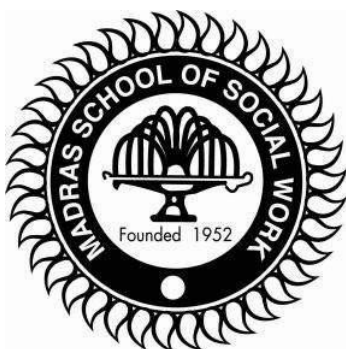


**MADRAS SCHOOL OF SOCIAL WORK
(AUTONOMOUS)**

***32, Casa Major Road, Egmore,
Chennai – 600 008***

(Affiliated to the University Of Madras)



BACHELOR OF SOCIAL WORK (BSW)

COURSE REGULATIONS AND SYLLABUS

***(Effective from the Academic Year 2016 –17 onwards)
(Batch 2016-2019)***

I. OBJECTIVES OF THE COURSE IN BACHELOR OF SOCIAL WORK

To provide Professional Social Work foundation through integration of theory and practice in social work

To demonstrate the ability to apply the knowledge, values and skills of Generalist Social Work practice.

To enhance interdisciplinary perspective and understanding of social issues and concerns.

To facilitate the ability to integrate field work experiences for effective Social Work practice.

II. ELIGIBILITY FOR ADMISSION

For the purpose of admission in to the BSW Programme a candidate should have:

Passed the Higher Secondary Examination conducted by the Government of Tamil Nadu (or) an examination accepted as equivalent there of by the syndicate, of the University of Madras.

Working knowledge of Tamil to enable the candidate to do effective field practicum.

III. ELIGIBILITY FOR THE AWARD OF DEGREE:

A candidate shall be eligible for the award of the degree only if he/she:

Has undergone the prescribed course of study in the college affiliated to the University for a period of not less than three academic years, passed in the examinations of all the six semesters prescribed earning 141 credits and also full filled the compulsory extension services prescribed by the University of Madras.

Participates in a 7-10 days rural camp and meets the requirement prescribed by the course in relation to field practicum and project report and passes in them.

IV. DURATION:

- a) Each academic year shall be divided into two semesters. The first academic year shall comprise the first and second semesters, the second academic year the third and fourth semesters, and the third academic year the fifth and sixth semesters respectively.
- b) The odd semesters shall consist of the period from June to November of each year and the even semester from December to April of each year. There shall be not less than 90 working days for each semester.

V. COURSE OF STUDY:

The course of study shall consist of the following:

1. Part – I – Foundation Courses– Tamil and French
 - ((a) Studied Tamil up to xii std, shall take Part – I Tamil during the I & II Semesters.
 - (b) Not studied Tamil up to xii std, shall take Part – I French during the I & II Semesters.)
2. Part – II - Foundation Course – English
3. Part – III
 - a) Core courses: Consisting of Main Subjects, Theory and Field Work. b) Allied Subjects.
4. Part – IV
 - Non Major Electives for 1st and 2nd Semesters
 - (a) Not studied Tamil up to xii std, shall take Basic Tamil as Non Major Elective during I & II Semesters.
 - (c) Studied Tamil upto xii std, can choose non-major elective comprising of two courses (a. Stress Management during I Semester and b. Sustainable Tourism and Social Work during II Semester)

Extra Disciplinary for 3rd to 6th Semesters

- Environmental studies
- Disability
- Value Education
- Work Force Development

5. Part – V Extension Activities
6. Course Completion Requirement: Study Tour
7. Skill based subjects (Soft Skills) – All Semesters

VI. COMPULSORY EXTENSION/ NSS SERVICE FOR BACHELOR OF SOCIAL WORK:

A candidate shall be awarded a maximum of 1 Credit during the 4th semester for **Compulsory Extension** Service. (80 hours @ 20 hours per semester, during the I, II, III and IV Semesters)

All the Students shall have to enroll for NSS / Sports & Games / Youth Red cross shall have to put in compulsory minimum attendance of 20 hours per semester. If a student LACKS 40 HOURS ATTENDANCE in the First year, he/she shall have to compensate the same during the subsequent years.

Students those who complete minimum attendance of 80 hours and more in Two Years will get ONE CREDIT in the 4th Semester.

VII. TEACHING METHODOLOGY:

Lectures, Guest Lectures, Group Assignments, Group Discussions, Video/Documentary Presentations, Role Plays, Case Studies, Article Reviews, Reading Materials and Field Visits.

VIII. ATTENDANCE REQUIREMENTS FOR PROCEEDING TO SUBSEQUENT SEMESTER:

- All candidates must put in 75% of attendance in each theory papers and 100% for field work. Absence from field work will be viewed seriously. Students do not have 100% attendance in their practical / field work will have to repeat the particular component of the practical / field work in the subsequent semester.
- If a candidates fails to put in the minimum attendance (percentage stipulated), the Principal shall condone the shortage of attendance up to amaximum limit of 10% (i.e. between 65% to 75%) for all UG courses after collecting the

prescribed fee of Rs. 250/- each for Theory/ Practical examination separately,

towards the condonation of Shortage of attendance.

- Candidates who have secured less than 65% but more than 50% of attendance are NOT ELIGIBLE for condonation of shortage of attendance and such candidates will not be permitted to appear for the regular examination, but will be allowed to proceed to the next year/ next semester of the course by paying the prescribed condonation fee of Rs. 250/- each for Theory/ Practical separately.
- Candidates who have put in less than 50% of attendance have to repeat the course (by rejoining) for which they lack attendance without proceeding for II/III year as the case may be. Until they rejoin the course and earn the required attendance for that particular semester / year, no candidates shall be permitted to proceed to the next year / next semester of the course under any circumstances.
- Provided in case of a candidate earning less than 50% of attendance in any one of the semesters due to any extraordinary circumstance such as medical grounds, such candidates who shall produce medical certificate issued by the Authorized Medical Attendant (AMA), duly certified by the Principal of the college, shall be permitted to proceed to the next semester and to complete the course of study. Such candidates shall have to repeat the missed semester by rejoining after completion of Final Semester of the course, after paying the fee for the break of study.

IX. PASSING MINIMUM

A candidate shall be declared to have passed in each paper / field practicum/project.

If he/she secures NOT LESS THAN 40% of the marks prescribed for the examination. He/ She shall be declared to have passed the whole examination. He/ She passes in all the papers, field practicum and research project/ as per the schemes of examinations earning 141 CREDITS. He/ She shall also fulfill the compulsory extension services prescribed earning a minimum of 1 credit to qualify for the degree.

X. CLASSIFICATION OF SUCCESSFUL CANDIDATES:

a) LANGUAGE OTHER THAN ENGLISH:

Successful candidates passing the examinations for the language and securing the marks

(1) 60% and above and (2) 50% and above but below 60% in the aggregate shall be declared to have passed the examination in the FIRST and SECOND Class respectively. All other successful candidates shall be declared to have passed the examination in the THIRD Class.

b) ENGLISH:

Successful candidates passing the examinations for English securing the marks (1) 60% and above and (2) 50% and above but below 60% in the aggregate shall be declared to have passed the examination in the FIRST and SECOND Class respectively. All other successful candidates shall be declared to have passed the examination in the THIRD Class.

c) CORE COURSES:

Core courses consisting of (a) Main Core Subjects, including theory, field work practicum and project report (b) Allied Subjects, (c) Application Oriented Subjects.

Successful candidates passing the examinations for Core courses together and securing the marks (1) 60% and above and (2) 50% and above but below 60% in the aggregate shall be declared to have passed the examination in the FIRST and SECOND Class respectively. All other successful candidates shall be declared to have passed the examination in the THIRD Class.

PROJECT REPORT / FIELD WORK REPORT:

Every student is required to complete a project report/field work report under the supervision and guidance of a faculty with a MSW / M.Phil / Ph.D degree in Social Work of BSW department, who will guide the students on topics related to social work education/Field work activities.

The project report/field work report shall be evaluated internally by two examiners.

1. Faculty in Social Work of the department who has guided the students and
2. Another Social Work faculty of the BSW department.

The examiners shall evaluate the project report/field work report for 100 marks. The total marks for project report / field work activities will be 100.

XI. QUESTION PAPER PATTERN

A. INTERNAL PATTERN

Internal Continuous Assessment (ICA)

The following procedure is followed for ICA:

Theory papers: Internal Marks = 50 Marks (Maximum)

Component	First Internal Continuous Assessment Test (I ICA)	Second Internal Continuous Assessment Test (II ICA)	Best	In – Class Test (ICT)	Take Home Assignment (THA)	Total Marks	Percentage
Marks Allocated	25 Marks	25 Marks	25 Marks	10 Marks	15 Marks	50 Marks	40%
* Passing Minimum			10/25	4/10	6/15	20/50	

* Passing minimum in each component is mandatory i.e., 40% For UG

B. EXTERNAL PATTERN

SECTION – A (50 WORDS)

10 OUT OF 12 - 10*2 MARKS = 20

MARKS SECTION – B (300 WORDS)

4 OUT OF 6 – 4*10MARKS = 40

MARKS SECTION-C (600 WORDS)

2 OUT OF 3 – 2*20 MARKS = 40 MARKS

I. PAPER – CREDIT – CLASS HOURS – EXAM HOURS – MATRIX

Semester	Title of the Subject	Type of paper	Total No. of Papers	Credit Per paper	Teaching hours per paper / per week @ 4 class days per week	Duration of ESE Exam Hours	Paper wise credit				Semester wise Credit total
							Foundation	Core	Non-Core	Total	
I	Foundation	Theory	2	3	4	3	6	-	-	6	22
	Core	Theory	1	4	4	3	-	4	-	4	
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*NME	Theory	1	2	2	3	-	-	2	2	
Soft Skill	-	1	2	-	Only ICA	-	-	2	2		
II	Foundation	Theory	2	3	4	3	6	-	-	6	22
	Core	Theory	1	4	4	3	-	4	-	4	
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*NME	Theory	1	2	2	3	-	-	2	2	
Soft Skill	-	1	2	-	Only ICA	-	-	2	2		
III	Core	Theory	3	3	4	3	-	12	-	12	25
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*ED	Theory	1	2	2	3	-	-	2	2	
	Soft Skill	-	1	2	-	Only ICA	-	-	2	2	
Extension	-	1	1	-	-	-	-	1	1		
IV	Core	Theory	3	3	4	3	-	12	-	12	25
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*ED	Theory	1	2	2	3	-	-	2	2	
	Soft Skill	-	1	2	-	Only ICA	-	-	2	2	
NSS	-	1	1	-	-	-	-	1	1		
V	Core	Theory	3	4	4	3	-	12	-	12	24
		Field Work (Rural Camp)	1	4	-	7 – 10 Days	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*ED	Theory	1	2	2	3	-	-	2	2	
	Soft Skill	-	1	2	-	Only ICA	-	-	2	2	
VI	Core	Theory	2	4	4	3	-	8	-	8	23
		Project	1	4	4	Only Viva	-	4	-	4	
		Field Work (Concurrent)	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*ED	Theory	1	1	1	-	-	-	1	1	
	Soft Skill	-	1	2	2	Only ICA	-	-	2	2	
	Study Tour	Requirement for Course Completion				4 – 5 Days					
TOTAL CREDITS										141	

*NME-Non Major Elective, *ED-Extra Disciplinary

SEMESTER – I

NATURE OF COURSE	TITLE OF THE COURSE	CREDITS	LECTURE HOURS	EXAM HOURS	ICA	ESE	MAX MARKS
FOUNDATION	LANG-TAMIL - I OR LANG- FRENCH - I	3	60	3	50	50	100
FOUNDATION	ENGLISH - I	3	60	3	50	50	100
CORE	INTRODUCTION TO SOCIAL WORK	4	60	3	50	50	100
CORE	FIELD WORK -I	4	-	-	50	50	100
ALLIED	SOCIOLOGY AND ITS RELEVANCE FOR SOCIAL WORK	4	60	3	50	50	100
SOFT SKILL	SOFT SKILL-I	2	30	-	50	-	50
NON MAJOR ELECTIVE	BASIC TAMIL – I OR STRESS MANAGEMENT	2	30	3	50	50	100
Requirement for Course Completion	SPORTS/NSS		20				
TOTAL	CREDITS	22					

SEMESTER – II

NATURE OF COURSE	TITLE OF THE COURSE	CREDITS	LECTURE HOURS	EXAM HOURS	IC A	ES E	MAX MARKS	
FOUNDATION	LANG-TAMIL II OR LANG-FRENCH II	3	60	3	50	50	100	
FOUNDATION	ENGLISH-II	3	60	3	50	50	100	
CORE	SOCIAL WORK PROFESSION	4	60	3	50	50	100	
CORE	FIELD WORK - 2	4	-	-	50	50	100	
ALLIED	HUMAN GROWTH AND DEVELOPMENT	4	60	3	50	50	100	
SOFT SKILL	SOFT SKILL-2	2	30	-	50	-	50	
NON MAJOR ELECTIVE	BASIC TAMIL – II OR SUSTAINABLE TOURISM & SOCIAL WORK	2	30	3	50	50	100	
Requirement for Course Completion	NSS/SPORTS		20HOURS					
TOTAL	CREDITS	22						

SEMESTER – III

NATURE OF COURSE	TITLE OF THE COURSE	CREDITS	LECTURE HOURS	EXAM HOUR	ICA	ESE	MAX MARKS
CORE	SOCIAL WORK PRACTICE WITH INDIVIDUALS AND GROUP-I	4	60	3	50	50	100
CORE	SOCIAL WORK PRACTICE WITH COMMUNITIES-I	4	60	3	50	50	100
CORE	FIELDS OF SOCIAL WORK	4	60	3	50	50	100
CORE	FIELD WORK -3	4	-	-	50	50	100
ALLIED	ECONOMICS AND POLITICAL SYSTEMS & PROCESSES	4	60	3	50	50	100
SOFT SKILL	SOFT SKILL-3	2	30	-	50	-	50
EXTRA DISCIPLINARY	DISABILITY	2	30	3	50	50	100
	EXTENSION ACTIVITY	1	15	-	-	-	-
Requirement for Course Completion	NSS/SPORTS		20				
TOTAL	CREDITS	25					

