ST.PHILOMENA'S COLLEGE (AUTONOMOUS), MYSURU

(AFFILIATED TO UNIVERSITY OF MYSORE & REACCREDITED BY NAAC WITH B++ GRADE)

PRORAMME: MSW

CBCS with Learning Outcome Based Curriculum

Academic years: 2020-22

{Approved in the Academic Council Meeting held on 12.01.2021}

{The Academic Year of 2020-21 was commenced on 24.01.2021 due to first wave of Covid-19 Pandemic}

ST. PHILOMENA'S COLLEGE (AUTONOMOUS) MYSORE
(AFFILIATED TO UNIVERSITY OF MYSORE)
PROGRAMME: MSW – Social Work
(For Candidates admitted during the Academic year 2020 -2021 onwards)

Preamble

Master of Social Work started in the academic year 2008. The curriculum was regularly revised in the year 2013, 2015 and 2018. The new curriculum is learner centric and it is based on UGC guidelines. It is also in tune with the Vision and Mission of the college and the department. The present curriculum encompasses Programme objectives, programme outcomes, Course Objectives, Course Outcomes, Course Specific Outcomes, Teaching- Learning Process, Evaluation and Result Analysis, Technical support, sharing of resources by the organizations and Internship. The learning centric curriculum enables the faculty to improve every once in two years keeping in mind the demand of the industry as well society.

The student centric curriculum is designed to meet the UGC guidelines consisting of Mandatory Hard Core papers, Elective Soft Core courses to equip the students with required knowledge and skills to build learner competencies and make them self- learners. The students will have academic mobility, flexibility and maximum utilization of Teacher's knowledge, fleid work practicum, orientation visits, summer placement and block placement to different organization and other facilities are provided.

The students have a choice to select electives from the pool of courses offered as mentioned below:

- Skill Enhancing Courses
- Ability Enhancing Courses
- Inter-disciplinary Courses
- Generic electives
- Self-Study electives

VISION AND MISSION OF THE COLLEGE

VISION:
The college is guided by the visionary zeal of providing value- based education to everyone irrespective of religion, caste, creed or sex by which the character is formed, intellect is explained and one can stand on his/her feet**.**

MISSION:
To transform young men and women who come to learn not from books, but also from life and to share the experience of working and playing together, which inculcates life skills to become good citizens with integrity and discipline**.**

VISION AND MISSION OF THE DEPARTMENT

VISION:
Education is the manifestation of perfection in a human being. Through a blend of traditional values and modern methods, education is a continuous movement towards this perfection and to develop the human resources to meet the Societal challenges.

MISSION:

1. To provide education and training in social work to those desirous of making a career in social work practice.
2. To continuously update curriculum in tune with emerging trends with interdisciplinary approach.
3. To promote among learners a sense of responsibility and commitment to work with different sections of people and especially of the vulnerable sections of the society

PO No.	Programme Educational Objectives (PEOs)
PEO-1	**PROFESSIONAL DEVELOPMENT** To develop requisite knowledge, skills and values in working with people
PEO-2	**CORE PROFICIENCY** To promote among learners a sense of responsibility and commitment to work with different sections of people and especially of the vulnerable sections of the society
PEO-3	**TECHNICAL ACCOMPLISHMENTS** To provide opportunities through intensive field practicum to work with variety of people in their development and provide service to those who are in need of it.
PEO-4	**PROFESSIONALISM** To acquire knowledge and skills in undertaking practice-based research and to administer human service organizations
PEO-5	**LEARNING ENVIRONMENT** To promote opportunities and to create awareness for personal growth

Mapping of Mission of the department with Programme Educational Objectives

Mission	Programme Educational Objectives (PEOs)				
	PEOs-1	PEOs-2	PEOs-3	PEOs-4	PEOs-5
M1	✓			✓	
M2		✓			✓
M3			✓	✓	✓

PO No.	Programme Outcomes (POs) Upon completion of the Programme the student will be able -
PO-1	The ability to observe and analyze social realities.
PO-2	Equip the ability to recognize the need for newer programs, initiate and participate in them.
PO-3	Clarify and imbibe values which sustain positive attitude and professional ethics.
PO-4	Empower the capacity for self-direction, growth and change through self awareness.
PO-5	It enhances writing skills to document practice appropriately. Recordings to be viewed as an expression of interest, motivation and involvement in practice and as evidence of enrichment in the process of professional growth.

PSO No.	Programme Specific Outcomes PSOs Upon completion of the Programme the student will acquire -
PSO-1	knowledge and skills in undertaking practice-based research and to administer human service organizations
PSO-2	Appreciate society's response to people's needs, problems and social issues and critical understanding of the application of legislation, legal process, and social policy.
PSO-3	Clarify and imbibe values which sustain positive attitude and professional ethics.
PSO-4	Training in handling research tools to write and publish review and research articles.
PSO-5	The capacity to integrate knowledge and practice-theory by participating in intervention.

Mapping of Programme Educational Objectives with Program Outcomes and Programme Specific outcomes

Programme Educational Objectives	Program Outcomes					Program Specific Outcomes				
	PO-1	PO-2	PO-3	PO-4	PO-5	PSO-1	PSO-2	PSO-3	PSO-4	PSO-5
PEOs-1	✓									
PEOs-2		✓					✓			
PEOs-3			✓	✓		✓		✓		
PEOs-4				✓					✓	✓

PEOs-5				✓				✓

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Changes in the Syllabus

SL No	Semester	Existing Module of the course	Proposed Change Module of the course	Justification	Percentage of Change
1	II	Communication and Counseling	Skill Enhancing Course Module 4	Practical Counseling Session in different settings	25%
2	II	Personal and Professional Growth	Skill Enhancing Course Module 1 Module 2 Module 4	Theories have been added; Contents have been renamed as Brain functions; and replaced content with Integration	30%
3	II	Gandhian Approach to Welfare and Development	Module 2 System of Production, Problems of Mechanization, Decentralization of Production, Rural-Urban Relationship Module 4 Gandhian and Vinobha's Movements with special reference to Bhoodan and Gramdan.	The contents were repetitive in nature are removed	25%
4	III	Social Work Research and Statistics	Module 2 Source and Types of Data:	The contents were repetitive in Module 3	10%
4	III	Literature Review	New Course	Self Study	100%
5	III	Learning Disabilities	New Course	Self Study	100%
6	III	Case Studies	New Course	Self Study	100%
7	III	Rehabilitation and	Soft core	Removed	100%

8	III	Preventive Social Medicine and Medical Social Work	Soft Core	New concepts are added	20%
7	IV	Social Work with Tribal and Rural Communities	Module 1 Module 2 Module 3	contents in the syllabus were repetitive in nature and vast in nature, hence changes have been done	20%
9	IV	Major Project	Credits and evaluation	Individual Project	50%
10	IV	Mental Health and Psychiatric Social Work	Module 2 Module3	Repetitive content were removed	20%

The first row above continues from the previous page: "after care services"

ST. PHILOMENA'S COLLEGE (AUTONOMOUS), MYSURU-570 015
CHOICE BASED CREDIT SYSTEM
MSW PROGRAMME STRUCTURE & SYLLABUS

SL No	Subject Code	Q.P Code	Course	Type HC/SC/OE	Credit Pattern L:T:P	Credits
			First Semester			
1	A0210		Social Work – History and Ideologies	HC	2:1:0	3
2	A0220		Work with Individuals and Families	HC	2:1:0	3
3	A0230		Work with Groups	HC	2:1:0	3
4	A0240		Work with Communities	HC	2:1:0	3
5	A0250		Human Growth and Development	HC	2:1:0	3
6	AP210		Social Work Practicum – I	HC	0:0:6	3
			Total Credits: 18 (HC: 18)			
			Second Semester			
1	B0210		Management of Developmental and Welfare Services	HC	2:1:0	3
	B0220		Social Work Research and Statistics	HC	2:1:0	3
2	BP210		Social Work Practicum – II(Social Work Camp and Summer Placement)	HC	0:0:6	3

3	BP220		Social Work Practicum – III	HC	**0:0:6**	**3**
			Any two of the Following SC to be chosen			
4			Any one of the Soft Core Course from list C	SC	**3:0:0**	**3**
	B0310		Any one of the Skill Enhancing Course from list B	SC	**3:0:2**	**4**
			Total Credits: 19 (HC: 12 SC: 07)			
			Third Semester			
1	C0210		Human Resource Management	HC	**2:1:0**	**3**
2	CP210		Social Work Practicum – IV	HC	**2:1:0**	**3**
			Any one of the Following SC to be chosen			
3	C0320		Any one of the soft core course from list C	**SC**	**2:0:2**	**3**
4	C0330		Any one of the soft core course from list C	**SC**	**2:0:2**	**3**
5			Any one of the Interdisciplinary course from list E	**SC**	**2:0:4**	**4**
			Any one of Self Study Course from -List F	**SC**	**1:0:1**	**2**
6			OE from other Departments	**OE**		**4**
			Total Credits: 22 (HC: 06 SC: 06 IDC:04 OE: 04 SS:02)			
			Fourth Semester			
1	D0210		Employee Relations and Legislation	HC	**2:1:0**	**3**
2	D0220		Mental Health and Psychiatric Social Work	HC	**2:1:0**	**3**
3	DP210		Social Work Practicum – V	HC	**0:0:6**	**3**
4	DP220		Social Work Practicum – VI (Block Placement)	HC	**0:0:6**	**3**
			Any one of the Following SC to be chosen			
5	D0310		Any one of the soft core course from list C	SC	**2:0:2**	**3**
6	DP230		Ability Enhancing Course from List B	SC	**1:1:8**	**6**
			Total Credits: 18 (HC: 12 SC: 7)			
			O. E Offered for Other departments- Second Semester			
1			Any one of the open elective course offered to others departments from list D	**OE**	**3:1:0**	**4**
			O. E Offered for Other departments- Second andThird Semester			
Total Credits (HC – 48 + SC -12 +AEC – 06 + SEC-04 + IDC -4+ SS – 2 + OE – 4) MOOC – 04*						**80 (4)***
HC = Hard Core Course, SC = Soft Core Course, AEC = Ability Enhancement Course, SEC = Skill Enhancement Course, SS = Self Study, IDC = Interdisciplinary Course, OE = Open Elective/Generic						

Second Semester

List A Soft Core Semester wise Skill Enhancing Course

Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	II	Communication and Counseling	2	1	2	4
2	II	Personal and Professional Growth	2	1	2	4

List C- Soft Core Semester wise theory

Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	II	Gandhian Approach to Welfare and Development	3	0	0	3
2	II	Population and Environment	3	0	0	3

List D- Open Elective Generic Semester wise course

Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	II	Social Work Practice with Children	3	0	1	4
2	II	Science of Crime, Penology and Social Work Practice	3	0	1	4

Third Semester

List C- Soft Core Semester wise theory

Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	III	Social Work with Tribal and Rural Communities	3	0	0	3
2	III	Preventive Social Medicine and Medical Social Work	3	0	0	3
3	III	Social Policy, Planning and Development	3	0	0	3
4	III	Legal System In India	3	0	0	3

List E- Soft Core Semester wise Inter Disciplinary course

Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	III	Media and Social Development	3	0	2	4
2	III	Computer Application for Social Work	2	0	4	4

List F- Soft Core Semester wise Self Study Course

Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	III	Review of Literature	0	1	2	2
2	III	Case Study	0	1	2	2
3	III	Learning Disabilities	0	1	2	2

List D- Open Elective Generic Semester wise course

Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	III	Disaster Management	3	0	1	4
2	III	Correctional Administration and Services	3	0	1	4
3	III	Gerentological Social Work	3	0	1	4

Fourth Semester						
List C- Soft Core Semester wise theory						
Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	IV	Organizational Behaviour and Organizational Development	3	0	0	3
2	IV	Human Resource Development and Employee Wellness	3	0	0	3
List B- Soft Core Semester wise Ability Enhancing Course						
Sl. No.	Semester	Title of the paper	L	T	P	Credits
1	Fourth	Major Project	1	1	8	6

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Syllabus

Compulsory Bridge Course:

The beginning of the first semester a Compulsory bridge course shall be conducted for students with the following papers

Sl No.	Paper title
1	**Social Science Perspectives for Social Work Practice.**
2	**Term Project**

MSW I SEMESTER

Title: SOCIAL SCIENCE PERSPECTIVES FOR SOCIAL WORK PRACTICE

Bridge Course

Course Title	SOCIAL SCIENCE PERSPECTIVES FOR SOCIAL WORK PRACTICE				
Course Type	Bridge Course		Total Hours	24	Hours/Week	8 days x 3
Course Code	A0230	Evaluation	Internal	C1+C2 = 15+15 (Pre and Post Test)	30 Marks

Course Objectives

CO No.	Course Objectives
CO-1	To understand the concepts to examine social phenomenon.
CO-2	To develop skills to analyse Indian society and change.
CO-3	To understand change and conflict.
CO-4	To understand the system for economic order.
CO-5	To develop skills for social analysis.
CO-6	To understand the development and its impact.

Mapping CLO's With PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CDs
CLO-1	Understand society and its relevant concepts	PSO-2	Understand
CLO-2	understand different social groups, social movements and to find out social changes	PSO-2	Understand
CLO-3	To analyse Indian society and change	PSO-4	Analyze
CLO-4	To analyze developed vs. developing countries perspective on economic growth	PSO-4	Analyze

Course Contents

Modules	Proposed Course Content/Syllabus	Duration
Module1	**Sociology and other Concepts**	**6 Hrs**
1.1	Sociology: Meaning, Scope and Significance; Society and Culture: Society is a web of relationship; Social Structure: Meaning, Status and Roles	
1.2	Culture: Meaning and contents; Tradition, Customs, Values, Norms, Folklore And Mores. Indian Society, Composition of Indian Society, the concept of unity amidst diversity.	
1.3	Socialization: Meaning, Process of Socialization, Agencies of Socialization	

1.4	Sociology and its relationship with other social sciences such as History, Economics, Political science, Psychology, Anthropology and Social work. ***Key words: Sociology, Culture, Socialization, Process, Scope***	
Module2	**Social Group, Social Movements and Social Change**	**6Hrs**
2.1	Social Groups: Meaning; Types; Primary and Secondary groups, in-groups and out groups, reference groups. Social Institutions: Types; Marriage, Family, Religion, State and Law	
2.2	Social Control: Meaning and Functions, Social Control exercised through the Social Institutions	
2.3	Social Change: Meaning, Characteristics and Factors inducing change with reference to India.	
2.4	Social Movements in India: Meaning, factors essential for a Movement, Dominant Social Movements in India, Social Reform Movement, Contributions of Social Reforms, Peasant Movement, Trade Union Movement, Social Movements and Social Change in India. ***Key words: Social groups, Social Control, Social Change, Social Movements***	
Module3	**Developmental Perspectives**	**6 Hrs.**
3.1 **3.2** **3.3**	Development a Human Right Perspective: Social Ideals of Indian Constitution, Fundamental Rights, Human Rights. Socio-economic Order and Comparative Economic System: Capitalism, Socialism and Mixed economy, their Features, Merits and Demerits, Marxian Political Economy. Social Analysis: Significance of Social Analysis: A brief analysis of Socio-economic, Political and Cultural Systems, Inter linkages in the Indian Context. ***Key words: Human Rights, Social Analysis, Perspective.***	
Module4 **4.1** **4.2**	**Contemporary Development Dynamics** Under-development and its Causes, Contemporary Development Dynamics. Globalization and its Impact on Developing Countries: Privatization, Liberalization and Structural Adjustment Programmes, Role of International Financial Institutions. ***Key words: Under development, Causes, Globalization.***	**6 Hrs.**

Books for References

Sl. No.	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication

1	Economics and Development and Planning	Agrawal, A. N. & Lal Kundan	Vikas Publishing House Private Limited, New Delhi.	--	1989
2	An Introduction to Sociology	Bhushan, Vidya & Sachdeva, D.R.,	Kitab Mahal, Allahabad	--	2013
3	Society Economy of Polity in India	Deshpande, & Narain S.,	Mumbai: University of Mumbai.	--	1978.
4	Development and Under Development: The History, Economics and Politics of North South Relations	Elsenhans, Hartmut.	Sage Publications, New Delhi.	--	1991
5	World Summit for Social Development	Rao, D. & Bhaskar,	Discovery Publications, New Delhi.	--	1998
6	Indian Society - Institution and Change	Sharma, R. K	Atlantic Publishers, New Delhi.	--	1997
Books for further References					
7	From Man to Society	Acuff, F. Gene, Allen, D. E. and Taylor Lloyd, A	Hinsdale, Illinois, The Dryden Press.	--	1973
8	Strategies for Third World Development	Augushine, John S. (Ed.)	Sage Publications, New Delhi	--	1989.
9	Introduction to the Constitution of India	Basu, Durga Das.	Prentice-Hall of India Private Ltd. New Delhi.	--	1983
10	From Man to Society	Acuff, F. Gene, Allen, D. E. and Taylor Lloyd, A	Hinsdale, Illinois, The Dryden Press.	--	1973
11	Strategies for Third World Development,	Augushine, John S. (Ed.)	Sage Publications, New Delhi	--	1989
12	Introduction to the Constitution of India,	Basu, Durga Das	Prentice-Hall of India Private Ltd. New Delhi.	--	1983

13	A Sociological Interpretation	Bert N. Adams.	Rang McNally College, Chicago.	--	1975.
14	Problems of SC/ ST in India	Bharadwaj, A. N	Light and Life Publication, New Delhi	--	1979
15	Sociology	Broom, Leonard & Charles M. Bonjean, Dorothy, H. Broom	Wadsworth Publication Co. Belmount.	--	1990
16	The United Nations and Third World	Chakraborthy, Bimal	Tata McGraw Hill Publishing Company Limited, New Delhi.	--	1996
17	Methods of Social Analysis	Descrochers, John.	Centre for Social Action, Bangalore	--	1977.
18	Society - An Introduction to Sociology	Ely Chinoy.	Random House, New York.	--	1967
19	Sociology	Haralambos, Michael.	Oxford University Press, New Delhi.	--	1980.
20	Social Movements among Tribals	Jain, P. C	Rawat Publication, New Delhi.	--	1991.
21	Marriage and Family in India	Kapadia, K. M.	Oxford University Press, London.	--	1966
22	Regional differences in Family Structure in India	Kolenda, Pauline.	Rawat Publication, Jaipur.	--	1987.
23	Society in India	Maudelbaum, David M.	University of California Press.	Vol. I and II	1970.
24	Development and Change,	Nagendra, S. P.	Concert Publishing Company, New Delhi.	--	1994.
25	Rebuilds up the Third World,	Nana Poku Lloyd Pettiford (Ed.)	Macmillan Press Limited, London.	--	1998.
26	Introduction to Social Sciences,	Narang, B. S., and Dhawan, R. C.	C.B.S. Publication, Delhi.	--	1983.

27	The Caste System in India-Myth and Reality,	Panday Rajendra	New Delhi: Criterion Publication.	--	1986
28	Tribal Society in India,	Pandey, A. K.	Manak Publishing Ltd, New Delhi.	--	1997.
29	Essays on Indian Economy,	Rao, V. Lakshmana	Ashish Publishing House, New Delhi.	--	1994.
30	Development and New International Economic Order,	Reddy, D. V.	Deep and Deep Publications, New Delhi.	--	1994
31	The Hindu Family in its Urban Setting,	Ross, Aileen D.	Oxford University Press, New Delhi.	--	1961
32	Development: Socio-Cultural Dimensions,	Sharma, S. L. (Ed.)	Rawat Publications, Jaipur.	--	1986
33	Tribal Society in India,	Singh, K. S	Manohar Publishing House, New Delhi.	--	1985
34	Village, Caste, Gender and Method (Essay in Indian Social Anthropology),	Srinivas, M. N	Oxford University Press, New Delhi.	--	1996.
35	Families Developing Relationships,	Steveus Smart M., Laura S. Smart	Macmillan Publishing Co., New York.	--	1976.
36	.Indian Economy,	Tandon, B. B., and Tandon, K. K.	Tata McGraw-Hill Publishing Company Limited, New Delhi.	--	1997
37	General Sociology,	Verghese, K	Macmillan Co., New Delhi.	--	1992.

TERM PROJECT

The candidate is expected to select a theme relevant to the current social issues in consultation with the supervisor and make an exhaustive survey of literature on the chosen theme including empirical studies made on the same.

The candidate shall also collect the experiences or opinions of people on the issue and make a presentation which becomes a second part of the term project.

Flexibility is accorded in planning and executing the term project. Creativity and analytical approach are the hallmarks of designing term project. However, the activities are to be carried out under the direct supervision of the faculty supervisor.

The report has to be submitted before the end of theory examination of the 2nd semester to the department of Social Work, St. Philomena's College, Mysore.

Evaluation of the term project will be done along with the viva-voce examination by the viva-voce committee, constituted for the assessment of social work practicum or similar committee may be constituted, if required.

