

GURU NANAK COLLEGE (AUTONOMOUS)

VELACHERY ROAD, CHENNAI – 600042

(Re-accredited at ‘A-Grade’ by NAAC) Affiliated to University of Madras



Master of Social Work - MSW

(SEMESTER PATTERN WITH CHOICE BASED CREDIT SYSTEM)

SYLLABUS

(For the candidates admitted for the Academic year 2022-23 and thereafter)

PREAMBLE

The mission of Social work is a dynamic and demanding profession to enhance human well-being and help to meet the basic human needs of all people, with special attention to the needs of people who are vulnerable, oppressed, and living in poverty.

The major specialisations Community Development, Medical and Psychiatric and Human Resource Management give the students a wide spread opportunity to serve the society of their choice. The curriculum of social workers would promote social justice and social change in the society. It gives a clear framework of skills and qualities for advocating and improving the lives of individuals, families, groups and society.

Field work is one of the important components in Social Work which enhances the students intellectually, emotionally and practically by executing theory in the field. It creates a great impact on the students himself with respect to attitude, personality, perception etc. which in turn spreads to all the people whom they are connected with.

The scope is also wide spread from children, youth, men, women, transgender, elderly, mentally ill and with policy making and research.

MSW PROGRAMME

INTRODUCTION

Master of Social Work (MSW) is a Professional course and therefore the objectives are to prepare candidates for a career in Social Work and in its different fields of Social Work. Guru Nanak College, an autonomous institution affiliated to the University of Madras, adopting Choice Based Credit System (CBCS) introduces the semester system with credit from the academic year 2016-2017 onwards. Its purpose is to provide a Value added, market driven and indigenously relevant course in Social Work education.

VISION:

To envision a 'Person-Centered Social Worker' approach in advocating with individuals, groups, families and communities for human dignity, human rights; and strengthening them for social justice and social inclusion in a changing global environment.

MISSION:

- To achieve excellence in professional education, ethics, research and service.
- To equip the students with evidence-based practice for individuals and communities.
- Through Fieldwork, uplift the socio-economic status of needy section of our community and improve the contributions towards Social Justice and Social Inclusion.

PROGRAMME OUTCOME

PO1: Provide knowledge and skills related to professional Social Work in Local, National and International level.

PO2: Develop critical understanding of various social issues prevailing in diverse contexts.

PO3: Equip with conceptual understanding and practical application of Social Work methods in diverse fields.

PO4: Acquire professional knowledge and skills based on Specialization – Community Development, Medical and Psychiatric Settings and Human Resource Management.

PO5: Apply the Social Work theories and techniques in specialized settings.

PROGRAMME SPECIFIC OUTCOMES

PSO 1: To impart knowledge, skills, attitudes and values appropriate to the practices of Social Work Profession at all levels.

PSO 2: To facilitate interdisciplinary approach for better understanding of social problems and work for the enhancement of the people in the society.

CREDIT-COURSE-SYLLABUS MATRIX

A - CREDIT MATRIX

Components	Sem 1	Sem 2	Sem 3	Sem 4	No. of Courses	Credit per Course	Total Credits
Core Courses Including Practical	4	4	4	3	15	4	60
Project				1	1	4	4
Electives	2	1	1	1	5	3	15
Common Paper			1		1	3	3
Extra Disciplinary Courses		1	1		2	3	6
Soft Skills	1	1	1	1	4	2	8
Internship* (Summer)		1(outside Class Hours)			1	1	1
Internship** (Block)				1(outside Class Hours)	1	2	2
Total Credits							99

Note:

For the soft skill course, the pattern & Syllabus prescribed by the University of Madras will be adopted.

* Summer placement & Block Placement at the end of the II & IV semester after the completion of the respective semester examinations. No theory examination for this course, but attendance is compulsory for course completion.

B-SYLLABUS MATRIX

Semester	Part	Course Component	Subject Name	Hours	Credit	Internal	External	Total
Semester - I	III	Core Paper -1	Social Work Profession	4	4	50	50	100
	III	Core Paper -2	Social Work Practice with Individuals	4	4	50	50	100
	III	Core Paper -3	Social Work Practice with Groups	4	4	50	50	100
	III	Core Paper -4	Concurrent Field Work - I & Rural Camp	10	4	50	50	100
	III	Elective - I	Sociology for Social Work Practice	3	3	50	50	100
	III	Elective - II	Psychology for Social Work Practice	3	3	50	50	100
	IV	Soft Skill - 1	Personality Enrichment	2	2	50	50	100
Total Credits -24, Total Hours/ Week-30								
Semester - II	III	Core Paper -5	Community Organization and Social Action	4	4	50	50	100
	III	Core Paper -6	Social Work Research and Statistics	4	4	50	50	100
	III	Core Paper -7	Social Welfare Administration	4	4	50	50	100
	III	Core Paper -8	Concurrent Field Work - II	11	4	50	50	100
	III	Elective – III	1. Environmental Social Work	3	3	50	50	100
			2. Disaster Management					
	III	Extra Disciplinary – 1	To opt from other Department	2	3	50	50	100
	IV	Soft Skill – II	Workplace Communication Skills	2	2	50	50	100
IV	Internship	Summer Internship		1				
Total Credits -25, Total Hours/ Week-30								
Semester - III	III	Core Paper – 9 (Specialization Paper – I)	Rural Community Development (CD)	4	4	50	50	100
			Labor Legislation – I (HR)					
			Mental Health and Psychiatric Disorders (MPSW)					
	III	Core Paper -10 (Specialization Paper – II)	Sustainable Development (CD)/	4	4	50	50	100
			Human Resource Management (HR)/					
			Public Health in India (MPSW)					

Semester	Part	Course Component	Subject Name	Hours	Credit	Interna	Externa	Total
	III	Core Paper - 11 (Specialization Paper – III)	NGO Management (CD)/ Industrial Relations and Employee Welfare (HR)/ Medical Social Work (MPSW)	4	4	50	50	100
			Concurrent Field Work – III					
	III	Core Paper – 12	Concurrent Field Work – III	7	4		50	100
	III	Elective – IV	IV A- Human Rights: International Perspective	3	3	50	50	100
			IV B - Gender Development					
	III	Common Paper	Counselling Theory & Practice	3	3	50	50	100
	III	EDE-2	To opt from other Department	3	3	50	50	100
IV	Soft Skill- III	Self & Time Management Skills	2	2	50	50	100	
Total Credits -27, Total Hours/ Week-30								
Semester - IV	III	Core Paper - 13 (Specialization Paper – IV)	Urban Community Development	4	4	50	50	100
			Psychiatric Social Work					
			Labor Legislation – II					
	III	Core Paper - 14 (Specialization Paper – V)	Dalit and Tribal Development	4	4	50	50	100
			Organization Behaviour					
			Therapeutic Interventions in Social Work Practice					
	III	Core Paper – 15	Research Project	5	4	50	50	100
	III	Core Paper – 16	Concurrent Field Work – IV	12	4	50	50	100
	III	Elective – V	V A - Corporate Social Responsibility /	3	3	50	50	100
			V B -Social Entrepreneurship					
IV	Soft Skill - IV	Spoken and Presentation Skills	2	2	50	50	100	
IV	Internship	Block Placement		2				
Total Credits -23, Total Hours/ Week-30								

#Concurrent Fieldwork Practicum: 24 Days per Semester

EDE1: Human Rights in India / Introduction to Social Problems (offered to other Departments)

EDE2: Gender Sensitization /Basics of Counselling (offered to other Departments)

Note: Extra Disciplinary Elective papers will be offered to other departments during Semester II & Semester III

Note: The Soft skill courses will not be considered for classification. But candidates should appear and pass all these subjects for course completion.

C – FIELD PRACTICUM CREDIT SCHEDULE

Semester	Type of Field Work	Minimum Number of days	Minimum Number of Hours	Credits
I	Concurrent Field Work - I & Rural Camp	24	7-8 Hrs	4
II	Concurrent Field Work - II	24	7-8 Hrs	4
II	Summer Internship	3 Weeks	-	1
III	Concurrent Field Work – III & Study Tour	24	7-8 Hrs	4
IV	Concurrent Field Work – IV	24	7-8 Hrs	4
V	Block Placement	I Month	-	2
Total Credits				19

End Semester Examination Question Paper Pattern for Theory Papers without Practical

Question Allotment	Maximum 100 Marks Passing Minimum 50 Marks Three Hours Duration
Question 1 to 12 Answer any TEN out of 12	Part A (10 x 2=20 Marks) Answer any 10 Questions Each Question Carries 2 Marks
Question 13 to 20 Answer any FIVE out of 8	Part B (5 x 8=40 Marks) Answer any 5 Questions Each Question Carries 8 Marks
Question 21 to 24 Answer any TWO out of 4	Part A (20 x 2=40 Marks) Answer any 2 Questions Each Question Carries 20 Marks

SEMESTER - I

CORE PAPER - I

PAPER TITLE: SOCIAL WORK PROFESSION

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: I	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to fundamental concepts of Professional Social Work

COURSE OUTCOME:

On completion of the course the students will be able to

1. Demonstrate professional social work values, principles and ethics at their workplace effectively.
2. Create customized social work tools and techniques and plan effectively addressing social issues.
3. Identify themselves with Professional Social Work forums at Regional, National and International levels.
4. Analyze the social situation clearly and assert the rights for each individual in society.
5. Will practice Rights based Approach in all the Social Work interventions.

UNIT I: Introduction to Social Work

(12 hours)

Social Work: Definition, characteristics, meaning, Voluntary and Professional Social Work, Nature of Social Work- Scope, functions and goals, introduction to methods, levels of practice and fields of practice. Meaning and Definition; Social Work as a Profession; Basic Concepts; Goals and Functions; Methods and Fields, Origin and Growth of the Profession in India: Scope of Professional Practice Problems and Status, International/National Bodies and Forums.

Concepts related to Social Work: Social service, Social Welfare, Social Reforms, Social Movements, Social Action, Social Development and Social Empowerment.

Religio – philosophical foundation of Social Work in India: Historical beginnings of Social Work in the West, History of Voluntary Social Work and Professional Social Work in India, Constitutional Safeguards; Social Reform Movements, Christian Missionaries, Gandhian Social Work, India as a Welfare State, Role and Contributions of Voluntary Organizations, NGOs and CSOs, Emergence of International Social Work.

UNIT II: Philosophical Base for Social Work

(12 hours)

Values and Beliefs: Respect for the Person, for Differences, for Individual's Right to Self-Determination and Self-Expression, Respect for Democratic Values and Diversity, Belief in the Value and Dignity of the Human Being, Uniqueness of Individuals, Groups and Community, Individual's Right to Fulfillment and Self-Actualization, Right for Equality, Reciprocal Rights and Responsibilities of Individuals and Society, Capacity of Individuals and Communities to Change.

Principles: Acceptance, Individualization, Confidentiality, Client Participation, Non-Judgmental Attitude, Controlled Emotional Involvement.

Code of Ethics: Need and Purpose, Evolution of Code of Ethics, Declaration of Ethics for Social Workers (SWEF -1997). International Association of Social Work-IASSW-2004

UNIT III: Social Work Ideologies, Theoretical Foundations: (10 hours)

Ideologies: Philanthropy, Humanitarianism, Welfarism, Socialism, Democracy, Marxism, Equality, Human Rights and Social Justice. Theories and Practice Models: Welfare, Developmental, Empowerment and Advocacy Models, Evolution from Welfare and Development to Rights Based Approaches. Approaches: Remedial, Rehabilitative, Preventive and Promotive Approaches, Rights Based, Participatory, Indigenous Approaches, Anti-Discriminatory Practice

UNIT IV: Social Work Education (5 hours)

Social Work Education: Components in the Social Work Curriculum, Importance of Fieldwork and Supervision; Problems and Status; Professional Bodies/Forums in Education and Practice at International, National and State levels, Role and function of the IFSW and IASSW, Curriculum Recommendations of UGC for Social Work Education in India.

UNIT V: International Social Work (6 hours)

Concept, Definition and Meaning, Global Issues and Need for International Practice, Basic Concepts, Principles and Assumptions; Values, Beliefs and Goals; Practice Levels and Sectors; Global Forces Influencing International Practice

Approaches: Personal, Social, Developmental, Global; Multicultural, International and Transnational Practice Models; Global Agenda; Global Standards

Role of International Agencies: UN Agencies, INGOs and Human Rights Organizations; International Service- Delivery Programmes; Skills for International Practice; Dilemmas in International Practice.

Methodology of Teaching:

Lectures, Reading materials, Discussions, Assignment, Case analysis, Field work and News clippings

BOOKS FOR REFERENCE

1. Arthur Fink: The Field of Social Work, Holt Rhine hart and Winston, New York
2. Banerjee G R: Papers on Social Work: An Indian Perspective. TISS, Mumbai
3. Cox David & Manohar Pawar: International Social Work, Vistaar, New Delhi
4. Chaya Patel, 1995, Social Work Practice – Religio– Philosophical foundation, Rawat Publication, New Delhi.
5. Dasgupta S: Towards a philosophy of Social Work in India, Popular Book Service, New Delhi
6. Gangrade K D: Dimensions of Social Work in India, Marwah publication, New Delhi
7. Gore M S: Social Work and Social Work Education, Asia Publishing House

8. Franus. J. Turner, Differential Diagnosis & treatment in Social Work, 2nded, Free Press, New York.
9. Hans, Nagpal: The study of Indian Society, S. Chand and Co. New Delhi
10. Khinduka S K: Social Work in India, Sarvodaya Sahitya Samaj, Rajasthan
11. Malcom Payne, 2005, 3rd ed, Modern Social Work Theory, Palgrave, Macmillan, New York.
12. Paul Chowdry: Introduction to Social Work, Atma Ram and Sons, New Delhi
13. Sanjay Bhattacharya, 2008, Social Work – an Integrated Approach, Deep & Deep Publication Pvt Ltd, New Delhi.
14. Terry Mizrani, Larry E. Davis (ed), Encyclopedia of Social Work, 20thed, Vol: 1-4, NASW press, Oxford University Press, New York.
15. Wadai A R: History and Philosophy of Social Work in India, Allied Publishing, New Delhi

JOURNALS

1. The perspective, Nirmala Niketan, 2. Indian Journal of social work, TISS

WEB RESOURCES

1. www.NASW.org
2. www.NAPSWI.org

CORE PAPER – II

PAPER TITLE: SOCIAL WORK PRACTICE WITH INDIVIDUALS

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: I	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to fundamental concepts of Social case work and its application.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Apply case Work Values and Principles while working with Individuals.
2. Identify the Client's Problems and provide appropriate solutions.
3. Plan the Case Work Process.
4. Formulate appropriate intervention techniques.
5. Identify various settings and practice based on the social contexts of the country.

Unit I (7 hours)

Case Work: Concepts, objectives, purpose and importance; nature and scope, historical development; components; values and principles of Case Work Practice; socio – cultural factors affecting the Case Work practice in India; relationship with other methods of Social Work.

Unit II (8 hours)

Case Worker-Client Relationship: empathy, transference and counter transference, resistance, sustaining the relationship, non-possessive warmth, genuineness and self-disclosure; Principles of client- worker relationship; Obstacles in client worker relationship, Interpersonal Relationship and Communication.

Unit III (8 hours)

Tools and Case Work: Referral, environment modification, resource mobilization. Case Work process: Intake Study: Interviewing (types, purpose, skills, techniques and principles of interviewing). Home visits, Collateral contacts Assessment/Social Diagnosis: Use of Genograms and Eco maps, Treatment / Intervention, Evaluation, Termination.

Unit IV (13 hours)

Approaches to Social Case Work Practice: Psychosocial, Problem Solving, Crisis Intervention; Cognitive Behavior Modification, Functional and development of an Eclectic model for practice, recording in Case Work: meaning, types, Verbatim, process records- Analytic, Narrative and Summative records etc; principles of recording, Advantages of Recording.

Unit V (9 hours)

Application of Social Case Work in different settings: Hospital, Education, Workplace, Community, institution, Correctional settings

Teaching Methodology:

Classroom discussion, paper exercise, group activities, simulations, role plays, assignment/seminars.

BOOKS FOR REFERENCE:

1. Alfred, Kadushin. (1972). *the Social Work Interview*. New York, NY: Columbia University Press.
2. Battacharya, Sanjay. (2008). *Social Work: Psycho-Social Health aspect*.
3. Florence, Hollis. (1964). *Case Work – A Psychosocial Therapy*. New York, NY: Random House.
4. Mathew, Grace. (1992). *An Introduction to Social Case Work Bombay*. Mumbai, Mumbai: Tata Institute of Social Science.
5. Pearlman, Helen, H. (1957). *Social Case Work- A Problem Solving process*. Chicago, University of Chicago Press.
6. Robert & Robert Nee. (1970). *Theories of social Case Work*. (ed) Chicago, University of Chicago Press.
7. Russell, M.N. (1990). *Clinical Social Work: Research and Practice*. Newbury Park, Sage.
8. Samalley, & Elizabeth, Ruth. (1971). *Theory of Social Work Practice*. New York, NY: Columbia univ. press.
9. Sundel and Sundel. (1999). *Behavior Modification in the Human Service*. Newbury Park, Sage.
10. Tilbury, D.E.F. (1977). *Case Work in context- A Basic for Practice*. Oxford, Pergamon Press.
11. Timms, Noel. (1964). *Social Case Work: Principle and practice*. London, Rutledge and Kegan Paul.
12. Timms, Noel. (1972). *Records in Social Work*. Rutledge & Kegan Paul.
13. Trievithick. (2005). *Social Work Skills, A Practice Hand Book*, London, Open University Press.
14. Upadhyay. R.K (2010) *Social Case Work: A Therapeutic Approach*, Rawat Publication
15. William, Jordan. (1970). *Client Worker Transactions*. London, London: Rutledge & Kegan Paul.

JOURNALS

Indian Journal of social work, TISS, 2. Social Welfare, 3. Social Work, 4. Behavior and Social Issues, 5. Journal of the Social Sciences.

WEB RESOURCES

<https://www.journals.uchicago.edu/toc/jsswr/current>.

<https://journals.library.mun.ca/ojs/index.php/IJ>.

<http://journals.iupui.edu/index.php/advancesinsocialwork>.

CORE PAPER - III

PAPER TITLE: SOCIAL WORK PRACTICE WITH GROUPS

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: I	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to Group Work, Group Dynamics, Group Process, Group Work Models and Settings for Group Work Practice.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Will use values and principles of group work at their workplace.
2. Learn Group Dynamics in Group Work
3. Understand the steps of Group Work Process
4. Compile group work session reports effectively.
5. Utilize the individual resources/strengths of the group members and design the intervention process effectively for different settings.

Unit I

(9 hours)

Social Group Work: Assumption, Purpose, Principles, and Values of Groups Work, and historical development of Group Work; Group Work as a method of Social Work, Theoretical basis of Group Work. Social Group: Definition, characteristics, types of groups and characteristics of effective groups. Group Formation Phases: Forming, Storming, Norming, Performing, Adjourning.

Unit II

(8 hours)

Group Dynamics - definition, functions and basic assumptions of group dynamics, Group Process: bonds, acceptance, isolation, rejection, sub-group formation, clique, and new comers in the group. Leadership in group: definition, functions, qualities of leader, types and theories of leadership. Communications within groups, Sociometry and Sociogram.

Unit III

(10 hours)

Group Work Process: I. Planning Phase: Selection of members, composing group orienting the members, preparing the environment, II. Beginning Phase - preparing for Group Work, First Meeting, goals setting, motivation, Assessment of communication and interaction. Middle Phase: Intervening with group members, Problem Solving, dealing with difficult members, Ending Phase: Evaluation- Group Work Evaluation and criteria for good Group Work Termination, Follow-up.

Unit IV**(8 hours)**

Models: Social goal, Remedial and Reciprocal Models. Treatment Groups: Support, Educational, Growth, Therapy. Group Work Recording: Purpose, Types and Principles of Group Work Recording.

Unit V**(10 hours)**

Application of Social Group Work in different settings: Hospital, Education, Industry, Community, institution, Correctional settings. Group Work in Disaster.

Teaching Methodology: Classroom discussion, paper exercises, group activities, simulations, role plays assignment/seminars.

