

SEMESTER I- INTRODUCTION TO SOCIAL WORK PROFESSION - PSW701S**Unit I**

Social Work: Concept, Definition and Historical development of Social Work in U.K, USA and India; Related Concepts: Social Service, Social Welfare, Social Security, Social Defense, Social Justice and Social Development. Social Work Theories: Role Theory, Problem Solving and Gestalt Theory.

Unit II

Social Work as a Profession: Objectives, Philosophy, Principles, Methods, Values and Ethics. Professional Social Work and Voluntary Social Work. Interdisciplinary Nature of Social Work & its Relationship with Other Professions. Professional Associations, Problems faced by the Social Work Profession in India.

Unit III

Fields of Social Work & Settings of Practice: Family Welfare, Child Welfare, Women's Welfare. Youth Welfare, Welfare of the Aged, Role of Social Worker & Methods of Social Work Practice in these Settings: Communities, Industries, Hospitals, Schools, Correctional Institutions, Rehabilitation Institutions.

Unit IV

Sociological Concepts: Society, Community, Association, Institutions, Social Group – Types and Functions; Cultural Processes: Accommodation, Acculturation, Assimilation, Diffusion, Cultural Conflict, Cohesion, Integration, Cultural Lag, Cultural Change; Social Stratification – Caste and Class System. Social Change: Urbanization, Industrialization, Modernization, Sanskritisation. Social Control and Social Deviance: Norms, Folkways, Mores, Customs.

Unit V

Social Problems in India: Poverty, Over Population, Beggary, Illiteracy, Unemployment, Under employment, Corruption, Housing and Slums, Communicable Diseases, HIV/AIDS, STD. Infidelity, Nepotism, Terrorism, Communal and Caste Issues, Honour Killing, Child Trafficking, Dowry, Mal-Nutrition, Problems of Vulnerable Groups: Women, Children, and Aged; Physically Challenged, Alcoholism and Drug Abuse, Environment Issues: Climate Change.

TEXT BOOK

Bhushan, Vidya & Sachdeva D.R.: An Introduction to Sociology, Kitabmahal, Allahabad, 1995.

REFERENCES

1. Compton, Beulah R., Introduction to Social Welfare and Social Work, The Dorsey press, Illionis, 1980. Delhi, 1994.
2. Gore M.S: Social work Education, Asia Publishing house, 1965.
3. Hans Nappaul: The study of Indian Society, S.Chand & Co., 1972.
4. Madan G.R.: Indian Social Problems Vol. 2, Allied publishers.
5. Memoria C.B.: Social Problems and Social disorganization in India, Kitab Mahal, New Delhi.
6. Ram Ahuja: Social Problems in India, Rawat Publishers Ltd., Jaipur, Bombay.
7. Singh, R.R.: Field Work in Social Work Education (Ed), Concept Publ., New Delhi, 1985.
8. Stanley.S Social Problems in India, Allied Publishers, New Delhi 2005.
9. Stroup H.H, Social Work Education - An Introduction to the field, Eurasia Publishing, New Delhi, 1960.
10. Wadia A.R.: History and Philosophy of Social Work in India, Allied Publications.
11. Adams Robert et al, Social Work (ed), Mac Millan, Hound Mills, 1988.
12. Banks, Sara, Ethics and Values in Social Work, Mac Millan, Hound Mills, 1995.
13. Gilbert Pascaul: Fundamental of Sociology, Orient Longmans, Madras, 1956.
14. Jacob K.K.: Social Work Education in India, Himanshu Pub., New Delhi.
Shaw, Ian and Lishman, Joyce, Evaluation and Social Work Practice, Sage, London, 1990.

SEMESTER I- SOCIAL CASE WORK- PSW702S**Unit I**

Case Work: Meaning, Definition, Historical Development; Scope and limitations, Its importance and Relationship with other methods of Social Work. Values - Worth and Dignity of Clients; Basic components of Social Work – Person, Problem, Place and Process and Principles of Social Case Work.

