

ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE
(AUTONOMOUS)
CUDDALORE-1



PG DEPARTMENT OF SOCIAL WORK
SYLLABUS 2019-2020

The Course of Study and the Scheme of Examinations

Semester	Subject	Subject Code	Title of the Paper	Ins. Hrs/Week	Credit	Exam hrs	Max.Marks		
							IA	Uni. Exam	Total
I Semester	Core – I	19PSW11	Introduction to Social Work Profession	4	4	3	25	75	100
	Core – II	19PSW12	Social Case Work	4	4	3	25	75	100
	Core- III	19PSW13	Social Group Work	4	4	3	25	75	100
	Core – IV	19PSW14	Community Organization and Social Action	4	4	3	25	75	100
	Core Practical – I	PSWF1	Concurrent Field Work Practicum – I	10*	4	V/R	40	60	100
	Extension-I	19PSWE1	Rural Social Work Perspectives (Rural Camp)	1 Week	2	V/R	100	100
	Elective - I	19EPS15A	Sociology and Psychology Foundation for Social Work	4	3	3	25	75	100
19EPS15B		Family and Marital Counseling	3			25	75	100	
II Semester	Core – V	19PSW21	Social Work Research and Social Statistics	4	4	3	25	75	100
	Core – VI	19PSW22	Social Welfare Administration	4	4	3	25	75	100
	Core – VII	19PSW23	Social Policy and Social Legislations	4	4	3	25	75	100
	Core – VIII	19PSW24	Counseling: Theory and Practice	4	4	3	25	75	100
	Core Practical – II	PSWF2	Concurrent Field Work Practicum – II	10*	4	V/R	40	60	100
	Elective - II	19EPS25A	Disaster Management	3	3	3	25	75	100
		19EPS25B	Environmental Social Work			3	25	75	100
Skill	19PSWS1	Life Skills for Social Work	1	2	V/R	100	100	
III Semester	Core – IX	19PSW31A	Rural and Tribal Community Development	6	4	3	25	75	100
		19PSW31B	Human Resource Management			3	25	75	100

Syllabus 2019-2020

Social Work

Semester	Subject	Subject Code	Title of the Paper	Ins. Hrs/Week	Credit	Exam hrs	Max.Marks		
							IA	Uni. Exam	Total
III Semester		19PSW31C	Medical Social Work			3	25	75	100
	Core – X	19PSW32A	Urban Community Development	6	4	3	25	75	100
		19PSW32B	Labour Legislations and Labour Welfare			3	25	75	100
		19PSW32C	Mental Health and Social Work			3	25	75	100
	Core Practical – III	PSWF3	Concurrent Field Work Practicum III	10*	4	V/R	40	60	100
	Extension – II	19PSWE2	National Social Work Perspectives – An Academic Visit	---	2	V/R	100	100
	Inter disciplinary	ECHR901S	Human Rights	2	2	3	25	75	100
	Core – XI	19PSW33	Computer Application in Social Work	6	4	3	25	75	100
	Self Study	19SPS34A	Corporate Social Responsibility	----	2 **	3	100	...	100
		19SPS34B	Child Welfare and Social Work			3	100	...	100
		19SPS34C	Caring the Persons with Disabilities			3	100	...	100
19SPS34D		Hospital Administration	3			100	...	100	
19SPS34E		Working with Elderly	3			100	...	100	
19SPS34F		Women and Development	3			100	...	100	
		19SPS34G	Compensation Management			3	100	...	100
IV Semester	Core – XII	19PSW41A	Project Management	6	4	3	25	75	100
		19PSW41B	Organizational Behaviour						
		19PSW41C	Psychiatric Social Work						
	Core – XIII	19PSW42A	Community Development Management	6	4	3	25	75	100
		19PSW42B	Industrial Relations			3	25	75	100

Syllabus 2019-2020

Social Work

Semester	Subject	Subject Code	Title of the Paper	Ins. Hrs/ Week	Credit	Exam hrs	Max.Marks		
							IA	Uni. Exam	Total
		19PSW42C	Community Health			3	25	75	100
	Core Practical – IV	PSWF4	Concurrent Field Work Practicum - IV	10*	4	V/R	40	60	100
	Project	JPSW1016	Research Project	8	5	V/R		100	100
	Extension – III	PSWF5	Block Field Work Practicum (Internship)	1 Month	3	V/R	40	60	100
			Total	120	90+(2**)				2300

* Number of hours spent for two days in a week by a student in the field.

** Additional Credit to the advanced and the interested learners under Self Study paper.

YEAR - I	INTRODUCTION TO SOCIAL WORK PROFESSION	CODE: 19PSW11
SEMESTER - I		HRS/WEEK : 5
CORE - I		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: know the history, philosophy, and fields of Social Work.

CO2: understand theories, approaches and models of Social Work in practice field.

CO3: Develop attitude towards different dimensions of social problems.

CO4: Discover oneself as professional Social Worker.

CO5: Be relevant to the skills of Social Work in the major fields of Social Work.

SEMESTER I	COURSE CODE: 19PSW11					TITLE OF THE PAPER: INTRODUCTION TO SOCIAL WORK PROFESSION					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	4	3	5	5	4	3	5	5	4.3	
CO2	5	3	5	4	5	5	5	3	5	5	4.5	
CO3	5	3	4	4	5	5	5	4	5	5	4.5	
CO4	5	4	5	4	5	5	5	4	4	5	4.6	
CO5	5	3	5	4	5	5	5	4	5	5	4.6	
Mean Overall Score											4.5	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Social Work: Concept, Definition and related Concepts: Social Service, Social Policy, Social Legislation, Social Transformation, Social Welfare, Social Security, Social Defence, Social Justice and Social Development. Social Work Theories: Role Theory, Problem Solving and Gestalt Theory.

Unit II

Evolution of Social Work in UK and USA. Social Work in India: Ancient period: Vedic, Vedantic and non Vedic ideologies. Medieval period: Zoroastrianism and

Islam in India - Mysticism of Bhakti and Sufi Movements - Sikhism. Modern period: Christianity in India - Hindu Reform Movements - Dalit Movements - Gandhian ideology and Sarvodaya movement.

Unit III

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 IV

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. Problems and Prospects of Social work profession in India. Role of Voluntary Organizations and Government the Government in promoting Social work profession in India. National and International Professional Associations. Social Work Profession and Education in Global perspective.

Unit V

Fields of Social Work Practice: Family and Child Welfare – Educational Settings - Medical and Psychiatric Social Work – Corporate Settings - Correctional Social Work - Urban, Rural and Tribal Community Development - Ecology and Environment - Disaster or Crisis Management and Rehabilitation - Human Rights - Social Work with Marginalized and Vulnerable sections - Geriatric Social Work.

TEXT BOOK:

1. Theory and Practice of Community Social Work, Samuel H Taylor, New Delhi, 2013
2. Techniques and Guidance for Social Work Practice, Ninth Edition, Bradford W. Sheafor Charles J. Horejsi, Eastern Economy Edition, 2011
3. Social Work Philosophy and Methods, P. D Mishra, Inter India Publications.
4. Social Work an Integrated Approach, Sanjay Bhattacharya, 2006. New Delhi: Deep and Deep Publications.
5. UGC NET Tutor Social Work, Arihant Publications New Delhi, 2014

REFERENCES

1. Bhattacharya, Sanjay. 2013. Social Work Interventions and Management. New Delhi: Deep and Deep Publications.
2. Bogo, Marion. 2007. Social Work Practice – Concepts, Processes & Interviewing. Jaipur: Rawat Publications.
3. Chowdhry, D.P. 2001. Introduction to Social Work. New Delhi: Atma Ram.
4. Cox, David & Manohar Pawar. 2006. International Social Work – Issues, Strategies and Programs. New Delhi: Vistar Publications.
5. Desai, Murali 2002 Ideologies and Social Work: Historical and Contemporary Analysis, Jaipur: Rawat Publication.
6. Dominelli, Lena. 2004. Social Work: Theory and Practice for a Changing Profession. London: Polity Press
7. Gilbert, Neil. et. al. 2002. An Introduction to Social Work Practice. New Jersey: Prentice Hall.
8. Sheldon, B., & Macdonald, G., 2010 A Textbook of Social Work, London: Routledge.
9. Stanley, S Social Problems in India, Allied Publishers, New Delhi 2005.

QUESTION PATTERN
SECTION – A (10X2=20)
Answer ALL Questions

1. Define Social Work
2. What is radical social work?
3. Define community organization.
4. List out example for right based approach in social work practice.
5. Define community.
6. Who is the mother of social case work?
7. List out different fields of social work.
8. What do you mean by charity?
9. Write Abbreviations: IASW, ASSWI
10. Mention first school of social work in India.

SECTION - B (5X5=25)
Answer ALL Questions

11. a) Elaborate the functions of Social Work.
(or)
- b) List out the various objectives of Social Work.
12. a) Critically analyse any one approach of Social Work.
(or)
- b) Trace the Historical Development of Social Work in India.
13. a) Explain the role of Research in Social Work.
(or)
- b) How do you argue Case Work as a method of Social Work?
14. a) Write a note on Fields of Social Work.
(or)
- b) Explain with suitable examples “the family” as a field of Social Work.
15. a) “Social Work education in India is a profession”. Discuss.
(or)
- b) Write a note on the training institutions in India.

SECTION – C (3X10=30)

Answer any THREE Questions

- 16 Discuss the professional ethics of Social Work in determining it as a profession.
17. What do you mean by Programme Planning?
18. How to organise a successful programme?
19. Analyse the development of Social Work in USA & UK.
20. List out the functions of ASSWI & NASW. 20. How do you practice Social Work in a Correctional Institution?

YEAR - I	SOCIAL CASE WORK	CODE : 19PSW12
SEMESTER - I		HRS/WEEK : 5
CORE - II		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Acquire knowledge on the foundation of case work

CO2: Diagnose the problems of individuals and treat them effectively

CO3: Gain knowledge on the models and approaches of Social Case Work and its application

CO4: Use various tools and techniques to help the individuals

CO5: Apply the Knowledge of case work in different settings

SEMESTER I	COURSE CODE: 19PSW12					TITLE OF THE PAPER: SOCIAL CASE WORK					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	4	5	5	5	3	4	4	4.3	
CO2	5	3	5	4	4	5	5	4	5	5	4.5	
CO3	4	3	5	4	5	5	5	4	4	4	4.3	
CO4	5	4	5	5	5	4	5	5	4	4	4.6	
CO5	5	4	5	4	5	5	5	3	5	5	4.6	
Mean Overall Score											4.46	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

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, Transference, 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 in Social Case Work Practice: Indigenous Social Case Work practices.

Unit V

Practice of Social Casework: Role and functions of Social caseworker in various settings- Medical and Psychiatric Setting - Health Care Centers, Mental Health - De-Addiction & Community Based Rehabilitation, Family and Child Welfare, Educational Setting, Correctional Setting - Homes or Special Schools for delinquents, Observation Homes, Prisons, Corporate Setting, Community Welfare setting. Palliative & Geriatric Care.

TEXT BOOK:

1. Louise C. Johnson, Stephen J. Yanca, 2011, Social Work Practice A General Approach, PHI Learning Private Limited, New Delhi.
2. P. D Mishra, 2001, Social Work Philosophy and Methods, Inter India Publications.

3. Sanjay Bhattacharya, 2003, Social Work An Integrated Approach, Deep & Deep Publications Pvt. Ltd.
4. R. K. Upadhyay, 2003, Social Case Work a Therapeutic Approach, Rawat Publications New Delhi.
5. Techniques and Guidelines for social work practice, 9th edition, Brad ford W. sheafoe, New Delhi 2012

REFERENCES

1. Hamilton Gordon (2013). Theory and Practice of Social Case Work – 2nd Edition, Rawat Publications, India.
2. Keats, Daphne (2002) Interviewing – A Practical Guide for Students and Professionals, New Delhi : Viva Books Pvt.Ltd.
3. Maryellen,(1999), Short-Term Treatment and Social Work Practice: An Integrative Perspective, Free Press, US.
4. Mathew, Grace, (1992), An Introduction of Social Case Work, TISS, Mumbai, India Pearlman.
5. Payne Malcolm, (2005): Modern social work theory, 3rd edition, Palgrave macmillian, Newyork.
6. Perlman HH (2011), Social Case Work: A Problem Solving Process, Rawat Publications, India.
7. Robert W, Roberts Robert H. Nee, 2000 Theories of Social Casework, Unity of Chicago Press, Chicago.
8. Upadhyay, R.K, 2003 Social Casework: A Therapeutic Approach, Rawat Publications, India.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Define Social Case Work.
2. Who is a client?
3. What is Empathy?
4. What do you mean by Genuineness?
5. What is catharsis?
6. Explain confidentiality?
7. Mention any two uses of yoga.
8. What is hypnotism?
9. Mention any two roles of social workers in Industries.
10. What is meant by stigmatizations?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Explain the basic components of Social Work.
(or)
b) Discuss the Case Work practice in India.
12. a) Distinguish transference and counter transference with suitable examples.
(or)
b) Write a short note on unconditional positive regard.
13. a) What are collateral contacts?
(or)
b) Briefly discuss psychosocial diagnosis.
14. a) What are the benefits of Meditation?
(or)
b) Explain the purpose of recording in case work?
15. a) Highlight case work practice in HIV/AIDS ward.
(or)
b) Discuss in detail the conflicts and dilemmas in working with family.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Discuss the basic assumptions of social case work.
17. Highlight the importance of caseworker client relationship.
18. Describe case work process.
19. Briefly explain the skills required for effective Case Work practice.
20. Enumerate how social case work method could be practiced in schools.

YEAR – I	SOCIAL GROUP WORK	CODE: 19PSW13
SEMESTER – I		HRS/WEEK : 5
CORE – III		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Develop theoretical understanding on Group Work as a method of Social Work

CO2: Be exposed to the theories, models and approaches of Social Group Work

CO3: Demonstrate ethical standards in working with the group

CO4: Practice Social Group Work as a method of Social Work in the field

CO5: Utilize programme media in Social Work practice

SEMESTER I	COURSE CODE: 19PSW13					TITLE OF THE PAPER: SOCIAL GROUP WORK					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	3	5	4	4	5	3	5	5	4.3	
CO2	4	3	4	4	5	5	5	3	5	5	4.3	
CO3	5	4	5	4	5	5	5	3	5	5	4.6	
CO4	5	4	4	5	5	5	4	3	5	4	4.4	
CO5	4	4	5	5	5	5	5	4	5	5	4.7	
Mean Overall Score											4.46	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Social Group: Definition, Characteristics, Types of Groups and Functions of a group; Stages of Group development, Group Process: 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 or follow up work. Difference between Group Process & Group Work Process. 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, Drama & Street play, Puppetry, Mime, Group discussions, Parties, Excursion, Psychodrama, Socio-drama, role play, Brain Storming, Camping – Planning and Conducting Camps.

Unit IV

Role & Responsibilities of Group Worker & Significance 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

Group Work Recording: Meaning, purpose, principles and Types of Recording, 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: Group Work Practice in Different settings: Institution for Children, Family Service agencies, Correctional Settings, Community Development Settings, Community Based Organisations, Educational Institutions, Corporate Organizations, Trade Unions, Clinical Settings, Mental Health Institutions, Home for Aged and others

TEXT BOOK:

1. Introduction to Group Work, David Capuzzi, 4th edition, New Delhi, 2017
2. Techniques and Guidance for Social Work Practice Ninth Edition, Bradford W. Sheafor Charles J. Horejsi, Eastern Economy Edition, 2011
3. Social Group Work, Theory and Practice, Prof. P. D. Misra, New Royal Book Co, Lucknow, 2008
4. Social Work Philosophy and Methods, P. D Mishra, Inter India Publications.

5. Social Work An Integrated Approach, Sanjay Bhattacharya
6. Introduction to group work, David Capuzzi, Rawat Publications, 2017, New Delhi
7. Foundation for Group Work, Douglas R. Gross, Rawat Publications, 2017, New Delhi
8. UGC NET Tutor Social Work, Arihant Publications New Delhi, 2014

REFERENCES

1. Conyne K. Robert, 2013, Group Work Leadership an Introduction for Helpers (Counseling and Professional Identity), SAGE Publications, Inc. UK.
2. Donahue Bill and Bowman Grey, 2012, Coaching Life- Changing Small Group Leaders A Comprehensive Guide for Developing Leaders of Groups and Teams (Groups that Grow), Zondervan, US.
3. Gitterman Alex and Salmon Robert, 2009, Encyclopedia of Social Work with Groups, Routledge New York.
4. Kottler A. Jeffrey and Englar-Carlson Matt, 2009, Learning Group Leadership An Experiential Approach, SAGE Publications, Inc., California.
5. Lindsay Trevor and Orton Sue, 2008, Group Work Practice in Social Work, Learning Matters Ltd., New York.
6. Merchant M. Niloufer and Yozamp J. Carole, 2013, Groups in Community and Agency Settings (Group Work Practice Kit), SAGE Publications, Inc, California.
7. Shulman Lawrence, 2008, the Skills of Helping Individuals, Families, Groups, and Communities (with CD), Brooks Cole, USA.
8. Toseland W. Ronald, Rivas Robert F., 2014, An Introduction to Group Work Practice, Pearson Education Limited, Edinburgh Gate, Harlow, Essex CM20 2JE, England and Associated Companies Throughout the World, England.
9. Webb Boyd Nancy, 2011, Social Work Practice with Children and Families, A Division of Guilford Publications Inc. New York.

QUESTION PATTERN
SECTION – A (10X2=20)
Answer ALL Questions

1. What is meant by 'Group Bond'?
2. List out various types of groups.
3. Define Social Group Work.
4. Choose the correct option that is sequentially arranged.
 - a) Study, Intake, Diagnosis, Treatment, Termination, Evaluation
 - b) Intake, Study, Diagnosis, Treatment, Termination, Evaluation
 - c) Intake, Study, Diagnosis, Treatment, Evaluation, Termination
 - d) Evaluation, Intake, Diagnosis, Study, Treatment, Termination
5. What do you mean by Psychodrama?
6. Provide four functions of Programme Planning.
7. Clarify Collateral Contacts in Group Work.
8. State briefly about Sociometry in Group Work.
9. Why recording is needed while practicing Group Work?
10. What are the purposes of evaluation in Group Work?

SECTION - B (5X5=25)
Answer ALL Questions

11. a) Describe the functions of Group.
(or)
b) Pronounce the importance of 'Acceptance' in Group.
12. a) Explicate Reid's various classifications of Group Work Models.
(or)
b) Trace the history of Group Work in India.
13. a) Explicate the principles of programme planning.
(or)
b) Deliberate on the use of Programme Media.
14. a) Represent the skills of Group Worker in group counselling and group therapy.
(or)

b) Reveal the skills of the Group Worker in understanding and dealing individual behaviour.

15. a) Explain the principles of Group Work recording.

(or)

b) How significant are the skills of Group Worker in referral services and meetings in community settings.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Elucidate the functional and non-functional roles of group members with relevant examples.

17. Describe the process of Social Group Work in line with your field knowledge.

18. Exemplify the effectiveness of Programme Planning / Programme Laboratory in Social Group Work. 19. Establish the functions and qualities of Group Worker as a leader with suitable illustrations.

20. How would you rehabilitate the inmates of a jail as a Social Worker?

YEAR – I	COMMUNITY ORGANIZATION AND SOCIAL ACTION	CODE: 19PSW14
SEMESTER - I		HRS/WEEK : 5
CORE – IV		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Develop theoretical understanding on Community Organisation as a method Social Work.

CO2: Be aware of theories, models and approaches of Community Organization.

CO3: Practice Community Organisation as a method of Social Work in the field of Social Work.

CO4: Extend theoretical understanding on Social Action as a method of Social Work.

CO5: Apply Social Action as a method of Social Work.

SEMESTER I	COURSE CODE: 19PSW14					TITLE OF THE PAPER: COMMUNITY ORGANIZATION AND SOCIAL ACTION					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	5	5	4	4	5	5	5	4	4	4.6	
CO2	5	5	5	4	5	5	5	5	4	5	4.2	
CO3	5	4	5	4	5	5	5	5	4	5	4.7	
CO4	5	4	5	4	5	5	5	4	4	5	4.6	
CO5	5	5	5	4	4	5	5	4	4	4	4.5	
Mean Overall Score											4.5	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

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. Methods of Community Organization: Planning, Education, Communication, Community Participation, Collective Decision Making, Involvement of groups and Organizations, Resource Mobilization, Co-ordination. Skills in Community organization. Awareness Creation based on Social issues.

Unit III

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 IV

Social Action: Definition, Objectives, Principles, Approaches, Methods and Strategies; Social Action as Method of Social Work; Social work and Social action. Roles and Responsibilities of Social Activist. Process of Social Action; Scope for Social Action in India.

Unit V

Social Reform and Social movements - Various contributions to the theory of Social Action: Mahatma Gandhi, Periyar, Ambethkar, Paulo Freire, Saul Alinsky, Martin Luther King, and Karl Marx. Role of Social Workers in Community Organization and Social Action.

TEXT BOOK:

1. Gangrade, K.D: Community Organization in India, Popular Prakashan, Bombay.
2. Christopher, A.J and William, Thomas, 2006, Community Organization and Social Action, Himalaya Publication House, New Delhi.
3. Asha Ramagonda Patil, 2013, Community Organization and Development an Indian Perspective, Eastern Economy Edition,

4. Samuel H Taylor, 2013, Theory and Practice of Community Social Work, New Delhi.
5. W. Sheafor Charles J. Horejsi, 2011, Techniques and Guidance for Social Work Practice, Ninth Edition, Bradford Eastern Economy Edition.

REFERENCES

1. Beher A & Samuel J 2006 Social Watch in India: Citizens Report on Governance and Development, Pune : NCAS
2. Chambers Robert 2005 Ideas for Development, Earth Scan, London
3. Christopher, A.J and William, Thomas, 2006, Community Organization and Social Action, Himalaya Publication House, New Delhi.
4. Delgado, M., &Humm-Delgado, D. (2013). Assets assessments and community social work practice Chapter 9: Asset assessments and youth
5. Delgado, M., &Humm-Delgado, D. (2013). Assets assessments and community social work practice Chapter 10: Asset assessments and Latino communities. New York: Oxford University Press.
6. Homan, M.S. (2011). Theoretical frameworks for community change, pp. 34-69.
7. Macmillan, Wayne: Community organization for social welfare, University of Chicago press.
8. Murphy Mov: Social Action, Asian Publishing House, Bombay.
9. Skim: Bowie, P. (2010). Getting to scale: The elusive goal (Magnolia Place Community Initiative).

