Master of Social Work (Two Years - CBCS)

M.S.W. will facilitate education and training in professional social work to those desirous of making career in the field of social work. This Programme consists compulsory courses (Core and Specialization Courses) and some optional courses (Elective courses).

Core courses are basic courses required for each programme. The distribution of credits for core courses will be decided by the respective faculties.

Elective courses will be suggested by the respective departments. Elective courses are distributed in all four semesters.

A course is divided into five units to enable the students to achieve modular and progressive learning.

Semester

An academic year is divided into two semesters. Odd semester and Even semester. The normal semester periods are:

Odd Semester: July to November (90 working days)

Even Semester: December to April (90 working days)

Credits

The term credit is used to describe the quantum of syllabus for various program in terms of hours of study. It indicates differential weightage given according to the contents and duration of the courses in the Curriculum design.

The minimum credit requirement for a Two Years Master’s Programme shall be 90.

The core courses will carry 74 credits, and elective courses will carry 16 credits.

Courses

Each course may consist of Lectures/ Tutorials/ Laboratory work/ Seminars/ Project work/ Practical training report/ Viva voce etc.

Core and Elective courses may carry different weights. For example, a course one credit for lectures, will have instruction of one period per week during the semester, if three hours of lecture is necessary in each week for that courses then 3 credits will be the weighage. Thus normally, in each of the courses, credits will be assigned on the basis of the Lectures/ Tutorials/ Laboratory work and other form of learning in a 15 week schedule.

i) One credit for each lecture period per week.

ii) One credit for each tutorial per week.

iii) One credit for every three periods of laboratory or practical work per week.

iv) One credit for every two period seminar.

v) Six credits for project work / dissertation.
Eligibility for Admission

A candidate who has passed the Bachelor’s Degree in any subject including the Professional Courses of this University or an examination of any other University accepted by the Syndicate as equivalent thereto.

Grading System

The term Grading system indicates a 10 point scale of evaluation of the performance of students in terms of marks, grade points, letter grade and class.

Duration

The duration of completion of a two year Master’s Programme in any subject is four semesters.

Structure of the Programme

☐ The course of study for the degree of Master of Social Work (MSW) shall be a fulltime course extended over four semesters in a period of two years.

☐ The course content has core, elective and specialization components.

☐ The core domain comprises theory in social work profession, ideologies and intervention.

☐ The elective domain comprises subjects that enhance the understanding of core courses besides courses related to the areas of specialization.

The Broad Areas of Specialization are:

❖ COMMUNITY DEVELOPMENT

❖ HUMAN RESOURCE MANAGEMENT

❖ MEDICAL AND PSYCHIATRIC SOCIAL WORK

Concurrent Field Work:

Field work is the integral part of the programme of training in social work. It consists of practicing social work skills for intervention under the guidance of a teacher in selected areas. The rationale of field work is to provide the students immediate situation to apply class learning in the field and to develop skills, also to recognize the realities and to provide a feedback for discussion and problem solving in the classroom. The integrated element between the class and the field is provided by the faculty in regularly scheduled periodical field visits. The students have to submit a field report at the end of every semester.

Dissertation:

Every student is required to complete a dissertation related to his/her specialization during the fourth semester under the supervision and guidance of the faculty of the department. A student is required to submit two copies of the dissertation to the university at least fifteen days before the commencement of examinations. Dissertation will be evaluated by two examiners and the students will have to defend his/her work in viva-voce.
Attendance

Every teaching faculty handling a course shall be responsible for the maintenance of Attendance Register for candidates who have registered for the course.

The instructor of the course must intimate the Head of the Department at least Seven Calender days before the last instruction day in the semester about the particulars of all students who have secured an attendance of less than 75%.

A candidate who has attendance less than 75% shall not be permitted to sit for the End-Semester examination in the course in which the shortage exists.

However, it shall be open to the authorities to grant exemption to a candidate who has failed to obtain the prescribed 75% attendance for valid reasons on payment of a condonation fee and such exemptions should not under any circumstances be granted for attendance below 70%.

Examination

There will be two Internal Assessments and one End-Semester examination during each semester.

Internal Assessment Test-I will be held after 35 working days and Internal Assessment Test-II will be held after 70 working days.