FIRST SEMESTER

Title: SOCIAL WORK - HISTORY AND IDEOLOGIES

Course Title	**SOCIAL WORK - HISTORY AND IDEOLOGIES**						
Course Type	Hard Core - Theory	Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15		30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	Understand the history of evolution of social work profession, both in India and the West.
CO-2	Develop insights into the origin and development of ideologies, approaches to social change.
CO-3	Understand rationale, goals, ideals and ethics for social change.
CO-4	Understand the perceptions of people and social problems, the status of benefactors and their motives.
CO-5	Develop skills to understand contemporary reality in its historical context.
CO-6	Understand self as a part of own environment and explore own assumptions, ideals, values to develop sensitivity to marginalization of vulnerable groups.

Mapping CLO'S with PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To understand basics of social work	PSO-2	Understand
CLO-2	To understand the history of ideologies for social	PSO-2	Understand

	change		
CLO-3	To analyse the contemporary ideologies for social change	PSO-4	Analyze
CLO-4	To understand the western ideologies for social change	PSO-2	Understand

Course Contents

Modules I	Proposed Course Content/Syllabus	Duration
1.0	**Introduction to Social Work**	**12Hrs.**
1.1	Social Work: Definitions, Meaning, Basic Assumptions of Social Work, Tools and Techniques, Scope/Fields of Social Work.	
1.2	Social Work and Other Concepts: Social Service, Social Welfare, Social Development, Social Reform, Social Security. Interrelation between Social Work and Other Disciplines.	
1.3	Beginning of Social Work Education in Western Countries and India.	
1.4	Professional Social Work: Values, Ethics, Goals, Functions/Roles and Process of Social Work; Interface between Professional Social Work and Voluntary Social Service. Professional Social Work Associations. *Key words: Definitions, Assumptions, Ethics, Values, Goals*	
2.0	**Indian History of Ideologies for Social Change**	**12Hrs.**
2.1	Ancient Period: Vedic, Vedantic and Non-Vedic Ideologies.	
2.2	Medieval Period: Ideologies of Buddhism and Jainism, Zoroastrianism, Christianity, Islam in India, Bhakti and Sufi Movements and Sikhism.	
2.3	Modern Period: Hindu Reform Movements, Dalit Movements, Ambedkar's Ideologies for Social Change, Gandhian Ideology, Sarvodaya Movement; Nationalism: Ideology of the Indian Constitution, Ideology of Voluntary Organizations. *Key words: Buddhism, Jainism, Zoroastrianism, Christianity, Constitution*	
3.0	**Contemporary Ideologies for Social Change**	**12Hrs.**
3.1	Neo-liberalism, Globalisation, Post modernism, Multiculturalism.	
3.2	Ideology of Action Groups and Social Movements.	
3.3	Ideology of Non-Governmental Organizations.	
3.4	Role of State in Providing Social Welfare and Development Services *Key words: Globalization, Post modernism, Multiculturalism, Welfare, Development*	
4.0	**Western Ideology for Social Change**	**12Hrs.**
4.1	Organized Charity: Elizabethan Poor law, Beveridge report, Clinical Social work, Ecological Social Work, Attributes of a Profession.	
4.2	Western History of Ideologies for Social Change: Western History of Social Work Profession; Medieval Period: Judeo-Christian Ideologies, Secular Humanism and Protestantism.	
4.3	Modern Period: Rationalism and Welfarism, Liberalism and Democracy, Utilitarianism and Social Darwinism, Socialism and Human Rights.	

	4.4	Emerging Ideologies of Professional Social Work. *words: Charity, Judeo-Christian, Humanism, Protestantism, Welfarism*	

Books for References

Sl. No.	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Ethics and Spirituality	Agarwal, M. M.	Shimla: Indian Institute of Advanced Study	--	1998.
2	Ethics and Values in Social Work: Practical Social Work Series,	Banks, S	London: Macmillan Press Ltd.	--	1995
3	Social Work Values and Ethics,	Congress, E. P.	Chicago: Nelson- Hall Publishers.	--	1998.
4	Ideologies and Social Work - Historical and Contemporary Analyses,	Desai, Murali.,	Rawat Publications, New Delhi.	--	2006.
5	Social Reform Movements in India: A Historical Perspective,	Diwakar, V. D. (Ed.)	Bombay: Popular Prakashan.	--	1991
6	Social Work and Social Work Education,	Gore, M. S.	Bombay, Asia Publishing House.	--	1965.
7	Introduction to Social Work,	Skidmore, Rex A. and Thackeray, Milton G.	New Jersey, Prentice-Hall, Englewood Cliffs	--	1982.
8	Social Work - An Introduction to the Field,	Stroup, H. H.	New Delhi, Eurasia Publishing House.	--	1960.
Books for further References					
1.	Men and Social Work: Theories and Practices	Alastair, Christie (Ed.)	New York, Palgrave.	--	2001.

2.	Papers on Social Work: An Indian Perspective	Banerjee, G. R.	Bombay, Tata Institute of Social Sciences.	--	1983
3.	Encyclopedia of Sociology	Borgatta, E. F. (Ed.)	New York: Macmillan.	--	1992
4.	Contemporary Social Work - An Introduction to Social Work and Social Welfare	Brieland, Donald; Costin Lela B.; Atherton, Charles R.	New York, McGraw-Hill Book Company	--	1975
5.	The Nature of Social Work	Butrym, Zofia T	London, Macmillan Press Ltd.	--	1976.
6.	Approaches to the Welfare State,	Chatterjee, P.	Washington, D.C.: National Association of Social Workers.	--	1996.
7.	A Study of Social Work Education in India,	Desai, Armaity S	Bombay, Tata Institute of Social Sciences,	Vol. I and II	1994
8.	Curriculum Development on History of Ideologies for Social Change and Social Work,	Desai, M.	Mumbai: Social Work Education and Practice Cell.	--	2000.
9.	Encyclopedia of Social Work,	Encyclopedia of Social...	Silver Spring, Maryland: National Association of Social Workers.	--	1987
10.	Encyclopedia of Social Work in India.	Encyclopedia of Social Work	New Delhi: Ministry of Welfare	--	1987.
11.	Understanding Philosophy: A Popular History of Ideas,	Feibleman, J. K.	New York: Souvenir Press.	--	1986.
12.	The Field of Social Work,	Fink, A. E	New York, Henry Holt and Co.	--	1945
13.	Introduction to Social Welfare,	Friedlander, Walter A and.	New Delhi, Prentice–Hall	--	1982.

		Apte, Robert Z.			
14.	Gandhi's Social Philosophy,	Ganguli, B. N	Delhi: Vikas Publishing House.	--	1973.
15.	The Social Context of Ideology: Ambedkar's Social and Political Thought	Gore, M. S.	New Delhi: Sage.	--	1993.
16.	Social Work Education in India -- Retrospect and Prospect	Jacob, K. K. (Ed.)	Udaipur, Himansu Publications.	--	1994.
17.	Social Work: In the Third Millennium (Some Concerns and Challenges),	Joseph, Sherry (Ed.)	Sriniketan, Department of Social Work, Visva-Bharati.	--	2000.
18.	Tradition Modernity Counterculture: An Asian Perspective,	Kappen,S	Bangalore: Visthar	--	1994
19.	Rethinking Human Rights	Kothari, S. and Sethi, H. (Eds)	New Delhi: Lokayan.	--	1991.
20.	Social Work - Philosophy, Methods and Fields	Moorthy, M. V	Dharwar, Karnatak University	--	1974.
21.	Perspectives in Social Work	Noel and Timms, Rita	London, Routledge and Kegan Paul.	--	1977.
22.	Constructive Social Work - Towards a New Practie,	Nigel Parton and Patrick, O'Byrne	New York, Palgrave	--	2000.
23.	Culture, Ideology Hegemony: Intellectual and Social Consciousness in Colonial India	Panikkar, K. N.	New Delhi: Tulika.	--	1995.

24.	Human Rights: Teaching and Learning About Human Rights.	United Nations	UN: New York.	--	1992
25.	Review of Social Work Education in India: Retrospect and Prospect	University Grants Commission	New Delhi: UGC. Curriculum Development Centre's Report: New Delhi, University Grants Commission.	--	1980, 1990
26.	History and Philosophy of Social Work in India	Wadia, A.R.	Bombay, Allied Publishers.	--	1968.
27.	From Charity to Social Work	Woodrofe, K.	London: Routledge, and Kega Paul.	--	1962
28.	Ethical Issues in Social Work	Yelaja, S. A.	Springfield, Charles, C. Thomas.	--	1982.
29.	Mastering Social Welfare	Young, Pat	Macmillan Master Series, London, Macmillan Education Ltd.	--	1985.
30.	Social Work and Social Values	Younghusband, E.	Vol. III, London, George Allen and Unwin.	--	1967

FIRST SEMESTER

Course Title	**WORK WITH INDIVIDUALS AND FAMILIES**							
Course Type	Hard Core- Theory	Total Hours	48	Hours/Week	04	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

CO No.	Course Objectives
CO-1	Understand casework as a method of social work, and appreciate its place in social work practice.
CO-2	Understand the values and principles of working with individuals and families.
CO-3	Develop the ability to critically analyse problems of individuals and families and factors affecting them.
CO-4	Enhance understanding of the basic concepts, tools and techniques in working with

	individuals and families, in problem-solving and in developmental work.
CO-5	Develop appropriate skills and attitudes to work with individuals and families.

LEARNING OUTCOME

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase case work as a method of Social work and practice	PSO-1	Understand
CO-2	Apply the values and principles of working with individuals and families	PSO-2	Apply and Analyse
CO-3	Ability to critically analyse problems of individuals and families	PSO-5	Apply and Analyse
CO-4	Apply and evaluate the Capital Structure techniques in a firm	PSO-3	Apply and Analyse
CO-5	Relate and rephrase the basic concepts, tools and techniques in working with individuals and families, in problem-solving and in developmental work	PSO-2	Understand
CO-6	Apply skills and attitudes to work with individuals and families.	PSO-5	Understand, Apply and Analyse

COURSE CONTENTS

Module 1 1.1	**Introduction to Social Case Work** Definitions, scope, historical development - Influence of psychoanalysis on casework. Introduction of casework as a method of social work. Concepts of adjustment and maladjustment. Philosophical assumptions and casework values, Purpose of Social Case Work *Key words- Psychoanalysis, Case Work*	12Hrs
1.2	Principles of casework. Components of social. Process in casework: Study, assessment, intervention, termination, evaluation and follow-up. *Key words- Principals, components, Process*	
Module 2 2.1	**Theories and approaches** Types of problems faced by Individuals and families; individual differences and needs - Family assessment in casework practice. *Key words-Problems, Individual, Family*	12Hrs
2.2	Theories and approaches: Psycho-social approach, Functional approach, Problem-solving approach, Crisis Theory, Family intervention, Behavioural modification, Transactional analysis and Holistic approach. *Key words- Theories*	

Module 3	**Tools and Techniques**	**12Hrs**
3.1	Tools for Help: Case work tools: Interview, home visit, observation, listening, communication skills, rapport building. Records: Nature, purpose and principles of recording. *Key words- Tools, Records*	
3.2	Techniques of casework: Supportive, resource enhancement and counseling. Self as a professional: Professional self - Conflicts and dilemmas in working with individuals and families. *Key words- Techniques, Self, Profession*	
Module 4 **4.1**	**Application of Methods** Primary and secondary settings - Application of methods in family, women, and child welfare settings *Key words-Family, Women, Child*	**12Hrs**
4.1	Marriage counselling centres, schools settings, medical and psychiatric settings, correctional institutions, and industry. *Key words- Counselling*	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Beyond Casework	Barba, J. G.	Macmillan.	London	1991
2	An Introduction to Social Case Work	Mathew, Grace	Tata Institute of Social Sciences	Bombay	1992
3	Process of Case Work,	Nursten, Jean	G.B: Pitman Publications	New York	1974
4	Social Case Work: A Problem Solving Process	Perlman, H. H.	The University of Chicago Press	Chicago	1957
5	Developing Case Work Skills	Pippins, J. A.	Sage Publications	California	1980
6	What is Social Case Work? An Introductory Description	Richmond, M. E.	Sage Foundation	New York	1922.

7	Social Diagnosis	Richmond, M. E.	Free Press	New York	1917
RECOMMENDED BOOKS					
1	Concept of Being and Becoming in the Practice of Social Work	Banerjee, G. R.	Indian Journal of Social Work, Mumbai	Tata Institute of Social Sciences	1967
2	Some Thoughts on Professional Self in Social Work	Banerjee, G. R.	Indian Journal of Social Work, Mumbai	Tata Institute of Social Sciences	1971
3	Social Work - An Indian Perspective	Banerjee, G. R.	Indian Journal of Social Work, Mumbai	Tata Institute of Social Sciences	1971
4	Social Diagnosis in Case Work	Sainsbury,Eric	Routledge and Kegan Paul	London	1970
3	The First Helping Interview Engaging the Client and building Trust	Sena F. Fine and Paul H. Glass	Sage Publication	London	1996
4	Social Case Work: Principles and Practice	Timms, N.	Sage Publication	London	1964
5	The Case Work Relationship	Biestek, F. P.	George Allen and Unwin.	London,	1957
6	Principles of Social Case Recording,	Hamilton, G.	Columbia University Press.	New York	1946
7	Theory and Practice in Social Case Work	Hamilton, G.	Columbia University Press.	New York	1950
8	Effective Case Work Practice - An Eclectic Approach	Joel Fisher	McGraw Hill	New York	1978
9	Case Work - A Psychological Therapy,	Hollis, Florence	Random House	New York	1964
10	Family Centered Social Work Practice	Hartman, A. and Laird, J.	The Free Press.	New York	1983
11	Feminist Practice in the 21st Century	Bergh, M. V	National Association of Social Workers.	Washington	1995

Course Title	**WORK WITH GROUPS**							
Course Type	Hard Core- Theory	Total Hours	48	Hours/Week	03	Credits	03	
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

CO No.	Course Objectives
CO-1	Develop awareness about the specific characteristics of Group Work and its contributions as a method of social work intervention,
CO-2	Gain knowledge about group formation and the use of a variety of group approaches.
CO-3	Develop understanding of concepts, dynamics and small group theory in relation to all types of groups, e.g. family, staff, committee, long-term client groups
CO-4	Identify the various situations and settings where the method could be used, in the context of social realities of the country.

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	Acquire knowledge, skills and values in practicing Social Work with Groups.	**PSO - 1**	**Understanding**
CLO-2	Plan interventions based on appropriate Group Work models.	**PSO - 1**	**Apply**
CLO-3	Demonstrate skills in applying Social Group Work in different settings.	**PSO - 5**	**Apply**
CLO-4	Acquire skills in recording and documentation.	**PSO - 4**	**Apply**

UNIT I: Introduction to Group Work		12Hrs
1.1	Introduction and History of Group Work: India & West; Understanding	
1.2	Groups, Characteristics and Significance of Group.	
1.3	Social Group Work: Definition, Characteristics, Purpose.	

1.4	Values and Principles of Group Work; Type of Groups: Types, Approaches based on Objectives and Purpose. Type of Membership, Time, Duration. Assumptions Underlying Social Group Work, Factors of Group Formation, Formulation of Goals, Identification of Problems for Group Work. **Key Words:**	
UNIT II: Group Processes and Group Dynamics		**12Hrs**
2.1	Importance of Group Processes, Typical Patterns, Processes in different type of groups, Social Worker's Skills in identifying and understanding Processes.	
2.2	Pre-group and Initial Phase: Planning Model, Characteristics of Pre Group Phase, Group Structures, Facilitation Skills.Role of Social Worker in Pre-group and Initial Phase.	
2.3	Bonding, Sub-Groups, Cliques, Scape goat, Isolation, Leadership, Decision making, Conflict, Communication, Interpersonal Relationship.	
UNIT III: Middle Phase and Use of Program		**12Hrs**
3.1	Characteristics of Middle Phase: Group Structures, Group Dynamics, Facilitation Skills, Effective Problem Solving Skills, Role of Group Workers, Comparison Across Phases.	
3.2	Concept and Principles, Program Planning and Execution. **Key words: Middle Phase, Group Structure, Group Dynamics**	
UNIT IV: Documentation in Group work		**12Hrs**
4.1	Importance of Documentation, Principles, Structure, Types of Documentation.	
4.2	Evaluation in Groups and Termination Phase: Importance, Types, Methods; Need for Termination, Types, Characteristics; Social Worker's skills.	
4.3	Application of Group Work: Application in Health Settings, School Settings, Family Welfare Settings, Industrial Settings, Women and Child Welfare Settings. **Key words: Documentation, Termination, Settings**	

Book for reference:

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	The Use of Groups in Social Work Practice	Davies, Bernard	Routledge and Kegan Paul. London		1975
2	Social Group Work in India	Gupta, R K.,	Ritu Publications, Jaipur.		2014.
3	Social Group Work: A Helping Process,	Konopka, G.	Englewood Cliff. N J: Prentice- Hall Inc.		1963
4	Social Group Work: Principles and Practice,	Trecker, Harleigh B.	New Work: Association Press.		1970.
Books for further Reference					
1.	Perspectives on Social Group Work Practice: A Book of Readings,	Alissi, A. S.	New York: The Free Press.		1980
2.	Groups in Social Work - An Ecological Perspective,	Balgopal, P. R. and Vassil, T. V.	New York: Macmillan Publishing Co. Inc.		1983.
3.	Group Work: Skills and Strategies for Effective Interventions	Brandler S. and Roman, C. P.	New York: The Haworth Press.		1999.
4.	Group Work Reaching Out: People, Places and Power	Garland, J. A. (Ed.)	New York: The Haworth Press.		1992.
5.	Social Work with Groups	Pepell, C.P. and Rothman, B.	New York: The Haworth Press.		
6.	Basic Group Work,	Tom, Douglas	London, Tavistock Publications Ltd.		
7.	Contemporary Group Work	Garwin, C.	New York: Prentice- Hall Inc.		1987
8.	Perspectives on the Group Process	Kemp, C. G.	Boston: Houghton Miffiin C.		1970
9.	Social Work through Group Process: School of Social Welfare,	Klein, A. F.	Albany: State University of New York.		1970
10	An Introduction to Group Work Skills	Milson, Fred	London, Routledge and Kegan Paul.		1973

11	Social Work with Groups.	Northen, H.	New York: Columbia University Press.		1969.
12	Social Work with Groups	Pepell, C.P. and Rothman, B.	New York: The Haworth Press.		
13	Individual Change through Small Groups	Sundel, M., Glasser, Sarri, R., and Vinter, R.	New York: The Free Press.		1985

FIRST SEMESTER

Course Title	**WORK WITH COMMUNITIES**						
Course Type	Hard Core- Theory	Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15		30 Marks	100
			External	Duration	03Hrs	C3	70 Marks

Course Objectives

CO No.	Course Objectives
CO-1	Understand the critical elements of community organisation practice.
CO-2	Enhance critical understanding of the models and strategies for community organisation practice.
CO-3	Make the micro-macro connections between the range of complex issues in practice.
CO-4	Develop attitudes conducive to participatory activities for civil society.

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	Understand basic concepts of community organization	PSO-2	Understand
CLO-2	To analyse models and strategies of community organization	PSO-4	Analyze

CLO-3	To understand community organization as a practice	PSO-2	Understand
CLO-4	To analyse the strategies of community organization practice	PSO-4	Analyze

Course Contents

Modules	Proposed Course Content/Syllabus	Duration
1.0	**Introduction to Community and Community Organization Practice**	**12 Hrs.**
1.1	Community: Concept, Characteristics, Types and Functions. Understanding of Community Organisation Practice: Definition, Values Principles, Ethics of community organisation.	
1.2	Community Organisation Practice: Understanding Human Rights in Community Organisation practice. Historical Development of Community Work. Phases of Community Organization.	
1.3	Power: Concept, the Range of Perspectives, Dimensions, Community Power Structure, Power relevant to Community Organization Practice. Empowerment: Concept of Empowerment and Barriers; Gender and Empowerment: Gender sensitive community organization practice (LGBT) *Key words: Community, Phases, Power, Empowerment, Dimension*	
2.0	**Models and Strategies of Community Organization**	**12 Hrs.**
2.1	Jack Rothman's Model: Locality Development Model, Social Planning Model, Social Action Model.	
2.2	Select Methods of Public Interest Mobilization, Litigation, Protests and Demonstrations, Dealing with Authorities, Public Relations, Planning, Monitoring and Evaluation.	
2.3	Role of Community Organizer, Characteristics of a Good Organizer *Key words: Model, Litigation, Planning, Competencies, Public relations*	
3.0	**Community Organization as a Method**	**12 Hrs.**
3.1	Relevance of Community Organisation as a method across Methods of Social Work Intervention.	
3.2	Skills of Community Organization Practitioner: Problem analysis, Resource Mobilization, Conflict Resolution, Organizing Meetings, Writing and Documentation, Networking, Training. *Key words: Methods, Intervention, Problem analysis, Networking, Training*	
4.0	**Strategies**	**12 Hrs.**
4.1	Advocacy in community organization, Community Organization at a glance.	

