



**MOTHER TERESA WOMEN'S
UNIVERSITY KODAIKANAL - 624101**



DEPARTMENT OF SOCIOLOGY

Master of Social Work (MSW)

Curriculum Framework, Syllabus, and Regulations

(Based on TANSCHES Syllabus under Choice Based Credit System -CBCS)



(For the candidates to be admitted from the Academic Year 2023-24)

MOTHER TERESA WOMEN'S UNIVERSITY
KODAIKANAL
DEPARTMENT OF SOCIOLOGY
CHOICE BASED CREDIT SYSTEM (CBCS)
(2023 – 2024 Onwards)
Master of Social Work (MSW)

1. About the Programme:

MSW - Master of Social Work is a post-graduation course in the field of Social Work which is usually of two years duration. The career in social work is all about giving and helping others in need. Social Work is all about people and focuses on helping people to overcome difficult challenges in their life. However the courses here designed in such a way on Social Work degree not only focus on supporting people, but on Employability Skill and Entrepreneurial Skill Trainings, Online Courses (MOOCS), Internship/Industrial Training and cooperating with them in an effort to change their environments and create better living conditions. The additional courses like Yoga, Sports, Library utilization, and NSS create opportunities to develop new skills among students as the socially responsible persons. It also helps to change the mindset and encourages them to embrace a proactive attitude. While undergoing the programme, the students can also avail opportunities to undergo coaching on Various Competitive exams like UPSC, TNPSC, Civil Services etc. Graduates of Master's degrees in Social Work can find jobs both at Govt and NGOs. The available careers Social Work at National and International levels are Medical Social Worker, Social Welfare Officer, Child Protection Officer, Faculty/Professor of Social Work, Project Coordinator, Project Officer, Mental Health Care Counsellors, and School Social Workers etc.

2. Programme Educational Objectives (PEOs)

PEO1	To inculcate in students how to integrate knowledge of social work profession and current social welfare structures, and develop ability to analyze the impact upon Human Service agencies and Communities.
PEO2	To make the students of MSW fully understand to choose the relevant area of Specialization from among three offered.
PEO3	HR discipline will give knowledge to working in IT Sectors or other establishments framing policies, tracking manpower requirements, enhancing performance of the workforce, equipping workforce with skills / knowledge to ensure the sustainability of any organization.

PEO4	Medical and Psychiatric Social Work Discipline will equip you to work closely with people who need special care and attention. An MSW person from this discipline is the unsung hero of the medicinal field. From providing counselling to married couples to aiding the intellectually disabled, this discipline offers a plethora of avenues to work.
PEO5	Community Development, another stream in MSW, could place the students in jobs where they would have to work closely with communities, such as the people in difficult circumstances and cater to their needs and help them play a contributing role in the society. The students could be placed in Govt / NGOs. There are other disciplines as well such as School Social Work, Criminology and Justice, Rural Development, Disability Studies etc.
PEO6	To apply critical thinking skills in problem solving with social work values and ethics, human diversity issues, the dynamics of discrimination and oppression, social and economic justice, and interactions among systems.
PEO7	To make aware of that MSW has a vast, wider and huge scope in India with regards to profession in social development and social work. It has many different streams and the scope will spread across different sectors such as all educational institutions, NGO, INGO, CBO, CSR, Ministry of Women and Child Development, UN, Ministry of Youth and Culture, Ministry of Labour, Ministry of HRD etc.
PEO8	To equip MSW Students to have an ability to explore the available plenty of Opportunities by quality networking to get into the top places and serve as a good academician, professional social worker, project manager, counsellor, skill development trainer etc.

3. Eligibility:

A person who has passed any degree of the University accepted by the Mother Teresa Women's University as equivalent there to shall be eligible.

4. General Guidelines for PG Programme

- i. Duration:** The programme shall extend through a period of 4 consecutive semesters and the duration of a semester shall normally be 90 days or 450 hours. Examinations shall be conducted at the end of each semester for the respective subjects.
- ii. Medium of Instruction:** English
- iii. Evaluation:** Evaluation of the candidates shall be through Internal Assessment and External Examination.

- **Evaluation Pattern**

Evaluation Pattern	Theory		Practical	
	Min	Max	Min	Max
Internal	13	25	13	25
External	38	75	38	75

- **Internal (Theory):** Test (15) + Assignment (5) + Seminar/Quiz (5) = 25
- **External Theory: 75**

- **Question paper pattern for External examination for Core and Elective papers:**

WRITTEN EXAMINATION QUESTION PAPER PATTERN

Theory Paper (Bloom's Taxonomy based)

(Common for UG, PG, Certificate, Diploma and P.G.Diploma Programmes)

Intended Learning Skills	Maximum 75 Marks Passing Minimum: 50% Duration: Three Hours
Memory Recall/Example/ Counter Example / Knowledge about the Concepts/Understanding	Part-A (10 x 2 = 20 Marks) Answer ALL questions Each Question carries 2 marks
	Two questions from each Unit
	Question 1 to Question 10
Descriptions/Application (problems)	Part-B (5x5=25Marks) Answer ALL questions Each question carries 5 Marks
	Either - or Type Both parts of each question from the same Unit
	Question 11 (a) or 11(b) to Question 15(a) or 15(b)
Analysis/Synthesis / Evaluation	Part-C (3x 10 = 30 Marks) Answer any THREE questions Each question carries 10 Marks
	There shall be FIVE questions covering all the five units

	Question 16 to Question 20
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- **Minimum credits to pass: 91**

- **Project Report**

A student should select a topic for the Project Work at the end of the third semester itself and submit the Project Report at the end of the fourth semester. The Project Report shall not exceed 75 typed pages in Times New Roman font with 1.5 line space.

- **Project Evaluation**

There is a Viva Voce Examination for Project Work. The Guide and an External Examiner shall evaluate and conduct the Viva Voce Examination. The Project Work carries 100 marks (Internal: 25 Marks; External (Viva): 75 Marks).

5. Conversion of Marks to Grade Points and Letter Grade

(Performance in a Course/Paper)

Range of Marks	Grade Points	Letter Grade	Description
90 – 100	9.0 – 10.0	O	Outstanding
80-89	8.0 – 8.9	D+	Excellent
75-79	7.5 – 7.9	D	Distinction
70-74	7.0 – 7.4	A+	Very Good
60-69	6.0 – 6.9	A	Good
50-59	5.0 – 5.9	B	Average
00-49	0.0	U	Re-appear
ABSENT	0.0	AAA	ABSENT

6. Attendance

Students must have earned 75% of attendance in each course for appearing for the examination. Students with 71% to 74% of attendance must apply for condonation in the Prescribed Form with prescribed fee. Students with 65% to 70% of attendance must apply for condonation in the Prescribed Form with the prescribed fee along with the Medical Certificate. Students with attendance less than 65% are not eligible to appear for the examination and they shall re-do the course with the prior permission of the Head of the Department, Principal and the Registrar of the University.

7. Maternity Leave

The student who avails maternity leave may be considered to appear for the examination with the approval of Staff i/c, Head of the Department, Controller of Examination and the Registrar.

8. Any Other Information

In addition to the above-mentioned regulations, any other common regulations pertaining to the PG Programmes are also applicable for this Programme.

