ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ

MANGALORE UNIVERSITY

(Accredited by NAAC with 'A' Grade)

ಕ್ರಮಾಂಕ/ No. : MU/ACC/CR 23/2020-21/A2

ಕುಲಸಚಿವರ ಕಛೇರಿ
ಮಂಗಳಗಂಗೋತ್ರಿ – 574 199
Office of the Registrar
Mangalagangothri – 574 199
ದಿನಾಂಕ/Date:20.11.2020

NOTIFICATION

Sub: Revised syllabus of Master of Social Work (MSW) programme.
Ref: Academic Council approval vide agenda
No.:ಎಸಿಸಿ:ಶೈ.ಸಾ.ಸ.1:27 (2020–21) dtd 06.10.2020.

*****

The revised syllabus of Master of Social Work (MSW) programme which is approved by the Academic Council at its meeting held on 06.10.2020 is hereby notified for implementation with effect from the academic year 2020-21.

Copy of the Syllabus shall be downloaded from the University Website (www.mangaloreuniversity.ac.in)

REGISTRAR 20/11

To,

1. The Chairman, Dept. of Post Graduate Studies and Research in Social Work, Mangalore University, Mangalagangothri
2. The Chairman, P.G. BOS in Social Work, Dept. of Post Graduate Studies and Research in Social Work, Mangalore University, Mangalagangothri
3. The Registrar (Evaluation), Mangalore University.
4. The Principal of the college concerned.
5. The Superintendent (ACC), O/o the Registrar, Mangalore University.
6. The Asst. Registrar (ACC), O/o the Registrar, Mangalore University.
7. The Director, DUIMS, Mangalore University – with a request to publish in the Website.
7. Guard File.

ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ

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ಮಂಗಳಗಂಗೋತ್ರಿ – 574 199
Office of the Registrar
Mangalagangothri – 574 199
ದಿನಾಂಕ/Date:02.03.2021

NOTIFICATION

Sub: Revised syllabus of two additional specialized courses in Social Work programme.

Ref: 1. Academic Council approval vide agenda No.: ಎ.ಸಿ.ಸಿ.:ಶೈ.ಸಾ.ಸ.2:37(2020–21) dtd 23.12.2020.

2. This office Notification even No. dated 15.01.2021

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In continuation to the notification under ref. (2) above, the revised syllabus of two additional specialization courses in Master of Social Work programme which is approved by the Academic Council at its meeting held on 23.12.2020 is hereby notified for implementation with effect from the academic year 2020-21.

i) GSW- Geriatric Social Work

ii) SWAC – Social Work in Addiction Counselling

Copy of the Syllabus shall be downloaded from the University Website (www.mangaloreuniversity.ac.in)

02/03/21

REGISTRAR I/C

To,

1. The Chairman, Dept. of Post Graduate Studies and Research in Social Work, Mangalore University, Mangalagangothri
2. The Chairman, P.G. BOS in Social Work, Dept. of Post Graduate Studies and Research in Social Work, Mangalore University, Mangalagangothri
3. The Registrar (Evaluation), Mangalore University.
4. The Principals of the college concerned.
5. The Superintendent (ACC), O/o the Registrar, Mangalore University.
6. The Asst. Registrar (ACC), O/o the Registrar, Mangalore University.
7. The Director, DUIMS, Mangalore University – with a request to publish in the Website.
8. Guard File.

MANGALORE UNIVERSITY,
(NAAC accredited 'A' Grade)

MANGALAGANGOTHRI

Syllabus for
Master of Social Work (MSW)
(I to IV Semesters)

Under Choice Based Credit System
To be effective from the Academic Year 2020-2021

Department of Post Graduate Studies and Research in Social Work
MANGALORE UNIVERSITY,
MANGALAGANGOTHI

MANGALORE UNIVERSITY

Regulations Governing the Choice Based Credit System for the Two Years Post Graduate Programme in Social Work (MSW)

(Framed under section 44(1) (c) of the KSU Act 2000)

Preamble:

The University Grants Commission, New Delhi, has directed all Universities in the country to implement the Choice based Credit system (CBCS, semester scheme) in both under –and post-graduate programme and has been issuing a series of guidelines with regard to this. The higher Educational Council, Government of Karnataka has considered the implementation of CBCS and has organized workshops in this regard. The Choice Based Credit System enables the degrees of Mangalore University to be on par with the global standards. Given the present trend of globalization, it is all but fitting that Mangalore University should adopt the CBCS so that the acceptability of the programmes and degrees offered by the University becomes comparable and readily acceptable. The University considered the feasibility of CBCS at several levels and through the meeting of several of its statutory bodies. In view of this the PG Board of Studies in MSW has prepared the syllabus and scheme of examination for CBCS.

Title and Commencement:

- These regulations shall be called "The Regulations Governing the Choice Based Credit System for the Two Years (four semesters) Post Graduate Degree Programmes in Social Work.
- The course shall be called ' Master of Social work' leading to 'MSW' Degree.
- These regulations shall come in to force from the academic year 2020-2021.

Definitions:

1. Course: An educational programme leading to MSW Degree.
2. Semester: Each semester will consist of minimum of 16 weeks of academic work equivalent to 90 days of actual teaching/instructions days. The odd semester is ordinarily scheduled from July to December and even semester from January to June.
3. Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week.
4. Programme: A unit of study (earlier called a "paper") within a subject carrying a fixed number of credits.
5. Core Course is related to the discipline of programme. This is further divided in to :
    - **Hard Core**: These Cores are compulsorily studied by a student as a core requirement to complete the requirement of a programme in a said discipline of study.
    - **Soft Core:** These courses are electives and related to the discipline of the programme.
6. **Open Elective**: A course to be opted by the student from out of the choices offered by other departments.

Eligibility for Admission:

Master of Social work- MSW: Candidates who have passed any bachelor Degree examinations of Mangalore University or any other University considered as equivalent there to are eligible for the programme provided they have secured a minimum of 45% (40% for SC/ST/Category –I candidates) marks in optional subjects. Selection of candidates shall be on

merit-cum reservation on the basis of 50:50 weightage of marks in the entrance and qualifying examinations.

Selection Procedure:
Candidates will be selected for admission as per the general guidelines of the Mangalore University from time to time. The University/ Department shall conduct objective type entrance examinations for all candidates seeking admission to the M.S.W. programme. While selecting the candidates 50% is considered for Academic performance at the Graduation level and 50% is for Entrance Examination (CET) will be considered.

Duration of the Course:
The duration of Master Degree Programmes shall extend over four semesters each of a minimum of 16 weeks (90 actual working days) of instruction and 2 to 4 weeks for preparations and examinations.

MAXIMUM PERIOD FOR COMPLETION OF THE PROGRAMME:

The candidate shall complete the master Degree Programme within 4 years from the date of admission to the programme or within the period as prescribed in the regulations governing maximum period for completing various degree/diploma programmes of Mangalore University.

Medium of instruction: The medium of instruction shall be English/Kannada.

ATTENDANCE:
Each course (theory, practical etc) shall be treated as an independent unit for the purpose of attendance. A student shall attend a minimum of 75% of the total instructions hours in a course including tutorials and seminars in each semester. There shall be no provision for condonation of shortage of attendance and a student who fails to secure 75% of attendance in a course shall be required to repeat that course to secure the credit.

COURSE SPECIFIC OUTCOMES

Objectives of the Course:
1. To impart education and training in Professional Social work to those desirous of making a career in the field of Social work.
2. To provide inter-disciplinary collaboration for better understanding of human problems, services and issues related to human development.
3. To provide opportunities through intensive field practicum to work with variety of people in their development and provide service to those who are in need.
4. To promote among students a sense of dedication and commitment for appropriate service to the cause of the poor, under privileged and disadvantaged sections of the society.
5. To acquire knowledge and skills in undertaking practice-based research and to administer human service organizations

Course Outcomes:
The students are enhanced in the field of professional Social Work by attaining the skills and competencies which are achieved through concurrent fieldwork practicum and practice based learning. Our students will be specialized in three different areas namely Human Resource Management, Medical & Psychiatric Social Work, Community Development, Geriatric Social Work and Social Work in Addiction Counselling through intensive learning process

which involves group discussions, individual presentation, street play, theme based mime shows, participatory rural appraisal task, team building activities, case study presentation, field work conferences, management games, group development activities and so on. Students are encouraged to organize need based programme independently and with collaboration of other reputed institutions and hospitals at their field work placement region which will in turn make them self reliant and confident to face the challenges in their near future. Students are also motivated to develop sense of dedication and commitment towards rendering their professional help for the poor, underprivileged and disadvantaged sections of the society.

MSW Programme Outcomes: The MSW course outcomes are based on the social issues and concerns based on the overwhelming cultural and social realities in the real life work settings. Based on this premise pivotal importance is given to fieldwork practicum which accounts for about 40% of the time, which is earmarked for it. Social Work practices are based on liberalism, freedom, rule of law, human rights, and gender and child rights. This complex mechanism is used in contrast of social work practice in the field.

The course outcomes are based on the methods of social work which is designated as hard core courses which builds the framework of Social Work practices. The students are required to have the ability to demonstrate advanced knowledge and field on the synergies of each Social Work methods to develop in them core social work competencies.

Based on the foundation of basic skill component in Social Work, it is the component of specialization which falls under soft core courses. Students are required to select any one specialization- Community Development, Medical & Psychiatric Social Work (MPSW), Human Resource Development, Geriatric Social Work and Social Work in Addiction Counselling Besides specialization, the MSW course has elective papers based on student interest. These courses are based on building students gender sensitivity, interpersonal relationship, and community relationship building skills.

These 3 tire system of instruction is based on the premises of building professionalism in Social Work practice. The course is designed that a student completing all the courses has to manage the fallout unlashed in social and community fault line which is bound to happen in their future career so that the future of society and social work practice is bound to resolve the crisis that communities are going through and should on the basis of liberalism and inclusiveness. There are four theory paper and one field work practicum for 1st and 4th semester and Five theory paper and one field work practicum 2nd and 3rd semester. The College/Department offers five of the following specialization and the students can opt for any one among the offered specialization.

The students have to opt for one of the following five specializations:

CD – Community Development
MPSW – Medical and Psychiatric Social Work
HRM – Human Resource Management
GSW - Geriatric Social Work
SWAC - Social Work in Addiction Counselling

The students recruited on the basis of their option for a specific specialization will undergo the course that come under that specialization.

1. Each Post Graduate programme will comprise “core” and “elective” courses. The “Core course” will further consist of “hard” and “soft” core courses. Hard Core course

have 4 credits. Soft core course have 4 credits. Open Electives have 3 credits each. Total credit of the programme is 86 including open electives.

2. Core Course is related to the discipline of the programme. This is further divided into Hard core and Soft core. Hard core courses are compulsorily studied by a student as a core requirement to complete the requirement of a programme in a said discipline of study. Soft core course are elective but related to the discipline of the programme. Open elective is a course chosen from an unrelated to the discipline.

3. Out of the total 86 credits of the programme, the hard cores is 44 Credits(51.16%) of the total credits, soft core is 32 Credits (37.20%) the open electives have fixed 6 credits (3 credits*2 courses-7%), Project Work has 4 Credits (4.65%).

Guidelines for choice of specialization in 2nd year MSW:

The Department/ College shall provide choice to the students to opt specialization in 3rd and 4th semester. The choice of the students may be obtained by the end of the second semester. The student list of the selected specialization by the student has to be communicated to the Chairman, Department of Social Work Mangalore University before the commencement of the 3rd semester.

Concurrent Field Work Practicum

A distinctive feature of instructional programme in Social Work is the emphasis laid on Social Work Practicum. Concurrent Field Work Practicum means two continuous days in a week is set aside for field work practicum. Students are required to go to specified field work agency assigned to them by the Department/College to do their field work practicum.

In the first two semesters the students should be placed to gain basic knowledge of social work practice and learn the aspect pertaining to working with clients at individual intra-group community and organizational level.

In the next two semester (IIIrd & IVth semesters) the students should be placed in agencies pertaining to their respective specialization.

Scheme of Examination and Evaluation

Theory Examination:
Each Theory course shall carry a maximum of 100 marks out of which 30 marks shall be for internal assessment. The remaining 70 marks shall be for University examination. University examination shall be conducted as per the rules and regulations prescribed by the University.

Question paper for the University examination is of three hours duration shall be set as per the model given below
It will consist of ten questions from all five units, two questions from each unit. The questions from all five units should be answered by selecting one question from each unit. (14 x 5 questions = 70 marks).

Internal Assessment (Theory):
The internal assessment of 30 marks shall be based on two compulsory tests. Test papers shall be set and evaluated by the concerned teachers and shall carry 20 marks. Assignment will be conducted by the concerned teacher for 10 marks.

Assessment of Concurrent Field Work Practicum:
The internal assessment of 30 marks shall be based on the faculty supervisor assessment during the semester and evaluation report submitted to the concerned faculty supervisor.

The viva voce examination during every semester shall carry 70 marks each. It shall be conducted by a team of two examiners approved by the University. The viva voce examination will ordinarily be conducted in the University Department.

Compulsory Research Project:

1. The research project offers students an opportunity to plan a study, prepare research tools, collect data in the field, analyze the data, and write up the project under the guidance of the faculty.
2. The research project shall be based on quantitative research methods. However a mixed method approach, making use of both quantitative and qualitative data may also be permissible. The sample size for quantitative research shall be appropriate. In qualitative research method the candidate has to take minimum 10 case studies in elaborative manner. Focused Group Discussion (FGD) tool can also be adopted concentrating on at least 10 groups.
3. A Student selects the research topic in consultation with the faculty in charge and the synopsis should be approved by the Chairman, Department of Social Work/Principal/Head of the Department.
4. A Bound copy of the research project duly signed by the Research Guide and certified by the Head of the Institution/ Chairman of the Department should be submitted to the University Department at least one week before the last working day of the IV semester.

Assessment of Research Project:
Research Project will be assessed by the internal guide for 30 marks and by 2 external examiners for 70 marks.

Block Placement (Internship):
The Block Placement (Internship) aims to provide an opportunity to experience day-to-day work in a social work setting. The learner gets involved with direct practice with the client system and with the ongoing management operations of the setting. It also enables learners to integrate learning and generate newer learning by participating in the intervention processes over a period of 4 weeks (one month) continuously, in a specific agency. Block fieldwork is provided at the end of the two-year programme, after the end of the theory and practical examinations of the fourth semester. There are 10 marks set aside for block placement in the Concurrent field work practicum. After completion of the Block Placement (internship), each student shall be required to submit a detailed report along with the attendance certificate issued by the agency to their concerned college/Department Head, and the same should be forwarded to the chairman, department of Social Work at least 3 days before the commencement of Social work Practicum IV -Concurrent field work and Block placement viva-voce Examination.

I Semester MSW

Note1: Internal assessment of Theory papers 30 mark is allocated as follows:-

- 20 marks for 2 internal assessment tests
- 10 marks for assignment.

Note2: Concurrent field work practicum:

- 20 marks for fieldwork practicum
- 10 marks are allocated for orientation programme . A separate report on orientation should be sent to the Chairman, Department of Post Graduate Studies and Research in Social Work through the Principal of the concerned college

II Semester MSW

Note1: Internal assessment of theory paper 30 mark allocated is as follows:-

- 20 marks for 2 internal assessment testes
- 10 marks for assignment.

Note 2: For field work practicum:-
Internal assessment of 30 marks is to be allocated by Faculty supervisor on the following criteria.

- 20 Marks for fieldwork practicum.
- 10 Marks for Rural / Tribal exposure camp of 7 days. (The details of place, duration along with list of student should be communicated to chairman Department of social work, Mangalore University within 10 days after the completion of the camp). Each student has to prepare a separate report based on their camp experience. This report should be produced along with the field work report during the viva voce examination.
- Students who do not attend Rural/Tribal exposure camp are not eligible to attend the field work viva voce examination.
- Field Work evaluation report should be sent to the Chairman, Department of Post Graduate Studies and Research in Social work at least one week before the commencement of theory examination.

Field work Viva voce examination:
There will be Viva Voce examination for Concurrent Field Work Practicum for 70 Marks. The Examination will be conducted by any two examiners approved by Registrar (evaluation). The examiners should go through the records to ascertain 240 hours (30 days including days for rural/ tribal camp) of concurrent field work completed within the weeks of that semester. The Field Work Dairy should bear the signature and seal of the agency where the student has done his/ her concurrent field work. In case of semesters having rural/tribal camp/ study tour a certification by the head of the Department/ Principal of the College should be enclosed.
In order to be eligible to take up the field work viva voce examination a student must have a minimum of 180 hours of field work practicum (22 days of concurrent Field Work).

III Semester MSW

In the 3rd and 4th semester a student has to select agency appropriate to their specializations i.e. for HR specialization a student should select a middle or large Industry to do their field work practicum. Students who have opted for medical and psychiatric social work have to select a large hospital offering medical and psychiatric services. Students who have opted for

Community Development specialization have to select an NGO working in development sector or in an open community affiliated to local Self Government, Corporate Social Responsibility Units (CSR). Students who have opted for Geriatric Social Work have to select hospitals or elderly institutions or old age homes, NGO working for the elderly. Students who have opted for Social Work in Addiction Counselling have to select hospitals with de-addiction centres or other de-addiction centres or Rehabilitation centres for substance abuse.

Note 1: Internal assessment of theory paper 30 mark allocated is as follows:-

- 20 marks for 2 internal assessment tests
- 10 marks for assignment.

Note 2: Concurrent field work practicum:-

- 20 Marks for fieldwork practicum
- 10 Marks for study tour. Each student has to prepare a separate report based on their study tour experience; this report should be evaluated and produced during the time of field work viva voce examination.
- Field Work evaluation report should be sent to the Chairman, Department of Post Graduate Studies and Research in Social work at least one week before the commencement of theory examination
- In the Third semester a student besides the Concurrent Field work practicum has to compulsorily attend the study tour for a period of 7days. Students who do not attend study tour are not eligible to attend the field work viva voce examination.
- Field Work evaluation report should be sent to the Chairman, Department of Post Graduate Studies and Research in Social work at least one week before the commencement of theory examination.

IV Semester MSW

Note1: Internal assessment of theory paper 30 mark allocated is as follows:-

- 20 marks for 2 internal assessment tests
- 10 marks for assignment.