4.2	Current Debates in Community Organisation Practice: Emerging issues, Impact of Macro Policies. *Key words: Advocacy, Debate, Emerging issues, Impact, Macro policies*				

Books for References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Community Organization and Social Action,	Christopher, A. J. & Willam A. Thomas.,	Himalaya Publishing House, New Delhi.	--	2016
2	Strategies for Community Organization,	Murthy, D. R.,	Mangalam Publications, Delhi.	--	2013
3	The Community Welfare Organisation,	Dunham, Arthur E.	New York, Thomas Y. Crowell	--	1970
4	Community Organisation in India,	Gangrade, K. D.	Bombay, Popular Prakashan.	--	1971
Books for further References					
5	People's Participation in Development Process: Essays in Honour of B. Mehta,	Arora R. K. (Ed.)	Jaipur: the HCM State Institute of Public Administration.	--	1979.
6	The Non-Directive Approach in Group and Community Work,	Battern, T. R	London: Oxford University Press.	--	1962.
7	Community Organisation,	Brager, G. and Specht, H.	New York: Columbia University Press.	--	1969.
8	The Human Factor in Community Work,	Battern, T. R.	London: Oxford University Press.	--	1965.
9	Community Development Programme in	Dayal, R.	Allahabad: Kitab Mahal Publishers.	--	1960.

	India,				
10	The Boundaries of Change in Community Work,	Henderson, Paul; Jones, David and Thomas, David N.	Boston, George Allen and Unwin.	--	1980
11	Politics of Poverty: A Study of Bonded Labour.	Lal, A. K	New Delhi: Chethana Publications.	--	1977
12	Community: Area and Regional Development in India, University.	Marulasiddaiah, H. M.	Bangalore,	--	1987
13	Community Organisation for Social Welfare,.	McMiller, W.	Chicago: University of Chicago Press	--	1945
14	Community Organisation Practice,	Murphy, C. G.	Boston: Houghton Mifflin Co.	--	1954
15	Chains of Servitude, Bondage and Slavery in India.	Patnaik, U. and Dingwaney, M.	Madras: Sangam Books Pvt. Ltd.	--	1985
16	Rural Community Organisation,	Polson and Sanderson.	New York: John Wiley and Sons.	--	1979
17	Functions and Dys-functions of Social Conflict,	Ramchandra Raj, G.	Bombay: Popular Prakashan.	--	1974
18	Community Organisation: Theory, Principles and Practice,	Ross Murray G.	New York: Harper and Row.	--	1967
19	Working with Communities: An Introduction to Community Work,	Siddiqui, H. Y.	New Delhi: Hira Publications.	--	1997
20	Streams in the River- A Journey Into Inclusive	Shivappa R.	Dhatri Pustaka, Bangalore	--	2009

	Concerns,				
21	Community Structure and Analysis,	Sussman, M. B.	New York: Thomas Y. Crowell Co.	--	1959
22	Learning from the Rural Poor: Shared Experiences of the Mobile Orientation and Training Team,	Volken, H. et. al.	New Delhi: Indian Social Institute.	--	1982
23	Studying Your Community	Warren, R. L	New York: Free	--	1965
24	Strategies for Planned Change,	Zaltman, G. and Duncan, R.	New York: Association Press.	--	1977

HUMAN GROWTH AND DEVELOPMENT

FIRST SEMESTER

Course Title	**HUMAN GROWTH AND DEVELOPMENT**							
Course Type	Hard Core- Theory		Total Hours	48	Hours/Week	04	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

CO No.	Course Objectives
CO-1	Develop an overall understanding of the principles of growth; their relevance and application to behaviour at various phases in the life span.
CO-2	Understand the twin roles of individual's heritage and environmental influences in growth and development.
CO-3	Understand interactional nature of growth and behaviour at various stages in the life span: infancy, childhood, adolescence, youth, adulthood and old age, and impact of cultural aspects.
CO-4	Develop sensitivity towards needs, developmental tasks and health status along with need for developmental programmes for the same.
CO-5	Apply the information of growth, development and health in social work practice in general and individuals, groups and communities in particular.

LEARNING OUTCOME

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase their relevance and application to behaviour at various phases in the life span.	PSO-1	Understand
CO-2	Apply the values and principles of individual's heritage and environmental influences in growth and development.	PSO-2	Apply and Analyse
CO-3	Ability to critically interactional nature of growth and behaviour at various stages in the life span.	PSO-5	Apply and Analyse
CO-4	Apply and evaluate towards needs, developmental tasks and health status along with need for developmental programmes for the same.	PSO-3	Apply and Analyse
CO-5	Relate and rephrase the basic concepts, tools and techniques in working with individuals and families, in problem-solving and in developmental work	PSO-2	Understand
CO-6	Apply skills and attitudes the information of growth, development and health in social work practice in general and individuals, groups and communities in particular.	PSO-5	Understand, Apply and Analyse

COURSE CONTENTS

Module 1 1.1	**Life Span** Beginning of life - Human reproductive system; Fertilization and Foetal development - Delivery and pre-natal and post-natal care and their importance in development. Principles of growth and development - Methods of studying human behaviour, Role of heredity and environment	12Hrs
1.2	Social customs traditions, values in parenting and child rearing practices, deprivation and development during stages of life span. Understanding of the Indian concept of life span stages. *Key words- Hunam Productive System, heredity, envbirnoment*	
Module 2 2.1	**Developmental periods** Infancy, babyhood, childhood, puberty, adolescence -. Growth, hazards, lifestyle effects. Adulthood - Growth, personal and social adjustment, health, sexuality, vocational and marital adjustment.	12Hrs
2.2	Aging - Characteristics, hobbies, adjustment, physical and mental health, death, dying and bereavement. Special focus is on psychosocial development, moral development, and	

		personality development vis-a-vis the influence of the contexts of development (The contexts here refers to gender, family, significant others, neighbourhood: peers, school, community, work place and other larger contexts like the society and culture. Emphasis is placed on the Indian context of development, variations from the normal patterns of development and views on the stages) *Key words- Life Span*	
Module 3 **3.1**	**Theories of Human Development** A critical look at the theories of human development - Freud's psychosexual theory, Erikson's psychosocial theory, learning theories. *Key words- Tools, Records*	**12Hrs**
3.2	learning theories *Key words-* Theories	
Module 4 **4.1**	**Basic human needs** Physical, psychological and intellectual needs, stress - Coping and social support.	**12Hrs**
4.2	Motivation, frustration and conflicts - Emotions and emotional behaviour. Personality: Definition, nature, types and assessment of personality.	
4.3	Intelligence: Concept, levels of intelligence, influence of heredity and environment, assessment of intelligence.	
4.4	Relevance of Psychology to social work practice across the stages of development, period specific needs, tasks and challenges. *Key words- Human needs, Motivation, Personality*	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publicati on
1	Hunam Growth and Development	Hurlock, Elizabeth B.	New Delhi, Tata McGraw-Hill Publishing Company Ltd	III	2010
2	Child Growth and Development	Hurlock, Elizabeth B.	New Delhi, Tata McGraw-Hill Publishing Company Ltd		1978
3	Human Development	Kail, R. V. and Cavanangh, J. C.	Pacific Grove, CA: Brooks/ Core Publishing Company		1996

4	Indian Childhood, Cultural Ideals and Social Reality	Kakar, S.	Delhi: Oxford University Press		1979
5	Identity and Adulthood	Kakar, S.	Delhi: Oxford University Press		1982
6	Conflict and Choice - Indian Youth in a Changing Society, Bombay: Somaiya Publications.	Kakar, S.	Bombay: Somaiya Publications.		1970
7	Social Psychology in India, New Delhi: Sage Publications.	Misra, G. (Ed.)	New Delhi: Sage Publications.		1990
RECOMMENDED BOOKS					
1	Life-Span Human Development	Sige1man, C. K. and Shaffer, D. R.	Pacific Grove, CA: Brooks Cole Pub1ishing Company.	2nd Edition	1995
2	Veedon, R. 1993. Death in Old Age and Bereavement Counselling, Indian Journal of Social Work, 54 (1), 85-92.	Veedon, R.	Indian Journal of Social Work,	54 (1), 85-92.	1993
3	Assessing Individuals: Psychological and Educational Tests and Measurements, Boston, Little, Brown and Co.	Weiner, E. A. and Stewart, B. J.	Boston, Little, Brown and Co.		1984

FIRST SEMESTER

Course Title	**SOCIAL WORK PRACTICUM - I**						
Course Type	**Hard Core- Practicum**		Total Hours	2 Days	Hours/Week	6HRS	Credits	03
Course Code		Evaluation	Internal	Viva Voce			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Orientation provides information regarding.

i. the importance and place of the practicum in the educational programme.

ii. the purpose, functions and ethics in professional practice.

In the first four weeks, the learners may make a local directory to include emergency numbers of Hospitals/ PHCs/ Police/ Panchayath Office and Network Agencies along with references to other developmental and welfare services in the location.

Visits - provide an exposure to and understanding of the services provided in responses to people's needs. (Agencies in health setting, education, community, institutional services, criminal justice system, civic administration, rehabi1itation etc.)

Structured experience laboratory - is a classroom activity, which provides opportunities through the games/activities, to form the involvement of self in various practice skills. These laboratory experiences are designed in small groups to encourage participation, sharing of the experience and aid in examining learning and applications of skil1s. These sessions have a specific objective of experiencing self, and applying /using self in practice. (Relationship skills, Communication skills etc., will be focused)

Concurrent practice learning of two-days a week - on going learning of practice is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two, or two and a half days or its equivalent, each week of the semester.

The learners may be placed in agencies or in communities to initiate and participate in direct service delivery. Practice learning is a vital component of the educational opportunity to be provided to the learner. The teaching-learning process must be designed to help the learner to move on the mastering strategies, skills and techniques to practice social work.

SECOND SEMESTER

Course Title	MANAGEMENT OF DEVELOPMENTAL AND WELFARE SERVICES							
Course Type	Hard Core- Theory		Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

INTRODUCTION

The course aims to develop management competencies to function in organizations, participate as a team member and understand the role of a social work programmes' Manager.

CO No.	Course Objectives
CO-1	Understand the overall environment and its impact on the nature, structure and development of organizations in corporate, public and voluntary sectors in the context of social work profession.
CO-2	Understand policies and procedures involved in establishing and maintaining human service organizations.
CO-3	Acquire skills to network and participate in the management of resources - human, material and environmental.
CO-4	Develop skills to participate in management of programmes, as a part of the inter-disciplinary team and initiate as well as develop new programmes.
CO-5	Develop ability to analyse the practices applied in specific settings.

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	Apply procedures and policies in establishing and maintaining development organizations.	PSO - 1	Apply
CLO-2	Apply skills to manage administrative structures of the development organisations	PSO - 1	Apply
CLO-3	Demonstrate aptitude and skills to participate positively in the management of resources, physical, financial and human and management of programmes as part of the team.	PSO - 2	Understand
CLO-4	Exhibit skills to prepare project proposals and apply tools for management of development organisations	PSO – 5	Apply

Module 1 1.1	Introduction to Social Case Work Need for Welfare and Developmental organizations, Factors determining Social Welfare Programmes. Development and Welfare Organization's Response to Societal Needs; Role of State, Voluntary and Corporate Sector.	12 Hrs
1.2	Management services: Types of settings, organizational characteristics like origin, nature, size, structure, and design, organizational climate and impact of socio-political environment. Management Process: Vision, Planning, Organizing, Directing, Staffing, Coordination, Reporting, Budgeting	

1.3	Establishments: Registration, different types of legislations, legal status, constitution, rules and procedure, goals. Financial resources: Organizational Budget, Sources of Finance, Fund Raising, Records, Audit. **Key Words: Management, Social Welfare, Financial Resources**	
Module 2 **2.1**	**Professional Relationship** Physical: All activities related to acquiring, hiring and maintaining importable structure and infrastructure, maintenance of premises and daily upkeep. Enhancing the involvement and the potential of people in Organization's Executive Boards, Committees	**12 Hrs**
2.2	Professionals and other Staff-Relationship, Communication, Team Work, and Facilitation of Team Building, supervision, and Participation in Training.. *Key words- Theories: Professional, Team building*	
Module 3 **3.1**	**Programme Development** Programme management: Long Term, Short Term, and Documentation. Project proposals based on felt-needs, nature of resources, eligibility criteria, records, evaluation and research.	**12 Hrs**
3.2	Impact analysis: Qualitative and Quantitative *Key words-* **Programmme Management, Project Proposal**	
Module 4 **4.1**	**Public Relations** Public relations need and its promotion by all in the organisation. Representing the Organization, Networking, Public, Corporate and Voluntary Sector, Resource Building, Accountability, Transparency, Use of Media for Publicity.	**12 Hrs**
4.1	Change and its Management: Understand and Manage Change, Innovation in a rapidly changing social environment for policy programmes and structure. Organizational Understanding: Conflict, Conflict Resolution, Creating Positive Climate. *Key words- Public relations, Organization*	

Books for Reference

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Social Welfare Administration	Choudhari, D. Paul.	Delhi: Atma Ram and Sons.		1983
2	Organizational Effectiveness of NGOs,	Garain, S.	Jaipur: University Book House.		1998
3	Towards a Measure of Perceived Organizational	Garain, S.	Mumbai: Indian Journal of Social Work, 54 (2),		

	Effectiveness in Non government Organization,		251 -270.		
4	Social Welfare Administration: Theory and Practice,	Goel, S. L. and Jain, R. K	Vol. I and II, New Delhi: Deep and Deep Publications		1988
5	Evaluation of Social Welfare Programmes,	Government of India.	Encyclopedia of Social Work. Vol. 1, 297 - 310.		
Book for further reference					
1.	Professional Management and Practice	Haimann, A.	Delhi: Eurasia Publications.		1982
2.	Human Service Organizations. Ann Arbor	Hasenfeld, Y and English, R. (Eds.)	University of Michigan Press.		1978
3.	Professional Management and Practice	Hauman, A.	Delhi: Eurasia Publications		1962.
4.	Evaluation for Voluntary Organizations	Jackson, J.	Delhi: Information and News Network.		1989.
5.	Directory of Funding Organizations,	Kapoor, K. K.	Delhi: Information and News Network.		1986
6.	Getting the Resources You Need,	Lauffer, A.	New Delhi: Sage Publications.		1977
7.	Understanding Your Social Agency	Lauffer, A.	London: Sage Publications.		1977
8.	Organizational Behaviour	Luthans, Fred.	Boston, Irwin McGraw Hill.		1990
9.	A Manual on Financial Management - An Accounts Keeping for Voluntary Organizations,	PRIA. 1990.	New Delhi: Society for Participatory Research in Asia.		1990
10.	Training of Trainers: A Manual for Participatory Training Methodology in Development,	PRIA b.	New Delhi: Society for Participatory Research in Asia.		
11.	Social Welfare Administration in India	Sachdeva, D. R.	Allahabad, Kitab Mahal.		
12.	Social Work and	Siddiqui, H. Y.	New Delhi:		

13.	Social Work Administration,	Skidmore, R. A.	New Jersey, PrenticeHall.		1983.
14.	Managing Finance, Personnel and Information in Human Services,	Slavin, S. (Ed.)	New York: Howorth Press.		1978
15.	Social Administration	Slavin, S. (Ed.)	New York: The Haworth Press.		1978
16.	Human Service Management,	Weiner, M.	Illinois: The Dorsey Press.		1982
17.	Mastering Social Welfare	Young, Pat	London, Macmillan Master Series, Macmillan Education Ltd.		1985

(Row above "13." reads: Social Action | | Hamam Publications. | |)

SECOND SEMESTER

Course Title	SOCIAL WORK RESEARCH AND STATISTICS							
Course Type	Hard Core		Total Hours	48	Hours/Week	04	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

CO No	Course Objectives
CO-1	understanding of scientific approach to human inquiry in comparison to the native or common sense approach
CO-2	Understand major research strategies, meaning, scope and importance of social work research
CO-3	Develop an ability to see the linkages between practice, research, theory and their role in enriching one another.
CO-4	Develop an ability to see the linkages between practice, research, theory and their role in enriching one another
CO-5	Develop ability to conceptualize, formulate and conduct simple research projects
CO-6	Develop skills for use of library and documentation services for research

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase scientific approach to	PSO-1	Understand

	human inquiry in comparison to the native or common sense approach		
CO-2	Apply the major research strategies, meaning, scope and importance of social work research	PSO-2	Apply and Analyse
CO-3	Ability to see the linkages between practice, research, theory and their role in enriching one another	PSO-5	Analyse and Evaluate
CO-4	Ability to see the linkages between practice, research, theory and their role in enriching one another	PSO-3	Apply and Analyse
CO-5	Ability to conceptualize, formulate and conduct simple research projects	PSO-2	Understand
CO-6	Apply skills for use of library and documentation services for research.	PSO-5	Understand, Apply and Analyse

COURSE CONTENTS

Module 1	**Social Science Research**	12 Hrs
1.1	Science - Meaning and assumptions, scientific approach in comparison to the native or common sense approach. Scientific attitude; Scientific method; application of scientific method for the study of social phenomena	
1.2	Research: Definition and objectives, Social Work Research: Meaning, objectives, functions and limitations; Scope of social work research in India; Agencies sponsoring and conducting social work research, ethics in research.	
1.3	Problem identification: Criteria for the selection of research problem; Problem formulation. Concepts, constructs, variables, conceptual and operational definitions. Hypothesis: Meaning, importance, uses and requirements.	
Module 2	**Design of Research**	12 Hrs
2.1	Definition and importance; types of research design; exploratory, descriptive, experimental, evaluative design, participatory research and action research. Source and Types of Data: Primary and secondary, objective and subjective, qualitative and quantitative.	
2.2	Sampling: Sample and population: Rationale and Characteristics of sampling; methods of sampling, general considerations in the	

	determination of sample size. Methods of collection of primary data: Observation: Structured and unstructured; participant and non-participant. Questionnaire, interview schedule and interview guide. Pilot study and Pre-testing.	
2.3	Scales: Need for scales, some prominent scaling procedures. Case study: Meaning, uses, steps. Secondary data: Official data, personal documents, problem in the use of secondary data	
Module 3	**Process of Data**	**12 Hrs**
3.1	Content, editing data, classification, coding, manual and mechanical tabulation of data; Processing of data: frequency distribution, diagrammatic and graphic presentation - use of computers.	
3.2	Issues related to Social Work Research: Interpretation of data, Research reporting: contents of research report: foot-note, references, bibliography, preparation of abstract; the art of making book review.	
Module 4	**Statistics**	**12 Hrs**
4.1	Definition, functions and importance.Measures of Central Tendency; Measures of Dispersion.	
4.2	Chi-square, Correlation Coefficient, 't' distribution; Analysis of Variance and 'F' distribution SPSS package.	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Practice of Social Research	La1das, D. K	Rawat Publications	Jaipur	2000
2	Handbook of Qualitative Research (II ed	Denzin, Norman, K. & Lincoln, Y. S.	Sage Publications	New Delhi	2000
3	Statistics: A Gentle Introduction	Coolidge, Frederick L	Sage Publications	New Delhi	2000
4	Data Analysis Using SPSS for Windows: A Beginner's Guide	Foster, J. J	Sage Publications	New Delhi	1998

5	. Discovering Statistics Using SPSS for Windows: Advanced Techniques for Beginning	Field, Andy	Sage Publications	New Delhi	2000
6	Scientific Social Survey and Research	Young, Pauline V	Prentice-Hall of India Pvt. Ltd	New Delhi	1982
7	Evaluation and Social Work Practice	Shaw, Ian and Lishman, Joyce. (Ed.)	Sage Publications	New Delhi	1999

RECOMMENDED BOOKS

1	Doing Qualitative Research	Crabtres, B. F. and Miller, W. L. (Eds.)	Sage Publications	New Delhi	2000
2	Understanding Social Research: An Introduction,	Cranstein, A. and Phillips, W.R.	Allwyn and Bacon	Boston	1978
3	Beginning Statistics: An Introduction for Social Scientists	Jefferies, J. and Diamons, I	Sage Publications	New Delhi	2000
4	Methodology of Research in Social Sciences	Krishnaswamy, O. R	Himalaya Publishing House	Bombay	1993
5	Designing Qualitative Research, III Edition	Marshall, Gatherine and Rosaman, G. B.	Sage Publications	New Delhi	1999
6	Social Research: Issues, Methods & Process,	May, Tim	Open University Press	Buckingham	1997
7	The Ethnographer's Method	Stewart, Alex	Sage Publications	New Delhi	1998
8	Conducting Interpretive Policy Analysis	Yanow, Dvora	Sage Publications	New Delhi	1999
9	Case Study Research: Design and Methods,	Yin, Robert, K.	Sage Publications	New Delhi	1994
10	Social Work Research	Polansky, N. A. (Ed.)	University of Chicago	Chicago	1960.