Internal Assessment -I will be a combination of a variety of tools such as class test, assignment and paper presentation that would be suitable to the course. This requires an element of openness. The students are to be informed in advance about the nature of assessment and the procedures. However the tests are compulsory. Test-I may be for one hour duration. The pattern of question paper will be decided by the respective Faculty.

Internal Assessment - II will be held after 70 working days for the syllabi covered between Seventh and Eleventh weeks.

Internal Assessment –II will be conducted with a variety of assessment tools. It will also have an element of openness. The students are to be informed in advance about the nature of assessment and the procedures. However the tests are compulsory. Test II may be for two hours’ duration. The pattern of question paper will be decided by the respective Faculty. Internal Assesment marks Sessional Test, Seminars, and Attandance carry 25 marks in each course / paper.

There will be one End Semester Examination of 3 hours’ duration in each course.

The end semester Examination will cover all the syllabus of the course for 75% of marks.

Evaluation

Evaluation will be done on a continuous basis. Evaluation may be by Objective Type Questions, Quiz, Short Answers, Essays or a combination of these, but at the End Semester it has to be a Written Examination.

The performance of students in each course is evaluated in terms of Percentage of Marks(PM) with a provision for conversion to Grade Point (GP). The sum total performance in each semester will be rated by GPA while the continuous performance from the 2nd Semester onwards will be marked by (OGPA).
Marks and Grading

A student cannot repeat the Internal Assessment - I and Internal Assessment - II. However, if for any compulsive reason the student could not attend the test, the prerogative of arranging a special test lies with the Faculty in consultation with the Head of the Department.

A minimum of 50% marks in each course is prescribed for a pass. A student has to secure 50% minimum in the End Semester Examination.

If a candidate who has not secured a minimum of 50% of marks in a course shall be deemed to have failed in that course.

The student can repeat the End Semester Examination when it is offered next in the subsequent Odd/Even Semesters till the regulations are in force. However, a candidate cannot move to the next semester if he/she has more than six papers as arrears at any point of time.

A candidate who has secured a minimum of 50 marks in all courses prescribed in the programme and earned a minimum of the credits will be considered to have passed the Master’s Programme.

Grading

A ten point rating is used for the evaluation of the performance of the student to provide letter grade for each course and overall grade for the Master’s Programme.

<table>
<thead>
<tr>
<th>Marks</th>
<th>Grade Points</th>
<th>Letter Grade</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>90+</td>
<td>10</td>
<td>S</td>
<td>Exemplary</td>
</tr>
<tr>
<td>85-89</td>
<td>9.0</td>
<td>D++</td>
<td>Distinction</td>
</tr>
<tr>
<td>80-84</td>
<td>8.5</td>
<td>D+</td>
<td>Distinction</td>
</tr>
<tr>
<td>75-79</td>
<td>8.0</td>
<td>D</td>
<td>Distinction</td>
</tr>
<tr>
<td>70-74</td>
<td>7.5</td>
<td>A++</td>
<td>First Class</td>
</tr>
<tr>
<td>65-69</td>
<td>7.0</td>
<td>A+</td>
<td>First Class</td>
</tr>
<tr>
<td>60-64</td>
<td>6.5</td>
<td>A</td>
<td>First Class</td>
</tr>
<tr>
<td>55-59</td>
<td>6.0</td>
<td>B</td>
<td>Second Class</td>
</tr>
<tr>
<td>50-54</td>
<td>5.5</td>
<td>C</td>
<td>Second Class</td>
</tr>
<tr>
<td>49 or Less</td>
<td>5.5</td>
<td>F</td>
<td>Fail</td>
</tr>
</tbody>
</table>

The successful candidates are classified as follows

I-Class 60% marks and above in Overall Percentage of Marks (OPM)
II-Class 50-59% marks in over all percentage of marks.
Candidates who obtain 75% and above but below 90% of marks (OPM) shall be deemed to have passed the examination in First Class (Distinction) provided he/she passes all the courses prescribed for the programme at the first appearance.

Candidates who obtain 90% and above (OPM) shall be deemed to have passed the examination in First Class (Exemplary) provided he/she passes all the courses prescribed for the programme at the first appearance.