Note 2: Concurrent field work practicum:-

- 20 Marks for fieldwork
- 10 Marks for Block Placement.
- Each student has to prepare a separate report of Block placement; this report should be evaluated and produced during the time of field work viva voce examination.
- Field Work evaluation report should be sent to the Chairman, Department of Post Graduate Studies and Research in Social work at least one week before the commencement of theory examination

Research Project:

1. The research project offers students an opportunity to plan a study, prepare research tools, collect data in the field, analyze the data, and write up the project under the guidance of the faculty.
2. A Student select the research topic in consultation with the faculty in charge of each specialization and report the same to the head of the institution in writing.
3. A Bound copy of the research project, duly signed by the Research Guide and principal or head of the institution should be submitted to the Chairman Department of Social Work Mangalore University on or before the last working day of the IVth semeste

I Semester MSW

Sl. No.	Type	Title of Paper	Max Marks		Total Marks	Hours per week	Credits
			IA	Sem Exam			
1	Hard core	SWH 401 Introduction to Professional Social work	30	70	100	4	4
2	Hard core	SWH 402 Working with Individuals and Groups	30	70	100	4	4
3	Hard core	SWH 403 Understanding of Indian Society	30	70	100	4	4
4	Soft core	SWS 404 Dynamics of Human Behaviour OR SWS 405 Personal and Professional Development for Social Work Practice	30	70	100	4	4
5	Hard core	SWH 406 Social Work Practicum I and Orientation to Social Work Practice	30 (10+20)	70	100	16 field work hours	4
Total			150	350	500	32	20

II Semester MSW

Sl. No.	Type	Title of Paper	Max Marks		Total Marks	Hours per week	Credits
			IA	Sem Exam			
1	Hard core	SWH 451 Social Policy and Welfare Administration	30	70	100	4	4
2	Hard core	SWH 452 Community Organization and Social Action	30	70	100	4	4
3	Hard core	SWH 453 Social Work Research and Statistics	30	70	100	4	4
4	Soft core	SWS 454 Industrial psychology OR SWS 455 Social Work with Families	30	70	100	4	4

5	Open Elective	SWE 456 Contemporary Social work Perspectives and Concerns OR SWE 457 Analysis of Indian Society	30	70	100	4	3
6	Hard core	SWH 458 Social Work Practicum II and Social Work Rural Camp	20+10=30	70	100	16 field work hours	4
Total			180	420	600	36	23

III Semester MSW

Sl. No.	**Type**	**Title of Paper**	**Marks**		**Total Marks**	**Hours per week**	**Credits**
			IA	**Sem Exam**			
1	Hard core	SWH 501 Project Planning and Management	30	70	100	4	4
2	Soft core	**Specialization I (Community Development)** SWS 502 Rural and Tribal Community Development **Specialization II (Medical and Psychiatric Social Work)** SWS 503 Medical Social Work **Specialization III (Human Resource Management)** SWS 504 Management Concepts and Corporate Social Responsibilities **Specialization IV (Geriatric Social Work)** SWS 505 Ageing and Ageism **Specialization V (Social Work in Addiction Counselling)** SWS 506 Introduction to Addiction Disorders	30	70	100	4	4
3	Soft core	**Specialization I (Community Development)** SWS 507 Management of Non-profit Organizations for Sustainable Development **Specialization II (Medical and Psychiatric Social Work)**	30	70	100	4	4

		SWS 508 Therapeutic Counselling **Specialization III (Human Resource Management)** SWS 509 Human Resource Management and Occupational Social Work **Specialization IV (Geriatric Social Work)** SWS 510 Psychosocial Aspects of Ageing **Specialization V (Social Work in Addiction Counselling)** SWS 511 Social Aspects of Addiction Disorders					
4	Soft core	SWS 512 Correctional Social Work OR SWS 513 Human Resource Training and Development	30	70		4	4
5	Open Elective	SWE 514 Disaster Management OR SWE 515 Environment and Social Action	30	70	100	4	3
6	Hard core	SWH 516 Social Work Practicum III and Study Tour	20+10=30	70	100	16 field work hours	4
Total			180	420	600	36	23

IV Semester MSW

Sl. No.	**Type**	**Title of Paper**	**Marks**		**Total Marks**	**Hours per week**	**Credits**
			IA	**Sem exam**			
1	Soft core	SWS 551 Communication Skills for Social Work Practice OR SWS 552 Juvenile Justice System in India	30	70	100	4	4
2	Soft core	**Specialization I (Community Development)** SWS 553 Urban Community Development **Specialization II (Medical and Psychiatric Social Work)**	30	70	100	4	4

		SWS 554 Psychiatric Social Work **Specialization III (Human Resource Management)** SWS 555 Labour Welfare and Industrial Legislations **Specialization IV (Geriatric Social Work)** SWS 556 Physical and Mental Health of Elderly **specialization V (Social Work in Addiction Counselling)** SWS 557 Social Work Approaches in Drug Demand Reduction					
3	Soft core	**Specialization I (Community Development)** SWS 558 Citizen Participation and Local self Governance **Specialization II (Medical and Psychiatric Social Work)** SWS 559 Community Health **Specialization III (Human Resource Management)** SWS 560 Industrial Relations and Trade Union **Specialization IV (Geriatric Social Work)** SWS 561 Geriatric Social Work **specialization V (Social Work in Addiction Counselling)** SWS 562 Addiction Counselling	30	70	100	4	4
4	Project Work	SWS 563 Research Project	30	70	100	4	4
5	Hard core	SWH 564 Social Work Practicum IV and Block Placement	20+10 =30	70	100	16 field work hours	4
Total			150	350	500	32	20

Proposed New CBCS Scheme of papers – Social Work (MSW)

Sem	Hard core			Soft core			Open electives			Project	Total
	Papers	Credits	Total	Papers	Credits	Total	Papers	Credits	Total		
I	4	4	16	1	4	4	--	--	--	--	20
II	4	4	16	1	4	4	1	3	3		23
III	2	4	08	3	4	12	1	3	3		23
IV	1	4	04	3	4	12				4	20
Total			44			32			6	4	86
			51.16%			37.20%			7%	4.65%	100%

Prof. Paul. G. Aquinas
Chairman PG BOS in Social Work
Mangalore University
Mangalagangothri

Detailed Syllabus for the MSW degree programme

I SEMESTER

Paper SWH 401: INTRODUCTION TO PROFESSIONAL SOCIAL WORK

PROGRAMME OUTCOME

Course specific Objectives:

- Understand the methods, history and evolution of social work education, Social Work Education in India.
- Develop insights into the origin and development of ideologies, approaches to social change.
- Understand rationale, goals, religious ideologies and ethics for social change.
- Understand the perceptions of people and social problems, the status of benefactors and their motives.
- Develop skills to understand social work values, ethics and professional associations.
- Understand self as a part of own environment and explore own assumptions, ideals, values to develop sensitivity towards marginalized and vulnerable groups.

Course Content:

UNIT-I

Concept and Scope of Social Work: Concept, Definition, Objectives and Functions of Social Work; Social Work as a profession and its professional attributes; Brief introduction to Methods of Social Work, Role of Professional Social Worker.

Development of Social Work Education in India: Evolution of Social Work Education, Levels of Training in Social Work Education, Domains in Social Work Education (core , supportive , elective and interdisciplinary domain); Field work and importance of field work, Field Work conference, Records and Supervision.

UNIT-II

History and Development of Social Work in India and Abroad: History of social work in UK, USA, Elizabethan Poor Law 1601.History of Social Work in India-Ancient period, medieval and Modern period. Evolution of Social Work from Charity to Professionalism. Social reform movements: Rajaram Mohan Roy, Jyothibha Pule, Savithri Bai Phule. Remedial social work, Development-oriented social work, Social activism, Human Rights Perspective.

UNIT-III

Perspective of Social Work Practice in Major Ideologies in India: Ideologies of major Religions (Hinduism- Vedic and Non-Vedic Ideologies, Christianity & Islam) Ideologies of Major Personalities, Mahathma Gandhi, Ambedkar, Swami Vivekananda, Mother Theresa and Medha Patkar; Current Ideologies - Liberalism, Neo-Liberalism, Socialism, Modernism, Post-modernism.

UNIT-IV

Values, Ethics and Professional Social Work Associations: Concept, Goals, Values, Principles, Models of Professional Social Work, International Code of Ethics, National Code of Ethics(1979), and Declaration of Ethics for social workers(1997), Role and Status of Professional Social Work Associations- NAPSWI, NASW, IFSW. Current scenario of Professional Social Work in India.

UNIT-V

Areas of Social Work Practice: Family and child Welfare, Medical and Psychiatric, Human Resource Development and Management, Correctional Social Work, Urban , Rural and Tribal Community Development , Women in Crisis, Ecology and Environment, differently abled, Working with natural disaster and displaced population, geriatric.

References:

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Harishkumar, (2004) Social Work, vol. I, II & III, Isha Books, Delhi.

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Rameshwari Devi & Ravi Prakash,(2004) Social Work Methods, Practices & Perspectives Mangal Deep Vol. 1,2,3, Jaipur.

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Louise, C. Jonson (1994) Social Work a Generalist Approach, Allyan and Baco, London.

Misra, P.D (1994) Social Work Philosophy and Methods, Inter India, New Delhi

Paper SWH 402: WORKING WITH INDIVIDUALS AND GROUPS

PROGRAMME OUTCOME

Course specific Objectives:

- Understand casework and group work as a method of social work, and appreciate its place in social work practice.
- Understand the values and principles of working with individuals and Groups.
- Develop an ability to critically analyze problems of individuals and Groups and factors affecting them.
- Enhance understanding of the basic concepts, tools and techniques in working with individuals and groups, in problem-solving and in developmental work.
- Understand the scope of social work in various settings.

Course Content:

UNIT-I

Social case work concept and Historical Perspectives: Concept, Definitions, component in case work Practice

History and Development of Social Casework in U.K., U.S.A and India - Introduction of casework as a method of social work - Concepts of adjustment and maladjustment - Philosophical assumptions and casework values; Tools and Techniques of Social case work. Case Work Report Format.

UNIT-II

Social casework Principles and Models: Principles of casework; Social Case work process

Models of casework: Supportive and modificatory model (Hamilton); Problem solving (Perlman); Crisis intervention (Rapport) models.

UNIT-III

Understanding Concepts of Social Group Work: Definition, Objectives, Scope, Purpose, Characteristics, History and Development of Social Group Work, Types of Groups in Group work Practice: Educational, Growth oriented, Remedial, Socialization, Task (committees, teams and councils), Therapeutic groups, Support groups. Stages of Group Development:

Principles and Process of Social Group work: Intake, study, analysis and assessment, negotiating contracts, treatment, evaluation, termination- Principles of social Group Work, Values of social group Work. Group Work Report Format.

Unit IV

Factors of Group Formation: Selection of members, Goal formation, Contract for work, Dynamics of Group work: Bond, Subgroups, Role, Leadership, Isolates, Scapegoats, New comer, conflicts, decision making, group control, hostility, behavior contagion,

Tools and Techniques of Group work, uses of relationships, conflict resolution, recording in Group Work

Programme Planning: concept of programme, Importance of programme in group work practice, programme planning and implementation and programme evaluation, methods of group work: brainstorming, buzz group, role play, camps, Training volunteers in social group work, , skills of group worker for group development.

UNIT-V

Social Case Work in various settings: Differentially Abled, Shelter homes; Rehabilitation centre, De-addiction, Family and child welfare settings:
Role of Case work in Hospitals, child guidance clinic, Schools, Geriatric care centres and, Case Work in Disaster affected areas and Correctional Institutions; Problems, Limitations and Challenges.
Group Work in various settings: schools, hospitals, industries, communities, Shelter homes; Rehabilitation centre, De- addiction and Geriatric care centres, Problems, Limitations and Challenges.

References:

R.K Upadyaya,(2010): Social case work- A Therapeutic approach, Rawat Publication, New Delhi

Sanjay Roy (2012): Field work in Social Work, Rawat Publication.

Robert Adams (2012): the Short Guide to Social Work, Rawat Publications, New Delhi

Ian Paylor, Fiona Measham, Hugh asher (2013): social work and Drug use, Rawat Publication, New Delhi.

Ronald W. Toseland, Robert F. Rivas 2011: An Introduction to Group work Practice, Pearson; 7 editions.

Sanjay Roy 2012: Field work in social work , Rawat Publication

Robert Adams 2012: The short guide to social work, Rawat Publication

David Capuzzi, Douglas R. Gross and Mark D. Stauffer 2010: Introduction to Group Work, Rawat Publication

Charles H. Zastrow , 2010 Rogers, Carl 1970: Social work with Groups , Rawat Publication Encounter Groups, New York, Evanston , San Francisco, London : Harper & Routledge & Kegan Paul.

Paper SWS403: UNDERSTANDING OF INDIAN SOCIETY

PROGRAMME OUTCOME

Course specific Objectives:

- To introduce the various perspectives on understanding Caste, Class, Association and Institution
- To introduce the student to the nature, extent, causes, and control of various social problems in India.
- To understand the situation and statues of women in India.
- To understand the sociological perspective for social work.
- To understand the incidence, forms, causes and consequences of social deviance, as well as social and governmental regulations towards the same.

Unit I

Indian Society Features: Concept of Society-Definition, Major Elements of Society, Features of Indian society, Community, Groups, Associations and Institutions; Social institutions: meaning, definitions and characteristics; marriage, family, religion, Caste and class system. Structural Analysis of Society, emerging trends in Indian culture, Family, Marriage, values and life styles.

Unit II

Social Problems in India

Major Social problems –Concept, Causes, Consequences and Measures :Poverty, Population growth, Illiteracy, Unemployment, Beggary, Child Labour, Caste-based Discrimination, Communalism, Corruption, Suicide, Alcoholism, Drug Abuse, Sex Work, HIV AIDS, Youth Unrest, Development and Displacement, Human Trafficking.

Unit III

Situation and Status of Women in India: Historical review of status of women in Indian society, Women in Family, religion, education, health, political, economic and legal status; situation of girl child in India; Sex determination, Female Infanticide, sex ratio, mal-nutrition, early marriage, teenage pregnancies, Women Trafficking, Dowry Death.

Unit IV

Sociological concepts for social workers

Socialization, Social control, Social Stratification, Social Change and Social Disorganization (meaning, need and importance its types). Importance of Sociological Perspectives for Social Workers in present context.

Unit V

Social Deviance and Control:

Introduction: Social Deviance, Crime, Rape-Nirbhaya Case, Domestic violence and harassment, Drug Menace, Juvenile in Conflict with Law. An introduction to IPC- Indian Penal Code, Offences related to marriage; Hindu code bill and anti-rape laws; Judiciary: Criminal Procedure Code- Outline; Role of Police, family court, Mahila adalath, National and state commissions for Women and Chidren.

References:

Ahuja, Ram. 2001. Social Problems in India. Jaipur: Rawat Publications

Giddens, Anthony. 2009. Sociology. Politi Press, Malden

Haralambos, M. 2008. Sociology themes and perspectives, 7th ed (9780007245956). Collins Educational.

Johnson H M., 2011: Sociology: A Systematic Introduction: Allied Publishers, New Delhi.

Pais, Richard (Ed.) 2008, Social Institutions and Social Change, Mangalore, Mangala Publications

Shanker, Jogan. 1994. Social Problems in India. New Delhi: Ashish Publishing House

C.N. Shankara Rao 2015: Indian Social Problems: a sociological Perspectives; S Chand Publications.

Paper SWS 404: DYNAMICS OF HUMAN BEHAVIOUR

PROGRAMME OUTCOME

Course specific Objectives:

- Understand the fundamental components of human behavior.
- Gain insight into factors contributing to development of personality.
- Understand the social bias of behavior and adjustment.
- Understand the processes of adjustment and non-adjustment and learn the various coping mechanism.

Course Contents:

UNIT-I

Nature and Scope of Human Behavior: Concept of Human Behavior; Various definitions of Psychology; motivation; Normal, abnormal, clinical, educational, industrial, experimental, developmental, child and adult psychology. Methods of Psychology, Application of psychology for social workers.

UNIT-II

Factors Influencing Human Behavior and Theories of Human Development: Heredity-concept and influence of heredity on human behavior; Environment – concept and influence of social, physical and family environment; The self and the self concept; Freud's Psycho-Sexual theory; Erickson's psycho-social theory.

UNIT-III

Psychological Processes in Behavior: Basic human needs: Physical, psychological and intellectual needs; Needs and Motives; Emotions; Perception; Intelligence; Learning and motivation; Theories of Motivation and their relevance in Social Work. Personality: Definition, nature and types of personality.

UNIT-IV

Social Biases of Behavior and Adjustment: Social perception –attitudes, prejudices, biases, stereotyping; Individuals in groups–group norms, group conformity vs. deviation; Propaganda, rumours and the social affects.

UNIT-V

Adjustment and maladjustment: Concept and factors of adjustment, Stress: concept, types of stress- frustration, conflict and pressure. Coping mechanism: task oriented and defence oriented mechanisms. Indigenous approaches: Yoga and meditation

References:

Aquinas P. G 2012: Organisational Behaviour – Concepts Realities and Challenges Excel Books New Delhi

Mishra , Braj Kumar 2008: Psychology- The study of human behavior PHI New Delhi

Afsaneh , Nahavandi 2015: Organisational Behaviour, Sage New Delhi

Berger C.R & Chaffee S.H 1987: Handbook of communication science Sage: New Delhi

Rapport , R & Rapport . R , 1980: Growing through life, Life cycle books, New York : Harper & Row , Publishers

Clifford Morgan Richard, King , John Weisz , John Schopler 2001 :Introduction to Psychology, Mcgraw Hill Education

Seifert, K.Hoffnung , et al, 2000: Life Span Development (2nd ed) New York : Houghton Mifflin Co.

Paper SWS 405: PERSONAL AND PROFESSIONAL DEVELOPMENT FOR SOCIAL WORK PRACTICE

- **PROGRAMME OUTCOME**
- **Course specific Objectives:**
- Understanding the process of self-awareness and relevance of self-awareness for personal and professional development.
- Develop practice based skills and positive life skills for competence in personal life and professional practice.
- Understand and uphold professional values and ethics.

Course Content:

Unit-I

Self and Self Awareness: Meaning, concept, significance of understanding self and factors affecting self, and reaction of self to various life situations: achievements, frustration, failure and crisis

Unit-II

Techniques of understanding self: (Intra and interpersonal) and Self Development: SWOT analysis; Johari window; Mirror reflection techniques; six thinking Hats techniques. Self Development: meaning and Concept, Use of yoga and meditation for self-development.

Unit-III

Communication: Concept, definition and principles and process of communication; Elements of effective communication; Types of communication; Barriers of communication, Public speaking: planning, preparation and presentation.

Unit-IV

Attributes of Professional Personality: Qualities and traits; professional ethics and values; Creativity; Habits; Skills; Development of professional self-concept.

Unit-V

Professional Integrity, Competence and Burnout in Professional Practice: professional knowledge, critical thinking, Acceptance of self and others, decision making, burnout- causes and impact, prevention and coping with burnout, stress management

References:

Beryl, Williams (1977): Communicating Effectively, New Delhi: Sterling Publications

Barun K Mitra 2011: Persoanality Development and soft skills , Oxford University press-New Delhi

Crispin Cross P. (1974):Interviewing and Communication, Bostan Routledge and Kegen Paul

Heun, Linda R., Heun, Richard E. (2001): Developing Skills for Human Interaction, London : Charles E. Merrill Co.

Joyce, Lishman (1994): Communication in Social Work, New York: Palgrave.

Kuppuswamy B (1961): An Introduction to social Psychology, Bombay Asia Publishing House

Mark, Doel and Shardlow, (2005): Modern Social Work Practice, England : Ashgate Publishing Ltd.

Patil, Jayant (2002): Mind, Body and Soul Management Handbook, 21st Century Life style, Pune: International Institute of Mangement research and applied Techniques

Mishra , Braj Kumar 2008: The study of Human Behavior , PHI publisher

Philip Priestley, Jasmes McGuire (1983): Learning to Help, London : Tavistock Publication Ltd.

Allan Pease. (Author), Barbara 2004: The Definitive book of body Language Manjul Publishing House Pvt. Ltd.; 1st Edition (12th impression) edition

Paper SWH 406: SOCIAL WORK PRACTICUM – I & ORIENTATION TO SOCIAL WORK PRACTICE

Orientation: Two types of orientation activities shall be organized in the first semester

I. **Social Work Orientation Visits:**

A. **Orientation in the Class Room:**

This orientation is given in the class room to share and discuss the concept of 'place of practice learning' as an integral part of the curriculum. (*i*) Requirements of working, like: days, hours, agency timings and other such details of practice learning. (*ii*) Nature and tasks of initial phase and involvement of learner and instructor in this process. (*iii*) Learner responsibility in the agency or the institution of learning. (f) Details regarding documentation of field practicum, types of records and their submission. (g) Practice learning instruction: concept of individual conference, duration of individual conference - one hour per week, concept of group conference, frequency of group conference - once a fortnight. (h) Orientation on Field work Record and work Diary. The supervisor conducts individual and group conference (15 conferences immediately after the field work practicum in that particular week itself) regularly

B. **Practical Orientation in the Field work setting:** Practical orientation is given to the students by taking them minimum of 5 agencies in the social work setting. The orientation programme should be scheduled in the first week of the first semester field work practicum.

II Concurrent Field Work Practicum: Ongoing learning of practice is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two days (or its equivalent to 16 clock hours) each week of the semester and for 28 days (224 clock hours) in the semester including the days/hours spent for orientation visits. However Individual/Group Conference and Skill laboratory workshops are mandatory.

The first semester students are placed in villages/open community or hospitals or schools or NGOs or government offices or counseling centers or welfare organizations or service organization for two consecutive semesters (first and second semester). The faculty supervisors would assist students to prepare a plan of action for the respective semester field work activities in consultation with agency supervisors.

Syllabus coverage: During the Field work Practicum the student will have to practice all the methods of social work which they studied in the classroom structure. Every week the students write a report of their activities and submit to the concerned faculty supervisor.

Field Work Practicum Activities

Sl. No	Particulars	Number of activities	Narration
1.	Rapport Building and Introduction	-	Initial assessment of the agency along with rapport building with agency supervisor/staffs
2.	Home Visits	Required to conduct group works, case works and programme	Visiting the homes in community for the field work practice.
3.	Group works	Minimum of 1 group work with 6-8 sessions.	The student must comply with the stages in group work starting with formation and ending with the termination stage
4.	Case Works	Minimum 2 case works consisting of sessions as per the requirement of the case.	The student must comply with complete process of case work.
5.	Programmes	Minimum 2 need based programmes in the agency/community	Programmes in agency/community is based on the students assessment of the felt need.