SECOND SEMESTER

Course Title	**SOCIAL WORK PRACTICUM – II**: (Social Work Camp and Summer Placement)								
Course Type	**Hard Core- Practicum**		Total Hours	21Days	Hours/Week		6HRS	Credits	03
Course Code		Evaluation	Internal	Viva Voce				30 Marks	100
			External	Duration	03Hrs	C3		70 Marks	

SOCIAL WORK CAMP: Rural/ Tribal camps with a duration of 7 - 10 days - provide opportunities to experience rural life, analyze rural dynamics, and observe the functioning of local self government and voluntary organisations. This experience aids peer participation in planning for activities for own group and those for local people. It also helps develop skills to carry out, evaluate, and report the experience

SUMMER PLACEMENT: Summer Placement - provides an opportunity to experience day-to-day work in a setting. The learner gets involved with direct practice with the client system and with the ongoing management operations of the setting. The time frame recommended for this experience is about three weeks, after the first year of the post-graduate programme.

Further, the student shall also collect the experiences or opinions of people on the issues and make a detailed presentation.

SECOND SEMESTER

Course Title	**SOCIAL WORK PRACTICUM - III**							
Course Type	**Hard Core-Practicum**		Total Hours	2 Days	Hours/Week	6HRS	Credits	03
Course Code		Evaluation	Internal	Viva Voce			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Concurrent practice learning of two-days a week - on going learning of practice is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two, or two and a half days or its equivalent, each week of the semester. The learners may be placed in agencies or in communities to initiate and participate in direct service delivery. Practice learning is a vital component of the educational opportunity to be provided to the learner. The teaching-learning process must be designed to help the learner to move on the mastering strategies, skills and techniques to practice social work.

SECOND SEMESTER

Course Title	**COMMUNICATION AND COUNSELING**						
Course Type	Soft Core- Theory	Total Hours	64	Hours/Week	04	Credits	04

Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

CO No.	Course Objectives
CO-1	Understand the meaning and importance of communication in day-to-day life.
CO-2	Focus on interpersonal communication of interviewing and allied aspects.
CO-3	Develop holistic understanding of counseling as a tool for help.
CO-4	Acquire knowledge of various approaches: their theoretical under-pinning for goals, values, processes and techniques,
CO-5	Develop skills of application to real life situations.

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	Communicate with confidence and poise.	**PSO - 1**	**Remember**
CLO-2	Strengthen their relationships through confronting and solving problems.	**PSO - 2**	**Apply**
CLO-3	Acquire basic knowledge of counselling and the requisites for counselling	**PSO - 5**	**Understanding**
CLO-4	Demonstrate knowledge and understanding of theory and practice in counselling	**PSO - 5**	**Understanding**
CLO-05	Demonstrate competency in counselling and integrate it in the practice of Social Work.	**PSO- 5**	**Apply**

Course Content

Module 1	Communication	12 Hrs
1.1	Meaning and Importance of Communication. Process of Communication: Key Elements in the Communication Process, Communication, Message, Audience, Channel of Communication.	
1.2	Verbal and Nonverbal Communication. Basics of Communication: Education and Communication for National Development.	

1.3	Interpersonal communication: Interviewing, Objectives, Principles of Interviewing: Listening, Qualities of Effective Communicator. Importance of Seminars, Conferences, Lectures, Group Discussion, Panel Discussion, Symposium, Workshop, Role Playing, Simulation Exercises, Written Communication, Report Writing, Letter Writing, Article/Essay Writing, Games, Brain Storming, Street Play, Field Work Exposure **Key Words: Communication, Interpersonal Communication, Interviewing**	
Module 2 **2.1**	**Aids in Communication** Visual Aids in Communication: Poster Making, Use of Notice Boards, Flip Charts, Charts, Flash Cards, Photographs, Pamphlets, Slide Shows.	**12 Hrs**
2.2	Mass Communication: Impact of Mass Communication on Society, Family, Marriage and Child Development.	
2.3	Communication Analysis and Planning: Planning and Executing A Communication Campaign on an Issue using various methods of communication. **Key Words: Visual Aids, Mass communication, Communication Analysis**	
Module 3 **3.1**	**Counseling** Counseling: Definition, Nature and Goals, Areas of Counseling; Historical Background and Origins of Counseling, Ethical Nature of Counseling, Qualities of an Effective Counselor. Counseling Situations: Developmental, Preventive, Facilitative, and Crisis.	**12 Hrs**
3.2	Counseling and Psychotherapy, Skills in Counseling, Establishing the Relationship, Process of Counseling, Guidance.	
3.3	Approaches to Counseling: Approaches, Theoretical base, Thrust, Goals, Key Concepts, Techniques, Approaches like Person-Centered, Rational-Emotive, Behavioural Approaches, Gestalt, Existential Approaches, Egans Three Stage Model, Eclectic Model.	
3.4	Indigenous Approach: Indigenous Approaches of help and self-help like Yoga, Reflection, Act of Prayashchit.	

	Key Words: Counseling, Psychotherapy, Approaches	
Module 4	**Practice of Counseling in different Settings**	**12 Hrs**
4.1	Couple and Family Counseling: Issues in such counseling, its Process and Stages, Crisis Counseling.	
4.2	Group Counseling: Counseling for Groups: Process, Advantages and Disadvantages of Group Counseling.	
4.3	Practice of Counseling in Family Counseling Centres (FCCs), Family Courts, Counseling Bureau - Premarital And Marital Counseling, Vocational Counseling Centres, Mental Health Centres, Child Guidance Clinics, Correctional Institutions, De-Addiction and Rehabilitation Centres, Educational Institutions. **Key Words: Counseling Centres**	

Books for Reference

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Communicating Facts and Ideas in Business,	Brown, Leland	New Jersey: Prentice-Hall Inc., Englewood Cliffs.		1970
2	A Manual on Counseling for Lay-Counselors,	Chandrashekar, C. R. (Ed.)	Bangalore, Prasanna Counseling Centre.		1999
3	The Basic Essentials of Counseling	Dave, Indu	New Delhi: Sterling Publishers Pvt., Ltd.		1983.
4	Creative Literature and Social Work Education	Desai, M. M.(Ed.)	Bombay: Somaiya Publications Pvt. Ltd.		1979
5	Family and Interventions - A Course Compendium	Desai, Murli (Ed.)	Bombay, Tata Institute of Social Sciences.		1994
6	Communication Today and Tomorrow	D'souza, Y. K.	New Delhi: Discovery Publishing House.		1999
7	Communication in Organisations	Fisher, Dalmar	Mumbai: Jaico Publishing House.	Second Edition	1999

8	Communicating Facts and Ideas in Business	Brown, Leland	New Jersey: Prentice-Hall Inc., Englewood Cliffs.		1970
Book for further reference					
1.	Counseling: Content and Process	Fullmer, D. W. and Bernard, H. W.	New Delhi: Thomson Press India.		1972
2.	Personal Counseling	Fuster, J. M	Mumbai, Better Yourself Books	Eighth Updated Edition	2000
3.	On Becoming a Counselor - A Basic Guide for Non-professional Counselors	Kennedy, E.	Delhi: Gill and Macmillan.		1977
4.	Family Counselling: Perspectives and Practices	Lakshmipathi Raju, M. (Ed.)	Tirupati, Sri Padmavati Mahila Visvavidyalayam.		1999
5.	The Counseling Process	Lewis,E. Patterson and Elizabeth, Reynolds Welfel	Stamford, Brooks /Cole Thomson Learning,		2000
6.	Communication for Development in the Third World – Theory and Practice,	Melkote, Srinivas R.	New Delhi: Sage Publications.		1991
7.	Developing Communication Skills,	Mohan, Krishna and Banerji, Meera.	Delhi: Macmillan India Ltd..		1990
8.	Mass Communication and Human Interaction	Murphy, Robert D.	Boston: Houghton Miffiin Company.		1977
9.	Communicative Language Teaching	Narang, Vaishna	New Delhi: Creative Books.		
10.	Counseling Psychology	Narayana, Rao S	New Delhi: Tata Mc Graw Hill Publishing Company Ltd.		1981
11.	The Art of Communicating	Pollock, Thomas C1ark; Sheridan, Marion C;	New York: The Macmillan Company		1996

		Ledbetter, Frances and Doll, Ronald C			
12.	Legal Issues in Social Work Counseling and Mental Health	Robert, G. Madden	Sage Publications India Pvt., Ltd.		1998
13.	Becoming Naturally Therapeutic: A Return to the True Essence of Helping	Small, Jacquelyn	New York, Bantam Books.		1990
14.	Corporate Communications - The Age of Image	Venkatramani, S. H.	New Delhi: Sterling Publishers Private Ltd.		1998

SECOND SEMESTER

Course Title	**PERSONAL AND PROFESSIONAL GROWTH**							
Course Type	Soft Core - Theory		Total Hours	64	Hours/Week	04	Credits	04
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	Understand self as a being, as one in the process of becoming and experience self-awareness.
CO-2	Examine own values and attitudes and explore choices made to express self in own environment.
CO-3	Develop positive life skills and practice self-help methods for integration and for stress reduction.
CO-4	Understand and uphold professional values and ethics.

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs

CLO-1	To understand self through different theories and observation and reflection	PSO-2	Understand
CLO-2	To understand emotions and their expression	PSO-2	Understand
CLO-3	To analyze Brain functions and life skills and self defeating behaviour	PSO-4	Analyze
CLO-4	To analyze values, attitudes and professional ethics	PSO-4	Analyze

Course Contents

Modules	Proposed Course Content/ syllabus	Duration
1.0	**Self and Self Awareness** **1.1** Understanding self: Rational Emotive Therapy, Gestalt Approach, Transactional Analysis, Reality Therapy, Yoga Therapy, Meditation Techniques. **1.2** Explore self as being, and understand the process of becoming. (through observation) **1.3** Observation and Reflection: Theory and Techniques. *Key words: Gestalt, Transactional analysis, Reality, Yoga, Meditation*	**12 Hrs.**
2.0	**Emotions and their Expression** **2.1** Emotions, Nature of Expression. **2.2** Understand own Pattern of Communication. **2.3** Choices made to Express Emotions, Modes Used, Examine Need For Change and Public Speaking. *Key words: Emotion, Nature, Pattern, Modes, Public speaking*	**12 Hrs.**
3.0	**Creativity and Self** **3.1** Brain: Functions, Creativity, Need and Development, Brain Mapping. **3.2** Enhanced life skills: Self Awareness, Empathy, Critical Thinking, Creative thinking, Effective communication, Decision Making, Problem solving, Interpersonal Relationship, Coping with Stress, Coping with emotions. Use of Time and Money, Building and Sustaining Bonds-Relational, Collegial and Personal. **3.3** Self Defeating Behaviour, Nature and Impact. Choices for Change. *Key words: Brain, Creativity, Life style, Relational, Collegial*	**12 Hrs.**

4.0	**Values, Attitude and Professional Ethics**	**12 Hrs.**
	4.1 Values and Attitudes: Their role in life, Value conflict and its impact, Value Clarifications.	
	4.2 Yoga, Meditation and Breathing techniques, Spirituality and Self Growth.	
	4.3 Stress / Burn out: Concept, Self help Methods, Stress, Stressors, Nature and Impact of Stress, Its Expression, and Burnout.	
	Key words: Values, Attitudes, Conflict, Breathing, Stress, Burnout	

Books of References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of Publication
1	The Family, Spirituality and Social Work,	Becavar, D. (Ed.)	Journal of Family Social Work,	Vol.2, No.4,	1997
2	The Indian Concept of Self,	Bhattacharya, K.	Bulletin Ramakrishna Mission	Institute of Culture, 22(8), August 1971. 304 – 13	1971
3	Personality, Self-Image and Situational Characteristics of Effective Helpers in Work Settings,	Burke, R,	The Journal of Psychology,	Vol. 112,213.	1982.
4	Self-Concept: An Introduction to Personality: A Research Approach	Byrne, D.	New Jersey: Prentice Hall Inc.	--	1966.
Books for further References					
5	The Art of Inner-listening. Theosophist	Crum,J. K.	97 (8), May 1976, 64-65.	--	1976.
6	Understanding Psychology	Feldman Robert S	Tata McGraw Hill Publishing Company Limited, New Delhi	4th Edition,	1997

7	Methodology for Developing Self-Awareness	Grossbard, H	Journal of Social Casework, Vol. 35, No.9, 380-386	--	1954.
8	Self-Awareness in Professional Education'	Hamilton, G.	Journal of Social Casework, Vol. 35, No.9, 371-379.	--	1954
9	Know Thyself,	Haskar, S. L.	Triveni 45(2), 88.	--	1976
10	The Hidden Teaching Beyond Yoga	Paul, Brunton	Triveni, 44 (3), 91.	--	1975
11	Intelligence and Self-concept	Ramakumar,. O.	Education and Psychology Review, 10 (3), 154 -57.	--	1970
12	The Practice of Meditation	Ritajanada. (Translated by John Phillip)	Mylapore, Chennai: Ramakrishna Math Printing Press.	--	1996
13	The Concept of Self in Modern Psychology	Singh, N. P.	Indian Education Review, 5 (1), 84 - 99.	--	1970

SECOND SEMESTER

Course Title	**GANDHIAN APPROACH TO WELFARE AND DEVELOPMENT**							
Course Type	Soft Core - Theory		Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	Develop an understanding of Gandhi's concept of society and his approach to social transformation.
CO-2	Develop knowledge of the specific programmes formulated by Gandhi for rural reconstruction and the development of the weaker sections of society, with the focus on strategies and skills.
CO-3	Develop the ability to identify similarities and differences between the Gandhian and professional social work approaches to social change, welfare and development.
CO-4	To imbibe the constructive programmes of Gandhian ideology

Mapping CLO'S with PSO's and CLD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To understand basic concepts of Gandhian thought	PSO-2	Understand
CLO-2	To analyse Gandhian approach	PSO-4	Analyze
CLO-3	To understand social institution	PSO-2	Understand
CLO-4	To analyse the constructive programmes under Gandhian ideology	PSO-4	Analyze

Course Contents

Modules 1	Proposed Course Content/Syllabus	Duration
1.0	**Gandhian Thought**	
	Salient Features of Gandhian Thought; Gandhian Values; Concepts andMethods; Concept of a Healthy Society; Sarvodaya. *Key words: Features, Thought, Values, Concepts, Sarvodaya*	**12 hrs.**
Modules 2	**Gandhian Approach**	**12 hrs.**
2.1	Economic and its organization: Ownership of Property; Concept of Trusteeship, Distribution and Economic Equality; System of Production, Problems of Mechanization, Decentralization of Production, Rural-Urban Relationship. *Key words: Property, Trusteeship, Mechanization, Decentralization*	
Modules 3	**Social Institution**	**12hrs.**
3.1	**1** Marriage and Family, Position of Women, Social Stratification, Caste and Untouchability, Education and Its Role; Basic Education. *Key words: Marriage, Family, Stratification, Caste, Untouchability*	
Modules 4	**Constructive Programmes**	**12hrs.**
4.1	Contents Training of Constructive Workers, Skills Involved, Nature of Programmes; Boodan, Gramdan. Gandhian and Vinobha's Movements with special reference to Bhoodan and Gramdan.	
4.2	Gandhian and Professional Social Work Approach: Similarities and differences between Gandhian and Professional approach to Social Development and Welfare.	

	Key words: Boodan, Gramdan, Approach, Development, Welfare				

Books of References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of Publication
1	Towards Philosophy of Social Work in India,	Dasgupta, S (Ed.)	New Delhi: Popular Book Service	--	1967
2	Social and Political Thought to Gandhi,	Bandopadhyaya, J	Bombay: Allied Publishers	--	1969
3	Social Service, Work and Reform;	Gandhi, M.K	Ahmedabad: Navijivan Press	3 Volumes	1976
Books of further References					
4	Gandhi's Vision of Ideal Society	Ganguli, B.N	Hyderabad: Andhra Mahila Sabha	--	1972
5	Moral and Political Writings of Gandhi	Iyer, R	Delhi: Oxford University Press	--	1986
6	Gandhian Economic Thought	Kumarappa, J.C	Bombay: Vora and Co.	--	1951
7	Bhoodan Movement in India	Mishra, R.M	Delhi : S Chand.	--	1972
8	Gandhi and His Critics	Nanda, B.R	Delhi: Oxford University Press	--	1985
9	From Socialism to Sarvodaya	Narayan, J	Varanasi: Sarva Seva Sangh	--	1965
10	Relevance to Gandhi	Palkhiwala, N	New Delhi: Gandhi Peace Foundation.	--	1986
11	Gandhi and Social Change	Unitahna, T.K.N	Jaipur: Rawat Publications	--	1979

SECOND SEMESTER

Course Title	**POPULATION AND ENVIRONMENT**						
Course Type	Soft Core - Theory	Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15		30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	Understand characteristics, determinants of population growth.
CO-2	Examine population policy, plan and initiatives.
CO-3	Understand inter-relatedness of human life, living organisms and environment.
CO-4	Examine utilization and management of resources.
CO-5	Develop skills to participate in activities related to the two areas.

Mapping CLO'S with PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To understand characteristics, determinants of population growth.	PSO-2	Understand
CLO-2	To examine population policy, plan and initiatives.	PSO-4	Analyze
CLO-3	To understand inter-relatedness of human life, living organisms and environment.	PSO-2	Understand
CLO-4	To examine utilization and management of resources.	PSO-4	Analyze
CLO-5	To develop skills to participate in activities related to the two areas.	PSO-5	Apply

Course Contents

Modules	Proposed Course Content/Syllabus	Duration
Modules 1	**Introduction to Population**	8hrs.
1.1	Characteristics of population: Population, determinants of growth. Global concerns. Characteristics of Indian Population – Distribution by age, sex, literacy and occupation – Fertility trends - Birth and death ratio.	
1.2	Population Policy, World Action Plan, Population Policy of India-	

	Implementation; Initiatives – Government and NGO. **Key words:** Population, Population Policy of India	
Modules 2	**Family Planning**	**8hrs.**
2.1	Objectives, scope, methods, implementation, mechanisms and progress. Concept and Scope of Population education, family life education, sex education, and family planning education.	
2.2	Environment and natural resource – Environment, lifestyle, degradation. Environment management, maintaining, improving, enhancing – Current issues of Environment. **Key words:** Family planning, Environment	
Modules 3	**Natural Resources and Diversity**	**8hrs.**
3.1	Utilisation and management – Forest, land, water, air, energy sources - Pollution - Sources, treatment, prevention. Soil, water, air, noise - Waste matter - disposal, recycling, renewal, problems, issues **Key words:** Natural Resources, Diversity	
Modules 4	**Environment Protection Laws and Role of Social Worker**	**8hrs**
4.1	Acts related to environmental protection – Forest conservation- Water pollution – Standards**.** Tolerance levels – Unplanned urbanization- Environmental movements in India.	
4.2	Role of NGOs in Environmental issues – Government agencies in environmental protection. Social work initiative and level, agency level, community levels. **Key words:** *Environment Protection*	

Refernce

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of Publication
1	India Population Economy and Society	Cassen, R.H	London: Macmillan	--	1978
2	Towards Sustainable Development (Struggling over India's Narmada River)	Fisher, W.F	New Delhi: Rawat Publications.	--	1997
3	Gadgil, and Guha This Fissured Land – An Ecological History of India: Delhi	Gadgil, and Guha	Ahmedabad: Navijivan Press	3 Volumes	1997
Books of further References					
4	Population Education, A Natural Source Book	Seshadri and Pandey, J (Eds.)	New Delhi: NCERT	--	1991
5	Sustainable	Satapathy, N.	Ahmedabad:	--	1998

			Karnavati Publications		
	Development (An Alternative Paradigm)				
6	Urbanization in India's Future	Mohan, R	Population and Development Review	--	1985

SECOND SEMESTER

Course Title	**SOCIAL WORK PRACTICE WITH CHILDREN**						
Course Type	Open Elective- Theory		Total Hours	64	Hours/Week	04	Credits	04
Course Code		Evaluation	Internal	C1+C2 = 15+15		30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	To gain insight into children and adolescents as a special group in varied perspectives, child development and healthy development
CO-2	To understand children facing difficult circumstances and the impact of difficult circumstances on children's development.
CO-3	To gain an overview of agencies where children from the major client group, and appropriate evaluation of children's problems.
CO-4	To impart to the trainee, specific social work intervention methods in dealing with children as a client group; to understand the Rights of children in the legal, national and international context.

