



KONGU ARTS AND SCIENCE COLLEGE (AUTONOMOUS)

ERODE - 638 107

DEPARTMENT OF SOCIAL WORK

MSW

SCHEME OF EXAMINATION - CBCS PATTERN



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

Course Code	Course	Inst.Hrs/Week	T/P	Examination Details				Course Code
				Duration in Hours	CIA	ESE	TOTAL MARKS	
SEMESTER I								
21PBCCT101	Introduction to Social Work Profession	4	T	3	50	50	100	4
21PBCCT102	Sociology for Social Work Practice	4	T	3	50	50	100	4
21PBCCT103	Psychology for Social Work Practice	4	T	3	50	50	100	4
21PBCCT104	Social Case Work	4	T	3	50	50	100	4
21PBCCT105	Social Group Work	4	T	3	50	50	100	4
21PBCCP106	Concurrent Field Work - Practical-I	16*	P	3	50	50	100	4
Total							600	24
SEMESTER II								
21PBCCT201	Working with Communities and Social Action	4	T	3	50	50	100	4
21PBCCT202	Social Welfare Administration	4	T	3	50	50	100	4
21PBCCT203	Social Work Research and Statistics	4	T	3	50	50	100	4
21PBCCT204	Legal Systems And Social Legislations In India	4	T	3	50	50	100	4
21PBCET20..	Elective-I	4	T	3	50	50	100	4
21PBCCP208	Concurrent Field Work-Practical-II(Including 1 week Rural/Tribal Camp)	16*	P	3	50	50	100	4
21PBCCV209	Summer Placement Fieldwork With External Viva-Voce#	-	V	3	-	50	50	1
Total							650	25




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SEMESTER III								
21PBCCT301	Counselling Skills for Contemporary Social Workers	4	T	3	50	50	100	4
21PBCCT302	Social Work with Persons with Disability	4	T	3	50	50	100	4
21PBCET30..	Elective – II	4	T	3	50	50	100	4
21PBCET30..	Elective –III	4	T	3	50	50	100	4
21PBCCP309	Concurrent Field Work–Practical-III	16*	P	3	50	50	100	4
	Comprehensive Online Examination	-		-	-	100	100	2
Total							600	22
SEMESTER IV								
21PBCCT401	Social Entrepreneurship and Corporate Social Responsibility	4	T	3	50	50	100	4
21PBCET40..	Elective – IV	4	T	3	50	50	100	4
21PBCET40..	Elective– V	4	T	3	50	50	100	4
21PBCCP408	Concurrent Field Work Practical-IV	16*	P	3	50	50	100	4
21PBCCV409	Research Project & Viva-Voce	4	V	3	50	50	100	4
21PBCCV410	Block Placement Field work With External Viva-voce#	-	V	3	-	50	50	1
Total							550	21

*Two full days per week of 7 hours/day duration which accounts for 14 hours/week; Besides 2 hours/week shall be allotted for individual conference to guide the students.

30 days during summer vacation after the II & IV semester Examinations respectively, the students should follow the guidelines prescribed by the department and submit are port along with the Certificate given by the agency.




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Electives from II Semester onwards Candidates can choose anyone of the following group:

LIST OF ELECTIVE COURSES			
ELECTIVE – I (Human Resource Management)	21PBCET205	A	Labour Legislation and Welfare - I
	21PBCET303	B	Labour Legislation and Welfare - II
	21PBCET306	C	Industrial Relations
	21PBCET402	D	Human Resource Management - I
	21PBCET405	E	Human Resource Management - II
ELECTIVE – II (Medical & Psychiatric Social Work)	21PBCET206	A	Community Health and Medical Social Work
	21PBCET304	B	Mental Health
	21PBCET307	C	Foundation of Psychiatry -I
	21PBCET403	D	Foundation of Psychiatry -II
	21PBCET406	E	Psychiatric Social Work Practice
ELECTIVE – III (Community Development)	21PBCET207	A	Rural and Tribal Community Development
	21PBCET305	B	Urban Community Development
	21PBCET308	C	Livelihood Promotions
	21PBCET404	D	Disaster Management
	21PBCET407	E	Management of Non – Profit Organizations

Total Marks: 2400
Total Credits: 90



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Sem	Course Code	INTRODUCTION TO SOCIAL WORK PROFESSION	Total Marks:100		Hours Per Week	Credits
I	21PBCCT101		CIA :50	ESE:50	4	4

Course Objectives:

- On successful completion of the course the students should enrich their knowledge about the concepts of Social Work, background and models of Social Work
- Social Work profession and Social Work Education in India, Fields and emerging areas of Social Work.

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Gain knowledge about the concept and methods of Social work	K1 TO K5
CO2	Know the ethics and models of social work	
CO3	Learn the trends in social work profession and importance of field work	
CO4	Attain knowledge about the fields of social work	
CO5	Gain knowledge on international social work	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create**Unit-I:****Introduction**

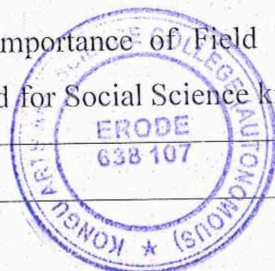
Social Work: Definition, Objectives, Philosophy, Principles and Scope. Concepts of Social Work: Social Service; Social Welfare; Social Reform; Social Security and Social Justice; Methods of Social Work; Emergence of Social Work: India, USA and UK.

Unit-II:**Background and Models of Social Work Profession**

Social Work Profession: Traits, Values, Ethics; Models of Social Work: Relief model, Welfare model, Clinical model, Systems model, Radical model, and Developmental model; National and International Professional Organizations in Social Work: NASW, IASW and IFSW.

Unit-III:**Social Work Profession and Social Work Education in India**

Social Work Profession: Trends in Social Work Profession in India; Development of Social Work Education in India; Field work: Importance of Field Work and Supervision; Problems faced by the Social Work Profession in India; Need for Social Science knowledge for Professional Social Workers



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Unit-IV :	Fields of Social Work
Fields of Social Work: Family and Child Welfare, Correctional Social Work, Industrial social Work, Medical and Psychiatric Social Work, School Social Work and Community Organization, Environmental Social Work, Youth Social Work, Geriatric Social Work; Social Work with Persons with Disabilities, Social Work with LGBT, Migrants, Refugees; Disaster Management And Displacement; Central and State Social Welfare Boards- Constitution and their functions.	
Unit-V:	International Social Work
International Social work: Definition, Scope; Strength based Social Work and Spirituality based Social Work; Integrated perspectives of International Social Work: Global Perspective, Human Rights Perspective, Ecological Perspective, Social Development Perspective; Basic Programmes and Strategies for International Social Work: Empowerment, Capacity building. Self-help and Self-reliance, Enhancing Social Cohesion; Use of Modern Technology in Social Work.	

SKILL DEVELOPMENT ACTIVITIES:

1. List out the methods of social work
2. Record the importance of field work
3. Make a role play on Life skills of Social Work

TEXTBOOKS

1	Sanjay Bhattacharya, 2012, Social Work : An integrated Approach, Deep & Deep Publications, Delhi.
2	Thakur L.2014 , Social Work and Community Development , JnanadaPrakashan , Arunachal Pradesh.

REFERENCEBOOKS

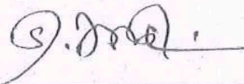
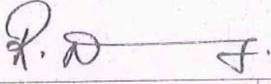
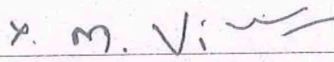
1.	Shweta Singh, 2013, Social Work and Social Development, Rawat Publications, Jaipur.
2.	Ronald. Y, Malar. S, Lavanya.P.V, 2013, Social Work: An introductory text book, Regal Publications, New Delhi.



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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	M	S	S	S	S	M	S	S	S	S	M	M
CO2	S	S	S	M	S	S	S	S	S	S	S	M
CO3	S	S	S	S	S	M	S	S	S	S	S	M
CO4	S	S	S	M	S	S	S	S	S	S	M	M
CO5	S	S	S	M	S	M	S	S	S	S	S	M

S-Strong, M-Medium, L-Low




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Sem	Course Code	SOCIOLOGY FOR SOCIAL WORK PRACTICE	Total Marks:100		Hours Per Week	Credits
I	21PBCCT102		CIA:50	ESE:50	4	4

Course Objectives:

- The concept, Elements of society, Socialization and social groups
- Marriage and family system, Social stratification and social change
- Social Problems with special reference to India.

Course Outcomes(CO): On completion of the course, students should be able to

CO1	Enrich the knowledge on elements of Society	K1 TO K5
CO2	Gain knowledge about the Socialization and Social groups.	
CO3	Understand the concepts of Marriage and Family System.	
CO4	Attain knowledge about Social stratification and Social Change	
CO5	Gain knowledge about the Social Problems with special reference to India.	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create**Unit-I:****Basic Concepts in Sociology**

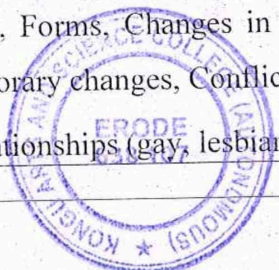
Society: Concept, Characteristics, Structure and Functions of Society, Relationship between individual and Society; Community: Concept, Definition and Characteristics of Rural, Urban and Tribal Communities; Institution; Association; Social Process; Demographic Characteristics of Indian Society; Relevance of Sociology for Social Work Profession.


Unit-II:**Socialization, Social Control and Social Groups**

Socialization: Concept, Importance and Functions; Agencies of Socialization; Social control: Meaning, Mechanisms of Social control; Agencies: Formal and informal; Culture: Concept, Influence on individuals; Cultural change; Civilization; Social Groups: Concept, Definition, Characteristics and Classification of Social groups; Cultural Lag; Social Networking: Sanskritisation and Westernization.

Unit-III:**Marriage and Family System**

Marriage: Functions, Forms, Changes in mate choice and ceremonies; Family system in India: Functions, Forms and Contemporary changes, Conflict, Breakdown and Adjustments in Indian family; Recent Trends in family relationships (gay, lesbians, dating, living relationship).




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Unit-IV :	Social Stratification and Social Change
Social Stratification: Definition and Characteristics; Caste and Class; Caste system: Traditional Varna system; Theories on the Origin and Development; Modern trends of Caste System in India; Social change: Concept, Definition and Factors leading to Social change.	
Unit-V:	Social Problems
Social Problems: Concept, Definition, Nature and Extent of social problems and issues in India: Poverty, Delinquency, Substance abuse, Illiteracy, Terrorism and Crime, Suicide, Corruption, Untouchability, Dowry, Problems of the aged and disabled, Cyber crime, Trafficking of Women and Children, Environmental Pollution and Degradation.	

SKILL DEVELOPMENT ACTIVITIES:

1. Outline sociology for social work profession
2. Draw a map on family system in India
3. Make an awareness programme on Social Problems in the Society

TEXTBOOKS	
1	Haralambos.M, Heald R.M, 2014, Sociology: Themes and Perspectives, Oxford University Press, New Delhi.
2	Rao Shankar C.N.2004.SociologyofIndianSociety.NewDelhi:S.Chand.

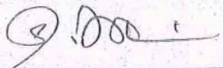
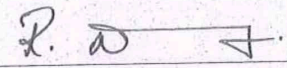
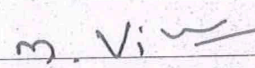
REFERENCEBOOKS	
1	Lalita Sharma, 2014, Sociology work and Industry, Random Publications, New Delhi.
2	James.M.Henslin, 1997, Sociology: A Down-to-Earth Approach, Allyn & Bacon.
3	Rao Shankar C.N.1990, Sociology, NewDelhi S.Chand.
4	Bottomore T.B, 1986, Sociology, S.Chand & Company Ltd, New Delhi.



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QUESTION PAPER PATTERN

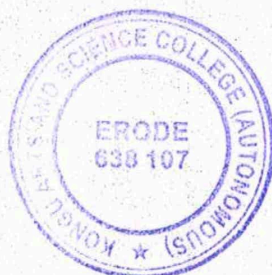
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SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
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Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	M	S	S	S	S	M	S	S	S	S	M	M
CO2	S	S	M	M	S	S	S	S	S	S	S	M
CO3	M	S	S	S	S	M	S	S	S	M	S	M
CO4	S	M	S	M	M	S	S	S	S	S	S	M
CO5	S	S	S	M	S	M	S	S	S	S	S	M

S-Strong, M-Medium, L-Low




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Sem	Course Code	PSYCHOLOGY FOR SOCIAL WORK PRACTICE	Total Marks: 100		Hours Per Week	Credits
			CIA : 50	ESE:50		
I	21PBCCT103				4	4

Course Objectives:

- To understand the fundamental components of human behaviour.
- To understand the evolution of personality across individual lifespan.
- To facilitate the integration of above knowledge with social work practice.