SEMESTER -IV

NATURE OF COURSE	TITLE OF THE COURSE	CRE DITS	LECTUR E HOURS	EXAM HOUR	ICA	ESE	MAX MARKS
CORE	SOCIAL WORK PRACTICE WITH INDIVIDUALS AND GROUPS- II	4	60	3	50	50	100
CORE	SOCIAL WORK PRACTICE WITH COMMUNITIES- II	4	60	3	50	50	100
CORE	SOCIAL DEVELOPMENT AND SOCIAL WORK	4	60	3	50	50	100
CORE	FIELD WORK-4	4	-	-	50	50	100
ALLIED	HUMAN BEHAVIOUR	4	60	3	50	50	100
SOFT SKILL	SOFT SKILL-4	2	30	-	50	-	50
EXTRA DISCIPLINARY	ENVIRONMENTAL STUDIES	2	30	3	50	50	100
Requirement for Course Completion	NSS/SPORTS	1	20				
TOTAL	CREDITS	25					

SEMESTER –V

NATURE OF COURSE	TITLE OF THE COURSE	CREDITS	LECTURE HOURS	EXAM HOUR	ICA	ESE	MAX MARKS	
CORE	COMMUNICATION FOR SOCIAL WORK	4	60	3	50	50	100	
CORE	SOCIAL WORK RESEARCH AND STATISTICS	4	60	3	50	50	100	
CORE	SOCIAL WORK IN HEALTH CARE	4	60	3	50	50	100	
CORE	FIELD WORK-5	4	-	-	50	50	100	
ALLIED	SOCIAL WORK WITH SENIOR CITIZENS	4	60	3	50	50	100	
EXTRA DISCIPLINARY	VALUE EDUCATION	2	30	3	50	50	100	
SOFT SKILL	SOFT SKILL-5	2	30	-	50	-	50	
TOTAL	CREDITS	24						

SEMESTER -VI

NATURE OF COURSE	TITLE OF THE COURSE	CREDITS	LECTURE HOURS	EXAM HOUR	ICA	ESE	MAX MARKS
CORE	SOCIAL WELFARE ADMINISTRATION	4	60	3	50	50	100
CORE	WOMEN DEVELOPMENT ISSUES AND CONCERNS	4	60	3	50	50	100
CORE	RESEARCH	4	-	-	50	50	100
CORE	FIELD WORK -6	4	-	-	50	50	100
ALLIED	HUMAN RIGHTS	4	60	3	50	50	100
EXTRA DISCIPLINARY	INTRODUCTION TO WORKFORCE DEVELOPMENT	1	15	-	50	-	50
SOFT SKILL	SOFT SKILL-6	2	30	-	50	-	50
	STUDY TOUR	REQUIREMENT FOR COURSE COMPLETION					
TOTAL	CREDITS	23					

FIELD WORK SCHEDULE

SEMESTER	FIELD WORK	NO.OF DAYS	NO.OF HOURS	CREDITS
1	LAB SESSIONS	15	60	4
11	LAB SESSIONS	15	60	4
111	OBSERVATION VISITS	15	60	4
1V	PROJECT FIELD WORK	15	60	4
V	RURAL CAMP	15	60	4
VI	CONCURRENT FIELD WORK	15	60	4

TOTAL NUMBER OF CREDITS

SL.NO.	SEMESTERS	CREDITS
1	I	22
2	II	22
3	III	25
4	IV	25
5	V	24
6	VI	23
TOTAL CREDITS		141

SEMESTER-I

PART I – FOUNDATION

TAMIL - I

CREDITS: 4

TOTAL TEACHING HOURS: 60

அலகு - 1 தமிழ் இலக்கிய வரலாறு

(10 Hours)

1. நாட்டுப்புற இலக்கிய வரலாறு

நாட்டுப்புறப் பாடல்கள், நாட்டுப்புறக் கதைகள்,

நாட்டுப்புறக் கதைப் பாடல்கள், பழமொழிகள், விடுகதைகள்

2. உரைநடை இலக்கிய வரலாறு

சிறுகதைகள் தோற்றமும் வளர்ச்சியும்

புதினங்கள் (நாவல்கள்) தோற்றமும் வளர்ச்சியும்

3. கவிதை இலக்கிய வரலாறு

மரபுக் கவிதைகள் தோற்றமும் வளர்ச்சியும்

புதுக் கவிதைகள் தோற்றமும் வளர்ச்சியும்

4. நாடக இலக்கியத்தின் தோற்றமும் வளர்ச்சியும்

(சிலப்பதிகாரம் முதல் தற்கால நாடகம் வரை)

அலகு - 2 (சென்னைப் பல்கலைக் கழக வெளியீடு)

(10 Hours)

1. வாய்மொழி இலக்கியம்: நாட்டுப்புறப் பாடல்கள்

தாலாட்டு

காதல்

ஒப்பாரி

2. புதுமைப்பித்தன் சிறுகதைகள்

கடவுளும் கந்தசாமிப் பிள்ளையும்

செல்லம்மா

மனித எந்திரம்

ஆற்றங்கரைப் பிள்ளையார்

அலகு – 3 (சென்னைப் பல்கலைக் கழக வெளியீடு)

(10 Hours)

(i) பாரதியார்

காணி நிலம் வேண்டும்

நல்லதோர் வீணை

(ii) பாரதிதாசன்:

தமிழ்க் காதல்

தமிழ் வளர்ச்சி

எந்நாளோ?

(iii) கவிமணி தேசிய விநாயகம் பிள்ளை:

குழந்தைக்கவி

ஆறு தன் வரலாறு கூறுதல்

அலகு – 4 (சென்னைப் பல்கலைக் கழக வெளியீடு)

(10 Hours)

ந. பிச்சமூர்த்தி

வழித்துணை

சிற்பி:

முள்.. முள்.. முள்

அப்துல் ரகுமான்

குருடர்களின் யானை

அலகு – 5

(10 Hours)

பம்மல் சம்மந்த முதலியார் - சந்திரகிரி

அசோகமித்திரன் - தண்ணீர்

அலகு – 6

(10 Hours)

மொழிப் பயிற்சி

1. பொருந்திய சொல் தருதல்

2. மரபுத் தொடர்கள்

3. கலைச் சொற்கள்

பார்வை நூல்கள் (Refference Book)

அலகு - 1

ஜெயம், அ., சந்திரலேகா வைத்தியநாதன், தமிழ் இலக்கிய வரலாறு, ஜனகா பதிப்பகம், சென்னை, மறுபதிப்பு 2012.

அலகு - 2

சக்திவேல், சு., நாட்டுப்புற இயல் ஆய்வு, மணிவாசகர் பதிப்பகம், சென்னை, 2006.

அலகு - 3

மெய்யப்பன், சு., (பதிப்பு), பாரதியார் கவிதைகள், தென்றல் நிலையம், சிதம்பரம், 2003.

பாரதிதாசன் கவிதைகள்

அலகு - 5

பம்மல் சம்பந்த முதலியார், சந்திரஹரி, முல்லை நிலையம், சென்னை, முதற்பதிப்பு 2003.

அசோகமித்திரன், தண்ணீர், நற்றிணை பதிப்பகம், சென்னை, இரண்டாம் பதிப்பு 2014.

PART I – FOUNDATION

FRENCH - I

CREDITS: 4

TOTAL TEACHING HOURS: 60

Objectives:

- To teach basic skills in written and spoken French.
- To encourage students oral and written mastery of the language.

COURSE CONTENT

Unit I (12 hours – Leçons 1 et 2)

1.1	Se présenter à des publics différents et saluer	- 1 hr
1.2	Saluer et Prendre congé	- 1 hr
1.3	La présentation, <i>s'appeler</i> et <i>être</i> et pronoms sujets, <i>c'est / il est / elle est.</i>	- 1 hr
1.5	Articles définis /indéfinis, Voici / voilà/il y a	- 1 hr
1.6	Des cartes d'identité.	- 1 hr
1.7	Présenter quelqu'un	- 2 hrs
1.8	Parler de soi	- 1 hr
1.9	Les nationalités, les verbes <i>er</i> (commencer, habiter...)	- 2 hrs
1.2.1	Les chiffres 1 à 50. minutes	- 30
1.2.2	Des vedettes et leurs nationalités. minutes	- 30
1.2.1	Épreuves	- 1 hr

Unit II (12 hours – Leçons 3 et 4)

2.1	Exprimer ses goûts, ses préférences.	- 1 hr
2.2	La négation, les articles définis.	- 1 hr
2.3	Les mois et les jours / le calendrier.	- 1 hr
2.4	Les verbes <i>er</i> (suite).	- 1 hr
2.5	L'interrogation avec intonation.	- 1 hr
2.6	Décrire un lieu, les noms des différentes salles...	- 2 hrs
2.7	Les adjectifs qualificatifs et les articles partitif	- 1 hr
2.8	Les verbes <i>ir</i> et <i>re</i> , les verbes <i>venir</i> , <i>devoir</i> , <i>faire</i> .	- 2 hrs
2.9	Les adjectifs possessifs <i>mon</i> , <i>ma</i> , <i>mes</i> et <i>notre</i> , <i>nos</i> .	- 1 hr
2.9.1	Épreuves	- 1 hr

Unit III (12 hours - Leçon 5)

3.1	Donner des directions / localiser un lieu/ trouver un lieu	- 2 hrs
3.2	Les verbes <i>aller</i> et <i>mettre</i> .	- 2 hrs
3.3	L'article contracté et les prépositions de lieu (en, à, au...)	- 2 hrs
3.4	L'impératif	- 2 hrs
3.5	Les mots de caractérisation d'un lieu et les lieux urbains	- 2 hrs
3.6	Les transports	- 2hrs

Unit IV (12 hours - Leçon 6)

4.1	Discuter et acheter des produits, <i>Ça fait...</i>	-2hrs
4.2	Les expressions de quantité	-1hr
4.3	Les fruits, les légumes, les produits alimentaires	-2 hrs
4.4	les produits propres aux pays différents.	- 1 hr
4.5	La négation	-1 hr
4.6	le COD	- 2hrs
4.6	Le conditionnel (je voudrais) et les verbes irréguliers : <i>pouvoir, vouloir, prendre.</i>	- 2 hrs
4.7	Épreuves	- 1 hrs

Unit V (12 hours - Leçon 7)

5.1	Fixer un rendez-vous avec le médecin	- 2 hrs
5.2	L'heure et Les nombres de 51 à 100	- 2 hrs
5.3	Les verbes <i>sortir et partir</i>	- 1 hr
5.4	L'interrogation avec <i>est-ce que</i>	- 2 hrs
5.5	Les parties du corps, <i>avoir</i> + les expressions et les maladies communes	- 1 hr
5.6	Les adjectifs possessifs – <i>notre/nos, votre/vos, sa/ses/son, ...</i>	- 1 hr
5.7	Le COI	- 1 hr
5.8	L'entraînement DELF et épreuves	- 2 hrs

References:

Prescribed text book

1. Krishnan, C & Albert Adeline, *Le Tramway Volant - I*, Saraswathi House Pvt Ltd, India, 2011.

Recommended Reading :

- v CAPELLE Guy; MENAND, Robert *Taxi-I*, Hachette, Paris, 2008
- v MERIEUX , Régine; LOISEAU, Yves, *Connexions-I*, Didier, Paris , 2004
- v MIQUEL, Claire, *Vite et Bien-I*, CLE International, Paris, 2009
- v POISSON QUINTON, Sylvie, SIREJOLS, Evelyne, *Amical -I*, CLE International, Paris, 2011

Websites

- <http://bouche-a-oreille.pagesperso-orange.fr>
- www.franparler.org
- www.francaisfacile.com/exercices/
- www.lepointdufle.net/
- www.ccdmd.qc.ca/fr/

PART II – FOUNDATION

ENGLISH - I

CREDITS: 4

TOTAL TEACHING HOURS: 60

Unit - I Preparatory Lessons (12 HOURS)

1. Competition Matters - *Suzanne Sievert*
2. A Personal Crisis May Change History - *Dr. A.P.J. Abdul Kalam*
3. Why Preserve Biodiversity - *Prof. D.Balasubramanian*
4. A Call to Action - *Adapted from Hillary Rodham Clinton's address.....*

Unit - II Prose (12 HOURS)

1. My Greatest Olympic Prize - *Jesse Owens*
2. If You are Wrong Admit it - *Dale Carnegie*
3. Monday Morning - *Mark Twain*
4. The Unexpected - *Robert Lynd*

Unit - III Poetry (12 HOURS)

1. Pulley or Gift of God - *George Herbert*
2. La Belle Dame Sans Merci - *John Keats*
3. The Night of the Scorpion - *Night of the Scorpion*
4. The Death of a Bird - *A.D. Hope*

Unit - IV Short Story (12 HOURS)

1. Mrs. Packletide's Tiger - *Saki*
2. A Snake in the Grass - *R.K. Narayan*
3. Three Questions - *Leo Tolstoy*
4. The Gift of the Magi - *O. Henry*

Unit - V Grammar (12 HOURS)

Tense, Aspect, Auxiliaries (Primary and Modal), Negatives, Interrogatives (Yes or No, Wh Questions) Tag questions, completing the sentences, Common errors, Synonym, Antonym, Word class, Use in sentences of words. (Refer to the Grammar exercises in the Text Book) and **Part I** from **Spring Board** by Orient Black Swan Pvt. Ltd Rs. 95/-

Part –I

Sound Right

Introduction to the Sounds of the English Language, Word Stress, Strong and Weak Forms, Sentences Stress and Intonation, Voice Modulation.