Mapping CLO'S with PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To understand the early development of children	PSO-2	Understand
CLO-2	To analyse the situation of children in difficult circumstances	PSO-4	Analyze
CLO-3	To analyse the role of helping agencies	PSO-4	Analyze
CLO-4	To evaluate the social work intervention programmes	PSO-5	Evaluate

Course Contents

Modules	Proposed Course Content/ syllabus	Duration
Module 1	**Human Reproductive System**	**12Hrs.**
1.1	Beginning of life till beginning of adulthood; Understanding the Children and Adolescents from different Perspectives: Developmental, Demographic, Economic, Psychological, Sociological, Environmental, Familial, Educational Dimensions of Child Development.	
1.2	Issues in Adolescents: Self Image, Peer Group, Career Choice, Sexuality, Education, Vocation And Other Issues; Healthy Child Development, Importance of Supportive Environment in upbringing of the Children. *Key words: Beginning of life, Adulthood, Adolescents, Demographic, Psychological*	
Module 2	**Children in difficult Circumstances**	**12Hrs.**
2.1	Developmental Delay, Physical and Intellectual Handicaps; Chronic Illnesses, Nutritional Deficiencies, Accidents, Poverty, Child Labour, Abandoned and Orphaned Children, Adoption Issues, Children In Institutions, Psychological Problems in Children, Self Harm And Suicides in Children, Addiction Related Problems in Children, Children Brought Up By Single Parents Due to Death, Divorce and other Related Issues, Problems in Formal Schooling.	
2.2	Children living in Difficult Situations: Children in Streets, Slums, War Zones, Migration, Children in Conflict with Law, Functions of Juvenile Justice Board (JJB) under Juvenile Justice Act 2015, Truancy, Drug Abuse, Running Away From Homes, Neglected Children, Child Abuse, Child Trafficking, Child Marriage and any other. Special focus on adolescent issues as applicable. *Key words: Delay, Handicap, Orphan, Nutritional deficiencies, Conflict with law, Juvenile Justice Board*	
Module 3	**Children in difficulties– Helping agencies, Settings and issues**	**12Hrs**
3.1	Pediatric Hospitals, Nursing Homes, Child Care Centers, Child Guidance Clinics, Residential Care Services for Children, Residential Schools, Orphanages, Homes for Children in Conflict with Law, Agencies Dealing With Differently Able Children, any other.	
3.2	Assessment, Intervention, Follow up and Evaluation of Children and Adolescents facing difficulties. *Key words: Pediatric, Clinics, Residential care, Follow up, Assessment*	
Module 3	**Social Work Intervention Programmes**	**12Hrs.**
3.1	Case work, Group Work, Community Organisation methods in helping	

	Children, School Mental Health Programmes, Home Visits, School Visits, Life Skills Training, Family Life Education for Adolescents, Creative Use of Play Therapy, Art, Dance, Drama and other mediums for helping Children, Child Help Lines, Child Care Centers, Adoption Services, Special Rehabilitation Services for Rescued Children and any other.	
3.2	Rights of the Children, Legislations pertaining to Children, Legal Protection for the children who in Need of Care and Protection, Juvenile Justice (JJ) Act, Act 2015, International, National and Non Governmental Organizations working with Children. *Key words: Case work, Home visit, Life skill training, Dance, Drama*	
Module 3	**Social Work Intervention Programme**	**12Hrs.**
4.1	Case work, Group Work, Community Organisation methods in helping Children, School Mental Health Programmes, Home Visits, School Visits, Life Skills Training, Family Life Education for Adolescents, Creative Use of Play Therapy, Art, Dance, Drama and other mediums for helping Children, Child Help Lines, Child Care Centers, Adoption Services, Special Rehabilitation Services for Rescued Children and any other.	
4.2	Rights of the Children, Legislations pertaining to Children, Legal Protection for the children who in Need of Care and Protection, Juvenile Justice (JJ) Act, Act 2015, International, National and Non Governmental Organizations working with Children. *Key words: Case work, Home visit, Life skill training, Dance, Drama*	

Books for References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Adoption in India	Bhargava. Vinita	New Delh, Sage Publications	--	2005
2	Developmental Psychology	Beck, Laura	New Delhi, Pearson Education Inc	--	
3	Plan of Action – A Commitment to the Child.	Government of India, Dept. of Women and Child Development		--	1992
4	Children with Special Needs – From	Hegarty S and Arul, M.	New Delhi, Sage Publications.	--	2002

	segregation to Inclusion				
5	Developmental Psychology	Hurlock, Elizabeth	New Delhi, Tata McGraw Hill Publications	5th Edition	1981,
6	Personality Development	Hurlock, Elizabeth	New Delhi, Tata McGraw Hill Publications	--	1996
7	Neglected Child – Changing Perspective	Kantha Amod and Varma R. M.,	New Delhi, Prayas Juvenile Aid Centre	--	1993
Books for further References					
8	Perspective Plan on Child Development	NIPCCD,1980-2016	New Delhi	--	1989
9	National Evaluation of Integrated Child Development Services	NIPCCD	New Delhi.	--	1992
10	Children in Different situation in India – A Review	Rani, Asha	Bombay, Tata Institute of Social Sciences	--	1986
11	Institutionalized Children	Reddy, Suma Narayan	Allahabad,Chug Publication	--	1989
12	Adolescent Mental Health – A Situational Analysis	Sandhyarani M C	Himalaya Publishing House, Mumbai	--	2019
13	The State of The World's Children	UNICEF Publication	Annual Report.http://www.unicef.org	--	
14	Creative Child Advocacy	Ved Kumar and Brooks, Susan. L	New Delhi, Sage Publications	--	2004
15	Children with Developmental Disabilities	Venkatesan. S.	New Delhi, Sage Publications,.	--	2004

SECOND SEMESTER

Course Title	**SCIENCE OF CRIME, PENOLOGY AND SOCIAL WORK PRACTICE**						
Course Type	Open Elective - Theory	Total Hours	64	Hours/Week	04	Credits	04

Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

CO No.	Course Objectives
CO-1	to understand the concept of criminology and crime, as applicable to the Indian context with the impact of individual in conflict with law
CO-2	to learn the dimensions of penology, Indian prison system, the impact of imprisonment on the individuals and prison administration
CO-3	to understand the impact of crime on victims, compensation and hurdles in getting justice in the Indian context
CO-4	to assimilate the practice of social work interventions in crime prevention, promotion of social health, dealing with persons in conflict with law, Human Rights issues in the context of under - trials, imprisonment, rehabilitation of released prisoners and victims.

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CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	Understand the basic concepts and perspectives of criminal behaviours	PSO -1	Understand
CLO-2	Acquire and demonstrate the knowledge of various punishments for the various crimes.	PSO - 2	Remember
CLO-3	Demonstrate knowledge and competence in addressing deeper issues related to crimes and criminals	PSO - 3	Apply
CLO-4	Develop skills in planning Social Work intervention strategies.	PSO - 5	Apply
CLO-05	Demonstrate ability to plan appropriate preventive interventions for different target groups.	PSO - 5	Apply

Module I: Crime	12Hrs
1.1 Crime: Meaning and Definition, Historical Perspective, Nature and Scope of Criminology, Causation of Crime, Characteristics and Classification of Crimes, Crime patterns: Habitual, Professional, Organised, White Collar,	

	Public order crimes.	
1.2	Gender related issues in crimes: Classification of offenders under Indian Penal Code. Trial duration and pending cases, its impact.	

Module II: Penology		**12Hrs**
2.1	Meaning, Definition, Historical Perspectives and Scope of Penology. Theories of Punishment: Deterrent theory, Retributive Theory, Preventive Theory and Reformative Theory.	
2.2	Efficacy of Punishment: Essentials of an Ideal Penal System, Penal Policy in India; Forms of Punishment: Corporal and Capital Punishment, Pros and cons; Agencies involved in Criminal Justice System: Correctional institutions. Impact of Imprisonment, Maintenance of Prisons, Staff Dynamics.	
Module III: Victimology		**12Hrs**
3.1	Meaning, Definition, Historical Perspective, Scope of Victimology. Problems of Victims: Physical, Psychological, Socio-Cultural. Victim Offender relationship.	
3.2	Hurdles in Crime Reporting, Investigation and Justice Delivery in the Indian Context. Compensation and Restitution Measures.	
Module IV: Social work Practice in Correctional Setting		**12Hrs**
4.1	Scope for Social Work Practice in Institutional and Non Institutional Settings. Application of Social Work Interventions with Trials, Prisoners, Rehabilitation of Prisoners, Work With Families of Prisoners, Work With Victims of Crime.	
4.2	Human Rights in the context of Crime and Punishment: Agencies to protect Human Rights, National Human Rights Commission, State Human Rights Commissions, Right to information Act, Human Rights Violations.	
4.3	Social Work Measures with the Police, the Judiciary and Prison Staff Job Stress, Burn out and Other Issues.	

Books for Reference

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Youth and Crime	Ahuja, Ram	Jaipur, Rawat Publications		1996
2	Criminology	Ahuja, Ram	New Delhi, Rawat Publications		2006
3	Social Defence: An Indian Perspective	Bhattacharya, S.K	Delhi, Manas Publications		1985
4	Indian Jail: A Contemporary Document	Chadha, K	New Delhi, Vikas Publications.		1983
5	Criminology – A Cross-cultural Perspective	Chang, D.H	Vol.I, New Delhi, Vikas Publications.		1976
Books for further Reference					
1.	Indian Penal Code	Gandhi B.M	Lucknow, Eastern Book Co		2006
2.	Criminology and Penology	Paranjape, N.V	Allahabad: Central Law Publications		1998
3.	Juvenile Delinquency in India – An Etiological Analysis	Sarkar, Chandan	Delhi, Daya Publishing House		1987
4.	Criminology	Siddique, A	Lucknow, Eastren Book Co.	2nd Edition	1983

THIRD SEMESTER

Course Title	HUMAN RESOURCE MANAGEMENT						
Course Type	Soft Core- Theory - Interdisciplinary	Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15		30 Marks	100
			External	Duration	03Hrs	C3	70 Marks

CO No.	Course Objectives
CO-1	Develop managerial skills in different functional areas of management with practical focus on HRM.

CO-2	Develop the competence to evolve the problem-solving approaches by applying conceptual and behavioural skills.
CO-3	Develop interpersonal skills/ competence and leadership qualities to work in a group with team building approach.
CO-4	Develop sound theoretical base in various concepts and theories to enable the student to develop a broad perspective of the management field.
CO-5	Distinguish the strategic approach to Human Resources from the traditional functional approach.
CO-6	Understand the relationship of HR strategy with overall corporate strategy.

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To have an understanding of the basic concepts, functions and processes of human resource management	**PSO - 1**	**Understanding**
CLO-2	To be aware of the role, functions and functioning of human resource department of the organizations.	**PSO - 1**	**Remember**
CLO-3	To Design and formulate variours HRM processes such as Recruitment, Selection, Training, Development, Performance appraisals and Reward Systems, Compensation Plans and Ethical Behaviour.	**PSO - 5**	**Apply**
CLO-4	Evaluate the developing role of human resources in the global arena.	**PSO - 5**	**Evaluate**

UNIT I: Human Resource Management		12Hrs
1.1	Human Resource Management: Concept, Scope, Philosophy and Objectives, Evolution, Approaches.	
1.2	Structure and Functions: Hierarchy, formal and informal structure, Organization chart/reporting structure.	
1.3	Line and staff relations of HRM, HRM Model.	
1.4	Human Resource Planning: Concept and Objectives.	
1.5	Human Resource Planning Process, Human Resource Inventory, Job Analysis, Job Description, Job Specification, Job Design, Job Rotation.	

	Career Planning and Career Paths.	
UNIT II: Talent Acquisition and Selection		**12Hrs**
2.1	Talent Acquisition**:** Goals, Polices, Sources and Methods.	
2.2	Selection: Concept, Process. Talent Acquisition Tests, Theories and issues in Psychological Testing, Intelligence testing: Theoretical Background, Aptitude Testing, Personality Assessment, MBTI, Thomas Profiling.	
2.3	Placement, Induction and socializing the new employee.	
2.4	Talent Management and Talent Retention: Concept, Importance and Methods.	
UNIT III: Compensation Management:		**12Hrs**
3.1	Factors influencing Compensation Plans and Policies.	
3.2	Job evaluation, Fixation of Salary, Grading Pattern, Components of salary. Compensation Survey / Review.	
3.3	Pay for performance: Incentive Schemes, Principles and Types, Employee Stock Option Plan.	
UNIT IV: Strategic Human Resource Management and Change Management		**12Hrs**
4.1	Business Strategy and Organizational Capability.	
4.2	Aligning HR with Corporate Strategy. Change Management.	
4.3	Corporate Social Responsibility (CSR), Corporate Ethics, Values and SHRM, Competencies of HR Professional in a SHRM scenario.	

Books for Reference

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Dynamics of Personnel Management in India	Agarwal, R. D. (Ed.)	New Delhi: Tata McGraw-Hill Publishing Company.		1973
2	Issues in Personnel	Bhargava, P.	Jaipur: Printwell		1990

		Management	P.	Publishers.		
3		Effective Human Resource Management	Chalofsky, Neal E and Reinhart, Carlene.	London: Jossey Bass.		1988
4		The Executive Guide to Human Resource Management	ChatteIjee, Bhaskar	New Delhi, Excel Books.		1999
5		Essentials of Human Resource Management and Industrial Relations	Subba Rao, P.	Himalaya Publishing House.		1996
Book for further reference						
	1.	Dynamics of Personnel Management in India	Agarwal, R. D. (Ed.)	New Delhi: Tata McGraw-Hill Publishing Company.		1973
	2.	Issues in Personnel Management	Bhargava, P. P.	Jaipur: Printwell Publishers.		1990
	3.	Effective Human Resource Management	Chalofsky, Neal E and Reinhart, Carlene.	London: Jossey Bass.		1988
	4.	The Executive Guide to Human Resource Management	ChatteIjee, Bhaskar	New Delhi, Excel Books.		1999
	5.	Human Problems in Indian Industries	Desai, K. G.	Bombay, Sindhu		1969
	6.	Handbook of Human Resource Administration	Famularo, Joseph	McGraw Hill		1987
	7.	Human Resource Management	Fisher, Cynthia; Schoenfeldt Lyle F. and Shaw, James, G.	Boston, Houghton Mifflin Company.	Third Edition	1997
	8.	Human Resource Management: Psycho-Sociological Social Work Approach,	Moorthy,.M. V.	Bangalore, R & M Associates.		1992

9.	Designing and Managing Human Resources	Pareek, Udai and Rao, T. V.	Bombay: Himalaya Publishing House.		1982
10	Human Resource Management	Gary Desslar	New Delhi: Prentice Hall of India Pvt. Ltd.	7th Edition	1997
11	Personnel Management	Mamoria,C.B.	Bombay, Himalaya Publishing House.		1989
12	The Essence of Human Resource Management	McKenna, Eugene and Beech, Nic	Bombay, Himalaya Publishing House.		1997
13	Human Factors in Administration	Rudrabasavaraj, M. N.	Bombay: Himalaya Publishing House.		1984
14	Cases in Human Resource Management,	Rudrabasavaraj, M. N.	Bombay: Himalaya Publishing House.		1986

THIRD SEMESTER

Course Title	**SOCIAL WORK PRACTICUM - V**						
Course Type	Hard Core-Practicum		Total Hours	2 Days	Hours/Week	6HRS	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Workshops: Skills Development - help learners acquire specific skills for situations encountered during practice and acquire skills for intervention. These may be for problems/ concerns, issues or situations like work with alcoholics, HIV/AIDS affected persons, adolescents for life ski11s development, youth for leadership development and couples for marital relationship and enrichment work with elderly. These workshops are to enhance skills/ develop new skills for practice in specific situation, specific problems and issues.

Concurrent practice learning of two-days a week - on going learning of practice is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two, or two and a half days or its equivalent, each week of the semester. The learners may be placed in agencies or in communities to initiate and participate in direct service delivery. Practice learning is a vital component of the educational opportunity to be provided to the learner. The teaching-learning process must be designed to help the learner to move on the mastering strategies, skills and techniques to practice social work

THIRD SEMESTER

Course Title	**SOCIAL WORK WITH TRIBAL AND RURAL COMMUNITIES**							
Course Type	Soft Core- Theory	Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15		30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	Develop an understanding of tribal and rural communities.
CO-2	Understand the characteristics and problems of tribal and rural communities.
CO-3	Acquire knowledge about the contribution of Governmental and Non-governmental Organisations to tribal and rural development.
CO-4	Develop an understanding of the functions of Panchayath Raj Institutions with particular reference to Karnataka.
CO-5	Gain knowledge about the application of social work in tribal and rural development programmes.

Mapping CLO'S with PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To understand tribe in relation to caste and social institution	PSO-2	Understand
CLO-2	To evaluate Government tribal development programmes	PSO-5	Evaluate
CLO-3	To analyze the rural society and its challenges	PSO-4	Analyze
CLO-4	To evaluate the government programmes and role of punchayat raj system	PSO-5	Evaluate

Course Contents

Modules	Proposed Course Content/ syllabus	Duration
Module 1	Tribe in Relation to Caste and Social Institution	12Hrs

1.1	Tribe: Definitions, Nature and Characteristics of Primitive Tribe Cultures, Problems of Tribal Life; Discontent and Rebellion tribes, Ex-criminal (Denotified) Tribes.	
1.2	Tribes in India and their Ecological Distribution. Characteristics of Tribal Society - Economic, Social, Political and Cultural	
1.3	Emerging Trends in Tribal Social Institutions: Family and Kinship Systems, Jati Structure, Economic Structure/Organization, Political Organisations *Key words: Tribe, Ecological, Trends, Institutions, Kinship*	
Module 2	**Social Work in Tribal Development and Government Programmes**	**12Hrs**
2.1	Government Programmes since Independence and their Impact on Tribal Societies, Programmes of Voluntary Agencies and their Impact on Tribal Societies.	
2.2	Analysis and Assessment of Tribal Community Problems - Special Problems of the Tribals in a particular area.	
2.3	Community Organisation as a method of intervention, Participatory Rural Appraisal (PRA), Logical Framework Approach/Analysis (LFA), Techniques of Intervention and its Scope in Tribal Community Development. *Key words: Voluntary, Agencies, Analysis, Assessment, Techniques*	
Module 3	**Rural Society and Poverty**	**12Hrs**
3.1	Rural Society and Poverty: Historical Perspective, Meaning, Dynamics in the Village: Caste/Class Relationships, Control and Power, Conflict and Integration.	
3.2	Analysis of situation of Farmers and their problems such as loans, land records/small land holdings, Suicide. Preventive and Curative Measures: NABARD and Agricultural Credit Co-operative Societies. National Rural Livelihood Mission. *Key words: Rural, Society, Conflict, Integration, Bank linkage, Curative*	
Module 4	**Government Agencies and Panchayath Raj System**	**12Hrs**
4.1	Current Rural Development Programmes in India; Employment Guarantee Programme, Self Employment Programme, Rural Housing, Rural Sanitation, Rural Water Supply Programme, Social Forestry	
4.2	Panchayath Raj System in Karnataka and its role in Rural and Tribal	

Development.
 Role of Social Worker in Tribal and Rural Development Progrmmes
Key words: Self employment, Sanitation, Forestry, Punchayat raj, social worker

Books for References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of Publication
1	Rural Community development in India, In Encyclopedia of Social Work in India	Barnabas, A. P.	New Delhi: Ministry of Welfare, Government of India	Vol. II	1987
2	Images of Rural India in the 2nd century	Bhalla, Alok and Bumke, Peter J. (Eds)	New Delhi: Sterling Publishers Pvt. Ltd.	--	1992,
3	Problems of Scheduled Castes and Scheduled Tribes in India	Bharadwaj, A. N.	New Delhi: Light and Life Publishers.	--	1979
4	Tribal Life in India	Bose, Nirmal Kumar	National Book Trust India, New Delhi	--	1971
5	Training Social Workers for Rural development	Nair, T. K. and Anbarasan, R. S. (Eds.)	ASSWI	--	1981
Books for further References					
6	Dimensions of Rural Development in India	Brahmananda, P. R., Narayan, B. K. and Kalappa, A. (Eds.)	Bombay: Himalaya Publishing House	--	1987
7	Rural Community Development in India, In Encyclopedia of Social work in India	Barnabas, A. P.	New Delhi: Ministry of Welfare, Government of India	Vol. II	1987

8	Images of Rural Indian in the 2nd Century	Bhalla, Alok and Bumke, Peter J. (Eds)	New Delhi; Sterling Publishers Pvt. Ltd.	--	1992
9	Problems of scheduled Castes and Scheduled Tribes in India	Bharadwaj, A. N	New Delhi: Light and Life Publishers	--	1979
10	Tribal Life in India	Bose, Nirmal Kumar	National Book Trust India, New Delhi	--	1971
11	Dimensions of Rural Development in India	Brahmananda, P. R., Narayan, B. K. and Kalappa, A. (Eds.)	Bombay: Himalaya Publishing House.	--	1987
12	Rural Sociology in India	Desai, A. R. (Ed.)	Bombay: Popular Prakashan	--	1978
13	Peasant Struggles in India	Desai, A. R (Ed.)	New Delhi: Oxford University Press.	--	1981
14	Land Alienation and Restoration in Tribal Communities	Debey, S. N. and Murdia, R.	Bombay: Himalaya Publications	--	1977,
15	Welfare of the Scheduled Tribes, In. Encyclopaedia of Social Work in India	Dube, S. C.	New Delhi: Ministry of Welfare, Government of India	VoL, III	1987
16	South India: Yesterday, Today and Tomorrow; Mysore Villages Revisited	Epstein Scarlet J	London and Basingstoke: Macmillan Press	--	1973
17	Human Resource Development for Rural Development	Kuturnba Rao, M. and Perraju Sharma,P, (Eds.)	Bombay: Himalaya Publishing House	--	1989
18	Employment through Rural Development -	Mahajan, V. S, (Ed.)	New Delhi: Deep & Deep	--	1993

	Towards Sustainability		Publications		
19	Tribal Issues - A Non-conventional Approach	Mahanti, Neeti	New Delhi, Inter-India Publications	--	1994
20	Social Work in Rural Settings, In. Encyclopedia of Social Work in India	Panwalkar, V. G.	New Delhi: Ministry of Welfare, Government of India.	Vol. Ill,	1994
21	Tribal Development without Tears	Patel, M. L.	New Delhi, Inter-India publications	--	1994
22	Issues in Tribal Development	Ramaiah, P.	Allahabad, Chugh Publications	--	1994
23	Rural Development: Principles, Policies and Management	Singh, K	New Delhi: Sage Publications	--	1986
24	Society in Tribal India	Sinha, B. B	New Delhi, B R Publishing Corporation	--	1982
25	Poverty Alleviation of Rural Development	Sodhi, J. S.	New Delhi: Criterion Publications	--	1990
26	Science and Integrated Rural Development	Swaminathan, M. S	New Delhi: Concept Publishing company	--	1982

THIRD SEMESTER

Course Title	**PREVENTIVE AND SOCIAL MEDICINE AND MEDICAL SOCIAL WORK**							
Course Type	Soft Core- Theory		Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives:

CO- No.	Course Objectives
CO-1	Understand the concept and dimension of health.
CO-2	Understand the issues related to the prevention, clinical features and treatment of major communicable and non-communicable diseases
CO-3	Develop the ability to Understand the nature of medical social work services
CO-4	Enhance understanding the tenets of National Health Policy of India and modernization of community based health care services
CO-5	Develop appropriate skills and attitudes to work with the health care services at different levels.

