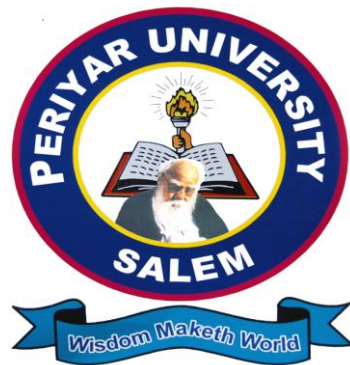# PERIYAR UNIVERSITY

PERIYAR PALKALAI NAGAR

SALEM – 636 011

DEGREE OF MASTER OF ARTS

CHOICE BASED CREDIT SYSTEM

SYLLABUS FOR MASTER OF SOCIAL WORK

FOR THE STUDENTS ADMITTED FROM THE

ACADEMIC YEAR 2012 – 2013 ONWARDS

REGULATIONS

1. Introduction:

Periyar University under choice based credit system (CBCS) is offering a two year MSW (Master of Social Work) Degree Course (Semester Patern). The term 'credit' is used to describe the quantum of syllabus for various programmes in terms of hours of study. Core and Elective courses are a set of compulsory courses required for each programme. Extra disciplinary course offered by a Department to the students of each of other Departments. The minimum credit requirement for a two-year masters programme is 92 (including human rights).

Social work is a professional course provided at Post Graduate level with three specializations Viz. 1.Human Resource Management (HRM), 2.Medical and Psychiatry (M&P), & 3.Community Development (CD). The course basically focuses on various social problems and ways of handling the problems at Individual, Group and Community level. This course aims at creating Social work Professionals with qualitative skills and knowledge by which they contribute to a health and positive society.

2. Objectives

The objectives of M.S.W (Master of Social Work) course are to prepare the candidates for a career in social work through professional training programme aimed at developing in them.

a) To get knowledge about the dynamism of the problems prevail in our society.
b) To acquire the skills of awareness, empowerment of people and social change.
c) To applying skill in social work methods in different fields.
d) To inculcate Professional skills among students.
e) To expose students to various social issues through practical experience.
f) To motivate the students to develop a holistic approach towards life and society
g) To achieving goals of social work profession namely

- People capacity building,
  - Improving quality of work life and
  - Promoting social justice.

3. Eligibility

Pass in any UG Degree.

4. Duration of the Course

The course shall extend over a period of 2 years comprising of 4 semesters, with two semesters per year.

5. Course of Study

The Course of M.S.W Degree shall be under the Semester System according to the Syllabus to be prescribed from time to time. This Course consists of Core Subjects and Elective Subjects.

DISTRIBUTION OF THE MARKS

SUBJECT	No of Papers	Marks @
Core Subjects (Theory)	9 $	900
Core Subjects (Practicals)-I	5 #	500
Core Subjects (Practicals)-II	2 *	200
Elective Subjects (Theory)	5 **	500
Extra Disciplinary Course (EDC)	1 ***	100
Common Paper	1 ****	100
Total	**23**	**2300**

Note:

$ Core Subjects (Theory)

Both Theory and Practicals should be included where ever applicable.

Core Subjects(Praticals)-I (Field Work & Project)

Concurrent Field Work Practicals (100 marks for Internal Assessment) and rural camp included with field work.

Dissertation (in final semester) -Practical application of Social Work Research. (60 marks for Internal Assessment & 40 marks for External Assessment).

* Core Subjects(Praticals)-II (Summer Placement & Block Placement)

- Summer Placement (15 days in II sem) & Block Placement (1 month in IV sem respectively) - Application of theoretical knowledge as practicals in various fields of Social Work as a course requirement should be fulfilled. (30 marks for evaluation of concern agency/industry/hospital, 30 marks for internal Assessment & 40 marks for External Assessment).

** Elective Subjects (Theory – Specialization)

According to the electives (Specialization's) both theory and practicals should be included where ever applicable.

*** Extra Disciplinary Course (EDC)

Extra disciplinary course offered by a Department to the students of each of other Departments.

**** Common Paper

All the departments have a common and compulsory paper named as Human Rights.

Scheme of Papers:

S. No	Paper Code	Course Title	Credits per Course	CIA	ESE	Total
	Semester - 1					
1	12MSW01	Introduction to social work	4	25	75	100
2	12MSW02	Social Cases work	4	25	75	100
3	12MSW03	Social Group work	4	25	75	100
4	12MSW04	Indian social structure and social problems	4	25	75	100
5	12MSW05	Personality development and Human Behavior	4	25	75	100
6	12MSWFW01	Field work practicum & Rural camp –1	5	100	-	100
	Semester - 2					
7	12MSW06	Community organization and social action	4	25	75	100
8	12MSW07	Social work research and social statistics	4	25	75	100
9	12MSW08	Social welfare administration and social legislations	4	25	75	100
10	12MSW09A 12MSW09B 12MSW09C	Labor Welfare (Special paper – I) (or) Health & Hygiene (Special paper – I) (or) Youth Community (Special paper – I)	4	25	75	100
11	12MSWFW02	Concurrent field work practicum – 2	4	100	-	100
12	12MSWBP01	Summer placement	4	100	-	100
13	12MSWED1	EDC : Life Skills Management	4	25	75	100
14	12PHR1	Human rights & duties	2	25	75	100
	Semester - 3					
15	12MSW10A 12MSW10B 12MSW10C	Human resource management (Special paper – II) (or) Hospital Administration (Special paper – II) (or) Social Development (Special Paper – II)	4	25	75	100
16	12MSW11A 12MSW11B 12MSW11C	Industrial relations (Special paper – III) (or) Introduction to Psychiatry (Special paper – III) (or) Management of non-profit organization (Special paper – III)	4	25	75	100
17	12MSW12	Counseling skills for contemporary social work	4	25	75	100
18	12MSWFW03	Concurrent field work practicum – 3	4	100	-	100
	Semester - 4					
19	12MSW13A 12MSW13B 12MSW13C	Human resource development (Special paper – IV) (or) Medical Social Work (Special paper – IV) (or) Rural community development (special paper – IV)	4	25	75	100
20	12MSW14A 12MSW14B 12MSW14C	Organizational behavior (Special paper – V) (or) Psychiatric Social Work (Special paper –V) (or) Urban community development (special paper – V)	4	25	75	100
21	12MSWFW04	Concurrent Field work practicum – 4	4	100	-	100
22	12MSWBP02	Block placement	4	100	-	100
23	12MSWPR1	Dissertation / Project	5	60	40	100
		Total	92	1060	1240	2300

8. **Concurrent field practicum:**

Supervised fieldwork will be an integral part of the training programme. It should de consider as a observation visit for 10-15 agencies.

Class room instruction and field work will be analyzed on concurrent basis, except for a period of 15 days in second semester & 1 month in forth semester when students will have block field work on a daily or full time basis in a agency carefully selected to give the student satisfactory learning experience.

Under the concurrent plan, there will be no classroom lecturers on two or three days in the week on such days students will report to the fieldwork centers. Under the block field work plans, students will have no class room lecturers at the time of 15 days & 1 month but every working day they will report at the agency where they are placed for block field work. The block fieldwork which is in the nature of a pre-employment training is designed to give the students continuity of work experience in an agency.

