SOCIAL WORK

Syllabus

Program Code: USW



MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS)

Re-accredited with "A" Grade by NAAC PASUMALAI, MADURAI – 625 004

Eligibility for Admission

Candidates seeking admission to the B.S.W Degree course must have the Higher Secondary Education Certificate of the Government of Tamil Nadu or any other state or its equivalent qualification.

Duration of the course

The duration of the course shall be three academic years comprising six semesters with two semesters in each academic year.

Subjects of Study

Part I : Tamil
Part II : English

Part III :

1. Core Subjects

2. Allied Subjects

3. Electives

Part IV :

1. Non Major Electives

2. Skill Based Subjects

3. Environmental Studies

4. Value Education

Part V

Extension activities

The scheme of Examination

The components for continuous internal assessment are:

Two tests and their average --15 marks

Seminar / Group discussion -- 5 marks

Assignment --5 marks

6

Total 25 Marks

Pattern of the questions paper for the continuous Internal Assessment

(For Part I, Part II, Part III, NME & Skilled Paper in Part IV)

The components for continuous internal assessment are:

Part -A

Four multiple choice questions (answer all) $4 \times 01 = 04$ Marks

Part -B

Three short answers questions (answer all) $3 \times 02 = 06$ Marks

Part -C

Two questions ('either or 'type) 2 x 05=10 Marks

Part -D

Two questions out of three $2 \times 10 = 20 \text{ Marks}$

Total 40 Marks

Pattern of the question paper for the Summative Examinations:

Note: Duration- 3 hours

Part -A

Ten multiple choice questions $10 \times 01 = 10$ Marks

No Unit shall be omitted: not more than two questions from each unit.)

Part –B

Short answer questions (one question from each unit) $5 \times 02 = 10$ Marks

Part -C

Five Paragraph questions ('either or 'type) $5 \times 05 = 25$ Marks

(One question from each Unit)

Part -D

Three Essay questions out of five 3 x 10 = 30 Marks

(One question from each Unit)

Total 75 Marks

The Scheme of Examination (Environmental Studies and Value Education)

Two tests and their average --15 marks

Project Report --10 marks*

Total --25 marks

^{**} The students as Individual or Group must visit a local area to document environmental assets – river / forest / grassland / hill / mountain – visit a local polluted site – urban / rural / industrial / agricultural – study of common plants, insects, birds – study of simple ecosystem – pond, river, hill slopes, etc.

Question Paper Pattern

(Internal Assessment)

Pattern of the Question Paper for Environmental Studies & Value Education only) (Internal) 45 MCQs will be asked for two internal assessment tests ($45 \times 1=45 \text{ Marks}$) and converted for 15 marks

Two tests and their average -- 15 marks*
Project -- 10 marks

Total 25 Marks

Summative Examination Pattern

Pattern of the Question Paper for Environmental Studies & Value Education only) (External)

75 Multiple choice questions will be asked from five units ($75 \times 1=75$ Marks)

(15MCQ's from each unit)

Minimum Marks for a Pass

40% of the aggregate (Internal +Summative Examinations).

No separate pass minimum for the Internal Examinations.

27 marks out of 75 is the pass minimum for the Summative Examinations.



VISION

Envisage a society which ensures peace, harmony, dignity, justice and equal opportunities for development of individuals and communities through planned social work interventions by a committed cadre of professionals

MISSION

Prepare future social work professionals for leadership in areas of culturally-informed, community-engaged practice, policy, and research, with a particular emphasis on persistent and emerging social problems in rapidly diversifying urban areas locally, nationally and globally.

Rationale Behind Social Work

Social workers are professionals, who aim to enhance overall well-being and help meet basic and complex needs of communities and people. Social workers work with many different populations and types of people, particularly focusing on those who are vulnerable, oppressed, and living in poverty.

Depending on their specialty, job title and place of employment, a social worker may be required to participate in legislative processes that often result in the formation of social policies. They lean on social work values and principles, as well as academic research to carry out their work.

Social workers are educated and trained to address social injustices and barriers to their client's overall wellbeing. Some of these include poverty, unemployment, discrimination and lack of housing. They also support clients and communities who are living with disabilities, substance abuse problems, or experience domestic conflicts.

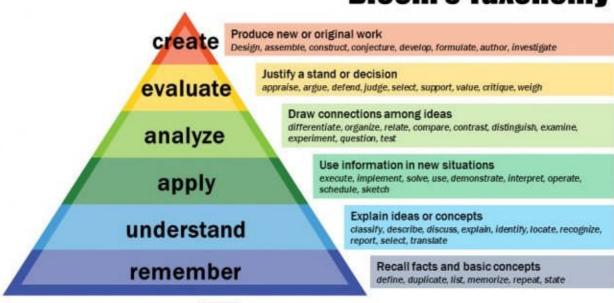
Social workers often fine-tune their practice with a focus on a level of interventions and types of communities they wish to serve.

The 12 Graduate Attributes*:

- 1. (KB) A knowledge base for engineering: Demonstrated competence in university level mathematics, natural sciences, engineering fundamentals, and specialized engineering knowledge appropriate to the program.
- 2. (PA) Problem analysis: An ability to use appropriate knowledge and skills to identify, formulate, analyze, and solve complex engineering problems in order to reach substantiated conclusions
- 3. (Inv.) Investigation: An ability to conduct investigations of complex problems by methods that include appropriate experiments, analysis and interpretation of data and synthesis of information in order to reach valid conclusions.
- 4. (Des.) Design: An ability to design solutions for complex, open-ended engineering problems and to design systems, components or processes that meet specified needs with appropriate attention to health and safety risks, applicable standards, and economic, environmental, cultural and societal considerations.
- 5. (Tools) Use of engineering tools: An ability to create, select, apply, adapt, and extend appropriate techniques, resources, and modern engineering tools to a range of engineering activities, from simple to complex, with an understanding of the associated limitations.
- 6. (Team) Individual and teamwork: An ability to work effectively as a member and leader in teams, preferably in a multi-disciplinary setting.
- 7. (Comm.) Communication skills: An ability to communicate complex engineering concepts within the profession and with society at large. Such ability includes reading, writing, speaking and listening, and the ability to comprehend and write effective reports and design documentation, and to give and effectively respond to clear instructions.
- 8. (Prof.) Professionalism: An understanding of the roles and responsibilities of the professional engineer in society, especially the primary role of protection of the public and the public interest.
- 9. (Impacts) Impact of engineering on society and the environment: An ability to analyze social and environmental aspects of engineering activities. Such ability includes an understanding of the interactions that engineering has with the economic, social, health, safety, legal, and cultural aspects of society, the uncertainties in the prediction of such interactions; and the concepts of sustainable design and development and environmental stewardship.
- 10. (Ethics) Ethics and equity: An ability to apply professional ethics, accountability, and equity.
- 11. (Econ.) Economics and project management: An ability to appropriately incorporate economics and business practices including project, risk, and change management into the practice of engineering and to understand their limitations.
- 12. (LL) Life-long learning: An ability to identify and to address their own educational needs in a changing world in ways sufficient to maintain their competence and to allow them to contribute to the advancement of knowledge

WA	Graduate Attributes	Caption as
WA1	A knowledge base for engineering: Demonstrated competence in university level mathematics, natural sciences, engineering fundamentals, and specialized engineering knowledge appropriate to the program.	Knowledge Base
WA2	Problem analysis: An ability to use appropriate knowledge and skills to identify, formulate, analyze, and solve complex engineering problems in order to reach substantiated conclusions	Problem Analysis & Investigation
WA4	Investigation: An ability to conduct investigations of complex problems by methods that include appropriate experiments, analysis and interpretation of data and synthesis of information in order to reach valid conclusions.	
WA10	Communication skills: An ability to communicate complex engineering concepts within the profession and with society at large. Such ability includes reading, writing, speaking and listening, and the ability to comprehend and write effective reports and design documentation, and to give and effectively respond to clear instructions.	Communicat ion Skills & Tools
WA5	Tools Use of engineering tools: An ability to create, select, apply, adapt, and extend appropriate techniques, resources, and modern engineering tools to a range of engineering activities, from simple to complex, with an understanding of the associated limitations.	
WA9	Individual and teamwork: An ability to work effectively as a member and leader in teams, preferably in a multi-disciplinary setting.	Individual and Team Work
WA6	Professionalism: An understanding of the roles and responsibilities of the professional engineer in society, especially the primary role of protection of the public and the public interest.	Professionali sm, Ethics and equity
WA8	Ethics and equity: An ability to apply professional ethics, accountability, and equity.	
WA12	(LL) Life-long learning: An ability to identify and to address their own educational needs in a changing world in ways sufficient to maintain their competence and to allow them to contribute to the advancement of knowledge	Lifelong learning & Impact of social
WA9	(Impacts) Impact of engineering on society and the environment: An ability to analyze social and environmental aspects of engineering activities. Such ability includes an understanding of the interactions that engineering has with the economic, social, health, safety, legal, and cultural aspects of society, the uncertainties in the prediction of such interactions; and the concepts of sustainable design and development and environmental stewardship.	engineering on society and the environment

Bloom's Taxonomy



PROGI	RAM EDUCATIONAL OBJECTIVES (PEOs)
PEO1:	Understand social work knowledge, ethics and values towards development.
PEO2:	Examine social problems through proper interventions.
PEO3:	Develop effective communication skill by adopting various social work tools.
PEO4:	Enrich effective participation as an individual and in team.
PEO5:	Equip social work professional values & ethics
PEO6:	Enhance the quality of life in promoting sustainable development.

PROC	PROGRAMME OUTCOMES (POs)							
On co	mpletion of the Programme, the student will							
PO1:	Acquire disciplinary knowledge on social work profession.							
PO2:	Develop Critical thinking,, Analytical reasoning and problem solving.							
PO3 :	Equip Communication skills and able to practice social work tools.							
PO4 :	Enrich leadership quality through team work.							
PO5 :	Enhance Multicultural competence with moral and ethical awareness							
PO6 :	Prove proficiency with ability to engage in higher studies and sensitize oneself towards							
	social functioning.							

PROG	RAM SPEC <mark>IFIC OUTCOME (PSOs)</mark>
PSO1:	To provide students the opportunities, Knowledge, Skills, attitudes and values appropriate to work with individuals, groups, communities and organizations
PSO2:	To provide inter disciplinary collaboration for better understanding of human problems, services and issues related to human development
PSO3:	To enable the students to approach the social problems Empathetically in social work perspective.
PSO4:	The practical knowledge of this course helps to personal growth of the students and Society as a whole.
PSO5:	To achieve professionalism and become efficient social worker in the field.

MANNAR THIRUMALAI NAICKER COLLEGE (Autonomous), Pasumalai BSW Curriculum

(For the student admitted during the academic year 2021-2022 onwards)

Course Code	Title of the Course	Hours	Credits	Maximum Marks			
				Int	Ext	Tota l	
	FIRST SEMES	STER					
Part – I	Tamil / Alternative Course						
21UTAG11	இக்காலக் கவிதையும் நாடகமும்	6	3	25	75	100	
Part – II	English	Olim					
21UENG11	Communicative English - I	6	3	25	75	100	
Part – III	Core Courses	11					
21USWC11	Introduction to Social Work	5	5	25	75	100	
21USWC12	Introduction to Methods of Social Work	4	4	25	75	100	
Part III	Allied Course	11113	200				
21USWA11	Understanding society with Social work Perspective	5	4 @	25	75	100	
Part IV	Skill Based Course		1 5				
21USWS11	IT Skills for Social Workers	2	2	25	75	100	
Part IV	Mandatory Course						
21UEVG11	Environmental Studies	2	2	25	75	100	
	Total	30	23	175	525	700	
	SECOND SEMI	ESTER		4	•		
Part – I	Tamil / Alternative Course		1 20				
21UTAG21	இடை <mark>க்கா</mark> ல இலக்கியமும் சிறுக <mark>தைய</mark> ும்	6	3	25	75	100	
Part – II	English	21111	1000				
21UENG21	Communicative English - II	6	3	25	75	100	
Part – III	Core Courses						
21USWC21	Social Welfare Administration	5	5	25	75	100	
21USWC22	Introduction to Fields of Social Work	4	4	25	75	100	
Part III	Allied Course						
21USWA21	General Psychology	5	4	25	75	100	
Part IV	Skill Based Course						
21USWS21	Skills for Social Workers	2	2	25	75	100	
Part IV	Mandatory course						
21UVLG21	Value Education	2	2	25	75	100	
	Total	30	23	175	525	700	

	THIRD SEME	STER				
Part – I	Tamil / Alternative Courses					
21UTAG31	காப்பிய இலக்கியமும்	6	3	25	75	100
	உரைநடையும்					
Part – II	English					
21UENG31	Communicative English - III	6	3	25	75	100
Part – III	Core Coursess					
21USWC31	Social Work Research and Statistics	5	5	25	75	100
21USWF31	Field Work –I	4	4	40	60	100
Part III	Allied Courses					
21USWA31	Social Entrepreneurship	5	4	25	75	100
Part IV	Skill Based Courses	(4)				
	- MAN	2	2	25	75	100
21USWS31	Understanding Oneself and Family	KET		23	73	100
Part IV	Non Major Elective Course	UN)	100			
21USWN31	Personality Development	2	2	25	75	100
	Total	30	23	190	510	700
	FOURTH SEMI	ESTER	1(0)			ı
Part – I	Tamil / Alternative Courses	Kerl	ME	8		
21UTAG41	ப <mark>ண்டைய இ</mark> லக்கியமு <mark>ம் ப</mark> புதினமும்	6	3	25	75	100
Part – II	English					
21UENG41	Communicative English - IV	6	3	25	75	100
Part – III	Core Courses	O	3	23	7.5	100
21USWC41	Management of NGOs	5	4	25	75	100
21USWF41	Field work –II	4	4	40	60	100
			19	10	00	100
Part III	Allied Courses	- 22	1	25	75	100
21USWA41	Developmental Psychology	5	4	25	75	100
Part IV	Skill Based Courses		3137			
21USWS41	Communication Skills for Social Work Practice	2	2	25	75	100
Part IV	Non Major Elective Course					
21USWN41	Contemporary Social Work	2	2	25	75	100
Part V	Extension					
21UEAG40-	Extension Activity	0	1	100	-	100
21UEAG49						
	Total	30	23	290	510	800
	FIFTH SEMES	STER	ı	1	<u> </u>	
D 4 777	0 0				1	i
Part – III	Core Courses		4	25	7.7	100
21USWC51	Community Development	6	4	25	75	100
		6 6 6	4 4 4	25 25 40	75 75 60	100 100 100