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase the concept and dimension of health	PSO-1	Understand
CO-2	Apply the values related to the prevention, clinical features and treatment of major communicable and non-communicable diseases	PSO-2	Apply and Analyse
CO-3	Ability to Understand the nature of medical social work services	PSO-5	Apply and Analyse
CO-4	Relate and rephrase the tenets of National Health Policy of India and modernization of community based health care services	PSO-2	Understand
CO-5	Apply skills and attitudes to work with the health care services at different levels	PSO-5	Understand, Apply and Analyse

COURSE CONTENTS

Module I	Health and Health Care	12 Hrs
1.1	Concept of health - Dimensions of health, Determinants of health Indicators of health.	
1.2	Concept of Prevention: Levels of prevention - Hygiene, public health, preventive medicine, community health, social medicine, community medicine.	
1.3	Concept of health care - Levels and principles of health care.	
Module II	Communicable and Non Communicable Diseases	12 Hrs
2.1	Tuberculosis, Sexually Transmitted Diseases (STDs), HIV/AIDS. Cancer, Hypertension, Accidents, Diabetes, Blindness, Neurological	

	problems, Mental illnesses,H1N1, SARS, Covid -19,	
2.2	Maternal and Child Health Services - Immunization – Integrated Child Development Services (ICDS) Scheme - School health programmes.	
Module III	**Medical Social Work**	**12 Hrs**
3.1	Meaning, Definition and Scope - Historical background and nature: Medical Social Work in India and Abroad	
3.2	Team work and Multidisciplinary approach in health care; Organization and administration of medical social work departments in hospitals.	
3.3	Patient as a Person and Role of Social Worker: - Impact of illness on the patient and family. Role of social worker with patients and their families - Rehabilitation.	
Module IV	**Health Policies and Health System in India**	
4.1	National Health Policy of India. Indian Council of Medical Research (ICMR)	**12Hrs**
4.2	Health System in India - at the Centre, at the State level, at the district level, and village level.	
4.3	Voluntary Health Agencies in India -World Health Organisation (WHO), UNICEF, UNDP, FAO, ILO, World Bank.	
4.4	Non - governmental and other Agencies - Ford Foundation, CARE, International Red Cross, Indian Red Cross.	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Park's Textbook of Preventive and Social Medicine	Park, K	Banarsidas Bhanot	Jabalpur	2002

2	Bajpai, P. K. (Ed.) 1998, Social Work Perspectives on Health, Jaipur, Rawat Publications	Bajpai, P. K. (Ed.)	Rawat Publications	Jaipur	1998
3	Preventive and Community Medicine, Boston. Little, Brown and Company	Clark, D. W. and MacMahon, B. (Ed.)	Little, Brown and Company	Boston	1981
4	Nichols, P. J. R. (Ed.) 1980, Rehabilitation Medicine, London: Butterworths	Nichols, P. J. R. (Ed.)	Butterworths	London	1980
5	Ramachandrudu, G. 1997, Health Planning in India,' New Delhi, A. P. H. Publishing Corporation.	Ramachandrudu, G	A. P. H. Publishing Corporation	New Delhi	1997
RECOMMENDED BOOKS					
1	Mechanic, David 1968, Medical Sociology- A Selective View, New York, Free Press	Mechanic, David	Free Press	New York	1968
2	Nichols, P. J. R. (Ed.) 1980, Rehabilitation Medicine, London: Butterworths	Nichols, P. J. R. (Ed.)	Butterworths	London	1980
3	The Social Worker in Family Situations	Jordan, William	Routledge and Kegan Paul	London	1972
4	Rehabilitation Medicine	Rusk, Howard A	Mosby Company	Saint Louis	1977
3	Psychotherapy and Training in Clinical Social Work	Mishne, Judith (Ed.)	Gardner Press	Gardner Press	1980
4	Community Medicine - Teaching, Research and Health Care	Lathem, W. and Newbery, A.	Butterworths	London	1970
5	Introduction to Social Welfare (Chapter 12: Social Work in Medical and Psychiatric Settings),	Friedlander, W. A.	Prentice-Hall of India	New Delhi	1967
6	Preventive and Community Medicine,	Clark, D. W. and MacMahon, B. (Ed.)	Little, Brown and Company	Boston	1981

Course Title	**SOCIAL POLICY, PLANNING AND DEVELOPMENT**								
Course Type	Soft Core- Theory		Total Hours	48	Hours/Week	03	Credits		03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks		100
			External	Duration	03Hrs	C3	70 Marks		

Course Objectives:

CO- No.	Course Objectives
CO-1	Gain knowledge of policy analysis and the policy formulation process.
CO-2	Acquire skills in critical analysis of social policies and development plans.
CO-3	Develop an understanding of social policy in the perspective of national goals as stated in the Constitution, particularly with reference to Fundamental Rights and the Directive Principles of State Policy.
CO-4	Critically understand the concept, content and process of social development. Locate strategies and skills necessary for social development and reinforce values of social justice, gender justice and equality.
CO-5	Develop the capacity to identify linkages among social needs, problems, development issues and policies.

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	To understand the policy analysis and the policy formulation process.	PSO-1	Understand
CO-2	To acquire skills in critical analysis of social policies and development plans.	PSO-2	Apply and Analyse
CO-3	To develop an understanding of social policy in the perspective of national goals as stated in the Constitution, particularly with reference to Fundamental	PSO-5	Understand
CO-4	To critically understand the concept, content and process of social development.	PSO-2	Analyse
CO-5	Develop the capacity to identify linkages among social needs, problems, development	PSO-5	Understand, Apply and Analyse

	issues and policies.		

Course Content

Module I : Social Policy and Constitution:		**12Hrs**
1.1	Concept of social policy, sectoral policies and social services - Relationship between social policy and social development-	
1.2	Values underlying social policy and planning based on the Constitutional provisions (i.e. the Directive Principles of State Policy and Fundamental Rights)	
1.3	The Human Rights - Different models of social policy and their applicability to the Indian situation.	
Module II: Sectoral Social Policies in India		**12Hrs**
2.1	Evolution of social policy in India in a historical perspective-	
2.2	Different sectoral policies and their implementation, e.g. Policies concerning education, health, social welfare, women, children, welfare of backward classes, social security, housing, youth, population and family welfare, environment and ecology, urban and rural development, tribal development and poverty alleviation.	
Module III: Social Planning		**12Hrs**
3.1	Concept of social planning - Scope of social planning - the popular restricted view as planning for social services and the wider view as inclusive of all sectoral planning to achieve the goals of social development	
3.2	Indian planning in a historical perspective - The Constitutional position of planning in India. The legal status of the Planning Commission - Coordination between Centre and State, need for decentralization - Panchayath Raj, people participation.	
Module IV: Social Development		**12Hrs**
4.1	The Concept - Defining social development - Current debates of development - Approaches to development - Development indicators.	
4.2	Social Development in India: The historical and social context of development in India - Demographic transitions - Rural development:	

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
agrarian and land reforms; Green Revolution - Industrialization and urban development - Labour relations-Gender issues - Environmental issues (land, water, forest) - Education - Health.					

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Political Economy of Underdevelopment	Bagchi, A. K.	Cambridge	1	1982
2	People's Participation in Planning: Kerala Experiment Economic and Political Weekly	Bandyopadhyay, D.	Cambridge University Press		1997
3	Social Policy and Development in Rajasthan	Bhanti, R.	Udaipur: Himanshu		1993
4	The Goals of Social Policy	Bulmer, M. et. aI.	Butterworths		1989
5	Development Planning - Indian Experience	Chakraborty,S.	Oxford:		1987
RECOMMENDED BOOKS					
1	Planning in India: The Challenge for the Nineties	Ghosh, A.	Sage Publications New Delhi		1992
2	Five Year Plan Documents	Government of India	New Delhi		latest
3	Social Intervention For Justice	Hebsur, R. K. (Ed.),	Bombay: TISS		2011
4	Social Policy and Social Development in India	Kulkarni, P. D.	Association of Schools of Social Work in India Madras		1979

THIRD SEMESTER

Course Title	**LEGAL SYSTEM IN INDIA**

Course Type	Soft Core- Theory		Total Hours	48	Hours/Week	04	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives:

CO- No.	Course Objectives
CO-1	Acquire information on the legal rights of people.
CO-2	Develop an understanding of the legal system and get acquainted with the process of the legal system with emphasis on functioning in India. Understand the role of the police, prosecution, judiciary and correction.
CO-3	Gain insight into the problems faced by the people belonging to different strata of society, in interacting with this system.
CO-4	Develop an understanding of the processes and problems of public interest litigation and legal aid to marginalized.

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	To acquire information on the legal rights of people.	PSO-1	Understand
CO-2	To apply the legal system and get acquainted with the process of the legal system with emphasis on functioning in India. Understand the role of the police, prosecution, judiciary and correction.	PSO-2	Apply and Analyse
CO-3	To gain insight into the problems faced by the people belonging to different strata of society, in interacting with this system.	PSO-5	Evaluate
CO-4	To analyze of the processes and problems of public interest litigation and legal aid to marginalized.	PSO-2	Analyse

COURSE CONTENTS

Module I – Social Justice:	**8Hrs**
1.1 Meaning and Concept; Social legislation: Meaning, definitions and concept. Social justice as an essential basis of social legislations; Social legislations in a welfare state with special reference to India.	
1.2 Rights: Concept and definitions of Rights; types of Rights; Rights of	

	women and children; Rights of Scheduled Castes and Scheduled Tribes; Rights of accused and offender under Constitution of India, Indian Penal Code and Criminal Procedure Code.	
Module II: Division of Law		**8Hrs**
2.1	Substantive Law and Procedural Law. Legislations pertaining to Social Institutions: Marriage, divorce, maintenance of spouse, adoption.	
2.2	Legislations for prevention of Crime and Deviance: Indian Penal Code (relevant chapters like of Offences against Public Tranquility, of Offences affecting the Public Health, Safety, Convenience, of Decency and Morals, of Offences relating to Religion, of Offences affecting the Human Body, of Offences relating to Marriage, of Cruelty by Husband or Relatives of Husband)	
2.3	Legislations Pertaining to Women	
Module III: Criminal Justice System in India		**8Hrs**
3.1	Police: Structure, powers and functions and their role in maintaining peace and order in the society. Prosecution: Meaning, structure, its role in criminal justice, trial participation.	
3.2	Judiciary: Supreme Court, High Court - Constitution of Supreme Court and High Court: Powers and functions. Sub-ordinate Courts - District Sessions Court, Magistrate Courts, and other subordinate courts.	
Module IV: Correction and Correctional Laws		**8Hrs**
4.1	Corrective measures as per Criminal Procedure Code, Probation of Offenders Act, Juvenile Justice (Care and Protection of Children) Act. Legal Aid: Concept of legal-aid, history of legal-aid, persons needing legal-aid, legal-aid schemes.	
4.2	Public Interest Litigation: Meaning, Concept, Process and Problems. Right to Information Act- Provisions and implementation. Role of Social Worker: Social Work intervention, need, methods.	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Social Advocacy - Perspective of Social Work	Aranha, T	Bombay	1	2002

2	Alternatives in Development: Law the Crisis of the Indian Legal system	Buxi, U	Vikas Publishing House New Delhi		1982
3	Indian Penal Code	Gandhi B.M	Lucknow, Eastern Book Company		2006
4	Some Half Hidden Aspects of Indian Social Justice	Iyer, V. R. K	Lucknow		1980
5	Global Report on Crime and Justice	Newman, G	New York		1999

RECOMMENDED BOOKS					
1	Role and Functioning of Central Police Organisations	Nirmal Anjali	New Delhi: Uppal.		1982
2	Indian Penal Code	Ratanlal and Dhirajlal	Lexis and Lexis, Nagpur		2006
3	Justice Administration - Police, Courts and Correction	Peak, K. J.	New Jersey: Prentice-Hall.		1998

THIRD SEMESTER

Course Title	Media and Social Development							
Course Type	Interdisciplinary		Total Hours	64	Hours/Week	04	Credits	04
Course Code		Evaluation	Internal	Viva Voce			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives:

CO No.	Course Objectives
CO-1	Understand various concepts of Mass Communication
CO-2	Identify development stories and to write development oriented stories
CO-3	Focus on contemporary development concerns, advocacy and communication for sustainable social change with gender sensitivity
CO-4	The role of mass media in social development

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Understand nature and concept of Mass Communication	PSO-2	Understand
CO-2	Realize various mass communication	PSO-2, PSO -3 & PSO -5	Understand, Apply & Evaluate
CO-3	Understand Concept of Development Communication	PSO-2	Understand
CO-4	Understand the meaning and relevance of social development	PSO-2 & PSO-4	Understand & Analyze
CO-5	The role of mass media in social development	PSO-4 & PSO-5	Analyze and Evaluate

Modules	Proposed Course Content/ syllabus	Duration
1.0	**Introduction to Mass Communication** 1.1 Definition-nature and concept of Mass Communication 1.2 Types of Mass Communication 1.3 Barriers of Mass Communication	12 hrs.
2.0	**Concept of Development Communication** 2.1 Theories of Development journalism 2.2 News coverage on: gender, rural, health, Human Interest stories 2.3 Media and Human Rights 2.4 Role of Media in Democracy – Political, Economic, Cultural, Social and Technological factors.	
	Key words- Understanding various social issues & its impact on development	18 hrs
3.0	**Concept of Social Development** 3.1 Gender in sustainable development 3.2 Social dimension of infrastructure 3.3 Local government, participation and civic engagement 3.4 Social analysis and social policy 3.5 Social Sustainability and safeguards	
	Key words- Understanding various social issues & its impact on development	

4.0	**Social Work and Other Concepts** Social Service, Social Welfare, Social Development, Social Reform, Social Security. Interrelation between Social Work and Other Disciplines.	

Reference:

Sl. No	Title of the book	Authors	Publisher	Edition	Year of Publication
1.	Introduction to Mass Communication	Stanley J. Baran	New York: McGraw Hill.	2nd	2002
2.	Mass Communication Theory	Denis McQuail	Sage Publication	6th	2010
3.	Agricultural problems of India,	Bansal P C	Vikas Publishing House, New Delhi.	1st	1981
4.	Development Communication: Theory and Practice	Uma Narula	HarAnand Publications	-	2007
Recommended Books					
1.	The Cooperative Movement in India	Krishnan Bagai	Vijaya Press, New Delhi	1st	2000
2.	Evaluating Development Programmes and Projects	Reidar Dale	New Delhi : Sage Publications	2nd	2004
3.	Status of Girls in Development	NeeraKuckreja Sohoni	New Delhi, HarAnand	1st	1994

	Strategies		Publications		
4.	Training for Development	Rolf P Lynton & Udai Pareek	SAGE India	3rd	2011
5.	Ideologies and Social Work - Historical and Contemporary Analyses,	Desai, Murali.,	Rawat Publications, New Delhi		2006
6.	Social Work - An Introduction to the Field	Stroup, H. H.	Eurasia Publishing House		1960.

THIRD SEMESTER

Course Title	**Computer Applications for Social Work**							
Course Type	**Interdisciplinary**		Total Hours	64	Hours/Week	04	Credits	04
Course Code		Evaluation	Internal	Viva Voce			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives:

CO No.	Course Objectives
CO-1	To introduce computer applications in Social Work
CO-2	To enable an understanding of the theory and usage of Computers for Social Work
CO-3	To facilitate a hands on training to on Management Information Systems in the field of Social Work.
CO-4	To introduce software technology to meet the challenges posed the society

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase the concepts introduce computer applications in Social Work	PSO-1	Understand

CO-2	Apply the theory and usage of Computers for Social Work	PSO-2	Apply and Analyse
CO-3	Ability to evaluate Management Information Systems in the field of Social Work.	PSO-5	Apply and Analyse
CO-4	Apply and evaluate the Capital Structure techniques in a firm	PSO-3	Apply and Analyse
CO-6	Apply skills and attitudes related to social work Research to meet the challenges of the Society	PSO-5	Understand, Apply and Analyse

COURSE CONTENTS

Module 1 1.1	**Introduction to Computers** Computer: Components, Hardware and Software Specifications.	**16 hrs**
1.2	Uses of Computer: Word processing, Data Management, Analysis, Front end and Back end operations. *Key words- Hard ware, software, word processing*	
Module 2 2.1	**Office Applications** Office Applications: MS Office (MS Word, MS Excel or Spreadsheets, Power Point, MS Access, Word Publishing)	**16Hrs**
2.2	Linux and Foss *Key words- MS office, Linux, Foss*	
Module 3 3.1	**Quantitative Research Applications** Quantitative Research Applications: SPSS, Data coding, Data Entry, Analysis *Key words-SPSS*	**16Hrs**
3.2	Table Generation, Graphs & Figures, Interpreting Results *Key words-Graph, Interpretation*	
Module 4 4.1	**Management Information System** Management Information System: Managing Database, Portfolios, Communication, ERP Concepts. *Key words-Database*	**16Hrs**
4.2	Internet Applications and Networking for Social Work.	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Research for Social Workers	Alsoton, M & Bowels, W	Rawat Publications	New Delhi	2003
2	Qualitative Research	Burgess, Robert	Sage Publications	New Delhi	2000
3	Management Information Systems,	Jawadekar, W. S	Tata McGraw Hill	New Delhi	2001
4	Mandell, S.C., 1989. Introduction to Computers, CBS Publisher, New Delhi.	Mandell, S.C	CBS Publisher	New Delhi	1989
5	Computer in Social Science Research	Mishra, S.K & Binawal, J.C	Routledge	London	1989
6	Qualitative Research: Theory, Method and Practice, Sage Publication, New Delhi.	Silverman, David	Sage Publication, New Delhi.	New Delhi	2000
7	Qualitative Research Methods, Blackwell Publications, Australia.	Weinberg, D	Blackwell Publications	Australia.	2002

Third Semester

Course Title	Review of Literature							
Course Type	**Self Study**		Total Hours		Hours/Week		Credits	02
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives:

CO No.	Course Objectives
CO-1	To introduce process of conducting Review of Related literature
CO-2	To enable to familiarize them to the advanced tools and search techniques required to search Data bases
CO-3	To facilitate to create their own library on line
CO-4	To introduce software technology to meet the challenges posed the society

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase the concepts Literature Review	PSO-1	Understand
CO-2	Apply different process of conducting Review of Related literature	PSO-2	Apply and Analyse
CO-3	Ability to critically analyse and familiarize them to the advanced tools and search techniques required to search Data bases	PSO-5	Apply and Analyse
CO-4	Apply and create their own library on line	PSO-3	Apply and Analyse
CO-5	Relate and rephrase of collaboration with voluntary organisations for the welfare of mentally ill	PSO-2	Understand
CO-6	Apply skills and attitudes related software technology to meet the challenges posed the society	PSO-5	Understand, Apply and Analyse

COURSE CONTENTS

Module 1 1.1	**Introduction to concepts** Bibliography, research steps, importance of gathering research papers and reviews, definition and the importance of back ground studies. *Key words-* Bibliography	
Module 2 2.1	**Internet searching** Need for knowing types of search engines and their functions, Boolean search etc. general search engines and meta search engines *Key words- Search Engines*	
Module 3 3.1	Synthesis and organization of reviews and notes making , Para phrasing, back ground studies, role of guide and scholar, taking care of grammar, punctuation etc. Style manuals, APA style, MLA style and Chicago style manual etc. *Key words- APA,MLAand Chicago style*	
Module 4 4.1	Reference management systems – Zotero, Bibme, Mendely, end note etc. and to add new tools of reference and when they are available on the net. *Key words-* Zotero, Bibme, Mendely	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	*Doing a Systematic Review: A Student's Guide*.	Boland, Angela, M.G. Cherry, and R. Dickson	London, Thousand Oakes, SAGE,	California:	2014
2	*Systematic Approaches to a Successful Literature Review*.	Booth, Andrew, Diana Papaioannou, and Anthea Sutton	Los Angeles, Thousand Oaks SAGE	California:	2012
3	Clarivate Analytics. (n.d.). Retrieved from https://endnote.com/	Retrieved from	https://endnote.com/		
4	*Doing a Literature Review in Nursing, Health and Social Care*	Coughlan, Michael, Frances Ryan, and Patricia Cronin	SAGE	Los Angeles:	2013
5	Undertaking a literature review: a step-by-step approach.	Cronin, P., Ryan, F., & Coughlan, M	British Journal of Nursing	London	2008
6	*Conducting Research Literature Reviews: From the Internet to Paper*.	Fink, Arlene	Sage Publication, New Delhi.	New Delhi	2014
7	*The Essential Guide to Using the Web for Research*.	Ford, Nigel	Sage Publications	Los Angeles	2012

Third Semester

Course Title	**Case Study**							
Course Type	**Self Study**		Total Hours		Hours/Week		Credits	02
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Every Candidate is expected to take up five cases, study them in depth and present the intervention, if any. Case refers to a unit of study – an individual, an institution, a community or an incident. The candidate has to work under the guidance of faculty member and submit the report on or before the date prescribed.