Students are required to undergo fieldwork instruction in a social welfare agency to which they will be assigned by the department of social work. Fieldwork may commence with orientation visits to selected welfare agencies and may proceed with placement in various government and voluntary welfare institutions, hospitals, factories, community development blocks, community centers, etc. The agency selected for fieldwork placement should have a well-defined fieldwork programme, willingness to give standards in social work. Fieldwork should be organized under competent supervision provided by fieldwork instructors who are members of the agency staff.

The college will submit to the University for Approval, information on all field work agencies where students may be adopted in the field work programme where the department faculty and the field instructors assured responsibility for the supervision of students through individual weekly conferences and periodical consultation with the agency staff. (II UGC REVIEW COMMITTEE REPORT).

Evaluation of fieldwork will be done by the department of social work taking into account the assessment mode by the field instructor. The marks obtained in fieldwork evaluation should be sent to the university in the stipulated time.

9.   Rural camp and block field work

Both should be in addition to the concurrent fieldwork. The rural camp should occur during the first semester for a period of 7-10 days.

The students have to attend summer placement in the second semester & block placement in the fourth semester, for a period of 15 days & 1 month respectively. The students have to submit a report along with attendance certificate in original issued by the institute concerned to the department and appeared for block placement viva-voce exam in the month of April. The report will be valued by the internal Examiners and the report shall be sent to the controller of examinations through proper channel.

10.   Project/Dissertation

a) Project

Each candidate shall be required to take up a project work in the forth semester. The head of the department in consultation with the faculty members shall assign the project work to the students in the beginning of the third semester itself under intimation to the university and also indicate the project guide. Two typed copies of the project work shall be submitted to the university through the HOD not later than the specified date by the university.

b) Dissertation

The Dissertation will be evaluated by two examiners nominated by the university. Besides the candidate concerned will have to defend his/her work on the Dissertation in a viva-voce.

c) Viva – Voce

The viva – voce (in defence of the dissertation only) will be conducted by a panel of two examiners nominated by the university one of whom shall be the project guide.

d) No. of copies/distribution of dissertation:

The students should prepare three copies of dissertation and submit the same for the evaluation by Examiners. After evaluation one copy is to be retained in the college library and one copy is to be submitted to the University (Registrar) and one copy can be held by the students.

MODEL QUESTION PAPER
PERIYAR UNIVERSITY, SALEM – 11
MSW DEGREE EXAMINATION – APR 2012

Subject: Paper – I,

INTRODUCTION TO SOCIAL WORK

Time: 3 Hours   **Max: 75 Marks**

Part – A   **(5 x 5 = 25 Marks)**

Answer all the Questions

1.   (a) Trace the historical development of social work in India?

(or)

(b) Examine the impact of social reform movements in India?

2.   (a) Explain the principles of social work with suitable examples.

(or)

(b) Elucidate the philosophy and principles of Gestalt theory.

3.   (a) Examine the role played by the professional associations in social work in
        India.

(or)

(b) How important is supervision in social work practice?

4.   (a) Elaborate on the problems of the aged in our society.

(or)

(b) Explain the role of a social worker in psychiatric settings.

5.   (a) Discuss the role of a social worker in improving the urban environment.

(or)

(b) Examine the reasons for labour unrest.

Answer all the Questions

1. (a) Examine carefully the causes of social movements with special reference to naxellites.

(or)

(b) Draw an plan of action to empower women in out society.

2. (a) Explain the philosophy and approaches of social work.

(or)

(b) "Community development programmes have failed in its mission" – Critically analyze this remark.

3. (a) Describe the nature and importance of fields of social work in India.

(or)

(b) The Knowledge of social service is essential for professional social worker – comments.

4. (a) "Economic development is the best contraceptive" – explain this statement.

(or)

(b) Suggest ways and means to enhance the quality of life of the persons suffering form mental illness.

5. (a) What is Industrial social work? Discuss the role of social worker in promoting human resources development in Industries.

(or)

(b) Analyse the factor contributing to child prostitution in India. Narrate the strategies that you would adopt to combat this problem in our country.

Paper Name   : Introduction to Social Work
Paper Code   : 12MSW01

Unit I

Social work; concept, Definition and Historical Development of social work in India and Abroad; Related concepts: Social service Social welfare, social security, social defence social justice and social development. Social reform movements in India. Methods of social work.

Unit II

Social work as a profession; nature and scope, objectives and philosophy, principles and methods, values and ethics. Professional social work and voluntary social work. Social work Theories: Role theory, problem solving theory and Gestalt theory.

Unit III

Social work Education in India: interdisciplinary nature of social work and its relationships with other profession. Field work in social work: Importance of field work and supervision; Professional Association (association of school of social work in India, Professional social worker forum), problems faced by the social work profession in India.

Unit IV

Recognized fields of social work: Family Welfare, Child Welfare, Tribal welfare, Youth welfare and Welfare of the aged. Role of social worker & Methods of social work practices in these fields.

Unit V

Social work settings: Communities, Industries, Hospitals, Schools, Correctional Institutions and Rehabilitation institutions.

References

1. Jacob K.K.: Social Work Education in India, Himanshu pub., New Delhi Comption, Beuiah R., Introduction to Social Welfare and Social work, The Dorsey press, Illionis, 1980. Delhi, 1994.
2. Paul Chowdhry, Introduction to social work, Atma Ram & Sons, New Delhi.
3. Walter.A., Friedlander, Concepts and Methods of Social Work, Practice Hall of India Pvt. Ltd., New Delhi.
4. Shaw, lan and Lishman, Joiyce, Evaluation and Social work practice. Sage, London, 1990.
5. Gore M.S: Social work education, Asia Publishing house, 1965.

Paper Name : Social Cases work
Paper Code : 12MSW02

Unit I

Case work: Historical development; scope and limitations, its importance and relationship with other methods of social work, basic components social work: person, problem, place and process principles of casework.

Unit II

Case worker- client relationship: meaning and its importance, characteristics of professional relationship, empathy, transference and counter transference, resistance, sustaining the relationship genuineness, unconditional positive regard and disclosure.

Case work process; intake and exploration: Analysis and assessment – psychosocial diagnosis formulation of goals, prioritization of needs development of action plan use of contacts intervention: use of supportive reflective and techniques of direct influence; importance of involvement of collateral contacts in the entire process.

Unit III

Approaches to practice: Psycho-social, functional, problem solving, crisis intervention, eclectic model for practice. Case work interviewing: Principles, Techniques and skills case work recording: Types of records, Record Maintenance.

Unit IV

Counseling: Communication: Types &importance of listening counseling Definition nature and goals: counseling process, skills and techniques, characteristics of an effective counselor. Types of counseling individual and group counseling, marital counseling, student counseling, and industrial counseling, career guidance, difference between counseling and guidance.

Unit V

Case work practice: Typical problem of clients and casework practice with them in the following areas: correctional settings, schools, industry, de-addiction and detoxification centers, with the physically handicapped, the aged and terminally ill people, case work practice with HIV/AIDS patients, with families.

Reference

1. Hollis, Flerence; case work –A psychosocial Therapy New York; Random house; 1964.
2. Mathew, Grace 1992, An instruction to social case work, TLSS, Bombay.
3. Pearlmann Helen, Social case work; The university of Chicago press.
4. Timmis, Noel; Recording in social work London; Routledge & Kegan paul, 1972.
5. Robert, Robert & Robert Nee (eas); Theories of social case work, university of Chicago, 1970.