For the Internal Assessment Evaluation the break up marks shall be as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test</td>
<td>10</td>
</tr>
<tr>
<td>Assignment</td>
<td>05</td>
</tr>
<tr>
<td>Case Study/ Seminar/Short Answers etc.,</td>
<td>05</td>
</tr>
<tr>
<td>Attendance (90% of above - 5 marks, 80-89% - 4 marks, 75-79% - 3 marks)</td>
<td>05</td>
</tr>
<tr>
<td>Total</td>
<td>25 Marks</td>
</tr>
</tbody>
</table>

Course-Wise Letter Grades

The percentage of marks obtained by a candidate in a course will be indicated in a letter grade.

A student is considered to have completed a course successfully and earned the credits if he/she secures over all grades other than F. A letter grade F in any course implies a failure in that course. A course successfully completed cannot be repeated for the purpose of improving the Grade Point.

The F Grade once awarded stays in the grade card of the student and is not deleted even when he/she completes the course successfully later. The grade acquired later by the student will be indicated in the grade sheet of the Odd/Even semester in which the candidate has appeared for clearance of the arrears.

If a student secures F grade in the Project Work/ Field Work/ Practical Work/ Dissertation, either he/she shall improve it and resubmit it if it involves only rewriting incorporating the clarification of the evaluators or he/she can re-register and carry out the same in the subsequent semesters for evaluation.
<table>
<thead>
<tr>
<th>Semester</th>
<th>Course No.</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Course Type</th>
<th>Credit</th>
<th>University Marks</th>
<th>Internal Marks</th>
<th>Total Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>I 1.</td>
<td></td>
<td>MSWC 101</td>
<td>1. Introduction to Social Work Profession</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>I 2.</td>
<td></td>
<td>MSWC 102</td>
<td>2. Man and Society</td>
<td>Core</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>I 3.</td>
<td></td>
<td>MSWC 103</td>
<td>3. Social Case Work</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>I 4.</td>
<td></td>
<td>MSWC 104</td>
<td>4. Social Group Work</td>
<td>Core</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>I 5.</td>
<td></td>
<td></td>
<td>5. Elective Course</td>
<td>Elective</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<tr>
<td>I 6.</td>
<td></td>
<td>MSWC 106</td>
<td>6. Concurrent Field Work</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>21</strong></td>
<td><strong>450</strong></td>
<td><strong>150</strong></td>
<td><strong>600</strong></td>
</tr>
<tr>
<td>II 7.</td>
<td></td>
<td>MSWC 201</td>
<td>1. Community Organization</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>II 8.</td>
<td></td>
<td>MSWC 202</td>
<td>2. Social Work Research and Statistics</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>II 9.</td>
<td></td>
<td>MSWC 203</td>
<td>3. Dynamics of Human Behaviour</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>II 10.</td>
<td></td>
<td>MSWC 204</td>
<td>4. Social Problems and Social Action</td>
<td>Core</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>II 11.</td>
<td></td>
<td></td>
<td>5. Elective Course</td>
<td>Elective</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>II 12.</td>
<td></td>
<td>MSWC 206</td>
<td>6. Concurrent Field Work</td>
<td>Core</td>
<td>4</td>
<td>75</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>22</strong></td>
<td><strong>450</strong></td>
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<td><strong>600</strong></td>
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<tr>
<td>III 13.</td>
<td></td>
<td>MSWC 301</td>
<td>1. Counselling and Guidance</td>
<td>Core</td>
<td>5</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<tr>
<td>III 14.</td>
<td></td>
<td>MSWS 302</td>
<td>2. Specialization</td>
<td>Core</td>
<td>5</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>III 15.</td>
<td></td>
<td>MSWC 303</td>
<td>3. Population Dynamics and Family Welfare</td>
<td>Core</td>
<td>5</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>III 16.</td>
<td></td>
<td>MSWC 304</td>
<td>4. Concurrent Field Work</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>III 17.</td>
<td></td>
<td></td>
<td>5. Elective Course</td>
<td>Elective</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>III 18.</td>
<td></td>
<td>SOSC 306</td>
<td>6. Soft Skills</td>
<td>Core</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>25</strong></td>
<td><strong>450</strong></td>
<td><strong>150</strong></td>
<td><strong>600</strong></td>
</tr>
<tr>
<td>IV 19.</td>
<td></td>
<td>MSWC 401</td>
<td>1. Organizational Behaviour and Personnel</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>IV 20.</td>
<td></td>
<td>MSWS 402</td>
<td>Management</td>
<td>Core</td>
<td>5</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>IV 21.</td>
<td></td>
<td>MSWC 403</td>
<td>2. Specialization</td>
<td>Core</td>
<td>6</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>IV 22.</td>
<td></td>
<td>MSWC 404</td>
<td>3. Project and Viva-voce</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>IV 23.</td>
<td></td>
<td></td>
<td>5. Elective Course</td>
<td>Elective</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td></td>
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<td><strong>Total</strong></td>
<td></td>
<td><strong>22</strong></td>
<td><strong>375</strong></td>
<td><strong>125</strong></td>
<td><strong>500</strong></td>
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<tr>
<td></td>
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<td><strong>Grand Total</strong></td>
<td></td>
<td><strong>90</strong></td>
<td><strong>1725</strong></td>
<td><strong>525</strong></td>
<td><strong>2300</strong></td>
</tr>
</tbody>
</table>

