MANNAR THIRUMALAI NAICKER COLLEGE

PASUMALAI, MADURAI– 625 004

(An Autonomous Institution Affiliated to Madurai Kamaraj University)

(Re-accredited with 'A' Grade by NAAC)

MSW

SYLLABUS AND REGULATIONS

UNDER
CHOICE BASED CREDIT SYSTEM (CBCS)
(For those who joined during 2018-2019 and after)

NAME OF THE COURSE:

Mannar Thirumalai Naicker College under choice based credit system (CBCS) is offering a two year MSW (Master of Social Work) Degree Course (Semester Pattern) in Social Work with provision for a research project in the second year. The term credit is used to describe the quantum of syllabus for various programmes in terms of hours of study. Core, Elective and Non Major courses are a set of compulsory courses required for each programme. The minimum credit requirement for a two-year master's programme is 90.

ELIGIBILITY FOR THE COURSE

Candidates for admission to the Master of Social Work course should posses a Bachelor's degree or an examination accepted as equivalent thereto with a minimum pass.

APPLICATION FOR ADMISSION

Application for admission to the course must be made in prescribed from obtainable at the office of the institution offering the course. The admission will be subject to entrance examination consists of Written test followed by Interview to enable the respective admission committee to decide about the suitability of the candidate. The selection candidates will be made based on the marks obtained from the qualifying examinations (100%) and the marks scored in the entrance test (50%) to be conducted by the concerned college. The decision of the committee shall be final in all cases of admission.

ELIGIBITLITY FOR THE DEGREE

Candidates for the degree shall, besides undergoing the prescribed course of study, do field practicum (Consisting of observation visits, concurrent field work, research project work, etc, under the guidance of staff members and to the satisfaction of the department or the institute.

No candidates shall be eligible for the degree unless he/she has completed the prescribed course of study in an institution and has passed the prescribed examination.

No candidates shall be admitted to the examination unless he/she has attended not less than 75% of the total lecture of each paper, field work visit and produce a certificate from the head of the institution where he./she studied certifying that his/her progress and conduct have been satisfactory. The head of the department shall furnish such certificate the institution before issuing the hall tickets.

DURATION OF THE COURSE

The course for the degree of Master of Social work shall consist of four semester, two in the first year and two in the second year. The academic year shall be divided into two semester, the first being from middle of June to middle of November and the second from middle of December to middle of April. (I Year two semesters and II Year two semesters). Each semester consisting a period of 90 working days.

METHODS OF STUDY

The PG programme consists of a number of courses. The term 'course' is applied to indicate a logical part of the subject matter of the programme and is invariably equivalent to the subject matter of a "paper" in the conventional sense. The PG Program in Social Work consists of Major Courses (19 courses), Elective Courses (3 Courses) and Non Major Subject Courses (1 Course) distributed among the four semester periods. The courses include concurrent field work practicum, and Research project work. Lectures shall be supplemented by participatory methods of learning, seminars, workshops, special lectures, role plays, assignments, field visits, minor projects and other appropriate communication materials etc in accordance with nature of the subject with a view to enable the candidate to understand, analyze and solve the problems in different fields of social work.

EXAMINATIONS

There shall be examination at the end of each semester, for odd semesters in the month of Nov/ Dec for even semesters in April / May. A candidate who does not pass the examination in any course(s) may be permitted to appear in such failed course (s) in the subsequent examinations to be held in Nov/Dec or April /May. However candidates who failed or asked to redo the field practicum shall be permitted to take Regular field practicum in the respective semester.

A candidate should get registered for the first semester examination. If registration is not possible owing to shortages of attendance beyond condonation limit/ regulation prescribed OR belated joining OR on medical grounds, the candidates are permitted to move to the next semester. Such candidates shall re-do the missed semester after completion of the course. The results of all examinations will be published by the College.

EVALUATION

Evaluation for each course shall be done by a continuous internal assessment by the concerned Course Teacher as well as by an end semester examination and will be consolidated at the end of the course.

The pattern of internal valuation may be:

1. Two tests – 15 Marks each. Average :   15 Marks

2. Group discussion / Seminar / Quiz :   5 Marks
    If the college opt quiz, 2 quizzes should be conducted

3. 2 Assignments. 5 marks for each assignment: average :   5 Marks
                                                      ----
                                    Total   :   25 Marks

Attendance need not be taken as a component for continuous assessment, although the students should put in a minimum of 75% attendance in each course. In addition to continuous evaluation components the end semester examination, which will be a written examination of at least 3 hours duration, would also form an integral component of the evaluation. The ratio of marks to be allotted to continuous internal assessment and to end semester examination is 25 : 75. The evaluation of Field work will be done will be based on continuous internal assessment for 75 marks and by external viva voce for 25 marks.

PASSING MINIMUM

A candidate shall be declared to have passed in each course if he/she secures not less than 50% marks (combining both internal and external marks) in the end Semester Examinations. The minimum mark for external examination is 34 and there is no minimum mark for Internal Assessment.

