Master of Social Work (M.S.W.)
(Two-Year) Programme

Regulations & Curriculum
2019-2020

Department of Sociology and Social Work
Annamalai University

REGULATIONS FOR THE TWO-YEAR POST GRADUATE PROGRAMMES UNDER CHOICE BASED CREDIT SYSTEM (CBCS)

These Regulations are common to all the students admitted to the Two-Year Master's Programmes in the Faculties of Arts, Science, Indian Languages, Education, Marine Sciences, and Fine Arts from the academic year 2019-2020 onwards.

1. Definitions and Nomenclature

1.1 University refers to Annamalai University.

1.2 Department means any of the academic departments and academic centres at the University.

1.3 Discipline refers to the specialization or branch of knowledge taught and researched in higher education. For example, Botany is a discipline in the Natural Sciences, while Economics is a discipline in Social Sciences.

1.4 Programme encompasses the combination of courses and/or requirements leading to a Degree. For example, M.A., M.Sc.

1.5 Course is an individual subject in a programme. Each course may consist of Lectures/Tutorials/Laboratory work/Seminar/Project work/Experiential learning/Report writing/viva-voce etc. Each course has a course title and is identified by a course code.

1.6 Curriculum encompasses the totality of student experiences that occur during the educational process.

1.7 Syllabus is an academic document that contains the complete information about an academic programme and defines responsibilities and outcomes. This includes course information, course objectives, policies, evaluation, grading, learning resources and course calendar.

1.8 Academic Year refers to the annual period of sessions of the University that comprises two consecutive semesters.

1.9 Semester is a half-year term that lasts for a minimum duration of 90 days. Each academic year is divided into two semesters.

1.10 Choice Based Credit System A mode of learning in higher education that enables a student to have the freedom to select his/her own choice of elective courses across various disciplines for completing the Degree programme.

1.11 Core Course is mandatory and an essential requirement to qualify for the Degree.

1.12 Elective Course is a course that a student can choose from a range of alternatives.

1.13 Value-added Courses are optional courses that complement the students' knowledge and skills and enhance their employability.

1.14 Credit refers to the quantum of course work in terms of number of class hours in a semester required for a programme. The credit value reflects the content and duration of a particular course in the curriculum.

1.15 Credit Hour refers to the number of class hours per week required for a course in a semester. It is used to calculate the credit value of a particular course.
1.16 **Programme Outcomes (POs)** are statements that describe crucial and essential knowledge, skills and attitudes that students are expected to achieve and can reliably manifest at the end of a programme.

1.17 **Programme Specific Outcomes (PSOs)** are statements that list what the graduate of a specific programme should be able to do at the end of the programme.

1.18 **Learning Objectives also known as Course Objectives** are statements that define the expected goal of a course in terms of demonstrable skills or knowledge that will be acquired by a student as a result of instruction.

1.19 **Course Outcomes (COs)** are statements that describe what students should be able to achieve/demonstrate at the end of a course. They allow follow-up and measurement of learning objectives.

1.20 **Grade Point Average (GPA)** is the average of the grades acquired in various courses that a student has taken in a semester. The formula for computing GPA is given in section 11.3.

1.21 **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student over all the semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters.

1.22 **Letter Grade** is an index of the performance of a student in a particular course. Grades are denoted by the letters S, A, B, C, D, E, RA, and W.

## 2. Programmes Offered and Eligibility Criteria

The various PG Programmes offered by the University and the eligibility criteria for each of these programmes are detailed below.

<table>
<thead>
<tr>
<th>Programme</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>M.A. Sociology</td>
<td>A Pass in Bachelor’s Degree (10+2+3 pattern) in any subject including the Professional courses of this University or an examination of any other University accepted by the Syndicate as equivalent thereto.</td>
</tr>
<tr>
<td>M.S.W. Master of Social Work</td>
<td></td>
</tr>
</tbody>
</table>

2.1 In the case of SC/ST and Differently-abled candidates, a pass is the minimum qualification for all the above Programmes.

3. **Reservation Policy**

Admission to the various programmes will be strictly based on the reservation policy of the Government of Tamil Nadu.

4. **Programme Duration**

4.1 The Two-Year Master’s Programmes consist of two academic years.

4.2 Each academic year is divided into two semesters, the first being from July to November and the second from December to April.

4.3 Each semester will have 90 working days (18 weeks).

5. **Programme Structure**

5.1 The Two-Year Master’s Programme consists of Core Courses, Elective Courses (Departmental & Interdepartmental), and Project.

5.2 **Core courses**

5.2.1 These are a set of compulsory courses essential for each programme.
5.2.2 The core courses include both Theory (Core Theory) and Practical (Core Practical) courses.

5.3 Elective courses
5.3.1 Departmental Electives (DEs) are the Electives that students can choose from a range of Electives offered within the Department.

5.3.2 Interdepartmental Electives (IDEs) are Electives that students can choose from amongst the courses offered by other departments of the same faculty as well as by the departments of other faculties.

5.3.3 Students shall take a combination of both DEs and IDEs.

5.4 Experiential Learning
5.4.1 Experiential learning provides opportunities to students to connect principles of the discipline with real-life situations.

5.4.2 In-plant training/field trips/internships/industrial visits (as applicable) fall under this category.

5.4.3 Experiential learning is categorised as Core.

5.5 Project
5.5.1 Each student shall undertake a Project in the final semester.

5.5.2 The Head of the Department shall assign a Research Supervisor to the student.

5.5.3 The Research Supervisor shall assign a topic for research and monitor the progress of the student periodically.

5.5.4 Students who wish to undertake project work in recognised institutions/industry shall obtain prior permission from the University. The Research Supervisor will be from the host institute, while the Co-Supervisor shall be a faculty in the parent department.

5.6 Value added Courses (VACs)
5.6.1 Students may also opt to take Value added Courses beyond the minimum credits required for award of the Degree. VACs are outside the normal credit paradigm.

5.6.2 These courses impart employable and life skills. VACs are listed in the University website and in the Handbook on Interdepartmental Electives and VACs.

5.6.3 Each VAC carries 2 credits with 30 hours of instruction, of which 60% (18 hours) shall be Theory and 40% (12 hours) Practical.

5.6.4 Classes for a VAC are conducted beyond the regular class hours and preferably in the II and III Semesters.

5.7 Online Courses
5.7.1 The Heads of Departments shall facilitate enrolment of students in Massive Open Online Courses (MOOCs) platform such as SWAYAM to provide academic flexibility and enhance the academic career of students.
5.7.2 Students who successfully complete a course in the MOOCs platform shall be exempted from one elective course of the programme.

5.8 Credit Distribution
The credit distribution is organised as follows:

<table>
<thead>
<tr>
<th></th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses</td>
<td>65-75</td>
</tr>
<tr>
<td>Elective Courses</td>
<td>15</td>
</tr>
<tr>
<td>Project</td>
<td>6-8</td>
</tr>
<tr>
<td>Total (Minimum requirement for award of Degree)</td>
<td>90-95*</td>
</tr>
</tbody>
</table>

*Each Department shall fix the minimum required credits for award of the Degree within the prescribed range of 90-95 credits.

5.9 Credit Assignment
Each course is assigned credits and credit hours on the following basis:
1 Credit is defined as
1 Lecture period of one hour per week over a semester
1 Tutorial period of one hour per week over a semester
1 Practical/Project period of two or three hours (depending on the discipline) per week over a semester.