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What is minority group?
2. What is leadership?
3. What is Community organization?
4. What is Community welfare council?
5. What is resource mobilization?
6. What is social issue?
7. What is PRA?
8. What is assessment of community?
9. What is social action?
10. What is Social reform?

SECTION - B (5X5=25)

Answer ALL Questions

11. a. Explain the types of leaderships
(or)
b. Explain the nature of community dynamics
12. a. Explain the objectives of community organization
(or)
b. Explain the approaches of community organization
13. a. Explain the skills needed for community organization
(or)
b. Explain the methods of increasing community participation
14. a. Explain the uses of PRA in rural setting
(or)
b. Explain use of community organization during floods
15. a. Give details of social movements in India
(or)
b. Explain the strategies of social action

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain the integrative and disintegrative processes in communities.
17. Explain the principles of community organization.
18. Explain the use of community organization for community development.
19. Explain the phases of community organization.
20. Explain the principles of social action.

YEAR – I	CONCURRENT FIELD WORK PRACTICUM - I	CODE: PSWF1
SEMESTER – I		HRS/WEEK : 5
CORE PRACTICAL – I		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Be exposed to different fields of Social Work

CO2: Understand the role of professional Social Worker in a structured agency

CO3: Understand and reflect on diverse needs and problems of the target groups

CO4: Appraise on the theoretical framework, approaches, models and practices

CO5: Develop positive framework about the profession

SEMESTER I	COURSE CODE: PSWF1					TITLE OF THE PAPER: FIELD WORK PRACTICUM					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	5	5	5	3	4	5	4.5	
CO2	5	4	4	3	5	5	4	3	4	4	4.1	
CO3	4	4	5	4	5	5	5	3	5	5	4.5	
CO4	5	4	5	4	5	5	4	3	5	5	4.5	
CO5	5	4	5	3	5	5	4	3	4	5	4.3	
Mean Overall Score											4.38	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Field Work is very important element in the curriculum of Social Work. Extension activities are being promoted to develop the community towards different aspects of development. Observation visits and Group Project on current social issues are expected to be organized as the field work requirements in the first semester. To execute these extension activities towards the needy, the students of Social Work are prepared to develop their skills by observation visits to Community, Medical & Psychiatric and Industrial settings.

Field work practical components are scheduled every week equivalent to theory classes. To improve their physical fitness as well as mental capacity and

to equip the students on the conceptual development of social issues, ten days street theatre training programme is being organized.

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 for a week
3. Group Project on Current Issues.

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.

Marks Allotments

S. No	Activity	Internal Marks	External Marks
1	Observation Visit, Street Theatre Training and Group Project	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

YEAR – I	RURAL SOCIAL WORK PERSPECTIVES (RURAL CAMP)	CODE: 19PSWE1
SEMESTER – I		CREDIT : 2
EXTENSION – I		

Course Outcome:

After completing this course, students will:

CO1: Experience to the village setup.

CO2: Understand the social problems and attaining solution.

CO3: Set their leadership qualities.

CO4: Be experienced in organizing programme and create awareness to the people.

CO5: Identify their ability to cope up with the society.

SEMESTER I	COURSE CODE: 19PSWE1					TITLE OF THE PAPER: RURAL SOCIAL WORK PERSPECTIVES (RURAL CAMP)					HOURS:	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	3	3	4	2	5	5	5	3	5	4	3.9	
CO2	4	3	4	3	4	5	5	3	4	5	4	
CO3	4	3	5	3	5	5	5	3	5	5	4.3	
CO4	4	3	5	3	5	5	5	3	5	5	4.3	
CO5	5	4	5	4	5	5	5	4	5	5	4.7	
Mean Overall Score											4.24	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

The main objective of the rural camp will be to enable the students experience rural life and group living. The students with the support and guidance from the faculty will involve themselves in all the planning and executing activities of the camp. This includes identification of the village, pilot visits for identification of projects in the village and liaise with various NGOs and Government officials.

The entire class will be divided into various committees to facilitate division of work and participation of each student. A camp leader elected from the student group, will co-ordinate along with the camp in-charge faculties for efficient execution of the camp. A periodic evaluation of the camp will be conducted in the department. The students are expected to document and submit a report on their experiences and learning in the Rural Camp during the Vice-voce which is conducted internally. After the Internal Viva-voce, the students are awarded with 2 credits.

Tasks during Rural Camp:

1. Selection of a theme for the rural camp
2. Identification of a suitable village-Pilot study
3. Formation of committees and allocating work
4. Planning the programmes to be executed during the camp
5. Implementation of the programmes

Skills Development:

Co-operating, planning, participation, adaptability, accommodating, co-ordination, organizing, networking, leadership skills, fund raising, accounting, self evaluating skills and documenting skills.

Course Outcome:

CO1: Experience to the village setup.

CO2: Understood the social problems and finding solution.

CO3: Set their leadership qualities.

CO4: Experienced in organizing programme and awareness to the people.

CO5: Identifying their ability to cope up with the society.

YEAR – I	SOCIOLOGY AND PSYCHOLOGY FOUNDATION FOR SOCIAL WORK	CODE: 19EPS15A
SEMESTER – I		HRS/WEEK : 4
ELECTIVE – I (A)		CREDIT : 3

Course Outcome:

After completing this course, students will:

CO1: Be exposed to the diverse Sociological theories and its role in Social Work

CO2: Demonstrate professional traits in dealing with the context of social stratification in India

CO3: Gain knowledge on the stages of human development and its influences

CO4: Adopt the effective style of learning; realize the importance of sustainable motivation

CO5: Be aware of application of Social Work knowledge to enhance the mental well being

SEMESTER I	COURSE CODE: 19EPS15A					TITLE OF THE PAPER: SOCIOLOGY AND PSYCHOLOGY FOUNDATION FOR SOCIAL WORK					HOURS:4	CREDITS:3
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	3	5	5	4	3	5	5	4.3	
CO2	4	4	4	4	5	4	5	3	4	5	4.2	
CO3	4	4	4	4	5	5	5	3	4	4	4.2	
CO4	4	4	5	4	5	5	5	4	5	4	4.5	
CO5	5	3	5	4	5	5	5	3	5	4	4.4	
Mean Overall Score											4.32	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

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 II

Social Problems in India: Poverty, Over Population, Beggary, Illiteracy, Unemployment, Under employment, Corruption, Housing and Slums, Communicable Diseases, HIV or 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.

Unit III

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 IV

Personality, Perception, Measurement of Intelligence, Self Esteem, Self Efficacy, Self Awareness through SWOT Analysis, Johari Window, Attitude, Positive Attitude, Adjustment and Maladjustment, Stress, Frustration, Conflict, Responsible Sexual Behaviour.

Unit V

Abnormal Psychology: Concepts of Normality and Abnormality. Causation of Mental Illness, Neuroses, Psychoses, Classification of Psychological Disorders. Defense Mechanism Developmental Disorders, Anxiety related Disorders, Conduct Disorders Epilepsy, Learning Disabilities, Scholastic related Problems. Personality Disorders, Suicidal Tendencies. Rehabilitation.

TEXT BOOK:

1. Social work perspective in Human Behaviour, Margarete Parrish, New Delhi, 2012
2. Roshni jain, An Introduction to Sociology, AITBS Publishers, India.
3. Richard,T.Schaefer, ,2011, Sociology A Brief Introduction, Tata Mcgraw – Hill Education pvt ltd, Newdehi.

4. C.N. Shankar Rao, 2012, Sociology Principles of Sociology with an into Social Thought. S.Chand & Company Ltd, Newdelhi.
5. Niraj Ahuja, 2011, A Text Book of Psychiatry, Jaypee Brothers Medical Publishers (Pvt) Ltd.
6. Dr. R.N. Sharma, 2010, Abnormal Psychology, Subject Publication.

REFERENCES:

1. Antony Giddens. 2001. Sociology. Polity Press. Cambridge.
2. Bhusan Vidya & D.R.Sachdeva. 2005. An Introduction to Sociology. Kitab Mahal Publications. Allahabad.
3. Carson (2012). Abnormal Psychology.(15thed). Pearson Education
4. Hurlock, Elizabeth (2001): Developmental Psychology, Tata McGraw Hill, New York.
5. Mangal , S.K. (2006): An Introduction to Psychology, Sterling Publishers Pvt. Ltd.
6. Misra, Girishwar Misra (2011): Handbook on Psychology in India, Oxford University Press, New Delhi.
7. Park, K (2015): Park's Textbook of Preventive and Social Medicine, Banarsidas Bhanot Publishers, Jabalpur.
8. Priya, Ritu and Shweta A.S. (2010). Status and Role of AYUSH Services and Use of Local Health Traditions under the NRHM: A Health Systems Study across 18 States (co-author: Shweta Awasthi Saxena), National Health Systems Resource Centre.
9. Sarason & Sarason (2011). Abnormal Psychology - The Problem of Maladaptive Behaviour(12thed). Pearson Education.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What is Psychology?
2. Mention the two major stages of human growth and development.
3. Name any four environmental factors that determine personality.
4. Expand SWOT.
5. How can you deal with frustration?
6. State some of the benefits of positive attitude.
7. How does WHO define 'Mental Health'?
8. What are the causes of neurotic reaction?
9. Define 'Anxiety'.
10. Mention the Psychological symptoms of Anxiety Disorder.

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Explain the factors influencing 'prenatal Stage'.
(or)
b) Describe the important changes that occur during the 'Parturient' stage of the Infancy period.
12. a) Explain the characteristics of 'Personality'.
(or)
b) How do internal factors affect one's perception?
13. a) Enumerate the symptoms of 'Frustration'.
(or)
b) Who is a 'Well Adjusted' Person?
14. a) Distinguish the difference between 'Normality' and 'Abnormality'.
(or)
b) Describe the factors Contributing to 'Mental Illness'?
15. a) Differentiate Epilepsy from 'Seizure'.
(or)
b) Describe the psychological factors leading to 'Suicidal Behaviour'.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Discuss the various development tasks significant to the period of Adolescence.
17. Explain the ways and means to improve one's perception.
18. Describe 'Maladjustment'.
19. Explain various defense mechanisms.
20. Discuss the learning difficulties involved in a person who finds it hard to understand language or concepts.

YEAR – I	FAMILY AND MARITAL COUNSELLING	CODE: 19EPS15B
SEMESTER – I		HRS/WEEK : 4
ELECTIVE – I (B)		CREDIT : 3

Course Outcome:

After completing this course, students will:

CO1: Be enriched to work with dysfunctional family system and be aware of methods to resolve

CO2: Be provided with conceptual understanding of family as a system and changes involved and its reflection on family relationship

CO3: Be provided with theoretical perception on family welfare management

CO4: Be facilitated to develop skills and insight of social worker in resolving issues.

SEMESTER I	COURSE CODE: 19EPS15B					TITLE OF THE PAPER: FAMILY AND MARITAL COUNSELLING					HOURS:4	CREDITS:3
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	3	4	3	4	4	4	3	4	4	3.7	
CO2	4	3	3	3	4	3	4	4	4	4	3.6	
CO3	5	4	3	4	5	5	5	4	4	4	4.3	
CO4	5	4	5	3	4	5	5	3	4	5	4.3	
Mean Overall Score											3.975	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Family definition, Marriage, Types of families, Emerging families, Family ecology, Family functions, Family norms, Family patterns, Family structure, Family practices. Family as system, Family development tasks. Changing pattern of family in India. Communication in family: Importance, patterns of communications, factors affecting communications in families.

Unit II

Theoretical foundations for counseling: Cognitive – Developmental cognitive behavioral, Humanistic Theories, Existential counseling, Adlerian Systems theory, Post modern theories.

Unit III

Understanding the Dysfunctional family: Factors contributing to dysfunctional family system, broken families, single parent families. The impact of broken families on children.

Unit IV

Marriage and family; aims and types of marriage. Factors contributing to marital conflicts. Separation and divorce, Stress, Lack of adequate child care, inflexible work environment, infertility, Adoption, surrogate mothers Family Violence: Wife battering, Husband abuse, Child abuse, Elder abuse, Parent abuse. Family Intervention: Genogram, Methods of assessment, Rehabilitation, Crisis intervention, strengths and resilience

Unit V

Counseling: Definition, Family counseling; Marital Therapy; Pre-marital Counseling; approaches to marital Therapy.

TEXT BOOK:

1. Personality psychology, Randy J Larsen , New Delhi, 2011 Sister Mary Vishala, SNO, 2006, Guidance and Counseling (for teachers, parents & students), S. Chand & Company Limited, New Delh.
2. Robert L. Gibson, Marianne H. Mitchell, 2009, Introduction to Counseling and Guidance, PHI Learning Private Limited, New Delhi.
3. Colin Feltam, Windy Dryden, 2010 Brief counseling A Practical Integrative Approach, Tata McGraw – Hill publishing company limited, New Delhi.
4. Samuel T. Gladding, 2009, Counseling A Comprehensive Profession, Pearson, New Delhi.

REFERENCES:

1. Augustine Meier, and Micheline Boivin (2010) , Counseling & Therapy Technique , Theory and Practice (Sage)
2. Desai and Raju(2000) Gerontological Social Work in India: Some issues and perspectives, BR Publishers, New Delhi
3. Egan, G. (2013). The skilled helper - A Problem Management Approach to Helping. Brooks/Cole Publishers.
4. Fonseea Mabe : Counseling for marital happiness, Leensufala, Bombay. Indian Social Institute: The family in the change and challenge of the seventies sterling publications, New Delhi.
5. Nelson-Jones (2010). The theory and practice of counseling and Therapy (5thed). Sage.
6. Nelson-Jones(2008).Basic Counselling Skills. Sage Publications.
7. Rosemary A Thompson (2016). Counseling Techniques-Improving relationships with others, ourselves, our families, and our environment, 3rd ed. Routledge.

YEAR – I	SOCIAL WORK RESEARCH AND SOCIAL STATISTICS	CODE: 19PSW21
SEMESTER - II		HRS/WEEK :5
CORE – V		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Develop the theoretical understanding of Social Work Research.

CO2: Employ suitable research design and formulate research hypothesis.

CO3: Adopt suitable sampling technique, tool and method of data collection.

CO4: Identify appropriate statistical tests for data analysis and gain insights for data interpretation.

CO5: Develop skills to write research proposal and prepare research report.

SEMESTER II	COURSE CODE: 19PSW21					TITLE OF THE PAPER: SOCIAL WORK RESEARCH AND SOCIAL STATISTICS					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	5	4	5	4	4	4	5	4	4	4.3	
CO2	3	5	4	4	4	4	4	5	3	3	3.9	
CO3	2	4	3	4	2	3	3	4	3	3	3.1	
CO4	2	4	3	3	2	3	3	4	3	3	3	
CO5	4	5	4	4	4	4	3	4	3	3	3.8	
Mean Overall Score											3.62	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

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: Concept and Types. Identification and Formulation of Research Problems. Sampling: Definition, Principles, Types and procedures; Population and Universe; Measurement of Scales: Meaning, Concept; Levels of Measurement; Validity and Reliability.

Unit III

Sources and Methods of Data Collection: Sources: Primary and Secondary; Quantitative Method Research Tools: Observation, Survey Methods: Interview Guide, Interview Schedule, and Questionnaire: Construction of Questionnaire or Interview Schedule – Concept, Types of Questions. Qualitative Method: Focused Group Discussion and Case Studies. Pilot Study and Pre-testing.

Unit IV

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

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 Mean Deviation. Tests of significance: 't' Test, Chi-Square Test, ANOVA. Correlation: Meaning, Types and Uses. Karl Pearson's Coefficient of Correlation and Rank Correlation, Spearman's Rank Correlation.

TEXT BOOK:

1. Research in social work, 3rd edition, Anne E. Fortune, India, 2017
2. Research in Social Work 3rd edition, Annie E. Fortune, William J. Beird, Rawat Publications, 2017.
3. Qualitative Research for Education an Introduction to Theories and Methods Fifth Edition, Robert C. Bogdan Sari Knopp Biklen.
4. The Hand Book of Social Work Research ,ethods, Professor D. K. Karyap, Shikar Publications, 2017

5. Essentials of Research Methodology, PC. Vainketesh, Mark Publishers, 2012
6. Research Methodology for Life Sciences, Dr. N. Arumugam, Saras Publications.
7. Research Methodology with Business Correspondence and Report Writing, P. Ravi Lochanan, 2013, Margham Publications

REFERENCES

1. Ahuja R, 2010, Research Methods, Rawat Publications, Jaipur.
2. Alston M, Bowles W, 2012, Research for Social Workers, An introduction to methods, 3rd Edition, Australian Publications, Australia.
3. Babbie E, 2013, The Practice of Social Research, 13th Edition Cengage Learning, USA.
4. Chakraborty D, 2009, Research Methodology, SAURABH Publishing, New Delhi.
5. Dawson C, 2010, Introduction to Research Methods, A practical guide for anyone undertaking a Research Project, Viva Books, New Delhi.
6. Gupta B L, 2010, Research studies in Staff Development, Mahamaya Publishing house, New Delhi.
7. Pawar B S, 2009, Theory building for Hypothesis Specification in Organizational Studies, Response Books, New Delhi.
8. Rajathi A, Chandran P, 2010, SPSS for you, MJP Publications, Chennai
9. Tripathi P C, 2010, Research Methodology in Social Sciences, Sultan Chand and Sons, New Delhi.

QUESTION PATTERN

SECTION A (10X2=20)

Answer ALL the Questions

1. Define Social Work Research.
2. Mention the advantages of Review of Literature.
3. What is Snow ball sampling?
4. What is the difference between Interval and Ratio variables?
5. What is Non Participant Observation?
6. Mention the advantages of Interview Guide.
7. Mention the types of Coding.
8. List any 4 agencies involved in social research.
9. What is “spurious correlation”?
10. List the two mathematical properties of Mean.

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Write a detailed note on Qualitative Research.
(Or)
- b) Mention the Steps in Scientific Method.
12. a) Discuss the Reliability Tests used in research
(Or)
- b) How will you formulate the research Problem?
13. a) Differentiate Pilot Study and Pre test.
(Or)
- b) Discuss the types of Secondary Data.
14. a) What are the ethical considerations of Social Work Research?
(Or)
- b) Discuss the types of Diagrams in Social Science Research.
15. a) Explain the meaning, uses, and abuses of Statistics.
(Or)
- b) Discuss the process of doing ‘testing of hypotheses’.

SECTION - C (3X10=30)

Answer any THREE Questions

16. Explain the types of Hypotheses with your own example.
17. Describe the Probability sampling methods with illustrations.
18. Prepare a model interview schedule for the topic “problems of high school students in the city’.
19. Prepare a dummy research proposal for the topic of your own interest.
20. Describe the types of Correlations with examples.

YEAR – I	SOCIAL WELFARE ADMINISTRATION	CODE: 19PSW22
SEMESTER - II		HRS/WEEK : 5
CORE – VI		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Gain insight on HSO, NGO.

CO2: Be able to register the human service organizations and can administer it effectively.

CO3: Understand the different administration process.

CO4: Develop an understanding on various social legislations and its implementation.

CO5: Practice social legislations for the betterment of the society.

SEMESTER II	COURSE CODE: 19PSW22					TITLE OF THE PAPER: SOCIAL WELFARE ADMINISTRATION					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	4	4	5	5	4	3	4	4	4.1	
CO2	5	3	5	3	4	5	4	3	4	5	4.1	
CO3	5	3	5	4	4	5	4	3	4	5	4.2	
CO4	4	3	4	3	3	4	3	2	2	3	3.1	
CO5	4	3	4	3	4	4	3	3	4	4	3.6	
Mean Overall Score											3.82	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Human Service Organizations – Features - Non-Government, Non-Profit making and Self –Governing. Types of Human Service Organizations –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 II

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

Unit III

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

Unit IV

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 V

Procedures in Registering an Organization - Societies Registration Act, 1860, Indian Trust Act, 1882, Section 3 & 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.

TEXT BOOK:

1. Social Work Administration and Development, New Delhi: Rawat Publication, 2009.
2. Social Welfare Administration and Development, Sanjay Bhattacharya, Rawat Publications, 2017
3. Social Administration, Roger A. Lohmann, Nancy Lohmann, Rawat Publications, 2015

4. Non Governmental Organization Origin and Development, Suresh Chandra Anne Karen Trollope, Rawat Publications, 2015
5. Techniques and Guidance for Social Work Practice Ninth Edition, Bradford W. Sheafor Charles J. Horejsi, Eastern Economy Edition, 2011
6. Social Work Philosophy and Methods, P. D Mishra, Inter India Publications.

REFERENCES:

1. Allison, M. & Kaye, J. (2005). Strategic Planning for Nonprofit Organizations, 2nd ed. New York: John Wiley & Sons.
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. Harihar Bhattacharya, Parthasarkar and AngshumanKar (eds) (2009) The Politics of Social Exclusion in India: Democracy at the Crossroads, Routledge.
5. P. Subba Rao, 2017. Management and Organsiation behavior (Text and Cases) Himalaya publishing House.
6. Proehl, R. (2001). Organizational Change in the Human Services. Thousand Oaks, CA:
7. Robin Lall 2004 The Dynamics of NGO's New Delhi, Dominant Publishers.
8. Samvel.C. Certo And S. Trevis Certo. Modern Management. Prentice Hall of India Pvt Ltd. 2007.
9. Sooryamoorthy R and Gangrade K.D 2006 NGOs in India-A cross Sectional study New Delhi: Rawat.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Name any two HSO's with human relations approach.
2. List the characteristics of human service organizations.
3. What do you mean by staffing?
4. Define decentralization.
5. What do you mean by induction?
6. Write any two advantages of networking.
7. What do you mean by Data Bank?
8. Define Budget.
9. Expand the following a) SSWB b) FCRA
10. Enlist any two acts for registration of non government organizations.

