

# ACHARYA NAGARJUNA UNIVERSITY

A State Government University, Accredited with "A" Grade by NAAC  
Nagarjuna Nagar - 522 510, Guntur, Andhra Pradesh, India.



## MASTER OF SOCIAL WORK

## SYLLABUS

2022 - 2023 onwards

UNIVERSITY COLLEGE OF ARTS,  
COMMERCE & LAW

PROGRAM CODE:  
ANUCACL18





**ABOUT  
UNIVERSITY**

## ACHARYA NAGARJUNA UNIVERSITY (ANU)

### - A Brief Profile

Acharya Nagarjuna University, a State University established in 1976, has been constantly striving towards achieving progress and expansion during its existence for over four decades, in terms of introducing new courses in the University Colleges, affiliated colleges and professional colleges. Spread over 300 acres of land on the National High Way (NH-16) between Vijayawada and Guntur of Andhra Pradesh, the University is one of the front ranking and fastest expanding Universities in the state of Andhra Pradesh. The University was inaugurated on 11th September, 1976 by the then President of India, Sri Fakhruddin Ali Ahmed and celebrated its Silver Jubilee in 2001. The National Assessment and Accreditation Council (NAAC) awarded “A” grade to Acharya Nagarjuna University and also has achieved 108 International ranks, 39 National ranks UI Green Metrics rankings and many more. It is named after Acharya Nagarjuna – one of the most brilliant preceptors and philosophers, whose depth of thought, clarity of perception and spiritual insight were such that even after centuries, he is a source of inspiration to a vast number of people in many countries. The University is fortunate to be situated on the very soil where he was born and lived, a soil made more sacred by the aspiration for light and a state of whole someness by generations of students. With campus student strength of over 5000, the University offers instruction for higher learning in 68 UG & PG programs and guidance for the award of M.Phil. and Ph.D. in 48 disciplines spread over six campus colleges and one PG campus at Ongole. It also offers 160 UG programs in 440 affiliated colleges in the regions of Guntur and Prakasam Districts. It has a Centre for Distance Education offering 87 UG & PG programs. Characterized by its heterogeneous students and faculty hailing from different parts of the state and the country, the University provides most hospitable environment for pursuing Higher Learning and Research. Its aim is to remain connected academically at the forefront of all higher educational institutions. The University provides an excellent infrastructure and on-Campus facilities such as University Library with over one lakh books & 350 journals; Computer Centre; University Scientific Instrumentation Centre; Central Research Laboratory with Ultra-modern Equipment; Well-equipped Departmental Laboratories; Career Guidance and Placement Cell; Health Centre; Sports Facilities with Indoor & Outdoor Stadiums and Multipurpose Gym; Sports Hostel; Separate hostels for Boys, Girls, Research Scholars and International Students; Pariksha Bhavan (Examinations Building); Computers to all faculty members; Wi-Fi connectivity to all Departments and Hostels; Canteen, Student Centre & Fast-food Centre; Faculty Club; Dr. H.H. Deichmann & Dr. S. John David Auditorium cum Seminar Hall; Post office; Telecom Centre; State Bank of India; Andhra Bank; Energy Park; Silver Jubilee Park; Fish ponds; internet center; xerox center; cooperative stores; Water harvesting structures.

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**VISION,  
MISSION &  
OBJECTIVES  
OF THE  
UNIVERSITY**

## **ACHARYA NAGARJUNA UNIVERSITY**

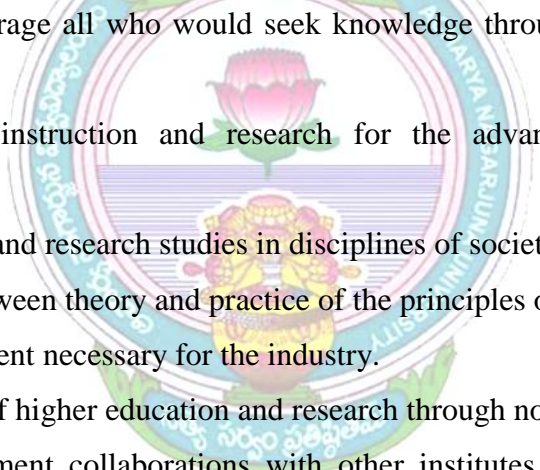
### **VISION**

To generate sources of knowledge that dispels ignorance and establish truth through teaching, learning and research.

### **MISSION**

To promote a bank of human talent in diversified faculties – Commerce & Management Studies, Education, Engineering & Technology, Humanities, Law, Natural Sciences, Pharmacy, Physical Education & Sports Sciences, Physical Sciences and Social Sciences that would become an investment for a prosperous society.

### **OBJECTIVES**

- 
- To inspire and encourage all who would seek knowledge through higher education and research.
  - To provide quality instruction and research for the advancement of science and technology.
  - To promote teaching and research studies in disciplines of societal relevance.
  - To bridge the gap between theory and practice of the principles of higher education.
  - To develop human talent necessary for the industry.
  - To open up avenues of higher education and research through non-formal means.
  - To invite and implement collaborations with other institutes of higher learning on a continuous basis for mutual academic progress.
  - To motivate and orient each academic department/centre to strive for and to sustain advanced levels of teaching and research so that the university emerges as an ideal institute of higher learning.
  - To focus specially on the studies involving rural economy, justifying its existence in the rural setting.



**VISION  
&  
MISSION OF  
THE COLLEGE**

## ACHARYA NAGARJUNA UNIVERSITY

### UNIVERSITY COLLEGE OF ARTS, COMMERCE & LAW

#### VISION AND MISSION OF THE COLLEGE:

University College of Arts, Commerce and Law presently consists of 19 teaching departments and seven research centres and running 27 courses. It had a very good team of qualified teachers with strong profiles. The vision of the college is to promote learning and research in the faculties of social sciences, humanities, law, education and management. It is intended to encourage research temperament and develop inputs for the betterment of the society. The mission of the college is to nurture the scholarship, leadership and produce outcome to promote the quality of life and address the challenges in human society.





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**VISION  
&  
MISSION OF  
THE  
DEPARTMENT**

**ACHARYA NAGARJUNA UNIVERSITY**  
**UNIVERSITY COLLEGE OF ARTS, COMMERCE & LAW**  
**DEPARTMENT OF SOCIOLOGY & SOCIAL WORK**  
**MASTER OF SOCIAL WORK**

**VISION OF THE DEPARTMENT:**

Connecting People, improving lives and creating social change for a just and inclusive province and world, through integrated and transformative Social Work education and Community engagement. To generate source of knowledge that dispels ignorance and establishes through teaching, learning, research and practice.

**MISSION OF THE DEPARTMENT:**

Our mission is to develop future competent, qualified professional Social Workers who combine a strong theoretical foundation with a sound practical experience who can work in a complex, intricate and composite social environment to deal with the living realities of the individual, group and community. We strive to equip our students with skills and techniques in working situations for handling human problems and confront the challenges posed to social workers and in turn help them in the process of professionalism.



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**MASTER OF SOCIAL WORK**

**PROGRAMME EDUCATIONAL OBJECTIVES (PEO's):**

The main objective of this programme is to understand the significance of Social Work, the relationship between individuals Groups and Community, social groups, agencies of Social Welfare, and the importance of Social Action and Social development. To develop the knowledge on National and International Social Work Practices.

**PROGRAMME OUTCOMES (PO's):**

**PO1. Critical Thinking and Professional Judgment:** Apply theoretical knowledge to make a critical analysis, intervene using innovative frameworks and evaluate and follow up.

**PO2. Effective Communication:** Engage in inter-personnel, behavioral change communication and be proficient in information Communication Technology.

**PO3. Gender Sensitization, Social Commitment and Social Interaction:** Work in teams and partnerships at local, national and transnational projects and settings with focus on gender equity and cultural Sensitivity.

**PO4. Effective Citizenship:** Engage in service learning and community engagement programmes for contributing towards achieving of local, regional and national goals.

**PO5. Ethics:** To Engage in Social Work Practice as per National Association of Social Workers Ethical frame work.

**PO6. Environment and Sustainability:** Participate and promote World sustainable development goals 2030.

**PO7. Self-directed and Life-long Learning:** Engage in continuous learning for professional growth and development.

**PO8. Scientific Temper:** Gaining attitude for research for Contribution to knowledge enterprise and documentation of Social Work theory and practice.

## PROGRAMME SPECIFIC OUTCOMES (PSO's):

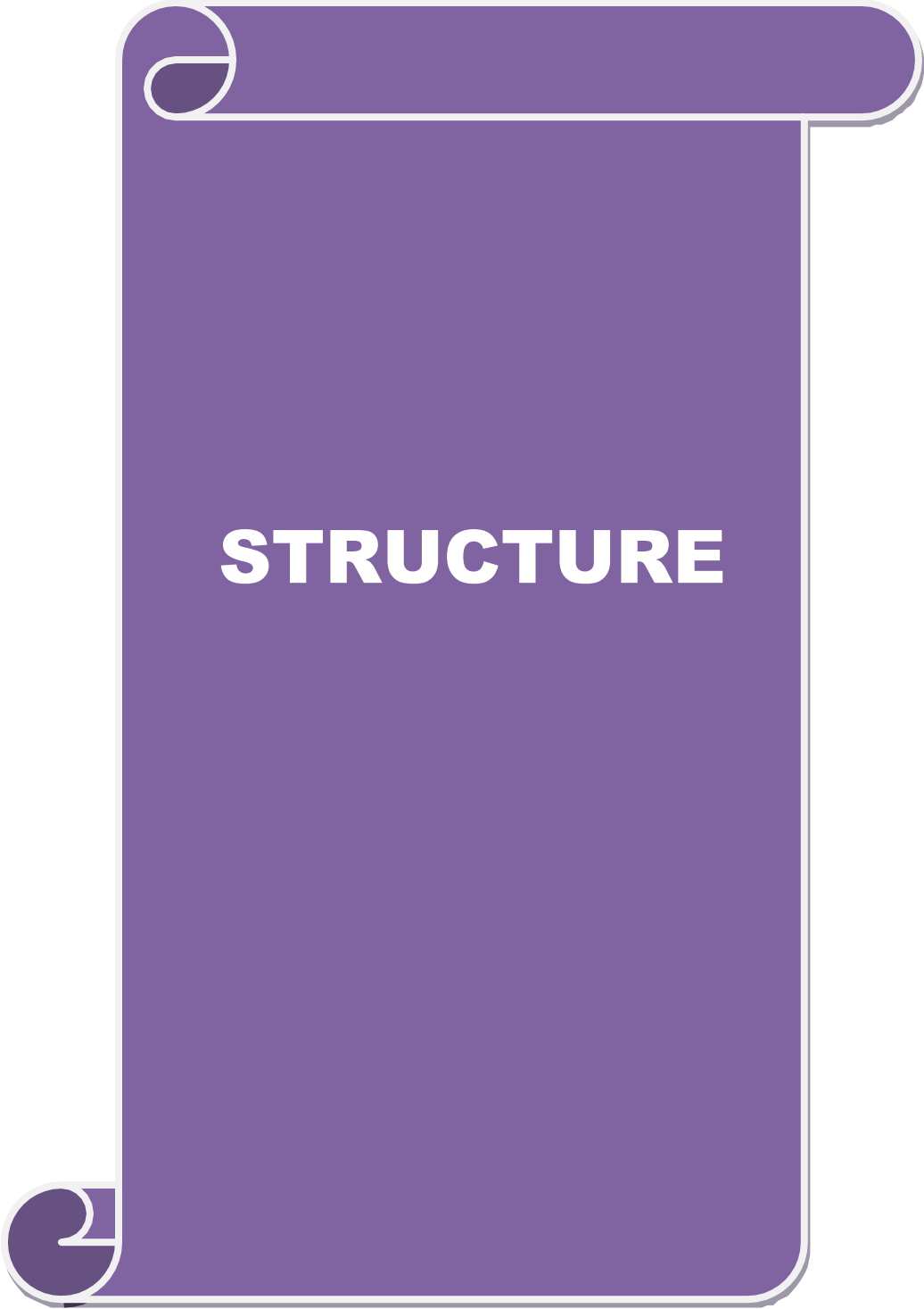
PSO1. **Conceptual clarity:** Students get familiarized and attain conceptual clarity in Social Work theories, perspectives, models, methods and processes of Social Work practice.

PSO2. **Attaining procedural skills:** Students attain knowledge of different steps of doing a work/intervention as per local, national and international protocols- norms, legal bindings and regulations.

PSO3. **Strategic intervention skills:** Learn what should be done when, and how it should be done when it comes to Social Work interventions in the fields of children, women, families, community development, health and mental health, development projects, and other welfare activities.

PSO4. **Attitudinal change:** Working with the personal self for meaningful and enriching Social Work Professional career.