The faculty supervisors compulsorily conduct individual and group conferences (i.e, 14 conferences, immediately after the field work practicum in that particular week itself). The faculty supervisors should evaluates the field work records and affix signature. After monitoring the student has complete the stipulated hours in field work before recommending for the Final field work viva voce examination. The same should be countersigned by the Chairman of the Social Work Department/Principal of the College.

II SEMESTER

Paper SWH 451: SOCIAL POLICY AND WELFARE ADMINISTRATION

PROGRAMME OUTCOME

Course specific Objectives:

- Develop an understanding of Social policy for effective social work practice.
- Develop the capacity to develop personnel financial administration of human welfare organization.
- Understanding procedures and policies involved in establishing and maintaining social welfare organizations.

Course Content:

Unit-I

Social Policy: Definition, meaning of Social policy and social welfare policy: Trends and prospects, National policies on children. Health and education.

Unit-II

Establishment of Voluntary Organizations: Registration, different types of registration. Society, trust and co-operative society. The Society's Registration Act. 1860. Constitution and Bye laws. Rules and Procedures of registration, Non-governmental Organisation-Concept, Features, Understanding of Non-Profit Organization, Companies Act 1956, FCRA-1976; Understanding of FNGO's, MNGO's, NNGO's, INGO's , NITI Ayog and its functions.

Unit- III

Management of Human Service Organization: Human resources – executive boards committees. Professional and other staff relationship. Communication, team work, supervision. Financial resources- organizational budget. Source of finance fund raising, zero based budget. Records, audit accountability, physical resources, all activity related to acquiring, hiring and maintaining a building. Daily cleanliness and maintenance of furniture and equipment.

Unit-IV

Social Planning – Contents and Stages: Programme management –Planning overall needs, Specific needs, project formulation, eligibility criteria, evaluations procedures and records. Public relations – role of all working for the organization need for public relations accountability.

Unit-V

Administrative Structure - Administrative structure and functions of government departments in the field of public welfare, The Office of Director General for weaker sections: Department of women and child welfare, Department of Social Welfare. Practical sessions in administrative functions: Seminars on field practice agencies, administrative functions and problems.

References:

Anil Taneja (2009): Social welfare Administration in India Neha Publishers & Distributors

Anoop Kumar Bhartiya: (2009) Social Policy in India, New Royal Book Company

Madan, G.R. (2002): Indian Social Problems, Mumbai: Allied Publishers Pvt. Ltd

Mohanty, Manoranjan (2004): Class, Caste, And Gender – Readings in Indian Government and Politics, New Delhi: Sage Publication

M.K Singh (2015): Social Policy and Social welfare Administration, Vayu Education of India; First edition

Puniyani, Ram (2003): Communal Politics: Facts Versus Myths, New Delhi: Sage Publication

Sachdeva, D. R. (2000): An Introduction to Sociology, Allahabad: Kitab Mahal

Snehalathchandra (2003): NGO Management in India Kanishka Publishers

Paper SWH 452: COMMUNITY ORGANISATION AND SOCIAL ACTION

PROGRAMME OUTCOME

Course specific Objectives:

- Develop competence to undertake critical and holistic analysis of social issues & community dynamics.
- Understand the principles and elements of Community Work process with focus on subaltern groups.
- Enhance understanding of the models and strategies of Community Work Practice.
- Develop attitudes and skills required to facilitate the process of people's participation in changing their situation.

Course Content:

Unit-I

Concept of Community and Community Organization: Community- Concept, Meaning and Definitions, Types; Community Power Structure. Community Organization- Meaning, Definition, Objectives, Scope, Principles of Community Organization. **Approaches in Community Organization**-Models, Strategies and Role of Social Worker in each of the Approaches. Historical Background of Community organization. Community Organization as a method of Social work.

Unit-II

Phases & Methods of Community Organization: Phases in Community Organization. **Methods-** Planning, Education, Communication, Community participation, Collective decision making, Leadership development, Resource Mobilization, Legislative and Non-legislative promotion and co-ordination, Participatory Rural Appraisal and Rapid Rural Appraisal and their Application.

Unit-III

Skills in Community Organization: Skills: Community Interaction Skills, Information Gathering and Assimilation, Analytical Skill, communication, Skills in Listening and Responding, Training, Consultation, Negotiation, Conflict resolution, Public relations, Resource mobilization(internal and external), Organizing, Networking – Roles of Community Organizer - **Community Welfare Organization:** Nature, Types – 1) Community Council 2) Community Welfare Chest - **Community organization practice:** Rural, Urban, Tribal, Minority groups- Problems faced by Community organizer. Recording in Community Organization- Community Profiling, Process Recording, POR and SOAP.

Unit-IV

Social Action: Concepts, purpose, techniques, principles, methods and strategies. Process of Social Action; Rights based approach, **Advocacy:** Concept of advocacy as a tool; Strategies for Advocacy, Campaigning, and Lobbying; Use of media and public opinion building in advocacy; and Coalition and Network building.

Unit-V

Social Movements and Social Activist: Chipko movement, Narmada Bachao Andolan, LGBT movement, Anti-Globalization movement – **Social activist and noted Personalities:** Gandhiji, Dr. B. R. Ambedkar, Ayyankali, Anna Hazarre, Medha Patkar, Baba Amte, Bunker Roy, Narendhran Tablocker, Malala, Kailash Satyarthi, Saalu marada Thimmakka.

References:

Asthana , B.N 1976:Elements of Statistics , Allahabad : Chaitanya Publishing House

Earl Babbie 2015: The basics of social research, Rawat Publication

Allene Rubin 2010: Method of social work research , Thomson Press , India.

Bajpai 1992: Methods of social survey & Research , Kanpur , Kitab House

Blalock , Hubert , M 1972 : Social statistics Tokyo : McGraw Hill Kogakusha Ltd

Britha , Mikkelsen 1995 : Methods for Development Work & Research , New Delhi : sage Publications

Bruce . A . Chadwick , Howard . : Social Science Research Methods , New Jersey:

M Bahr , stan L Albrecht 1984 Prentice Hall Inc

Devendra , Thakur 1993 : Research Methodology in Social Sciences , New Delhi : Deep & Deep Publications

Feldman , Martha. S 1995 : Strategies for interpreting qualitative Date, New Delhi: sage Publications.

Singhe Mohan S. & etl. : Advanced Social Work Practices and Principles, 2017 Lambert Academic Publishing, Germany

Prakash M., Singhe Mohan S. etl. : Community Organisation and Social Action in 2018 Social Work, Pathway Books, New Delhi

Sheeba Joseph, Bishnu Mohan Dash : Community Organisation in Social Work Discovery Publishing House, New Delhi (2013)

Swartz Omar 1997 : Conducting socially responsible research , New Delhi : sage Publications

Young , Pauline . V 1946 : Scientific Social Surveys & Research , New York Prentice Hall

Paper SWH 453: SOCIAL WORK RESEARCH AND STATISTICS

PROGRAMME OUTCOME

Course specific Objectives:

- Understand role of research as a method of social work profession.
- Acquire research knowledge and skills to be able to undertake independent research projects.
- Become familiar with some of the basic statistical technique and their application in field of social work research and social work practice.

Course Content:

Unit-I

Introduction to Research and Social Work Research: Meaning of Research, Objectives, Scientific characteristics of research, Process of research; Types of research: Basic, Action and Applied, Quantitative and Qualitative Research. Meaning of Social Research, Basic elements: Concepts (Theory-Inductive and Deductive, Data, Variables). Social Work Research: Definition, Nature, Scope, Purposes and process.

Unit-II

Formulation of Research Problem: Sources of research problem, criteria of good research problem, defining the research problem. Developing the statement of the problem, and research questions, Review of literature, formulation of objectives. Hypothesis: Introduction, Type I Error, Type II Error, Basics of Analysis. Pilot study: purpose and uses. Research designs: meaning, definition, types of Research Design.

Unit-III

Sampling and Data Collection: Sampling-Meaning, Sampling design process, Methods and types of sampling. Tools and methods of data collection- Use of existing scales, Observation, questionnaire, and Interview schedule; Methods of data collection. Data processing: Editing, Coding, Recording, and computing the scores, Preparation of master chart. Data analysis and interpretations: techniques and types.

Unit-IV

Research report writing: Meaning, purpose Principles and types of reporting; Structure of reports, planning outline of report, editing for accuracy and neatness, standard formats for referencing, footnotes and bibliographies, preparing research abstract; Dissemination of research findings.

Application and Uses of Statistic in Social Work Research: Statistics: it's use and limitations in Social Work Research. Measures of Central Tendency: Problems on Arithmetic mean, median and mode.

Unit-V

Application of statistics in social work practice: Problems on Measures of Dispersion: Range, Quartile Deviation, Co-efficient of mean Deviation, Co-efficient of Variation, Standard Deviation; Application and uses.

Measures of Association: Problems on Positive and Negative Correlation, Pearson's Coefficient of Correlation, Partial Correlation, Rank-Difference Method of Correlation, Chi-Square Test, T- test, analysis of variance (ANOVA);

Computer Applications: Use and application of computer in Social Work research with special reference to Excel, Statistical Package for Social Sciences (SPSS).

References:

Asthana , B.N 1976 : Elements of Statistics , Allahabad : Chaitanya Publishing House

Earl Babbie 2015 The basics of social research, Rawat Publication

Allene Rubin 2010: Method of social work research ,Thomson Press , India.

Bajpai 1992: Methods of social survey & Research , Kanpur , Kitab House

Blalock , Hubert , M 1972 : Social statistics Tokyo : McGraw Hill Kogakusha Ltd

Britha , Mikkelsen 1995 : Methods for Development Work & Research , New Delhi : sage Publications

Devendra , Thakur 1993 : Research Methodology in Social Sciences , New Delhi : Deep & Deep Publications

Feldman , Martha. S 1995 : Strategies for interpreting qualitative Date, New Delhi: sage Publications.

Swartz Omar 1997 : Conducting socially responsible research , New Delhi : sage Publications

Young , Pauline . V 1946 : Scientific Social Surveys & Research , New York Prentice Hall

Paper SWS 454: INDUSTRIAL PSYCHOLOGY

PROGRAMME OUTCOME

Course specific Objectives:

- Understand role of Industrial Psychology as a tool of the social work profession.
- Acquire Psychological knowledge and skills.
- Become familiar with some of the basic Psychological technique and their application in field of social work as applicable to the Organizational / Industrial setting

Course Content

Unit – I

Introduction to Industrial Psychology: Meaning and Definition of Organizational Psychology – objectives of industrial psychology**;** Major problems of industrial psychology – Role of an Industrial Psychologist – scope and importance of Industrial Psychologist's work; The historical background of industrial / organizational psychology - The Early Years (1900 – 1916) - World War I (1917 – 1918)- Between the World Wars (1919 – 1940)- World War II (1941 – 1945) - After World War II (1946 – 1960)- 1960s and Beyond.

Unit – II

Personality: Define Personality - Understand the major determinants of Personality - Explain five theories of Personality:- Intra-psychic Theory - Type Theories - Trait Theories - Self Theory - Social Learning Theory Identify several personality characteristics and their influences on Industrial Psychology - personality measurement - Match personalities and job - Personality dimensions in Industrial and organizational psychology

Unit – III

Psychological Test: Nature of psychological test –testing standardisation –test administration –interpretation of test scores –types of tests –ability tests –aptitude tests –achievement tests –intelligent tests –personality tests –interest tests –personality inventories –projective tests –attitude and value tests –use of tests –prediction –diagnosis –research –maintenance of ethical standards –'test anxiety' vs 'test wiseness'

Unit – IV

Emotions and Emotional Intelligence: What are emotions - the characteristics of Emotions - Understand the interlinking of emotions and moods- the role of emotions - type of emotions - the categories of positive and negative emotions- the sources of emotions and moods - the relation between emotions and performance - Emotional Intelligence (EI) - the importance of Emotional intelligence - the domains of EI - the interrelationship between EI and leadership - the interrelationship between EI and conflict management - the interrelationship between EI and career success - the case for and against Emotional Intelligence as a concept.

Unit – V

Stress and well-being at work : The concept of stress - the fight-or-flight response to stress - the General Adaptation Syndrome (GAS) - The approaches to stress: The Homeostatic/ Medical Approach - Cognitive Appraisal Approach- the Person-Environment Fit Approach- The Psycho-analytic Approach. The causes and consequences of stress. Individual response to stress - the consequence of stress - the Impact of stress on Performance.- "Burnout" - the factors resulting in Burnout- Impact of Job Burnout - The methods of manageing stress - framework for preventive stress management - the various organizational techniques for stress prevention - Understand managerial implications of stress.

Reference

Michael G. Aamodt 2013 : Industrial psychology , Cengage; 7 edition

Ekman P and Davidson R. J (Eds) (1994) "The Nature of Emotions: Fundamental Questions" Oxford University Press, Oxford UK

Goleman, Daniel (1995) "Emotional Intelligence: Why It Can matte More than IQ" Bantam Books, New York.

Luft Joseph (1973) "On Human Interaction" Mayfield Publishing Company New York

Goleman, Daniel (1998) "Working With Emotional Intelligence" Bantam Books, New York.

Maddi S. R (2000) "Personality Theories: A comparative Analysis" Waveland Press, Prospective Heights IL.

Paper SWS 455: SOCIAL WORK WITH FAMILIES

PROGRAMME OUTCOME

Course specific Objectives:

- To understand the family as a social institution.
- To understand the impact of globalization on family & social system.
- To sharpen the skills, techniques & interventions required for working with family.
- To understand the governmental efforts for strengthening the families.

Course Content:

UNIT-I

Family as a social institution : Concept of family; Types of family; Functions of family; Family dynamics; power, myths, role and patriarchy in family; Concept of Marriage; Review of changing situations in marriages and marital relationship; Family and gender, equity and equality. - Displacement and disaster generated changes in the family (war, conflict, riots and natural calamities) and its implications; Vulnerability of families, marginalized families due to poverty, caste, cultural inequalities.

UNIT-II

Life span approach in understanding family: Characteristics, goals, needs, tasks and problems of each stage in the family life cycle (Evelyn Duwall and Eric Ericsson). Alternative Family and Marriage Patterns and Structures: Dual earner / career families, Single parent families, Female headed households, Childless families, Reconstituted / step families, Consensual unions, Homosexual families.

UNIT-III

The Family in the context of Social Change: Concept and characteristics of social change; Impact of migration, industrialization, urbanization, liberalization, privatization and globalization on family –changing functions, values, relationship, communication.

Quality of Life and Family: Concept of quality of life; Indicators of quality of life; Family and Millennium Goals. Family problems: causes, types; Family Assessment and family problem assessment; Methods and its implications.

UNIT-IV

Family Life Education: Concept, philosophy, goals and significance of FLE in the context of quality of life; Value education as part of FLE programme, objectives of family life education for various age groups (family life cycle and developmental stages).

Areas of family life education: Premarital preparation, marriage and married life, planned parenthood, family relationships; Communication in family; home management; Ageing and retirement, special focus on adolescent life skill training.

UNIT-V

Working With Families - interventions, techniques and skills: a) Family centred social work – problem solving approach; b) Life enrichment programmes – developmental approach; c) Programmes for family empowerment and protection of human rights; d) Efforts of government in strengthening families – Policy, Legislation and programmes; A brief review of ICDS, Micro-credit, component plan, Schemes for families, Public Distribution System, Health – Family Welfare Programme, Health Insurance.

References:

C.P. Singh 2015: Alcoholism, family and social work practice, Rawat publication

Malladt, Subbamma(1992) Hinduism and Women, Delhi: Ajanta Publications.

Mishra, Prachi(2006) Domestic Violence against Women Legal. Control and Judicial Response, New Delhi: Deep & Deep Publication, Pvt.Ltd.

Narsimhan Sakuntala(1999) Empowering Women– An alternative Strategy from Rural India, New Delhi: Sage Publications.

Naomi Neft & AnnD. Levine(1998) Where Women Stand–An International Report on the status of women in 140 Countries, New York: Random House.

Sebasti, Raj L.(1991) Quest for Gender Justice, Madras: T.R. Publications.

Sen, Ilina(1990) A space within the struggle women's participation in people's movement, Kali for Women, New Delhi.

Donald Collins 1999 Introduction to family social work, F E Peacock Publishers,

CHOICE BASED PAPER (FOR THE STUDENTS OF OTHER DISCIPLINE)

Paper SWE 456: CONTEMPORARY SOCIAL WORK PERSPECTIVES AND CONCERNS

PROGRAMME OUTCOME

Course specific Objectives:

- To understand the basic concepts of Social work
- To understand the various methods of social work
- To Know about various avenues of social work
- To study the emerging areas of social work practices

Course Content:

UNIT-I

Introduction to social work: History, evolution, concept, meaning, definition, attributes Scope; Principles of social work; Difference between social work, social service and Social welfare, Social work as a Profession.

UNIT-II

Methods of social work: Social case work- concept, meaning and principles, process, Techniques, components; **Social group work** – concept, meaning, principles, types of Groups, group dynamics, programme planning; Community organization- concept, Meaning, principles, process, scope of community work.

Social Welfare Administration: Concept, scope, principle, POSDCORB, importance of social work administration;

Social work research- concept, meaning, scope, research process, uses of social work research; Social action- concepts, principles, and application

UNIT-III

Understanding Social Problems and Social Work response: Poverty, Illiteracy, Unemployment, Malnutrition, Problems of Destitute, Aged, Widows, Orphans; civic response to social problems. Domestic violence and dowry harassment, eve teasing, sexual harassment, gender and health related issues of women, immoral trafficking of women and children, commercial sex work; child labour, Street children, School dropouts, juvenile delinquency, Street children; youth , terrorism, substance abuse and addiction, rape, sexual behaviour (HIV and AIDS, STD); policies and programmes for women, children and youth in India; Social Work response to vulnerable group (sexual minorities, lesbians, gays)

UNIT-IV

Social work in various settings: Educational institution, Industries and corporate sector, Government and Non-government organization, Health and Community setting. Social work and human rights, RTI

UNIT-V

Emerging area of social work practice: Disaster Management; children- in conflict with-Law, domestic violence, child abuse, geriatric, suicide prevention, Emerging issues related to environment: Water Conversation, Rain Water Harvesting, Watershed Management, Resettlement and Rehabilitation: People living with HIV/AIDS, war victims (refugees), displaced of natural and man-made disasters, working with differently abled.

References:

Chandu Subba Rao (2000) : Development of Weaker Sections, Rawat Publications, Jaipur

CN Shankar Rao(2005) : Sociology of Indian Society, S Chand Publications, New Delhi

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Ram Ahuja (2002): Society in India - Concepts theories & Recent trends –Rawat Publications, Jaipur

Shankar Jogan, (1992): Social Problems and Welfare in India, Ashish Publishing House, New Delhi

Shyam Sundar Shrimali, (2008): Child Development, Rawat Publications, Jaipur

Vidya Bhushan, D.R. Sachdeva (2005): Introduction to Sociology, Kitab Mahal Publishers

Paper SWE 457: ANALYSIS OF INDIAN SOCIETY

PROGRAMME OUTCOME

Course specific Objectives:

- To comprehend the basic concept of Indian society
- To understand the Social Institution in our country
- To identify the Social Changes acquiring in India and also the social problems faced

Course Content:

Unit-I

Basic Concepts: Society, Community, Institution and Association–**Social Structure:** Meaning, Elements – **Social System:** Meaning, Characteristics, Elements - **Social Groups:** Definition, Characteristics, Classifications **Socialization:** Concept, Process. **Social Institutions**: **Marriage:** Meaning, functions, types – **Family:** Meaning, Characteristics, Functions, and Types.

Unit-II

Social Institutions: Religion: Definition and functions– **Political System:** Meaning, Functions of Welfare State **Social process:** Integrative (Cooperation, Accommodation, Assimilation) and Disintegrative (Competition and Conflict) –**Communities:** Meaning, Characteristics**,** Rural, Urban and Tribal – **Social Stratification:** Meaning, Characteristics, Functions, Caste, Class –Social mobility

Unit-III

Social Control: Definition, types and Agencies of Social Control – **Social norms and social movements:** Meaning, Characteristics, Functions –**Culture:** Meaning, Characteristics, Functions – Cultural Lag – Cultural diffusion **-Social Change:** Meaning, Theories, Causes- **Social Problems:** Meaning, Characteristics, **Traditional Social Problems**: Unemployment, Beggary, Poverty, Sexual violence, Child Abuse, Untouchability, Pollution **Contemporary Social Problems:** Divorce, Corruption, Alcoholism, Terrorism, Women Harassment.