Unit II

Case worker-client Relationship: Meaning and its importance. Characteristics of Professional relationship: empathy, Sympathy, Transparency, Counter Transference, Resistance, Sustaining the relationship, Genuineness, Unconditional Positive regard and Self Disclosure.

Unit III

Case Work Process: Intake and Exploration: Analysis and assessment – Psychosocial Diagnosis, Formulation of goals, Prioritization of Needs, Development of Action Plan, Use of Contracts; Intervention: Counseling and use of Supportive and Reflective Techniques of Direct Influence; Importance of involvement Collateral Contacts in the entire Process.

Unit IV

Approaches to practice: Psychosocial, Functional, Problem Solving, Crisis intervention; Eclectic Model for Practice. Case work Interviewing: Principles, Techniques and Skills. Casework Recording: Types of Records, Record Maintenance. Recent Techniques Social Work Practice: Yoga, Meditation, Hypnotism.

Unit V

Case Work Practice: Typical Problems of Clients and Case Work Practice with them in the following areas. Correctional Institutions, Schools, Industries, De-addiction and Detoxification Centers, Home for Differently Abled, the Aged, Terminally Ill People, Persons infected with HIV/AIDS and STD and their Families. Handling Stigma & Discrimination

TEXT BOOK

Banerjee G.R.: Paper on Social Case Work – TISS Bombay (1972)

REFERENCES

1. Hollis, Florence: Case work – A Psycho-social Therapy New York: Random House; 1964
2. Pathak S.H.: Social Case Work – A Problem Solving Process, University of Chicago Press, Chicago, 1957.
3. Robert, Robert & Nee(eds) Theories of Social Case Work, University of Chicago Press, Chicago, 1970.
4. Timms, Noel: Recording in Social Work London, Routledge & Kegan Paul; 1972.
5. Timms, Noel: Social Case Work: Principles and practices, London, Routledge & Kegan Paul; 1972

Mathew, Grace: Social Case Work Bombay; Tata Institute of Social Sciences, 1985.

SEMESTER I- SOCIAL GROUP WORK - PSW703S**Unit I**

Social Group: Definition, Characteristics, Types of Groups and Functions of a group; Stages of Group development, Basic Human Needs met by groups at different stages of group development. Group Processes Bond, Acceptance, Isolation, Rejection, Sub-group formation, Withdrawal and control.

Unit II

Group Work: Meaning, Definition, Purpose and Models of Group Work; Historical Development of Group Work; Principles of Group Work; Group Work Process: Intake, Study, Diagnosis, Treatment, Evaluation and Termination / follow up work. Group Work and Therapeutic Approach: Behavior Modification Therapy, Rational Emotive Therapy, Family Therapy. Assertive behaviour. Etiquettes and Manners

Unit III

Programme Planning: Meaning and Definition of Programme, Principles and Process of Programme Planning and the place agency in programme planning; Programme Laboratory – Values and techniques: Games, Singing, Dancing, Dramatics, Street play, Puppetry, Mime, Group discussions, Parties, Excursion, Psychodrama, Socio-drama, role play, Brain Storming, Camping – Planning and Conducting Camps.

Unit IV

Skills of Group Worker - I: Use of home visits and collateral contacts, Leadership: Concepts, Definition, Characteristics and functions, qualities of leader, Types and theories of leadership; Training for leadership; Sociometry and Sociogram. Group Work Supervision: Meaning, purpose, tasks, types and functions.

Unit V

Skills of Group Worker – II: Group Work Recording: Meaning, purpose, principles, process and summary Records, Group Work Evaluation: Meaning and its place in Group Work, Steps in Group Work Evaluation and Criteria for good Group Work. Application of Group work method in different settings: Correctional institutions, schools, industries, De addiction and detoxification centers, Home for physically challenged, the aged terminally ill people, HIV/AIDS patients and families.

TEXT BOOK

Blumenthal H.L: Administration of Social Group Work, Association Press, 1948.