PROGRAMME OUTCOMES (POs)

PO1	Professional Knowledge: Facilitate the students to learn the concepts, history, philosophy, methods, fields of Social Work, and Social Work education.
PO2	Ethical and Professional values: Inculcate Social Work knowledge, Professional Ethics, Principles and methods to guide professional practice.
PO3	Technical and Operating Skills: Provide training in applying skills in social work practice and social work research in different fields for achieving desirable changes and development.
PO4	Competencies and Professional Behaviour - Equip to practice personal reflection and self-correction to assure continual professional development
PO5	Entrepreneurial Skills: Enhance competencies and skills for the continuous professional development to become an Entrepreneur.
PO6	Critical Thinking: Apply Critical thinking to inform and communicate professional judgement in Social Work Practice.
PO7	Problem Solving: Apply knowledge of social systems and human behaviour to promote social change, problem solving in human relationships.
PO8	Communication and Implications - Competence to communicate to stakeholders and policymakers the implications of policies and policy changes.
PO9	Lifelong Learning and Development: Train professional social worker to be independent and lifelong learning in the broadest context of socio-cultural, economic, environmental, political and psychological changes in the society.
PO11	Leadership Skills: Demonstrate Leadership Skill to advocate and formulate policy for the social and economic wellbeing and social change.
PO12	Analytical Skills and Intervention: Engage, assess, intervene and evaluate individuals, families, groups, organizations, and communities.

PROGRAMME SPECIFIC OUTCOMES (PSOs)

PSO1	Gain knowledge on the utilization of Social Work practice theories and methods with individuals, families and groups.
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PSO2	Apply ethics, values, methods, professional skills, approaches and techniques in Social Work Practice with diverse and vulnerable populations.
PSO3	Acquire specialization based proficiency and will suitably translate the Principles and Methods of Social Work in their respective settings.
PSO4	Impart professional training through Field Work in order to provide manpower in various fields and capable of working at various levels of micro, meso and macro systems.
PSO5	Understand the forms and mechanisms of oppression and discrimination and advocate for human rights and social and economic justice.

Template for P.G., Programmes

Semester-I	Credit	Hours	Semester-II	Credit	Hours	Semester-III	Credit	Hours	Semester-IV	Credit	Hours
1.1. Core-I	5	7	2.1. Core-IV	5	6	3.1. Core-VII	5	6	4.1. Core-XI	5	6
1.2 Core-II	5	7	2.2 Core-V	5	6	3.2 Core-VIII	5	6	4.2 Core-XII	5	6
1.3 Core – III	4	6	2.3 Core – VI	4	6	3.3 Core – IX	5	6	4.3 Project with viva voce	7	10
1.4 Discipline Centric Elective -I	3	5	2.4 Discipline Centric Elective – III	3	4	3.4 Core – X	4	6	4.4 Elective - VI (Industry / Entrepreneurship) 20% Theory 80% Practical	3	4
1.5 Generic Elective-II:	3	5	2.5 Generic Elective -IV:	3	4	3.5 Discipline Centric Elective - V	3	3	4.5 Skill Enhancement course / Professional Competency Skill	2	4
			2.6 NME I	2	4	3.6 NME II	2	3	4.6 Extension Activity	1	
						3.7 Internship/ Industrial Activity	2	-			
	20	30		22	30		26	30		23	30
Total Credit Points -91											

Mother Teresa Women’s University, Kodaikanal.

Master of Social Work (MSW)

Framework of the Syllabus to be implemented from the Academic Year 2023-2024

Paper No.	PaperCode	CourseTitle	Credits	Hours		Continuo usInternal Assesse ment (CIA)	EndSem esterExa m (ESE)	Total
				L	P			
SemesterI								
1	P23SWT11	Core – 1: Social Work Profession	5	7	-	25	75	100
2	P23SWT12	Core – 2: Social Case Work	5	7	-	25	75	100
3	P23SWT13	Core – 3: Social Group Work	4	6	-	25	75	100
4	P23SWE11	Elective – 1: Field Work – I	3	-	5	25	75	100
5	P23WSG11	Generic Course -1: Women Empowerment	3	5		25	75	100
		Total	20	25+5=30		-	-	500
SemesterII								
7	P23SWT24	Core – 4: Community Organization and Social Action	5	6		25	75	100
8	P22SWT25	Core – 5: Social Work Research and Statistics	5	6		25	75	100
9	P23SWT26	Core – 6: Social Welfare Administration, Social Policies and Social Legislations	4	6		25	75	100
10	P23SWE22	Elective – 2: Field Work – II	3	-	4	25	75	100
11	P23CSG22	Generic Course – 2: Cyber Security	3	4		25	75	100

12	P23SWS1A/ P23SWS1B	Skill Enhancement Course [SEC] – I: A - Life Skills for Social Work / B - Society and Human Behaviour	2	4		25	75	100
			22	26+4=30				600

SEMESTER – I

SOCIAL WORK PROFESSION

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23SWT11	SOCIAL WORK PROFESSION	Core Course - I	Y	-	-	-	5	7	25	75	100
Year		I									
Semester		I									
Prerequisites		Any Undergraduate course									

Learning Objectives

1	To understand the evolution of Social Work and its emergence as a Profession.
2	To enable the students to comprehend the significance of professional values, ethics in both micro and macro social work practice
3	To develop an understanding of the role of Social Workers in various fields.
4	To facilitate the students to understand the importance of Field Work in Social Work Education.
5	To learn and apply the methods and approaches of Social Work practice in different settings

Course Outcomes

On the successful completion of the course, student will be able:

CO1	To aware an in-depth knowledge on the basic concepts of Social Work.
CO2	To understand the historical background of Social Work in west and India.
CO3	To articulate the student to be familiar with Philosophies, Ethics and Values of Social Work.
CO4	To analyse the significance of Models in Social Work.
CO5	To evaluate implication of Social Work Education and Field Work.
CO6	To develop the Social Workers to apply the methods and techniques of Social Work in various settings.

SYLLABUS

UNIT – I	Fundamental concepts of Social Work	(12 Hours)
<p>Social Work - Definition, Objectives, Philosophy and scope. Concept of related term: Social Service – Social Development – Social Transformation – Social Reform – Social Defence. Difference between Social service and Social Work. Introduction to the Methods of Social Work.</p>		
UNIT – II	Historical Development of Social Work	(12 Hours)
<p>Evolution of Social Work in the West (UK and USA). Social Work in India. Religious Foundation of Social Work in India. Gandhian Thoughts of Social Work.</p>		
UNIT – III	Philosophies and Ethics of Social Work	(12 Hours)
<p>Social Work as a Profession: Nature and characteristics of a profession. Social Work Values – Code of Ethics in Social Work practice. Social Work Principles. Models of Social work. Roles and Responsibilities of a Professional Social Worker.</p>		
UNIT – IV	Development of Social Work Education	(12 Hours)
<p>Social Work Education in India - Focus, Nature and Content of Social Work Education. Field Work in Social Work Profession: Objectives, Need and Importance - Significance of Field Work Supervision. Role of Voluntary Organizations and Government in promoting Social work profession in India. National and International Professional Associations. Social Work Profession and Education in Global perspective. Problems and Prospects of Social work profession in India.</p>		
UNIT – V	Social Work Practice in Different Settings	(12 Hours)
<p>Fields of Social Work practice: Community Settings, Family and Child Welfare – Educational Settings - Medical and Psychiatric settings – Industrial Settings - Correctional Social Work - Social Work with Marginalized and Vulnerable sections – Persons with Disability and Social Work, Geriatric Social Work.</p>		