BOOKS FOR REFERENCE:

1. Corey, Gerald & Corey, Schneider (1992). Group: process and Practice. New York,NY: brooks and Cole.
2. Corey, Gerald. (2000). Theory and practice of group counseling. London, UK: Wordsworth.
3. Garvin, Charles, D. (1989) Contemporary Group Work, New Jersey, US: prentice Hall.
4. Johnson and Johnson. (1982). Joining Together: Group theory and Group Skills. New Delhi, New Delhi: Premier Publishing.
5. Konkpka, Gisela. (1972). Social Group Work –A helping process. Engle Wood Cliffs, prentice Hall.
6. Lawrence, Shulman. (1979) Skills of helping Individual and Groups, Chicago, US: Peacock Publisher.
7. Ronald, Toseland, &Robert, Rivas. (2001). Introduce to Group Work practice,London, UK: Allyn and Bascon.
8. Siddiqy, H.Y. (2008). Group Work: Theories and Practices. Rawat Publications.
9. Tom, Douglas. (1972). Group Process in Social Work. Chichester, UK: Willety.
10. Whitaker, Dorothy Stock. (1985). Using groups to help people.
11. Zastrow, Charles. (1985). Social Work with Groups, Chicago, US: Nelson Hall.

JOURNALS

1. Journal of the Social Sciences,
2. Social Welfare,
3. Social Work,
4. Behavior and Social Issues,
5. Journal of Comparative Social Work,
6. Journal of Social Inclusion,
7. Social Work with Groups,
8. The Journal for Specialists in Group Work,
9. Bridging the Divide: Group work for social justice

WEB RESOURCES

1. Jennie Fleming. (2021, July 29). Tips for Facilitating for Empowerment in Groupwork Practice. <https://www.iaswg.org/>. <https://www.iaswg.org/practicing-group-work-strategies>.
2. Burke, A. (2011). Group Work: How to Use Groups Effectively. *The Journal of Effective Teaching* 1-9
3. <https://www.iaswg.org/group-work-journals>
4. <https://www.tandfonline.com/toc/wswg20/current>
5. <https://www.journals.uchicago.edu/toc/jsswr/current>
6. <https://www.ijcv.org/index.php/ijcv/index>
7. <https://www.journals.uchicago.edu/toc/jsswr/current>

**CORE PAPER – IV
CONCURRENT FIELD WORK – I**

SUBJECT CODE:	FIELD PRACTICUM	100 MARKS
SEMESTER: I	CREDITS: 4	24 Days

COURSE FRAMEWORK:

Orientations, Observation Visits and Rural experience

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understand the Field of Social Work Profession through orientations.
2. Observe the activities of various setting in Social Work.
3. Observe and learn the life and culture of Rural People.
4. Experience Group Living in a rural setting.
5. Prepare oneself for field work activities.

Components of semester I Concurrent field work.

The above-mentioned objectives will be achieved by providing the following three different types of learning opportunity vis-à-vis components of first semester concurrent field work.

COMPONENT NO.1

OBSERVATION VISITS TO DIFFERENT SOCIAL WELFARE AGENCIES

No. of visits: 8 to 10

Component objectives:

1. To get exposure to different social issues and social welfare agencies.
2. To get acquainted with structure, functioning and staffing patterns and activities of the organization.
3. To observe and develop a spirit of enquiry.
4. To participate in a group decision
5. To make use of the supervision & guidance in understanding the social issues.
6. To document the outcome of visits.

Process:

The students accompanied by a faculty member shall visit pre-identified agencies in different areas like disability, health, old age, children and women, rural & urban and industrial communities. The students are expected to observe & enquire about

1. Background and field of work of the agency.
2. Place and role of the agency in the society
3. Aims, objectives and programmes implemented
4. Types of Beneficiaries/Target groups
5. Administrative structure, departmentalization, staffing pattern.
6. Funding and resource mobilization
7. Problems and issues faced by the organization
8. Condition and problems of the inmates / beneficiaries.

During their observation visits and document the same. The learning and outcome of each visit to be evaluated through a group conference under the supervision of a faculty member.

Skills to be developed:

Observation / learning skills: Communication / presentation skills; Interpersonal skills; To make use of the supervision inputs and to develop documentation skills.

COMPONENT No. 2

RURAL CAMP

Duration: on camp 1 Week

The actual rural camp is preceded by two weeks of camp preparation to actual camp. This will include pilot visit to the village (s) for identification of the camp site, project to be implemented, and to liaise with local community, various NGO's and Government department to conduct the rural camp in a particular place.

Objectives:

The objective of the rural camp is:

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

Process:

The entire class shall be divided into various groups called committees, namely Project, Transport, food, medical, housekeeping and Health, Finance and the like. Student coordinate and members will be nominated to these committees. For overall coordination two students camp leader will also be elected.

Faculty member as camp director and supervisor in charge of the respective committees will guide, facilitate the working committee.

There by the whole class to plan and execute the rural camp by working out the logistics, contributing and mobilizing necessary resources for the conduct of camp.

The whole process will be documented and evaluated by the class in the terms of camp experience, outcome and learning with reference to the objective specified.

Skills to be developed:

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

PRA Skills and Interface with other civil society groups, NGOs and Activists in the region.

ELECTIVE - I

PAPER TITLE: SOCIOLOGY FOR SOCIAL WORK PRACTICE

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: I	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to the Concepts of Social Control, Culture, Social Changes and Social Problems

COURSE OUTCOME:

On completion of the course the students will be able to

1. Constantly analyze the institutions and their influence on individuals in the society.
2. Design strategies to address social issues in a scientific organized manner.
3. Critically analyze policies and schemes among the poor.
4. Compare and understand issues with reference to current global trend in terms of Liberalization, Globalization and Privatization.
5. Understand the Perspectives of Social Problems.

Unit I: Introduction

(5 hours)

Sociology: Definition, Nature, and Importance. Fundamental concepts: Society, Social Group, Community, Association, Institution, Organization, Social Disorganization, Social Structure, and Social System. Relationship of sociology with social work, Social Process - Co-operation, Competition, Conflicts, Accommodation, Assimilation and Acculturation.

Unit II: Culture

(6 hours)

Concept, Functions and Elements of culture- values, norms, folkways, mores and laws. Theory of Cultural Lag by William F. Ogburn, Institution: Concept, Function and Types of Institution (Religious, Economic, Educational, Family, Polity, Changing Trends in these institutions and their institution and their impact on Indian society.

Unit III: Social Control

(6 hours)

Concept, needs, Means of Social Control - Formal and Informal Means. Agencies of Social Control – Formal and Informal Agencies (values, norms, folkways, custom, mores and law).

Unit IV: Social Change

(7 hours)

Social Changes - Meaning, theories, factors, processes. Social changes in India, Social movements - meaning, causes, types, Major Social movements in India- Narmadha Bacho Andolan (Save Narmada Movement), Dalit movement, Consumer movement, Women's movement, Kisan Movement (Farmers' Movement), Self- respect movement, Naxalbari movement, Religious movements, Impact of Social Movements on the Indian Society.

Unit V: Social Problems

(6 hours)

Social problems – meaning, causes and consequences, General Social Problems-Terrorism, Health, Environmental Degradation, Unemployment, Poverty, Illiteracy. Displacement, Migration, Corruption, Alcohol & Drug Abuse, Deviance, Violence, Crime, Honor Killings, Problems faced by women, children, SC/ST, Elderly, Transgenders, and Differently Abled, Development issues arising out of liberalization, privatization and globalization, Legislative approach to social problems.

Teaching Methodology:

Lectures, Reading material, Discussions, Assignments, Case analysis, Field work and News clippings

BOOKS FOR REFERENCE

1. Bhusan, Vidya & Deva Sach, D.R. (2005). *An Introduction to sociology*. Allahabad, UP: KitabMahal Publications.
2. Duberman, Lucile and Clayton. *Sociology—focus on society*. A.Hartjen.
3. Giddens, Antony, *Sociology* (2001) Cambridge: Polity Press.
4. Harlembos, Michael, *Sociology: Themes & Perspectives* (2014) New York: Collins.
5. Madhan, G.R. (1973). *Indian social Problems*. Allied Pacific pvt Ltd.
6. Richard, T., & Schaefer, Lamm. P. & Robert. (1995). *Sociology*. New York. NY: Mc. Graw Hill Inc.
7. Ritzer, George, *Sociological Theory* (1999) Jaipur: Rawat Publications.
8. Scott, John, *Oxford Dictionary of Sociology* (2004) Oxford: Oxford University Press.
9. Shankar Rao, C. N., *Introduction to Sociology* (2005) New Delhi: S. Chand & Publications.
10. Srinivas, M.N., *Social Changes in Modern India* (1963) Calcutta: University of Calcutta.

JOURNALS

- Journal of Sociology
- Social Forces
- Gender & Society
- Current Sociology

WEB RESOURCES

- <https://journals.sagepub.com/home/iss>
- <https://journals.sagepub.com/home/csx>
- <https://www.annualreviews.org/journal/soc>
- <https://journals.sagepub.com/home/hsb>
- <https://journals.sagepub.com/home/tso>

ELECTIVE - II

PAPER TITLE: PSYCHOLOGY FOR SOCIAL WORK PRACTICE

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: I	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

The students will understand the process of human growth and development.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Use the basics of Psychology while practicing Social Work.
2. Effectively identify the Psychology functions in human.
3. Evaluate the different problems at different stages of life effectively.
4. Assess the client using various personality theories.
5. Apply stress Management Technique.

Unit I: Psychology

(6 hours)

Definition of Psychology, Schools of Psychology, Brief history and Fields of Psychology, Definition of behavior, Individual difference, Relevance of Psychology to Social Work Practice.

Unit II: Understanding Behaviour and Mental Health:

(6 hours)

Sensation, Perception: Definition, Principle and perceptual process—Learning (Classical and Operant learning theories), Memory: Definition, Types (Sensory, STM, LTM), Process of memorization (Learning, Retention, recognition & Recall), Improvement of Memory. Emotion: Nature, Functions, Components. Attitude: formation, Factors Influencing the formation, Changing of Attitudes,

Unit III: Human Growth and Development:

(6 hours)

Difference between Growth and Development, Heredity & Environment (Meaning), Life Span development stages (Conception to Old age) its Characteristics, development tasks, Physical, Social, Psychological and moral developments.

Unit IV: Theories Related to Personality:

(6 hours)

Personality: Definition and nature of Personality, Psycho-analytical (Freud), Humanistic (Carl Roger and Maslow's) Psycho Social (Erik Erikson), Cognitive Development (Piaget), Moral Development (Kohlberg), Social learning theory (Bandura).

Unit V: Life Challenges and Mental Health.

(6 Hours)

Life challenges: Frustration, Conflict & Stress, Mental Health Concept; Mental Illness; Outline of common mental disorders, and Mental Retardation.

Teaching Methodology:

Lectures, Reading material, Discussions, Assignment, Case analysis, Field work and news clipping

Book for References:

1. Coon, Dennis. (1977). *Introduction to Psychology, Exploration and Application*.
2. Coon, Dennis. (1980). *Introduction to psychology*. Watts & Company.
3. Gross, Richard. (2nd ed), D. *Psychology – The Science of Mind and Behaviour*, Hodder and Strongton.
4. Hjelle, Larry, A., Ziegler, Daniell J., (1981). *Personality theories*. McGraw-Hill.
5. Hurlock, Elizabeth, B. (1980). *Developmental psychology: Life-span Approach*. McGraw-Hill.
6. Hurlock, Elizabeth, B. (1981). *Developmental psychology: Life-span Approach*. McGraw-Hill.
7. Lally, French (2019) *Lifespan Development: A Psychological Perspective 2nd (ed)*.
8. Mangal S.K (2017). *General Psychology*, Sterling Publishers Private Limited, NewDelhi
9. Morgan and King.(6thed), (1979). *Introduction to psychology*, McGraw Hill.
10. Sarason, Irwing, Sarson, Barbara, R.,(3rd ed). (1980). *Abnormal Psychology*. Prentice Hall.
11. Seven Pathways, Bruno, Frank, J., (1983). *Adjustment and Personal Growth*. John & Wiley sons, Inc.
12. Steinberg, L., & Huebner, Max. (1996). *Adolescence Munchen*, Watts & Glencoe. (4th ed). *Understanding Human Behaviour*. McGraw Hill.

JOURNALS

- https://link.springer.com/chapter/10.1007%2F978-94-010-9329-3_2

WEB RESOURCES

- <https://www.youtube.com/watch?v=I8LMZzYsRh0>
- [youtube.com/watch?v=Vaqla_oio3s](https://www.youtube.com/watch?v=Vaqla_oio3s)
- <https://www.youtube.com/watch?v=pnB8uh37SWs>
- <https://www.youtube.com/watch?v=60zgiB1aGZY>
- <https://www.youtube.com/watch?v=nz3CVkv7PUQ>
- <https://www.slideshare.net/JohnykuttyJoseph/unit-4-frustration-conflicts-and-stress>
- <https://courses.lumenlearning.com/suny-hccc-ss-152-1/>
- <http://dept.clcillinois.edu/psy/LifespanDevelopment.pdf>
- <https://opentext.wsu.edu/abnormal-psych/>
- https://issuu.com/rengasamy/docs/psychology_for_social_workers_ppt

SEMESTER - II

CORE PAPER – 5

PAPER TITLE: COMMUNITY ORGANIZATION AND SOCIAL ACTION

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: II	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to understand the process of community organization and social action.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Apply knowledge of concepts needed to work with communities.
2. Demonstrate community organization skills while addressing local and regional issues.
3. Apply various models of community organization to bring social change.
4. Use various social action techniques and strategies while addressing social.
5. Critically analyze social problems and design appropriate strategies to address social issues.

UNIT I

(9 hours)

Community: meaning, types, students and dynamics. Community organization: definition, objectives, principles, approaches, historical development, Community Organization as a method of Social Work. Similarities and Dissimilarities between Community organization and Community development, Community Leadership: concept, types of leadership and power structure of community.

UNIT II

(9 hours)

Phases in community organization: study, analysis, assessment, discussion, organization, action, evaluation, modification and continuation. Method: locality development, social planning and Social action, Skills of community organization.

UNIT III

(9 hours)

Application of community organization in different fields, Emerging trends and experiment in community organization, Models of community organization: Saul- Alinsky, Paulo-Freire and Gandhian model.

UNIT IV

(9 hours)

Social Action: Meaning, Definition, Objectives, Principles, Scope, Processes, Method, Skills and Strategies of Social Action such as Public Interest Litigation, Advocacy, Lobbying etc., Social Action for social changes and development.

UNIT V

(9 hours)

Social Legislation through Social Action, Social Problems and Social Action, Role of Social Worker in Social Action, Contribution of contemporary social activists.

Teaching methodology:

Lectures, reading material, discussions, assignment, case analysis, field work and news clippings.

BOOKS FOR REFERENCE:

1. Christopher, A.J., & William, Thomas. (2006). *Community Organization and Social Action*. New Delhi, New Delhi: Himalaya Publication House.
2. Dunham, Arthur E. *Community organization in India*. Bombay, Bombay: Popular Prakashan.
3. *Encyclopedia of Social Work*. Government of India, New Delhi.
4. Gore, M.S., (1994). *Family and the rights of the Individual*. New Delhi. New Delhi: NIPCCD.
5. Kuppasamy, *social change in India*. New Delhi, New Delhi: Vikas Publishing house.
6. Marshall, Clinard, B. *Slums and community development*. New York, NY: free Press.
7. Mizrani, Terry, & Davis, Larry, E. (ed), (20thed), *Encyclopedia of Social Work*, , vol:1-4, New York, NY: NASW press, Oxford University Press.
8. Murray, Ross, G., (1985). *Community organization: Theory and Principles*, New York, NY: Harper and Row.

JOURNALS

- Social Action
- Economic and Political Weekly,
- Community Practice
- Social Welfare
- Social Work
- American Journal of Sociology
- The Journal of Community Practice

WEB RESOURCES

- Sung Sil Lee Sohng. (n.d.). *Participatory Research and Community Organization* Western Michigan University.
<https://scholarworks.wmich.edu/cgi/viewcontent.cgi?article=2378&context=jssw>.
- <https://www.tnsocialwelfare.org/>
- <http://socialjustice.nic.in/>
- <http://christcollegemsw.blogspot.com/2008/03/community-organisation-notes.html>
- http://www.bdu.ac.in/schools/social-sciences/social-work/docs/studymaterials/Working_with_community_and_Social_Action.pdf
- <https://ctb.ku.edu/en/table-of-contents/overview/model-for-community-change-and-improvement/lessons-learned/main>

CORE PAPER – 6

PAPER TITLE: SOCIAL WORK RESEARCH AND STATISTICS

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: II	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to Social Work Research and the process.

Course Outcome:

On completion of the course the students will be able to

1. Analyze social issues using scientific knowledge and methods both empirically and conceptually.
2. Use participatory research methodology effectively while initiating new development projects.
3. Will formulate and do many action researches to address social issues.
4. Apply research skills while working with civil societies, government and international organizations.
5. Create new research tools effectively.

Unit I: Research, Types and Approaches

(9 hours)

Research: Meaning, Definition, objectives & Research Ethics, Social Research: meaning and objectives. Social Work Research: meaning, scope, Objectives, importance, limitations in Social Work research, and difference between social research and Social Work research. Scientific method: meaning, characteristics, and process of scientific inquiry; relationship between theory method & fact.

Types of Research: pure, applied, action research; participatory and evaluation research. Research approaches: Quantitative & Qualitative research,

Unit II: Research Process: Problem Formulation, Hypothesis:

(9 hours)

Research process outline, Problem Formulation: Selection of problem, defining the problem. Reviewing of Literature, Formulating the objectives. Variables: meaning, types of variables; formal and operational definitions.

Hypothesis: meaning, sources, characteristics, functions and types; assumptions and limitations, attributes of a sound hypothesis; hypothesis testing; level of significance; critical region; Type-I and Type-II errors.

Unit III: Design and Sampling:

(9 hours)

Research design: meaning and types- exploratory, descriptive, diagnostic, experimental, and single subject research designs. Universe and Sampling: meaning, need, principles, types and techniques, and advantages and disadvantages.

Levels of Measurements: Nominal, Ordinal, Interval and Ratio. Validity and reliability: meaning and types. Scaling Techniques: L.L. Thurstone and Likert Scale, Pilot study, and Pre-test. Sources of data: primary and secondary data.

Unit IV: Methods of data collection & Report Writing (9 hours)

Quantitative- interview, questioners, participatory and rapid appraisal techniques.

Qualitative- in-depth interview, Focus Group Discussion, observation and types and document review.

Mixed and Multi Method & Triangulation.

Data Processing; Content checking - Editing, Classification, Coding, Tabulation. Presentation of data: tabular and graphical presentation. Data Analysis: Univariate, bivariate, and multivariate analysis. Interpretation: meaning, techniques and precautions.

Report Writing: content and format; mechanics of writing research reports and precautions; research abstracts; footnotes, referencing. Plagiarism, References: meaning and differences; methods of referencing. Preparation of Research Project Proposal, Agencies involved in Social Work research.

Unit V: Social Statistics (9 hours)

Statistics: meaning, use, and its limitations in Social Work research. Measures of central tendency: arithmetic mean, median, and mode. Dispersion: range, quartile deviation, standard deviation and co-efficient of variation. Difference between Parametric & Non-Parametric test.

Tests of significance: "Application of "t" test, ANOVA test and chi-square test. Correlation: meaning, types, and uses, Karl Pearson's coefficient of correlation Computer applications: use and application of computer in Social Work research

Teaching Methodology:

Lectures, Reading material, Discussions, Assignments, Case analysis, Field work and News clippings

BOOKS FOR REFERENCE

1. Alston, M. Bocoles, W.(2003)*Research for Social Workers: An Introduction to Methods*. Jaipur:Rawat Publications
2. Creswell (2018)*Research Design: Qualitative, Quantitative, and Mixed Methods Approaches*. Sage Pub
3. Gupta, S. P.(2003) *Statistical Methods*. New Delhi: Sultan Chand and Sons
4. Kothari C.R 2004, *Research Methodology: Methods and Techniques*, New Age International Publishers (P) Ltd, New Delhi.
5. Lal Das (2005) *Designs of Social Research*, Rawat Pub.
6. Lal Das (2000) *Practice of Social Research*, Rawat Pub.
7. Navnitham PA (2019), *Business Statistics*, Jai Publishers, Trichy
8. Rajinith Kumar (2011) *Research Methodology a step-by-step guide for beginners. Fifth Edition*. Ranjit Kumar. SAGE.