REFERENCES

1. Siddik, "Group Work Practice".
2. Bhattacharya, "Integrated Social Work"
3. Cartwright & Zander: Group Dynamics, Research and Theory, Harpers & Row, 1968.
4. Conye RobertK: Failures in Group, Stage, Thousands Oaks.
5. Galssman Ureania and Lenkates: Group Work, Stage, Thousands.
6. Gisea Konopka: Group work in the institutions, Association press, 1954
7. Gisea Konopka: Social Group work – A helping process, Prentice Hall, 1972.
8. Gisea Konopka: Therapeutic Groups with children, University of Minnestota Press, 1949.
9. Johnson and Johnson: Joining Together, Pearson, 2009.
10. Malcolm & Hilda Knowles: Introduction to social dynamics, Association Press, 1972.
11. Thelen A.H: Dynomics of group at work, Principles and practices, Whiteside, New York, 1956.
12. Trecker H.B: Social Group Work, Principles and practices, Whiteside, New York, 1956.
13. Fred Milson: Skills in Social group work, Taylor & Francis, 1973.
1. Water Lifton: Working with groups Oaks, 1990.

SEMESTER I - COMMUNITY ORGANIZATION AND SOCIAL ACTION - PSW704S**Unit I**

Community: Meaning, Types and Characteristics; Community Power Structure and Minority groups. Community Dynamics: Integrative and Disintegrative Processes in the Community. Leadership: Definitions, Types and Qualities; Leadership in different types of Communities, Theories of Leadership.

Unit II

Community Organization: Concepts, Definition, Objectives, Philosophy, Approaches and Principles; Community Organization as a method of Social work; Community Welfare Councils and Community Chests.

Unit III

Methods of Community Organization: Planning, Education, Communication, Community Participation, Collective Decision Making, Involvement of groups and Organisations, Resource Mobilization, Co-ordination; Skills in community organization, community organization as an approach to community development. Contemporary Modalities of Community Organization such as promotion of moral values, Awareness Creation based on Social issues.

Unit IV

Phases of Community Organization: Assessment of community using PRA, Study, Assessment, Discussion, Organization, Action, Evaluation, Modification, Continuation; Community study; Community Organization in emergencies like Fire, Famine, Flood, Drought, Earthquake and War; Community Organization at Local, State and National level; Community organization in Rural, Urban, Slum and Tribal Areas.

Unit V

Social Action: Definition, Objectives, Principles, Methods and Strategies; Social Action as Method of Social Work; Social Action and Social Reform and Social movements; Saul Alinsky's and Paulo Freire's Methods; Process of Social Action; Scope for Social Action in India; Role of Social Workers in Community Organization and Social Action.

TEXT BOOK

Ross and Pain; Community Organization.

REFERENCES

1. Paul Chowdhry, D. P. 2001. Introduction to Social Work. New Delhi: Atma Ram
2. Desai, A.R. & Piliai, S.D: Slums and Urbanization
3. Desai, A.R. (Ed): Peasant Struggles in India, Oxford Univ. Press, Madras, 1982.
4. Gangrade, K.D: Community Organization in India, Popular Prakasan, Bombay.
5. Hillman: Community Organization and planning; Macmillan
6. Macmillan, Wayne: Community organization for social welfare, University of Chicago press.
7. Marshal B. Clinard.: Slum and Community Development, collier, Macmillan Ltd., London.
8. Murphy Mov: Social Action, Asian Publishing House, Bombay.
9. Perlman H. Helen: Social Case Work; A Problem solving Process, John Wiley & Sons, New York, 1972.
10. Populin: Community Organization and planning; Macmillan.
11. Ross.M.G.: Case Histories in community organization.
12. Thudipara, Jacob Z: Urban Community Development, Rowat Publ. Jaipur, 1993.
13. Batten, T.R.: Communities and their Development, Oxford university Press, 1969.
14. Cox, Fred M., Enlich,: Strategies of Community organization (3rd Ed) Itasca III.
15. Douglas, Bilan: Community Organization theory and practices, Hall, New Jersey, 1983.
16. Freire, Paulo: Pedagogy of the oppressed; The Seabury press, 1973.
17. Murphy Mov: Social Action, Asian Publishing House, Bombay.

