenting training program **Elderly** – socializing, isolation and loneliness, psychological adjustment

UNIT– IV

(18Hours)

Psychosocial Interventions in clinical settings: Skills required for clinical social workers in assessment, diagnosis, rehabilitation planning, vocational evaluation, breaking bad news, drug adherence, handling distress, emotional problems, addiction, absenteeism, work-life balance, suicidal ideation, and micro skills in prevention.

UNIT– V

(18Hours)

Clinical social work in various settings: Clinical Social Work Practice in educational settings, child welfare agencies, Family Counselling centers, short stay, Respite care, Destitute homes, correctional institutions, general hospital settings, de-addiction centers, adoption centers, counseling services in a corporate and industrial setting.

TEXTBOOKS:

1. Austrian SG (2000). *Mental Disorders, Medications, and Clinical Social Work*, New York: Columbia University Press.
2. Brandell, JR (1997). *Theory and Practice of Clinical Social Work*, London: Free Press
3. Elizabeth M. Vonl, Tony Tripodi, Irwin Epstein (2006). *Research Techniques for Clinical Social Workers*, Columbia University Press.
4. Jerrold R. Brandell (2014) *Essentials of Clinical Social Work*, Sage Publications, Ltd
5. Meyer, C.H. (1983) *Clinical Social Work in an Ecological Systems Perspective*, New York, Columbia University Press.

REFERENCE BOOKS:-

1. Cameron, M. & King Keegan, E. (2010). *The common factors model: Implications for transtheoretical clinical social work practice.*
2. Aboud, F.E. (1998). *Health psychology in global perspective*. USA: Sage Publications
3. Turner, K. (2009). *Mindfulness: The present moment in clinical social work*. *Clinical Social Work Journal*.
4. Cameron, M. & King Keegan, E. (2010). *The common factors model: Implications for transtheoretical clinical social work practice.*

5. Groshong, Laura W (2009), Clinical Social Work Practice and Regulation: an overview., Clinical Social Work Association.

Web Resources

1. <https://www.socialworkers.org/Practice/Clinical-Social-Work>
2. <http://gaswin.tripod.com/>
3. <https://nimhans.ac.in/>
4. <https://gacbe.ac.in/images/E%20books/Handbook%20of%20Health%20Social%20Work.pdf>
5. https://www.clinicalsocialwork.eu/wp-content/uploads/2015/01/CSW_2_2014.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-III

Core-VIII	Master in Social Work	Credits:4
Course Code: M23PSW08B	Social Work Practice in Project Management	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To make the students understand the process of various hospital departments and their services, quality assurance in hospital service, and to gain knowledge on laws about hospitals.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To understand Project proposal writing and its process of implementation.	K1
CO2	To acquire project proposal writing skills to work effectively and implement various programs in the community.	K2
CO3	To develop the ability to understand the Project and its implications.	K3
CO4	To have appropriate knowledge of effective Donor Management and NGO.	K4
CO5	To strengthen the monitoring and evaluation skills.	K5

UNIT- I

(18Hours)

Project proposal: Concept, meaning, objectives. Types of project proposals, steps in proposal writing, need and importance of proposal

UNIT- II

(18Hours)

Introduction to Project Management: concept, objectives, principles, scope, importance, and methodology; micro and macro level planning; project dimensions: identification and formulation; detailed project report (DPR); project appraisal: technical, economic, and financial feasibility; participatory development (participatory planning and participatory rural appraisal (PRA), participatory management and participatory evaluation).

UNIT– III

(18Hours)

Project Needs and Design- Categories of social needs, Exploring a variety of issues (political, social, and cultural). Assessing key issues affecting communities, assessing how the project can change livelihoods, and Creating a Logical Framework. **Project Organisational Structure-** Governing body, assembling project team, Stakeholder identification, **Project Planning-** Project schedules, Project activities, assessing project risks, Rolling wave planning

UNIT– IV

(18Hours)

Planning and Management of Project Implementation: activity planning, network analysis, monitoring of development projects: management information system, project evaluation: program evaluation and review technique (PERT) and critical path method (CPM); resource mobilization: techniques of fundraising; statutory requirements for the formation of society and trust; foreign contribution regulation act; special provisions related to income tax exemption for development organizations

UNIT– V

(18Hours)

Project Evaluation and NGO Management: Project Evaluation- introduction, process, evaluation ethics- Planning for Evaluation. Evaluation Assessment -Identifying & Working with Stakeholders- Evaluation design and methods and basic tools used in project evaluation and social audit- cost-effective, policy analysis and Reporting evaluation findings Management of NGOs- Non-Profit Organizations: Types & Characteristics- Structure of non-profit organizations, organizational culture, and effectiveness- Models of Organizational Development and Human Resource and Financial Management in non-profit organizations. Social Work Competencies for NGO Management.

TEXTBOOKS:

1. Chaudhuri.TribalDevelopmentinIndia,InterIndiaPub.1981
2. Patel,MahendraLal.Planningstrategyfortribaldevelopment.Vol.111.Inter-IndiaPublications, 1984.
3. Rajeeva.An Introduction totheTribalDevelopmentinIndia, International.1988
4. Ramana,RaoDVV."TribalDevelopment."(1992).
5. Singh,J.P.,andN.N.Vyas.Tribaldevelopment:pasteffortsandnewchallenges.Himanshu Publications, 1989.

REFERENCEBOOKS:-

1. Thakur, Devendra, ed. Tribal Life in India: Industrialisation in tribal areas. Vol. 4. Deep & Deep Publications, 1994.
2. Moorthy,R.V(2002).ProjectManagement.MastersPublication.
3. Roy,Sam,M(2002),ProjectPlanningandManagement,FocussingonProposalwriting.The Catholic Health Association of India.
4. Vasant, Desai (1977), Project Management: Preparations, Appraisal, Finance and Policy. Delhi: Himalaya Pub. House.
5. Solander, Linda Martin(2012), Successful Project Management in Social Work and Social Care, Jessica Kingsley Publishers.

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1. <https://www.grin.com/document/262937>
2. <https://corporatefinanceinstitute.com/resources/management/project-evaluation-review-technique-pert/>
3. https://www.ilo.org/eval/Evaluationpolicy/WCMS_168289/lang--en/index.htm
4. <https://sswm.info/planning-and-programming/decision-making/planning-community/logical-framework-approach>
5. <https://www.workamajig.com/blog/critical-path-method>
6. <https://www.simplilearn.com/tutorials/project-management-tutorial/critical-path-method>

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	S
CO2	S	S	S	S	S
CO3	S	S	M	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S-Strong

M-Medium

SEMESTER-III

Core-IX	Master in Social Work	Credits:4
Course Code: M23PSW09A	Industrial Relations and Employee Welfare	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To learn about the society's development, its related aspects of human value, and administration in social programs.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To be aware of the concept and evolution of Industrial Relations.	K1
CO2	To understand the mechanisms behind the IR scenario in India.	K2
CO3	To understand the role of various stakeholders in maintaining peaceful Industrial Relations in India.	K3
CO4	To analyze various statutory and non-statutory employee welfare measures.	K4
CO5	To evaluate various approaches to Employee welfare.	K5

UNIT- I

(18Hours)

Introduction to Industrial Relations: *Industrial Relations:* Background to Industrial Relations- Scope, Evolution and Development, Approaches and Forms of Industrial Relations in India.

UNIT- II

(18Hours)

Mechanism of Industrial Relations: *Mechanism of Industrial Relations:* Collective Bargaining, Joint Management Councils, works committee, Workers Participation in Management, Grievance handling procedures. Industrial Disputes: Factors, Forms, Trends, Prevention and Settlement, Role of State and Central Labour Administration, Strikes and Lockouts.