9. Rubbin, Allen and Babbie, Earl.(2004). *Research Methods for Social Work with infotrac*.California, US Thomposon and Wadsworth Publishing.
10. Ram Ahuja (2009), *Research Methods*, Rawat Publications, New Delhi.
11. Saravanavel P (2009) *Research Methodology*, KitabMahal, Allahabad.

JOURNALS

- <https://academic.oup.com/swr>
- <https://journals.sagepub.com/home/jsw>
- <http://ispsw.in/index.php/journal>
- <https://journals.sagepub.com/home/sco>

WEB RESOURCES

- <https://www.youtube.com/watch?v=TdJxY4w9XKY>
- <https://www.youtube.com/watch?v=Soq7vPDf1eQ>

CORE PAPER – 7

PAPER TITLE: SOCIAL WELFARE ADMINISTRATION

SUBJECT CODE: 19PMSW309	THEORY	100 MARKS
SEMESTER: II	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to understand how social welfare is administered through Voluntary organizations and NGO's.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Demonstrate good administrative skills at workplace and in society.
2. Create and administer social welfare organizations especially non-governmental organizations effectively.
3. Demonstrate good financial administration skills at workplace and in society.
4. Compute the financial administration system in an organization.
5. Plan strategies for Co-ordination and co-operation between voluntary and government welfare agencies.

UNIT I

(9 Hours)

Social Welfare Administration: Basic concepts, scope, principles, Social Welfare Administration as a method of Social Work. Distinction between social administration, Social Work administration, Social security administration and other forms of administration, Traditional forms of Social Welfare: Charity, mutual-aid, religious organizations; community support network; Development impact on human existence.

UNIT II

(9 Hours)

Social Welfare Organizations: Concept, nature and types. Administration of social welfare services; Structure and functions of social welfare organizations, Principles of administration in social welfare, Policy and Programmes of Social Welfare in India with special reference to weaker sections, Social Work Agency: Organizational structure Boards and committees: Executive: Functions & Qualities - Administrative Process: policy formation, Planning decision making, Co-ordination, Communication.

UNIT III

(9 hours)

Social Welfare Administration Process: Planning- Organization, Staffing, Orientation, Placement, Allocation of responsibilities. Organizational Communication, Decision making, Coordination-impact assessment, Monitoring, Evaluation - Public Relations and Networking. Office administration: office management and maintenance of records, Project Proposal Writing.

UNIT IV**(9 hours)**

Financial Administration: Fund raising practice - community resource mobilization. Grant in aid from state and central government. Rules regarding investment - preparation of annual budget, Accounting and Auditing – Accounts and Record maintenance

UNIT V**(9 hours)**

A study of: Central Social Welfare Board, State Social Welfare Advisory Boards – Indian Council of Social Welfare – Indian Council of Child Welfare, Ministry, Department of Social Welfare--Role of voluntary agencies in social welfare, problems faced by voluntary agencies. Co-ordination and co-operation between voluntary and government welfare agencies.

Teaching Methodology:

Lectures, Reading material, Discussions, Assignments, Case analysis, Field work and News clippings.

BOOKS FOR REFERENCE

- i. Allison, M. & Kaye, J. (2005). *Strategic Planning for Nonprofit Organizations*. 2nd ed. New York, NY: John Wiley & Sons.
- ii. Chowdry, Paul. (1992). *Social Welfare Administration*. New Delhi, New Delhi: Atma Ram and Sons.
- iii. Dimitto, D.M. (1991). *Social Welfare: Politics and Public Policy*. New Jersey, NY: Prentice Hall.
- iv. Edwards, R. & Yankey, J., & Altpeter, M. (Eds.). (1998). *Skills for Effective Management of Nonprofit Organizations*. Washington, DC: NASW Press.
- v. Proehl, R. (2001). *Organizational Change in the Human Services*. Thousand Oaks, CA: Sage Publications.
- vi. Sankaran & Rodrigues, (1983). *Handbook for the Management of Voluntary Organisations*. Chennai, CH: Alpha Publications.
- vii. Shanmugavelayutham, K. (1998). *Social Legislation and Social Change*. Chennai, CH: Vazha Valamudan Publishers,.
- viii. Sullivan, Michael. (1987). *Sociology and Social Welfare*. Winchester, USA: Allen and Unwin.

JOURNALS:

- Combat law
- Economic and Political Weekly
- Social Scientist
- Social Welfare
- Social Work

WEB RESOURCES:

- www.supremecourtindia.nic.in
- <https://www.tnsocialwelfare.org/>
- <https://www.cswb.gov.in/>
- <http://socialjustice.nic.in/UserView/index?mid=19536>

CORE PAPER – 8

CONCURRENT FIELD WORK – II

SUBJECT CODE:	FIELD PRACTICUM	100 MARKS
SEMESTER: II	CREDITS: 4	No. of days: 24

COURSE FRAMEWORK:

The students will be able to become budding Social Workers through field work training.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understand the Community Work
2. Engaging with the Community
3. Build Rapport with Community Members
4. Understand the process of both Case Work and Group Work
5. Learn the Community Organization process

Objectives:

The broad aim of concurrent field work at this stage (First year – II Semester) is to provide opportunities to the students for applying the knowledge and the information gained in the class room to reality situations. It also provides an opportunity to:

1. Working with communities, groups, individuals / families and manage Organizations tasks.
2. To provide an opportunity for learning skills through the practices of primary methods of Social Work (Case Work, Group Work and community organization).
3. To inculcate professional growth and development.
4. To conduct counseling/home visits.
5. To prepare records.

Areas of learning:

Concurrent practice learning tasks are listed in six areas. They are,

1. Understanding both the agency and the clients as systems.
2. Developing knowledge of administrative procedures, programme Management and utilizing these skills in practice.
3. Developing skills of problem-solving process and practice-based research.
4. Using instruction to learning practice.
5. Developing as a professional person.

Process

- 24 Days of Field Work
- Weekly Two/ Three days Agency visits.
- Weekly Report Submission

- Compulsory Individual conference & supervisory conferences on improvement and Field Work progress
- Minimum of Three Case Works
- Minimum of Two Group Works
- Minimum 1 Community Organization
- Mini Research Study (Optional)

ELECTIVE –III A

PAPER TITLE–ENVIRONMENTAL SOCIAL WORK

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: II	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Ecology, Environmental Social Work, Environmental Action

COURSE OUTCOME:

On completion of the course the students will be able to

1. To expose the environmental hazards, decay of bio habitats for animals and birds
2. Demonstrate the different ideologies, perspectives of social thinkers and activists
3. Analyze the climate crisis and its effects on flora and fauna
4. Understand the environment and its management and role of various stakeholders.
5. Apply Climate Justice

UNIT I - Ecology and Environment Concepts (6 Hours)

Ecology, Environment and Society; Climate change, Global warming, climate justice, carbon trading. Changing patterns from survival needs to emerging consumerism; Environment Consciousness and Eco-spirituality. Perspective on environment: Marxist, Techno-centrist and Functional perspective. Indigenous thoughts on environment: Gandhi, Nammazhwar, Sundarlal Bahuguna, Vandana Shiva, Medha Patkar.

UNIT II - Development and its adverse effects on Environment: (6 Hours)

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

UNIT III – Environmental Issues and Protective measures (6 Hours)

Soil, Water, Population, Sanitation, Housing, Common Property Resources, Energy crisis, The Environment Protection Act 1986 - Air Pollution Act 1987 – Water Pollution Act 1974, National Green Tribunal and State Pollution Control Board and National Green Standards.

UNIT IV – Environment Action and Management (6 Hours)

Environment preservation; Rio+20, Paris Summit and its implications, Policies and programmes, Grassroots Organizations, Gender and Environment, Environment Management: Role of traditional and indigenous people controlled and jointly managed systems.

UNIT V – Role of Social Worker in Environment Protection and Preservation (6 Hours)

Eco farming - Natural farming efforts. Preservation of water bodies, Promotion of green technology, Green Housing, Wealth out of Waste, Application of alternative and renewable energies, Solid waste management, rain water harvesting, Refuse, Reduce, Reuse and Recycle (4 R's).

BOOKS FOR REFERENCE

1. Agarwal S.K. 1993. Environmental protection, Himalaya Publishers, New Delhi.
2. Andromeda. 1995. New Science encyclopedia: Ecology and environment. Oxford Publishers. London
3. Aradhana P.S. 1998. Environmental Management. Rajat Publishers. New Delhi.
4. Aravind Kumar. 2008. Environmental Resource Management. Daya Publishers. New Delhi:
5. Aray and Abbasi 1995. Urbanisation and its Environmental Impacts. New Delhi: Discovery
6. Asthana. D.K. 2001. Environmental Problems and solutions. S. Chand publishers. New Delhi.
7. Dash Sharma P. 1998. Environment Health and development. Anmol Publishers. New Delhi.
8. GuhaRamchandra, 1991 The Unquietwoods, Ecological Change and Peasant Resistance in the Himalayas, New Delhi: Oxford University Press
9. Kannan 1991. Fundamentals of Environmental pollution. S. Chand. New Delhi.
10. Luoma Samuel N. 1984. Introduction to environmental Issues. Macmillan Publishers. Calcutta.
11. Maharajan V.S. 1986. Environment protection: challenges and Issues. Deep and Deep Publishers. New Delhi
12. Mohan I. 2002. Environmental Problems in 21st Century. Anmol Publishers. New Delhi.
13. Mohanty. S.K. 1997. Environment and pollution Law Manual. Universal Publishers. New Delhi.
14. Ravichand. M. 2007. Environmental Management. Concept Publishers. New Delhi.
15. Susila Appadurai. 2004. Environmental Studies. New Century Book House Publishers. Chennai.

JOURNALS

- Environmental Pollution
- Environment Protection
- Journal of Comparative Social Policy
- Journal of International Business Law
- Economic and Political Weekly

WEB RESOURCES

- <https://www.india.gov.in/official-website-ministry-environment-and-forests-0>
- <https://moef.gov.in/en/>
- <http://www.indiaenvironmentportal.org.in/>
- <http://www.envis.nic.in/>
- <https://cpcb.nic.in/>

ELECTIVE –III B

PAPER TITLE – DISASTER MANAGEMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: II	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to Disaster, Disaster Preparation, Disaster Management and relevant Social Work Interventions.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Compile the case studies of various disasters and design strategies to prevent disasters.
2. Equip skills related to disaster management
3. Discuss the types of disaster and problems related to it.
4. Analyse different policies for disaster at State, National and Global level
5. Social work interventions to the problems related to disasters.

UNIT 1: DISASTER – AN OVERVIEW (5 Hours)

Disaster: Definition, Concept, Related Terminologies: Emergency, Risk, Vulnerability, Hazard, Crisis. Natural Disasters: Cyclone, Flood, Hurricane, Drought, Earth quake and Tsunami – Causes, impact, response, Overview of Country and State.

UNIT 2: DISASTER MANAGEMENT (5 Hours)

Concepts, Definition, factors and principles, Disaster management cycle, Mitigation, Risk Reduction, Preparedness. Assessment: Situational, Need, Vulnerability, Risk and Resources. Plan preparation: Village, City, District and State.

UNIT 3: DISASTER MANAGEMENT COMMITTEES (6 Hours)

Constitution of Committees: Administrative committees and Taskforces – Requirements, Role and responsibilities. Community Contingency Fund, Post Disaster Relief and Rehabilitation: Health, Sanitation, Housing, Environment, Psycho-Social Care.

UNIT 4: STAKEHOLDERS (7 Hours)

National Policy on Disaster Management - 2009, Disaster Management Act – 2005, Resettlement and Rehabilitation Act 2009. Role of stakeholders – PRI, Departments, Ministries, NGOs, CBOs and other Institutions, International agencies: UNDP, Red Cross, UNESCO, World Bank, Asian Development Bank. Disaster and Social Change: State and Civil Society responses. Social Work Intervention: Worker – Role and skills, Role of Media, Social Media, Educational Institutions.

UNIT 5: CASE STUDIES

(7 Hours)

Rehabilitation and Reconstruction: Orissa Super cyclone – 1999, Gujrat Earth quake – 2001, Mumbai Flood – 2005, Ooty Landslide – 2009, Uttarakhand flood– 2013, Chennai Flood – 2015. Challenges: South Asian Tsunami – 2004, Haiti Earthquake – 2010, Japan Fukushima Daiichi Nuclear Disaster – 2011, Ebola Epidemic Outbreak- 2014, Nepal Earth Quake - 2015, Bhopal Gas tragedy - 1984, Communal Riots – 1984, 1992&2002, Kumbakonam School Fire Accident – 2004, Pandemic disease, Covid – 19.

BOOKS FOR REFERENCES

1. Alois Kohler (Liu), Sebastian Julich & LenaBloemertz, 2004, Guidelines: Risk Analysis – a Basis for Disaster Risk Management, Deutsche Gesellschaftfür Technische Zusammenarbeit (GTZ), GmbH, Germany.
2. Asian Disaster Reduction Center, 2003, Total Disaster Risk Management – BestPractices (Hand book).
3. Eva-Lotta Hedman, 2005, The politics of the tsunami response, Forced Migration Review- Tsunami: learning from the humanitarian response (Spl. Issue - July 2005)
4. GOI – Ministry of Home Affairs –National DM division, Disaster Management – the development perspective (an extract of 10th five-year plan)
5. Gujarat State Disaster Management Authority & UNDP, Disaster Risk Management programme
6. Lolita Bildan, 2003, Disaster management – in southeast Asia (an overview), The Asian Disaster Preparedness Center, Bangkok, Thailand.
7. Marion Coudrey& Tim Morris, 2005, UN assesses tsunami response, Forced Migration Review Tsunami: learning from the humanitarian response (Spl. Issue - July2005)
8. Orissa State Disaster Mitigation Authority & UNDP, Training of Village Disaster Management Committee
9. Pushkar Bala, 2009, Communal Riots After Independence, Neha Publishers & Distributors, New Delhi
10. Rajib Shaw &Kenji Okazaki, 2003, Sustainability in Grass-Roots Initiatives – Focus on Community Based Disaster Management, United Nations Centre for Regional Development (UNCRD) - D M Planning Hyogo Office.
11. Shesh Kanta Kafle& Zubair Murshed, 2006, Community - Based Disaster Risk Management for Local Authorities, the Asian Disaster Preparedness Center, Bangkok, Thailand.
12. United Nations International Strategy for Disaster Reduction, Natural Disasters and Sustainable Development: Understanding the links between Development, Environment and natural disasters.
13. Yashwant P. Raj Paul, 2003, Volunteers' hand book for Disaster preparedness, UNDP, India.

JOURNALS

- <https://www.springer.com/journal/13753>
- <https://nidm.gov.in/journal.asp>
- <https://www.inderscience.com/jhome.php?jcode=ijem>
- <https://www.journals.elsevier.com/international-journal-of-disaster-risk-reduction>

WEB SOURCES

- <https://ndma.gov.in/>
- <https://ndmindia.mha.gov.in/>
- <https://nidm.gov.in/>
- <http://www.ndrf.gov.in/>
- <https://tnsdma.tn.gov.in/pages/view/useful-links>
- <https://www.indiacode.nic.in/handle/123456789/2045?locale=enf>

COURSE COMPONENT

SUMMER INTERNSHIP

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: II	CREDITS: 1	No. of days: 3 weeks

COURSE FRAMEWORK:

Field Training, Research, Specialized Learning, Networking

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understand the field according to specialization.
2. Engaging with the Community.
3. Build Rapport with Community Members
4. Understand the process of both Case Work and Group Work
5. Learn the Community Organization process

At the end of 1st year during summer vacation, the students should do an internship (non-supervised) for a period of 3 weeks in an agency / industry related to his / her specialization so as to utilize the summer vacation fruitfully to develop the professional self in one-self.

Objectives:

1. Knowing about the basics of the working of an industrial organization/ social welfare organization.
2. Experiencing direct practice with the client systems and the management operations of the work of the setting.
3. Integrating theoretical learning with the practice.
4. Exploring the possibilities and area for carrying out Research project to be carried out at the later stage of the course, and
5. Experience self in the role of the professional worker.

Process:

1. The learner must volunteer to locate a setting (own choice) about two or three Months in advance and explore the possibilities of a 3-week practice learning practice placement.
2. The practice learning setting should preferably have a professionally trained Social Worker on the team of a staff.
3. Opportunities to Practice, Fund Raising and to do Project
4. The learner is to record the learning and submit comprehensive report (in the format provided by the department) at the beginning of the II academic year both to the department (compulsory) and to the setting (on requirement).

5. Also, each student is expected to make a presentation on the placement experiencing before the class and faculty (in the format provided by the department).
6. In the report a Joining & Completion certificate obtained from the agency has to be compulsorily enclosed.

Assessment:

Internal Review (Internal valuation or Review meeting, Learning, Completion report, Certificates)

SEMESTER - III

SPECIALIZATION: COMMUNITY DEVELOPMENT

CORE PAPER – 9

SPECIALIZATION PAPER – I

PAPER TITLE: RURAL COMMUNITY DEVELOPMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to understand Rural Community activities and its function.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Assess internal and external resources of the communities.
2. Apply ideological perspective while working with communities.
3. Design and work on poverty eradication programs with international accepted scales.
4. Critically analyze political structure in the rural areas.
5. Use participatory tools (PRA) to do social research among rural communities.

Unit I

(5 hours)

Community development- definition, concepts, objectives, history of community development, Rural development- Rural community development, concepts, definition, objectives, principles, approaches. Gandhian Ideology on village / rural development, Gandhian ideology and Karl Marx.

Unit II

(12 hours)

Early period of Rural reconstruction programmes schemes: Sriniketan, Marthandom, Gurgaon, Baroda, Firka, Etawah, Nilokheri. Post independent rural development programmes & schemes: Pradhan Mantri Gram Sadak Yojana, Swarna Jayanthi Gram Swarozgar Yojana, Sampoomma Grameen Rozgar Yojana, National Food for Work Programme, Jai Prakash Rozgar Guarantee Yojana, Antyodaya, Minimum Needs Programme, Rural Water Supply Programme, Rural Sanitation Programme, Indra Awas Yojana, Accelerated Irrigation Benefit Programme, Watershed Development Programme, Accelerated Rural Electrification Programme, Integrated Rural Energy Programme, Pradhan Mantri Gramodava Yojana, PURA, NERG. Rural resources for development, Land, water, forest, livestock, bio-energy, human resources. Land reforms, Land tenure, Ceiling act, Agriculture and rural development

Unit III**(10 hours)**

Analysis of rural problems: Poverty, rural bondedness, unemployment and under Employment, casteism, housing, illiteracy, conservation, agricultural laborers, marginal and small farmers. Concept of feminization of poverty – measuring poverty, Participatory rural approach (PRA), Poverty groups and poverty alleviation programmes- SC, ST's, BC's. Primary health care in rural areas: Definition, Human development index (HDI), Constitutional provisions and national policies, right to health, national health policies 1983 & 2002, reports on PHC Bhore committee (1946), Shrivastav committee (1975), Community health care, health care service levels (primary, secondary, tertiary).

Unit IV**(10 hours)**

Political structure & Politics: Central-various cabinets/ministries, structure and functions Related to community development. State- Legislative assembly, various ministries structure and functions related to community development. Rural administrative structure - Panchayati Raj institutions amendments 73rd & 74th, Tamil Nadu Panchayat Act 1958, Democratic decentralization.

Unit V**(8 hours)**

Rural marketing & rural credits: Market system grading and weighing. Rural credit facilities-specific needs of rural credit, micro-finance, and expectations of credit seekers. Rural credit banks-NABARD, SCBS, DCCB, PACS, commercial banks, Regional rural banks (RRB). Role of a community development worker in rural community development, Public- private partnership in rural development.