6 Attendance
6.1 Each faculty handling a course shall be responsible for the maintenance of Attendance and Assessment Record for candidates who have registered for the course.

6.2 The Record shall contain details of the students’ attendance, marks obtained in the Continuous Internal Assessment (CIA) Tests, Assignments and Seminars. In addition, the Record shall also contain the organisation of lesson plan of the Course Instructor.

6.3 The record shall be submitted to the Head of the Department once a month for monitoring the attendance and syllabus coverage.

6.4 At the end of the semester, the record shall be duly signed by the Course Instructor and the Head of the Department and placed in safe custody for any future verification.

6.5 The Course Instructor shall intimate to the Head of the Department at least seven calendar days before the last instruction day in the semester about the attendance particulars of all students.

6.6 Each student shall have a minimum of 75% attendance in all the courses of the particular semester failing which he or she will not be permitted to write the End-Semester Examination. The student has to redo the semester in the next year.

6.7 Relaxation of attendance requirement up to 10% may be granted for valid reasons such as illness, representing the University in extracurricular activities and participation in NCC/NSS/YRC/RRC.
7 Mentor-Mentee System
7.1 To help the students in planning their course of study and for general advice on the academic programme, the Head of the Department will attach certain number of students to a member of the faculty who shall function as a Mentor throughout their period of study.
7.2 The Mentors will guide their mentees with the curriculum, monitor their progress, and provide intellectual and emotional support.
7.3 The Mentors shall also help their mentees to choose appropriate electives and value-added courses, apply for scholarships, undertake projects, prepare for competitive examinations such as NET/SET, GATE etc., attend campus interviews and participate in extracurricular activities.

8 Examinations
8.1 The examination system of the University is designed to systematically test the student's progress in class, laboratory and field work through Continuous Internal Assessment (CIA) Tests and End-Semester Examination (ESE).
8.2 There will be two CIA Tests and one ESE in each semester.
8.3 The Question Papers will be framed to test different levels of learning based on Bloom’s taxonomy viz. Knowledge, Comprehension, Application, Analysis, Synthesis and Evaluation/Creativity.
8.4 Continuous Internal Assessment Tests
8.4.1 The CIA Tests shall be a combination of a variety of tools such as class tests, assignments, seminars, and viva-voce that would be suitable to the course. This requires an element of openness.
8.4.2 The students are to be informed in advance about the assessment procedures.
8.4.3 The pattern of question paper will be decided by the respective faculty.
8.4.4 CIA Test-I will cover the syllabus of the first two units while CIA Test-II will cover the last three units.
8.4.5 CIA Tests will be for two to three hours duration depending on the quantum of syllabus.
8.4.6 A student cannot repeat the CIA Test-I and CIA Test-II. However, if for any valid reason, the student is unable to attend the test, the prerogative of arranging a special test lies with the teacher in consultation with the Head of the Department.
8.5 End Semester Examinations (ESE)
8.5.1 The ESE for the first/third semester will be conducted in November and for the second/fourth semester in May.
8.5.2 A candidate who does not pass the examination in any course(s) of the first, second and third semesters will be permitted to reappear in such course(s) that will be held in April and November in the subsequent semester/year.
8.5.3 The ESE will be of three hours duration and will cover the entire syllabus of the course.

9 Evaluation

9.1 Marks Distribution
9.1.1 Each course, both Theory and Practical as well as Project/Internship/Field work/In-plant training shall be evaluated for a maximum of 100 marks.

9.1.2 For the theory courses, CIA Tests will carry 25% and the ESE 75% of the marks.

9.1.3 For the Practical courses, the CIA Tests will constitute 40% and the ESE 60% of the marks.

9.2 Assessment of CIA Tests
9.2.1 For the CIA Tests, the assessment will be done by the Course Instructor
9.2.2 For the Theory Courses, the break-up of marks shall be as follows:

<table>
<thead>
<tr>
<th></th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test-I &amp; Test-II</td>
<td>15</td>
</tr>
<tr>
<td>Seminar</td>
<td>05</td>
</tr>
<tr>
<td>Assignment</td>
<td>05</td>
</tr>
<tr>
<td>Total</td>
<td>25</td>
</tr>
</tbody>
</table>

9.2.3 For the Practical Courses (wherever applicable), the break-up of marks shall be as follows:

<table>
<thead>
<tr>
<th></th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test-I</td>
<td>15</td>
</tr>
<tr>
<td>Test-II</td>
<td>15</td>
</tr>
<tr>
<td>Viva-voce and Record</td>
<td>10</td>
</tr>
<tr>
<td>Total</td>
<td>40</td>
</tr>
</tbody>
</table>

9.3 Assessment of End-Semester Examinations
9.3.1 Evaluation for the ESE is done by both External and Internal examiners (Double Evaluation).
9.3.2 In case of a discrepancy of more than 10% between the two examiners in awarding marks, third evaluation will be resorted to.

9.4 Assessment of Project/Dissertation
9.4.1 The Project Report/Dissertation shall be submitted as per the guidelines laid down by the University.
9.4.2 The Project Work/Dissertation shall carry a maximum of 100 marks.

9.4.3 CIA for Project will consist of a Review of literature survey, experimentation/field work, attendance etc.

9.4.4 The Project Report evaluation and viva-voce will be conducted by a committee constituted by the Head of the Department.

9.4.5 The Project Evaluation Committee will comprise the Head of the Department, Project Supervisor, and a senior faculty.

9.4.6 The marks shall be distributed as follows:

<table>
<thead>
<tr>
<th>Continuous Internal Assessment (25 Marks)</th>
<th>End Semester Examination (75 Marks)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review-I 10</td>
<td>Review-II: 15</td>
</tr>
<tr>
<td></td>
<td>Project / Dissertation Evaluation</td>
</tr>
<tr>
<td></td>
<td>Viva-voce</td>
</tr>
<tr>
<td></td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>25</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>9.5  Assessment of Value-added Courses</th>
</tr>
</thead>
</table>

9.5.1 Assessment of VACs shall be internal.

9.5.2 Two CIA Tests shall be conducted during the semester by the Department(s) offering VAC.

9.5.3 A committee consisting of the Head of the Department, faculty handling the course and a senior faculty member shall monitor the evaluation process.

9.5.4 The grades obtained in VACs will not be included for calculating the GPA.

9.6  Passing Minimum

9.6.1 A student is declared to have passed in each course if he/she secures not less than 40% marks in the ESE and not less than 50% marks in aggregate taking CIA and ESE marks together.

9.6.4 A candidate who has not secured a minimum of 50% of marks in a course (CIA + ESE) shall reappear for the course in the next semester/year.

10. Conferment of the Master’s Degree

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

11.1 The performance of students in each course is evaluated in terms Grade Point (GP).

11.2 The sum total performance in each semester is rated by Grade Point Average (GPA) while Cumulative Grade Point Average (CGPA) indicates the Average Grade Point obtained for all the courses completed from the first semester to the current semester.

11.3 The GPA is calculated by the formula

\[
GPA = \frac{\sum_{i=1}^{n} C_i G_i}{\sum_{i=1}^{n} C_i}
\]

where, \( C_i \) is the Credit earned for the Course \( i \) in any semester;
9

\( G_i \) is the Grade Point obtained by the student for the Course \( i \) and 
\( n \) is the number of Courses passed in that semester.