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Explain in brief the systems theory for social welfare administration.
(or)
b) Write briefly about the types of Human Service Organizations.
12. a) Write short notes on the administrative processes planning and organizing.
(or)
b) Explain the elements of democratic administration.
13. a) What are the advantages of management by objectives?
(or)
b) Write short notes on the following
a) Public relations b) Organizational climate
14. a) Briefly explain budgeting as an essential skill for administration.
(or)
b) Write short notes on Grants in Aid.
15. a) Compare and contrast the HSO's registered as Trusts and Societies.
(or)
b) Explain in brief the functions of Governing Boards and Committees.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Critically examine the India's National Policy for voluntary sector, 2007.
17. Write in detail the about the elements of Direction.
18. Write an essay on staff welfare and service conditions in HSO.
19. Elaborate on mobilization of financial resources for a Human Service Organization.
20. Explain in detail the organizational structure and programs of State Social Welfare Board.

YEAR – I	SOCIAL POLICY AND SOCIAL LEGISLATIONS	CODE: 19PSW23
SEMESTER – II		HRS/WEEK : 5
CORE – VII		CREDIT : 4

Course Objectives:

1. To learn about social policy and Indian Constitution.
2. To understand Policies and Programmes in India.
3. To know about social legislations legal system.
4. To learn various social legislations.
5. To understand the significance of various Social Legislations

Course Outcome:

At the end of the course the students should have:

CO1: Learnt about social policy and Indian Constitution.

CO2: Understood the Policies and Programmes in India.

CO3: Learnt about social legislations legal system

CO4: Gained knowledge on social legislations.

CO5: Understood the significance of various Legislations.

SEMESTER II	COURSE CODE: 19PSW23					TITLE OF THE PAPER: SOCIAL POLICY AND SOCIAL LEGISLATIONS					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	3	4	5	5	4	4	4	4.2	
CO2	5	3	5	3	5	5	5	4	4	5	4.4	
CO3	5	3	5	3	5	5	5	4	4	5	4.4	
CO4	5	3	5	3	5	5	5	4	4	5	4.4	
CO5	5	3	5	3	4	5	5	4	4	4	4.2	
Mean Overall Score											4.32	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

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

Unit II

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

Unit III

Social Legislation: Meaning and Scope, Social Legislations in India, Indian Penal Code, Family Courts, Lok Adalats, The Legal Aid, Public Interest Litigation.

Unit IV

The Special Marriage Act 1955, Dowry Prohibition Act 1961, Hindu Adoption and Maintenance Act 1956, Juvenile Justice (Care and Protection of Child) Act 2015, Labour Abolition and Regulation Act 2016, Bonded Labour Abolition Act 1976, Protection of Civil Rights Act 1955, Protection of Consumer Act 1986, Right to Information Act 2005.

Unit V

Prevention of Immoral Traffic Act 1986, Transplantation of Human Organ Act 1994, Tamil Nadu Prohibition of Eve Teasing Act 1988, Tamil Nadu Prohibition of Ragging Act 1998, Domestic Violence Act 2005, Mahatma Gandhi National Rural Employment Guarantee Act 2005, Right to Education 2009, Protection of Children from Sexual Offences (POCSO) Act 2012, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Amendment Act, 2015

TEXT BOOK:

1. Social policy themes and approaches, Paul Spicker, 7th edition, New Delhi, 2010
2. Social legislation and social change, K. Shanmugavelayutham Chennai, 1998
3. Social Policy Themes and Approaches, Paul Spicker, Revised Second Edition, Rawat Publications, 2008

4. Indian Polity 4th Edition, M. Lazmikanth, MC Graw Hill Education Media Private Ltd, Chennai, 2018
5. Constitutional History of India, J. Jayapalan, MS Publications, Chennai
6. UGC NET Tutor Social Work, Arihant Publications New Delhi, 2014

REFERENCES:

1. Gaikwad, P. E. (2004) Law Basic Concepts. Pune: YASHADA.
2. Gangrade, K.D. Social Legislation in India (Vol-1 & Vol.2), Delhi: Concept Publishing Co.
3. Gaur K. D. (2004) A Text Book on the Indian Penal Code, Delhi: Universal Law Publication Co. Ltd.
4. Mathew, P. D. (1993) Constitution of India Simplified, New Delhi : Indian Social Institute.
5. Purohit, B. R. & Joshi, Sandeep (Ed) (2003) Social Justice in India, Jaipur :Rawat Publication.
6. Shah, Ghanshyam (1998) Social Justice- A Dialogue. Jaipur: Rawat Publication.
7. Shanmugavelayutham, K, 1998 Social Legislation and Social Change, VazhaValamudan Publishers, Chennai.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What is the meaning of welfare?
2. What is social policy?
3. What is social security?
4. Who is a disabled person?
5. What is family court?
6. What is Indian Penal code?
7. Who is a Juvenile?
8. Who is a child laborer?
9. What is immoral traffic?
10. What is eve teasing?

SECTION - B (5X5=25)

Answer ALL Questions

11. a. Explain the objectives of social policy.
(or) b. Explain the process of planned social change with social legislations.
12. a. Give details of housing policy of India.
(or)
b. What are the programs for backward classes?
13. a. Explain the functions of Lok adalats.
(or)
b. Give details of functions of legal aid.
14. a. Give details of special marriage act 1955.
(or)
b. What are the important features of Bonded Labor Abolition act 1976?
15. a. Give details of protection of civil rights act 1955.
(or)
b. Give details of Tamil Nadu prohibition of ragging act 1997.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain the role of social policy in social welfare in India.
17. Explain the importance of health, women and social security policies in India.
18. Explain the use of right to information act with an example.
19. Explain the uses and impact of Juvenile Justice act 1986.
20. Explain the salient features of transplant of human organ act 1994.

YEAR – I	COUNSELING: THEORY AND PRACTICE	CODE: 19PSW24
SEMESTER – II		HRS/WEEK : 5
CORE – VIII		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Be exposed to the counseling, principle of counseling.

CO2: Understand the counseling process and theories.

CO3: Be aware of different settings in counseling.

CO4: Understand the family and marital counseling.

CO5: Learn the ethics and role of social worker in counseling process.

SEMESTER II	COURSE CODE: 19PSW24					TITLE OF THE PAPER: COUNSELING: THEORY AND PRACTICE					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	4	4	4	3	4	4	4.1	
CO2	5	3	4	3	4	5	5	4	4	4	4.1	
CO3	4	3	5	3	4	5	5	4	4	5	4.2	
CO4	5	4	4	3	5	5	5	3	4	5	4.3	
CO5	5	4	5	4	4	5	5	4	4	5	4.5	
Mean Overall Score											4.24	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Introduction to Counseling: Meaning, Definition, Types, Needs, Importance of Counseling and Professional Counseling. Basic Principles of Counseling: Participation, Individualization, 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

Counseling in different settings: School Counseling, Career Counseling, Industrial Counseling, Alcoholic and De-Addiction Counseling, Crisis and Trauma Counseling, Supportive Counseling with Persons Living with HIV, TB Patients, Persons with Disabilities, Counseling against Suicidal thoughts and Community Counseling. Techniques and Strategies in Counseling. 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; Infertility Counseling; Marital Therapy; Pre – Marital Counseling – Approaches to Marital therapy.

Unit V

Counselor as Professional; Ethical standards in Counseling; Relevance of counseling as a Social Work Practice; Role of Professional Social Worker in counseling field. Alternative Therapies: Art, Music, Recreation, Laughter, Play and Yoga.

TEXT BOOK:

1. S. Narayana Rao, 2007, Counseling and Guidance, Tata McGraw – Hill publishing company limited, 2nd Edition, New Delhi.
2. Sister Mary Vishala, SNO, 2006, Guidance and Counseling (for teachers, parents & students), S. Chand & Company Limited, New Delh.
3. Robert L. Gibson, Marianne H. Mitchell, 2009, Introduction to Counseling and Guidance, PHI Learning Private Limited, New Delhi.

4. Colin Feltam, Windy Dryden, 2010 Brief counseling A Practical Integrative Approach, Tata McGraw – Hill publishing company limited, New Delhi.
5. Samuel T. Gladding, 2009, Counseling A Comprehensive Profession, Pearson, New Delhi.

REFERENCES

1. Egan, Gerard, 2006 The skilled helper: A problem management and opportunity, Development Approach to helping, Wadsworth publishers, Boston, USA
2. Marshal T.F & Rose. G: Counseling and School Social Work, John Wiley & Sons, NY.
3. Mcleod & John, 2003 Introduction to Counseling, Open university press, UK
4. Neukrug. E, 2012 Counseling theory and practice.
5. Palmer, 2004 Counseling, The BAC Counseling reader, British Association for Counseling, Vol. 1 & 2, Sage publications , New Delhi, India
6. Rao, Narayana, 2003 Counseling and Guidance, Tata McGraw Hill, New Delhi. India Sanders, 2002 First steps in Counseling, PCCS Books Ltd, UK.
7. Windy, Dryden, 2002 Handbook of Individual Therapy, Sage Publications, New Delhi.
8. Personality psychology, Randy J Larsen , New Delhi, 2011

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Define Counselling.
2. What is self awareness?
3. What do you mean understanding of emotions?
4. What are the uses of observation in counselling?
5. What are the causes of marital disharmony?
6. What is Group Counselling?
7. Define family.
8. What is conflict?
9. Define rehabilitation.
10. What are the causes of anxiety?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Explain the basic principles of counselling.
(or)
b) Enumerate on Individualization.
12. a) Write a short note on Adlerian theory.
(or)
b) Explain Rational Emotive Theory and its uses in counseling.
13. a) Enumerate the interviewing techniques in counselling.
(or)
b) Explain about individual counselling.
14. a) Elucidate on factors affecting communication in families.
(or)
b) Explain the causes of divorce.
15. a) Enumerate the functions of counsellors in schools.
(or)
b) State the role of a counsellor in hospital.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Discuss the needs, importance of professional Counselling with suitable examples.
17. Critically analyse Transactional Analysis.
18. Discuss the needs and importance of Industrial counselling.
19. Describe the various stages of marital conflict that increase marital discord and steps to resolve them.
20. Evaluate the causes of mental illness and methods to promote mental health in the society.

YEAR – I	CONCURRENT FIELD WORK PRACTICUM - II	CODE: PSWF2
SEMESTER – II		HRS/WEEK : 2(15)*
CORE PRACTICAL - II		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Be exposed as a social worker in different settings.

CO2: Be exposed to different NGO, agency and company.

CO3: Be known to handle the client as a case worker.

CO4: Understand the group work process.

CO5: Organize Community organization programme.

SEMESTER II	COURSE CODE: PSWF2					TITLE OF THE PAPER: CONCURRENT FIELD WORK PRACTICUM - I					HOURS : 2	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	5	5	5	5	4	5	5	4.8	
CO2	5	4	5	5	5	5	4	4	5	5	4.7	
CO3	5	4	5	4	5	5	5	4	5	5	4.7	
CO4	4	3	5	4	5	5	5	3	5	5	4.4	
CO5	5	3	4	5	4	5	5	3	5	5	4.4	
Mean Overall Score											4.6	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

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 case work, two 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. In the community students are expected to conduct one programme or solve an issue of the community following the principles of community organization and social action. The community organization programme is being organized by each student to promote extension activities towards different villages, institutions and organizations.

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. 20 marks are being awarded by the internal faculty supervisor, 20 Marks are awarded by the Agency Supervisor and 60 marks are being awarded by the external examiner.

Marks Allotments

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Case Work, Group Work, Community Organisation Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

YEAR – I	DISASTER MANAGEMENT	CODE: 19EPS25A
SEMESTER – II		HRS/WEEK : 4
ELECTIVE – II (A)		CREDIT : 3

Course Objectives:

1. To understand disaster and its effects.
2. To learn about the process of assessment in disaster management.
3. To understand the phases in disaster management.
4. To learn about Disaster Management Authority and Acts.
5. To know about role of Social Workers and Voluntary Agencies in disaster management.

Course Outcome:

At the end of the course the students should have:

CO1: Exposed to the disaster.

CO2: Learnt the process of disaster management.

CO3: Understood the phases of disaster management.

CO4: Learnt about Disaster Management Authority and Acts.

CO5: Gained knowledge on Role of Social Workers and Voluntary Agencies in disaster management.

SEMESTER II	COURSE CODE: 19EPS25A					TITLE OF THE PAPER: DISASTER MANAGEMENT					HOURS: 4	CREDITS:3
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	2	3	4	4	4	4	3	3	3	3.4	
CO2	4	2	3	4	4	4	4	3	3	3	3.4	
CO3	4	2	3	4	4	4	4	3	3	3	3.4	
CO4	4	2	3	4	4	4	4	3	3	3	3.4	
CO5	5	3	4	5	5	5	5	4	4	4	4.4	
Mean Overall Score											3.6	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Disaster: Meaning, Concept and related Concepts, Disaster, Risk, Hazard. Models of Disaster - Crunch Model and Release Model. Types and Effects of Disaster. Natural Disaster: Meteorological: Storm, Cyclone. Topological: Avalanche. Telluric: Earthquake. Manmade disasters. Effects: Physical, Social, Economic, Psychological, Spatial.

Unit II

Participatory Assessment of Disaster Risk Steps - Preparation, Hazard Assessment, Vulnerability Assessment, Capacity Assessment, Key Informant Interviews and Action Planning.

Unit III

Disaster Management and Phases: Pre-disaster: Prevention, Preparation, Education Vulnerability and Preparedness. Actual Disaster: Contingency, Short-Term and Long Term Plans. 4 Rs: Rescue, Relief, Recovery and Resettlement. Post disaster: Rehabilitation and Commemorations.

Unit IV

Disaster Management Act 2005, National Disaster Management Authority and National Institute of Disaster Management. Functions of District, State and National Disaster Management Authority. Resources Mobilization, Working with Other Professionals, Working with Government and Voluntary Organizations.

Unit V

Role of Social Workers and Voluntary Agencies in disaster both at the International and National level, Role of Media in disaster, Psycho Social Support and Mental Health Services, Case Studies on Bhopal Gas Tragedy 1984, Chernobyl Disaster 1986, Tsunami 2004, Thanae 2011, Vardha 2016, Ghaja 2018 Cyclones and Riots

TEXT BOOK:

1. Sulphery M.M. 2016. Disaster Management, Kindle Edition. New Delhi: PHI Learning Pvt. Ltd.
2. Ksyama Sagar Meher, Disaster Management New Edition, Neeraj Publications.
3. Varun Dutt Sharma, 2009, Environmental Education and Disaster Management, CBS Publication and distributors, New Delhi.
4. V. Jay Nichol, 2015, Environmental Studies and Disaster Management, Rawat Publication, New Delhi.

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,
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.
5. Carter I. 2003. Mobilizing the community, PILLARS Guide, Tearfund UK.
6. Heijmans A and Victoria L 2001. Citizenry-Based and Development-Oriented Disaster Response. Philippines: Centre for Disaster Preparedness.
7. Tearfund UK. 2004. Development and Risk Reduction in the Indian State of Andhra Pradesh: A case study

QUESTION PATTERN
SECTION – A (10X2=20)

Answer ALL Questions

1. Define disaster management?
2. What is hazard?
3. Differentiate storm with cyclone?
4. What is Avalanche?
5. Mention the need for participatory assessment.
6. List few action plans for Tsunami victims.
7. What do you mean by 'contingency'?
8. What is rehabilitation?
9. Name few NGOs in your area, working in the field of disaster management?
10. Mention the innovative skills required for a social worker in the field of disaster management

SECTION – B (5X5=25)

Answer ALL Questions

11. a) Explain the release model of disaster management
(or)
b) What are the risk factors for any disaster?
12. a) "Man-made disaster is more dangerous than the natural disasters" – justify
(or)
b) Explain the psycho social and economical implications due to cyclone.
13. a) Explain the steps to be followed in vulnerability assessment
(or)
b) What are the advantages of key informant interviews?
14. a) What are the methods available for doing post disaster evaluation
(or)
b) What are the rehabilitation services provided for the victims of "Thane Cyclone"?
15. a) "Voluntary organizations are the boon for disaster management" – Justify
(or)
b) Explain the role of state government in disaster management.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain crisis intervention model with your own example.
17. Describe the socio-psychological and economic effects due to natural disaster.
18. Write a detailed note on capacity assessment method with example.
19. Discuss in detail the activities for pre-disaster management.
20. Describe the various methods of resource mobilization for disaster management.

YEAR – I	ENVIRONMENTAL SOCIAL WORK	CODE: 19EPS25B
SEMESTER – II		HRS/WEEK : 4
ELECTIVE - II (B)		CREDIT : 3

Course Outcome:

After completing this course, students will:

CO1: Be exposed to the disaster management.

CO2: Understand the natural resources.

CO3: Be equipped with knowledge about biodiversity.

CO4: Understand the environmental social issues.

CO5: Be exposed to the field based visit and cause and effects of environment.

SEMESTER II	COURSE CODE: 19EPS25B					TITLE OF THE PAPER : ENVIRONMENTAL SOCIAL WORK					HOURS:4	CREDITS:3
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	5	4	4	5	5	5	4	4	4	4.5	
CO2	4	3	4	3	4	5	5	4	4	4	4	
CO3	3	3	3	4	4	4	3	3	4	4	3.5	
CO4	5	4	4	4	4	5	5	4	4	4	4.3	
CO5	5	4	4	4	5	5	4	5	4	4	4.4	
Mean Overall Score											4.14	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Introduction to Environment and Environmental Studies: Definition and Components of Environment, Relationship between the different components of Environment, Man and Environment relationship, Impact of technology on Environment, Environmental Degradation, Multidisciplinary nature of the Environment studies, its scope and importance in the present day Education

System.

Unit II

Natural Resources: Renewable and non-renewable resources, Natural resources and associated problems, Forest resources, Water resources, Mineral resources, Food resources, Energy resources, Land resources, Role of an individual in conservation of natural resources, Equitable use of resources for sustainable lifestyles.

Unit III

Biodiversity and its conservation Definition: genetic, species and ecosystem diversity, Bio-geographical classification of India, Value of biodiversity, Biodiversity at global, national and local levels, Threats to biodiversity, Conservation of biodiversity.

Unit IV

Social Issues and the Environment from unsustainable to sustainable development, Urban problems and related to energy, Water conservation, rain water harvesting, watershed management, Resettlement and rehabilitation of people; its problems and concerns. Case studies, Climate change, global warming, Environmental Protection Act 1986, Public awareness Population growth, Role of Information Technology in Environment and Human Health. Role of Social Workers in Environmental Protection

Unit V

Field Work: Visit to a local area to document Environmental assets – River or Forest or Hill or Mountain. Visit to a local polluted site – Urban or Rural or Industrial or Agricultural. Study of simple ecosystems – Pond, River, hills slopes.

TEXT BOOK:

1. Environmental social work Mel gray , John coates and Tiani Hetherington , New york , 2013
2. Disaster management, M.M. Sulphey
3. Disaster Management New Edition, Ksyama Sagar Meher, Neeraj Publications
4. Environmental Education and Disaster Management, Varun Dutt Sharma, CBS Publication and distributors, New Delhi 2009

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5. Environmental Studies and Disaster Management, V. Jay Nichol, Rawat Publication, 2015, New Delhi

REFERENCES

1. Prabhakar V.K. 2000. Basic Laws on environment. (Many Volumes) Anmol Publishers. New Delhi.
2. Prabhakar V.K.2001. Environment and Agricultural Pollution. Encyclopedia of Environmental Pollution and Awareness in 21st Century Series. Anmol Publishers. New Delhi.
3. Purushotham Reddy. 2003. Environmental education. Neel Kamal Publishers, New Delhi.
4. Ravichand. M. 2007. Environmental Management. Concept Publishers. New Delhi.
5. Mohan I. 2002. Environmental Problems in 21st Century. Anmol Publishers. New Delhi.
6. Aravind Kumar. 2008. Environmental Resource Management. Daya Publishers. New Delhi:
7. Asthana. D.K. 2001. Environmental Problems and solutions. S. Chand publishers. New Delhi.
8. Benny Joseph. 2005. Environmental studies. Tata McGraw Hill Publishers. New Delhi:

YEAR – I	LIFE SKILLS FOR SOCIAL WORKERS	CODE: 19PSWS1
SEMESTER – II		HRS/WEEK : 1
SKILL		CREDIT : 2

Course Outcome:

After completing this course, students will:

CO1: Be exposed to their personal skills and development.

CO2: Be determined with the communication and writing skill.

CO3: Be capable of understanding human behavior.

CO4: Be equipped with the professional skills for their future development.

CO5: Learn the ethics and role of social worker.

SEMESTER II	COURSE CODE: 19PSWS1					TITLE OF THE PAPER: LIFE SKILLS FOR SOCIAL WORKERS					HOURS:1	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	3	4	4	4	5	4	4	4	4	4	
CO2	4	3	4	4	4	4	3	4	4	4	3.8	
CO3	4	4	3	4	4	4	5	4	4	4	4	
CO4	5	4	5	4	4	4	5	4	4	4	4.3	
CO5	4	3	4	3	4	4	3	3	4	3	3.5	
Mean Overall Score											3.92	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Components:

1. Imparting practical knowledge on Life Skills which covers understanding self through a SWOT, Communication, Presentation skill, Interpersonal Skills such as Group Decision Making and Negotiation Skills.
2. Practical Exercises on Communication.

3. Conducting and Staging Two Street Plays in the Society or service and educational institutions by the students in group on relevant current issues of the society.
4. Awareness Creation Programme by the students in the Society or Service and educational institutions.

At the end of the semester Viva- Voce is conducted internally by two examiners by the faculty of the department. The students will be awarded with one credit.

Marks Allotments

- | | | |
|-------------------------------|---|----------|
| 1. Submission of Report | - | 20 Marks |
| 2. Presentation & Performance | - | 20 Marks |
| 3. Completion of Components | - | 20 Marks |
| 4. Skills Acquired | - | 20 Marks |
| 5. Learning Content | - | 20 Marks |

YEAR – II	SUMMER PLACEMENT (OPTIONAL)	SEMESTER – II
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At the end of 1 year during summer vacation, the students should do internship (non-supervised) for a period of 30 days in an agency or industry related to his or her specialization so as to utilize the Summer Vacation fruitfully to develop the professional self in oneself. There is no credit allotted for this and no examination conducted. This is to motivate students to engage in Self Learning.