SEMESTER I- PSYCHOLOGY EPSW705S

ELECTIVE - I

Unit 1

Psychology: Definition, Psychological Approach to understand Human Behavior. Introduction to Human Growth and Development, Developmental Stages, Developmental tasks. The Beginning of life: Human Reproductive System: Fertilization, Delivery, Pre and Postnatal Care. Developmental Periods: Infancy, Babyhood. Childhood, Puberty Adolescence, Adulthood, Middle Age and Old Age; Physical Intellectual Emotional and Social Development.

Unit 2

Personality: - Definition, Types of Personality, Factors influencing Personality. Perception: Concept and Principles, Factors influencing Perception, Social Perception. Measurement of Intelligence. Self Esteem and Self Efficacy. Self Awareness and empathy through SWOT Analysis, Johari Window. Positive Attitude towards oneself and others.

Unit 3

Attitude: Definition, Formation of Attitude, Measurement of Attitude. Concept of Adjustment and Maladjustment, Stress, Frustration and Conflict Sources of Frustration and Conflict, Types of Conflicts. Responsible Sexual Behavior.

Unit 4

Abnormal Psychology: Concepts of Normality and Abnormality, Causation of Mental Illness, Neuroses, Psychoses, Measures to promote Mental Health – Classification of Psychological Disorders. Defense Mechanism

Unit 5

Developmental Disorders- Anxiety related Disorders- Conduct Disorders Epilepsy, Learning Disabilities- Scholastic related Problems. Personality Disorders, Suicidal Tendencies. Rehabilitation. The role of Social Worker as a Team Member of Mental Health Professionals

St. Joseph's College, Cuddalore

Reference:

1. Coleman, Homes. 1980. Abnormal Psychology and modern life. New Delhi: Tata McGraw Hill Ltd.
2. Halle, Larry. A and Ziegler Daniel. 1981. Personality Theories. New Delhi: McGraw Hill Ltd.
3. Hill, Winfred. 1970. Psychology. Principles and Problems. New York: Lippincott Company,
4. Hurlock, Elizabeth. 1981. Development Psychology – A Life Span Approach. New Delhi: Tata McGraw Hill Ltd.
5. Lerner, Richman et.al.1986. Psychology. New York: Macmillan Publishing.
6. Lindsey Gardner. 1975. The Handbook of Social Psychology. Vols.I, II and III. New Delhi: Amerind Publishing Co. Pvt. Ltd.
7. Sheridan, Charles. 1978. Methods in Experimental Psychology. New Delhi: Holt Rinehart and Wisdom Ltd.
8. Snodgrass, Joan Gay. et.al. 1985. Human Experimental Psychology. New York: Oxford University Press.
9. Strange, Jack Roy. 1996. Abnormal Psychology. New Delhi: Tata McGraw Hill Ltd.
10. Ullman, Leonard 1975. A Psychological Approach to Abnormal Behaviour. New Jersey: Prentice Hall Ltd. .
 1. Verma, Ratna. 1991. Psychiatric Social Work in India. New Delhi: Sage Publications. Vaisyayan, 1975. Indian Society and Social institutions. Meerut: Kedarnath & Ramnath Publishers.

SEMESTER I- CONCURRENT FIELD WORK – I - PSWF1

Field Work Components:

1. Observational Visits -The first year students during the first semester go for observational visits to various settings: Medical & Psychiatric, Rural Community Setting, Slum Visits, Industrial Setting, Correctional Setting and Tribal Setting.
2. Street Theatre training
3. Rural Camp for a week
4. Laboratory Experience in Social Work Practice with individuals, Groups and Community
5. Seminar on Current issues – organized in groups.

The students spend two days in a week and expected to spend a minimum of 15 hours per week in the field.

