VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY BALLARI

Department of Studies in Social Work

Choice Based Credit System

Department of Studies in Social Work

SYLLABUS
(IV Semester)

With effect from

2021-22

VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY
Department of Social Work
Jnana Sagara, Ballari - 583105

Distribution of Courses/Papers in Postgraduate Programme I to IV Semester as per Choice Based Credit System (CBCS) Proposed for PG Programs

IVSEMESTER

Semester	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration of exams (Hrs)
				IA	Sem. Exam	Total	L	T	P		
FOURTH	DSC11	21SOW4C11L	Legal system and Social Legislation in India	30	70	100	4	-	-	4	3
	DSC12	21SOW4C12L	Rehabilitation andAftercare Services	30	70	100	4	-	-	4	3
	DSE3	21SOW4E3AL	1.Industrial relation andLabour laws	30	70	100	4	-	-	4	3
		21SOW4E3BL	2. Corporate Social Responsibility and Social entrepreneurship								
		21SOW4E3CL	3.Medical Social Work								
	DSE4	21SOW4E4AL	1.Employee Empowerment and Development	30	70	100	4	-	-	4	3
		21SOW4E4BL	2.Management of Non-Government organization								
		21SOW4E4CL	3.Psychiatric Social work								
	GEC2	21SOW4G2AL	1.Social work and Disaster Management	20	30	50	2	-	-	2	1
		21SOW4G2BL	2.Social Work andEnvironment								
		21SOW4G2CL	3.Life Skill Education								
	DSCL7	21SOW4C7P	Social Work Practicum - Concurrent Field Work andBlock Placement	20	30	50	-	-	4	2	4
	Project	21SOW4C1R	Research project	30	70	100		-	8	4	4
Total Marks for IV Semester						**600**				**24**	

MASTER OF SOCIAL WORK
IV SEMESTER
Category: DSC11
21SOW4C11L: LEGAL SYSTEM AND SOCIAL LEGISLATION IN INDIA

Course: Legal System And Social Legislation In India	Course Code: 21SOW4C11L
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70Marks

Objectives:

1. To understand the role of the police, prosecution, judiciary and correction. And Gain insight into the problems faced by the people belonging to different strata of society, in interacting with this system.
2. Develop an understanding of the processes and problems of public interest litigation and legal aid to marginalized.
3. Critically understand the concept, content and process of social development.
4. To study the existing Social Policies and programs so as to enable themselves to analyze and implement them effectively

Cos No.	Course Outcomes
CO-1	Acquire knowledge on the concept of Social Policy and understand the Ideology ofSocial Planning.
CO-2	Acquire and develop an understanding of the legal system and get acquainted with the process of the legal system with emphasis on functioning in India.
CO-3	Develop an understanding of the processes and problems of public interest litigation and legal aid to marginalized.
CO-4	Develop the capacity to identify linkages among social needs, problems, development issues and policies.

Module I:	Social Justice	12 Hours
	Meaning and Concept; Social legislation: Meaning, definitions and concept. Social justice as an essential basis of social legislations; Social legislations in a welfare state with special reference to India.	
Module II:	Rights	12 Hours
	Concept and definitions of Rights; types of Rights; Rights of women and children; Rightsof Scheduled Castes and Scheduled Tribes; Rights of accused and offender under Constitution of India, Indian Penal Code and Criminal Procedure Code.	
Module III:	Division of Law	10 Hours
	Substantive Law and Procedural Law. Legislations pertaining to Social Institutions: Marriage, divorce, maintenance of spouse, adoption. Legislations for prevention of Crime and Deviance: Indian Penal Code (relevant chapters like of Offences against Public Tranquility, Offences affecting the Public Health, Safety, Convenience, Decency and Morals, Offences relating to Religion, Offences affecting the Human Body, Offences relating to Marriage, Cruelty by Husband or Relatives of HusbandLegislations pertaining to women.	
Module IV:	Criminal Justice System in India	12 Hours