Unit-IV

Overview of Cyber Security: Confidentiality, integrity, and availability –**Threats**: malicious software (viruses, Trojans, root kits, worms, bonnets), memory exploits (buffer overflow, heap overflow, integer overflow, format string) **– Cryptography** – authentication, password system – windows security.

Unit-V

Network Security – network intrusion detection and prevention systems, **Firewalls Software Security** : Vulnerability auditing, penetration testing, sandboxing, control flow integrity – **Web Security**: User authentication – **Legal Ethical Issues**: cybercrime, intellectual property rights, copyrights, patent, trade secret, hacking and intrusion, privacy, identity Theft.

References:

Baviskar B S, Tulsi Patel (2011) Understanding Indian Society, Publisher Orient Black Swan.

Vidyabhushan and Sachdeva D.R, (2005) An Introduction to Sociology, Kitab Mahal, New Delhi.

Shankar Rao, (2006) Sociology, New Delhi, S.Chand

Madan G.R, (1993) Indian Social Problems, Allied, New Delhi.

Ahuja Rao, (1992) Social Problems in India, Rawat, Jaipur.

Dube S.W, (1990) Indian Society, National Book, New Delhi,

Memoria.C.B (1986) Social Problems and Social Disorganization in India, Kitab Mahal, Alahabd,

Chwan-Hwa (John) wu, J.David Irwin,computer networks &cyber security (2016) CRC Press.

Jeff Kramer. Nicolas Burrus, Florain Editler , Matt Parker, "Hacking the Kinect ", (2016), Technology in cation Publishers.

Matt Bishop, Computer Security Art and Science, Second Ed., Pearson/PHI,

Intoduction to Network Security: Neal Krawetz, CENGAGE Learning

Charles Pfleeger and Shai Lawrence Pfleeger, "Security in Computing" 4th Edition, Prentice hall.

Paper SWH 458: SOCIAL WORK PRACTICUM -II AND SOCIAL WORK RURAL CAMP

Concurrent Field Work Practicum: In this semester the Concurrent Field Work Practicum shall be conducted during two days a week (16) hours in a week, for 28 days (224 clock hours) in this semester excluding the hours spent for individual conference, Group Conference, and Rural camp. (Camp should be conducted during the semester for 07 days. Separate report should be submitted during the final field work viva voce examination).

In the second semester the students shall continue the Social Work Practicum/Field Work in the same agency where the Social Work Practicum/Field Work in the first semester is been practiced. But the learning objectives and skills of the candidates in this semester would be different. The faculty supervisors would assist students to prepare a plan of action for the respective semester field work activities in consultation with the agency supervisors.

Syllabus Coverage: The students are expected to practice the methods of social work such as; community organization, social action and social work research which they are studying in the classroom sessions.

Field Work activities

Sl. No	Particulars	Number of activities	Narration
1.	Rapport Building and Introduction	-	Initial assessment of the agency along with rapport building with agency supervisor/staffs
2.	Home Visits	Required to conduct group works, case works and programme	Visiting the homes in community for the field work practice.
3.	Group works	Minimum of 1 group work with 6-8 sessions.	The student must comply with the stages in group work starting with formation and ending with the termination stage
4.	Case Works	Minimum 2 case works consisting of sessions as per the requirement of the case.	The student must comply with complete process of case work.
5.	Community Profiling	Minimum 1 Community Profiling Including one Panchayath Visit and attend one Grama Sabha meeting	Brief Profiling of a Community to be studied.
6.	Programmes	Minimum 2 programmes in the agency/community	Programmes in agency/community is based on the students assessment of the felt need.

The faculty supervisors compulsorily conduct individual and group conferences (i.e, 14 conferences, immediately after the field work practicum in that particular week itself). The faculty supervisors should evaluate the field work records and affix signature. After monitoring the student has completed the stipulated hours in field work before recommending for the Final field work viva voce examination. The same should be countersigned by the Chairman of the Social Work Department/Principal of the College.

II.Rural Camp: In the second semester a Rural/Tribal residential camp of 7 days duration shall be organized by the Department/College in any suitable location which is possessing possibilities of understanding and applying social work concepts and that must provide an opportunity to students to experience community life, community dynamics, and observe the functioning of local self-government and voluntary organizations in the community. It shall be mandatory for each student to attend the camp to become eligible for appearing the viva-voce examination of concurrent field Work Practicum in that semester.

Each student is required to prepare a detailed report on the activities carried out and experience gained in the rural camp and the report has to be separately given to the Viva-voce examination Board constituted for conducting viva-voce exam for concurrent field Work Practicum. There are 10 marks allotted for the camp.

III SEMESTER

SWH 501: PROJECT PLANNING AND MANAGEMENT

PROGRAMME OUTCOME

Course specific Objectives:

- To gain the knowledge about concept, components and various types of Project Planning.
- To understand the process of Project Planning.
- To acquire the knowledge of designing Project /proposal.

Course content:

Unit-I

Project Planning: Concepts, features and components. Classification of Project. Project Cycle and Programme Spiral. Project planning and Project Management, Participatory Project Planning. Non Participatory Project Planning.

Unit-II

Process of Project Formulation: Participatory study, assessment of situation, Problem identification and Problem analysis. Cause and effect analysis, Problem statement, Stake holder analysis, General and measurable objectives. Analysis of alternative way of achieving objectives and choice of alternatives. Force field Analysis.

Unit-III

Detailed operational plan: Activities time and duration. Gantt chart. Personnel plan. Budgeting – costing and financial plan. Cost volume analysis (Break even analysis). Monitoring and participatory monitoring. Evaluation- criteria and means of evaluation. Programme Evaluation Review Techniques (PERT). PERT as a tool for monitoring and controlling projects.

Unit-IV

Logical Frame work or Project Matrix- a synthesis of project plan: Vertical logic - input, outputs, purpose and goal. Horizontal logic- narrative summary, verifiable indicators, means of verification, assumption and risk factors.

Unit-V

Designing project proposal: Project planning formats and requirements of funding organization. NGO Formation and management, Understanding of Non-profit organization (N.P.O), Funding Sources for Non-Profit Organizations.

Case studies of welfare projects on education, skill training, entrepreneurship development, empowerment of marginalized, health, disaster rehabilitation and human rights.

References:

Fields G.S : Poverty , Inequality & development , Cambridge : Cambridge University Press

Prasaanna Chandra 2014 : Projects - Planning, Analysis, Selection, Financing, Implementation and Review (English) 8th Edition

B.C.punimia 2002 : Project planning and control PERT and CPM Laxmi Publications-New Delhi

Linda S (eds) 2002 : State of the World 2002, New York : World watch Institute: & W W . Norton & Co

Mies M & Shiva Vandana 1993 : Eco feminism , New Delhi : Kali for women

Nagendra , S.P 1994 : Development & change , New Delhi : Concept Publishing Company

Rajat Acaryya & Moitra B (eds) 2001 : Effects of Globalization on Industry & Environment, New Delhi : Lancer's Books

Rao D.B (Ed) 1998 : World summit for Social development

Schuurman Frans J (ed) 2002 : Globalization & Development studies : Challenges for the 21st century ; New Delhi : Ventura

Sen, Amartya 2000: Development as freedom : New Delhi : Oxford University Press

Shurnur , Smith .P 2002 : India – Globalization & change , New Delhi : Oxford University Press

Singh R.R (Ed) 1995 : Whither Social Development ? New Delhi : ASSWI

Subramanian S (ed) 2001 : India's Development Experience : selected writings of S. Guhan , New Delhi : Oxford University Press

III SEMESTER–(SPECIALISATION– I)-(COMMUNITY DEVELOPMENT)

Paper SWS 502: RURAL AND TRIBAL COMMUNITY DEVELOPMENT

PROGRAMME OUTCOME

Course specific Objectives:

- Develop ability to study and analyze the historical and emerging trends in rural societies
- Acquire competence to critically examine the varied agencies involved and their approaches to develop and change in rural communities.
- Develop sensitivity and commitment to work among the disadvantaged rural communities.
- Acquire understanding of the strategies, skill and techniques required to facilitate participatory, sustainable and integrated development of rural community.

Course Content:

UNIT - I

Historical and current Analysis of Rural community: Rural Community concepts: Definition & Characteristics. Historical & Current analysis of Rural Community - Ancient, Medieval, Colonial & Post independence. Need for the study & blocks to understand the rural Communities. Major problems & Issues affecting rural population-Inequality, Discrimination, Human Rights violation, unemployment, lack of basic amenities, ecological degradation, land alienation, bondage, exploitation, Rural Displacement. Globalization, Structural Adjustment Policies (SAP) –Its impact on Rural Communities

UNIT – II

Approaches & Strategies in Rural Development:

The role of Ministries, Departments (central & State), panchayath bodies in ruraldevelopment.NGO interventions & its impact on rural development. Role of CBOs in rural development-A critical appraisal. Concepts, history, Ideologies of rural development. Government Policies and Programmes for sectoral development -A critical Appraisal; Sectoral development and target group programmes-The rural poor, farmers, Artisans, laborers, women, Children, SCs, unemployed, youth. Mahatma Gandhi National Rural Employment Guarantee Programme (MGNREGS) - Swarnajayanthi Gram Swarojgar Yojana / National Rural Livelihood Mission (NRLM) - Indira Awaas Yojana (IAY) - National Rural Health Mission (NRHM) - Total Sanitation Programme (TSP) - Swajaldhara - Provisions of Urban Amenities in Rural Areas (PURA) - Backward Region Grant Fund (BRGF), Case study of NIRD, CAPART, SKDRDP

UNIT – III

Concepts and Historical Analysis of Tribal community: Tribal Community Concepts: Primitive tribal groups (PTGs), Primitive vulnerable tribal groups; Definition and characteristics, Major Tribes in India. Need for the study and blocks to understand the tribal's in India. Historical and current analysis and its impact on tribal community- (Ancient, Medieval, Pre- independence & Post Independence Period) Major Problems & Issues effecting tribal Groups-Land alienation, inequality, discrimination, Forest policy, Human rights violation, Tribal dislocation, Ecological degradation, Exploitation. Tribal unrest & Tribal movements- Historical and current trends. Impact of Globalization on Tribal community.

UNIT – IV

Strategy & Approaches for Tribal development: Concepts, ideologies of tribal development, Structure & functions of tribal development mechanisms at Central, State, District, Levels and scheme and programme for tribal development. Tribal sub plan: constitutional provisions, tribal specific programmes in five year plans, legislations for tribal development, Reasons for Achievements & failure of Tribal Development Schemes. NGO intervention in tribal empowerment. Case study of VGKK Mysore

UNIT – V

Social work approaches in Rural and tribal development: Importance of Tribal studies for Social Workers; KSTRI Mysore-A case study; Community work process-PRA, RRA approaches with tribal communities, importance of Social action, models and strategies while working with tribes. The scope and role of Social workers in Sustainable Rural and Tribal Development.

References:

B K Sahu 2003 : Rural Development in India Anmol Publications New Delhi

Dr. Devath Suresh (2014). Tribal Development Through Five Year Plans in India-An Overview, The Dawn Journal Vol.3, No.1, January, 2014

J.K Das (2001), Human Rights and Indigenous Peoples. A.P.H. Publishing Corporation New Delhi.

Sahu C (2000). Encyclopaedic Profile of Indian Tribes, First Edition,

Shah, Ghanshyam(ed) 2001, Social Movements and the State, Sage Publications India, New Delhi

Sudhir, H., & Hajarimayum, Jubita (ed.). 2007. Dimensions of Social Issues in India's North East. New Delhi: Akansha Publishing House

Yadav , 2004 Encyclopaedia of Scheduled Castes and Scheduled Tribes, Anmol Publications, New Delhi

III SEMESTER-(SPECIALISATION-II)- (MPSW)

Paper SWS 503: MEDICAL SOCIAL WORK

PROGRAMME OUTCOME

Course specific Objectives:

- Develop a holistic and integrated concept of health.
- Understand the nature and development of medical social work profession.
- Develop the ability to assess and analyze health problems and related issues.
- Develop skills to handle psycho social problems associated with health.

Course Content:

Unit-I

Health: Concept, Meaning and Definition, Dimensions of health, Determinants of health, Indicators of health, Ethical principles for health care professionals, Health in India – Historical background and present status, National Health Policy-2017

Unit-II

Medical Social Work: Meaning, Definition, Need and Scope, Historical background of Medical Social Work in India and Abroad, Training in Medical Social Work, Functions of the Medical Social Worker, Formation of Medico Social Diagnosis, Team work and multi-disciplinary approach in health care, Medical Case History Performa.

Unit-III

Etiology, Symptoms, Management and Prevention of Chronic and Terminal Illness: Cardio Vascular Disease; Diabetes, Asthma, Renal Disease, Parkinson's, Alzheimer's disease, HIV/AIDS, Cancer. Psycho-social factors associated with the diseases and Role of Medical Social Worker.

Unit- IV

Area of Medical Social Work Practice: Hospitals- General Hospital, Private Hospital, Corporate Hospital, Specialized Clinics, Community Health Centres; Women in Distress, Organ Transplantation, Palliative Care, Geriatric care.

Unit-V

Legal Provisions for Protection of Women and Children: The Criminal Law (Amendment) Act, 2013 (Nirbhaya Act), MTP Act 2019, Protection of Women from Domestic Violence Act 2005, POCSO Act 2012, JJ Act 2015, Handling of Medico-Legal cases.

References:

Sunder I. (2009) Social work Practice in Health and Medical Profession, Sarup bookPublishers Pvt. Ltd, New Delhi.

K.Park Parks Textbook of preventive and Social Medicine M/s Banarasidas Bhanot Publishers Jabalpur.

Herbert Heweitt stroup (2008) Social Work- An Introduction to the field (2nd Ed.) Surjeet Publications, Delhi.

Bhttacharya, Sanjay (2004) Social Work: An Integrated Approach, Deep & Deep Publications Pvt. Ltd. New Delhi.

Indu Mathur & Anjay Sharma (1995) Health Hazards, Gender and Society, Rawat Publication, Jaipur

Maureen O'Loughlin & Steve O'Loughlin (2008) Social Work with Children & families, M Learning Matters Ltd. Glasgow, U.K

Rameshwari Devi & Ravi Prakash (2004) Social work Methods, Practices and Perspectives, Vol.2 & vol. 3, Mangala Deep Publishers, Jaipur

Jainendra Kumar Jha (2001) Encyclopedia of Social Work Vol.4, Anmol Publication Pvt. Ltd, New Delhi.

Rajaneesh Goel (2002) Community Health Care, Deep & Deep Publictions Pvt. Ltd. New Delhi.

K. Singh (1998) Social Work Theory & Practice, Prakashan Kendra, Lucknow.

Goel, S.L(2004) Health Care Policies and Programmes: Health care System and Management -2 Deep &Deep Publications Pvt. Ltd. New Delhi.

Goel, S.L(2007) Health Education: Theory & Practice, Deep & Deep Publications Pvt. Ltd. New Delhi.

III SEMESTER-(SPECIALISATION-III)-(HRM)

SWS 504 MANAGEMENT CONCEPTS AND CORPORATE SOCIAL RESPONSIBILITIES

PROGRAMME OUTCOME

Course specific Objectives:

- Develop an understanding about individual behavior interpersonal behavior and group dynamics within the organization.
- To Gain knowledge in manageing human behavior in organizations.
- To develop a better understanding of the "self" and professional behaviour in relation to others.
- To develop understanding about CSR/social responsibility of managers and its various dimensions in an industrial organization.

Course Content:

UNIT-I

Management: Concept ,meaning, definition, characteristics, importance and scope, process of management, management as an art as well as science, management as profession, roles, skills, qualities and problems of a manager

UNIT-II

Evolution of Management Thought: Classical Theory: Scientific Management (F.W.Taylor), Administrative Management (Henri Fayol), Bureaucratic Theory (Max Weber);

Neo- Classical Theory: Human Relations Approach (Elton Mayo), Behavioural Approach (Chris Argris, Douglas McGregor, M P Follet, Abraham Maslow)

New Management theory: System Approach (open/closed/synergy/entropy), Management Science Approach, Contingency Approach.

UNIT-III

Functions of Management: Planning and forecasting: meaning, nature, importance, steps and types, organizing: meaning and importance, staffing: meaning and importance, directing: meaning and factors (leadership, communication, motivation and supervision) and importance, coordinating: meaning, nature, types, techniques and importance, controlling: meaning, steps, types, areas, benefits, and essentials of effective control system, recording and reporting: meaning types and importance, budgeting: meaning, types and importance, decision making: meaning, process, and guidelines for effective decision making.

UNIT-IV

Corporate Social Responsibility – Meaning, definition and scope of CSR – Evolution of CSR – a moral argument for CSR – a rational argument for CSR – an economic argument for CSR - strategic context of CSR – Carroll's Model of CSR (Pyramid of CSR) – Globalization and CSR

UNIT- V

Designing a CSR policy – Factors influencing CSR policy – Manageing CSR in an organization- Tools of CSR – Business Benefits of CSR- Role of HR Professionals in CSR.

Implementing CSR – CSR in the marketplace – CSR in the workplace – CSR in the community

Reference:

Aquinas P. G: Principles of Management Anmol Publishing House New Delhi

Chopra. S 1989: Management of Human Resources V.K Publishing House

Harnold Kootz & Heiz Wehrich 1998: Essentials of Management , Tata McGraw Hill

Mabey C & Sealama G 1995: Strategic Human Resource Management , Oxford ; Blackbell

Monappa Arun & Saiyadain Mirza. S: Personnel Management , Tata Mc Graw Hill Publishing Company Ltd

Benn & Bolton, (2011). Key concepts in corporate social responsibility. Australia: Sage Publications Ltd.

Bradshaw, T. and D. Vogel. (1981). Corporations and their critics: Issues and answers to the problems of corporate social responsibility. New York: McGraw Hill Book Company

Brummer, J.J. (1991). Corporate Responsibility and Legitimacy: An interdisciplinary analysis. Westport, CT: Greenwood Press.

III SEMESTER - SPECIALISATION-IV (GSW)
SWS - 505: AGEING AND AGEISM

PROGRAMME OUTCOME:

Course Specific Objectives:

- Inculcate a holistic understanding of the biological, psychological, social and economic needs and issues related to elderly.
- Understand the various dimensions, process and impact of Ageing and Ageism
- Understand and know the Impact of ageing and ageism on individual and family.
- Enhance knowledge on various age friendly programmes and services
- Understand strategies towards ageing gracefully

Course Contents:

UNIT - 1

Ageing: Concept of Ageing, Dimensions of Ageing: Chronological, biological, psychological, and social ageing, the changes and needs; Life Expectancy and Inequalities in life expectancy. Age criteria to be considered as senior citizens across world.

UNIT - II

Ageism: Definition; Stigma, stereotypes, myths and misconceptions about ageing. Factors influencing the ageism; Workplace Ageism; Reducing Ageism and Helping the elderly; Elder Abuse; programmes to prevent and deal with elder abuse.

UNIT - III

Ageing and Family Life: Emotional Complexity Relationships: Solidarity and ambivalence; Interdependence of Family Roles and Functions: Grandparents and Grandchildren, In-Law relationships; Care giving in Ageing Families: Older adults as recipients of care, Spouses as caregivers, Grandparents as custodial caregivers, Grandparents as supplemental caregivers.

UNIT - IV

Features of Age-friendly communities: Housing, Social Participation, Respect and Social Inclusion, Civic Participation and Employment, Communication and information, Community Support and Health Services, security and freedom, Outdoor spaces and building and Transportation facilities.

UNIT – V

Strategies to tackle Ageism: Happily ageing or Ageing Gracefully. Awareness creation about ageing, understanding the features of ageing brain and its impact on behaviour, Intergenerational bonding and its benefits, preparation and planning for health ageing. Prevention and management of age-associated chronic diseases (mental, neurological and substance use disorders)

Reference

LiatAyalon Clemens Tesch-Romer (ed) “Contemporary Prespectives on Ageism” Spinger Open.