The university or the college concerned can develop guidelines for undertaking case studies. However, the students are encouraged to start his/her work on case studies from beginning of the course.

Evaluation of the case study will be done along with the viva-voce examination by the viva-voce committee constituted for the assessment of social work practicum or similar committee may be constituted, if required.

Third Semester

Course Title	Learning Disabilities							
Course Type	**Self Study**		Total Hours		Hours/Week		Credits	02
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives:

CO No.	Course Objectives
CO-1	To introduce the Learning Disabilities
CO-2	To enable to familiarize them to the Language Characteristics of Development
CO-3	To learn about acquired language disorders in children
CO-4	To introduce disability related issues with children

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase the concepts Learning Disabilities	PSO-1	Understand
CO-2	Apply different process of familiarize them to the Language Characteristics of Development	PSO-2	Apply and Analyse
CO-3	Ability to critically analyse and familiarize them to acquired language disorders in children	PSO-5	Apply and Analyse
CO-4	Apply skills and attitudes related disability related issues with children	PSO-5	Understand, Apply and Analyse

Module 1 1.1	Introduction Language Characteristics (Oral and Written) of Development and Acquired Language Disorders in Children *Key words*- Language	
Module 2 2.1	Hearing Impairment Intellectual disability *Key words*- *D*isability	
Module 3 3.1	Autism Spectrum disorders Syndromes associated with child language disorders- Down Syndrome *Key words*- Autism, Down Syndrome	
Module 4 4.1	Language Learning disability/ Dyslexia Other conditions *Key words*- Language, Dyslexia	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publicatio n
1	Language disorders in children .	Shyamala. K Chengappa	Central Institute of Indian Languages		2012
2	Handbook of Learning Disability	Vallikkat. S	Kanishka Publishers and Distributors		2012
3	Language disorders across the lifespan	Vision B.P	USA	3rd	2012
4	Learning Disability: Theory to Practice	Kaderavek J.N	Sage Publication		2015

Third Semester

Course Title	**DISASTER MANAGEMENT**							
Course Type	Open Elective Paper - Theory		Total Hours	64	Hours/Week	04	Credits	04
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	Understand key concepts, theories and approaches of disaster management with specific reference to Indian context
CO-2	Develop skills to analyse factors contributing to disaster
CO-3	Develop an understanding of the process of disaster management
CO-4	Develop an understanding of the social worker's role in the team for disaster management.

Mapping CLO'S with PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To remember different types of disaster	PSO-1	Remember
CLO-2	To analyse the social work intervention for disaster	PSO-4	Analyze
CLO-3	To evaluate disaster prevention and preparedness	PSO-5	Evaluate
CLO-4	To understand institutions and instruments in disaster response	PSO-2	Understand

Course Contents

Modules	Proposed Course Content/ syllabus	Duration
Module 1	**Disasters**	12Hrs
1.1	Disaster: Concept, Types and Impact; Classification of Disasters: Famine, Floods, Cyclones, Hurricanes, Warfare, Earthquake, Volcanoes; Traditional and Modern Disaster Threats and Care Factor.	
1.2	Disaster Management: Definition and Concept, Approaches to Disaster Management, Importance and Relevance, Case studies. *Key words: Disaster, Famine, Cyclone, Hurricanes, Warfare,*	

	Approaches	
Module 1	**Disaster and Social Work Intervention**	**12Hrs.**
2.1	Scope of Disaster related Intervention, Trauma Counseling and Crisis Intervention, Post Disaster Management, Damage Assessment and Long Term Rehabilitation and Reconstruction, Networking and Co-ordination between Government, NGOs, Donor Agencies, Local Bodies, Police, Military etc. *Key words: Trauma, Crisis, Damage assessment, Rehabilitation, Reconstruction*	
Module 3	**Disaster Prevention and Preparedness**	**12 Hrs**
3.1	Vulnerability Analysis, Hazard Mapping, Community Based Disaster Preparedness Programmes, Training for CBDP.	
3.2	Preparedness for Post Disaster Emergency Response and Long Term Rehabilitation, Organization and Planning, Logistics, Resource Utilization, Specialized Skills and Training Needs, Public Awareness and Education, First-aid Training, Civil Defense Training. *Key words: Vulnerability, Hazard mapping, Preparedness, Logistics, Civil defense training*	
Module 3	**Institutions and Instruments in Disaster Response**	**12Hrs.**
4.1	International Decade for Natural Disaster Reduction and UN Resolutions, Administration of Relief in India National, State, District and Local levels.	
4.2	Disaster Related Legislations and Policies, National and International Donor Agencies, NGOs, Mental Health Institutions in Disaster Management and Relief. *Key words: Disaster Reduction, Resolution, Relief, Policies, Donor agencies.*	

Note: Field visits will be organized as part of the practical's.

Books for References

Sl.	Title of the book	Name of	Name of the	Edition	Year of

No		the author	publisher		publication
1	World Disaster Report	IFRC,	--	--	2005
2	Crisis intervention after a Natural Disaster	Birnabaum, F,Coplon, J and Scharff, T	--	Social Case Work, Vol. 54, No. 9, 545-551	1973
3	Crisis intervention in an Earthquake	Blaufard H and Levine J	--	Social Work, Vol.17, No.4, 16-19	1967
4	Deluge in Poone	Brahme S and Gole P,	Pune: Asia Publishing House	--	1967
5	Disaster in Bangladesh: Health Crisis in a Developing Nation	Chen, L	New York, Oxford University Press	--	1973
6	Disaster, International Encyclopedia of Social Science. USA	Fritz, C.E Sills D (Ed.)	The MacMillan Company and the Free Press, 202-208.	Vol 4	1968
7	Challenge and Response	Gangrade, K.D and Dhadde S	Delhi: Rechna Publication	--	1973
Books for further References					
8	Train Crash: Social Work and Disaster Services	Grossman, L	--	Social Work Vol.18, No.5, 38-44	1973
9	People in Crisis", Understanding and Helping	Hoff, A	California: Addison Wesley Publishing Company	--	1978
10	Natural Disaster	Joint Assistant Centre	New Delhi: Adhyatma Sadhana Kendra	--	1980
11	Symptomology and Management of Acute Grief	Lindomann, E	--	American Journal of Psychiatry, Vol. 101, pp.141-148	1944,
12	Management of Reaction of Disaster	Shader, I and	Social Work, Vol. 11, No. 2.	--	1966

| 13 | The Experience of Aiding the Victims of Hurricane "Betsy | Siporin, M | -- | Social Service Review, Vol. 10 | 1966 |
| 14 | Disaster: A Psychological Essay | Wolfenstein, M | New York: Arno Press | -- | 1977 |

THIRD SEMESTER

Course Title	**CORRECTIONAL ADMINISTRATION AND SERVICES**							
Course Type	Open Elective Paper - Theory		Total Hours	64	Hours/Week	04	Credits	04
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	To acquaint with the correctional institution and non-institutional programmes.
CO-2	To understand the different treatment of juvenile, young offenders and adults.
CO-3	To understand the legal provisions and procedures for their assistance.
CO-4	To understand the role of custodial staff in the process of correction and rehabilitation.
CO-5	To understand the structure, function, treatment and facilities provided by the institutions.

Course Contents

Modules	Proposed Course Content/ syllabus	Duration
1.0	**Institutional Systems**	**12Hrs.**
	1.1 Introduction to Correctional Administration. History of Correctional Administration in India, Concept, objectives and Functions of Correctional administration.	
	1.2 Institutional Protection for Children and Young Offenders, Juvenile Justice (Care and Protection of Children) Act 2015.	
	1.3 Observation Home, Government Home for Boys and Girls and their	

	Functions. *Key words: Correctional administration, Concept, Objectives, Functions, Observation Home.*		
2.0	**Administration of Prisons** **2.1** Prison: Historical Development, Indian Prison Act, Prison Manual (Karnataka). **2.2** Prison Administration, Prison Labor, Prison Discipline and Prison Education. Pre-release Programmes, Prisoners' Welfare Board. **2.3** Open-air Prison, Historical Development of Open-air Prison System, Organization and Administration. **2.4** Institutional Treatment for Prison Inmates. *Key words: Prison, Manual, Discipline, Education, Pre-release, Welfare Board.*	**12Hrs.**
3.0	**Non-institutional Systems** **3.1** Probation: Historical Development of Probation System, Principles and Procedure. **3.2** Parole: Historical Development of Parole, Functions and Powers of Parole Board, Conditions under the Prison Manual. Indian Penal Code, Provisions on Parole. Pre-release Preparation of the Parolee. *Key words: Probation system, Principles, Procedure, Parole, Provisions.*	**12Hrs.**
4.0	**After Care Services** **4.1** Legal Provision for Establishing Social Institution. Provision for assistance to Release Prisoner, Role of Voluntary Organization, Corporate Bodies and the State in Releasing the Prisoners, Citizen Committees. **4.2** Prevention of Immoral Traffic Act, Its Objectives, State Home for Women (Sthrinikethana), Women Help Line, Police Help Line. **4.3** Social Work Intervention and Role of Social Worker in the Prison Administration. Rehabilitation of released Prison Inmates. *Key words: Release, Voluntary organization, Corporate Bodies, Citizen committee, Women Help Line*	**12Hrs.**

Note: Field visits will be organized as part practical aspects of the paper

Books for References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Criminology	Ahuja Ram	New Delhi Rawat Publications	--	2006

2	Criminology: Problems & Perspectives	Afzal Qadri, S.M,	Lucknow, Eastern Book Co.	--	2005
3	Criminology and Penology	Paranjape N.V,	Allahabad: Central Law Publications	--	1998
4	Society and the Criminal	Sethna, M.J	Bombay, Kitab Mahal	--	1964
Books for further References					
5	Criminology and Correctional Administration	Sirohi, J.P.S,	Allahabad, Allahabad Law Agency	--	1983
6	Criminology, Criminal Administration	Srivastava, Surendra Sahai	Allahabad, Allahabad Central Law Agency	--	2007

Third Semester

Course Title	**GERONTOLOGICAL SOCIAL WORK**							
Course Type	Open Elective Paper - Theory		Total Hours	64	Hours/Week	04	Credits	04
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	To get an overview of the perspectives on aging and scope for practice
CO-2	To understand the various challenges related to aging, healthy aging and problems of the elderly in difficult situations.
CO-3	To identify agencies working with elderly, the different care settings and issues in working with elderly in different settings. To gain an insight into process of working with elderly.
CO-4	To train the learners in applying specific social work intervention measures in working with senior citizens, care givers and to have an understanding of National Policy on Older Persons, and the role of International and NGOs in the case of elderly.

Mapping CLO'S with PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	Understand perspectives on aging and scope for practice	PSO-1	Understand
CLO-2	Analyse the various challenges related to aging, healthy aging and problems of the elderly in difficult situations	PSO-4	Analyze
CLO-3	To evaluate agencies working with elderly, the different care settings and issues in working with elderly in different settings.	PSO-5	Evaluate
CLO-4	In applying specific social work intervention measures in working with senior citizens, care givers and to have an understanding of National Policy on Older Persons, and the role of International and NGOs in the case of elderly.	PSO-2	Apply

Course Contents

Modules	Proposed Course Content/ syllabus	Duration
Module 1	**Gerontology**	**12Hrs**
1.1	Definition and scope. Understanding the elderly – demographic, developmental, psychological, socio cultural, economic, and health perspectives.	
1.2	The issues pertaining to elderly- health, occupation, income, retirement planning, family support, gender issues, property Rights and any other. *Key words:* Gerontology, elderly	
Module 1I	**Developmental tasks in elderly**	**12Hrs.**
2.1	Issues in health care, changes in family structure, coping with aging process, challenges due to changing physiological, economic, safety, status in the family and other issues, Healthy aging, quality of life, coping with demise of the life partner, bereavement, resolving one's own death, and any other. *Key words:* quality of life	
Module III	**Care settings for elderly**	**12 Hrs**

3.1	General hospitals, geriatric wards/ hospitals, home-based care, homes for the aged, nursing homes, day-care-centers, hobby centers, and facilities for homeless elderly, elder helpline, and senior citizen forum	
3.2	Tools for assessment of the problems of elderly, intervention and follow up services and evaluation. *Key words:* **Care settings for elderly**	
Module IV	**Social work intervention measures for senior citizens through methods of social work**	**12Hrs.**
4.1	Case work, group work, community organisation, welfare administration, social work research, social action. Care giver issues - Needs, burden, coping and training; training for caregivers of institutions for the elderly	
4.2	National Policy on Older Persons, Legal and governmental welfare benefits for senior citizens, Role of Help Age India and other prominent Organisations working for elderly. *Key words:* National Policy, Help Age India	

Note: Field visits will be organized as part of the practical's.

Books for References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Care of the Elderly in India	Bali . P. Arun	Shimla, Indian Institute of Advanced Studies	--	2001
2	Discourses on aging and Dying	Chatterjee, S.C., Patna, and K.P., Charian, V	New Delhi, Sage Publications	--	2008
3	**Gerontological Social Work in India – Some issues and Perspectives**	Desai, Murli and Raju, Siva (Ed.)	Delhi, BR Publishing House	--	2000
4	An insight into Dementia Care in India	Emmatty, Leena. M.	New Delhi, Sage Publications	--	2008
Books for further References					

5	Developmental Psychology	Hurlock, Elizabeth	Tata McGraw Hill Publications.	5th Edition - -	2008
6	Voluntary Welfare Services for the Aged	Khan M.Z.	New Dehli, Jamia Milia Islamia	--	1989

FOURTH SEMESTER

Course Title	EMPLOYEE RELATIONS AND LEGISLATION							
Course Type	Hard Core- Theory		Total Hours	48	Hours/Week	03	Credits	03
Course Code	D0210	Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives

CO No.	Course Objectives
CO-1	Develop the skills of interpersonal relationship as per organisational requirement.
CO-2	Understand the trends and dynamics between the partners in the organisation.
CO-3	Enhance the knowledge on organisational performance, role and responsibility.
CO-4	Develop the knowledge on various statutory / legal aspects influencing the organizations.
CO-5	To stimulate thinking on rationale behind the Laws and their enforcement.

Mapping CLO'S with PSO's and CD's

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	To understand employee relation and its related concepts	PSO-2	Understand
CLO-2	To analyse the trade unionism in India and employers association	PSO-4	Analyze
CLO-3	To evaluate labour laws	PSO-5	Evaluate
CLO-4	To understand collective bargaining in practice	PSO-2	Understand

Course Contents

Modules	Proposed Course Content/ syllabus	Duration

1.0	**Employee Relations** **1.1** Employee Relations: Concept, Definition, Philosophy and Principles of Employee Relations. Employee Relations with Special Reference to Occupation, Safety, Health and Environment (OSHE) Education. **1.2** Industrial Discipline: Meaning, Forms and Types, Indiscipline, Misconduct, Disciplinary Proceedings. **1.3** Domestic Enquiry: Contents and Process, Principle of Natural Justice, Tribunal, Adjudication and Arbitration, Discharge/Dismissal. *Key words: Concept, Philosophy, Safety, Health, Education, Indiscipline*	**12Hrs.**
2.0	**Trade Unions** **2.1** Trade Unionism in India, Emergence, History and Growth, Objectives, Role of Trade Union as an Organization, Various Trade Unions in India, Role of Trade Unions in India. **2.2** Employers' Associations: Objectives, Structure and Activities. Contemporary Issues in Employee Relations. *Key words: Trade union, Emergence, History, Employer's Association.*	**12Hrs.**
3.0	**Labour Laws** **3.1** The Constitution of India and Labour Laws. Fundamentals of Labour laws. **3.2** Employee Legislations: The Payment of Bonus Act, 1965, Employees Provident Fund (and Misc. Provisions) Act 1952, Workmen's Compensation Act 1923, Employees State Insurance Act 1948, Payment of Gratuity Act, 1972, Child Labour (Prohibition and Regulation) Act, 1986. **3.3** The Factories Act 1948, The Contract Labour (Regulation and Abolition) Act 1970,The Minimum Wages Act 1948 and The Payment of Wages Act 1936; The Apprenticeship Act, 1961,The Maternity Benefit Act 1961. The Trade Union Act 1926, The Industrial Employment (Standing Orders) Act 1946, The Industrial Dispute Act 1947, The Employment Exchanges (Compulsory Notification of Vacancies) Act 1958. Prevention of Sexual Harassment Act 2013 Women at work place, Companies Act 2013. *Key words: Labour, Laws, Employees, Work place, Contract labour.*	**12Hrs.**

4.0	**Collective Bargaining in Practice**	**12Hrs**
	4.1 Collective Bargaining : Definitions, Characteristics, Process, Critical Issues Theories of Collective Bargaining, Collective Bargaining in India, Levels of Bargaining, Coverage and Duration of Agreements, Administration of Agreements, Negotiating a Contract, the Negotiation Process, Procedure, Suggestion for Effective Negotiation. **4.2** Labor Welfare Officer (LWO): Duties and Functions of LWO, Social Work in Industry. Role of Medical officer, Counselor. *Key words: Collective bargaining, Duties, Negotiation, Agreements, Functions.*	

Books for References

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Labour Rules in Karnataka	Achar, M. R.	Bangalore, Shree Vidya Printers.	--	1976
2	Industrial Relations	Arora, M,	New Delhi, Excell Books	--	2005
3	Industrial Law	Dasgupta, S. K.,	Sterling Publishers Pvt. Ltd.	--	
4	Personnel Management and Industrial Relations	Devar, R. S.	Vikas Publishing House, New Delhi	--	1967
5	Industrial Law	Joseph, T.M.	Mumbai, Himalaya Publications Pvt., Ltd	--	2009
6	Dynamics of Industrial Relations	Mamoria, C. B. and Mamoria S	Mumbai, Himalaya Publishing House.	--	2006
Books for further References					
7	Personnel Management, Industrial Relations and Labour Welfare	Lal Das, D. K	Agra, Y. K. Publishers	--	1991
8	Labour	Madhusudhana	New Delhi, Deep	--	1986

		Rao, M	and Deep Publications		
	Management Relations and Trade Union Leadership				
9	Handbook of Labour and Industrial Law	Malik P. L	Lucknow, Eastern Book Company.	--	1986
10	Dynamics of Industrial Relations in India	Mamoria, C. B; Mamoria Satish, Gankar, S. V	Mumbai, Himalaya Publishing House.	--	2000
11	Case Laws on Industrial Relations	Mishra M,	New Delhi, Excell Books	--	2006
12	Principles of, Labour Welfare	Moorthy, M. V	Vishakapatnam, Gupta Brothers	--	1968
13	Industrial Relations System in India	Nagaraju, S	Allahabad, Chugh Publications	--	1981
14	Industrial Relations and Personnel Management	Pyle M and George, Simon A	New Delhi,Vikas Publishing House Pvt Ltd	--	2009
15	Human Factors in Administration	Rudrabasavaraj, M. N	Bombay, Himalaya Publishing House.	--	1984
16	Industrial Tribunal - Working, Procedure and Judicial Trends	Sanajaoba, Naorem	New Delhi, Deep and Deep Publications	--	1985
17	Industrial Relations - Conceptual and Legal Frame Work	Sharma, A. M	Bombay, Himalaya Publishing House	--	1989
18	Labour Law	Saiyed I A	Mumbai, Himalaya Publishing House Pvt., Ltd.	--	2009
19	Industrial Relations: Emerging Paradigms	Singh BD	New Delhi, Excell Books.	--	2005
20	Industrial Relations	Sinha, G. P.	New Delhi,	--	1977

	and Labour Legislation in India,	and Sinha, P. R.	Oxford IBH Publishing Co		
21	Employment Laws	Somani, Anjan and Mishra, Shivani	Jaipur, Ramesh Book Depot	--	2009-10
22	Industrial Relations and Labour Law	Srivastava S C	New Delhi, Vikas Publishing House Pvt Ltd	--	2009
23	Labour Management Relations in India	Subramanian, H. N.	Bombay, Asia Publishing House.	--	1967
24	Personnel Management and Industrial Relations	Tripati, P. C.	New Delhi, S. Chand and Sons,.	--	1989
25	Labour Economics and Social Welfare	Tyagi, B. P	Meerut, Jai Prakash Nath & Co	--	1976
26	Labour Welfare in India, New Delhi	Vaid, K. N.	Sri Ram Centre for Industrial Relations.	--	1970
27	Personnel Management an Industrial Relations	Yoder, D	New York, Prentice-Hall India.	--	1972

FOURTH SEMESTER

Course Title	**MENTAL HEALTH AND PSYCHIATRIC SOCIAL WORK**							
Course Type	Hard Core- Theory		Total Hours	48	Hours/Week	04	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Course Objectives:

CO No.	Course Objectives
CO-1	Understand the concepts 'mental health' and 'mental illness', signs and symptoms, etiology, diagnosis and treatment of mental health problems
CO-2	Understand different services for the care of mentally ill
CO-3	Understand historical background of psychiatric social work in India and abroad.