	Police: Structure, powers and functions and their role in maintaining peace and order in thesociety. Prosecution: Meaning, structure, its role in criminal justice, trial participation. Judiciary: Supreme Court, High Court - Constitution of Supreme Court and High Court:Powers and functions.	
	Sub-ordinate Courts - District Sessions Court, Magistrate Courts, and other subordinate courts.	
Module V:	**Correction and Correctional Laws**	**10 Hours**
	Corrective measures as per Criminal Procedure Code, Probation of Offenders Act, Juvenile Justice (Care and Protection of Children) Act. Legal Aid: Concept of legal-aid, history of legal-aid, persons needing legal-aid, legal-aid schemes. Public Interest Litigation: Meaning, Concept, Process and Problems. Right to Information Act- Provisions and implementation. Role of Social Worker: Social Work intervention, need, methods.	

References:

1. Aranha, T. Social Advocacy - Perspective of Social Work, Bombay: College of Social Work.
2. Buxi, U. 1982 Alternatives in Development: Law the Crisis of the Indian Legal System, New Delhi: ,Vikas Publishing House.
3. Curry, J. C. 1977 The Indian Police, New Delhi: Manu Publications.
4. Desai, A. E. (Ed.) 1986 Violation of Democratic Rights in India, Vol. 1.
5. Fleming, M. 1978 Crimes and Rights, New York: W.W. Norton and Company.
6. Gandhi B.M. 2006. Indian Penal Code, Lucknow, Eastern Book Company.
7. Iyer, V. R. K 1980 Some Half Hidden Aspects of Indian Social Justice, Lucknow: Eastern Book Company.
8. Iyer, V. R. K 1984. Justice in Words and Justice in Deed for Depressed Classes, New Delhi: Indian Social Institute.
9. Iyer, V. R. K 1981.Law Versus Justice: Problems and Solutions, New Delhi: Deep and Deep.
10. Iyer, V. R. K 1980. Justice and Beyond, New Delhi: Deep and Deep.
11. Kelkar R. V. 2006.   Lectures on Criminal Procedure, Lucknow, Eastern Book Company.
12. Khanna, H. R. 1980 The Judicial System, New Delhi: II P A.
13. Mathew, P. D. II P.A Legal Aid Series, Delhi: Indian Social Institute
14. McDonald. W. F. (Ed.) 1979 The Presentation, California: Berkeley: Hill
15. Newman, G. 1999 Global Report on Crime and Justice, New York: Oxford University Press.
16. Nirmal Anjali. 1992 Role and Functioning of Central Police Organisations, New Delhi: Uppal.
17. Peak, K. J. 1998 Justice Administration - Police, Courts and Correction, New Jersey: Prentice-Hall.
18. Ratanlal and Dhirajlal, 2006 Indian Penal Code, Lexis and Lexis, Nagpur.
19. Singh. L. M. (Ed.) 1973 Law and Poverty: Cases and Materials, Bombay: Tripathi.
20. Western, P. B. 1976 The Criminal Justice System: An Introduction and Guidelines, California: Good Year Publishers.
21. Government of India, 1973, Report of the Legal Aid Committee.

MASTER OF SOCIAL WORK
IV SEMSETER
Category: DSC12
21SOW4C12L: REHABILITATION AND AFTERCARE SERVICES

Course: Rehabilitation And Aftercare Services	Course Code: 21SOW4C12L
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70 Marks

Objectives:

1. To identify the specific client categories requiring the rehabilitation services, problem specificity and rehabilitation service interventions.
2. To acquaint oneself with different rehabilitation settings, different therapeutic approaches to rehabilitation process.
3. To acquire the social work skills adapted to facilitate the process of rehabilitation, the rights and legal provisions provided for differently abled people
4. To understand the concept of handicap, rehabilitation and the scope for practice.