Ashton Applewite (2016) “A manifesto against Agism” Helpage India

Amy J. C. Cuddy Susan T. Fiske , Jeff Greenberg (2002)Ageism: Stereotyping and Prejudice Against Older Persons A Bradford Book

Erdman B. Palmore “Ageism – Negative and Positive” Spinger Publishing Company, USA

John Macnicol (2006) Age Discrimination: An Historical and Contemporary Analysis” Cambridge University Press

Book by Todd D. Nelson (2002) The Psychology of Prejudice” Ababy Books

Diane N. Ruble, Irene Hanson Frieze, Gail Zellman, Paula B. Johnson, Jacquelynne E. Parsons (2006) Women and Sex Roles: A Social Psychological Perspective

B. Blytheway, (1995) Ageism, Open University Press, Buckingham, UK,.

C. M. Steele, (2010) Whistling Vivaldi: And Other Clues to how Stereotypes Affect Us, W.W. Norton & Company, New York, NY, USA,.

T. D. Nelson, (Ed.,) (2002) Ageism: Stereotyping and Prejudice Against Older Persons, MIT Press, Cambridge, Mass, USA,

III SEMESTER – SPECIALISATION – V (SWAC)
SWS - 506: INTRODUCTION TO ADDICTION DISORDERS

PROGRAMME OUTCOME:

Course Specific Objectives:

- Understand the concept of addiction & the various forms
- Describe common drugs and substance abuse and behavioural addiction
- Understand the consequences of addiction
- Know the Impact of substance abuse disorders
- Develop understanding on Treatment and Prevention aspects of addiction

Course contents:

UNIT – I

Basic biology of addiction: Drug Use History: Commonly used Psychotropic Substance Alcohol, opium, cocaine, marijuana, Sedatives & Hypnotics, Inhalants (Eg., Volatile Solvents), Nicotine, Other Stimulants; Definition of Substance Abuse and Addiction; Symptoms of Addiction: According to International classification of diseases and DSM V. Different types of treatment approaches to handle addiction disorders

UNIT - II

Alcohol Dependence and Disorders: Psychiatric Disorders due to Alcohol Dependence, Symptoms, Relapse and Warning signs of relapse, Complications of Alcohol on physical, mental health, socio-occupation and family, Treatment and Rehabilitation services.

UNIT – III

Drug Dependence and Disorders: Pharmacological Classifications of Drugs, Signs and Symptoms; Legal and illegal drugs: Prescription Drug Abuse: Sedatives, Injectable drugs, and Tablets. Nicotine, Inhalants / Volatile; Opioids, Cannabis, and other substances.

UNIT - IV

Behavioural Addiction: Meaning, different types: Internet Addiction, Sex Addiction, Gambling, Video Game Addiction; Signs and symptoms of addiction, Treatment.

UNIT - V

Treatment for Addiction: Symptoms, Impact: physical and psychological dependence, Treatment Options, Rehabilitation, Prevention: Primary, Secondary and Tertiary. Agencies concerned with Alcohol-Related Problems: Alcoholic Anonymous (AA), Al-Anon, Al-Teen

Reference:

Nady el-Guebaly Giuseppe Carrà Marc Galanter (Editors) Textbook of Addiction Treatment: International Perspectives Springer USA

Leonard A. Jason, Bradley D. Olson, Karen J. Foli (2008) Rescued Lives- Oxford House Approach to Substance Abuse Taylor & Francis Inc USA

DebasishBasu P.K. Dalal Y.P.S. Balhara (Ed) (2016) Clinical practice guidelines on Newer and Emerging Addictive Disorders in India, Indian Psychiatric Society INDIA

Joyce H. Lowinson Lippincott Williams & Wilkins, (2005) Substance Abuse: A Comprehensive Textbook LippcotWillims and Wicort USA

Steven L. Jaffe (2000) Staff Manual for Adolescent Substance Abuse Intervention Workbook :Taking a First Step AMER PSYCHIATRIC PR USA

Barbara S. McCrady, Elizabeth E. Epstein (2008) Overcoming Alcohol Problems A Couples-Focused Program, Therapist Guide Oxford University Press Inc USA

Yates, Rowdy; Malloch, Margaret S (2010) Tackling addiction: pathways to recoveryJessica Kingsley Publishers

III SEMESTER–(SPECIALISATION – I)-(CD)

Paper SWS 507: MANAGEMENT OF NON-PROFIT ORGANIZATIONS FOR SUSTAINABLE DEVELOPEMNT

PROGRAMME OUTCOME

Course specific Objectives:

- To develop understanding of the evolution of administration as a science and as a method;
- To develop understanding and appreciate the utility of the administrative structures, processes and procedures in an organization;
- To acquire knowledge and skills in the use of different management techniques in human service organizations; and
- To understand policies and procedures involved in establishing and maintaining human service organizations.
- To understand theoretical understanding of development;
- To acquire knowledge of different theories, barriers and forms of development and their use in the process of social change;

Course content:

UNIT-I

Administration of Voluntary Organizations: Basic concepts-Administration, Organization, Management, Public Administration, Social Welfare Administration; NGOs as non-profit organizations involved in development work . Registration of NGO's and its importance-with Special reference to Trust Act 1882, Societies Registration Act 1860 and Companies Act 1956, FCRA-1976; Understanding of FNGO's, MNGO's, NNGO's, INGO's , NITI Ayog and its functions.

UNIT-II

Approaches to Organizational Management:

Vision, Mission and Goals in NGOs – Matching intervention paradigms with mission and vision - Translating vision and mission into action Management process: Vision, Planning, Organizing, Directing, Staffing, Coordination, Reporting and Budgeting. Executive boards, committees; communication, team work, and facilitating team building, training and supervision; Organizational climate, Human resource planning and training. Organizational Budget, Sources of finance, Fundraising, Records on Finance, Auditing.

UNIT-III

Functioning of voluntary organizations: Public Relations, Networking, Administration; writing letters, reports, conducting meetings and minutes; Social Marketing, Leadership styles suited for NGOs , Interfacing with community and community based organizations, NGO Capacity Building : Building the competencies in NGOs - Identification and Procurement of right competencies, Training and Development and Performance Appraisal. Problems and challenges for NGO's at present context.

UNIT-IV

Development Paradigm : -Concept on development, Basic Elements of Development- , Objectives of Development, Dimension of development, sustainable development Concept & strategies to achieve sustainable development. Globalization and development , Emerging Challenges in Development – Development Debate – Development vs. Displacement – Development Ethics – Inclusive Development– Development as Freedom – Changing paradigms of Development, understanding millennium development goal(MDG).

UNIT-V

Development Approach And strategies : Right to Development - UNDP Initiatives - Development Strategy: Poverty Reduction, Employment, Health - Models of Development: Quantitative Growth Approaches - Planning and Growth Strategies in India: Priorities, Target Groups, Approaches and Methods - Liberalization, Privatization and Globalization in India- Shift in Developmental Policies and Strategies- Transition from Quantitative to Qualitative Approaches: Basic Needs Approach, Sustainable Human Development Approach, Gender Development Approach, towards new paradigm of development.

References:

Brody, R. 2004 Effectively Manageing Human Service Organizations, Sage Publications

Kranti Rana: 2001, Peoples Participation and Voluntary Action, Kanishka Publishers, New Delhi

Lawani B. T.: 1999, NGOs in Development, Rawat Publications, Jaipur

Norton, M. & Culshaw, M.2000 Getting Started in Fund Raising. New Delhi: Sage Publications

Padaki, V. &Vaz, M.2004 Management Development and Non-profit Organizations, New Delhi,SAGE

Peter F. Drucker 2005 Manageing the Non-profit Organization, Harper Business; Reprint edition

PRIA (2001): Historical Background of Non-profit Sector in India, New Delhi: PRIA

Snehalath chandra (2003) NGO Management in India Kanishka Publishers

Weinbach, R.W. (2002): The Social Worker as Manager: A Practical Guide to Success

IIISEMESTER-(SPECIALISATION-II)-(MPSW)
Paper SWS-508: THERAPEUTIC COUNSELLING

PROGRAMME OUTCOME

Course specific Objectives:

- To develop an understanding of the need and the relevance of counselling as a social work approach.
- To acquire an understanding of the various theories and skills of counselling and their practical application.
- To understand the ethical issues in counselling practice.

Course Content:

Unit I

Counseling: Meaning and Definition, History and Development, Currents status of counselling, Goals of counselling, Stages of counseling, Types of counselling -individual, family and group.

Unit II

Professional Issues: Training of Counsellors, Ethical issues in Counselling, Essential qualities of a Counsellor, Skills of Counselling, Burnout among Counsellors and its prevention.

Unit III

Counselling Theories and Approaches: Client Centered Counselling-Carl Rogers, Psycho Analysis-Sigmund Freud, Cognitive Theory-Aaron Beck, Rational Emotive Behaviour Therapy- Albert Ellis, Behavioural Approach, Neuro-Linguistic Programming.

Unit IV

Special Areas of Counselling: School Counselling, Career Counselling, Counselling in Workplace, Pre-marital and Marital Counselling**,** Family Counselling, Suicide prevention Counselling.

Unit V

Emerging Areas in Counselling: Genetics and Reproductive Counselling**,** Crisis and grief Counselling**,** Victims of Child abuse Counselling, Online Counselling, Telephonic Counselling, LGBT Counselling (Lesbian, Gay, Bisexual, Transgender)

References:

Antony Yeo (1993) : Counselling- A Problem Solving Approach, APECA Publications, Goa.

Denzil Saldana (2007) : Education of Adolescents, Rawat Publications, Jaipur.

Arun M. Bachhav (2017) : Counselling: A Multidimensional Approach, Crescent Publishing Corporation, New Delhi.

Dan Montgomery (1996) : Practical Counselling Tools, Pauline Publications, U.S.A

John Antony (1995) : Skills of Counselling, Anugraha Publications, Nagercoil, Trichy.

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John Mcleod (2003) : An Introduction to Counselling (5th Ed), Rawat Publications, Jaipur

Kim Etherington (2001) : Counselling in Health Settings, Jessica Kingsley Publishers, London.

Lewis E. Patterson (2000) : The Counselling Process (5th Ed), Wordsworth Thomson learning, Australia.

Max Eggert (1999) : Perfect Counselling, Random House, United Kingdom.

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N.K. Sharma (2009) : Career Development & Counselling, Mark Publishers, Jaipur

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S. Narayan Rao (1991) : Counselling & Guidance (2nd Ed), Tata McGraw Hill Publishing Company, New Delhi

S.R. Vashist (2002) : Principles of Guidance, Anmol Publications, New Delhi

Susan Cartwright & Cary L. Cooper (1997) : Manageing Workplace Stress, Sage Publications, London

IIISEMESTER-(SPECIALISATION-III)-(HRM)

SWS 509 HUMAN RESOURCE MANAGEMENT AND OCCUPATIONAL SOCIAL WORK

PROGRAMME OUTCOME

Course specific Objectives:

- Develop skills of professionals in performance management and employees training
- Knowledge of human resource management in relation to and its intervention strategies.
- Develop knowledge of various certifications and Quality Management systems in productivity
- To understand the concept of human resource management and occupational social work
- To gain knowledge on social work orientation on corporate culture, particularly as it relates to social issues in the workplace.

Course Content:

UNIT-I

Human Resource Management: Meaning ,Concept, definition ,objectives and scope.
Human Resource Department and its functions. Manpower Planning: meaning, definitions, objectives, benefits and process .Job analysis: need, process and methods. Job description: characteristics, contents and steps. Job specification

UNIT-II

Functions of Human Resource Management: Recruitment: meaning, objectives, methods, sources and process. Selection: meaning, methods and process. Placement: meaning and process .Induction: meaning and process. Promotion: meaning, objectives, principles and bases. Transfer: meaning, objectives, principles and bases. Separation: Retirement (VRS), Superannuation & Resignation. Exit interview. Terminal benefits

UNIT-III

Wage and Salary Administration: Meaning, concept, types (Minimum Fair and Living) and methods (Piece and Time rate)of Wage payments. Factors influencing in Wage determination and components of wage. Job evaluation programme. Financial and nonfinancial incentives

UNIT- IV

Occupational social work: Meaning, scope and nature – Employee Assistance Programmes: evolution, nature, scope, philosophy, models, services, current trends and scope in India – role of social workers in the workplace.

UNIT-V

Emerging Issues and Concerns related to Occupational Social work: Concerns of construction workers, agricultural workers, child workers; Unionisation of workers- historical overview, legislations, alliances and network for organising the unorganised Specific issues and concerns of women employees, persons with disability and employees on contract basis.

Reference:

Dr. P.G. Aquinas 2005: Principles of Management Anmol publication PVT. LTD. New Delhi

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III SEMESTER - SPECIALISATION-IV (GSW)

SWS- 510: PSYCHOSOCIAL ASPECTS OF AGEING PROGRAMME OUTCOME:

Course Specific Objectives:

- Know the Indian culture and ageing
- Identify the relationship between the demographic structure and impact on ageing
- Understand different perspectives of ageing
- Develop appropriate understanding on quality of life and wellbeing of the elderly.
- Know the different policies and legislations for the elderly in India.

Course Contents:

UNIT – I

The Culture, Society and Ageing: Traditional Indian Families and Position of Elderly; Stages of life and tasks of older people in Indian Culture. Significance and influence of ethnicity on social aspects of ageing; Social changes and the affect on ageing;

UNIT - II

Perspectives of Ageing: Theories of Ageing: Disengagement theory, Activity Theory, Continuity Theory: Definitions and critical reflection of these theories to understand ageing and to promote healthy ageing in community. Understanding ageing from the perspective of Eric Erickson's Psychosocial Theory: Developmental needs of elderly as per this theory and coping strategies.

UNIT - III

Social, Psychological and Cognitive Ageing: The impact of ageing on the individual and family. Cost of self-care and caring an elderly. Later life transitions: in roles, relationships and identities; in environment, living arrangements and social participation; Cognitive abilities in later life; Factors influencing the cognitive ageing; Social isolation and Bereavement. Ageing and Individual Adjustment. The impact of Socio-economic status and gender on life style, emotional maturity, anxiety and Religiosity of the Aged; Social Adjustment: Emotional adjustment and social maturity.

UNIT - IV

Quality of life and wellbeing: Domains of the quality of life; Gender, Education, Occupation, Poverty, Resources available in the society and health care systems; Wellbeing in older people; Psychological wellbeing as a determinant of physical health at older ages; Physical illness as a determinant of impaired psychological wellbeing.

UNIT - V

Legislations, Policies and Programmes for the welfare elderly in India: The Maintenance and Welfare of Parents and Senior Citizens Act 2007: Significant Implications for the welfare of Senior Citizens in India.

Reference:

Linda K George and Kenneth F.Ferraro (2006) Handbook of Ageing and the Social Sciences, 8th edn, (eds), Academic Press/Elsevier San Diego (CA)

Barbara Bertman K.L Sharma J Denial B Kaplan (2015) "Social Work in Health and Ageing – Global Perspectives Rawat Publications

Niall Ferguson (2018)The Great Degeneration Audi Books

Dale Dannefer and Chris Phillipson (Ed) (2016) The SAGE Handbook of Social Gerontology Sage publication California USA

John Bond ,Sheila M Peace Freya Dittmann-Kohli GerbenWesterhof - Ageing in Society(THIRD ED) Sage publication California USA

Shankardass, Mala Kapur (2015) Ageing Issues and Responses in India: A SynopsisSplinger

Kaushik, Archana(2015)Addressing Marginalization Among the Elderly: A Social Work Perspective Splinger

Ambali, Anand (2016) Preventive Geriatrics—A Way Towards Active Ageing

Mathew, Biju (2018)Age-Friendly Initiatives Splinger

Gangadharan, K. R.(2017) Ageing Policies and Programmes in IndiaSplinger

Dhillon, P. K. (1992). Psycho-social aspects of Ageing in India. Concept publishing company.

III SEMESTER – SPECIALISATION - V (SWAC)
SWS – 511: SOCIAL ASPECTS OF ADDICTION DISORDERS

PROGRAMME OUTCOME:

Course Specific Objectives:

- Gain understanding on various social risk factors for addiction
- Know the Cultural influence on substance use
- Understand Social consequences of addiction
- Know the social protective factors to avoid substance abuse
- Understand the various legislations, programmes to control drug abuse in India

Course Contents:

UNIT - I

Social Risk Factors: Poverty, school dropout, Homelessness, unsafe family and neighborhood environment, peer pressure, occupational factors, vulnerable personality types, and relationship patterns.

UNIT - II

Social Cost of Addiction Disorders: Emotional Burden, Economic Burden, Relationship distress, Broken families, Domestic Violence, Increased crime rates: Crime against women, children and elderly, road accidents, marginalisation of families, social exclusion, increased corruption and antinational activities.

UNIT - III

Cultural Influence on substance use: Recreational use of alcohol, tobacco and other drugs in various cultural sub-groups in India. Protective cultural factors against substance use in India and other countries. Relevance of parental culture on children's substance use pattern.

UNIT – IV

Social Protective Factors: Education, healthy relationships, family rituals, delaying the use, handling peer pressure, skills development and job opportunities.

UNIT - V

Législations, Policies, Programmes to control drug abuse in India: Role of National Institute of Social Defence in drug abuse prevention. Programmes of UNODC in Drug Abuse prevention. The Narcotic Drugs and Psychotropic Substances Act, 1985 (NDPS Act) and its implication. Illegal trafficking of drugs and strategies to prevent it.

Reference:

Nady el-GuebalyGiuseppe CarràMarc Galanter (Editors) Textbook of Addiction Treatment: International PerspectivesSpringer USA

Louisa Degenhardt, Richard Mattick, Shane Darke (2007) Mortality amongst Illicit Drug Users- Epidemiology, Causes and Intervention Cambridge University Press UK

Steven L. Jaffe (2000) Staff Manual for Adolescent Substance Abuse Intervention Workbook : Taking a First Step AMER PSYCHIATRIC PR USA

Barbara S. McCrady, Elizabeth E. Epstein (2008) Overcoming Alcohol Problems A Couples-Focused Program, Therapist Guide Oxford University Press Inc USA

Leonard A. Jason, Bradley D. Olson, Karen J. Foli (2008) Rescued Lives- Oxford House Approach to Substance Abuse Taylor & Francis Inc USA

Joyce H. LowinsonLippincott Williams & Wilkins, (2005) Substance Abuse: A Comprehensive TextbookLippcotWillims and Wicort USA

DebasishBasu P.K. Dalal Y.P.S. Balhara (Ed) (2016) Clinical practice guidelines on Newer and Emerging Addictive Disorders in India, Indian Psychiatric Society INDIA

Richard J. Frances , Sheldon I. Miller, Avram H. Mack (Editors)Clinical Textbook of Addictive Disorders, (Third Edition) Splinger USA

Paper SWS 512: CORRECTIONAL SOCIAL WORK

PROGRAMME OUTCOME

Course specific Objectives:

- Develop understanding of the concept and philosophy of correctional social work and correctional facilities in India.
- To study the institutional and non-institutional services available in the correctional context.
- Develop practice skills in prevention, correction, aftercare and rehabilitation work in criminal justice.

Course Content:

UNIT-1

Basic concepts of correctional social work: Theories of punishment; Correctional services: concept, philosophy and changing perspectives; UN Standard Minimum Rules for Treatment of Prisoners; An overview of the development of correctional policies and laws in India.

UNIT-II

Institutional and Non-institutional Correctional Services: Origin of Prison, Prison reform movement and penal reforms in India; Structures, functions and limitations; Prisons, Open institutions, Beggar homes, Rescue homes, Short-stay homes, Protective homes, Half-way homes, De-addiction centers etc.; Health facilities in institutions; Concept and principles of Probation, Furlough and Parole; Community correction programmes: Role of police, judiciary and voluntary organizations; Role of social worker in prisons; Neighbourhood and mutual-help groups.

UNIT-III

Aftercare : Defining concepts – aftercare, rehabilitation and reintegration; Principles of aftercare; Structures and services – aftercare hostels, state homes, vocational training services and schemes for rehabilitation; Reintegration and follow up; Critique of aftercare and rehabilitation services – problems and gaps; Post-release problems and issues faced by persons in custody in relation to shelter, vocational training, livelihoods, counselling, family and community support and negative influences in society; Role of Social Worker in aftercare; Emergence of the voluntary sector – current trends in aftercare and rehabilitation.

UNIT-IV

Social Work Intervention in Correctional Setting: Application of appropriate social work methods in correctional institutions; Lack of correctional personnel; Role of social worker in probation, parole and after care; Preparation of home study reports; Community legal aid programme; Social exclusion, crime and rehabilitation; HIV/AIDS and Drug Abuse in Prisons; Social work intervention in prevention of crime and rehabilitation of prisoners; Rights based approach to rehabilitation.