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Acquire knowledge about basics of psychology and individual lifespan	K1 TO K5
CO2	Understand the various factors contributing for the personality of an individual	
CO3	Acquire knowledge about perception, intelligence and emotion.	
CO4	Possess the sound knowledge of learning, motivation and attitudes	
CO5	Attain knowledge about Abnormal psychology	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create**Unit-I:****Introduction to Psychology**

Psychology: Meaning, Definition, Nature and Scope, Fields and Methods, Concept of Human Behavior, Relevance of Psychology for Social Work Profession. Human Growth and Development: Concept, Nature and Importance; Physical and Psychological aspects of various stages of Human Growth and Development: Conception, Infancy, Babyhood, Childhood, Adolescence, Adulthood, Middle age, Old age.

Unit-II:**Personality**

Personality: Meaning, Definition, Nature, Theories of Personality: Psychoanalysis, Behavioral, Cognitive and Humanistic theories of Personality; Factors influencing personality development: Heredity and Environment.

Unit-III:**Perception, Intelligence and Emotion**

Perception: Concept and Nature, Types, Errors in Perception, Factors influencing Perception; Memory process and Intelligence: Concept, Theories and Assessment; Emotion: Development of emotion: Individual and Group Emotions.



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Unit-IV :	Learning, Motivation and Attitudes
Learning: Concept, Types. Theories of Learning; Motivation: Concept and Nature; Types of Motives; Basic theories of Motivation; Attitudes: Concept and Nature, Formation of Attitudes, Stereotypes and Prejudice Adjustments.	
Unit-V:	Stress
Meaning, Causes and effects; conflict: Meaning, Types and coping drives; Defence Mechanism; Mental Illness: Concept, Definition, Types and Causes of Mental Illness, Role of Social Workers in promoting mental health.	

SKILL DEVELOPMENT ACTIVITIES:

1. Categorize the psychological aspects of human growth
2. Assess Intelligence
3. List out social workers role in promotion of mental health

TEXT BOOKS	
1	Coleman, James C. & Broen William E. (1972). Abnormal Psychology and Modern life, India: D.B, Taraporevala Sons and Co Pvt.Ltd.
2	Archambeault, John.(2009). Social Work and Mental Health, UK: Learning Matters.
3	James W. Kalat, 2005, Introduction to Psychology , Wadsworth Thomson – USA

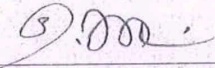
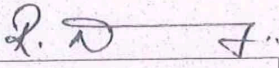
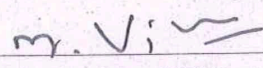
REFERENCE BOOKS	
1	Clifford, Morgan and King, Richard (1975). Introduction to psychology, New York: McGraw Hill Inc.
2	InglebyEwan (2006) Applied Psychology for Social Work, UK: Learning Matters Ltd.
3	Hurlock, Elizabeth. (1976). Personality Development, New Delhi: Tata McGraw Hill Publishing CO. Ltd.



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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
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Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	M	S	S	S	S	M	S	S	S	S	M	M
CO2	S	S	M	M	S	S	S	S	M	S	S	M
CO3	M	S	S	S	S	M	S	S	S	M	S	S
CO4	S	M	S	S	M	S	S	M	S	S	S	M
CO5	S	S	S	M	S	M	S	S	S	S	S	M

S-Strong, M-Medium, L-Low




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Sem	Course Code	SOCIAL CASE WORK	Total Marks: 100		Hours Per Week	Credits
1	21PBCCT104		CIA : 50	ESE : 50	4	4

Course Objectives:

- To introduce students to the concepts of working with individuals and its process
- To help them to understand the concepts of working with groups and its process
- To enrich them with the available fields of practice
- To facilitate their learning on the significance of recording

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Gain knowledge about the importance, values and principles of case work	K1 TO K5
CO2	Gain knowledge about the importance, values and principles of group work	
CO3	Get familiarity about the components and process of case work	
CO4	Enrich knowledge about the models of case work and group work	
CO5	Understand the application of case work and group work in various settings	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create**Unit-I:****Introduction**

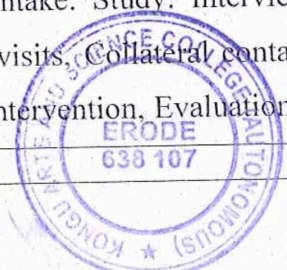
Case Work: Concepts, objectives, purpose, its importance; nature and scope, historical development in west and India; components; values and principles of Case Work practice; socio cultural factors affecting the Case Work practice in India; relationship with other methods of social work.

Unit-II:**Case worker Client Relationship**

Case Worker-Client Relationship: Meaning, purpose and elements/components. Characteristics of professional relationship: empathy, transference and counter transference, resistance, sustaining the relationship, non-possessive warmth, genuineness and self-disclosure; Principles of client-worker relationship; obstacles in client worker relationship. Importance of Interpersonal Relationship/Communication(IPR)

Unit-III:**Social Case Work**

Case work process: Intake: Study: Interviewing (types, purpose, skills, techniques and principles of interviewing), Home visits, Collateral contacts Assessment / Social Diagnosis: Use of genograms and ecomaps. Treatment/Intervention, Evaluation, Termination and follow up.

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Unit-IV :	Social Case Work models
Social Case Work models: Psycho-social, Functional, Problem solving models – Social Group Work models: Social goal, Remedial, Reciprocal and Developmental models - Social Case Work therapies: Psycho therapy, Behaviour modification therapy, Family therapy, Crisis intervention and Counseling – Social Group Work therapies: Group therapy, Transactional analysis, T groups, Socio-drama, Psycho-drama, Gestalt therapy, Role play, Buzz group, Brainstorming and Focused group discussion.	
Unit-V:	Social Case Work and Group Work practice in different Settings
Social Case Work and Group Work practice in different Settings: Family and Child Welfare, School, Medical and Psychiatry, Correctional, Industry, Persons with disabilities and Geriatry. Recording: Significance, Principle, Types and Content - Problems and limitations of Social case work and Group work practice in India.	

SKILL DEVELOPMENT ACTIVITIES:

1. List out the principles of Social Case Work
2. Collect the process of Social Case Work
3. List out the importance of Interpersonal Relationship

TEXT BOOKS	
1	Upadhyay,R.K. 2003,Social case work: A therapeutic approach, Rawat Publications -NewDelhi.
2	Grace Mathew, 1992, An Introduction to Social Case Work, TISS, Mumbai.

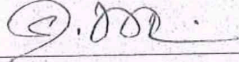
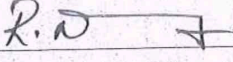
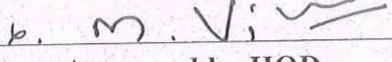
REFERENCE BOOKS	
1	Gordan Hamilton, 2013, Theory & Practice in Social Case Work second edition, Rawat Publications, Delhi.
2	Siddiqui H.Y. (2008).Group Work Theory and Practice. Jaipur: Rawat Book Sellers.
3	PD Misra,1994, Social Work Philosophy and Methods, Inter India Publications; First edition.



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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	M	S	S	S	S	M	S	S	S	S	M	M
CO2	S	S	M	S	S	S	S	S	M	S	S	M
CO3	M	S	S	S	S	M	S	S	S	M	S	S
CO4	S	S	S	M	M	S	S	S	S	S	S	M
CO5	S	S	S	M	S	M	S	S	S	S	S	M

S-Strong, M-Medium, L-Low




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Sem	Course Code	SOCIAL GROUP WORK	Total Marks:100		Hours Per Week	Credits
1	21PBCCT105		CIA : 50	ESE : 50	4	4

Course Objectives:

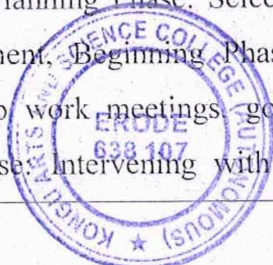
- To understand group work as a method of social work and to understand values and principles of working with groups.
- To develop the ability to critically analyze problems of groups and factors affecting them.
- To enhance understanding of the basic concepts, tools and techniques in working with groups in problem solving and in developmental work.
- To develop appropriate skills and attitudes to work with groups.
- To identify the various situations and settings where the method could be used in the context of social realities of the country.

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Understand values and principles of working with groups	K1 TO K5
CO2	Possess sound knowledge about groups in organization	
CO3	Enhance understanding of the basic concepts, tools and techniques	
CO4	Develop appropriate skills and attitudes to work with groups.	
CO5	Acquire knowledge about organizational change and development.	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze;K5:Evaluate; K6:Create

Unit-I:	Groups and Group Work
Social Group: Definition, Characteristics, Types of groups and characteristics of effective groups. Group Formation Phases: Forming- Storming, Norming, Performing, Adjourning. Social Group Work: Assumptions, purpose, principles and values of group work and historical development of group work; Group work as a method of Social work. Theoretical basis of group work.	
Unit-II:	Group Dynamics
Group Dynamics: Definition, Functions and basic assumptions of group dynamics. Group Process: bond, acceptance, isolation, rejection, sub-group formation, clique, and newcomers in the group. Leadership in group: definition, functions, qualities of leader, types and theories of leadership. Communication within groups. Sociometry and Sociogram.	
Unit-III:	Group Work Process
Group Work Process: Planning Phase: Selection of members, composing group orienting the members, preparing the environment, Beginning Phase-preparing for group work, First Meetings, interviewing, Ground rules for group work meetings, goal setting, motivation, Assessment of communication and interaction Middle Phase: Intervening with group members, Problem solving, Dealing with difficult	



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members, Ending Phase: Evaluation- group work evaluation and criteria for good group work. Termination. Follow-up.	
Unit-IV :	Group Work Models and Types
Models: Social goal, remedial and reciprocal models. Treatment groups: Support, Educational, Growth, Therapy and Socialization groups. Task Groups: Teams, Committees, Social Action and Coalition groups. Group work recording: Purpose, types and principles of group work recording	
Unit - V:	Group work in diverse settings
Disaster victims, Substance abusers, Alcohol Anonymous and elderly care – Role of group worker – Group psychotherapy; Group work Recording, Monitoring and Evaluation.	

SKILL DEVELOPMENT ACTIVITIES:

1. List out the principles of social group work
2. Conduct a programme on group work process
3. Make a role play on different settings of group work


TEXTBOOKS

1	John.W.Newstrom, 2007, Organisational Behaviour: Tata McGraw – Hill Publishing, New Delhi.
2	Khanka.S.S.,2000, Organisational Behaviour: S.Chand and Company, New Delhi.

REFERENCEBOOKS

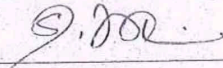
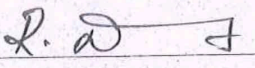
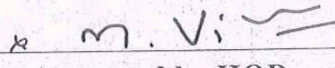
1	Khanka.S.S. 2000, Organisational Behaviour: S.Chand and Company, New Delhi.
2	Prasad, LM 2006, Organizational Behaviour: Sultan Chand & Sons, New Delhi.




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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	M	S	M	S	S	S	S	M	M
CO2	S	S	S	S	S	S	S	S	M	S	S	M
CO3	M	S	S	S	M	M	S	S	S	S	S	S
CO4	S	S	S	M	M	S	S	M	S	S	S	S
CO5	S	S	S	S	S	M	S	S	S	S	S	M

S-Strong, M-Medium, L-Low




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Sem	Course Code	WORKING WITH COMMUNITIES AND SOCIAL ACTION	Total Marks:100		Hours Per Week	Credits
			CIA : 50	ESE : 50		
II	21PBCCT201				4	4

Course Objectives:

- To understand the concepts related to working with communities and processes involved in it.
- To provide the knowledge about the stages and methods of Community Organisation.
- To familiarize the skills and roles of community organizer.
- To introduce various aspects of social action as an effective method of social work.

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Enrich knowledge about the community organization	K1 TO K5
CO2	Know the methods and models of community organization	
CO3	Acquire knowledge about the application of community organization	
CO4	Learn the concept of PRA	
CO5	Imparted with the knowledge about Social Movements.	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create

Unit-I:**Community Organization and Community Development**

Community: Concept, Definition, Types and structure; Community Organization: Definition, Objectives, Principles, Scope and Philosophy; Historical Development of Community Organization in West; Community Development: Concept, Similarities and differences between Community Organization and Community Development.