References:

Text Book - **Catalyst A Multilevel English Refresher** by Anu Chitra Publications Rs. 90/-

PART III – CORE

INTRODUCTION TO SOCIAL WORK

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To understand about Social Work.
- To gain insight about the historical development of Social Work.
- To learn various concepts and skills in Social Work.

UNIT- 1 (12 Hours)

Introduction to Social Work:

Definition, Values and Principles, Philosophy, Objectives of Social Work, Misconception of Social Work:

- Social Work as an alms giving activity
- Shramdan as social work
- Leadership activities are Social Work.
- Work in voluntary welfare agencies is a social work

UNIT - 2 (12 Hours)

Concepts related to Social Work:

Social Service, Social Welfare, Social Reform, Social Movement, Social Action, Social Development and Empowerment, Social Security.

UNIT - 3 (14 Hours)

History of Social Work:

History of Social Work in England and USA - Friendly Visitors, Elizabethan Poor Law, Work House and Alms House, Charity Organization Society (COS).

History of Social Work in India - Social Service, Traditional Social Service Institutions, Contribution of Social Reformers, Christian Missionaries, Gandhi and NGO's to Social Work.

UNIT – 4 (12 Hours)

Areas of Social Work Practice:

Health, Mental Health, Community Service, Child Care, Legal and Correctional Vocational Rehabilitation, Education, Economic and Social Development, Rural Development, Urban Development, Industrial, and Environment.

UNIT – 5 (10 Hours)

Skills of Social Work:

Interviewing, Listening, Observing, Questioning, Supporting, Educating, Counseling, Explaining and Informing.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Anand,C.L,	Equality, Justice and Reserve Discrimination.	1982	Popular book service, New Delhi.
2.	Chowdry Paul,D,	Voluntary Social Welfare in India	1971	Sterling Publishers, New Delhi
3.	Chowdry Paul,D	Introduction to social work	1992	Atma ravi and sons, New Delhi
4.	Das gupta, Sugatha,	Towards a philosophy of social work in India,	1967	Popular book service, New Delhi.
5.	Gangarade,	Dimensions of social work in India,	1976	Marwah publications, New Delhi.
6.	Jainendra Kumar,	An Introduction to Social Work	2002	Jha Anmol Publications Ltd, New Delhi.
7.	Khinduka S. K.	Social work in India	1975	Kitab mahal pvt. Ltd, Allahabad.
8.	Sanjay Bhattacharya	Social work- an integrated approach	2000	Deep and deep publication pvt. Ltd. New Delhi.
9.	Timms,Noel	Social Work values: An Enquiry.	1983	Routledge and Kegan Paul, London
10.	Wadra A.R	History and philosophy of social work in India.	1983	Allied publishing, New Delhi.
11	P.D. Misra	*Social Work: Philosophy and Methods	1994	Inter India Publications

PART III - CORE

FIELD WORK I

LAB SESSIONS

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To develop the capacity to reflect over one's own behaviours, and its effect on self and others.
- To develop skills to establish relationship with individuals, groups and communities.

THE TOPICS FOR LAB SESSIONS:

- Interpersonal Relationships
- Communication Skills
- Report Writing Skills.
- Indian Social Problems.
- Societal Analysis
- Understanding Group Behavior.
- Documentation

METHOD OF ASSESSMENT:

- Participation in Lab Sessions.
- Presentation and Report Submission.

PART III - ALLIED

SOCIOLOGY AND ITS RELEVANCE FOR SOCIAL WORK

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To understand sociology as a discipline and its relevance to social work.
- To provide knowledge about fundamental concept of sociology.

UNIT – 1

(15 Hours)

Introduction to Sociology:

Sociology as a Discipline and its Relevance for Social Work, Definition of Sociology, Relationship Between Sociology and Social Work, Difference Between Sociology and Social Work.

Society: Definition, Types, Theories – Auguste Comte's Law of three Stages, Marx's Theory of Social Change, Weber's Theory of Ideal Types and Spencer's Theory of Evolution.

UNIT – 2

(15 Hours)

Socialization

Definition, Agents, Functions and Importance of Socialization. Social Control – Meaning, Definition, Purpose and Need. Informal Means of Social Control- Belief, Folk Ways, Mores, Culture, Religion, Art and Literature, Humour, Satire and Public Opinion. Formal Means of Social Control-Law, Education and Coercion. Culture – Two Components of Culture-Material & Non-Material. Cultural Lag.

UNIT – 3

(15 Hours)

Social Groups and Social Institutions

Social Groups: Meaning, Definition, Types, Functions and Characteristics. Classification of Groups-Primary Group, Secondary Group, Reference Group.

Social Institutions: Definition, Types and Functions – Family, Marriage, Kinship, Descent

UNIT – 4

(05 Hours)

Social Stratification

Definition, Types- Caste and Class. Impact of Caste, Social Mobility.

UNIT - 5

(10 Hours)

Social Problems in India

Population, Poverty, Unemployment, Crime, Addiction, Gender Issues - Gender Discrimination, Health and Nutrition, Illiteracy and Environmental Pollution.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Adam Janrozik & Luisa Nocella	Sociology of Social Problems	1998	Cambridge University Press.
2.	Conklin,John,E	Sociology an Introduction.	1984	Macmillan Publishing Co. New York.
3.	Dhanagare D.N	Indian Sociology	1993	Rawat Publications, Jaipur and New Delhi
4.	Frances V. Moulder	Social problems of the Modern World	2000	Eve Hardward U.S.A
5.	Madan G.R.	*Indian Social problems	1985	Allied Publishers Private Limited.
6.	MacIver, R.M & Page	Society: An Introductory Analysis	1990	Macmillan India Ltd. Madras
7.	Srinivas M.N.	Social change in India	1995	Orient Blackswan
8.	Vidya Bhusan & D.R.Sachdeva	*An Introduction to Sociology	2005	Kitab Mahal Publications.Allahabad

SOFT SKILL – I

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To enable the students to develop their personal skills.
- To develop the coping mechanisms.

TOPICS:

- Self Esteem
- Self Concept
- Punctuality
- Sincerity
- Time Management
- Coping with Shyness, Coping with Loneliness.

PART – IV
NON MAJOR ELECTIVE
STRESS MANAGEMENT

CREDITS: 2

TOTAL TEACHING HRS: 30

UNIT – 1 (06 Hours)

Stress, Definition, Meaning, Causes, Types of Stress, Historical foundations of stress.

UNIT – 2 (06 Hours)

Consequences of stress: Stress Prevention, Stress Reduction, Sources of Stress.

UNIT – 3 (06 Hours)

Coping with Stress: Healthy and Unhealthy way of coping stress.

UNIT – 4 (06 Hours)

Techniques of Stress: Dealing with stressful situation, relaxation techniques.

UNIT – 5 (06 Hours)

Managing Stress: Strategies of managing stress.

References:

1. Comprehensive Stress Management, Jerrold S. Greenberg, 1983
2. Introduction to Psychology by Clifford Morgan, McGraw-Hill,

PART – IV

NON MAJOR ELECTIVE

அடிப்படைத் தமிழ்ப்பாடம் - I

CREDITS: 2

TOTAL TEACHING HRS: 30

தமிழ் மொழியில் அடிப்படைக் கூறுகள்

அலகு - 1 எழுத்துகள்

(06 Hours)

முதல் எழுத்துகள்

1. உயிர் எழுத்து, ஆய்த எழுத்து
2. மெய் எழுத்து
3. உயிர்மெய் எழுத்து

அலகு - 2 சொற்கள்

(06 Hours)

1. பெயர் சொல்
2. வினைச் சொல்
3. இடைச் சொல்
4. உரிச் சொல்

அலகு - 3 தொடரமைப்பு

(06 Hours)

1. எழுவாய்
2. பயனிலை
3. செயப்படுப் பொருள்

அலகு - 4.(A) பிழை நீக்கம்

(06 Hours)

1. ஒற்றுப் பிழை
2. எழுத்துப் பிழை
3. தொடர் பிழை

அலகு - 4.(B) எண்கள்(Numerals), உறவுப் பெயர்கள், வாழ் இடங்களும், பொருள்களும்.

அலகு - 5. அறிமுகம்

(06 Hours)

1. விழாக்கள்
2. இயற்கை
3. உணவு முறைகள் – சுவை – காய்கள் – பழங்கள்

NSS

Requirement for course completion

Total Hours: 20

All the Students shall have to enroll for NSS /Sports & Games / Youth Red cross or any other service organizations in the college and shall have to put in compulsory minimum attendance of 20 hours per semester. If a student LACKS 20 HOURS ATTENDANCE in the First semester, he/she shall have to compensate the same during the subsequent semester.

SEMESTER-II

PART – I - FOUNDATION

TAMIL - II

CREDITS: 4

TOTAL TEACHING HOURS: 60

அலகு : 1

(10 Hours)

தமிழ் இலக்கிய வரலாறு
அ. சிற்றிலக்கிய வரலாறு
ஆ. கிறித்துவ இலக்கிய வரலாறு
இ. இசுலாமிய இலக்கிய வரலாறு
ஈ. காப்பிய இலக்கிய வரலாறு

அலகு : 2

(10 Hours)

(சென்னைப் பல்கலைக் கழக வெளியீடு)
1. நந்திக் கலம்பகம்
2. முத்தொள்ளாயிரம்
3. தமிழ் விடு தூது

அலகு : 3

(10 Hours)

(சென்னைப் பல்கலைக் கழக வெளியீடு)
1. திருக்குற்றாலக் குறவஞ்சி (குறத்தி மலைவளம் கூறுதல்)
2. முக்கூடல் பள்ளு (நாட்டு வளம்)
3. இயேசு பிரான் பிள்ளைத் தமிழ் (செங்கீரைப் பருவம் முதல் 5 செய்யுள்கள்)

அலகு : 4

(10 Hours)

(சென்னைப் பல்கலைக் கழக வெளியீடு)
நளவெண்பா (கலி நீங்கு காண்டம்)

அலகு : 5

(10 Hours)

(சென்னைப் பல்கலைக் கழக வெளியீடு)
சீறாப்புராணம் (மானுக்குப் பிணை நின்ற படலம்)

அலகு : 6 மொழிப் பயிற்சி

(10 Hours)

இலக்கணக் குறிப்புகள்: பண்புத்தொகை, வினைத்தொகை
உம்மைத் தொகை, உருவகம், உவமைத் தொகை,

வேற்றுமைத் தொகை, அன்மொழித் தொகை, இருபெயரொட்டுப்
பண்புத்தொகை
ஒரு பொருள் குறித்த பல சொற்கள்
பல பொருள் குறித்த ஒரு சொல்
அகர வரிசைப்படுத்துதல்
ஒருமை - பன்மை மயக்கம், பிறமொழிச் சொற்களை நீக்குதல்

பார்வை நூல்கள் (Reference Book)

அலகு - 1

ஜெயம், அ., சந்திரவேகா வைத்தியநாதன், தமிழ் இலக்கிய வரலாறு,
ஜனகா பதிப்பகம், சென்னை, மறுபதிப்பு 2012.

அலகு - 2

அருணாசல தேசிகர், சோ., (உரை), நந்திக் கலம்பகம், முல்லை
நிலையம், சென்னை, 1993.

முத்துக்கணேசன், ரெ., முத்தொள்ளாயிரம் (தெளிவுரை), முல்லை
நிலையம், சென்னை, 1992.

இராதாகிருஷ்ணன், செ., தமிழ் விடுதூது, முல்லை நிலையம், சென்னை,
2004.

அலகு - 3

புலியூர்க்கேசிகன் (உரை), திருக்குற்றாலக் குறவஞ்சி, பாரி நிலையம்,
சென்னை, 1984.

புலியூர்க்கேசிகன் (உரை), முக்கூடற்பள்ளு, பாரிநிலையம், சென்னை,
1983

அருள் செல்லதுரை, ஏசுபிரான் பிள்ளைத் தமிழ், முல்லை நிலையம்,
சென்னை, 2000

அலகு - 4

புலியூர்க்கேசிகன் (உரை), நளவெண்பா ஸ்ரீசெண்பகா பதிப்பகம்,
சென்னை, 2010.

அலகு - 5

இதரீஸ் மரைக்காயர், எம்., (பதிப்பு), சீறாப்புராணம், மரைக்காயர்
பதிப்பகம், சென்னை, 1987

PART – I - FOUNDATION

FRENCH - II

CREDITS: 4

TOTAL TEACHING HOURS: 60

Objectives

- To reinforce the basic skills in written and spoken French acquired in the first semester.
- To encourage greater written skills through letter writing and composition writing.