UNIT-V

Social Work at Police Stations and Courts: Application of appropriate social work strategies for safeguarding the rights of under trial prisoners; Right to bail and Legal aid; Social Work with Drug Habitués; Working with children of prisoners; Prisoners' Vs. Victims' Rights; Rights of groups with Special Needs - Mentally Disturbed, Challenged or Geriatric Prisoners.

References:

Neshla(1997) Atrocities Against Women. New Delhi: Harman Publishing House.

Strang,H.,&Braithwaite,J.(2001) Restorative Justice and Civil Society. Cambridge University Press

Prayas(2002) Forced Separation: Children of Imprisoned Mothers. Mumbai: Prayas

Rao, V.(1989) Victims of Crime, Allied Publishers Ltd., New Delhi

Tandon, S.L.(1990) Probation: A New Perspective. New Delhi: Reliance Publishing

Valier,C.(2001) Theories of Crime and Punishment. Essex:

Paper SWS 513: HUMAN RESOURCE TRAINING AND DEVELOPMENT

PROGRAMME OUTCOME

Course specific Objectives:

- Develop an understanding about Training and development and Group dynamics within the organization.
- To Gain knowledge in manageing Training and development in organizations.
- To develop a better understanding of the "self" and professional behaviour in relation to Training and development
- To develop understanding about need and responsibility of managers to impart training and development in organizations

Course Content:

Unit – 1

Training and Development

Introduction to Training: Need for Training and Development – Importance of Training and Development in Organization – A systematic Approach to Training and Development – Assessment phase, training and development phase, evaluation phase, Training administration effective usage of instructions in Training.

Unit – II

Training Need Assessment and Analysis

Need Assessment and Analysis: Organizational support for need assessment, operational analysis/ organizational analysis, requirement analysis, individual analysis, motivational aspects of HED: Development Cycle; Reinforcement for behaviour – Modification, Learning Theories, Stages of Learning, Learning Principles, challenges to become learning organization, trainee readiness, trainee motivation to learn, motivational theories – McGregor's Theory X and Theory Y – Maslow's Model – ERG Theory – McClelland's Theory of needs – Herzberg's two-factory theory –

Unit III

Instructional Approach

An overview of Instructional Approach – Traditional instructional approaches, - Modern Instructional approaches – Internal Training – External Training – Training Methods – on the Job, Apprenticeship working – Mentoring. Off the job – case studies – lectures, Vestibule – sensitivity – in-basket – Role Plays, Audiovisual and other Contemporary methods – Role of Trainers – Qualities of a Good Trainers – Internal trainer vs. external Training.

Unit – IV

Training Evaluation and Measurement

Introduction to evaluation process – Introduction to Criteria Development – choosing criteria measures. The evaluation of Criteria, Evaluation, Experimental Designs, Quasi experimental design other methods of evaluation – External Training Validity – Models of Evaluation, ROI on training.

Unit – V

Career Planning and Development

Concept of career – career stages – career planning and development – need – steps in career planning – methods of career planning and development – career development actions and programs – career problems and solutions- guidelines for career management – concept and

management development – need and importance of management development, Management development process –Leader cantered techniques of management development.

Reference:

Aquinas. P.G. Human resource Mangement , Text and Cases, Vikas Publsishing house, New delhi 2010

Blachard Nick P and Thacker W James 2007 Effective Training Systems strategies and practices Prentice Hall of India New Delhi

Bukley Roger and Caple Jim 2007 The theory and Practice of Training Kongan Page Ltd London

Noe Raymond A 2008 Employee Training and Development – Tata McGraw Hill New Delhi

Drucker, Peter F 1999 Management, Harper and Collin, London

Abraham E 1988 : Alternative approaches & strategies of Human Resource Development , Rawat Publications, Jaipur

Agarwal R.D 1973 : Dynamics of Personnel Management in India Tata MacGraw Hill , Delhi

CHOICE BASED PAPER (FOR THE STUDENTS OF OTHER DISCIPLINE)

Paper SWE 514: DISASTER MANAGEMENT

PROGRAMME OUTCOME

Course specific Objectives:

- Understand key concepts, theories and approaches of disaster management with specific reference to Indian context
- Develop skills to analyze factors contributing to disaster
- Develop an understanding of the process of disaster management
- Develop an understanding of the social worker's role in the team for disaster management.

Course Content

UNIT-I

Disasters: Meaning and Concept, definition, types and impact - Famine, floods, cyclones, hurricanes, warfare, earthquake, volcanoes; traditional and modern disaster threats and care factor, classification of disasters. Models of disaster - crunch model and release model.

UNIT-II

Disaster management: Definition and concept; approaches to disaster management, importance and relevance of disaster management in the present environmental scenario, cases studies of disaster management. Disaster Management and Phases: Pre-disaster: Prevention, Preparation, education vulnerability and preparedness. Actual disaster: Contingency, short-term and long term plans, search, relief, rescue, recovery and restoration. Post disaster: Rehabilitation and commemorations.

UNIT-III

Disaster and Social Work Intervention: Scope of disaster related intervention, intervention during disaster impact stage, trauma counseling and crisis intervention, post disaster management, damage assessment and long term rehabilitation and reconstruction, networking and co-ordination between government, NGOs, donor agencies, local bodies, police, military etc.

UNIT-IV

Disaster Prevention and Preparedness: Vulnerability analysis, hazard mapping ,community based disaster preparedness programmes, training for CBDP, preparedness for post-disaster emergency response and long term rehabilitation, organization and planning, logistics; resource utilization, specialized skills and training needs; public awareness and education; first-aid training, civil defense training.

UNIT-V

Institutions and Instruments in Disaster Response: international decade for natural disaster reduction and UN resolutions, administration of relief in India -National, state, district and local levels; Disaster related legislations and policies; national and international donor agencies; NGOs, mental health institutions in disaster management and relief.

Reference:

Birnabaum, F, Coplon 1973 Crisis Intervention after Natural Disaster Social Case work Volume 54 No 9 545,551

Das Veena (ed) 1990 Mirrors of Violence, Communities, Riots and Survivors in South Asia, Delhi: Oxford University Press

Grossmann L 1973 "Train Crash: Social work and Disaster Services" Social work Volume 18 No. 5 3844

Vasta Krishna S 2001 The Bhuj Earthquake 2001, Identification of priority Issues: world Institute of Disaster Risk Management U.S.A

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Grossman. L, 1973 : " Train Crash : Social work & Disaster services". Social work , Vol. 18 , No. 5, 38-44

Hoff .A. 1978 : "People in Crisis" , understanding and helping California ; Addison Wesley . Publishing company.

Joint Assistant Center , 1980 : Natural Disaster , New Delhi : Adyatma Sadhana Kendra.

Lindomann .E. 1944 : "Symptomology and management of acute Grief". American Journal of psychiatry Vol. 101. 141-148.

Maharatna. A , 1996 : The Demography of families: An India Historical perspective OUP : Delhi.

Paper SWE 515: ENIVIRONMENT AND SOCIAL ACTION

Objectives:

- To learn the environment aspects of society and human beings
- To understand the integration of social work with ecology and environment
- To study social movements and the associations related to environment

Course Content:

Unit-I

The Concepts of Environment: Natural Resources: Renewable and non-renewable resources: Forest resources, Water resources, Mineral resources, Food resources, Energy resources, Land resources; Ecosystems-Concept of an ecosystem · Structure and function of an ecosystem · Producers, consumers and decomposers · Energy flow in the ecosystem · Ecological succession · Food chains, food webs and ecological pyramids; Biodiversity and its conservation

Unit-II

Technology and Ecological Imbalance: Technology, Industrialization, Urbanization and Globalization- their impact on Environment; Changing land use patterns and the rural society; Construction of Dams and its consequences- displacement, relocation and rehabilitation; Deforestation and Ecological Imbalance

Unit-III

Pollution and Environment: Pollution of Natural Resources- Air, Soil, Water, Energy crisis and Rural Poverty; Effects of environment on human culture, food habit, livelihood and health; Environmental awareness-role of youth, communities, NGOs and professionals, Environmental education at primary and secondary levels, Environmental education for students, Tribal, Rural and Urban people.

Unit-IV

Policies and Programmes: Environmental Legislations, National Policy of Environment preservation, Rio Summit and its implications, Government Schemes and programmes, Women and Conservation of Environment; Panchayats and Environment; International and National organizations initiatives for Environment protection.

Unit-V

Environment Protection Movements: Ecological Movements (Global level, People's initiatives to save their environment- Bhudan movement, Chipko Movement, Save forests movement, Mitti Bachao Andolan, Save Ganga Movement, Anti- Coco-cola movement in Kerala, Women's Ecological Movement, Movements against big dams-Narmada and Tehri, Eco farming-natural farming efforts), Forestation programmes and policies. Role of environmental activists: Vangari Mathai, Vandana Shiva, Medha Patkar, Sunder Lal Bahuguna and Arundhaty Roy.

Reference:

Gadgil Madhav, Ecology, Penguin Books, New Delhi.

Gadgil, Madhav and Ramchandra Guha, Ecology and Equity; the use and Abuse of Nature in Contemporary India, Penguin, Delhi, 1995.

Goldsmith, E. And Hildyard, N. (ed.) the Social and Environmental Effects of Large Dams; Vol. I-III (Overview, Case studies and Bibliography), Wadebridge Ecological Centre U.K.

Guha Ramchandra, The Unquiet woods, Ecological Change and Peasant Resistance in the Himalayas, Delhi: OUP, 1991.

Hermath S.R. Krishnan B.J., All about Convention on Biological Diversity (CBD).

Kothari, Ashish, Meera, People and Protected Areas;

Krishna, Sumi, Environmental Politics; Peoples lives and Developmental Choices, Delhi, Sage, 1996.

Mishra Anupam, Aaj bhi Khare hain Talab (in Hindi), Gandhi Peace foundation, New Delhi.

Mres Maria and Shiva Vandana, eco-feminism, Delhi, 1993.

Owen, D.F., What is Ecology, Oxford University Press Oxford, 1980.

Paranjape Vijay, Samaj Parvartana Samudaya Dharwad, Save Nilgiris Camaign, Ooty, Econet, Pune, 1996.

Paper SWH 516: SOCIAL WORK PRACTICUM – III AND STUDY TOUR

Concurrent Field Work Practicum:
In this semester the Concurrent Field Work Practicum shall be conducted during two days a week (16 clock hours in a week), for 28 days (224 clock hours) in this semester excluding the days/hours spent for observational visits, individual conference, Group Conference, and Study tour. In this semester, the learners may be placed in specialization related agencies or in communities to initiate and participate in direct service deliver. Practice learning is a vital component of the educational opportunity to be provided to the learner. The teaching learning process must be designed to help the learner to move on the mastering strategies, skills and techniques to practice social work. The faculty supervisors would assist students to prepare a plan of action (field work syllabus) for the respective semester fieldwork activities in consultation with agency supervisors. Further, faculty supervisors shall facilitate students to adopt intervention field work in collaboration with agency/development organizations. The Industry/community/Hospital/ correctional/ NGO setting shall continue for practice of field work in next semester too. The students are expected to practice the primary and secondary methods of social work in their specialized field work agencies and they also need to practice all the theories and principles, skills, professional knowledge which they studied in the classroom sessions.

Syllabus Coverage: During the placement the students are expected to learn about the vision, mission, philosophy, administration, strategies, programmes, activities, achievements and also involve with the activities of the organization to whatever extent possible. The students also undertake any assignments given to them by the agency and they may also undertake any research for the organization. Every week the students write report of their activities and submit to the concerned field work supervisor. The faculty supervisors compulsorily conduct individual and group conferences (i.e,14 conferences, immediately after the field work practicum in that particular week itself). The faculty supervisors should evaluate the field work records and affix signature. After monitoring the student has completed the stipulated hours in field work before recommending for the Final field work viva voce examination. The same should be countersigned by the Chairman of the Social Work Department/Principal of the College.

Specialization: In the 3rd semester a student has to select agency appropriate to their specializations i.e. for HR specialization a student should select a middle or large Industry to do their field work practicum. Students who have opted for medical and psychiatric social work have to select a large hospital offering medical and psychiatric services. Students who have opted for Community Development specialization have to select an NGO working in development sector or in an open community affiliated to local Self Government, Corporate Social Responsibility Units (CSR). Students who have opted for Geriatric Social Work have to select hospitals or elderly institutions or old age homes, NGO working for the elderly. Students who have opted for Social Work in Addiction Counselling have to select hospitals with de-addiction centres or other de-addiction centres or Rehabilitation centres for substance abuse.

Field work activities -III

Sl. No	Specialisation	Particulars	Narration
1.	HRM	-Study of the Organisation structure and reporting along with SWOT analysis. - Implementation of wage/salary administration -Understanding the process of Recruitment - The role of aligning HR with corporate strategy.	Understanding Organisational structure along with its strengths and weaknesses. Applying theories in to practice for understanding the functioning of wage/salary administration, recruitment and the role of HR in a corporate sector.
2.	MPSW	-Study of the structure of Hospital/Health setting pertaining to Medical discipline. -Minimum 2 Case Studies - Minimum 2 Group Therapies -Psycho-Social Activities	Initiating with institution structure where the student is placed. Building the rapport with the staffs of the institution and the clients. Applying theories in to practice by conducting the case studies and group therapies. Conducting activities to the clients.
3.	CD	-Study of the structure and functions of NGO/Community based Organisation. -Minimum 2 Case Studies - Minimum 2 Group Work -Formation of SHG's -Minimum 2 Community Programmes.	Initiating with Agency/NGO structure where the student is placed. Building the rapport with the staffs of the Agency/NGO and the community people. Applying theories in to practice by conducting the Case Work and Group Work and by forming SHG's. Programmes in Agency/community are based on the students' assessment of the felt needs.
4	GSW	-Study of the structure of Hospital/Health setting pertaining to Medical discipline. -Minimum 2 Case Studies - Minimum 2 Group Therapies -Psycho-Social Activities	Initiating with institution structure where the student is placed. Building the rapport with the staffs of the institution and the clients. Applying theories in to practice by conducting the case studies and group therapies. Conducting activities to the clients.
5	SWAC	-Study of the structure of Hospital/De-Addiction centers setting pertaining to Medical discipline. -Minimum 2 Case Studies - Minimum 2 Group Therapies -Psycho-Social Activities	Initiating with institution structure where the student is placed. Building the rapport with the staffs of the institution and the clients. Applying theories in to practice by conducting the case studies and group therapies. Conducting activities to the clients.

Study Tour: An exposure educational tour shall be organized by the Department/College in the third semester. During the study tour the students should visit 6 agencies consisting of 2 industries and 2 hospital settings and 2 NGO's working for community development. 10 marks must be set aside for tour report which should be evaluated by the tour incharge and marks to be submitted to the Chairman of the Department/Principal of the College. Every report should compulsorily contain the following:

1. A day by day report on the agencies attended
2. The observations/reflections made by the student
3. Feedback session conducted at the end of each day by the tour incharge
4. Documentary evidence in the form of photographs etc. showing the concerned student.
5. The reports should also contain an evaluation of their own inputs for planning and implementing the tour.

The tour report should bear the signature of the student/ tour incharge and counter signed by Chairman/Principal of the college.

The evaluated study tour report should present before of Final field work viva voce examination.

IV SEMESTER
Paper SWS 551: COMMUNICATION SKILLS FOR SOCIAL WORK PRACTICE

PROGRAMME OUTCOME

Course specific Objectives:

- Acquire understanding of various methods of communication and skills and competence to use the same.
- Understand and appreciate the role of communication in development
- Acquire knowledge of different forms of communication skills and their use in the process of development and social change.
- Development an ability to assess critically the utilization of communication media by the government and non – government sectors in the process of development.

Course Content:

Unit I

Communication: Concept, scope and Process of Communication. Barriers to effective communication.

Verbal communication, Qualities of an effective speech, Mastering of Effective oratory skills, academic Seminar and paper presentation skills and public speaking. Non - verbal communication and its importance.

UNIT-II

Types of Communication: Inter-personal methods of communication - workshop, demonstration, meeting, panel discussion, simulation games, case studies, role play and street theatre.

Job Interview- Characteristics of Job Interview, Job Interview Process, Techniques- Manners and etiquettes to be maintained during an interview, Sample Questions Commonly asked During Interview ; Mass media- Concept, characteristics and Relevance.

Unit III

Social work and Use Audio- Visual Aids in Communication : Audio Aids - Folk songs, music, Awareness songs and slogans, Theatre Songs.

Visual Aids - Posters, photographs, paper clippings, exhibition, flash cards and its usage in awareness building;

Use of notice boards, chalk boards, puppets, and overhead projector, LCD projector documentary shows.

Written communication - News reporting, essay writing, hand bill, pamphlets, newsletters, Concept paper. Letter drafting skills; different types of Cover letters; Guidelines of writing resume.

Unit – IV

Development communication – concept and scope – need for development communication – mass media and development communication – development communication and social work

Unit V

Information technology and social networking –: electronic media and communication- E-mails, etiquettes of e-mails, social marketing skill; search engines, video conferencing , intra net and internet , blogging , websites and twitter usage; impact of information technology on social work practice and Role of social worker.

References:

Evans D.R et Al 1979 : Essential Interviewing , A programmed Approach to Effective Communication California : Brooks Publishing Company

Fiske , John 1982 : Introduction to Communication studies London Methuen : London & New York

Flynn , Elizabeth Fabo . J.F 1972: Group Discussion as Learning Process : A source book , New York : Paulist Press

Drucker , Peter 1993 : Managing the non – profit organization Delhi : Macmillan

Fernandes , W 1989 : Voluntary Action & Government Control New Delhi : Indian Social institute.

Garain. S 1998 : Organization Effectiveness of N.G.O's Jaipur : University Book House

C S Rayudu 2000 : Communication Himalaya Publishing House Bombay

Rao V.S.P & Narayana P.S : Organization theory & behaviour , Konark Publishers Pvt. Ltd

Singh B.P & Singh A.K : Essentials of Management , Excel Books

Tripathi P.C & Reddy P.N : Principles of Management, Tata McGraw Hill Publishing Co. Ltd

Paper SWS 552: JUVENILE JUSTICE SYSTEM IN INDIA

PROGRAMME OUTCOME

Course specific Objectives:

- To gain insights into child rights and the situation of children in difficult circumstances in India.
- To study the etiology of juvenile deviance in the Indian context.
- To understand the services available for children under relevant children's legislation.
- To learn the necessary intervention skills for working with juveniles.

Course content:

UNIT-I

The Situation Analysis of children in India: Demographic characteristics-Needs and Problems of children in difficult circumstances in India-Street child, destitute, deviant child, abandoned, orphaned, sexually abused, child labour, trafficked children, calamity/Conflict affected children, Missing children, HIV-AIDS affected and infected children, tribal child, child beggar, child prostitute, children from poverty groups.

UNIT-II

Juvenile Deviance: Children in conflict with law; Over view of the Juvenile Justice Act; Etiology of juvenile deviance; various etiological factors–social, family, school, psychological, economic; Institutional and non-institutional care of children; Juvenile gangs; juvenile counselling facilities; Programme for control and prevention of juvenile deviance; Street and working children.

UNIT-III

Social Work Intervention in Juvenile Justice: Working with children: from welfare to a rights perspective; Application of appropriate social work methods in working with children in conflict with law; Working with Special Juvenile Police Units; Role of Community & Voluntary Agencies in the implementation of Juvenile Justice Act; Social investigation report;

UNIT-IV

Residential and Non-Institutional Services for Juveniles: Concept of Juvenile Justice Board; Observation Home, Special Home, Children's Home; Shelter Home; Orphanages and destitute homes; Concept of fit persons and fit institutions; Community based programmes :Adoption, foster-care, sponsorship; Child guidance ; Family counselling, Community service; Concept of group counseling ; Crisis intervention centres; Child Helplines; Repatriation and restoration;

UNIT-V

Child Rights: UN Declaration on the Rights of the Child and other international initiatives; Constitutional Provisions, National Policy for Children, National Charter for Children, National Action Plan for Children, Commissions for Protection of Child Rights and Karnataka State policy for children

References:

Bajpai,Asha(2006) Child Rights in India. New Delhi: Oxford University Press

Bhattacharya S.K.(2003) Social Defence : An Indian Perspective. New Delhi: Regency Publications

Chakrabarti,N.K.(ed.)(1999) Institutional Corrections in the Administration of Criminal Justice .New Delhi: Deep & Deep Publications

Diwan, Paras (1994) Children and Legal Protection .New Delhi: Deep & Deep Pub.