Paper Name   : Social Group work
Paper Code   : 12MSW03

Unit I

Social Group: Definition, characteristics, types of group and functions of a group, stages of group development, basic human needs met by groups at different stages of group development. Group process: Bond, Acceptance, Isolation, Rejection, Sub-Group formation, withdrawal and control.

Unit II

Social Group Work: meaning, definition, purpose and models of Group Work; Historical Development of Group Work, Principles of Group Work, Group Work process intake study, Diagnosis, Treatment, Evaluation and Termination/follow-up work.

Unit III

Programme Planning: meaning and definition of Programme, principles and process of Programme planning and the place of agency in Programme planning; Programme laboratory – values and techniques; Games, Singing, Dancing, Dramatics, Street play, Puppetry, Group discussions, Parties, Excursion, Psychodrama, Socio-drama, role play, Brain Storming, Camping – Planning and Conducting Camps.

Unit IV

Skills of Group Worker, Group Work and group therapy/ group psychotherapy; use of home visits and collateral contacts, leadership: concepts, definition, characteristics, functions, qualities of leader, types and theories of leadership, Socio-metry and Sociogram. Group Work Supervision: meaning, purpose, tasks, types and functions.

Unit V

Group Work Recording: meaning, purpose, principles and summary records. Group work evaluation: meaning and its place in group work, steps in group work evaluation and Criteria for good group work. Applications of group work methods in different settings.

References

1. Fred Milson: Skills in Social group work

2. Gisela Konapka G (1983): Social Group work – A helping process, Engle Wood, Cliffs. N.J., Prentice Hall

3. Harleigh B.Trecker: Social Group work, Principles and Practices, Prentice Hall; NJ

4. Gisela Konapka: Social Group work – A helping process, Engle Wood, Cliffs. N.J., Prentice Hall

5. Gisela Konapka: Group work in Institutions

Paper Name : Indian social structure and social problems
Paper Code : 12MSW04

Unit I

Concept of Society, Major elements of society: individual, groups, association, institution, social system, status, role, role conflicts. Social Processes: Co-operation, conflict, accommodation, assimilation and accumulation.

Unit II

Culture: Concept of culture, culture as a system of norms, folkways, mores, institution and laws; functions of culture; major elements of Indian culture; The culture lag theory and its applications to the Indian Society.

Unit III

Institutions: Structure and functions: Concept and meaning of religious, economic, educational, social (caste, kinship, marriage and family) and political institutions, patterns of interaction and interdependence among institutions; changes and their impact on Indian Society. Social Stratification in India: The concept of stratification, concepts of class and caste, casteism and communalism, social inequality and social mobility.

Unit IV

Social Control: Concept, types and functions, conformity and deviance, major agencies of social control in India – family, kinship, caste, religion, education, law, tradition, customs and mores. Social Change in India – concept, factor and processes of social change – Urbanization, Industrialization, Modernization, Westernization, Secularization. Social movements and their contribution to social change – Women, Dalits, ecological movements.

Unit V

Demographic Characteristics of the Present Indian Society, age structure, sex-ratio, rural urban ratio, literacy rate. Indian Social Problems: Meaning, causes and consequences, gender discrimination, violence, corruption, illiteracy, poverty, unemployment, underemployment, crime

and juvenile delinquency, Commercial sex workers, alcoholism, drug addiction, suicide, child labour, child abuse, bonded labour, terrorism, problem of refugees, victims of HIV/AIDS.

References:

1. Ghurye, G.S., Caste and Inequality in India, New Delhi, Hindustan
2. M.N.Srinivas, Social Change in India Orient Longman, New Delhi.
3. Madan G.R., Indian social problems Volland II,Allied Publishers, Bombay
4. Kapadia K.M., Family and Marriage in India, New Delhi oxford university Press
5. Mac-lver and page, Society an introduction analysis, London Macmillan

Paper Name : Personality development and Human Behavior
Paper Code   : 12MSW05

Unit I

Nature of psychology: Definition, scope of application in various fields; introduction to schools of psychology; Relevance of psychology for social workers.

Unit II

Human Growth and Development: Pregnancy and childbirth – infancy – babyhood – childhood – adolescent – adulthood – middle age – old age.

Unit III

Learning and motivation: Nature, definition and types; Theories of Pavlov and Skinner; Remembering and forgetting. Motivation: Concept of instinct: motives for survival- Meaning and definition; types and characteristics of motives; Hierarchy of motives; conscious and unconscious motivation. Adjustment: Concepts of adjustment and maladjustment; Stress; Frustration; Conflict – nature and types; Coping Mechanisms; Nature and types; Mental Health and community mental health.

Unit IV

Perception and attitudes: perception space, depth, auditory and visual attention attitude; nature of attitudes, stereotypes and prejudices, formulation of attitudes and attitude change.Personality: Definition and structure; theories of personality: trait and type theories; important concepts of the contributions of Freud, Adler, Maslow and Erickson; Factors influencing personality development: Heredity & Environment and Socialization process.

Unit V

Social psychology and its applications, Collective behaviour: Nature and reasons for collective behavior, manifestations of collective behavior. Psychological testing: Personality attitude and intelligence. Relevance of Psychology for social work practice.

References:

1. Davidoff.L.L: **Introduction to psychology**, Aucklan; McGraw hill Inc 1881.
2. Hurlock E.B **Development psychology**, Tata mc Graw Hill,5th Ed.,1971, New Delhi.
3. Coleman James C., **Abnormal psychology and Modern Life** Bomby-D.B. Trarporevala.
4. Munn,N.A Psychology - **The Fundamental to human Behaviour** ;London; George G Harrap&Co Ltd., 1961.
5. Anastasi.A., **Psychological tesing** New York; Mcmillan Revised Edition 1987

Paper Name   : Field work practicum & Rural camp –1
Paper Code   : 12MSWFW01

Observation visits for 10-15 agencies & Rural Camp for 7-10 days.

Semester – II

Paper Name : Community organization and social action
Paper Code : 12MSW06

Unit I

Community organization ; definition ; history, philosophy; scope of community, In India, community organization as a method of social work; community organization, Community development, understanding human rights in community practice.

Unit II

Analysis of community; concept of community; community as a social system; sociological concept of community, types of communities and their characteristics. Rural, urban and tribal communities. Community dynamics; integrative and disintegrative forces, participative groups and groupism, functions of subgroups; minority groups, gender and empowerment.

Unit III

Models of community organization, general concept, specific content and process, locality development model, social planning model social action model, select methods- public interest mobilization, litigation, protests and demonstration, dealing with authorities, public relations, monitoring and evaluation, process of community organization, study analysis; assessment; discussion, organization, action, evaluation, modification, continuation,

Unit IV

Models of social action, definition, principles and process of social action, roles in different models attributes and attitude and skills, paulo freire, sauo alinsky model, Mahatma Gandhi, Martian luther king, women centered model. Community power structure; concepts of power; dimensions of community power relevant to community organization.

Unit V

Skills in community organization and social action; organizing, communication; training, consultation; public relation; resource mobilization; liasoning, facilitating Participatory skills; net- working; advocacy; legislative promotion. Recording – meaning, definition, purpose, principles, uses and types.