**Note:** An Elective Course has to be chosen by a student as per his/her choice. Elective Courses offered by various Departments for the Two Year PG Programmes from Semester I to Semester IV are enclosed.
## SPECIALIZATION

### GROUP A: COMMUNITY DEVELOPMENT

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Name of the Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSWS: 302</td>
<td>Rural and Urban Community Development</td>
</tr>
<tr>
<td>MSWS: 402</td>
<td>Regional Development and Development Planning</td>
</tr>
</tbody>
</table>

### GROUP B – HUMAN RESOURCE MANAGEMENT

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Name of the Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSWS: 302</td>
<td>Human Resource Management and Development</td>
</tr>
<tr>
<td>MSWS: 402</td>
<td>Industrial Relations and Labour Welfare</td>
</tr>
</tbody>
</table>

### GROUP C: MEDICAL AND PSYCHIATRIC SOCIAL WORK

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Name of the Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSWS: 302</td>
<td>Medical Social Work</td>
</tr>
<tr>
<td>MSWS: 402</td>
<td>Psychiatric Social Work</td>
</tr>
</tbody>
</table>
Objectives

To make the students to understand the definition and principles of Social work profession in Indian settings and to develop an insight into the students about the methods and principles of social work profession.

Unit – I
Social work profession in India- Beginning of social work education and current trends – Values and code of ethics – Professional association – Interface between professional and voluntary social work.

Unit – II
Definition of social work - Social welfare – Social services – Social work as a profession – Its principles and philosophy.

Unit – III
Methods of social work - Direct methods :Social case work – Social group work – Community organization- Indirect methods.: Social action – Social work research – Social welfare administration.

Unit – IV
Importance of field work for social work – Fields of social work – Family and child welfare – Medical social work – Correctional social work – Labour welfare – Community development (urban and rural) settings.

Unit – V
Need of training for social work - Agencies of training schools/institutions of social work – Association of schools of social work.

Text Books

References
MSWC – 102: MAN AND SOCIETY

Objectives

To provide students a sociological perspective on the concepts of Society, Culture, Institutions, Social stratification, Social control and Social change.

Unit – I


Unit – II

Culture – Definition, Elements, Characteristics and Functions of Culture – Types of Culture – Cultural lag theory and its application to Indian Society.

Unit – III

Concept and meaning of religious, economic, educational, social (caste, kinship, marriage and family) and political institutions – Their structures and functions.

Unit – IV

Social stratification in India - The concept of stratification - Concepts of clan and caste, social inequality and social mobility.

Unit – V

Social control – Concept, types and functions – Major agencies of social control in India – Family, religion, education, law, customs and mores - Social change – Concepts, factors, types and processes of social change.

Text Books


References

MSWC-103: SOCIAL CASE WORK

Objectives
To inculcate in students the skills of working with psycho-social problems of individuals and families in various situations and settings.