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**DEPARTMENT OF SOCIOLOGY & SOCIAL WORK**  
**MASTER OF SOCIAL WORK**  
**COURSE STRUCTURE**

**SEMESTER-I**

Course Code	Core/ CF/EF	Title of the Course	Hours / Week	No. of Credits	IA	SEE	Total Marks
SW101(22)	Core Theory	Social Work Profession, Philosophy & Ideology	6	4	30	70	100
SW102(22)		Sociology for Social Work	6	4	30	70	100
SW103(22)		Dynamics of Human Behaviour	6	4	30	70	100
SW104(22)		Social Work Practice with Individuals & Groups	6	4	30	70	100
<b>COMPULSORY FOUNDATION COURSE</b>							
SW105(22)	CF	Concurrent Field Work – I & Viva - Voce	6	4	70	30	100
<b>ELECTIVE FOUNDATION COURSE: CHOOSE ANY ONE</b>							
SW106(22)	EF	A) Communication Skills	6	4	30	70	100
		B) Soft and Life Skills					
<b>TOTAL</b>			<b>36</b>	<b>24</b>	<b>220</b>	<b>380</b>	<b>600</b>

**SEMESTER-II**

Course Code	Core/ CF/EF	Title of the Course	Hours / Week	No. of Credits	IA	SEE	Total Marks
SW201(22)	Core Theory	Community Organisation & Social Action	6	4	30	70	100
SW202(22)		Social Work Research & Statistics	6	4	30	70	100
SW203(22)		Social Work Practice with Families	6	4	30	70	100
SW204(22)		Population Dynamics and Social Work	6	4	30	70	100
<b>COMPULSORY FOUNDATION COURSE</b>							
SW205(22)	CF	Concurrent Field Work – II & Viva-Voce	6	4	70	30	100
<b>ELECTIVE FOUNDATION COURSE: CHOOSE ANY ONE</b>							
SW206(22)	EF	A) Human Resource Management	6	4	30	70	100
		B) Corporate Social Responsibility and Social Work					
<b>TOTAL</b>			<b>36</b>	<b>24</b>	<b>220</b>	<b>380</b>	<b>600</b>
SW207(22)	Audit Course	Human Values and Professional Ethics	4	4	100	---	---

**SEMESTER-III**

Course Code	Core/CF/SO	Title of the Course	Hours / Week	No. of Credits	IA	SEE	Total Marks
SW301(22)	Core Theory	Social Policy, Planning & Social Welfare Administration	6	4	30	70	100
SW302(22)		Community Development	6	4	30	70	100
SW303(22)		Management of Organisations	6	4	30	70	100
SW304(22)		Medical & Psychiatric Social Work	6	4	30	70	100
<b>COMPULSORY FOUNDATION COURSE</b>							
SW305(22)	CF	Concurrent Field Work – III & Viva - Voce	6	4	70	30	100
<b>SKILL ORIENTED COURSES: CHOOSE ANY ONE</b>							
SW306(22)	SO	A) Information & Communication Technology and Social Work	6	4	30	70	100
		B) Social Work Practice in Disaster Management					
<b>TOTAL</b>			<b>36</b>	<b>24</b>	<b>220</b>	<b>380</b>	<b>600</b>
SW307(22)	Audit Course	Personality Development	4	4	100	---	---

**SEMESTER-IV**

Course Code	Core/CF/OE	Title of the Course	Hours / Week	No. of Credits	IA	SEE	Total Marks
SW401(22)	Core Theory	Women and Development	6	4	30	70	100
SW402(22)		Gerontological Social Work	6	4	30	70	100
SW403(22)		Correctional Social Work	6	4	30	70	100
SW404(22)		Labour Legislation & Labour Welfare	6	4	30	70	100
<b>COMPULSORY FOUNDATION COURSES</b>							
SW405(22)	CF	Concurrent Field Work - IV	3	2	70	30	100
SW406(22)		Block Field Work	3	2	70	30	100
<b>OPEN ELECTIVE COURSES: CHOOSE ANY ONE</b>							
SW407(22)	OE	A) Industrial Relations	6	4	30	70	100
		B) Counselling in Social Work Practice					
SW408(22)	Project Work Evaluation & Viva - Voce		---	4	70	30	100
<b>TOTAL</b>			<b>36</b>	<b>28</b>	<b>360</b>	<b>440</b>	<b>800</b>



**First  
Semester**



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**SEMESTER-I**

**SW 101 (22): SOCIAL WORK PROFESSION, PHILOSOPHY AND**  
**IDEOLOGY**

**COURSE OBJECTIVES:** Objective of this paper is to disseminate knowledge on history of social reform movements in India, origin of social work profession; social work ethics; interface between professional and voluntary social work and practice of social work in various fields.

**COURSE OUTCOMES:** To enlighten the students about social reform movement in India; social work profession; ethics and philosophy of social work and practice in various fields.

**Unit – I**

History of Social Reform in India in 19<sup>th</sup> and 20<sup>th</sup> Centuries – Social Reform Movements in India – Gandhian Ideology and Sarvodaya Movement.

**Learning Outcomes:** Students will be able to understand the history of social reforms in India.

**Unit – II**

Definition and Scope of Social Work; Origin of Social Work Profession in U.K and U.S.A – Generic Principles of Social Work - New Approaches to Social Work – Developmental and Radical.

**Learning Outcomes:** Develop knowledge on origin and scope of social work profession and new approaches to social work development.

**Unit – III**

Social Work Ethics; Concept and Philosophy, – Goals, Values, Functions of Social Work – Personal Attributes of a Social Workers – Social Work as a Profession – Attributes of a Profession - Values, Attitudes and Professional Ethics.

**Learning Outcomes:** Gain knowledge about ethics and philosophy, goals and values of social work.

**Unit – IV**

Interface between Professional and Voluntary Social Work – Ideology of Voluntary Organizations and Voluntary Action.

**Learning Outcomes:** The students to understand the interface between professional and voluntary social work.

**Unit – V**

Practice of Social Work in Various Fields: Community Development - Medical and Psychiatric Social Work - Correctional Social Work - Family and Child Welfare - Labour Welfare.

**Learning Outcomes:** Get more awareness on practice of social work in various fields.

**REFERENCE BOOKS:**

- 1) Friedlander, W.A. Concept and Methods of Social Work
- 2) Gore, M.S. Social Work and Social Work Education
- 3) Madan, G.R. Indian Social Problems, Vol. II
- 4) Wadia, A.R. History and Philosophy of Social Work in India
- 5) Friedlander, M.A. Introduction to Social Welfare.
- 6) Moorthy, M.V. Social Work - Philosophy, Methods and Fields
- 7) Govt. of India: Encyclopedia of Social Work, (Vols.1, 2, 3 & 4)

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Able to understand the history of social reforms in India.	K3
CO2	Develop knowledge on origin and scope of social work profession and new approaches to social work development.	K2
CO3	Gain knowledge about ethics and philosophy, goals and values of social work.	K2
CO4	Understand the interface between professional and voluntary social work.	K2
CO5	Get more awareness on practice of social work in various fields.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	3	3	2	3	2	2	3	3
CO2	3	2	2	3	3	2	2	3	2
CO3	3	3	2	3	3	3	2	3	3
CO4	3	3	3	2	2	2	3	2	3
CO5	3	3	2	3	3	3	2	3	3

## **SW 102 (22): SOCIOLOGY FOR SOCIAL WORK**

**COURSE OBJECTIVES:** The main objective of this paper is to disseminate knowledge on types of societies and social stratification in India; Social institutions, groups and agencies of socialization; factors and theories of social change.

**COURSE OUTCOMES:** To enlighten the students about the relationship between man and society; social institutions, social groups, agencies of socialization; social control and social processes of social change.

### **Unit – I**

Society: Meaning, Characteristics, Functions, Types of Societies - Rural, Urban Societies; Social Stratification in India - Individual and Society - Relationship.

**Learning Outcomes:** Students will be able to understand types of societies, social stratification and the relationship between individual and society.

### **Unit – II**

Social Institutions – Marriage, Forms of Marriage; Family - Types, Changes in the Structure and Functions; Kinship - Meaning, Characteristics; Caste - Meaning, Characteristics, Changes – Social Structure: Meaning, Role and Status.

**Learning Outcomes:** Gain knowledge on social institutions- marriage, family, kinship, and caste.

### **Unit – III**

Social Groups - Meaning, Types - Primary and Secondary Groups, In-groups, Out-Groups, Reference Groups.

**Learning Outcomes:** Develop knowledge about social groups and their significance in society.

### **Unit – IV**

Socialization Meaning; Social Control- Meaning and Agencies. Social Movements in India - Types; Culture – Meaning and Contents, Customs, Norms, Values, Folklore, Mores.

**Learning Outcomes:** Get more acquaintance related to concepts of socialization and social movements.

### **Unit – V**

Social Change – Meaning, Characteristics and Factors; Social Change Process in India – Sanskritisation, Modernization, Westernization and Secularization.

**Learning Outcomes:** Gain knowledge on factors and processes of social change.

### **REFERENCE BOOKS:**

- 1) Pamela. Abbot Claire Wallace (1990); An Introduction to Sociology- Feminist Perspectives, Routledge.

- 2) Martin, Devid (1991): The Sociology of Social Work; Routledge Publication, London.
- 3) Beteile, A. (1989): Castes: Old and New; Essays in Social Stratification Bombay, Asia Publishing House.
- 4) Bottomore, T.B. (1962); Sociology: A Guide to Problems and Literature, London; George Allen and Unwin.
- 5) Davis, K.: Human Society, New York: Macmillan Ltd.
- 6) Horton. P.B. and Huri. C.L. (1976): Sociology (4<sup>th</sup> Ed.) New Delhi: McGraw Hill
- 7) Johnson, H.M. (1978): Sociology: A Systematic Introduction, Bombay: Allied Publication.
- 8) Karve, I. (1968): Hindu Society: An Introduction; Poona Deshmukh Prakaksm.
- 9) Lakshmi pathi Raju, M. Future of Indian Family Challenge for Social Work Education (Ed). Sri Padmavathi Mahila Visvavidyalayam, Tirupati.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Understand types of societies, social stratification and the relationship between individual and society.	K3
CO2	Gain knowledge on social institutions- marriage, family, kinship, and caste.	K2
CO3	Develop knowledge about social groups and their significance in society.	K2
CO4	Get more acquaintance related to concepts of socialization and social movements.	K3
CO5	Gain knowledge on factors and processes of social change.	K1

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	2	2	3	3	2	1	2	3
CO2	2	3	3	2	3	1	2	2	3
CO3	3	2	3	2	3	2	1	3	2
CO4	3	3	2	3	2	2	2	3	2
CO5	2	3	3	3	3	2	2	3	3

## **SW 103 (22): DYNAMICS OF HUMAN BEHAVIOUR**

**COURSE OBJECTIVES:** The main objective of this paper is to develop knowledge and skills regarding the nature and conditions of learning. To learn the social and cultural dimensions of needs.

**COURSE OUTCOMES:** To gain knowledge of normal and abnormal behavior so as to work with different personalities. To know about attitude which are basis for the social behavior.

### **Unit – I**

Understanding Human Behaviour, Heredity, and Environment in Shaping Human Behaviour; Basic Psychological Process; Perception; Motivation and Intelligence.

**Learning Outcome:** The students will be able to gain knowledge about human behavior and understand the basic psychological process.

### **Unit – II**

Nature and Principles of Human Growth and Development – Stages of Life Span from Conception to Old age – Theories of Human Development – Freud’s Psycho-Sexual Theory; Erickson’s Psycho-Social Theory; Relevance of Social Work practice across the stages of Development.

**Learning Outcome:** The students will be able to learn the stages of life span and theories of human development. Methods of social work in different stages of human development.

### **Unit – III**

Personality: Meaning, Definition, Types of Personality; Factors in Adjustment, Stress, Frustration and Conflicts - Defense Mechanism – Types.

**Learning Outcome:** The students will be able to understand the role of personality in society, and various defense mechanisms in dealing with human beings.

### **Unit – IV**

Learning – Nature and Theories- Classical Conditioning, Operant Conditioning. Application of Learning Principles in Behavioural Theory and Behavioural Modification Techniques.

**Learning Outcome:** The students will be able to apply the different learning principles in addressing issues related to behavioural problems.

### **Unit – V**

Attitudes – Formation and Change of Attitudes – Leadership – Types, Traits and Functions.

**Learning Outcome:** The students will be able get knowledge on attitudes in dealing with individuals and changes their attitudes to understand the role of a leader in the society.

**REFERENCE BOOKS:**

- 1) Aron. F. Witting and Gurrey Williams (1984): Psychology: An Introduction, Mc Graw Hill Inc. USA.
- 2) Carolyn Wade & Carol Tavris (1987) Psychology, Harper and Row Publishers, New York.
- 3) Frank. J.Landy (1980): Psychology: The Science of people, Prentice Hall Inc.
- 4) Linda L. David off (1980): Introduction to Psychology Mc. Graw Hill Inc. USA.
- 5) Morgan, King and Scholper: Introduction to Psychology Mc. Graw Hill Inc. USA.
- 6) Stan Albrecht Darwin L. Thomas Bruce A. Cahndwick (1980): Social Psychology, Prentice Hall, N.J.
- 7) Raven & Ruben (1983): Social Psychology John Wiley and Sons, New York.
- 8) Henry Clay LIngren (1986): An Introduction to Social Psychology Wiley Eastern Ltd. New Delhi.
- 9) Irvin G. Sarason Barbara R. Sarason (1989) Abnormal Psychology Prentice Hall.
- 10) Benjamin Leinmuntz (1980): Essentials of Abnormal Psychology, Harper and Row Publishers.

<b>Course Outcome</b>	<b>On the successful completion of course students will be able to:</b>	<b>Knowledge</b>
<b>CO1</b>	Gain knowledge about human behavior and understand the basic psychological process.	<b>K2</b>
<b>CO2</b>	Able to learn the stages of life span and theories of human development. Methods of social work in different stages of human development.	<b>K3</b>
<b>CO3</b>	Understand the role of personality in society, and various defense mechanisms in dealing with human beings.	<b>K2</b>
<b>CO4</b>	Apply the different learning principles in addressing issues related to behavioural problems.	<b>K3</b>
<b>CO5</b>	Gain knowledge on attitudes in dealing with individuals and changes their attitudes to understand the role of a leader in the society.	<b>K1</b>

**CO-PO MAPPING TABLE:**

	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>	<b>PO5</b>	<b>PSO1</b>	<b>PSO2</b>	<b>PSO3</b>	<b>PSO4</b>
<b>CO1</b>	2	3	3	3	2	1	2	3	3
<b>CO2</b>	3	2	3	2	3	2	1	2	3
<b>CO3</b>	3	3	2	2	3	3	3	2	3
<b>CO4</b>	2	2	3	3	3	2	3	1	3
<b>CO5</b>	3	2	3	2	3	2	2	3	2

## **SW 104 (22): SOCIAL WORK PRACTICE WITH INDIVIDUALS AND GROUPS**

**COURSE OBJECTIVES:** The main objective of this course is to understand the values, principles and components of social case work and social group work; nature and significance of group dynamics; use of case work and group work in different settings.