References:

1. Dunham, Arthur,E. "Community Organization Principle and Practice (New York: Thomas, Y.Crowell)
2. Gangrate.K.D., Community Organization in India, Popular Prakashan Bombay.
3. Ross.Murry.G., Community Organization: Theory and Practice, Harper & Bro., Bombay.
4. Harper,E & Dunham,A. "Community Organization in Action, Association Press, New York.
5. Hillman Arther "Community Organization and Planning (New York: The Macmillan Company)

Paper Name   : Social work research and social statistics
Paper Code   : 12MSW07

Unit I

Social work research; Meaning, definition, purpose of research, Social research and social work research. Scientific Method; Nature, Characteristics, purpose and steps in research process; concepts: operationalization of concepts, variable and its types, Hypothesis: Sources, Formulation, Attributes of hypotheses and types.

Unit II

Research design and Sampling: Research design: Exploratory, Descriptive, Diagnostic and Experimental. Formulation of research problem. Sampling: Definition, principles, Types and procedures; population and Universe, sampling Name measurement: Meaning, levels of measurement: Nominal, ordinal, interval and ratio; validity and reliability: meaning and types.

Unit III

Sources and methods of data collection: Sources: Primary and Secondary, Research tools Observation and Survey methods, Interview: interview guide, interview schedule, questionnaire: construction of questionnaire, Concept, types of question, question format and sequence of questions; Personals Interview and mailed questionnaire: Advantages and disadvantages, Electronic resource and its usage.

Unit IV

Preparation of Research proposal: financial, time and personnel budgeting; processing; and analysis coding scheme. Code book, tabulation; Diagrammatic representation of data: Types; Report writing and referencing; Agencies involved in social research; Ethical considerations of social work research; limitations of research.

Unit V

Social statistics: Statistics: Meaning, use and its limitations in social work research measures of central tendency: Arithmetic mean, median and mode. Dispersion: range, quartile deviation, standard deviation and co-efficient of variation. Tests of significance: T test and chi-square test., correlation: meaning, types and uses, Karl Pearson's coefficient of correlation and V.Rank correlation. Computer Applications: Use and application of computer in Social Work Research with special to statistical package for social science (SPSS).

References:

1. Whilty, Frederickl, The elements of Research.
2. Goode and Hatt, Methods in social research
3. Clarie, Selttiz, Marie Jahoda, Research methods in social relations.
4. Pauline, V.Young – Scientific Social Surveys and Research.
5. C.R.Kothari, Research Methodology, Wiley EASterm United, New Deihi, 1985.

Paper Name   : Social welfare administration and social legislations
Paper Code   : 12MSW08

Unit I

Social welfare administration; meaning and definition of social welfare administration and social work administration; purpose, historical development, Principal, functions and area (policy making, planning, personnel, supervision, office administration, budgeting, finance, fund raising, accounting, auditing, purchase, and stock keeping, record maintenance, coordination, public relation, monitoring and evaluation, research, annual report); social welfare administration at national, state and local level; CSWB (central social welfare board), state welfare board, directorate of social welfare handicapped welfare, RCI .

Unit II

Social welfare programme and agencies; Evolution of social welfare in India; Voluntary social work, social agencies; meaning, definition, types and modal of NGOs; Role of NGOs in national development, governmental schemes on social welfare; agency registration; methods, advantages, preparation of byelaws, memorandum of association, rules, regulation and governing board, committees, executives; qualities, function and role, TNSC board.

Unit III

Social policy; definition, need, evolution and constitution base; sources and instrument of social policy, polices regarding other backward castes (OBCs), scheduled castes (SCs), scheduled tribal (STs) and denotified communities, policies and programme for women, children, aged and handicapped, development implementation of programme for weaker sections.

Unit IV

Social planning and social development; social planning and community planning, need and importance, planning machineries at the state & national levels; five year plans social development; concept and indicators for social change and social development in India.

Unit V

Social legislation; definition, its role as an instrument of social change, constitutional basis for social legislation; fundamental rights and directive principal of state policy; Hindu, Muslim, Christian, personal laws relating to marriage, divorce, minority and guardianships, adoption, succession and inheritance; legislation relating to social problem such and during prostitution, juvenile delinquency, untouchability, physical and mental disabilities.

References:

1. Bose A.B., Social Welfare planning in India, U.N. publishers, Bangkok.
2. P.D.Misra, Methods of Social Work.
3. Paul Chowdry, Social Welfare Administration
4. Coudry, Paul Hand book on social welfare Atma Ram & sons, Delhi 1993.
5. Dension D & Chairman, Valeeries, Social policy and administration, George Allan and Unwin, Londan.

Paper Name : Labor Welfare
Paper Code : 12MSW09A

Unit I

Concept of labour - characteristics of Indian labour- labour in unorganized sector - recommendations of national commission on labour on various issues, absenteeism and labour turnover - factors Influencing productivity.

Unit II

Concept and scope of labour welfare - classifications of labour welfare – labour welfare officer - role of labour welfare officer - impact of automation, globalization & liberalization on labour welfare. Role of Trade Unions in Labour Welfare.

Unit III

Labour welfare - principles of labour welfare - administration of labour welfare at central and state level -. The scheme of workers education - the objectives of workers education.

Unit IV

Significant labour welfare measures - housing - industrial housing policy and housing programmes - family benefit schemes - children education - cooperative society – canteen - transport facilities and recreation facilities.

Unit V

Industrial accidents -. causes and prevention - industrial health & hygiene occupational diseases - treatment and prevention - pollution control and environmental protection'.

References:

1. Bhagoliwal T.N Economics Of Labour And Social Welfare Charles B An Introduction To Industrial Sociology D.B. Taraporele Sons.-Bombay (1970

2. Giri V V Labour Problems In Indian Industry Bombay; Asia Publishing House Government Of India Dept. Of Labour And Employment, Report Of The National Commission On Labour Delhi: Manager Of Publications.

3. Mongia J.L Readings In Indian Labour And Social Welfare

4. Moorthy M. V Principles Of Labour Welfare Vishakapatnam Gupta Brothers.

5. Norman R- E Psychology in Industry - New Delhi.

Paper Name : Health & Hygiene
Paper Code : 12MSW09B

Unit – I

Concept of health and its relationship to welfare; Factors influencing the health status of individual: Multiple causation of disease transmission; Factors involved in the process of disease transmission; Specific and comprehensive health indicators; Vital health statistics.

Unit – II

Nutrition and health; nutrient groups; Functions, sources and requirements; Caloric requirements for different age groups; Balanced diet, malnutrition deficiency diseases.

Unit – III

Hygiene: Personal, food and environmental hygiene; relationship between health and hygiene; Environmental pollution; Living conditions; housing; sanitation, waste disposal and their influence of health.

Unit – IV

Major communicable diseases: symptoms, etiology, transmission, prevention and treatment of leprosy, Tuberculosis, STD, HIV, Polio, Malaria, Cholera and Typhoid.
Immunization schedule for children. Major non – communicable disease: Cancer, Diabetes, Hypertension, Asthma, Caridiac disorders. Occupational health: occupational health hazards common occupational diseases.