COURSE PLAN

Unit I (12 hours - leçon 8)

5.1	Acheter un billet	- 2 hrs
5.2	Les nombres au-delà de 100	- 1 hr
5.3	Les différents types de places (fumeur, non fumeur, aller-retour)	- 1 hr
5.4	Les adjectifs démonstratifs	- 1 hr
5.5	L'interrogation avec inversion	- 1 hr
5.6	Les vêtements	- 1 hr
5.7	L'entraînement DELF	- 2 hrs
5.8	Compréhension/Production écrite	- 2 hrs
5.9	Épreuves	- 1 hr

Unit II (12 hours – leçons 9 et 10 du texte prescrit I)

1.1	Discuter les plats au restaurant	- 2 hrs
1.2	Les recettes, des plats et boissons différents, les formules de cuisine, des recettes simples des différents pays	- 1 hr
1.3	Le passé récent	- 2 hrs
1.5	Les pronoms toniques	- 1 hr
1.6	<i>Il faut</i> + infinitif, Le pronom <i>en</i>	- 1 hr
1.7	Faire des projets pour les vacances, décrire le temps les lieux touristiques et le climat des différents pays	- 2 hrs
1.8	Le futur proche et les adverbes, le <i>il</i> impersonnel, le pronom <i>y</i>	- 2 hrs
1.9	Épreuves et entraînement DELF	- 1 hr

Unit III (12 hours – leçon 1 du texte prescrit II)

2.1	Le passé composé	- 3 hrs
2.2	Les pronoms relatifs (qui, que)	- 1 hr
2.3	Québec et son histoire	- 2 hrs
2.4	Parler du passé et de soi	- 2 hrs
2.5	Compréhension/ production écrite	- 1 hr
2.6	Entraînement DELF	- 2 hrs
2.7	Épreuves	- 1 hr

Unit IV (12 hours – leçon 2 du texte prescrit II)

3.1	Les verbes réfléchis	- 2 hrs
3.2	Les pronoms relatifs (dont, où)	- 2 hrs
3.3	L'impératif négatif	- 1 hr
3.4	Québec et son histoire	- 1 hr
3.5	Parler du passé et de soi	- 2 hrs
3.6	Compréhension/ production écrite	- 1 hr
3.7	Entraînement DELF	- 2 hrs
3.8	Épreuves	- 1 hr

Unit V (12 hours – leçon 3 du texte prescrit II)

4.1	L'imparfait	- 3 hrs
4.2	La place des pronoms doubles	- 2 hrs
4.3	Décrire les mœurs et les pays	- 1 hr
4.4	La Réunion	- 2 hrs
4.5	Compréhension/ production écrite	- 1 hr
4.6	Entraînement DELF	- 2 hrs
4.7	Épreuves	- 1 hr

Reference book:

Prescribed Textbook

- Ø Krishnan, C & Albert Adeline, *Le Tramway Volant - I*, Saraswathi House Pvt Ltd, India, 2011.
- Ø Krishnan, C & Albert Adeline, *Le Tramway Volant - II*, Saraswathi House Pvt Ltd, India, 2012.

Syllabus

- Lessons 8 to 10 taken from the prescribed textbook *Le Tramway Volant - I*
- Lessons 1 to 3 taken from the prescribed textbook *Le Tramway Volant - II*

Recommended Reading :

- v CAPELLE Guy; MENAND, Robert *Taxi-I*, Hachette, Paris, 2008
- v MERIEUX , Régine; LOISEAU, Yves, *Connexions-I*, Didier, Paris , 2004
- v MIQUEL, Claire, *Vite et Bien-I*, CLE International, Paris, 2009
- v POISSON QUINTON, Sylvie, SIREJOLS, Evelyne, *Amical -I*, CLE International, Paris, 20011

Websites

- ü <http://bouche-a-oreille.pagesperso-orange.fr>
- ü www.franparler.org
- ü www.francaisfacile.com/exercices/
- ü www.lepointdufle.net/
- ü www.ccdmd.qc.ca/fr/

PART II - FOUNDATION

ENGLISH - II

CREDITS: 4

TOTAL TEACHING HOURS: 60

Unit - I Prose (12 Hours)

1. The Refugee - *K.A. Abbas*
2. The Lion and The Lamb - *Leonard Clark*
3. The Lady or the Tiger? - *Frank R. Stockton*
4. The Sky is the limit - *Kalpana Chawla*

Unit - II Poems (12 Hours)

1. The Solitary Reaper - *William Wordsworth*
2. Gift - *Alice Walker*
3. O What is that Sound - *W. H. Auden*
4. Ode to the West Wind - *P.B. Shelly*

Unit - III Short Stories (12 Hours)

1. The Fortune-Teller - *Karel Capek*
2. The Postmaster - *Rabindranath Tagore*
3. The Model Millionaire - *Oscar Wilde*
4. The Dying Detective - *Arthur Canon Doyle*

Unit - IV One-Act Plays (12 Hours)

1. The Death Trap - *Saki (H.H. Munro)*
2. The Dear Departed: A Comedy in ONE-ACT- *Stanley Houghton*
3. The Sherif's Kitchen - *Ronald Gow*
4. The Anniversary - *Anton Chekkov*

Unit - V Communicative Grammar (12 Hours)

Refer to the Text **Panorama** and **Part III** from **Spring Board** by Orient Black Swan Pvt. Ltd

Watch Your English

Grammar, Framing Questions, Common Errors, More Grammar, Word Building: Prefixes and Suffixes.

Reference Book: Text - **Panorama English for Communication** by Emerald Publishers Rs.89/-

PART III – CORE

SOCIAL WORK PROFESSION

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To gain understanding about Social Work as a Profession.
- To provide insight about social work education and practice.

UNIT- 1

(12 Hours)

Social Work Profession:

Profession - Meaning, Social Work Profession - Definition and Meaning. Code of Ethics – International Federation of Social Workers (IFSW). Social Worker's Associations – Professional Social Worker's Association (PSWA), International Association Of Schools Of Social Work (IASSW), National Association Of Professional Social Workers In India (NAPSWI), National Association Of Social Workers (NASW).

Traits in a Profession: Skill based on Theoretical Knowledge, Provision of Training and Occupation, Test of Competence of Members and Organization, Adherence to a Professional Code of Conduct, Altruistic Service.

UNIT-2

(12 Hours)

Social Work Education:

Historical Development of Social Work Education in India. Social Work Methods Introduction – Case Work, Group Work, Community Organization, Social Work Research, Social Welfare Administration and Social Action.

UNIT-3

(12 Hours)

Social Work Practice:

Scope of Social Work Practice in India, Current Trends and Issues in Social Work Practice.

UNIT-4

(12 hours)

Field Work and Supervision.

Recording: Meaning, Types of Recording – Summative Recording, Narrative Recording, Process Recording and Electronic Recording. Importance of Recording.

UNIT-5

(12 hours)

Human Rights and Social Justice:

Meaning of Human Rights. Meaning of Social Justice. Role of Professional Social Work in Human Rights and Social Justice.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Armaity S.Desai,	A study of Social Work education in TISS	1994	Bombay Tata Institute of Social Sciences
2.	Chowdry Paul	Introduction to social work	1992	Atma ravi and sons, New Delhi.
3.	Das gupta, sugatha	Towards a philosophy of social work in India.	1967	Popular book service, New Delhi.
4.	Gangarade	Dimensions of social work in India.	1976	New Delhi, Marwah Publications
5.	Khinduka S. K.	Social work in India	1975	Kitab mahal pvt. Ltd, Allahabad
6.	Nair.T.K.	Social Work education and Social work Practice in India	1981	ASSWI
7.	Sanjay Bhattacharya	Social work- An Integrated approach	2000	Deep and deep publication pvt. Ltd. New Delhi.
8.	Wadra AR-	History and philosophy of social work in India.	1968	Allied publishing, New Delhi.
9.	Watson David (ed)	A code of ethics of Social Work – A second Step	1985	Routledge and Kegan Paul, London.

PART III – CORE

FIELD WORK-II

LAB SESSIONS

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To develop the capacity to reflect over one's own behaviours, and its effect on self and others.
- To develop skills to establish relationship with individuals, groups and communities.

THE TOPICS FOR LAB SESSIONS:

- Tools for Effective Communication (Street Play, Folk Songs/Music/Dance Etc.)
- Net Working.
- Fund Raising.
- Need Analysis
- Visual Aids Presentations (Models, Charts, PPTs Etc...)
- Public Speaking
- Public Relations

METHOD OF ASSESSMENT:

- Participation in Lab Sessions
- Presentation and Report Submission

PART III – ALLIED

HUMAN GROWTH AND DEVELOPMENT

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To develop an overall understanding of principles of human growth
- To develop an understanding of the needs, tasks during the various stages of life
- To understand the interaction of development & behavior
- To learn to apply the knowledge of human growth and behavior in social work practice.

UNIT-1

Life Span: (12 Hours)

Meaning, Principles of Human Growth and Development. Prenatal Development - Conception, Stages of Prenatal Development, Factors Affecting Prenatal Development. Types of Birth – Natural or Spontaneous Birth, Breech Birth, Transverse Birth, Instrument Birth and Caesarean Section.

UNIT-2

(12 Hours)

Infancy and Babyhood:

Immunization, Nutrition, Physical Growth, Motor Development, Cognitive Development, Focus on Socialization Agents, Needs, Developmental Tasks and Problems. Role of Social Worker.

UNIT-3

(12 Hours)

Childhood:

Early and Late Childhood- Physical, Emotional, Cognitive, Social and Moral Development. Needs, Developmental Tasks, Scholastic Problems, School Drop-Out. Role of Social Worker.

UNIT-4

(12 Hours)

Puberty and Adolescence:

Physical Changes, Emotional, Cognitive and Social Aspects of Development. Cultural Context of Youth: Gender Identities, Education and Career Concerns, Relationship Problems, Role of Social Worker.

UNIT-5

(12 Hours)

Adulthood & Elderly:

Adulthood: Early, Middle and Late Adulthood
Elderly: Physical and Emotional Changes. Problems and Role of Social Worker.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Bee,Helen, L.Sandra, k. Mitchell	The Developing Person- A Life Span Approach- 2 nd Edition	1984	Happer & Row Publishers, New York
2.	Hurlock, Elizabeth	*Child development,6 th Edition, International Student Edition	1988	McGraw Hill Publishing Co.USA
3.	Hurlock, Elizabeth	*Developmental Psychology - A Life-Span Approach, 5 th Ed.	1982	Tata McGraw Hill publishing Co. Ltd.
4.	Munn, L. Norman Fernald, Dodge.C	Introduction to Psychology	1976	Oxford & IBH Publishing Co, New Delhi
5.	Saraswathi, T.S.	Developmental Psychology in India	1975- 1988.	Sage Publications, New Delhi
6.	Dutta, Ranjana,	An Annotated Bibliography	1987	Sage Publications, New Delhi

SOFT SKILL II

CREDITS: 2

TOTAL TEACHING HRS: 30

OBJECTIVES

- To sensitize the students in the development of their personal skills
- To prepare the students to develop their coping skills.

TOPICS:

- Motivation and Self Actualization
- Positive Thinking, Critical Thinking
- Study Habits
- Coping With Anger and Verbal Abuse

PART IV – NON MAJOR ELECTIVE

SUSTAINABLE TOURISM AND SOCIAL WORK

CREDITS: 2

TOTAL TEACHING HRS: 30

OBJECTIVES:

- To develop knowledge about tourism
- To understand the various paradigms of tourism
- To sensitize the students in conservation of natural and cultural heritage and diversity

UNIT – 1

Introduction of Tourism: (03 Hours)

Meaning of tourism, Tourism sites by state and Union territory of India.

UNIT – 2

Factors inhibiting the growth of tourism: (03 Hours)

Social, Economic, Historical, Religious and Cultural.

UNIT – 3

(06 Hours)

Global Scenario & Role of Social Worker:

Global Tourism Scenario in the 21st Century. Role of Social Worker in conservation of natural and cultural heritage and diversity.

UNIT – 4

(06 Hours)

Tourism Paradigms:

Eco Tourism, Green Tourism, Alternate Tourism, Heritage Tourism, Rural Tourism, Tribal Tourism, Sustainable Tourism, Cultural Tourism, Medical Tourism and Responsible Tourism.

Unit – 5

(12 Hours)

Field Visits:

Exposure to Eco, Green, Heritage, Rural, Tribal and Cultural tourist places.

References:

1. Tourism Development Principles and Practices – A.K. Shastri
2. Basics of Tourism – K.K.Kamra, Mohinder Chand
3. Dynamics of Modern Tourism – Ratandeep Singh
4. Tourism Dimensions – S.P. Tewari.

PART IV – NON MAJOR ELECTIVE

BASIC TAMIL -II
அடிப்படைத் தமிழ்ப்பாடம்

CREDITS: 2

TOTAL TEACHING HRS: 30

அலகு - 1 நீதி நூல்கள்

(10 Hours)

1. ஆத்தி சூடி (1-12)
2. கொன்றைவேந்தன் (1-8)
3. திருக்குறள் - 5
 1. அகர முதல ... (1)
 2. செயற்கரிய ... (26)
 3. மனத்துக்கண் ... (34)
 4. கற்க கசடறக் ... (391)
 5. எப்பொருள் யார்யார் ... (423)

(இப்பகுதியில் 15 வினாக்கள் பாடம் தொடர்பாகவும், 5 வினாக்கள் பாடல் வரிகளை எழுதும் வகையில் அமைதல் வேண்டும்).

அலகு – 2 நீதிக் கதைகள்

(10 Hours)

1. பீர்பால் கதை
2. பரமார்த்த குரு கதை

அலகு – 3 அறிமுகம்

(10 Hours)

அ. தமிழ் இலக்கிய வரலாறு – இலக்கியங்கள், புலவர்கள்

**ஆ. தமிழக வரலாறு – வரலாற்றுச் சின்னங்கள்,
சுற்றுலாத்தலங்கள்,**

அலுவலகப் பெயர்கள்

இ. பழமொழிகள்

NOTE:

The mode of conduct of Examination for Part – IV – Basic Tamil (I & II semesters) are as follows:

அடிப்படைத் தமிழுக்கு விடையைத் தேர்ந்தெடுத்தல் முறையின்படி (Objective Type) 50 வினாக்கள் கொடுக்கப்பட வேண்டும். ஒவ்வொரு வினாவிற்கும் 2 மதிப்பெண்கள் வீதம் எழுத்துத் தேர்வில் 100க்கு மதிப்பெண்கள் வழங்கிப் பின்னர் 75க்கு மாற்றம் செய்ய வேண்டும். அகமதிப்பீட்டிற்கு உள்ள 25 மதிப்பெண்களுடன் எழுத்துத் தேர்வு மதிப்பெண்ணையும் சேர்த்து 100க்கு மொத்தமாக வழங்கலாம்.