FIELD WORK PRACTICAL

Field work is essentially a major component in social work. The students will undergo field work training in I Semester to IV semesters .They will go to various social work settings (NGOS Industries ,Hospitals and other Community Settings) on every working Tuesdays and Thursdays of every week in each semester. Assessment of the field work visits will be done by the concerned field work supervisors. A Viva –voce in field work will be conducted at the end of the each semester.

NORMS FOR FIELD WORK EVALUATION

S.no	Norms	Marks
	Internal	
1.	Attendance (including regularity & Punctuality)	10
2.	Regularity in submission or report	5
3.	Regularity in individual conference	5
4.	Initiative, resourcefulness & organizational ability	10
5.	Relationship with the agency	5
6.	Application of theory and social work methods	15
7.	Content of the record	20
8.	General impression	5
	Total	**75**
	External	
9	Viva – voce	25
	Total	**100**

RESEARCH PROJECT REPORT

Each candidate is expected to select research problem in the selected field of Social Work and prepare a research design by the end of III semester in consultation with the research supervisor. The project report will be submitted to Mannar Thirumalai naicker College in part fulfillment of the requirement for M.S.W degree in Social Work. The completed project work shall be submitted to the college by the 15th of March during the IV Semester. Two typed copies of the project Report shall be submitted through the Head of the Department on or before the date fixed by the concerned college. Evaluation will be done both by internal (25 Marks) and external for (75 Marks).

STUDY TOUR

Trainees are expected to participate in a study tour organized by the institution. Through study tour carries no credit but it is a compulsory one whereby the trainee get an opportunity to visit the organization engaged in activities related to his/her field of specialization in other parts of the country.

Pattern of the questions paper for the continuous Internal Assessment

The components for continuous internal assessment are:
Part –A
Six multiple choice questions (answer all)   6 x01= 06 Marks
Part –B
Two questions ('either …. or 'type)   2 x 07=14 Marks
Part –C
One question out of two   1 x 10 =10 Marks

                    Total   30 Marks

Pattern of the question paper for the Summative Examinations:

Note: Duration- 3 hours
Part –A
Ten multiple choice questions   10 x01   = 10 Marks
No Unit shall be omitted: not more than two questions from each unit.)
Part –B
Five Paragraph questions ('either …. or 'type)   5 x 07   = 35 Marks
(One question from each Unit)
Part –C
Three Essay questions out of five   3 x 10   =30 Marks
(One question from each Unit)

                    Total   75 Marks

Minimum Marks for a Pass

50% of the aggregate (Internal +Summative Examinations).
No separate pass minimum for the Internal Examinations.
34 marks out of 75 is the pass minimum for the Summative Examinations.

PROGRAMME SPECIFIC OUTCOMES

PSO1: To provide training and education in social work to those desirous of making a career in social work practice.

PSO2: To provide various opportunities through intensive field practicum to work with variety of people in their development and provide service to those who are in need of it.

PSO3: To promote among learners a sense of responsibility and commitment to work with different sections of people and especially of the vulnerable sections of the society

PSO4: To acquire knowledge and skills in undertaking practice-based research and to promote a skilled Entrepreneur, Counselor, and other democratic role of a citizen

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DEPARTMENT OF SOCIAL WORK -PG
(For those who joined in 2018-2019 and after)
Course Pattern

Study Component	I Sem	II Sem	III Sem	IV Sem	Total Hours	Total Credits	No. of Course	Total Marks
Part I:								
Core Subjects	5(4)	5(4)	6(5)	5(5)	108	79	19	1900
	5(4)	5(4)	6(5)	5(5)				
	5(3)	5(3)	5(5)	5(5)				
	5(3)	5(3)	8(5)	8(6)				
	8(4)	8(4)		4(4)				
Elective Subjects	2(2)	2(2)		3(3)	6	7	3	300
Non Major Elective			5(2)		**5**	**5**	**1**	**100**
Total	**30 (20)**	**30 (20)**	**30 (22)**	**30 (28)**	**120**	**90**	**23**	**2300**

SEMESTER I

Sl.No	Subject code	Title of the Paper	Hrs / week	Credit	Maximum Marks		
					Int	Ext	Total
Core Subject							
1.	18PSWC11	Introduction to Professional Social Work	5	4	25	75	100
2.	18PSWC12	Understanding Society and Social Problems	5	3	25	75	100
3.	18PSWC13	Dynamics of Human Behaviour	5	3	25	75	100
4.	18PSWC14	Case Work and Group Work	5	4	25	75	100
5.	18PSWF11	Field Work-I	8	4	60	40	100
Elective Subject							
6.	18PSWE11	Human Rights for Social Work	2	2	25	75	100
		Total	**30**	**20**	**185**	**415**	**600**

SEMESTER II

Sl.No	Subject code	Title of the Paper	Hrs / week	Credit	Int	Ext	Total
Core Subject							
1.	18PSWC21	Community Organization and Social Action	5	4	25	75	100
2.	18PSWC22	Social Welfare Administration	5	3	25	75	100
3.	18PSWC23	Social Work Research and Statistics	5	4	25	75	100
4.	18PSWC24	Social Legislation	5	3	25	75	100
5.	18PSWF21	Field Work-II	8	4	60	40	100
Elective Subject							
6.	18PSWE21	Disaster Management	2	2	25	75	100
		Total	**30**	**20**	**185**	**415**	**600**