Unit – V

Health Education: Meaning and importance, Principles of health education, Techniques and strategies for various Community groups, Use of Audio - Visual Aids and Mass Media; First aid; concepts and methods of dealing with victims of accidents.
Family planning: Importance and Techniques.

Reference:

1. Park J.R. & Park K: Textbook of preventive and social medicines Jabalpur, m/s Banashidass, 1983.
2. Meredidh Daves J.B. : Public health and preventive medicine.
3. Jones shainberg Byer : Communicable and non communicable diseases.
4. Egbert, Seneca: Manual of hygiene and sanitation, Lea & Febiger, New York 1926.
5. Pritam Lily, Ram Telu : Environmental health and Hygiene, Vikhas pub., New Delhi 1993.

Paper Name   : Youth in Community
Paper Code   : 12MSW09C

Unit –I

Concept of Youth,Youth mobilization: Mobilization of youth for Social Change- Method of mobilization parties and politics- Influence on youth- Youth wings of political parties – Political consciousness.The specific role of Indian youth, Categories of youth - Urban and Rural, Student and Non - Student,Employed and Unemployed, Male and Female.

Unit-II

Needs and problems of youth in India. Formation of Youth Groups, Dealing with existing Groups, Limitations in Formation of Groups. Stages in formation-Types of groups- Intervention pattern.

Unit-III

Youth leaders and training youth leadership- voluntary Action in youth work- Types and areas of youth training – Youth Training Agencies- Training Methods.

Unit-IV

Social Change: The role of Mass - Media, its impact and influence - Basic function of mass- media, youth as an agent of Social Change Elements of Social Change - Characteristics of Change agents - The impact of rapid Social Change on Youth.

Unit –V

Youth Welfare: The Indian Youth Policy- Youth Rights and Responsibilities - UN declaration- Constitutional provision for Youth in India - Role of Government in development of Youth – NCC, NSS, NYK , Schemes of Central and State Governments , National Youth day and Youth week.

References :

1. Karaanth GK, Rural Youth, Concept Publishing Company, New Delhi
2. Mehra Ls, Youth in Modern Society, Ghoogh Publications, Allahabad
3. Singh DR 1987, Rural Youth, Googh Publications, Allahabad
4. Nrew JM 1968, Youth &Youth Groups, Fabes London
5. Funshs Estalle(ED), Youth in A challenging world, Cross cultural, Perspectives on adolescence, Mouton Publications, The Hauge 1976

Paper Name   : Concurrent field work practicum – 2
Paper Code   : 12MSWFW02

Concurrent field work (Methods of social work practices).

Paper Name   : Summer placement
Paper Code   : 12MSWBP01

Compulsory training for 15 days from the concerned agency.

Paper Name   : EDC: Life Skills Management
Paper Code   : 12MSWED1

Unit - I

Motivation: The success mantra, self esteem, stress management, Anger Management

Unit - II

Developing result oriented study methods, memory techniques, Intelligence Test, Aptitude test, Emotional Quotient, Goal Setting and Time Management

Unit - III

Personality development, Leadership Training, confidence building, developing soft skills, Positive Attitude, decision making, assertive Behavior, Team Building.

Unit - IV

How to frame Curriculum Vitae, Score in Group Discussions, Organize Presentations, Face Personal Interviews, Face success, failures and cope with stress.

Unit - V

Handling negative Criticism, Non- Verbal communication (Body Language), mock interviews, Group Discussions, Presentations and career options.

References:

1. Neena Hariharan, Coping with life, Sage publications.
2. Peter.G, Leadership, Sage south Asian Edition.
3. Carol.A.Beatty, Building Smart Teams, Sage publications.
4. Vidhya Shankar.G, Sweep through your interviews, New century book house.
5. Marvin Karlins, What Every BODY is Saying: An Ex-FBI Agent's Guide to Speed-Reading People

Paper Name : Human Rights and Duties
Paper Code : 12PHR01

Common Paper

Semester – III

Paper Name : Human resource management
Paper Code : 12MSW10A

Unit I

Management: concept, elements, principles and functions of management. Management thoughts: Henry Fayol, F.W. Taylor, Peter Drucker.

Unit II

Human resource management: definition, scope, evolution and functions. Human resource policy: formulation and implementation: duties, responsibilities and qualities of human resource manager and challenges for 21st century.

Unit III

Human Resource functions: human resource planning, recruitment, selection, induction placement, promotion, transfer, job analysis, training, performance appraisal; discipline and disciplinary procedure, personnel records and personnel research, HR audit.

Unit IV

Wage and salary administration: job evaluation: definition, objectives, methods, advantages and limitation; Wage and salary administration: Nature and purpose, process of wage determination, wage structure and principles; Theories of wages: concepts of wages, wage differentials- financial and non-financial incentives.

Unit V

Industrial social work: meaning, scope and relevance, application of social work methods in industrial sector. Labour problems and industrial counseling in industries and working with the families of the industrial workers: meaning, scope, relevance, advantages and disadvantages.

<u>References</u>

1. Agarwal, R.D., (Ed) Dynamics of personnel management in India, Tata – McGraw Hill publishing Co. Ltd., New Delhi.
2. C.B.Mamoria, Personnel Managerment, Himalaya Publishing House. Bombay, 1985.
3. Edwin Flippo, Principles of Personnel Management, McGraw Hill Book Co., New York, 1976
4. Gupta, Human Resource Management.
5. Bhonsle. Y.B. (Ed), Personnel management, The Indian Scene, S.Chand & Co., New Delhi, 1977

Paper Name   : Hospital Administration
Paper Code   : 12MSW10B

Unit– I

Hospital – Definition, Meaning and Functions.   History, Growth and Classification of Hospitals. Hospital Administration – concept, definition, principles and functions.

Unit– II

Hospital   Organization   – Governing Boards, Committees, Hospital Administrator – Roles, Functions and Duties. Hospital Auxiliary Services. Role of Hospital in Health Care Delivery System.

Unit– III

Hospital Departments – Out- patient services, In - patient services: Dietary, Nursing and Ward Management, Medical Records, Lab, Radiology, Casuality and Emergency, HR Department Functions., Special Clinics -Diabetology, Oncology and Urology,Psychiatry.

Unit– IV

Quality Assurance – Recruitment of staff, control of hospital, acquired infection and associated problems. Ethics in hospitals. Use of computer in hospitals. Rights of the patients . Health Insurance Policy.

Unit– V

 Laws pertaining to hospitals: Salient Features – Mental health Act 1987, Prevention of Food Adulteration Act 1954, The Drugs and Cosmetics Act 1940, The Births, Deaths and Marriage Registration Act…... Epidemic Diseases Act 1897.

References:

1. Benjamin Robert, etal 1983, Hospital Administration Desk Book, Newjersey Prentice Hall
2. Davis Lewelyn etal 1966, Hospital Planning & Administration, Geneva: WHO
3. Goal SL 1981, Health Care Administration A text Book New Delhi, Sterling Publishers

4. Rabick & Jonathan et al 1983, Hospital Organization & Management London, Spectrum Publishers

5. WHO Expert committee 1957, Role of Hospital in programme of Community Health Protection, WHO Technical Report Services

Paper Name   : Social Development
Paper Code   : 12MSW10C

Unit-I

Concept of Development, Growth and Development, Meaning, Differences between Growth and Development, Social Change and Sustainable Development, Characteristics of Developing Countries, Marginalisation of Human Value.