**COURSE OUTCOMES:** To create awareness on social case work and social group work methods and their uses in different settings.

### **Unit – I**

Social Case Work: Definition, Method in Social Work – Values and Principles of Social Case Work; Components of Social Case Work Method: Person, Problem, Process and Place.

**Learning Outcome:** Students able to understand the values, principles and components of Social Case Work.

### **Unit – II**

Social Case Work Process: Study, Assessment, Intervention, Termination and Evaluation; Social Case Work Tools – Interview, Home Visit, Observation, Listening, Communication Skills, Rapport Building, Recording: Supportive; Resource enhancement and Counseling.

**Learning Outcome:** Students will develop knowledge about tools and techniques of Social Case Work process.

### **Unit – III**

Social Group Work – Definition, as a method in Social Work - Principles of Social Group Work– Leadership in Group Work Process - Programme Planning – Nature and Importance.

**Learning Outcome:** Students get more acquainted with principles in Social Group Work; Leadership in social group work and its nature and importance.

### **Unit – IV**

Concept of Group Dynamics – Nature and Significance – Importance of Recording in Social Group Work, Types of Recording; Importance and types of Evaluation.

**Learning Outcome:** Students gain knowledge on the concepts of social group dynamics and types of recording, importance of evaluation.

### **Unit – V**

Use of Social Case Work and Group Work in Different Settings: Health, School, Industry, Correctional Institutions and De-addiction Programmes. Nature and Scope of Social Group Work Practice in various settings: Orphanages, Old age Homes, Community Centers, Industries, Hospitals and Communities.

**Learning Outcome:** The students able to apply the Social Case Work in different settings and Social Group work in different settings.

**REFERENCE BOOKS:**

- 1) Pearlman, H.H. Social Case Work: A Problem Solving Process.
- 2) Hamilton, G. Theory and Practice in Social Case Work.
- 3) Trecker, H.B. Social Group Work – Principles and Practices.
- 4) Konopka, G. Social Group Work – Helping Process.
- 5) Timms, N. Recording in Social Work.

<b>Course Outcome</b>	<b>On the successful completion of course students will be able to:</b>	<b>Knowledge</b>
<b>CO1</b>	Understand the values, principles and components of Social Case Work.	K2
<b>CO2</b>	Develop knowledge about tools and techniques of Social Case Work process.	K3
<b>CO3</b>	Acquainted with principles in Social Group Work; Leadership in social group work and its nature and importance.	K4
<b>CO4</b>	Gain knowledge on the concepts of social group dynamics and types of recording, importance of evaluation.	K3
<b>CO5</b>	Apply the Social Case Work in different settings and Social Group work in different settings.	K4

**CO-PO MAPPING TABLE:**

	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>	<b>PO5</b>	<b>PSO1</b>	<b>PSO2</b>	<b>PSO3</b>	<b>PSO4</b>
<b>CO1</b>	3	2	2	3	3	2	1	2	3
<b>CO2</b>	3	3	3	2	3	3	2	1	3
<b>CO3</b>	3	2	2	3	3	2	2	3	3
<b>CO4</b>	2	3	2	3	3	3	2	3	3
<b>CO5</b>	3	2	3	2	3	2	3	3	3



## **SW 106 A (22): COMMUNICATION SKILLS**

### **(ELECTIVE FOUNDATION COURSE)**

**COURSE OBJECTIVES:** The main objective of this paper is to disseminate knowledge on communication, perspectives and styles, Effective communications.

**COURSE OUTCOMES:** Train the students to gain knowledge on communication process, styles and perspectives.

#### **UNIT – I**

**Communication:** Definition and Importance; Communication Process – Sources, Message, Encoding, Channel, Decoding, Receiver, Feedback, Context. Barriers to Communication

**Learning Outcome:** Students will be able to understand perspectives about Communication process.

#### **Unit – II**

**Perspectives in Communication:** Visual Perception, Language, Other factors - Past experiences, Prejudices, Feelings, Environment. **Elements of Communication:** Face to Face Communication – Tone of voice, Body Language (Non-verbal), Verbal and Physical Communication.

**Learning Outcome:** To prepare the students about the perspectives of communication.

#### **Unit – III**

**Communication Styles:** Matrix, Direct, Spirited, Systematic, Considerate style. **Basic Listening Skills:** Introduction, Self-awareness, Active Listening, Becoming an Active Listener, Listening in difficult situations.

**Learning Outcome:** Understand the communication styles and basic listening skills.

#### **Unit – IV**

**Effective Written Communication:** When use & not to use written communication? Formal Communication. **Writing Effectively:** Subject Lines, Put the Main Point First, Know your Audience, Organization of the Message.

**Learning Outcome:** Develop knowledge about Effective writers communication.

#### **Unit – V**

**Interview Skills:** Purpose of an interview, Do's and Don'ts of an interview. **Giving Presentations:** Dealing with fears, Delivering your Presentation, Techniques of Delivery. **Group Discussion:** Communication skills in group discussion, Do's and Don'ts of group discussion.

**Learning Outcome:** Gain knowledge on concepts of Interview skills, purpose of Interview and Group discussion.

**REFERENCE BOOKS:**

- 1) Andreja. J. Ruther Ford, (2011), Basic Communication Skills for Technology, Pearson.
- 2) Sanjay Kumar, Pushpalata (2011), Communication Skills, 1<sup>st</sup>Edition, Oxford Press.
- 3) Stephen.P. Robbins, (2013), Organizational Behaviour, 1<sup>st</sup>Edition, Pearson.
- 4) Gill Hasson, (2011), Brilliant- Communication Skills, 1<sup>st</sup>Edition, Pearson Life.
- 5) Konar Nira, (2011), Communication Skills for Professionals, 2<sup>nd</sup>Edition, PHI.

Course outcome	On the successful completion of course students will be able to:	Knowledge
<b>CO1</b>	Gain knowledge on communication process, styles and perspectives.	<b>K2</b>
<b>CO2</b>	Prepare the students about the perspectives of communication.	<b>K2</b>
<b>CO3</b>	Understand the communication styles and basic listening skills.	<b>K2</b>
<b>CO4</b>	Develop knowledge about Effective writers communication.	<b>K3</b>
<b>CO5</b>	Gain knowledge on concepts of Interview skills, purpose of Interview and Group discussion.	<b>K3</b>

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	2	3	3	3	3	3	3	3	3
<b>CO2</b>	3	3	3	3	3	3	3	3	3
<b>CO3</b>	3	3	3	3	3	3	3	3	3
<b>CO4</b>	3	3	3	3	3	3	3	3	3
<b>CO5</b>	3	3	3	3	3	3	3	3	3

**SW 106 B (22): SOFT AND LIFE SKILLS**  
**(ELECTIVE FOUNDATION COURSE)**

**COURSE OBJECTIVES:** The main objective of this course is to learn to communicate effectively, vocally, writing and in presentation format. To develop skills in working with different groups.

**COURSE OUTCOMES:** Train the students to gain knowledge of communication skills. To develop inter-personal influences on relationships in terms of power, persuasion and assertiveness.

**Unit – I**

Soft Skills: Communication, Commitment, Conflict management, Civic and Traffic sense, Emotional competence, Listening skills, Nonverbal communication skills dealing with groups.

**Learning Outcome:** Students able to understand the soft skills, and communication skills.

**Unit – II**

Building Effective Relationships: Rapport, Nurturing friendship. Personal communication skills: Self-disclosure, Feedback, Negotiating; Resolving disagreement, Teamwork and Synergy skills: Creating group energy in pursuing collective goals, Open-minded ideas, Leadership skills, Initiating change and innovation.

**Learning Outcome:** To prepare the students effective relationship, team work, and leadership.

**Unit – III**

Presentation Skills: Listening-centered message, knowing about listeners' messages, Overcoming anxiety, structuring the presentation, Effective use of visual aids, verbal and non-verbal communication. Basic forms of writing, styles and contents, formal correspondence.

**Learning Outcome:** Understand significance of listening, verbal and non-verbal communication and writing skills.

**Unit – IV**

Life Skills: Self-awareness, self-esteem, assertiveness, coping with anger, fear, anxiety, stress, hurt and depression, sensitivity, empathy and support, creative thinking, time management, decision making, understanding defense mechanisms, positive thinking, enhancing capacity to love.

**Learning Outcome:** Develop knowledge about life skills, creative thinking and defense mechanism.

**Unit – V**

Practicum: Public speaking on any topic, Oral presentation with visual, technology, Group discussion, listening comprehension. Group research. Using computer, Role-play evaluation.

**Learning Outcome:** Gain knowledge on public speaking, oral presentation, group discussion and role play.

**REFERENCE BOOKS:**

- 1) Pasty McCarthy A Caroline Hatcher, (2002) Presentation Skills The essential guide for Students, New Delhi, Sage Publications.
- 2) Neil Thompson (1996) People Skills, London; Macmillan.
- 3) Dalai Lama and Cutler, H.C (1998), The Art of Happiness: A Handbook for Living. London: Coronet
- 4) Margie, Saunders, C Dickson, D. (1994), Social Skills in Interpersonal Communication; Routledge

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Understand the soft skills and communication skills.	K2
CO2	Prepare the students effective relationship, team work, and leadership.	K4
CO3	Significance of listening, verbal and non-verbal communication and writing skills.	K4
CO4	Develop knowledge about life skills, creative thinking and defense mechanism.	K3
CO5	Gain knowledge on public speaking, oral presentation, group discussion and role play.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	2	3	3	3	3	2	3	3
CO2	3	3	2	2	2	2	3	3	3
CO3	3	3	3	3	3	3	3	3	3
CO4	3	3	3	3	3	3	2	2	3
CO5	3	3	3	3	3	3	3	3	2



# **Second Semester**

## SEMESTER-II

### MASTER OF SOCIAL WORK

#### SW 201 (22): COMMUNITY ORGANIZATION AND SOCIAL ACTION

**COURSE OBJECTIVES:** The main objective of this course is to analyze the community organization as a method of social work; types of leadership in community, community organization process; concept and scope of social action and social reformation.

**COURSE OUTCOMES:** Prepare the students about the concept of community organization; leadership; social action and social reformation.

#### **Unit-I**

Concept of Community and Community Organization– Definition, Meaning and Scope, Models, Skills of Community Organizer, Community Organization as a Method in Social Work– Major Forms and Characteristics of Community.

**Learning Outcome:** The students acquire knowledge about community organization, models and skills of community organizer.

#### **Unit-II**

Mobilization of Resources– Leadership– Types and Role of Community Organization in Developing Leadership; Concept of Extension– Definition and Principles.

**Learning Outcome:** The students gain the knowledge on mobilization of resources, types of leadership and concept of extension.

#### **Unit-III**

Community Organization Process– Programs, Content; Role of NGOs– Self Help Groups, Micro Level Planning; Peoples' Participation in Development Programs.

**Learning Outcome:** The students get the knowledge on community organization process; and peoples' participation in development programs.

#### **Unit-IV**

Social Action: Definition, Concept and Scope– Relationship with other Methods of Social Work; Forms of Social Action, Principles and Strategies of Social Action – Creating Awareness.

**Learning Outcome:** The students acquaint with social action as a method of Social Work, its principles and strategies.

#### **Unit-V**

Concepts of Social Reformation– Social Revolution and Legislation– Role of Social Worker in Drafting a Bill; Techniques of Winning Public Support and Political Parties– Lobbying in Enactment and Enforcement of Acts.

**Learning Outcome:** The students acquaint with concepts of social reformation, Social revolution and legislation; Techniques of winning public support.

**REFERENCE BOOKS:**

- 1) Ross, M.G.: Community Organization, Theory and Practice.
- 2) Gangrade, K.D. Community Organization in India.
- 3) Jones and Mayo Community Work.
- 4) Moorthy, M.V. Social Action.
- 5) Siddiqui: Social Work and Social Action
- 6) Reports: Social Education and Development Society.
  - a. Village Education and Development Society.
  - b. Rayalaseema Development Trust.
- 7) Young India Project.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Acquire knowledge about community organization, models and skills of community organizer.	K3
CO2	Gain the knowledge on mobilization of resources, types of leadership and concept of extension.	K3
CO3	Get the knowledge on community organization process; and peoples' participation in development programs.	K3
CO4	Acquaint with social action as a method of Social Work, its principles and strategies.	K4
CO5	Acquaint with concepts of social reformation, Social revolution and legislation; Techniques of winning public support.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	3	3	2	3	2	1	2	3
CO2	2	3	2	3	3	2	3	2	3
CO3	2	3	3	2	3	2	2	3	3
CO4	3	2	2	3	3	3	2	3	2
CO5	3	2	3	3	2	2	3	2	3

## **SW 202 (22): SOCIAL WORK RESEARCH AND STATISTICS**

**COURSE OBJECTIVES:** The main objective is this paper enlighten the students on concepts of social science research and statistics, and its application to social phenomenon theory, fact and hypothesis, and their operation difference; significance of research design in research Methods of data collection and data analysis; and interpretation of data.

**COURSE OUTCOMES:** To create awareness on various social research and statistics, concepts such as scientific method, theory, fact and hypothesis, methods of data collection and data interpretation and students will be able to write a research report writing.

### **Unit – I**

Scientific Method – Nature and Characteristics – Social Science Research and Social Work Research. Methods of Research – Historical, Pure and Applied Research, Observation, Survey Method, Case Study and PRA Techniques.

**Learning Outcomes:** To gain the knowledge on methods of research and its application to social phenomenon.

### **Unit – II**

Research Design – Exploratory, Descriptive, Experimental, Diagnostic Research Designs; Steps in Research – Selection of Topic, Formulation of Problem, Identification of Variables – Hypothesis.