Every week the students write a report of their activities and submit to the concerned field work supervisor on Mondays. The supervisor conducts individual and group conference every week regularly.

At the end of the semester Viva Voce is conducted by an external examiner and marks are awarded. The CA mark - 40 and the SE mark - 60.

SEMESTER II- SOCIAL WORK RESEARCH AND SOCIAL STATISTICS PSW806S**Unit I**

Social Work Research: Meaning, Definition, Types – Qualitative, Quantitative and Mixed, Purpose of Research, Social Research and Social Work Research. Scientific Method: Nature, Characteristics, Purpose and Steps, in Research Process; Concepts: Operationalisation of Concepts, Variables and its Types, Hypothesis: Sources, Formulation, Attributes of Hypothesis and Types. Review of the Literature.

Unit II

Research Design and Sampling: Types of Research Design: Exploratory, Descriptive, Diagnostic and Experimental. Formulation of Research Problems. Sampling: Definition, Principles, Types and procedures; Population and Universe, Measurement: Meaning, Levels of Measurement: Nominal, Ordinal, Interval and Ratio; Validity and Reliability: Meaning and Types.

Unit III

Sources and Methods of Data Collection: Sources: Primary and Secondary; Research Tools: Observation, Survey Methods: Interview Guide, Interview Schedule, and Questionnaire: Construction of Questionnaire / Interview Schedule – Concept, Types of Questions, Question Format and Sequence of Questions. Advantages and Disadvantages, Pilot Study and Pre-test.

Unit IV

Preparation of Research Proposal, Financial, Time and Personnel Budgeting; Data Processing and Analysis: Editing, Coding, Code Book preparation, Frequency distribution, Tabulation; Diagrammatic Representation of Data: Types, Report writing and Referencing; Agencies involved in Social Research; Ethical Considerations of Social Work Research; Limitations of Social Work Research.

Unit V

Social Statistics: Statistics: Meaning, Use and its Limitations in Social Work Research, Descriptive and Inferential Statistics, Measures of Central Tendency: Arithmetic Mean, Median and Mode, Measures of Dispersion: Range, Standard Deviation and Co-efficient of Variation. Tests of significance: 't' Test, Chi-Square Test, ANOVA. Correlation: Meaning, Types and Uses. Karl Pearson's Coefficient of Correlation and Rank Correlation.

TEXT BOOK

Kothari C.R: Research Methodology

REFERENCES

1. Anderson J. Durston and H.S.Spoorum: Thesis and Assignment Writing, Wiley Eastern Ltd., New Delhi, 1992.
2. Manoharan P.K: Research Methodology
3. Debashis Chakraborty: Research Methodology
4. Gupta S.P.: Elementary Statistical Methods, Sultan Chand & Sons, New Delhi, 9th Ed., 1992.
5. Nachmias & Nachmias: Research Methods in the Social Sciences, St.Martin's Press, New York, 2nd Ed., 1981.
6. Singh Y K, Bajpai R B: Research Methodology – Data Presentation.
7. Singh Y K, Bajpai R B: Research Methodology Techniques and Trends.
8. Shajahan S: Research Methods for Management.
9. Kothari, C.R. 2004. Research Methodology – methods and techniques. New Delhi: New Age International Private Limited.
10. Mark, R. 1994. Research Made Simple. California: Sage Publications.
11. Mattheen, Mark and Nick Foard. 2006. A Short Introduction to Social Research. New Delhi : Vistaar publications,.
12. Padgett, D.L. 1998. Qualitative Methods in Social Work Research. California: Sage Publications.
13. Riessman, C.K. 1994. Qualitative Studies in Social Work Research. California: Sage Publications.
14. Silverman, D. 1993. Interpreting Qualitative Data. London: Sage Publications Ltd.
15. Singh, Kultar. 2007. Quantitative Social Research Methods, New Delhi: Sage Publications India Pvt Ltd..
16. Wilkinson, T.S. 1984. Methodology and Techniques of Social Research. Bombay: Himalaya.
17. Young, V. Pauline. 1975. Scientific Social Survey and Research. New Delhi: Prentice Hall.