Unit-II :**Methods, Models and Phases of Community Organization**

Methods of Community Organization: Awareness creation, Planning, Education, Communication, Participation, Collective decision- making, Leadership Development, Resource mobilization, Community action, Promotion and Co-ordination; Models of Community Organisation: Locality development, Social planning, Social action; Phases of Community Organization: Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification and Continuation.



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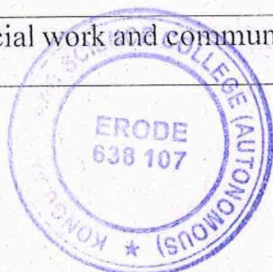
Unit-III :	Skills and Applications of Community Organization
Skills: Organizing Conferences, Committee meetings, Training, Communication, Consultation, Negotiation, Conflict Resolution, Resource mobilization and Use of relationship, Reporting and documentation; Roles and Responsibilities of Community Organizer; Application of Community Organization in different fields: Health, Correctional, Educational, Rural and Urban, Industrial, Community Welfare Councils and Community Chest.	
Unit-IV :	Participatory Rural Appraisal and Social Action
Participatory Rural Appraisal (PRA): Meaning, Characteristics, Principles, Tools & Techniques in PRA, Steps in PRA, Reporting in PRA. Social Action: Definition, Elements, Principles, Strategies and Scope of Social Action in India, Social Action as a method of Social Work.	
Unit-V:	Social Movement
Social Movement: Definition, Features, Causes, Types and Theories; Social movements in India: Swadeshi Movement – 1905, Satyagraha, Save Silent Valley Movement, Chipko Movement, Narmada Bachao Andolan Movement 1985, Jan Lokpal Bill–Anti Corruption Movement, Nirbhaya Movement–2012.	

SKILL DEVELOPMENT ACTIVITIES:

1. Conduct a community organization programme among public
2. Carry out a Participatory Rural Appraisal (PRA) with the involvement of people
3. List out the methods of community organization

TEXT BOOKS	
1	Christopher A.J Thomas William A, 2012, Community Organisation and Social action, Himalaya Publishing House.
2	Judith A Lewis, 2012, Community counseling, Cengage Learning.

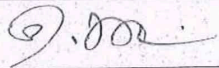
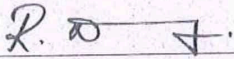
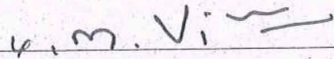
REFERENCE BOOKS	
1	Thakur L.K, 2014, Social Work and Community Development, JnanadaPrakashan, Arunachal Pradesh.
2	Kulkarni V.V, Social work and community organization, 2014, Current Publication Agra.



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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	M	S	M	S	S	S	S	M	S
CO2	S	S	S	S	S	S	S	S	M	S	S	S
CO3	S	S	M	S	S	M	M	S	S	S	S	S
CO4	S	S	S	M	S	S	S	M	S	S	S	S
CO5	S	S	S	S	S	M	S	S	S	S	S	S

S-Strong, M-Medium, L-Low




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Sem	Course Code	SOCIAL WELFARE ADMINISTRATION	Total Marks:100		Hours Per Week	Credits
			CIA : 50	ESE : 50	4	4
II	21PBCCT202					

Course Objectives:

- The students gain knowledge about social welfare policies of the government
- To acquire the skill of establishing a service organisation
- To obtain information about the project proposals

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Gain knowledge about the importance and scope of social welfare administration.	K1 TO K5
CO2	Enrich knowledge about the role of voluntary organisations in social welfare administration	
CO3	Learn the procedures to register an organization	
CO4	Acquire knowledge about the social policy	
CO5	Know the concept of project management	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create**Unit-I:****Introduction**

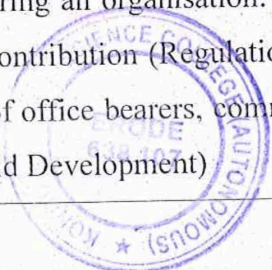
Social Welfare Administration: Concept, Importance, Nature and Scope; History of Social Welfare Administration in India; Functions, Need and Principles, Skills needed in Social Welfare Administration; Purpose and Problems of Social Welfare Administration.

Unit-II:**Structure and Schemes of Social Welfare Administration**

Social Welfare Administration Structure: Central level, State level and District level; Role of National and International Voluntary Organizations in Social Welfare Administration; Central and State Government Schemes of Social Welfare Administration: Health, Family, Women, Children, Youth, Aged, Backward Class, Minorities and Persons with Disabilities.

Unit-III:**Regulations and Acts**

Procedures in registering an organisation: Societies Registration Act 1860; Tamilnadu Societies Registration Act 1975; Foreign Contribution (Regulation) Act 2010; Indian Trust Act 1882; Companies Act 1956; Duties and responsibilities of office bearers, committees and governing board; NIPCCD (National Institute of Public Cooperation and Child Development)



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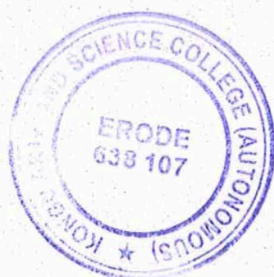
Unit-IV :	Social Policy
Social Policy: Introduction, Importance and Scope, Sources and instruments; Social policies in India- Education, Housing, Environment, Social security and Employment; Indian Constitution: Fundamental Rights and Directive Principles of State Policy; Concept of Welfare state.	
Unit-V:	Project Proposals and Project Management
Formulation of Project Proposals: Need assessment, Guidelines and Techniques; Project Management: Component, skills, process, techniques and methodology; Administrative skills – Writing reports, letters and minutes of meetings.	


SKILL DEVELOPMENT ACTIVITIES:

1. List out the qualities of Social Welfare Officer
2. Collect a case history related to welfare Acts
3. Conduct a mini project regarding schemes of social welfare

TEXT BOOKS	
1	Christopher A.J Thomas William A, 2012, Community Organisation and Social action, Himalaya Publishing House.
2	Judith A Lewis, 2012, Community counseling, Cengage Learning.


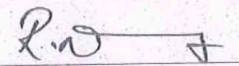
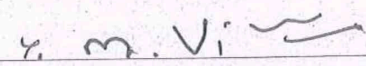
REFERENCEBOOKS	
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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	M	S	M	S	M	S	S	S	S	M	S
CO2	S	S	S	S	S	S	S	S	M	S	S	S
CO3	M	S	M	M	S	M	S	S	S	M	S	S
CO4	S	S	S	M	S	S	S	S	S	S	S	S
CO5	S	M	S	S	S	M	S	S	M	S	S	S

S-Strong, M-Medium, L-Low




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Sem	Course Code	SOCIAL WORK RESEARCH AND STATISTICS	Total Marks:100		Hours Per Week	Credits
II	21PBCCT203		CIA : 50	ESE : 50	4	4

Course Objectives:

- The fundamentals of research and research process
- Research designs and sampling
- Methods and tools for data collection
- Data analysis and report writing
- Basic Statistics and its application to social work research.

Course Outcomes (CO) :On completion of the course, students should be able to

CO1	Inspire to learn about the fundamental of Research and Social Work Research.	K1 TO K5
CO2	Gain knowledge about the Research Methodology	
CO3	Understand the sampling and tools of data collection	
CO4	Attain knowledge about data analysis and report writing	
CO5	Gain knowledge about the Basic Statistics and Applications	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create**Unit-I:****Introduction**

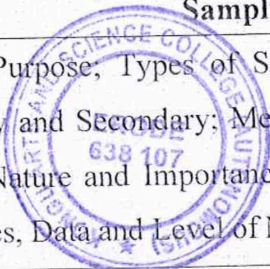
Research: Concept and Meaning; Social Research: Concept, Definition, Objectives, Functions, Characteristics, Scope and Limitations; Social Work Research and Social Research; Social Work Research in India; Basic elements in Social Research: Concept, Construct, Variable, Hypothesis, Fact, Theory.

Unit-II:**Research Process and Research Designs**

Steps in Research Process: Identification of problem, Objectives, Theoretical framework, Formulation of hypotheses and other steps in Research process; Research Designs: Need for Research design, Features of a good research design, Concepts relating to Research design; Types of Research designs: Exploratory, Formulative, Descriptive, Diagnostic, Experimental, Evaluative, Case Study, Participatory Research and Mixed Method Designs.

Unit-III:**Sampling Methods/Tools of Data Collection**

Sampling: Importance, Purpose, Types of Sampling: Probability and Non-probability, Sampling Error; Sources of Data: Primary and Secondary; Methods of Data Collection: Observation, Participant observation, Case study; Interview: Nature and Importance, Types of interviews; questionnaire and Interview schedule; Uses of scaling techniques, Data and Level of Measurement.



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Unit-IV :	Analysis of Data and Report Writing
Editing, Coding and Tabulation: Need and Importance; Methods of Analysis of data: Quantitative and Qualitative analysis, Content analysis, Case analysis and Statistical analysis; Use of computer and SPSS, AMOS and R Software, Software in data analysis; Report writing: Purpose, Principles, Structure and Procedures, styles of research report writing. Research Proposal Writing, Funding agencies and Publications.	
Unit-V:	Basic Statistics and Applications
Descriptive Statistics: Measures of Central tendency: Mean, Median, Mode; Measures of dispersion: Standard deviation; Testing of Significance: Chi-square test, t-test, Correlation and Rank correlation; Uses of statistics and its limitations; Statistical application in Social Work Research.	


SKILL DEVELOPMENT ACTIVITIES:

1. List the types of research design
2. Apply different types of software in social work research
3. Use social work research in the upcoming projects

TEXT BOOKS	
1	Avinash Chiranjeev, Rosely Jacob, Samitha Rani Natarajan, 2013, Research Methodology in Social Sciences, JnanadaPrakashan, Arunachal Pradesh
2	C.R.kothari, 2004, Research methodology, New age International Publishers

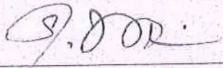
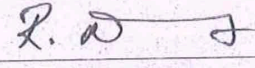
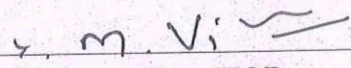
REFERENCE BOOKS	
1	Krishnaswami O.R., 2015, Methodology of Research in social sciences, Himalaya Publishing.
2	Laldas D K, 2000, Practice of Social Research. New Delhi: Rawat Publications.
3	RogerSmith, 2013, Doing Social Work research, Rawat Publications, Jaipur
4	Lawrence Neuman.W, 2008, Social Research Methods, Pearson Education.




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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	M	S	M	S	S	S	S	S	S
CO2	S	S	S	S	S	S	S	S	M	S	S	S
CO3	M	S	S	S	M	M	S	M	S	M	M	S
CO4	S	M	S	M	S	S	S	S	S	S	S	S
CO5	S	M	S	S	S	M	S	S	M	S	S	S

S-Strong, M-Medium, L-Low




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Sem	Course Code	LEGAL SYSTEM AND SOCIAL LEGISLATION IN INDIA	Total Marks:100		Hours Per Week	Credits
			CIA :50	ESE:50	4	4
II	21PBCCT204					

Course Objectives:

- The fundamentals of Constitution of India.
- Social Justice and Rights.

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Gain knowledge about the constitution of India	K1 TO K5
CO2	Enrich knowledge on various social justice and rights	
CO3	Learn the Division of laws and Legislations for women and Children	
CO4	Acquire knowledge about criminal justice system in India	
CO5	Know the role of correction and legal aid	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create

Unit-I:**Constitution of India**

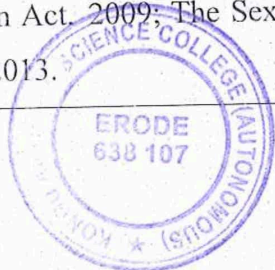
Constitution of India: features, Role of legislature, Judiciary and Executive; Forms of Legal instruments: Articles, Legislation, Statute, Bylaw, Order.

Unit-II:**Social Justice and Rights**

Social Justice: Meaning and Concept; Social legislation: Meaning, Definition and concept; Social justice as an essential basis of Social Legislation; Rights: Concept and Definition; Types of Rights: Rights of Women and Children, Rights of Scheduled Caste and Scheduled Tribes, Rights of Accused and Offender.

Unit-III:**Division of Law and Legislation for Women and Children**

Division of Law: Substantive Law and Procedural Law; Legislation related to Women: Hindu Marriage Act 1955, Special Marriage Act 1954, Dowry Prohibition Act 1961, Preconception, Prenatal Diagnostic Techniques (Prohibition of sex selection) 2002, Domestic Violence Act 2005; Immoral Traffic Prevention Act 1986; Legislation related to Children: Child labour Act 2016, Child Marriage Act 2006, UNCRC (United Nation Convention on the Rights of the Children) (POCSO Act, 2012; Right of children to free and compulsory education Act, 2009; The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.