11.4 **CGPA** is the Weighted Average Grade Point of all the Courses passed starting from 
the first semester to the current semester.

\[
CGPA = \frac{\sum_{i=1}^{n} c_i G_i}{\sum_{i=1}^{n} c_i}
\]

where, \( c_i \) is the Credit earned for the Course \( i \) in any semester; 
\( G_i \) is the Grade Point obtained by the student for the Course \( i \) and 
\( n \) is the number of Courses passed in that semester. 
\( m \) is the number of semesters

11.5 Evaluation of the performance of the student will be rated as shown in the Table.

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Points</th>
<th>Marks %</th>
</tr>
</thead>
<tbody>
<tr>
<td>S</td>
<td>10</td>
<td>90 and above</td>
</tr>
<tr>
<td>A</td>
<td>9</td>
<td>80-89</td>
</tr>
<tr>
<td>B</td>
<td>8</td>
<td>70-79</td>
</tr>
<tr>
<td>C</td>
<td>7</td>
<td>60-69</td>
</tr>
<tr>
<td>D</td>
<td>6</td>
<td>55-59</td>
</tr>
<tr>
<td>E</td>
<td>5</td>
<td>50-54</td>
</tr>
<tr>
<td>RA</td>
<td>0</td>
<td>Less than 50</td>
</tr>
<tr>
<td>W</td>
<td>0</td>
<td>Withdrawn from the examination</td>
</tr>
</tbody>
</table>

11.6 **Classification of Results.** The successful candidates are classified as follows:

11.6.1 **For First Class with Distinction:** Candidates who have passed all the courses 
prescribed in the Programme *in the first attempt* with a CGPA of 8.25 or above 
within the programme duration. Candidates who have withdrawn from the End 
Semester Examinations are still eligible for First Class with Distinction (See 
Section 12 for details).

11.6.2 **For First Class:** Candidates who have passed all the courses with a CGPA of 6.5 
or above.

11.6.3 **For Second Class:** Candidates who have passed all the courses with a CGPA 
between 5.0 and less than 6.5.

11.6.4 Candidates who obtain highest marks in all examinations at the first appearance 
alone will be considered for University Rank.

11.7 **Course-Wise Letter Grades**

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

11.7.2 A student is considered to have completed a course successfully and earned the 
credits if he/she secures an overall letter grade other than RA.

11.7.3 A course successfully completed cannot be repeated for the purpose of improving 
the Grade Point.

11.7.4 A letter grade RA indicates that the candidate shall reappear for that course. The 
RA 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.
11.7.5 If a student secures RA grade in the Project Work/Field Work/Practical Work/Dissertation, he/she shall improve it and resubmit if it involves only rewriting/incorporating the clarifications suggested by the evaluators or he/she can re-register and carry out the same in the subsequent semesters for evaluation.

12. **Provision for Withdrawal from the End Semester Examination**
12.1 The letter grade W indicates that a candidate has withdrawn from the examination.
12.2 A candidate is permitted to withdraw from appearing in the ESE for one course or courses in **ANY ONE** of the semesters **ONLY** for exigencies deemed valid by the University authorities.
12.3 *Permission for withdrawal from the examination shall be granted only once during the entire duration of the programme.*
12.3 Application for withdrawal shall be considered **only** if the student has registered for the course(s), and fulfilled the requirements for attendance and CIA tests.

12.4 The application for withdrawal shall be made ten days prior to the commencement of the examination and duly approved by the Controller of Examinations. Notwithstanding the mandatory prerequisite of ten days notice, due consideration will be given under extraordinary circumstances.
12.5 Withdrawal is **not** granted for arrear examinations of courses in previous semesters and for the final semester examinations.
12.6 Candidates who have been granted permission to withdraw from the examination shall reappear for the course(s) when the course(s) are offered next.
12.7 Withdrawal shall not be taken into account as an appearance for the examination when considering the eligibility of the candidate to qualify for First Class with Distinction.
13. **Academic misconduct**
Any action that results in an unfair academic advantage/interference with the functioning of the academic community constitutes academic misconduct. This includes but is not limited to cheating, plagiarism, altering academic documents, fabrication/falsification of data, submitting the work of another student, interfering with other students’ work, removing/defacing library or computer resources, stealing other students’ notes/assignments, and electronically interfering with other students’/University’s intellectual property. Since many of these acts may be committed unintentionally due to lack of awareness, students shall be sensitised on issues of academic integrity and ethics.

14. **Transitory Regulations**
Wherever there has been a change of syllabi, examinations based on the existing syllabus will be conducted for two consecutive years after implementation of the new syllabus in order to enable the students to clear the arrears. Beyond that, the students will have to take up their examinations in equivalent subjects, as per the new syllabus, on the recommendation of the Head of the Department concerned.

15. **Notwithstanding anything contained in the above pages as Rules and Regulations governing the Two-Year Master’s Programmes at Annamalai University, the Syndicate is vested with the powers to revise them from time to time on the recommendations of the Academic Council.**
PROGRAMME OBJECTIVES

The Master of Social Work program promotes the profession of social work by educating students to become leaders for social change. We prepare them to be highly competent professionals who are skilled at providing effective service, integrating interdisciplinary knowledge, theory, and social work values with practice to address social needs. The MSW program generates knowledge for application in the field and inspires students to academic and practice.

PROGRAMME LEARNING SPECIFIC OBJECTIVES

- Enable them to understand social work profession.
- Understand social work ethical principles and guide professional practice.
- Apply knowledge of human behaviour and the social environment.
- Students understand duty of the social workers.
- Students will come out with critical thinking to inform and communicate professional judgments.
- Gaining knowledge regarding the policy practice for the needy people.

PROGRAMME OUTCOMES

PO1 Critical thinking
PO2 Cultivating Cognitive skills required in the job market
PO3 Effective Communication
PO4 Familiarity with ICT to thrive in the information age
PO5 Cultivating aptitude for research
PO6 Respect for alternate view-points including those conflicting with one's own perspectives
PO7 Ability to work individually and as members in a team
PO8 Upholding ethical standards
PO9 Acting local while thinking global
PO10 Commitment to gender equality
PO11 Commitment to Sustainable development
PO12 Lifelong learning
PROGRAMME SPECIFIC OUTCOMES:

- **PSO1**: Ability to collect, organize, and interpret data in understanding human behavior to provide appropriate guidance and counselling.

- **PSO2**: Expertise on the scientific enquiry to deal with social problems.

- **PSO3**: Gain familiarity with organizational human behavior to formulate and advocate polices for social well being.

- **PSO4**: Acquire effective skills to work with individuals, families, groups, organizations, and communities.

- **PSO5**: Enhance their ability to help clients to resolve their problems by using case work and group work methods.