NSS

Requirement for course completion

Total Hours: 20

All the Students shall have to enroll for NSS /Sports & Games / Youth Red cross or any other service organizations in the college and shall have to put in compulsory minimum attendance of 20 hours per semester. If a student LACKS 20 HOURS ATTENDANCE in the current semester, he/she shall have to compensate the same during the subsequent semester.

SEMESTER –III

PART III – CORE

SOCIAL WORK PRACTICE WITH INDIVIDUALS AND GROUPS -I

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To understand the objectives, values of working with individuals and groups.
- To gain knowledge about the problems of individuals and groups
- To develop the necessary skills to apply the methods of working with individuals and groups

Unit-1

(15Hours)

Social Case Work :

Definition of Social Case Work. Objectives, Values, Goals of Social Case Work and Historical development of Social Case Work. Principles of Social Case Work – Acceptance, Individualization, Client Participation, Controlled Emotional Involvement, Confidentiality, Objectivity.

Components of Social Case Work – Person, Place, Problem, Process, (4p's) and Relationship.

Unit-2

(10 Hours)

Skills of Social Case Work:

Nature and Types of Problems of Individuals. Skills of Social Case Work: – Observation, Listening, Interview, Relationship Building, Communicating with Empathy and Authenticity, Skills in Exploring and Focusing.

Techniques of Helping Individuals – Supportive, Counseling.

Unit-3

(15 Hours)

Group and Social Group Work:

Definition of Group, Stages of Group Development – Forming, Norming, Performing, Adjourning. Nature and Types of Problems of Group.

Definition of Social Group Work, Objectives, Historical background of Social Group Work, Principles of Social Group Work – Purposive Program Planning, Guiding Group Interaction, Handling Conflict, Building Team Spirit, Monitoring, Evaluation, Follow Up. Goals of Social Group Work.

Unit-4

(10 Hours)

Types of Groups:

Social Groups, Closed and Open Groups, Treatment Group- Educational , Growth, Remedial and Socialization. Task Groups - Committees, Councils, Teams. Therapeutic Groups- T-Groups and Group Counseling.

Unit-5

(10 Hours)

Skill and Techniques of Working with Groups:

Skills in Identifying Potential Groups, Skills in Forming Groups, Skills in Strengthening Groups, Facilitations and Leadership.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Benjamin A	The helping interview,	1967	N.Y. Houghton, Muffin Co
2.	Biesteck F.P.	The Case work relationship	1957	London, George, Allen and Unwin
3.	Davidson E.H	Social case work.	1965	Bailliere Tindall and Cox
4.	Friedlander W.A.	Concepts and Methods of Social Work	1978	Englewood cliffs: Prentice Hall
5.	Trecker, Harleigh B	Social group work – Principles and Practice	1970	Association Press, New York
6.	Konopka, G	Social Group Work: Helping process.	1963	Prentice Hall, Inc.
7.	Toseland, R.W Rivas, R,F	An Introduction to group work practice.	1984	Macmillan Publication Co, New York
8.	Sanjay Bhattacharya	Major Text Book: Social Work an Integrated Approach	2003	Deep and Deep Publications Pvt. Ltd.

PART III – CORE
SOCIAL WORK PRACTICE WITH COMMUNITIES -I

CREDITS – 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To study about the community.
- To develop an understanding about leadership.
- To gain knowledge about Community Organization

Unit- 1 (15 Hours)

Community:

Concept of Community, Definition, and Community as a System, Sub- Systems of the Community, Types and Characteristics of Communities: Rural, Urban and Tribal. Problems Related to the Communities.

Unit-2 (10 Hours)

Community Power:

Definition and Meaning of Power. Concept of Community Power, Types of Community Power. Power Structure of India: Social, Economical, Political and Judicial.

Unit- 3 (10 Hours)

Community Leadership:

Definition, Meaning, Types of Leadership, Functions, and Qualities of a Good Leader.

Unit-4 (10 Hours)

Community Organization:

Definition, Historical Development, Principles of Community Organization – Specific Objectives, Planning, People Participation, Inter Group Approach, Flexible Organization, Democratic Functioning, Optimum Utilizations of Indigenous Resources, Cultural Orientations.

Unit- 5 (15 Hours)

Community Organization Process:

Study, Analysis, Intervention, Discussion, Implementation, Evaluation, Modification, and Follow Up, PRA Techniques – Social Mapping, Resource Mapping, Transect Walk, Seasonal Calendar, Venn Diagram, Trend Analysis, Priority Matrix & Time Line.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Ross, Murray, G.	Community Organisation: Theory and Principles,	1967	Harper and Brothers, Mumbai.
2.	Gangrade, K.D.	Community Organisation in India,	1971	Popular Prakashan, Mumbai
3.	Dunham, Arthur, E.	Community Organisation: Principles and Practice	1969	Thomas Y Crowell, New York
4.	Harper, E and Dunham, A.	Community Organisation in action	1959	Association Press, New York
5.	Syddiqui, H.Y.	Working with Communities	1997	Hira, New Delhi
6.	P.D. Misra	*Social Work: Philosophy and Methods	1994	Inter India Publications
7.	Murphy, Campbell.	Community Organisation Practice	1954	Houghton Mifflin Co, New York
9.	Murthy M.V –	Social Action	1966	Asia Publishing House, Mumbai
10.	Youngdahl, Benjamin, E	Social Action and Social Work	1966	New York Association Press
11.	Chowdry Paul	Introduction to social work	1992	Atma ravi and sons, New Delhi.
12	Christopher A.J., Thomas William. A	Community Organisation and Social Action	2006	Himalaya Publishing House, Delhi

PART III – CORE

FIELDS OF SOCIAL WORK

CREDIT: 4

TOTAL TEACHING HRS: 60

OBJECTIVES:

- To develop an understanding on the different fields of Social Work and the services available in the respective fields.
- To develop an ability to apply the principles of Social Work and Intervention Process in various fields of Social Work.

UNIT – 1

(12 Hours)

History of Fields of Social Work

General Overview: Historical Evolution of the Different Fields of Social Work in the Indian Context.

UNIT – 2

(12 Hours)

Medical and Psychiatric Social Work:

Meaning of Medical and Psychiatric Social Work, Organization and Administration of Medical and Psychiatric Social Work Department in Hospitals, Major Health Issues, Common Mental Disorders. Scope of Medical and Psychiatric Social Work. Role of Social Worker in Medical and Psychiatric Setting.

UNIT – 3

(12 Hours)

Family and Child Welfare:

Meaning Of Family and Child Welfare. Indian Family: Problems, and Prospects. Problems Of Children, Children in Special Circumstances. Emerging Issues in the Area of Child Welfare, Different Services in the Field of Family, Child and Youth Welfare. Scope of Family and Child Welfare. Role of Social Worker.

UNIT – 4

(12 Hours)

Rural and Urban Community Development:

Meaning of Rural and Urban Community Development. Current Issues in Rural and Urban Areas. Different Services in the Field of Urban and Rural Community Development. Scope of Urban and Rural Community Development. Role of Social Worker.

UNIT – 5

(12 Hours)

Criminology and Correctional Administration:

Meaning of Criminology. Crimes in India, Types of Crime, Criminal Justice System, Criminal and Correctional Laws – Juvenile Justice Act 2000. Need and Importance of Correctional Institutions. Scope of Criminology and Correctional Administration. Role of Social Worker.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Antony A. Vars	Social Work competences	1996	Saji Publication, New York
2.	Fink A.E,	The Field of Social Work,	1942	Henry Holt and Co., New York
3.	Nordshog, J.E	Analyzing Social Problems	1992	The Dryden Press, New York
4.	Misra, P.D .	Social Work Philosophy	1994	Inter-India Publications, New Delhi
5.	Mudgal. S.D.	An Introduction to Social Work	1997	Book Enclave, Jaipur
6.	Verma. R.K, Gopal Varma.	Research Methodology	2004	Common Wealth Publications

PART III – CORE
FIELD WORK – III
OBSERVATION VISITS

CREDITS: 4

TOTAL TEACHING HRS: 60

OBJECTIVES:

- To provide exposure to various NGOs and Government Organizations.
- To acquire skills of observation and develop a spirit of inquiry.
- To develop an appreciation of the significances of social work intervention in various institutions.

Visits to the Institutions working for:

- Children
- Women
- Elderly
- Differently Abled
- Bonded Labour
- Human Trafficking
- Migrant Issues
- Refugees
- Health
- Environment

Method of Assessment:

- Group Conference / Interaction.
- Report Submission of every visit.

PART III – ALLIED

ECONOMIC AND POLITICAL SYSTEMS AND PROCESSES

CREDITS: 4

TOTAL TEACHING HRS: 60

OBJECTIVES:

- To gain knowledge on economics and politics for social work.
- To understand the Indian political and economic system.
- To study the Political & Economic processes in the context of development / underdevelopment in India.

UNIT-1 (12 Hours)

Introduction:

Introduction to Economics and Politics as a discipline, relationship between Economics, Politics and Social Work.

UNIT-2 (12 Hours)

Economic concepts for social work:

Poverty, Unemployment, Rural and Urban Economy, Rural and Urban Gaps, Urbanization and Industrialization as Economic Processes. Concept of Development, Under Development, Economic Growth.

UNIT-3 (12 Hours)

Indian Economic system:

Types of Economic Systems: Capitalist, Socialist and Mixed Economy.

UNIT-4 (12 Hours)

Political System:

Definition, Types of Political Systems based on power and authority.

UNIT-5 (12 Hours)

Problems in the Economic and Political situation of India

Overview of problems in the economic situation of India: Inflation, Poor educational standards, Poor Infrastructure, Balance of Payments deterioration, Private debt Inequality, Budget deficit, Rigid Labour Laws, Inefficient agriculture, Slowdown in growth.

Overview of problems in the political system of India: Executive, Judiciary, Legislature. Analysis of government policies: five year and annual plans and Union Budget.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	R.C.Agarwal	Constitutional development & National Movement of India	1998	Vikas Publication New Delhi
2.	Bhatnagar. S	Political theory : An Introduction	1985	Meerut,Meenaksh, Prakashan
3.	Eddy Asirvatham, K.K.Misra	Political Theory	2000	Chand & company Ltd. New Delhi
4.	Harris Peter B	Foundations of political science	1996	Hutchinson of London
5.	Samuelson P.A	Economics: An Introductory Analysis	1961	McGraw - Hill

PART IV – EXTRA DISCIPLINARY

DISABILITY

CREDITS: 2

TOTAL TEACHING HRS: 30

OBJECTIVES:

- To sensitize the students about Disability.
- To realize the responsibilities towards persons with disabilities.

UNIT – 1 (06 Hours)

Disability: Meaning, Types of Disability.

UNIT – 2 (06 Hours)

Causes for Disability: Visual, Hearing, Locomotor and Others.

UNIT – 3 (06 Hours)

Issues of Disability: Physical, Social, Psychological and Economical.

UNIT – 4 (06 Hours)

Models: Social Model, Economic Model, Empowering Model, Market Model.

UNIT – 5 (06 Hours)

Government Policies and legislations. Non Government Organisations and their Programmes.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Baquer, Ali; and Sharma, Anjali	Disability: Challenge Vs Response	1997	Concerned Action Now
2.	Ministry of Law, Justice & Company Affairs	The persons with Disabilities (Equal Opportunities, Protection of rights and full participation) Act, 1995	1996	The gazette of India.
3.	National Sample Survey Organisation	A report on disabled persons,	1994	Department of Statistics, New Delhi.
4.	Pandey , R.S and Advani, Lal	Perspective is Disability and Rehabilitation,	1995	Vikas Publishing House, New Delhi.
5.	World Health Organisation	International Classification of Impairments, Disabilities, and Handicaps	1980	Geneva : World Health Organization.

SOFT SKILL- III

CREDITS: 2

TOTAL TEACHING HRS: 30

OBJECTIVES:

- To develop their personal skills
- To enable the students to develop their coping skills

TOPICS:

- Conflicts
- Problem solving
- Decision Making

EXTENSION ACTIVITY

CREDITS: 1

TOTAL TEACHING HRS: 15

- An extension activity is an activity that extends the learning through various exposures to different fields. To make the students to be socially responsible.
- To collaborate with government organization and non- government organization to bring the inclusive development of the community.
- Each student will put in 15 hrs (1 Credit), which will be mandatory for course completion.

OBJECTIVES:

- To make the students to become socially responsible citizens.
- To achieve professional excellence.
- To sensitize people issues and to bring changes.

NSS

Requirement for course completion

Total Hours: 20

All the Students shall have to enroll for NSS /Sports & Games / Youth Red cross or any other service organizations in the college and shall have to put in compulsory minimum attendance of 20 hours per semester. If a student LACKS 20 HOURS ATTENDANCE in the current semester, he/she shall have to compensate the same during the subsequent semester.

SEMESTER-IV

PART III – CORE

SOCIAL WORK PRACTICE WITH INDIVIDUALS AND GROUPS-II

CREDITS-4

TOTAL TEACHING HRS-60

OBJECTIVES:

To understand the significance of the methods and their uses.

To develop professional attitude and behavior

UNIT-1 (15 Hours)

Case work process:

Individual helping process (case work process): Intake, Study, diagnosis, treatment/intervention, evaluation, termination and follow up.

UNIT-2 (10 Hours)

Intervention of Individuals:

Enhancing client's problem-solving skills, assertiveness and stress management- modifying environment, developing resources and planning-enhancing family relationship.