Part III	Core Elective					
21USWE51	Family and Child Welfare	5	5	25	75	100
21USWE52	Project Proposal writing					
21USWE53	Technologies for Social workers					
21USWE54	Welfare of the Differently Abled	5	5	25	75	100
21USWE55	Social Work with Youth					
21USWE56	Local Self Government					
Part IV	Skill Based Courses					
21USWS51	Basics in counseling	2	2	25	75	100
	Total	30	24	165	435	600
	SIXTH SEMES	STER				
Part – III	Core Courses	6				
21USWC61	Social Work in Industries	6	4	25	75	100
21USWF61	Field Work –IV	6	4	40	60	100
21USWPR1	Project Work	6	4	40	60	100
Part III	Core Elective	DOD)	200			
21USWE61	Welfare of the Weaker sections	5	5	25	75	100
21USWE62	Social work and social justice		16			
21USWE63	Corporate Social Responsibility			3		
21USWE64	Social Marketing	5	5	25	75	100
21USWE65	Empathy & Emotional Intelligence at Work place			•		
21USWE66	Social Welfare Policies and Services			7		
Part IV	Skill Based Courses			1		
21USWS61	Participatory Rural Appraisal and Community Asset Mapping	2	2	25	75	100
	Total	30	24	180	420	600
	Grand Total	180	140	1175	2925	4100

	Elective Papers							
V-SEM	Sub Code	List of Elective Papers						
	21USWE51	Family and Child Welfare						
	21USWE52	Project Proposal writing						
	21USWE53	Technologies for Social workers						
	21USWE54	Welfare of the Differently Abled						
	21USWE55	Social Work with Youth						
	21USWE56	Local Self Government						
VI-SEM	Sub Code	List of Elective Papers						
	21USWE61	Welfare of the Weaker sections						
	21USWE62	Social work and social justice						
	21USWE63	Corporate Social Responsibility						
	21USWE64	Social Marketing						
	21USWE65	Empathy & Emotional Intelligence at Work place						
	21USWE66	Social Welfare Policies and Services						







MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

Category Core 5 SKILL ORIENTED ENTREPRENURSHIP Course Objectives: CO 1: To detail the basics of Professional social work. CO 2: To understand the other related concepts of professional social work in India and Abroad. CO 3: To determine the scope and recent trends in social work with global perspective. CO 5: To illustrate the underlying approaches of social work. Unit: I Introduction of social Work Unit: I Introduction of social Work Social Work: Concept, Meaning, Definition, Basic Assumptions, Methods of social work and values of social work. Unit: II Basic concepts related to Social Work and Values of social work. Unit: II Basic concepts related to Social Work: Philanthropy, Social Service, Social Welfare, Soc Reform, Social Justice, Social Security, Social Policy, Social Defense, Social Welfare, Soc Development and Social Empowerment; Relevance of social work with the above concepts. Unit: III Social Work as a Profession 15 Historical development of Social Work: USA, UK, India, Social Work Education in Indian conte Professional Association of Social Work: Irish Association of Social Workers, Council on Soc Work Education, National Association of Social Work Remains and Approaches of Social Work Remains and Approaches: Preventive Functions, Remedial Functions, Developmental Function Approaches — Charity Approach, Welfare Approach and Rights Based Approach. Human Rights Meaning and Definition, Need and importance of Fundamental Rights. Unit: V Social Work: Meaning and Global spread and organization of social work, Role International Social Works: Challenges of Social Worker. Total Lecture Hours 75 Hr Books for Study: I. O. William Farley, Introduction to Social Work, Pearson, New Delhi, 2011	Course Na	ame	INTRO	DUC	TION T	O S	OCIAL '	WORK						
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- 2. https://sites.google.com/site/ignouhelpbooks11/MSW%20003%20Basic%20Social%20Scie nce%20Concepts%20%5B1%5D.zip?attredirects=0&d=1
- 3. https://sites.google.com/site/ignouhelpbooks11/MSW%20002%20Origin%20and%20Development%20of%20Social%20Work%20in%20India%20%5B1%5D.zip?attredirects=0&d=1
- 4. https://sites.google.com/site/ignouhelpbooks11/MSW%20008%20Social%20Group%20Working%20Working%20with%20Groups%20%5B1%5D.zip?attredirects=0&d=1

Course	e Outcomes	K Level					
On suc	On successful comple <mark>tion of the course the students will be able to</mark>						
CO1:	Gain knowledge of basic fundamentals of Professional social work practice	Upto K2					
CO2:	Identify and differentiate various social concepts.	Upto K4					
CO3:	Describe the historical perspective of social work and various professional associations	Upto K2					
CO4:	Apply respective social work approaches in various fields of social work	Upto K3					
CO5:	Highlight the scope of social work in International context and the challenges associated in the fields of social work practice	Upto K4					

CO & PO Mapping:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	2	2	1	2	3	3
CO 2	3	3	2	2	3	3
CO 3	3	2	2	3	3	3
CO 4	3	3	2	3	3	3
CO 5	3	2	2	1	3	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	INTRODUCTION TO SOCIAL WORK	Hrs	Pedagogy
I	Introduction of social Work: Social Work – Concept, Meaning, Definition, Basic Assumptions, Methods of social work: Primary and secondary methods, Scope and Objectives of Social Work, Philosophy of social work and Principles of Social Work, Ethics of social work and Values of social work.	15	Chalk and talk, PPT, Lecture
II	Basic concepts related to Social Work: Philanthropy, Social Service, Social Welfare, Social Reform, Social Justice, Social Security, Social Policy, Social Defense, Social action, Social Development and Social Empowerment; Relevance of social work with the above concepts.	15	Chalk and talk, PPT,Group discussion
III	Social Work as a Profession: Historical development of Social Work -USA,UK, India, Social Work Education in Indian context, Professional Association of Social Work, Irish Association of Social Workers, Council on Social Work Education, National Association of Social Workers, Association Schools of Social Work in India.	15	Chalk and talk, PPT, Assignment
IV	Functions and Approaches of Social work: Preventive Functions, Remedial Functions, Developmental Functions; Approaches – Charity Approach, Welfare Approach and Rights Based Approach. Human Rights – Meaning and Definition, Need and importance of Fundamental Rights.	15	Chalk and talk, PPT, Assignment
V	Social work in global context: International Social Work: Meaning and Global spread and organization of social work, Role of International social worker. Emerging Trends in Social Work, Professional Ethics and Professional Skills for social Workers, Challenges of Social Worker.	15	Guest lecture, PPT

Course Designed by:

Ms. S.SIVATHMIKA, MSW (NET), PGDHRM, DCP,

& Ms. J. DYANAVINCILLA, MSW, M.Phil., SET,

Learning Outcome Based Education & Assessment (LOBE) Formative Examination - Blue Print

Articulation Mapping – K Levels with Course Outcomes (COs)

Inte	Cos	K Level	Section	n A	Section	В	Section C	Section D
rnal			MCO	Qs	Short Ans	swers	Either or	Open
			No. of.	K - Level	No. of.	K -	Choice	Choice
			Questions		Questions	Level		
CI	CO1	Up to K2	2	K1 –&	1	K1	2(k2 & k2)	1(K2)
ΑI				K2				
	CO2	Up to K4	2	K1 –&	2	K2	2(k3 & k3)	2(K2&K3)
		_		K2				
CI	CO3	Up to K2	2	K1 -&	1	K2	2(k2 & k2)	1(K2)
AII			5	K2	0001			
	CO4	Up to K3	2	K1 –&	2	K2	2(k3 & k3)	2(K2&K3)
			G T	K2	1			
Que	estion	No. of	4 /	///OVER	3	N.	4	3
Pat	tern	Questions to			11116	and the second		
CIA	I & II	be asked	5		J. H. L.	Con		
		No. of	4		3	Anga I	2	2
		Questions to	100	9	CRISES.	16		
		be answered				10		
		Marks for	1	ME	2	16	5	10
		each question						
		Total Marks	4		6	1000	10	20
		for each	JUICE	N()	CIOIL.	100		
		section	,	114		E		

		長	Distribution o	f Marks with	K Level CI	A I & CL	A II	
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate
	Level	(Multiple	(Short	(Either /	(Open	Marks	(Marks	of %
		Choice	Answer	Or	Choice)	250	without	
		Questions)	Questions)	Choice)	75111111	37	choice)	
	K1	2	2		6	4	6.67	67
	K2	2	4	10	20	36	60	
CIA	К3		ெ	10	10	20	33.33	33
l	K4			நாயக	5 11			
	Marks	4	6	20	30	60	100	100
	K1	2				2	3.33	67
CIA	K2	2	6	10	20	38	63.3	
II	К3			10	10	20	33.3	33
	K4							
	Marks	4	6	20	30	60	100	100

- K1- Remembering and recalling facts with specific answers
- K2- Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences

CO5 will be allotted for individual Assignment which carries five marks as part of CIA component.

compo								
S	Summativ	ve Examinati			_	ping – K	Level with Co	ourse
		1	1	Outcomes	` ′		T	
S.No	COs	K - Level	M(CQs	Short An	swers	Section C	Section
			No. of	K –	No. of	K –	(Either / or	D (Open
			Questio	Level	Question	Level	Choice)	Choice)
			ns					
1	CO 1	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)
2	CO 2	Up to K4	2	K1&K2	1	K1	2(K2&K2)	1(K3)
3	CO 3	Up to K2	2	K1&K2	1	K2	2(K2&K2)	1(K2)
4	CO 4	Up to K3	2	K1&K2	10/	K2	2(K3&K3)	1(K3)
5	CO 5	Up to K4	2	K1&K2	1	K2	2(K3&K3)	1(K4)
No.	of Quest	tions to be	10		5	1709	10	5
	Ask	ed 💮	0	THURS &	COURSE AND ADDRESS OF			
No	.of Quest	ions to be	10		5	150	5	3
answered			1 6	FREE	(0:			
Mar	ks for eac	ch question	1	1 miles	2		5	10
Total N	Total Marks for each section			1 DAM	10		25	30
	(Figures	in parenthesi	is denotes.	questions s	hould be as	ked with	the given K le	evel)

		D	istribution of	Marks with	K Level	5	
K Level	Section A (Multiple Choice Questions)	Section B (Short Answer Questions)	Section C (Either/ or Choice)	Section D (Open Choice)	Total Marks	% of (Marks without choice)	Consolidated %
K1	5	4	10	. 1.111.11	19	15.8	67
K2	5	6	30	20	61	50.8	
K3		760	10	20	30	25	25
K4				10	10	8.3	8
Marks	10	10	50	50	120	100	100

NB: Higher level of performance of the students is to be assessed by attempting higher level of K levels.

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${\bf Summative\ Examinations\ -\ Question\ Paper-Format}$

	Δ	nswer All (Section A (Multiple Choice Questions) Questions (10x1=10 marks)
Q.No	CO	K Level	Questions
1	CO1	K1	Questions
2	CO1	K2	
3	CO2	K1	
4	CO2	K2	
5	CO3	K1	
6	CO3	K2	
7	CO4	K1	新D 等品
8	CO4	K2	(0)
9	CO5	K1	- MAM - 2
10	CO5	K2	
			Section B (Short Answers)
	A	nswer All	
Q.No	CO	K Level	Questions
11	CO1	K1	
12	CO2	K1	G G
13	CO3	K2	
14	CO4	K2	
15	CO5	K2	
			Section C (Either/Or Type)
0.17		swer All Q	
Q.No	CO	K	Questions
16) a	CO 1	Level K2	
16) a 16) b	CO 1	K2	
17) a	CO 2	K2	P. William Mr.
17) b	CO 2	K2	CO CA THE CONTRACT OF THE CONT
18) a	CO 3	K2	
18) b	CO 3	K2 K2	
19) a	CO 4	K2 K3	
19) b	CO 4	K3	
20) a	CO 5	K3	தாயுக் கி
20) b	CO 5	K3	
			formance of the students is to be assessed by attempting higher level
	<i>9</i> · •	F	of K levels
			Section D (Open Choice)
	A	nswer Any	Three questions (3x10=30 marks)
Q.No	CO	K Level	Questions
21	CO1	K2	
22	CO2	К3	
23		TTA	1
	CO3	K2	
24 25	CO3 CO4 CO5	K2 K3 K4	

Academic Council Meeting Held on 29.04.2021



MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

	ne IN	NTRODU	CHONT) M	ETHODS OF SOCI	AL '	WORK			
Course Cod	e 21	IUSWC12	2					L	P	C
Category	C	ore						4	-	4
Nature of co	urse:	EMPLOY	ABILITY	✓	SKILL ORIENTED		ENTREPREN	URSI	HIP	
Course Obje	ectives	5:					I			I
	nderst	and the ba	asic concep	ts a	nd historical develop	nent	of various me	thods	of so	cial
work CO 2 : To de	etermi [.]	ne the prim	nciples of m	eth	ods of social work					
CO 3 : To do	emons	trate the p	rocess of va	ario	us primary and second			thods		
				NF 1 1	cial work metho <mark>ds in</mark> different settings	diffe	erent settings			
		Case Wo		GRAQ.	different settings	V			10)
Social Case	Work	– Definiti	on, Objecti	ves,	Principles, Compone	nts c	of social case w	ork, I	Histor	ical
Developmen	t of so	ocial case	work, Proc	ess	- Intake, Study, Diag	gnos	is, Treatment a	ınd Fo	ollow	up
Settings for	Case V	Work Prac	tice. Role	of C	Case <mark>W</mark> orker. Diffe <mark>rer</mark>	ice b	etween Social	Casev	work	anc
Case Study				3						
Unit: II	Social	Group W	ork		A Para		B		10)
Social Grou	p Woı	rk – Defir	ition, Obje	ctiv	es, Historical Develo	pmei	nt of Social Gr	oup V	Vork	anc
Principles; C	roup	work Proc	ess: Pre-G	roup	Planning, Beginning	Pha	se, Middle Pha	ase, E	nd Pl	ıase
and Evaluati	on. Se	ettings for	Group W	ork	Practice. Role of Gr	oup	Worker. Diffe	rence	betw	eer
Group therap	y and	(/2		411	The state of the s					
		Group wo	ork.	ALC:						
Unit: III	Comn	-	ork. g <mark>anization</mark>	70	A H		7		15	5
		nunity Or	g <mark>anizati</mark> on	Ш	inition Objectives P	rinci	inles History	of Co		
Community	Orgai	nunity Or	ganization Concept,	Def	inition, Objectives, P		•		mmu	nity
Community Organization	Orgai and	nunity Or nization – Process.	ganization Concept, Role of	Def Con	nmunity Organizer.	Diff	erence betwee	n Co	mmu mmu	nity nity
Community Organization Organization	Orgai and	nunity Or nization – Process.	ganization Concept, Role of	Def Con	JIMILI COCK	Diff	erence betwee	n Co	mmu mmu	nity nity
Community Organization Organization Strategies.	Organ and and (nunity Or nization – Process. Communit	ganization Concept, Role of Ty Develop	Def Con men	nmunity Organizer. t. Social Action – M	Diff	erence betwee	n Co	mmu mmu iples	nity nity and
Community Organization Organization Strategies. Unit: IV	Organ and and Cocial	nunity Ornization – Process. Communit	ganization Concept, Role of y Develop	Def Con men	nmunity Organizer. t. Social Action – M	Diffe	erence betweeng, Definition,	n Co princ	mmu mmu iples	nity nity and
Community Organization Organization Strategies. Unit: IV	Organ and and Cocial	nunity Ornization – Process. Communit	ganization Concept, Role of y Develop	Def Con men	nmunity Organizer. t. Social Action – M	Diffe	erence betweeng, Definition,	n Co princ	mmu mmu iples	nity nity and
Community Organization Organization Strategies. Unit: IV	Organ and and Control Social are Ad	nunity Or nization – Process. Communit Welfare	ganization Concept, Role of Ty Develop Administra on – Conc	Def Con men	nmunity Organizer. t. Social Action – M	Diffeeanii	erence betweeng, Definition,	n Co princ	mmu mmu iples 10	nity nity and

between Administration and Management.