**Learning Outcomes:** The students able to understand theory fact and hypothesis and various types of research methods.

### **Unit – III**

Sampling Methods – Types and Problems of Sampling – Tools of Research – Observation, Questionnaire and Interview Schedule; Research Analysis – Sources of Data, Data Collection, Classification, Tabulation, Analysis and Interpretation – Research Report Preparation

**Learning Outcomes:** Develop the knowledge about research methods and techniques of sampling in research.

### **Unit – IV**

Statistical Methods – Averages, Dispersions, Correlation.

**Learning Outcomes:** Develop knowledge on resources of central tendency dispersion and Co-efficient of variation and their uses in social research.

### **Unit – V**

Statistical Methods – Chi-square Test – Z Test – Pie Charts, Histogram, Pictogram and Cartogram – Importance and Limitation of Statistics.

**Learning Outcomes:** Able to understand resources of Association i.e. Correlation, test of significance i.e., chi-square.



**REFERENCE BOOKS:**

- 1) Sadhu Singh “Research Methodology in Social Science Research”, Himalaya Publishing House, New Delhi.
- 2) R.P.Misra Research Methodology – A Hand Book Concept Publishing Company, New Delhi.
- 3) Vatsayayan Methods and Technique of Social Survey and Research, Kedar Nath Ram Nath.
- 4) Galtung, J., “Theory and Methods of Social Research”, Allen and Irwin, London, 1967.
- 5) Goode. W. G. and P.K. Hatt, Methods in Social Research, N.Y, 1952.
- 6) Young, P.V. Scientific Social Survey and Research, N.Y. 1949.
- 7) Kanfmann, F., The Methodology of Social Science, N.Y. 1944.
- 8) Elltiz C., and others, Research Methods in Social Relations 1965.
- 9) Easthope, Gary, History of Social Research Methods, London, Longman, 1974.
- 10) Bajpai. S.R, Methods of Social Survey and Research, Rampur, Kitab Garh, 1960.
- 11) Johari, J.C: Introduction to Methods of Social Research
- 12) Croxton, et al: Applied General Statistics.
- 13) Polonsky: Social Welfare Research.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Gain the knowledge on methods of research and its application to social phenomenon.	K2
CO2	Understand theory fact and hypothesis and various types of research methods.	K2
CO3	Develop the knowledge about research methods and techniques of sampling in research.	K3
CO4	Develop knowledge on resources of central tendency dispersion and Co-efficient of variation and their uses in social research.	K3
CO5	Understand resources of Association i.e. Correlation, test of significance i.e., chi-square.	K2

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	2	3	3	3	2	3	3	3
CO2	3	3	2	3	3	2	3	3	3
CO3	2	3	3	3	3	3	2	3	3
CO4	2	3	3	3	3	3	2	3	2
CO5	3	3	3	3	3	3	3	3	3

## **SW 203 (22): SOCIAL WORK PRACTICE WITH FAMILIES**

**COURSE OBJECTIVES:** The Main objective of this paper is to help students gain a theoretical and conceptual understanding of families and family system. To help students understand interaction, functions and issues concerning Indian families.

**COURSE OUTCOMES:** To help students gain knowledge and skills in family interventions. To help students understand the needs and problems of children and application of social work in dealing with them.

### **Unit – I**

Family - Changing Indian Family - Retrospect and Prospect Ideology of Family Rights - Types of Families - Dual earner/ career families; Single parent families, Female headed households, Childless families - Emerging problems of families and needed services, Social Work with Families.

**Learning Outcome:** The students will be able to understand the different types of families, emerging problems and services essential. Apply the conceptual understanding in dealing with the problems through social work intervention.

### **Unit – II**

Family Counselling - Counselling Process and Skills of Counselling - Types of Counselling and Important techniques – Role of Family Counsellor – Premarital, Marital and Divorce Counselling – Inter- Professional Dialogue – Code of Ethics for Counsellors.

**Learning Outcome:** The students will be able to gain conceptual understanding of family counselling. Develop the necessary skills of Counselling.

### **Unit – III**

Family life Education – Concept, Need, Principles, Techniques, Content and Programmes- Sex Education and Population Education, Social Work Practice in the context of Family life Education.

**Learning Outcome:** The students will be able to gain knowledge on family life education, sex education and population education. Apply the social work knowledge in the context of family life education.

### **Unit – IV**

Family Welfare Programme – History, Methods of Family Planning- Child Spacing, Infertility, Motivation and Communication in Family Planning Programme; Social Work Practice in the Context of Family Welfare Programme.

**Learning Outcome:** The students will be able to gain an understanding on family welfare programme. To apply social work knowledge in dealing with issues pertaining to family welfare programme.

## Unit – V

Children in Difficult Situations – Child Labour, Street Children, Child Abuse, Child Prostitution and Handicapped Children; Application of Social work in the Context of Children in Difficult Situations.

**Learning Outcome:** The students will be able to understand the children in difficult situations. Apply the knowledge of social work in dealing with these children.

### REFERENCE BOOKS:

- 1) Ackerman, N.W. Psychodynamics of Family Life New York: Basic Books Incl.
- 2) Aranha T. Social Advocacy – Perspective of Social Work, College of Social Work Bombay.
- 3) Asha A. Bheda Principles of Population Studies Himalaya Publishing House.
- 4) Chowdry Paul, D. (1988) Youth Participation and Development Atmaram Publishing House
- 5) Desai U.G. and Naik R.D. Problems of Retired People in Bombay, TISS.
- 6) Fouseca Habal Counselling for marital Happiness
- 7) Gokarn N.A. (1988) Monography: Family Life Education, Family and Child Welfare Department, TISS, Bombay.
- 8) Goode, W.J. The family, New Jersey Prentice Hall, Inc. Ira L. Reiss Family Systems in America, 3<sup>rd</sup> Edition.
- 9) Jahir Mohammad Family Law and Social Change N.M. Thripathi Pvt. Ltd, Bombay.
- 10) Jordon Willian The Social Workers in Family Situation Kapadia, K.M. Marriage and Family in India Oxford University Press, Delhi
- 11) Kapoor, R.F. Women Family Life Education in Indian, Jaipur.
- 12) Lakshmipathi Raju, M. Future of Indian Family Challenge for Social Work Education (Ed). Sri Padmavathi Mahila Visvavidyalayam, Tirupati.
- 13) Lakshmipathi Raju, M. (1999) Family Counselling: Perspectives and Practices(Ed). Sri Padmavathi Mahila Visvavidyalayam, Tirupati.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
<b>CO1</b>	Understand the different types of families, emerging problems and services essential. Apply the conceptual understanding in dealing with the problems through social work intervention.	<b>K2</b>
<b>CO2</b>	Gain conceptual understanding of family counselling. Develop the necessary skills of Counselling.	<b>K2</b>
<b>CO3</b>	Gain knowledge on family life education, sex education and population education. Apply the social work knowledge in the context of family life education.	<b>K1</b>
<b>CO4</b>	Gain an understanding on family welfare programme. To apply social work knowledge in dealing with issues pertaining to family welfare programme.	<b>K1</b>
<b>CO5</b>	Understand the children in difficult situations. Apply the knowledge of social work in dealing with these children.	<b>K2</b>

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	2	3	2	3	3	2	2	3	3
<b>CO2</b>	2	3	3	3	2	3	2	2	3
<b>CO3</b>	3	2	3	2	3	2	3	3	3
<b>CO4</b>	2	3	3	2	3	3	2	2	3
<b>CO5</b>	2	3	2	3	3	3	3	2	3

## **SW 204 (22): POPULATION DYNAMICS AND SOCIAL WORK**

**COURSE OBJECTIVES:** The main objective of this paper is to analyze the origin and development of demography, demographic transition theories; causes and problems of rapid population growth; understand the components of population growth; family planning programme and dimensions of population education.

**COURSE OUTCOMES:** To enlighten the students about origin and development of demography, population and demographic transition theories; problems of rapid population growth and population education.

### **Unit – I**

Social Demography – Nature, Scope and importance of Demography., Origin and Development of Demography, Sources of Demographic Data. Population dynamics and population studies.

**Learning Outcome:** Students will be able to understand origin and development and sources of demographic data in India.

### **Unit – II**

Population Theories – Malthusian Theory, Optimum Population Theory and Theory of Demographic Transition.

**Learning Outcome:** Develop knowledge over population theories and theory of demographic transition.

### **Unit – III**

India's Population – Growth, Distribution, Composition – Age and Sex Composition. Problems of Rapid Population Growth in India.

**Learning Outcome:** Gain knowledge on composition of population and problems of rapid population growth in India.

### **Unit – IV**

Components of Population Growth – Fertility, Mortality, and Migration; their Conceptual and Theoretical Frameworks, Measures – Levels and Trends.

**Learning Outcome:** Get more awareness on components of population growth i.e. Fertility, Mortality and Migration.

### **Unit – V**

Family Planning and Family Welfare, Family Planning through Five Year Plans India's Population Policy; Social Dimensions of Population Education. Role and scope of social work in Family planning and population education.

**Learning Outcome:** Understand family planning, India's population policy and dimensions of population education.

**REFERENCE BOOKS:**

- 1) Donald J. Bogue : Principles of Demography
- 2) Thompson & Lewis : Population Problems
- 3) Asha Bhinde & Tara Kanitkar : Principles of Population Studies
- 4) Ashish Bose & Others : Population in India's Development 1947-2000AD
- 5) Srivastava : A Text Book of Demography

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Able to understand origin and development and sources of demographic data in India.	K2
CO2	Develop knowledge over population theories and theory of demographic transition.	K2
CO3	Gain knowledge on composition of population and problems of rapid population growth in India.	K2
CO4	Get more awareness on components of population growth i.e. Fertility, Mortality and Migration.	K3
CO5	Understand family planning, India's population policy and dimensions of population education.	K2

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	2	3	2	2	2	3	2	3
CO2	2	3	2	3	3	3	2	3	3
CO3	3	2	3	3	2	3	3	2	3
CO4	2	3	3	3	2	2	3	3	2
CO5	3	3	2	3	3	3	3	3	2

## **SW 206 A (22): HUMAN RESOURCE MANAGEMENT**

### **ELECTIVE FOUNDATION COURSE (CHOOSE ANY ONE)**

**COURSE OBJECTIVES:** The main objective this course is to enlighten the students about Management & HRM concepts; HR Planning; recruitment and selection; training and development; employee compensation.

**COURSE OUTCOMES:** Create awareness among the students on the concepts of Management; HRM, Human Resource Planning, Training and Development; Compensation.

#### **Unit – I**

Management: Concept, Scope and Functions; Contributions of F.W. Taylor, Henry Fayal, Elton Mayo; Human Resource Management: Concept, Scope and Functions, Philosophy and Policy.

**Learning Outcome:** The students able to understand the concept of Management and theories of management, HRM concept, philosophy and policy.

#### **Unit – II**

Human Resource Planning: Concept and Process; Job Analysis; Recruitment and Selection Process, Placement and Career Planning.

**Learning Outcome:** The students able to gain knowledge on the process of HR Planning, Job analysis, Recruitment, Selection and Career planning.

#### **Unit – III**

Human Resource Development: Concept, Importance, HRD Mechanisms; Types and Methods of Training and Development.

**Learning Outcome:** The students acquire knowledge on HRD concept and importance, Types and methods of training and development.

#### **Unit – IV**

Performance Appraisal and Counseling; Identification of Training Needs; Designing, Monitoring and Evaluation of Training and Development Programs.

**Learning Outcome:** The students acquire knowledge on performance appraisal, identification of training needs and evaluation of training and development programs.

#### **Unit – V**

Employee Compensation: Concept, Scope; Job Evaluation; Wage Determination and Wage Fixation–Incentives, Bonus; Motivation; Separation Policies and Voluntary Retirement Scheme.

**Learning Outcome:** The students get the knowledge on concepts of compensation, job evaluation and wage fixation; incentives and separation policy in India.

**REFERENCE BOOKS:**

- 1) Aswathappa Human Resource & Personnel Management
- 2) Flippo, Edwin. B Principles of Personnel Management.
- 3) Yoder, Dale. Personnel Management and Industrial Relations.
- 4) Subba Rao. P Essentials of Human Resource Management
- 5) Garderner, B. Human Relations in Industry.
- 6) Pigors and Myers. Personnel Administration.
- 7) Tripathi. Personnel Management and Industrial Relations.
- 8) Mamoria, C.B. Personnel Management.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
<b>CO1</b>	Understand the concept of Management and theories of management, HRM concept, philosophy and policy.	K2
<b>CO2</b>	Gain knowledge on the process of HR Planning, Job analysis, Recruitment, Selection and Career planning.	K3
<b>CO3</b>	Acquire knowledge on HRD concept and importance, Types and methods of training and development.	K3
<b>CO4</b>	Knowledge on performance appraisal, identification of training needs and evaluation of training and development programs.	K3
<b>CO5</b>	Get the knowledge on concepts of compensation, job evaluation and wage fixation; incentives and separation policy in India.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	3	2	3	3	2	2	3	2	3
<b>CO2</b>	2	3	3	3	3	2	3	2	3
<b>CO3</b>	3	2	3	2	3	3	2	3	2
<b>CO4</b>	3	3	2	3	3	3	2	3	3
<b>CO5</b>	3	2	3	2	3	3	3	2	3



## **SW 206 B (22): CORPORATE SOCIAL RESPONSIBILITY AND SOCIAL WORK**

**COURSE OBJECTIVES:** The main aim of this course is familiarize the students with concept and development of CSR in the context of social work profession

**COURSE OUTCOMES:** To gain the knowledge on CSR, implementation, Social Audit, CSR Legislation and Project Management.

### **Unit - I**

Meaning, Definition, and Evolution of CSR in India, Concept of Charity, Corporate Philanthropy, Corporate Citizenship, CSR through triple bottom line and Models of CSR.