UNIT– III**(18Hours)**

Industrial Relations Machinery in India: Conciliation, Arbitration and Adjudication, Code of discipline- Recent trends, Role of Government, Employers and Trade Unions in maintaining Industrial Relations.

UNIT– IV**(18Hours)**

Employee Welfare: *Employee Welfare:* Concept, principles, scope, theories, approaches, and philosophy of employee welfare, Areas of Employee Welfare, Statutory welfare programs, non-statutory welfare programs. Major problems experienced by employees; Migration, wages, poor housing, absenteeism, employee turnover, tardiness Alcoholism, diseases, accidents, and Working conditions.

UNIT– V**(18Hours)**

Practice of Employee Welfare: *Employee Welfare:* Occupational health and safety -concept, challenges. Roles, functions, and appointment of the Labour Welfare Officer- Workers Awareness Programs. Need and application of Social Work methods in delivering employee welfare services, new paradigms in Employee welfare.

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

TEXTBOOKS

1. Dwivedi.R.S(1997)‘HumanRelations&OrganisationalBehaviour’,MacmillanIndiaLtd,New Delhi.
2. Joseph,Jerome(2004)Industrialrelations:Towardsanewtheoryofnegotiatedconnectedness, New Delhi: Response Books.
3. MalhotraO.P(1985).IndustrialDisputesAct1947,Lucknow:Eastlawbook company
4. MatoriaC.B.andMatoria.Satish(1998)‘DynamicsofIndustrialRelations’,Himalaya Publishing House, New Delhi.
5. PaulEdwards(2009) IndustrialRelations:TheoryandPractice,2ndEdition.

REFERENCEBOOKS:-

1. RatnaSen,(2003)‘IndustrialRelationsinIndia’,ShiftingParadigms,MacmillanIndiaLtd.,New Delhi

2. RosenBloomJerry(2014)TheHandbookofEmployeeBenefits-HealthandGroupBenefits,7th Edition, Mc Graw Hill
3. Sarma.A.M(2014),EmployeeWelfareandSocialSecurity,HimalayaPublishing House.
4. Saxena,R.C.(1961).LaborProblemsandSocialWelfare,Meerat:Jaiprakashnathandcompany
5. Srivastav,K.N(1954). IndustrialPeace& IndustrialRelationsAllahabad:KitabMahal
6. Srivastava(2000)‘IndustrialRelationsandLabourlaws’,Vikas,4th edition.
7. SubbaRao.P.,(2010)EssentialsofHumanResourceManagementandIndustrialRelations:Text, Cases, and Games
8. VenkataRatnam.C.S.,‘GlobalisationandLabourManagementRelations’,ResponseBooks,2001

WebResources

1. <https://www.researchgate.net>
2. <https://labour.gov.in>
3. <http://www.ignou.ac.in>
4. <https://www.ilo.org>
5. <https://www.greylhr.com>

MAPPINGWITHPROGRAMMESPECIFICOUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S-Strong

M-Medium

SEMESTER-III

Core-IX	Master in Social Work	Credits:4
Course Code: M23PSW09	Therapeutic Intervention in Social Work	Contact Hours perWeek:06

OBJECTIVES:

- ❖ To learn trends in industrial relations industrial conflicts, industrial peace, and Grievance Redressal legislations related to industrial disputes.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To gain knowledge on the concept of Therapeutic Intervention in Social Work.	K1
CO2	To Identify the role of social workers in clinical practice and help accordingly.	K2
CO3	To apply the therapeutic approach during the intervention.	K3
CO4	To Integrate indigenous and holistic therapeutic practices.	K4
CO5	To adapt to current trends in healing.	K5

UNIT- I

(18Hours)

Introduction to Therapeutics intervention: Therapeutic intervention - Meaning, Concept. Clinical Social Work Practice - Definition. Psychotherapy- Definition, Therapeutic Alliance. Compare Psychotherapy – Counselling – Casework.

UNIT- II

(18Hours)

Role of Clinical Social Work Practice in different settings: Mental Health, HIV/AIDS, De-addiction, Diabetics, Coronary Heart disease, Neurology, Nephrology, Oncology, Tuberculosis.

UNIT- III

(18Hours)

Therapeutic Approaches: Key concepts, Therapeutic Process and application – Psychoanalysis, Gestalt Therapy, Erikson’s Psychosocial stage, Cognitive Behaviour Therapy, Group Therapy, Family Therapy, Tele-counselling and Transactional Analysis. Person-centered approach, solution-focused approach.

UNIT– IV**(18Hours)**

Indigenous Therapeutic Techniques: Indigenous therapeutic Techniques-Yoga, Meditation, Spiritual Healing and Relaxation Therapy.

UNIT– V**(18Hours)**

Current trends in Healing: Neuro Linguistic Programming, Positive Imaging, Pain Management techniques, Art Therapy, Play Therapy, Music and Dance Movement Therapy.

TEXTBOOKS:

1. AntonyD(2018),Counsellor’sApproachtoMentalDisorders,Guru Publications
2. Coleman,*ComprehensiveTextbookofAbnormalPsychology*.
3. EganGerard.(2006).*Theskilledhelper:Aproblemmanagementandopportunity,Development Approach to helping*, Wadsworth Publishers, Boston, USA.
4. JosephWalsh(2010),*DirectSocialWorkPracticeTheoreticalPerspectives*,CengageLearning India Private Limited, New Delhi. ISBN-13:978-81-315-1375-0
5. Sekar,Parthasarathy,Muralidhar(2011),*HandbookofPsychiatricSocialWork*,NIMHANS Publication.

REFERENCEBOOKS:-

1. Benson,N&Loon,B.V(2012).*IntroducingPsychotherapy:AGraphicGuide*
2. Hamilton, Gordon. (1955). *Theory and Practice of Social Case Work*. Columbia University Press, New York, USA.
3. Helen,(1995).*SocialCaseWork:AProblem-SolvingProcess*.TheUniversityofChicagoPress, Chicago, USA.
4. Konopka,(1983).*SocialGroupWork:AHelpingProcess*.Prentice Hall,New Jersey,USA.
5. Lapworth,Phil,(2001).*IntegrationinCounsellingandPsychotherapy:Developingapersonal approach*. sage publications, New Delhi.
6. Windy,Dryden.(2002).*Handbookof IndividualTherapy*.SagePublications,New Delhi

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1. <https://www.apa.org/practice/guidelines>
2. <https://www.goodtherapy.org/learn-about-therapy/types/acceptance-commitment-therapy>

3. <https://www.goodtherapy.org/learn-about-therapy/types/dialectical-behavioral-therapy>
4. https://www.who.int/transplantation/Guiding_PrinciplesTransplantation_WHA63.22en.pdf
5. <https://www.learncbse.in/therapeutic-approaches-counselling-cbse-notes-class-12-psychology/>
6. <https://www.spsrohini.com/sites/default/files/12%20Psychology%20-Therapeutic%20Approaches%20-%20Notes%20&%20Video%20Link.pdf>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-III

Core-IX	Master in Social Work	Credits:4
Course Code: M23PSW09B	Tribal Community Development	Contact Hours perWeek:06

OBJECTIVE:

- ❖ To learn about the various aspects of physical and mental health disorders.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To understand tribal communities and their organization.	K1
CO2	To discuss the problems of primitive communities various problems.	K2
CO3	To Help to understand the contribution of tribal activists and reformers And the impact of tribal movements on tribal policy.	K3
CO4	To help students prepare with the required skills as a tribal development facilitator.	K4
CO5	To analyze the role of multimedia in the development of people.	K5

UNIT – I

(18Hours)

Tribal: Concept, Meaning, definition, and characteristics of the tribe. Concept of the tribe from various perspectives – British perspective, Indian perspective, tribal own perspective. Constitutional Meaning of tribe. **Tribal Organisations:** Social organizations: Tribal family, marriage, kinship, Yuvagruh, Religion, and customary practices. Economic organizations: Concept, forms, functions, and changing nature. Political Organisations: Tribal council, customary laws and practices. Tribal Culture: Components - Dance, Drama, Folklore, dialect, Instruments. Religion, customs & Rituals Literature and Art, Life philosophy in cultural practices.