Sola no	Subject code	Subject	Hrs / week	Credit	Maximum Marks		
SEMESTER III							
					Int	Ext	Total
Core –Human Resource Management							
1.	18PSWT31	Human Resource Management – I	06	05	25	75	100
2.	18PSWT32	Labour Legislation – I	06	05	25	75	100
3.	18PSWT33	Organizational Behaviour	05	05	25	75	100
Core –Community Development							
1.	18PSWT34	Rural Community Development	06	05	25	75	100
2.	18PSWT35	Urban Community Development	06	05	25	75	100
3.	18PSWT36	Livelihood Promotion	05	05	25	75	100
Core –Medical & Psychatric							
1.	18PSWT37	Health and Hygiene	06	05	25	75	100
2.	18PSWT38	Mental Health	06	05	25	75	100
3.	18PSWT39	Social Work Practice in Medical Settings	05	05	25	75	100
Common to all Specialization							
	18PSWF31	Field Work –III	08	05	75	25	100
Non Major Elective							
1.	18PSWN31	Project Management	05	05	25	75	100
		Total	**30**	**25**	**175**	**325**	**500**

**SEMESTER IV**							
Sl.no	**Subject code**	**Subject**	**Hrs / week**	**Credit**	**Maximum Marks**		
**Core –Human Resource Management**					**Int**	**Ext**	**Total**
1.	18PSWT41	Human Resource Management – II	05	05	25	75	100
2.	18PSWT42	Labour Legislation – II	05	05	25	75	100
3.	18PSWT43	Industrial Relations and Employee Welfare	05	05	25	75	100
**Core –Community Development**							
1.	18PSWT44	Development Administration	05	05	25	75	100
2.	18PSWT45	Community Development in Different Settings	05	05	25	75	100
3.	18PSWT46	Social Entrepreneurship	05	05	25	75	100
**Core –Medical & Psychiatric**							
1.	18PSWT47	Social work Practice in the field of Mental Health	05	05	25	75	100
2.	18PSWT48	Hospital Administration	05	05	25	75	100
3.	18PSWT49	Counselling and Psychotherapy	05	05	25	75	100
**Elective**							
1.	18PSWE41	Skills for Social Workers	03	03	25	75	100
**Common to all Specializations**							
1.	18PSWF41	Field Work -IV	08	06	75	25	100
2	18PSWPR1	Project Work	04	04	40	60	100
		Total	**30**	**28**	**215**	**385**	**600**

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Programme	: MSW	**Part III**	: Core
Semester	: I	**Hours**	: 05
Sub code	: 18PSWC11	**Credits**	: 04

INTRODUCTION TO PROFESSIONAL SOCIAL WORK

Course Outcomes:

CO1: To understand the concept, definition, objectives, functions, theoretical foundations and methods of social work
CO2: To gain knowledge on the historical development of social work profession in India
CO3: To imbibe the principles, values and ethics of professional social work; recognize the need and importance of social work education and field work practicum
CO4: To develop the knowledge in professional Social work.

Unit-I:

Social work – Definition and scope.Related Concepts: Social welfare, Social service, Social reform, Social Security, Social Justice and Human Rights.Social Reformers / Movements in India and Tamil nadu, Role of Religion in Social Work.

Unit -II:

Evolution of Social Work as a Profession: History, Principles. Philosophy, Objectives and Values of Professional Social Work. Professional Ethics of Social Work. Functions of Social Work - preventive, remedial and developmental.

Unit-III:

Approaches to Social Work - Charity approach, Welfare approach, Right based approach Integrated approach systems approach. Radical Social work. Methods of Social Work – Case work, Group work, Community organization, Social Welfare Administration, Social Actions and Social work Research.

Unit- IV:

International and National Professional Associations of Social Workers and Schools of Social Work: IASSW, APASWE, IFSW, ASSWI - their objectives and activities. Social Work Education in India.Prospects and Problems of Social Work Profession in India.

Unit- V:

Concept, Causes, Characteristics and Theories of social Problems.Social Pathology Social Labeling, Social deviance, Social Disorganization. Fields of Social Work - Rural and Urban Community Development, Family and Child Welfare, Medical and Psychiatric social Work, Correctional Social work, School Social Work. Labour

Welfare.Gerentological Social Work.Relevance of Social work in the context of globalization.Environmental Protection, Disaster management, HIV/AIDS and Human Rights.