**Learning Outcome:** To understand the scope and concept of corporate social responsibility (CSR) in India

### **Unit - II**

CSR Legislation in India: Section 135 of Companies Act, 2013 & Schedule VII, Appointment of Independent Directors on the Board; Corporate Initiatives of CSR

**Learning Outcome:** To gain knowledge on the impact of CSR implementation on corporate culture, particularly as it relates to professional social work

### **Unit - III**

UN Sustainable Development Goals – Global Initiatives on Environmental Sustainability, Role of Civil Society – Social Entrepreneurs.

**Learning Outcome:** To acquire skills to frame CSR policies and practices appropriate to the Indian workplace

### **Unit - IV**

Social Auditing, Process, Social Audit Verification, Social Accounting, Social Audit Report, Social Marketing – Stakeholders: Internal, External, Stakeholder Mapping

**Learning Outcome:** To familiarize the concepts of sustainable development, Social audit and social accounting.

### **Unit - V**

Concept of Project Management, Project Identification, Project Design, Appraisal, Project life cycles, and success factors – Implementation, Monitoring, Review, and Evaluation

**Learning Outcome:** To acquire knowledge on project management skills Department of Social Work.

### **REFERENCE BOOKS:**

- 1) Andres R (2005) The Sustainability Revolution: Portrait of a Paradigm Shift, New Society Publishers; New Delhi
- 2) Benn & Bolton (2011), Key concepts in Corporate Social responsibility, Australia: Sage Publications Ltd.
- 3) Bradshaw, T. and D. Vogel. (1981), Corporations and their critics: Issues and answers to
- 4) The problems of Corporate Social Responsibility, New York: McGraw HillBook Company.
- 5) Brummer, J.J. (1991), Corporate Responsibility and Legitimacy: An interdisciplinary analysis, Westport, CT: Greenwood Press.

- 6) Cannon, T. (1992), Corporate Responsibility (1st Ed.) London: Pitman Publishing. 6.
- 7) Crane, A. et al., (2008). The Oxford handbook of corporate social responsibility, New York: Oxford University Press Inc.
- 8) Ellington, J. (1998), Cannibals with forks: The triple bottom line of 21st century business. 10) New Society Publishers
- 11) Grace, D. and S. Cohen (2005), Business ethics: Australian problems and cases. Oxford: Oxford University Press.
- 12) Reddy, Sumati and Stefan Seuring. (2004), Corporate Social Responsibility: Sustainable Supply Chains, Hyderabad: ICAI University Press.
- 13) Werther, W. B. & Chandler, D. (2011). Strategic Corporate Social Responsibility. 14) Thousand Oaks, CA: Sage.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Understand the scope and concept of corporate social responsibility (CSR) in India	K2
CO2	Gain knowledge on the impact of CSR implementation on corporate culture, particularly as it relates to professional social work	K3
CO3	Acquire skills to frame CSR policies and practices appropriate to the Indian workplace	K4
CO4	Familiarize the concepts of sustainable development, Social audit and social accounting.	K4
CO5	Acquire knowledge on project management skills Department of Social Work.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	2	3	3	2	2	3	3	3
CO2	2	3	3	3	3	2	3	2	3
CO3	3	3	3	3	3	3	2	3	2
CO4	3	2	3	3	3	3	2	3	3
CO5	3	3	3	2	3	3	3	2	3

**SW 207 (22): HUMAN VALUES AND PROFESSIONAL ETHICS**  
**(AUDIT COURSE)**

**COURSE OBJECTIVES:** Main objective of this course is to understand the human values and behavior, discuss the medical and moral ethics of professionals.

**COURSE OUTCOMES:** To learn different concepts of Human Values and Behavioural changes required for adjustment in family and society, Demonstrate ethics on moral and professional ethics.

**Unit-I**

Concept of Human Values - Self introspection - Self-esteem, Family Values-Components, structure and responsibilities of family- Adjustability - Threats of family life - Status of women in family and society - Caring for needy people and Elderly.

**Learning outcome:** To gain knowledge on human values, family values and status of women needy people and elderly.

**Unit-II**

Professional Ethics- Views of Charaka, Sushruta and Hippocrates on Moral responsibility of Medical practitioners, Code of ethics or medical and healthcare professionals, Euthanasia, Ethical obligation to animals, Ethical issues in relation to health care professionals and patients.

**Learning Outcome:** Students able to gain knowledge on medical and professional ethic.

**Unit-III**

Business Ethics- Ethical Standards of Business-Immoral and illegal practices and their solutions, Characteristics of ethical problems in management, causes of unethical behavior, ethical abuses and work ethics.

**Learning Outcome:** Students able to gain knowledge of business and work ethics.

**Unit-IV**

Environmental Ethics- Ethical theory, Man and nature- Ecological crisis, Pest control, Pollution and waste, Climate change, Energy and population, Justice and environmental health.

**Learning Outcome:** Sensitise the students on environmental ethics and climatic change ethics.

**Unit-V**

Social Ethics- Organ Trade, Human trafficking, Human rights violation and social disparities, Feminist ethics, Surrogacy/Pregnancy, Ethics of media- Impact of Newspapers, Television, Movies and Internet.

**Learning outcome:** To gain knowledge on human trafficking, feminist ethics, media ethics and Internet & Social media ethics.

**REFERENCE BOOKS:**

- 1) John S Mackenjie: A Manual of Ethics.
- 2) “Management Ethics - Integrity at Work’ by Joseph A. Petrick and John F. Quinn, Response Books: New Delhi.
- 3) “Ethics in Management” by S.A. Sherlekar, Himalaya Publishing House.
- 4) Harold H. Titus: Ethics for Today
- 5) Maitra, S.K: Hindu Ethics
- 6) Sinha: A Manual of Ethics
- 7) Manu: Manava Dharma Sastra or the Institute of Manu: Comprising the Indian System of Duties: Religious and Civil (ed.) G.C.Haughton.
- 8) Analyzing Moral Issues, Judith A. Boss, Mayfield Publishing Company, 1999. An
- 9) Introduction to Applied Ethics (Ed.) John H.Piet and Ayodhya Prasad, Cosmo Publications.
- 10) Text Book for Intermediate First Year Ethics and Human Values, Board of Intermediate Education-Telugu Akademi, Hyderabad.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
<b>CO1</b>	Gain knowledge on human values, family values and status of women, needy people and elderly.	K2
<b>CO2</b>	Gain knowledge on medical and professional ethics.	K3
<b>CO3</b>	Gain knowledge of business and work ethics.	K3
<b>CO4</b>	Sensitise the students on environmental ethics and climatic change ethics.	K3
<b>CO5</b>	Gain knowledge on human trafficking, feminist ethics, media ethics and Internet & Social media ethics.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	3	2	3	3	2	2	3	3	3
<b>CO2</b>	2	3	3	3	3	2	2	3	3
<b>CO3</b>	3	3	3	3	3	3	3	3	3
<b>CO4</b>	3	2	3	3	3	2	3	2	2
<b>CO5</b>	3	3	3	3	3	3	2	3	3



# **Third Semester**

## SEMESTER-III

### MASTER OF SOCIAL WORK

#### SW 301 (22): SOCIAL POLICY, PLANNING AND SOCIAL WELFARE ADMINISTRATION

**COURSE OBJECTIVES:** The main objective of this paper is to educate the students about the concept of social policy and development approaches, people's participation and development, sustainable development and the nature and scope principles and process of social welfare administration in India.

**COURSE OUTCOMES:** Enlightened the students about concepts of social policy and social welfare administration; approaches and peoples participation in development.

#### Unit – I

Social Policy - Concept – Need - Objectives, Values and Directions - Relationship between Social Policy and Development - Constitutional basis and Evolution of Social Policy in India.

**Learning Outcome:** Students will be able to acquire knowledge about relationship between social policy and development in India.

#### Unit – II

Approaches to Social Policy - Unified, Integrated and Sectoral - Models of Social Policy - Residual, Welfare, Redistributive – Antyodaya, Sarvodaya Approaches to Social Development.

**Learning Outcome:** Students will be able to gain the knowledge on approaches to social policy and social development.

#### Unity – 3 Syllabus

New Economic Policy - People's Participation and Development - Concept of Sustainable Development - Role of Professional Social Worker in Formulation and Implementation of Social Policy - Linkages between Social Policy and Planning.

**Learning Outcome:** Students will be able to get move acquainted with new economic policy and people's participation and development.

#### Unit – IV

Social Welfare Administration - Concept, Definition, Nature and Scope – Principles of Social Welfare Administration in India - Distinction between Social Work and Social Welfare - Central Social Welfare Board (CSWB) - Composition of the Board, Organization and Administrative setup, Programmes and Activities of the Board, General Grants - in - Aid to Voluntary Organizations (NGOs).

**Learning Outcome:** Students will be able to understand the concept of social welfare administration and voluntary organizations in India.

**Unit – V**

Administrative Process, Planning, Organizing, Staffing, Decision Making, Co-coordinating, Delegation in Administration; Reporting, Fitting and Correspondence - Financial and Office Administration – Budgeting, Fund Raising, Accounting, Office Processing - Role of Non-Governmental Organizations. (NGO's)/ Voluntary Organizations in Development.

**Learning Outcome:** students will be able to develop the knowledge on administrative process, planning and role of NGO's.

**REFERENCE BOOKS:**

- 1) Dr. D.R. Sachadeva (2005): Social Welfare Administration in India.
- 2) Huttman, E.D. (1981): Introduction to Social Policy, New York, Mc. Graw Hill.
- 3) Kulkarni, P.D. (1979): Social Policy and Development in India, Madras.
- 4) Kulkarni, P.D. (1979): Social Policy in India, New York.
- 5) Skidmore, (1983): Social Work Administration, Prentice Hall, New Jersey.
- 6) Sankaran, R. & Rodrigues, 1 (1983): A Hand Book of the Management of Voluntary Organization, Madras, Alpha.
- 7) Goel, SL & Jain, R.K. (1988): Social Welfare Administration Vol. I & II, New Delhi, Deep & Deep.
- 8) Paul Chowdary D. (1979): Social Welfare Administration, New Delhi, Atma Ram.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Able to acquire knowledge about relationship between social policy and development in India.	K2
CO2	Able able to gain the knowledge on approaches to social policy and social development.	K2
CO3	Able to get move acquainted with new economic policy and people's participation and development.	K2
CO4	Able to understand the concept of social welfare administration and voluntary organizations in India.	K2
CO5	Able to develop the knowledge on administrative process, planning and role of NGO's.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	3	3	2	3	3	2	3	3	3
<b>CO2</b>	2	3	3	2	3	3	2	2	3
<b>CO3</b>	2	2	3	3	3	3	3	3	3
<b>CO4</b>	3	3	3	2	3	3	2	3	3
<b>CO5</b>	3	2	3	3	3	3	3	2	3





## SW 302 (22): COMMUNITY DEVELOPMENT

**COURSE OBJECTIVES:** The Main objective of this paper is to acquire knowledge on urban, rural and tribal community and its features. To understand the process of urbanization. To enhance knowledge about urban, rural and tribal development programmes. To know about community development approaches. To learn about the role of a social worker in promoting community development.

### **Unit – I**

Rural Community: Definition, Characteristics of Rural Communities, Changes in Rural Communities. Urban Community: Definition, Urbanization Characteristics of Urban Communities. Tribal Community: Definition and Characteristics of Tribal Communities; Differences between Rural, Urban and Tribal Communities.

**Learning Outcome:** The students would be able to understand the rural, urban, and tribal community. Differentiate between rural, urban, and tribal community.

### **Unit – II**

Community Development: Definition; Community Development Experiment and Projects in Rural Areas: Srinikatan, Marthandom, Gurgon, Baroda, Firka, Nilokhere and Earthwah Project. Urban Areas: Delhi Pilot Project, Baroda Pilot Project, Ahmadabad Pilot Project. Tribal Areas: Hill Area Development Programs.

**Learning Outcome:** The students would be able to Gain knowledge about the various community development experiment and projects in rural, urban and tribal areas.

### **Unit – III**

Programmes for Community Development – Rural: (IRDP) Integrated Rural Development Programmes. DWCRA (Development of Women and Children Rural Areas. MGNREGS: Mahatma Gandhi National Rural Employment Guarantee Scheme (National and State Level). Indira Kranthi Patham. DWCUA: (Development of Women and Children in Urban Areas. Slum clearance Projects. Tribal: ITDA (Integrated Tribal Development Agency). GDC (Girijan Development Corporation). Social Workers' Response: Creating awareness work for effective implementation of the programmes.

**Learning Outcome:** The students would be able to Learn about the various community development programmes-rural, urban and tribal. Apply the knowledge in effectively implementing the different programmes.

### **Unit – IV**

Community Development Approaches and Scope of Social Work Practice. Target Approach: Welfare Programmes, Developing Relationships, Demonstrating the Purpose, Target Group, Participatory Techniques. Role of Social Worker - Conducting Awareness Camps, Strengthening Self – Help Groups, Facilitating Empowerment in the Communities Sensitizing the Government Functionaries.

**Learning Outcome:** The students would be able to apply the various approaches of community development. Play the role of a social worker in promoting community development.

**Unit – V**

Concept and Philosophy of Community Development – Objectives – Programmes for Rural, Urban and Tribal Development – Scope of Social Work.

**Learning Outcome:** The students would be able to develop conceptual understanding of philosophy of community development. Apply the knowledge of community development in implementation of the various programmes.