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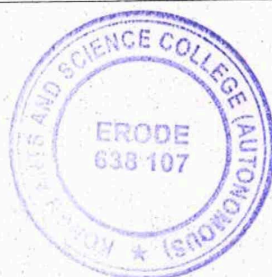
Unit-IV:	Courts and Criminal Justice System in India
Police: Functions and their role in maintaining peace and order in the Society. Prosecution: Meaning, Structure, its role in criminal justices, Trial participation; Judiciary: Supreme Court, High Court; Constitution of Supreme Court and High Court: Powers and functions: Sub-ordinate Courts, District Sessions Court, Magistrate Courts	
Unit-V:	Correction and Legal Aid
Correction and Correctional Laws: Corrective measures as per Criminal Procedure Code, Probation of Offenders Act 1958, Juvenile Justice(Care and Protection of Children) Act 2015; Legal Aid: Concept of legal-aid, History of legal-aid, Persons needing legal-aid, Legal-aid services; Public Interest Litigation: Meaning, Concept, Process and Problems; Right to Information Act 2015: Provisions and Implementation; Role of Social Worker in promotion and protection of social justice.	

SKILL DEVELOPMENT ACTIVITIES:

1. Review the Laws for Women in India
2. Conduct an awareness programme on laws
3. Make a street play in promotion and protection of social justice

TEXT BOOKS	
1	Amith Kumar, 2012, Human Rights and Social Welfare, Dominant Publishers, New Delhi
2	Astha Bhanot, 2013, Human Rights and Human welfare, Point Publishers, Jaipur

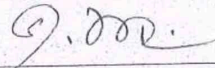
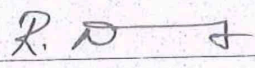
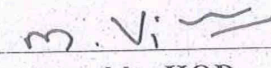
REFERENCE BOOKS	
1	Ashok Kumar, 2014, Women's Human Rights, Prateesha Publishers, Jaipur
2	Bhatt K.C, 2014, Women and Human Rights, Centrum Press, Delhi



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- NANJANAPURAM, ERODE - 638 107.

QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

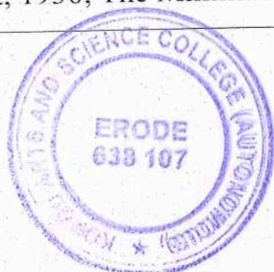
PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	M	S	M	S	S	S	S	S	S
CO2	S	S	S	S	S	S	S	S	M	S	S	S
CO3	M	S	S	S	M	S	S	M	S	M	M	M
CO4	S	S	S	S	S	S	M	S	S	S	S	S
CO5	S	M	S	S	S	M	S	S	M	S	S	S


S-Strong, M-Medium, L-Low




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Sem	Course Code	ELECTIVE PAPER I- LABOUR LEGISLATION AND WELFARE - I	TotalMarks:100		Hours Per Week	Credits
			CIA : 50	ESE : 50		
II	21PBCET205				4	4
Course Objectives:						
<ul style="list-style-type: none"> Should enrich their skills about Labour legislations Enrich their knowledge required for HR profession in legal aspects 						
Course Outcomes (CO): On completion of the course, students should be able to						
CO1	Attain knowledge on labour legislation					K1 TO K5
CO2	Know the rights of employees at their working condition					
CO3	Learn the provisions relating to welfare measures					
CO4	Know the provisions relating to employee wages					
CO5	Gain knowledge on social security					
K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create						
Unit-I: Labour Legislation						
Labour Legislation: Concept; Need and historical development of labour legislation; Objectives; Importance of labour legislation; Objectives and functions of ILO; Role of ILO in development and implementation of labour legislation in India; Indian constitution and labour legislation.						
Unit-II: Protective Labour Legislation						
The Factories Act, 1948; The Mines Act, 1952; The Plantation Labour Act, 1951; The Shops and Establishment Act, 1947; The Contract Labour (Regulation & Abolition) Act, 1970.						
Unit-III: Legislations related to Social Security						
The Interstate Migrant Workers (Regulation of Employment and Conditions of Service) Act, 1979; The Motor Transport Workers Act, 1961; An overview of Employee's Compensation Act, 1923; Employees State Insurance Act, 1948; Employees Provident Fund And Miscellaneous Provisions Act, 1952.						
Unit-IV : Regulative Labour Legislation						
The Maternity Benefit Act, 1961; The Industrial Establishment (National & Festival Holidays) Act, 1951; The Payment of Wages Act, 1936; The Minimum Wages Act, 1948; The Payment Bonus Act, 1965.						




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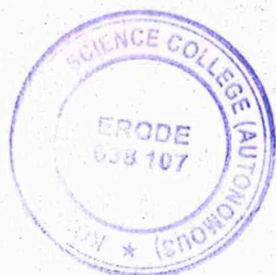
Unit-V:	Legislation for Remuneration and Promotion
Equal Remuneration Act, 1976; The Payment of Gratuity Act, 1972; The Payment of Subsistence Allowance Act, 1981; The Employers' Liability Act, 1938; The Sales Promotion Employees (Condition of Service) Act, 1976.	

SKILL DEVELOPMENT ACTIVITIES:

1. Demonstrate the role of ILO in development of legal system in India
2. Conduct an awareness programmes related to labour legislations among the workers
3. Make a street play on labour legislations

TEXT BOOKS	
1	Subramanian V, 2002. Factory Laws Applicable in Tamilnadu Volume I, II, III, IV and V: Madras Book Agency, Chennai.
2	Deepak Bhatnagar, 1986 Labour and Industrial Laws: Pioneer Books, New Delhi.

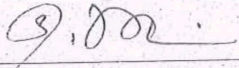
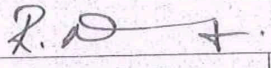
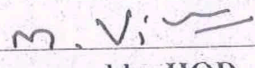
REFERENCE BOOKS	
1	Kannan and SowriRajan, 1996 Industrial and Labour Laws: Taxman Allied Services, New Delhi.
2	Misra S.N., 1986 Labour and Industrial Laws, Allahabad: Law Agency, New Delhi.
3	Kapoor, N.D, 2000 Elements of Industrial Law: Sultan Chand and Sons, New Delhi.



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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	S	M	S	M	S	S	S	S
CO2	S	S	M	S	M	S	S	S	M	S	S	S
CO3	S	S	S	S	M	S	S	M	S	M	M	M
CO4	S	S	S	S	S	S	M	S	S	S	S	S
CO5	S	M	M	S	S	M	S	S	M	S	M	S

S-Strong, M-Medium, L-Low




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Sem	Course Code	ELECTIVE PAPER – I COMMUNITY HEALTH AND MEDICAL SOCIAL WORK	Total Marks:100		Hours Per Week	Credits
			CIA :50	ESE:50		
II	21PBCET206				4	4

Course Objectives:

- To develop an understanding of multidimensional approach to health.
- To relate the knowledge of social work practice to the health situation in India.
- Role of medical social worker in dealing with chronically ill patients.

Course Outcomes(CO): On completion of the course, students should be able to


CO1	Gain knowledge about the health and health education	K1 TO K5
CO2	Possess the concept of family life education	
CO3	Understand the application of Medical social work in various departments	
CO4	Get familiarity about the role of multidisciplinary team	
CO5	Learn about the role of social workers in rehabilitation	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create

Unit-I:	Health
Meaning, Definition, Factors influencing health, Determinants and Indicators of health. Community health: Changing concept and Importance, Development of community health in India; Health care systems; National Health Policy 2017; Health Education: Concept, Principles, Methods and Techniques; Social mapping; Health Mapping	

Unit-II:	Family Life Education
Importance and Objectives; National Population Policy; Population Education and Family Planning; Social Work Intervention in Health Care: Work with the patient, groups and community, family and collateral contacts, School health Programme; Health Education and Mobilization of people for Health Care; Role of National and International Organizations in Healthcare field.	




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Unit-III:	Medical Social Work
Concept, Definition, Methods, Functions and Historical Development of Medical Social Work in West and in India. Medical Social Work practice in different settings: Outpatient department, Emergency care, Special Clinics; Problems of Medical Social Worker in their field.	
Unit-IV :	Organization and Administration
Organization and Administration of medical social work department in hospitals; Medical social work in relation to different disciplines; Multi-disciplinary approach and team work; Patients right in health care, Consumer Protection Act 1986, Transplant of Human Organs Act 1994.	
Unit-V:	Role of Medical Social Worker
The Psycho-Social problems and role of medical social worker in dealing patients with TB, HIV/AIDS, Polio, Leprosy, Cancer and cardiac disorders. Rehabilitation- Role of social workers in rehabilitation.	

SKILL DEVELOPMENT ACTIVITIES:

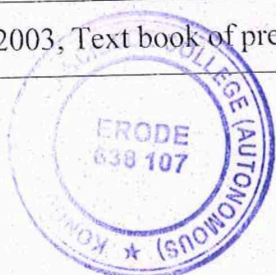
1. Draw Social and Health Mapping
2. Practice medical social work in different settings
3. List out the roles of medical social workers

TEXT BOOKS

1	Pokrana, 1994 , Social Beliefs, Cultural Practices in Health and Disease , Rawat Publications, New Delhi.
2	Ajit, 2005 Social Dimensions of Health, Rawat Publications, New Delhi.

REFERENCE BOOKS

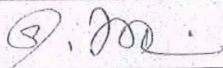
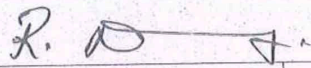
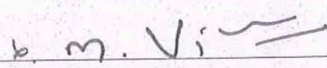
1	Bajpai, 1998, Social Work Perspectives on Health, Rawat Publications, New Delhi.
2	Mishra, 2000 Indian Health Report, Oxford University Press, Delhi.
3	Narayana, 1997, Health and Development, Rawat Publications, New Delhi.
4	Park and Park, 2003, Text book of preventive and social medicine.



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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	M	S	S	S	M	S	M	S	S	M	S
CO2	S	S	M	S	S	S	S	S	M	S	S	M
CO3	M	S	S	S	S	S	S	S	S	M	M	M
CO4	S	S	S	S	S	S	M	S	S	S	S	S
CO5	S	M	M	S	S	M	S	S	M	S	M	S

S-Strong, M-Medium, L-Low




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Sem	Course Code	ELECTIVE PAPER – I RURAL AND TRIBAL COMMUNITY DEVELOPMENT	Total Marks: 100		Hours Per Week	Credits
II	21PBCET207		CIA :50	ESE:50	4	4

Course Objectives:

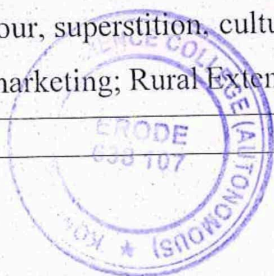
- Basic elements and approaches of Rural and Tribal Community Development.
- Panchayat Raj System and other administrative aspects related to rural development and Tribal Development.
- To understand the problems and issues of people in Rural/Tribal settings in India and the various governmental programmes and interventions in these settings.

Course Outcomes (CO) : On completion of the course, students should be able to

CO1	To learn the community development and about the rural community.	K1 TO K5
CO2	Understand the rural problems	
CO3	Attain knowledge about the tribal community and their problems.	
CO4	Gain knowledge on Panchayat Raj system and Administrative setups	
CO5	Learn the rural and tribal community development programmes of state and central government.	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create

Unit-I:	Concept of Community Development
Community Development: concept, objectives, history, scope, principles; Rural community: concept, definition, meaning, characteristics; Rural organization and rural development; Rural Development Approach: Multipurpose Approach, Integrated Development Approach, Area Development Approach, Multilevel District planning Approach, Target group Approach; History and evolutions of rural community development in India and Problems of Rural Communities.	
Unit-II:	Rural Problems & Rural Extension
Rural problems: Poverty, illiteracy, unemployment, community health, casteism, status of women, sex discrimination, bonded labour, superstition, culture of silence, migration; Problems related to agriculture: land holding, productivity and marketing; Rural Extension: concept, objectives and methods.	



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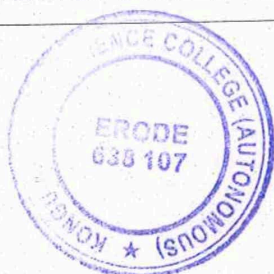
Unit – III:	Tribal Community
Tribes: Definition, Characteristics of the Tribal community; Types of tribes; Major Indian tribes and tribes in Tamil Nadu; Social System of Tribes; Tribal leadership and Political Participation: Local, State and National levels; Problems of Tribes; Tribal Resettlement and Rehabilitation; Constitutional Provision for the Protection of tribes; Impact of environmental laws on tribal population.	
Unit-IV :	Panchayat Raj
Panchayat Raj: Constitutional Provisions in local self government; 73rd Constitutional Amendment ;Three tier system of Panchayati raj in India; Administration at National level and State level; Gram Sabha; Social Auditing; Role of NGO's and Panchayat raj institution in rural community development.	
Unit-V:	Rural and Tribal Development Programmes
Training Institution: NIRD; SIRD; Past Rural and Tribal Area Development Programme of government of India :A Brief review; Present Rural and tribal development programme of central and state governments; Application of social work methods in rural and tribal development; Problems in implementation of rural and tribal development programmes.	