Unit: V | Social Work Research

15

Social Work Research – Concept of Social Work Research, Meaning, Definition, Objectives, and Characteristics, Scope of Social Work Research in India and Importance of Research in social work practice. Difference between Social Work research and Scientific research.

Total Lecture Hours

60 Hrs

Books for Study:

- 1. Paul Choudry, **Introduction to Social Work**, Atma Ram and Sons, New Delhi, 2014.
- P.D.Misra, Social Work Philosophy and Methods, Inter-India Publications, NewDelhi, 1994.
- 3. O. William Farley, Introduction to Social Work, Pearson, New Delhi, 2011

Books for References:

- 1. Johnson, L. C & Yanca, S.J. Social work practice A Generalist Approach PHI Learning, New York, 2010.
- 2. Devirameswar and Prakashravi, Social Work and Social Welfare Administration, Mangal Deep Publications, Jaipur, 1998.
- 3. Richmomd, J.Mary, Social diagnosis, Russel sage Foundation, New York, 1977.
- 4. Vass. Antony, Social Work Competencies, Sage Publications, New Delhi, 1996

Web Resources:

- 1. https://sites.google.com/site/ignouhelpbooks11/MSW%20008%20Social%20Group%20Workmg%20Workmg%20with%20Groups%20%5B1%5D.zip?attredirects=0&d=1
- 2. https://sites.google.com/site/ignouhelpbooks11/MSW%20009%20Community%20Organizatio
 https://sites.google.com/site/ignouhelpbooks11/MSW%20009%20Community%20Organizatio
 https://sites.google.com/site/ignouhelpbooks11/MSW%20009%20Community%20Organizatio
 https://sites.google.com/site/ignouhelpbooks11/MSW%20009%20Community%20Organizatio
 https://sites.google.com/sites.google
- **3.** https://sites.google.com/site/ignouhelpbooks11/MSW%20007%20Case%20Work%20and%20 Counselling%20Working%20with%20Individulas%20%5B1%5D.zip?attredirects=0&d=1

Course	e Outcomes	K Level
On su	ccessful completio <mark>n of th</mark> e course the students will be ab <mark>le to</mark>	
CO1:	Trace the historical development of primary and secondary social work	upto K2
	methods	
CO2:	Apply the principles of social case work, group work, community	Upto k4
	organization, social welfare administration and social work research	
CO3 :	Identify and apply the process of social work methods in various situation	Upto K3
CO4:	Outline the scope of social work in medical & Psychiatric settings,	Upto K2
	community development settings, Industries, etc.,	
CO5:	Recognize and apply the role of social worker in respective methods of	Upto K3
	social work	

CO & PO Mappings:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	2	2	1	2	2	2
CO 2	3	3	2	3	3	3
CO 3	3	3	2	3	3	3
CO 4	3	2	2	2	3	3
CO 5	3	2	2	3	3	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	INTRODUCTION TO METHODS OF SOCIAL WORK	Hrs	Pedagogy
I	Social Case Work – Definition, Objectives, Principles, Components of social case work, Historical Development of social case work, Process – Intake, Study, Diagnosis, Treatment and Follow up. Settings for Case Work Practice. Role of Case Worker. Difference between Social Casework and Case Study.	10	Chalk and talk, PPT, Lecture
II	Social Group Work – Definition, Objectives, Historical Development of Social Group Work and Principles; Group work Process: Pre-Group Planning, Beginning Phase, Middle Phase, End Phase and Evaluation. Settings for Group Work Practice. Role of Group Worker. Difference between Group therapy and Group work.	10	Chalk and talk, PPT,Group discussion
III	Community Organization – Concept, Definition, Objectives, Principles, History of Community Organization and Process. Role of Community Organizer. Difference between Community Organization and Community Development. Social Action – Meaning, Definition, principles and Strategies.	15	Chalk and talk, PPT, Assignment
IV	Social Work Administration – Concept of Administration and Social Welfare Administration. Characteristics of Social Welfare Administration. Social Welfare Administrative Process –Planning, Organizing, Staffing, Directing, Coordinating, Reporting and Budgeting. Difference between Administration and Management.	10	Chalk and talk, PPT, Assignment
V	Social Work Research – Concept of Social Work Research, Meaning, Definition, Objectives, Characteristics, Scope of Social Work Research in India and Importance of Research in social work practice. Difference between Social Work research and Scientific research.	15	Guest lecture, PPT

Course Designed by:

M. BHARATHI NATARAJAN, MSW, MA, M.Phil., NET,

& C. KANMANI, MSW, MA, M.Phil., NET,

Learning Outcome Based Education & Assessment (LOBE) Formative Examination - Blue Print

Articulation Mapping – K Levels with Course Outcomes (COs)

Inte	Cos	K Level	Sect	tion A	Section	B	Section C	Section D
rnal			M	CQs	Short Ans	swers	Either or	Open
			No. of.	K - Level	No. of.	K -	Choice	Choice
			Question		Questions	Level		
			S					
CI	CO1	Up to K2	2	K1 –& K2	1	K1	2(k2 & k2)	1(K2)
ΑI	CO2	Up to K4	2	K1 –& K2	2	K2	2(k3 & k3)	2(K2&K3)
CI	CO3	Up to K3	2	K1 –& K2	1	K2	2(k2 & k2)	1(K2)
AII	CO4	Up to K2	2	K1 -& K2	2	K2	2(k3 & k3)	2(K2&K3)
Que	stion	No. of	4	961	3		4	3
Pat	tern	Questions to			0			
CIA	I & II	be asked	6	7 0000	01	A.		
		No. of	4	13/7/1/1/1/1	3	20	2	2
		Questions to	3/	VIIII /	111116	Maria .		
		be answered	5		THE STATE OF THE S	hone		
		Marks for	// 1		2	1104	5	10
		each question	/ 2		URBER	16		
		Total Marks	4		6	10	10	20
		for each				16		
		section			The State of the S			

		D	istribution of	f Marks with	K Level Cl	A I & CI	A II	
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate
	Level	(Multi <mark>ple</mark>	(Short	(Either /	(Open	Marks	(Marks	of %
		Choice	Answer	Or	Choice)	A TEST	without	
		Questions)	Questions)	Choice)		1 30	choice)	
	K1	2	2	1.11		4	6.6	67
	K2	2	4	10	20	36	60	
CIA	К3		C. Turk	10	10	20	33.3	33
I	K4		92		4 6	1		
	Marks	4	6	20	30	60	100	100
	K1	2	(0)			2	3.3	67
CIA	K2	2	6	10	20	38	63.3	
II	К3			10	10	20	33.3	33
	K4							
	Marks	4	6	20	30	60	100	100

- **K1** Remembering and recalling facts with specific answers
- K2- Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences

CO5 will be allotted for individual Assignment which carries five marks as part of CIA component.

S	Summati	ve Examinatio		Print Articu Outcomes	_	ping – K	Level with Co	ourse
S.No	COs	K - Level		COs	Short An	swers	Section C	Section
			No. of	K –	No. of	K –	(Either / or	D (Open
			Questio	Level	Question	Level	Choice)	Choice)
			ns					
1	CO 1	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)
2	CO 2	Up to K4	2	K1&K2	1	K1	2(K2&K2)	1(K4)
3	CO 3	Up to K3	2	K1&K2	1	K2	2(K2&K2)	1(K3)
4	CO 4	Up to K2	2	K1&K2	1	K2	2(K3&K3)	1(K2)
5	CO 5	Up to K3	2	K1&K2	16)	K2	2(K3&K3)	1(K3)
No	of Quest	tions to be	10) 00 A	5	9	10	5
No.of Questions to be answered			10)//5	1-64.	5	3
Mar	ks for eac	ch question	1	10	2	1791	5	10
	Total Marks for each section			7 8	10	100	25	30
	(Figures	in par <mark>enthes</mark> i	s denotes.	anestions s	hould be as	ked with	the given K la	evel)

	Distribution of Marks with K Level									
K	Section A	Section B	Section C	Section D	Total	% of	Consolidated			
Level	(Multiple	(Short	(Either/ or	(Open	Marks	(Marks	%			
	Choice	Answer	Choice)	Choice)		without				
	Questions)	Questions)				choice)				
K1	5	4			9	7.5	59			
K2	5	6	30	20	61	50.8				
K3		100	20	20	40	33.3	33			
K4		NO. TO	12	10	10	8.3	8			
Marks	10	10	50	50	120	100	100			

NB: Higher level of performance of the students is to be assessed by attempting higher level of K levels.

${\bf Summative\ Examinations\ -\ Question\ Paper-Format}$

			Section A (Multiple Choice Questions)
	Aı	nswer All (
Q.No	CO	K Level	Questions
1	CO1	K1	
2	CO1	K2	
3	CO2	K1	
4	CO2	K2	
5	CO3	K1	
6	CO3	K2	
7	CO4	K1	
8	CO4	K2	EID &
9	CO5	K1	(2) S
10	CO5	K2	A A A A A A A A A A A A A A A A A A A
			Section B (Short Answers)
		nswer All	
Q.No	CO	K Level	Questions
11	CO1	K1	CHILL A CHILL
12	CO2	K1	
13	CO3	K2	G
14	CO4	K2	
15	CO5	K2	
		A 11 C	Section C (Either/Or Type)
O N -		swer All Q	
Q.No	CO	K Level	Questions
16) a	CO 1	K2	
16) b	CO 1	K2 K2	
17) a	CO 2	K2	
17) b	CO 2	K2	P. Hall A.
18) a	CO 3	K2	
18) b	CO 3	K2	
19) a	CO 4		
19) b	(() 4	K 1	
/ -		K3 K3	
20) a	CO 4	K3	
20) a 20) b	CO 4 CO 5	K3 K3	DILL BOX
20) b	CO 4 CO 5 CO 5	K3 K3 K3	formance of the students is to be assessed by attempting higher level
20) b	CO 4 CO 5 CO 5	K3 K3 K3	formance of the students is to be assessed by attempting higher level of K levels
20) b	CO 4 CO 5 CO 5	K3 K3 K3	
20) b	CO 4 CO 5 CO 5	K3 K3 K3 evel of per	of K levels
20) b	CO 4 CO 5 CO 5	K3 K3 K3 evel of per	of K levels Section D (Open Choice)
20) b NB: H	CO 4 CO 5 CO 5 Gigher le	K3 K3 K3 evel of per	of K levels Section D (Open Choice) Three questions (3x10=30 marks)
20) b NB: H	CO 4 CO 5 CO 5 Gigher lo	K3 K3 K3 evel of per nswer Any K Level	of K levels Section D (Open Choice) Three questions (3x10=30 marks)
20) b NB: H	CO 4 CO 5 CO 5 Gigher lo CO CO 1 CO 2 CO 3	K3 K3 K3 evel of per	of K levels Section D (Open Choice) Three questions (3x10=30 marks)
20) b NB: H	CO 4 CO 5 CO 5 Cigher lo An CO CO1 CO2	K3 K3 K3 evel of per	of K levels Section D (Open Choice) Three questions (3x10=30 marks)



MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

Course Na	me I	UNDERSTANDING SOCIETY WITH SOCIAL WORK PERSPECTIVE							
Course Co	de 2	21USWA11 L P							
Category	A	Allied 5						-	4
Nature of c	ourse:	EMPLOYABILITY		SKILL ORIENTED	✓	ENTREPREN	URSI	HIP	
Course Ob	jectivo	es:		y ம் க _ெ		l			
CO 1: To u	ınderst	and the fundamentals of	of s	ociety					
CO 2: To d	lescrib	e the concept <mark>of cultur</mark>	e an	d acculturation					
CO 3: To s	tate va	rious soci <mark>ety's catego</mark> r	izat	tion					
CO 4: To r	elate e	nvironm <mark>ental crisis w</mark> it	th s	ocial responses.					
CO 5: To s	tate th	e role o <mark>f social worke</mark> r	in s	sensitizing socia <mark>l chall</mark>	enge	es.			
Unit: I	Socia	l wor <mark>k Vs Other So</mark> ci	al S	Sciences				15	5
Social Wo	rk and	d its relationship wi	th	Sociology, Anthropo	logy	, Psychology,	Gero	ontol	ogy,
Criminolog	y and	Economics. Definition	n a	an <mark>d Con</mark> cepts of <mark>Soci</mark>	ety,	Community, S	ocial	Gro	ups,
Religion as	a Soci	al I <mark>nstitution. Educati</mark> o	on a	s a <mark>Social</mark> Institution,	Pano	l <mark>emic e</mark> ffects on	Soci	ety.	
Unit: II	Cultu	ire E				Þ		13	3
Culture: D	efinitio	on, C <mark>oncept of Culture</mark>	and	d Civilization, Norms,	Fol	<mark>kways</mark> , Instituti	ons a	nd La	aws.
Acculturati	on. R	ole a <mark>nd Functions</mark> o	of (Cult <mark>ure. Family – S</mark>	truc	ture and Func	ctions	, Ty	pes.
Socialization	on - Me	eaning and Definition.	Age	encies of Socialization	. so	ciety and social	devel	opm	ent.
Unit: III	Socia	l Stratif <mark>ication</mark>		الافلاتين م		7		17	7
Social Stra	tificati	ion – Concept, Meanin	ıg,]	Definition, Theories a	nd I	Determinants. T	ypes	of Sc	ocial
Stratification	on - C	aste, Class and Race.	Ca	aste system in India.	Soc	ial Control – I	Defini	tion	and
Agents of S	Social	Control. Social Deviar	nce,	Social Change – Cor	ncep	t, Process, Factor	ors, A	gent	s of
Social Char	nge.								
Unit: IV	Envi	ronment and Society						13	3
Environme	nt and	Society: Concept, me	aniı	ng and definition of E	nvir	conment and soc	ciety;	Ecol	logy
and Society, Environmental Crisis and Social Responses, Challenges of Sustainability: Population									
growth, Cl	growth, Clean energy supply, Fresh water availability, Climate change; Challenge: Justice and								

Beauty of Ecology.

Unit: V Social Problems and challenges

17

Social Problems and challenges: meaning, definition, elements, sources, nature of Social Problems; Types of Social problems: Economic Issues, Social Disorganization; Challenges: Interlink of Social Challenges, Ways to Overcome Social Challenges - Technology to Overcome Social Challenges.