**REFERENCE BOOKS:**

- 1) Encyclopedia of Social Work Government of India: Vol. I to IV guidelines and Reports of Various Rural Development initiatives.
- 2) Gab Grode K.D. (1971): Community Organizations in India, Popular Prakasam Baby.
- 3) Singh Kumar, (1986): Rural Development Principle Policies and Management, Sage Publications. New Delhi.
- 4) Vasant Desai (1986): Rural Development Vol. I to IV, New Delhi, Himalaya Publication House, Nagapur.
- 5) Venkata Reddy. K. (1988): Rural Development in India (Poverty of Development Himalaya Publication House, Nagapur.
- 6) Annual Report (2005): Department of Rural Development Govt. of A.P.
- 7) Climard, Marshal. B.: Slums and Community Development The Press, New Delhi.
- 8) Gopal Bhargana, (1981): Urban Problems and Policy Perspectives in India. Shakthi Malik, Abinay Publications, E – 37, Hauz Khan, New Delhi.
- 9) Jacob 2.
- 10) Thadipaur (1993): Urban Community Development Rawat Publications, New Delhi.
- 11) Sharma, K.C. (1994): Poverty, Unemployment and Inequality in Tribal India Reliance Publications House, New Delhi.
- 12) Satyanarayana (1990): Tribal Development in India Inter India Publications, New Delhi.
- 13) Verma. Y. (1986): Problems of Tribals India.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Understand the rural, urban, and tribal community. Differentiate between rural, urban, and tribal community.	K2
CO2	Gain knowledge about the various community development experiment and projects in rural, urban and tribal areas.	K2
CO3	Learn about the various community development programmes-rural, urban and tribal. Apply the knowledge in effectively implementing the different programmes.	K3
CO4	Apply the various approaches of community development. Play the role of a social worker in promoting community development.	K3
CO5	Develop conceptual understanding of philosophy of community development. Apply the knowledge of community development in implementation of the various programmes.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	2	3	3	3	2	2	3	3
CO2	2	3	3	3	3	3	2	2	3
CO3	2	3	3	3	3	3	3	3	2
CO4	2	2	3	3	3	2	3	2	3
CO5	3	3	3	3	2	2	2	3	3

## **SW 303 (22): MANAGEMENT OF ORGANIZATIONS**

**COURSE OBJECTIVES:** The main objective of this paper is gain knowledge about human service organization; governing ideas and sustainability.

**COURSE OUTCOMES:** Acquire knowledge and skills in the different aspects of management of nongovernmental organizations. Gain an understanding about project management and proposal writing.

### **Unit – I**

Human Service Organizations – Their Characteristics like Size, Nature and Design - Social Response to Social Needs – Origin and Growth of Organization-External Environment.

**Learning Outcome:** The students will be able to Know about human service organizations. Apply the knowledge on understanding the societal needs and the impact of external environment.

### **Unit – II**

Establishment Registration, Different Types of Legislations – the Societies Registration Act, 1860 – Legislations Relating to Trusts, etc. – Organizational Goals: Vision, Mission and Values.

**Learning Outcome:** The students will be able to apply the knowledge in understanding the establishment of organizations and in setting up its goals.

### **Unit – III**

Management of Human Service Organizations: Governance and Administration, Boards- Executive Boards, Professional and other Staff Relationship – Communication: Team Building, Governance and Accountability in NGO's.

**Learning Outcome:** The students will be able to understand the importance of governance and administration. Know about the roles and functions of boards, professional and staff. Learn about important aspects of governance in human service organizations.

### **Unit – IV**

Financial Management: Organizational Budget – Sources of Finance- Themes and Methods of Resource Mobilization, Corporate Social Responsibility – Trends and Issues.

**Learning Outcome:** To students will be able to apply the knowledge on financial management in running a human service organization.

### **Unit –5 Syllabus**

Project Management: Elements of Project Planning, Guidelines for Formulation of Project Proposals: Project Implementation, Monitoring and Evaluation – Their Relevance to Social Work Practice.

**Learning Outcome:** The students will be able to understand the process of project management. Apply social work knowledge in project management.

**REFERENCE BOOKS:**

- 1) Chowdary D.P. (1962): Handbook of Social Welfare (Fields of Social Work) Atma Ram & Sons, New Delhi
- 2) Chawdhary, D.P. (1983): Social Welfare Administration, Delhi, Atma Ram & Sons.
- 3) Denver, J.C. (1979): Office the Non administration, Plymouth, Mac Donald and Evans
- 4) Drucker, P. (1990): Managing the Non-Profit Organization, NY, Harper Collins.
- 5) Encyclopedia of Social Work in India, (1968): Publications Division, Govt. of India, New Delhi.
- 6) Goel. S.L and Jain R.K. Social Welfare Administration, Deep & Deep, New Delhi.
- 7) Goel B.R. - Project Management, Deep and Deep Publications.
- 8) Kandaswamy, (1986): Governance and Financial Management in Non-Profit Organization – A Reference Manual, New Delhi: Caritas India.
- 9) Leigh Andrew, (1996): 20 Ways to Manage Better (2<sup>nd</sup> Ed.) Hyderabad, Universities Press;
- 10) Soriano, F I (1995): Conducting needs assessment, New Delhi, Sage.
- 11) Thomas, A. (1996): What is Development Management? Journal of International Development 8 (1), 95-110.
- 12) Thomas, A. and others (1998): Finding out fast: Investigative Skills for policy and Development, New Delhi: Vistaar.
- 13) Weiner, M. (1982): Human Service Management, Illinois, The Dorsey Press.

<b>Course Outcome</b>	<b>On the successful completion of course students will be able to:</b>	<b>Knowledge</b>
<b>CO1</b>	Know about human service organizations. Apply the knowledge on understanding the societal needs and the impact of external environment.	K3
<b>CO2</b>	Apply the knowledge in understanding the establishment of organizations and in setting up its goals.	K3
<b>CO3</b>	Understand the importance of governance and administration. Know about the roles and functions of boards, professional and staff. Learn about important aspects of governance in human service organizations.	K2
<b>CO4</b>	Apply the knowledge on financial management in running a human service organization.	K3
<b>CO5</b>	Understand the process of project management. Apply social work knowledge in project management.	K2

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	3	3	3	3	2	2	3	2	3
<b>CO2</b>	3	2	3	2	3	3	2	3	3
<b>CO3</b>	3	3	2	3	3	3	2	3	2
<b>CO4</b>	2	3	3	2	3	2	3	3	3
<b>CO5</b>	3	3	3	2	3	2	3	3	3



## **SW 304 (22): MEDICAL AND PSYCHIATRIC SOCIAL WORK**

**COURSE OBJECTIVES:** The main objective of this course is to create a clear understanding of medical and psychiatric social work, and the perspectives on illness.

**COURSE OUTCOMES:** To create a sound theoretical understanding on normal and abnormal psychology. To understand classification of mental disorders, create awareness about addictions and the role of social worker in dealing with them.

### **Unit –1 Syllabus**

Origin of Medical and Psychiatric Social Work: Nature and Scope, Health and Illness, Disease: Definition, Concept, Factors Influencing Health and Indicators.

**Learning Outcome:** The students will able to trace the origin of Medical and Psychiatric Social Work, Differences of health, illness and disease.

### **Unit – II**

Sociological Perspectives on Illness: Access to Healthcare, Social Epidemiology, Nutrition, Childhood Disorders, Cancer, Leprosy, T.B., HIV/AIDS.

**Learning Outcome:** The students able to apply the theoretical knowledge of various illnesses from Sociological perspectives.

### **Unit – III**

Community Health, Primary Health Care, Health Education and Communication. Hospital as a Social System.

**Learning Outcome:** The students able to get the knowledge on different types of healthcare.

### **Unit – IV**

Normal and Abnormal Psychology: Meaning and Scope, Historical background of abnormal psychology, Symptoms and Syndromes.

**Learning Outcome:** The students able to trace the origin of abnormal psychology and understand the concept of abnormal behaviour.

### **Unit – V**

Classification of Mental Disorders: Psychotic and Neurotic, Psycho-somatic Disorders, Treatment of Abnormal Behaviour, Alcoholism, Drug Addiction, Role of Social Worker in medical and psychiatric social work fields.

**Learning Outcome:** The students able to deal with problems of mental disorders. Play an effective role as a social worker in treating mental health problems.

### **REFERENCE BOOKS:**

- 1) Turner J. Francis: Differential Diagnosis and Treatment in Social Work, Free Press, New York.

- 2) Surjith Singh Dopper, (1997): Social Work in Health Care in the 21<sup>st</sup> Century, Sage Publication, New Delhi.
- 3) Lyan Ilubschman (1983) Hospital Social Work Practice, Paser Publication, USA.
- 4) Mathew Henk (1989); Social Work in Primary Care; Sage Publication, New Delhi.
- 5) K. Park (2000); Social and Preventive Medicine; M/S Banarsids Bhanot, Jabalpur.
- 6) Sujatha Rao & Rachel Chatterjee (2003): Indian Health Report, Oxford University Press, New Delhi.
- 7) Robert. C. Carson (1990); Abnormal Psychology
- 8) Ratna Verma (1991); Psychiatric Social Work in India, Sage Publications, New Delhi.
- 9) S.K. Mangal; Abnormal Psychology, Sterling Publishers, Pvt. Ltd, New Delhi.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Trace the origin of Medical and Psychiatric Social Work, Differences of health, illness and disease.	K4
CO2	Apply the theoretical knowledge of various illnesses from Sociological perspectives.	K4
CO3	Get the knowledge on different types of healthcare	K3
CO4	Trace the origin of abnormal psychology and understand the concept of abnormal behaviour.	K4
CO5	Deal with problems of mental disorders. Play an effective role as a social worker in treating mental health problems.	K5

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	3	2	3	3	3	2	3	3
CO2	2	3	3	3	3	3	3	2	3
CO3	3	3	2	3	3	2	3	3	3
CO4	2	3	3	3	3	2	3	3	3
CO5	3	2	3	3	3	3	3	2	3



**SW 306 A (22): INFORMATION & COMMUNICATION**  
**TECHNOLOGY AND SOCIAL WORK**

**COURSE OBJECTIVES:** The main objective of this paper is to create awareness of ICT technology; Application of the learned skills in the field of development in social Sectors.

**COURSE OUTCOMES:** To gain knowledge of Information & Communication Technology in respect of Social Work.

**UNIT-I**

Basic Computer Organization: Components, Memory, Operating system, Computer Languages, Assembly, High level, Software.

**Learning Outcome:** Students will be able to briefly understand about the basic concepts of a computer system.

**UNIT-II**

Internet: History of Internet, Essential components of Internet, Uses of Internet, Internet Service Provider, E-mail- users and Advantages of E-mail

**Learning Outcome:** Students will be able to know the basics of Internet and its use.

**UNIT- III**

MS-Word: Features of MS-Word - MS-Word Window Components - Creating, Editing, Formatting and Printing of Documents – Headers and Footers – Insert/Draw Tables, Table Auto format – Page Borders and Shading – Inserting Symbols, Shapes, Word Art, Page Numbers, Mail Merge.

**Learning outcome:** Students will be able to create personal, academic and business documents using MS Word.

**UNIT- IV**

MS-PowerPoint: Features of PowerPoint – Creating a Presentation - Inserting and Deleting Slides in a Presentation – Adding Clip Art/Pictures -Inserting Other Objects, Audio, Video - Resizing and scaling of an Object – Slide Transition – Custom Animation.

**Learning outcome:** Students will be able to create spreadsheets, charts and do presentations.

**UNIT-V**

IT in Social Sector: IT in Municipality, IT in Villages, IT in GOVT offices, IT In Education, IT in Health care, IT in Social services, IT in Community Development.

**Learning outcome:** Students will be able to understand the use of information and communication technology in various sectors of social work.

**REFERENCE BOOKS:**

- 1) Computer Today, McGraw Hills

- 2) Devendra Singh, Dynamic Computer Course, Fusion Books
- 3) Computer Fundamentals, P K Sinha BPB Publication, N Delhi
- 4) Akash Saxena & Sunil Chauhan, Fundamentals of Computer, University Science Press
- 5) Rajaraman V, Fundamentals of Computers, Prentice Hall of India Pvt. Ltd.
- 6) Peter Norton, Introduction to Computers, McGraw Hill Education (India) Pvt. Ltd.
- 7) Subhash Bhatnagar, E-government From Vision to Implementation. New Delhi: Sage
- 8) Ron Mansfield, Working in Microsoft Office - TMH.
- 9) Sanjay Saxena, MS Office 2007 in a Nutshell - Vikas Publishing House.

Course Outcome	On the successful completion of course students will be able to	Knowledge
CO1	Understand about the basic concepts of a computer system.	K2
CO2	Know the basics of Internet and its use.	K1
CO3	Create personal, academic and business documents using MS Word.	K6
CO4	Create spreadsheets, charts and do presentations.	K6
CO5	Understand the use of information and communication technology in various sectors of social work.	K2

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	3	3	3	3	2	2	3	3
CO2	2	3	3	3	3	3	3	2	3
CO3	3	2	3	3	3	2	3	3	3
CO4	3	3	3	3	3	3	2	3	3
CO5	3	3	3	3	3	2	3	3	3

## SW 306 B (22): SOCIAL WORK PRACTICE IN DISASTER MANAGEMENT

**COURSE OBJECTIVES:** The main objective is to understand the Disaster Management and its importance, the natural and manmade disasters and techniques of their prevention.

**COURSE OUTCOMES:** Gain the knowledge on disasters and disaster management, Acquire a critical perspectives of the policy framework, institutional structure and programmes for Disaster Management in India.

### **UNIT- I**

Disaster: Meaning - Concept of Hazard, Risk, Vulnerability and Disaster, Impact of Disasters: Physical, economic, political, psychosocial, ecological, and others.

**Learning Outcome:** Students able to understand the impact of disasters; Physical, economic, political, psychosocial and ecological.

### **UNIT- II**

Disaster Management Cycle: Mitigation and prevention, Preparedness, Prediction and Early warning, Rescue and Relief, Impact assessment, Response, Recovery, Reconstruction; Disaster Risk Reduction; Community based Disaster Management (CBDRM);

**Learning Outcome:** Students able to learn assessment of disaster response, recovery, reconstruction and disaster risk reduction.

### **UNIT- III**

Global Issues and Initiatives: World Conference on Disaster Reduction (2005), Hyogo Framework for Action (2005-15), Sphere Standards – 2012, Disaster Management Act, 2005; National Disaster Management Policy 2009.