Course Outcome:

After completing this course, students will:

- CO1:** Be exposed to the industry and social welfare organization.
- CO2:** Be experienced with management operation and work settings.
- CO3:** Be applying theoretical knowledge into practical.
- CO4:** Carry out research project.
- CO5:** Learn the ethics and role of social worker.

SEMESTER II	COURSE CODE:					TITLE OF THE PAPER: SUMMER PLACEMENT (OPTIONAL)					HOURS :	CREDITS:
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	4	5	5	4	3	5	5	4.4	
CO2	5	4	5	4	5	5	4	3	5	5	4.5	
CO3	5	4	5	4	5	5	4	3	5	5	4.5	
CO4	4	5	4	5	5	4	4	4	4	4	4.3	
CO5	5	3	5	4	5	5	5	3	5	5	4.5	
Mean Overall Score											4.44	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Process:

1. The learner must volunteer to locate a setting (own choice) about two months in advance and explore the possibilities of a 4 week practice learning practice placement.
2. The practice learning setting should preferably have a professionally trained social worker on the team of a staff.
3. The department will provide official letter for undertaking training in any organization.
4. The learner is to record the learning and submit a comprehensive report (in the format provided by the department) at the beginning of the II academic year both to the department (compulsory) and to the setting (on requirement).
5. Each student is expected to make a presentation on the placement experiences before the class and faculty (in the format provided by the department).
6. Mark or credit is not awarded for this.

SPECIALISATION PAPER – I

COMMUNITY DEVELOPMENT SPECIALIZATION

YEAR – II	RURAL AND TRIBAL COMMUNITY DEVELOPMENT	CODE : 19PSW31A
SEMESTER – III		HRS/WEEK : 5
CORE – IX		CREDIT : 4

Course Outcome:

After completing this course, students will:

- CO1:** Be exposed to the rural community.
- CO2:** Be determined to the development of the community.
- CO3:** Be capable of understanding human behavior.
- CO4:** Be committed to work with the tribal community.
- CO5:** Be equipped with skills to work with the community.

SEMESTER III	COURSE CODE: 19PSW31A					TITLE OF THE PAPER: RURAL AND TRIBAL COMMUNITY DEVELOPMENT					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	3	4	5	5	4	4	4	4.3	
CO2	5	4	5	3	5	5	5	4	5	5	4.6	
CO3	5	4	5	3	5	5	5	5	4	5	4.6	
CO4	5	3	5	3	5	5	5	4	5	5	4.5	
CO5	5	4	5	3	4	5	5	5	5	4	4.5	
Mean Overall Score											4.5	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Rural Community: Meaning, Characteristics. Assessment of Needs and Problems in the Community. Participatory Rural Appraisal – Meaning, Characteristics, Principles, Tools, Steps and Limitations. Rural Organization and Rural Development. Rural Problems: Poverty, Illiteracy, Unemployment, Problems related to agriculture, Community Health.

Unit II

Community Development: Meaning, Objectives, Principles, and Models; methods; Earlier experiments in rural developments - Sriniketan Experiment

and Marthandam Experiment. Rural Extension, Millennium Development and Sustainable Development Goals. Rural Development Administration and Panchayat Raj Institutions (PRI), 73rd Amendment and its Salient Features, Features of Tamil Nadu Panchayat Act 1994. Rural development Agencies: DRDA & BDO.

Unit III

Rural Development Programmes: A) Area Based - Drought Prone Area Programme (DADP), Intensive Agriculture Area Programme (IAAP) and High Yield Variety Programme, MP's & MLA's Area development programme. B) Target Based programmes: IRDP, TRYSEM, SGSY, and Employment Assurance Scheme, MGNREGA. C) Welfare Programmes: Minimum Needs Programme, ICDS, Five year Plans and Strategies for Rural Development. Community Participation.

Unit IV

Tribes: Definition, Concept, Characteristics of the Tribal Community; Nomadic and De- Notified Tribes; Regional Distribution of Tribes and Nehru's Panchasheel Principles of Tribes. Social System of Tribes: Socio economic conditions; Cultural and religious aspects; status of women: Status of Children; Tribal leadership and Political Participation -Local, State, and National levels.

Unit V

Problems of Tribes: Child Marriage, Poverty, Ill-Health, Illiteracy, Exploitation and atrocities on tribes. Tribal Resettlement and Rehabilitation and its related problems. Tribal Movements and Tribal Revolt, Naxalpari Movement. Tribal Development Programmes: Tribal Development Policies, Tribal Area Development Programme; Tribal Sub-Plans, Need and Importance of Social Work practice in Tribal areas. Problems in implementation of tribal development programmes.

TEXT BOOK:

1. Margaret Ledwith, 2006, Community Development – A Critical Approach, Rawat Publication Jaipur.
2. Samuel H. Taylor and Robert W. Roberts, 2013, Theory and Practice of Community Social Work, Rawat Publications, Jaipur.

3. Asha Ramagonda Patil, 2013, Community Organisation and Development An Indian Perspective, PHI Learning Private Limited, Delhi.
4. Dr. P. V. Ramana Rao, Rural Development and Poverty Alleviation Programmes – NGNREGS, Aryan Publication, New Delhi.
5. Alison Gilchrist, Marilyn Taylor, Short Guide to Community Development.

REFERENCES:

1. Christopher, A J. and Thomas William. 2006. Community Organisation and Social Action. New Delhi: Himalaya Publishing House.
2. Devendra Thakur (1994) Tribal life in India (Ten Vols), Deep & Deep Pub., New Delhi.
3. Dutt&Sundaram,2013, Indian Economy, Sultan& Chand, New Delhi.
4. Jain, S.C.,1998 Community development and Panchayat Raj in India, AlliedPublishers Ltd., Chennai-2
5. Suresh Chandra, Anne Karen Trollope, 2015, Non-Governmental Organizations, Rawat Publications,
6. Kumar, Somesh. 2004. Participatory Method in Community Work. New Delhi: Himalya Publisher.
7. Sachinanda and Purnendu, 2001 Fifty Years of Rural Development in India, Firma KLM Pvt Ltd., Kolkata.
8. William, A. Thomas and A. J. Christopher. 2011. Rural Development – concept and recent approaches. Jaipur: Rawat Publications.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Define rural community.
2. What is poverty?
3. Define sustainable development.
4. What is MDG?
5. Define 'HYV'.
6. Explain community participation.
7. Who are de-notified tribes?
8. Define political participation.
9. What is tribal resettlement?
10. Where is Naxalbari located?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Write a note on problems related to community health.
(or)
- b) Explain rural organization and rural development.
12. a) Highlight the key features of the Sriniketan experiment on rural community development.
(or)
- b) Explain DRDA and its importance.
13. a) Write a note on DADP.
(or)
- b) Explain MLA's area development programme.
14. a) Discuss Nehru's Panchasheel principles on tribes.
(or)
- b) Explain with suitable examples the status of tribal women.
15. a) Explain tribal area development programme.
(or)
- b) Write a note on tribal sub plans.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Define PRA. Critically analyze PRA principles, tools and steps.
17. Critically analyze Panchayat Raj Institutions' role in rural development administration with special emphasis on Tamil Nadu Panchayat Act, 1994.
18. Evaluate, quoting suitable examples, the role of ICDS as welfare programme.
19. Portray the status of tribal leadership and political participation in India.
20. Examine the need and importance of social work practice in eradicating exploitation and atrocities on tribes.

SPECIALISATION PAPER – I

HUMAN RESOURCE MANAGEMENT SPECIALIZATION

YEAR – II	HUMAN RESOURCE MANAGEMENT	CODE: 19PSW31B
SEMESTER – III		HRS/WEEK : 5
CORE – IX		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Be exposed to the concept of human resource management.

CO2: Be determined to the process of human resource planning.

CO3: Be equipped with the knowledge on training and development.

CO4: Be capable of handling with administrative structure.

CO5: Learn the human resource development.

SEMESTER III	COURSE CODE: 19PSW31B					TITLE OF THE PAPER: HUMAN RESOURCE MANAGEMENT					HOURS : 5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	3	5	5	4	4	5	5	4.4	
CO2	5	3	5	3	5	5	4	4	5	5	4.4	
CO3	5	3	5	3	5	5	4	4	5	5	4.4	
CO4	5	3	5	3	5	5	4	4	5	5	4.4	
CO5	5	3	5	3	5	5	4	4	5	5	4.4	
Mean Overall Score											4.4	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Human Resource Management: Concept, Scope, Objectives, Evolution, Approaches, Structure, Policies and Functions of Human Resource Management. Emerging trends of Competencies and Roles of HR Professionals.

Unit II

Human Resource Planning: Concept, Objectives, Need, Process. Job Analysis: Uses, Content. Job Description, Job Specification. Recruitment: Meaning, Sources and Methods of Recruitment. Selection: Meaning, Steps, Application Blank, Psychological test, Interviews and Physical Examination. Talent Acquisition: Goals, Policies, Sources and Methods. Placement and Induction. Compensation Management: Compensation structure, Factors influencing Compensation Plans and Policies. Incentive Schemes, Rewards and Recognition

Unit III

Training and Development: Meaning, Importance, Purpose, Types and Methods. Wages and Salary Administration: Definition, Objectives, Process of Wage Determination, Methods of Wage payment, Principles of Wages, Factors influencing Wage and Salary administration, Fringe Benefits. Concept of Wage and Salary – Wage Theories – Types of wages – wage differentials – wage regulators – Incentive Schemes.

Unit IV

Performance Appraisal Systems; – Transfers and Promotions – Discharge, and Superannuation Dismissal. Employee Retention and Separation: Attrition and Retention – Concept, - Employee benefit plans. Disciplinary procedures – Domestic enquiry – Grievance Procedure — Retirement: Exit Interview, Retirement Benefits – Voluntary Retirement Scheme.

Unit V

Contemporary trends in HRM: Corporate Social Responsibility, Benchmarking, Core Competency, Business Process Outsourcing (BPO), Business Process Reengineering (BPR), Competency Mapping, Balanced Score Card, Skill Matrix, People Capability Maturity Model (PCMM), Quality Circle, Total Quality Management (TQM) and Total Productivity Maintenance (TPM), Six Sigma and Lean Sigma, 5S Model, and Kaizen. International Organization for Standardization (ISO)

TEXT BOOK:

1. VSP Rao, 2010, Human Resource Management text and cases, New Delhi: Excel Books.
2. Dr. S.S.Khanka, 2003 Human Resource Management text and cases S. Chand and Company Pvt. Ltd., New Delhi.
3. BPP Learning Media, 2009, Human Resource Management, Viva Books, New Delhi.
4. K. Aswathappa, 2008, Human Resource Management text and cases, Tata McGraw – Hill publishing company limited, New Delhi.
5. P. Subba Rao, 2016, Personnel and Human Resource Management Himalaya Publishing House, New Delhi.

REFERENCES:

1. Andrew J. Dubrin, 2012 Essentials of Management, New York: Thomson Southwestern.
2. Bernadin John H, 2012, Human Resource Management, New York :McGraw Hill.
3. Ivancevich, 2012, Human Resource Management, New York : McGraw Hill.
4. Luis R.Gomez-Mejia, David B.Balkin, Robert L Cardy. 2012, Managing Human Resource. New Delhi : PHI Learning.
5. Monir Tayeb. 2007, International Human Resource Management. New York : Oxford University Press.
6. Robert L. Mathis and John H. Jackson, 2007, Human Resource Management, New Delhi :Cengage Learning.
7. Uday Kumar Haldar, Juthika Sarkar.2012, Human Resource management. New Delhi: Oxford University Press.
8. Wayne Cascio, 2007, Managing Human Resource, New York : McGraw Hill.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Give the meaning of Human Resource Management.
2. Specify two characteristics of Human Resource Management.
3. What is employee sourcing?
4. Mention two uses of maintaining an application blank.
5. State two employee benefit plans.
6. What do you understand by the term attrition?
7. Mention two objectives of wage administration.
8. Give the meaning of 'Fringe Benefits'.
9. What do you understand by the term 'Management Development Programme'?
10. Identify two features of Human Resource Development.

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Briefly describe the managerial functions of Human Resource Management.
(or)
b) Write a note on the objectives of the Human Resource Management.
12. a) Write short notes on the process of job analysis.
(or)
b) Differentiate 'Placement' from 'Induction' with suitable examples.
13. a) State the implications of Voluntary Retirement Scheme for the scope of employment of workers.
(or)
b) Enumerate the merits of transfers and promotions.
14. a) Differentiate 'Fair Wage' from 'Living Wage'.
(or)
b) Write a note on the components of 'Earnings' and 'Deductions'.
15. a) State the importance of training for the employees in an organization.
(or)
b) Highlight the various features of employee counselling.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Discuss in detail the various roles played by a Human Resource Manager in an organization.

17. Elaborately discuss the various sources of recruitment applicable to the industries in India.

18. Present a detailed note on the steps involved in handling discipline in an industry.

19. Give an account of the various theories relating to wage and salary administration.

20. Elucidate the various Human Resource Development Instruments and their implementation in organizations and compare some of the practices applicable to your field work organization.

Medical Social Work

SPECIALISATION PAPER – I

MEDICAL AND PSYCHIATRY SPECIALIZATION

YEAR – II	MEDICAL SOCIAL WORK	CODE: 19PSW31C
SEMESTER – III		HRS/WEEK : 5
CORE - IX		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Be exposed to the importance of social work.

CO2: Understand health care measure.

CO3: Be equipped with hospital administration.

CO4: Understand communicable and non-communicable disease.

CO5: Be applicable to work in hospital setting.

SEMESTER III	COURSE CODE: 19PSW31C					TITLE OF THE PAPER: MEDICAL SOCIAL WORK					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	5	5	5	4	4	4	4.5	
CO2	4	4	4	3	4	4	4	4	5	4	4	
CO3	4	4	4	4	4	5	5	4	4	5	4.3	
CO4	5	4	5	5	4	5	5	4	4	5	4.6	
CO5	4	3	4	4	4	5	4	4	5	5	4.3	
Mean Overall Score											4.34	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Medical Social Work: concept, Definition, Need of medical social work –Role and functions of medical social worker. The meaning of health, hygiene, illness and handicap: medicine through the ages; changing concept of health: concept of patient as a person. Historical development in Medical Social Work

in the West and in India. Trends, Scope and Limitations of Medical Social Work practice in India.

Unit II

Health care models - medical health prevention and promotion model, integrative model and development model; holistic approach to health: alternative system of health - yoga naturopathy.

Unit III

Organization and Administration of Medical Social Work department in Hospital. Present practice and equipment of medical social work in various setting. a) Government Hospital, Corporate and Private, Specific Disease Hospitals, Specialized Clinics, Community Health Centers, Blood Banks, Eye Banks, Health Camps b) Schools for the Physically and Mentally challenged, Sheltered Workshops, Residential institutions for Physically and Mentally Challenged.

Unit IV

Communicable and Non Communicable diseases - TB, STD, AIDS, Polio. Diarrhoeal diseases. Malaria, typhoid, leprosy, leptospirosis. Major non communicable diseases - cancer, diabetes, hypertension, cardio disorders, neurological disorders, and asthma; Physically challenged, Nutritional disorders, Occupational health problems, Women's health problems, Pediatric health problems and Geriatric health problems

Unit V

Medical social work practices in different in Settings. Outpatient unit, ICU, Maternity and Pediatric ward, STD and HIV clinic, Cardiology department, TB sanatorium and Cancer hospitals. Role of Medical Social Worker in Organ Transplantation and Palliative Care Unit. Supportive services and networking for practice of medical social work teamwork in medical setting. Skills and techniques used in medical social work practice. Fund Mobilizing in Medical Social Work.

TEXT BOOK:

1. Preventive and social medicine 21st edition , K. Park
2. K. Park , 2013, Park Text Book of Preventive and Social Medicine, M/S Banarsidas Bhanot Publishers.
3. Pondicherry Aids Control Society, 2007 Pregnancy, Byword books Private Limited.

REFERENCES

1. Blaxter, Mildred, 2004 Key Concepts on Health, Polity Publishers, New Delhi
2. Bradshaw & Bradshaw, 2004 Health Policy for Health Care Professional, Sage Publications, New Delhi.
3. Brannon& Feist, 2000 Health Psychology, TLARC Publication, Toronto.
4. Dziegielewski, Sophia, 2003 Changing Phase of Health Care, Social Series II Education, Sara book, New Delhi.
5. Sarah Ghelert, 2006 Hand book of Health Social Work, John Wiley & Co., London
6. Sirohi,Anand, 2005 Modern Perspectives in Social Work, Dominant Publishers, New Delhi.
7. Zastrow,Charles, 2000 Introduction to Social Work and Social Welfare,Wadsworth Publication, Belmont.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Write down any two objectives of Medical social work.
2. Mention any two social work methods which are practiced in hospital setting.
3. What is Team Work?
4. What is illness? Differentiate from disease.
5. What is Naturopathy?
6. What is sheltered workshop?
7. Expand HIV & STD.
8. Mention any two techniques used in Medical Social Work.
9. Write any two Occupational problems.
10. What are Supportive services?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Define Medical Social Work and write down the scope of Medical Social Work.

(or)

b) Define the concept of illness and its types.

12. a) Briefly write a note on Preventive model of health care

(or)

b) Discuss the limitations of practicing Medical Social Work.

13. a) Explain the functions of medical social work department in a hospital.

(or)

b) Differentiate impairment, disability and handicapped with examples.

14. a) Write a short note on Geriatric health problems.

(or)

b) What is a non communicable disease? List down the major non communicable diseases.

15. a) Explain the importance of networking in the practice of Medical Social Work.

(or)

b) Discuss the scope of practicing Medical Social Work in Schools.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain elaborately on the historical development of Medical Social Work in India and in the West.
17. Write in detail the different models of health care.
18. Explain the role of social worker in dealing with persons with disability.
19. Write an essay on Nutritional Disorders.
20. Describe the various skills required for a Medical Social Worker.

SPECIALISATION PAPER - II

COMMUNITY DEVELOPMENT SPECIALIZATION

YEAR – II	URBAN COMMUNITY DEVELOPMENT	CODE: 19PSW32A
SEMESTER – III		HRS/WEEK : 6
CORE - X		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Be exposed to the urban communities.

CO2: Be aware of slum legislation.

CO3: Understand urban community development.

CO4: Be capable of handling urban administrative structure.

CO5: Learn the role of stake holders in urban community development.

SEMESTER III	COURSE CODE: 19PSW32A					TITLE OF THE PAPER: URBAN COMMUNITY DEVELOPMENT					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	3	4	5	5	4	4	4	4.3	
CO2	5	4	5	3	5	5	5	4	5	5	4.6	
CO3	5	4	5	3	5	5	5	5	4	5	4.6	
CO4	5	3	5	3	5	5	5	4	5	5	4.5	
CO5	5	4	5	3	4	5	5	5	5	4	4.5	
Mean Overall Score											4.5	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Urbanization: Concept, Characteristics and Theories. Related Concepts: Corporation, Municipality, Town, City, Metropolis, Megapolis, Suburbs, Satellite Town, Smart Cities, Hinterland, Agglomeration, and Urbanism. Urbanization and Social Problems Urban Problems: Pollution, Crime, Accidents, Commercial Sex Work, Drug Addiction, Housing, Human Trafficking, Juvenile Delinquency, Urban Traffic Problems and Suicide.

Unit II

Slums: Definition, Causes, Characteristics, Socio-Psychological Issues of Slum Dwellers, Effect of Industrialization and Globalization on Slum. Displacement and Rehabilitation. Slum Clearance Board and its functions. Tamil Nadu Slum Area (Clearance and Improvement) Act 1971. National Slum Development Programme. Urban Development Policy, Town planning and Rules of town planning. Urban Services and Urban Deficiencies, Housing and Urban Development Corporation (HUDCO).

Unit III

Urban Community Development: Meaning, Scope. Early Development Interventions: SPARK Mumbai, People Project of Action Aid, Oxfam, Unorganized Workers' Federation, National Domestic Workers Movement, National Slum Dwellers Federation. Welfare Extension Projects of Central Social Welfare Board. Problems in implementation of Urban Community Development Programmes.

Unit IV

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

Urban Community Development Programme: Five Year Plans and Urban Development. Major National Missions: JNNURM (AMRUT), Housing for all 2022. Institutions and Government departments for Urban Development: CMDA, TNHB, TNSCB, CMWSSB. 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.

TEXT BOOK:

1. Urban community development Jacob Z. Thudipara, second edition, New Delhi, 2017
2. Urban Community Development Second Edition, Jacob Z. Thudipara, Rawat Publications, 2017, Jaipur

3. Theory and Practice of Community in Social Work, Samuel H Taylor, Rawat Publications, 2017, Jaipur
4. Community Development a Critical Approach, Margaret Ledwith, Rawat Publications, 2006, Jaipur.
5. Rural Development and Poverty Alleviation Programmes, Dr. P. V. Ramana Rao, Aryan Publications New Delhi, 2018
6. Community Organization and Development in Social Work an Indian Perspective, Asha Ramagonda Patil, PH Learning Private Ltd Delhi, 2013
7. UGC NET Tutor Social Work, Arihant Publications New Delhi, 2014

REFERENCES:

1. Ashish Bose, 2001 India's Urbanization, Institute of Economic Growth, McGraw Hill, New Delhi.
2. Bala, 2000 Trends in Urbanization in India, Patel enterprises, New Delhi
3. Bhattacharya B, 2000 Urban Development in India, Shree Publishing House, New Delhi.
4. Census of India Government of India Publication, 2011.
5. H.U.Bijlani, 2013, Urban Problem, Centre for Urban Studies, Lipa, New Delhi
6. Harper Collins, 2014, Transforming our Cities.
7. Urbanisation and Urban System in India, Oxford University Press, New Delhi. Mitra,

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What is Urbanism?
2. What is urbanization?
3. What is UBSP?
4. What is Town Planning?
5. What is Urban Planning?
6. What is Urban Development?
7. Mention any two problems of Municipality.
8. Mention any two functions of Municipality.
9. Mention any two uses GIS in urban development.
10. Mention any two limitations of GIS.

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Explain the theories of Urbanization.

(or)

- b) Give details of problem of pollution in urban areas.

12. a) Explain the characteristics of slum in India.

(or)

- b) Explain problems of implementing urban community programmes.

13. a) Explain the salient features of town and country planning act.

(or)

- b) Explain the origin of urban community development.

14. a) Explain the functions of municipality.