Unit – I
Case work: Concepts, objectives, purpose, its importance, nature and scope, historical development – Components: person, problem, place and process-Values and principles of case work practice – Socio-cultural factors affecting case work practice in India.

Unit – II

Unit – III
Techniques in case work: Supportive techniques – Acceptance, assurance, ventilation, emotional support, action oriented support and advocacy; Enhancing resources techniques – Procuring material help, environment modification and enhancing information; Counseling techniques – Reflection discussion, advise, motivation, classification, modeling, role playing, reality orientation, partialisation, confrontation and reaching out.

Unit – IV
Case work tools: Communication skills - Verbal and nonverbal communication, listening, interviewing, recording, giving feed back, home visit and collateral contacts - Use of genogram, eco map and family schema in records - Use of relationship in the helping process: Empathy, nurturing, authority – Problems in helping relationship: resistance, transference and counter transference

Unit – V
Social case work in various settings: school settings, medical and psychiatric settings, correctional settings, career guidance clinic, family settings, child welfare settings and work with community.

Text Books

References
MSWC-104: SOCIAL GROUP WORK

Objectives
To provide knowledge to the students regarding group work, its process, programs, nature and scope

Unit – I
Group – Meaning, Characteristics and Types – Groups as an instrument of change – group dynamics – group membership – group cohesiveness – group norms – group culture – group control – Communication and interaction patterns – Motivational pressures, Differentiation of roles - Importance and characteristics of relationship in group work.

Assessment of group interaction: Socio-metry, Socio-gram and Network analysis.

Unit – II

Unit – III

Therapeutic Approaches: Group therapy, Transaction Analysis, T-group, socio-drama, psycho-drama, Gestalt therapy, Role play, Buzz group and Brain Storming.

Unit – IV

Recording in Group Work: Meaning, Importance, Principles, Types and uses of recording.

Unit – V
Group Work Models: Generalist, Social Goal, Remedial, Reciprocal and Recreational Models – Task centered groups – Educational groups – Therapeutic groups – Socialization groups.

Group Work in Various Settings: Children, Women, Correctional, Hospital, School, Old Age Homes and Differently abled.

Text Books

References
Objectives

The broad objectives are

- To sensitive the students to social needs and problems and enable them to critically analyze problems and select the appropriate means of problem solving.
- To understand and apply the social work methods to ideal with such needs and problems.
- To begin to acquire skills of social work intervention in human needs, situations and issues.
- To become aware of and understand one’s strengths and weaknesses.
- To develop the right values and attitudes essential for a professional social worker.

The field practicum during the first semester may be structured through

- Field observation visits followed by discussion.
- Practice – skills laboratory on
  - Communication
  - Interpersonal relationships
  - Analysis of society
  - Self awareness
  - Values and ethics in social work
- A rural camp for 5-7 days
- Individual field work conferences once a week with faculty and agency supervisors. This is to provide the student an opportunity to learn and integrate theory and practice.
Objectives

To make the students to understand the relevance of community organization in modern society.

Unit – I

Community: Concept, definition, characteristics, types and functions of Community - Community organization: concept, definition, Philosophy and principles, of community organization - Ethics of community organization practice.

Unit – II

Strategies of Community Organization: Public interest mobilization, public interest litigation, protest and demonstration, dealing with authorities, public relations, planning, monitoring and evaluation.

Unit – III


Unit – IV

Skills and Roles in Community Organisation: concept of power, the range of perspectives - dimensions of power relevant to community organization - Empowerment: Concept of empowerment, barriers to empowerment, process and cycle of empowerment.

Unit – V


Text Books


References

Objectives

To introduce to the students the fundamentals of various research techniques and to teach the students the application of statistical techniques in social work research.

Unit – I

Social work research – Definition and objectives, Social research and social work research - Major steps in social work research- Research design: Definition, importance and types – Exploratory, Descriptive, Diagnostic and Experimental-

Unit – II

Hypothesis: Formation and testing of hypothesis - Sampling – Purpose of sampling- Types of Sampling: Probability and Non–probability- Case Study

Unit – III


Unit – IV

Statistics: Average: Mean, Median and Mode – Measure of Dispersion: Range, Quartile Deviation, Mean Deviation and Standard Deviation – Merits and Demerits.