- **PSO6**: Able to articulate appropriate intervention strategies for population dynamics and family welfare.
### ANNAMALAI UNIVERSITY
#### DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK

#### MASTER OF SOCIAL WORK (MSW) – TWO YEAR PG PROGRAMME

Candidate admitted during the Academic Year 2019-2020

**ASOC22**

<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 Exam. Marks</th>
<th>Internal Marks</th>
<th>Total Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>I 1.</td>
<td>19MSWC101</td>
<td>1.</td>
<td>Introduction to Social Work Profession</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<tr>
<td>I 2.</td>
<td>19MSWC102</td>
<td>2.</td>
<td>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>19MSWC103</td>
<td>3.</td>
<td>Social Case Work</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<tr>
<td>I 4.</td>
<td>19MSWC104</td>
<td>4.</td>
<td>Social Group Work</td>
<td>Core</td>
<td>3</td>
<td>75</td>
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<tr>
<td>I 5.</td>
<td>19MSWX105</td>
<td>5. Inter Departmental Elective -I</td>
<td>Society in India: Structure and Change</td>
<td>IDE</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
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<tr>
<td>I 6.</td>
<td>19MSVV106</td>
<td>6. Concurrent Field Work</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>II 7.</td>
<td>19MSWC201</td>
<td>1. Community Organization</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>II 8.</td>
<td>19MSWC202</td>
<td>2. Social Work Research and Statistics</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>II 9.</td>
<td>19MSWC203</td>
<td>3. Dynamics of Human Behaviour</td>
<td>Core</td>
<td>4</td>
<td>75</td>
<td>25</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>II 10.</td>
<td>19MSWC204</td>
<td>4. Social Problems and Social Action</td>
<td>Core</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>II 11.</td>
<td>19MSWX205</td>
<td>5. Inter Departmental Elective-II</td>
<td>Women in Society</td>
<td>IDE</td>
<td>3</td>
<td>75</td>
<td>25</td>
<td>100</td>
</tr>
<tr>
<td>II 13.</td>
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**Total**: 25

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**Total**: 25

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Grand Total 1800 600 2400
SPECIALIZATION

GROUP A: COMMUNITY DEVELOPMENT

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<td>Regional Development and Development Planning</td>
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GROUP B – HUMAN RESOURCE MANAGEMENT

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GROUP C: MEDICAL AND PSYCHIATRIC SOCIAL WORK

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L- Lectures; P- Practical; C- Credits; CIA- Continuous Internal Assessment; ESE- End-Semester Examination

Note:

1. Students shall take both Department Electives (DEs) and Interdepartmental Electives (IDEs) from a range of choices available.

2. Students may opt for any Value-added Courses listed in the University website

Elective Courses
(ANNEXURE-I)
### Electives Offered to Other Departments (Interdepartmental Elective)

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<td>Social Policy and Development Administration</td>
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**(ANNEXURE-II)**

Electives Offered to Other Departments (Interdepartmental Elective)

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Students shall take a combination of both DEs and IDEs.

### Value-Added Courses (ANNEXURE-III)

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<td>19SVAC208</td>
<td>Social Criminology</td>
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Suggested MOOC Courses:

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<td>1.</td>
<td>Counseling in Social Work</td>
<td>Roda Mistry college of Social work and Research Centre</td>
<td>12 weeks – Elective</td>
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<td>2.</td>
<td>Feminism: Concept and Theories</td>
<td>IIT – Madras (NPTEL)</td>
<td>12 Weeks – Core</td>
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<td>3.</td>
<td>Gerontological Social work</td>
<td>Andhra University</td>
<td>12 Weeks – Core</td>
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Model Question Paper

ANNAMALAI UNIVERSITY
SOCIOLOGY AND SOCIAL WORK DEPARTMENT

M. S.W. DEGREE EXAMINATION

Programme: _M.S.W______: Two Year PG
Year : I
Semester:
Course Code: Course Name:

Time: 3 Hrs Max.Marks:100

Part-A
(Marks: (10x2=20)
(Answer ALL of the questions)

1. Define......
2. Multiple Choices a. b. c. d.
3. Multiple Choices a. b. c. d.
4. Match the following i - a ii - b iii - c iv - d v - ..... 
5. Match the following i - a ii - b iii - c iv - d v - ..... 
6. Explain........
7. Select.....
8. Describe......
9. Classify....
10. Elucidate....

Part-B
(Marks: (8x5=40)
(Answer any EIGHT of the questions)

11. Prepare.....
12. Solve.....
13. Apply......
14. Show.....
15. Categorize...
16. Analyze...
17. Distinguish....
18. Infer....
19. Compare....
20. Compute

Part-C
(Marks: (3x10=30)
(Answer any THREE of the questions)

21. Discuss....
22. Summarize....
23. Evaluate.....
24. Disprove....

Part-D
(Marks: (1x10=10)
(Answer any ONE of the questions)

25. Design....
26. Develop...
1. Define......
2. Multiple Choices  a.  b.  c.  d.
3. Multiple Choices  a.  b.  c.  d.
4. Match the following  i - a  ii - b  iii - c  iv -d  v - ......
5. Match the following  i - a  ii - b  iii - c  iv -d  v - ......
6. Explain........
7. Select.....
8. Describe.....
9. Classify....
10. Elucidate.....

Part-B  Marks: (6x5=30)
(Answer any SIX of the questions)
10. Apply......
11. Show.....
12. Prepare
13. Make use of....
14. Categorize...
15. Analyze...
16. Distinguish....
17. Simplify.....

Part-C  Marks: (3x10=30)
(Answer any THREE of the questions)
18. Discuss....
19. Recommend with
20. Evaluate.....
21. Justify....
22. Optimize...

Part-D  Marks: (2x10=20)
(Answer any TWO of the questions)
23. Design.....
24. Formulate ...
25. Modify .....
Learning Objectives

LO1 To understand the history and principles of social work profession in Indian settings.
LO2 To develop an insight about the various and principles of social work profession.
LO3 To know the importance of field work in social work profession.

Course Outcomes

Upon completion of this course students will

CO1. get the knowledge on principles, values and code of ethics of social work profession in India
CO2. understand the importance of field work in social work profession.
CO3. apprehend the philosophy of social work profession.
CO4. obtain knowledge about various methods of social work.
CO5. learn the training methodologies and various training institutions.

Total Credit: 4
Total Hours: 70

Unit – I (15hrs)
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 (12hrs)
Definition of social work - Social welfare – Social services – Social work as a profession – Its principles and philosophy.

Unit – III (12hrs)
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 (15hrs)
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 (16hrs)
Need of training for social work - Agencies of training schools/institutions of social work – Association of schools of social work.

Text Books


Supplementary Readings

1. Michael J.Holosko And Catherine N. Dulmus, Social Work Practice With Individuals And Families, Canada: John Wiley And Sons,2013

**Outcome Mapping**

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*L - Low, M - Medium, S - Strong*
19MSWC – 102: MAN, AND SOCIETY

Learning Objectives
LO1: To provide students a sociological perspective of social life
LO2: To make them understand concepts of Society, Culture, and Institutions,
LO3: To Develop a knowledge about Social Stratification, Social Control and Social Change.

Course Outcomes

Upon completion of the course the students will
CO1. perceive society through various sociological perspectives.
CO2. understand the role of social institutions in individual’s life.
CO3. get knowledge about culture and its functions.
CO4. grasp the ideas of various agencies of social control
CO5. Learn the training methodologies and various training institutions.

Total Credit: 3 Total Hours: 65

Unit – I (13hrs)
Society – Elements, characteristics of society – Individual – Socialization –
Heredity and Environment – Agencies of socialization – Importance of socialization.

Unit – II (12hrs)
Culture – Definition, Elements, Characteristics and Functions of Culture – Types of Culture – Cultural lag theory and its application to Indian Society.