SKILL DEVELOPMENT ACTIVITIES:

1. Conduct a study on the lifestyle of tribal community people
2. Organize any rural development programme in collaboration with any NGO
3. Study the needs and problems of tribal community people and bringing insight and helping them make solutions by themselves

TEXT BOOKS	
1	Parvathamma,C., "Panchayati Raj and Weaker Sections" in Scheduled Castes at the Cross Roads, Ashish Publishing House, New Delhi,1989.
2	Thodupuzha M. Joseph, 2007, Local Governance in India: Ideas, Challenges and strategies, Concept Publishing Company.

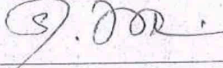

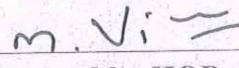
REFERENCE BOOKS	
1	Rawat Bhadouria 1986 Rural Development Dual Strategies Perspectives, Delhi: Anmol.
2	Chaudhuri (1981) Tribal Development in India, Inter India Pub. Delhi.
3	Joshi R.B. and Narwani G.S 2005 Panchayat Raj in India New Delhi: Rawat.



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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory- Case Study


		
Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	M	S	M	S	M	S	S	M	M
CO2	S	S	M	S	S	S	S	S	M	S	S	M
CO3	S	S	S	S	S	S	S	S	S	S	M	S
CO4	S	M	M	S	S	S	S	S	S	S	S	S
CO5	S	M	M	S	S	M	S	S	M	S	M	S

S-Strong, M-Medium, L-Low




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SEMESTER – III

Sem.	Course Code	SOCIAL WELFARE ADMINISTRATION	Total Marks:100		Hours Per week	Credits
III	17PBCCT301			CIA: 25	ESE: 75	4

Objectives

- The students gain knowledge about social welfare policies of the government
- To acquire the skill of establishing a service organisation
- To obtain information about the project proposals

Course Outcome

- CO1 Gain knowledge about the importance and scope of social welfare administration.
- CO2 Enrich knowledge about the role of voluntary organisations in social welfare administration
- CO3 Learn the procedures to register an organisation
- CO4 Acquire knowledge about the social policy
- CO5 Know the concept of project management

UNIT -I

Social Welfare Administration: Concept, Importance, Nature and Scope; History of Social Welfare Administration in India; Functions, Need and Principles, Skills needed in Social Welfare Administration; Purpose and current issues of Social Welfare Administration.

UNIT -II

Social Welfare Administration Structure: Central level, State level and District level. Role of National and International Voluntary Organizations in Social Welfare Administration. Central and State Government Schemes of Social Welfare Administration: Health, Family, Women, Children, Youth, Aged, Backward Class, Minorities and Persons with Disabilities.

UNIT -III

Procedures in registering an organisation: Societies Registration Act 1860; Tamilnadu Societies Registration Act 1975; Foreign Contribution (Regulation) Act 2010; Indian Trust Act 1882; Companies Act 1956; Duties and responsibilities of office bearers, committees and governing board.



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UNIT -IV

Social Policy: Introduction, Importance and Scope. Social policies in India- Education, Housing, Environment, Social security and Employment. Indian Constitution: Fundamental Rights and Directive Principles of State Policy; Concept of Welfare state.

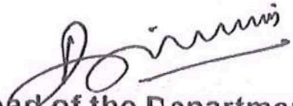
UNIT -V

Formulation of Project Proposals: Need assessment, Guidelines and Techniques. Project Management: Component, skills, process, techniques and methodology. Administrative skills – Writing reports, letters and minutes of meetings.


Books for references

- Sanjay Bhattacharya, 2006; Social work administration and Development, Rawat, New Delhi.
- Paul Choudry.D, 1991; Voluntary social welfare in India, sterling, New Delhi sterling.
- Paul Choudry D, 2000; Social Welfare Administration, Atmaram and sons, Lucknow.
- Kulkarni.P.D, 1978; The Central Social Welfare Board, Asia, New Delhi.

QUESTION PAPER PATTERN		
SECTION - A	SECTION - B	SECTION - C
10 x 1 = 10 Marks (Multiple Choice, Four options) Two questions from each unit	5 x 7 = 35 Marks (Either or choice) Two questions from each unit	3 x 10 = 30 Marks (Answer any three Questions out of five) One question from each unit


Head of the Department
Department of Social Work
Kongu Arts and Science College
(Autonomous)
Nanjanapuram, Erode-638 107.




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Sem.	Course Code	HUMAN RIGHTS AND SOCIAL LEGISLATION	Total Marks:100		Hours	Credits
					Per week	
III	17PBCCT302		CIA: 25	ESE: 75	4	4

Objectives

The students are able to enrich knowledge about:

- Concept and classification of human rights.
- Human rights in Indian constitution.
- Human rights institutions at national and international level.
- Social policy, social planning and social legislation.

Course outcome:

CO1 Learn the fundamentals of human rights

CO2 Gain the knowledge of fundamental duties and rights under the Indian constitution

CO3 Learn the concepts related to social planning

CO4 Gain knowledge about social legislation

CO5 Posses knowledge about national and international level and way to deals with legislation policies

UNIT - I

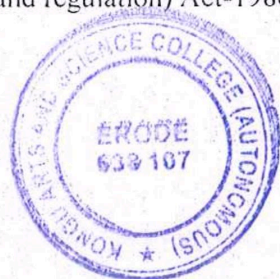
Human Rights: Definition, classification: civil and political rights, socio economic and cultural rights. Indian constitution and relevant articles relating to human rights. The protection of Human Rights Act -1993. Structure and functions of National and State Human Rights Commissions.


UNIT - II

Human Rights for target population: SC/ST, religious minorities, persons with disability, AIDS victims, refugees, war victims, prisoners, custodial violence, women, children, senior citizens and work situations. Fundamental Duties and Rights under the Indian Constitution.

UNIT – III

UDHR: Universal Declaration of Human Rights – Declaration on Elimination of Racial Discrimination 1963 & Convention on Elimination of Racial Discrimination 1965 – International covenants. Salient features of Child Labour (prohibition and regulation) Act-1986; Right to Information Act-2005.




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UNIT – IV

Social Legislations: Definition, Need and Scope; Salient features: Social legislation as an instrument for Social control, Social change, Social justice, Social defence and Social reform; Introduction to Indian Penal Code, Criminal Procedure Code, Court, Prisons, Probation and Parole; Legal Aid; Public Interest litigation (PIL); Hindu Adoption and Maintenance Act 1956; Hindu Marriage Act 1955; Christian Marriage Act 1955.


UNIT – V

Special Marriage Act 1954; Laws pertaining to Marriage and Divorce: `Dowry Prohibition Act 1961; Pre conception, Prenatal Diagnostic Techniques (Prohibition of Sex Selection) 2002; Right of Children to Free and Compulsory Education (RTE) Act 2009; Role of Social Workers in promotion of Social Legislations.


Books for reference

- Amith Kumar, 2012, Human Rights and Social Welfare, Dominant, Publishers, Delhi.
- Astha Bhanot, 2013, Human Rights and Human Welfare, Point Publishers, Jaipur.
- Ashok Kumar, 2014, Women's Human Rights, Prateeksha Publishers, Jaipur.
- Bhatt. K.C, 2014, Women and Human Rights, Centrum Press, Delhi.
- Chandra Mohan Pattanaik, 2013, Human Rights, Gender and Environment, Swastik Publications, Delhi.
- Gangarde, Y.D. 1978, Social Legislation in India Vol I and II, concept, New Delhi.

QUESTION PAPER PATTERN		
SECTION – A	SECTION - B	SECTION – C
10 x 1 = 10 Marks (Multiple Choice, Four options) Two questions from each unit	5 x 7 = 35 Marks (Either or choice) Two questions from each unit	3 x 10 = 30 Marks (Answer any three Questions out of five) One question from each unit


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Sem.	Course Code	LABOUR LEGISLATIONS	Total Marks:100		Hours	Credits
			CIA: 25	ESE: 75	Per week	
III	17PBCET303				4	4

Objective

On successful completion of the course the students:

- Should enrich their skills about Labour legislations
- Enrich their knowledge required for HR profession in legal aspects

Course Outcome

CO1 Attain knowledge on labour legislation

CO2 Know the rights of employees at their working condition

CO3 Learn the provisions relating to welfare measures

CO4 Know the provisions relating to employee wages

CO5 Gain knowledge on social security.

UNIT -I

Labour Legislation: Concept; Need and historical development of labour legislation; Objectives; Importance of labour legislation; Objectives and functions of ILO; Role of ILO in development and implementation of labour legislation in India ; Indian constitution and labour legislation.

UNIT -II

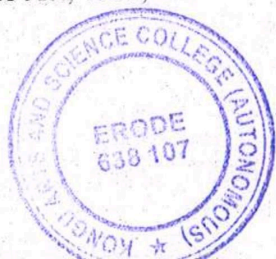
The Factories Act, 1948; The Mines Act, 1952; The Plantation Labour Act, 1951; The Shops and Establishment Act, 1947; The Contract Labour (Regulation & Abolition) Act, 1970.

UNIT -III

The Interstate Migrant Workers (Regulation of Employment and Conditions of Service) Act, 1979; The Motor Transport Workers Act, 1961; An overview of Employee's Compensation Act, 1923 ; Employees State Insurance Act, 1948 ; Employees Provident Fund And Miscellaneous Provisions Act, 1952.

UNIT -IV

The Maternity Benefit Act, 1961; The Industrial Establishment (National & Festival Holidays) Act, 1951; The Payment of Wages Act, 1936; The Minimum Wages Act, 1948 ; The Payment Bonus Act, 1965.



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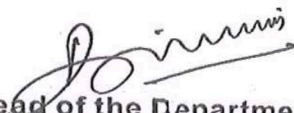
UNIT –V

Equal Remuneration Act, 1976; The Payment of Gratuity Act, 1972; The Payment of Subsistence Allowance Act, 1981; The Employers' Liability Act, 1938; The Sales Promotion Employees (Condition of Service) Act, 1976.


Books for reference:

- Deepak Bhatnagar, 1986 Labour and Industrial Laws: Pioneer Books, New Delhi.
- Kannan and Sowri Rajan, 1996 Industrial and Labour Laws: Taxman Allied Services, New Delhi.
- Kapoor, N. D., 2000 Elements of Industrial Law: Sultan Chand and Sons, New Delhi.
- Misra, S. N., 1986 Labour and Industrial Laws, Allahabad: Law Agency, New Delhi.
- Subramanian, V., 2002. Factory Laws Applicable in Tamilnadu. Volume I, II, III, IV and V.: Madras Book Agency, Chennai.

QUESTION PAPER PATTERN		
SECTION - A	SECTION - B	SECTION - C
<p>10 x 1 = 10 Marks (Multiple Choice, Four options) Two questions from each unit</p>	<p>5 x 7 = 35 Marks (Either or choice) Two questions from each unit</p>	<p>3 x 10 = 30 Marks (Answer any three Questions out of five) One question from each unit</p>


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Sem.	Course Code	HOSPITAL ADMINISTRATION		Total Marks:100		Hours	Credits
						Per week	
III	17PBCET304			CIA: 25	ESE: 75	4	4

Objectives

- To help students understand the basics of hospital administration.
- To facilitate in fieldwork training.

Course outcome

- CO1 Know about the hospital settings
 CO2 Learn about the planning a hospital
 CO3 Know the hospital administration
 CO4 Gain knowledge about staffing
 CO5 Understand the concepts related to hospital budget

UNIT -I

Meaning of hospital; Evolution of Hospitals from charity to modern hospital; classification of hospitals: General, special, public, private, trust, teaching cum research hospital, small and large size hospitals.


UNIT -II

Planning a Hospital: The Planning process, Choosing a site, Location and Access, Building; Space Utilization; Physical Facilities: Residential facilities requirements of various types of Wards; Outpatient services and In-patient services, Emergency services in hospital; Medico Legal cases; Different departments required in the hospital.

UNIT -III

Hospital Administration: Meaning, Nature and Scope, Management of Hospitals; principles of Management; need for scientific management. Human resource management in Hospitals personnel policies, Conditions of Employment Promotions and Transfers, Performance appraisal. Working hours leave rules and benefits, safety conditions, salary and wage policies, training and development.