Text Books	
1	Encyclopedia of Social work in India, 1987 Vol.1,2,3. Director, publication division, ministry of information and broadcasting, New Delhi.
2	Hajira, Kumar 1995 Theories in social work practice, New Delhi: Friends Publication, India.
3	Paul Chowdary, 2018 Social Work –Introduction to Social Work - History, Concept, Methods and Fields, Atma Ram & Sons, New Delhi.
4	Sanjay Bhattacharya, 2013. Social Work Interventions and Management. New Delhi: Deep and Deep Publications.
5	Sanjay Bhattacharya, 2018. Social Work an Integrated Approach, Deep and Deep Publications Pvt., Ltd., New Delhi.
Books for References	
1	Antony, A. Vass 1996 New directions in social work – social work competencies – core knowledge values and skills, New Delhi: sage publications.
2	Banks, S. 1995 Ethics and values in social work; practical social work series, London: Macmillan press Ltd.
3	Bogo, Marion. 2007. Social Work Practice – Concepts, Processes & Interviewing. Jaipur: Rawat Publications.
4	Cox, David & Manohar Pawar. 2006. International Social Work – Issues, Strategies and Programs. New Delhi: Vistar Publications.
5	Desai, M. 2000, Curriculum Development on history of ideologies for social change and social work, Mumbai.
6	Desai, Murali 2002 Ideologies and Social Work: Historical and Contemporary Analysis, Jaipur: Rawat Publication.
7	Dominelli, Lena. 2004. Social Work: Theory and Practice for a Changing Profession. London: Polity Press
8	Fink, Arthur E., Wilson, Everett E. - Third Edition, 1959, The Fields of Social Work, New York: Henry Holt and Company.
9	Friedlander, Walter A. 1977 Concepts and Methods of Social Work, New Delhi: Prentice Hall of India Pvt. Ltd.
10	Gilbert, Neil. et. al. 2002. An Introduction to Social Work Practice. New Jersey: Prentice Hall.
11	Jha, Jainendra Kumar. 2002. Practice of Social Work. New Delhi: Anmol Publications
12	Gangrade, K.D. 1976 Dimensions of Social Work in India, Marwah, New Delhi.
13	Narendra Mohan, 2017, Philosophy of Social Work, Centum Press, New Delhi
14	Reamer, F.G. 1995 Social work values and ethics, New York: Columbia University press.
15	Roy, Bailey and Phil, Lee 1982 Theory and Practice in Social Work, London: Oxford Pub. Ltd.
16	Sheldon, B., & Macdonald, G., 2010 A Textbook of Social Work, London: Routledge.
17	Singh, R.R. 1985 Field Work in Social Work Education, A Perspective for Human Service Profession, New Delhi: Concept Publishing Company.

18	Wadia, A. R. (Ed.) 1961 History and Philosophy of Social Work in India, Bombay: II Allied Publisher Private Ltd.
Web Resources	
1	https://www.ifsw.org/what-is-social-work/global-definition-of-social-work/
2	https://www.socialworkers.org/News/Facts/Types-of-Social-Work
3	https://www.cswe.org/Students/Discover-Social-Work/What-is-social-work
4	https://www.socialworktoday.com/
5	https://www.iasw-aiets.org/
6	https://www.socialworker.com/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong

M – Medium

L - Low

SOCIAL CASE WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23SW T12	SOCIAL CASE WORK	Core Course - II	Y	-	-	-	5	7	25	75	100
Year		I									
Semester		I									
Prerequisites		To understand work with individuals									

Learning Objectives

1	To gain the knowledge of conceptual foundations of social Case Work
2	To understand the basic concepts of casework as a primary method of social work
3	To develop the skill to analyze problems of individuals and families and factors affecting them.
4	To know the values, principles, tools and techniques of social case work
5	To impart knowledge of the scope of using the social work methods in various settings

Course Outcomes

On the successful completion of the course, student will be able:

CO1	To get knowledge about the different problems faced by the Individuals
CO2	To enhance knowledge on social case work skills in social case work practice.
CO3	To understand the process of casework intervention with client.
CO4	To enhance the ability towards problem solving process.
CO5	To create the ability to critically analyze problem of individuals and factors affecting them.
CO6	To develop the competencies and skills for Practice with different settings

SYLLABUS

UNIT – I	Social Casework as a method of Social Work	(12 Hours)
<p>Concepts, Meaning, objectives, purpose, Historical Development of Social Case Work in West and India. Nature and Scope, its importance and relationship with other methods of Social Work, Principles of Case Work. Skills in social case work. Case Worker – Client relationship and the use of Professional Self, Problems in professional relationship.</p>		
UNIT – II	Tools and techniques in Case Work	(12Hours)
<p>Tools and techniques in casework: observation, interview, collateral contacts, home visits, referrals, Verbal and nonverbal communication, Techniques in practice – ventilation, emotional support, advocacy, Environment modification, modeling, role-playing, confrontation, – Case history taking, Recording – Uses, principles, types, structure and content. Use of genograms, and eco-maps, family schema in records.</p>		
UNIT – III	Case Work Components and Process	(12 Hours)
<p>Components of Case Work, Process of Case Work: Intake; Study; Assessment / Social Diagnosis; Treatment / Intervention; Evaluation: Termination; Follow-up. Social Case Work intervention: Direct and indirect multi –dimensional intervention. Transference and counter-transference in social case work</p>		
UNIT – IV	Theoretical Approaches to Case Work / Models of case work Practice	(12 Hours)
<p>Psychosocial model, Functional model, Life model, Problem solving model, Crisis intervention, Eclectic approach, Family cantered approach, Behavior Modification, and eco-system perspective in social casework. Psychotherapy, Counselling and Social Case Work-similarities and differences;</p>		
UNIT – V	Social Case Work application / Practice in Different Settings	(12 Hours)

Case work practice in different settings in India, Social case work practice with Family and Child Welfare, Educational settings, Industrial settings, De-addiction, Community, Medical and Psychiatric institutions. Correctional settings: geriatric care & aged and the terminally ill, persons with disability, de-addiction, Rehabilitation centers, Delinquency, LGBT and in foster home and non-institutional services such as adoption, sponsorship.

Use of single case evaluation and ethnography as research method in social case work.

Limitations of Social Case Work practice in India in current scenario.