UNIT – II

(18Hours)

Tribal Problems: Economic Issues, Land alienation & Agriculture Poverty & indebtedness Unemployment, Infrastructural Issues, Habitat and settlement, Basic Civic Amenities, Transportation & communication. Access to Forest. Political issues: political participation, Tribal self-rule. Educational issues: accessibility, marginalization, migration, drop-out. Health issues: accessibility, malnutrition,

mortality & morbidity, reproductive health, anemia and sickle cell anemia. Superstitions, addiction, isolation.

UNIT – III

(18Hours)

Tribal Development Policies, Programmes & Movements: Historical perspective of tribal policy, National and international policies ‘Pancasila’ philosophy as a strategy for implementation and its impact on tribal policy Constitutional identity. Historical glimpses of tribal movements in India. Impact of tribal movements on tribal policy. Contribution of tribal activists: Birsa Munda, Tantya Bhil, Ambar Singh Maharaj. Contribution of Tribal reformers: Thakkar Bappa, Dr. B.D Sharma, Verrier Elvin, Godavari Parulekar. Prevention violation and protection of Tribal Rights. United Nations Declaration of Rights of Indigenous people. ILO Convention 107 and 169 on rights of Indigenous people.

UNIT – IV

(18Hours)

Tribal Governance: Meaning, Need, and Scope of Governance, Inter-relationship of Governance and Development Characteristics of Good Governance History of tribal governance, Institutions in Tribal Governance, National Commission on Scheduled Tribe. National Council for Tribal Welfare. TRIFED Autonomous Councils. Tribal Advisory Councils Panchayati Raj Institutions & PESA Civil Society Organisations: Forms, level of participation.

UNIT – V

(18Hours)

Social Work Methods in tribal development: Skills for Working with Individuals: Intake, engagement, Fact gathering, assessment Planning, Contracting Intervention, Monitoring Evaluation, and Termination. Skill for working with group: Understanding group dynamics. Group identification, group development, Focus group observation, and techniques of recording. Skills in community work: Rapport building, Identification of needs, Resource mobilization, Programme planning, program Management, Recording, Encouraging community participation, and Mobilising community action.

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

TEXTBOOKS:

1. Amita Shah, Jharna Pathak(2015), Tribal Development in Western India, ISBN 9781138095977.
2. ArvindKumar(2005)TribalDevelopment&Planning,ISBN-13:978-8126119660.

3. [Gowri Lakshmi GM, C Esther Buvana](#), (2020) A Study on Tribal Development Administration in Tamil Nadu, LAP Lambert Academic Publishing, ISBN-10: 6202530332, ISBN-13: 978-6202530330
4. Patil. R, (2020) Tribal Development in India: Challenges and Prospects in Tribal Education, SAGE Publications Pvt. Ltd
5. Srinivasa Rao V (ed.) Challenges of Tribal Development: Contemporary Social Concerns, Rawat Publication, ISBN 978813161186

REFERENCE BOOKS:-

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

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1. <https://www.jstor.org/stable/23619351>
2. <https://trifed.tribal.gov.in/home>
3. https://tribal.nic.in/WriteReadData/sentionOrder/201512301001182101476scan0013_Part2.pdf
4. <https://www.drishtiiias.com/summary-of-important-reports/xaxa-committee-on-tribal-communities-of-india>
5. <https://tribal.nic.in/>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	M	M	M
CO2	S	S	S	M	S
CO3	S	M	M	S	S
CO4	M	S	S	S	S
CO5	S	S	M	M	S

S-Strong;

M-Medium.

SEMESTER-III

Elective–III	Master in Social Work	Credits:3
Course Code: M23PSWE05	Disaster Management	Contact Hours per Week: 04

OBJECTIVES:

- ❖ To learn about the theoretical knowledge about Non-Profit organizations.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To elucidate types of disasters and plan the preparedness for the disaster.	K1
CO2	To describe Disaster preparedness and responses to various stakeholders of the community.	K2
CO3	To describe the NGO Registration procedure and identify how to run the NGOs effectively.	K3
CO4	To critically analyze Recovery, Rehabilitation, and Reconstruction techniques.	K4
CO5	To apply Community Linkage in Disaster Management in safeguarding the environment.	K5

UNIT-I

(12Hours)

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

UNIT-II

(12Hours)

Risk Assessment and Vulnerability Analysis: Concepts, Elements & Perception of Risk, Acceptable risk, Requirements in Risk assessment, Risk Reduction- Mainstreaming “Risk /Role of Science & Technology, Strategies and International Mobilization in Disaster Risk Reduction, Concepts of

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

UNIT-III

(12Hours)

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

UNIT-IV

(12Hours)

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

UNIT-V

(12Hours)

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

TEXTBOOKS:

1. Environment & Disaster Management: Ecology, Climate Change & Bio-diversity, [D.R Khullar](#) J A C S 9354601049
2. Kumar, Nitesh, Satish, Textbook of Disaster Management, Serial Publishing House, ISBN 9789381226704
3. National Disaster Management Authority (2020) Guidelines Management of Glacial Lake Outburst Floods (GLOFs), Ministry of Home Affairs Government of India

4. Subramanian.R, Disaster Management, Vikas Publishing House, ISBN 9352173387, 9789386176686
5. Sharma SC, Disaster Management, Khanna Publishing House. ISBN 9386173387, 978938617338.

REFERENCE BOOKS:-

1. Bernadin John H, 2012, Human Resource Management, New York: McGraw Hill.
2. Dwivedi R.S, 2009, A Textbook of Human Resource Management, New Delhi, Vikas Publication House Pvt Ltd
3. Ivancevich, 2012, Human Resource Management, New York: McGraw Hill.
4. Mahajan JP & Reeta, 2016, Human Resource Management, Noida, Vikas Publishing house.
5. Rao V.S.P 2000 Human Resource Management, New Delhi: Sage Publications.

Web Resources

1. <https://www.researchgate.net/publication/277327554> Introduction to Disaster Management
2. <https://byjus.com/free-ias-prep/disaster-management-india/>
3. <https://www.youtube.com/watch?v=zR9CbaJhCd8>
4. <https://www.drishtiiias.com/to-the-points/paper3/daster-management-i>
5. <https://nidm.gov.in/>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	M	S

S-Strong

M-Medium

SEMESTER-III

SEC-II	Master in Social Work	Credits:2
Course Code: M23PSWS02	Skill for Competitive Examinations	Contact Hours per Week: 02

OBJECTIVES:

- ❖ To enrich the knowledge about the various complete exams.

COURSE OUTCOMES

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To acquire Skills and knowledge for successful completion of competitive exams.	K1
CO2	To enhance the attitude in a land aptitude skills.	K2
CO3	To enhance the student to improve their emotional intelligence and interpersonal skills.	K3
CO4	To motivate them for successful Goal-setting and effective planning	K4
CO5	To impart skills to students about building logical reasoning and self-esteem.	K5

UNIT- I

(06Hours)

Introduction of Competitive Examinations, Basics of competitive exams, history, Purpose, objectives, types of competitive exams. Skills for Competitive examination- Communication: Body Language, Presentation skills, Interpersonal Skills Time and Stress Management, Planning, Preparation, Focus group discussion- Preparation for a group discussion, Skills for effective participation, Non-verbal communication in group discussion, Types of group discussions. **Interviews:** Developing an Interview Strategy, practicing for the Interview, During the Interview Stress Interviews, Traditional Interviews Writing Skills, Basics of writing, writing paragraphs, writing research articles, and Report writing.