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UNIT -IV

Staffing: Selection and requirement of medical professional and technical staff: Social Workers, physiotherapist and occupational therapist Pharmacist; Radiographers; Lab technicians; dieticians; record officer; mechanics and electricians. Role of Medical Records in Hospital Administration; Content and their needs in the patient care system.

UNIT -V

Hospital Budget: Departmental budget as a first step , specific elements of a departmental budget including staff salary , supply costs , projected replacement of equipment , energy expenditures , contingency funds. Uses of computers in Hospital; purchase centralization, Shared Building system and purchase agreements.

Books for reference

- Miral Garala, Hospital Administration; Jaypee Brothers Medical Publishers, Chennai.
- Sakharar BM, Principle of Hospital Administration, Jaypee Brothers Medical Publishers, Chennai.
- Benjamin Robert, Etal , 1983; Hospital Administration Desk Book, Prentice hall, New jerky
- Davies R Llewellyn, Etal, 1966; Hospital Planning & Administration: WHO, Geneva.
- Goal S L, 1981; Health care administration New Delhi: sterling, Chennai.

QUESTION PAPER PATTERN		
SECTION - A	SECTION - B	SECTION - C
<p>10 x 1 = 10 Marks (Multiple Choice, Four options) Two questions from each unit</p>	<p>5 x 7 = 35 Marks (Either or choice) Two questions from each unit</p>	<p>3 x 10 = 30 Marks (Answer any three Questions out of five) One question from each unit</p>



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Sem.	Course Code	URBAN COMMUNITY DEVELOPMENT	Total Marks:100		Hours Per	Credits
			CIA: 25	ESE: 75	week	
III	17PBCET305				4	4

Objectives

On successful completion of this course, the students:

- Should know various theories on urban life, problems and development
- The students should learn administrative structure and programmes for urban development
- Acquire the skills to work with the urban community and implement programmes for them

Course outcome

CO1 Know about the urban community, slums and migration.

CO2 Gained knowledge about urbanization and urbanism.

CO3 Learned the urban community development.

CO4 Enriched with knowledge about the urban development administration.

CO5 Learn about the urban development programmes implemented in Tamil Nadu and India.

UNIT -I

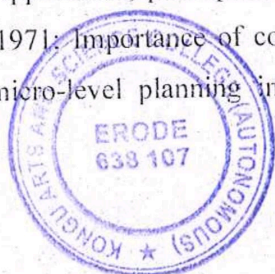
Urban Community: Meaning, characteristics, classification of city, urban agglomeration, sub-urbs, satellite towns, hinterlands; rural urban contrast; Urban Problems: Urban settlement & housing, drug addiction, juvenile delinquency, prostitution/commercial sex, urban pollution, street living, pavement dwelling and street vendors, problems with unorganized sector, waste management and transport; Slum: definition, causes, characteristics, functions and culture of slums; Migration: concepts, causes, types and theories.

UNIT -II

Urbanization and Urbanism: Meaning and characteristics; Urbanization process; Theories of urbanization; Unorganized/Informal sectors: Concept and characteristics; Marginalized groups in urban: Causes, effects, interventions, street and working children, construction workers; Role of the urban community workers in urban development.

UNIT -III

Urban Community Development: Definition, concept, objectives and historical background; Urban community development: Approaches, principles, process and methods; Urban development planning; Town and country planning Act, 1971: Importance of community planning and community participation in urban development; relevance of micro-level planning in local self-government; Application of social work method in urban development.



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UNIT -IV

Urban Development Administration: Urban administration at national, state and local levels; 74th amendment and salient features of Nagarpalika Act; Structure and functions of urban development agencies: Municipal administration - corporations, municipalities and town panchayats; Townships and cantonments board; Metropolitan development authorities; Functions of officials and nonofficial's in urban self-governments: Slum Clearance Board; Housing Board, HUDCO and UNCHS; Role of voluntary agencies in urban development.

UNIT -V

Urban Development Programmes: Five Year Plans and Urban Development, Past urban development programmes of India: A brief review; Present urban development programme of central and state governments; Role of community development wing in implementation of UCD programmes; Problems in implementation of urban community development programmes; Role of community development worker.

Books for references

- Aray & Abbasi, 1995, Urbanization and its Environmental Impacts. New Delhi: Discovery.
- Bhattacharya. B, 2006 Urban Development in India, New Delhi.
- Clinard, Marshall B 1970 Slums and Community Development. The Free Press, New York.
- Diddee, Jayamala 1993, Urbanization: Trends, perspectives and challenges: Rawat, Jaipur.
- Mitra, Arup 1994 Urbanization, slums, informal sector employment and poverty. B.R. Publications, New Delhi.
- Phadke.V.S, et al. 2007 Urbanization, Development and Environment, Rawat publications, New Delhi.
- Ramachandran 1989 Urbanization and Urban System in India. Oxford University Press, New Delhi.

QUESTION PAPER PATTERN		
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Sem.	Course Code	INDUSTRIAL RELATIONS	Total Marks:100		Hours	Credits
			CIA: 25	ESE: 75	Per week	
III	17PBCET306				4	4

Objectives

On successful completion of the course the students should enrich their knowledge about

- The concepts of Industrial relations
- Bipartite and Tripartite bodies in Industrial relations
- Ethical codes of industrial relations
- Collective bargaining and workers participation

Course outcome

- CO1 Gain knowledge about the concepts of industrial relations
 CO2 Understand the ethical code and effects of industrial conflict
 CO3 Possess the sound knowledge of industrial conflict and dispute
 CO4 Acquire knowledge about trade unionism
 CO5 Understand the collective bargaining and workers participation.

UNIT - I

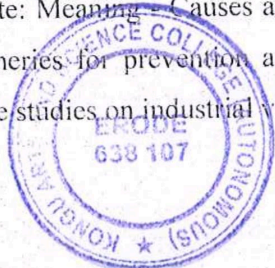
Industrial Relations: Meaning; Scope and need; Importance of industrial relations; Factors influencing industrial relations; Characteristics of model industrial relations system ; Emerging trends in industrial relations; Employees relations across organization in different sectors ; Approaches to industrial relations; Bipartite and Tripartite machineries for industrial relations.

UNIT – II

Discipline: Definition, Principles of natural justice; Code of discipline in industry; Procedure for disciplinary action; Domestic enquiry; Causes and effects of industrial conflicts; Problems of short term employment and out sourcing, strikes, lock outs, lay off, retrenchment and closure; Industrial employment (Standing Orders) Act, 1946.

UNIT – III

Industrial Dispute: Meaning, Causes and forms of disputes; Industrial disputes Act, 1947 ; statutory and non-statutory machineries for prevention and settlement of disputes; Grievances: Meaning ,causes and redressal procedures; Case studies on industrial violence.



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UNIT – IV

Trade unions: Definition, objectives, functions and structure; Growth of trade union movement in India; Major trade unions in India; Social responsibilities of trade unions ; Problems and weakness of trade unions ; Need for trade union in industries ; The trade union Act, 1926.

UNIT – V

Collective bargaining: Meaning, objectives, principles, scope, process and difficulties; Subject matter for collective bargaining; Industrial democracy and Need for industrial peace; Workers participation in management in India. OHSE: Meaning and importance.

Books for reference

- Mamoria, C.B, 2012, Dynamics of Industrial Relations, Himalaya Publishing House.
- Nair, NG, 2001. Personnel Management and Industrial Relations, S Chand & Co. Publishing House , New Delhi.
- Scott, Bill, The Skill of Negotiating, Jayco Publishing House, Mumbai.
- Roberts, B C, Industrial Relations; Contemporary Problems and Perspectives, Asia Publishing House, New Delhi.
- Sharma, A M, Industrial Relation: Conceptual & Legal Framework, Himalaya Publishing

QUESTION PAPER PATTERN		
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Sem.	Course Code	FOUNDATION OF PSYCHIATRY – I	Total Marks:100		Hours	Credits
			CIA: 25	ESE: 75	Per week	
III	17PBCET307				4	4

Objectives

- To help students to understand about the functions of central and peripheral nervous systems.
- To gain knowledge about the neurotic and psychotic disorders

Course outcome

- CO1 Inspired and use inner wisdom to work in the field of mental health
- CO2 Learn about the concepts related to mental disorders
- CO3 Know the information about neurotic disorders
- CO4 Gain knowledge about functional psychosis
- CO5 Understand the concepts related to psychopathology, diagnosis and treatment of organic disorders.

UNIT -I

Anatomy & physiology of brain, nervous system, endocrinal system and its functions; Psychiatry: Definition, Importance, Scope and Historical development of Psychiatry in India; Mental health: Definition and contributing factors affecting mental health.

UNIT -II

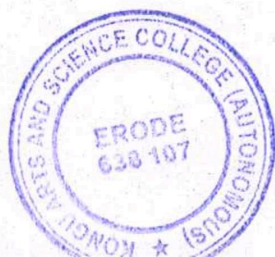
Mental Illness and Disorders: symptoms concerning disorders of perception, cognition, speech, motor and emotional disorders; Mental disorders: Classification of mental disorders, Mental Status Examination, Psychiatric Interview.

UNIT -III

Neurosis: Concept, Symptoms, Etiology, clinical manifestations, differential diagnosis and treatment of anxiety, phobia, panic disorder, Obsessive Compulsive Disorder (OCD), post traumatic stress disorder, psychosomatic disorders, conversion & dissociative disorders.

UNIT -IV

Psychosis: Concept, Symptoms and Types; Differences between functional and organic Psychosis, Functional Psychosis: Schizophrenia and Affective disorder: Etiology, clinical manifestations, differential diagnosis and management.



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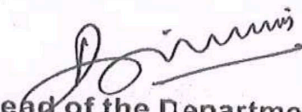
UNIT -V

Organic Psychosis: Causes, Symptoms, differential diagnosis and treatment of Dementia, Delirium and Organic Amensitic Syndrome.


Books for references

- Abraham Varghese, 1982; Introduction to Psychiatry: BI, New Delhi.
- Bhatia M.S, 2001; Essentials of psychiatry: CBS, New Delhi.
- James H.Scully, 1977; Psychiatry: DK, New Delhi.
- Niraj Ahuja, 1998; Introduction to psychiatry: Rawat, New Delhi.
- Robert J Walter, 1998; Psychiatry for medical students: Medical publishers, Chennai.

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Sem.	Course Code	WELFARE OF WEAKER SECTIONS	Total Marks:100		Hours Per	Credits
			CIA: 25	ESE: 75	week	
III	17PBCET308				4	4

Objectives

- To educate the students with regard to scheduled castes, scheduled tribes and other weaker sections.
- To sensitize them on crucial problems like Untouchability, Bonded Labour and women related problems

Course outcome

CO1 Gain knowledge about the different categories of weaker section.

CO2 Learn the impact of untouchability prevailing in the community.

CO3 Imparted with the knowledge about scheduled castes

CO4 Learn about the scheduled tribes.

CO5 Learn the status of women and empowerment.

UNIT – I

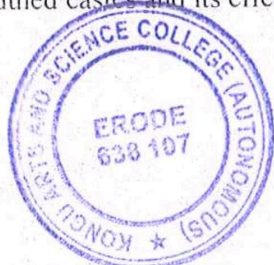
Weaker sections: Definition, concept, criteria for classification of weaker sections; Meaning of scheduled castes, schedule tribes, denotified communities, nomadic and semi nomadic communities; Theoretical understanding of communities and caste system in India; Evolution of caste system.

UNIT- II

Untouchability: Historical, Sociological and Psychological Perspectives of Untouchability; Origin of Untouchability: Traditional theory, racial theory, theory of ceremonial /occupational purity and occupational theory; Causes of untouchability; Harmful effects of the practice of untouchability; Role of social reformers and voluntary agencies in the removal of untouchability; Constitutional and legislative measures for the eradication of untouchability; Failure of constitutional measures in abolishing untouchability.

UNIT -III

Scheduled Caste: Definition, ecological distribution, demographic, Social and Economic characteristics of scheduled castes; Problems of the scheduled castes; Scheduled caste in South Asian counties; Development and underdevelopment of SCs; Access of health, education and right to development: Status and comparison with other castes; Programmes and policies of government and nongovernmental organizations for the welfare measures of scheduled castes and its effects and impact.



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UNIT -IV

Scheduled Tribes: Definition, characteristics, problems of scheduled tribes; International tribal communities; Types of tribal movements; Causes of tribal unrest; Approaches to solve tribal problems; Welfare programmes of the government; Beneficiaries and reasons for failures; Bonded labour: Definition, meaning, features, causes, measures taken by the government to abolish it; Differently Abled: Types, welfare and rehabilitative measures taken by the Government and NGOs; Role of Social Workers in the welfare of weaker sections.