(or)

- b) Explain the functions of metropolitan development authority.

15. a) Explain impact of GIS on urban development.

(or)

- b) Explain the nature of GIS.

SECTION - C (3X10=30)

Answer any THREE Questions

- 16.** Explain various urban social problems in India.
- 17.** Explain the various programmes for slum dwellers in India.
- 18.** Differentiate urban development and urban community development.
- 19.** Explain the history of local self government in India.
- 20.** Explain the various uses of GIS with Examples.

SPECIALISATION PAPER – II

HUMAN RESOURCE MANAGEMENT SPECIALIZATION

YEAR – II	LABOUR LEGISLATIONS AND LABOUR WELFARE	CODE: 19PSW32B
SEMESTER – III		HRS/WEEK : 6
CORE - X		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Understand labour system.

CO2: Be aware of working environment and legislations.

CO3: Learn about the labour classification.

CO4: Understand the wage legislation.

CO5: Learn about the social legislation.

SEMESTER III	COURSE CODE: 19PSW32B					TITLE OF THE PAPER: LABOUR LEGISLATIONS AND LABOUR WELFARE					HOURS :6	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	4	5	5	4	4	4	5	4.4	
CO2	5	4	4	3	5	5	4	3	4	4	4.1	
CO3	5	3	5	4	5	5	4	4	4	5	4.4	
CO4	5	4	4	3	5	5	4	3	4	4	4.1	
CO5	4	4	4	3	4	4	2	4	4	4	3.7	
Mean Overall Score											4.14	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Labour- Concept, Labour Legislation, Concept, Objectives, Importance and Principles. Industrialization – Labourers at various occupations. Characteristics of Indian Labour - Labour Problems in India - Labour Welfare: Concept, need, objectives, principles, theories, scope, limitations. Classification

Administration of labour, - Central and State level . Labour Welfare Officer : Qualifications, Roles and Responsibilities.

Unit II

Legislations relating to working condition and safety- The Factories Act of 1948, The Mines Act 1952, The Motor Transport Workmen Act 1961, Plantation Labour Act 1951, Tamil Nadu Shops and Establishment Act 1947.The Tamil Nadu Catering from Establishment Act 1952.

Unit III

Contract Labour (Regulations and Abolition) Act 1970, The Apprenties Act 1961, Tamilnadu Industrial Establishment (National and Festival Holidays) Act 1958 and the Amendment of this Act, 2017.

Unit IV

Wage Legislations: Workmen's Compensation Act 1923, Payment of wages Act, Minimum wages Act 1948, Payment of Bonus Act 1965, Equal Remuneration Act 1976.

Unit V

Social Security Legislations : Employees State Insurance Act 1948, Employees Provident Fund Act 1952, Payment of Gratuity Act 1972, Maternity benefit Act 1961.

TEXT BOOK:

1. Labour law in factories, mines, plantations, transport shops & other industrial establishments , S.C. Srivastava New Delhi, 1995.
2. Labour Welfare Trade Unionism and Industrial Relations, Punekar Deodhar Sankaran, Himalaya Publishing House 1992
3. Labour Problems and Social Welfare, RC Saxena, K Nath and CO. Meerut Publications, 1996
4. Labour Relations in India, RC Saxena, SR Saxena, Prakashan Kendra, 1998
5. Industrial Relations and Labour Laws, SC Srivastava, Vikas Publishing House, Pvt Ltd, 1995
6. Labour Problems and Social Welfare, RC Saxena, K Nath and Co Meeru, 1996

7. Labour Law in Factories, Mines, Plantations, Transport, Shops and other Industrial Establishment, S.C. Srivastava, Prentice Hall of India Private Limited, 1992
8. Contract Labour (Regulation and Abolition Act, 1970) YB Bhonsle, S. Chand and Company Ltd, 1972
9. UGC NET Tutor Social Work, Arihant Publications New Delhi, 2014

REFERENCES:

1. Babu Sharath and Rashmi Shetty. 2007. Social Justice and Labour Jurisprudence. New Delhi: SAGE Publication.
2. Kapoor, N.D. 1993. Elements of Industrial Law. New Delhi: Sultan Chand & Sons.
3. Kapoor, N.D. 1995. Hand Book of Industrial Law. New Delhi: Sultan chand & Company.
4. Ramaswamy, E.A. & Uma Ramaswamy. 1981. Industry and Labour: An Introduction New Delhi: Oxford University Press.
5. Vaidyanathan, S. 1986. Factory Laws Applicable in Tamilnadu, Vols: 1,2,3, Madras:Madras Bood Agency.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Give the meaning of Labour.
2. What is Labour Welfare?
3. Write any two legislations relating to the working condition and safety of the workers.
4. Write any two legislations enacted in the year 1952.
5. Mention any two legislations relating to industrial relations.
6. Write the names of the legislations relating to employment.
7. What is Bonus? How it is generally calculated?
8. Write the difference between wage and salary.
9. Give the meaning of Social Security.
10. What do you understand by the term Provident fund?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Describe the characteristics of Indian Labour.
(or)
b) Write a short note on Industrialization.
12. a) Explain the sections relating to working conditions for the employees in Factories Act.
(or)
b) Discuss the salient features of Plantation Labour Act.
13. a) Explain the important sections of the act which talks about standing orders.
(or)
b) Give the salient features of contract labour act.
14. a) Write a short note on minimum wages act.
(or)
b) Write the significance of payment of bonus act.
15. a) Explain the importance of ESI act.
(or)
b) Discuss the scope of maternity benefit act.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain the role and functions of a Labour Welfare Officer.
17. Write in detail the sections relating to the safety of the workers.
18. Explain the role trade unions and its related acts in industries.
19. Write an essay on Equal remuneration act.
20. Describe the salient features of Payment of gratuity act.

SPECIALISATION PAPER II

MEDICAL AND PSYCHIATRY SPECIALIZATION

YEAR – II	MENTAL HEALTH AND SOCIAL WORK	CODE: 19PSW32C
SEMESTER – III		HRS/WEEK : 6
CORE - X		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Be exposed to the mental health.

CO2: Learn about stress and coping mechanism.

CO3: Gain knowledge about psychiatric assessment.

CO4: Understand the neurotic and psychotic disorder.

CO5: Learn about the childhood disorder.

SEMESTER II	COURSE CODE: 19PSW32C					TITLE OF THE PAPER: MENTAL HEALTH AND SOCIAL WORK					HOURS:6	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	4	5	4	5	4	4	5	4	5	4.4	
CO2	4	4	4	5	4	4	5	4	4	4	4.2	
CO3	5	4	5	4	4	5	5	4	4	4	4.4	
CO4	4	4	4	3	4	5	5	4	4	4	4.1	
CO5	5	4	5	4	5	5	5	4	4	5	4.6	
Mean Overall Score											4.34	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Mental Health: Meaning, Definition. History and Scope of Psychiatric Social Work; Changing Perspective of Psychiatric Social Work; Mental Health and Wellbeing in India. India view of Mental Health and Well Being. Attitudes and Beliefs Pertaining to Mental Illness in Ancient, Medieval and Modern Times.

Unit II

Stress and Coping: Stress and Mental Health Factors influencing Stress among Children, Adolescents, Women, Workers, Elderly and related to Physical Illness, Coping with Stress, Emotions and Crisis.

Unit III

Psychiatric Assessment and Intervention: History Taking and Mental Status Examination, Psycho Social and Multidimensional Assessment of Mental Disorders in Psychiatric Social work. Common Mental Disorders - Symptoms, Causes and Treatment of Neuroses, Psychoses Psycho Physiological Disorders, Personality Disorders –Mental Health Act 1987.

Unit IV

Neurotic and Psychotic Disorder: Anxiety, Phobia, Obsessive Compulsive Disorder, Posttraumatic Stress Disorder and Psycho Somatic Disorder. Alcoholism, Drug abuse and Suicide. Mental Retardation and Alzamirs disease, sexual deviation, epilepsy, culture bound syndrome.

Unit V

Childhood Disorders: Autism and Infantile Schizophrenia, Attention Deficit and Hyperactivity Disorder, Behaviour and Habit Disorder, Disorders associated with Eating, Speech and Sleep, Scholastic backwardness, Identity Crisis. National Mental Health Programmes.

TEXT BOOK:

1. A text book of psychiatric, Niraj Ahuja
2. K. Park , 2013, Park Text Book of Preventive and Social Medicine, M/S Banarsidas Bhanot Publishers.
3. Niraj Ahuja, 2011, A Text Book of Psychiatry, Jaypee Brothers Medical Publishers (pvt) Ltd.
4. Randy J. Larsen, David M. Buss, 2011, Personality Psychology, Tata McGraw – Hill Edition.

REFERENCES

1. Abelin, T. Brzenski and V.D. Car stairs. Measurement in Health Promotion and Protection. Copenhagen: WHO.
2. Francis, C. M. 1991. Promotion of Mental Health with Community Participation. Kerala: The Center for Health Care Research and Education.
3. Jay, Pee. 1994. Diagnostic and Statistical Manual of Mental Disorders (DSM IV). New Delhi: Oxford Press.
4. Bhugra , Gopinath, Vikram Patel, 2005 Handbook of Psychiatry- A South Asian Perspective. Byword Viva Publishers Pvt.Ltd., Mumbai
5. WHO, 2004 The ICD-10 Classification of Mental and Behavioral Disorders, Diagnostic Criteria for Research, AITBS Publishers and Distributors, Delhi
6. Kappur. M. Sheppard. Child Mental Health-Proceedings of the Indo-US symposium.
7. Mane P. & Gandevia K. 1994. Mental Health in India Issues and Concerns; Tata Institute of Social Sciences, Mumbai.
8. World Health Organization. Geneva. 1992. The ICD 10 Classification of Mental and Behavioral disorders, Clinical Description and Diagnostic Guidelines; Oxford University. Press

QUESTION PATTERN
SECTION – A (10X2=20)
Answer ALL Questions

1. What is psychiatric social work?
2. What is well being?
3. What is mental health?
4. What is stress?
5. What is neurosis?
6. What is psychosis?
7. What is drug abuse?
8. What is epilepsy?
9. What is hyperactivity?
10. What is identity crisis?

SECTION - B (5X5=25)

Answer ALL Questions

11. a. What is the scope of psychiatric social work?
(or)
- b. What are the changing trends in psychiatric social work?
12. a. What are the stresses among adolescents?
(or)
- b. What are the stresses for women workers?
13. a. What are the causes for neuroses?
(or)
- b. Explain the process of multidimensional assessment.
14. a. What are the causes for suicidal tendencies?
(or)
- b. What is the treatment for drug abuse?
15. a. Explain the symptoms of mental retardation.
(or)
- b. Explain the nature of culture bound syndrome.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain the characteristics of psychiatric social work in India.
17. Explain the various causes of stress among different types of people.
18. Explain the process of psychiatric assessment with examples.
19. Explain the causes, symptoms and treatment for alcoholism.
20. Explain the various childhood disorders

YEAR – II	CONCURRENT FIELD WORK PRACTICUM - III	CODE: PSWF3
SEMESTER – III		HRS : 10
CORE PRACTICAL – III		CREDIT : 4

Course Outcome:

After completing this course, students will:

CO1: Gain social workers professional knowledge on different settings.

CO2: Learn about human resource management.

CO3: Be exposed on role of medical social worker in hospital settings.

CO4: Understand the community problem.

CO5: Organize group work and community organization programme.

SEMESTER III	COURSE CODE: PSWF3					TITLE OF THE PAPER: CONCURRENT FIELD WORK PRACTICUM – II					HOURS :10	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	3	5	5	4	3	5	5	4.4	
CO2	5	4	5	4	5	5	5	4	5	5	4.7	
CO3	5	4	5	4	5	5	5	4	5	5	4.7	
CO4	5	4	5	4	5	5	5	4	5	5	4.7	
CO5	5	3	5	4	5	5	5	4	5	5	4.6	
Mean Overall Score											4.62	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

The second year students during the third 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 students are placed in villages or hospitals or schools or NGOs or government offices or counseling centers or welfare organizations or service organization or industries according to their field of specialization for a semester.

During the placement they have to practice all the primary and secondary methods of social work in their respective fields of specialization. During the placement the students are expected to learn about the vision, mission,

philosophy, administration, strategies, programmes, activities, achievements and also involve with the activities of the organization to whatever extent possible.

The students also undertake any assignments given to them by the agency, they may also undertake any research for the organization. The community organization programme is being organized by each student to promote extension activities towards different villages, institutions and organizations.

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. 20 marks are being awarded by the internal faculty supervisor, 20 Marks are awarded by the Agency Supervisor and 60 marks are being awarded by the external examiner.

Marks Allotments

Specialization - Community Development

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Group Work, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization – Human Resource Management

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Role of Human Resource Management Department, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization - Medical and Psychiatric

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Case Work, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

YEAR – II	NATIONAL SOCIAL WORK PERSPECTIVES – AN ACADEMIC VISIT	CODE: 19PSWE2
SEMESTER – III		CREDIT : 2
EXTENSION – II		

National Social Work Perspectives – An Academic Visit is a part and parcel of the field work to training in social work education. It is compulsory for final year students as a part of social work training. Students will be visiting various reputed organization at the national level related to their field of Specialization and understand the functioning of such successful organizations. The students need to prepare the report of the Academic Visit and present it during the Viva. Vice-voce examination is conducted internally for 100 marks. After the Internal Viva-voce, the students are awarded with 2 credits.

Course Outcome:

After completing this course, students will:

CO1: Experience group dynamics.

CO2: Be exposed to the various socio-cultural patterns.

CO3: Understand the functioning of successful organizations.

CO4: gain awareness on Implementation and execution of tasks.

CO5: Be exposed to different atmosphere.

SEMESTER III	COURSE CODE: 19PSWE2					TITLE OF THE PAPER: NATIONAL SOCIAL WORK PERSPECTIVES – AN ACADEMIC VISIT					HOURS :	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	4	3	5	5	5	4	5	5	4.4	
CO2	4	3	4	3	4	4	4	3	3	4	3.6	
CO3	5	3	4	3	4	4	4	3	4	4	3.8	
CO4	5	5	5	5	5	5	4	4	5	5	4.8	
CO5	5	3	4	3	5	5	5	4	5	5	4.4	
Mean Overall Score											4.2	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Academic Visit Process

The students are involved in the entire planning of the Academic Visit- beginning from the selection of the places for visit, getting prior permission, drafting the schedule for the entire visits & arranging for travel and accommodation. Two faculties would be in charge for the Visit. They would be guiding the students in the whole process of planning and execution and also accompanying them for the visits.

Tasks to be carried out

1. Actively take part in the process of planning for the Academic Visit.
2. Formation of committees, allocation and execution of concerned responsibilities.
3. Respecting individuality and accommodating oneself for the cause of the group.
4. Implementing the suggestions and guidance of the Faculty.

Skills to be acquired

Skills in Planning, Organizing, Execution, Group Living, collateral contacting, Rapport Building, Budgeting, Accounting, Time Management, Leadership etc.

YEAR – II	COMPUTER APPLICATION IN SOCIAL WORK	CODE: 19PSW33
SEMESTER – III		HRS/WEEK : 6
CORE - XI		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Be exposed to the fundamentals of computer.

CO2: Gain Knowledge on office applications.

CO3: Understand the usage of SPSS in the field of Social Work research.

CO4: Be capable of creating data file and to develop practical knowledge.

CO5: Be aware of applications of Statistical Calculation.

SEMESTER III	COURSE CODE: 19PSW33					TITLE OF THE PAPER: COMPUTER APPLICATION IN SOCIAL WORK					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	5	3	5	2	4	3	4	3.9	
CO2	5	3	5	5	3	5	2	5	3	4	4	
CO3	5	3	5	5	3	5	2	5	3	4	4	
CO4	5	3	5	5	3	5	2	4	3	4	3.9	
CO5	5	3	5	5	3	5	2	4	3	4	3.9	
Mean Overall Score											3.94	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Fundamentals of a Computer: Meaning, Characteristics, basic operations – input, storage, processing, output, ALU and control. Devices of a computer hard ware, software, types of software – application, system, utility. Meaning of programme. Computer language – machine, assembly high level. Assembler, interpreter and compiler, operating system.

Unit II

Office Applications: MS Office (MS Word, MS Excel or Spreadsheets, PowerPoint. Internet and browsing E-Mail, Use of Internet in Research. Practicals – creating document, excel, power point and mail merge.

Unit III

Statistical Package for Social Science: Basics of Statistical analysis – population, sample, case, case number, variable, variable level, types of variable – numeric, string, alphanumeric, system missing value, user defined missing value, code book and code sheet, types of statistics, statistical tests, types of analysis. Structure of SPSS windows.

Unit IV

Creating data file, syntax file and output file: Defining data, Variable name, Variable label Values, value labels. Editing data file, adding cases, adding variables, saving files, retrieving data files, printing data file. Recoding of data. Practicals – creating data file, syntax file, Output file, Recoding of Data. Exporting output file to Ms-Word.

Unit V

Analysis of data: Univariate and Bivariate Analysis, charts and diagrams. Editing of table and charts, exporting tables and charts in Word document. Interpretation of data, Application of Statistical Calculation and Test, Measurement of Central Tendency, Dispersion, 't' test, Chi-square Test. Application of Correlation, Regression. ANOVA. Practicals – Creating frequency table, Cross tables, Charts, Statistical tests – Chi square test, t test.

TEXT BOOK:

1. Saxena, Sanjay. 1999. A First Course in Computers. Vikas Publishing House Pvt. Ltd. New Delhi.
2. Fundamentals of Computers, V. Rajaraman, Eastern Economy Edition, 2001
3. Computer Applications in Business, Alexis Leon, Vijay Nicole imprints Pvt Ltd, 2013
4. Computer Literacy Programme (CLP), Vijay Nicole Imprints Private Ltd, 2011
5. UGC NET Tutor Social Work, Arihant Publications New Delhi, 2014

REFERENCES:

1. Foster, J.J. 1998. Data Analysis Using SPSS for Windows. Sage Publications Ltd. London.
2. Kelle, V. 1998. Computer Aided Qualitative Data Analysis. Theory, Methods and Practice. Sage Publications Ltd. London.
3. Mansfield, Ron. 1997. The Compact Guide to Microsoft Office Professional. Sybex Computer Books Inc. USA.
4. Saxena, Sanjay. 1999. A First Course in Computers. Vikas Publishing House Pvt. Ltd. New Delhi.
5. Singh and Singh. 1998. Windows 95 Illustrated. Asian Publishers. New Delhi.
6. Spencer, D.D. 1998. The Illustrated Computer Dictionary. Bell and Howell Company. USA.
7. Sundarajan, K. 1998. Internet. Kandadasan Pathippagam. Chennai.
8. Taxali, R.K. 1998. PC Software for Windows Made Simple. Tata MC Graw-Hill Publishing Company Ltd. New Delhi.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What are the fundamentals of computer?
2. What is input?
3. What is OS?
4. Mention any two features of word processing?
5. What are the uses of power point?
6. What is SPSS?
7. What is variable?
8. What is data?
9. What is analysis?
10. What is 't' Test?

SECTION – B (5X5=25)

Answer ALL Questions

11. a. Explain the devices of Computer?
(or)
- b. What is windows in Computer?
12. a. How will u create a structure in window?
(or)
- b. What are the uses of windows Excel?
13. a. Explain about Samples?
(or)
- b. What are the types of analysis?
14. a. How will you create a data file?
(or)
- b. How will you export a file to MS-Word?
15. a. What is Chi-Square test?
(or)
- b. What is interpretation of data?

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain the fundamentals of computer?
17. Explain the presentation packages?
18. Explain variables and its types?
19. What is recording of data?
20. Explain the following; regression, correlation, ANOVA?

YEAR – II	CORPORATE SOCIAL RESPONSIBILITY	CODE: 19SPS34A
SEMESTER –III		CREDITS: 2
SELF STUDY – I (A)		

Course Outcomes:

After completing this course, students will:

CO1: Understand the concept of CSR.

CO2: Be exposed to the CSR implementation.

CO3: Understand CSR in different settings.

CO4: Learn the models in CSR.

CO5: Gained the CSR guidelines.

SEMESTER III	COURSE CODE: 19SPS34A					TITLE OF THE PAPER: CORPORATE SOCIAL RESPONSIBILITY					HOURS:	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	4	4	4	4	3	4	4	4	4	
CO2	5	4	5	4	4	5	4	4	5	4	4.4	
CO3	5	4	5	4	5	5	4	4	4	4	4.4	
CO4	5	4	4	4	4	5	4	5	4	4	4.3	
CO5	5	4	5	5	4	5	3	4	4	4	4.3	
Mean Overall Score											4.28	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Definition, Concepts, Overview of Corporate Social Responsibility, Concentration areas; Needs to be Social responsibility; Corporate Social Responsibility in Indian context and International; Business ethics and Corporate Social Responsibility; Phases of CSR. Legal Provisions and

specification on CSR, Companies Act; Difference between CSR and CSI (Corporate Social Initiatives)

Unit II

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

Unit III

Carrol's model, Prakash Seithi's model, Keith Devis model, and Carroll model, The 3 C-SR model, The 3 C model

Unit IV

CSR in notable industries Ashok Leyland, Hyundai Foundation, Srinivasan Service Trust, Titan Foundation, Tata Sustainability Group, A.M.M.Foundation, CPCL, Wipro Foundation, Infosys Foundation, NIIT.

Unit V

UN Global Compact – UNDP, Global Reporting Initiative. The Tata Code for Community Initiatives, The CSR Guidelines for Central Public Sector Undertakings by the Ministry of Corporate Affairs, The Company's Act 2013.

TEXT BOOK:

1. Corporates & social responsibility , K.N. Ajith

REFERENCES

1. An Analytical Review of 'CSR' Spending in India" Socio Research and Reform Foundation (SRRF), Delhi, 2013.
2. Avinash K. Dixit and Barry. J. Nalebuff (2010)Thinking Strategically, The competitive Edge
3. Baxi C.V. & Rupamanjari S. R. (2012). Corporate Social Responsibility, A Study of CSR practices in Indian Industry. Vikas Publishing House Pvt.ltd, New Delhi.
4. Benn & Bolton, 2011. Key concepts in corporate social responsibility. Australia: Sage Publications Ltd.