SEMESTER II - SOCIAL WELFARE ADMINISTRATION - PSW807S**UNIT 1**

Human Service Organizations – Features - Non-Government, Non-Profit making and Self –Governing. Types of HSO –By Orientation, Levels of operation and Focus. National Policy on Voluntary sector (2007). Organizational structure and characteristics of Human Service organizations. Approaches to Organizational Management – Bureaucratic model, Human Relations model and System Theory.

UNIT 2

Basic Administration Processes: Planning, Organizing, Staffing and Directing. Elements of Directing – Supervision, Motivation, Leadership, Communication, Monitoring and Evaluation. Elements of Democratic Administration –Delegation, Decentralization and Participation.

UNIT 3

Personnel Administration: Manpower planning, Job design, Induction, Training, Staff welfare and Service conditions. Management by Objectives as applied to HSOs. Supervision. Organizational climate. Public Relations and Networking.

UNIT 4

Financial Administration: Budgeting, Accounting and Auditing. Banking Procedures & Practices. Maintenance of books of Accounts and Financial Documents and Records. Mobilization of Financial Resources, Grants in Aid. Administrative skills – Writing reports, letters and minutes of meetings. Maintaining Records and Data Banks.

UNIT 5

Procedures in Registering an Organization - Societies Registration Act,1860, Charitable Trust Act, 1912, Section 25 of Indian Companies Act, 1956. Foreign Contribution and Regulation Act – 1976. Exemption from Income Tax. Administrative Structure – Memorandum, Bye laws, Constitution, Functions and responsibilities of governing board, committees and office bearers. Administrative structure at the Central, State and Local level. Social Welfare Departments. Programme of Central Social Welfare Board and state Social welfare Board.

References:

1. Banerjee, Shyamal. 1981. Principles and Practice of Management. New Delhi: Oxford & IBH Publishing Co. Pvt.Ltd.
2. Batra, Nitin. 2004. Administration of social Welfare in India. Jaipur: Raj Publishing House.
3. Bhattachary, Sanjay. 2009. Social Work Administration and Development. New Delhi: Rawat Publication.
4. Chowdhry, D.Paul. 1992. Social Welfare Administration. New Delhi: Atmaram and Sons.
5. Encyclopaedia of Social Work. Vol I & III.
6. Kohli, A.S & S.R. Sharma. 1998. Encyclopedia of Social Welfare and Administration. New Delhi: Anmol Publication.
7. Lalitha N V. 1981. Financial Assistance to voluntary Organisations for Development. New Delhi: NIPCCD,
8. Madan, G.R. 1973. Indian Social Problems. Bombay: Allied Publishers.
9. Patel, N, vinod & Rana, K, Girish. 1991. Personnel Management. Jaipur: Oxford Book Company.
10. Pigors, Paul & Myers, A, Charles. 1993. Personnel Administration. New Delhi: McGraw- Hill Kogakusha. Ltd.
11. Sarita Sharma, Basotia G.R.Popalia A.K. 1997. Management, Function, Financial Planning and Policy. New Delhi: Kanishka Publishers.
12. Shankaran R & Rodrigues: A handbook to the Management of Voluntary Organisations, Alpha Publishers Madras.
13. Skidmore and Miltons G.Thackeray. 1976. Introduction to Social Work. London: Prentice-Hall International.

**SEMESTER II SOCIAL POLICY AND SOCIAL PSW808
LEGISLATIONS****UNIT - I**

Social policy: Meaning, Scope, Objectives and Types - Social Welfare policy - Indian Constitution: Fundamental Rights and Directive principles of State Policy - Social Policy and Planned Social Change.

UNIT - II

Policies and Programmes in India - Education, Health, Housing, Environment, Social Security, Employment, Family, Child, Women, Elderly, Disabled and Backward Classes.

UNIT - III

Social Legislation: Meaning and Scope, Major Social Legislations, Indian Penal Code, Family Courts, Lok Adalats, The Legal Aid, Public Interest Litigation and Right To Information Act (2005).