UNIT-3 (15 Hours)

Group work process:

Group helping process (group work process): Planning phase- selection of members, orienting the members, environment preparation. Beginning phase- preparing for group work, first meetings- interviewing, rules for group work meetings, goal setting, motivation, Assessment of communication and interaction. Middle phase: Intervening with group members, problem solving, dealing with difficult members. Ending phase: Evaluations, termination, follow up.

UNIT-4 (10 Hours)

Recording:

Meaning, types – Process recording, Summative recording, Verbatim and Non verbatim recording, uses of recording, importance of recording for individuals and groups.

UNIT-5 (10 Hours)

Role of case worker and group worker in various settings:

School, Hospital, Community and Correctional setting.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Benjamin A	The helping interview	1967	N.Y. Houghton, Muffin Co
2.	Biesteck F.P.	The Case work Relationship	1957	George, Allen and Unwin, London
3.	Davidson E.H	Social case work.	1965	Bailliere Tindall and Cox
4.	Friedlander W.A.	Concepts and Methods of Social Work	1978	Englewood cliffs: Prentice Hall
5.	Trecker,Harleigh B	Social group work Principles and Practice	1970	Association Press, New York
6.	Konopka, G	Social Group Work: Helping process.	1963	Prentice hall,Inc.
7.	Toseland,R.W, Rivas, R,F	An introduction to group work practice.	1984	Macmillan publication Co. New York
8.	Kemp, C.G	Perspectives on the group process.	1970	Houghton
9	Sanjay Bhattacharya	Social Work an Integrated Approach	2003	Deep and Deep Publications Pvt. Ltd.

PART III – CORE

SOCIAL WORK PRACTICE WITH COMMUNITIES –II

CREDITS-4
60

TOTAL TEACHING HRS-

OBJECTIVES:

To understand the approaches and models of Community Organization and Social Action.

To develop ability to utilize appropriate approaches and skills to work with communities.

UNIT-1 (05 Hours)

Community organization & approaches:

Specific content, general content, process content, participatory approaches. Models: Rothman's model.

UNIT- 2 (20 Hours)

Social Action:

Meaning, Principles of Social Action – Principle of Credibility, Principle of Legitimization, Principle of Dramatization, Principle of Dual Approach, Principle of Multiple Strategies, Principle of Manifold Programme, Strategies – Campaign/Promotional Strategy, Collaborative Strategy, Advocacy Strategy, Negotiate Strategy, Litigation Strategy, Conscientization Strategy, Human Relation Strategy, Political Organization Strategy, Economic Organization Strategy, Conflict management Strategy, Situation Modification Strategy. Approaches: Paulo Freire, Saul Alinsky.

UNIT-3 (15 Hours)

Community Organization in different settings:

Health, Family and Child Welfare, Women, Marginalized groups like SC/STs. Role of Community Organizer.

UNIT-4 (10 Hours)

Skills in Community Organization:

Conceptual understanding, Communication, Organizing, Mobilizing Resources, Negotiating, Liasoning, Advocacy, Participatory Skills, Documenting Community Processes and Situations.

UNIT-5 (10 Hours)

NGOs and CBOs in Community Organization:

Contribution of NGOs in Organizing Communities. Importance of building CBOs for community organization.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Ross, Murray, G.	*Community Organisation: Theory and Principles,	1967	Harper and Brothers, Mumbai.
2.	Gangrade, K.D.	Community Organisation in India,	1971	Popular Prakashan, Mumbai
3.	Dunham, Arthur, E.	Community Organisation: Principles and Practice	1969	Thomas Y Crowell, New York
4.	Harper, E and Dunham, A.	Community Organisation in action	1959	Association Press, New York
5.	Syddiqui, H.Y.	*Working with Communities	1997	Hira, New Delhi
6.	P.D. Misra	Social Work: Philosophy and Methods	1994	Inter India Publications
7.	Murphy, Campbell.	Community Organisation Practice	1954	Houghton Mifflin Co, New York
9.	Murthy M.V –	Social Action	1966	Asia Publishing House, Mumbai
10.	Youngdahl, Benjamin, E	Social Action and Social Work	1966	New York Association Press
11.	Chowdry Paul	Introduction to social work	1992	Atma ravi and sons, New Delhi.
12	Christopher A.J., Thomas William. A	*Community Organisation and Social Action	2006	Himalaya PUBLISHING House, Delhi

PART III – CORE

SOCIAL DEVELOPMENT AND SOCIAL WORK

CREDITS: 4
60

TOTAL TEACHING HRS:

OBJECTIVES:

To understand the concept of development and development issues in India.

To learn developmental organizations in India.

To understand the role of legislation in relation to development.

UNIT - 1 (10 Hours)

Social Development Concepts:

Meaning, Definition, Concept of development, Social Development, Social Indicators, Human Development Index (HDI), Social Progressive Index (SPI), Gross National Happiness Index (GNHI), Quality of Life Index (QOL), Below Poverty Line (BPL).

UNIT - 2 (12 Hours)

Developmental Issues in India:

Poverty, Population Explosion, Education, Unemployment, Housing, Health and Environment, Globalization, Privatization and Liberalization, Scope for Social Work in Development Issues.

UNIT – 3 (15 Hours)

Developmental Organizations, Policies and Programmes:

Government Ministries: Ministry of Human Resource Development, Ministry of Skill Development and Entrepreneurship.

Non – Governmental Organizations: Oxfam, World Vision, Amnesty International and Myrada.

Government Policies: National Urban Sanitation Policy (NUSP), National Policy on Skill Development.

Government Programmes: Jawahar Rozgar Yojana (JRY), Training Rural Youth for Self Employment (TRYSEM), Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA), Smart Cities Mission.

Five Year Plans and NITI Aayog (National Institution for Transforming India)

UNIT – 4 (12 Hours)

Sustainable Development Goals:

1. No Poverty 2. Zero Hunger 3. Good Health and Well-being 4. Quality Education 5. Gender Equality 6. Clean Water and Sanitation 7. Affordable and Clean Energy 8. Decent Work and Economic Growth 9. Industry, Innovation and Infra Structure 10. Reduced Inequalities 11. Sustainable Cities and Communities 12. Responsible Consumption and Production 13. Climate Action 14. Life Below Water 15. Life on Land 16. Peace Justice and Strong Institutions Partnerships for the Goals.

UNIT-5

(11Hours

)

Social Legislations:

The Dowry Prohibition Act 1961, Child Labour (Prohibition and Regulation) Act 1986, Scheduled Caste and Scheduled Tribe (Prevention of Atrocities) Act, 1989, National Food Security Act, 2013,

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Agarwal A.N	Indian economy: Nature, Problem and Progress	1975	Vikas Niraj prakash, New Delhi
2.		Census of India	2000	Government of India
3.	Dandekar V.M.	Indian economy	1999	Sage Publications
4.	Dutt & Sundaram	Indian Economy	2001	S.Chand Publishing
5.	Ghosh, B.N.	Political economy new colonialism for third World countries	1985	Sterling Publishers
6.	Kumar B	Planning poverty and economic Development	1984	Deep & Deep Publications
7.	Michel Todaro	Economic development	2000	Addison Wesley
9.	Thirwall A.P	Growth and Development and special reference to developing countries.	2003	Palgrave Macmillan: London

PART III – CORE
FIELD WORK- IV
PROJECT FIELD WORK

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To study the various problems of the community
- To plan and execute appropriate programmes
- To develop documentation and presentation skills.

TOPICS RELATED TO:

- Children
- Women
- Elderly
- Environment

METHOD OF ASSESSMENT:

Assessment will be on the student's contribution towards the problem identification, analysis and Programme execution. Their personal skills will be taken into account for assessment.

PART III – ALLIED

HUMAN BEHAVIOUR

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To understand basic concepts of human behavior and relevance to social work practice.
- To gain knowledge on psychological base of human behavior.

UNIT-1 (12 Hours)

Psychology

Meaning, Concepts, History, Fields and Methods of Study of Human Behavior.

UNIT-2 (12 Hours)

Sensation and Perception

Meaning, Perceptual Process, Factors in Perception and Perceptual Selectivity.

UNIT-3 (12 Hours)

Learning, Memory and Intelligence

Meaning, Process, Theories of Learning: Classical Conditioning and Operant Conditioning. Types of Learning: Verbal Learning, Motor Learning, Concept Learning, Problem Solving, Serial Learning, Paired associate learning.

Memory: Meaning, Process: Registration, Retention and Recall.

Intelligence: Meaning, Level of Intelligence. Theories of Intelligence: Unitary Theory, Multifactor Theory, Spearman's two factor theory & Vernon's Hierarchical Theory.

UNIT-4 (12 Hours)

Motivation, Motives and Emotions

Meaning, Theories: Freud's Instinctive theory & Abraham Maslow's theory of Hierarchical needs.

Motives: Meaning. Types of Motives: Primary Motive, Secondary Motive.

Emotions: Nature and Characteristics, Emotional Expressions, Adaptive and Disruptive Qualities of Emotions

UNIT-5 (12 Hours)

Personality, Attitude and Adjustment

Definition, Theories of personality: Psychoanalytic theory & Eysenck's theory.

Attitude: Meaning, Attitude formation, Attitude change, Stereo types and prejudices.

Adjustment: Meaning of adjustment and mal adjustment. Defense mechanism: Meaning. Types: Regression, Repression, Reaction Formation, Displacement, Sublimation, Denial, Projection, Rationalization.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Bhatia, Hansraj	Elements of social Psychology	1970	Somaiya Publications, Bombay
2.	Engler, Barbera	Personality Theories- An Introduction, 3 rd edition	1991	Houghton Muffin company, Boston.
3.	Feldaman	Introduction to general Psychology	1990	McGraw-Hill Company
4.	Morgan, Clifford, T	Introduction to Psychology	1986	McGraw-Hill Book Company- New York
5.	Munn L. Norman	Introduction to Psychology	1975	Oxford & IBH Publication
6.	Saraswathi T.S	Developmental Psychology in India	1975	Sage Publications
7.	Sherif & Sherif	Social Psychology	1969	Harper & Row Publishers

PART IV – EXTRA DISCIPLINARY

ENVIRONMENTAL STUDIES

CREDITS: 2

TOTAL TEACHING HOURS: 30

Unit 1:

Multidisciplinary nature of environmental studies (3 Hours)

Definition, scope and importance, Need for Public awareness.

Unit 2:

Natural Resources: Renewable and non-renewable resources: (4 Hours)

Natural resources and associated problems.

a) Forest resources : Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people.

b) Water resources : Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.

c) Mineral resources : Use and exploitation, environmental effects of extracting and using mineral resources, case studies.

d) Food resources : World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies.

e) Energy resources : Growing energy needs, renewable and non renewable energy sources, use of alternate energy sources. Case studies.

f) Land resources : Land as a resource, land degradation, man induced landslides, soil erosion and desertification.

- Role of an individual in conservation of natural resources.
- Equitable use of resources for sustainable lifestyles.

Unit 3:

(3 Hours)

Ecosystems

- Concept of an ecosystem.
- Structure and function of an ecosystem.
- Producers, consumers and decomposers.
- Energy flow in the ecosystem.
- Ecological succession.
- Food chains, food webs and ecological pyramids.
- Introduction, types, characteristic features, structure and function of the following ecosystem :-
 - a. Forest ecosystem
 - b. Grassland ecosystem

- c. Desert ecosystem
- d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

Unit 4: (4 Hours)

Biodiversity and its conservation

- Introduction – Definition: genetic, species and ecosystem diversity.
- Biogeographical classification of India
- Value of biodiversity: consumptive use, productive use, social, ethical, aesthetic and option values
- Biodiversity at global, National and local levels.
- India as a mega-diversity nation
- Hot-spots of biodiversity.
- Threats to biodiversity: habitat loss, poaching of wildlife, man-wildlife conflicts.
- Endangered and endemic species of India
- Conservation of biodiversity: In-situ and Ex-situ conservation of biodiversity.

Unit 5: (4 Hours)

Environmental Pollution

Definition

- Cause, effects and control measures of:-
 - a. Air pollution
 - b. Water pollution
 - c. Soil pollution
 - d. Marine pollution
 - e. Noise pollution
 - f. Thermal pollution
 - g. Nuclear hazards
- Solid waste Management : Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster management : floods, earthquake, cyclone and landslides

Unit 6: (4 Hours)

Social Issues and the Environment

- From Unsustainable to Sustainable development
- Urban problems related to energy
- Water conservation, rain water harvesting, watershed management
- Resettlement and rehabilitation of people; its problems and concerns. Case Studies
- Environmental ethics: Issues and possible solutions.
- Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. Case Studies.
- Wasteland reclamation.
- Consumerism and waste products.
- Environment Protection Act.
- Air (Prevention and Control of Pollution) Act.
- Water (Prevention and control of Pollution) Act
- Wildlife Protection Act
- Forest Conservation Act

- Issues involved in enforcement of environmental legislation.
- Public awareness.

Unit 7:

(4 Hours)

Human Population and the Environment

- Population growth, variation among nations.
- Population explosion – Family Welfare Programme.
- Environment and human health.
- Human Rights.
- Value Education.
- HIV/AIDS.
- Women and Child Welfare.
- Role of Information Technology in Environment and human health.
- Case Studies.