Unit – V

Correlation: Pearson’s Correlation Coefficient, Rank correlation. Uses of regression lines; Measures of association – Yule’s Coefficient; Test of significance: Chi – square test.

Textbooks


References

Objectives
To develop in students an understanding of human behaviour and to make them aware of the concepts of perception, intelligence, motivation, adjustment and deviant behaviour.

Unit – I

Unit – II

Unit – III
Intelligence – Definition – Levels of intelligence, Measurement of mental efficiency, its classification, theories of intelligence.

Unit – IV

Unit – V
Psychopathology – Abnormal behaviour – Various types of mental disorders – Causation – Promotion of mental health – Role of social workers.

Text Books

References
MSWC – 204: SOCIAL PROBLEMS AND SOCIAL ACTION

Objectives

To create an awareness among the students regarding the causes and consequences of social problems and also to suggest suitable welfare strategies to solve those problems.

Unit – I

Concept of Social Problems-Classification of social problems - Theories of social problems-Social Disorganization-Individual Disorganization

Unit – II


Unit – III


Unit – IV

Problems of Deprived groups: Scheduled castes -Scheduled tribes and other Marginalized Groups

Unit – V

Social Action – Concept, Nature and Importance, objectives, principles, Methods and Techniques- Social work and Social reform - process of social action - Scope of social action in India- Enforcement of social legislation through social action.

Text books


References

Objectives

- Train students to practice social work from an ecological, development and integrated perspective.
- Develop skills for problem solving in work at the micro level and change at the macro level.
- Provide concurrent opportunity for the integration of class-room learning and field practicum.
- Develop professional values and commitment and the professional ideal.
- Develop skills to effectively use the integrated approach to problem solving and enhance skills of intervention, at the micro and the macro levels of system in relation to the needs are problems of he client system.
- Develop skills to organize people to meet their needs and solve their problems use roles appropriate to work e.g. advocacy for child’s right, human rights.
- Develop an understanding of the pattern of behaviour of peoples – their strengths and their pathological behaviour.
- Development the ability to carry out tasks in relations to service delivery and programme management. Routine administration, staff supervision and training; prepare project proposals, time management, management by objectives and enhancing skills in documenting.
- Recording skills to show interest, engagement in practice and enhanced growth as a practitioner.
- Develop the ability to make innovative contribution to the organization’s functioning.
- Gain confidence to represent the profession in interdisciplinary teams and integrate theory or classroom training into practice.
- Develop the capacity to utilize instruction for enhancing and integrating field practice.
- Utilize field instructions for enhancing and integrating field practice.
- Make creative use of field instructions to evaluate mutual input.
- Utilize practice – based research to test effectiveness of specific aspects of intervention.

Weekly individual conferences with Faculty and agency supervisor to enable integration of theory and practice.

Field practicum seminars.
II - Year: Semester- III

MSWC-301: COUNSELING AND GUIDANCE

Objectives
To enable the students to learn the various principles, techniques and process involved in counseling and guidance and to equip them to identify and practice the appropriate counseling skills.

Unit – I

Unit – II
Personal Growth and effectiveness of the Counselor – Concerns of self – Attitudes – Values - Beliefs – Relationships – Self esteem – openness to others – Accepting personal responsibility – Levels of aspiration – Self actualization The portrait of the helper – The portrait of a trainee.

Unit – III

Unit – IV
Counseling process – Preparation for counseling – Counseling relationship – Counseling – Content and process – Counseling interactions – Variables affecting the counseling process – Counselor’s skills – Portrait of an effective counselor.

Unit – V

Text Books

References
**MSWS-302: SPECIALIZATION**

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**GROUP A: COMMUNITY DEVELOPMENT**

**MSWS: 302. RURAL AND URBAN COMMUNITY DEVELOPMENT**

**Objectives**

To enrich students with knowledge about the concepts of community, community power structure and community dynamics and to enable them to get insight into community development and its process.

**Unit – I**

*Concept of Community*: Definition, Sociological concept of community, community as a sociological system, sub-systems in the community, types of communities and their characteristics, Rural and Urban, Tribal Communities.