Text Books	
1	Upadhyay, R. K, 2003 Social Casework: A Therapeutic Approach, Rawat Publications, India.
2	Johnson E.J., Huggins C.L. (2019) Social Casework Methodology: A Skills Handbook for the Caribbean Human Services Worker. Springer Briefs in Social Work. Springer, Cham.
3	Johnson, L. C. & Yanaca S. J. (2015). Social Work Practice: A generalist approach, Pearson.
4	Hamilton, G., 2013 _ Theory and Practice of Social Case Work, Rawat Publications, India.
5	Hollis, F., & Wood, M. (1981). Casework: A psychosocial therapy (3rd ed.). New York: Random House
6	Perlman, H.H., 2011, Social Case Work-A Problem Solving Process, Rawat Publications
7	Sanjay Bhattacharya, 2008, _Social Work intervention and management‘, Deep & Deep publication (p) Ltd
Books for References	
1	Healy, K. 2012, Social Work Methods and Skills, Palgrave MacMillan
2	Bogo, M. (2007). Social work practice: Concepts, process & Interviewing, Rawat Publication.
3	Misra .P.D. 1994, Social Work Philosophy and Methods, Inter-India Publications, New Delhi
4	Misra P.D., BeenaMisra, 2004, Social Work Profession in India, New Royal book Com. Lacknow
5	Mathew, Grace (1992) An Introduction to Social Casework. Bombay: Tata Institute of Social Sciences.
Web Resources	
1	https://www.russellsage.org/sites/default/files/Richmond_What%20is%20Social_0.pdf
2	http://ddceutkal.ac.in/Syllabus/MSW/Paper-5.pdf
3	https://www.socialworkfootprints.org/videos/social-casework-philosophy-principles-and-components

4	https://www.yourarticlelibrary.com/sociology/social-casework-processes-study-and-diagnosis/36564
5	https://www.slideshare.net/surendrashah6/complete-note-of-casework
6	https://www.socialworkfootprints.org/videos/social-casework-practice-in-indian-society-relevance-scope-and-influence-of-culture
7	http://www.ignou.ac.in/upload/bswe-02-block1-unit-3-small-size.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	M	S	S
CO2	S	M	S	S	S
CO3	S	S	M	M	M
CO4	S	S	S	S	S
CO5	S	S	S	S	M

S – Strong

M – Medium

L - Low

SOCIAL GROUP WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23SWT13	SOCIAL GROUP WORK	Core Course - III	Y	-	-	-	4	6	25	75	100
Year		I									
Semester		I									
Prerequisites		Basic Understanding of Social Work									

Learning Objectives	
1	To understand group work as a method of social work and to understand concept, values, principles of Social Group Work
2	To acquire skills and techniques required for group worker
3	To develop the ability to critically analyse problems of groups and provide suitable intervention.
4	To apply the models of Social Group Work in different settings.
5	To identify the settings and fields for the practice of Social Group Work method

Course Outcomes	
On the successful completion of the course, student will be able:	
CO1	To be aware about the concept, characteristics, values and principles of Social Group Work
CO2	To apply suitable theories and models to resolve the problems of Groups.
CO3	To critically choose and implement interventions to achieve social group work goals.
CO4	To analyse competencies and skills for working with different groups in various practice settings.
CO5	To analyse and implement empirically-based group interventions and evaluating group effectiveness.

CO6	To demonstrate the process of group experience and professional development
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SYLLABUS

UNIT – I	Introduction to Social Group Work	(12 Hours)
<p>The Group: Definition, characteristics, types, functions and group structure. Social Group Work: Definitions, objective, Values and Principles of Social Group Work. Skills and Roles of Social Group Worker. History of Social Group Work in India and abroad. Social Group Work as a method of Social Work.</p>		
UNIT – II	Group Dynamics and Group functioning	(12 Hours)
<p>Dynamics of Groups: Bond, Acceptance, Isolation, Rejection, Subgroups, Conflict and Control. Group Membership, Group Norm, Group Cohesiveness, Group Culture, Group Morale, Group Attraction. Leadership and Communication in groups. Relationships- Sociometry</p>		
UNIT – III	Group formation and Group Work Process	(12 Hours)
<p>Group Formation Phases: Forming- Storming, Norming, Performing, Adjourning. Group Work Process: Phases of Social Group Work Process, Intake, Study, Analysis and Assessment, Negotiating, Contracts, Treatment, Evaluation, Termination, Stabilization of change effort</p>		
UNIT – IV	Types and Models of Group Work	(12 Hours)
<p>Models of Social Group Work: Remedial, Mediating or Reciprocal, Developmental, Social Goal Model and Consensus Model. Skills, Qualities and Roles of Social Group Worker. Group therapy: Significance of Group therapy. Recording in Social Group Work: Principles, Structure and Types.</p>		
UNIT – V	Application of Social Group Work	(12 Hours)
<p>Application of Social Group Work in School Settings, Community Settings, Health Settings, Family Welfare Settings, Industrial Settings, Women welfare and Child care Settings, Correctional Settings.</p>		

Text Books	
1	Alissi,A.S (1980) Perspectives on social group work practice; A book of Reading, New York: The free press.
2	Dave Capuzzi, Douglas R.Gross, Mark D. Stauffer (2010) Introduction to Group Work, New Delhi, Rawat Publication.
3	David, C., Douglas, R.G. & Mark, D.S. (2010) Introduction To Group Work, New Delhi, Rawat Publication
4	Gravin, Charles. D. Lorriae& M. Gulier. (2007). A Hand Book of Social Work with Groups .New Delhi: Rawat Publications.
5	Toseland, Ronald & Rivas, Robert (2001), Introduction to Group Work Practice, Allyn and Bacon, London.
Books for References	
1	Bradler,S and Roman C.P (2016) Group work Skills and strategies for effective Interventions New York: The Howorth Press.
2	Delbecq, A. L. and Van de Ven, A. H. (1977) 'A group process model for problem identification and program planning', in N. Gilbert and H. Specht (eds), Planning For Welfare, Englewood Cliffs, NJ, Prentice-Hall.
3	Gerald Corey (2000) Theory and practice of group counseling, Wordsworth, London.
4	Siddiqy, H Y (2008), Group Work: Theories and Practices, Rawat Publications.
5	Trecker, Harleigh B (2020) Social Group Work: Principles and Practice, New Delhi, Pranava Books.
Web Resources	
1	https://www.socialworkin.com/
2	https://socialwelfare.library.vcu.edu/social-work/social-group-work-theory-and-practice/
3	https://mgcub.ac.in/
4	https://www.socialworkin.com/
5	https://mgcub.ac.in/pdf/material/2020041217303055424e9f93.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	M
CO5	S	S	M	M	S
CO6	S	S	S	M	S

S – Strong

M – Medium

L – Low

FIELD WORK – I

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23SWE11	FIELD WORK - I	Core Course - IV	Y	-	-	-	3	5	50	50	100
Year		I									
Semester		I									
Prerequisites		Basic Understanding of Non-Governmental Organizations									

Learning Objectives	
1	To Understand different fields/settings of Social Work practice
2	To Understand basic skills required to practice Social Work
3	To learn to apply classroom theories in the field
4	To demonstrate Competencies to face challenging tasks in the field from a social work perspective
5	To identify the challenges of Individuals, groups and communities from a Macro and Meso perspective

Course Outcomes	
On the successful completion of the course, student will be able:	
CO1	To integrate the classroom learning with field practice - the knowledge related to different field settings- establishment of NGO'S and its work with the beneficiaries
CO2	To understand the application of different skills related to case work, Group work and other methods of Social Work
CO3	To realise one's development of self and conduct oneself professionally in the field
CO4	To apply and practice skills acquired in the process of learning in handling various types of clientele
CO5	To assess the concept of field learning and learn about working in different settings
CO6	To apply social work competencies to resolve social problems

SYLLABUS

UNIT – I	Organizational Profile	(9 Hours)
History of the Agency, Vision, mission, Organization Chart, funding resources, different types of beneficiaries, its work in the field, networking agencies.		
UNIT – II	Various Methods of Social Work	(9 Hours)
Skills required in the practice of Case work, Group Work, community organization and Social Research, Assessment of the community profile.		
UNIT – III	Specific Areas of work of the Agency	(9 Hours)
Its expertise in the area of work, staff resources, and locations of work, networking and challenges faced.		
UNIT – IV	Services Provided by the Agency to the Beneficiaries	(9 Hours)
Follow up and termination of services, adherence to professional ethics ,Documentation and Report presentation.		
UNIT – V	Social Legislation	(9 Hours)
Legislations applicable to the Organization, Legislations for women and children.		