Total Lecture Hours

75 Hrs

Books for Study:

- 1.C.N. Shankar Rao, Sociology, Sultan Chand and Co, New Delhi, 2006.
- 2. Will Durant, Philosophy and the Social Problem, Promethean Press, 2008
- 3. Ram Anuja, Social Problems in India, (4th edition), Rawat Publications, 2014

Books for References:

- 1. C B Memoria, Social Problems and Social Disorganization in India, KitabMahal, Allahabad,
- 2. Ram Anuja, Social Problems in India, (4th edition), Rawat Publications, 2020
- 3. K. L. Sharma, Social Stratification and Mobility, Rawant Publication, 2006

Web Resources:

- 1. https://ccsuniversity.ac.in/bridge-library/pdf/Social%20Problems%20Ram%20Ahuja.pdf
- 2. http://ddceutkal.ac.in/Syllabus/MSW/Paper_07.pdf
- 3. https://nptel.ac.in/content/syllabus_pdf/109103022.pdf

Course	e Outcomes San Company	K Level			
On successful comple <mark>tion of the course the students will be able to</mark>					
CO1:	Understand the society and its components and the relevance of social work	Upto K2			
	with other social science disciplines.				
CO2:	Elaborate the distinct features of culture and acculturation	Upto K2			
CO3:	Analyze various social stratification, social control and social deviance	Upto K4			
CO4:	associate Ecology and Society, Environmental Crisis with Social Responses to attain Sustainable Development	Upto K4			
CO5:	execute the role of social worker in sensitizing society and social challenges in various aspects	Upto K3			

CO & PO Mappings:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	3	2	1	2	3	3
CO 2	3	2	1	3	3	2
CO 3	3	3	2	3	3	3
CO 4	3	3	2	3	3	3
CO 5	3	3	2	2	3	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	UNDERSTANDING SOCIETY WITH SOCIAL WORK PERSPECTIVE	Hrs	Pedagogy
I	Social Work and its relationship with Sociology, Anthropology, Psychology, Gerontology, Criminology and Economics. Definition and Concepts of Society, Community, Social Groups, Religion as a Social Institution. Education as a Social Institution, Pandemic effects on Society	15	Chalk and talk, PPT, Lecture
II	Culture: Definition, Concept of Culture and Civilization, Norms, Folkways, Institutions and Laws. Acculturation. Role and Functions of Culture. Family – Structure and Functions, Types. Socialization - Meaning and Definition. Agencies of Socialization. society and social development.	13	Chalk and talk, PPT,Group discussion
III	Social Stratification – Concept, Meaning, Definition, Theories and Determinants. Types of Social Stratification - Caste, Class and Race. Caste system in India. Social Control – Definition and Agents of Social Control. Social Deviance, Social Change – Concept, Process, Factors, Agents of Social Change.	17	Chalk and talk, PPT, Assignment
IV	Environment and Society: Concept, meaning and definition of Environment and society; Ecology and Society, Environmental Crisis and Social Responses, Challenges of Sustainability: Population growth, Clean energy supply, Fresh water availability, Climate change; Challenge: Justice and Beauty of Ecology.	13	Chalk and talk, PPT, Assignment
V	Social Problems and challenges: meaning, definition, elements, sources, nature of Social Problems; Types of Social problems: Economic Issues, Social Disorganization; Challenges: Interlink of Social Challenges, Ways to Overcome Social Challenges - Technology to Overcome Social Challenges.	17	Guest lecture, PPT

Course Designed by:

Mrs. K. RENUKA MSW, M. Phil (SET), (NET), Head.

& Mrs. J. DYANAVINCILLA, MSW, M.Phil., SET, Assistant Professor

Learning Outcome Based Education & Assessment (LOBE) Formative Examination - Blue Print

Articulation Mapping – K Levels with Course Outcomes (COs) Inte Cos K Level **Section A Section B Section C Section D** Either or **Open** rnal **MCQs Short Answers** Choice Choice No. of. K - Level No. of. **K** -Questions Questions Level \mathbf{CI} **CO1** Up to K2 K1 -& K2 **K1** 2(k2 & k2) 1(K2) 2 ΑI CO₂ Up to K2 K1 -& K2 2 K22(k3 & k3) 2(K2&K2) 2 CO₃ Up to K4 K1 -& K2 1 **K2** 2(k2 & k2) 1(K2) CI AII **CO4** Up to K4 2 K1 -& K2 2 2(k3 & k3) 2(K2&K3) **K2** Question No. of 4 3 4 3 Questions to **Pattern** CIA I & II be asked No. of 4 2 2 **Ouestions** to be answered 5 Marks for 1 **10** each question Total Marks 4 10 20 for each section

	Distribution of Marks with K Level CIA I & CIA II								
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate	
	Level	(Multip <mark>le</mark>	(Short	(Either /	(Open	Marks	(Marks	of %	
		Choice	Answer	Or	Choice)	450	without		
		Questions)	Questions)	Choice)		19	choice)		
	K1	2	2		. دلاله	4	6.6	83	
	K2	2	4	10	30	46	76.6		
CIA	K3		S. Cine	10		10	33.3	17	
I	K4		100		2				
	Marks	4	6	20	30	60	100	100	
	K1	2	7.00	To Tru La	511	2	3.3	67	
CIA	K2	2	6	10	20	38	63.3		
II	К3			10	10	20	33.3	33	
	K4								
	Marks	4	6	20	30	60	100	100	

- **K1** Remembering and recalling facts with specific answers
- **K2** Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences
- CO5 will be allotted for individual Assignment which carries five marks as part of CIA component.

S	Summative Examination – Blue Print Articulation Mapping – K Level with Course							
	Outcomes (COs)							
S.No	COs	K -	MCQs		Short An	swers	Section C	Section
		Level	No. of	K –	No. of	K –	(Either / or	D (Open
			Questions	Level	Question	Level	Choice)	Choice)
1	CO 1	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)
2	CO 2	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)
3	CO 3	Up to K4	2	K1&K2	1	K2	2(K2&K2)	1(K4)
4	CO 4	Up to K4	2	K1&K2	1	K2	2(K3&K3)	1(K3)
5	CO 5	Up to K3	2	K1&K2	001	K2	2(K3&K3)	1(K3)
No.	of Questi Aske	ons to be	10	200A	5		10	5
No.	of Question		10		5	791	5	3
Mark	s for each	n question	// 1 @	EHIDA C	2		5	10
	al Marks sectio	for each	10	70	10	\@ @	25	30
	(Figures in parenthesis denotes, questions should be asked with the given K level)							

	Distribution of Marks with K Level									
K Level	Section A (Multiple Choice	Section B (Short Answer	Section C (Either/ or Choice)	Section D (Open Choice)	Total Marks	% of (Marks without	Consolidated %			
	Questions)	Questions)	ALL LALLS	44.00	4	choice)				
K1	5	4	211115	211111	9	7.5	59			
K2	5	6	30	20	61	50.8				
K3		10	20	_ 20	40	33.3	33			
K4			(a)	10	10	8.3	8			
Marks	10	10	50	50	120	100	100			

NB: Higher level of performance of the students is to be assessed by attempting higher level of K levels.

${\bf Summative\ Examinations\ -\ Question\ Paper-Format}$

			Section A (Multiple Choice Questions)
	Aı	nswer All (
Q.No	CO	K Level	Questions
1	CO1	K1	
2	CO1	K2	
3	CO2	K1	
4	CO2	K2	
5	CO3	K1	
6	CO3	K2	
7	CO4	K1	
8	CO4	K2	ALD &
9	CO5	K1	(2) S
10	CO5	K2	A A A A A A A A A A A A A A A A A A A
			Section B (Short Answers)
		nswer All	
Q.No	CO	K Level	Questions
11	CO1	K1	CHILL A CHILL
12	CO2	K1	
13	CO3	K2	G
14	CO4	K2	
15	CO5	K2	
		A 11 C	Section C (Either/Or Type)
O M -		swer All Q	
Q.No	CO	K Level	Questions
16) a	CO 1	K2	
16) b	CO 1	K2	
17) a	CO 2	K2	
17) b	CO 2	K2	T. Harris
18) a	CO 3	K2	
18) b	CO 3	K2	
19) a	CO 4	K3	
19) b		1 1	
	CO 4	K3	
20) a	CO 4 CO 5	K3 K3	DILL BOTT
20) a 20) b	CO 4 CO 5 CO 5	K3 K3 K3	formance of the students is to be assessed by attempting higher level
20) a 20) b	CO 4 CO 5 CO 5	K3 K3 K3	formance of the students is to be assessed by attempting higher level of K levels
20) a 20) b	CO 4 CO 5 CO 5	K3 K3 K3	
20) a 20) b	CO 4 CO 5 CO 5	K3 K3 K3 evel of per	of K levels
20) a 20) b	CO 4 CO 5 CO 5	K3 K3 K3 evel of per	of K levels Section D (Open Choice)
20) a 20) b NB: H	CO 4 CO 5 CO 5	K3 K3 K3 evel of per	of K levels Section D (Open Choice) Three questions (3x10=30 marks)
20) a 20) b NB: H	CO 4 CO 5 CO 5 Gigher lo	K3 K3 K3 evel of per nswer Any K Level	of K levels Section D (Open Choice) Three questions (3x10=30 marks)
20) a 20) b NB: H	CO 4 CO 5 CO 5 Gigher le	K3 K3 K3 evel of per	of K levels Section D (Open Choice) Three questions (3x10=30 marks)
20) a 20) b NB: H Q.No 21 22	CO 4 CO 5 CO 5 Cigher lo CO CO1 CO2	K3 K3 K3 evel of per	of K levels Section D (Open Choice) Three questions (3x10=30 marks)



MMANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

Course Name	IT SKILLS FOR SOCIAL WORKERS			
Course Code	21USWS11	L	P	C
Category	Skill	2	-	2
Nature of cours	e: EMPLOYABILITY SKILL ORIENTED ✓ ENTREPREN	URSI	HIP	I

Course Objectives:

CO 1: To understand the fundamentals of information technology

CO 2: To learn Microsoft office

CO 3: To describe data analysis and SPSS

CO 4 : To demonstrate SPSS for social work research data analysis

CO 5: To gain knowledge on Internet

Unit: I Windows 10 06

Desktop features, Installing and Uninstalling new Programs. Windows Explorer – Copying, Moving files, Finding Files or Folders-online learning methodology-ZOOM, MICROSOFT TEAMS..Online Learning Platforms-NPTEL, SWAYAM, MOOC. Common Shortcuts, memory management in PC, Laptop, Mobiles, Mobile phones in education.

Unit: II Microsoft Office Word Basics

06

Common Shortcuts used in using Word. Preparation of Permission letter, Field report, Project report, Bio-data, Resume, CV-Formats and templates, printer settings and external device, Inserting in word: Table, Charts, Pictures, Clipart, Shapes, Smart art, Page layout, designing-borders, word-art, creating links in word

Unit: III Microsoft Office Excel Basics

06

Worksheet – Excel preparation-Cell alignment and Designing, Entering Numbers, Entering & Creating Formulas in Excel and using it for calculation, using filters, Merging, Warping text. Moving and Copying, Inserting and Deleting Rows and Columns – Creating various types of charts based on the data – Database in a Worksheet. Printing excel sheets.

Unit: IV | Microsoft Office Power Basics

06

Power point – Slides – Inserting New Slides, inserting audio, inserting video, ClipArt's, Power Point Views-Normal view, Slide sorter view, Reading view, Deleting sections, Running a Slide Show, Setting backgrounds, Using slide master, Printing Presentations, Format Options, Editing

Features. Formatting the slides

Unit: V Data Analysis

06

Introduction to Data Analysis – Analysis of Data through Computer Software, Introduction to SPSS – Variable List, Variable Code, Value Code, Cross Tabulation, Simple Statistical Analysis. Internet – Web Browsers, attaching in -Email, Search Engines, Chatting-apps; Social Media in Social work perspectives.

Total Lecture Hours

30 Hrs

Books for Study:

- 1. Kathleen M. Austin, **Introduction to Microsoft Office**, Goodheart-Willcox Publications, 2017
- 2. BittuKumar, Mastering MS Office: Computer Skill Development: be Future Ready, V&S Publishers, Bangalore, 2017
- 3. Prinithi sinha, Pradeep K. Sinha, Computer Fundamentals: Concepts, Systems & Applications- 8th Edition, BPB Publication, New Delhi, 2004

Books for Reference:

- 1. Taxali R.K., PC Software for Windows, McGraw Company, 2005
- 2. Peter Norden, Introduction To Computers, Tata Mcgraw hill, 2005
- 3. Bittukumar , Microsoft Office 2010, V&S Publishers, Bangalore, 2013.

Web Resources:

- 1. https://www.vfu.bg/en/e-Learning/Computer-Basics--computer_basics2.pdf
- 2. https://www.just.edu.jo/~mqais/CIS99/PDF/Ch.01_Introduction_%20to_computers.pdf
- 3. https://ils.unc.edu/cws/Handouts/Computer%20Basics/Computer%20Basics.pdf

Course	e Outcomes	K Level				
On successful completion of the course the students will be able to						
CO1:	Understand the basic windows 10 features, common shortcuts, memory	Upto k2				
	management and Information Technology					
CO2:	Make use of Microsoft word, Excel spread sheet, power point presentation					
CO3:	Utilize the Information technology for data analysis and interpretation	Upto k2				
CO4:	Apply Statistical Package for Social Sciences in social work research	Upto k3				
CO5:	recognize the importance of internet in both education and in social work	Upto k2				
	prospects					

CO & PO Mappings:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	3	2	2	1	2	2
CO 2	3	2	3	2	3	3
CO 3	3	3	3	2	2	2
CO 4	3	3	3	1	3	2
CO 5	3	2	3	1	2	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	IT SKI <mark>LLS FOR SOCIAL WORKERS</mark>	Hrs	Pedagogy
I	Windows 10: Desktop features, Installing and Uninstalling new Programs. Windows Explorer – Copying, Moving files, Finding Files or Folders-online learning methodology-ZOOM, MICROSOFT TEAMSOnline Learning Platforms-NPTEL, SWAYAM, MOOC. Common Shortcuts, memory management in PC, Laptop, Mobiles, Mobile phones in education.	06	Chalk and talk, PPT, Lecture
П	Microsoft Office Word Basics: Common Shortcuts used in using Word. Preparation of Permission letter, Field report, Project report, Bio-data, Resume, CV-Formats and templates, printer settings and external device, Inserting in word: Table, Charts, Pictures, Clipart, Shapes, Smart art, Page layout, designing-borders, word-art, creating links in word	06	Chalk and talk, PPT,Group discussion
III	Microsoft Office Excel Basics: Worksheet, Excel preparation, Cell alignment and Designing, Entering Numbers, Entering & Creating Formulas in Excel and using it for calculation, using filters, Merging, Warping text. Moving and Copying, Inserting and Deleting Rows and Columns – Creating various types of charts based on the data – Database in a Worksheet. Printing excel sheets.	06	Chalk and talk, PPT, Assignment
IV	Microsoft Office Power Basics: Power point, Slides, Inserting New Slides, inserting audio, inserting video, ClipArt's, Power Point Views-Normal view, Slide sorter view, Reading view, Deleting sections, Running a Slide Show, Setting backgrounds, Using slide master, Printing Presentations, Format Options, Editing Features. Formatting the slides	06	Chalk and talk, PPT, Assignment
V	Data Analysis: Introduction to Data Analysis – Analysis of Data through Computer Software, Introduction to SPSS – Variable List, Variable Code, Value Code, Cross Tabulation, Simple Statistical Analysis. Internet – Web Browsers, attaching in -Email, Search Engines, Chatting-apps; Social Media in Social work perspectives.	06	Guest lecture, PPT

Course Designed by:

- 1. M. BHARATHI NATARAJAN, MSW, MA, M.Phil., NET,
- 2. S. SILAMBARASAN, MSW, M.Phil.,

Learning Outcome Based Education & Assessment (LOBE) Formative Examination - Blue Print

Articulation Mapping – K Levels with Course Outcomes (COs)

Inte	Cos	K Level	Secti	on A	Section B		Section C	Section D
rnal			MO	CQs	Short Answers		Either or	Open
			No. of.	K – Level	No. of.	K -	Choice	Choice
			Questions		Questions	Level		
CI	CO1	Up to K2	2	K1 –& K2	1	K1	2(k2 & k2)	1(K2)
ΑI	CO2	Up to K3	2	K1 –& K2	2	K2	2(k3 & k3)	2(K2&K3
)
CI	CO3	Up to K2	2	K1 –& K2	1	K2	2(k2 & k2)	1(K2)
AII	CO4	Up to K3	2	K1 -& K2	2	K2	2(k3 & k3)	2(K2&K3
				, 21	000)
Que	estion	No. of	4	- 0 4 4	3		4	3
Pat	tern	Questions to	6	A 00 00				
CIA	I & II	be asked		N7//01/46		No.		
		No. of	4	VIIII I	3		2	2
		Questions to		ZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZ	WALL TO SERVICE STREET	C M		
		be answered	5U 2			1701		
		Marks for	1 📜		2	100	5	10
		each				10		
		question		7 (9/2)		1 6		
		Total Marks	4		6		10	20
		for each			R.H.H.	1000		
		section	ALKAR .		ACCION.			
			2000					

				the state of					
Distribution of Marks with K Level CIA I & CIA II									
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate	
	Level	(Multip <mark>le</mark>	(Short	(Either /	(Open	Marks	(Marks	of %	
		Choice	Answer	Or	Choice)	101	without		
		Questions)	Questions)	Choice)	. 44.	250	choice)		
	K1	2	2		7711111	4	23.3	83	
	K2	2	4	10	20	36	60		
CIA	К3			10	10	10	16.6	17	
I	K4		(A)						
	Marks	4	6	20	30	60	100	100	
	K1	2	2			4	23.3	83	
CIA II	K2	2	4	10	20	36	60		
	К3	_		10	10	20	16.6	17	
	K4								
	Marks	4	6	20	30	60	100	100	

- **K1** Remembering and recalling facts with specific answers
- **K2** Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences

CO5 will be allotted for individual Assignment which carries five marks as part of CIA component.

S.No	COs	K - Level	MO	CQs	Short A	nswers	Section C	Section D
			No. of	K –	No. of	K –	(Either / or	(Open
			Questio	Level	Questio	Level	Choice)	Choice)
			ns		n			
1	CO 1	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)
2	CO 2	Up to K3	2	K1&K2	1	K1	2(K3&K3)	1(K3)
3	CO 3	Up to K2	2	K1&K2	1	K2	2(K2&K2)	1(K2)
4	CO 4	Up to K3	2	K1&K2	1	K2	2(K3&K3)	1(K3)
5	CO 5	Up to K2	2	K1&K2	1 6	K2	2(K2&K2)	1(K2)
No.	of Quest	tions to be	10		5	3	10	5
No	of Quest.	ions to be	10		5	1.00	5	3
Mar	ks for eac	ch question	1 🦷		2	100	5	10
		each section	10	7 68	10	10	25	30

		D	istribution of	Marks with	K Level	5	
K Level	Section A (Multiple Choice	Section B (Short Answer	Section C (Either/ or Choice)	Section D (Open Choice)	Total Marks	% of (Marks without	Consolidated %
	Questions)	Questions)	((()))	Choice	3	choice)	
K1	5	4	0111115		9	7.5	67
K2	5	6	30	30	71	59.1	
К3		10	20	20	40	33.3	33
K4		-	0	15 80			
Marks	10	10	50	50	120		100

${\bf Summative\ Examinations\ -\ Question\ Paper-Format}$

	Δ1	nswer All (Section A (Multiple Choice Questions) Questions (10x1=10 marks)
Q.No	CO	K Level	Questions
1	CO1	K1 K1	Questions
2	CO1	K2	
3	CO2	K1	
4	CO2	K2	
5	CO3	K1	
6	CO3	K2	
7	CO4	K1	
8	CO4	K2	-110 5
9	CO5	K1	50 ST CONT.
10	CO5	K2	
10	CO3	11.2	Section B (Short Answers)
	A	nswer All	
Q.No	CO	K Level	Questions
11	CO1	K Ecver	Questions
12	CO2	K1	TO THE REAL PROPERTY OF THE PARTY OF THE PAR
13	CO3	K2	AN HILL
14	CO4	K2	
15	CO5	K2	
10	003	13.2	Section C (Either/Or Type)
	An	swer <mark>All Q</mark>	
Q.No	CO	K	Questions
Q		Level	
16) a	CO 1	K2	
16) b	CO 1	K2	
17) a	CO 2	К3	
17) b	CO 2	К3	Tradition of the same
18) a	CO 3	K2	(SO 1/10) JULY (SO)
18) b	CO 3	K2	
19) a	CO 4	К3	4.07
19) b	CO 4	К3	
20) a	CO 5	K2	(0)
20) b	CO 5	K2	மாயக்க
NB: H	ligher l	evel of per	formance of the students is to be assessed by attempting higher level
			of K levels
_			Section D (Open Choice)
			Three questions (3x10=30 marks)
Q.No	CO	K Level	Questions
21	CO1	K2	
	CO2	K3	
22			
23	CO3	K2	
		K2 K3 K2	





MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

Category Core 5 - 5 Nature of course: EMPLOYABILITY SKILL ORIENTED ENTREPRENURSHIP Course Objectives: CO 1: To develop an understanding of basic concepts of administration in social work practice CO 2: To explain the administrative structure of social welfare in India CO 3: To summarize the essentials of Indian constitution and legislation CO 4: To detail the legal interventions for various social problems CO 5: To introduce various intervention strategies in legislative prospect. Unit: I Administration	Course Nan	e SOCIAL WELFARE ADMINISTRATION			
Nature of course: EMPLOYABILITY SKILL ORIENTED ENTREPRENURSHIP ENTREPET ENTREPET	Course Cod	e 21USWC21	L	P	C
Course Objectives: CO 1: To develop an understanding of basic concepts of administration in social work practice CO 2: To explain the administrative structure of social welfare in India CO 3: To summarize the essentials of Indian constitution and legislation CO 4: To detail the legal interventions for various social problems CO 5: To introduce various intervention strategies in legislative prospect. Unit: I Administration	Category	Core	5	-	5
CO 1: To develop an understanding of basic concepts of administration in social work practice CO 2: To explain the administrative structure of social welfare in India CO 3: To summarize the essentials of Indian constitution and legislation CO 4: To detail the legal interventions for various social problems CO 5: To introduce various intervention strategies in legislative prospect. Unit: I Administration	Nature of co	urse: EMPLOYABILITY ✓ SKILL ORIENTED ENTREPREN	URS	HIP	
CO 2: To explain the administrative structure of social welfare in India CO 3: To summarize the essentials of Indian constitution and legislation CO 4: To detail the legal interventions for various social problems CO 5: To introduce various intervention strategies in legislative prospect. Unit: I Administration 15 Administration - Concept, Definition, Need for Administration, Basic Administrative Processes - Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations - Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration - Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: II Indian Constitution 15 Indian Constitution - Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation - Concept and Meaning, Social Legislation - Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage - Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Course Obj	ectives:			1
CO 3: To summarize the essentials of Indian constitution and legislation CO 4: To detail the legal interventions for various social problems CO 5: To introduce various intervention strategies in legislative prospect. Unit: I Administration 15 Administration - Concept, Definition, Need for Administration, Basic Administrative Processes Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations - Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration - Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution - Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation - Concept and Meaning, Social Legislation - Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage - Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	CO 1: To de	velop an understanding of basic concepts of administration in social wor	k prac	ctice	
CO 4: To detail the legal interventions for various social problems CO 5: To introduce various intervention strategies in legislative prospect. Unit: I Administration 15 Administration - Concept, Definition, Need for Administration, Basic Administrative Processes - Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations - Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration - Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution - Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation - Concept and Meaning, Social Legislation - Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage - Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006					
CO 5 : To introduce various intervention strategies in legislative prospect. Unit: I Administration 15 Administration – Concept, Definition, Need for Administration, Basic Administrative Processes - Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations – Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006		A Secretary Control of the Control o			
Administration — Concept, Definition, Need for Administration, Basic Administrative Processes — Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations — Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration — Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution — 15 Indian Constitution — Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation — Concept and Meaning, Social Legislation — Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage — Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006		/ STILLE PROPERTY 11.1 7.2			
Administration – Concept, Definition, Need for Administration, Basic Administrative Processes – Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations – Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	1			1.0	
Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations – Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006		AG .			
Communication. Public Relations – Meaning, Need, Principles, Use of Different Medium for Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Administrati	on – Conc <mark>ept, Definition</mark> , Need for Administrat <mark>ion, Basic Ad</mark> ministrati	ve Pro	ocess	es -
Public Relations. Unit: II Social Welfare Administration 15 Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Planning,	Organizin <mark>g, Staffing,</mark> Directin <mark>g, C</mark> oordinating, <mark>Reporti</mark> ng, Bu	ıdgeti	ng	and
Unit: II Social Welfare Administration 15 Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III	Communica	ion. Pub <mark>lic Relations – Meaning, N</mark> eed, Princi <mark>ples, Use of</mark> Differen	t Me	dium	fo
Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Public Relat	ons.			
Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution - Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation - Concept and Meaning, Social Legislation - Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage - Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Unit: II	Social W <mark>elfare Administrati</mark> on		15	5
Welfare Board. Role of Social worker and Importance of Social work in Social Welfare. Unit: III Indian Constitution 15 Indian Constitution - Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation - Concept and Meaning, Social Legislation - Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage - Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Social Welf	are Administration – Concept, Definition, Meaning, Administrative stru	cture	of So	cia
Unit: III Indian Constitution 15 Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Welfare in	ndia - the Ministry, Central and State Social Welfare Board. Importa	ance (of So	ocia
Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Welfare Boa	rd. Role of Social worker and Importance of Social work in Social Welfa	ıre.		
State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Unit: III	Indian Constitution		15	5
State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act. Unit: IV Legislation related to Women 15 Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Indian Cons	titution – Concept of Fundamental Rights, Fundamental Duties, Directiv	e Prir	nciple	es o
and Right to Information Act. Unit: IV Legislation related to Women Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006					
Unit: IV Legislation related to Women Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Relationship	between Social Legislation and Social Change. Concept of Public Inte	erest I	Litiga	tion
Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	and Right to	Information Act.			
Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Unit: IV	Legislation related to Women		15	5
Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	Legislation	related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Chri	stian	 Marr	iage
	Act and Spe	ecial Marriage Act, Child Marriage (Restraint) Act 1929. Role of F	amily	y Co	urts
Unit: V Legislation related to Children 15	Domestic Vi	olence Act, Dowry Prohibition Act, The Prohibition of Child Marriage A	ct, 20	006	
	Unit: V	Legislation related to Children		15	5

Legislation related to Children - Juvenile Justice Act, Child Labour Regulation and Abolition Act, POCSO Act, Immoral Traffic Act, Eve Teasing Act. Legislation related to Amelioration of Social Problems. The Protection of Civil Rights Act, The Consumer Protection Act.

Total Lecture Hours 75 Hrs

Books for Study:

- 1. S. L Goel, Social welfare administration, Balaji World of Books, New Delhi, 2010.
- 2. S.P.Jain, Social Welfare Administration, Prentice Hall, New Delhi, 2002

Books for References:

- 1. P.Chowdhry ,Social Welfare Administration, Athmaram and Sons, New Delhi,1996
- 2. D.R.Sachdev, Social Welfare Administration in India, KitabMahal, New Delhi, 1998
- 3. R.L.Agarwala, **Hindu Law**, Central Law Agency, Allahabad, 1996.
- 4. P.Jagadeesan, Marriage and Social Legislation in Tamil Nadu, Elatchiappon Publications, Madras, 1997.
- 5. ICCW, Child and Law. ICCW, Madras, 1998.
- 6. R.N.Vyas, **The soul of Indian constitution**, Print well publications, Jaipur, 1998.
- 7. K.Shanmugavelayutham, Social Legislation and Social Change, Vazhavalamudin \ publications, Madras, 1998.

Web Resources:

- 1. http://hdl.handle.net/123456789/17228
- 2. http://hdl.handle.net/123456789/17237
- 3. https://www.mooc-list.com/course/social-work-practice-individuals-families-and-small-groups-edx
- 4. https://www.mooc-list.com/course/social-welfare-policy-and-services-edx

Course	e Outcomes State of the Control of t	K Level					
On su	On successful completion of the course the students will be able to						
CO1:	Determine the underlying foundations of Administration and social welfare	Upto k2					
	administration						
CO2:	execute the basic principle of social welfare administration	Upto k3					
CO3:	provide necessary knowledge of administration of welfare organization	Upto k2					
CO4:	Develop an understanding of the organization as a system	Upto k2					
CO5 :	Develop an understanding and analyzing issues in a broader context in order to	Upto k4					
	respond to critical social realities.						