Text Books:

1. Paul Choudry, **Introduction to Social Work**, Atma Ram and Sons, New Delhi, 1994

Reference Books:

1. Paul Choudry, **Introduction to Social Work**, Atma Ram and Sons, New Delhi, 1994
2. P.D.Misra**, Social Work-Philosophy and Methods**, Inter-India Publications, New Delhi,1964.
3. ShaikhAzhar, **Igbal Principles and practices of social work**, Sublime publications, Jaipur.
4. Rameshwari Devi, **Social work practices**, Ravi PrakashMangal Deep Publications, Jaipur.
5. K. D Gangrade,**Dimensions Of Social Work**, Marwah Publications, New Delhi.
6. M.S Gore, **Social Work and Social Work Education**, Asia Publishing House.
7. G.R Madan, Indian Social Problems, Calcutta, Allied Publishers,1981.
8. C.B. Memoria, ,**Social Problems and Social Disorganization in India**, Allahabad, Kitab Mahal,1981.
9. UGC, **Review of Social Work Education in India**, New Delhi,1978,
10. A. Rx Skidmore and Milton Thackeray, **Introduction to Social Work**. New Jersey, Prentice Hall,1976.

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Programme	: MSW	**Part III**	: Core
Semester	: I	**Hours**	: 05
Sub code	: 18PSWC12	**Credits**	: 03

UNDERSTANDING SOCIETY AND SOCIAL PROBLEMS

Course Outcomes:

CO1: To understand the basic concepts and theories about society
CO2: To gain current knowledge the contributions of different sociological thinkers
CO3: To acquire skills to identify and critically analyze existing and emerging social
　　　problems
CO4: To gain knowledge on basic problems in the society.

Unit - I:

　　Society – Meaning, types and characteristics. Individual and Society – Man as a Social Being.Community – Rural Urban and Tribal Communities. Associations and Institutions– Difference between Society, Community and Association. Social Groups – Primary groups, Secondary groups.Reference groups. Group dynamics – Crowd, Audience, Public Opinion, Propaganda and Group Morale.

Unit - II:

　　Culture- Characteristics- Elements- Functions of Culture- Cultural Lag and acculturation, assimilation, integration and cultural reversal. Civilization.Customs, mores, Folkways. Socialization – Meaning, Agencies and Functions. Social Control – Meaning and agents, Social Processes – Co-operation, Conflict, Accommodation, and Assimilation.

Unit -III:

　　Social Stratification – Meaning, Caste, Class and Race. Changing pattern of caste system in India. Social Mobility – concept and factors for social mobility – Types of Social mobility. Social Institutions – Marriage, Family, Religion – Meaning Types, Functions and Changing Patterns. Political Institutions – Concept of State, Government, Democracy.Economic Institutions – Capitalism, Socialism, Communism, Sarvodaya.

Unit - IV:

　　Social Change - Meaning, Theories, Causes and resistance, Social change in India. Social Problems: Causes and consequences- Major social problems- Poverty, Population growth, Iliteracy, Casteism, Unemployment, Child Abuse, Drug Addiction, Alcoholism, Prostitution, Crimes against women, Crime, Juvenile Delinquency, Corruption and Ecological problems.

Unit- V:

　　Contribution of Sociology to Social Work: Sociological Theories : August comte, Spencer, Weber, Durkeheim, Karl Marx. Indian Social Thinkers – Gandhi, Arurobindo, Vivekanda, Radhakrishnan,,**Arundhati Roy,MedhaPatkar**

Text Books:,

C.N.ShankarRao, Sociology, S.Chand Company Ltd, 2012.

Reference Books:

1. BhusanVidya and Sachdev, An Introduction to Sociology, ,KitabMahal, Allahabad, 2006.

2. Harry. M.Johns, Sociology – A Systematic Introduction, Allied Publications Chennai, 1993.

3. P.S Horton, and C.L Hunt, Sociology, Tata McGraw Hill, New Delhi, 2005.

4. Papa, J.M et al, A Dialectic Journey of Theory and Practice, Sage Publications, New Delhi, 2006.

5. P. Ramasamy, General and Medical Sociology, New Millenium Publications, Chennai, 2008**.**

6. Singh. Yogendra, Modernization of Indian Society, Rawat publications, Jaipur, 1994

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Programme	**: MSW**	**Part III**	**: Core**
Semester	**: I**	**Hours**	**: 05**
Sub code	**: 18PSWC13**	**Credits**	**: 03**

DYNAMICS OF HUMAN BEHAVIOUR

Course Outcomes:

CO1: To Understand the fundamental components of human behaviour.
CO2: To Gain insight into factors contributing to development of personality.
CO3: To Understand growth and development of individual at various stages in the life span.
CO4: To Understand the processes of adjustment and not-adjustment and its impact on human behaviour.
CO5: To enable the students to understand the activeness of Human behaviour.

Unit – I:

Concept of Human Behaviour, Schools of Psychology: Structural, functional, behaviourist. Various definitions of Psychology: Science of mind, behaviour, consciousness, subconscious processes and motivation. Normal, abnormal, clinical, educational, industrial, experimental, developmental, child and adult psychology

Unit – II:

Human Growth and Development.Meaning of developmental tasks. Developmental stages from conception to old age – physical, social and psychological aspects to development. Role of Heredity and Environment in development.