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5. Burchell Jon (Ed)2008.The Corporate Social Responsibility Reader, Routledge, New York
 6. Reddy, Sumati and Stefan Seuring. (2004). Corporate Social Responsibility: Sustainable Supply Chains. Hyderabad: ICFAI University Press.
 7. Werther, W. B. & Chandler, D. (2011). Strategic corporate social responsibility. Thousand Oaks, CA: Sage

YEAR – II	CHILD WELFARE AND SOCIAL WORK	CODE: 19SPS34B
SEMESTER –III		CREDITS: 2
SELF STUDY– I (B)		

Course Outcomes:

After completing this course, students will:

CO1: Understand basic theoretical knowledge on child welfare concepts and Institution working for child Welfare

CO2: Equip them with the knowledge on welfare services of children

CO3: Be enabled to work in the different field based legislations related to children

CO 4: Create knowledge on various issues related to children

CO5: Address the problems of women and children

SEMESTER III	COURSE CODE: 19SPS34B					TITLE OF THE PAPER: CHILD WELFARE AND SOCIAL WORK					HOURS:	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	5	4	5	5	4	4	5	4.6	
CO2	5	4	5	4	4	5	5	4	4	5	4.5	
CO3	5	4	5	4	4	5	5	4	4	5	4.5	
CO4	5	4	5	4	4	5	4	4	4	5	4.4	
CO5	4	4	4	5	4	5	4	4	4	5	4.3	
Mean Overall Score											4.46	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Child: meaning, demographic profile of children in India – rural & urban, its place in family and society; status of girl child; concept of socialisation; factors influencing socialisation; role of family in socialisation; parental socialization during childhood and adolescence; role of peers in socialisation, role of school in socialisation; impact of television on children.

Unit II

Problems of Children: childhood diseases and immunization; behaviour disorders of children; causes, consequences and prevention of child malnutrition, nutritional disorders, neglected children and abused children, child workers, child trafficking, child prostitution, HIV/AIDS affected and infected children

Unit III

Child Education and Problems: Children with disabilities, School dropouts; Rural – Urban and gender differences – Problems in school settings. School Social Work: Concept, Need, Objectives, and Functions. – Child friendly schools initiative. Child Participation.

Unit IV

Internationals and National instruments to promote and protect rights of children United Nations Charter of Children's Rights and Constitutional directives, Child welfare policies and programmes for children. Legislations relevant for protecting the rights of children-The Children (Pledging of Labour) Act 1935 - Employment of Children Act, 1938 – Minimum Wages Act 1948 - Child Labour (Prohibition and Regulation) Act 1986 – Juvenile Justice Act 2001.

Unit V

Role and Functions of Professional Social worker in Family setting, Institutional settings, Child Guidance Clinic, Children's hospital , Foster care and adoption, Rehabilitation settings. Child help line services, School Social work – Current research studies in India on Child Rights, Child related services and issues – Specific skills required for Social Work intervention with the children.

TEXT BOOK:

1. Chowdhry, Paul D (2000): Child Welfare Manual, Atma Ram & Sons Publishers, New Delhi.

REFERENCES

1. Bhat, Bilal (2011): Rehabilitation of Child Labour: Problems and Prospects. Shipra Publications, Delhi.
2. Chowdhry, Paul D (2000): Child Welfare Manual, Atma Ram & Sons Publishers, New Delhi.

3. Deb, Sibnath and Aparna Mukherjee (2009): Impact of Sexual Abuse on Mental Health of Children. Concept Publishing Company, New Delhi.
4. Goonesekere, Savitri (2000): Children, Law and Justice: A South Asian Perspective. Sage Publication, New Delhi.
5. Lieten, G. K., (2004). Working children around the world: Child rights and child reality. Institute for Human Development, New Delhi and IREWOC Foundation, Amsterdam.

YEAR – II	CARING THE PERSONS WITH DISABILITIES	CODE: 19SPS34C
SEMESTER –III		CREDITS: 2
SELF STUDY– I (C)		

Course Outcomes:

After completing this course, students will:

CO1: Identify forms of disabilities.

CO2: Learn to diagnose and assess the functional abilities.

CO3: Be exposed to rehabilitative measure.

CO4: Understand the approaches in rehabilitation.

CO5: Be determined to the role of the social worker in this setting.

SEMESTER III	COURSE CODE: 19SPS34C					TITLE OF THE PAPER: CARING THE PERSONS WITH DISABILITIES					HOURS:	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	5	5	5	4	4	5	4.6	
CO2	5	4	5	4	4	5	4	5	4	4	4.4	
CO3	4	4	4	3	5	4	5	4	4	4	4.1	
CO4	5	4	4	4	3	5	5	4	3	4	4.1	
CO5	5	4	4	5	4	4	4	3	3	4	4	
Mean Overall Score											4.24	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Definition of impairment, Disability, handicap: Types of various Disabilities: magnitude, Causes and consequences.

Unit II

Identification, Assessment of functional abilities and differential diagnosis. Myths and misconceptions, societal attitudes, reactions of parents, family members and ways of coping. Prevention of disabilities at primary, secondary

and Tertiary levels, Intervention strategies at individual, family and community levels.

Unit III

Agencies involved in the field of rehabilitations, Multidisciplinary rehabilitation team and their roles, Educational Institutes, Vocational Rehabilitation centers, State and Central Government Agencies, National and International non-governmental organizations,(AICB, NAB &CBM etc.)National policies and welfare programmes.

Unit IV

Accessibility and Assistive devices, Accessible India Campaign, Inclusive India campaign, CBR, (Community based rehabilitation).

Unit V

Acts related to Persons with disabilities. Persons with Disability Act-2016, Rehabilitation Council of India Act-1992, National Trust Act-1999, United Nation Convention on the Rights of Persons with Disabilities (UNCRPD)

TEXT BOOK:

1. Albrecht G.L, et al (2001) Hand Book of disability Studies, Sage, London

REFERENCES:

1. Albrecht G.L, et al (2001) Hand Book of disability Studies, Sage, London
2. Blaxter M. (1976), The meaning of disability: A sociological study of impairment, London: Heinemann.
3. Grant, (2005) Learning disability: A lifecycle approach to valuing people, Open University Press, London
4. Handbook on Assistive Devices and Technology : CBM India Trust
5. Hegarty Seamus &MithuAlur, (2002) Education and Children with special needs, sage, London,
6. Karanth, Pratibha& Joe Rozario, (2003) Learning disability in India, Sage, London
7. Mani M.N.G &Jaiganesh.M.B, (2010). Source Book on disability, Coimbatore: UDIS Forum.
8. Moore, (2005) Researching disability issues, Open University Press, London.
9. Samus, H &Patri.A (eds) (2005) Women disability and identity, New Delhi: sage publications.

YEAR – II	HOSPITAL ADMINISTRATION	CODE: 19SPS34D
SEMESTER –III		CREDITS: 2
SELF STUDY – I (D)		

Course Outcomes:

After completing this course, students will:

CO1: Be clear about the hospital and its classification.

CO2: Be exposed to planning and process.

CO3: Understand the hospital administration.

CO4: Understand the staffing and recruitment process.

CO5: Gain knowledge on hospital budgeting.

SEMESTER III	COURSE CODE: 19SPS34D					TITLE OF THE PAPER: HOSPITAL ADMINISTRATION					HOURS :-	CREDITS: 2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	2	5	3	5	5	4	3	4	5	4	
CO2	5	3	5	4	5	5	5	4	4	4	4.4	
CO3	5	3	5	4	5	5	5	3	5	5	4.5	
CO4	5	3	5	4	5	5	5	3	5	5	4.5	
CO5	4	3	4	4	4	5	4	3	4	5	4	
Mean Overall Score											4.28	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Meaning of hospital, Evaluation of Hospital from charity to modern hospital classification of hospitals, General, special, public, Trust, Teaching-cum Research Hospital, Small or Large Size Hospital.

Unit II

Planning a Hospital, The planning Process, Choosing a Site, Location and Access, Building Space Utilization, Physical Facilities- residential facilities

requirements of various types of wards, out patients services and in-patients services emergency services in Hospital - Medico legal case - Different departments required in the hospital.

Unit III

Hospital Administration -Meaning, Nature and Scope Management of Hospitals- principles of Management need for Scientific management . Human resource management in Hospital personnel policies - Condition of Employment Promotional and Transfers - Performance appraisal. Working hours levels rules and benefits - safety conditions - salary and wages policies, Training and development.

Unit IV

Staffing the hospital - selection and requirement of medical professional and technical staff -social workers -physiotherapist and occupational therapist Pharmacist - Radiographers - Lab technicians - dieticians - records officers - mechanics - electricians. Roles of Medical Records in Hospital Administration Content and their needs in the patient care system.

Unit V

Hospital Budget - Department budget as a first step - specific elements of a department at budget including staff salary - supply cost- projected replacement of equipment - energy expenditures - contingency funds. Uses of computers in Hospital purchase centralization Shared Building system purchase agreements.

TEXT BOOK:

1. Benjamin Rober-t, et al 1983, Hospital Administration Desk Book Newjerky Prentice hall

REFERENCES

1. Benjamin Rober-t, et al 1983, Hospital Administration Desk Book Newjerky Prentice hall
2. Davies r lawelyn eta -1966, Hospital planning & administration Geneva WHO
3. Goal S L 1981, Health care Administration A Text Book New Delhi Steling Publishers Pvt.

4. Rabick & Jonathan etal 1983, Hospital Organization and Management London Spectrum Publishers. 5. Who Expert Committee 1975, Role of Hospital in programme of Community health protection WHO technical Report service.
5. WHO Expert Committee 1968 Hospital Administration WHO technical Report Services No.395.

YEAR – II	WORKING WITH ELDERLY	CODE: 19SPS34E
SEMESTER –III		CREDITS: 2
SELF STUDY – I (E)		

Course Outcomes:

After completing this course, students will:

CO1: Understand the functions and theories of ageing.

CO2: Learn about the policies and Programme for the elder people.

CO3: Be exposed to family context and relationship.

CO4: Understand the kinds of service rendered to the aged people.

CO5: Be Determined to the family intervention techniques.

SEMESTER III	COURSE CODE: 19SPS34E					TITLE OF THE PAPER: WORKING WITH ELDERLY					HOURS:	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	4	5	4	5	5	5	4	4	5	4.5	
CO2	5	4	5	4	4	5	5	4	3	4	4.3	
CO3	4	4	4	3	4	4	5	4	4	4	4	
CO4	4	3	4	3	4	5	4	4	5	4	4	
CO5	5	4	4	3	4	5	4	4	3	4	4	
Mean Overall Score											4.16	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Ageing: Definition, Concept– Dimensions of Ageing: Physiological, Psychological, Social and Functional – Theories of Ageing: Biological, Psychological & Social. Problems of Ageing: Social, Economic and Psychological–Demographic Aspects of Population, Ageing-National and International Trends – Status of the Aged in India – Ageing and Development.

Unit II

Policies and Programmes:UN- Principles, International Plan of Action and Programme on Ageing. Government Policies and Programmes and welfare Schemes for the Elderly in India

Unit III

Family Context– Intimate Ties/Partnership in Later Life, Transitions in Marital Status: Widowhood, Divorce and Remarriage, Inter-Generational Relations: Common Medical and Psychiatric Problems of Old age, Institutionalisation and Related Problems.

Unit IV

Services for the Aged: Geriatric Clinics, Old Age Homes, Facilities& Services for the Terminally Ill, Recreational Centres, Day Care Centre, Information and Referral Services, Preventive and Supportive Services.

Unit V

Application of CW, GW, Research & CO with Elderly: Gerontology and geriatrics, Case Work, Group Work, Research and Counselling. Family Intervention Techniques,Health Promotion, Disability Management, Role of Social Workers

TEXT BOOK:

1. Gerontological SocialWork in India: Some Issues & Perspectives / Edited by Desai Murli&Raju Siva, 2000.

REFERENCES

1. Bob G Knight, Psychotherapy with Older Adults, Sage, New Delhi, 2004.
2. Gerontological SocialWork in India: Some Issues & Perspectives / Edited by Desai Murli&Raju Siva, 2000.
3. IrudhayaRajan,S., Mishra,U.S,: India's Elderly Burden or Challenge, SankaraSarma, P. Sage, New Delhi, 1999.
4. KumudiniDandekar, TheElderly in India, Sage, New Delhi, 1996.
5. Ward, The Ageing Experience: An introduction to Social Gerontology, Harpen&Rere New York, 1984.

YEAR – II	WOMEN AND DEVELOPMENT	CODE: 19SPS34F
SEMESTER –III		CREDITS: 2
SELF STUDY – I (F)		

Course Outcomes:

After completing this course, students will:

CO1: Understand the functions of women development.

CO2: Learn the importance of women education.

CO3: Be exposed to gender analysis and relationship.

CO4: Understand the women problems and circumstances.

CO5: Be aware of the role of state and national level commission in women's development.

SEMESTER III	COURSE CODE: 19SPS34F					TITLE OF THE PAPER: WOMEN AND DEVELOPMENT					HOURS:	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	4	4	3	4	4	5	3	4	4	3.9	
CO2	4	4	5	4	3	4	4	3	4	4	3.9	
CO3	4	3	4	4	3	5	4	3	4	4	3.8	
CO4	4	3	5	4	3	4	4	4	4	4	3.9	
CO5	4	4	5	4	4	5	4	3	4	4	4.1	
Mean Overall Score											3.98	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Concept of development with reference to women: Women in development, women and development, Gender in development – meaning, strategic and practical needs, Patriarchy and patriarchal structures in India. Feminism and its types. Women's movements.

Unit II

Education : Differences between male and female children in enrolment and educational achievement, problems in education of the girl child, participation in higher education; NGO and Government efforts to improve women's education. Employment: work participation of women, trends, exploitation of women, multiple roles of women. Health issues of women in India: Health problems, maternal health, maternal mortality, family planning choices and access to health services. HIV/AIDS and impact on women in India.

Unit III

Gender analysis and its framework: Moser Framework, Social Relations Framework (SRF) (Kabeer), Harvard Framework, Gender Analysis Matrix (Parker), Women's Empowerment Framework (Longwe). Gender Census, Sex Ratio, WID, WAD, GAD. Gender Mainstreaming, Gender budgeting. Self Help Groups: benefits, procedures and best practices.

Unit IV

Women in difficult circumstances: sex work, female headed households, women and displacement, women and disasters or riots and war, violence against women, transgender. Legal rights of women (salient features only): Marriage, divorce, maintenance, inheritance, adoption, employment, maternity benefits.

Unit V

International conventions and efforts: CEDAW, Beijing Conference, International organizations and policies. Development programmes for women - Government policies and programmes for women-State and Center; Constitutional provisions; reservations for women. Best practices, Conventions, Committees, Policies and programmes. Role of National and State Women's Commissions

TEXT BOOK:

1. Kanhere U S (1995) Women and Socialization, Mittal Publishers, New Delhi

REFERENCES

1. Bhasin, K (1984), Women and media – analysis, alternatives and actions, Kali for Women, New Delhi
2. Blumberg and Dwaraki (1980), India's educated women : options and constraints, Hindustan Publishing corporation, New Delhi
3. Devendar, Kiran (1985), Status and position of women in India, Shakthi Books, New Delhi
4. Hamilton r (1992) The liberation of women: a study of patriarchy, George Allen and Unwin, London
5. ICSSR (1985) Status of women in India- report of the National Commission, Allied publishers, New Delhi
6. Kanhere U S (1995) Women and Socialization, Mittal Publishers, New Delhi
7. Kaushik, Susheela (1993) Women's Oppression : patterns and perspective, Shakti Books, New Delhi
8. LWF (1990) Women's Human Rights, Lutheran World Foundation, Geneva.
9. Neera Desai (1987) Women and society in India, Ajanta Publications, New Delhi
10. Usha Rao (1983), Women in Development Society, Ashish Publishing house, New Delhi.

YEAR – II	COMPENSATION MANAGEMENT	CODE: 19SPS34G
SEMESTER –III		CREDITS: 2
SELF STUDY – I (G)		

Course Outcomes:

After completing this course, students will:

CO1: Understand the meaning of compensation.

CO2: Learn the managing compensation and its structure.

CO3: Be exposed to employer compensation and bonus.

CO4: Understand to manage the employee benefits.

CO5: Be aware of the employee benefits.

SEMESTER III	COURSE CODE: 19SPS34G					TITLE OF THE PAPER: COMPENSATION MANAGEMENT					HOURS:	CREDITS:2
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	3	4	4	3	4	3	4	4	3	3.6	
CO2	4	3	4	3	4	4	4	3	4	3	3.6	
CO3	4	3	4	4	3	4	3	4	4	4	3.7	
CO4	4	3	4	4	4	3	4	4	3	4	3.7	
CO5	4	4	4	3	4	4	4	3	4	4	3.8	
Mean Overall Score											3.68	

This Course is having **HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Introduction: Compensation meaning, objectives, nature of compensation, types of compensations, compensation responsibilities, Compensation system design issues: Compensations Philosophies, compensation approaches, decision about compensation, compensation- base to pay, individual Vs team rewards, Perceptions of pay Fairness, legal constraints on pay systems.

Unit II

Managing Compensation: Strategic Compensation planning, determining compensation-the wage mix, Development of a Base Pay System: Job evaluation systems, the compensation structure- Wage and salary surveys, the wage curve, pay grades and rate ranges, preparing salary matrix, government regulation on compensation, fixing pay, significant compensation issues, Compensation as a retention strategy

Unit III

Variable Pay and Executive Compensation: Strategic reasons for Incentive plans, administering incentive plans, Individual incentive plans-Piecework, Standard hour plan, Bonuses, Merit Pay, Group incentive plans- Team compensation, Gain sharing incentive Plans, Enterprise incentive plans- Profit Sharing plans, Stock Options, ESOPs, executive compensation elements of executive compensation and its management, International compensation Management.

Unit IV

Managing Employee Benefits: Benefits- meaning, strategic perspectives on benefits-goals for benefits, benefits need analysis, funding benefits, benchmarking benefit schemes, nature and types of benefits, Employee benefits programs- security benefits, retirement security benefits, health care benefits, time-off benefits, benefits administration

Unit V

Employee benefits required by law, discretionary major employee benefits, creating a work life setting, employee services- designing a benefits package.

TEXT BOOK:

1. B. D. Singh (2017) , “ Compensation and Reward Management” published by Excel Books, ISBN-13: 978-9350626313

REFERENCES:

1. B. D. Singh (2017) , “ Compensation and Reward Management” published by Excel Books, ISBN-13: 978-9350626313
2. Biswanath Ghosh (2012), “Compensation and Reward Management” published by Sterling Publishers Pvt.Ltd, ISBN-13: 978-8120777422

3. Dr. Kanchan Bhatia(2014), “ Compensation Management” published by Himalaya Publishing House, ISBN-13: 978-9352022151
4. Henderson (2007), “Compensation Management in a Knowledge - based World” published by Pearson Education India, ISBN-13: 978-8131711101
5. J. Martocchio Joseph (2018), “Strategic Compensation: A Human Resource Management Approach” published by Pearson Education, ISBN-13: 978-9332584839

SPECIALISATION PAPER III

COMMUNITY DEVELOPMENT SPECIALISATION

YEAR – II	PROJECT MANAGEMENT	CODE: 19PSW41A
SEMESTER – IV		HRS/WEEK : 6
CORE – XII		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Learn the concept of project cycle management.

CO2: Understand the project identification and implementation.

CO3: Be aware of project design.

CO4: Understand the CSR.

CO5: Determine the role of central and state governments in advocacy.

SEMESTER IV	COURSE CODE: 19PSW41A					TITLE OF THE PAPER: PROJECT MANAGEMENT					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	3	4	5	4	5	4	4	4.2	
CO2	5	3	5	3	5	5	4	5	4	5	4.4	
CO3	5	3	5	3	5	5	4	5	4	5	4.4	
CO4	5	4	5	3	5	5	4	4	4	5	4.4	
CO5	5	3	5	3	4	5	4	4	4	4	4.1	
Mean Overall Score											4.3	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Planning – Meaning, Process, Reasons, Usefulness, Types, Barriers, Importance. Development Cycle in Planning – Existing Development Cycle and Desired Development cycle. Project Cycle – Meaning, Phases – Identification, Design, Implementation, Evaluation. Project Cycle Management – Meaning and the Importance. Concept Note – Meaning, Outline.

Unit II

Project Identification – Need Assessment, Tools for Need Assessment – Listening, Interviewing, Focus Groups, Community Mapping, Priority Fixing. Capacity Assessment – Meaning, Types of Assets in Capacity Assessment. Assets and Capacity. Appreciative Inquiry – Discover, Dream, Design and Deliver.

Unit III

Project design – Meaning. Process of Project Designing – Stakeholder Analysis, Research including Problem Analysis, Log Frame, Risk Analysis, Action Planning, Budgeting. Implementation – Meaning, Phases, Factors Affecting the Implementation. Monitoring Reviewing and Evaluation – Meaning, Purposes, Differences, Indicators, Reporting

Unit IV

Corporate Social Responsibility – Meaning, Importance, Theory and Models of CSR. Social Auditing – Meaning, Uses, Principles, Stages – Social Book Keeping, Social Accounting and Social Auditing. Methodology and Process of Social Auditing.

Unit V

Advocacy: Meaning, Approach, Role and Practice; National & International Funding Agencies; State and Central Government Projects; Project Proposal Writing.