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	M	S	S	S	M
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	M	S	S

S – Strong

M – Medium

L - Low

SEMESTER II

COMMUNITY ORGANIZATION AND SOCIAL ACTION

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23S WT24	COMMUNITY ORGANIZATION AND SOCIAL ACTION	Core Course - V	Y	-	-	-	5	6	25	75	100
Year		I									
Semester		II									
Prerequisites		Basic Understanding of Community Organization and Social Action									

Learning Objectives	
1	To understand the use and practice of community organization in various fields of social work
2	To understand various phases and models of Community Organization
3	To learn to apply Community Organization and Social Action as Methods of Social work.
4	To apply the models of Community
5	To develop skills and attitudes for participatory Community work and Social Action

Course Outcomes	
On the successful completion of the course, student will be able:	
CO1	To be aware of the concepts related to Community Organization
CO2	To apply community Organization as a method of social work in various settings.
CO3	To understand and apply various Models of Community Organization
CO4	To understand the role of social work in Social Action and Social Reform for Social Development
CO5	To critically analyse Social Movements from various dimensions
CO6	To apply Social Action as a method of Social Work

SYLLABUS

UNIT – I	Community Organisation	(12 Hours)
Community Organisation: Concept, Definition, History, Objectives, Goals and Components, Principles, community practice and community development. Community organization as a primary method of social work. Methods of Community Organization, Community Mobilization, Community Identification and diagnosis, Process and Phases of Community Organisation - Community Relationship, Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification and continuation.		
UNIT – II	Application of Community Organization Practice in Various Settings	(12 Hours)
Application of Community Organization: Health, Education, Residential institutions, Livelihood and work, Natural resource management, Sustainable development, Working with tribal population, Disability, Working with rural and urban vulnerable communities, displaced population and rehabilitation, disaster response. Community organisation as a social work process; Role and Skills of Community Organizer; Differentiating Community Organisation and Community Development.		
UNIT – III	Models of Community Organisation	(12 Hours)
Models of Community Organisation -Jack Rothman’s 3 Models: Locality Development, Social Planning and Social Action; Mary Weil’s Eight models; and Neighbourhood development model-System change Model-Structural change model.		
UNIT – IV	Social Action- As a Method of Social Work	(12 Hours)
Social Work and Social Action: Concept, Objectives, Principles of Legitimization, Credibility building, Multiple strategies, Dramatization. Social Action in relation to Case work, Group Work, Social Work Research, Community Organisation and Social Welfare Administration, Methods and Means of Social Action -Research, Propoganda, Use of Mass media. Scope of Social Action in India		
UNIT – V	Social Problems and Social Action	(12 Hours)
Role of Social Worker in Social Action: Social Activists and Social Action Groups with their significance of existence in India. Skills involved in Social Action- Analytical & Research Skills, Managerial, Intervention skills, Problem Skills and Training Skills. Social Movements. Approaches to Social Action- Freire, Gandhi (Sarvodaya), Alinsky, Radical social work; Rights based approach.		

Strategies for social Action from various Social Movements. Indian Social Movements - Bhoodan, Satyagraha Gramdan, Narmada BachaoAndolan–The Singur Issue, Bodo and Gurkhaland Issues, Anna Hazare and the AamAdmi Movement.

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books	
1	Christopher, A.J, & William, A.T. (2009). Community Organization and Social Action. New Delhi: Himalaya publishing.
2	Chowdhry, D. Paul (1992), Introduction to Social Work, Atma Ram & Sons, Delhi.
3	Datar et al. 2010. Skill Training For Social Workers: A Manual. New Delhi: Sage Publications
4	Erlich L, J. (1987). Strategies of Community Organisation. Illinois: F.E. Peacock Publishers
5	Gamble, D. N., and Weil, M. 2010. Community Practice Skills: Local to Global Perspectives. New York: Columbia University
Books for References	
1	Gangrade, K.D. 2001. Working with Community at the grass root level: Strategies and programmes. New Delhi: Radha Publications
2	Hardcastle, D., Powers, P. and Wenocur, S. (2011). Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press.
3	Jack Rothman, etal. (2001). Strategies of community interventions & Macro practices – Peacock Publications, 6 th Edition
4	Ross Murray G, Community Organisation: Theory and Principles, Harper and Row Publication New York, 1985
5	Siddhiqui, H.Y. (1997). Working with community. New Delhi: Hira Publications.
Web Resources	
1	https://egyankosh.ac.in/handle/123456789/28953
2	https://www.ignou.ac.in
3	https://www.researchgate.net
4	https://www.socialworker.com
5	https://ctb.ku.edu

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong

M – Medium

L - Low

SOCIAL WORK RESEARCH AND STATISTICS

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P22SWT25	SOCIAL WORK RESEARCH AND STATISTICS	Core Course - VI	Y	-	-	-	5	6	25	75	100
Year		I									
Semester		II									
Prerequisites		Basic Understanding of Social Problems									

Learning Objectives	
1	This course will deal with research problems, construction of hypotheses, testing, research designs, sampling concepts, etc.
2	The probability and non-probability methods are used to help a researcher make conclusions or arrive at decisions at a larger group.
3	This course will help in learning the types of social work research that are commonly used.
4	This course is the process that throws light on the research works during data collection, and codification and interpretation of the data.
5	This explains and interprets a variety of hypotheses to aid the decision-making process in a research context

Course Outcomes	
On the successful completion of the course, student will be able:	
CO1	To understand the clarity on the research methods and processes.
CO2	To aware an in-depth knowledge on Social Work Research.
CO3	To articulate the student to Identify and Formulate the Research problem and Literature review and usage of Methodology.
CO4	To analyze and apply Statistics applications and Software packages, make data entry and interpret the results.
CO5	To evaluate implications of Research in various settings of Social Work.
CO6	To develop the Research Projects in Social Work.