Unit – III (13hrs)
Concept and meaning of religious, economic, educational, social (caste, kinship, marriage and family) and political institutions – Their structures and functions.

Unit – IV (12hrs)
Social stratification in India - The concept of stratification - Concepts of clan and caste, social inequality and social mobility.

Unit – V (15hrs)
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

Supplementary Readings
### Outcome Mapping

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*L - Low, M - Medium, S – Strong*
19MSWC-103: SOCIAL CASE WORK

Learning Objectives
LO1. To make the students understand the concepts and components of social case work.
LO2. To help the students know the nature and scope of various techniques in social case work.
LO3. To enable the students to identify the problems and prospects of social case work processes.

Course Outcomes
Upon completion of this course students will
CO1. understand the Psycho-social problems confronting the individuals and families in various situations.
CO2. empower them to do social case work in various settings.
CO3. understand the importance of group dynamics in social life.
CO4. will be able to apply the different group work models in helping people.
CO5. demonstrate the various therapeutic approaches of group work.

Total Credit: 4 Total Hours: 70

Unit – I (15hrs)
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 (13hrs)

Unit – III (14hrs)
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 (15hrs)
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 (13hrs)
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

Supplementary Readings

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19MSWC-104: SOCIAL GROUP WORK

Learning Objectives

LO1: To provide knowledge to the students regarding group work.
LO2: To make the students to learn about the nature and scope of group work process
LO3: To enable the students to acquire knowledge about program planning in group work in various settings.

Course Outcomes

Upon completion of this course, the students will

CO1. gain knowledge and strength to enhance the social functioning through powerful group experiences.
CO2. learn to cope-up more effectively with their personal, group and community problems.
CO3. get familiar with therapeutic approaches
CO4. acquire skill on programme planning in group work
CO5. Comprehend group work in various settings

Total Credit: 3 Total Hours: 65

Unit – I (16hrs)
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: Sociometry, Socio-gram and Network analysis.

Unit – II (13hrs)

Unit – III (13hrs)

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

Unit – IV (12hrs)

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

Unit – V (16hrs)
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

Supplementary Readings

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*L - Low, M - Medium, S - Strong*
Objectives

The broad objectives are

- To sensitize 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 deal 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 in a week with faculty and agency supervisors. This is to provide the student an opportunity to learn and integrate theory and practice.
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Learning Objectives
LO1. To enrich students with knowledge about the concepts of community, community power structure and community dynamics
LO2. To make the students understand the relevance of community organization in modern society
LO3. To familiarize students with emerging trends and experiments in community Organization

Course Outcomes
Upon completion of this course the students will
CO1. understand the use and practice of community organization in various fields of social work.
CO2. will get the knowledge about the role of social worker in social change and social development.
CO3. apprehend the various strategies of community organization.
CO4. develop skills of community organizer to effectively organize communities.
CO5. get knowledge about social movements and their relevance in community organization.

Total Credit: 4 Total Hours: 70

Unit – I (16hrs)
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 (13hrs)
Strategies of Community Organization: Public interest mobilization, public interest litigation, protest and demonstration, dealing with authorities, public relations, planning, monitoring and evaluation.

Unit – III (12hrs)

Unit – IV (16hrs)
Skills and Roles in Community Organization: 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 (13hrs)

Text Books

Supplementary Readings

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*L - Low, M - Medium, S – Strong*
Learning Objectives

LO1 To know about the objectives of Social work research.
LO2 To understand the application of statistical techniques in Social work research.
LO3 To know about the structure and purpose of writing research report.

Course Outcomes

Upon completion of this course, the students will

CO1. acquire knowledge about research methods and contribute their knowledge for research and development.
CO2. understand the statistical tools and techniques for analysis of data and writing research report and equip the basic skills for social planning and reconstruction of society.
CO3. able to do social work research to find solutions to various problems.
CO4. grasp the ideas of techniques of data collection
CO5. learn to construct a research report.

Total Credit: 4 Total Hours: 70

Unit – I (15hrs)

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 (14hrs)

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

Unit – III (13hrs)

Data collection: Interview, Questionnaire, Observation, - Secondary data and its source ---Research report- Characteristics of a good report.

Unit – IV (14hrs)

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

Unit – V (14hrs)

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

Text books


Supplementary Readings


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*L - Low, M - Medium, S – Strong
Learning Objectives
LO1. To make the students understand the nature and scope of human behaviour.
LO2. To help the students to know the issues and concerns of psychopathology.
LO3. To enable the students to identify the role of Social workers in promoting mental health

Course Outcomes
Upon completion of this course students will
CO1. understand the world from the Psychological point of view.
CO2. learn to conquer the psycho-social problems on their own and counsel others in a scientific manner.
CO3. comprehend the concepts of Psychology and their relevance in social work
CO4. will be able to understand the role of social psychology in determining human behavior.
CO5. know the various type of mental disorders.

Total Credit: 4

Unit – I (16hrs)

Unit – II (15hrs)

Unit – III (13hrs)
Intelligence – Definition – Levels of intelligence, Measurement of mental efficiency, its classification, theories of intelligence.

Unit – IV (12hrs)

Unit – V (12hrs)
Psychopathology – Abnormal behaviour – Various types of mental disorders – Causation – Promotion of mental health – Role of social workers.

Text Books

Supplementary Readings

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19MSWC – 204: SOCIAL PROBLEMS AND SOCIAL ACTION

Learning Objectives

LO1: To enable the students to understand the causes and consequences of social problems.
LO2: To know about the various social problems of deprived groups.
LO3: To understand the role of social work in social reforms.

Course Outcomes

Upon completion of this course students will

CO1. get an awareness regarding the causes and consequences of social problems.
CO2. comprehend the theories of social problems, and the problems of deprived groups and marginalized groups.
CO3. understand the genesis and manifestation of social problems.
CO4. know the various legislations related to social problems in India.
CO5. get knowledge about the methods and techniques of social action.

Credit: 3  Total Hours: 65

Unit – I (14hrs)
Concept of Social Problems-Classification of social problems - Theories of social problems-Social Disorganization-Individual Disorganization

Unit – II (12hrs)

Unit – III (13hrs)

Unit – IV (12hrs)
Problems of Deprived groups: Scheduled castes -Scheduled tribes and other Marginalized Groups

Unit – V (14hrs)
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


Supplementary Readings

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*L - Low, M - Medium, S - Strong*
Learning Objectives

- Train students to practice social work from an ecological, developmental and integral perspective.
- Develop skills for problem solving in social work at the micro level and bring 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 and problems of the client system.
- Develop skills to organize people to meet their needs and solve their problems by using roles appropriate to social 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.
- Develop 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.
- Gain skills to show interest, engage in practice and enhance ability as a practitioner.
- Develop the ability to make innovative contribution to the organization’s functioning.

Course Outcomes:

- Gain confidence to represent the profession in inter disciplinary 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.
# Outcome Mapping

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II - Year: Semester- III

19MSWC-301: COUNSELING AND GUIDANCE

Learning Objectives
LO1: To enable the students learn the various principles, techniques and process involved in counselling and guidance.
LO2: To identify and practice the appropriate counselling skills.
LO3: To acquire the knowledge about group counselling, its goals and counselling in different settings.