TEXT BOOK:

1. Blackman, Rachel. 2003. Project Cycle Management. UK: Tearfund.
2. Text Book of Project Cycle Management, Gopala Krishnan. P, V.E Ramamoorthy, Trinity Publications, 2014
3. Project Management 2nd Edition, Thomas Ericson, Global Academic Publishers and Distributors, New Delhi, 2015
4. Project Cycle Management 3rd Edition, Harwey Maylor, Dorling Kindersley Private Limited Noida, 2012
5. Project Management, Vasanth Desai, Himalaya Publishing House, Private Limited, Mumbai

REFERENCES:

1. Blackman, Rachel. 2003. Project Cycle Management. UK: Tearfund.
2. Crooks, Bill. 2003. Capacity Self Assessment. UK: Tearfund.
3. Desai, Vasanth. 1988. Rural Development. Vol. I to VI. Bombay: Himalaya Publishing House.
4. Gordon, Graham. 2002. Practical Action in Advocacy. UK: Tear fund
5. Gordon, Graham. 2002. Understanding Advocacy. UK: Tear fund
6. Kadekodi, G.K. and K. Chopra. 1999. Operationalising Sustainable Development New Delhi: Sage Publications. India Pvt. Ltd.
7. Pareek, Udai. 1982. Education and Rural Development in Asia. Oxford and IBH Publications. New Delhi.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What is planning?
2. What is concept note?
3. What is need assessment?
4. What is capacity assessment?
5. Mention any two examples for indicators of a project.
6. What is stake holder analysis?
7. What is social auditing?
8. What is social book keeping?
9. Mention any two roles of advocacy.
10. What is advocacy?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Explain the various types of planning.
(or)
b) Explain the importance of project cycle management.
12. a) Explain the process if capacity assessment.
(or)
b) Give details of appreciative inquiry.
13. a) Explain the process of project designing.
(or)
b) Explain the process of project evaluation.
14. a) Explain the theory and models of CSR.
(or)
b) Explain the process of social auditing.
15. a) Explain the uses of advocacy for development work.
(or)
b) Explain the process of advocacy cycle.

SECTION - C (3X10=30)

Answer any THREE Questions

16. Explain the project cycle phases with examples.
17. Explain the process of need assessment with examples.
18. Explain the implementation of project with details.
19. Explain the nature of CSR project of any one of the leading industries.
20. Explain the importance of advocacy with an example.

SPECIALISATION PAPER – III

HUMAN RESOURCE MANAGEMENT SPECIALISATION

YEAR – II	ORGANIZATIONAL BEHAVIOUR	CODE: 19PSW41B
SEMESTER – IV		HRS/WEEK : 6
CORE – XII		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Understand the concept of organizational behaviour.

CO2: Learn the process of organizational development.

CO3: Be exposed to organization and personal behaviour.

CO4: Understand the group behavior at work place.

CO5: Be aware of role of behavioral scientist in industry.

SEMESTER IV	COURSE CODE: 19PSW41B					TITLE OF THE PAPER: ORGANIZATIONAL BEHAVIOUR					HOURS :6	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	5	5	5	4	5	5	4.7	
CO2	5	4	5	4	3	5	5	3	5	5	4.4	
CO3	5	4	5	3	5	5	5	4	5	5	4.6	
CO4	5	4	5	4	5	5	5	4	5	5	4.7	
CO5	5	4	5	4	5	5	5	4	5	5	4.7	
Mean Overall Score											4.62	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Organizational Behaviour: Brief History, Definition, Characteristics, and Models. Contributions of the Behavioral Sciences. Human Behaviour at Work: Theories of Motivation – Motivating Humans – Systems Theory, Emotional quotient at Work. Emerging perspectives on Organization Behavior – Dimensions of Organization Behavior.

Unit II

Inter-Personal and Intra-Personal behavior: Physical and intellectual ability, Emotional Intelligence, Attitude, Job Satisfaction, Job Involvement and organizational commitment, Personality, Perception, Assertiveness, Learning : Process and Theories, Transactional Analysis, Johari window. Motivation: Concept, theories and Techniques. Morale: Meaning and importance, Factors, Measures and techniques of promoting positive morale.

Unit III

Foundation of Group Behaviour at Workplace: Concept, Types of Groups, Group Structure, Group Dynamics: Decision Making, Team work, Communication, Leadership - Meaning, Roles, Skills, Styles, Theories, Types of Leadership, Power and Politics - Quality of work life – Work Life Balance – Employee Empowerment and Employee Engagement.

Unit IV

Organizational Conflict: Concepts, causes and types – Conflict resolution strategies. Organizational change: Concept, forces of change and resistance to change, Managing organizational change and diversity. Organizational Culture and Climate. Organizational Development: Concept, Definition, theories and practice: Organizational Development and Organizational Behaviour, OD Intervention techniques: Sensitivity Training. Quality Circles. Survey Feedback, Management of change. Individual behaviour, Foundations of individual behaviour.

Unit V

Organizational Dynamics: Stress and Burn Out: Concepts, Causes, Consequences - Coping mechanism and strategies. Gender Sensitivity. Dysfunctional Behaviours: Absenteeism, Alcoholism, Fatigue, Monotony, Accidents and Boredom; Role of Behavioural Scientist in Industry. Employee Coaching and Mentoring. Employee Counselling: Concept, objectives, need, functions, techniques and advantages.

TEXT BOOK:

1. Organizational behaviour, 9th edition, M C Graw hill, India, 2002.
2. Personnel and Human Resource Management, P. Subha Rao, Himalaya Publishing House, 2016.

3. Organizational Behaviour, Dr. S. S. Khanka, S. Chand Company Pvt, Ltd 2008
4. Organizational Behaviour Human Behaviour at Work, John W. Newstorm, Tata Mc Graw Hill, 2007
5. Organizational Behaviour, Fred Luthans, Mc Graw Hill International Edition 2011

REFERENCES:

1. Aswathappa K. 2012. Organizational behaviour. Mumbai : Himalaya Publication house. Mumbai.
2. Management of Organizational Behaviour Utilizing Human Resource, Paul Hersey Kenneth H. Blanchard, Dewey E. Johnson, Prentice Hall of India Pvt Ltd, 2001
3. Organizational Behaviour, Fred Luthans, Mc Graw Hill International Edition, 2002
4. Hellriegel Don and Slocum John W., Jr, 2004 Organisational Behaviour, New Delhi, Thomson South-Western.
5. Khanka, S S., 2008 Organisational Behaviour, New Delhi, S.Chand and Co., Ltd.
6. Kumar Arun and Meenakshi N, 2009 Organisational Behaviour- A Modern Approach, NIILM Center for Management Studies, New Delhi.
7. Nalini. R. 2011. Social work and the workplace. New Delhi: Concept Publications
8. Nelson, Debra L and James Compbell, 2007 Organisaional Behaviour- Foundations, Realities and Challenges, New Delhi, Thomson South-Western.
9. Robbins Stephen. P. et al. 2012. Organizational behaviour. New Delhi. Pearson publications.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What is Organizational Behavior?
2. Explain the term Job Satisfaction?
3. What do you mean by Leadership?
4. What is an Informal Group?
5. What is Individual Behavior?
6. Define Organizational Climate?
7. What is Industrial Psychology?
8. Explain the term Employee morale?
9. What do you mean by two factor theory?
10. What is Need Hierarchy theory?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Narrate the history of Organizational Behaviour.
(or)
b) Explain the process of group behavior
12. a) Examine the skills needed for acquiring leadership
(or)
b) Explain the importance of informal groups in organizations.
13. a) Explain the functions of an Industrial Psychologist.
(or)
b) Write the meaning and scope of Industrial Psychology?
14. a) Describe the contributions of Elton Mayo.
(or)
b) Discuss David McClelland's Motivational Needs Theory?
15. a) What do you mean by Conflict Management? Explain its techniques?
(or)
b) Discuss the importance of Work-life Balance in organizations.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Bring out the need for understanding human behavior in organizations
17. What is job satisfaction? What are the factors affecting job satisfaction?
18. Explain the types of leadership suitable to organizational set up.
19. What is Stress? Explain the causes of Stress?
20. Elaborate Maslow's need hierarchy theory.

SPECIALISATION PAPER – III

MEDICAL AND PSYCHIATRY SPECIALIZATION

YEAR – II	PSYCHIATRIC SOCIAL WORK	CODE: 19PSW41C
SEMESTER – IV		HRS/WEEK : 6
CORE – XII		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Learn the psychiatric social work.

CO2: Be equipped with clinical setting.

CO3: Be exposed to methods of psychological treatments.

CO4: Understand the children mentality.

CO5: Be aware of the role of social worker in rehabilitation Centre.

SEMESTER IV	VCOURSE CODE: 19PSW41C					TITLE OF THE PAPER: PSYCHIATRIC SOCIAL WORK					HOURS:6	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	5	5	5	4	4	4	4.5	
CO2	5	4	5	4	5	5	4	4	4	4	4.4	
CO3	5	4	5	5	5	5	4	5	4	4	4.6	
CO4	4	5	4	5	4	5	4	5	4	4	4.3	
CO5	5	4	4	5	4	5	4	5	4	4	4.4	
Mean Overall Score											4.44	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Psychiatric Social Work: Concept, Definition, Limitations and difficulties faced in psychiatric social work practice, Magnitude of Mental Health Problems; Analysis of mental health problems among vulnerable groups such as women, aged, socio-economically disadvantaged, urban and rural population and disaster victims. Scope of Social Work in Mental Health.

Unit II

Present Practice and equipment of Psychiatric Social Work in various Clinical Setting. Mental health institutions, Government and Private Hospital and Psychiatric Clinic, Half way homes, Day care Centres, Sheltered Workshops, Dept of Preventive and Social Medicine.

Unit III

Psychiatric Social Work Practices: Psychoanalytical, Psycho-Social, Transactional analysis, Life Model, Family Centered Treatment, Tasks Centered, Therapeutic Intervention in Psychiatric illness: Psycho Surgery, Occupational therapy, Cognitive Behavior Modification therapy, Play therapy, Music therapy.

Unit IV

Child Mental Health and Social Work practice; development and psychological perspectives in child mental health; social work practice in child guidance clinic; Prevention and treatment intervention in family, school, neighborhood and community settings. Psychiatric Social Work Practice in Crisis intervention centers and with special groups such as rape victims and HIV or AIDS patients.

Unit V

Psychological Rehabilitation: Concept, Principles, Process and Programmes; Role of Social Workers. Mental health policies and legislation in India; national mental health programmes. Research – Single Case Evaluation; Qualitative and Action research on mental health issues; monitoring and evaluation of programmes; Mental Health Care Models: TTK, SCARF and BANYAN. Role and Functions of Psychiatric Social Worker

TEXT BOOK:

1. Niraj Ahuja, 2011, A Text Book of Psychiatry, Jaypee Brothers Medical Publishers (pvt) Ltd.
2. Dr. R.N. Sharma, 2010, Abnormal Psychology, Subject Publication.
3. Robert L. Solso, 2001, Cognitive Psychology, Delhi: Pearson Education.
4. Randy J. Larsen, David M. Buss, 2011, Personality Psychology, Tata McGraw – Hill Edition.

REFERENCES

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. Verma, Ratna, 1991 Psychiatric Social Work in India, Sage Publications, New Delhi
6. Ian Mathews(2000) Social Work and Spirituality, Learning Matters Ltd. Exeter, UK
7. WHO, 1991 Innovative Approaches in Mental Health Care, Psychosocial Interventions and Co-management, Geneva.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What is mental health?
2. What is psychiatric social work?
3. What is half way home?
4. What is day care center?
5. What is life model?
6. What is crisis intervention?
7. What is child mental health?
8. What is de-addiction?
9. What is rehabilitation?
10. What is mental health legislation?

SECTION - B (5X5=25)

Answer ALL Questions

11. a. Explain the scope of Psychiatric social work practice
(or)
b. What are the mental health problems of women? Reg.
12. a. Explain the functions of child guidance clinics.
(or)
b. Explain the role and functions of private psychiatric clinics in mental health.
13. a. Explain the process of family centered treatment method.
(or)
b. Explain the process of crisis intervention with an example.
14. a. Explain the psychiatric social work practice in schools.
(or)
b. Explain the psychiatric social work practice in community.
15. a. Explain the mental health programs for community mental health.
(or)
b. Explain the nature of single case evaluation with an example.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain the magnitude of mental health problems in India.
17. Explain the nature of psychiatric social work in mental health institutions.
18. Explain the various theory and models of psychiatric social work.
19. Explain the psychiatric social work in addiction center with examples.
20. Explain the mental health policies and legislations in India.

SPECIALISATION PAPER – IV

COMMUNITY DEVELOPMENT SPECIALIZATION

YEAR – II	COMMUNITY DEVELOPMENT MANAGEMENT	CODE: 19PSW42A
SEMESTER – IV		HRS/WEEK : 6
CORE – XIII		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Understand the concept of NGO.

CO2: Learn the strategies to develop the community.

CO3: Be exposed to self help groups and panchayat system.

CO4: Understand about the structure of NGOs and their management aspects.

CO5: Be aware of entrepreneurship Training and Development of Entrepreneurs.

SEMESTER IV	COURSE CODE: 19PSW42A					TITLE OF THE PAPER: COMMUNITY DEVELOPMENT MANAGEMENT					HOURS:5	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	3	5	3	4	5	5	5	4	4	4.3	
CO2	5	3	5	3	5	5	5	5	4	5	4.5	
CO3	5	4	5	3	5	5	5	5	4	5	4.6	
CO4	5	3	5	3	5	5	5	4	4	5	4.4	
CO5	5	3	5	3	4	5	5	4	4	4	4.2	
Mean Overall Score											4.4	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Introduction to NGO: Concept and Characteristics, Types of NGOs – Classification; Role of NGOs in National Development; History of NGO Sector in India and World. Registration of NGO under Tamil Nadu Societies Registration Act 1975. Tax Regulations concerning NGOs: Specific Tax Exemptions (Section

12A, Section 35AC, Section 80G & 80GG of Income Tax Act. Foreign Contributions: Legal Regulations (Foreign Contribution Regulations Act)

Unit II

Government Schemes for the NGO Sector: Grant – in Aid schemes and other concessions of the Government of India and Tamil Nadu State Government; Schemes for the Welfare of the Children, Youth, Women, Aged and Differently Aabled. International Agencies and NGOs: UN and its Agencies, World Bank, Asian Development Bank and other International Donor Agencies, Networking and Partnership with Government and other agencies.

Unit III

Self Help Groups & Federation of SHGS at the Panchayats, Cluster, Block and District. Role of state, banks in SHGs. Maintenance of records in SHGs. Grading and Evaluation of SHGs. Role of SHGs in local Issue Tackling. Leadership in SHGs. Problems faced by SHGs. SHGs and Economic development. Role of NGOs in SHGs. Role of social workers in SHGs. Micro Finance- Meaning and Characteristics- Working of Micro Finance- Philosophy of Micro Finance- Role of Social Worker in Micro Finance.

Unit IV

Water shed Management – Meaning, Objectives, and Implementation. Economic Benefits, Social Benefits. Role of NGOs in Water Shed Management. Role of Social Workers in Water Shed Management. Waste Land Development – Meaning and Characteristics. Identification of Waste Land, Role of NGOs in Waste Land Development. Community Based Organizations for Sustainable Development – Meaning, Characteristics- Community Participation

Unit V

Entrepreneurship – Meaning, Characteristics. Problems of Entrepreneurship. Women Entrepreneurs, Rural Entrepreneur. Personality and Dynamics of Entrepreneurs. Training and Development of Entrepreneurs. Role of TN Small Industries Development Corporation (SIDCO), National Bank for Agriculture and Rural Development (NABARD) and Khadi and Village Industries Commission (KVIC) in Entrepreneur development. Role of Social Workers in Entrepreneur development.

TEXT BOOK:

1. Jayashree. 2005. Entrepreneurial Development. Chennai: Marghan.

2. Non Governmental Organizations Origin and Development, Suresh Chandra Annie Karen, Rawat Publications Jaipur, 2015
3. Asha Ramagonda Patil, 2013, Community Organization and Development an Indian Perspective, Eastern Economy Edition,
4. Samuel H Taylor, 2013, Theory and Practice of Community Social Work, New Delhi.
5. W. Sheafor Charles J. Horejsi, 2011, Techniques and Guidance for Social Work Practice, Ninth Edition, Bradford Eastern Economy Edition.

REFERENCES:

1. Daniel A.V. 2011. Strategies for Agricultural Development Bombay: Vora.
2. Danial, Lazer. 2008. Micro Training Poverty and Eradication. New Delhi: New Century Book House.
3. Desai Vasant. 2004: Dynamics of Entrepreneurial Development. New Delhi: Sultan anand & sons.
4. Giriappa. S. 2011. Water the Efficiency in Agriculture. Calcutta: Oxford Press.
5. Gupta C.B. 2004: Entrepreneurial Development. New Delhi: Sultan Anand & Sons.
6. Sharma, R. K. 2011. Entrepreneurship Development. Bombay: Himiliya Publishing House
7. Upendra, Nath Roy. 2005. People Participation in Watershed Management. New Delhi: Kanishka Publisher.
8. Usharani, K. 2008. Marketing Strategies, Finance Viability of Self Help Group. New Delhi: Sarop & Sons,.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. What do you mean by Federation?
2. Define Micro Finance.
3. Define Sustainable Development.
4. What does Community Participation mean?
5. Mention any 4 problems of rural entrepreneurs?
6. List any two objectives of TADCO.
7. List any two Acts for NGO registration.
8. Write any two differences between Trust and Society
9. Who is disabled?
10. List any two programs of World Bank.

SECTION - B (5X5=25)

Answer ALL Questions

11. a. Explain in brief the grading and evaluation of SHG.
(or)
b. Write in short the structure of SHG's.
12. a. Write short notes on Community Based Organization.
(or)
b. Enlist the Social and Economic benefits of Water Shed Management.
13. a. Explain in brief the functions of KVIC.
(or)
b. What are the characteristics of Entrepreneurs?
14. a. Write short notes on FCRA.
(or)
b. Write about the classification of NGO's in India.
15. a. Write short notes on International Donor Agencies.
(or)
b. Explain in short the Government Schemes for Youth in India.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Explain the characteristics and working of MFI in India and list the roles of Social Workers in relation to MFI.
17. Examine the roles of NGO's in Waste land Development.
18. Explain the roles of Social Workers in the development of Women Entrepreneurs.
19. "Non-Governmental Organizations have a significant Role in National Development" Illustrate with examples.
20. Analyze the Government schemes for women and child welfare in India.

SPECIALISATION PAPER – IV

HUMAN RESOURCE MANAGEMENT SPECIALIZATION

YEAR – II	INDUSTRIAL RELATONS	CODE: 19PSW42B
SEMESTER – IV		HRS/WEEK : 6
CORE – XIII		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Understand the concept of industrial relation.

CO2: Understand the relationship between the industries.

CO3: Be exposed trade union and bargaining system.

CO4: Understand the industrial disputes.

CO5: Gain Knowledge on industrial legislations.

SEMESTER IV	COURSE CODE: 19PSW42B					TITLE OF THE PAPER: INDUSTRIAL RELATONS					HOURS :6	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	5	5	4	3	5	5	4.5	
CO2	5	4	5	4	5	5	5	3	4	5	4.5	
CO3	5	4	5	4	5	5	4	3	5	5	4.5	
CO4	5	4	5	4	5	5	5	3	4	5	4.5	
CO5	4	5	4	3	5	5	4	4	4	4	4.2	
Mean Overall Score											4.44	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Industrial Relations: Meaning, Definition, Scope, Need and Factors Influencing IR Evolution of IR- Characteristics and Participants of IR. Approaches to IR- Maxian, Giri, Webbs, Dunlop. Influence of Socio-Economic, Political and Technical Forces on Industrial Relations; IR at Shop Floor and Plant: Employee Discipline, Grievance Redressal Machinery.

Unit II

Trade Unions: Meaning, General features- Principals of Union- Major trade unions in India- Problems and Weakness of trade union- Measures to Strengthening the Functioning of trade union. Trade Union: Origin and Growth of trade union movement in India - Theories - Functions - Administration of Unions - Leadership - Membership and Finance. Trade Union Act.

Unit III

Collective Bargaining: Main Features –Importance- Contents and Coverage of Collective Bargaining: Concept, Goals, Principles, Prerequisites. Bargaining Strategies - The factors influencing Collective bargaining - Skills of an effective bargaining agent. Workers Participation in Management: Concept - Aims and objectives - Scope - Levels of Participation, Forms of Participation in India- Conditions essential for working of the Scheme of workers' participation in Management.

Unit IV

Industrial Dispute: Meaning, Concept, Instruments of Coercion – Strike, Picketing, Bandh, Strikes and Lock – Out; Dispute Settlement Mechanisms: Bipartite Approach – Negotiation, Mediation, Works Committee, Significance of Employers' Federations; Tripartite Approach - Conciliation, Arbitration, Adjudication - Court of Enquiry, Labour Courts, Industrial Tribunal, National Tribunal, Awards; industrial democracy – Workers Participation.

Unit V

Industrial Relations Legislation: Indian Trade Union Act 1926, Industrial Disputes Act 1947, Industrial Employment (Standing Orders) Act 1946. International Labour Organization: History - Aims and Objectives - Structure - Functions. Influence of ILO on Indian Industrial Relations - Labour welfare practices in India. Emerging Trends in Union - management relations: Impact of Liberalization, Privatization and Globalization.

TEXT BOOK:

1. B. Nandhakumar, Vijay Nicole, 2015, Industrial Relations Labour Welfare and Labour Laws, Imprints Private Limited, Chennai.
2. S C Srinivastava, 2007, Industrial Relations and Labour Laws, Vikas Publishing House Private Limited, New Delhi.

3. P. R. N. Sinha, Indu Bala Sinha, Seema Priyafarshini Shekhar, 2020, Industrial Relations, Trade Unions and Labour Registration, Pearson.
4. M. Sivakumar, 2011, Industrial Relations and Labour Welfare, Lakshmi Publications, Chennai.
5. Yoder, Dale. 1976. Personnel Management and Industrial Relations. New Delhi: Prentice Hall of India Pvt. Ltd.

REFERENCES

1. Johnson, T. L. 1981. Introduction to Industrial Relations. Britain: MacDonald & Ender. Great
2. Mamkootam. Kuriakose. 1982. Trade Unions. Myth and reality. New Delhi: Oxford University press.
3. Mamoria, C. B. and Mamoria Satish. 1984. Industrial Labour. Social Security and Industrial peace in India. Allahabad: Kitab Mahal.
4. Punekar, S. D. et. al. 1981. Labour welfare. Trade Unions and Industrial Relations. Bombay: Himalaya Publishing House.
5. Ramassamy. E. A. and Uma Ramasamy. 1981. Industry and Labour An introduction. New Delhi: Oxford University Press.
6. White, K. Head. 1977. Industrial Relations. London: Hodder & Sought.
7. Yoder, Dale and Paul, D. Stanbhas, 1985. Personnel Management and Industrial Relations. New Delhi: Prentice Hall of India Pvt. Ltd.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Mention two objectives of industrial relations.
2. What is the meaning of industrial relations?
3. Define 'leadership'.
4. What is meant by 'closed shop' and 'open shop'?
5. What is the meaning of collective bargaining?
6. Mention two strategies of collective bargaining.
7. What is meant by worker's participation in management?
8. Mention two skills of a bargaining agent.
9. What are the aims of ILO?
10. What is meant by 'liberalization'?