TEACHING METHODOLOGY

Lecture, Discussion, Assignment, seminar, Documentary films, Exposure visits, Case Studies presentation.

BOOKS FOR REFERENCE:

1. Datt & Sundaram. Indian economy. New Delhi, New Delhi: S.Chand co.
2. Jain. C.M. & Cangan. T. Rural development in India
3. Karaley,G.N. (2005). Integrated Approach to Development Policies, Programmes and Strategies. Concept Publishing Company. New Delhi.
4. Madan.G.R. Changing pattern of Indian villages.
5. Mukarji. B. Community development in India.
6. Reddy, Venkata. Rural development in India. Mumbai, Mumbai: HimalayaPublishing House.

JOURNALS:

- Rural Development
- Yojana and Kurushetra
- Economical and Political Weekly,
- Social Welfare
- Social Work

WEB RESOURCES:

- <https://rural.nic.in/>
- <https://rural.nic.in/scheme-websites>
- <http://www.niti.gov.in/verticals/rural-development>
- <https://tnrd.gov.in/>
- <https://www.tnrtp.org/>

CORE PAPER- 10

SPECIALIZATION PAPER- II

PAPER TITLE: SUSTAINABLE DEVELOPMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

To enhance the students with Sustainable Development Goals and to know the various interventions to achieve the goals

COURSE OUTCOME:

On completion of the course the students will be able to

1. To Understanding sustainable development (philosophy & theory)
2. To study the underlying framework for sustainable development practice
3. To Understand issues in rural areas related to sustainability.
4. To analyze and understand Sustainability issues in urban areas
5. To study the Interventions by the Government and non-government bodies

Unit: 1 Understanding sustainable development (philosophy & theory) (9 Hours)

Historical evolution of Sustainable development mode growth models, theories of sustainability, Concept of Sustainable development, principles of Sustainable development, Sustainable development & social work practice – need and implications.

Unit: 2 Framework for sustainable development practice (9 Hours)

Climate change, food security & livelihood resources. Major climate change protocols & UN charter on climate change, SDG'S (Sustainable development goals) & their implementation mechanisms.

Unit: 3 Sustainability issues in rural areas (9 Hours)

Issues related to land, water management & forest rights. Development Induced displacement – impact on rural farmers, poor and sustainability challenges, Bio-diversity loss & de-forestation.

Unit: 4 Sustainability issues in urban areas (9 Hours)

Issues of Housing & water. Privatization of common property resources, Waste management concerns, Sustainable development, society and law, Environment Laws in India, Government framework, role of MOEF, pollution control board, climate change plan of Indian Government.

Unit: 5 Sustainable development practice:**(9 Hours)**

Workshop and Project based practice work for students, Workshop on climate change, self and society, Environmentalism, major environmental movements, civil society sector, citizen's movements.

REFERENCES:

1. Bhat Mohd Yousuf: Environment and Human Rights. Delhi. Reference Press, 2004.
2. Bose B C: Integrated Approach to Sustainable Development. New Delhi. Rajat Publications, 2001.
3. Cahill Michael: The Environment and Social Policy. London. Routledge and Kegan Paul, 2002.
4. Dasgupta Partho (2013) - 'The Nature of Economic development & Economic development of Nature', Economic & Political weekly December 21, 2013 (Pg 38-45), Vol: XLVIII No 51,
5. Futehally Laeeq: Our environment. New Delhi. National Book Trust, 2012.
6. Gole Prakash: Nature Conservation and Sustainable Development in India. Jaipur. Rawat Publications, 2001.
7. Kothari Smitu: The Value of Nature Ecological Politics in India. Noida. Rainbow Publishers, 2003.
8. Mehta Rani: Sociology and environment sustainability. Jaipur. Rawat Publications, 2014.
9. Prasad Kamta: Water Resources and Sustainable Development. Delhi. Shipra Publications, 2003.
10. Santosh Shintre(2012) - Ecological & Environmental Reporting in India – The handbook for Media, NGO & People- Published by Sakal Newspapers
11. Saxena H M: Environmental ecology, Biodiversity and climate change. Jaipur. Rawat Publications, 2015. 978-81-316-0689-6--(301.31SAX)

JOURNALS

- <https://www.journals.elsevier.com/energy-for-sustainable-development>
- <https://www.springer.com/journal/10668>
- <https://journals.sagepub.com/home/jsd>
- <https://www.witpress.com/journals/sdp>

WEBSITES

- <http://www.niti.gov.in/index.php/verticals/sustainable-dev-goals>
- <https://sustainabledevelopment.un.org/memberstates/india>
- <https://www.in.undp.org/content/india/en/home/sustainable-development-goals.html>
- <http://mospi.nic.in/sustainable-development-goals/sdgs>
- <https://tnsdg.tn.gov.in/>

CORE PAPER – 11
SPECIALIZATION PAPER – III

PAPER TITLE: NGO MANAGEMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

To enhance the students about the registration process and all statutory procedures related to NGO Management.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Demonstrate the skill required to start and manage an organisation
2. Create appropriate strategies for project planning
3. Analyse and execute best management process for effective and efficient functioning of NGO
4. Evaluate the current issues' in development of organisation
5. Using Indigenous method in developing an organisation

UNIT I **(10 hours)**

Historical Development of NGOs, Definition, Meaning, Characteristics, Types, Voluntary Organisation, Community Based Organisation, Movements, Groups, Trusts, Civil Society Agencies, Registration of Voluntary Organisations, Certificate of Incorporation, Certificate of Commencement of Business, By-laws, Memorandum of Association, Articles of Association, Board, Trustee, Committees, Executive Committee, Ad Hoc Committees, Duties and Responsibilities of Office Bearers, President, Secretary, Treasurer, Vice President, Joint Secretary, Managing Trustee, Share Holders, Stakeholders, Target Groups and Partners in Development. Conduct of Meetings, Preparation of Agenda, Minutes of Meetings, Resolutions and Quorum.

UNIT II **(7 Hours)**

Laws related to NGOs: Society Registration Act 1860, Trust Act of 1912, Cooperative Societies Act 1912, Foreign Contribution Regulation Act, Income Tax Act. Companies Act 1956, National Policy on Voluntary Sector 2007

UNIT III **(10 Hours)**

Accounting and NGOs - Bookkeeping and Accounting, Definition, Meaning, Types of Accounts, Golden Rules of Accounting, Single Entry System and Double Entry System of Bookkeeping Banking, Types of Bank Accounts, Pass Book, Cheque Book, Bank Reconciliation Statement, Books of Accounts, Cash Book, Journal and Ledger, Negotiable

Instruments, Bill of Exchange, Vouchers, Receipt Books, Assets, Liabilities, Capital Expenditure, Revenue Expenditure, Deferred Revenue Expenditure, Budgeting, Administrative Cost, Programme Cost, Final Accounts of Non Trading Concerns, Trial Balance, Receipts and Payments Account, Income and Expenditure Account, Balance Sheet, Auditing, Definition, Types, Auditors Report.

UNIT IV **(10 Hours)**

Project Planning: Baseline Survey, Participatory Project Planning Techniques, PRA, RRA, Need Assessment, Logical Framework Analysis, Centralised Planning Vs Decentralised Planning, Bottom Up Planning, Micro Plan, Grassroots Plan, Alternate Planning, Pro poor Planning, Expectations, Key Result Areas Tangible / Intangible, Project Evaluation.

Proposal Writing for the Programmes of Central and State Governments - Social Welfare Board, Department of Social Defence and Donor Agencies. Report Writing: Interim Report, Term Reports and Completion Report.

UNIT V **(8 Hours)**

Management Process: Concept and Principles of Management, Operational Management, Personnel Management, Material Management, Fund Raising, Information Management and Time Management. Organisational Behaviour; Individual in an Organisation - Groups in Organisation- Group Behaviour, Leadership and Team Building, - Organisational Process Communication, Supervision, Organizational Change and Development.

BOOKS FOR REFERENCE

1. Brown, Andrew, 1970 Management Development and MBO, Sonalaya Publications, Bombay
2. Chambers, R, 1994 The Origins and Practice of Participatory Rural Appraisal, World Bank · Keith Davis, 1964 Readings in Human Relations, McGraw Hill Book
3. Chandra, Snehalata, 2003 Guidelines for NGOs Management in India, Kanishka Publishers, New Delhi
4. Lewis & Wallace, 2000 New roles and Relevance; Development of NGOs and Challenge of change, Kumarian press, Chennai.
5. Padaki & Manjulika, 2005 Management Development in Non-Profit Organisation, Sage Publications, New Delhi
6. Paul Samuel, Managing Development Programmes, The Lessons of Success, BoulderCo WestView Press, Washington.
7. Roy Sam, M, 2002 Project planning and Management focusing on Proposal writing, CHAI, Secunderabad.
8. Sen, Amartya, 2005 Human Rights and Human Development, UNDP Human Development Report

JOURNALS

- Economical and Political Weekly,
- Kurukshetra,
- Social Welfare
- Social Work
- Rural Management
- Rural Development

WEB RESOURCES

- <https://ngosindia.com/>
- <http://socialjustice.nic.in/UserView/index?mid=76593>
- https://niti.gov.in/planningcommission.gov.in/docs/data/ngo/index.php?data=b_ngobody.htm.

SPECIALIZATION: HUMAN RESOURCE MANAGEMENT

CORE PAPER – 9

SPECIALIZATION PAPER – I

PAPER TITLE: LABOUR LEGISLATIONS 1

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to understand Labour Legislations and provisions related to employees and their families.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Apply labor legislations at International, National and Regional levels.
2. Use appropriate skills for practicing labor law at factories, shops and establishments and the information technology sector.
3. Demonstrate suitable attitudes for the practice of labor laws at national and regional levels.
4. Evaluate Labour standards at the workplace effectively.
5. Constantly compare the Labour standards at regional and global level.

UNIT I - Fundamentals of Labour Legislation (10 hours)

Concept of Labour Legislation – Objectives and Need for Labour Legislation Classification of Labour Legislation: Regulative Labour Legislation, Protective Labour Legislation, Wage-related Labour Legislation – Social Security Legislations- Welfare related Labour Legislations & other important Acts.

UNIT II – Indian Constitution and Labour Legislation (10 hours)

Indian Constitution vis-à-vis Labour Legislation – Fundamental Rights – Art 16,19,23,24 & Directive Principles of State Policy- Art (39,41,42,43,43A. Jurisprudence – meaning; Industrial Jurisprudence- meaning and scope.

UNIT III - Protective Labour Legislation (8 hours)

The Factories Act, 1948. The Tamil Nadu Shops and Establishment Act, 1947. The Occupational Safety, Health and Working Conditions Code, 2020.

Unit IV - Regulative Labour Legislation (8 hours)

Industrial Employment (Standing Orders) Act, 1946. The Contract Labour (Regulation and Abolition) Act, 1970.

Unit V – Legislation related to Social Security

(9 hours)

The Employee State Insurance Act, 1948. The Employee Provident Fund and Miscellaneous Provisions Act, 1952.

Additional Reading: (Does not form part of assessment): The Inter-state Migrant Workmen (Regulation of Employment and conditions of service) Act, 1979. The Unorganized Workers Social Security Act 2008 The Labour laws (Exemption from furnishing Returns and Maintaining registers by certain Establishments) Act, 1988- The Amendment Act 2014.

Teaching Methodology

Lectures, assignment, seminar, guest lectures, Case laws presentation and discussions

Books for Reference:

1. Current Bills, new Case Laws and new Laws should form part of the syllabus automatically.
2. D.P.Jain., (1991) *Industrial Law*, Konar publication, New Delhi.
3. Garg, Ajay.(2012) *Labour Laws one should know*, A Nabhi Publications, NewDelhi.
4. Gupta. C.B, (2012) *Industrial Relations & Labour Laws*, Sultanchand, New Delhi.
5. H. L/ Kumar, (2016), *Labour Laws Everybody Should Know*, Universal Lawpublishing company, New Delhi.
6. Kapoor,N.D.,(2002). *Elements of Industrial Law*. Sultanchand & sons.
7. Kapoor. N.D, (2006) *Handbook of Industrial Laws*, Sultanchand, New Delhi.
8. Malhotra. O.P, (1998) *The Laws of Industrial Disputes*, Universal Law publishing company, New Delhi.
9. Misra, S. L, (2003) *Labour and Industrial Laws*, Pioneer publication, New Delhi.
10. Srivastava,S.C, (2000) *Industrial Relations and Labour Laws*, Vikas publishing House, New Delhi.
11. Subramaninan, (1998) *Factory Laws applicable in Tamil Nadu*, Madras Bookagency, Chennai.
12. Tripathi. PC, (1998) *Industrial Relations & Labour Laws*, Sultanchand Publication,New Delhi

Web Resources:

1. www.mca.gov.in
2. www.esic.nic.in
3. www.epfindia.com
4. www.labour.nic.in
5. www.lawmin.nic.in

Journals & Case Laws:

1. Indian Factories & Labour Reports
2. Labour Law Reporter
3. Law teller
4. Legal News & Views

CORE PAPER – 10
SPECIALIZATION PAPER- II
PAPER TITLE: HUMAN RESOURCE MANAGEMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to understand the various functions of Human Resource Management

COURSE OUTCOME:

On completion of the course the students will be able to

1. Compare the different functional areas of HRM & HRD.
2. Demonstrate effective managerial skills.
3. Will predict emerging trends in the field of HR.
4. Will design organizational policies and human resource planning.
5. Constantly assess changes and challenges happening in the global human resource management.

UNIT: I Introduction Human Resource Management: (9hours)

Concepts, Objectives, Importance, Principles and functions; Concept clarification: Personnel Management (PM) Human Resource Management (HRM) & Human Resource development (HRD). HRM: objective, scope, Structure, Policies Procedures, Contribution of Management Thinkers: Taylor, Fayol, Elton Mayo and C.K. Prahalad, Roles and Responsibilities of an HR Manager.

UNIT: II Human Capital Management: (9hours)

Human Resource Planning (HRP): Concept, objectives and Process. Job analysis: Job description, Job specification, Job design, Job Enrichment and Job Enlargement. Career planning, Succession planning and career path - Talent Acquisition: Goals, policies, sources and methods - Selection: Concept, process - Placement, Induction and socializing the new employee- Compensation Management: Compensation structure, Factors influencing compensation plans and policies, Fixation of salary, Components of salary, Pay for performance, Incentive Schemes, Rewards and Recognition - Employee Stock Option Plan.

UNIT: III Development Human Resources: (9hours)

Training and Development: Concept, objectives, 4 steps training Process - Types of Training Methods: On-the Job and off-the Job – Need and Importance of Training Need. Analysis – Performance Appraisal: Concept, Objectives and Importance – Methods of Performance Appraisal: Traditional and Modern Methods. SHRM –Definition, Concept & importance, Strategic perspective in human resource management; Major trends in Strategic Human Resource : Technology and organization structure- Management trends- Demographic trends -

Utilization of human resources- International developments- Human resource legal environment.

UNIT-IV Maintenance of Human Resources: (9hours)

Employee separation – Concept and forms (termination of employment, retirement, resignation, dismissal, redundancy), Guidelines for compassionate exit management, Concepts of employee attrition / turnover, exit interview, right sizing, severance pay, survivor syndrome, Employee Retention Strategies.

UNIT-V International HRM and New Trend E - HRM: (9hours)

Concept, importance, Function and models of International HRM -Challenges of International HR Managers - Global HR practices -IHRM and Sustainable Business, Cross – Cultural Studies - Cultural Diversity - Transnational Organisations, Changing environment of HRM and contemporary challenges, Emerging HRM Concepts. E-HRM: Human Resource Information System (HRIS) - Human Resource Auditing - Contemporary trends in HRM: Corporate Social Responsibility, Benchmarking, Core Competency, HR Consultancy, Business Process Outsourcing (BPO), Business Process Reengineering (BPR), Competency Mapping, Balanced Scorecard, and Skill Matrix.

TEACHING METHOD

Lecture, assignments, seminar, group discussions, management gains and guest lecture case study.

BOOKS FOR REFERENCE

1. Andrew J. Dubrin., (2012), Essentials of Management, New York: Thomson Southwestern.
2. Aswathappa. (2010). Human Resource Management. Tata McGraw-Hill Education.
3. Bernadin John H., (2012), Human Resource Management, New York: McGraw Hill.
4. Bhatia. S.K.(2006). Human Resource Management-Competitive advantage. NewDelhi, Deep & Deep Publication Pvt. Ltd.
5. Bhattacharya, Dipak Kumar, (2002). Human Resources Management. New Delhi, Excel Books.
6. DeCenzo, David A. and Robbins, Stephen P. (2007). Personnel / Human Resource Management (3e). Prentice – Hall of India, New Delhi.
7. Dessler, Gary and Varkley,B. (2011). Human Resource Management (12e). Pearson, New Delhi.
8. Fisher, Cynthia, D., Schvenfeldt, Lyle.F., & Shaw, James,B. (2008). Human Resource Management (6e). Bizantra, New Delhi.
9. Ivancevich, John.M. (2007). Human Resource Management (10e). Tata McGraw Hill, New Delhi.
10. Jyothi, P. and Venkatesh, D.N.(2006). Human Resource Management. New Delhi, OxfordUniversity Press.
11. Rao, T.V. (2016). Performance Management: Towards organizational Excellence. India: Sage Publications.

12. Robert L. Mathis and John H. Jackson., (2007), *Human Resource Management*, Cengage Learning, New Delhi.
13. Tripathi.P.C., (1999)., *Principles of Management*, Tata McGraw Hill, Mumbai.
14. Uday Kumar Haldar, Juthika Sarkar., (2012)., *Human Resource management*. New Delhi: Oxford University Press.

JOURNALS:

1. Harvard Business Review, 2. HRM Review, 3. HRD times, 4. Human Capital, 5. Indian Journal of Industrial Relation, 6. Indian Journal of Social Work, 7. Indian Journal of Training and Development, 8. Indian management, 9. Personnel Today 10. Corporate Governance, 11. Business India, 12. Economic and Political weekly.

WEB RESOURCES:

1. <https://www.hr.com>, 2. <https://hrhero.blr.com>, 3. <https://hr.blr.com>,
4. <https://www.hrbartender.com>, 5. <https://gethppy.com>, 6. <https://www.hrexaminer.com>,
7. <https://www.hrzone.com>, 8. <https://www.smartrecruiters.com/blog>,
9. <https://workology.com>.

CORE PAPER – 11
SPECIALIZATION PAPER – III
PAPER TITLE: INDUSTRIAL RELATIONS AND LABOUR WELFARE

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to understand Industrial Relations and welfare of the employees.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Use knowledge on the industrial relation system in India.
2. Apply Industrial Relations techniques in trade union.
3. To formulate effective programs for the welfare of the staff working in organized and unorganized sector
4. Evaluate the implementation of social security systems at the workplace for the welfare of the staff.
5. Create appropriate grievance redressal systems for the welfare of the staff.

UNIT I - Industrial Relations

(6 Hours)

Meaning, Definition, Concepts, Origin, Approaches to the study of IR, Influence of Socio-Economic, Political and Technical Forces on Industrial Relations; IR at Shop Floor and Plant: Employee Discipline, Grievance Redressal Machinery.

UNIT II - Trade Unions

(9 Hours)

Evolution, Purpose, Functions and Structure of Trade Unions, Major Central Trade Union Organizations, Recognition of Trade Union, Rights and Responsibilities of Registered Trade Union; Trade Union - Membership, Finance Structure, Leadership, Political Affiliation, Trade Union Rivalry & Disturbances.

Collective Bargaining: Meaning, Theories, Pre-requisites, Principles, Strategies, Skills, Subject matter for Collective Bargaining, Charter of Demands & Management Proposal, Factors influencing Collective Bargaining, Bargaining Structure, Procedure and Machinery for Collective Bargaining, Collective Bargaining Agreements; Problems pertaining to Collective Bargaining in India.

UNIT III - Industrial Dispute

(9 Hours)

Meaning and Concept, Instruments of Coercion – Strike, Picketing, Gherao, Bandh, Strikes and Lock – Out; Dispute Settlement Mechanisms: Bipartite Approach – Negotiation, Mediation, Works Committee, Significance of Employers' Federations; Tripartite Approach - Conciliation, Arbitration, Adjudication - Court of Enquiry, Labour Courts, Industrial Tribunal, National Tribunal, Awards; Workers Participation in Management – Concept, Levels of Participation, Benefits of Participation; Industrial Relations at the Government Level.