**Learning Outcome:** The students able to learn about global issues and natural policy of disaster management.

### **UNIT- IV**

Role of Central and State Governments, Local bodies, Community, Media, International and National, Non-Governmental Organizations, Charitable trusts, Educational Institutions, Voluntary Organizations, Community Based Organizations and Youth.

**Learning Outcome:** To sensitise the students on disaster practices of Govt. and non-govt National and International and role of youth.

### **UNIT- V**

Impact on the individual, family and society, mental health consequences of Disaster: Grief reactions, post-traumatic stress disorders: Role of Social Worker in disaster management.

**Learning Outcome:** Students able to implement relief on the individual, family and Community and mental health

### **REFERENCE BOOKS:**

- 1) Abarquez I. & Murshed Z. Community Based Disaster Risk Management. (2004). Field Handbook, ADPC, Bangkok, Asian Disaster Preparedness Center Bangkok.
- 2) B.K.Khanna. (2005). Disasters: All You Wanted to Know About, Delhi: New India

Publishing Agency, Delhi.

- 3) Blaikie P, Cannon T, Davis I and Wisner B. (2004). At risk: Natural hazards, people's Vulnerability and Disaster. London: Routledge.
- 4) Maheswari, Sudha Disaster damage estimation models: Data needs vs. ground reality: By Sudha Maheshwari, Rutgers The State University of New Jersey - New Brunswick.
- 5) Disaster Management Act. (2005). Ministry of Home Affairs, Delhi: Government of India.
- 6) Hyogo Framework for Action 2005 – 2015: building the resilience of nations and communities to disasters <http://www.unisdr.org/we/coordinate/hfa>
- 7) Kapur, A. (2005). Disasters in India: Studies of Grim Reality, Jaipur: Rawat Publications.
- 8) Manual on Natural Disaster Management in India. (2001). New Delhi: NCDM.
- 9) Narayana R.L., Srinivasa Murthy, R., Daz P. (2003). Disaster mental health in India: Monograph. New Delhi: American Red Cross. Indian Red Cross.

Course Outcome	On the successful completion of course students will be able to	Knowledge
CO1	Understand the impact of disasters; Physical, economic, political, psychosocial and ecological.	K2
CO2	Learn to assessment, of disaster response, recovery, reconstruction and disaster risk reduction.	K2
CO3	Learn about global issues and natural policy of disaster management.	K3
CO4	Sensitise the students on disaster practices of Govt. and non-govt National and International and role of youth.	K3
CO5	Implement relief on the individual, family, Community and mental health.	K3

#### CO-PO MAPPING TABLE:

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	3	3	3	2	2	2	3	3
CO2	3	2	3	3	3	3	3	3	2
CO3	2	3	3	3	3	3	3	2	3
CO4	3	3	3	3	3	3	3	3	2
CO5	3	3	3	3	3	3	2	2	3

## SW 307 (22): PERSONALITY DEVELOPMENT

**COURSE OBJECTIVES:** The main objective of this paper is to analyse the concepts of personality Development, self awareness, SWOT, Goal Setting, Self monitoring, perception, attitude, Leadership, conflict Management, Motivation and Stress Management.

**COURSE OUTCOMES:** To enlighten the Students about the concept of personality Development, Perception, Leadership and motivation.

### **UNIT-I**

**Personality Development:** Definition – Determinants – Personality Traits – Theories of Personality- importance of Personality Development.

**Self Awareness** – Meaning – Benefits of Self- Awareness, Developing self Awareness.

**SWOT** – Meaning – importance – Application – Components.

**Learning Outcome:** Students will be able to understand personality Development, self awareness and SWOT analysis.

### **Unit – II**

**Goal Setting** -Meaning- Importance - Effective goal setting – Principles of goal setting – Goal Setting at the right level.

**Self Monitoring** – Meaning – High self – monitor versus low self monitor - advantages and Disadvantages self monitor – Self – monitoring and job performance.

**Perception-** Definition- Factor influencing perception – Perception process – Errors in perception – Avoiding perceptual errors.

**Learning Outcome:** Develop Knowledge over Goal Setting, Self, monitoring and the concept of perception.

### **Unit- III**

**Attitude** – Meaning- Formation of attitude - Types of attitude – Measurement of Attitudes - Barriers to attitude change – Methods to attitude change.

**Communication** - Definition – Importance of communication – Process of communication – Communication Symbols – Communication network – Barriers in communication – Overcoming Communication Barriers.

**Team Building** – Meaning – Types of teams – Importance of Team building – Creating Effective Team.

**Learning Outcome:** Gain Knowledge about the concepts of Attitude, communication and Team Building.

### **Unit – IV**

**Leadership** – Definition – Leadership style- Theories of leadership – Qualities of an Effective leader.

**Negotiation Skills** - Learning outcome: Meaning – Principles of Negotiation – Types of Negotiation – the Negotiation Process – Common mistakes in Negotiation process.

**Conflict Management** – Definition – Types of Conflict – Levels of Conflict – Conflict Resolution – Conflict management.

**Learning Outcome:** Get more awareness on aspects of leadership, Negotiation skills and conflict management.

#### **Unit- V**

**Motivation:** Definition and Nature of Motivation, Motive – Internal and external Motives – Theories of Motivation – impotence of self- motivation- factors leading to de –motivation.

**Self Esteem-** Definition and Nature of Self- esteem – Do's and Don'ts to develop positive self- esteem- Low self esteem- Personality having low self esteem – Positive and negative self esteem.

**Stress Management** – Meaning – Sources of Stress – Symptoms of Stress – Consequences of Stress – Managing Stress.

**Learning Outcome:** Understand the concepts of motivation, self esteem and stress management.

#### **REFERENCE BOOKS:**

- 1) Dr.S. Narayana Rajan, Dr. B. Rajasekaran, G. Venkadasalpathi, V. Vijuresh Nayaham and Herald M. Dhas, **Personality Development**, Publication Division, Manonmaniam Sundaranar University, Tirunelveli
- 2) Stephan P. Robbins, **Organisational Behaviour**, Tenth Edition, Prentice Hall of India Private Limited, New Delhi, 2008
- 3) Jit S. Chandan, **Orgnisational Behaviour**, Third Edition, Vikas Publishing House Private Limited, 2008.
- 4) Dr. K.K. Ramachandran and Dr. K.K. Karthick, From Campus to Corporate, Macmillan Publishers India Limited, New Delhi, 2010.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Understand personality Development self awareness and SWOT analysis.	K3
CO2	Development Knowledge over Goal Setting, Self, monitoring and the concept of perception.	K2
CO3	Gain Knowledge about the concepts of Attitude, communication and Team Building.	K2
CO4	Get more awareness on affects of leadership, Negotiation skills and conflict management.	K3
CO5	Understand the concepts of motivation, self esteem and stress management	K2

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	2	2	3	2	3	3	2	3
CO2	2	3	3	2	3	3	2	3	3
CO3	2	3	2	3	3	2	3	3	3
CO4	3	2	3	3	2	3	2	2	3
CO5	3	2	3	2	3	3	2	3	3



**Fourth  
Semester**



## SEMESTER-IV

### MASTER OF SOCIAL WORK

#### SW 401 (22): WOMEN AND DEVELOPMENT

**COURSE OBJECTIVES:** The main objective of this paper is to get an understanding of the perspective of women and development in Indian society.

**COURSE OUTCOMES:** To understand the key issues faced by women and strategies to change the situation in terms of personal liberation as well as in terms of making women a part of the development process. To examine the social systems that affect women in meeting growth needs and special needs.

#### **Unit – I**

Demographic Composition of Women, Changing Perspectives of the Roles and Obligations of the Women through History – Regional Variation in Sex Ratio. Implications of the Declining Sex Ratio.

**Learning Outcome:** The students will be able to understand the demographic composition of women and the changing roles of women. Analyze the regional variation of sex ratio and its implication on the society.

#### **Unit – II**

Sexual Division of Labour - Invisibility of Women's Work; Self-employed Women -Types and Specific Problems.

**Learning Outcome:** The students will be able to apply the knowledge of sexual division of labour in dealing with their unique problems.

#### **Unit – III**

Violence against Women – Feticide, Infanticide, Child Marriage, Rape, Battering, Sati, Dowry Deaths, Sexual Harassment.

**Learning Outcome:** The students will be able to apply the knowledge of violence against women in tackling the issue.

#### **Unit – IV**

Status of Women in Indian Society before and after Independence; Gender Discrimination, Gender Equity, Gender Justice - Women Empowerment – Theoretical Perspectives.

**Learning Outcome:** The students will be able to gain insight on the status of women in Indian society before and after independence and apply the knowledge in dealing with the issues and problems. Apply the knowledge in understanding the issues pertaining to women empowerment.

**Unit – V**

Empowerment of Women – Constitutional Guarantees, Legal Provisions; Women Welfare Programmes – Self Help Groups – Women Protection Cells – Mahila Police Station – Reservations for Women.

**Learning Outcome:** The students will be able to understand the issues affecting women and the intervention strategies in dealing with them.

**REFERENCE BOOKS:**

- 1) Brook E. and Davis Ann (1985): Women, the family and Social Work, London, Tavistok Publications;
- 2) Everett J: Women and Social Change in India;
- 3) Government of India (1974): Towards Equality – A report of the committee of Status of Women in India, Delhi.
- 4) Harlambos M and Heard R.M. (1980): Sociology - Themes and Perspective, Oxford Publication.
- 5) Jeffrey W Dyer and Raymond T Coward (1992): Gender, Families and Elder Care, Sage Publications.
- 6) Uma Shankar Jha and Premalatha Pujari (1996): Indian Women To-day Vol to II, Kanishka Publications.

<b>Course Outcome</b>	<b>On the successful completion of course students will be able to:</b>	<b>Knowledge</b>
<b>CO1</b>	Understand the demographic composition of women and the changing roles of women. Analyze the regional variation of sex ratio and its implication on the society.	K3
<b>CO2</b>	Apply the knowledge of sexual division of labour in dealing with their unique problems.	K3
<b>CO3</b>	Apply the knowledge of violence against women in tackling the issue.	K3
<b>CO4</b>	Gain insight on the status of women in Indian society before and after independence and apply the knowledge in dealing with the issues and problems. Apply the knowledge in understanding the issues pertaining to women empowerment.	K2
<b>CO5</b>	Understand the issues affecting women and the intervention strategies in dealing with them.	K2

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	2	2	3	3	2	2	3	3	2
<b>CO2</b>	2	3	2	3	3	2	3	2	3
<b>CO3</b>	2	3	2	3	3	3	2	3	3
<b>CO4</b>	3	2	3	3	2	2	3	3	2
<b>CO5</b>	3	2	3	2	3	3	2	2	3



## **SW 402 (22): GERONTOLOGICAL SOCIAL WORK**

**COURSE OBJECTIVES:** The main objective of this paper is to acquire knowledge on the concepts of Geriatrics and gerontology, theoretical Perspective on Ageing, Problems of elderly, policies and services for the elderly in India.

**COURSE OUTCOMES:** To enlighten the students on the concepts of geriatric and gerontology, Problems of elderly, national policy for older persons and services for the elderly.

### **Unit – I**

Elderly – Definition of the Aged, Concepts of Geriatrics and Gerontology- The Demographic Profile of Elderly – Ageing trends of increasing Ageing Population in India.

**Learning Outcome:** Students will be understand the concepts of geriatrics and gerontology and trends of increasing ageing population in India.

### **Unit – II**

Theoretical Perspectives on Ageing – Engagement Theory, Disengagement Theory, Activity Theory, Modernization Theory, Labeling Theory; Importance of Gerontological Social Work.

**Learning Outcome:** Acquire knowledge on theoretical perspectives on aging and Importance of Gerontological Social Work.

### **Unit – III**

Problems of the Elderly – Social, Economic, Health Psychological, Familial; Neglect and Abuse of the Elderly; Status of the Aged in Traditional and Modern Society.

**Learning Outcome:** Develop knowledge on various problems of elderly in India.

### **Unit – IV**

Aged Related Policies and Laws for Education, Employment, Retirement, Social Security and Pension; National Policy for Older Persons 1999.

**Learning Outcome:** Get more acquainted with national policy for older persons 1999.

### **Unit – V**

Services for the Elderly – Constitutional and Legislative Provisions for the Welfare of the Elderly, Institutional and Non- Institutional services for the Elderly; Role of Governmental and Non-Governmental Organizations for the Welfare of the Aged.

**Learning Outcome:** Gain knowledge about service for the elderly and the role of Government and NGO's for the welfare of Aged.

### **REFERENCE BOOKS:**

- 1) Sharama M.L. and Dak T.M. Ed.) (1987): Aging in India, New Delhi: Ajanta Publication, Delhi.
- 2) Desai K.G. (1982): Aging in India, Mumbai, TISS.

- 3) Gajindragadkar (1983), (Ed.): Disabled in India, Mumbai, Somaiya Publications.
- 4) Leus V (1987): Development and Handicapped New York: Bahi Blockwell Inc.
- 5) Marshal M (1983): Social Work with the Disabled London, Macmillan.
- 6) Shubha, S et al (2000): Senior Citizens Guide, New Delhi: Help Age.
- 7) Bhatia, H.S. (1983) Ageing and Society: A Sociological study of Retired Public Servants, the Aryas Book Centre Publishers, Udaipur.
- 8) Cowgill, Donald D. Halmes, Lowell (1972), Ageing and Modernization, Appletonon – Century – Crafts, New York.
- 9) Nair, S.B. (1990): Social Security and the Weaker Sections. A Study of Old Women Agricultural Workers in Kerala, Penaisance Publishing House, Delhi.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Understand the concepts of geriatrics and gerontology and trends of increasing ageing population in India.	K2
CO2	Acquire knowledge on theoretical perspectives on aging and Importance of Gerontological Social Work.	K2
CO3	Develop knowledge on various problems of elderly in India.	K3
CO4	Get more acquainted with national policy for older persons 1999.	K3
CO5	Gain knowledge about service for the elderly and the role of Government and NGO's for the welfare of Aged.	K2

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	2	3	2	3	2	2	3	3
CO2	2	3	3	3	2	3	3	2	3
CO3	3	2	3	2	3	2	3	3	3
CO4	3	3	2	3	3	2	3	2	3
CO5	2	3	3	3	3	3	2	3	2

## SW 403 (22): CORRECTIONAL SOCIAL WORK

**COURSE OBJECTIVES:** The main objective of this paper is to understand the concept of Crime, nature, theories sociological classical, biological, sociological, concept of crimes and schools of criminology; concept of punishment and theories of punishment, juvenile delinquency; to understand the prison and prison problems of correctional services in India.