*Community Dynamics*: Integrative and disintegrative forces, participative groups and groupism, functions of sub-groups, minority groups.

**Unit – II**

*Community organisation*: Definition, History; Philosophy; Principles; Scope of Community Organisation – Philosophy; Principles; Scope of Community Organisation.

Community organisation as a method of social work;

Community Organisation and Community Development.

Understanding Human Rights in Community Practices.

**Unit – III**


**Unit – IV**


**Unit – V**

Problems and Prospects of Urban Community – Urban development policy, Municipalities, housing and slum clearance boards.

**Text books**


**References**

SPECIALIZATION

GROUP B: HUMAN RESOURCE MANAGEMENT

MSWS-302: HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

Objectives
To teach the students the importance of human resources in the developmental process.

Unit – I

Unit – II
Communication and Motivation – Communication, Techniques and Barriers; Motivation theories – Maslow’s Hierarchy of Needs – Herzberg’s Two factor model – Alderfer’s E-R-G Model.

Unit – III

Unit – IV
Grievances Handling – Grievance procedure, enquires, dispute settlement and disciplinary action, industrial standing orders.

Unit – V
Performance appraisal – Personnel records, performance appraisal and counselling; personnel problems – Health, absentecism, productivity.

Text books

References
SPECIALIZATION

GROUP C: MEDICAL AND PSYCHIATRIC SOCIAL WORK

MSWS-302: MEDICAL SOCIAL WORK

Objectives
To develop the skills of students on social work practice in the field of medical settings.

Unit – I
Meaning of health, hygiene, illness and diseases - Medicine through the ages – Historical development of medical social work in the West and in India – Scope of medical social work - Problems encountered by medical social workers in the field.

Unit – II
Health care models – preventive, promotive, integrative and developmental models - Holistic approach to health - yoga, naturopathy - Alternative system of medicine.

Unit – III
Organization and administration of medical social work in hospitals – Multidisciplinary approach and teamwork - Patients right in health care - Implications of hospitalization for the patient and his family.

Unit – IV
Medical social work related to communicable diseases - TB, STD, AIDS, Polio, diarrhea, malaria, typhoid, leprosy and leptospirosis. Medical social work related to major non-communicable diseases – cancer, diabetes, hypertension, cardiac disorders, neurological disorders and asthma.

Unit – V
Medical social work related to other health problems: Physically challenged- Nutritional disorders - Occupational health problems - Women health problems - Pediatric health problems - Geriatric health problems.

Text books

References
4. Tuckett, D. & Kanfert, J.M., Basic Readings in Medical Sociology; (Eds.) Tavistok Publishers, London.
Objectives
To understand the influence of population on social phenomena the demographic features and trends of Indian society and to acquire the knowledge in family welfare programmes initiated by the government and their successes.

Unit – I
Nature and scope of population studies with special reference to India – Sources of population data - Census – Statistics, Vital Registration system, sample surveys, characteristics of India’s population.

Unit – II
Components of population – Fertility – Mortality and Migration – Factors affecting the components.

Unit – III

Unit – IV
Consequences of Population Growth – Its effect on food supply, housing, education, employment and man power, medical and health care. Changing patterns of family and family welfare in India.

Unit – V
Population Policy and Family Welfare Planning in India – Methods of family planning – Project planning and evaluation - Case studies on integrated child development scheme and DWCRA.

Text books

References
MSWC-304: CONCURRENT FIELD WORK

- Two days in a week
- In the IIIrd semester field work may be structured through supervised concurrent field practicum.
- Weekly individual conferences with Faculty and Agency supervisor to enable integration of Theory and Practice.
- Field practicum seminars
- Objectives may be in accordance with the specific specialization.

305: ELECTIVE
Objective:
To train students in soft skills in order to enable them to be professionally competent.

Unit 1: Soft Skills and Personality Development
Listening: Types of Listening, Effective Listening and Barriers to Listening – Assertive Communication.

Unit 2: Communication Skills
Non-verbal Communication: Body Language and Proxemics.

Unit 3: Interpersonal Skills
Interpersonal Skills: Relationship Development and Maintenance and Transactional Analysis.