SYLLABUS

UNIT – I	Introduction to Social Work Research	(12 Hours)
<p>Social Work Research: Concept, Definition, Objectives, Scope, Characteristics and Functions – Types of Research: Pure and Applied Research – Difference between Social Work Research and Social Research. Scientific method in Social Work Research – Need and importance of evidence-based practice. Ethical issues in Social Work Research – Formation of Ethics Committee.</p>		
UNIT – II	Basic Elements of Scientific Method	(12 Hours)
<p>Basic Elements of Scientific method: Concept, Variable, Facts and Theory. Cause-Effect relationship and relevance to Social Work Research. Identification and Formulation of Research Problems, Construction of Hypothesis and testing, Research Designs.</p>		
UNIT – III	Research Methodology	(12 Hours)
<p>Sampling: Concept, Definition and Importance – Techniques of Sampling: Probability and Non-Probability sampling – Sources and Types of Data - Methods and Tools of Data Collection – Qualitative and Quantitative Research methods, Participatory Research methods. Pre-test and pilot study, Scaling techniques: Reliability and Validity – Data Processing: Coding, Editing, Tabulation, Analysis and Interpretation – Research Reporting, Preparation of Research Proposals.</p>		
UNIT – IV	Statistics	(12 Hours)
<p>Statistics: Meaning, Need, Importance, and limitations of Statistics in Social Work Research – Frequency Distribution - Construction of Frequency Tables- Diagrammatic and Graphical Representation. Measures of Central tendency: Mean, Median and Mode - Measurers of dispersion: Range, Quartile deviation, Standard deviation - Test of significance: t-test, Analysis of Variance (ANOVA), Chi-Square test – Correlation.</p>		
UNIT – V	Computer Applications in Social Research	(12 Hours)

Computer Applications in Social Research - Use of Computers for Data Analysis – Introduction to Statistical Package for Social Sciences (SPSS)/R: Introduction, basic steps, defining data, data entry, data transformation, and data analysis - Statistical application.

Text Books	
1	Alston M, Bowles W, 2012, Research for Social Workers, An introduction to methods, 3rd Edition, Australian Publications, Australia.
2	Adams J, Khan, Robert and David, 2007, Research methods for Graduate Business and Social Science Students, SAGE Publications, New Delhi.
3	Chakraborty D, 2009, Research Methodology, Saurabh Publishing, New Delhi.
4	Chandra S, SharmaKr.M,2013, Research Methodology, Narosa Publications, New Delhi.
5	Jain G L,2003, Research Methodology, Methods, Tools and Techniques, Mangal Deep Publications, Jaipur.
6	Kothari C R, 2006, Research Methodology Methods and Techniques, New Age International, New Delhi.
7	Pathak R P, 2007, Statistics in Educational Research, Kanishka Publishers, New Delhi.
Books for References	
1	Anand S, 2002, Research Methods and Techniques in Social Science, Commonwealth Publishers, New Delhi.
2	Ahuja R, 2010, Research Methods, Rawat Publications, Jaipur.
3	Anderson, D. R. (2014). Statistics for learners of Economics and Business. Boston: Cengage Learning.
4	Bryman A,2004, Social Research Methods, Oxford University Press, New York.
5	Babbie E, 2013, The Practice of Social Research, 13th Edition Cengage Learning, USA.
6	Babbie E, Hally F, Zaino J, 2000, Adventures in Social Research, Data Analysis Using SPSS For Windows 95/98, Pine Forge Press, California.
7	Bhandariar P L, Wilkinson T S, Das LalD K, 2000, Methodology and Techniques of Social Research, 16th Edition, Himalaya Publishing House, Mumbai.
8	Bryderup M I, 2008, Evidence Based and Knowledge Based Social Work: Research Methods and Approaches in Social Work Research, Aarhus University Press, Denmark.
9	Chhapekar R, 2004, A Text book of Social Research, Dominant Publishers and Distributors, New Delhi.
10	CorbyB, 2006, Applying Research in Social work Practice, Tata McGraw Hill Education, New Delhi.
11	Cohen L, Manion Land Morrison K, 2007, Research Methods in Education (6th Edition), Routledge, London, UK.
12	Dawson C, 2010, Introduction to Research Methods, A practical guide for anyone undertaking a Research Project, Viva Books, New Delhi.
13	Das Lal, 2008, Research Methods for Social work, Rawat Publications, New Delhi.
14	Deshprabhu S, 2000, Sociological Research, Kanishka Publishers & Distributors, New Delhi.

15	Garg, Renu, Slochana, Umesh, 2002, An Introduction to Research Methodology, RBSA Publishers, Jaipur.
16	Gupta B L, 2010, Research studies in Staff Development, Mahamaya Publishing house, New Delhi.
17	Gupta, S. P., & Gupta, A. (2014). Business Statistics: Statistical Methods. New Delhi:S. Chand Publishing.
18	Gopalan R, 2005, Thesis Writing, Vijay Nicole imprints Pvt. Ltd. Chennai.
19	Kumar R,2005, Research Methodology, SAGE Publications, London.
20	Mukherji P N, 2000, Methodology in Social Research, Dilemmas and Perspectives, SAGE Publications, New Delhi.
21	MajumdarP K,2005, Research Methods in Social Science, Viva Books Pvt. Ltd, New Delhi.
22	Pawar B S, 2009, Theory building for Hypothesis Specification in Organizational Studies, Response Books, New Delhi.
23	RajathiA, Chandran P, 2010, SPSS for you, MJP Publications, Chennai
24	Ruane JM, 2005, Essentials of Research Methods, Blackwell Publishing, Australia.
25	RavilochananP,2002, Research Methodology, Margham Publications, Chennai.
26	Singh S P 2002, Research Methods In Social Sciences, A Manual for Designing Questionnaires, Kanishka Publishers, New Delhi
27	TripathiPC, 2010, Research Methodology in Social Sciences, Sultan Chand and Sons, New Delhi.
28	Uwe Flick, 2009, An Introduction to Qualitative Research, 4th Edition, SAGE Publications, New Delhi.
29	Vijayalakshmi G, Sivapragasam C, 2008, Research Methods, Tips and Techniques, MJP Publishers, Chennai.
Web Resources	
1	www.campbellcollaboration.org
2	www.cochrane.org
3	www.rip.org.uk
4	https://abhath@usf.edu
5	https://www.cengage.com
6	https://oxfordbibliographies.com
7	https://www.ignou.ac.in
8	https://www.jsscacs.edu.in

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong

M – Medium

L - Low

SOCIAL WELFARE ADMINISTRATION, SOCIAL POLICIES AND SOCIAL LEGISLATIONS

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23S WT26	SOCIAL WELFARE ADMINISTRATION, SOCIAL POLICIES AND SOCIAL LEGISLATIONS	Core Course - VII	Y	-	-	-	4	6	25	75	100
Year		I									
Semester		II									
Prerequisites		Basic Understanding of social policies & legislations									

Learning Objectives

1	To understand the basic concepts of social welfare administration.
2	To make aware of the registration of NGOS
3	To acquire knowledge about social work agencies
4	To describe social policy, planning and programmes
5	To know the social legislation

Course Outcomes

On the successful completion of the course, student will be able:

CO1	Acquire knowledge about social welfare administration and structure of social welfare administration in India.
CO2	Acquire application knowledge of the basic process of registering, managing and administrating Welfare Agencies in the context of social work profession
CO3	Describe the structure of social welfare administration in India and social welfare programmes and policies.
CO4	Describe the understanding of the nature of social policy, planning and development in India
CO5	Critical analysis social legislation enforcement and challenges
CO6	To enhance the knowledge on the government department and NGOs function for development of the people