**COURSE OUTCOMES:** To prepare the students to gain knowledge about the concept of crime theories of crime and classification of crimes theories of punishments probation and parole problems of correctional services.

### **Unit – I**

Crime – Concept, Definition, Nature; Theories - Classical, Biological, Psychological, Sociological, Definition and distinction of criminology, Penology and victimology Social organization and Disorganization.

**Learning Outcome:** Students will be able to gain knowledge about the concept and importance of Correctional Social Work.

### **Unit – II**

Punishment - Concept, Definition, Meaning Types; Theories – Limitations of Punishment.

**Learning Outcome:** Students will be gain knowledge about the theories of punishment and types of punishments.

### **Unit – III**

Correction - Concept, Definition, Meaning, Philosophy, Historical back ground.

**Learning Outcome:** Students will be understand the Concept of correction, meaning and its philosophy.

### **Unit – IV**

Correctional Institutions- Central Prison, Remand Homes, Borstal Schools, Juvenile Courts – Prison Reforms

**Learning Outcome:** Students will be able to learn about correctional institutions like central prison and prison reforms.

### **Unit – V**

Probation and Parole, After Care Services – Role of Social Worker Correctional Social Work, Concept, Meaning, Importance – Correctional Social Work with Criminals, Delinquents, Beggars, Drug-Addicts and Alcoholics, and Sex Workers – Social Work and Correctional as – application of Methods of Social Work.

**Learning Outcome:** Students will be able to learn about probation, parole and after care services.

**REFERENCE BOOKS:**

- 1) Cavadino, Michael and Dingoies, James: The Penal System an introduction, Sage Publication, New Delhi.
- 2) Garland, David, (1990): Punishment and Modern Society. A Study in Social Theory, Clarendon Press, Oxford.
- 3) Krishna Iyer, V.R. (1998): Law and Social Change Allied Publishing Private Ltd.
- 4) Siddique. A: Criminology Problems and Perspectives – Eastern Book Company, Lucknow.
- 5) Grillin and Grillin: Criminology and Penology.
- 6) E.H. Sutherland: punishment and Social Structure Columbia University, New York.
- 7) Alexander J.P.: The Philosophy of Punishment.
- 8) Barlett, H.M: Analyzing Social Work Practice by fields.
- 9) Fink, A.E. The field of Social Work, Henry, Holt and company, Inc New York, 1949.
- 10) Government of India: Encyclopedia of Social Work in India Ministry of Welfare Vol – 1 New Delhi, 1987.
- 11) Moorthy, M.V. Social Work Philosophy, Methods and fields Karnataka University, Karnataka University Press, 1974.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Gain knowledge about the concept and importance of Correctional Social Work.	K2
CO2	Gain knowledge about the theories of punishment and types of punishments.	K2
CO3	Understand the Concept of correction, meaning and its philosophy.	K2
CO4	Learn about correctional institutions like central prison and prison reforms.	K3
CO5	Learn about probation, parole and after care services.	K6

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	3	3	3	3	3	3	3	3
CO2	2	2	3	3	3	2	3	3	3
CO3	3	2	3	2	3	2	3	3	2
CO4	2	3	3	3	3	3	3	2	3
CO5	2	3	3	3	3	2	2	3	3

## **SW 404 (22): LABOUR LEGISLATION AND LABOUR WELFARE**

**COURSE OBJECTIVES:** The main objective of this course is to disseminate the knowledge on various Labour Legislations and Labour Welfare programmes in India.

**COURSE OUTCOMES:** To enlighten the students about welfare legislations, Industrial Relations legislations, Wage and Social Security legislations and Labour Welfare programmes in India.

### **Unit – I**

Welfare Legislations: Factories Act, 1948; Mines Act, 1952; Plantation Labour Act, 1951; A.P. Shops and Establishments Act., 1988.

**Learning Outcome:** The students will learn about Welfare Legislations i.e. Factories Act 1948, Mines Act, 1952 and Plantation Labour Act, 1951.

### **Unit – II**

Industrial Relations Legislations: Industrial Disputes Act, 1947; Industrial Employment (Standing Orders) Act, 1946; Trade Unions Act, 1926.

**Learning Outcome:** The students able set knowledge on the Industrial Relations Legislation i.e. Trade Unions Act 1926, Industrial Disputes Act 1947.

### **Unit – III**

Wage and Social Security Legislations: Payment of Wages Act, 1936; Minimum Wages Act, 1948; Payment of Bonus Act, 1965; Payment of Gratuity Act, 1972; Workmen's Compensation Act, 1923; Employees State Insurance Act, 1948 and Provident Fund and Miscellaneous Provisions Act.1952.

**Learning Outcome:** The students able to develop the knowledge about Wage and Social Security Legislation i.e. Payment of Wages Act 1936, Minimum Wages Act 1948, ESI Act 1948 etc..

### **Unit – IV**

Labour Welfare: Concept, Scope and Philosophy; Principles of Labour Welfare; Agencies of Labour Welfare; State, Management and Trade Unions; Labour Problems in India.

**Learning Outcome:** The students gain knowledge about concept, scope and principles of Labour Welfare.

### **Unit – V**

Labour Welfare Programmes: Statutory and Non-statutory; Extra-mural and Intra-mural, Welfare Officer Role, Status and Functions; Role of Social Work in Industry.

**Learning Outcome:** The students able to acquire knowledge about labour welfare programmes and role of Social Work in Industry.



**REFERENCE BOOKS:**

- 1) Govt. of India (Ministry of Labour) (1969): Report of the Commission on Labour Welfare, New Delhi:
- 2) Govt. of India (1983): Report on Royal Commission on Labour in India, New Delhi.
- 3) Govt. of India (Ministry of Labour (2002) Report Second National Commission on Labour, New Delhi.
- 4) Malik P.L. (2019): Industrial Law, Eastern Book Company Lucknow.
- 5) Mishra S.N. (2010): An Introduction to Labour and Industrial Laws,
- 6) Moorthy M.V. (1982): Principles of Labour Welfare, New Delhi: Oxford University Press.
- 7) Pant. S.C.: Indian Labour Problems, Allahabad, Chaitanya Pub. House.
- 8) Sarma A.M (2010): Aspects of Labour Welfare and Social Security, New Delhi: Himalaya Publishing House, Mumbai.
- 9) Vaid K.N (2010): Labour Welfare in India, New Delhi, Sri Ram Centre for I.R., New Delhi.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
<b>CO1</b>	Learn about Welfare Legislations i.e. Factories Act 1948, Mines Act, 1952 and Plantation Labour Act, 1951.	K3
<b>CO2</b>	Able set knowledge on the Industrial Relations Legislation i.e. Trade Unions Act 1926, Industrial Disputes Act 1947.	K3
<b>CO3</b>	Develop the knowledge about Wage and Social Security Legislation i.e. Payment of Wages Act 1936, Minimum Wages Act 1948, ESI Act 1948 etc..	K3
<b>CO4</b>	Gain knowledge about concept, scope and principles of Labour Welfare.	K3
<b>CO5</b>	Acquire knowledge about labour welfare programmes and role of Social Work in Industry.	K4

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	2	3	3	3	3	2	3	3	3
<b>CO2</b>	3	3	2	3	3	2	3	3	3
<b>CO3</b>	2	3	3	2	3	3	3	2	3
<b>CO4</b>	3	3	3	3	3	3	2	3	2
<b>CO5</b>	2	3	3	3	3	3	3	2	3

**SW 407 A (22): INDUSTRIAL RELATIONS**  
**(OPEN ELECTIVE COURSE)**

**COURSE OBJECTIVES:** The main objective this course is to enlighten the students about Industrial Relations and labour management co-operation and industrial relations machinery in India.

**COURSE OUTCOMES:** Create awareness among the students on Industrial Relations and management of Trade Unions in India.

**Unit – I**

Industrial Relations – Concept, Scope and evaluation of Industrial Relations, Marxian Approach, Gandhian Approach, Dunlop’s Approach and Human Relations Approach.

**Learning Outcome:** Students acquire knowledge about industrial relations approaches.

**Unit – II**

Industrial Relations Machinery – Conciliation, Mediation, Adjudication, Voluntary Arbitration; Code of Conduct, Code of Discipline – Industrial Conflicts and Causes; Legal frame work of industrial relations.

**Learning Outcome:** The students understand the concept and approaches to Industrial Relations, and Industrial Relation machinery.

**Unit – III**

Grievance handling procedure, Labour Management Co-operation – Workers Participation in Management: meaning, advantages and disadvantages.

**Learning Outcome:** Students more acquaint with Labour Management Cooperation; collective bargaining; management of trade Unions in India.

**Unit – IV**

Collective Bargaining; Management of Trade Unions in India, structure, functions and problems. India and International Labour organization (ILS).

**Learning Outcome:** Students understand the collective bargaining and management of trade Union.

**Unit – V**

Trade Union Movement and Development; Registration, Functions and Membership; Leadership, Union Elections; Role of Trade Unions in Industrial Relations and Social Responsibility.

**Learning Outcome:** Student get knowledge on trade union movement and development in India.

**REFERENCE BOOKS:**

- 1) Yoder, Dale. Personnel Management and Industrial Relations.
- 2) Tripathi. P.C. Personnel Management and Industrial Relations.
- 3) Bhagoliwal Economics of Labour and Social Welfare.
- 4) Giri, V.V. Labour Problems in Indian Industry.
- 5) Saxena, R.C. Industrial Relations and Labour Welfare
- 6) Memoria, S.N. Labour Problems in India.
- 7) Thirpati. Personnel Management and Industrial Relations.
- 8) Punekar, S.D. Trade Unionism in India.
- 9) Mayers, C. Industrial Relations in India.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
<b>CO1</b>	Acquire knowledge about industrial relations approaches.	K3
<b>CO2</b>	Understand the concept and approaches to Industrial Relations, and Industrial Relation machinery.	K2
<b>CO3</b>	Acquaint with Labour Management Cooperation; collective bargaining; management of trade Unions in India.	K5
<b>CO4</b>	Understand the collective bargaining and management of trade Union.	K2
<b>CO5</b>	Knowledge on trade union movement and development in India.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
<b>CO1</b>	2	3	3	2	3	2	3	3	2
<b>CO2</b>	3	3	2	3	3	2	3	3	3
<b>CO3</b>	2	3	3	3	3	3	3	2	3
<b>CO4</b>	2	3	2	3	3	2	3	3	3
<b>CO5</b>	3	3	3	2	3	3	2	3	3

**SW 407 B (22): COUNCELLING IN SOCIAL WORK PRACTICE**  
**(OPEN ELECTIVE COURSE)**

**COURSE OBJECTIVES:** This paper will enlighten the students on conceptual theoretical understanding on counselling approaches and types and skills of counselling for special groups and social stigma and social pathology.

**COURSE OUTCOMES:** Prepare the students on the concept and purpose of counselling, types and skills of counselling. Train up on counselling for families and different groups.

**UNIT- I**

Introduction to Counselling: Meaning, Definition, Purpose and Goals of Counselling- Perspectives of Counselling: Psychodynamic, Cognitive, Humanistic Behavioural and sociological- Counselling and Guidance.

**Learning outcome:** Students will be able to gain knowledge about the concept and meaning of the Counselling.

**UNIT- II**

Approaches to Counselling: The Directive Approach, Humanistic Approach, Roger's Self Theory to Development of Self-concept, Behaviouristic Approach and Eclectic Approach – Factors contribute to emergence of Counselling.

**Learning Outcome:** Students will be able to gain knowledge about the Approaches and Theory's of Counselling.

**UNIT- III**

Counselling Process and Skills: Nature and Characteristics of the Counselling Process – Steps in Counselling Process – Techniques of Counselling – Counsellors Skills – Counselling as a helping Relationship- Empathy as the key to Counselling Process.

**Learning outcome:** Students will be able to gain knowledge about the Characteristics and Techniques of Counselling.

**UNIT- IV**

Counselling for Special Groups: Children with Learning and Behavioural Problems – Mentally Retarded – Counselling for Correction and Better Adjustment – Pre & Post Marital and Family Counselling.

**Learning outcome:** Students will be able to gain knowledge about the Learning and Behavioural Problems.

**UNIT- V**

Social Stigma and Social Pathology: Counselling and Psychotherapy – Counselling for Stress, Burnout and Depression – Counselling for Sexual Health and HIV/AIDS – Counselling for Alcoholic and Drug Addicted.

**Learning outcome:** Students will be able to gain knowledge about the Counselling for Stress, Burnout and Drug Addicted.

Course Outcome	On the successful completion of course students will be able to:	Knowledge
CO1	Gain knowledge about the concept and meaning of the Counselling.	K2
CO2	Gain knowledge about the Approaches and Theory's of Counselling.	K2
CO3	Gain knowledge about the Characteristics and Techniques of Counselling.	K2
CO4	Gain knowledge about the Learning and Behavioural Problems.	K3
CO5	Gain knowledge about the Counselling for Stress, Burnout and Drug Addicted.	K3

**CO-PO MAPPING TABLE:**

	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	3	3	3	3	2	3	2	3
CO2	2	3	3	2	3	3	3	3	2
CO3	3	2	3	3	3	2	3	2	3
CO4	3	2	3	3	3	3	2	3	3
CO5	3	2	3	2	3	3	3	2	3

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