Unit 8:

(4 Hours)

Field work

- Visit to a local area to document environmental assets river/ forest / grassland / hill / mountain
- Visit to a local polluted site-Urban/Rural/Industrial/Agricultural
- Study of common plants, insects, birds.
- Study of simple ecosystems-pond, river, hill slopes, etc. (Field work Equal to 5 lecture hours)

Reference:

Textbook of Environmental Studies for Under Graduate Courses by Erach Bharucha for University Grants Commission

SOFT SKILL – IV
COMPUTER SKILLS

CREDITS: 2

TOTAL TEACHING HRS: 30

OBJECTIVE:

- To improve the skills of students through technology related to Social Work Profession

TOPICS

- MS Office Pack: MS Word, Excel, Power Point Presentation
- Photoshop
- Prezi (Presentation)
- Introduction to SPSS

NSS

CREDITS: 1

TOTAL HRS: 20

Cumulative Hours (I to IV Semesters): 80

All the Students shall have to enroll for NSS / Sports & Games / Youth Red cross or any other service organizations in the college and shall have to put in compulsory minimum attendance of 80 hours till fourth semester. Students those who complete minimum attendance of 80 hours and more in Two Years will get ONE CREDIT during the IV Semester.

SEMESTER-V

PART III – CORE

COMMUNICATION FOR SOCIAL WORK

CREDITS: 4

TOTAL TEACHING HRS: 60

OBJECTIVES:

- To understand theoretical models of communication
- To increase knowledge on various communication methods and their use in the process of social change
- Acquire ability to use communication skills in the practice of social work methods.

UNIT-1

(10 Hours)

Communication:

Definition, Purpose, Principles, Process, Types, Techniques and Barriers. 7 C's of Communication: Clear, Concise, Concrete, Correct, Complete, Coherent, and Courteous

UNIT-2

(10 Hours)

Communication skills:

Verbal, Written and Visual communication

UNIT-3

(15 Hours)

Media:

Function of Media In Development- Watch Dog, Opinion Forum, Educator, Entertainer, Value Promoter, The Phenomenon of Audio-Visual Culture And Mass Culture, Concept of Global Village, Public Services, Broadcasting In Diffusing Ideas and Practices.

UNIT-4

(15 Hours)

Use of Audio & Visual Aids:

Notice Boards, Flannel Graph, Exhibits, Models, Specimens, Posters, Charts, Collage, Paper Clippings, Photo Language, Lettering, Simple Drawing and Cartoons. Projects Aids: Slides, OHP and Film Strips. Use of Folk Media: Puppetry, Stories, Songs, Folklore, Slogans, Street Theatre and Villupattu.

Use of Other Methods: Drama, Role-Play, Panel Discussions, Group Discussions, Seminar, Conferences, Demonstration, Exhibition, Public Meetings, Public Speaking, Print Media, Press and Advertising.

UNIT-5

(10 Hours)

Communication Media and Ethics:

Communication and media in India, their scope, and limitations, utilizing media to deal with basic problems of India, utilization of internet and Social Media, communication for social change, social action, and social development.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Harry Shefter	How To Prepare Talks And Oral Reports.	1963	Pocket Publication, South Glamorgan
2.	Joseph Kivlin et all	Communication in India: experiments in Introducing Change.	1968	National Institute of Community Development: India
3.	Kaul, H.K	The Craft of Writing	1978	New Delhi: Arnold- Heinemann.
4.	Murphy	Mass Communication and Human Interaction	1977	Hardcover Publications
5.	Narasimma Reddyc.V	How to Be A Good PRO	1974	Sharada Publications, Hyderabad.
6.	Sam Black	Practical Public Relations	1966	Pitman Publishing, London

PART III – CORE

SOCIAL WORK RESEARCH AND STATISTICS

CREDITS: 4

TOTAL TEACHING HRS: 60

OBJECTIVES:

- Develop an understanding of the nature, purpose and importance of social work research.
- Develop competence to conceptualize and a problem analyses and assess social problems and social needs at the micro level.
- Acquire skills in conducting research by developing ability
 - To prepare appropriate tools
 - To collect, Analyze and interpret data through appropriate tables.

UNIT – 1 (10 Hours)

Introduction to Social Work Research:

Definition of Research, Social Work Research and Importance of Social Work Research. Identifying and Formulating a Problem Relevant To Social Work.

Raising Research Questions and Deriving Objectives. Clarification of Concepts, Variables, Pilot visit, Pre-test, Conceptual Definition, Operational Definition and Hypotheses.

UNIT – 2 (15 Hours)

Types of Research & Sampling:

Quantitative & Qualitative. Research Design: Introduction to Research Designs –, Methods and Functions. Types of Designs – Explorative, Descriptive, Diagnostic and Experimental.

Sampling: Meaning, Types: Probability - Simple Random Sampling, Systematic Random Sampling, Stratified Random Sampling, Cluster Sampling. Non - Probability - Convenience Sampling, Snow Ball Sampling, Volunteer, Purposive Sampling and Quota Sampling.

UNIT – 3 (10 Hours)

Sources of Data:

Primary and Secondary, Tools of Data Collection – Observation, Interview, Questionnaire, Focused Group Discussion, Life History and Case Study.

UNIT – 4 (10 Hours)

Data Processing:

Editing, Coding, Classifying, Tabulating and Simple Graphical Presentation.

UNIT – 5 (15 Hours)

Data Analysis:

Use of Simple Statistics – Percentage Analysis and Measures of Central Tendency – Simple Mean, Median and Mode. Interpretation of tables. Guidelines for Dissertation:

Title, Introduction, Review of Literature, Methodology, Data Analysis, Findings, Suggestions, Bibliography, Annexure.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Antony Joseph	Methodology for Research	1986	Theological Publications in India, Bangalore
2.	Bajpai	Methods of Social Survey and Research	1992	Kanpur, Kilah Ghar
3.	Gupta	Statistical Methods,	1985	Sultan Chand and Sons New Delhi
4.	Hans Raj	Theory and Practice in Social Research	1992	Surjeet Publications, New Delhi
5.	Hubert M.Blalock Jr	An introduction to Social Research	1970	New Jersey, Prentice Hall

PART III – CORE

SOCIAL WORK IN HEALTH CARE

CREDITS: 4

TOTAL TEACHING HRS: 60

OBJECTIVES OF THE COURSE:

To understand the concept and dimensions of health – Physical, Social, Environmental and Mental Health.

To gain knowledge about various Diseases, Prevention and Treatment.

To study the indigenous systems into their influence on holistic health.

UNIT – 1

(15 Hours)

Introduction to Health:

Definition of Health, Health Concepts. Hygiene, Illness, Disease. Dimensions of Health: Physical, Mental, Social and Spiritual. Determinants: Human Biology, Environment, Ways of Living, Economic Status and Health Services. Philosophy of Health. Indicators of Health: Comprehensive Indicators - Crude Death Rate (CDR), Proportional Mortality Ratio, Expectation of Life. Specific Indicators - Infant Mortality Rate (IMR). Death from Communicable Diseases, Health Services and Activities.

UNIT – 2

(10 Hours)

Factors Affecting Health: Personal Hygiene

Personal Hygiene - Problems Associated with Lack Of Personal Hygiene - Eyes, Nose, Teeth, Mouth, Gums, Nails, Skin, Ear, Hair, Clothing Sunlight Posture, Sleep and Personal Sanitary Habits. Role of Social Worker in promoting Personal Hygiene. Social Factors Affecting Health: Poverty, Ignorance, Superstitions and Beliefs.

UNIT – 3

(15 Hours)

Factors Affecting Health: Diseases

Diseases, Clinical Aspects of Major Communicable Diseases – Leprosy, TB, STD, HIV/AIDS, Poliomyelitis, Malaria, Cholera, Typhoid and Diarrheal Diseases. Clinical Aspects of Major Non – Communicable Diseases – Cancer, Diabetes, Asthma, Hypertension, Cardiac Disorders. Role of Social Worker in prevention and management of diseases.

UNIT – 4

(15 Hours)

Factors Affecting Health

Nutrition, Malnutrition, Clinical Aspects of Deficiency Diseases. Role of Social Worker in nutrition care. Factors Affecting Health – Environment - Water, Air, Vector Control, Housing, Noise, Radiation, Waste Disposal. Role of Social Worker in Environmental Protection. Definition of Mental Health, Mental Illness and Mental Retardation, Common Mental Problems: Anxiety, Depression, Obsessive Compulsive Disorder (OCD) and Eating Disorder.

UNIT – 5

(05 Hours)

Factors contributing to Health:

Indigenous Methods - Ayurveda, Yoga, Unani, Siddha, Homeopathy (AYUSH). Naturopathy, Relaxation Therapy, Meditation, Exercise.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Abraham Verghese	Introduction to Psychiatry	1996	BI Publications Pvt. Ltd
2.	Anderson. G.M.	Communicable Disease Control	1953	The Macmillian, New York
3.	Ministry of Welfare, India	Encyclopedia of Social Work in India: Vol I & II	1987	Director, Publications Division, Ministry of Information and Broadcasting, Govt. of India.
4.	Park. K	Text Book of Prevention and Social Medicine	1997	Banaridas Bhanot Publishers, Jeblpur
5.	Park J.E & Park. K	Text Book of Prevention and Social Medicine	1997	Banaridas, Jeblpur
6.	Yashpel Bedi	Hygiene of Public Health	1959	Amritsar: Anand Publishing

PART III – CORE

FIELD WORK- V

RURAL CAMP

CREDITS: 4

TOTAL TEACHING HRS: 60

OBJECTIVES:

- To expose the students to rural life and living
- To enable students to learn by carrying out development projects after identifying local needs.
- To inculcate the spirit of working in a team.

ASSESSMENT:

- Pre- camp –Planning, involvement, Responsibilities.
- On-camp – Participation and involvement, cooperation, group adjustments.
- Post- camp – individual submission of report, group presentation.

PART III – ALLIED

SOCIAL WORK WITH SENIOR CITIZENS

CREDITS: 4

TOTAL TEACHING HRS: 60

OBJECTIVES:

- To understand the problems of Senior Citizens in India.
- To acquire knowledge about the services for Senior Citizens.
- To study the legal provisions for the Senior Citizens.

UNIT – 1

(12 Hour)

Definition of Senior Citizen:

Definition, Meaning - Social, Cultural and Medical. Aging, Concept of Geriatrics, Gerontology, Geriatric Social Work, Gerontological Social Work.

UNIT – 2

(15 Hours)

Physical and Social Changes:

Physical Changes: Change of Physical Characteristics like Vision, Bones and Muscles. Common Illness: Urinary Incontinence, Respiratory disorders, Cardiac disorders, Diabetes, Arthritis and Parkinson's disease, Dementia, Alzheimer's disease
– Causes, Symptoms and Management

Social Changes: Changing roles and functions in the family and society. Alienation from the mainstream of society, Elder abuse, Empty Nest Syndrome.

UNIT – 3

(12 Hours)

Economic and Psychological Changes:

Economic Changes: Retirement, Reduction of income and impact on the Individual and his/her family.

Psychological Changes: Self perception of the individual. Fear of dependency, loneliness, Fear of illness, Dying and Death, Old age, Forgetfulness, Depression.

UNIT – 4

(9 Hours)

Role of Family and Society in the Promotion of Physical and Mental Health of the Senior Citizens. Role of Geriatric Social Worker.

UNIT – 5

(12 Hours)

Governmental and Non – Governmental Services:

Day Care Centers, Special Holiday Camps, Outings, Pre – Retirement Counseling, Counseling for this Stage of Life, Counseling to Family Members for understanding the Aged and Living with them. Mobile Health Services, Meals – on – Wheels, Recreation Centers, Senior Citizen's Clubs, Self Employment Schemes, Open University Scheme, Adult Education, Creation Of Employment Opportunities And Voluntary Work for the Senior Citizens in the Existing Structure of Society, Involvement of the Senior Citizens in Initiating and Management of their Services. Community Education of Senior Citizens, Help Age India, Help line–1800-180-1253.

Maintenance and Welfare of Parents and Senior Citizens Act, 2007, An Integrated Programme for Older Persons (IPOP), 2008, National Policy on Senior Citizens, 2011, Indira Gandhi National Old Age Pension Scheme.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Binstock, R.H and Shahas, E	Handbook of aging and the Social Sciences	1976	Van Nostrand Reinhold Company, New York
2.	Borgatta, E.F and McCluskey N.G	Aging and Society: Current Research and policy perspectives	1980	Beverly Hills/ London – Sage Publications
3.	Desal, K.G	Aging in India	1982	TISS Series 52
4.	Lowy, Louis	Social work with the aging – The Challenge and Promise of later years.	1979	Harper and Row, New York
5.	Marshall, Mary	Social Work with Old People	1983	The Macmilan Press.Ltd., London

PART IV – EXTRA DISCIPLINARY

VALUE EDUCATION

CREDIT: 2

TOTAL TEACHING HRS: 30

OBJECTIVE:

Values are socially accepted norms to evaluate objects, persons, and situations that form part and parcel of sociality. A value system is a set of consistent values and measures. Knowledge of the values are inculcated through education. It contributes in forming true human being, who are able to face life and make it meaningful. There are different kinds of values like, ethical or moral values, doctrinal or ideological values, social values and aesthetic values. Values can be defined as broad preferences concerning appropriate courses of action or outcomes. As such, values reflect a person's sense of right and wrong or what "ought" to be. There are representative values like, "Equal rights for all", "Excellence deserves admiration". "People should be treated with respect and dignity". Values tend to influence attitudes and behavior and help to solve common human problems. Values are related to the norms of a culture.

UNIT- 1

(6 Hours)

Introduction to Value Education:

Value education-its purpose and significance in the present world – Value system – The role of culture and civilization-Holistic living – Balancing the outer and inner – Body, Mind and Intellectual level- Duties and responsibilities.

UNIT- 2

(6 Hours)

Salient values for life:

Truth, commitment, honesty and integrity, forgiveness and love, empathy and ability to sacrifice, care, unity, and inclusiveness, Self esteem and self confidence, punctuality – Time, task and resource management – Problem solving and decision making skills- Interpersonal and Intra personal relationship – Team work – Positive and creative thinking

UNIT- 3

(6 Hours)

Human Rights:

Universal Declaration of Human Rights – Human Rights violations – National Integration – Peace and non-violence – Dr. A P J Kalam's ten points for enlightened citizenship – Social Values and Welfare of the citizen – The role of media in value building.