UNIT IV - Labour Welfare**(12 Hours)**

Definition, Scope, Classification, Approaches, Principles, Origin and Development of Labour Welfare in India; Role of Government, Employer and Trade Union in promoting Labour welfare activities

Occupational Health & Voluntary Welfare Measures:

Industrial Hygiene and Health – Occupational diseases, Industrial Accidents: Causes and Prevention. Housing of Industrial Labour: Significance of Housing, Government Housing Schemes; Organization and administration of crèche, canteen, credit and consumer cooperatives in Industry, Unorganised Labour.

UNIT V - Worker's Education and Social Security**(11 Hours)**

Need, Worker's Education Schemes in India: Aims, Structure, Functions; Social Security: Definition, Origin and Development of Social Security Measures in India, Main features and types of Social Insurance, Social Insurance and Social Assistance, Scope of Social Security and its Application; International Labour Organisation (I.L.O.) –Structure, Functions and its role in Labour Welfare.

Additional Reading (Does not form part of assessment)

ILO, EFI, NASSCOM, ASSOCHAM, FICCI, CII, NCL

TEACHING METHODOLOGY

Lecture, General reading, Discussions, Assignments, Case analysis, filed work, News Clippings.

BOOKS FOR REFERENCE

1. Arun Monappa, Ranjeet Nambudiri, Patturaja Selvaraj, (2012) Industrial relations & Labour Laws, Tata McGraw Hill, New Delhi.
2. Gupta. C.B, (2012) Industrial Relations & Labour Laws, Sultanchand, New Delhi.
3. Mamoria C.B. and Sathish Mamoria, (2019) Dynamics of Industrial Relations, Himalaya Publishing House, New Delhi.
4. Nair, N.G & Nair, Lata. (2001). Personnel Management and Industrial Relations. Sultan Chand and Co. Publishing House Pvt. Ltd, New Delhi,
5. Pylee M.V. & George, Simon. (1995). Industrial Relation and Personnel Management. Vikas.
6. Ratna Sen, (2007) Industrial Relations in India, Shifting Paradigms, Macmillan India Ltd., New Delhi.
7. Ratnam, Venkatta. C.S., (2001). Globalization and Labor Management relation. Response Books.
8. Roberts, B.C. (2012) Industrial relation- Contemporary Problems and Perspectives. Asia Publishing House
9. S.N. Misra, (2019) Labour & Industrial Laws (With Latest Amendments), Central Law Publications, Allahabad

10. Sharma, A.M, (2017) Industrial Relation: Conceptual & Legal framework. Himalaya Publishing House.
11. Srivastava, S.C, (2000) Industrial Relations and Labour Laws, Vikas publishing House, New Delhi.
12. Tripathi. PC, (1998) Industrial Relations & Labour Laws, Sultanchand Publication, New Delhi.

JOURNALS

1. Harvard Business Review, 2. HRM Review, 3. HRD times, 4. Human Capital
5. Indian Journal of Industrial Relation, 6. Indian Journal of Social Work
7. Indian Journal of Training and Development, 8. Indian management
9. Personnel Today, 10. Corporate Governance.

WEB RESOURCES

1. <https://labour.gov.in>, 2. <https://www.jstor.org>, 3. <https://www.cii.in>, 4. <https://vvnli.gov.in>,
5. <https://www.ilo.org>, 6. <https://lawmin.gov.in>.

SPECIALIZATION: MEDICAL AND PSYCHIATRIC SOCIAL WORK

CORE PAPER – 9

SPECIALIZATION PAPER – I

PAPER TITLE: MENTAL HEALTH AND PSYCHIATRIC DISORDERS

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Concept of Mental Health, Common Mental Disorders, Assessments, Legislations

COURSE OUTCOME:

On completion of the course the students will be able to

1. To apply the phenomenology, symptomatology and treatment of common mental disorders.
2. Evaluate the client using various mental health assessment tools and taking Case History
3. Effectively identify Mental Disorders and overview of classification of Mental Disorders
4. Compare the various classification of mental disorders.
5. Use legislation appropriate to Mental Health related issues.

UNIT I- Concept of Mental Health: (9 Hours)

Normality & Abnormality, Concept of Mental Health, History of Psychiatry, Mental Health in India, Changing Trends in Mental Health Care, View of Mental Health and well-being. Socio-cultural factors in Psychiatry. Magico-religious practice

UNIT II- Psychiatric Assessment (9 Hours)

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

UNIT III- Common Mental Disorders (9 Hours)

Mental Disorders overview of classification of mental Disorders – ICD 10, DSM, ICF. Clinical Signs, Symptoms, Causes and Treatment of the following Common Mental Disorders: Organic Mental Disorders, Mental and Behavioral Disorders due to psychoactive substance use, Gambling disorder – Technology Addiction. Schizophrenia, Mood (Affective Disorders) (Mania, Depression, Bipolar, RDD)

UNIT IV- Neurotic stress related and somatoform disorders (9 Hours)

Anxiety Disorders (Phobia, General Anxiety Disorder, Obsessive Compulsive Disorder, Post Traumatic Stress Disorder), Dissociative Conversion, Somatization, hypochondriacal, Somatoform autonomic dysfunction. Study of the Clinical Signs, Symptoms, Causes and Treatment of: Behavioral syndromes associated with physiological disturbances (eating, sleep, Sexual dysfunction); Disorders of adult personality and behavior; Mental Retardation; Disorders of Psychological Development (speech & Language, articulation, epilepsy, Scholastic, spelling, arithmetic, Motor function, Pervasive developmental Childhood Autism); Behavioral and emotional disorders with onset in childhood and adolescence (Hyperkinetic, conduct disorder, emotional, separation anxiety)

UNIT V Legislations related to Mental Illness (9 Hours)

Mental Health Care Act 2017, Rights of Persons with Disabilities (RPWD) Act 2016, Narcotic drugs and Psychotropic Substances Act 1985

TEACHING METHODS:

Lecture, Guest lecture, seminar and Assignments, Group discussion, Case study.

BOOKS FOR REFERENCE:

1. Bhugra, Gopinath, & Vikram Patel., (2005). Handbook of Psychiatry- A South Asian Perspective. Mumbai: Byword Viva Publishers Pvt. Ltd.
2. Coleman, & James, (1996). Abnormal Psychology Modern Life. Mumbai: TaraporeVala and Sons.
3. Diagnostic Criteria for Research, AITBS Publishers and Distributors, Delhi
4. Francis, Abraham P. (Ed.) (2014) Social Work in Mental Health – Areas of Practice, Challenges & Way Forward. Sage.
5. Kaplan, Harold, I., & Sadock, B.J., (1989). Comprehensive Text Book of Psychiatry. London: Williams & Wilkins, Baltimore.
6. Kapur, M., (1995). Mental Health of Indian Children. New Delhi: Sage Publications.
7. Mane, & Gandevia., (1998). Mental Health in India: Issues and Concerns. Mumbai: Tata Institute of Social Sciences.
8. Mangal S.K (2015), Abnormal Psychology, Sterling Publishers (p) Ltd, New Delhi.
9. Niraj Ahuja (2011), A short textbook of psychiatry, 7th Edition, Jaypee Brothers Medical Publishers (P) Ltd, New Delhi.
10. The ICD-10 Classification of Mental and Behavioural disorders (2004), A.I.T.B.S. Publishers & Distributors, New Delhi.
11. WHO. (2004). The ICD-10 Classification of Mental and Behavioral Disorders,

JOURNALS:

- <https://www.jstor.org/?refreqid=search%3A81e822cb36b68bbf309778da3d11fae7>
- Indian Journal of Social Work
- Indian Journal of Psychiatry
- <https://www.rsisinternational.org/Issue19/165-168.pdf>

WEB RESOURCES:

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

CORE PAPER – 10

SPECIALIZATION PAPER – II

PAPER TITLE: PUBLIC HEALTH IN INDIA

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to Public Health, Epidemiology, Health Programmes

COURSE OUTCOMES

On completion of the course the students will be able to

1. Apply a multidimensional approach to Health.
2. Plan appropriate Preventive, Primitive and Rehabilitative health care programs.
3. Compare the administration of various health care systems in the country.
4. Utilize the National Health Programmed and Health Policies while working among communities.
5. Formulate health care programs with Human Rights perspective

Unit 1 Concepts related to Health

(7 hours)

Definition of Health, Concept of Well-being, Health Spectrum, Health indicators, Social Determinants of health; Hygiene, Sanitation and Health; Meaning of disease, sickness/illness, and Sick role; Definition of Public Health, changing concepts in Public Health, Concept of Epidemiology,

Unit 2 Concepts and measures of Public Health

(12 hours)

Food, Nutrition & Health, Concept of balanced diet, Malnutrition, Vitamin and Protein deficiency disorders; Health Education - Definition, Approaches, Models, Contents, Principles and practice of Health Education; Preventive, Curative and Social medicine. Role of Social Worker – Proactive, Preventive, Developmental and Remedial measures in Health Primary health care and Principles of Primary Health Care; Health Perspective - Human Development Index; The Sustainable Development Goals related to health.

Unit 3 Communicable and Non – Communicable Diseases:

(9 hours)

Causes, Prevention and Treatment: Communicable diseases and mode of transmission - HIV/AIDS, T.B, Hansen's disease, Vector borne, Air borne and Water borne disease and Swine Flu; and Non – Communicable diseases - Diabetes, Cardiac diseases, Hepatitis and Cancer Addiction and health: Alcoholism and Drug addiction – definition, characteristics and stages. Effects of addiction – the individual, family, health, social, economic, employment and moral

Unit 4 Health Programmes & Policy: National Health programmes (9 hours)

Family Welfare, Maternal and Child Health, ICDS, School health programmes, AIDS control programmes, National and International Organisations related to health: ICMR, WHO, UNICEF, RNTCP. Welfare measures for the Differently Abled, State Health programmes for the weaker sections. National Health Policy 2002; Population Policy; ESI Act 1975; Health care systems in India - Levels of Health Care-Primary, Secondary and Tertiary levels, NRHM, AYUSH

Unit 5 Maternal and Child Health (8 hours)

Maternal and Child Health – Issues and problems, Gender and Health, definition and importance of IMR & MMR, Antenatal Intranasal and Post-natal care; Breast feeding and its importance; Reproductive Health – Importance of Reproductive health; Family planning & its methods; Sex and Sexuality in terms of HIV/AIDS, LGBT; Sexual Reproductive Health Right.

Teaching methods:

Lecture, Guest lecture, Seminar and Assignments, Group discussion, Case study.

BOOKS FOR REFERENCE

1. Ajit. (2005). *Social Dimensions of Health*. New Delhi: Rawat Publications.
2. Bajpai. (1998). *Social Work Perspectives on Health*. New Delhi: Rawat Publications.
3. Mishra. (2000). *Indian Health Report*. New Delhi: Oxford University Press.
4. Narayana. (1997). *Health and Development*. New Delhi: Rawat Publications.
5. Park & Park. (2003). *Textbook of preventive and social medicine*.
6. Pokrana. (1994). *Social Beliefs, Cultural Practices in Health and Disease*. New Delhi: Rawat Publications.

WEB RESOURCES

1. www.who.org World Health Reports (1995-2020)
2. www.tnhealth.org Annual Report
3. www.mohfw.nic.in Annual Report
4. www.nfhsindia.org National Family Health Survey, India
5. www.vhai.org State of India's health report, Report of independent Commission on health in India and other reports.

JOURNALS

Journal of Public HealthPublic

Health

Public Health Report

Asia-Pacific Journal of Public HealthGlobal

Public Health

International Journal of Public HealthIndian

Journal of Social Work

Indian Journal of Psychiatry

<https://www.rsisinternational.org/Issue19/165-168.pdf>

CORE PAPER – 11

SPECIALIZATION PAPER – III

PAPER TITLE: MEDICAL SOCIAL WORK

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to fundamental concepts of medical social work

COURSE OUTCOME:

On completion of the course the students will be able to

1. Demonstrate ethical Medical Social Work practice.
2. Create appropriate systems for the effective administration of Medical Social Work practice.
3. Apply all the methods of social work in a hospital setting.
4. Constantly evaluate the need of the health programs among urban and rural poor.
5. Formulate community-based rehabilitation strategies while working with disability.

UNIT I

(10 Hours)

Medical Social Work: Definition and Objectives, Historical Development of Medical Social Work in the West and in India, Need for Medical Social Work in our Country, Current trends in Medical Social Work in India. Difference between Medical Social Work and Medical Sociology, Definition and important concepts, Social Assessment of patient's family, Preparation of Social Case Work history (With examples from field work practice), Patient's Rights and Medical Ethics, Psycho-Social Problems of patients and families during the process of treatment and hospitalization,

UNIT II

(8 Hours)

Organization and Administration of Medical Social Work in a Hospital Setting- Role of the Medical Social Workers in the Department- Staff Developmental Programmes for Medical Social Workers-Application of various Social Work Methods in Hospital Setting- Specific skills required for Medical Social Work Practice.

UNIT III

(10 Hours)

Concept of long-term hospitalization: Impact of long-term hospitalization on the patients and the families - Concept of patient as a person: Patient as a whole, Medico Legal Ethics. Role and Functions of Medical Social Worker: Rural and Urban Community Settings, promoting health needs and functions, Maternity and Children's Hospital, Cancer, Chronic Illness (Diabetes, Nephritis, Cardio-Vascular Disorders, HIV/ AIDS, Tuberculosis) Blood Bank, Organ Transplant Centers, Trauma Care Centers, Palliative care, Hospice settings, NGOs managing Health Services and Hospitals.

UNIT IV

(9 Hours)

Concept of Disability: Causes, Management and Rehabilitation of Physical Disabilities- Rehabilitation: Definition, Objectives, Principles, Approaches and Models - Community Based Rehabilitation - Multi Disciplinary approaches in Medical Social Work: Importance of Team Work and Case Conference.

UNIT V

(8 Hours)

Field work in the Medical Social Work Practices- Role of the trainee- Importance of Recording and Supervision-Evaluating the current trends in the Field Work practices- Measures to strengthen Field Work practice- Inter-Disciplinary Studied, Health Insurance, Medical Social Work Research.

TEACHING METHODS:

Lecture, Guest lecture, seminar and Assignments , Group discussion, Case study.

BOOKS FOR REFERENCE

1. Ahuja, Ram. (2006). *Social Problems in India*. New Delhi: Rawat Publication.
2. Blaxter, Mildred. (2004). *Key Concepts on Health*. New Delhi: Polity Publishers.
3. Bradshaw & Bradshaw. (2004). *Health Policy for Health Care Professional*. New Delhi: Sage Publications.
4. Brannon & Feist. (2000). *Health Psychology*. Toronto: TLARC Publication..
5. Cockerham, William. C. (1998). *Medical Sociology*. New Jersey: Prentice Hall.
6. Dowding & Barr. (2002). *Managing in Health Care*. London: Pearson Education Ltd.
7. Dziegielewski, Sophia, (2003). *Changing Phase of Health Care, Social Series II Education*. New Delhi: Sara book.
8. Ghelert, Sarah. (2006). *Hand book of Health Social Work*. London: John Wiley & Co.
9. Sirohi, Anand. (2005). *Modern Perspectives in Social Work*. New Delhi: Dominant Publishers.
10. Zastrow, Charles. (2000). *Introduction to Social Work and Social Welfare*. Belmont: Wadsworth Publication.

JOURNALS:

1. Health Action, CHAI, Secunderabad.
2. Health Care Law, ICFAI, Hyderabad.
3. Health for the Millions, VHAI, New Delhi.
4. Indian Journal of Social Work, TISS, Mumbai.
5. Journal of Indian Council of Medical Research.
6. Social Welfare, CSWB, New Delhi.

WEB RESOURCES

1. www.who.org World Health Reports (1995-2020)
2. www.tnhealth.org Annual Report
3. www.nfhsindia.org National Family Health Survey, India

CORE PAPER – 12

[FOR ALL SPECIALIZATIONS]

CONCURRENT FIELD WORK-III

SUBJECT CODE:	FIELD PRACTICUM	100 MARKS
SEMESTER: III	CREDITS: 4	No. of days: 24 days

COURSE FRAMEWORK:

Specialization Field Work, Intervention, Identify Functional Areas

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understanding the organization according to specialization.
2. Analyze issues and the environment.
3. Develop Professional Self.
4. Gain Research Skills.
5. Understand the areas of development in need.

Objectives:

Common:

1. To study and understand the working of an agency.
2. To study and understand the agency's goals, policies and philosophy.
3. To understand analyze the person in the environment.
4. To develop skills in documentation.

For HR Specialization:

1. To gain the knowledge on the business environment.
2. To get an exposure on the HR department and its functional areas
3. To get hands-on training in the HR functional areas
4. To practice the methods of Social Work in the agency
5. To develop the personal and professional self.

For CD Specialization:

1. To practice Social Work methods in rural settings
2. To understand the dynamics of rural communities
3. To understand the issues faced by communities in an urban setting.
4. To get an exposure about professional institutions of national importance

For M&P Specialization:

1. To assess the psycho-social problems of the patient and family.
2. To gain intervention skills in medical and psychiatric Social Work
3. To enable students to work in a multi-disciplinary team
4. To practice Case Work and Group Work in medical and psychiatric setting
5. To develop a rehabilitation plan

Evaluation Process

24 Days of Field Work, Weekly Two days Agency visits.

- Weekly Report Submission
- Compulsory weekly Faculty –student individual conference / supervisory conferences on improvement and Field Work progress
- Minimum of Three Case Works
- Minimum of Two Group Works
- Minimum 1 Community Organization

COURSE COMPONENT

STUDY TOUR

SUBJECT CODE:	FIELD PRACTICUM	No MARKS
SEMESTER: III	CREDITS: 0	No. of days: 7 days

In the study tour component, the learners are provided learning opportunity related to their areas of specialization in different other locations (geographical, social and cultural) outside their own locality. This arrangement provides them an opportunity to meet different people and to come to know different systems of service delivery / institutions.

Objectives:

1. To understand different governmental and developmental services in the context of emerging social realities.
2. To understand the programmers / strategies, administration / management of the services / programmes and participation of the client system in problem solving.
3. Through the experience of group living appreciate its value in terms of self-development, inter- personal relationship and mutual responsibility.

Process:

1. Learners are helped to participate in planning, implementing and evaluating the experience with the help of the faculty.
2. Since it will be a mid- semester arrangement it will have to be considered as a part of the field work that particular semester and reports are to be submitted on the visits made.
3. In this process learners are helped in planning, implementing and evaluating learning experiences.

Skill development:

Acquire skills in planning, organizing and evaluation of the study tour, learn conscious use of time, communication skills, team spirit, handling relationships, conflicts and differences of opinions, decisions makings, evaluation, appreciation, sharing resources, sharing tasks, coping skills in problem situations with cooperation and coordination.

Suggested readings:

1. UGC Model Curriculum on Social Work Education, UGC, New Delhi, 2001.
2. Field Work Manual, Madras School of Social Work, 2008-2009.

ELECTIVE- IV A

PAPER TITLE: HUMAN RIGHTS: INTERNATIONAL PERSPECTIVE

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Understand Human Rights in International Perspectives

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understand Introduction to Human Rights
2. Understand the different perspectives in Human Rights
3. Learn Monitoring Mechanisms
4. Analyze the developments in various conventions
5. Understand the measures of UN Organizations

UNIT I - Introduction to Human Rights (5 Hours)

Development of the concept of Human Rights - A historical perspective, Developments after Second World War; UN and Human Rights -Foundation Principles of Human Rights; Universal Declaration of Human Rights (UDHR)

UNIT II – Human Rights Monitoring Mechanisms (5 Hours)

International Human Rights Monitoring Mechanisms - The UN Commission on Human Rights – From Commission to Council- UN High Commissioner for Human Rights; UN Special Procedure and Rapporteurs; International Criminal Court; Regional Mechanisms-European, Inter-American, Asian and African Human Right Systems.