UNIT- II

(6 Hours)

Preparation Strategy for Competitive Exams: Set S.M.A.R.T. Goals (Specific Measurable Achievable Relevant Time-Bound). Self-Management vs Time Management Attend Online/ Offline Classes Regularly, revise daily, Solve Time-Bound Exercises, Mock Tests & Model Papers, Raise

Doubts or Questions if any, Choose Institutes/ Teachers Wisely–Choose the books, study material, and resources wisely, Get Concepts Clear, Focus- Solve Previous Year Question Papers, Be Regular, Well Planned & Disciplined.

UNIT– III

(6 Hours)

Intelligence, creativity, application, testing, assessment - Types, Reasoning Ability, and General Intelligence-Logical Reasoning or Verbal Reasoning, non – Verbal Reasoning, Numbers, simplification, time and work, percentage, fraction, speed and distance, simple and compound interest, ratio and proportion, Quantitative, Aptitude and Data Interpretation-Word Problems, Graphs (Bar, Line, Pie chart, etc.), Simplification.

UNIT– IV

(6 Hours)

Listening, Problem-Solving, Thinking Out of the Box, Teamwork, Being Independent, Decision Making, Being Organised, Positive Attitude, Collaboration, Understanding Learning Style, Reading. **Emotional Intelligence skills:** Self-awareness, self-regulation, Social Skills, Empathy. Motivation. Spatial and perceptual abilities, situation reaction test, Memory and inductive reasoning, Logical reasoning, Coding and Decoding, Direction Test, Syllogism, English Language/ Verbal Ability, and Comprehension.

UNIT– V

(6 Hours)

General Awareness and Current Affairs- General Knowledge/ Statistics Daily News, History Geography, Politics, Banking Awareness Computer Knowledge.

TEXT BOOKS:

- Verbal & Non-Verbal Reasoning by R.S. Agarwal
- A Modern Approach to Reasoning by R.S. Agarwal
- A New Approach to Reasoning: Verbal & Non-Verbal by B.S. Sijwali and Indu Sijwali
- Analytical Reasoning by M.K. Pandey
- Multi-Dimensional Reasoning by Dr. Lal
- Reasoning for Competitive Exams by Nishit K. Sinha

Quantitative Aptitude:

- Quantitative Aptitude by R.S. Agarwal
- Quantitative Aptitude for Competitive Exams by R.S. Agarwal

- Data Interpretation by Arun Sharma
- Objective Mathematics for Competitive Exams by Tarun Goyal

General Awareness:

- India Year Book by Publications Division
- Manorama Yearbook
- Banking Awareness by Arihant Publications
- Daily Newspapers for Current Affairs

Computer knowledge:

- Objective Computer Knowledge by Kiran Prakashan
- Computer NCERT Class IX, X, XI & XII

REFERENCE BOOKS:

1. Current Affairs by Arihant Experts (suggested for IBPS (PO/Clerk), NDA/CDS, SSC (CGL & 10+2), Railways & other state-level competition exams)
2. Current Affairs for Competitive Examination by Disha Experts (suggested for UPSC, SSC, Banking, Insurance, Railways, Engg. Services and AFCAT, etc.)
3. Speedy Current Affairs 2022 by Spark Publications (suggested for UPSC, SSC, Railways, etc.)
4. Drishti Current Affairs Today by Drishti Publications (suggested for UPSC, State PSC, SSC CGL, etc.)
5. Manorama Year Book 2022 by Malayala Manorama Co. Ltd. (suggested for SSC, Bank Clerk, Civil Services Examination, state PCS, etc.)
6. India Yearbook – Publications Division Government of India (suggested for Railways, SSC, Banking, TET, etc.)
7. Pratiyogita Darpan (Magazine) by Upkar Prakashan publications (suggested for SSC CGL, SSC CHSL, UPSC, State PSC, etc.)

Web Resources

1. pib.gov.in.
2. mea.gov.in
3. mha.gov.in
4. lawmin.gov.in

5. rbi.org.in
6. socialjustice.nic.in
7. Indiaculture.nic.in
8. india.gov.in
9. newsonair.com
10. darp.gov.in
11. ipcc.ch
12. prsindia.org

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

CO	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	M	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S-Strong

M-Medium

SEMESTER-III

Core Practical-III	Master in Social Work	Credits:4
CourseCode:M23PSWE07	Concurrent Field Work Practicum -III	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To gain the students' exposure to the existing government welfare schemes and implementation of social welfare schemes.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To understand the different types of health issues.	K1
CO2	To know the different kinds of NGOs working for the different kinds of Communities in solving the problem in the personal environment context.	K2
CO3	To be able to understand the role of social workers in health settings.	K3
CO4	To evaluate the role, characteristics, and skills of a social worker and critically evaluate the same.	K4
CO5	To develop theoretical expertise and knowledge in a health setting.	K5

UNIT I

(18Hours)

Orientation Phase

1. Field work orientation on the structure of the program
2. Explaining the skills required for social workers in healthcare settings.
3. Identification of the field of interest to develop the aptitude for the same.

UNIT II

(18Hours)

Induction Phase I

- To understand the Structure and functions of administration in a Medical Setting.
- To identify the role of Medical Social Work
- Identify the needs of the patients and care givers in the hospital.

UNIT III

(18Hours)

Induction Phase II

- Applying their skill in Medical Social Work.
- Assessment of the role of Social Worker in the Hospital.

UNIT IV

(18Hours)

Implementation Phase

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

UNIT V

(18Hours)

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

Feed back and Evaluation

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

SEMESTER-IV

Core: X	Master in Social Work	Credits:4
Course Code: M23PSW10A	Strategic Human Resource Management	Contact Hours perWeek:06

OBJECTIVES:

- ❖ To enrich the students to gain knowledge on social work orientation on corporate culture, particularly as it relates to social issues in the workplace and understand the concept of human resource development.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To understand Globalization and its Global Impact on the Indian Economy across Sectors.	K1
CO2	To describe the features of the International Business Environment.	K2
CO3	To apply the Models of International Human Resource Management.	K3
CO4	To analyze the strategies required for Human Resource Management.	K4
CO5	To evaluate various strategic management tools in industries to gain a competitive advantage.	K5

UNIT – I

(18Hours)

Globalization and the Indian Business Environment: Meaning and Implications, Phases, Global Impact on Indian Economy across Sectors. Modes of Entry Strategies.

UNIT – II

(18Hours)

International Business Environment: Review of the global economy, the global recession, and Business environment in Developed and Developing Countries. International trade theories. GATT and WTO: Agreements and Implications. International cultural aspects- Values and norms, religion and ethics, language, and education impact cultural differences in business.

UNIT – III**(18Hours)**

International HRM (IHRM): Definition, reasons for going global, Approaches to IHRM, Difference between IHRM and Domestic HRM, Reasons for the emergence of IHRM, Models of IHRM-Matching model, Harvard Model, Contextual Model, 5P Model European Model, Models - The Challenges of International Human Resource Management. – Overview of International Compliances, Tax, Work Permit, Visa Process, and Off shoring business.

UNIT – IV**(18 Hours)**

Strategic Human Resource Management: Definition, Meaning -SHRM - Process - Types of Corporate Strategies - Difference between SHRM and HRM, - Porter generic model - Benefits of SHRM, Role of HR in Strategic Human Resource.