UNIT- 4

(6 Hours)

Environment and Ecological balance:

Interdependence of all beings – living and non-living. The binding of man and nature – Environment conservation and enrichment.

UNIT- 5

(6 Hours)

Social Evils:

Corruption, Cyber crime, Terrorism – Alcoholism, Drug addiction – Dowry – Domestic violence – untouchability – female infanticide – atrocities against women- How to tackle them

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	M.G.Chitakra	Education and Human Values	2003	A.P.H.Publishing Corporation, New Delhi
2.	Chakravarthy, S.K.	2Values and ethics for Organizations: Theory and Practice	1999	Oxford University Press, New Delhi
3.	Satchidananda, M.K	Ethics, Education, Indian Unity and Culture	1991	Ajantha Publications, Delhi
4.	Das, M.S. & Gupta, V.K	Social Values among Young adults: A changing Scenario	1995	M.D. Publications, New Delhi
5.	Bandiste, D.D	Humanist Values: A Source Book	1999	B.R. Publishing Corporation, Delhi
6.	Ruhela, S.P	Human Values and education	1986	Sterling Publications, New Delhi
7.	Kaul, G.N	Values and Education in Independent Indian	1975	Associated Publishers, Mumbai
8.	NCERT	Education in Values	1992	New Delhi

SOFT SKILL- V

CREDIT: 2

TOTAL TEACHING HRS: 30

OBJECTIVES:

- To understand the ways and means of team building
- To take on the leadership role where ever it is necessary with courage and confidence.

TOPICS:

- Leadership
- Team work
- Goal setting
- Personality development

SEMESTER-VI

PART III - CORE

SOCIAL WELFARE ADMINISTRATION

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES

- To understand the administration process in the organization.
- To acquire knowledge and skills of the basic components of the administrative and organization process.
- To study legislations related to Social Welfare Administration.

UNIT-1

(15 Hours)

Evolution of Social Welfare Administration:

Evolution of Social Welfare Administration, Concepts, Public Administration, Social Service, Social Welfare Services, Philosophies of Social Welfare and Social Development, Principles and Values of Social Welfare Administration.

UNIT-2

(15 Hours)

Agency Administration:

Administration in Voluntary Organization, Constitution and Bye Laws, Boards and Committees, Organization as a System, Structure, Functions of Central Social Welfare Board, State Social Welfare Board, Directorate of Social Welfare, Social Defense.

Unit – 3

(15 Hours)

Elements of Administration:

Policy, Planning, Organizing, Staffing, Coordination, Reporting, Record Keeping, Budgeting, Fund Raising Monitoring, Communication and Evaluation.

Public Relation and Publicity, Basic Accounting, Use of Computers for Office Procedures.

UNIT-4

(15 Hours)

Laws Related to NGO:

Society's Registration Act 1860 and Rules 1975; Tamil Nadu Society's Registration Act 1975 and Rules; Companies Act 1956 (Section 25); Foreign Contribution Regulation Act 1976; Public Trust Act and Rules 1912

UNIT-5

(05 Hours)

Role of Social Worker:

Role of Social Worker in Social Welfare Administration

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Chaturvedi, T.N. and Chandran	Social administration development and change	1977	Sage Publications, New.Delhi
2.	Danis,Kathi,	Human behavior at work,	1977	Mcgraw Hill New Delhi
3.	Lalitha ,N.V	Status of voluntary effort in social welfare	1982	NIPCCD, New Delhi
4.	Man Mohan Prasa	Management concepts and practice	2008	Himalaya Publishing House.
5.	Paul Chowdhary	Social welfare administration	1979	Atma Ram & Sons.
6.	S.L Goel and R.K.Jain	Social welfare administration	2002	Deep & Deep Publications
7.	Ramesthiwari Devi, Rani Prakash	Social Work and Social welfare Administration	2001	Jaipur: Mangal deep Publications.

PART III - CORE

WOMEN DEVELOPMENT - ISSUES AND CONCERNS

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To understand the perspectives of women development in Indian society.
- To develop a capacity to examine the social systems that affect women.
- To study the status of women empowerment in India.

UNIT-1 (10 Hours)

Introduction to Women Development:

Women Development – Status of Women in different periods. Indicators of Women's Development

UNIT- 2 (10 Hours)

Concept of Patriarchy:

Concept of Patriarchy, Impact of Patriarchy on Women in the Family, in Education and in Employment.

UNIT-3 (10 Hours)

Issues and Concerns:

Socialization of the Girl Child, Gender Stereotypes, Dowry, Widowhood, Foeticide, Rape, Sexual Abuse, Domestic Violence, and Female Headed Households, Feminization of Poverty, Role Of Media.

UNIT- 4 (20 Hours)

Legislation Related To Women:

Legal Rights of Women With Reference To Inheritance, Employment, Marriage, Adoption, Divorce, Maintenance, Maternity Benefits. CEDAW - Convention on Elimination of All Forms of Discrimination against Women and Girls. Girl Child Rights, Domestic Violence Act (2005), Sexual Harassment of Women at Workplace Act, 2013, Vishaka Guidelines.

UNIT-5 (10 Hours)

Concept of Empowerment:

Policy for the empowerment of Women (2001), Government Programmes for Women. Coping Abilities of Indian Women.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Anne Marie Goeiz	Women, Gender Equality and the State.	2001	Deep and Deep publications PVT Ltd.
2.	Devsala Leelamma	Women, Social Justice and Human Rights	1998	APH Publishing Corporation
3.	Mira Seth	Women and Development	2001	Sage Publication
4.	Pal B.K.	Problems and Concerns of Indian Women	1983	ABC Publishing House, New Delhi
5.	Sakuntala Narasimhan	Empowering Women	1999	Sage Publication
6.	Savitha Singh	Empowerment of Women	2001	
7.	Talsha Abraham	Women and the Policies of violence	2002	Shakti books

PART III - CORE

RESEARCH

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To equip the students to involve in project activity.
- To train the students to design research problem.
- To orient the students about research methodology, data collection and data analysis.

Chapter I - Introduction

- General view about your research problem
- National and International issues related to the research problem
- Legislations related to research problem
- Statistical report related to research problem
- Present situation in Tamilnadu
- Profile of the study organization

Chapter II - Review of literature

- Research studies
- Journals
- Articles
- Books
- In Chronological order and reviews form 1990's

Chapter III - Research Methodology

- Title of the study
- Operational definition
- Aim of the study
- Objectives of the study
- Statement of the problem
- Scope of the study
- Pilot study
- Research design
- Universe of the study
- Sampling Technique (Sample size 30)

- Sources of Data collection
- Tools of Data collection (with 50 questions)
- Pre – test (with 10 samples)
- Limitations of the study
- Chapterisation

Chapter IV - Data Analysis and Interpretation

Chapter V - Findings, Suggestions and Conclusion

Bibliography: APA Format – 6th Edition

Books: Author A.A. ,(Year) . Title of Work. Location: Publisher.

Journals, Magazines, Newspapers: Author A. A., Author B.B. , Author C.C. , (Year). Title of article. Title of journal, Volume No. Page No.

Online Resources: Author, A.A., (Year). Title of work. Retrieved from web address

Appendix

RESEARCH GUIDELINES

- 1.Introduction chapter should contain the basic concepts and theoretical background of the study for about 10 pages.
- 2.Profile of the study organization has to be given briefly not exceeding five pages.
- 3.Minimum 15 reviews have to be given in the review of literature.It should contain only the abstract of previous studies related to the research topic.
- 4.Should be typed in “ TIMES NEW ROMAN” font,Size 12.
- 5.Should be typed in one side of the sheet.
- 6.Project should be hard bound and the cover should be in uniform colour

RESEARCH FORMAT

Title Page

Acknowledgement

Certificate

Declaration

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Chapters

PART III - CORE
FIELD WORK – VI
CONCURRENT FIELD WORK

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To provide an opportunity to learn the skills of primary methods of Social Work (Case Work, Group Work, Community Organization).
- To inculcate professional growth and development.

TASKS:

- To study the profile of the agency.
- To involve in activities of the agency.
- Case Work - 1
- Group Work - 1
- Community Organization Programme - 1

METHOD OF ASSESSMENT:

- Individual conference
- Report submission

PART – III ALLIED

HUMAN RIGHTS

CREDITS: 4

TOTAL TEACHING HOURS: 60

OBJECTIVES:

- To understand Human Rights and Social Justice.
- To know the Role of Social Work in Relation to Human Rights.

UNIT- 1 (15 Hours)

Concept of Human Rights and Classification of Human Rights:

Human Rights and Social Justice Concerns in Indian Society: Inequality, Injustice, Oppression, Social, Economic, Political Structures of Indian Society. Globalization and Its Impact on Human Rights.

UNIT-2 (10 Hours)

Human Rights Concern

Human Rights Concern- The U.N.Declaration of Human Rights.

UNIT-3 (10 Hours)

Fundamental Duties and Rights

Fundamental Duties and Rights under the Indian Constitution, Directive Principles of State Policy, Law and Social Justice in India - A Critical Assessment.

UNIT- 4 (10 Hours)

Human Rights and Vulnerable Groups:

Human Rights with Specific Reference to Women, Children, Dalit and Tribes.

UNIT- 5 (15 Hours)

Role of social work in relation to human rights:

Mechanism of Securing Social Justice- PIL-Public Interest Litigation, Legal-Aid, Lok Adalat, Role of Advocacy, Role of Social Action.

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	Agarwal, H.O	International Law and Human Rights,	2002	Central law Publications
2.	Alok Chakravati	Protecting Human rights	2003	Reference Press
3.	Bajwa G.S	Human rights in India	1995	Anmol Publishers
4.	Gupta, D.N	Human Rights Acts, Statutes and Constitutional	2003	Kalpaz Publications
5.	Jayashre P.M	Dalit human Rights Violation Vol.1	2000	National Campaign
6.	Khanna, H.R	The Judicial System	1980	11 P.A, New Delhi
7.	Ramphal	Perspectives in human rights	2001	Rajat publications
8.	Syed,M. H	Human rights The New Era	2003	Kilaso books

PART IV – EXTRADISCIPLINARY

INTRODUCTION TO WORKFORCE DEVELOPMENT

CREDITS: 1

TOTAL TEACHING HRS: 15

OBJECTIVES:

- To enrich the students' Knowledge on Workforce Development.
- To facilitate the students in practical knowledge and training on Workforce.
- To equip the students on the knowledge of social legislations.

UNIT – 1

(4 Hours)

WORKFORCE MANAGEMENT:

Workforce Management: Definition, Importance. Talent acquisition: Meaning & Process: Job analysis, Recruitment, Selection, and Induction. Training and Development: Concept, Importance, Types & Methods. Performance Management: Meaning & Process: Performance appraisal and Job Evaluation. Organizational Behaviour: Meaning, Definition & Importance. Workplace counselling: Meaning & Importance.

UNIT – 2

(4 Hours)

SOCIAL LEGISLATIONS PERTAINING TO INDIAN WORKFORCE:

Social Legislation : Definition, Concept, Importance ,Factories Act 1948 ,Industrial Disputes Act 1947, Payment of Bonus Act 1965, Payment of Gratuity Act 1972, Workmen's Compensation Act 1923 ,The Trade Unions Act 1926 ,Shops and Establishment Act 1954, Minimum wages Act 1948, Employees State Insurance Act 1948, Payment of wages Act 1936, Employees Provident Fund and Miscellaneous Provisions Act 1952.

UNIT – 3

(7 Hours)

IMAGES OF LABOUR IN MEDIA:

Students review some of the most powerful media on worker and labour themes. The course facilitates to discuss the Workforce depicted in the Broadcast and print media by engaging with detailed readings; engage the debates raised in the films about labour organizing methods and strike strategies; reflect on issues of gender, caste, class and labour-management relations raised in the Broadcast and print media; analyze how effectively the media in general portray workers and unions. Students will be encouraged to make a 20 minute documentary video on workforce problems.

FIELD WORK /INDUSTRIAL VISIT:

Understanding workplace settings by interviewing employees/HR professionals, organising an event for an organization

References:

SN	Author (s)	Name of the Book	Year	Publications
1.	K.Aswhathappa	Human Resource Management, 8th Edition	2011	Tata Mc Graw – Hill Publishing Company Limited, Delhi
2.	V.S.P.Rao	Human Resource Management, 2nd Edition	2005	Excel Books Publisher.
3.	K.Aswhathappa	Organizational Behaviour	2011	Himalaya Publishing House.
4.	Michael Reddy	The Managers Guide to Counselling at Work	1987	Universities Press (India) Limited.
5.	K.Shanmuga Velayutham	Social Legislation and Social Change	1988	Vazgha Valamudan
6.	B.D.Singh	Industrial Relations and Labour Laws	2008	Excel Books

SOFT SKILL – VI

CREDITS: 2

TOTAL TEACHING HRS: 30

OBJECTIVES:

- To prepare a student to develop good employability skills.
- To build better working environment.

TOPICS:

- Preparation for Interview/ Group discussions.
- Resume preparation
- Career Guidance
- Work Environment

STUDY TOUR

REQUIRED FOR COURSE COMPLETION

NO.OF DAYS: 5

A study tour is a travel experience with specific learning goals. It aims at learning through explorative and active participation. Participation in 5 days study tour is a mandatory for the completion of the course.

OBJECTIVES:

- To provide experiential learning and offer both group and self directed activities that enable students to explore new territories, culture and people.
- To acquire useful application of the inquiry based learning approaches.
- Study tour is designed for both education and fun.