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Kumari,Ved(2004) Juvenile Justice in India: From Welfare to Rights .New Delhi: Oxford University press.

Kumari,Ved & Brooks,S.L (2004) Creative Child Advocacy. New Delhi: Sage. NIPCCD,

Pandey,Rajendra(1991): Street Children of India. Allahabad: Calugh Publications.

IV SEMESTER–(SPECIALISATION – I)-(CD)
Paper SWS 553: URBAN COMMUNITY DEVELOPMENT

PROGRAMME OUTCOME

Course specific Objectives:

- Develop understanding of factors associated with urbanization and its consequences.
- Develop a critical understanding of urban problems.
- Develop sensitivity and commitment for working with the urban poor.
- Enhance understanding of urban development and competence to handle urban problems**.**

Course Content:

UNIT - I

Concept and Theories: Urban community, Urbanism and Urbanization-concepts and characteristic. History of urbanization in India. Theories of Urbanization. Urban problems, causes and effects associated with urbanization- urban industrial syndrome, environmental pollution.

UNIT - II

Slum: Concept, nature, characteristics. Sub-culture of slums, Social change And Slums, problems of slum areas, Profile of Slums in India. Theories of slums: Stokes, Burgess, Hoyt. Slums and Social Problems.

UNIT - III

Urban Development & Urban Community Development: Concepts & Programmes Delhi pilot project- critical analysis of a planned experiment. Urban Programmes in five year plans, Historical analysis of Government programmes on urban community development, NRLM, NURM and SMART Cities, NGO initiative in urban community development and barriers to urban community development.

UNIT – IV

Strategy and services for urban development: Strategies - Infrastructure development, Service provisions, Group building and mobilization, Advocacy, campaigning, pressure groups and lobbying, networking, participatory Community appraisal techniques. Urban basic services: Housing, education, urban transport, water and sanitation solid liquid & hazardous waste management. Target group Programmes- for Urban Community development (Urban poor, Slum dwellers, Unemployed, Youth, Women, Children and Elderly)

UNIT – V

Urban local self-governance and social work intervention: Urban local governance structure: municipality/city corporation: structure & functions. Town Planning: Zoning regulation. Urban Legislations & urban development: 74th amendment, environmental laws, Legislations regarding Slum clearance & development. Role of social worker in facilitating participatory change in urban area-Scope of social work profession in Urban community Development.

References:

Aray & Abbasi (1995) Urbanisation and its Environmental Impacts Discovery pub, New Delhi

Chiranjivi J. Nirmal 2000: Human Rights in India: Historical, Social & Political perspectives New Delhi: Oxford University Press

Desai A.R & Pillai S.D (eds) 1990: Slums & Urbanization Mumbai: Popular Prakashan

Pinto R. Marina 2000: Metropolitan city governance in India

Sathpal, Puliani 2000: The Karnataka Town & Country Planning Act 1961 Bangalore: Karnataka Law Journal Publications

Stanly, Selwyn (2005) Social Problems and Issues: Perspectives for intervention, Allied Pub, New Delhi

Sudha Mohan (2005), Urban Development new localism, Rawat publication, Jaipur.

UN Habitat, (2003): The Challenges of Slums, Earthscane Publications Ltd, London

IVSEMESTER-(SPECIALISATION-II)-(MPSW)
Paper SWS-554: PSYCHIATRIC SOCIAL WORK

PROGRAMME OUTCOME

Course specific Objectives:

- To gain knowledge about the concepts of Mental Health and Psychiatric Disorders
- To develop an understanding of Psychiatric Social Work and its practice
- To develop appropriate skills and attitudes required for the practice of social work in mental health setting

Course Content:

Unit-I

Mental Health: Concept, Meaning, Definition and Components; Characteristics of a Mentally Healthy Person. **Mental Illness:** Concept, Definition and etiology, Misconception, Stigma, Discrimination and impact of Mental Illness; Classification of Mental illness and Behavioural Disorders – ICD 10.

Unit-II

Psychiatric Social Work: Historical development of Psychiatric Social Work in India and Abroad**,** Functions and Scope of Psychiatric Social Work**,** Team work and Multidisciplinary approach**,** Training of Psychiatric Social Work in India; Psychiatric History and Examination.

Unit-III

Psychiatric Disorders -Causes, Symptoms, Treatment and Management: Neurotic, stress-related and somatoform disorders; Anxiety disorder, Panic disorder, Phobic disorder, OCD, Dissociative and conversion disorder, Hypochondriacal disorder. Major Psychotic Disorder: Schizophrenia**,** Mood (affective) disorders**.** Organic Mental Disorders: Delirium and Dementia**;** Substance Abuse Disorders – Drug and Alcohol Dependence.

Unit-IV

Personality and Childhood Disorders: Subtypes of Personality disorders, and its treatment. Childhood Disorders**:** Mental Retardation**,** Pervasive Developmental Disorder, ADHD, Conduct Disorders, Habit Disorders, Behavioural and Emotional disorder in children; Role of Psychiatric Social Worker.

Unit-V

Management of Psychiatric Illness: Physical Management- ECT and Drug therapy; Psycho-Social Treatment and Rehabilitation- Meaning and Definition, Process of rehabilitation. Role of Psychiatric Social Worker - Psycho-Education, Functional Assessment, Social Skills Development, Family Focused Intervention, Day Care Centre's, Residential Care/ Half way homes, Vocational Training.

References:

Ahuja Niraj (2011): A Short Textbook of Psychiatry (7th Ed.), Jaypee Brothers Medical Publishers (P) Ltd., New Delhi.

Ratna Verma (1991): Psychiatric Social Work in India, Sage Publications, New Delhi.

Vyas J.N. & Ahuja Niraj (1999):Textbook of Postgraduate Psychiatry (2nd Ed.) Vol.1, Jaypee Brothers Medical Publishers (P) Ltd., New Delhi.

Vyas J.N. & Ahuja Niraj (1999):Textbook of Postgraduate Psychiatry (2nd Ed.) Vol.2, Jaypee Brothers Medical Publishers (P) Ltd., New Delhi.

W.H.O. (2002): ICD –10 Classification of Mental and Behavioral Disorders, A.I.T.B.S. Publishers & Distributors (Regd.), Delhi.

Mane Purnima & Katy Y. Gandevia (1993) : Mental Health in India, Tata Institute of Social Sciences, Bombay.

Delhi Law House (2000): The Mental Health Act, Delhi

Bhatia.M.S, (2001): Essentials of Psychiatry, CBS, New Delhi.

Niraj Ahuja, (1998): Introduction to Psychiatry, New Delhi.

Samson.G.Irwin, (2003): Abnormal Psychology, Prentice Hall, New Delhi.

Selamu Liranso G. & Singhe Mohan S. (2016): Mental Health Services: A Critical Review, Lambert Academic Publishing, Germany

Robert.J.Walter (1998): Psychiatry for Medical Students, Medical Publishers, Chennai

Francis, C. M. (1991): Promotion of Mental Health with Community Participation.

Mane P. & Gandevia K. (1994): Mental Health in India Issues and Concerns Tata Institute of Social Sciences, Mumbai.

IVSEMESTER-(SPECIALISATION-III)-(HRM)
SWS 555 LABOUR WELFARE AND INDUSTRIAL LEGISLATIONS

PROGRAMME OUTCOME

Course specific Objectives:

- To gain knowledge about labour legislations and labour welfare.
- To understand the legal provisions relating to labour welfare in different industries
- To gain the knowledge about concept, philosophy and evolution of labor welfare.
- To understand the components of labour welfare.
- To acquire the knowledge of modern trend in labour welfare.

Course Content:

UNIT -I

Concepts of labour welfare: Labour welfare- concept, definition, scope and objectives, theories and principles of labour welfare; development of labour welfare.

Statutory and non-statutory welfare facilities: meaning, importance, and types- facilities for washing, storing and drying clothes, shelters, restrooms, lunch rooms, canteen, crèche, first aid and appointment of welfare officer- role, function, limitation;

Non-statutory welfare facilities-meaning, importance and types: education facilities, medical facilities, recreation facilities, consumer co-operative societies and employee counselling.

New trends-flex time, moon lighting, family gathering, family tours, leave travel allowance, celebration of birthdays, marriage anniversary etc.

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013- meaning, consequences, policy, preventive steps, and guidelines

UNIT-II

Welfare Legislations: The FactoriesAct1948, The Apprentices Act 1961, The Contract Labour (Regulation and Abolition) Act 1970, The Karnataka Shops and Commercial Establishment Act1961.

UNIT-III

Industrial Relations Legislation: Trade Union Act 1926; The Industrial Disputes Act 1947, The Industrial Employment (Standing Orders) Act1946;

UNIT-IV

Wage Legislation: The Payment of Wages Act 1936; The Minimum Wages Act 1948, The Payment of Bonus Act 1956.

Holidays legislation: Weekly Holidays Act 1942, National and Festival and Holidays Act 1963

Environment Protection Related Legislation: The Environment Protection Act 1986

UNIT-V

Social Security Legislations: The Workmen's Compensation Act 1923; The Maternity Benefits Act 1961; The ESI Act 1948; The EPF and Miscellaneous Provisions Act1952; The Payment of Gratuity Act1972.

References:

Babu Sharath and Rashmi Shetty (2007) Social Justice and Labour Jurisprudence. SAGE Publication. New Delhi.

Kapoor, N.D. (1995) Hand Book of Industrial Law. Sultan chand & Company. New Delhi

Kumar, H.L. (2017). Digest of Important Labour Cases (11th Edition). New Delhi: Universal Law Publisher.

Kumar, H.L. (2016). Practices and Procedures of Labour Laws with Model Forms. New Delhi: Universal Law Publisher.

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Yadav, L.B.(ed.) (2000), Reading in Social and Labour Welfare. Institute for Sustainable Development, Lucknow

IV SEMESTER- SPECIALISATION-IV – GSW
SWS 556: PHYSICAL AND MENTAL HEALTH OF ELDERLY

PROGRAMME OUTCOME:

Course Specific Objectives:

- Study various physical communicable and terminal illness related to the elderly
- Study the mental health problems among the elderly
- Understand the psychosocial impact of health on individual and caregivers
- Know the different activities of health promotion for the elderly

Course Contents:

UNIT - I

Common Physical Health Problems: Age related degeneration, Different types of health problems (Diabetes, Hypertension, Heart Diseases, Stroke, Epilepsy and Lung Diseases) Symptoms, Treatment options and Psychosocial impact on elderly and caregivers.

UNIT - II

Communicable diseases: Viral Infections: COVID-19, SARS, HIV & AIDS, Sexually transmitted diseases. Bacterial and Fungal Infections in Elderly. Strategies to prevent communicable diseases in Elderly.

UNIT - III

Terminal Illnesses: Advanced Cancer, Advancer cardiovascular disease, chronic respiratory illness, Chronic Kidney Diseases, motor Neuron disease, Dementia (including Alzheimer), neurological diseases like Parkinson's. Psychosocial impact on individual and caregivers; End-of-Life Care.

UNIT - IV

Mental Health Problems: Depression, Anxiety disorders, Dementia, Mild Cognitive Impairment, Personality Changes secondary to other chronic health conditions, Substance use disorder. Caregivers' burden and management of burden.

UNIT - V

Health Promotion Activities: Active and Healthy Ageing; Healthy habits, Balanced Diet for Elderly, Importance of Exercise, Benefits of Yoga and Meditation. Health and social programmes targeted at vulnerable groups. Early diagnosis and prevention of illness.

Reference:

- Blytheway, (1995) Ageism, Open University Press, Buckingham, UK,.
- M. Steele, (2010) Whistling Vivaldi: And Other Clues to how Stereotypes Affect Us, W.W. Norton & Company, New York, NY, USA,.
- T. D. Nelson, (Ed.,) (2002) Ageism: Stereotyping and Prejudice Against Older Persons, MIT Press, Cambridge, Mass, USA,
- Mathew, Biju (2018)Age-Friendly Initiatives Splinger
- Gangadharan, K. R.(2017) Ageing Policies and Programmes in India Splinger
- Kaushik, Archana (2015)Addressing Marginalization Among the Elderly: A Social Work Perspective Splinger
- Ambali, Anand (2016) Preventive Geriatrics—A Way Towards Active Ageing
- Allen M Karen, Spitzer J William (2016) Social Work Practice in Health Care, Sage

IV SEMESTER – SPECIALISATION – V (SWAC)
SWS-557: SOCIAL WORK APPROACHES IN DRUG DEMAND REDUCTION

PROGRAMME OUTCOME:

Course Specific Objectives:

- Enable social workers in substance abuse prevention and prevention of behavioural addiction.
- Equip with skills to implement comprehensive rehabilitation programme for people who are affected by addiction.
- Study social work interventions for Substance abuse.
- Understand the Preventive interventions in different settings.

Course Contents:

UNIT - I

Drug free India: Historically various approaches in India for drug demand reduction. Current initiatives of Government of India for reducing demands of Drugs. Social Marketing: Approaches of Campaign against Drugs Abuse. Steps involved in developing Information, Education and Communication (IEC) materials. Social Media based campaign against substance use.

UNIT - II

Social Work Interventions: Curative Interventions: Assessment and Diagnosis, Treatment Plan, Motivational interventions, Relapse Prevention Intervention, Cognitive Behavioural interventions, Family Interventions, Group Interventions, Follow ups and collateral contacts.

UNIT - III

School Based Interventions: Preventive Interventions: Role of School counsellors, Components of School Based Awareness Programmes to prevent Drug Abuse. Characteristics of vulnerable children and individualised care for such children.

UNIT - IV

College Based Interventions: Role of College counsellors, College/University based drug abuse prevention programmes, role of peer counsellors, development of social safety net for young adults. Role of NSS and NCC volunteers in prevention of substance abuse in higher educational institutions.

UNIT - V

Community based and Workplace Interventions: Role of key stakeholders in drug abuse prevention. Strategies to identify the vulnerable communities and affected members of community. Rural and Urban Outreach Programmes, Benefits of workplace based interventions for treating addiction disorders. Models of Workplace based drug abuse prevention.

Reference:

- Elaine Ennis &Ian Brodie (2007) Continuing professional development in social work: the Scottish context. Published on Line

- David Kavanagh, Peter M. Miller (2007) Translation of Addictions Science Into Practice Elsevier Science & Technology UK.

- Sarah W. Tracy (2007) Alcoholism in America: From Reconstruction to Prohibition Johns Hopkins University Press USA

- Louisa Degenhardt, Richard Mattick, Shane Darke (2007) Mortality amongst Illicit Drug Users- Epidemiology, Causes and Intervention Cambridge University Press UK

- Steven L. Jaffe (2000) Staff Manual for Adolescent Substance Abuse Intervention Workbook :Taking a First Step AMER PSYCHIATRIC PR USA

- Barbara S. McCrady, Elizabeth E. Epstein (2008) Overcoming Alcohol Problems A Couples-Focused Program, Therapist Guide Oxford University Press Inc USA

- Leonard A. Jason, Bradley D. Olson, Karen J. Foli (2008) Rescued Lives- Oxford House Approach to Substance Abuse Taylor & Francis Inc USA

- Steven L. Jaffe (2000) Staff Manual for Adolescent Substance Abuse Intervention Workbook: Taking a First Step AMER PSYCHIATRIC PR USA

- David Richard (2008) Clinical Psychology - Assessment, Treatment, and Research Elsevier Science Publishing Co Inc USA

- Sharon C. Ekleberry (2008) Integrated Treatment for Co-Occurring Disorders Personality Disorders and Addiction Taylor & Francis Inc USA

- Hand book of Psychiatric Social Work (2007) by NIMHANS

IV SEMESTER–(SPECIALISATION – I)-(CD)
Paper SWS 558: CITIZEN PARTICIPATION & LOCAL SELF GOVERNANCE

PROGRAMME OUTCOME

Course specific Objectives:

- Recognize the key concept of citizenship, participation and government institutions.
- Develop critical understanding of the functioning of local government institutions.
- Acquire understanding of the role of social work in promoting citizen participation in governance and effective functioning of local self government institutions.

Course Content:

UNIT - I

Concept of Citizenship: Rights and duties of citizens, citizen leadership; Concept, Principles and Significance of People's Participation, Definition of the term Governance and Local Self Governance.

UNIT - II

Local Self Government Institutions: Concept and History, 73rd and 74th constitutional amendment bill.
Rural Local Self Governments: Concept, Structure, and Function.
Urban Local Self Government: Concept, Structure, and Functions.
Lokayuktha- structure and functions.

UNIT – III

Panchayat Raj Institutions in Karnataka(1993) and Recent Amendments –Structure, functions and finances. Participation of women, S.C's, S.T's, O.B.C's, in Panchayat Raj Institutions. Critique of Panchayat Raj system.

UNIT – IV

Role of Civic Society Organizations: N.G.O's, media and people based community organizations in good governance. Factors promoting and hindering civil society participation in governance. Importance of training for PRIs, Case study of ANSSIRD Mysore.

UNIT – V

Role of Social workers in promoting participatory good governance: Direct intervention- In Rural and Urban Local self Government. Mobilization and organization- roles in relation to ward committees, Grama Sabha, Children Grama Sabha, Women Grama Sabha. Use of RTI Act (2005) and Consumer forum as a tool for empowerment. (Field Visit to Grama Sabha)

References:

Chopra, Kanchan, 2002: Social capital & Development processes: Role of formal & non – formal institutions, E.P.W July 13

Dubhashi, P.R. 2000. Rural Development Administration in India. Mumbai

Goopter, M. 2001: The polities of the urban poor in early twentieth Century India, Cambridge: Cambridge University Press.

Hooja, Prakesh and Hooja Meenakshi (2007), Democratic Decentralization & Planning, Rawat Publication, Jaipur.

Kumar, Aravind (2000), Encyclopedia of Decentralized Planning and Local Self Government, New Delhi: Anmol

PRIA, 2002: Civil Society & Governance, New Delhi Society for participatory Research in India

Upadhyay S. B. (1992), Urban Planning, Printwell, Jaipur

IVSEMESTER-(SPECIALISATION-II)-(MPSW)

Paper SWS 559: COMMUNITY HEALTH

PROGRAMME OUTCOME

Course specific Objectives:

- To equip students with the basic knowledge about Community Health.
- To enhance their understanding about health provisions in India.
- To familiarize students to the concept of health education
- To develop the necessary knowledge and skills for practice of social work in community health

Course Content:

Unit-I

Community Health: Meaning and Definition, History and Development; Community health care- Concept and Meaning, Levels of Health Care, Principles of Health Care; Health system in India-at the Central, State, District and Village level.

Unit-II

Health Problems in India: Communicable Diseases- Malaria, Dengue, H1NI, Tuberculosis, Leprosy, HIV/ AIDS, Novel corona virus. Nutritional Problems- Protein energy malnutrition, Nutritional anaemia, Low birth weight, Iodine deficiency disorders; Environmental Sanitation- Solid waste management, Waste water treatment, Industrial waste treatment, Noise pollution; Medical care problems and Population problems.

Unit-III

Community Mental Health: Meaning and Definition, Preventive and Promotive measures in Community mental health; Policies and Programmes - Mental Health Care Act 2017, National Mental Health Programme. Role of Psychiatric Social Worker in Community mental health programmes,

Unit-IV

Government Initiatives in Health Care: Reproductive, Maternal, Newborn, Child and Adolescent Health (RMNCH+A)**,** NACO**,** Revised National TB Control Programme, Mission Indradhanush**,** National Tobacco Control Programme, Integrated Child Development Services, National Programme for Health Care of the Elderly.

Unit-V

Health Education: Meaning, Definition, Components and Principles of health education, Mediums of health education. Role of National and International Health Organization**-** Voluntary Health Agencies in health care.

References:

A.H. Suryakantha (2014) : Community Medicine with Recent Advances, Jaypee Brothers Medical Publishers (P) Ltd. New Delhi.

Dr. Vidya Ratan (1994) : Handbook of Preventive and Social Medicine (9th Ed.), Jaypee Brothers Medical Publishers (P) Ltd. New Delhi.

Dr. D.R. Sachdeva (2003) :Social Welfare Administration in India (4th Ed.), Kitab Mahal, New Delhi.

Delhi Law House (2000) : The Mental Health Act, Delhi.