UNIT III - Conventions -1 (6 Hours)

Convention relating to Status of Refugees, Convention on the Elimination of All forms of Racial Discrimination (CERD); International Covenant on Civil and Political Rights (ICCPR) and its optional Protocol; International Covenant on Economic, Social and Cultural Rights (ICESCR); Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment (CAT)

UNIT IV - Conventions -2 (7 Hours)

Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), Convention on the Rights of the Child (CRC), The Convention on the Rights of Persons with Disabilities (CRPD), International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families (ICRMW), International Convention for the Protection of All Persons from Enforced Disappearance (ICCPED), All the conventions have to be dealt with Conventions and its monitoring bodies

UNIT V - Monitoring Mechanisms

(7 Hours)

UN bodies; UNDP, UNICEF, UNHCR, UN Women, UNODC, ILO, WHO and FAO, Civil Society: Amnesty International, Human Rights Watch, Anti-Slavery International, International Federation of Red Cross and Red Crescent Societies, Oxfam, Greenpeace, Peoples Movement for Human Rights Education, Asian Human Rights Forum, International Dalit Solidarity Network and International organization for migrants (IOM)

BOOKS FOR REFERENCES

1. Baxi, Upendra, 2008 (third edition): Future of Human Rights, Oxford University Press, London.
2. Chandra, Satish (1990): International Documents of Human Rights, Mittal publications, New Delhi.
3. Donnelly, Jack (1989): Universal Human Rights in Theory and practice, Cornell University Press, USA.
4. Ishay, Micheline R. (2008): The History of Human Rights: From Ancient Times to the Globalization Era, Orient Black Swan, New Delhi.
5. NCERT (1996): Human Rights - A Source Book, National Council of Educational Research and Training, New Delhi
6. Reichert, Elisabeth (2003): Social Work and Human Rights: A Foundation for policy and practice, Rawat Publication, New Delhi
7. Sachhar, Rajindar (2004): Human Rights: Perspectives and challenges, Gyan Publishing House, New Delhi.
8. Srivastava and Narayan (2002): United Nations on Human Rights, Indian Publishing Distributors, New Delhi.

JOURNALS

- <https://www.berkeleyjournalofinternationallaw.com/vol-28-2-present>
- https://lawdigitalcommons.bc.edu/bclr/all_issues.html
- <https://scholarlycommons.law.cwsl.edu/cwilj/>
- <https://harvardhrj.com/print-archive/>
- <https://nhrc.nic.in/publications/latest-released-publications>
- <http://niu.edu.in/sla/Journal%20of%20Human%20Rights%20Vol.%205-2018.pdf>
- <https://cbr.cba.org/index.php/cbr/issue/archive>

WEBSITES

- UNDP (2014): Basic Facts about United Nations, United Nations Department of Public Information, New York. <http://issuu.com/unpublications/docs/basicfacts>
- UNESCO (2008): Human Rights: Questions and Answers <http://unesdoc.unesco.org/images/0018/001850/185034e.pdf>

ELECTIVE- IV B

PAPER TITLE: GENDER DEVELOPMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction about gender and problems related to women in the society.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understand the concept of gender development in the Indian context.
2. To understand the status of women in education and employment.
3. To know the health issues of women and government programmes for them.
4. Legislations pertaining to women.
5. National and International bodies with special focus on women development.

Unit I: Status of Women

(10 hours)

Concept of development with reference to women; Sex, Gender, Sex Ratio, Gender Census; Gender and Development– meaning, strategic and practical needs; Gender Census, Women in Development (WID), Gender Institutions and Development Database (GID), Gender Mainstreaming, Gender budgeting; Self Help Groups: benefits, procedures, and best practices.

Patriarchy and patriarchal structures in India; Feminism and Women's movements- Madarsangam, Chipko Movement, Objectivism. Gender analysis frameworks: Moser Gender planning Framework (Carolyn Moser), Social Relations Approach (Naila Kabeer), Harvard Analytical Framework/Gender Roles Framework, Gender Analysis Matrix (Rani Parker), Women's Empowerment Framework (Sarah Longwe).

Unit II: Education and Employment

(5 hours)

Education: Differences between male and female children enrolment and educational achievement, problems in education of the girl child, participation in higher education; NGO and Government efforts to improve women's education.

Employment: work participation of women (capitalist patriarchy), trends, exploitation of women, marginalization and casualization of women's labour, feminization of poverty, and multiple roles of women - Role conflict.

Unit III: Women and Health

(3 hours)

Health issues of women in India: Health problems, maternal health, maternal mortality, family planning choices and impact on health, HIV/AIDS and impact on women in India. Access to health services - government policies and NGO efforts.

Unit IV: Women in difficult circumstances**(5 hours)**

Women in difficult circumstances: prostitution, female headed households, women and displacement, women and disasters (riots and war), violence against women, transgender. Legal rights of women (salient features only): Marriage, divorce, maintenance, inheritance, adoption, employment, maternity benefits. Legal provisions: Dowry, sati, rape, violence, harassment, trafficking.

Unit V: International Conventions**(7 hours)**

International conventions and efforts: programs for women - State and Centre, Role of National and State Women's Commissions, Development programs for women-Government policies and; Constitutional provisions; reservations for women, Convention for the Elimination of all forms of Discrimination Against Women (CEDAW), Beijing Declaration.

BOOKS FOR REFERENCE

1. Bhasin, Kamla (1984). *Women and media—analysis, alternatives and actions*, Kali for Women, New Delhi.
2. Blumberg & Dwaraki (1980). *India's Educated Women: Options and Constraints*, New Delhi: Hindustan Publishing corporation.
3. Desai and Thakkar (2001). *Women in Indian society*, National book trust. New Delhi
4. Devendar, Kiran. (1985). *Status and position of women in India*. New Delhi: Shakthi Books.
5. Hamilton, Roberta (2014). *Liberation of Women: A Study of Patriarchy and Capitalism* Routledge (New York).
6. Kanhere, U.S. (1995). *Women and Socialization*. New Delhi: Mittal Publishers.
7. Kaushik, Susheela. (1993). *Women's Oppression: patterns and perspective*, Shakti Books, New Delhi.
8. LWF. (1990). *Women's Human Rights*. Lutheran World Foundation, Geneva.
9. M. Koteswara Rao (2005). *Empowerment of women in India*. Discovery publication house. New Delhi
10. Ministry of Women and development- Annual report 2017-18: <http://wcd.nic.in/annual-report>

JOURNALS

- Social Work
- Economic and Political Weekly
- Kurukshetra
- International Journal of Social Welfare

WEB RESOURCES

- <https://wcd.nic.in/womendevelopment/national-policy-women-empowerment>
- <https://wcd.nic.in/>
- <http://socialjustice.nic.in/>
- <https://icds-wcd.nic.in/>
- <http://www.niti.gov.in/verticals/women-and-child-development>

COMMON PAPER (ELECTIVE)

PAPER TITLE: COUNSELLING THEORY AND PRACTICE

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to Counselling, Techniques, Process of Counselling, Different Settings.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Apply Counseling skills at different settings.
2. Use various Counseling skills required and Counseling process.
3. Design Counseling techniques based on the social background of the client.
4. Using Counseling as a tool for managing changes and situations.
5. Demonstrate ethics in counseling.

UNIT I- Introduction to Counselling

(6 hours)

Counseling – Definition, Objectives, Goals, Qualities of a Counselor, Principles of counseling, Difference between Counselling, Case Work & Psycho-therapy, Ethics in counseling – Code of Ethics & Practice of Counselling.

UNIT II- Steps & Types

(6 hours)

Skills & Techniques in Counseling, Steps of Counselling, Egan’s Skilled Helper Model,

Types of Counselling: Directive, Non-Directive & Eclectic Counselling, Individual & Group Counseling.

UNIT III- Approaches to Counselling

(6 hours)

Psychoanalytic theory (Freud), Person Centered (Roger), Cognitive Behaviour Therapy (CBT) Rational Emotive Behavioural Therapy, Transactional Analysis, Tele Counselling

UNIT IV- Counseling in different settings

(6 hours)

Industries and Counseling services in Corporate Sectors (Handling distress, emotional problems, addictions, absenteeism, work life balance etc.,) Employee Assistance Programme (EAP) focus in stress management and relationship management in work place.

Educational institutions (Life skills, study habits, career counseling, sex education)

Family & Martial: (Marital/couple family therapy, Pre-Marital Counselling, Parenting counseling, Child and adolescent counseling), **Palliative & Hospice Care:** (Caregivers burnout, pain management)

UNIT V- Crisis & Trauma Counseling

(6 hours)

Trauma Counselling – (War, Abuse, Violence, Accidents, disaster –natural/Man Made, Domestic violence, life threatening illness). **Crisis Intervention** - Counselling in the Pandemic (CORONA). **Grief Counselling** (Elizabeth Kubler-Ross' Stage Theory).

TEACHING METHODOLOGY:

Lectures, interactive discussion, Group assignment/ discussion, providing, reading, material for reflection and discussion, Article/news item reviews, Field based case studies/discussions and analysis. Field visits/guest lectures. Demonstration: Role Play and mock exercises.

BOOKS FOR REFERENCE

1. Dave, Mearns. (1997). Person Centered Counseling Training. New Delhi, New Delhi: Sage Publications.
2. Joyce & Charlotte, Sills; (2002). Skills in Gestalt Counselling & Psychotherapy. New Delhi, New Delhi: sage publications.
3. Michael, Carroll.(1996). Workplace counseling: A systematic approach to employeecare. New Delhi, New Delhi: Sage publications..
4. Naryana, Rao. S. (1991). Counseling & Guidance. (2nded). New Delhi, New Delhi:Tata Mcgrawhill publishing company Ltd.
5. Ramanth, Sharma. & Rachana, Sharma. (2004). Guidance and Counselling in India. New Delhi: Atlantic publishers and Distributors.
6. Ray, Wolfe & Windy Dryden.(1996).Handbook of Counseling Psychology. NewDelhi, New Delhi: Sage Publications.

JOURNALS

- Abnormal and Behavioural Psychology
- Bipolar Disorder
- Clinical Psychology Review
- Emotion Review
- International Journal of Mental Health Systems
- Thinking Skills and Creativity

WEB RESOURCES

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

SEMESTER - IV

SPECIALIZATION: COMMUNITY DEVELOPMENT

CORE PAPER – 13

SPECIALIZATION PAPER – IV

PAPER TITLE – URBAN COMMUNITY DEVELOPMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to fundamental concepts of urban community development.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Design action research to constantly understand the issues of the slum dwellers and pavement dwellers.
2. Plan appropriate program for the development of communities living in urban slums.
3. Create awareness among the community to utilize the state and central government projects for the welfare of Urban Poor. Eg. CMDA, IAY etc.
4. Demonstrate leadership skills and become agents of social change among the slum dwellers.
5. Design perfect strategies and programs for the development of the urban poor.

Unit I: Concepts of Urbanization (9 hours)

Industrialization, Urbanization, Urban Area, Suburb, Urbanism, Urban Sprawl, Exurb, Slums, Squatter Settlement, Ghetto, Metro, Megalopolis, Urban Agglomerations, Planned Cities
Urban Development – Introduction, Urban Community Development, Urbanization Theories – Centre-Periphery Theory, Concentric Zone Theory (Ernest Burgess), Sector Theory (1939, Homer Hoyt), Multiple Nuclei Theory (1945, Harris and Ullman)

Unit II: Urban Problems (9 hours)

Urban Problems; Definition, Causes, Consequences. Migration (mass and forced), Housing Problems, Transportation Problems, Slums, Displacement. Gated Community, Slum Improvement, Government Programs.

Unit III: Urban Community Development in India (9 hours)

Urban Local Government Bodies – Municipalities, Corporations, Structure & Functions, 74th Amendment Act, 1992, National Buildings Organization (NBO), Tamil Nadu Institute of Urban Studies (TNIUS) – Role & Functions. Role of Government in Urban Development – Housing & Urban Development Corporation (HUDCO), Corporation of Chennai, Chennai Metropolitan Development Authority (CMDA), Other Urban Development projects- Delhi &

Hyderabad Projects, Jawaharlal Nehru Urban Renewal Mission, Tamil Nadu Urban Development Fund, Tamil Nadu Urban Development Project.

Unit IV: Marginalized Groups in Urban Areas (9 hours)

Marginalized Groups - Urban Displaced, Street & Working Children, Homeless, Human Trafficking of Women and Children. Other Problems – Pollution, Solid Waste Management, Disaster Management.

Unit V: Social Work and Urban Community Development (9 hours)

Role of Community Development Professional – Conscientization, Organizing, Developing Local Leadership, Conflict Resolution, Peoples’ Participation & Advocacy, NGO Intervention, Slum Clearance Board

Teaching Methodology

Class discussion, Group assignments, Field visits, Case studies.

BOOKS FOR REFERENCE

1. Berlin (2006). Planet of slums, London and New York. Verso.
2. Bhattacharya, B. (1979). Urban Development in India. New Delhi: Shree publishing.
3. Bose, Ashish. (1971). India’s Urbanization. New Delhi: McGraw Hill.
4. Clinard, Marshall. B. (1972), Slums and Urban Community Development. New York: The Free Press.
5. Desai & Pillai. (1972). Slums and Urbanization. Bombay: Popular.
6. Mohanty, Bidyut. (1993). Urbanization in Developing countries, ISS and Concept. New Delhi.
7. Neuwirth, Robert. (2005). Shadow Cities: A Billion Squatters; A New Urban World. Routledge. New York and London.

JOURNALS

- Economic and Political Weekly,
- Kurukshetra,
- Social Welfare
- Social Work
- International Journal of Social Welfare

WEB RESOURCES

- <https://www.tn.gov.in/department/15>
- <http://mohua.gov.in/cms/TamilNadu.php>
- <https://smartnet.niua.org/39-cc43cbdc-a7ce-4a83-98d0-69467437b1fc>

CORE PAPER – 14
SPECIALIZATION PAPER – V

PAPER TITLE: DALIT AND TRIBAL DEVELOPMENT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to know various methods, State and Central Government Welfare Schemes of Dalit and Tribal Development

COURSE OUTCOME:

On completion of the course the students will be able to

1. Identify needs and issues of Dalits and Tribal communities in the South Asian region.
2. Capacitate the communities to utilize the schemes and facilities provided by the government and civil societies for the development of the Dalits and Tribal communities
3. Apply strategies for resilience of the Dalit and Tribal community from economic and social vulnerabilities using constitutional backup.
4. Effectively plan micro and macro projects for the development of the Dalit and Tribal communities.
5. Formulate strategies to promote Trade for the art and craft work produced by the tribal communities enhancing their livelihood sustainability.

Unit I: Dalits and Development (9 hours)

Understanding caste, oppression and oppressive practices in a caste society; Untouchability; Social Exclusion and Inclusion, Dalits in South Asian countries; Development and under development of Dalits-Social Sector Expenditure and Development of Dalits; Access to Health and Education and right to development- status and comparison with non-Dalits.

Unit II: Dalits and Constitution (9 hours)

Constitutional protection; State and Civil Society in Dalit empowerment; Government Programmes; Protection of Civil Rights Act, Elimination of Racial Discrimination under the UN Commission Human Rights; INGOs and participation of Dalits; Labour Market Discrimination; Dalits and Development Deprivation, Dalit Movements and Leaders, Poona Act.

Unit III: Tribal Communities (9 hours)

Concepts of tribal, adivasi, indigenous, aborigines; tribal social systems and structures; belief systems, culture- indigenous vs mainstream; perspectives on Tribals in social sciences; International Indigenous/Tribal communities; Tribal Self-determination; Tribal Social Work-formulation, approaches, concepts and strategies.

Unit IV: Tribal Issues**(9 hours)**

Globalization and Tribals; labour relations and exploitation; politics of Tribal welfare and development; issues of governance facing Tribals; education; health; food security; land rights; disaster; development displacement resettlement, rehabilitation; religion and its impact on Tribals; natural resource management and sustainable development; livelihood; agriculture and rural markets; peace and conflict; social movements and protest; reservation and positive discrimination; tribal sub-plan; Special component plan.

Unit V: Social Work with Dalits and Tribals**(9 hours)**

Social Work Methods for Dalit and Tribal persons: Social analyses; advocacy; social activism; networking; micro/macro planning, leadership building and cadre-based organisations; social mobilization. Fair-trade - arts and craft manufacturing and marketing, sustainable livelihood management, organizing political movement, skills of individual and community conscientization processes.

TEACHING METHODOLOGY

Class discussion, Group assignments, Field visits, Case studies.

BOOKS FOR REFERENCE

1. Alexander, K.C., & et.al. (1991). *Tribals; Rehabilitation and development*. Jaipur, Rawat publications.
2. Ambedkar, B.R. (2013) *Annihilation of Caste*, Samyak Prakashan, New Delhi
3. Ambedkar, B.R. (1948). *The Untouchables*. Delhi: Amrit.
4. Beteille, Andre. (1996). *Caste, Class and Power*. New Delhi: Oxford University Press.
5. Banarjee Shankar, Thara., & Budhadeb, Chaudari. (1990). (Ed.), *Tribal transformation in India*. Vol.II. Inter India Publications, New Delhi.
6. DandaAjith, K. (1991). *Tribal Economy in India*. Inter-India Publications, Delhi.
7. Deogaonkar, S.G, (1994). *Tribal Administration and Development*. New Delhi, Concept Publishing Company.
8. Freeman,J.M. (1979). *Untouchables-An Indian History*. London: George Allenand Unwin.
9. Ganguli, Debjani. (2005). *Caste and Dalit Life worlds: Postcolonial Perspectives*. New Delhi: Orient Longman.
10. Government of India. (2001). *Report of the Steering Committee on Empowering the Scheduled Tribes*, Planning Commission, Delhi.
11. Judgean, Paramjit. S. & Gurpreet Bal, D. (2009). *Mapping of Dalits*. Rawat Publications, Jaipur.
12. Kamble, N.D, (1981). *Atrocities on Scheduled Castes in Post Independent India*, Ashis Publishing House, New Delhi.
13. Kumar, B.B. (1998). *The Tribal Societies of India*. Osmon, Delhi
14. Mohanty, R.P. (2003). *Dalits Development and Change: An Empirical Study*. New Delhi: Discovery Publishing House.
15. Paswan, &Dr.Sanjoyand, Jaideva, Dr.Pramanshi. (2003). *Encyclopedia of Dalits in India*. Delhi: Kalpaz Publications.

16. Sinha, R.K. (1986). *Alienation among Scheduled Castes*. Manasa Publications, Delhi
17. Singh, K.S. (1997). *Scheduled Castes*. Oxford University Press. Delhi.
18. Sukhdeo, Thorat. (2009). *Dalits in India: Search for Common Identity*. Sage Publications, New Delhi.

Journals

- Economic and Political Weekly,
- Mainstream,
- Kurukshetra,
- Social Welfare
- Dalit Voice
- Communalism Combat

Web Resources

- <http://socialjustice.nic.in/UserView/index?mid=19536>
- <https://tribal.nic.in/>
- <http://ncsc.nic.in/>
- https://www.mha.gov.in/Division_of_MHA/Women_Safety_Division/scst-w
- <https://www.scsthub.in/>
- <https://www.tn.gov.in/department/1>

SPECIALIZATION: HUMAN RESOURCE MANAGEMENT

CORE PAPER – 13

SPECIALIZATION PAPER – IV

PAPER TITLE: LABOUR LEGISLATIONS-II

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be exposed to different labour legislations

COURSE OUTCOME:

On completion of the course the students will be able to

1. The students will be familiar with factory act 1948, and know the provisions for women and children as adolescent workers
2. The students will be able to know the origin of Industrial Disputes and to settle them through proper machineries
3. The students will get familiarity with trade union legislations and how Workers unity goes a long Way in promoting their interest and welfare
4. They will be able to know the working conditions of labour.
5. They will be protecting the rights and welfare of the women workers in the workplace.

UNIT I - Legislations related to Industrial Relations (7 hours)

The Trade Union Act, 1926. The Industrial Dispute Act, 1947.