UNIT -V

Women and Empowerment: Status of women in ancient age, medieval age, modern age; Problems of women in modern India; Feminism: concept, meaning, definition and types; Landmarks in women's movement; Women empowerment: concept, definition, types; Gender Development Indicators: GDI, GEM; Constitutional and legal provision; Protective laws to mitigate violence; special initiatives for women; Convention on elimination of all forms of discrimination against women (CEDAW), 1982.

Books for references

- Borede.P.T, 1968; Segregation and Desegregation in India – Socio Legal Study, Bombay.
- Dubey S.N and Mundra Ratna, 1976; Administration of Policy and Programmes for Backward Class in India, Bombay.
- Government of India, 1999; Economical and Educational Development of Scheduled Castes: Govt of India, New Delhi.
- Mukhepadhyaya Swapria, 1998; Women's Health on Public policy and Community action: Manohar, New Delhi.
- Nair T.Krishan, 1975; Social Work education and Development of Weaker section, Madras School of Social Work.
- Shankar Rao CN, 2006; Sociology of India Society: S&Chand, New Delhi.

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SECTION – A	SECTION - B	SECTION - C
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ADVANCED LEARNERS COURSE

Sem.	Course Code	SOCIAL WORK WITH TRANSGENDER	Total Marks:100		Hours Per week	Credits
III	17PBCAL310			CIA: -	ESE: 100	-

Objectives

On successful completion of the course the students :

- Enrich their knowledge about transgender
- To know the problems of transgender
- To update the social work practice with legal measures for their sustainable life

Course outcome

CO1 The students would learn about transgender

CO2 Attain knowledge on Transgender healthcare

CO3 Make the students to understand the Problems of transgender

CO4 Enrich their knowledge on Social work practice with transgender

CO5 Learn about the Legal measures for transgender.

UNIT -I

Transgender: Meaning and definition. Evolution of the term transgender; Distinguishing transgender from transsexuality; Transgender identities: Transsexual, Transvestite or cross; dresser, Gender queer, Androgyny, Drag kings and queens. Transgender people and the LGBT community; Transgender people and feminism.

UNIT -II

Transgender healthcare: Mental healthcare: Gender Dysphoria; Physical healthcare: Hormone replacement therapy for Trans men, Hormone replacement therapy for trans women, sex reassignment therapy.

UNIT- III

Problems of transgender: Excommunication by their faith in community and family, Employment discrimination, Insurance discrimination, Housing discrimination, Lack/ Denial of medical care, Hate crimes. Disrespect from people within our own LGBT community, Denial of legal recognition, Abuse from the media.

UNIT -IV

Social work practice: Individual practice, group work practice, family centered practice, internal and external Stress factors, clinical treatment, importance, needs and skills.



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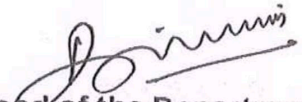
UNIT -V

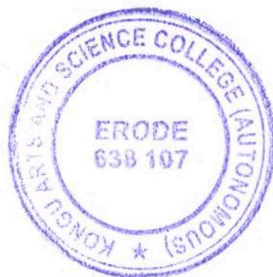
Legal measures: Rights of transgender people; Immoral Traffic Prevention Act of 1956; Solutions for the issues of transgender, programs for Transgender; Role of Social Worker in the welfare of Transgender.


Books for references

- Suresh Murugan, 2013, Social Problems and Social Legislation, Social work department, PSGCAS, Coimbatore.
- E. M. Stephan, 2011: Contextual Issues, Concept Publishing Company.
- James Sears, Routledge, 2013: Gay, Lesbian, and Transgender Issues in Education: Programs, Policies, and Practices.

QUESTION PAPER PATTERN		
SECTION – A	SECTION - B	SECTION - C
10 x 2 = 20 Marks Ten questions out of 12	5 x 7 = 35 Marks (Either or choice) Two questions from each unit	3 x 15 = 45 Marks (Answer any three Questions out of five) One question from each unit


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Sem.	Course Code	DISASTER MANAGEMENT	Total Marks:100		Hours Per	Credits
			CIA: -	ESE: 100	week	
III	17PBCAL311				-	2

Objectives

- To develop and plan on active participation on preventive measures
- To enrich their knowledge on providing welfare measures to the needy
- To provide the knowledge of rehabilitation and awareness on role of various organization

Course outcome

CO1 The student would learn about disaster management

CO2 Attain knowledge on preventive measures.

CO3 Make the students understand about rehabilitation

CO4 Enrich their knowledge on Relief measures

CO5 Study about the role of NGOs and social worker in disaster management

UNIT -I

Disaster: Meaning; Factors and Significance; Effects; Global view; Community Disaster; Disaster profile of India.

UNIT -II

Types of Disasters – meaning and impacts: Earthquake, Flood, Cyclone, Drought, Famine, Landslide, Avalanches, Fire, Forest fire, Epidemics, Tsunami and Industrial & Technological Disaster, Chemical, Biological and Nuclear Disaster.

UNIT -III

Assessment and Rehabilitation: Disaster assessment; Disaster mitigation; Relief and Rehabilitation; Psycho social impact on Women, Children and the Aged; Disaster Mental Health and Disaster Counselling.

UNIT -IV

Disaster Management and Awareness: Predictability, Forecasting and Warning, Planning, Communication, Leadership and Coordination, Community health during Disasters; Public awareness programmes; Information origination and dissemination. Community based Disaster Management and Community participation.



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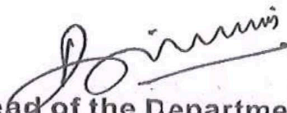
UNIT -V

Role of various Organizations: Role of Social Worker; Government – Central, State and District Administrations; NGOs, Armed forces; Media; Disaster management Coordination committee; National Institute of Disaster Management; Needs and contents of the training program.


Books for references

- Form William H and Sigmund Nosow 1958, Community in Disaster, Harper and brothers Publishers, New York.
- E.L. Quarantelli, 1998, what is a Disaster, Routledge, London and New York.
- Sen Amartya, 1981, Poverty and Famines, Oxford University Press, New Delhi.
- Parida P.K, 2002, Towards Rebuilding a Post Disaster Society: A Case Study of Super Cyclone Affected Coastal Orissa, The Indian Journal of Social Work, Vol 63, and Issue 2.
- Sharma Dharendra, 1983, India s Nuclear Estate, Lancers, New Delhi.
- J.P.Saulina Arnold, 2006, Disaster Management, Silesian Institute of Graphic arts, Chennai.

QUESTION PAPER PATTERN		
SECTION – A	SECTION - B	SECTION - C
10 x 2 = 20 Marks	5 x 7 = 35 Marks	3 x 15 = 45 Marks
Ten questions out of 12	(Either or choice) Two questions from each unit	(Answer any three Questions out of five) One question from each unit


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SEMESTER - IV

Sem.	Course Code	SOCIAL ENTREPRENEURSHIP AND CORPORATE SOCIAL RESPONSIBILITY	Total Marks:100		Hours Per week	Credits
IV	17PBCCT401			CIA: 25	ESE: 75	4

Objectives

- To provide the knowledge of social entrepreneurship in the social work context
- To familiarize the emerging management in CSR
- To make them to become a CSR-social workers

Course outcome

- CO1 The student would learn about entrepreneurial skills and its growth
- CO2 Attain knowledge about updating on MDG's
- CO3 Make the students understand the business ethics and CSR in global scenario.
- CO4 Enrich their knowledge on social reporting
- CO5 Learn about the emerging trends of CSR.

UNIT -I

Concept of Entrepreneurship; Definition, characteristics and functions of Entrepreneur; Types of Entrepreneur; Social Entrepreneurship Vs Business Entrepreneurship; Need for training and development; EDP: Phases of EDP; Development of Women Entrepreneurs and Rural Entrepreneurs.

UNIT -II

Identifying key stakeholders of CSR & their roles. Role of Public Sector Corporate, and government programs that in CSR promotions. Role of Non-profit & Local Self- Government in implementing CSR; Contemporary issues in CSR; Global Compact Self- Assessment Tool, National Voluntary Guidelines by Govt. of India.



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UNIT -III

Business ethics and Corporate Social Responsibility: Concept; Meaning, Importance and factors influencing business ethics. Corporate Governance: Meaning, significance, principles and dimensions. Ethical Decision Making in different cultures, consumer protection, environment protection, gender issues in multiculturalism.

UNIT -IV

Legislative measures of CSR; Social Accounting; Social Auditing (SA): 8000 and Corporate Social Reporting; Roles and skills: Advocacy, administration, marketing, mediating, budgeting, organizing, documenting, presenting, public speaking, teaching, supervising and report writing.

UNIT -V

Corporate Community Participation: Role and skills of Social Worker in CSR; Partners in CSR: Corporate, NGOs, Government, Citizens; Need for partnership; Need Assessment, Corporate perspective on building successful partnership. Case Studies of Major CSR Initiatives. Review current trends and opportunities in CSR.

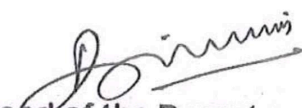
Books for References

- Harsh Shrivastava 2000: The Business of Social Responsibility. Books for change, Bangalore.
- CV. Baxi, 2005: Corporate Social Responsibility, concepts and cases.
- Dr.M.Mahmoudi, 2005: Global Strategic Management, Deep & Deep Publications, New Delhi.
- SK.Bhatia 2005: International Human resource management, Global Perspective, Deep & Deep Publications, New Delhi.
- Sharma, J.P., Corporate Governance, Business Ethics & CSR, Ane Books Pvt Ltd, New Delhi.

QUESTION PAPER PATTERN		
SECTION – A	SECTION - B	SECTION – C
<p>10 x 1 = 10 Marks (Multiple Choice, Four options) Two questions from each unit</p>	<p>5 x 7 = 35 Marks (Either or choice) Two questions from each unit</p>	<p>3 x 10 = 30 Marks (Answer any three Questions out of five) One question from each unit</p>



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Sem.	Course Code	HUMAN RESOURCE MANAGEMENT	Total Marks:100		Hours	Credits
			CIA: 25	ESE: 75	Per week	
IV	17PBCET402				4	4

Objectives:

On successful completion of the course, the students:

- Should gain their knowledge about the concept of HRM, knowledge on various HR aspects and familiarize the emerging trends in HRM
- To gain knowledge on social work orientation on corporate culture, particularly as it relates to social issues in the workplace

Course Outcome

CO1 Effective management of human capital

CO2 Gain knowledge on HR aspects

CO3 Learn the importance of training and roles of training manager

CO4 Learn the wage system and fringe benefits

CO5 Update the trends in HRD.

UNIT -I

Management: Concept - Principles and Functions of Management- POSDCORB; Theories of Management - Henry Foyal - F.W.Taylor - Peter Drucker ; Human Resource Management : Definition -Importance and scope ; Orgin and growth of Human Resource Management ; Human Resource Management Vs Personnel Management; HRM in Indian corporate world- HR Challenges and Opportunities ; Skills, qualities and role of HR manager.

UNIT -II

Functions of HRM; Human Resource: Planning - Recruitment and selection Process ; Placement ;Induction; Transfer; Promotion and demotion; Human resource policy; Job analysis ; Job prescription; Methods of job evaluation; Talent management; Employee retention; Retirement; Resignation ; Dismissal and VRS; procedures of TQM – TPM –Kaizen - 5S – ISO.



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UNIT -III

Wage and salary administration: Meaning –Importance –Principles -Determination of wages and salary - Wage policy -Wage fixation –Wages-Types and components -Wage books-Incentives : Financial and non-financial - Intrinsic and extrinsic rewards -Marriage benefits- retirement benefit - Current trends in compensation management - performance linked compensation. Different methods of Performance Appraisal.

UNIT -IV

Strategic human resource management (SHRM) : Concepts and perspectives – Definition – Characteristics – Functions – Implication of SHRM on the organisation - HRM vs HRD ; Training: Training need analysis - Shapes of training – Types and methods of training ; Executive development – Valuation and Assessment in training.

UNIT -V

Major trends in organisation and business environment in HRM ; Industrial social work : Definition-Scope-Practices and its relevance in the Indian context ; Changing nature of the Indian work place ; Needs and problems of work place ; work place violence: Meaning and terms gender sensitivity ; diversity management ; Spirituality in the work place.