SECTION - B (5X5=25)

Answer ALL Questions

11. a) Describe the characteristics of industrial relations.
(or)
b) Discuss the scope of industrial relations.
12. a) What are the principles of trade union?
(or)
b) Give a brief note on the functions of trade unions in India.
13. a) Explain the importance of collective bargaining.
(or)
b) Describe the prerequisites of collective bargaining.
14. a) List out the objectives of collective bargaining.
(or)
b) Give a brief note on the conditions essential for the success of worker's participation in management.
15. a) Explain the Structure of ILO.

(or)

b) Describe the functions of ILO.

SECTION - C (3X10=30)

Answer any THREE Questions

16. Discuss the influence of ILO on industrial relation in India.
17. Give a detailed account on the major trade unions in India.
18. Describe the recent trends in collective bargaining with examples.
19. Discuss the various levels and forms of worker's participation in India.
20. Discuss the emerging trends in trade union management relations in India.

SPECIALISATION PAPER – IV

MEDICAL AND PSYCHIATRY SPECIALIZATION

YEAR – II	COMMUNITY HEALTH	CODE: 19PSW42C
SEMESTER - IV		HRS/WEEK : 6
CORE – XIII		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Gain knowledge on health and hygiene.

CO2: Enlighten with occupational health disease.

CO3: Be exposed to health care delivery system.

CO4: Be aware on health education.

CO5: Understand the community health and its work process.

SEMESTER II	COURSE CODE: 19PSW42C					TITLE OF THE PAPER: COMMUNITY HEALTH					HOURS:6	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	4	4	5	5	5	4	4	4	4.4	
CO2	4	4	5	4	4	5	5	4	5	4	4.4	
CO3	4	4	5	4	5	5	4	4	4	4	4.3	
CO4	4	4	4	4	4	5	4	4	4	4	4.1	
CO5	5	4	5	4	5	5	4	5	4	5	4.6	
Mean Overall Score											4.36	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Concept of Health: Meaning, Definition, Historical Development, Factors Influencing Health-Social and Preventive medicine. Organization and Administration of Health Care at the Center, State, District, Municipality and

Village Level; Health Planning in India; Health Committees; Five Year Plan in Relation to Health Care. Emerging need for Palliative & Geriatric Care.

Unit II

Community Health Care - Changing Concepts; Primary Health Care for All; Health Status and Health Problems; Health Care Systems - Primary Health Centre; Private Health Systems Indigenous Systems; Voluntary Health Systems; Role of Social Worker in Community Health .

Unit III

Health Legislation; ESI Act 1948, Amendment 1975, Medical Termination of Pregnancy Act 1971. Doctors Patients and the Consumer Protection act 1986, PWD & Equal opportunities Act 1995, Reproductive health Act, Narcotics and Substance Act.

Unit IV

Community Health care needs Assessment: Assessing Community Health needs-Moralizing core groups and Community Participation- Training of multipurpose health workers in community health Programs. Health Policies, Health Care Programmes in India: State and Central Insurance Scheme, Rashtriya Arogya Nithya, Prime Minister National Relief Fund, National Health Policy 1983, Population Problems and control. Environment Protection Act.

Unit V

Health Programmes at the National level: National control of blind program, minimum need program, welfare program for physically challenged, national health Programmes: family welfare, maternal and child health, ICDS, schools health program UIP, NEMP, NLEP, Diarrhea Disease control program.

TEXT BOOK:

1. Govt. of India (2002): National Health Policy, New Delhi, Ministry of Health and Family Welfare, New Delhi.
2. K. Park , 2013, Park Text Book of Preventive and Social Medicine, M/S Banarsidas Bhanot Publishers.
3. Pondicherry Aids Control Society, 2007 Pregnancy, Byword books Private Limited

REFERENCES

1. Levant, Ronald F. 1984. Family Therapy. New Delhi: Prentice Hall of India Pvt. Ltd.
2. Mane P. and Gandevia K. 1992. Mental Health in India, Issues and Concerns. Bombay: Tata Institute of Social Sciences.
3. World Health Organization 1990. Schizophrenia Information for Families – A Manual prepared by the World Schizophrenia Fellowship for Publication in Cooperation with the WHO.
4. World Health Organization 1992. Innovative Approaches in Mental Health Care. Psycho Social Interventions and Case Management. Geneva: WHO.
5. Jim Yong Kim et al (2000): Dying for Growth: Global Inequality and the Health of the Poor, Cambridge, Common Courage Press. Chapters 2&3.
6. Mackintosh, M and M.Koivusalo (Ed.) (2005): Commercialisation of Health Care: Global and Local Dynamics and Policy Responses, New York, UNRISD and Palgrave-Macmillan.

QUESTION PATTERN

SECTION – A (10X2=20)

Answer ALL Questions

1. Define Health.
2. What is Public Health?
3. What do you mean by voluntary health system?
4. Define Community health.
5. What do you mean by MTP?
6. Define Disability.
7. List out any four programmes under National Health Policy.
8. What is pollution?
9. What do mean by UIP?
10. List the salient feature of NLEP.

SECTION - B (5X5=25)

Answer ALL Questions

11. a. Explain the concept of Public health development in India.
(or)
- b. Discuss the administration of health care at state level.
12. a. Explain the concept of “Primary Health care For All”.
(or)
- b. Narrate the role of social worker in community Health.
13. a. Highlight the salient features of consumer protection Act with respect to patients.
(or)
- b. Explain the need of ESI Act to the community.
14. a. Highlight the consequences of over population and suggest few control measures.
(or)
- b. Discuss the salient features of Environmental Protection Act.
15. a. Enumerate the importance of minimum need Programme.
(or)
- b. Highlight the functions of ICDS.

SECTION – C (3X10=30)

Answer any THREE Questions

16. Narrate five year health care planning in India.
17. Discuss Health Care System in India.
18. Bring out the importance of PWD & Equal opportunities Act 1995.
19. Explain National Health Policy in India.
20. Enumerate National Health Programmes in India.

YEAR – II	CONCURRENT FIELD WORK PRACTICUM – IV	CODE: PSWF4
SEMESTER – IV		HRS/WEEK : 10
CORE PRACTICAL – IV		CREDIT : 4

Course Outcomes:

After completing this course, students will:

CO1: Be applicable of practical knowledge in different settings.

CO2: Learn the role of HR manager in industries.

CO3: Learn the role of social worker in NGO settings.

CO4: Understand the role of medical social worker.

CO5: Be aware of organizing programme.

SEMESTER IV	COURSE CODE: PSWF4					TITLE OF THE PAPER: CONCURRENT FIELD WORK PRACTICUM – IV					HOURS :10	CREDITS:4
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	3	5	5	4	3	5	5	4.4	
CO2	5	4	5	4	5	5	5	4	5	5	4.7	
CO3	5	4	5	4	5	5	5	4	5	5	4.7	
CO4	5	4	5	4	5	5	5	4	5	5	4.7	
CO5	5	3	5	4	5	5	5	4	5	5	4.6	
Mean Overall Score											4.62	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

In the final semester the students 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 students are placed in villages or hospitals or schools or NGOs or government offices or counseling centers or welfare organizations or service organization or industries according to the fields of specialization for a semester where MSW supervisor is available.

During the placement the students are expected involve with the activities of the organization to whatever extent possible.

The students make effort to get exposure and experience to relate the theoretical knowledge what they have gained in the class room and try to practice them. The students also undertake any assignments given to them by the agency; they may also undertake any research for the organization. The community organization programme is being organized by each student to promote extension activities towards different villages, institutions and organizations.

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. 20 marks are being awarded by the internal faculty supervisor, 20 Marks are awarded by the Agency Supervisor and 60 marks are being awarded by the external examiner.

Marks Allotments

Specialization - Community Development

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Group Work, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization – Human Resource Management

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Role of Human Resource Management Department, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization - Medical and Psychiatric

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Case Work, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

YEAR – II	RESEARCH PROJECT	CODE: JPSW1016
SEMESTER – IV		HRS/WEEK : 6
PROJECT		CREDIT :5

Course Outcomes:

After completing this course, students will:

CO1: Understand the importance of research.

CO2: Determine the factors in collecting reviews for the research projects.

CO3: Be aware of writing research proposal

CO4: Determine the findings for chosen topic.

CO5: Finds suggestion and conclusion for the research projects.

SEMESTER IV	COURSE CODE: JPSW1016					TITLE OF THE PAPER: RESEARCH PROJECT					HOURS :6	CREDITS:5
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	4	5	4	4	4	4	4	5	4	4	4.2	
CO2	2	5	4	3	4	4	4	5	4	4	3.9	
CO3	4	5	4	4	4	4	4	4	4	4	4.1	
CO4	3	5	2	4	4	4	3	5	5	5	4	
CO5	4	5	3	4	4	4	4	5	5	5	4.3	
Mean Overall Score											4.1	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

The students are placed under a supervisor for the research project work. The students are encouraged to start the project work in the third semester itself. Review meeting of three stages will be held in 20 days interval to monitor and guide the Students' Research Project.

Schedule for Review Meetings

Review Meet I – Finalization of Topic, Tool and Proposal

Review Meet II – Introduction and Review of the Literature

Review Meet III – Data Analysis, Interpretation, Findings and Suggestions

In the fourth semester the students complete the research study and submit the final copy for valuation. At the end of the semester Viva- Voce is conducted by an external examiner (75 marks for Final Research Project Report and Viva Voce). The internal assessment is for 25 marks)

Research Report Format (The Research Project Report should be typed in Times New Roman Font, 12 font size with 1.5 line space)

1. Outer Cover
2. Title Page
3. Certificate
4. Preface
5. Acknowledgement
6. Table of Contents
7. List of Tables
8. List of Figures
9. List of Plates (if any)

{(The above nine items are the preliminaries of the research report, which should be numbered in Roman small numbers at the bottom of the page e. g. i, ii, iii.) Arabic numbers are used for the following items.}

Chapter I : Introduction

1. A brief General Introduction
2. Statement of the Research Problem
3. Need / Significance / Importance of the Study

Chapter II : It consists of Review of Literature (with an appropriate title)
This chapter ends with General and Specific Objectives

Chapter III : Methodology

This chapter describes the various steps used in carrying out the research task. It is described in the past tense.

1. Chapter Introduction
2. Field of Study.
3. Pilot Study
4. Research Design
5. Selection of Sample
6. Tools of Data Collection
7. Sources of Data
8. Pre testing

9. Actual Data Collection
 10. Definition of Terms
 11. Analysis
 12. Limitations
 13. Organisation of the Report
- Chapter IV : Analysis and Interpretation
This chapter presents the analysed data either by a table or a chart and not both for the same variable. The variable name is given as a sub title, introduction of the variable, presentation of data (table No. and table title) analysis then interpretation of data. Interpretation is not mere description of the numbers into words but giving meaning for the data distribution.
- Chapter V : Main Findings (Percentage in brackets) and Suggestions
- Chapter VI : Summary and Conclusion
- Bibliography: It is arranged in the alphabetical order by the author's name. Author's surname, year, title, place, publisher
- Appendix

YEAR – II	BLOCK FIELD WORK PRACTICUM (INTERNSHIP)	CODE: PSWF5
SEMESTER – IV		HRS/WEEK : 10
EXTENSION - III		CREDIT : 3

Course Outcomes:

After completing this course, students will:

CO1: Be applicable of practical knowledge in different settings.

CO2: Learn the role of HR manager in industries.

CO3: Learn the role of social worker in NGO settings.

CO4: Understand the role of medical social worker.

CO5: Be exposed to various skills in different settings.

SEMESTER IV	COURSE CODE: PSWF5					TITLE OF THE PAPER: BLOCK FIELD WORK PRACTICUM					HOURS :10	CREDITS:3
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	4	5	4	5	5	4	3	5	5	4.5	
CO2	5	3	5	4	5	5	5	3	5	5	4.5	
CO3	5	3	5	4	5	5	5	3	5	5	4.5	
CO4	5	3	5	4	5	5	5	3	5	5	4.5	
CO5	5	4	5	4	5	5	5	4	5	5	4.7	
Mean Overall Score											4.54	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

The last month of the fourth semester the students go for block field placement training according to their fields of specialization (24 working days).

The student has to be part of the organization and take part in all the activities of the organization and undertake the assignments given to him.

After completion of one month placement the student submits an activity sheet, attendance certificate, daily reports to the department.

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. 20 marks are being awarded by the internal faculty supervisor, 20 Marks are awarded by the Agency Supervisor and 60 marks are being awarded by the external examiner.

Block Field Work Practicum Marks Assessment

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Selecting the Agency, Report Submission, Agency Profile	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

THEORY EXAMINATION EVALUATION COMPONENT**Continuous Internal Assessment (CIA) (25)**

Assignment	-	5 Marks
Seminar	-	5 Marks
Two written Examination	-	15 Marks
Total	-	25 Marks

Question Pattern (Written Examination)

Part – A (10X2=20)
(Answer all the Question)

Part – B (6X5=30)
(Answer all the Questions)

External Examination (75 Marks)**Question Pattern**

Time: 3 Hours

Max. Marks: 75

Section – A (10X2=20)
(Answer all the Question)
Two Questions from each Unit

Section – B (5X5=25)
(Answer either a or b from each Question)
Five Questions from each Unit

Section – C (3X10=30)
(Answer any three from five Questions)
Five Questions from each Unit

MODEL QUESTION PAPER FOR THE SEMESTER EXAMINATIONS

SOCIAL POLICY AND SOCIAL LEGISLATIONS

Section – A (10x2=20)

Answer ALL Questions

1. What is the meaning of welfare?
2. What is social policy?
3. What is social security?
4. Who is a disabled person?
5. What is family court?
6. What is Indian Penal code?
7. Who is a Juvenile?
8. Who is a child laborer?
9. What is immoral traffic?
10. What is eve teasing?

Section - B (5x5=25)

Answer ALL Questions

11. a. Explain the objectives of social policy.
(or)
b. Explain the process of planned social change with social legislations.
12. a. Give details of housing policy of India.
(or)
b. What are the programs for backward classes?

13. a. Explain the functions of Lok adalats.

(or)

b. Give details of functions of legal aid.

14. a. Give details of special marriage act 1955.

(or)

b. What are the important features of Bonded Labor Abolition act 1976?

15. a. Give details of protection of civil rights act 1955.

(or)

b. Give details of Tamil Nadu prohibition of ragging act 1997.

Section – C (3x10=30)

Answer any THREE Questions

16. Explain the role of social policy in social welfare in India.

17. Explain the importance of health, women and social security policies in India.

18. Explain the use of right to information act with an example.

19. Explain the uses and impact of Juvenile Justice Act 1986.

20. Explain the salient features of transplant of human organ act 1994.

LIFE SKILLS FOR SOCIAL WORKERS – EVALUATION COMPONENT**Marks Allotments**

1. Submission of Report	-	20 Marks
2. Presentation & Performance	-	20 Marks
3. Completion of Components	-	20 Marks
4. Skills Acquired	-	20 Marks
5. Learning Content	-	20 Marks
Total	-	100 Marks

RURAL SOCIAL WORK PERSPECIVES – EVALUATION COMPONENT**Marks Allotments**

1. Submission of Report	-	20 Marks
2. Individual Contribution	-	20 Marks
3. Presentation & Performance	-	20 Marks
4. Skills Acquired	-	20 Marks
5. Learning Content	-	20 Marks
Total	-	100 Marks

NATIONAL SOCIAL WORK PERSPECIVES – EVALUATION COMPONENT**Marks Allotments**

1. Submission of Report	-	20 Marks
2. Individual Contribution	-	20 Marks
3. Presentation & Performance	-	20 Marks
4. Skills Acquired	-	20 Marks
5. Learning Content	-	20 Marks
Total	-	100 Marks

FIELD WORK PRACTICUM EVALUATION COMPONENT

S. No	Activity	Internal Marks	External Marks
1	Observation Visit, Street Theatre Training Programme & Group Project	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

CONCURRENT FIELD WORK PRACTICUM EVALUATION COMPONENT**Concurrent Field Work Practicum - I**

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Case Work, Group Work, Community Organisation Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Concurrent Field Work Practicum - II**Specialization - Community Development**

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Group Work, Community Organization Programme,	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization – Human Resource Management

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Role of Human Resource Management Department, Community Organization Programme,	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization - Medical and Psychiatric

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Case Work, Community Organization Programme,	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Concurrent Field Work Practicum - III**Specialization - Community Development**

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Group Work, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization – Human Resource Management

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Role of Human Resource Management Department, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

Specialization - Medical and Psychiatric

S. No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Organization Profile, Case Work, Community Organization Programme	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

SELF STUDY PAPERS EVALUATION COMPONENT

2 Written Examination	- 60 Marks
2 Seminars	- 20 Marks
2 Assignments	- 20 Marks
Total	- 100 Marks

Question Pattern (Written Examination)

Part – A (5X2=10)
(Answer all the Questions)

Part – B (4X5=20)
(Answer either A or B from each Question)

PROJECT EVALUATION COMPONENT

Internals (25 Marks)

- i. Punctuality - 5 Marks
- ii. Sincerity & Genuineness - 5 Marks
- iii. Guidance Participation - 5 Marks
- iv. Ability to do Research Independently - 5 Marks
- v. Quality of Work - 5 Marks

External (75 Marks)

- i. Presentation of the Dissertation (Materials) - 25 Marks
- ii. Quality of the work (Materials) - 25 Marks
- iii. Viva Presentation (Oral) - 25 Marks

BLOCK FIELD WORK PRACTICUM EVALUATION COMPONENT

S.No	Assigned Work	Internal	External
		Faculty	External Examiner
1	Selecting the Agency, Report Submission, Agency Profile	40	
2	Presentation, Quality in Components, Communication		60
	Total	100	

VALUE ADDED PROGRAMME**1. Eligibility for Admission to the Course**

A candidate who is pursuing the Bachelor Degree or Master Degree is accepted eligible to study this programme.

2. Duration of the Course

This course of Study shall be for a month with 2 credits. There will be 30 hours consisting of 1 teaching hour per working day.

3. The Course of Study

Theory Papers - The Course of the Master of Social Work shall be under the Semester System according to the Syllabus to be prescribed from time to time. This Course consists of Core Subjects and Elective Subjects.

4. Objectives:

The programme is designed with the following objectives:

- To acquire specific knowledge on NGO Management.
- To understand the Project Management Dimensions, Planning and the implementation of Projects.
- To enhance skills and techniques on Project Proposal Writing.

5. Scope

- a. By studying this programme the student will get knowledge on the following
 - NGO Management
 - Project Management Dimensions, Planning and its implementation
 - Skills and Techniques of Project Evaluation or Resource Mobilization.
- b. The students will also get motivation to start a Nongovernmental Organization.

DURATION – ONE MONTH	NGO MANAGEMENT	CODE: VAPSW711
		HRS: 30

Course Outcomes:

On successful completion of the course the students should enrich their knowledge about

1. NGO MANAGEMENT
2. Project Management Dimensions, Planning and its implementation
3. Skills and Techniques of Project management Evaluation or Resource Mobilization.
4. They will get motivation to start a Nongovernmental Organization.
5. Field based visit to NGOs.

DURATION – ONE MONTH	COURSE CODE: VAPSW711					TITLE OF THE PAPER: NGO MANAGEMENT					HOURS :30	CREDITS:
COURSE OUTCOMES (CO)	PROGRAMME OUTCOMES (PO)					PROGRAMME SPECIFIC OUTCOMES (PSO)					MEAN SCORE OF CO'S	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	5	2	5	3	5	5	4	3	5	5	4.2	
CO2	5	3	5	4	5	5	4	3	5	5	4.4	
CO3	5	3	5	4	5	5	5	4	4	5	4.5	
CO4	4	3	5	3	5	5	3	4	4	4	4	
CO5	4	2	4	3	4	5	4	3	4	4	3.7	
Mean Overall Score											4.16	

This Course is having **VERY HIGH** association with Programme Outcome and Programme Specific Outcome

Association	1%-20%	21%-40%	41%-60%	61%-80%	81%-100%
Scale	1	2	3	4	5
Interval	0<=rating<=1	1.1<=rating<=2	2.1<=rating<=3	3.1<=rating<=4	4.1<=rating<=5
Rating	Very Poor	Poor	Moderate	High	Very High

Unit I

Management: Meaning, Definition, Concepts, Objectives and Functions.
 NGO's: Meaning, Definition, Concepts, Vision, Mission, Goals, Types, Functions and Approaches. Role of NGO's in Community Development.

Unit II

Legal - rational structure of Non-profits: Trusts and Societies with Special reference to Trust and Society Registration Acts- Foreign contributions and Regulation Act (FCRA) - Statutory Obligations- Income Tax Exemption (80-G, 12-A, & 35AC): Rules and Regulation - Resource Mobilization: Methods and Techniques of Fund Raising - International, National and Local Levels.

Unit III

Leadership in the NGO's Context – Practice of Human resources Management in NGO's - Human Resources Management and role of creating change agents – Staffing, recruiting, induction and training- CSR Activities: Definition, concepts and need - Concentration areas of CSR - Role of social workers in CSR- National and International CSR activities: TVS, Infosys and Tata .

Unit IV

Concept, Meaning, Definition and Types of projects – Projects Implementation and Management: Project Planning Matrix - Project Cycle Management - Identification and Formulation of Details Projects Report (DPP) with reference to Action AID and Save the Children- Rural Appraisal (PRA): Tools and Techniques, SWOC (Strengths, Weaknesses, Opportunities, and Challenges) Analysis.

Unit V

3 Field based visits to NGOs in Cuddalore, Villupuram and Pondicherry regions.

TEXT BOOK:

1. Non Governmental Organization, suresh Chandra, New Delhi, 2015

Evaluation Component

2 Written Examination	– 50 Marks
Seminar	– 10 Marks
Assignment	– 10 Marks
Attendance	– 10 Marks
Report of NGO Visit	– 20 Marks
Total	– 100 Marks

Question Pattern (Written Examination)

Part – A (10X2=20)
(Answer all the Questions)

Part – B (6X5=30)
(Answer either A or B from each Question)