CO & PO Mapping:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	3	2	2	2	3	3
CO 2	3	3	2	2	3	2
CO 3	3	2	2	2	3	3
CO 4	3	3	2	3	3	2
CO 5	3	2	3	3	3	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	SOCIAL WELFARE ADMINISTRATION AND SOCIAL LEGISLATION	Hrs	Pedagogy
I	Administration – Concept, Definition, Need for Administration, Basic Administrative Processes –Planning, Organizing, Staffing, Directing, Coordinating, Reporting, Budgeting and Communication. Public Relations – Meaning, Need, Principles, Use of Different Medium for Public Relations	15	Chalk and talk, PPT, Lecture
II	Social Welfare Administration – Concept, Definition, Meaning, Administrative structure of Social Welfare in India - the Ministry, Central and State Social Welfare Board. Importance of Social Welfare Board. Role of Social worker and Importance of Social work in Social Welfare.	15	Chalk and talk, PPT, Group discussion
III	Indian Constitution – Concept of Fundamental Rights, Fundamental Duties, Directive Principles of State Policy. Legislation – Concept and Meaning, Social Legislation – Meaning and Definition. Relationship between Social Legislation and Social Change. Concept of Public Interest Litigation and Right to Information Act	15	Chalk and talk, PPT, Assignment
IV	Legislation related to Marriage – Hindu Marriage Act, Muslim Marriage Act, Christian Marriage Act and Special Marriage Act, Child Marriage (Restraint) Act 1929. Role of Family Courts. Domestic Violence Act, Dowry Prohibition Act, The Prohibition of Child Marriage Act, 2006	15	Chalk and talk, PPT Assignment
V	Legislation related to Children - Juvenile Justice Act, Child Labour Regulation and Abolition Act, POCSO Act, Immoral Traffic Act, Eve Teasing Act. Legislation related to Amelioration of Social Problems. The Protection of Civil Rights Act, The Consumer Protection Act.	15	Guest lecture, PPT

S. SILAMBARASAN, MSW, M.Phil.,

M. BHARATHI NATARAJAN, MSW, MA, M.Phil., NET,

Learning Outcome Based Education & Assessment (LOBE) Formative Examination - Blue Print

Articulation Mapping – K Levels with Course Outcomes (COs)

		Articula	non Mapping	g – K Leveis '	with Course	Outcom	ies (COs)	
Inte	Cos	K Level	Secti	ion A	Section	B	Section C	Section D
rnal			MO	CQs	Short Answers		Either or	Open
			No. of.	K – Level	No. of.	K -	Choice	Choice
			Questions		Questions	Level		
CI	CO1	Up to K2	2	K1 –& K2	1	K1	2(k2 & k2)	1(K2)
ΑI	CO2	Up to K3	2	K1 –& K2	2	K2	2(k3 & k3)	2(K2&K3)
CI AII	CO3	Up to K2	2	K1 –& K2	1	K2	2(k2 & k2)	1(K2)
1111	CO4	Up to K2	2	K1 –& K2	6002	K2	2(k3 & k3)	2(K2&K3)
Que	stion	No. of	4	20.47	3		4	3
Pat	tern	Questions	6	A COOK				
CIA	I & II	to be asked	6	NOODE	13776	31		
		No. of	4	SHIP I	3	1991	2	2
		Questions	37	CZININA	COUNTRA	I Care		
		to be	90			1294		
		answered			LEEL	100		
		Marks for	1 👗	-	2	1	5	10
		each 🔼	1		Talk-16.	The state of	M	
		question						
		Total	4		6	D.C.	10	20
		Marks for						
		each		127	CHECK!			
		section					N/	

		D	istribution of	f Marks with	K Level CI	A I & C	IA II	
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate
	Level	(Multiple	(Short	(Either /	(Open	Marks	(Marks	of %
		Choice	Answer	Or	Choice)		without	
		Questions)	Questions)	Choice)	G C	7	choice)	
	K1	2	2	7	6	4	6.6	67
	K2	2	4	10	20	36	60	
CIA	К3			10	10	20	33.3	33
I	K4							
	Marks	4	6	20	30	60	100	100
	K1	2	2					
CIA	K2	2	4	10	20	4	6.6	67
II	К3			10	10	36	60	
	K4					20	33.3	33
	Marks	4	6	20	30	60	100	100

- K1- Remembering and recalling facts with specific answers
- **K2** Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences

 ${
m CO5}$ will be allotted for individual Assignment which carries five marks as part of CIA component.

Summ	native E	xamination	– Blue Pri	nt Articul	ation Map	pping –	K Level with	1 Course
Outco	mes (CC) s)						
S.No	COs	К -	MCQs		Short An	swers	Section C	Section
		Level	No. of	К -	No. of	К -	(Either / or	D
			Questions	Level	Questio	Level	Choice)	(Open
					n			Choice)
1	CO 1	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)
2	CO 2	Up to K3	2	K1&K2	1	K2	2(K3&K3)	1(K3)
3	CO 3	Up to K2	2	K1&K2	1	K2	2(K2&K2)	1(K2)
4	CO 4	Up to K2	2	K1&K2	1	K2	2(K3&K3)	1(K3)
5	CO 5	Up to K4	2	K1&K2	1	K2	2(K3&K3)	1(K4)
No. o	f Questi	ons to be	10		5	1-04	10	5
Asked		· Ma		Dillia C	CETTE			
No.of answer	_	ons to be	10	7 8	5	1/91	5	3
Marks	for each	question	1	100	2		5	10
	Marks	for each	10	401	10		25	30
(Figur	es in pa	renthesis de	notes, questio	ns should	be asked w	ith the gi	ven K level)	

	Distribution of Marks with K Level							
K Level	Section A (Multiple Choice Ouestions)	Section B (Short Answer Ouestions)	Section C (Either/ or Choice)	Section D (Open Choice)	Total Marks	% of (Marks without choice)	Consolidated %	
K1	5	2			7	5.8	50	
K2	5	8	20	20	53	44.1		
К3			30	20	50	41.6	50	
K4			- 2 II L	10	10	8.3		
Marks	10	10	50	50	120	100	100	

${\bf Summative\ Examinations\ -\ Question\ Paper-Format}$

			Section A (Multiple Choice Questions)
	Aı	nswer All (
Q.No	CO	K Level	Questions
1	CO1	K1	
2	CO1	K2	
3	CO2	K1	
4	CO2	K2	
5	CO3	K1	
6	CO3	K2	
7	CO4	K1	
8	CO4	K2	MID &
9	CO5	K1	00/0
10	CO5	K2	AA AAA 2
			Section B (Short Answers)
		nswer All	
Q.No	CO	K Level	Questions
11	CO1	K1	CHILL ACTION
12	CO2	K1	
13	CO3	K2	
14	CO4	K2	
15	CO5	K2	
		150	Section C (Either/Or Type)
		swer All Q	
Q.No	CO	K	Questions
1.6	GO 1	Level	
16) a	CO 1	K2	
16) b	CO 1	K2	
17) a	CO 2		
17) b	CO 2		
18) a	CO 3		(30 C) (1) (1) (1) (1) (1) (1) (1) (1) (1) (1
18) b	CO 4	K2	A STATE OF THE STA
19) a	CO 4	K3	
19) b	CO 5		90
20) a	CO 5		Through Sh
20) b			formance of the students is to be assessed by attempting higher level
ND: H	ngner i	ever or per	of K levels
			Section D (Open Choice)
	Δ:	nswer Anv	Three questions (3x10=30 marks)
Q.No	CO	K Level	Questions
21	CO1	K Level	Questions
22	CO2	K2 K3	
23	CO3	K2	
24	CO4	K3	
25	CO5	K4	



MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

Course Name INTRODUCTION TO THE FIELDS OF SOCIAL WORK								
Course Code	21USWC22				L	P	C	
Category	Core				4	-	4	
Nature of cours	se: EMPLOYABILITY	✓	SKILL ORIENTED	ENTREPREN	URS	HIP		
Course Object	ives:		in so	<u> </u>			<u> </u>	
CO 1: To unde	erstand the concept of var	ious	s fields of social work					
	sify the problems in each		/ T 1/ W T 1 /					
	y the methods and approa	UP. /		oblems in social w	ork fi	elds		
	d team work <mark>in various</mark> fi constrate th <mark>e challenges</mark> ar	MI III	11 / 111/0/1	n each specialized f	ield			
	dustrial Social Work:	IG I	ole of social worker in	reach specialized i	iciu.	10)	
Industrial Socia	al Work: Industry-Meani	ng a	and Definition, Differ	ence between facto	rv &	indus	strv	
	dustria <mark>l Labour - Conce</mark>				•		•	
	ory measures. Industrial S		ATT V					
	ory measures. muustrar s	3001	iai work – Concept, iv	realing, Role of Sc	Ciai v	VOLK	21 II	
Industries		1						
Unit: II Co	mmunity Development					15	,	
Community D	Develop <mark>ment : Definiti</mark>	on,	meaning, need, I	Difference between	n Co	mmu	nity	
Organization a	and Com <mark>munit</mark> y Develop	ome	nt,Concept of Rural,	Urban and Triba	l Coı	nmuı	nity	
Problems of I	Rural, Ur <mark>ban an</mark> d Triba	al (Community. Role of	social Worker i	n Co	mmu	nity	
development	C 1-11	77	Carrie III					
Unit: III Me	edical and Psyc <mark>hiatric S</mark>	ocia	ıl Work	Y		10)	
Medical and P	Psychiatric Social Work -	- C	oncept of Medical So	ocial work and Psy	chiatr	ric So	cia	
	ice between Psychiatry, P		All last of the	_				
	etting. Multidisciplinary a	•		-				
	in various setting	-PP-				,, , , , , , , , , , , , , , , , , , , ,		
						10	<u> </u>	
Unit: IV Far	miiv and Chiid Weilare					1.0	•	
	mily and Child Welfare							
	ild Welfare: Concept of	Fam	nily and Child. Proble	ems of Family and	Child	ren. I	Role	
Family and Chi			•	•				

Unit: V School and Correctional Social work

15

School and Correctional Social work: Meaning and Scope of School Social Work. Problems among School Children. Role of School Social Worker. Crime and its types, Causes of Crime and Delinquency. Correctional Services - Role of Correctional Social Worker..

Total Lecture Hours

60 Hrs

Books for Study:

- 1. Herbert hewitt stroup, Social work: An Introduction to the field second edition, Surject Publication, New Delhi, 2017.
- 2. Paul Choudry, Introduction to Social Work, Atma Ram and Sons, New Delhi, 2000.

Books for References:

- 1. Rathinasamy Maria Saleth, From Individual to Community: Issues in Development Studies, Sage India, 2012
- 2. A.E. Fink, The Fields of Social Work, Henry Holt & Co, Sage Publication, Inc 1986
- 3. Gangadhar B. Sonar, Rural Community Development in India, Lambert Publishibg, New Delhi, 2017
- 4. J.J. Ponakaland S.D. Gokala, Crime and Correction in India, TISS, Bombay, 2012
- 5. Encyclopedia of Social Work in India Vol. I and II Panning Commission, Govt.of India, New Delhi, 2011
- 6. P.D.Misra, Social Work Philosophy and Methods, Inter-India Publications, New Delhi, 1994.

Web Resources:

- 1. https://sites.google.com/site/ignouhelpbooks11/MSW%20009%20Community%20Organizatio
 https://sites.google.com/site/ignouhelpbooks11/MSW%20009%20Community%20Organizatio
 https://sites.google.com/site/ignouhelpbooks11/MSW%20009%20Community%20Organizatio
 https://sites.google.com/site/ignouhelpbooks11/MSW%20Development%20%5B1%5D.zip?attredirects=0
 <a href="mailto:delta:
- 2. http://www.ignouhelp.in/ignou-mswe-02-study-material/
- 3. https://onlinecourses.swayam2.ac.in/nou21_hs03/preview
- **4.** https://onlinecourses.swayam2.ac.in/nou21_lb11/preview

Course	e Outcomes	K Level
On suc	cessful completion of the course the students will be able to	
CO1:	describe the fields of Industry, Community, Medical & Psychiatric, family &	Upto K2
	child welfare, school and correctional social work	
CO2:	identify the problems among the fields of Industry, Community, Medical &	Upto K2
	Psychiatric, family & child welfare, school and correctional social work	
CO3:	apply the methods and techniques in the respective institutions	Upto K3
CO4:	develop teamwork in each disciplinary	Upto K4
CO5:	differentiate the role of social worker in respective fields	Upto K4

CO & PO Mapping:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	3	3	2	2	3	3
CO 2	3	3	2	2	3	3
CO 3	3	3	3	3	3	3
CO 4	3	3	2	3	3	3
CO 5	3	3	3	3	3	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	INTRODUCTION TO THE FIELDS OF SOCIAL WORK	Hrs	Pedagogy
I	Industrial Social Work: Industry-Meaning and Definition, Difference between factory & industry, Problems of Industrial Labour - Concept of Labour Welfare. Labour Welfare measure: Statutory and Non Statutory measures. Industrial Social work - Concept, Meaning, Role of Social Worker in Industries	10	Chalk and talk, PPT, Lecture
II	Community Development: Definition, meaning, need, Difference between Community Organization and Community Development, Methods. Concept of Rural, Urban and Tribal Community. Problems of Rural, Urban and Tribal Community. Role of social Worker in Community development	15	Chalk and talk, PPT,Group discussion
III	Medical and Psychiatric Social Work – Concept of Medical Social work and Psychiatric Social Work. Difference between Psychiatry, Psychology and Psychiatric Social work. Psychiatric setting and Medical setting. Multidisciplinary approach, Role of Medical Social Worker and Psychiatric Social Worker in various setting	10	Chalk and talk, PPT, Assignment
IV	Family and Child Welfare: Concept of Family and Child. Problems of Family and Children. Role of Social Worker in Foster care, Adoption services, Family Counselling Centre, Child Guidance Clinics, Pre marital Counselling. Welfare services for Family and Children	10	Chalk and talk, PPT, Assignment
V	School and Correctional Social work: Meaning and Scope of School Social Work. Problems among School Children. Role of School Social Worker. Crime and its types, Causes of Crime and Delinquency. Correctional Services - Role of Correctional Social Worker.	15	Guest lecture, PPT

Course Designed by:

- 1. C. KANMANI, MSW, MA, M.Phil., NET,
- 2. S. SIVATHMIKA, MSW (NET), PGDHRM, DCP

Learning Outcome Based Education & Assessment (LOBE) Formative Examination - Blue Print

Articulation Mapping – K Levels with Course Outcomes (COs)

Inte	Cos	K Level	Sect	ion A	Section		Section C	Section D
rnal			Mo	CQs	Short An	swers	Either or	Open
			No. of.	K – Level	No. of.	K -	Choice	Choice
			Questions		Questions	Level		
CI	CO1	Up to K2	2	K1 –& K2	1	K 1	2(k2 & k2)	1(K2)
ΑI	CO2	Up to K2	2	K1 –& K2	2	K2	2(k2 & k2)	2(K2&K2)
CI	CO3	Up to K3	2	K1 –& K2	1	K2	2(k2 & k2)	1(K3)
AII	CO4	Up to K4	2	K1 -& K2	2	K2	2(k3 & k3)	2(K3&K4)
Que	stion	No. of	4	2 3 10	3		4	3
Pat	tern	Questions	46	95	6			
CIA	I & II	to be		- MA	M = 0			
		asked		ACUCI				
		No. of	4	/V/////	3	3	2	2
		Questions		CHILL	מעעב	709		
		to be		(COMMILA)	ATTENTO.			
		answered	20			130		
		Marks for	1		2	(0)	5	10
		each		-	(CC)		A.	
		question			13.5			
		Total	4 10		6	- 3	10	20
		Marks for				a c	M	
		each						
		section						

		10.00	The same of the sa		AND DESCRIPTION OF THE PARTY NAMED IN			
		D	istribution of	f Marks with	K Level Cl	A I & Cl	A II	
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate
	Level	(Multiple	(Short	(Either /	(Open	Marks	(Marks	of %
		Choice	Answer	Or	Choice)		without	
		Questions)	Questions)	Choice)	22111111	3/	choice)	
	K1	2	2		4.6	4	6.6	100
	K2	2	4	20	30	56	93.3	
CIA	К3		(0)					
Ι	K4			தாபக				
	Marks	4	6	20	30	60	100	100
	K1	2				2	3.3	33
CIA	K2	2	6	10		18	30	
II	К3			10	20	30	50	50
	K4				10	10	16.6	17
	Marks	4	6	20	30	60		100

- **K1** Remembering and recalling facts with specific answers
- **K2** Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences

 ${
m CO5}$ will be allotted for individual Assignment which carries five marks as part of CIA component.