Books for references

- Nair, NG, 2001. Personnel Management and Industrial Relations, S Chand & Co. Publishing House , New Delhi,.
- Dr.M.Mahmoudi, 2005, Global strategic management, Deep & Deep Publications, New Delhi.
- S.K. Bhatia, 2005 International Human resource management; Global perspective, Deep &Deep Publications, New Delhi.
- VSP Rao, 2010, Human resource management, Vikas publishing house, Noida.

QUESTION PAPER PATTERN		
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Sem.	Course Code	FOUNDATION OF PSYCHIATRY –II	Total Marks:100		Hours Per week	Credits
IV	17PBCET403		CIA: 25	ESE: 75	4	4

KASC MSW 2017-2018

Objectives

- To enriches the knowledge of Students in psychiatric illnesses.
- To enables the Students in managing the Patients.

Course outcome

CO1 Inspired to learn about childhood disorders

CO2 Learn about the concepts of personality disorders

CO3 Gain knowledge on Behavioural Syndromes associated with psychological disturbances

CO4 Possess familiarity about different types of drugs

CO5 Understand the concepts of trans-cultural psychiatry

UNIT- I

Child psychiatry: Types: Specific developmental disorders, Mental retardation, Tic disorder, Enuresis and Encopresis, Habit disorders, Attention Deficit Hyperactivity Disorder, Conduct Disorders and Autism Spectrum Disorders.

UNIT- II

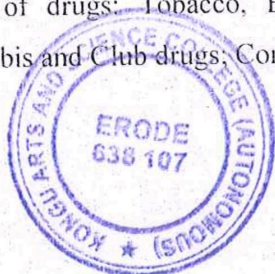
Personality disorders: Clusters of Personality disorders, symptoms and management of Personality disorders; Psycho–sexual disorders.

UNIT- III

Behavioural Syndromes associated with psychological disturbances and physiological factors: Eating disorders, Sleep disorders, Postpartum psychiatric disorders and Psychosomatic disorders.

UNIT -IV

Alcoholism: Components, Causes and Treatment of Alcoholism. Drug dependence: Different types of drugs: Tobacco, Barbiturates, Sedatives, Cocaine, Heroine, Steroids, Marijuana, Cannabis and Club drugs: Common effects and treatment of drug abuse.



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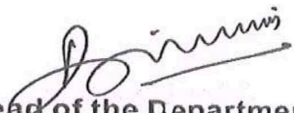
UNIT- V

Epilepsy: Types, causes and treatment. Trans cultural psychiatry; Cultural bound syndromes and their symptoms.


Books for references

- Abraham Varghese, 1982; Introduction to Psychiatry: BI, New Delhi.
- Bhatia M.S, 2001; Essentials of psychiatry: CBS, New Delhi.
- James H.Sully, 1977; Psychiatry: DK, New Delhi.
- Niraj Ahuja, 1998; Introduction to psychiatry: Rawat, New Delhi.
- Robert J Walter, 1998; Psychiatry for medical students: Medical publishers, Chennai.

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Sem.	Course Code	SOCIAL DEVELOPMENT	Total Marks:100		Hours Per week	Credits
IV	17PBCET404			CIA: 25	ESE: 75	4

KASC MSW 2017-2018

Objectives:

The students are able to enrich knowledge about:

- Concept, functions and skills of social development
- Economic development, and new economic policy
- Liberalization, privatization, globalization and life skills

Course outcome

CO1 Learn the basic concept of development

CO2 Gaining knowledge about the social development and challenges of social development

CO3 Learn the economic policy and development, privatization and liberalization

CO4 Know the globalisation and sustainable development goals

CO5 Learn the core life skills and to develop the life skills

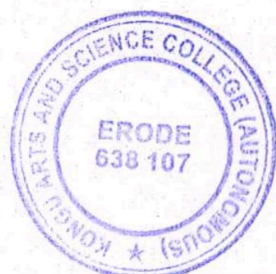
UNIT -I

Development: Concept, dimensions and approaches to development; growth and progress; differences between growth and development; Sustainable development: meaning, strategy; Social change and sustainable development; problems of developing countries; Marginalization of human values.

UNIT -II

Social Development: Definition, characteristics, models, and strategies; Measurement of social development: social and economic indicators; Social cost benefit analysis; Challenges of social development; Measures to promote social development; Voluntary action for social development; Social work and social development.

UNIT -III



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Economic Development: Meaning, factors, determinants and barriers of economic development;
 New Economic Policy: Meaning and objectives, impacts of new economic policy on society, culture, education and labour; Liberalization: Meaning, features, evaluation of liberalization;
 Privatization: Definition, objectives, argument in favour and against privatization.

KASC MSW 2017-2018

UNIT -IV

Globalization: Definition, purpose and effects; Pros and Cons of multinational companies in social development; Impact of globalization in India; Sustainable Development Goals (SDGs); Empowerment: Meaning, importance, empowerment of women, children, minorities, depressed class, challenged people.

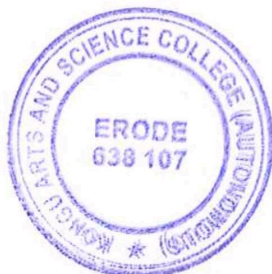
UNIT -V

Life Skills: Meaning ,concept, definition of life skills; Ten core life skills recommended by WHO; Advantages of life skills; Life skills verses other skills; Interaction between life skills; Implications of theories for developing life skills; Life skills and Counselling; Life skills approaches; Intervention for children, adolescences, youth development; Gender equality and life skill based education programmes.

Books for references

- Harishkumar 2004; Social work Vol. II & III, ISHA, New Delhi.
- KumarHarish, 2004; Social work; Issues of civic Society vol. I, Isha Books, New Delhi.
- Sapru R.K, 2002; Development Administration, Sterling Publishers, New Delhi.
- Kulkarni, 1979; Social Policy and Social Development in India, Association of Schools of social work, Madras.

QUESTION PAPER PATTERN		
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Leadership - Concept of Communication - Communication Process and Effective communication - Management Information system: Management Review Meeting - Power and Politics and Organizational Conflict.

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UNIT – IV

Dynamics of Organization: Concept of Organizational Structure - Bases of Departmentation and Span of Management; Delegation of Authority ; Centralization and Decentralization ; Forms of Organization Structure ; Line and Staff, Functional , Divisional, Project Matrix and Organization Structure ; Job Stress: Causes and Effects of Stress and Coping with Stress.

UNIT – V

Organizational Change; Organizational Culture; Organizational Effectiveness; Organizational Development: Meaning - Characteristics - Models - Organizational Development Interventions; Cross Functional Teams and Quality of Work Life.


Books for reference

- John.W. Newstrom, 2007, Organisational Behaviour: Tata McGraw– Hill Publishing, New Delhi.
- Kesho Prasad,1996, Organisational Development for Excellence:S.Chand & Company,New Delhi.
- Khanka.S. S., 2000, Organisational Behaviour: S. Chand and Company, New Delhi.
- Prasad, L M., 2006, Organizational Behaviour: Sultan Chand & Sons, New Delhi.

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Sem.	Course Code	PSYCHIATRIC SOCIAL WORK PRACTICE	Total Marks:100		Hours Per week	Credits
IV	17PBCET406		CIA: 25	ESE: 75	4	4

KASC MSW 2017-2018

Objectives:

- To help students understand basics of mental health problems.
- To know the different kinds of therapies

Course outcome:

- CO1 Learn the foundations of psychiatric social work
 CO2 Sound knowledge about treatment for the mentally ill patients
 CO3 Gain knowledge about psychological methods for the mentally ill patients
 CO4 Learn concepts related to role of psychiatric social worker
 CO5 Acquire knowledge about policies and legislations related to mental health in India.

UNIT -I

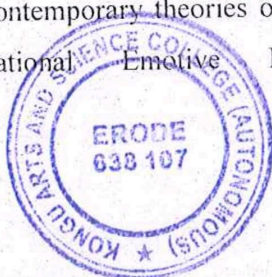
Psychiatric Social Work: Concepts, Definition, Historical development of psychiatry in abroad and in India, scope, Functions of Psychiatric Social Worker, Difficulties faced in Psychiatric Social Work practice; Training of psychiatric social work in India.

UNIT -II

Treatment for the mentally ill patients: Anti psychotic drugs, Anti depressant, Electro Convulsive Therapy and psychosurgery.

UNIT -III

Psychological methods / treatment: Psychotherapy: Supportive, Re-educative, Cognitive behaviour therapy, Group therapy, Occupational, recreational therapies, Yoga and Meditation. Contemporary theories of therapy: Client-centered therapy, Reality Therapy, Gestalt Therapy, Rational-Emotive Behavior Therapy (REBT) and Transactional Analysis.



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UNIT -IV

Role of psychiatric social worker in half way homes, day care centers, child guidance clinics, partial hospitalization and community mental health programmes.

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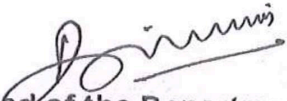
UNIT -V

Policies and legislations related to mental health in India: Mental Health Policy: Concept and its importance; Community participation in mental health programmes; Strategies to promote mental health; Present mental health care services in India. Mental health Act 1983.


Books for references

- Bhatia M.S, 2001; Essentials of psychiatry: CBS, New Delhi.
- James H.Seully, 1977; Psychiatry: DK, New Delhi.
- Pregel, 1971; Psychiatry self Assessment review: Methrayl, New Delhi.
- Robert J.W, 1998; Psychiatry for medical students, Medical Publishers, Chennai.
- Government of India; National mental health programme for India, Ministry of Health and Family welfare.

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Sem.	Course Code	MANAGEMENT OF NON-PROFIT ORGANIZATION	Total Marks:100		Hours Per week	Credits
IV	17PBCET407		CIA: 25	ESE: 75	4	4

KASC MSW 2017-2018

Objectives:

- To help the students to understand basics of on Non-Profit Organizations and their administration.
- To improve their knowledge content on project formulation, implementation, monitoring and evaluation.

Course outcome

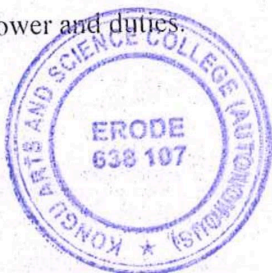
- CO1 Know about the basics of Non-profit organisation
CO2 Learn the establishment of the NPOs and also about the policy making
CO3 Gain knowledge about the project identification and project formulation
CO4 Aware of fund raising of NGOs
CO5 Learn about the project evaluation and monitoring.

UNIT -I

Non – Profit organization: Definition, meaning, objectives, need, classification, structure, functions, principles, strategies and role of NGOs in different fields; Historical development of NGOs in India; Community based organisation and faith based organisation: concept and development.

UNIT -II

Establishment of NPOs: Registration and establishment of NPOs; Societies Act, Trusts Act and Companies Act(Sec.8) –Memorandum of Association and Articles of Association; Legal status of NPO; Monitoring mechanism adopted by government: FCR Act; NGO Administration; Policy Making: Aims and Objectives of executive committee, office bearers, governing body and rights, power and duties.



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UNIT - III

Project identification: Feasibility/Base Line studies; Project Formulation; Planning and Policy making; Strategic Formation; Preparation of project proposals; Project implementation; Budgeting: Meaning, steps, important items in Budget; Resource Mobilization; Central and State Government Assistance and Other Assistance; Fund Raising: Meaning and techniques; Income Generation Programmes (IGP); Financial Management; Financial Collaboration between funding organization and non-profit organizations.

UNIT - IV

Sources of Funding: government grants, foreign aid, donations, membership fees and NGOs Contribution; project approach to funding; donor consortium approach; funding criteria and conditionality; managing relationships with donors; working with governments; aspects of financial management relevant for NGOs and networking strategies.

UNIT -V

Project Evaluation and Monitoring: Aims, objectives, purposes; Creating Management Information System; Project Appraisal: Meaning and Techniques; Logical Frame Analysis (LFA), 360 evaluation in NGOs, Participatory Rural Appraisal (PRA): Principles, methods of PRA; Network analysis; Documenting and reporting; Strength based practices in NGOs; Public relations. Project Personnel Empowerment: Training: Meaning, importance, purpose and significance; Training needs; Areas: Rural development, child health and welfare, Women welfare, Youth welfare and aged welfare; Institution building of Non-Profit Organizations in administering the Social Welfare Programmes.

Books for references

- Kappor, K.K 1986; Directory of funding Organisation, Information and News Network, Delhi.
- Kumar.A, 2003; social Change through NGO's, Anmol publishers, New Delhi.
- Mukherjee, Neela, 1995; Participatory Rural appraisal and Questionnaire Survey, New Delhi.
- Mukherjee, Amitarra (Ed.), 1995; Participatory rural Appraisal: Methods and Application in rural Planning. New delhi: Vikas Publishing Co.



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