SYLLABUS

UNIT – I	Social Welfare Administration	(12 Hours)
<p>Meaning and definition of Social Welfare Administration and Social Work administration; Purpose, historical development. principles, functions and areas (Policy making, planning, personnel, supervision, office administration, budgeting, finance, fund raising, accounting, auditing, purchase and stock keeping, record maintenance, co-ordination, public relation, monitoring and evaluation, research, annual report)</p>		
UNIT – II	Social Welfare Agencies	(12 Hours)
<p>Development of Social Welfare in India; Voluntary Social Work. Social Agencies: Meaning, definition, type and models of NGOs; Roles of NGOs in National Development. Types of NGO Registration and procedure; Societies Registration Act 1860, Indian Trusts Act 1882 and Companies Act, 2013.</p>		
UNIT – III	Governmental Schemes on Social Welfare	(12 Hours)
<p>Social Welfare Administration at national, state and local levels; CSWB (Central Social Welfare Board), State Social Welfare Board, Directorate of Social Welfare and Handicapped Welfare. Social welfare policy: Evolution and Constitutional base, policies & programmes for the Weaker Section of the community (women, Children, Aged, handicapped & other backward caste (OBCs), Scheduled Caste (SCs), Scheduled Tribes (STs) and De-Notified Communities.)</p>		
UNIT – IV	Social Planning and Social Development	(12 Hours)
<p>Social planning and community planning, Need and importance. Planning machinery at the state & National levels; Five-year plans; Social development: Concept and indicators for social change and social development in India.</p>		
UNIT – V	Social Legislation	(12 Hours)

Definition and role legislation in social change, constitutional basis for social legislation: Fundamental Rights and Directive Principles of state Policy; laws related to Laws Related to Marriage: Hindu, Muslim, Christian, and Personal Laws Relating to Marriage.: Laws Relating to Divorce, Minority, and Guardianship; Adoption, Succession, and Inheritance. Legislation Relating to Social Problems such as Prostitution, Juvenile Delinquency, Women Harassment Child Labour, Untouchability, Physical, and Mental Disabilities.

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books	
1	Karen M. Sowers Catherine N. Dulmus (2008) Comprehensive Handbook of Social Work and Social Welfare, published by united states ISBN 978-0-471-76997-2
2	Paul D Chowdhry (1992) Social Welfare Administration, Atma Ram & Sons, ISBN-13 : 978-8170431145.
3	Sachdeva, D.R. social welfare administration in India (2018) Kitab Mahal; Standard Edition, ISBN-13 : 978-8122500851
4	Sanjay Bhattacharya (2006) Social Work Administration and Development Rawat Publication, ISBN-13 : 978-8170339267
5	Shunmugavelayutham K (1998) Social Legislations and Social Change, ValgaValamudan pub, Chennai.
Books for References	
1	Choudry, Paul (1979), Social Welfare Administration, Atma Ram & Sons, Delhi.
2	Choudry Paul, (1979) Hand book on social welfare in India, Sterling Pub, New Delhi.
3	Dennison.D&Chepman, Valeries Social policy and Administration, George A and Unwin, London.
4	Dubey S.N. (1973) Administration of social welfare programmes in India, Somaiya Pub, Bombay.
5	Dubey S.N. & Murdia (1976) Administration of policy and programmes for Backward classess in India, Somaiya Pub, Bombay.
6	Gangrade, K.D(2011) Social legislation in India Vol.I&II, New Delhi: Concept publishing Company
7	Goel. S L & R K Jain (2000) Social Welfare Administration (Vol. I & II); Deep & Deep Publications
8	Jagadeesan.P.(1990) Marriage and Social legislations in Tamil Nadu, Elachiapen Pub, Chennai.
Web Resources	
1	https://socialjustice.gov.in/
2	https://vikaspedia.in/social-welfare
3	https://rtuassam.ac.in/online/staff/classnotes/files/1624631410.pdf
4	https://wcd.nic.in/
5	https://main.mohfw.gov.in/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	M	S
CO5	S	S	M	S	S
CO6	S	S	S	M	S

S – Strong

M – Medium

L - Low

FIELD WORK - II

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CI A	External	Total
P23S WE22	FIELD WORK-II	Core Course - VIII	Y	-	-	-	3	4	50	50	100
Year		I									
Semester		II									
Prerequisites		Basic Understanding of Non-Governmental Organizations									

Learning Objectives	
1	To observe and understand the dynamics of setting up a social welfare Organisation
2	To observe the nature of their functioning and funding resources
3	To learn about the staff functioning and of application of Social Work methods
4	To document and learn the process of recording
5	To Understand basic skills required to practice Social Work

Course Outcomes	
On the successful completion of the course, student will be able:	
CO1	To integrate the classroom learning with field practice - the knowledge related to different field settings- establishment of NGO'S and its work with the beneficiaries.
CO2	To understand the nature of the NGO'S functioning and funding resources.
CO3	To apply, evaluate and follow up appropriate methods of Social Work in the field.
CO4	To apply and practice skills acquired in the process of dealing with clients and establish rapport.
CO5	To assess the concept of field learning and learn about working in different settings.
CO6	To learn the process of documentation and recording.

SYLLABUS

UNIT – I	Organizational Profile	(12 Hours)
History of the Agency, Vision, Mission, Organization Chart, funding resources, different types of beneficiaries, its work in the field, networking agencies.		
UNIT – II	Various Methods of Social Work	(12 Hours)
Skills required in the practice of Case work, Group Work, community organization and Social Research. Evaluation of the effectiveness of methods and critical review.		
UNIT – III	Expertise of the Agency	(12 Hours)
Agency’s success story, challenges faced, SWOT analysis, vision and mission.		
UNIT – IV	Services provided by the agency to the Beneficiaries	(12 Hours)
Services provided by the agency to the beneficiaries - Follow up and termination of services, adherence to professional ethics		
UNIT – V	Social Legislation	(12 Hours)
Legislations applicable to the Organization, functioning of free legal aid clinics, legal support services to clients		

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	M	S	S	S	M
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	M	S	S

S – Strong

M – Medium

L - Low

LIFE SKILLS FOR SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23SWS1A	LIFE SKILLS FOR SOCIAL WORK	Skill Enhancement Course – 1 (SEC-1)	Y	-	-	-	2	4	25	75	100
Year		I									
Semester		II									
Prerequisites		Basic Understanding of Life Skills									

Learning Objectives

1	To learn about Life skills and Self.
2	To understand the importance of communication & interpersonal relationships.
3	To equip the student with higher order thinking.
4	To help the students to handle emotions.
5	To make the students face the challenges.

Course Outcomes

On the successful completion of the course, student will be able:

CO1	To understand their strengths and weaknesses.
CO2	To be a socially competent person.
CO3	To apply life skills to handle situation effectively
CO4	To set Goals and achieve them successfully
CO5	To accomplish Self Competency and Confidence
CO6	To identify, analyse and health the situations using core life skills

SYLLABUS

UNIT – I	Life skills - Self awareness& Empathy	(6 Hours)
<p>Life Skills -Meaning, Significance and overview of WHO Life skills. Self awareness: Definition, concept of self, Techniques used for Self awareness- Johari window and SWOC analysis. Empathy: concept of empathy.</p>		
UNIT – II	Communication and Interpersonal Skills	(6 Hours)
<p>Communication – definition, Types, channels and barriers. Transactional analysis. Interpersonal relationship – Definitions, factors affecting relationship, Steps to improve interpersonal relationship.</p>		
UNIT – III	Creative and Critical Thinking	(6 Hours)
<p>Creative Thinking: Meaning, Concept, strategies to improve thinking. Critical Thinking: Meaning, Concept, strategies to improve thinking. Functions of Left and right Brain.</p>		
UNIT – IV	Coping Skills	(6 Hours)
<p>Coping with Stress: Definition, meaning, causes, reaction, types, stress Management. Coping with Emotions: understanding emotions, types, strategies to manage emotions. Importance of IQ and EQ. Resilience: Meaning and its importance.</p>		
UNIT – V	Problem Solving and Decision Making	(6 Hours)
<p>Problem solving: concept, steps in problem. Decision making: Goal setting and Time Management, SMART Goals, steps in decision Making and techniques. Conflict: Meaning, Types and ways to resolve Conflict.</p>		