Unit-II

Concept of Social Development , Social Development Models, Strategies and Major Areas, measurement of Social Development, Social and Economic Indicators, Social Cost Benefit Analysis.

Unit – III

Concept of Globalization, Privatization and Investment of Government sectors, Structural Adjustment, New Economic Policy and its Impact on Society, Culture, Education, Communication and Labour.

Unit-IV

Social Inequality and its relationship with Social Development. Information Technology and its Consequences on Social Development. NGO and People's Participation for attaining Social Development, Women Empowerment and Social Development. Human Resource Development and Social Development.

Unit-V

UNO-Millennium Development Goals, Social Welfare Administration as a tool of Social Development, Future Shocks, Challenging Social Development in India, Role of Social Workers in bringing Social Change and Development .

Refrences:

1. Agarwa;&Sing (1984), The Economics of under development, oxford University
2. Beteille A (ED)(1969), Social inequality, Harmondsworth, Penguin
3. Booth, David D (1994), Rethinking Social Development: Theory, Research& Practice Harow Long man, Scientific and Technical
4. Bouden, Raymond (1986), Theories of Social Change: A critical Appraisal cambrildge
5. Kulkami PD& Nanavathi Mehar G, Social issues in Development New Delhi, Uppal

Paper Name   : Industrial relations
Paper Code   : 12MSW11A

Unit I

Definition - concept - need, importance, scope, objectives of industrial relations – Factors influencing industrial relations, bipartite and tripartite bodies in industrial relations – joint management council - works committee- Indian labour conference - standing labour committee-. Wage settlements.

Unit II

Ethical codes of industrial relations concept code of discipline in industry, causes and effects of industrial conflicts –problem of short term employment and out sourcing–strikes, lock outs, lay off, retrenchment, closure – need for industrial peace.

Unit III

The Industrial Disputes Act 1941 concepts of standing order - content - procedure for certification. The Industrial Employment (Standing Orders Act) 1946. Employee discipline- Domestic enquiry.

Unit IV

Definition, concept, Structure and objectives of trade unions- Growth of Trade unionism in India -positive role of trade unions - major trade unions in India - problems and weaknesses of trade unions- measures to strengthen the functioning of trade unions. Indian Trade Unions Act 1926

Unit V

The Concept of collective bargaining - objectives- principles, process -subject matter for collective bargaining -administration of collective agreements - difficulties observations of the National Commission on Labour 1969) Workers participation in Management - Concept, objective, importance - forms of participation - workers participation in management in India - limitations to workers participation.

References:

1. Memoria C B 1999 Dynamics Of Industrial Relationship in India - Bombay: Himalaya.
2. Sharma A M 1984 Industrial Relations Conceptional and Legal Frame Work - Bombay: Himalaya.
3. Srivathsava v 1998 Industrial relations and Labour Laws, New Delhi: Vikas.
4. Subba Rao P. 1999 Essentials of Human resource and Industrial Relations, New Delhi, Himalaya.
5. Gupta, Human Resource Management.

Paper Name : Introduction to Psychiatry
Paper Code : 12MSW11B

Unit – I

Historical developmental of psychiatric social work, attitudes and believes pertaining to mental illness in ancient, medical and modern times, concepts of normality and abnormality and mental health.

Unit – II

Classification of mental illness; Diagnostic Statistical Manial (DSM IV/R), Instructional Classification of Disease (ICD); Psychiatric assessment: Interviewing, Case history taking, source o intake, mental status examination; formulation of psychosocial diagnosis

Unit – III

Psychiatric illness Neuroses, psychoses, organic & functional, Cultural bound syndrome, personality disorders, sexual deviations, alcoholism and drug dependence.

Unit – IV

Mental handicapped: definition. Classification, clinical types and causes, Cerebral Palsy: Clinical type, Causes, Associate disabilities; Epilepsy; definition, types, Causes & Management. Aging; biological, social and psychological problems. Suicide; Causes, Indications and preventions.

Unit – V

Child disorders Behavior disorders, eating, Elimination, Sleep and Speech disorders. Child psychosis autism and schizophrenia, Scolastic backwardness, Symptoms, Causes and Management. Attention deficit disorders and hyperactivity disorders.

Reference:

1. James D.Page, 2005 Abnormal Psychology, Tata McGraw Hill publishing company Ltd, New Delhi.
2. S.K. Mangal, 2004 Abnormal psychology, Sterling publishes pvt Ltd, New Delhi
3. David A. Santogrossi, 1995 Abnormal Psychology An Integrative approach, Cole publishing company.
4. Irwin G.Sarason, Barbara R.Sarason 2002 Abnormal Psychology, Prentice Hall of India Pvt Ltd – New Delhi.
5. Robert C. Carson, James N. Butcher and Susan. Mineka, 2006 Dorling Kindersley (India) Pvt Ltd – New Delhi.

Paper Name   : Management of non-profit organization
Paper Code   : 12MSW11C

Unit I

Non – profit organization: Definition, Meaning, Objectives, and Principles – Types of Non-Profit Organization: Community based Organizations, Health Organizations, Educational Institutions, and Social Welfare Organizations – Non-Governmental Organizations: Formulation of Societies, Trusts, and Non-Profit Companies.

Unit II

Project identification: Feasibility/Base Line studies – Project Formulation – Planning and Policy making – Strategic Formation – Preparation of project proposals – Project implementation.

Unit III

Budgeting: Meaning, Steps, important items in Budget – Resource Mobilization – Central and State Government Assistance and Other Assistance – Fund Raising: Meaning, techniques – Income Generation Programmes (IGP) – Financial Management – Financial Collaboration between Funding Organization and Non-Profit Organizations.

Unit IV

Project evaluation and monitoring: Aims, Objectives, Purposes – Creating Management information system – Project appraisal: Meaning and techniques – Logical Frame Analysis (LFA) Participatory Rural Appraisal (PRA): Principles, methods of PRA –Network analysis.

Unit V

Project personnel empowerment: Training: Meaning, need, importance, purpose and significance – Training needs: Areas of health – Rural development, child health and welfare, Women welfare, Youth welfare and aged welfare – Awareness on behavioural, environmental and social issues – Institution building of Non-Profit Organizations in administering the Social Welfare Programmes.

References:

1. Clark, John 1991 Voluntary Organisations: Their Contribution to Development, London, Earth Scan.

2. Eade Deborah and Literingen Ernst.(ed) 2006 Debating development-NGOs and the Future, New Delhi: Rawat.

3. Ginbery, Leon.H 2001 Social Work Evaluation - Principles and Methods, Singapore, Allyn and Bacon.

4. Kandasamy.M 1998 Governance and Financial Management in Non – Profit Organization, New Delhi, Caritas India.

5. Kappor, K.K(Ed) 1986 Directory of Funding Organizations, New Delhi, Information and News Network.

Paper Name   : Counseling skills for contemporary social work
Paper Code   : 12MSW12

Unit I

Counseling: Definition, Elements, Characteristics & Goals, Evolution of Counseling, Philosophical foundations – dignity of the human person, sociology foundations influence of social system, psychological foundations – concepts of self, goal directed behavior, learning principles, development needs at different stages.