Unit – III:

Psychological Processes in Behaviour Needs and Motives. Emotions Perception Intelligence, Learning and motivation Social Bases of Behaviour Social perception – attitudes, prejudices, biases, stereotyping Individuals in groups –group norms, group conformity vs. deviation. Propaganda, rumours and the social affects.Principles and Areas of Human Development Social, emotional, cognitive and physica. Stages in Life Span Approach from Conception to Old Age, Characteristics , needs, tasks and problems at each stage

Unit – IV:

Human Motivation - Theories of motivation, Basic Human Needs. Personality – definition,.meaning, theories, types. Concept of Stress.Anxiety, Frustration and Conflict.Defense Mechanisms.Transcendental Meditation and Yoga – its relevance to controlling stress.Concept and meaning of mental health and mental illness.Characteristics of mentally healthy person.Promotion of mental health and role of Social Worker.

Unit – V:

Psychological Testing – Psychometry – Mental ability tests – Aptitude and Attitude tests. Interest Inventories. Personality tests – EPI, MMPI, 16PF. Test on Learning disability. Introduction to counseling – counseling interview –Qualities of a Counselor.

Reference Books :

1. L.E. Berk, Child Development, , Prentice Hall, New Delhi, 2005.

2. BhattmPoornima, Clinical Psychology **,** GNOSIS Publishers , New Delhi, 2006.

3. J.P.Guilford, Fields of Psychology, Surjeet Publications, New Delhi, 2007.

4. Hurlock, Elizabeth, Development Psychology, McGraw Hill, New York, 2002.

5. A.S. Reber and E.S Reber, The Penguin Dictionary of Psychology,2001.

6. Berry, John W., Mishra R. C., Tripathi R. C. (2003) Psychology in Human and Social Development, London : Sage Publications

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Programme : MSW		**Part III**	: Core
Semester : I		**Hours**	: 05
Sub code : 18PSWC14		**Credits**	: 04

CASE WORK AND GROUP WORK

Course Outcomes:
CO1: To understand casework as a method of social work, and its practical application.
CO2: To develop awareness about the specific characteristics of Group Work and its
            Contributions as a method of social work intervention,
CO3: To gain knowledge about group formation and the use of a variety of group approaches.
CO4: To enhance the students on process of case work and group work

Unit - I

Social case Work – Concept, definition, meaning, objectives and history. Dynamics of Human behaviour and its application to Social Case Work. Basic components of Social Case Work – Problem, Person, Place, Process. Basic principles of Social Case Work. Meaning and its Importance. Characteristics of Professional Relationship: Empathy, Transference and Counter Transference, Resistance, Sustaining the Relationship, Genuineness, Unconditional Positive regard and Self Disclosure.

Unit- II

Case Work Process – Study (methods, techniques and their uses, Case recording, Interview, collateral contacts etc) Diagnosis (factors involved in diagnosis, differential diagnosis). Treatment (methods and techniques). Approaches in Social Case Work - functional, diagnostic, crisis intervention, counseling, psycho therapy, behaviour modification and Family Therapy. Interview, recording and Supervision, Discussion of case work reports.

Unit -III

Social Group Work – concept, definition, meaning, scope, objectives and history. Relationship between Social Case Work and Social Group work. Dynamics of group processes – group formation. Structure and functions of group. Pattern and process of group interaction, group climate. Socio-metric pattern and its use. Principles of group Work practice.

Unit - IV

Group work Processes Planning phase (recruitment of members, orienting members, composing the group, preparing the environment). Beginning phase (goal setting, motivation, assessment). Middle phase (leading the group, interviewing with members, problem solving approach). Ending phase (termination and evaluation). Roles of group worker –as enabler, helper, therapist, resource mobilizer and evaluator. Skills of social group worker, Program planning in Social Group work – Meaning, principles, planning stages. Programme laboratory – Play, games, singing, dancing and role-play, storytelling, Puppetry, group discussion and excursion- Maintenance of group work records.

Unit - V:

Social case Work & Group work practices among children, youth, aged, and women in different settings such as family, school, community, industries ,correctional settings and hospitals-Preparation of case work & Group work records, Principles and Guidelines for writing records.

Text Book :

P.D.Misra, Social Work – Philosophy and Methods, Inter – India Publications, New Delhi, 1994.

Reference Books :

1. Aptaker, Herbert, Dynamics of Case Work and Counseling, Miffin Pub, Boston,1982

2. Mathew, Grace, An Introduction to Social Case Work , TISS, Bombay,1993.

3. Gisela, Konopka ,Group Work in the Institution,. Associated Press, New York, 1970

4. Roberts RW and Nee, RH. (Ed), Theories of Social Case Work, Chicago University,1970.

5. Trecker, HB ,Social Group Work ; Principles and Practices, Association Press, New York,1972

6. Tom Douglas, A theory of Group Work Practice, Macmillan, London, 1993.

7. P.K Upadhyay, Social Case Work, New Delhi, 2003.

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Programme : MSW	**PartIII: Elective**
Semester : I	**Hours : 02**
Sub code : 18PSWE11	**Credits: 02**

HUMAN RIGHTS FOR SOCIAL WORK

Course Outcomes:

CO1: To enable the students to understand the evolution of Human Rights in India.
CO2: To help the students to gain a clear understanding about the constitution and legal Provision in order to protect the rights of the affected individuals and groups.
CO3: To enable the students to understand the use of legal remedies in Human Rights violations.
CO4: To sensitize the students about human rights and violences in India.