Text Books	
1	Dudhade B A (2016), Life Skills Education, Bookman Publishers
2	Mangal S.K. (2008), An Introduction to Psychology, Sterling Publishers Pvt. Ltd., New Delhi.
3	Mahajan G (2022) Life Skill Education, Shipra Publications

4	Mangal SK (2007), Essentials of Educational Psychology, Prentice Hall India Learning Pvt. Ltd.
5	ShaliniVerma (2014); “Development of Life Skills and Professional Practice”; First Edition; Sultan Chand (G/L) & Company
Books for References	
1	Arvind M Nawale, 2018, An Introduction to Life Skills A Textbook for College Students
2	GowraMahajan, 2022, Life Skill Education, Shipra Publishers
3	Erin Murphy-Graham, Joan DeJaeghere, 2021, Life Skills Education for Youth, Critical Perspectives, Springer International Publishing
4	Joan De Jaeghere, Erin Murphy - Graham, 2021, Life Skills Education for Youth: Critical Perspectives
5	Larry James (2016); “The First Book of Life Skills”; First Edition; Embassy Books.
6	Saravanakumar, 2020, Life Skill Education Through Lifelong Learning, Lulu Pub.
Web Resources	
1	https://www.unicef.org/azerbaijan/media/1541/file/basic%20life%20skills.pdf
2	https://www.unodc.org/pdf/youthnet/action/message/escap_peers_07.pdf
3	https://aif.org/wp-content/uploads/2018/10/Lifeskills-2018a_MAST.pd
4	http://www.essentiallifefskills.net/
5	http://www.unicef.org/lifeskills/index_whichskills.html
6	http://www.exforsys.com/career-center/life-skills.html

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	M	S	S
CO2	M	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	S	S
CO6	S	S	S	S	S

S – Strong

M – Medium

L – Low

SOCIETY AND HUMAN BEHAVIOUR

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
P23SW S1B	SOCIETY AND HUMAN BEHAVIOUR	Skill Enhancement Course - 1	N	-	-	-	3	5	25	75	100
Year		I									
Semester		I									
Prerequisites		Basic Understanding of Society and Psychology									

Learning Objectives

1	To understand basic social concepts in the context of changing social phenomenon
2	To apply the concepts of Sociology in Social Work practice.
3	To understand the basic concepts in Psychology and Understanding Human Behaviour
4	To understand the realm of social issues and its Socio- economic linkages and its link with human behaviour
5	To analyze various dimensions of social Problems and Sociological response to it
6	To acquire social work knowledge and competencies

Course Outcomes

On the successful completion of the course, student will be able:

CO1	To be aware of the concepts related to Sociology and Social Work
CO2	To understand various patterns of Social Interaction, social processes and its dimensions.
CO3	To understand the basic concepts in Psychology and Human Behaviour
CO4	To Understand Social Stratification and the impact of changing Societies
CO5	To understand various social issues and existing agencies of social control.
CO6	To apply social work competencies to resolve social problems

SYLLABUS

UNIT – I	Introduction to Sociology and Social Work	(9 Hours)
Introduction to Sociology and Social Work -Definition of Sociology, basic concepts- Society, Community Institution, Association -Meaning and Characteristics. Culture- Definition, characteristics and Cultural lag, Role of Culture in Society, Folk ways & Mores. Relationship between Social Work and Sociology and its Significance, Socialization- Meaning, theories of C.H.Cooley and G.H.Mead, Agencies of Socialization. Status and Role- Types & features.		
UNIT – II	Social Interaction and Social process	(9 Hours)
Social Interaction and Social process - Associative and Dissociative Process-types- Conflict, Competition, Accommodation, Assimilation - Characteristics, Similarities and Differences.		
UNIT – III	Basic Concepts of Human Behaviour	(9 Hours)
Introduction to Psychology: Definition and branches of Psychology – Psychology for Social Work practice - Sensory Process and Perception: Process of Perception - Learning: Classical Conditioning and Operant Conditioning - Behaviour- Definition –Biological basis of Behaviour, Structure and Functions of the Nervous system, States of Mind-consciousness, hallucinations. Theories of Human Development, Developmental milestones.		
UNIT – IV	Social Institutions&Social Stratification	(9 Hours)
Social Institutions - Marriage, Family, Kinship, Religion, Education, Economic system and Judiciary- Characteristics and Significance. Social Stratification - Features, Caste, Class & Race- Changing trends, Power structure, Social Mobility, Modernization, Globalization, Sanskritization Social Change -Nature, characteristics factors and theories related to Social Change.		
UNIT – V	Social Control	(9 Hours)
Social Control-Agencies of Social Control, Conformity & Deviance Social Problems -Major Social Problems in India- Causes and factors responsible for Social problems, Untouchability, Slavery, Domestic violence, Dowry, Social Movements.		

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books	
1	Elgin, F.H.& David, C. (2017), Social Science- An Introduction to the Study of Society. (13th ed.). Newyork: Pearson
2	Francis, Abraham, M. (2006). Contemporary Sociology. Oxford Oxfordshire: Oxford University Press
3	Madan, G.R. (2002). Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd
4	Shankar Rao, C. N. (2007). Sociology: Principles of Sociology with an Introduction to Social Thought. New Delhi: S Chand & Co. Ltd.
5	MacIver, R.M., Page, C.H. (2000). Society an Introductory Analysis. New Delhi: Macmillan Publishers India
Books for References	
1	Feldman, R.S. (2004). Understanding Psychology (6th Edition), New Delhi, Tata-McGraw Hill.
2	Haralambos. (2014). Sociology: Themes and perspectives. Harper Collins; Eight edition
3	Madan, G.R. (2002). Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd
4	Morgan, C.T., King, R.A., Weisz, J.R., & Schopler, J (2004) Introduction to Psychology. New Delhi: Tata McGraw-Hill book Co.
5	Ram Ahuja (2014) Social Problems in India, Third Edition, Rawat Publications
6	Hutchison, E. (2007). Dimensions of Human Behavior: Person and Environment. Thousand Oaks: Sage Publications, Inc
7	Rajendra K Sharma (2007), Social change and Social Control, New Delhi, Atlantic Publishers.
8	Shah, G. 1990. Social Movements in India: A Review of Literature. New Delhi: Sage Publications.
9	Zastrow, C. & K. (2010). Understanding Human Behavior and the Social Environment. Chicago: Nelson-Hall.
Web Resources	
1	www.egyankosh.ac.in/handle/123456789/43
2	https://www.epw.in
3	https://onlinelibrary.wiley.com
4	https://www.frontiersin.org
5	https://sagepub.com
6	https://ir.inflibnet.ac.in

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S

CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong

M – Medium

L - Low