UNIT II - Legislations related to Working conditions (10 hours)

The Tamil Nadu Catering Establishment Act, 1958, The Motor Transport Workers Act, 1961, Apprentices Act, 1961, Industrial Relations Code, 2020

UNIT III - Legislations related to Social Security (8 hours)

The Employee Compensation Act, 1923, The Payment of Gratuity Act, 1972, The Code on Social Security, 2020.

UNIT IV - Legislations related to Wages (9 hours)

The Payment of Wages Act, 1936, The Minimum Wages Act, 1948, The Payment of Bonus Act, 1965, The Payment of Subsistence Allowance Act, 1981, The Equal Remuneration Act, 1976, The Code on Wages, 2019.

Unit V - Legislations related to Welfare of Labour and Women (11 hours)

Welfare provisions of The Plantation Act, 1951, The Mines Act, 1952, The Dock Workers (Safety, Health and Welfare) Act, 1986, The Contract Labour (Regulation and Abolition) Act, 1970. The Maternity Benefit Act, 1961. The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Additional relevant case law can be discussed for all the legislation).

ADDITIONAL READING:

(Does not form part of Assessment)

The Inter-state Migrant Workmen (Regulation of Employment and conditions of service) Act, 1979.

The Building and other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996

The Labour laws (Exemption from furnishing Returns and Maintaining register by certain Establishments) Act, 1988.

BOOKS FOR REFERENCE

1. Current Bills, new Case Laws and new Laws should form part of the syllabus automatically.
2. D.P.Jain., (1991) Industrial Law, Konar publication, New Delhi.
3. Garg, Ajay.(2012) Labour Laws one should know, A Nabhi Publications, New Delhi.
4. Gupta. C.B, (2012) Industrial Relations & Labour Laws, Sultanchand, New Delhi.
5. H. L/ Kumar, (2016), Labour Laws Everybody Should Know, Universal Law publishing company, New Delhi.
6. Kapoor,N.D.,(2002). Elements of Industrial Law. Sultan Chand & sons.
7. Kapoor. N.D, (2006) Handbook of Industrial Laws, Sultanchand, New Delhi.
8. Malhotra. O.P, (1998) The Laws of Industrial Disputes, Universal Law publishing company, New Delhi.
9. Misra, S. L, (2003) Labour and Industrial Laws, Pioneer publication, New Delhi.
10. Srivastava,S.C, (2000) Industrial Relations and Labour Laws, Vikas publishing House, New Delhi.
11. Subramaninan, (1998) Factory Laws applicable in Tamil Nadu, Madras Book agency, Chennai.
12. Tripathi. PC,(1998) Industrial Relations & Labour Laws, Sultanchand Publication, New Delhi

JOURNALS:

1. Law Teller,
2. Legal News & Views,
3. Indian Factories & Labour Report,
4. Labour Law Report

WEB RESOURCES

1. www.mca.gov.in,
2. www.esic.nic.in,
3. www.epfindia.com
4. www.labour.nic.in,
5. www.lawmin.nic.in,
6. www.ilo.org

CORE PAPER – 14

SPECIALIZATION PAPER – V

PAPER TITLE: ORGANIZATION BEHAVIOUR

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

The students will be able to understand organizational behaviour and evaluate and implement the same for the growth of the organization.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Compare the dynamics of organizational behavior at international, national and regional levels and adopt relevant systems.
2. Constantly analyze the characteristics influencing human behavior in organizations.
3. Assess micro and meso perspective of staff team in an organization.
4. Design appropriate exercises for stress management and team work.
5. Apply techniques and tools for motivation among staff for the better productivity.

UNIT I - Introduction to organization Behaviour (9 Hours)

Organization Behavior: concept, approaches and Scope - models and contributory behavioural science disciplines. Contributions of Hawthorne studies - Historical background of Organization Behavior, Emerging perspectives on Organization Behavior – Dimensions of Organization Behavior

UNIT II - : Foundations of Individual Behaviour (9 Hours)

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

UNIT III - Foundation of Group Behaviour in work Environment (9 Hours)

Concept, types of groups, Group structure, Group dynamics: Decision making, Team work, Communication, Leadership - Meaning, roles, skills, styles, theories, types of Leadership, Power and Politics - Quality of work life – Work Life Balance – Employee Empowerment and Employee Engagement.

UNIT IV –The Process of Organization**(9 Hours)**

Organizational Conflict: Concepts, causes and types – Conflict resolution strategies. Organizational change: Concept, forces of change and resistance to change, Managing organizational change and diversity. Organizational Culture and Climate. Organization Development: Concept, emerging approaches, foundations and techniques - Organizational Diagnosis and Organizational Development Interventions – Organizational Transformation.

UNIT V –The Dynamics in Organization**(9 Hours)**

Stress and Burn Out: Concepts, causes, consequences - Coping mechanism and strategies. Gender sensitivity. Dysfunctional Behaviours: Absenteeism, Alcoholism, Fatigue, Monotony, Accidents and Boredom; role of Behavioural Scientist in Industry. Employee Coaching and Mentoring. Employee Counselling: Concept, objectives, need, functions, techniques and advantages.

TEACHING METHODS

Lecture, Case studies, assignments, seminars, group discussion, management games and guest lectures.

BOOKS FOR REFERENCE

1. Aswathappa K. (2012) Organizational behaviour, Himalaya Publication house. Mumbai.
2. Bhonsle, Y.B. (1999) Personnel management: Indian scene, Deborah PrayerHouse. Mumbai.
3. Donald, Hislop, (2007) Knowledge Management in Organisation - A Critical Introduction, Oxford University Press, New Delhi
4. France, Wendell and Cecil, (1995) Organisation development, Prentice-Hall of India Ltd, New Delhi.
5. Hellriegel Don and Slocum John W., Jr, (2004) Organisational Behaviour, Thomson South-Western. New Delhi
6. Khanka, S, (2008) Organisational Behaviour, S.Chand and Co., Ltd. New Delhi.
7. Kumar Arun and Meenakshi N, (2009) Organisational Behaviour - A Modern Approach, NIILM Center for Management Studies, New Delhi.
8. Luthans Fred, (2005) Organisational Behaviour, McGraw Hill International Edition, New York.
9. Moorhead Gregory and Griffin Ricky W, (2005) Organisational Behaviour-Managing People and Organisations, Biztantra Publications, New Delhi.
10. Nalini. R, (2011) Social work and the workplace, Concept Publications, New Delhi.
11. Nelson, Debra L and James Compbell, (2007) Organisaional Behaviour -Foundations, Realities and Challenges, Thomson South-Western, New Delhi.
12. Pippa riley, (2011) Organizational behavior, Viva books publications, New Delhi.
13. Robbins Stephen. P. et al. (2012) Organizational behaviour, Pearson publications. New Delhi.
14. Ryan, Rosemary K C, (2008) Leadership Development- A Guide for HR and Training Professionals, Elsevier Publications, New Delhi.
15. Subba Rao, P, (2004) Organisational Behaviour, Himalaya Publications House. Mumbai.

16. Tupper. F. Cawsay, Gene Deszca, Cynthia Ingols., (2012) Organizational change, Sage Publications, New Delhi.

JOURNALS & MAGAZINES

Harvard Business Review, HRM, Review, HRD times, Human Capital, Indian Journal of Industrial Relations, Indian Journal of Social Work, Indian journal of Training and development, Indian Management, Personnel Today, Corporate Governance and Organizational Behaviour.

WEB RESOURCES

1. <https://www.iima.ac.in>, 2. <https://www.pearsoned.co.in>, 3. <https://www.istm.gov.in>,
4. <https://epgp.inflibnet.ac.in>

SPECIALIZATION: MEDICAL AND PSYCHIATRIC SOCIAL WORK

CORE PAPER – 13

SPECIALIZATION PAPER - IV

PAPER TITLE: PSYCHIATRIC SOCIAL WORK

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to Psychiatric Social Work, Special Settings, Rehabilitation

COURSE OUTCOME:

On completion of the course the students will be able to

1. Compare international Psychiatric Social Work standards and adopt suitable standards.
2. Apply methods of social work among psychiatric patients, family and people with mental illness.
3. Create the Mental Hospital as a social system.
4. Demonstrate high knowledge and skill as a Psychiatric Social Worker.
5. Formulate and design community mental health programs to address issues of mental health among communities.

UNIT I

(7 Hours)

PSW Definition, Scope, Psychiatric Social Work as a field of Social Work in India. Current trends in Psychiatric Social Work, Changing trends in PSW, Historical Development of Psychiatric Social Work in U.K., U.S.A. and India.

UNIT II

(8 Hours)

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

UNIT III

(6 Hours)

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

UNIT IV

(12 Hours)

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

UNIT V

(12 Hours)

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

BOOKS FOR REFERENCES:

1. Sekar A. Et al, 2007, Handbook of Psychiatric Social Work, NIMHANS Publication, Bangalore.
2. Online Manual NIMHANS
3. Training Manual for Psychologists, 2016, National Mental Health Programme and National Institute of Health and Family Welfare, New Delhi.
4. Revised School Health Manual, 2010, Central Board of Secondary Education.
5. Daver, Bhargavi, (1999). *Mental Health of Indian Women*, Sage Publications, New Delhi
6. Daver, Bhargavi, (2001). *Mental Health from a Gender Perspective*. Sage Publications, New Delhi
7. Dhanda, Amita, (1999). *Legal Order and Mental Disorder*. Sage Publications, New Delhi
8. Kapur, Malavika, (1997). *Mental Health in Indian Schools*. Sage Publications, New Delhi
9. Verma, Ratna, (1991). *Psychiatric Social Work in India*. Sage Publications, New Delhi
10. WHO, 1991 Innovative Approaches in Mental Health Care, Psychosocial Interventions and Co-management, Geneva.
11. World Health Organization, 1986 Prevention of Mental, Neurological and Psychosocial problems

JOURNALS

- Clinical Psychology Review
- Emotion Review
- International Journal of Mental Health Systems
- Thinking Skills and Creativity

WEB RESOURCES

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

CORE PAPER – 14

SPECIALIZATION PAPER – V

**PAPER TITLE: THERAPEUTIC INTERVENTIONS IN SOCIAL WORK
PRACTICE**

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 4	LECTURE HOURS: 45

COURSE FRAMEWORK:

Introduction to Therapeutic Intervention, Approaches, Models, Techniques.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Use appropriate techniques for Therapeutic Intervention in Social Work.
2. Identify the role of social worker in clinical practice and help accordingly.
3. Apply indigenous therapeutic techniques.
4. Plan appropriate programs for the treatment of HIV/AIDS, de addiction, diabetics, coronary heart disease.
5. Apply Transactional Analysis Therapeutic intervention.

UNIT I- Introduction to Therapeutics intervention (9 Hours)

Therapeutic intervention: Meaning, Concept. Clinical Social Work Practice: Definition. Psychotherapy: Definition, Counselling Relationship.

UNIT II- Role of Clinical Social Work Practice in different setting: (9 Hours)

Mental Health, Neurology, HIV/AIDS, De-addiction, Diabetics, Coronary Heart disease, Nephrology, Oncology, Tuberculosis, Organ transplantation, Medical Genetics, Palliative & Hospice.

UNIT III - Therapeutic Approaches & Models (9 Hours)

Types of Psychosocial Treatment: Cognitive Behaviour Therapy, Rational emotive behavior therapy (REBT), Behaviour Modification. Interpersonal Therapy, Psychoanalysis, Gestalt Therapy, Strength Based approach, Solution-Focused Brief Therapy (SFBT), Task Centered Model, Acceptance and Commitment Therapy (ACT), Dialectical Behavior Therapy (DBT). Group Therapy, Tele-counseling, Mindfulness

UNIT IV- Therapeutic Techniques (9 Hours)

Indigenous therapeutic Techniques- Yoga, Meditation, Spiritual Healing and Relaxation Therapy. Psychoeducation, Family therapy; Integration of spirituality and religion in the care of patients, Supportive Psychotherapy, Motivational Enhancement Therapy, Group therapy, Social Skills Training,

UNIT V- Current trends in Healing

(9 Hours)

Neurolinguistic Programming, Positive Imaging, Pain Management techniques,

Alternative therapies: Dance & Movement, Art Therapy, Eye Movement Desensitization and Reprocessing (EMDR) therapy.

BOOKS FOR REFERENCES:

1. Coleman, Comprehensive Textbook of Abnormal Psychology.
2. Egan, Gerard. (2006). The skilled helper: A problem management and opportunity, Development Approach to helping, Wadsworth publishers, Boston, USA.
3. Hamilton, Gordon. (1955). Theory and Practice of Social Case Work. Columbia University Press, New York, USA.
4. Helen, (1995). Social Case Work: A Problem-Solving Process. The University of Chicago Press, Chicago, USA.
5. Joseph Walsh (2010), Direct Social Work Practice Theoretical Perspectives, Cengage Learning India Private Limited, New Delhi. ISBN-13:978-81-315-1375-0
6. Konopka, (1983). Social Group Work: A helping Process. Prentice Hall, New Jersey, USA.
7. Lapworth, Phil, (2001). Integration in Counselling and Psychotherapy: Developing a personal approach. Sage publications, New Delhi.
8. Mangal, S.K. (2006). An Introduction to Psychology. Sterling Publishers Pvt. Ltd.
9. Sekar, Parthasarathy, Muralidhar (2011), Handbook of Psychiatric Social Work, NIMHANS Publication.
10. Windy, Dryden. (2002). Handbook of Individual Therapy. Sage Publications, New Delhi

JOURNALS

- <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4106696/>
- <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3198542/>
- <https://www.sciencedirect.com/topics/computer-science/therapeutic-process>

WEB RESOURCES

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

CORE PAPER – 15

RESEARCH PROJECT

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 4	LECTURE HOURS: -

COURSE FRAMEWORK:

The students will be able to work as social science researcher

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understand field research.
2. Formulate Research Problems and area identification.
3. Trained in Research methodology.
4. Analyze the data they have collected.
5. Develop scientific writing skills.

Process:

In III Semester: Completion of tasks relating to

- a) Research area identification (In the area of specialization chosen)
- b) Research problem formulation.
- c) Completion of Introductory chapter (Chapter I)
- d) Completion of Review of Literature (Chapter II)
- e) Identification of research field / agency & obtaining necessary approval / permission to conduct research.
- f) Working out appropriate Research methodology (Chapter III).
- g) Construction of tool of data collection
- h) Submission of typed copy of report on the above components & obtaining approval from the research supervisor.

Evaluation: At the End of III Semester.

Internals: 50 Marks (Research Guide: 30 Marks & Presentation: 20 Marks)

In IV Semester: Completion of tasks relating to-

- a) Validation of tool of data collection.
- b) Finalizing the research universe and sampling procedures.
- c) Class Presentation on the above.
- d) Completion of data collection.
- e) Preparations of analysis design.
- f) Analysis of data

g) Preparation of final report & Submission.

h) Viva-voce examination.

Evaluation: At the End of IV

Semester

Internals: 50 Marks (Average of Research Guide: 50 Marks & III Sem Internals 50 Marks) External Examiner: 50 Marks (for Quality of Report 20 Marks & Viva Voce 30 Marks) Total 100 Marks: (50 Internal + 50 External)

CORE PAPER – 16

CONCURRENT FIELD WORK – IV

SUBJECT CODE:	FIELD PRACTICUM	100 MARKS
SEMESTER: IV	CREDITS: 4	No. of days: 24

COURSE FRAMEWORK:

Specialization Field Work, Intervention, Identify Functional Areas

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understanding the organization according to specialization.
2. Analyze issues and the environment.
3. Develop Professional Self.
4. Gain Research Skills.
5. Understand the areas of development in need.

The broad aim is to continue the opportunities provided for students to apply the knowledge learnt in the class room situations and to plan, implement and evaluate these experiences while working with organizations, individuals, groups and communities. This will be in keeping with the agency's philosophy, policy and goals and use of guided supervision.

Objectives

Common:

1. To study and understand of the working of an agency.
2. To study and understand the agency's goals, policies and philosophy
3. To understand and analyze the person in the environment
4. To develop skills in documentation

HR Specialization specific:

1. To gain knowledge on the business environment
2. To get an exposure on the HR department and its functional areas
3. To get hands-on training in the HR functional areas
4. To carry out mini- projects of interest for the organization and the individual student
5. To practice the methods of Social Work agency
6. To develop the personal and professional self.

Process

- 24 Days of Field Work
- Weekly Two days Agency visits.
- Weekly Report Submission

- Compulsory weekly Faculty – Student individual conference / supervisory conferences on improvement and Field Work progress
- Minimum of Three Case Works
- Minimum of Two Group Works
- Minimum 1 Community Organization/ Programme

ELECTIVE–V A

PAPER TITLE: CORPORATE SOCIAL RESPONSIBILITIES

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to CSR, Models of CSR, CSR Policy and Measurements.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Constantly evaluate the company based on the Triple Bottom Lone Approach.
2. Demonstrate and advocate for ethical business and corporate social responsibility.
3. Compare international standards in business establishments and evolve policies and systems at workplace.
4. Design gender sensitive systems in Business Environment.
5. Create CSR programs for the development of the communities around the factories and industries.

UNIT 1: Introduction of CSR

(6 hours)

Corporate Social Responsibility – Meaning, Definition and Concepts, Historical evolution of CSR at Global and Indian contexts. Arguments for and against CSR. Scope for CSR in India

UNIT 2: Corporate Governance and Business Ethics

(6 hours)

Business ethics and corporate social responsibility in global scenario: CSR- business ethics, corporate governance, ethical decision – making in different culture, consumer protection, environment protection, gender issues in multi- culturalism, ethics and corruption.

UNIT 3: Models of CSR

(5 hours)

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

UNIT4: Designing A CSR Policy and Measurement

(7 hours)

ISO 14000, SA 8000, AA 1000, OHSAS 18000, ISO 26000, UN Global Compact – UNDP, Global Reporting Initiative. The Tata Code for Community Initiatives, The CSR Guidelines for Central Public Sector Undertakings by the Minisry of Corporate Affairs, The Company’s Act 2013.

UNIT 5: Success Stories in Indian Context

(6 hours)

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

METHODOLOGY OF TEACHING:

Lectures, Reading materials, Discussions, assignments, field visits, news clippings.

BOOKS FOR REFERENCE

1. .Mahmoudi. M.Dr. (2005). Global strategic management. Deep & Deep Publications Pvt. Ltd. Delhi.
2. Bhatia. S.K. (2005). International Human resource management – Global perspective, Delhi: Deep & Deep Publications Pvt. Ltd.
3. Corporate social responsibility – concepts and cases. (2005). CV. Baxi.
4. The business of social responsibility. Bangalore (2000). Harsh Shrivastava Books for change.

JOURNALS

1. Harvard business review- corporate social responsibility getting the logic right, vol. 84, issue 12, 2006.
2. Indian journal of Social Work – CSR in the globalized business environment, vol. 66, issue 2 ,2005.
3. Indian journal of Industrial relations – CSR: present practice and future possibilities, vol. 40, issue 4, 2005.
4. <https://thecsrjournal.in/>

MAGAZINE

1. Business India, August 12-25, 2019.
2. <https://csrtimes.org/>
3. <http://www.corporatesocialfocus.com/index.asp>
4. <https://www.competitionreview.in/>

WEB RESOURCES

1. <https://www.csr.gov.in>,
2. <https://indiacsr.in>,
3. <http://www.indiaenvironmentportal.org.in>
4. <https://csrbox.org>,
5. <http://www.csrindia.com>,
6. <https://www.csrvision.in>,
7. <https://vikaspedia.in>,
8. <http://csrplanet.in>,
9. <https://www.mca.gov.in>,
10. <https://www.csrindia.org>,
11. <https://ngosindia.com>

ELECTIVE –V B

PAPER TITLE: SOCIAL ENTREPRENEURSHIP

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: IV	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to Social Entrepreneurship, Growth Strategies, Small Business Enterprise, Entrepreneurial Support Systems.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Mobilize the community to utilize the projects and schemes of development banks such as NABARD, DICS, SSCS etc.
2. Training youth and women entrepreneurs in effective marketing skills.
3. Training women and young entrepreneurs in EDP skills.
4. Design projects for rural communities in incubating new social enterprises to address social issues in the communities.
5. Apply participatory research and needs assessment skills in setting up new social enterprise thereby reducing vulnerability among the community.