Unit - I

Human Rights: Concept, Meaning, Definitions and Classification – Civil and Political rights, Socio economic and cultural rights.

Unit - II

International HR instruments: Universal Declaration of HR, Conventions on Child Rights, Convention against Elimination of all Discrimination Against Women, Convention against racial discrimination.

Unit - III

Indian Constitution and relevant articles relating to HR. the Protection of Human Rights Act (1993), National Human Rights Institutions – National HR commission, National SC/ST Commission, National Commission for Women, National Commission for Minorities. State Human Rights Institutions – State HR Commission, State Commission for Women, State Commission for Minorities. HR Court.

Unit - IV

Legislations : Legislations of Human Rights for selected target population – SC / ST, Religious minorities, Physical Visual and Mentally handicapped. AIDS victims, Refugees, Prisoners, Women and children, Senior citizens.Role of Social Activist and great leaders in promoting Human Rights.

Unit - V:

Human Rights issues related to Democracy, Development – Displacement, resettlement and beautification of cities. Role of Social Workers.Role of mass media in Human Rights.

Text Book:

A.K.Pathak, Human Rights, Silver Line Publications, New Delhi, 2010.

References :

1. P Diwan and P Diwan, Human rights and the Law, Deep and Deep, New Delhi, 1998.

2. SP Gogia, Law Relating to Human Rights, Asia Law House, Hyderabad,1996.

3. V Patil, Shivaraj, Humility, Humanity and Human Rights, SOCO, Madurai, 2005.

4. Shanmugavelayutham, K., 1998. Social Legislation and Social Change, Vazhga Valamudan Publishers, Chennai

5. Pandey, P.N, 2000. Constitutional Law of India, Central Law Agency, Allahabad

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Programme	: MSW	**Part III**	: Core
Semester	: II	**Hours**	: 05
Sub code	: 18PSWC21	**Credits**	:04

COMMUNITY ORGANIZATION AND SOCIAL ACTION

Course Outcomes:
CO1: To Develop the understanding regarding community organization as a method of social work
CO2: To Understand the critical elements of community organization practice
CO3: To Enhance the understanding of the roles of the agencies and community organizer
CO4: To Enhance critical understanding of the models and strategies for community organization
CO5: To develop perspective and skills for participatory processes in the community and civil Society

Unit - I

Concept of community:- Sociological, cultural and social work perspective of community - geographical and functional community. Functions of community. Deconstructing concept of communities: Dalit, Feminist and Racial connotations of communities, community and identity. The process of community integration and disintegration.

Unit- II

Community Organization - Definition, Assumptions, objectives and Principles. Community organization as a method of social work.Approaches in community organization – Murray G.Ross model general content approach, Specific content approach, Process content approach.Jack Rothmans Models – Locality Development Model, Social Planning Model.Social Action Model.Concept of community development and its objectives.Community organization and community development.

Unit -III

Phases in community organization.Study, Analysis Assessment, Decision Making, Organization, Action, Evaluation, Modification and Continuation. Tools and techniques used in various phases. Methods of negotiation and conflict resolution. Skills required to handle the community organization methods- Role of community organizer.

Unit - IV

Social work and social action, History of social action in India, Different forms of protest, various contributions to the theory of social action (Lees, Saul Alinsky, Paulo Friere, Mahatma Gandhi (Sarvodaya) and Siddique.) Strategies for social action from various social movements.

Unit - V

Advocacy: Concept of advocacy as a tool; Strategy for advocacy; Campaigning; Lobbying; Use of media and public opinion building in advocacy; and Coalition and Network building; Linking up protest movements with development work.

Text Book:

1. Meena Pandy, Community Organisation and Social Action, Himalaya Publishing House, 1994.

References :

1. HY Siddique, Social Work and Social Action Developmental Perspective, Harnam Publications, New Delhi, 1984.

2. Freire, Paulo, Pedagogy of the Oppressed, Penguin, Harmondsworth,1972

3. Anne Hope and Sally Timmel,) Training for Transformation (Books 1-4), Intermediate Technology Publications, London, 1984

4. Mark. S.Homan, Promoting Community Change California, Brooks / Cole Publishing Company, 1993.

5. N. Thomas David., Organizing for Social Change, George Allen and Unwin, London, 1976

6. G Murray Ross, Community Organization Theory, Principles and Practice, Harper and Row, New York,1955

7. Beher A and Samuel J (2006) Social Watch in India: Citizens Report on Governance and Development, Pune : NCAS.

8. Gangrade. K.D, community Organization in India, , Popular Prakasan , Bombay 1971.

9. K. Ralph and H. Specht, Community Organization Practice, Prentice Hall, New Jersy, 1975.

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DEPARTMENT OF SOCIAL WORK -PG
(For those who joined in 2018-2019 and after)

Programme : MSW	**Part III : Core**
Semester : II	**Hours : 05**
Sub code : 18PSWC22	**Credits : 03**

SOCIAL WELFARE ADMINISTRATION

Course Outcomes:
CO1: To Understand concept, principles and components of social welfare administration.
CO2: To Develop understanding of social welfare administration as a method of social
work profession.
CO3: To Acquire competence in social welfare and development services and to gain
exposure.
CO4: To understand the concepts of social welfare Administration and gain skills required
for social work adminstrator

Unit - I
Definition and Scope of Social Policy and Social Welfare Administration. Administrative arrangement and constitutional base for Social Welfare / Policy in India. Functional areas of Ministries (Central and State), Boards (Central Social Welfare Board) and other National Institutions.