CO-4	Understand the nature of psychiatric social work services and relevance of team work
CO-5	Understand the nature of collaboration with voluntary organisations for the welfare of mentally ill
CO-6	Identify the issues related to psychiatric social work department in hospitals and community mental health settings

CO No.	Course Outcomes	PSOs Addressed	Cognitive Level
CO-1	Relate and rephrase the concepts 'mental health' and 'mental illness', signs and symptoms, etiology, diagnosis and treatment of mental health problems	PSO-1	Understand
CO-2	Apply different services for the care of mentally ill	PSO-2	Apply and Analyse
CO-3	Ability to critically analyse psychiatric social work services and relevance of team work	PSO-5	Apply and Analyse
CO-4	Apply and evaluate the Capital Structure techniques in a firm	PSO-3	Apply and Analyse
CO-5	Relate and rephrase of collaboration with voluntary organisations for the welfare of mentally ill	PSO-2	Understand
CO-6	Apply skills and attitudes related to psychiatric social work department in hospitals and community mental health settings	PSO-5	Understand, Apply and Analyse

COURSE CONTENTS

Module 1 1.1	**Concept of mental health and mental illness** Mental health as a part of general health - Misconceptions about mental illnesses. General approaches to the mentally ill. *Key words-* Mental health	**12Hrs**
1.2	International classification of mental disorders Signs, symptoms, etiology, diagnosis, prognosis and management of the following: Neuroses, Psychoses, Psycho physiological disorders *Key words- M*ental disorders	
1.3	Psycho physiological Personality disorders, Psychiatric disturbances in children and adolescents, Organic psychotic conditions, Mental retardation. *Key words- M*ental disorders	

Module 2	**Introduction to Psychiatric Social Work**	**12Hrs**
2.1	Meaning and Scope - Historical background of psychiatric social work in India and abroad - Reasons for its development as a specialty. *Key words-* Psychiatric Social Work	
2.2	Application of social work methods - Multi-disciplinary approach and team work in mental health care -. *Key words-* Multi-disciplinary approach	
2.3	Problems of hospitalization - Impact of mental illness on the patient, family and community. Importance of home visit and visit to the place of work – *Key words-* Hospitalization	
2.4	Role of family in the treatment of mentally ill - Preparing the family and community for the return of the affected individual, follow-up. *Key words-* Mentally ill	
Module 3	**Care of mentally ill**	12Hrs
3.1	Day-care centre, night-care centre, half-way-home, sheltered workshop, Occupational therapy units *Key words-* Care of mentally ill	
3.2	Role of social worker and role of voluntary, governmental-agencies and paraprofessionals in the welfare of mentally ill *Key words-* social worker	
3.3	Departments of psychiatry in general hospitals, child guidance clinics, community mental health units, correctional institutions, industries, and family welfare centre. *Key words-* Psychiatry	
3.4	Role of social worker with head injured, paraplegics and epileptics. management of substance abuse – Educational and Research avenues in psychiatric social work *Key words-* head injured, paraplegics, epileptics	
Module 4	**Organisation of psychiatric social work department**	12 Hrs
4.1	Functions; and collaboration with other departments. Community mental health and social work, NMHP, Innovations like Satellite clinics, district mental health programme etc. *Key words-* **Psychiatric social work department,** NMHP	
4.1	Rehabilitation and Acts: Occupational therapy - Principles and practice - Psychosocial rehabilitation. Mental Health Act, 1987. *Key words-* Mental Health Act	
	The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995. *Key words-* Disabilities	

REFERENCES

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	A Short Textbook of Psychiatry	Ahuja, Niraj	Jaypee Brothers.	New Delhi	2015
2	Social Work with Psychiatric Patients	Hudson, Barbara L	Macmillan	London	1982
3	Understanding Psychology	Feldman Robert S	Tata McGraw Hill	New Delhi	1997
4	Abnormal Psychology and Modern Life	Coleman, J. C.	D. B. Taraporevala and Sons	Bombay	1976
5	Self Help in Health and Social Welfare	Humble, Stephen and Unell, Judith	Routledge	London	1989
6	Social Work Theory and Psychoanalysis	Yelloly, Margaret	Van Nostrand Reinhold Company	New York	1980
7					
RECOMMENDED BOOKS					
1	A Social Work Guide for Long-term care Facilities	Brody, Elaine M. and Contributors	Department of Health, Education and Welfare, Public Health Service, National Institute of Mental Health.	Maryland U. S	1974
2	Social Work Practice with the Mentally Retarded	Dickerson, Martha Ufford	Free Press	New York	1981
3	Psychiatric Social Work, Chapter 26, In. Wadia, A. R History and Philosophy of Social Work in India	Banerjee, G. R	Allied Publishers	Bombay	1968
4	The Social Worker in Family Situations	Jordan, William	London: Routledge and Kegan Paul	London	1972
3	Abnormal Psychology,	Page, J. D	McGraw-Hill	New York	1983

4	Social Work - An Introduction to the Field (Chapter 9: Psychiatric Social Work)	Stroup, H. H	Eurasia Publishing House	New Delhi	1960
5	A History of the Mental Health Services	Jones, Kathleen	Routledge and Kegan Paul	London	1972
6	National Mental Health Programme for India				
7	Mental Health Act				

FOURTH SEMESTER

Course Title	ORGNISATIONAL BEHAVIOUR AND ORGANISATIONAL DEVELOPMENY								
Course Type	Soft Core- Theory		Total Hours	48	Hours/Week	03	Credits	03	
Course Code	C0330	Evaluation	Internal	C1+C2 = 15+15			30 Marks		100
			External	Duration	03Hrs	C3	70 Marks		

The course aims to provide an understanding of human behavior at work so that the learner may acquire the skills required to analyze problems and develop a problem-solving approach.

CO No.	Course Objectives
CO-1	To impart knowledge about individual, group and organizational dynamics and their consequences,
CO-2	To make clear the concepts and approaches that help in developing models or systems that support human ingenuity.
CO-3	To acquaint the students with the knowledge of theories and practices that govern human behavior at work,
CO-4	To help the learner understand the value and worth of human resources in an organization.
CO-5	To enable the students to become aware of their communication skills and Sensitize them to their potential to become successful managers.
CO-6	To gain self-confidence and healthy self-respect while retaining respect for other's rights.

CO-7	To understand the application of Transactional Analysis in several areas of employee management.

Teaching Method: Lecture Method, workshops and ICT.

Module I : Concept of Organisational Behaviour		**12Hrs**
1.1	Organization Behavior: Definition, Concept, Approaches and Scope, Historical Background of Organization Behavior.	
1.2	Introduction to Enneagram, Personality Types According to Enneagram. Emotional Intelligence; Attitude, Values, Personality; Employee Morale: Meaning, Influences and Outcomes; Job Satisfaction: Measuring Job Satisfaction.	
1.3	Assertiveness Training: Benefits of Assertiveness, Components of Assertive Behavior, Measuring Assertiveness, Handling Fear, Handling Anger, Handling Depression, Developing Assertive Behavior Skills, Assertiveness on the Job, Assertiveness in Interpersonal Relations.	
Module II: Transactional Analysis and Motivation		**12Hrs**
2.1	Transactional Analysis (TA), TA Applications in Motivation, Leadership and Teamwork, TA in counseling.	
2.2	Motivation: Concept And Theories, Techniques of Motivation, Motivation and Organization Reward System, Awards, Employee Empowerment and Engagement	
Module III: Leadership, Group Dynamics and Organisational Development		**12Hrs**
3.1	Leadership: Types, Roles, Skills, and Styles, Leadership Theories, Powerful Persuasion Strategies.	
3.2	Group Dynamics: Concept, Types of Groups, Dynamics of Group Formation, Decision Making in Groups.	
3.3	Organization Development: Concept, Emerging Approaches and Techniques, Foundations of OD, Organizational Diagnosis; OD Interventions: An overview, Individual and Interpersonal Interventions, Organizational Transformation, Success and Failure of OD, Planned Organizational Change, Feedback and OD, Case Studies.	
Module IV: Organisational Conflict, Organisational Change and Stress		**12Hrs**
4.1	Organizational Conflict: Concept, Causes and Types, Conflict Resolution Strategies.	
4.2	Organizational Change: Concept, Pattern of Change and Resistance to Change, Managing Organizational Change and Diversity, Facilitating Creative and Divergent Thinking, Planned Organizational Change.	
4.3	Stress and Burn Out: Concept, Causes, Consequences and Coping Strategies.	

4.4	Managerial Ethics: Individual Ethics, Ethical Dilemmas in Management, Ethical Practices of Indian Managers.	

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Leadersip – Research Findings, Practice, and Skills	Andrew, Dubrin J	New Delhi, Biztantra Publication.		2006
2	Organisational Behaviour- Text, Cases and Games	Aswathappa K	Mumbai, Himalaya Publication House.		2008
3	Knowledge Management in Organisation – A critical Introduction.	Donald, Hislop,	Oxford University Press.		2007
4	Organisational Behaviour	Khanka, S S	New Delhi, S Chand and Co., Ltd.		2008
5	Organisational Behaviour	Subba Rao, P	Mumbai, Himalaya Publications House.		2004
Book for further reference					
1.	Organisational Behaviour	Hellriegul Don and Slocum John W., Jr,	New Delhi,Thomson South-Western.		2004
2.	Organisational Behaviour	ICFAI	Hyderabad, Centre for Management Research.		2004
3.	Organisational Behaviour – A modern Approach	Kumar Arun and Meenakshi N	NIILM Center for Management Studies, New Delhi.		2009
4.	Organisational Behviour	Luthans Fred	New York, McGraw		2005
5.	Oranisational Behaviour – Managing People and Organisations	Moorhead Gregory and Griffin Ricky W	New Delhi, Biztantra Publications.		2005
6.	Organisational Behaviour – Foundations, Realities and	Nelson, Debra L and Quick, James Compbell	New Delhi, Thomson South-Western,.		2007,

	Challenges				
7.	Leadership- Theory and Practice	Northouse Peter G	New Delhi, Response Books: A Division of Sage Publications.		2003
8.	Organisational Behaviour	Robibins, Stephen P	New Delhi, Pearson Education.		2007
9.	Leadership Development – A Guide for HR and Training Professionals	Ryan, Rosemary K C	New Delhi, Elsevier Publications.		2008
10.	Leadership Styles – Styles, Role Models, Qualities, Behaviours, Concepts	Sadler, Philip	New Delhi, Kogan Page India Pvt., Ltd		2004

FOURTH SEMESTER

Course Title	**HUMAN RESOURCE DEVELOPMENT AND EMPLOYEE WELLNESS**							
Course Type	Soft Core- Theory		Total Hours	48	Hours/Week	03	Credits	03
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

CO No.	**Course Objectives**
CO-1	To develop multi facets of the personality and to build self confidence.
CO-2	To develop a spirit of continuous learning and innovation.
CO-3	To enable the organization to become a continuous learning organisation.
CO-4	To strengthen the competency base of individuals, team and organisation.
CO-5	Understand and further the organization culture.
CO-6	To appreciate the importance of bottom-line focus to the Human Resource function and trend toward HR Accountability.
CO-7	To understand the various approaches and techniques of measuring HR.
CO-8	To create awareness of different types of information systems in an organization so as to enable the use of computer resources efficiently, for effective decision-

	making.

CLOs No.	Course Learning Outcomes (CLOs) On completion of the course the student will learn to	PSOs Addressed	CLDs
CLO-1	Evaluate the perspective of Human Resource Development as discipline appreciating learning.	**PSO - 1**	**Evaluate**
CLO-2	Developing skills of a detailed plan needed and demonstrate the implementation of HRD program in the organization.	**PSO - 1**	**Understand**
CLO-3	Explain the role of learning in action as an individual, group and an organization in order to develop creative strategies to organizational problems.	**PSO - 5**	**Apply**
CLO-4	Explain the contemporary realities of HRD and its interface with technology.	**PSO - 5**	**Apply**

Module I : Human Resource Development (HRD)		**10Hrs**
1.1	Human Resource Development**:** Concept, Origin and Need for HRD, Overview of HRD as a Total system, HRD and Its Dimensions.	
Module II: HRD Interventions		**14Hrs**
2.1	Performance Measurement Systems, Fundamental Issues, Feedback Sessions, Organizational goal setting process, Key Result Area (KRA) and Key Performance Indicator (KPI), Coaching, Mentoring, Career Planning, Career Development, Reward System, Quality Of Work Life.	
2.2	HRIS: Computers and Computer Based Information Systems. Measuring HR: Changing Role of HR, HR as a Strategic Partner, the Need for Measuring HR.	
2.3	Approaches to Measuring HR: Competitive Benchmarking, HR Accounting, HR Auditing, HR Effectiveness Index, HR Key Indicators, HR MBO (Management by Objectives).	
2.4	Instructional Technology: Learning and HRD, Building Learning Organization: Measuring Learning, the Intellectual Capital, Architecting a Learning Organization, Organizational Learning, Models and Curriculum,	

	Factors and Principles of Learning, Group and Individual Learning.	
2.5	HRD trends: Behavioural Sciences, Transactional Analysis, Concepts of Continuous Learning, Behavior Modeling and Self Directed Learning, Evaluating the HRD Effort, Data Gathering, Analysis and Feedback.	
Module III: Learning and Growth		**12Hrs**
3.1	Concept and Importance, Learning Need Analysis, Process of Training, Designing, Implementation and Evaluating Training and Development Programs. Use of Information Technology, Return on Investment (ROI). Budgeting, Training Schedule.	
3.2	Types and Methods of Training: Training within industry (TWI), External, On The Job and Off The Job, Training Methods, Lecture, Incident Process, Role Play, Group Discussion, Out bound training/ Experiential Training, Simulation, Vestibules Training, Management Games, Case Study, Programmed Instruction, Team Development, and Sensitivity Training, Review of Training Programs.	
Module IV: Employee Wellness		**12Hrs**
4.1	Employee Wellness: Concept, Philosophy, Principles and Scope, Importance and Relevance of Wellness Programs.	
4.2	Role of Welfare Officer as per the Factories Act 1948, Relevance with reference to Accidents, Attrition, Absenteeism, Alcoholism, Domestic Violence: Preventive and Remedial Measures.	
4.3	Employee Counseling, Role of Counselor in Organizations.	
4.4	Environmental Management Systems ISO 14001, ISO 26000: Social Responsibility Guidance Standard, Environmental Impact Assessment.	

Books for Reference

Sl. No	Title of the book	Name of the author	Name of the publisher	Edition	Year of publication
1	Managing People	Bhattacharyya, Dipak Kumar	New Delhi, Excel Books.		1999
2	Managing People: The Business Today,		Business Today		January 7-21, 1996.

	Experiential Guide to Managing Workforce				
3	The Essence of Personnel Management and Industrial Relations	Cowling, Alan and James Philip	New Delhi, Pentice-Hall of India Pvt., Ltd.		
4	Human Behaviour at Work	Davis, Keith	New Delhi: Tata McGraw-Hill		1983
5	Human Resource Management	Fisher, Cynthia; Schoenfeldt, Lyle F. and Shaw, James, B.	Boston, Houghton Mifflin Company	Third Edition	1997
6	Essentials of Human Resource Management and Industrial Relations (Text, Cases and Games)	Subba Rao P	Himalaya Publishing House, Mumbai.		2013
Books for further Reference					
1.	Managing People	Bhattacharyya, Dipak Kumar	New Delhi, Excel Books.		1999
2.	The Essence of Personnel Management and Industrial Relations,	Cowling, Alan and James Philip,	New Delhi, Pentice-Hall of India Pvt., Ltd.		
3.	Human Behaviour at Work	Davis, Keith	New Delhi: Tata McGraw-Hill		1983
4.	Human Resource Development: conceptual analysis and Strategies	Jayagopal, R	New Delhi: Sterling Publishers Pvt. Ltd.		1990
5.	Priciples of Labour Welfare	Moorthy, M. V	New Delhi, Oxford & IBH.		1982
6.	Human Resource Management Psycho-Sociological Social Work Approach	Moorthy, M. V	Bangalore, R & M Associates.		1992
7.	HRD Missionary	Rao, T. V.	New Delhi. Oxford & IBH.		1990
8.	Reading in Human Resource Development	Rao, T. V.	New Delhi: Oxford and IBH Publishing Co. Pvt. Ltd		1991

9.	Human Factors in Administration	Rudrabasavaraj, M. N.	Bombay: Himalaya Publishing House.		1984
10	Organisational Behaviour	Sahni, P. and Sharma, K. K.	New Delhi: Deep and Deep Publications.		1988

FOURTH SEMESTER

Course Title	**Major Project**							
Course Type	**Hard Core -**		Total Hours	64	Hours/Week	04	Credits	08
Course Code		Evaluation	Internal	C1+C2 = 15+15			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Students are given broader guidelines for undertaking empirical evidence-based project in the fourth semester, either independently or by forming a small team comprising of two to four students. In case of group project work, the group will be formed by the department by adopting random method of selection. The project shall comprise of selection of the topic, methodological details, analysis, interpretation and deductions made. The Social Work Department will form the set of guidelines for presenting the report.

Evaluation of the Project will be done along with the viva-voce examination by the viva-voce committee constituted for the assessment of social work practicum or similar committee may be constituted if required.

FOURTH SEMESTER

Course Title	**SOCIAL WORK PRACTICUM - V**							
Course Type	**Hard Core-Practicum**		Total Hours	2 Days	Hours/Week	6HRS	Credits	03
Course Code		Evaluation	Internal	Viva Voce			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Concurrent practice learning of two-days a week - on going learning of practice is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two, or two and a half days or its equivalent, each week of the semester. The learners may be placed in agencies or in communities to initiate and participate in direct service delivery. Practice learning is a. vital component of the educational opportunity to be provided to the learner. The teaching-learning process must be designed to help the learner to move on the mastering strategies, skills and techniques to practice social work.

FOURTH SEMESTER

Course Title	SOCIAL WORK PRACTICUM – VI: (BLOCK PLACEMENT)							
Course Type	**Hard Core-Practicum**		Total Hours	45 Days	Hours/Week	6HRS	Credits	03
Course Code		Evaluation	Internal	Viva Voce			30 Marks	100
			External	Duration	03Hrs	C3	70 Marks	

Block Placement - enables learners integrate learning and generate newer learning by participating in the intervention processed over a period of 6 weeks continuously, in a specific agency. Usually, block field work is provided at the end of the two-year programme. There should be professionally qualified worker in the setting willing to plan orientation and provide consultation, when needed.

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St. Philomena's College (Autonomous), Mysore
MSW – I and III Semester Final Examination – 2020-21
Subject: Social Work
Title:

Time: 3 Hours   **Max Marks: 70**

Blue Print

Part – A		
Sl. No	**Answer any four of the following:**	**4x4=16**
1		
2		
3		
4		
5		
6		
Part – B		
	Answer any four of the following:	**4x10=40**
7		
8		
9		

10		
11		
12		
**Part – C**
	Answer the following:	**1x14=14**
13		