Course Outcomes
Upon completion of this course, the students will
CO1. integrate therapeutic techniques and psychological principles required for counselling process.
CO2. develop the skills to establish relationship with clients or sufferers.
CO3. understand the theoretical approaches of counseling.
CO4. comprehend the linkages of counseling and guidance in social work.
CO5. get knowledge on counseling processes.

Total Credit: 5
Total Hours: 75

Unit – I (16hrs)

Unit – II (15hrs)

Unit – III (14hrs)

Unit – IV (15hrs)
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 (15hrs)

Text Books
**Supplementary Readings**


**Outcome Mapping**

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**SPECIALIZATION**

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19MSWS-302: SPECIALIZATION

GROUP A: COMMUNITY DEVELOPMENT
19MSWS: 302. RURAL AND URBAN COMMUNITY DEVELOPMENT

Learning Objectives

LO1. To enable the students to get insight into community development and its process
LO2. To make the students to understand the role and contribution of professional social worker in the developmental process
LO3. To familiarize students with the various policies and programmes of government and other organizations

Course Outcomes

Upon completion of this course the students will
CO1. get the knowledge on the government and voluntary efforts towards rural and urban community development.
CO2. be familiarized with the various methods, programmes, strategies and developmental efforts towards Rural and Urban community development.
CO3. understand the types and sub-system of community.
CO4. be able to effectively work with community development institutions.
CO5. be able to use the various community development ideas in community

Total Credit: 5
Total Hours: 75

Unit – I (16hrs)

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 (16hrs)

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 (14hrs)


Unit – IV (15hrs)


Unit – V (14hrs)

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

Supplementary Readings

Outcome Mapping

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Learning Objectives
LO1: To teach the students the importance of human resources in the development of process
LO2: To provide the students various human resource processes.
LO3: To enable the students to understand human resource planning.

Course Outcomes
Upon completion of this course, the students will
CO1. understand how to handle employee related grievances.
CO2. know the broad-based fundamentals of human resources management and understand the human resource management process
CO3. be able to use different human resource management tools.
CO4. be able to deal with varied personnel problems.
CO5 gain knowledge on performance appraisal

Total Credit: 5
Total Hours: 75

Unit – I (16hrs)

Unit – II (16hrs)
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 (14hrs)

Unit – IV (15hrs)
Grievances Handling – Grievance procedure, enquires, dispute settlement and disciplinary action, industrial standing orders.

Unit – V (14hrs)
Performance appraisal – Personnel records, performance appraisal and counselling; personnel problems – Health, absenteeism, productivity.

Text books

Supplementary Readings
6. Outcome Mapping

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SPECIALIZATION

GROUP C: MEDICAL AND PSYCHIATRIC SOCIAL WORK

19MSWS-302: MEDICAL SOCIAL WORK

Learning Objectives

LO1 To enable the students to become familiar with the nature and scope of Medical Social Work
LO2 The help the student to have knowledge on epidemiological measures, and the relation between social factors and stress.
LO3 To clearly understand the role of medical social service in hospitals and community settings

Learning Outcomes

Upon completion of this course students will
CO1 understand the role of Medical Social Workers in health problems
CO2 comprehend the implementation of various health schemes at community level.
CO3 will get knowledge about organization and administration of hospitals.
CO4 will be able to work with patients with communicable and non-communicable diseases.
CO5 grasp ideas about different health problems.

Total Credit: 5 Total Hours: 75

Unit – I (16hrs)
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 (14hrs)
Health care models – preventive, promotive, integrative and developmental models - Holistic approach to health - yoga, naturopathy - Alternative system of medicine.

Unit – III (14hrs)
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 (16hrs)
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 (15hrs)
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
Supplementary Readings
4. Tuckett, D. & Kanfert, J.M., Basic Readings in Medical Sociology; (Eds.) London: Tavistok Publishers,

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Learning Objectives
LO1 To understand the influence of population on social phenomena
LO2 To analyze the demographic features and trends of Indian society
LO3 To acquire the knowledge in family welfare programmes initiated by the government and their successes

Course Outcomes
Upon completion of this course students will
CO1. get comprehensive knowledge on components of population like fertility, mortality and migration
CO2. understand the consequences of population growth on education, employment and family pattern
CO3. comprehend the relationship between population dynamics and social development.
CO4. get knowledge about population theories and will be able to apply in social development.
CO5. know about population policy and family welfare in India.

Total Credit: 5 Total Hours: 75
Unit – I (16hrs)
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 (14hrs)
Components of population – Fertility – Mortality and Migration – Factors affecting the components.
Unit – III (16hrs)
Unit – IV (14hrs)
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 (15hrs)
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

Supplementary Readings

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19MSWV-304: CONCURRENT FIELD WORK

Total Credit: 4
Total Hours: 70

- Field visits two days in a week
- In the III 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 of the field work may be in accordance with the specific specialization.

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Interdepartmental Elective-3
19MSWX 305: SOCIAL POLICY AND DEVELOPMENT ADMINISTRATION: (Refer Annexure-II)

Departmental Elective- II:
19SOCE 315: SOCIOLOGY OF DISASTER MANAGEMENT (Refer Annexure-I)

II - Year: Semester- IV

19MSWC-401: ORGANIZATIONAL BEHAVIOUR AND PERSONNEL MANAGEMENT

Learning Objectives
LO1: To enable the students to understand the macro and micro phenomena operating in an organisation.
LO2: To learn the link between the organizational behaviour and personal management.
LO3: To acquire knowledge on organisational dynamics.

Course Outcomes
Upon completion of this course, the students will
CO1. learn the basic principles and process of personnel management
CO2. understand the significance of challenges involved in man power planning and man power training
CO3. become effective in personnel management.
CO4. be able to undertake manpower planning and manpower training.
CO5. grasp ideas to maintain organizational effectiveness.

Total Credit: 4
Total Hours: 70

Unit – I (13hrs)
Nature and Scope of Organisational Behaviour, relationship with other social sciences - Models of organisational behaviour – Classification, components and variables.

Unit – II (13hrs)
Human behaviour at work – Individual differences, determinants of individual behaviour, biographical characteristics, personality, attitudes and values, morale and motivation.

Unit – III (15hrs)

Unit – IV (16hrs)
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 (13hrs)
Man power planning and man power training – Recruitment and selection, training, education and executive development - Social factors influencing the man power planning.

Text Books

Supplementary Readings

**Outcome Mapping**

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### 19MSWS-402: SPECIALIZATION

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GROUP A: COMMUNITY DEVELOPMENT
19MSWS - 402: REGIONAL DEVELOPMENT AND DEVELOPMENT PLANNING

Learning Objectives
LO1 To provide the students an overview of various types of regional planning.
LO2 To impart knowledge on regional policies in dealing with the various disparities and inequalities in Indian Regions.
LO3 To equip the students to understand regional development planning undertaken in Tamilnadu.

Course Outcomes
Upon completion of this course, the students will
CO1: know the causes and consequences of rural and urban regionalism
CO2: comprehend the methods and techniques of regional analysis and regional development
CO3: get knowledge about the causes and consequences of rural and urban regionalism.
CO4: will be able to apply the various planning methods and techniques.
CO5: get familiarity with regional development planning in Tamilnadu.

Total Credit: 5  Total Hours: 75

Unit – I (16hrs)
Region: Concept, meaning, techniques of region delimitation; classification and hierarchy of region; principles and practices of development.