Unit 4: Employability Skills
Goal Setting – Career Planning – Corporate Skills – Group Discussion – Interview Skills – Types of Interview - Email Writing – Job Application – Cover Letter - Resume Preparation.

Unit 5: Professional Skills

References:
II - Year: Semester- IV

MSWC-401: ORGANIZATIONAL BEHAVIOUR & PERSONNEL MANAGEMENT

Objectives
To enable the students to understand the macro and micro phenomena operating in the organization and also to understand the link that exists between the organizational behaviour and personnel management.

Unit – I
Nature and Scope of Organisational Behaviour, relationship with other social sciences - Models of organisational behaviour – Classification, components and variables.

Unit – II
Human behaviour at work – Individual differences, determinants of individual behaviour, biographical characteristics, personality, attitudes and values, morale and motivation.

Unit – III

Unit – IV
Basic principles and process of personnel management – Evolution of management thought, evolution of personnel management, personnel policies, formulation and administration, objectives of personnel management.

Unit – V
Man power planning and man power training – Recruitment and selection, training, education and executive development - Social factors influencing the man power planning.

Text Books

References
GROUP A: COMMUNITY DEVELOPMENT

OBJECTIVES

To provide the students an overview of various types of regional planning that have been undertaken to develop the regions in the Indian context.

UNIT – I

Region: Concept, meaning, techniques of region delimitation; classification and hierarchy of region; principles and practices of development.

UNIT – II

Regionalization in India – Concept, meaning, characteristics; rural urban regionalism – Causes and consequences of rural and urban regionalism.

UNIT – III

Regional planning: Concept, scope and content of regional planning; regional imbalances and inequalities in India; Method and techniques of regional analysis and development.

UNIT – IV

Directions of regional planning: Town and country planning, river valley planning, Resource planning, multilevel planning.

UNIT – V

Regional development planning in Tamilnadu – Problems and prospects.

Textbooks


References

SPECIALIZATION
GROUP B: HUMAN RESOURCE MANAGEMENT
MSWS-402: INDUSTRIAL RELATIONS AND LABOUR WELFARE

Objectives
To equip the students to understand the importance of industrial relations and dimensions of labour problems, the existing provisions and machineries to solve the labour problems and to enhance the relationship between management and labour.

Unit – I
Industrial Relations – Definition, scope and evolution of industrial relations – Labour welfare: concept, objective and theories of labour welfare.

Unit – II
Trade Unions – Purpose, functions, and types of trade unions, history of trade union movement in India – International Labour Organization – Origin, aims and functions.

Unit – III
Industrial Disputes – Causes and consequences of industrial disputes, preventive and settlement machineries of industrial disputes, collective bargaining and workers participation in management.

Unit – IV
Labour welfare in India – Working conditions, Industrial safety, labour welfare programmes, functions of labour welfare officer.

Unit – V

Text books

References
SPECIALIZATION
GROUP C: MEDICAL AND PSYCHIATRIC SOCIAL WORK
MSWS 402: PSYCHIATRIC SOCIAL WORK

Objectives
To expose to the students the knowledge and skills of psychiatric social work which includes coping strategies of stress and other psychiatric problems.

Unit – I
Psychiatric Social Work: History and Scope of Psychiatric social work - Changing perspective of psychiatric social work - The role of social worker in managing and treating Psychiatric disorders

Unit – II
Major (Psychotic) Psychiatric disorders – Schizophrenia and its types – Other psychotic disorders - Mood Disorder – Other Bipolar Disorders.

Unit – III

Unit – IV
Other Psychiatric Disorders – Personality Disorders – Eating disorder- Sleep disorder – Speech disorder - Psychosomatic disorder – Suicide – Substance related disorders.

Unit – V
Childhood Psychiatric disorders – Mental Retardation – Learning disorders – Developmental disorders including Autism – Attention Deficit Hyper activity disorder – Behaviour disorders – Elimination disorders

Text Books

References
MSWC-403: PROJECT AND VIVA-VOCE

MSWC-404: CONCURRENT FIELD WORK

1. Observation visits to various social work agencies.
2. Camps – Rural / Tribal
3. Project field work – Group projects on social issues/ problems etc.
4. Study tour

405: ELECTIVE

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