UNIT – V**(18 Hours)**

HR Strategies: Recruitment, Retention, Training & Development, Retrenchment Strategies, Strategic management tools, and recent trends in SHRM.

TEXTBOOKS:

1. Aswathappa, K. (2010) Human Resource Management – Text and Cases. New Delhi: Tata McGrawHill
2. GuptaSC(2014).InternationalHumanResource Management.LaxmiPublications.
3. Gyanchandani,Rajni(2014).StrategicHumanResourceManagement.NiraliPrakashan
4. Monappa,ArunandEngineer, Mahrukh (1998).LiberalizationandHumanResource Management, Response Books, New Delhi.
5. Porter,MichaelS.(1998).CompetitiveStrategy:TechniquesforAnalysingIndustriesand Competitions, Free Press, New York.

REFERENCEBOOKS:-

1. Armstrong,Micheal(2011).Armstrong'sHandbookofStrategicHumanResourceManagement(5th ed.). London, Kogan Page Ltd.
2. Jack Lawrence R & Glueck, William F (2008). Strategic Human Resource Management. Tata Mc Graw Hill Publishing Company Ltd.
3. RathanReddyB.(2015).EffectiveHumanResourceTrainingandDevelopmentStrategy(3rded.). Mumbai: Himalaya Publishing House

4. SubbaRaoP.(2015). International Human Resource Management. Himalaya Publishing House
5. Vance(2013).ManagingaGlobalWorkforceChallengesandOpportunitiesinInternationalHuman Resource Management. Prentice Hall India Learning Private Limited

Web Resources

1. <http://www.ignou.ac.in>
2. <https://www.aihr.com>
3. <https://www.hrmexam.com>
4. <https://www.shrm.org>
5. <https://www.whatishumanresource.com>

MAPPING WITH PROGRAMMES PECIFIC OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-IV

Core - X	Master in Social Work	Credits:4
Course Code: M23PSW10	Medical Social Work	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To enrich the students about the basic concepts of Medical Social work in dealing with chronically ill patients including physically challenged prevention of diseases and promotion of health.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To be aware of the concept, history, scope, and trends in Medical Social Work.	K1
CO2	To Identify, analyze, and implement evidence-based interventions for Patients and caregivers.	K2
CO3	To Critically choose and implement health care models in the practice Setting to achieve the goals of medical social work.	K3
CO4	To analyze competencies and skills required for medical social workers in different settings.	K4
CO5	To create and implement empirically-based interventions in a multidisciplinary setting.	K5

UNIT- I

(18 Hours)

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

UNIT- II

(18Hours)

Understanding Patient and illness behavior: Concept of- Acute illness, chronic illness, terminal illness, disability, impairment and handicaps. Concept of the patient as a person. Patient as a whole, Sick role, and illness behaviors. Impact of illness on the patient and caregivers. Hospitalization of patient – impact on family. Concept and Impact of long-term hospitalization on the patients and their families.

UNIT– III**(18 Hours)**

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

UNIT– IV**(18Hours)**

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

UNIT– V**(18Hours)**

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

TEXTBOOKS:

1. Brandell, JR (1997). Theory and Practice of Clinical Social Work, London: Free Press
2. Brannon & Feist, (2000) Health Psychology, TLARC Publication, Toronto.
3. Dowding & Barr, (2002) Managing in Health Care, Pearson Education Ltd. London.
4. Park and Park, 23rd (Ed), 2015 Preventive and Social Medicine, Banarsidas Bhanot Publishers, Jaipur.
5. Pathak, S.H., (1961) Medical Social Work in India, Delhi School of Social Work, New Delhi.
6. Sarah Ghelert, 2006 Handbook of Health Social Work, John Wiley & Co., London.

REFERENCE BOOKS:-

1. Kapil, Krishnana (1971) Social Service Opportunities in Hospitals, Bombay, TISS
2. Bajpai P.K. (ed.). (1997). Social Work Perspectives in Health. Rawat Publications. Delhi.
3. Blaxter, Mildred (2004), Key Concepts on Health, Polity Publishers, New Delhi
4. Bradshaw & Bradshaw, (2004) Health Policy for Health Care Professionals, Sage Publications, New Delhi.
5. Beder, J. (2006). Hospital social work: The interface of medicine and caring. New York, NY: Routledge.

6. D'Ambruoso, S. (Ed.) (2006). Handbook of social work in health and aging. New York, NY: Oxford University Press.
7. Egan, M. (2010). Evidence-based interventions for social work in health care. New York, NY: Routledge.
8. Field, M. (1963). Patients are people: Medical-Social Approach to Prolonged Illness, Columbia University Press, New York.
9. Gehlert, S., & Browne, T. A. (Eds.) (2006). Handbook of health social work. New York, NY: Wiley.
- Gambrill, E. (1997). Delhi Social work in the 21st century, Pine for press, New Delhi.
10. Goldstein, D. (1955). Expanding horizons in medical social work, The University of Chicago Press, Chicago.
11. Pokarno, K. L. (1996). Social Beliefs, Cultural Practices in Health and Diseases; Rawat Publications, Delhi.

Web Resources

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

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

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

S-Strong

M-Medium

SEMESTER-IV

Core -X	Master in Social Work	Credits:4
Course Code: M23PSW10B	Rural Community Development	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To portray the students about rural Community Development and its related aspects like Panchayat Raj, Administration, and Programmes.

COURSEOUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To define the rural areas, rural economy and development, and issues or rural development in general and address them through various Development strategies.	K1
CO2	To acquaint the knowledge of social political structure, economic structure, economic.	K2
CO3	To explain the rural local self-governance namely Panchayat Raj Institutions and its role in the planning and development of rural areas.	K3
CO4	To elucidate the role of government, non-government, and role of social Workers in rural Development.	K4
CO5	To understand the suitable intervention for rural development.	K5

UNIT- I

(18 Hours)

Rural economic structure: Principles of Rural Economic Development, Planning the Rural Development. Agriculture, Nature, Type of Agriculture, Subsistence, Commercial Agriculture, Rural Horticulture, Dairying. Land use – Land Holding, Land Reforms Marginal Lands. Poverty, BPL families, Agricultural laborers, and Social Security. Agricultural Finance – Need for Agricultural Finance, Sources of Agricultural Finance Kisan Credit card, the role of NABARD in Rural Development. Agricultural Marketing – Marketing of Agricultural Produce, Cooperative Marketing.

UNIT- II

(18 Hours)

Rural Socio-Political Institutions and Processes: Society and Social Structure, Social Mobility, Social Changes, Caste Structure. Rural Literacy causes for Low Literacy Rate, Corrective measures to increase

literacy in rural areas. PRI's the Grama Panchayats and Power and Functions, Decentralized Governance Impact of Decentralized Governance on Rural Development.

UNIT– III

(18 Hours)

Concept of Village, Settlement pattern, Factors for pattern of settlement. The Problem of Housing, Rural Sanitation- Drinking water, Drainage, Toilets (Public and Private). Nirmala Grama, Rural Electrification- Adhesiveness' and targets. Community Buildings- Hospitals, Schools, Community Halls, etc.

UNIT– IV

(18 Hours)

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

UNIT– V

(18 Hours)

Rural administration: Rural development administration at local, block, state, and national levels. civil society and rural development; The World Bank, other international agencies, and the NGO's NGO and paradigm shifts – their implications on Education, Women Empowerment, Health, Disaster management, Girl Child, and Weaker Section. Role of information communication technology and rural development; Role of Communication in Rural Development, Channels of Rural Development Support Communication. 73rd Amendment and its Salient features; structure of PRIs Social work application and role of social worker in rural community development

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

TEXTBOOKS:

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

2. Madhusudan Ghose, & A. K. (2013) Rural Development in India—Challenges and Prospects, Serials Publications, New Delhi, ISBN: 978-8183875929
3. Katar Singh (2009) Rural Development: Principles, Policies & Management Sage Publication, ISBN: 978-81-8387-592-9
4. Sagar Mondal (2012) Text Book of Rural Development Entrepreneurship and Communication Skills, Kalyani Publishers, ISBN: 978-93-272-2069-8.
5. Shankar Rao, (2000), Sociology., S. Chand & Company, New Delhi., 6th Edition.