UNIT - IV

The Special Marriage Act 1955, Dowry Prohibition Act 1986, Adoption and Maintenance Act 1986, Juvenile Justice act 1986, Child Labour Abolition and Regulation Act 1986, Bonded Labour Abolition Act 1976.

UNIT - V

Protection of Civil Rights Act 1955. Prevention of Immoral Traffic Act 1986 Protection of Consumer Act. 1986. Transplant of human Organ Act 1994, Tamil Nadu Prohibition of Eve Teasing Act 1988, Tamil Nadu Prohibition of Ragging Act 1997, Domestic Violence ACT, 2005, NREGA 2005, RTE 2009.

Reference:

1. Chatvervedi, A.N. 1984. Rights of the accused under Indian Constitution. Deep and Deep.Delhi.
 2. Constitution of India. 1991. New Delhi: Govt. of India.
 3. Donnisson, D & Chapman, Valeris: Social Policy and Administration.London: George Allen and Unwin
 4. Encyclopedia of Social Work. Vol. I & III
 5. Gangrade K D. 1973. Social Legislation in India. Bombay: Popular Prakasam.
 6. Nair, T.Krishanan (ed): Social work Education and Development of Weaker Sections. Madras: Association of Schools of Social Work in India.
 7. Nation Law School. 1991. Select Materials on public Legal Education. National Law School of India University. Bangalore.
- Velayutham, K.Shanmuga 1998. Social Legislation and Social Change. Chennai: Vazhga Valamudan Publishers.

SEMESTER II DISASTER MANAGEMENT EPSW809**UNIT-I**

Disaster: Meaning, Concept and related concepts, disaster, risk, Hazard. Models of disaster - crunch model and release model.

UNIT-II

Types and Effects of Disaster. Natural disaster: Meteorological: Storm, cyclone. Topological: Avalanche. Telluric: Earthquake. Man made disasters. Effects: Physical, social, economic, psychological, spatial.

UNIT-III

Participatory Assessment of Disaster Risk steps - preparation, hazard assessment, vulnerability assessment, capacity assessment, key informant interviews and action planning.

UNIT-IV

Disaster Management and Phases. Pre-disaster: Prevention, Preparation, education vulnerability and preparedness. Actual disaster: Contingency, short-term and long term plans, search, relief, rescue, recovery and restoration. Post disaster: Rehabilitation and commemorations.

UNIT-V

Role of social workers and voluntary agencies. Role of social work professionals at different levels: Resources mobilization, working with other professionals, working with government and voluntary organizational. Voluntary agencies working on disaster management.

References

1. Abarquez I and Murshed Z .2004. Community-Based Disaster Risk Management: Field Practitioners' Handbook. New Delhi: Asian Disaster Preparedness Center
2. Anderson M and Woodrow P. 1998. Rising from the Ashes: Development Strategies in Times of Disaster. London: ITDG Publishing, www.itdgpublishing.org.uk
3. Blaikie P, Cannon T, Davis I and Wisner B. 2004. At risk: Natural hazards, people's Vulnerability and Disaster. London: Routledge.
4. Carter I. 2002. Preparing for disaster, PILLARS Guide, Tearfund UK. Order from roots@tearfund.org or download from www.tearfund.org/tilz
5. Carter I. 2003. Mobilising the community, PILLARS Guide, Tearfund UK. Order from roots@tearfund.org or download from www.tearfund.org/tilz
6. Deshpande, B.G. 1996. Earthquakes. Animals and Man. Gurgaon : JAC Trust.
7. Heijmans A and Victoria L 2001. Citizenry-Based and Development-Oriented Disaster Response. Philippines: Centre for Disaster Preparedness.
8. Mohan, Munasinghe and Clarke Caroline. 1992. Disaster Prevention for Sustainable Development, Economic and Policy Issues. Geneva: World Bank
9. Tearfund UK. 2004. Development and Risk Reduction in the Indian State of Andhra Pradesh: A case study

SEMESTER II - COUNSELING: THEORY AND PRACTICE - EPSW810S**Unit I**

Introduction to Counseling: Meaning, Definition, Needs, Importance of Counseling and Professional Counseling. Basic Principles of Counseling: Participation, Individualisation, Confidentiality, Communication, Acceptance, Self-Confidence, Self Awareness and other Principles Governing the Counseling Relationship.