Unit I: Social Entrepreneurship and social entrepreneur (6 hours)

Social entrepreneurship – Concepts, definition, nature and characteristics and scope, Historical development Social Entrepreneur: concepts, Definitions, types, characteristics, competence Determinants of entrepreneurial successes, Stages to become an efficient entrepreneur, Development models, importance of an entrepreneur, entrepreneurs in economic development.

UNIT II: Growth Strategies of social entrepreneur & Entrepreneur Development Programmes (EDP) (6 Hours)

Factors Influencing entrepreneurial group factors affecting entrepreneurial growth, Developing the entrepreneurship plan - Environmental assessment, Role of NGO in Promoting entrepreneurship, NGO's network, intervention, support system etc.

Unit III: Women Social entrepreneurship (6 Hours)

Definition, Environmental analysis, Challenges, strategies, Empowerment, factors related to success and failure, self-help group, legal issues, initiatives or promotion of women social entrepreneurship, family support dual role, role conflict, resource, available problems; Rural entrepreneurship, small scale industry (SSI); Growth of SSI sector- exports.

Unit IV: Setting up of small business enterprise (6 Hours)

Identifying the business opportunities, formalities for setting up of small business Enterprise, Environment pollution related clearance, strategies adopted importance of Financial management, working capital management, accounting and bookkeeping Financial statement importance of marketing, customer relationship management, Marketing services, human relations management, etc., Micro enterprise development.

Unit V: Entrepreneurial support system. (6 Hours)

Small industries development bank of India (SIDBI), National Small Industries Corporation (NSIC), National Research Development Corporation (NRDC), Entrepreneurship development institute of India, National Institute for Entrepreneurship Of small business development, State financial corporation (SFCS), Commercial Banks, District Industries Centres (DICS), National Institute of Small Industries Extension Training (NISIET), State trading corporation of India(STC), Chamber of Commerce and industry and industrial associations, confederation of Indian industry (CII).

Practical Exposure:

- Visit to the small-scale industry successful enterprise
- To meet the successful entrepreneurs, supporting NGO's.
- Project- Case studies.

TEACHING METHODOLOGY: Lecture, Discussion, seminars, assignments, documentary, films, field visits, presentation of case studies of successful Entrepreneurship, interviews with Entrepreneurs.

BOOKS FOR REFERENCE

1. Anil Kumar. S. (2003). Entrepreneurship. New Age International Publishers Ltd. New Delhi.
2. Charantimath, Poornima. (2006). Entrepreneurship Development small business Enterprises. Dorling Kindersley India Pvt Ltd.
3. Gupts, M.C. (1987). Entrepreneurship in small scale industry. Anmol Publications New Delhi.
4. Industrial policy resolutions - Govt of India Publication Small in Beautiful-E.F.
5. Kuratko, Ronald, F. (2001). Entrepreneurship: A Contemporary approach. London: Harcour College publishers.
6. Mohan, S., & R. Elangovan. (2006). Current trends in Entrepreneurship. New Delhi. Deep & deep Publication Pvt. Ltd.
7. Singh, Jasmer Saini. (2005). Entrepreneurship Development programs and practices. New Delhi: Deep & deep Publication Pvt Ltd.

JOURNALS

- <http://ugc-journals.com/Journal-Detail/61/ISSN--/AIMS-Journal-of-Management>
- <http://ugc-journals.com/Journal-Detail/947/ISSN-24561541/Amity-Journal-of-Entrepreneurship>
- <http://ugc-journals.com/Journal-Detail/8779/ISSN--/Delhi-Business-Review>
- <http://ugc-journals.com/Journal-Detail/6823/ISSN--/Business-Dimensions>

WEB RESOURCES

- <https://www.india.gov.in/people-groups/community/entrepreneur>
- <https://msme.gov.in/all-schemes>
- <https://msde.gov.in/en>
- <https://www.startupindia.gov.in/>

COURSE COMPONENT

BLOCK PLACEMENT

SUBJECT CODE:	THEORY	No MARKS
SEMESTER: IV	CREDITS: 2	1 Month

After IV Semester theory examinations

COURSE FRAMEWORK:

Specialized Training, Research, Integrated Learning

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understanding the organization according to specialization.
2. Analyse issues and the environment.
3. Develop Professional Self.
4. Gain Research Skills.
5. Understand the areas of development in need.

This opportunity is provided at the end of the two years of the programme. It is designed for the learner to integrate theory and practice to enhance competencies in the area of specially selected by the student and in Social Work Practice and experience self in that role.

Objectives:

1. To Learn from Theory, Practice, Training, Research, Social Work administration
2. Develop enhanced practice skill and integrate learning.
3. Develop greater understanding of reality situations through involvement in day to day work.
4. Develop appreciation of other's efforts and develop sensitivity to gaps in the programme.
5. Enhance awareness of self in the role of HR professional / professional Social Worker.

Process:

1. It is an unsupervised but a compulsory component for course completion.
2. The student will be placed in a setting (local / outstation) continuously for a period of one month.
3. The agency for the placement has to be finalized appropriately before the end of the IV semester.
4. The agency may be the one where the student has already been selected for a job placement through campus recruitment or where the student finds chances for absorption after completion of the block placement.

5. The settings are also to be communicated well in advance and written permission obtained.
6. After the completion of the block placement the student has to submit a consolidated report of the activities undertaken and the experiences gained during the training period.
7. Students will be allotted faculty members for their contact and submission of the reports.
8. The members of faculty glance through the reports submitted and issue block field work completion certificates.

Assessment:

Weekly reports & Consolidated reports

Submission Day wise Report, Attendance Sheet, Evaluation Form and Certificate is Mandatory

**Offered to another PG Department
Semester II**

EXTRA DISCIPLINARY ELECTIVE 1A

PAPER TITLE: HUMAN RIGHTS IN INDIA

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: II	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to fundamental concepts of Human rights in India

COURSE OUTCOME:

On completion of the course the students will be able to

1. Create an appropriate system to execute human rights with relation to social work practice.
2. Analyze the problems of human rights in India
3. Discuss about legislations related to human rights in India
4. Demonstrate the role of social work in human right related issues
5. List the human rights issues in India.

UNIT I - Historical Legacies (7 Hours)

Origin and development of Human Rights in Modern India, Freedom Movement with special reference to civil liberties movement, Movements and personalities in promoting Human Rights – Pandit Ayothidass, Social Reform Movement (Jyothirao Phule and Savithri Bhai Phule), Ambedkar, Self-Respect Movement (Periyar) and Gandhi.

UNIT II - Constitution and Human Rights (5 Hours)

Nature of Constitution, Introduction to Constituent Assembly Debates, Special constitutional provisions for the marginalized groups

UNIT III - Indian Justice System (5 Hours)

Criminal Justice System: Principles of Natural Justice, Judiciary and Human Rights, Prevention of crime, Indian Penal Code, Criminal Procedure Code and Preventive Detention Laws.

UNIT IV - Sector Specific Laws (6 Hours)

Legislations for the protection of Rights of Excluded Sections – Women, Children, Dalits, Indigenous Groups, Refugees, Displaced Persons, Persons Under Custodial Care, Minorities, Persons with Disability, Forced Migrants, manual scavengers, Sexual Minorities and elderly.

UNIT V - Human Rights Enforcement (7 Hours)

Constitutional Machinery, Human Rights Commissions - National Human Rights Commission and State Human Rights Commission, SC / ST Commission, Women

Commission, Child Rights Commission, Minorities Commission, Commission on Various Vulnerable Groups. Landmark Judgments on Human Rights - Health, Education, Custodial Justice, Children and women

BOOKS FOR REFERENCES

1. Antony, M.J. 2001, Landmark Judgements on Bonded Labour, Dowry Related Deaths, Children's Rights, Illegal Custody & Police Torture. Indian Social Institute, New Delhi.
2. Chakraborty, Somen, 2005. Human Rights Trainer's Manual, Indian Social Institute, New Delhi.
3. Benjamin (Joseph), 2008. Human Rights in Indian Situation, Indian Social Institute, New Delhi.
4. Chakraborty, Somen, 2002. State and Civil Rights, Indian Social Institute New Delhi.
5. Mathew P.D & P.M. Mathew, 2005 Indian Legal System: An Overview, Indian Social Institute New Delhi
6. Thilagaraj. R, 2002. Human Rights and Criminal Justice Administration, A.P.H. Publishing Corp, New Delhi.
7. Gupta. D.N; Chandrachur Singh, 2003. Human Rights (Acts, Statutes and Constitutional Provisions. Vol-1), Kalpaz Publications, New Delhi
8. Menon, N.R.Madhava, 1997. A Training Manual for Police on Human Rights, Human Rights Centre, National Law school of India University, Bangalore.
9. National Law School of India University, 2000 Handbook on Human Rights for Judicial officers, National Institute of Human Rights, National Law School of India University, Bangalore.
10. Pandey, P.N, 2000. Constitutional Law of India, Central Law Agency, Allahabad
11. Shanmugavelayutham, K., 1998. Social Legislation and Social Change, VazhgaValamudan Publishers, Chennai
12. United Nations, 1994. Human Rights and Social Work, A Manual for Schools of Social Work and the Social Work Profession, Centre for Human Rights, United Nations Geneva.

JOURNALS

- https://lawdigitalcommons.bc.edu/bclr/all_issues.html
- <https://scholarlycommons.law.cwsl.edu/cwilj/>
- <https://harvardhrj.com/print-archive/>
- <https://nhrc.nic.in/publications/latest-released-publications>
- <http://niu.edu.in/sla/Journal%20of%20Human%20Rights%20Vol.%205-2018.pdf>
- <https://cbr.cba.org/index.php/cbr/issue/archive>

WEBSITES

- <https://www.nluo.ac.in/research/journals-and-publications/human-rights-law-journal/>
- <https://www.springer.com/journal/41134>
- <https://ili.ac.in/ilr.html>
- <https://www.nls.ac.in/research/journals/>
- <https://www.berkeleyjournalofinternationallaw.com/vol-28-2-present>

EXTRA DISCIPLINARY ELECTIVE 1B

PAPER TITLE: INTRODUCTION TO SOCIAL PROBLEMS

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: II	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Social Problems in India Context, Factors leading to Social Problems, Problems of Social Institutions.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Explain Social Problems
2. Correlate the aspects of social problems with current social issues
3. Be familiar with Social Worker's role.
4. Illustrate the social modalities in solving the social problems
5. Understand the effects of Alcohol and Other Drugs

Unit – 1

(5 hours)

Definition, Characteristics of social problem, Social Problem in Indian Context, Types of Social Problems, Social Problems due to social factors, Social Problems due to cultural factors, Social problems due to economic factors, Social Problems due to political and legal factors, Social Problems due to ecological factors, Systemic factors leading to social problems.

Unit – 2

(6 hours)

Approaches to the study of social problems, Functional approach, Marxist approach and Gandhian approach, societal response to social problems, Poverty and Wealth – economic inequality in India.

Unit – 3

(7 hours)

Education. Problems of Education: A Global Perspective, Problems with Indian Education, Theories of Educational Problems, Politics and the Education: Constructing Social Problems & Defining Solutions, Gender and Social Institutions, Gender Stratification, Theories of Gender Inequality, Feminism. Politics and Gender: Constructing Social Problems & Defining Solutions.

Unit – 4

(7 hours)

Understanding Crime, Other Dimensions of the Crime Problem, Violence, The Criminal Justice System, Explaining Crime: Biological and Psychological Theories, Explaining Crime: Sociological Theories, Politics and Crime: Constructing Social Problems & Defining Solutions. Problems of Social Institutions (Classify the Crime- Child abuse, Juvenile delinquency, NCRB, Child Labour).

Unit – V**(5 hours)**

Alcohol and Other Drugs What is a Drug? The Extent of Drug Use, Types of Drugs. Drugs and Other Social Problems, Social Policy: Responding to the Drug Problem, Theories of Drug-Related Problems, Politics and Drugs: Constructing Social Problems & Defining Solutions.

BOOKS FOR REFERENCE

1. Ahuja, Ram (1992), Social Problems in India, Rawat Publications, Jaipur.
2. Chandra Bipanet. al., India after Independence, Viking Penguin India Publication, New Delhi, 1999.
3. Damle, Y.B., Caste, Religion and Politics in India, Oxford University Press publishingCo, New Delhi, 1982.
4. Desouza, P.R. (ed), Contemporary India, Sage Publication, New Delhi, 2000.
5. Dhenagare D.N., Themes and Perspectives in Indian Sociology, Rawat Publication, Jaipur, 1993.
6. Oommen T.K., and P.N. Mukherjee., (etd) Indian Sociolgy: Reflections and Introspections, popular prakashan, Bombay, 1986.
7. Singh Y., Indian Sociology: Social Conditioning and Emerging concerns, Vistaar, Delhi, 1986.
8. U Baxi - Dissent, Development and Violence' in R Meagher [ed.] Law and Social Change: Indo American Reflection 92 [1988]
9. Vani Prabhakar, Third World Sociology, Dominant Publisher and distributor, New Delhi, 2003.

JOURNALS

- Economic and Political Weekly,
- Kurukshetra,
- Social Welfare
- Social Work

WEB RESOURCES

- <https://www.journals.elsevier.com>
- <https://www.springer.com>
- <https://journals.sagepub.com>
- <https://www.ugc-journal-list.website/journal/438/advances-in-social-work>
- <https://www.ugc-journal-list.website/journal/379/journal-of-social-sciences>

Semester III

EXTRA DISCIPLINARY ELECTIVE 2A

PAPER TITLE: GENDER SENSITIZATION

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to women's issues and Gender Sensitization.

COURSE OUTCOME:

On completion of the course the students will be able to

1. Sensitize on issues of gender and the gender inequalities prevalent in society.
2. Introduce the education and employment status of women.
3. Educate on the health issues related to women.
4. Introduce the legal provisions related to gender perspectives.
5. Introduce gender sensitization and related issues.

Unit I: Status of Women

(6 Hours)

Sex and Gender, socialization, Definition, Nature, Scope, and various dimensions Patriarchal Structure in India, Role Conflict – Multiple roles of women Feminism & Women's Movement (1st, 2nd, 3rd wave feminism)

Unit II: Education & Employment

(6 Hours)

Education – Problems in Education of the girl child, participation in higher education Differences between Male & Female enrolment and academic achievement, Employment – Work participation of women, employment trends Workplace exploitation, marginalization & casualization of women's labour, Feminization of poverty.

Unit III: Health Concerns

(6 Hours)

Health Issues – Health Problems, Maternal Health, Maternal Mortality, Family Planning choices & impact on health, HIV/AIDS & impact on women in India. Conversation platform for men's health - pain management, asking for help, Access to health services

Unit IV: Difficult Circumstances

(6 Hours)

Single parent households, Violence against spouse/partner/family member, impact during displacement & disasters (riots & war), transgender people, prostitution, Legal Rights of Women – Marriage, divorce, maintenance, inheritance, adoption, employment, maternity benefits. Legal Provisions against the following – Dowry, sati, harassment, violence, rape, trafficking

Unit V: Gender Sensitization

(6 Hours)

Gender stereotypes – impact on child rearing, perception of health concerns on men & women, Glass-Ceiling Effect in organizational hierarchy, Gender and Caste, Gender awareness & Sensitization– impact on child rearing, at the workplace, in the medical field

BOOKS FOR REFERENCE:

1. Aggarwal Supriya, (2009) Gender, History & Culture, Jaipur: Rawat Publication.
2. Chakravarti, Uma, (2003) Gendering Caste Through a Feminist Lens, Kolkata: Stree.
3. Chatterjee, Mohini, (2005) Feminism and Gender Equality, Jaipur: Aavishkar Publications.
4. Gill, Rajesh, (2009) Contemporary Indian Urban Society- Ethnicity, Gender and Governance, New Delhi: Book well Publishers.
5. Gupta, Parachi, (2007) Religion and Feminism, Jaipur: ABD Publications
6. Jain, Devaki and Rajput, Pam, (eds), (2003) Narratives from the Women's Studies Family, New Delhi: Sage.
7. Mies, Maria, (2004) Indian Women and Patriarchy, New Delhi: Concept Publishing Company.
8. Rege, Sharmila (ed), (2003) Sociology of Gender: The Challenge of Feminist Sociological Knowledge, New Delhi: Sage.
9. Spade, Joan, (2008) The Kaleidoscope of Gender, Los Angeles: Sage.
10. Tazi, Nadia (ed) (2004) Keywords: Gender, New Delhi: Vistaar Publication.

JOURNALS

- Social Work
- Economic and Political Weekly
- Kurukshetra
- International Journal of Social Welfare

WEB RESOURCES

- <https://wcd.nic.in/womendevelopment/national-policy-women-empowerment>
- <http://ncw.nic.in/notice/booklet-laws-relating-women-gender-sensitization-and-legal-awareness-programme-collaboration>
- <https://main.sci.gov.in/gsicc>

EXTRA DISCIPLINARY ELECTIVE 2B

BASICS OF COUNSELLING

SUBJECT CODE:	THEORY	100 MARKS
SEMESTER: III	CREDITS: 3	LECTURE HOURS: 30

COURSE FRAMEWORK:

Introduction to Counselling, Theoretical Foundation, Stress and Mental Health, Special Situations

COURSE OUTCOME:

On completion of the course the students will be able to

1. Understand Counselling Basics
2. Learn the Process and Skills in Counselling
3. Gain Theoretical Foundations of Counselling
4. Help cope with Stress and understand the basics Mental Health
5. Counsel in Special Situations

Unit I- Introduction to Counselling (7 Hours)

Definitions, goals, Principles, Concepts, similarities and differences: Guidance, counseling and psychotherapy. Ethics in counseling.

Unit II- Process & Skills in Counselling (3 Hours)

Steps for Counselling, Types of Counselling: Directive, Non-Directive & Eclectic. Qualities of an effective counselor, Counselling skills & techniques.

Unit III Theoretical foundations of Counselling (8 Hours)

Psychoanalytical approach (Freud), Cognitive Behavioural Therapy, Gestalt Therapy, Humanistic approach (Carl Rogers & Maslow).

Unit IV-Stress and Mental Health (5 Hours)

Stress, **Stressors**, Stress management techniques, Anger Management, Relaxation techniques. Concept of **Mental Health**.

Unit V - Counselling in special situations (8 Hours)

Family & Marital Counselling, Industrial Counselling, School Counselling, Career Counselling, Crisis Intervention.

BOOKS FOR REFERENCE:

- i. Currie, Fr. J, 1989 Barefoot Counselling A Primer in building relationship, Asian Trading Corp. Bangalore, India.
- ii. Egan, Gerard, 2006. The skilled helper: A problem management opportunity,

- Development Approach to helping, Wads worth publishers, Boston
- iii. Hough & Margaret, 2006 Counselling skills and theory, Hodder Arnold publishers, UK
 - iv. Lapworth, Phil, 2001 Integration in Counselling and Psychotherapy: Developing a personal approach, sage publications, New Delhi.
 - v. Mcleod & John, 2003 Introduction to Counselling, Open university press, UK
 - vi. Mearns & Dave, 1999 Person - Centred Counselling in Action, Sage Publications, New Delhi, India
 - vii. Palmer, 2004 Counselling, The BAC Counselling reader, British Association for Counseling, Vol.1&2, Sage publications, New Delhi, India
 - viii. Rao, Narayana, 2003 Counselling and Guidance, Tata McGraw Hill, New Delhi. India
 - ix. Sanders, 2002 First steps in Counselling, PCCS Books Ltd, UK.

JOURNALS

- Abnormal and Behavioural Psychology
- Bipolar Disorder
- Clinical Psychology Review
- Emotion Review

WEB RESOURCES

- <https://www.scitechnol.com/international-journal-of-mental-health-and-psychiatry.php>
- <https://journals.sagepub.com/home/HPO>
- <https://journals.sagepub.com/home/JHV>
- <https://www.journals.elsevier.com/journal-of-behavior-therapy-and-experimental-psychiatry>
- <https://www.apa.org/pubs/journals/abn/index>
- <https://www.scitechnol.com/traumatic-stress-disorders-treatment.php>
- <https://www.journals.elsevier.com/journal-of-experimental-social-psychology>