REFERENCE BOOKS:-

1. Agarwal, Bina. 1994. A Field of One's Own; Gender and Land Rights in South Asia. Cambridge University Press. New Delhi.
2. Breman, Jan. 1974. Patronage and Exploitation; Changing Agrarian Relations in South Gujarat. University of California Press. Berkeley.
3. Breman, Jan. 1985. Of Peasants, Migrants and Paupers; Rural Labour Circulation and Capitalist Production in West India. Oxford University Press. Delhi.
4. Chandrasekhar. Y. K., (2011), Rural Development Administration in India., Mohit Books International.
5. Debarshi Mukherjee, Rajes Chatterjee, Sudkhina Mitra (2022) Rural Livelihood Development of Tripura: An MGNREGS Experience, Kaveri Books, New Delhi ISBN: 978-81-955493-0-6.
6. Goel, Shalini and Rajneesh, (2000), Panchayati Raj in India- Theory and Practice. Deep and Deep Publications.
7. Maheswari. S. (1985) Rural Development in India- A Public Policy Approach, New Delhi: Sage
8. Subhakantha, Mohapatra, (2000), Planning for Integrated Area Development., Rajat Publications.

Web Resources

1. <https://drdpr.tn.gov.in/>
2. <https://www.yourarticlelibrary.com/india-2/rural-development/7-major-rural-development-policies-of-india/66724>
3. <https://www.vedantu.com/civics/rural-administration-in-india>
4. <https://www.ijert.org/research/problems-of-rural-system-in-india-need-for-addressing-them-in-rural-development-planning-IJERTV9IS110119.pdf>
5. https://nrega.nic.in/Nregahome/MGNREGA_new/Nrega_home.aspx

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	M	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S-Strong**M-Medium**

SEMESTER-IV

Core-XI	Master in Social Work	Credits:4
Course Code: M23PSW11A	Organizational Behavior	Contact Hours per Week:06

OBJECTIVE:

- ❖ To portray the students about the various aspects of organizational Behaviour, Individuals and groups in organization, dynamics and forms of organization, and organizational Change & Development.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To be aware of the relation between various disciplines and Organizational Behaviour.	K1
CO2	To be aware of the concept of Individual and group behavior in Organizations.	K2
CO3	To apply suitable theories and models of Motivation to enhance the Work motivation of People in Organizations.	K3
CO4	To analyze the competencies and skills required for over coming Resistance to change.	K4
CO5	To identify the skills required for Interventions in Organizational Development.	K5

UNIT- I

(18 Hours)

Organizational Behaviour: *Organizational Behaviour*- Definition, Scope, Approaches to Organizational Behaviour, Foundations & Contributing Disciplines to OB. History of OB, Hawthorne Studies, Human Relations Movement, Models of OB, Importance of Organizational Behaviour, Relevance of OB in Social Work. Challenges involved in the application and practice of OB. Current Trends in OB Practices: Quality of Work Life, Just-in-time (JIT), 5S model, Six Sigma and Lean Six Sigma, Total Productivity Management, and Total Quality Management.

UNIT- II

(18 Hours)

Human Behaviour at Work: *Individual behavior*, Attitudes, and values; Perception; concept, process, errors, and applications; Personality concept, determinants, theories, and applications; Group behavior-

concept, types of groups, group development, group dynamics; Teams – types, creating effective teams. Organizational Conflict-concept, sources, types, management; Organizational power and politics, Behavioural changes in individuals and teams.

UNIT– III

(18 Hours)

Motivation at Work: *Motivation-* Meaning, Theories of Motivation –Maslow’s Hierarchy of Needs, Herzberg’s Two-factor Theory, McGregor’s Theory X and Theory Y, Alderfer’s ERG Theory Systems Theory, Emotional quotient at Work. Stress and anxiety management. Job Satisfaction, Job Rotation, Job Clarification, Employee Morale. Job Satisfaction, Organizational Citizenship Behaviour.

UNIT– IV

(18 Hours)

Organizational change: *Concept of Organizational Change*, resistance to change, managing resistance to change, Lewin’s three-step model of change, Stress – sources, consequences, and management. Organizational culture and climate – Factors affecting organizational climate –Organizational processes and structure & design.

UNIT– V

(18 Hours)

Organizational Development: *Concept of Organizational Development-* Definition, theories and practice: Organizational Development and Organizational Behaviour, OD Intervention techniques: Sensitivity Training. Quality Circles. Survey Feedback, Management of change. Individual behavior, Foundations of individual behavior.

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

TEXTBOOKS:

1. Ahuja K.K.(1990) Organization Behaviour, Kalyani publication, New Delhi
2. Bhonsle, Y.B.(1999). Personnel Management Indian Scene. Mumbai: Deborah Prayer House.
3. France, Wendell and Cecil (1995). Organisation Development. New Delhi: Prentice-Hall of India Ltd.
4. Ghorpade M.B.(1980) Industrial Psychology, Himalaya Publishing House, Mumbai.
5. Ghosh P.K. and Ghorpade M.B.(1991) Industrial and Organizational Psychology, Himalaya Publishing House, Mumbai.

REFERENCE BOOKS:-

1. Gilmer (1961) Industrial Psychology, McGraw Hill, London

2. Gupta, Ananda Das (2014). Organizational Behaviour Design, Structure, and Culture: Biztantra
3. Margie Parikh and Rajan Gupta (2010), Organizational Behavior, Tata McGraw Hill Education Private Limited
4. Sinha Durganand (1992) Studies in Industrial Psychology, Sriram Mehar and co, Agra
5. Stephen P. Robbins (2002) Organizational Behaviour, Pearson Education Asia New Delhi
6. Udai Pareek (2010) Understanding Organizational Behavior, Second Edition, Oxford University Press

Web Resources

1. <http://www.tmv.edu.in/pdf>
2. <http://www.ignou.ac.in>
3. <https://www.researchgate.net>
4. <https://onlinelibrary.wiley.com>
5. <https://www.frontiersin.org>

MAPPING WITH PROGRAMME SPECIFIC OUTCOMES:

COs	PS01	PS02	PS03	PS04	PS05
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S-Strong

M-Medium

SEMESTER-IV

Core-XI	Master in Social Work	Credits:4
Course Code: M23PSW11	Psychiatric Social Work	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To understand the various aspects & basis of Psychiatric Social Work and its applicability in the Social Work Profession.

COURSE OUTCOMES:

On the successful completion of the course, students will be able...

CO Number	CO Statement	Knowledge Level
CO1	To compare international Psychiatric Social Work standards and adopt Suitable standards.	K1
CO2	To apply methods of social work among psychiatric patients, family, and People with mental illness.	K2
CO3	To understand the Psychiatric Hospital	K3
CO4	To identify the role of social workers in clinical practice and help accordingly	K4
CO5	To demonstrate high knowledge and skill as a Psychiatric Social Worker	K5

UNIT – I

(18 Hours)

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

UNIT – II

(18 Hours)

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

UNIT – III**(18 Hours)**

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

UNIT – IV**(18 Hours)**

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

UNIT – V**(18 Hours)**

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

TEXTBOOKS:

1. Park & Park. (2003). Textbook of preventive and social medicine.
2. Revised School Health Manual, 2010, Central Board of Secondary Education.
3. Sekar, Parthasarathy, Muralidhar (2011), Handbook of Psychiatric Social Work, NIMHANS Publication.
4. Verma, Ratna, (1991). Psychiatric Social Work in India. Sage Publications, New Delhi
5. Francis, Abraham P. (2014), Social Work in Mental Health – Areas of Practice, Challenges & Way Forward, Sage Publications.