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Goel, S.L (2007) : Health Education: Theory & Practice, Deep & Deep Publications Pvt. Ltd. New Delhi.

K. Park : Park's Textbook of Preventive and Social Medicine, M/s Banarasidas Bhanot Publishers, Jabalpur.

L Ramachandran & T Dharmalingam (1976) : Health Education, Vikas Publishing House Pvt. Ltd. New Delhi.

Ministry of Health & Family Welfare : Health Information in India, Central Bureau Health Intelligence, New Delhi.

Rajaneesh Goel (2002): Community Health Care, Deep & Deep Publications Pvt. Ltd.New Delhi.

Selamu Liranso G. & Singhe Mohan S. (2016) : Mental Health Services: A Critical Review, Lambert Academic Publishing, Germany

Y.P. Yadav (2007) : Encyclopaedia of HIV/AIDS: Problems and Control, Vol. 1 to 4, Anmol Publications Pvt. Ltd. New Delhi.

IVSEMESTER-(SPECIALISATION-III)-(HRM)
Paper SWS 560 INDUSTRIAL RELATIONS AND TRADE UNION

PROGRAMME OUTCOME

Course specific Objectives:

- To understand the concept, approaches and factors of industrial relations
- To develop the knowledge on various statutory / legal aspects
- To understand the concept of Trade Union
- To acquire interpersonal relationship and negotiation skills

Course Content:

Unit - I

Industrial relations- concept, meaning, objectives and Need; growth and development of industrial relations in India; discipline and disciplinary actions- meaning, principles, acts of misconduct, hot stove rule, types of punishments and enquiry procedures.

Unit-II

Grievance and Grievance handling procedure: Meaning, Definition, Features and Causes of Grievance and redressal procedure; Understanding Employee Grievance, Need and Essential of a sound grievance procedure, Benefit of Grievance Procedure; Grievance management in Indian Industry.

Unit III

Industrial Dispute – Meaning, Causes, and forms of dispute; Industrial Disputes Act, 1947.
Discipline – Definition-causes for indiscipline and misconducts ; Hot Stove Rule and Principles of Natural Justice, Code of Discipline in Industry , Procedure for Disciplinary Action, domestic enquiry; The Industrial Employment Standing orders Act, 1946.

Unit-IV

Trade union: Trade union- meaning, objectives, functions and structure, development of trade union in India. Major Trade Unions in India-Social responsibilities of TUs - Need for one union for one industry - The Trade Unions Act, 1926.

Unit -V

Collective bargaining – Definition and Meaning, Characteristics, Advantages and process of collective bargaining, Conditions essential for successful collective bargaining; Collective Bargaining in India-difficulties encountered in India.

Workers' Participation in Management in India- meaning, definition, objectives and forms.

Negotiations-Types of Negotiations-Problem solving attitude, Techniques of negotiation, negotiation process, essential skills for negotiation, Workers Participation in Management

Reference:

Ajay Bhola, J.N. Jain. (2009). Modern Industrial relations and Labour Laws. Regol Publications

Kothari G.M : Law Relating to Disciplinary Matters & Standing Orders , Bombay N.M Tripathi Pvt.Ltd

Jain J.N. (2009). Modern Industrial Relations and Labour Laws. New Delhi: Regal Publications

Singh, B.D. (2010). Industrial Relations and Labour Laws. New Delhi: Excel books.

Bhatia S.K. (2008). Industrial Relations and Labour Laws. New Delhi: Deep and Deep Publications.

Dewan and Sudharsan. (1996). Labour Management. New Delhi: Discovery Publishing House

IVSEMESTER- SPECIALISATION-IV – (GSW)
SWS- 561: GERIATRIC SOCIAL WORK

PROGRAMME OUTCOME:

Course Specific Objectives:

- Know the need of Geriatric Social Work in different settings
- Develop skills and knowledge to work as geriatric social worker with the elderly and their caregivers
- Imbibe policies and the role of NGOs in bringing qualitative changes in the life of the elderly.
- Develop the necessary skills and knowledge for making effective social work interventions in the field of Gerontology.
- Know and understand roles and responsibilities of geriatric social worker in different institutions for the elderly and End-of-Life care

Course Contents:

UNIT – I

Geriatric Social Work: Need and Scope; emerging areas of practice settings; Introduction to application of various Social Work Methods in Geriatric Social Work.

UNIT - II

Working with Elderly: Principles, techniques, skills, ethical aspects, and challenges. Building social support for elderly and especially for special populations such as living alone, homeless or widowed to enhance dignity, personal fulfillment, self determination.

UNIT - III

Working with Caregivers: Working with family members and caregivers, understanding caregivers' burden, building social support system for caregivers. Counselling, Crisis intervention, conflict management and mediation; Bereavement counseling, Advocacy, Assistance in navigating the bureaucracies (e.g. nursing home or homecare, grants social welfare, etc.) Training courses and caregivers support groups for family and other caregivers

UNIT - IV

Social work intervention: Case work, Group Work: Bio-psychosocial assessments of need that identify and address interconnected physical, psychological, life course and social needs; Counselling and solution focused brief therapy, Stress management, Advocacy, Support groups, skills training groups, Psychotherapeutic groups for elderly and their caregivers; Assessment of elder abuse (physical and emotional) and neglect, (including self neglect) Role of Help Age India and other prominent organisations working for the elderly; International scenario; National Policy on Older Persons, Legal and governmental welfare benefits for senior citizens in India.

UNIT - V

Working with Elderly Care Institutions: Old Age Homes, Day Care Centres, Geriatric Health Care Facilities, Senior Citizen Forums, and Dementia Care Centres; Roles and 95 responsibilities of Geriatric Social Workers. Social Work Practice in End-of-Life Care: the quality of care for older people at the end of their lives.

Reference:

- Niall Ferguson (2018)The Great Degeneration Audi Books
- Dale Dannefer and Chris Phillipson (Ed) (2016) The SAGE Handbook of Social Gerontology Sage publication California USA
- JohnBond ,Sheila M Peace Freya Dittmann-Kohli GerbenWesterhof - Ageing in Society (THIRD ED) Sage publication California USA
- Shankardass, Mala Kapur (2015) Ageing Issues and Responses in India: A Synopsis Splinger
- Linda K George and Kenneth F.Ferraro (2006) Handbook of Ageing and the Social Sciences, 8th edn, (eds), Academic Press/Elsevier San Diego (CA)
- Barbara Bertman K.L Sharma J Denial B Kaplan (2015) "Social Work in Health and Ageing – Global Perspectives Rawat Publications
- Erdman B. Palmore "Ageism – Negative and Positive" Spinger Publishing Company, USA 8.
- John Macnicol (2006) Age Discrimination: An Historical and Contemporary Analysis" Cambridge University Press Book by Todd D. Nelson (2002) The Psychology of Prejudice" Ababy Books
- Diane N. Ruble, Irene Hanson Frieze, Gail Zellman, Paula B. Johnson, Jacquelynne E. Parsons (2006) Women and Sex Roles: A Social Psychological Perspective
- Murali Desai, Siva Raju,Gerontological Social Work in India- Some Issues and Perspectives
- Richardson Virginia E, Barusch S Amanda, (2006) Gerontological Practice for the Twenty-first Century: A Social Work Perspective, Columbia University Press
- Reith Margaret, Payne Malcolm, (2009) Social Work in End-of-Life and Palliative Care

IV SEMESTER – SPECIALISATION – V (SWAC)
SWS- 562: ADDICTION COUNSELLING

PROGRAMME OUTCOME:

Course Specific Objectives:

- Develop basic drug addiction treatment counseling skills and techniques in the following areas: Client assessment, Motivational interviewing, Problem solving, Counseling skills, Relapse prevention, Dealing with lapse and relapse
- Develop an individualized management plan and provide ongoing follow-up and support
- Describe different types of counselling in various settings.
- Explain factors influencing successful drug addiction treatment

Course Contents:

UNIT – I

Individual Counselling: Principles, Skills and Techniques; Core Areas: Assessment, identification of risk and protective factors, building coping skills, stress management training and Maintaining the abstinence.

UNIT – II

Group Counselling: Principles, Skills and Techniques; Yalom's therapeutic factors of group therapy. Different types of group counselling: Professional led groups, volunteers led groups and Self Help Groups such as Alcoholic Anonymous Groups and Narcotic Anonymous Groups.

UNIT - III

Family Counselling: Impact of Addiction on Family. Co-dependence, Role of Family in recovery, and briefly theories of family therapy. Family counselling: Principles, Skills and Techniques. Application of circular questioning in family therapy. Stages and process of family counselling.

UNIT – IV

Motivational Enhancement Techniques: Stages of Motivation, Factors influencing motivation. Types of Motivation. Signs of readiness to change or quit substance abuse. Motivation Enhancement Counselling: Principles, Skills and Techniques. Application of Cognitive Behaviour Therapy (CBT) in Motivation Enhancement Counselling. Application of Person Centered Approaches in Motivation Enhancement Counselling.

UNIT - V

Relapse Prevention Counselling: Factors predicting relapse after the recovery from addiction disorders. Strategies to prevent relapse: Craving management, handling peer pressure, handling negative emotions, dealing with life events, and learning to nurture positive and healthy life style. Relapse prevention models.

Reference:

- Yates, Rowdy; Malloch, Margaret S (2010) Tackling addiction: pathways to recoveryJessica Kingsley Publishers

- Doyle Pita, Diane (2004) Addictions counselling: a practical and comprehensive guide to counselling people with addictions

- Rasmussen, Sandra (2000) Addiction treatment : theory and practice Sage Publications

- Berton, Jennifer D (2014) Ethics for addiction professionals: from principle to practice Wiley

- Herie, Marilyn; Skinner, W. J. Wayne (2014) Fundamentals of addiction: a practical guide for counsellors (4th edition) Centennial - Ashtonbee

- Dr.BhartiDimri, Dr.ManishaMinocha, Dr.MonikaAuplish (2016)Guidance And Counselling

- Radhika Soundararajan (2012) Counseling: Theory, Skills and Practice

Paper SWS: 563: RESEARCH PROJECT

Introduction:

Research skills are very important for the practice of professional social work. In addition to the theoretical input, an option is given to the students to acquire research skills by doing the work as part of their academic activity.

Objectives:

- Develop ability to conceptualize, formulate &conduct simple research projects.
- Learn to make informal assessment & judicious use of research studies & findings on a particular subject/area.
- Develop skills for use of library& documentation services for research
- Develop attitudes favorable to the judicious integration of practice, research & theory.
- Develop ability for logical reasoning & critical analysis.

Common Guideline for Research Project:

Research is a mandatory paper in IV semester, A Student shall mandatorily select a research topic in third semester itself in consultation with the faculty in charge of each specialization and/or guide and report the same to the head of the department/College Principal in writing. The topic of such research project shall be relevant to the specialization group opted by the student.

The topic of such research project shall be finalized only after the University/College approves the same. The tools of data collection should be finalized and data collection shall be completed at the end of the third semester. The student has to submit two bound copies of Research Dissertation to the Head of the Department/College Principal on or before the last working day of the IV semester in a prescribed format below. Each student shall be compulsorily supervised in their Research Project by the faculty who are eligible to guide. Each college/ university department has to prepare a list of eligible faculty members to guide the research project and get approval from the Chairman of Department of Social Work Mangalore University.

Note: A faculty is eligible to guide research projects if he/ she has:

1. A PhD in social Work/ Sociology/Business Administration
2. NET/ SLET qualification and at least 3 years of teaching experience. Or
3. At least 6 years of PG Teaching experience

Common Format of the Research Project:

Each Research Project shall consist of the following sections.

Section I: Preliminaries

Section II: Body of the Report

Section III: Annexure

Section-I: It is a formal general section and shall have the following details;

1. Title page
2. A Face sheet having details regarding the title of the study, name of the researcher with
3. Register number, name of the guide, department, and institution through which the study has been undertaken under University, year of the work.
4. Forward/Acknowledgement
5. Table of contents with Page Numbers
6. List of Tables, Charts, Graphs
7. Certification from the guide

8. Certification from the agency where study has been carried out(certificate is not compulsory in case of the topic related to the open community)

Section-II: It is a formal technical section which shall consist of the following chapters;

1. Introduction
2. Review of literature.
3. Methodology
4. Data presentation & analysis
5. Major Findings & conclusions reached suggestions or recommendations.

Section (Annexure)-III: This section shall consist of all such additional information that are not disclosed in the body of the report.

a. A copy of the tool/tools of data collection.
b. Additional statistical tables.
c. Bibliography
d. Photographs etc.

PAPER SWH 564: SOCIAL WORK PRACTICUM – IV AND BLOCK PLACEMENT

Concurrent Field Work Practicum: In this semester the Concurrent Field Work Practicum shall be continued and conducted during two days a week (16 clock hours in a week), for 28 days (224 clock hours) in this semester excluding the days/hours spent for individual conference and Group Conference. In the fourth semester the students shall continue the Social Work Practicum/Field Work in the same agency where the student has been placed for Social Work Practicum/Field Work in the third semester. But the learning objectives and skills of the students would be different. The faculty supervisors would assist students to prepare a plan of action for the respective semester field work activities in consultation with the agency supervisors. The students are expected to create an environment in the agency setting where all the social work skills and methods are to be practiced in relation to their specializations. Every week the students write a report of their activities and submit to the concerned field work supervisor. The faculty supervisors compulsorily conduct individual and group conferences (i.e, 14 conferences, immediately after the field work practicum in that particular week itself). The faculty supervisors should evaluate the field work records and affix signature, after monitoring the student has completed the stipulated hours in field work before recommending for the Final field work viva voce examination. The same should be countersigned by the Chairman of the Social Work Department/Principal of the College.

Field Work Activities-IV

Sl. No	Specialisation	Particulars	Narration
1.	HRM	-Implementation of Labour legislation. - Welfare Measures -CSR activities	Understanding labour legislation and welfare measures under taken by the organisation. Applying theory into practice for understanding the CSR activities conducted by the organisation. Role of student in conducting any CSR activity/programme by the company.
2.	MPSW	-Identification and study of various health related government interventions and psychiatric disorders. -Minimum 2 Case studies - Minimum 2 Group Therapies -Health Education/Awareness programmes.	Knowledge on various health related government interventions. In depth case study analysis and group therapy interventions with counselling techniques on physical diseases and psychiatric disorders. Education and awareness programmes on health to the open community/within the field setting. Mental health services to individuals with mental health problems.
3.	CD	-Programmes on Rural/Urban Development. -Understanding the functions of	Creating awareness by educating and advocating the society for an effective utilisation of available

		Local Self Governance (Rural and Urban). -Attend Grama Sabha/Ward Sabha - Minimum 2 Case Studies of beneficiaries of Govt. Programmes - Working with SHG -Educational/Health programmes and awareness to the community	human and material resources To ensure overall wellbeing of the community through addressing pressing problems along the principles of felt needs.
4	GSW	-Identification and study of various Senior citizen related government interventions and psychiatric disorders. -Minimum 2 Case studies - Minimum 2 Group Therapies -Health Education/Awareness programmes.	Knowledge on various Senior citizen and health related government interventions. In depth case study analysis and group therapy interventions with counselling techniques on physical diseases and psychiatric disorders. Education and awareness programmes on health to the open community/within the field setting.
5	SWAC	-Identification and study of various De-Addiction related government interventions, Substance Abuses and psychiatric disorders. -Minimum 2 Case studies - Minimum 2 Group Therapies -Health Education/Awareness programmes.	Knowledge on various health related government interventions. In depth case study analysis and group therapy interventions with counselling techniques on physical diseases and psychiatric disorders. Education and awareness programmes on health to the open community/within the field setting.

Block Placement (Internship): The Block Placement (Internship) aims to provide an opportunity to experience day-to-day work in a social work setting. The learner gets involved with direct practice with the client system and with the ongoing management operations of the setting. It also enables learners to integrate learning and generate newer learning by participating in the intervention processes over a period of 4 weeks (one month) continuously, in a specific agency. Block fieldwork is provided at the end of the two-year programme, after the end of the theory and practical examinations of the fourth semester. 10 marks set aside for internal assessment component of field work practicum IV. All the students are required to take up block placement / internship after fulfillment of that only the candidate's become eligible to take up the field work practicum IV examination. After completion of the Block Placement, each student shall be required to submit a detailed report along with the attendance certificate issued by the agency to their concerned college/Department Head.

Prof. Paul. G. Aquinas
Chairman PG BOS in Social Work
Mangalore University
Mangalagangothr

VARIOUS FORMATS ON CONCURRENT FIELD WORK PRACTICUM REPORTS

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Concurrent Field Work Practicum Certificate

MANGALORE **UNIVERSITY**

Department of Post Graduate Studies and Research in Social work
Mangalagangothri
Concurrent Field Work Practicum Certificate

MSW
I/II/III/IV Semester

Register No. :..... **Date:.....**

This is to certify that Mr./Ms.....has completed field work [practicum] Requirement prescribed for the course as MSW I/II/III/IV Semester during the academic year.....

Total No. of Field Work Days during the Semester: **(two days in a week have to be set aside for concurrent Field Work Practicum)**	
No. of Field Work days attended (including Special Field Work):	
No. of Field Work Days Absent:	
Percentage of Field Work attendance:	

Faculty Supervisor **Agency Supervisor** **Chairman**
Department of Post Graduate Studies and Research in Social Work
Mangalore University
Mangalagangothri
Principal

Department of Post Graduate Studies &Research in Social Work
Field Work Conference Report Index

SL. No.	Date	Name of Conference Report	Duration (Time)	Due Date of submission	Submitted on*	Page No.	Remarks
Total No. of Individual Conference Report							
Total No. of Group Conference Report							
Total No. Of Reports							

- For every week (two days) of field work practicum an individual/group conference should be held within the week. If a student absented herself/himself the same should be recorded against that day.

Signature of the
Chairman/Principal

Signature of the
Faculty Supervisor

Department of Post Graduate Studies &Research in Social Work
Field Work Report Index

SL. No.	Date of Field work	Name of the agency	Nature of Report	Duration (Time)	Due Date of submission	Submitted on	Page No.	Remarks

Department of Post Graduate Studies &Research in Social Work
Field Work Report Index

SL. No.	Date of Field work	Name of the agency	Nature of Report	Duration (Time)	Due Date of submission	Submitted on	Page No.	Remarks

Department of Post Graduate Studies &Research in Social Work
Field Work Report Index

SL. No.	Date of Field work	Name of the agency	Nature of Report	Duration (Time)	Due Date of submission	Submitted on	Page No.	Remarks

Total No. of Field work days		Total No. Of Log Report	
Total No. of Field work days attended		Total No. Of Detail Report	
Total No. of Field work days absent		Total No. Of Reports	
Total No. of Field work hours			

- The Index should be entered in chronological order consisting of 2 Field Work days in a week. If the Field Work day is a holiday or the student has absented himself/herself, the same should be recorded against that day.

Signature of the Agency Supervisor	Signature of the Faculty Supervisor	Signature of the Examiner-1	Signature of the Examiner-2

Department of Post Graduate Studies &Research in Social Work
Field Work Report

Name of the Agency:

Individual / Group conference No:

Date of Field work:

Due Date of Submission:

Submission Date:

Reasons for Late Submission:

Time	Particulars

Page No. Supervisor Signature

Page No. Supervisor Signature

MANGALORE UNIVERSITY

Department of Post Graduate Studies &Research in Social Work
Field Work Report (Detail Report)

Name of the Agency:

Individual / Group conference No:

Date of Field work:

Due Date of Submission:

Submission Date:

Reasons for Late Submission:

Page No. Supervisor Signature

MSW Field Work Report

Page No. Supervisor Signature

MSW Field Work Report

Page No. Supervisor Signature

MSW Field Work Report

Page No. Supervisor Signature

MSW Field Work Report

Page No. Supervisor Signature

Department of Post Graduate Studies and Research in Social Work
Field work report (Individual / Group conference)

Name of the Agency:

Individual / Group conference No:

Date of Field work:

Due Date of Submission:

Submission Date:

Reasons for Late Submission:

Page No. Supervisor Signature

Page No. Supervisor Signature

Department of Post Graduate Studies and Research in Social Work

Evaluation report

Name of the agency:

Name of the Trainee:

Name of the Co-worker:

Address of the agency:

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MSW Field Work - Evaluation Report

Page No. Supervisor Signature

MSW Field Work - Evaluation Report

Page No. Supervisor Signature

MSW Field Work - Evaluation Report

Date:

Page No:

Students Signature

Faculty Supervisor Signature