compo	ment.									
S	ummativ	ve Examination	on – Blue	Print Articu	ılation Ma	pping – I	X Level with (Course		
				Outcomes						
S.No	COs	K - Level	MCQs Short Answers			MCQs Short			Section C	Section D
			No. of	No. of K – Level No. of K –		(Either /	(Open			
			Questi		Questio	Level	or Choice)	Choice)		
			ons		n					
1	CO 1	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)		
2	CO 2	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)		
3	CO 3	Up to K3	2	K1&K2	1	K2	2(K2&K2)	1(K3)		
4	CO 4	Up to K4	2	K1&K2	1	K2	2(K3&K3)	1(K3)		
5	CO 5	Up to K4	2	K1&K2	1	K2	2(K3&K3)	1(K4)		
No.	of Quest	ions to be	10		5		10	5		
	Aske	ed	6	TA 00 0K	MA	3				
No	of Questi	ions to be	10	17//11	5	0	5	3		
	answe	red			31111/6	The state of				
Mar	ks for eac	h question	1	ALL LAND	2	Je m	5	10		
Total N	Marks for	each section	10		10	1200	25	30		
	(Figures	in parenthesi	s denotes	, questions s	hould b <mark>e a</mark>	sked witl	h the given K	level)		

		D	istribut <mark>ion o</mark> f	Marks with	K Level	.	
K	Section A	Section B	Section C	Section D	Total	% of	Consolidated
Level	(Multiple	(Short	(Either/ or	(Open	Marks	(Marks	%
	Choice	Answer	Choice)	Choice)	1	without	
	Questions)	Questions)				choice)	
K1	5	4	A IA		9	7.5	59
K2	5	6	30	20	61	50.8	
K3		To the	20	20	40	33.3	33
K4		CO VI	7117	10	10	8.3	8
Marks	10	10	50	50	120	100	100

${\bf Summative\ Examinations\ -\ Question\ Paper-Format}$

er level



MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

	GE	NER	ALIB.			WI .									
Course Code	210	JSWA	A21									I		P	C
Category	All	ied										5	,	-	4
Nature of course: EMPLOYABILITY SKILL ORIENTED ✓ ENTREPRENU									ENU	RS	HIP				
Course Object	ives:														
CO 1: To unde	erstar	nd the	scope a	nd var	ious	s fields of p	sychology								
CO 2: To relat			0.5			- 8 4 8	0/2								
CO 4 To desc			-		7 4 8	1.00 / 1 - 1 1 1.00	J- () 1		.1						
CO 4: To class CO 5: To expl	-	_			107.71	111 SUBSIDE	1 1 1 1	mino	a						
	ychol		Cittur tii	leories	OI g	general psy	chology.	100						15	5
Psychology – 0			Meaning.	Defin	nitio	n Scope	Branches o	of Po	SVC	holo	ov. B	asic	and		
		16	-	-		C D			М	1-38					
Psychology, A			i i	7		TY MAY	Contract of the Contract of th								
practice. Social	•	L)C		ALK!		The same of	anıng, Ap	plica	at10	on of	Psyc	holog	gy 1	n var	10U
fields. Contem	porai	y App	proache:	s in Ps	vch	ology									
4				NAME:	<i>J</i> • • • •	ology.	THE REAL PROPERTY.								
Unit: II Le	arnir	ng and	d Memo	A.B.B.		ology.			1	į.				15	5
Learning and				ory		Ad	ples and	Тур	es	of L	earni	ng –	Co		
	Men	nory:	Learnin	ory g – M	lean	ing, Princi		9				_		nditi	ona
Learning and	Men opera	nory:	Learnin arning,	g – M	lean	ning, Princi	ig, Kinds,	Pro	ces	s an	d Sta	iges	of	nditi Mem	ona
Learning and learning and Memory Span	Men opera	nory: ant lea	Learnin arning,	g – M	lean	ning, Princi	ig, Kinds,	Pro	ces	s an	d Sta	iges	of	nditi Mem	ona
Learning and learning and Memory Span Unit: III Be	Men opera , Met	nory: ant lea hods	Learnin arning, of impro	ory g – M Mem oving r	lean ory	ning, Princi – Meanir nory. Forge	ng, Kinds, etting – Me	Proc	ces	s an Amn	d Sta	nges and its	of s ty	onditi Mem pes.	ona ory
Learning and learning and Memory Span Unit: III Be Behavior - M	Memopera , Met havio	nory: nory: hods or ng, Ty	Learning, of impro	g – M Mem oving r Behav	lean nory men	ning, Princi — Meanir nory. Forge	ng, Kinds, etting – Me	Proo	ces g,	Amn	d Sta	nges and its	of s ty	Mem pes. 15	ona ory
Learning and learning and Memory Span Unit: III Be Behavior - M Behaviour. Ad	Memopera , Met havio	nory: ant lea hods or ng, Ty nent &	Learning, of improvements of the control of the con	g – M Mem oving r Behav	lean ory men	ning, Princi — Meanir nory. Forge , Factors I — Meaning.	nfluencing Definition	Processing	eg,	Amn	d Statesia a	ages and its	of s ty s A ell	Memorati Memorati Ipes.	ona ory 5 rma
Learning and learning and Memory Span Unit: III Be Behavior - M	Memopera , Met havio	nory: ant lea hods or ng, Ty nent &	Learning, of improvements of the control of the con	g – M Mem oving r Behav	lean ory men	ning, Princi — Meanir nory. Forge , Factors I — Meaning.	nfluencing Definition	Processing	eg,	Amn	d Statesia a	ages and its	of s ty s A ell	Memorati Memorati Ipes.	ona lory 5 rma
Learning and learning and Memory Span Unit: III Be Behavior - M Behaviour. Ad	Memopera , Met havio	nory: ant lea hods or ng, Ty nent &	Learning, of improvements of the control of the con	g – M Mem oving r Behav	lean ory men	ning, Princi — Meanir nory. Forge , Factors I — Meaning.	nfluencing Definition	Processing	eg,	Amn	d Statesia a	ages and its	of s ty s A ell	Memorati Memorati Ipes.	ona lory 5 rma
Learning and learning and Memory Span Unit: III Be Behavior - M Behaviour. Ad and Mal adj Classification	Memopera , Met havio eanir ljustm	nory: ant lea hods or ng, Ty nent &	Learning, of improvements of the control of the con	g – M Mem oving r Behav ljustme	lean nory nen vior, vior, djus	ning, Princi — Meanir nory. Forge , Factors I — Meaning.	nfluencing Definition	Processing	eg,	Amn	d Statesia a	ages and its	of s ty s A ell	Memorate Abnora	ona ory 5 rma stec
Learning and learning and Memory Span Unit: III Be Behavior - M Behaviour. Ad and Mal adj Classification	Memopera, Methavio	nory: ant lea hods or ng, Ty nent & l Bel	Learning, of impro	g - M Mem oving r Behav ljustme ; A	Jean Jean	ing, Princi — Meanir nory. Forge , Factors I - Meaning,	ng, Kinds, etting – Me nfluencing Definition echanisms,	Proceedings and Bellings, Ch	nav	Amn	Normistics	nges on the state of Winanisa	of s ty s A fell ms	onditi Mem pes. 15 Abnor Adju and	ona ory 5 rma stec it
Learning and learning and Memory Span Unit: III Be Behavior - M Behaviour. Ac and Mal adj Classification Unit: IV Interpretation	Memopera, Methavio	nory: ant lea hods or ng, Ty nent & l Bel ence a	Learning, of impro ypes of & Malad haviour, and Mo	g - M Mem oving r Behav ljustme ; A tivatio	vior, djus	ing, Princi — Meanir nory. Forge , Factors I — Meaning, stment Mo	ng, Kinds, etting – Me nfluencing Definition echanisms,	Beh De	nav	Amn	Normistics Mech	nal V of W nanisi	of s ty s A ell ms	Abnorand 15	ona ory 5 rma stec its
Learning and learning and Memory Span Unit: III Be Behavior - M Behaviour. Ac and Mal adj Classification Unit: IV Intelligence- Center of the second se	Memopera, Methavio	nory: ant lea hods or ng, Ty nent & l Bel ence a	Learning, of impro ypes of what Malad haviour, and Mo Ieaning, elligence	g - M Mem oving r Behav ljustme ; A tivatio Defin	vior, chitio	ing, Princi — Meanir nory. Forge , Factors I — Meaning, stment Meaning,	ng, Kinds, etting – Me nfluencing Definition echanisms, of Intellige	Beh Dee	nav nareefe Matie	Amn rior. acterionse	Normistics Mech	nal V of W nanisi	of s ty s A fell ms	Abnorand 15 ellige Quot	ona ory 5 its stee its

Unit: V Personality

15

Personality: Concept, Definition, Meaning, Types and Development of personality, Factors Influencing personality Development: Heredity, Environment and Socialization Process; Assessment of Personality – Meaning, Types of Personality assessment, Projective Test.

Total Lecture Hours

75 Hrs

Books for Study

- 1. S.K. Mangal, Ph. D, General Psychology, Sterling Publishers, New Delhi, 2020
- 2. Morgan, Clifford, Introduction of Psychology, Tata McGrawHill, New Delhi 2017

Books for References:

- 1. Hebb Do, A Books for Study of Psychology, Tappan Co, Tokyo.2011
- 2. S.Jalota, Essentials of Psychology, VijayaNivas, Chandigarh, 2002
- 3. Munn, **Introduction of psychology**, Oxford IBH Publishing co, Bombay.2000
- 4. J.Sinha, A manual of psychology, New Central Book Agency, Calcutta, 1998
- 5. S.W.Lawrel, **Adult Personality Development**, Sage Publication, New Delhi, 1994
- 6. Morgan, C.T.& King, R.A, Introduction to Psychology, McGraw Hill, New York, 1995
- 7. Munn, N.A., Psychology-**The Fundamentals of Human Behaviour**; London; George G. Harrap& Co, Ltd., 2000

Web Resources:

- 1. http://egyankosh.ac.in/handle/123456789/23228
- 2. http://egyankosh.ac.in/handle/123456789/23221
- 3. http://egyankosh.ac.in/handle/123456789/23231
- 4. https://onlinecourses.swayam2.ac.in/nou21_mg01/preview

Course	e Outcomes Outcomes	K Level					
On successful comple <mark>tion of the course the students will be able to</mark>							
CO1:	Describe the scope and various branches of psychology	Upto K2					
CO2:	Compare the significance of psychology in social work practice	Upto K3					
CO3:	Detail the concept of human behaviour and personality	Upto K2					
CO4:	Identify the various types of learning, memory, human behaviour, motivation, Intelligence, personality.	Upto K3					
CO5:	To apply classical conditioning, operant conditioning and defense mechanisms	Upto K3					

CO & PO Mapping:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	3	2	2	2	3	3
CO 2	3	3	2	3	3	3
CO 3	3	2	2	2	3	3
CO 4	3	3	2	3	3	3
CO 5	3	3	3	2	3	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	GENERAL PSYCHOLOGY	Hrs	Pedagogy
I	. Psychology – Concept, Meaning, Definition, Scope, Branches of Psychology: Basic and Applied Psychology, American Psychological Association. Relevance of Psychology in Social Work practice. Social Psychology – Concept, Definition, Meaning, Application of Psychology in various fields. Contemporary Approaches in Psychology	15	Chalk and talk, PPT, Lecture
II	Learning and Memory: Learning – Meaning, Principles and Types of Learning – Conditional learning and operant learning, Memory – Meaning, Kinds, Process and Stages of Memory, Memory Span, Methods of improving memory. Forgetting – Meaning, Amnesia and its types	15	Chalk and talk, PPT,Group discussion
III	Behavior - Meaning, Types of Behavior, Factors Influencing Behavior. Normal Vs Abnormal Behaviour. Adjustment & Maladjustment - Meaning, Definition, Characteristics of Well Adjusted and Mal adjusted Behaviour, ; Adjustment Mechanisms, Defense Mechanisms and its Classification	15	Chalk and talk, PPT, Assignment
IV	Intelligence- Concept, Meaning, Definition, Nature of Intelligence, Measurement of Intelligence.— Multiple Intelligence. Intelligent Quotient — Classification of Intelligent Quotient. Motivation — Definition, Meaning, Types — Physical, Social and Psychological Motives. Benefits of motivation	15	Chalk and talk, PPT, Assignment
V	Personality: Concept, Definition, Meaning, Types and Development of personality, Factors Influencing personality Development: Heredity, Environment and Socialization Process; Assessment of Personality – Meaning, Types of Personality assessment, Projective Test	15	Guest lecture, PPT

Course Designed by:

J. DYANAVINCILLA, MSW, M.Phil., SET, Assistant Professor S.SIVATHMIKA, MSW (NET), PGDHRM, DCP

Learning Outcome Based Education & Assessment (LOBE) Formative Examination - Blue Print

Articulation Mapping – K Levels with Course Outcomes (COs)

Inte	Cos	K Level	Sect	tion A	Section		Section C	Section D
rnal			M	CQs	Short Ans	swers	Either or	Open
			No. of.	K – Level	No. of.	K -	Choice	Choice
			Question		Questions	Level		
			S					
CI	CO1	Up to K2	2	K1 –& K2	1	K2	2(k2 & k2)	1(K2)
ΑI	CO2	Up to K3	2	K1 –& K2	2	K3	2(k3 & k3)	2(K2&K3)
CI	CO3	Up to K2	2	K1 –& K2	1	K2	2(k2 & k2)	1(K2)
AII	CO4	Up to K3	2	K1 –& K2	2	K3	2(k3 & k3)	2(K2&K3)
Que	stion	No. of	4	5,	3		4	3
Pat	tern	Questions to		- 0 4 4	0			
CIA	I & II	be asked		$\Delta \Omega \Omega \Omega \Omega$	1 3			
		No. of	4 /	VISIO VITO	3		2	2
		Questions to			11176	and the same		
		be answered						
		Marks for	1		2	1703	5	10
		each			DODE	100		
		question				100		
		Total Marks	4	TO THE	6	6	10	20
		for each	Service of the servic					
		section			ILM.M.	100		

		\mathbf{D}	istribution of	f Mar <mark>ks wi</mark> th	K Level Cl	A I & CI	A II	
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate
	Level	(Multiple	(Short	(Either /	(Open	Marks	(Marks	of %
		Choice	Answer	Or	Choice)	130	without	
		Questions)	Questions)	Choice)			choice)	
	K1	2	30 100	77	- P. C.	2	3.3	60
	K2	2	2	10	20	34	56.6	
CIA	К3		4	10	10	24	40	40
I	K4		6		60			
	Marks	4	6	20	30	60	100	100
	K1	2		<i>நா</i> யக	D. 1.	2	3.3	60
CIA	K2	2	2	10	20	34	56.6	
II	К3		4	10	10	24	40	40
	K4							
	Marks	4	6	20	30	60	100	100

- **K1** Remembering and recalling facts with specific answers
- **K2** Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences

CO5 will be allotted for individual Assignment which carries five marks as part of CIA component.