Unit – II (14hrs)
Regionalization in India – Concept, meaning, characteristics; rural urban regionalism – Causes and consequences of rural and urban regionalism.

Unit – III (16hrs)
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 (15hrs)
Directions of regional planning: Town and country planning, river valley planning, Resource planning, multilevel planning.

Unit – V (14hrs)
Regional development planning in Tamilnadu – Problems and prospects.

Text books

Supplementary Readings
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SPECIALIZATION

GROUP B: HUMAN RESOURCE MANAGEMENT

19MSWS-402: INDUSTRIAL RELATIONS AND LABOUR WELFARE

Learning Objectives

LO1 To equip the students to understand the importance of industrial relations and dimensions of labour problems.
LO2 To provide knowledge about the existing provisions and machineries to solve the labour problems.
LO3 To impart knowledge about the strategies to enhance the relationship between management and labour.

Course Outcomes

Upon completion of this course, the students will

CO1. know how to prevent or solve industrial disputes so that industry can run smoothly and
CO2. understand the various welfare measures to be implemented by the organizations and trade union for the betterment of the employees.
CO3. get knowledge about various labour legislations in India.
CO4. will be able to work as a bridge between workers and administration for the smooth functioning of industries.
CO5. understand the importance of labour welfare.

Total Credit:  5  Total Hours:  75

Unit – I (16hrs)
Industrial Relations – Definition, scope and evolution of industrial relations – Labour welfare: concept, objective and theories of labour welfare.

Unit – II (14hrs)
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 (16hrs)
Industrial Disputes – Causes and consequences of industrial disputes, preventive and settlement machineries of industrial disputes, collective bargaining and workers participation in management.

Unit – IV (15hrs)
Labour welfare in India – Working conditions, Industrial safety, labour welfare programmes, functions of labour welfare officer.

Unit – V (14hrs)

Text books

Supplementary Readings

**Outcome Mapping**

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Learning Objectives
LO1 To expose the students to the knowledge and skills of psychiatric social work.
LO2 To enable them to aware coping strategies for psychiatric problem.
LO3 To make them to understand major, minor and other psychiatric problems.

Course Outcomes
Upon completion of this course, the students will
CO1. know the history, scope and changing perspectives of psychiatric social work.
CO2. understand the skills needed in psychiatric social work
CO3. comprehend the role of social worker in dealing with psychiatric disorders.
CO4. gain knowledge about various psychiatric disorders.
CO5. will be able to apply the techniques of social work in treating psychiatric disorders.

Total Credit: 5 Total Hours: 75

Unit – I (16hrs)
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 (14hrs)
Major (Psychotic) Psychiatric disorders – Schizophrenia and its types – Other psychotic disorders - Mood Disorder – Other Bipolar Disorders.

Unit – III (16hrs)

Unit – IV (15hrs)
Other Psychiatric Disorders – Personality Disorders – Eating disorder- Sleep disorder – Speech disorder - Psychosomatic disorder – Suicide – Substance related disorders.

Unit – V (14hrs)
Childhood Psychiatric disorders – Mental Retardation – Learning disorders – Developmental disorders including Autism – Attention Deficit Hyper activity disorder – Behaviour disorders – Elimination disorders

Text Books

Supplementary Readings

### Outcome Mapping

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*L - Low, M - Medium, S – Strong*
19MSWV-403: PROJECT AND VIVA-VOCE

Total Credit: 8                Total Hours: 100

Learning Objectives

LO1 To enable the students to identify the research problem to be addressed

LO2 To Provide knowledge about methods to be adopted for scientific research

LO3 Equip the students the knowledge to analyse the data and report writing.

Course Outcomes

Upon completion of this course students will
1. can identify the social problems to be researched.
2. gain knowledge regarding apply of research methodology in doing research
3. able to do research independently
4. understand the ethics involved in research
5. able to do data analysis and report writing.

Outcome Mapping

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*L - Low, M - Medium, S - Strong
19MSWV-404: CONCURRENT FIELD WORK

Total Credit: 4
Total Hours: 70

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
Learning Objectives

LO 1. To understand the basic features of Indian Constitution.
LO 2. To grasp about the basic Rights & duties of Indian Citizens
LO 3. To ponder over the form of Indian Political System.
LO 4. To have broad understanding about the pivotal provisions related with liberty, equality and fraternity.

Course Outcomes

After the successful completion of the course, the students will be
CO 1. Imbibed about the basic features of Indian Political System.
CO 2. Enlighten with the rights & duties of Indian Citizens.
CO 3. Able to understand the significance of rule of law.
CO 4. Inculcated with basic liberties.

Unit I: Constitution of India – Basic features and Fundamental Principles

Unit II: Fundamental Rights and Duties

Unit III: Legislative and Financial Powers of States
Federal Structure and distribution of legislative and financial powers between the union and the states- Parliamentary form of Government in India – The Constitution powers and states of the president of India.

Unit IV: Constitutional Amendments in India

Unit V: Fundamental Rights

Text Books

Supplementary Readings

Outcome Mapping

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*L - Low, M - Medium, S - Strong
### Elective Courses
(ANNEXURE-I)

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<td>1.</td>
<td>19SOCE215</td>
<td>Crime and Society</td>
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<td>2.</td>
<td>19SOCE215</td>
<td>Sociology of Disaster Management</td>
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19SOCE215: Crime and Society

Learning Objectives
LO1 To understand the crime trend over the years.
LO2 To impart knowledge on causation and prevention of crimes.
LO3 To acquire the knowledge on changing profile of crime and criminals

Course Outcomes
Upon completion of this course students will
CO1. develop awareness about causation and prevention of crimes.
CO2. have knowledge on types and modalities of crime.
CO3. aware of the various theories of crime.
CO4. get knowledge on evolution of punishments.
CO5. understand the necessities of preventing cybercrimes.

Total Credit: 3 Total Hours: 65

UNIT-I (14hrs)

UNIT-II (15hrs)
Perspectives on Crime Causation – Classification of crime and criminals, types of crimes, Theories of Crime: Classical, positivist, biological, psychological, economic, sociological and the labelling theory.

UNIT-III (14hrs)
Punishment – Objectives, behaviour system in crime, evolution of punishments, probation, parole; Recidivism and rehabilitation. Theories of punishment.

UNIT-IV (13hrs)

UNIT-V (10hrs)
Treatment and Prevention – Meaning and types, prison based, community based, open prison, prison reforms in India, educational, vocational, psychiatric, meditation, recreation etc. Role of Police in welfare state.

Text Books

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*L - Low, M - Medium, S – Strong*
19SOCE315: Sociology of Disaster Management

Learning Objectives
LO1 To develop in students a knowledge about the nature and scope of Environmental Sociology
LO2 To impart knowledge on various natural disasters related to the environment and their aftermath in the society
LO3 To familiarize the students with eco-systems and eco-management.

Course Outcomes
Upon completion of this course students will
CO1. understand social impact of environmental issues
CO2. have knowledge on the role of voluntary organizations and Government in rehabilitation process
CO3. gain knowledge about the causes and consequences of environmental problems.
CO4. learn the methodologies of disaster mitigation and management.
CO5. be able to work with environmental agencies and organization.

Total Credit: 3 Total Hours: 65

Unit-I (14hrs)

Unit-II (15hrs)

Unit-III (14hrs)
Environmental Problems – Natural Disasters; Effects of Earthquakes, Famine; Pollution, Volcanoes, Landslides, Floods, Cyclone, Soil Erosion-Causes and Effects.