Unit II

The Counseling Relationship:-

A) Regard & Respect   B) Authenticity   C) Empathy

Personal growth & Effectiveness of Counselor: concerns of self, attitudes, values and beliefs, relationship, self – esteem, openness to other accepting personal responsibility, realistic level of aspiration, self actualization, The portrait of the helper, The portrait of a trainee.

Unit III

Theoretical approaches to Counseling: Client – Centered, TA, Rational emotive therapy, Cognitive approach, Family therapy, behavior therapy, eclectic approach.

Unit IV

Counseling process: Problem Exploration and clarification and attending and listening, Attending, Orienting oneself to be present. Micro – skills, active listening – verbal and non – verbal messages and behavior helper's responses and client self – exploration, Helper's skills. Accurate empathy (primary) respect, genuineness, concreteness, client skills; self – exploration, focusing, summarizing, probing for missing exceptions, behavior, feelings, facilitation action, developing new perspective.

Unit V

Group Counseling & Counseling in different settings: Definition, types, goals, group Counseling process. Group development. Family, school, industry, De – addiction centers, Correctional settings, HIV/AIDS Patients.

References:

1. Association of psychological and practices 1982, Counselling in Asia, Perspective and practices, Educational counselors of Asia.
2. Fullmer D.W., & Bernard H.W., Counselling, Context & Process
3. Kennedt. E., On becoming a counselor: A basic guide for non-professional counselors, Macmillan, New Delhi.
4. Bengalee, M.Ehroo D., 1972 Bellel, R.B.Guidance if you please, Macmillan, Bombay, Interviewing & counseling, S.T.Botsford, London
5. Carkhuff R.Bereason, B.S.Holt, Beyond counseling and therapy, London

Paper Name   : Concurrent field work practicum – 3
Paper Code   : 12MSWFW03

Concurrent field work (Social work methods practices).

Paper Name   : Human resource development
Paper Code   : 12MSW13A

Unit I

a. HRD- Concept, objectives, process, and mechanism for   HRD, Principles in designing HRD system;

b. Human Resource Planning (HRP): Meaning, historical development, importance; subsystems and elements; HRD at   different levels; areas of HRD;   HR Information System, Demand and Supply of human resources, HR Planning in new and ongoing organizations. Investment approach to HR planning. HR planning process; coordination with corporate and other plans.

Unit II

Human Resource Development & Management : meaning, need, importance, types: on the job and off the job training, Concept   of learning, training, education and development, training effectiveness, Evaluation of Training Programme, Recent trends in executive development, use of transactional analysis, yoga in executive development; role of motivation in training and motivation for trainers and trainees. Identification of training needs, organizing training programmes, Apprenticeship training, management   training scheme, supervisory training scheme, workers education scheme, evaluation of training scheme and feedback.

Leadership: Concept,   leadership   and   management-difference,   styles,   skills, teamwork, decision-making and steps; theories of leadership, Motivation: Concept, motivation skills and Motivation Theories: Drive theory, Incentive theory, opponent   process theory, optimal level theory.

Unit III

Organizational Development: meaning, objectives, characteristics, values, methods, phases, MBO-process and Organizational Change: Need, forces, and types of change, resistance and implementation of change, methods of making change as permanent. Group Behaviour: meaning, types and size of groups, formation of groups, factors that governs the formation of groups, development of groups, group cohesiveness and factors affecting cohesiveness, satisfaction, roles, status, group behaviour and group change, training and team building.

Human Relations and Interpersonal Communication: Essential qualities of human relations, Basic themes of human relations, Developing interpersonal relationship, Effective communication, Art of listening, verbal and non verbal communication, skills of effective Communicator, Impression Management.

Unit IV

Performance Appraisal: Meaning, Approaches to Performance Appraisal, Methods/Techniques of Appraisal System, Importance, purpose and limitation; Potential Appraisal: Meaning and scope, latest trends in potential appraisal, Performance Assessment Centes,360 Appraisal, Management by Object. Stress Management and Conflict at work place: meaning, Causes and consequences, strategies for education for stress; Conflict: meaning, types of conflict and management of conflict.

Unit V

Career Planning and Performance Counseling: Meaning and Steps involved; Career Development : Actions, Types and problems, succession planning; Performance Counseling: Conditions for effective counseling, Phases and process involved. Human Resources Development: HRD and Inter-disciplinary perspectives, Pre-requisites for successful HRD programmes; HRD Trends: Job rotation, Job enlargement, Job enrichment, Quality of Work life, Total Quality Management (TQM) and TPM Management Information System: Meaning and importance; ISO 9000 Series. ESOP (Employer Stroke Option Programme)

References:

1. Jeya, Gopal, R. 1993, Human Resource Development - connectional analysis and strategies, sterling pub., New Delhi.

2. Sing P.N., 1993, Developing and managing Human Resources, Scuhandra pub. , Bombay.

3. Craich Robert, L., 1987, Training and Development - Hand book, McGraw Hill. Pub., New Delhi.

4. Famularo Joseph 1987, Handbook of Human Resources Administration, McGraw Hill. Pub., Singapore.

5. Pareek Udai & Rao T.V, 1982, Designing and Managing Human Resources, Oxford & IBH, New Delhi.

Paper Name   : Medical Social Work
Paper Code   : 12MSW13B

Unit – I

The beginnings of medical social work: the meaning of health, hygiene, illness and handicap: medicine through the ages; changing concept of health: concept of patient as person. Historical development in medical social work in the west, in India. Trend in medical social work practice in Chennai. Scope of medical social work.

Unit – II

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

Unit – III

Organization and administration of medical social work department in hospitals. Medical social work relation to different discipline, multidisciplinary approach and teamwork, patients right in health care, implications of hospitalization for the patient and his family.

Unit – IV

The psychosocial problems. Major communicable disease – TB, STD, AIDS, Polio. Diarrhoeal diseases. Malaria, typhoid, leprosy, leptospirosis. Major non communicable diseases – cancer, diabetes, hypertension, cardio disorder, neurological disorders, and asthma; physically challenged, Nutritional disorders, Occupational health problems, women's health problems, pediatric health problems, Geriatric he3alth problems.

Unit – V

Role of medical social worker in following settings: OP unit, ICU, Paediatric ward, Maternity ward, Abortion clinic, Family Planning centre, STD clinic, HIV clinic, Orthopaedic department, Cardiology department, Blood bank, TB sanatorium and Cancer hospitals, Training of volunteers to work with the chronically ill in the community.

Reference:

1. Anderson R. & Bury M. (eds.) 1988. Living with chronic Illness – the experience of patients and their families. London: Unwin Hymman

2. Bajpai P.K. (Ed.) 1997. Social work perspectives in health; Rawat publications, Delhi.

3. Barlett H.M. 1961. Social work practice in the Health Field. New York: National Association of social workers.

4. Crowley M.F. 1967. A New Look at Nutrition. London; Pitman medical Publishing Company Ltd.

5. Field M. 1963. Patients are people – A Medical – Social Approach to Prolonged Illness. New York :Columbia University Press.

Paper Name : Rural community development
Paper Code : 12MSW13C

Unit I

Rural community; Meaning, Characteristics: Rural Problems and their implications: Poverty, illiteracy, Unemployment, Problems related to agricultures Community health and Infrastructure.