S	Summati	ve Examina		rint Articu Outcomes		ping – K	Level with Co	urse
S.No	Cos	K -	MC		Short An	swers	Section C	Section
		Level	No. of	K –	No. of	K –	(Either / or	D
			Questions	Level	Question	Level	Choice)	(Open
								Choice)
1	CO 1	Up to K2	2	K1&K2	1	K1	2(K2&K2)	1(K2)
2	CO 2	Up to K3	2	K1&K2	1	K1	2(K3&K3)	1(K3)
3	CO 3	Up to K2	2	K1&K2	1	K2	2(K2&K2)	1(K2)
4	CO 4	Up to K3	2	K1&K2	1	K2	2(K3&K3)	1(K3)
5	CO 5	Up to K3	2	K1&K2	16)	K2	2(K3&K3)	1(K3)
No.	of Questi Aske	ons to be	10	200	5	3	10	5
No.	of Questi answer	ons to be	10		5	1-041	5	3
Mark	s for eacl	h question	1 (=		2	150	5	10
	al Marks	_	10	7 60	10	100	25	30
	sectio			1 2	(COLD)			
	(Figures	in parenthe	esis denotes	ane <mark>stions</mark> s	hould be as	ked with	the given K le	vel)

	Distribution of Marks with K Level											
K Level	Section A (Multiple Choice Questions)	Section B (Short Answer Questions)	Section C (Either/ or Choice)	Section D (Open Choice)	Total Marks	% of (Marks without choice)	Consolidated %					
17.1						, , , , , , , , , , , , , , , , , , ,	50					
K1	5	4	(1) ((/A) (A)	- 15000	9	7.5	50					
K2	5	6	20	20	51	42.5						
K3		10	30	30	60	50	50					
K4		-	0	5 80								
Marks	10	10	50	50	120	100	100					

Summative Examinations - Question Paper - Format

		Sulli	mative Examinations - Question Paper – Format
	A -		Section A (Multiple Choice Questions)
O N		nswer All (
Q.No	CO	K Level	Questions
1	CO1	K1	
2	CO1	K2	
3	CO2	K1	
4	CO2	K2	
5	CO3	K1	
6	CO3	K2	
7	CO4	K1	
8	CO4	K2	AID &
9	CO5	K1	(9)
10	CO5	K2	2014
			Section B (Short Answers)
		nswer All	
Q.No	CO	K Level	Questions
11	CO1	K1	CONTRACTOR OF THE PARTY OF THE
12	CO2	K1	TG TG
13	CO3	K2	
14	CO4	K2	
15	CO5	K2	
			Section C (Either/Or Type)
	An	swer <mark>All Q</mark>	
Q.No	CO	K	Questions
		Level	
16) a	CO 1	K2	
16) b	CO 1	K2	
17) a	CO 2	K3	
17) b	CO 2	K3	" I MALL AT A SUN A SUN A
18) a	CO 3	K2	99 / 10 / 11 / C
18) b	CO 3	K2	
19) a	CO 4	K3	
19) b	CO 4		
20) a	CO 5	K3	(0)
20) b	CO 5	K3	மாயுக்க,
			formance of the students is to be assessed by attempting higher level
	O	•	of K levels
			Section D (Open Choice)
	\mathbf{A}	nswer Any	Three questions (3x10=30 marks)
Q.No	CO	K Level	Questions
21	CO1	K2	
22	CO2	К3	
23	CO3	K2	
24	CO4	К3	
25	CO5	К3	



MANNAR THIRUMALAI NAICKER COLLEGE (AUTONOMOUS) DEPARTMENT OF SOCIAL WORK

(For those who joined in 2021-2022 and after)

ourse Code 21USWS21 L E ategory Skill 2 - ture of course: EMPLOYABILITY SKILL ORIENTED ✓ ENTREPRENURSHIP ourse Objectives: O 1: To bring basic understanding about one self	- 2
ature of course: EMPLOYABILITY SKILL ORIENTED	
ourse Objectives: O 1: To bring basic understanding about one self)
O 1: To bring basic understanding about one self	
O A . T	
O 2: To make aware of healthy life style	
O 3: To learn life coping skills	
O 4: To equip critical analyzing skills for social work practice O 5: To implant the importance of relationship management for social work practice	
The Country of the Co	15
elf-Awareness: SWOT Analysis, Self- Disclosure, Self-Esteem, Types of Self Esteem – Lo	
igh, Characteristics of High Self Esteem and Characteristics of Low self Esteem, Att	tıtude-
oncept, Types, Impo <mark>rtance of Atti</mark> tude, Positive Attitude towards Others and Work.	
nit: II Healthy Life Skills	15
ealthy Life skills - Critical Thinking Skills, Creative Thinking skills, Healthy C	Coping
echanisms, Health Through Yoga, Meditation and Exercises, Work Ethics and Work Co	ulture,
ody Language- Types and Importance of Body Language, Etiquettes – Types and Importan	
tiquettes -Manners.	
177777	15
	a .
ife Coping Skills - Time Management - Concept, Need, Process of Time Management,	
Ianagement – Concept of Stress, Types and Simple techniques of stress management, Ass	sertive
ehaviour – Assertiveness training. Leadership Quality and Effective Public Speaking Skill	
nit: IV Problem Solving	15
roblem Solving - Concept of Problem, Problem solving – Meaning, Definition, Problem Ans	alysis,
roblem Solving Techniques. Decision Making: Concept of Decision, Types of Deci	isions,
ecision Making - Meaning, Definition, Problems in Making Decisions, Decision M	I aking
echniques	J
nit: V Relationship Management	15

Relationship Management – Concept, Meaning, Importance, Expectations, Conflicts, Nurturing Relationship, Skills needed for Successful relationship management. Empathy - Concept of Empathy, Importance of Empathy, Benefits of Empathy, Difference between Sympathy,

Empathy and Apathy.

Total Lecture Hours 75 Hrs

Books for Study:

- 1. Sudha Datar, Skill Training for Social Workers: A Manual, Sage India, 2010
- 2. S Rathod, Skill Training for Social Workers, Yking Books, Bangalore, 2013
- 3. Nelson, Richards & Jones **Human Relationship Skills**, Sage Publication, New Delhi, 1990

Books for References:

- 1. Bishop Sue, **Develop your Assertiveness**. New Delhi, Kogan Page India Pvt. Ltd., 1996
- 2. Celements Phi Be Positive. New Delhi, Kogan Page India Pvt. Ltd, 1998
- 3. Davar S. Rustom, Creative Leadership, New Delhi, UBS Publishers Ltd, 1996
- 4. D'Souza Antony, Leadership, Mumbai, Better Yourself Books, 1995
- 5. Gupta Seema, Etiquette and Manners, Delhi, Pustak Mahal, 2001
- 6. Hasks Hurt, Motivation People, Delhi, Pustak Mahal, 1995
- 7. Lindenfield Gael, Assert Yourself, New Delhi, Harper Collins Publishers India Pvt. Ltd,1997
- 8. McGrath, e. H., **Training for Life and Leadership in Industry**, New Delhi, Prentice Hall of India Pvt. Ltd..1997

Web Resources:

- 1. https://dl.uswr.ac.ir/bitstream/Hannan/131962/1/Pamela Trevithick Social Work Skills%2C
 2nd Edition 2005.pdf
- 2. https://uk.sagepub.com/en-gb/eur/study-skills-for-social-workers/book232887
- 3. https://is.muni.cz/el/1423/jaro2017/SPR820/um/Social_work_skills Cournoyer_Barry_R. OCR1-kniha.pdf
- 4. https://onlinecourses.swayam2.ac.in/nou21_lg05/preview

Course	e Outcomes	K Level				
On su	On successful completion of the course the students will be able to					
CO1:	Gain better understanding about oneself and introspect him or herself	Upto k3				
CO2:	Develop both personal and professional healthy life style	Upto k3				
CO3 :	Enhance better coping skills and leadership qualities	Upto k2				
CO4 :	Apply problem solving skills and decision skills in personal and work life	Upto k4				
CO5 :	Equip clear understanding about personal and professional relationship in	Upto k3				
	social work practice					

CO & PO Mapping:

COS	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6
CO 1	3	3	2	2	3	3
CO 2	3	3	2	2	3	3
CO 3	3	3	3	3	3	3
CO 4	3	3	2	3	3	3
CO 5	3	3	3	3	3	3

^{*3 –} Advanced Application; 2 – Intermediate Development; 1 - Introductory Level

LESSON PLAN

Unit	SKIL <mark>LS FOR SOCIAL WORKERS</mark>	Hrs	Pedagogy
I	Self-Awareness: SWOT Analysis, Self- Disclosure, Self-Esteem, Types of Self Esteem – Low and High, Characteristics of High Self Esteem and Characteristics of Low self Esteem, Attitude- Concept, Types, Importance of Attitude, Positive Attitude towards Others and Work.	6	Chalk and talk, PPT, Lecture
II	Life Style - Critical Thinking Skills, Creative Thinking skills, Healthy Coping mechanisms, Health Through Yoga, Meditation and Exercises, Work Ethics and Work Culture, Body Language- Types and Importance of Body Language, Etiquettes –Types and Importance of Etiquettes –Manners	6	Chalk and talk, PPT,Group discussion
Ш	Life Coping Skills - Time Management – Concept, Need, Process of Time Management, Stress Management – Concept of Stress, Types and Simple techniques of stress management, Assertive Behaviour – Assertiveness training. Leadership Quality and Effective Public Speaking Skill	6	Chalk and talk, PPT, Assignment
IV	Problem Solving - Concept of Problem, Problem solving - Meaning, Definition, Problem Analysis, Problem Solving Techniques. Decision Making: Concept of Decision, Types of Decisions, Decision Making - Meaning, Definition, Problems in Making Decisions, Decision Making Techniques	6	Chalk and talk, PPT, Assignment
V	Relationship Management – Concept, Meaning, Importance, Expectations, Conflicts, Nurturing Relationship, Skills needed for Successful relationship management. Empathy - Concept of Empathy, Importance of Empathy, Benefits of Empathy, Difference between Sympathy, Empathy and Apathy	6	Guest lecture, PPT

Course Designed by:

C. KANMANI, MSW, MA,M.Phil, NET

S.SIVATHMIKA, MSW (NET), PGDHRM, DCP,

		Learning	,	ased Education		,	LOBE)		
	Formative Examination - Blue Print Articulation Mapping – K Levels with Course Outcomes (COs)								
Inte Cos		K Level		ion A	Section B		Section C	Section D	
rnal			MO	CQs	Short A	nswers	Either or Choice	Open Choice	
			No. of. Questions	K – Level	No. of. Questi ons	K - Level	1		
CI	CO1	Up to K3	2	K1 –& K2	1	K1	2(k2 & k2)	1(K3)	
ΑI	CO2	Up to K3	2	K1 –& K2	2	K2	2(k3 & k3)	2(K2&K3)	
CI	CO3	Up to K2	2	K1 -& K2	90.1	K1	2(k2 & k2)	1(K2)	
AII	CO4	Up to K4	2	K1 –& K2	2	K2	2(k3 & k3)	2(K2&K3)	
Pat	estion tern I & II	No. of Questions to be asked	4		3	3	4	3	
		No. of Questions to be answered	4		3	ख	2	2	
		Marks for each question	1	MO I	2	5 E	5	10	
		Total Marks for each	4		6	100	10	20	

			(tribut of				
		(2 D	istribution of	f Mar <mark>ks w</mark> ith	ı K Level <mark>C</mark> l	[A I & C]	IA II	
	K	Section A	Section B	Section C	Section D	Total	% of	Consolidate
	Level	(Multiple Choice Questions)	(Short Answer Questions)	(Either / Or Choice)	(Open Choice)	Marks	(Marks without choice)	of %
	K1	2	2		15111111	4	6.6	50
	K2	2	4	10	10	26	43.3	
CIA	К3		(a)	10	20	30	50	50
I	K4		(9)					
	Marks	4	6	20	30	60	100	100
	K1	2	2			4	6.6	67
CIA	K2	2	4	10	20	36	60	
II	К3			10	10	20	33.3	33
	K4							
	Marks	4	6	20	30	60	100	100

- K1- Remembering and recalling facts with specific answers
- **K2** Basic understanding of facts and stating main ideas with general answers
- **K3** Application oriented- Solving Problems
- **K4** Examining, analyzing, presentation and make inferences with evidences
- CO5 will be allotted for individual Assignment which carries five marks as part of CIA component.

S	Summativ	ve Examina	tion – Blue P	rint Articu	ılation Map	ping – K	Level with C	ourse
			(Outcomes	(COs)			
S.No	COs	K -	MC	Qs	Short Answers		Section C	Section D
		Level	No. of	K –	No. of	K –	(Either /	(Open
			Questions	Level	Question	Level	or Choice)	Choice)
1	CO 1	Up to K3	2	K1&K2	1	K1	2(K2&K2)	1(K3)
2	CO 2	Up to K3	2	K1&K2	1	K1	2(K3&K3)	1(K3)
3	CO 3	Up to K2	2	K1&K2	1	K2	2(K2&K2)	1(K2)
4	CO 4	Up to K4	2	K1&K2	1	K2	2(K3&K3)	1(K3)
5	CO 5	Up to K3	2	K1&K2	0 000	K2	2(K3&K3)	1(K3)
No. of Questions to be Asked			10	0000	5		10	5
No.of Questions to be answered			10		5	31	5	3
Marks for each question			1 0	INTER-AC	2		5	10
Total Marks for each section			10	70	10	/@	25	30
	(Figures	in par <mark>enthe</mark>	sis denotes,	questions s	hould be as	ked with	the given K l	evel)

I	Distribution of Marks with K Level						
K	Section A	Section B	Section C	Section D	Total	% of	Consolidated
Level	(Multiple	(Short	(Either/ or	(Open	Marks	(Marks	%
	Choice	Answer	Choice)	Choice)		without	
	Questions)	Questions)	36		109	choice)	
K1	5	4	MULLUN	W. Alla	9	7.5	42
K2	5	6	20	10	41	34.1	
K3		(F) (C)	30	40	70	58.3	58
K4				H	200		
Marks	10	10	50	50	120	100	100

${\bf Summative\ Examinations\ -\ Question\ Paper-Format}$

	Δ.	nswer All (Section A (Multiple Choice Questions) Questions (10x1=10 marks)
Q.No	CO	K Level	Questions
1	CO1	K1 K1	Questions
2	CO1	K2	
3	CO2	K1	
4	CO2	K2	
5	CO3	K1	
6	CO3	K2	
7	CO4	K1	
8	CO4	K2	110 8
9	CO5	K2 K1	89 300
10	CO5	K2	
10	CO3	11.2	Section B (Short Answers)
	Δ	nswer All	
Q.No	CO	K Level	Questions
11	CO1	K Level K1	Questions
12	CO2	K1	19
13	CO3	K2	
14	CO4	K2	
15	CO5	K2	
13	CO3	112	Section C (Either/Or Type)
	An	swer <mark>All Q</mark>	
Q.No	CO	K	Questions
212.10		Level	
16) a	CO 1	K2	
16) b	CO 1	K2	
17) a	CO 2	К3	
17) b	CO 2	К3	Traffic Africa
18) a	CO 3	K2	CO CONTRACTOR OF THE CONTRACTO
18) b	CO 3	K2	
19) a	CO 4	K3	(A_G)
19) b	CO 4	K3	
20) a	CO 5	K3	(6)
20) b	CO 5	К3	<i>நா</i> யக <i>ு</i>
			formance of the students is to be assessed by attempting higher level
	5	r	of K levels
			Section D (Open Choice)
	Δ.	nswer Any	Three questions (3x10=30 marks)
	Λ		
Q.No	CO	K Level	Questions
Q.No 21		K Level K4	Questions
	CO		Questions
21	CO CO1	K4	Questions
21 22	CO1 CO2	K4 K3	Questions