Unit- II
Central and State Level Social Policies related to Nutrition and Food Security, Education, Health, Women and Children, Backward Classes, Senior Citizens, Unorganized sector workers. ; disability;dalits and tribals; urban and rural governance and development.

Unit - III
Procedure for Registration of Human Service Organizations under Societies Registration Act, Trust Act, Corporate Social Responsibility Act .Memorandum of Association.Constitution and Bye – laws.Functions of Governing Board.Provisions in Income Tax Act. Overview of administrative process.POSDCORB.Planning, Organizing, Staffing, Directing, Controlling, Reporting, and budgeting.

Unit -IV
Importance of office management in welfare organizations. Communication system in the office, Office Procedures. Records management and filling system. Office automation Application of computers in office.

Unit -V
Project administration. Project Identification, Planning, Appraisal, Implementation Monitoring and evaluation.Guidelines to prepare project proposals.

Text Book:

1. Chowdry, Paul, **Hand Book on Social Welfare in India**, Atmaram,New Delhi, 1993.

Reference Books :

1. A.B. Bose, Social Welfare Planning in India, United Nations, Bangkok,2001.

2. Social Welfare Administration In India,Dr.D.R.Sachdeva ,kitabMahal publication,2003

3. W. Friedlander, Introduction to Social Welfare, , Prentice Hall, New Jersy, 1995.

4. S.L. Goel and RK Jain, Social Welfare Administration, Vol.I& II, New Delhi, 2001.

5. Sachdev, Social Welfare Administration, 1992.

6. Skidmore, ASocial Work Administration: Dynamic Management and Human

   Relations, Prentice-Hall, New Jersey, 1996.

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Programme : MSW	**Part III : Core**
Semester : II	**Hours : 5**
Sub code : 18PSWC23	**Credits : 4**

SOCIAL WORK RESEARCH AND STATISTICS

Course Outcomes:

CO1: To develop an understanding of scientific approach to human inquiry in comparison to the native or common sense approach in various aspects, and its process.

CO2: To understand major research strategies, statistical package and its meaning, scope and importance of social workresearch.

CO3: To develop an ability to see the linkages between practice, research, theory and their role in enriching one another.

CO4: To encourage the students to involve in the social work research and its statistics.

Unit – I

Scientific Method – Meaning, Assumptions, Steps, Criticism. Research – definition and objectives. Social Work Research – definition, meaning objectives, scope, present position and agencies in India. Social work research and its relationship with other methods of social work.

Unit- II

Identification and formulation of research problem.Statement of objective. Hypotheses – meaning, types, sources, criteria of good hypothesis. Operational definition. Research design- case study, explorative, descriptive, diagnostic and experimental designs. Factors influencing the choice of research design.

Unit – III

Sources of data – Primary and Secondary sources. Methods and tools of data collection observation (participant and non-participant), interview guide, interview schedule, questionnaire. Pilot study and pre test. Sampling – types, Qualitative Techniques – PRA, LFA, FGD etc… sampling error and sample size.

Unit- IV

Statistics – definition, meaning, function. Levels of measurement – nominal, ordinal, interval and ratio, measure of central tendency – mean, median, mode. Measures of dispersion – range, quartile deviation, meant deviation, standard deviation. Correlation – Karl Pearson's co-efficient of correlation, Spearman's rank correlation. Testing of hypotheses (only theory and not problems) – application and usefulness of student 's 't, 'z' test, ANOVA, chi square. Thustone, Likert, Bogards and Sociometry scales. Reliability and validity of scales.Statistical Package for Social Science (SPSS) / (Only Practical and Not for Theory Exam).

Unit –V

Report writing – Chapterization, guidelines for drafting research report. Documentation, foot notes – references and bibliography,Webliography index and preparation of abstracts. Methodological review of research reports, books for research conferences. Planning and organization of research in social work – planning, organization, pattern, time, personnel, finance etc. note: Preparation and discussion of a research design based on field work experiences.

Text Books:

1.Methodology Of Research In Social Sciences 2E, Krishnaswamy O R,Himalaya

   Publishining,2013

2.Ahuja, Ram, Research Methods, Rawat Publications, Jaipur, 2003.