Unit II

Community Development: Concepts , Definition, Objectives, Philosophy and Principles Extension Education: Meaning, Definition Characteristics, Philosophy, Objectives, Principles, Approaches, Methods, Methods and limitations, Early experiment of the rural community development in India. People Participation in sustainable development.

Unit III

Panchayat Raj Evolution and Function of Panchayat Raj system: salient Features, of 73d amendment cooperative movement in India: principles, characteristics, types and function of cooperatives.

Unit IV

Rural Development administration: Administrative structure for Rural Development – Central and State level; Training of community functionaries; Rural Development Agencies. Role of CAPART (Council for Advancement of People's Action and Rural Technology) Bank and voluntary agencies in rural development.

Unit V

Rural Development Programmes: Swarnajeyanthi Gram Samridhi Yojana (SGSY), Micro Credit and Women's Development Schemes. Rural Appropriate Technology concept, definition, types and application emphasis to be given to the applicability of appropriate technology rather than specific technical details. Problems in implementation of Rural community development programme. Role of social workers in rural development.

References:

1. M.N.Srinivas, Indian Villages, Asia Publications, Madras
2. Bhatia B.S., Prem Kumar & Chawia. A.S., Management of Rural Development, Deep & Deep Publications, New Delhi. 1990
3. Jain S.S.: Community Development and panchayat raj in India.
4. Rajeswar Dayasl: community development programme in India, Kitap Mahal.
5. Mukerji B. community development in India, Orient Longman, New Delhi.

Paper Name   : Organizational behavior
Paper Code   : 12MSW14A

Unit I

Organizational Behavior: Definition and theoretical framework, historical perspective, function and roles of managers (including information technology), Challenges and Opportunities for managers to use OB concepts, behavioral science discipline to approaches and models of Organizational Behavior.

Unit II

The individual: Foundations of individual behavior, values, attitudes and job satisfaction, personality, perception, concepts of motivation and its applicability.

Unit III

The Group: Foundation of Group Behavior, Group Development, understanding work teams, morale, communication, leadership, power and polities, conflict and resolution.

Unit IV

The Organization System: Foundations of organization structure, Hawthorne studies, Organizational Culture, Organizational Theories, Organizational Effectiveness, Organizational Climate, Japanese style of management, people – capability and maturity model.

Unit V

Organizational Dynamics: Organizational Change and stress management, Organizational development, application of transactional analysis (Johesi Window and Ernic Berne) and future of Organizational Behavior.

References:

1. L.M.Prasad, Organisational Behaviour, S.Chand & Co., 2000
2. Fred Luthans, Organisationa Behaviour, McGraw Hill, New York, 1998
3. Arnold, Huge. J and Deniel E.Feldman: Organisational Behaviour, McGraw Hill, 1986
4. Keith Davis: Human Behavioural work, McGraw Hill, 1995
5. Pau; Hersey and Kenneth H.Bianchard: Management of organizational Behaviour, Fourth edition, Prentice Hall, N.J.1985

Paper Name   : Psychiatric Social Work
Paper Code   : 12MSW14B

Unit – I

Psychiatric social work practice – cope, magnitude of mental health problems; analysis of mental health problems among vulnerable groups such as women, aged, socio-economically disadvantages urban and rural population and disaster victims – scope of social work in mental health.

Unit – II

Social work practice in mental health field, Psychiatric settings – hospitals, Non psychiatric settings, Non –institutional models of mental health as alternatives to institutional care (community based), collaborating and networking with various organizations; new avenues of mental health.

Unit – III

Social work treatment – Theory and Models, Psychoanalytical, Psycho-social, Transactional analysis, life model, family centred treatment, tasks centred , crisis intervention, behaviour modification, cognitive therapy.

Unit – IV

a. Psychiatric social work in special settings Child mental health and social work practice; development and psychological perspectives in child mental health; social work practice in child guidance clinic; Prevention and treatment intervention in family, School, neighborhood and community settings.

b. Social work practice in e addiction and crisis intervention centers and with special groups such as rape victims and HIV / AIDS patients.

Unit – V

Psychological rehabilitation: concept, principles, process and progammes; role of social workers. Mental health policies and legislation in India; national mental health programes.

Designing and implementing programmes that health in communities, Research – single case evaluation; qualitative and action research on mental health issues; monitoring and evaluation programmes; case study of models of mental health care in Chennai TTK Hospitals and SCARF.

References:

1. Berriors G.E. And Dawson J.H.1983. Treatment and Management in Adult Psychiatry. London: Baillierer Tindall.
2. Ellis, Albert. 1967. Reason and Emotion in Psychoterapy. New York: Lyle Stuart.
3. Gerald Caplin. 1961. An Approach to Community Mental Health: New York: Grun & Stratton.
4. Goldstein E. 1984. Ego Psychology and Social Work Practice: New York: Free Press.
5. Goldstein H. 1979. Social Work Practice a Unitary Approach: Caroline: University of South Caroline Press.

Paper Name   : Urban community development
Paper Code   : 12MSW14C

Unit I

Urban Community: Meaning, Characteristics, Rural – Urban Contrast. City Meaning, Classification. Trends in Urbanization Process.

Unit II

Urbanization & Urbanism: Meaning, theories of Urbanization, Characteristics of Urbanism, Slums – definition, approaches, theories and Classification and Culture of Slums; Urban Problems: Housing, drug addiction, juvenile delinquency, Prostitution.

Unit III

Urban Community Development: Definition, Concepts, Objectives and historical background; approaches, principle, process and methods of Urban Community Development, Welfare Extension Projects of Central Social Board, Urban Development Planning: Town and Country Planning Act, 1971; Community Planning and Community Participation; Role of Community Development Worker; - Application of Social Work methods in urban development.

Unit IV

Urban development administration: National, State and Local level; structure and function of Urban development Agencies; Urban services and Urban deficiencies; Nsgarpalika Act; functions of officials and non-officials in Urban Self Government Metropolital Development Authorities, Housing and Urban Board, Role of Voluntary Agencies in Urban development.

Unit V

Urban development Programmes: Five Year Plans and Urban development: Madras Urban development Projects (MUDP) I & II; TamilNadu Urban development Projects (TNUP); Urban Basic Services Programmes (UBSP), Nehru Rozgar Yojana (NRY), TamilNadu Slum

Area clearance Board, Problems in Implementation of Urban Community development Programmes.

References

1. Clinard, Marshell B, Slums and community development, The free press, New York, 1970

2. Mitra, Arup: Urbanisation: Slums informational sector and employment and poverty, B.R.Publications, 1994.

3. Clinard, Marshell B, Slums and community development, The free press, New York, 1970.

4. Wiepe, paul, Tenants and Trustees, MacMillan, Delhi, 1981

5. Thudipara, Jacob Z., Urban Community Development Rawat Pub., New Delhi – 1993.

Paper Name   : Concurrent Field work practicum – 4
Paper Code   : 12MSWFW04

Concurrent field work (Social work methods practices).

Paper Name   : Block placement
Paper Code   : 12MSWBP02

Compulsory pre-employment training for 30 days from the concerned agency.

Paper Name   : Dissertation / Project
Paper Code   : 12MSWPR1

Compulsory doing dissertation in their specialization.