REFERENCE BOOKS:-

1. Daver, Bhargavi, (1999). Mental Health of Indian Women, Sage Publications, New Delhi
2. Daver, Bhargavi, (2001). Mental Health from a Gender Perspective. Sage Publications, New Delhi
3. Dhanda, Amita, (1999). Legal Order and Mental Disorder. Sage Publications, New Delhi

4. Kapur, Malavika, (1997). Mental Health in Indian Schools. Sage Publications, New Delhi
5. Online Manual NIMHANST Training Manual for Psychologists, 2016, National Mental Health Programme and National Institute of Health and Family Welfare, New Delhi.
6. WHO, 1991 Innovative Approaches in Mental Health Care, Psychosocial Interventions and Co-management, Geneva.
7. World Health Organization, 1986 Prevention of Mental, Neurological and Psychosocial problems.

Web Resources

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

MAPPING WITH PROGRAMME OUTCOMES:

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

S-Strong;

M-Medium.

SEMESTER-IV

Core-XI	Master in Social Work	Credits:4
Course Code: M23PSW11B	Urban Community Development	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To make the students understand the unique nature of urban community along with urban administration, urban problems, and programs for urban community development.

COURSEOUTCOMES

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To know various theories on urbanization, urban life, problems, and development.	K1
CO2	To enable the students to practice the values and principles of urban Community development.	K2
CO3	To learn urban local administrative structure and programs for urban development and evaluate solutions for issues in Urban Communities.	K3
CO4	To critically analyze the growth and development of urban areas, The related problems, and the challenges.	K4
CO5	To acquire the skills to work with the urban community, and develop and implement programs with them.	K5

UNIT- I

(18 Hours)

Urban Community: Concept and Theories: Definition, Concept, Objectives and Historical background; **Urban Community Development:** Approaches, Principles, Process, and Methods; Welfare extension projects of Central Social Welfare Board; **Urban Development Planning;** Town and Country Planning Act 1971, Importance of Community Planning and Community participation in Urban Development; **Role of Community Development Worker;** Application of Social Work Method in Urban Development.

UNIT- II

(18 Hours)

Urban Problems in India: Population Density, Noise, Air and Water Pollution, Environmental issues, Urban Public Health, Urban informal sector, Trafficking and Delinquency. Suburban issues and

problems. Urban Poor: Cause and Conditions of Sub-standard Settlements (Slum), National Slum Development Programme, Displacement and Rehabilitation. Government Policies: Total Sanitation Policy, Poverty Alleviation Programme, Migration, Eviction, Resettlement and Adaptability. UN Standards on all the above issues.

UNIT– III

(18 Hours)

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

UNIT– IV

(18 Hours)

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

UNIT– V

(18 Hours)

Policies and Programmes: Housing for the urban poor – policy and practice in developing countries. Major National Missions: JNNURM (AMRUT), Housing for all 2022. Institutions and Government departments: CMDA, TNHB, TNSCB, CMWSSB. Commissioner ate for Town and Country Planning. Urban training Institutions: TNIUS, NIUA. Role and skills of Community Development Worker in Urban Community Development. Mechanisms to address Urban Social concerns: 108 service, Women helpline, Child helpline.

TEXTBOOKS:

1. Bhattacharya,2006,UrbanDevelopmentinIndia:SincePre-historicTimes,ConceptPublishing Company, New Delhi.
2. Nagpaul,Hans,2005,SocialWorkinUrbanIndia,RawatPublications,Jaipur.

3. Patel,A.K.,Dubey.M.V.,UrbanSocialWork,CrescentPublishingCorporation,NewDelhi.
4. Singh,U.B.(2004)UrbanAdministrationinIndia,NewDelhi:SerialPublication.
5. Thudipara.Z.Jacob,2007,UrbanCommunity Development,RawatPublications,Jaipur.

REFERENCEBOOKS:

1. Bhattacharya,S.N.CommunityDevelopment-AnAnalysisoftheProgrammeinIndia.Kolkata: Academic Publisher
2. Chahar,S.S(ed)(2005)GovernanceofGrassrootsLevel InIndia,NewDelhi:Kanishka Publishers
3. Naik.N.T.K.,Rahman,S.Mansoor,Urbanization inIndia,SerialsPublications,NewDelhi
4. Singh,Amita(Editor)(2005)AdministrativeReforms(Towardssustainablepractice)NewDelhi:Sage Publications.
5. RamAhuja,2009,SociologyinIndia-Concepts,Theories&RecentTrends,Rawat Publications

WebResources

1. <http://mohua.gov.in/>
2. <http://egyankosh.ac.in/bitstream/123456789/39212/1/Unit-3.pdf>
3. <https://vikaspedia.in/social-welfare/urban-poverty-alleviation-1/schemes-urban-poverty->
4. Page57of122M.S.W.2021-22onwards- UniversityDepartments- Annexure No.76(A)
5. SCAADATED:23.06.2021alleviation
6. <https://www.scribd.com/doc/21976896/Understanding-Urbanization-Urban-Community-Development>
7. http://mospi.nic.in/sites/default/files/Statistical_year_book_india_chapters/local%20bodies.Pdf
8. <http://vidyamitra.inflibnet.ac.in/index.php/search>

MAPPINGWITHPROGRAMMEOUTCOMES:

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

S-Strong

M-Medium

SEMESTER-IV

Core-XII	Master in Social Work	Credits:4
Course Code: M23PSW12	Counseling in Social Work	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To make the students understand the unique nature of urban community along with urban administration, urban problems, and programs for urban community development.

COURSEOUTCOMES

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To demonstrate ethics in Counselling.	K1
CO2	To use various Counselling skills required and the Counselling process.	K2
CO3	To design Counselling techniques based on the social background of the client.	K3
CO4	To use Counselling as a tool, to form aging changes and situations.	K4
CO5	To apply Counselling skills in different settings.	K5

UNIT – I

(18 Hours)

Introduction to Counselling: Counselling–Definition, Objectives, Goals, Principles and Evolution of Counselling, Difference between Counselling, Case Work & Psycho-therapy, Code of Ethics.

UNIT – II

(18 Hours)

Process & Skills in Counselling: Counselling Relationship: Respect, Regard, Empathy and Authenticity. Steps and Process of Counselling, Types of Counselling: Directive, Non-Directive & Eclectic. Qualities of an effective counselor, Counselling skills & techniques.

UNIT – III**(18 Hours)**

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

UNIT – IV**(18Hours)**

Counseling in different Settings: Industrial/Workplace, Martial, Family, and De-addiction Counselling. Terminal Illness (Palliative, Hospice, AIDS, Cancer), School Counselling, Career Counselling, Grief Counselling. Suicidal Counselling. Correctional Counselling.

UNIT – V**(18Hours)**

Crisis & Trauma Counselling: Counselling in Emergency and Disaster Situations (Migrants, Refuges, Trauma CARE, Victims of Communal Riots, Pandemic), Crisis Intervention.

TEXTBOOKS

1. AntonyJohn (2003)Skills of Counselling,Guru Publications
2. Egan, Gerard, 2006. The skilled helper: A problem management opportunity, Development Approach to helping, Wads Worth publishers, Boston
3. Ramanth,Sharma.&Rachana,Sharma. (2004). *Guidanceand CounsellinginIndia*. NewDelhi:Atlantic Publishers and Distributors.
4. Rao,Narayana,2003CounsellingandGuidance,TataMcGrawHill,New Delhi. India
5. Ray,Wolfe&WindyDryden.(1996).*HandbookofCounsellingPsychology*.NewDelhi,NewDelhi: Sage Publications.