Unit-IV (13hrs)

Unit-V (10hrs)
Eco Systems and Eco Management – Ecological Restoration – Approaches, Methods and Strategies – Sustainable Coastal Ecosystem.

Text Books

Supplementary Readings

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## Electives Offered to Other Departments (Interdepartmental Elective) (Annexure-II)

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<td>Social Policy and Development Administration</td>
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19MSWX105: SOCIETY IN INDIA: STRUCTURE AND CHANGE

Learning Objectives

LO1 To study about the facts of Indian society.
LO2 To provide knowledge about the structure of Indian society and its changes.
LO3 To gain a better understanding of contemporary situations and regions.

Course Outcomes

Upon completion of this course students will

CO1. understand the structure of the society, its functions, evaluation and change.
CO2. understand the responsibility of individuals in leading the society in desirable direction.
CO3. comprehend cultural and ethnic diversity in India
CO4. gain knowledge on basic institutions of Indian Society
CO5. get familiarity with the evolution of composite cultural legacy

Total Credit: 4 Total Hours: 75

Unit–I (15 hrs)
The Textual and Field View of Indian Society and its significance - The interface between the present and past.

Unit–II (16 hrs)
The Structure and composition of Indian Society; village, town, cities; rural-urban linkages; tribes; Dalits, women and related issues.

Unit–III (16 hrs)
Cultural and ethnic diversity: historically embedded diversities in respect of language, caste, religious beliefs and practices and cultural patterns.

Unit–IV (15 hrs)
Basic institutions of Indian Society: marriage, family, religion, caste, kinship, caste and class - Changing dimensions.

Unit–V (13 hrs)
Convergence and integration: Cultural space, language and regional ethos; the evolution of composite cultural legacy – Nation Building and National identity.

Text Books
3.

Supplementary Readings

**Outcome Mapping**

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| CO3   | M    |      | L    | S    |      | M    |      |      |      |       |       |       |       |       |       |       |       |       |
| CO4   |      | M    |      |      |      |      | M    | S    |      |       |       |       |       |       |       |       |       |       |
| CO5   | S    |      |      |      |      | M    |      |      |      | L     | M     |       |       |       |       |       |       |       |

*L - Low, M - Medium, S – Strong*
19MSWX 205: WOMEN IN SOCIETY

Learning Objectives
LO1: To provide the students an overview of the problems of women.
LO2: To appreciate the various welfare measures of Indian women.
LO3: To provide special focus on violence against women

Course Outcomes
Upon completion of the course the students will
CO1. understand the problems of women in contemporary society.
CO2. get an overview about the various welfare measures and legislations related to welfare of Indian women.
CO3. get familiarity with women’s welfare departments.
CO4. comprehend the importance of family planning counselling.
CO5. gain knowledge on the role of Central and State Social Welfare Board.

Total Credit: 5 Total Hours: 75

Unit-I (12 hrs)
Women in Indian Society – A historical Perspective – Changing Role and Status of Women in India. Women’s movement with special reference to India.

Unit: II (15 hrs)

Unit: III (15 hrs)
Special Focus on Violence Against Women: Rape – Battering – Dowry Death – Sexual Abuse and Victimization.

Unit: IV (17 hrs)

Unit: V (16 hrs)
Legislations Related to Women – State Policy with Related to Women. Role of Family Court: Pre-Marital – Marital Counselling – Counselling for Maternity / Family Planning

Text Books

Supplementary Readings

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19MSWX 305: SOCIAL POLICY AND DEVELOPMENT ADMINISTRATION

Learning Objectives
LO1 To introduce the students about the logic and skills of development administration
LO2 To make them to participate in the welfare activities and welfare organizations
LO3 To enable them to learn the structure, functions and the role and responsibilities of development organization.

Course Outcomes
Upon completion of this course students will
CO1. understand the administration of financial matters for developmental process.
CO2. clarify the strength of financial institutions in carrying out welfare programmes of Indian Society.
CO3. get familiarity with roles and responsibilities of development organizations.
CO4. infer the procedure on registration of Social Welfare Organizations.
CO5. gain knowledge on key issues in development policies.

Total Credit: 4 Total Hours: 70
Unit–I (12 hrs.) Social Policy - Definition, meaning, function, scope, purpose, importance of the study of social policy.
Unit–II (14 hrs.) Social Development - Evolution, progress and development - Human needs and quality of life, key issues in development policy
Unit–III (15 hrs.) Social Welfare Administration - Concept and principles of social welfare administration, purpose and need, registration of social welfare organization.
Unit–IV (13 hrs.) Development Organization - Structure, functions, their role and responsibilities, recent trends.
Unit–V (16 hrs.) Finance & Evaluation - Budgeting and accounting in social welfare organizations; Financial resources for voluntary organizations, evaluation, types of evaluation and need for evaluation.

Text Books

Supplementary Readings
### Outcome Mapping

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DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK
VALUE ADDED COURSE
First Level:

I9SVAC207: MEDICAL AND PSYCHIATRIC SOCIAL WORK

Learning Objectives
LO1: To expose to the students the knowledge and skills of psychiatric social work
LO2: To make the students understand the psychiatric disorders of child, youth and women
LO3: To enable the students aware of the coping strategies for psychiatric

Course Outcomes
Upon completion of the course the students will

CO1. know the history, scope and changing perspectives of psychiatric problems.
CO2. understand the various types of psychiatric problems and their treatment
CO3. gain knowledge on modern treatment for psychiatric disorders.
CO4. comprehend the role of psychosomatic disorder in mental illness.
CO5. infer specific psychiatric disorders affecting women, youth and aged.

Unit – I
Psychiatric Social Work: Basic concepts, scope, management and treatment for psychiatric disorders.

Unit – II

Unit – III
Minor Psychiatric disorders – Anxiety disorder – Panic disorder – Phobias – Post Traumatic Stress.

Unit – IV
Other Psychiatric Disorders – Personality Disorders – Sleep disorder – Speech disorder - Psychosomatic disorder – Suicide.

Unit – V

Text Books

Supplementary Readings

**Outcome Mapping**

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ADVANCE LEVEL: VALUE ADDED COURSE

I9SVAC208: SOCIAL CRIMINOLOGY

Learning Objectives

LO1. To help the students to comprehend the increasing trend in crime rates,
LO2. To enable the students, understand the various crimes occurring in society,
LO3. To impart the knowledge on causation, control and prevention of crime.

Learning Outcomes

On completion of the course the students will

CO1. understand the recent trends of crime and is causation, and develop the knowledge on types and modalities of crimes
CO2. gain awareness about control and prevention of crimes.
CO3. acquire skills of dealing with cyber-crimes.
CO4. know about the importance of rehabilitation of offenders.
CO5. interpret the extent of white-collar crimes in modern society.

UNIT-I


UNIT-II

Crime: Causation and Types - Crimes against women and children, Media and Crimes, Property crimes – Cyber Crimes.

UNIT-III

Punishment – Objectives and evolution. Rehabilitation of offenders, Rights of Victims.

UNIT-IV


UNIT-V

Treatment and Prevention – Meaning and Types: Prison based, Community based, open prison, educational, vocational, psychiatric, meditation and recreation.

Text Books


Supplementary Readings


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