Unit II

Counseling Process: Interview and its Significance in Counseling – Use of Observation in Counseling and Understanding of Emotions in Counseling. Theories of Counseling: Psychoanalytic, Adlerian, Client Centered, Behavioural, Rational Emotion, Reality, Gestalt, Transactional analysis and Electric Theories.

Unit III

Types of Counseling: Individual Counseling, Group Counseling, Marital Counseling, Student and Industrial Counseling. Techniques of group Counseling, strategies, Structure – Barriers to Effective Counseling Sessions; Counseling Evaluation.

Unit IV

Family and Marital Counseling: Family System – Factors affecting Communication in families – Marriage and family; Aims and types of Marriage; factors contributing to marital conflicts – Family Counseling; Marital Therapy; Pre – Marital Counseling – Approaches to Marital therapy.

Unit V

Components of Effective Counseling: Personality of the Counselors, Skills, Role and functions of counselors in Schools, Colleges, Industries, Family, Hospital and Rehabilitation Institution. Application of Test: The following standardized test must be practiced in counseling settings. Personality, Intelligence, Interpersonal Relations, Stress, Anger, Self-Esteem, Anxiety, Assertiveness, Depression, Adjustment, Mental Health and Family Intensive.

REFERENCES

1. James H Hansen, Robert H Rossberg: Counseling Theory and Process, Allyn & Bacon, 1993.
2. Marshal T.F & Rose. G: Counseling and School Social Work, John Wiley & Sons, NY.
3. Currie, Fr.J, 1989 Barefoot Counselling – A Primer in building relationship, Asiam Trading Corp. Bangalore, India.
4. Egan, Gerard, 2006 The skilled helper: A problem management and opportunity, Development Approach to helping, Wadsworth publishers, Boston, USA
5. Hough & Margaret, 2006 Counselling skills and theory, Hodder Arnold publishers, UK Lapworth, Phil, 2001 Integration in Counselling and Psychotherapy: Developing a personal approach, sage publications, New Delhi.
6. Mcleod & John, 2003 Introduction to Counselling, Open university press, UK
7. Mearns & Dave, 1999 Person- Centred Counselling in Action, Sage Publications, New Delhi, India
8. Palmer, 2004 Counselling, The BAC Counselling reader, British Association for Counseling, Vol. 1 & 2, Sage publications , New Delhi, India
9. Rao, Narayana, 2003 Counselling and Guidance, Tata McGraw Hill, New Delhi. India Sanders, 2002 First steps in Counselling, PCCS Books Ltd, UK.
10. Windy, Dryden, 2002 Handbook of Individual Therapy, Sage Publications, New Delhi.

SEMESTER II -CONCURRENT FIELD WORK II - PSWF2

The first year students during the second semester go for practice based social work for two days in a week and expected to spend a minimum of 15 hours per week in the field.

The first year students are placed in villages or hospitals or schools or NGOs or government offices or counseling centers or welfare organizations or service organization for a semester.

During the placement they have to practice all the primary methods of social work. One has to complete 5 cases in casework, one group following all the stages of group work practice with at least 10 sessions which include the formation, naming, fixing of objectives, organizing programmes based on the objectives, evaluation, sociometry and sociogram. and in the community conduct common programmes or solve an issue of the community following the principles of community organization and social action.

Every week the students write a report of their activities and submit to the concerned field work supervisor. The supervisor conducts individual and group conference every week regularly.

At the end of the semester Viva- Voce is conducted by two examiners, one being an external examiner and the other would be the supervisor. (60 marks)

St. Joseph's College