REFERENCEBOOKS:-

1. Dave,Mearns.(1997).Person-CenteredCounselling Training.NewDelhi: Sage Publications.
2. DavidMurphy·2017,CounsellingPsychology:ATextbookforStudyand Practice,John Wiley&Sons Ltd.
3. Joyce&Charlotte,Sills;(2002).SkillsinGestalt Counselling&Psychotherapy.New Delhi,NewDelhi: sage publications.
4. Michael, Carroll. (1996). Workplace Counselling: A systematic approach to employee care. New Delhi, New Delhi: Sage publications.
5. Palmer,2004Counselling,TheBACCounsellingreader,BritishAssociationforCounselling,Vol.1&

2,Sagepublications, NewDelhi,India.

WebResources

1. <https://www.scitechnol.com/international-journal-of-mental-health-and-psychiatry.php>
2. <https://journals.sagepub.com/home/HPO>
3. <https://journals.sagepub.com/home/JHV>
4. <https://www.journals.elsevier.com/journal-of-behavior-therapy-and-experimental-psychiatry>
5. <https://www.apa.org/pubs/journals/abn/index>
6. <https://www.scitechnol.com/traumatic-stress-disorders-treatment.php>
7. <https://www.journals.elsevier.com/journal-of-experimental-social-psychology>
8. <https://www.journals.elsevier.com/mental-health-and-physical-activity>
9. <http://learnmem.cshlp.org/>
10. <https://journals.sagepub.com/toc/SPP/7/1>

MAPPINGWITHPROGRAMMEOUTCOMES:

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

S-Strong

M-Medium.

SEMESTER-IV

Core Practical-IV	Master in Social Work	Credits:4
Course Code: M23PSWP04	Concurrent Fieldwork Practicum -IV	Contact Hours per Week: 06

OBJECTIVES:

- ❖ To gain practical experience in the implementation & management of the various activities undertaken by the organization.

COURSE OUTCOMES

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To understand the different types of health issues.	K1
CO2	To know the different kinds of NGOs working for the different kinds of communities in solving the problem in the personal environment context.	K2
CO3	To be able to understand the role of social workers in health settings.	K3
CO4	To evaluate the role, characteristics, and skills of a social worker and Critically evaluate the same.	K4
CO5	To develop theoretical expertise and knowledge in a health setting.	K5

UNIT I

(18Hours)

Orientation Phase

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

UNIT II

(18Hours)

Induction Phase I

- To understand the structure and functions of administration in a Psychiatric Setting.
- To identify the role of Psychiatric Social Work
- Identify the needs of the patients and care givers in Psychiatric centers.

UNITIII

(18Hours)

Induction Phase II

- Applying their skill in Psychiatric Social Work.
- Assessment of the role of Social Worker in Psychiatric Settings.

UNITIV

(18Hours)

Implementation Phase

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

UNITV

(18Hours)

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

Feedback and Evaluation

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

SEMESTER-IV

Block Field Work – I	Master in Social Work	Credits:2
Course Code: M23PSWP05	Block Placement Training	Contact Hours per Week: 06

OBJECTIVE:

- ❖ To develop enhanced practical skills and integrate learning.

COURSE OUTCOMES

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	To explain the competencies required for practicing social work methods.	K1
CO2	To evaluate challenges faced by clients and formulate social work Interventions strategies based on specialization settings.	K2
CO3	To demonstrate professional skills during on-the-job training.	K3
CO4	To develop professional competence by adhering to professional standards.	K4
CO5	To take initiative in the Block Field for the development of the Institution/ Organization.	K5

PHASE –I: Identification of Organization

- The objectives of Block placements are explained.
- The agency for the placement has to be finalized appropriately before the end of the IV semester.
- In consensus with the specialization course teachers the student will identify the right organization for one month of Block placement

PHASE – II: Approval for the Organization

- Approaching the organization and getting Confirmation for Block Placement with a formal Confirmation Letter from the Organization.
- Submission of Letter of induction to the respective guide.

PHASE –III: Induction and Training

- Induction of trainees in the organization with a formal orientation by the organization.
- The trainee will work in the organization for 30 working days.
- The day-to-day supervision will be done at the agency/organization.
- Submission of weekly reports (Learning & Observations) along with daily time sheets

PHASE– IV: Termination

- Monitoring the performance of the student will be done at the organization
- Submission of letter of completion from the organization duly signed by the authorities will be submitted

PHASE –V: Evaluation and Report Preparation

- After the Completion of training, the process of evaluation is executed based on the performance of the students through the submitted weekly Reports.
- After the completion of the block placement the student has to submit a consolidated report of the activities undertaken and the experiences gained during the training period.

SEMESTER-IV

Project-I	Master in Social Work	Credits: 4
CourseCode:M23PSWPR1	Project Report	Contact Hours Per Week:

OBJECTIVES:

- ❖ To develop Research Attitude and Aptitude in the basic research process

COURSE OUTCOMES

On the successful completion of the course, students will be able...

CO Number	Statement	Knowledge Level
CO1	Students will be able to conceptualize, formulate, and conduct Research projects.	K1
CO2	To enable us to see the linkages between practice, research, theory, And their roles.	K2
CO3	To apply skills for the use of library and documentation services for research.	K3
CO4	To acquire analytical skills within the field of Social Work research.	K4
CO5	To understand the application of Statistics in Social Work Research.	K5

1. The following guidelines to be followed for the Project with Viva-voce:

The project should be valued for 60 marks by an external examiner; however, the Viva-Voce examination should be conducted by both the external examiner appointed by the College and the internal examiner/Guide/Teacher concerned.

2. TheProjectReportmayconsistofaminimumof60pages.
3. ThecandidatehastosubmittheProjectReport10daysbeforethecommencementofthe VI Semester Examinations.
4. A candidate who fails in the Project/Dissertation or is absent may resubmit the report, on the same topic, with necessary modification/correction/improvements in the subsequent Even Semester Examinations for evaluation and shall undergo viva-voce Examination.

TEXTBOOKS:

1. Ahuja, Ram(2001), Research Methods, Rawat publications, Jaipur
2. Alston, M Bocoles, W (Indian Edition 2003), Research for Social Workers- An Introduction to Methods, Rawat Jaipur.
3. Chauthary, C, M (1991), Research Methodology, Jaipur, RBSA Publishers
4. Costello, Patrick (2005), Action Research, London Continuum
5. Gillham, Bill (2000), Case Study Research Methods, London, Continuum
6. Kothari, C, R (2004), Research Methodology: Methods and Techniques, New Delhi, Newage International.
7. Krishnaswamy, O. R (1993), Methodology for Research in Social Science, Himalaya, Bombay

REFERENCE BOOKS:

1. Baker, Therese, I (1994) Doing Social Research, McGraw Hill, Singapore
2. Laldas, D, K (2000) Practice of Social Research, Rawat, Jaipur.
3. Mikkelsen, Britha (2005), Methods for Development Work and Research – A New Guide for Practitioners, Sage Publications, New Delhi.
4. Singh, Jaspal (2001), Methodology and Techniques of Social Research, New Delhi, Kanishka.

Web Resources

1. https://onlinecourses.nptel.ac.in/noc20_ge01/preview
2. https://onlinecourses.nptel.ac.in/noc20_hs78/preview
3. <https://academic.microsoft.com/>
4. <https://www.refseek.com/>
5. <https://core.ac.uk/>
6. <https://www.base-search.net/>