References:

1. Anderson et al, Thesis and Assignment Writing, Wiley Easton Ltd, New Delhi, 1991.

2. DJ Champian, Basic Statistics, Prentice Hall,2001.

3. Goode and Hatt, Methods in Social Research, McGraw Hill.

4. S P Gupta, Statistical Methods, ,Sulthan Chand, New Delhi, 2005.

5. K Popper, The Logic of Scientific Discovery, Hutchinson and Co, London.

6. Young, Pauline, Scientific Social Survey and Research, Prentice Hall, USA, 1960.

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Programme : MSW	**Part III**	: Core
Semester : II	**Hours**	: 05
Sub code : 18PSWC24	**Credits**	: 03

SOCIAL LEGISLATION

Course Outcomes:

CO1: To understand basic knowledge of Social Legislation

CO2: To know about the implication of Social Legilation Act in Practical

CO3: To make familiar contemporary issues of social problems and its applications

CO4: To understand social legislation and its relevance.

UNIT - I

Legislation – Meaning, Principles. Social legislation – definition meaning. Indian Constitution – Fundamental rights, Directive Principles of State Policy. Social legislation as an instrument of social change.

UNIT - II

The Hindu Marriage Act.Mohammedan law Marriage and Divorce.Indian Chirstian Marriage Act and Indian Divorce Act.Special Marriage Act.Family Court Act.Hindu Succession Act.Mohammedan Law of Inheritance.Indian succession Act.Hindu Adoption and Maintenance Act. Inter Country Adoption. Hindu Minority and Guardianship Act.

UNIT - III

The Dowry Prohibition Act.The Medical Termination of Pregnancy Act. The Juvenile (Care and Protection) Act. The child Labour Regulation and Abolition Act.The Domestic Violence Act.Right to Education. TheChild Marriage (Restraint) Act 1929, Protection of Children against Sexual offencesAct(POCSO) 2012.

UNIT - IV

Laws related to disadvantaged sections:The Protection of Civil Rights Act. The prevention of Atrocities Against SC's St's Act. The Probation of Offenders Act.The consumer Protection Act.The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act 1995.Laws related to Elderly, Laws related toTribal and Environment.

UNIT - V

Right to Information Act. Legal Aid Movement in India and abroad. Administration of legal Aid.Public Interest Litigation.Role of social worker in legal aid.

Text Book:

Diwan, P &Diwan P. (1994) Children and Legal Protection, New Delhi, Deep & Deep Publication.

REFERENCES :

1. Awasthi, SK(1994), Manual of Marriage and Divorce Laws, Jodhpur, Rajasthan Law House.
2. Biswas. B. et al. (1971), Impact of Social Legislation and Social Change, Calcutta,
3. Chaudhary, RNP, (2005), Consumer Protection Law, New Delhi, Deep & Deep Publications.
4. Gangarade, KD (2001), Social Legislation in India, New Delhi, Concept Publishers.
5. India, (1995), Indian Constitution, New Delhi, Publications Division.
6. Mathew, PD. (1997), Fundamental Rights in Action, New Delhi, ISI
7. Sinha, B S. (1983), Law and Social Change in India, New Delhi, Deep & Deep Publicaitons.

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Programme	**: MSW**	**Part III**	**: Elective**
Semester	**: II**	**Hours**	**: 02**
Sub code	**: 18PSWE21**	**Credits**	**: 02**

DISASTER MANAGEMENT

Course Outcomes:

CO1: To Understand basic concepts in Disaster Management
CO2: To Understand Definitions and Terminologies used in Disaster Management
CO3: To Understand Types and Categories of Disasters
CO4: To encourage the role of volunterism during disaster situations.

Unit- I:

Disasters: An Overview: Disaster: meaning, factors, significance, causes and effects; Types of disasters: earthquake, flood, cyclone, drought and famine; landslide, snow avalanche, fire, forest fire, industrial and technological disasters.

Unit- II:

Impact of disasters: on individuals, families, groups; on children, women and the elderly; physical, economic, and psycho-social impact of disasters.

Unit -III:

Disaster Management: Prevention, Preparedness and Mitigation - Disaster Preparedness: Concept & Nature - Disaster Preparedness Plan - Disaster Preparedness for People and Infrastructure - Community based Disaster Preparedness Plan Role of various agencies: Government, Military and Para-military forces, NGOs, Media. Disaster mapping, predictability, forecasting, preparing community and mitigation.

Unit- IV:

Relief and Reaching out: Search, rescue, evacuation and shelter for victims; Clearance of debris, disposal of the dead and damage assessment; Trauma centre management: psycho-social care; emergency health operations and safety measures: drinking water, food nutrition, and hygienic sanitation; Emergency support functions and their coordination.

Unit- V:

Reconstruction and rehabilitation: Rehabilitation: social, economic, health and hygiene aspects; Reconstruction , rehabilitation and, Repartriation; Disaster resistant housing, house relocation, repairing, strengthening of house; Monitoring and evaluation.

Reference Books:

1. I.Abarquez and Z.Murshed, Community-Based Disaster Risk Management: Field Practitioners' Handbook, Asian Disaster Preparedness Center, New Delhi, 2004

2. M Anderson and P Woodrow, Rising from the Ashes: Development Strategies in Times of Disaster, ITDG Publishing, London 1998. www.itdgpublishing.org.uk