Cos No.	Course Outcomes
CO-1	Understand key concepts, theories and approaches of rehabilitation
CO-2	Acquire skills to analyze factors contributing to after care services
CO-3	Assimilating the knowledge of social work practice to disability specific client service.
CO-4	Implementation of skills acquired to practice

Module I:	Rehabilitation	12 Hours
	Definition and scope for social work interventions; definition of Impairment, Disability, Handicap; causes of Handicap - heredity, acquired, major illnesses - physical, neurologicaland psychiatric, Stress, vulnerability, coping and competence to deal with handicaps; Need for comprehensive rehabilitation – psycho-social rehabilitation	
Module II:	**History, Philosophy and Principles of Psycho-Social Rehabilitation**	**12 Hours**
	Specific problem areas – physical handicap - vision, hearing, orthopedic, speech and language difficulties, mental retardation and others; neurological, psychiatric, disasters, alcohol and drug usage, terminal illnesses and any other. Intervention in rehabilitation - assessment, planning, intervention, evaluation, tools for assessment, follow up services.	
Module III:	**Rehabilitation Settings**	**10 Hours**
	Hospital based, day care, night care, quarter way home, half way home, group home, hostels, long stay homes, vocational guidance center, sheltered workshop, occupational therapy center, community based rehabilitation center, home care, inclusive education andothers Approaches – therapeutic community, behavioral, transactional analysis and eclectic approach	
Module IV:	**Role of Social Work Intervention Methods in Rehabilitation Settings**	**12 Hours**
	Social case work, group work, community organization, research, administration and social action.	
Module V:	**Legal provisions for Differently abled people**	**10 Hours**
	The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act 1995, Rehabilitation Council of India: Formation, scope and functions, governmental policies and programmes, Initiative from the non-governmental sectors. International trends and national initiatives in the rehabilitation scenario.	

References

1. Anthony, William. A. 1980. The Principles of Psychiatric Rehabilitation. Baltimore University Part Press
2. Chowdhary, Paul. D. 1995. Introduction to Social Work: history, concept, methods and fields. Delhi, Atma Ram & Sons.
3. Corey, Gerald. (6th ed.)2004. Theory and Practice of Group Counseling. Thomas Brooks/ Cole Belmont
4. Dorothy Stock Whitaker. 1985. Using Groups to help people. London & New York, Tavistock/ Routledge,.
5. Danda, Amita. 2000. Legal order and Mental Disorder, Sage Publications.
6. Delhi Law House. 1998. The Mental Health Act-1987, Law Publishers.
7. Enabling the disabled.1999 Thakur Hari Prasad Institute of Research and Rehabilitation of the Mentally Handicapped Publication, Hyderabad.
8. Feldman, Robert. S (1997) Understanding Psychology. New Delhi, Tata McGraw Hill.
9. Hume, Clephane and Pullen Ian. 1986 Rehabilitation in Psychiatry. Edinburgh Churchill Livingstone
10. International Labour Office. 1985 Vocational Rehabilitation of Disabled persons, ILO.
11. International Labour Office. 1982. Vocational rehabilitation of the Mentally Retarded (second impression) ILO.
12. Kalyanasundaram S. and   Verghese,Mathew,(Eds).2000 Innovations in Psychiatric Rehabilitation Richmond Fellowship Society, Bangalore, India.
13. Kapur, Malavika and Others. (Ed). 1979. Psychotherapeutic process. Bangalore NIMHANS Publication.
14. Lakshman Prasad. 1994. Rehabilitation of the Physically handicapped. Konark Publishers Pvt. Ltd.
15. Liberman, Robert. P. (ed). 1988.   Psychiatric Rehabilitation of Chronic Mental Patients. Washington D.C., American Psychiatric Association.
16. Madan, G.R. 2000 Indian Social Problems Vol.2 Social Work (3rd ed). New Delhi, Allied Publishers.
17. Manning, Nick. 1989 Therapeutic Community Movement. London, Routledge Publications.
18. Pandu Naik. G. 1992 A Review of Social Legislation in India. Lambani Publishers.
19. Pareek, Udai and Rao, T. V. 1982 Designing and Managing Human Resources, New Delhi, Oxford & IBH.
20. Rudrabasavaraj, M. N. 1984 Human Factors in Administration, Bombay, Himalaya Publishing House.
21. Rudrabasavaraj, M. N. 1986 Cases in Human Resource Management, Bombay, Himalaya Publishing House.
22. Schizophrenia Research Foundation. 1998 Community Mental Health and Community
23. Based Rehabilitation. Chennai, SCARF Publication.
24. Sen, Anima. 1988 Psycho social integration of the Handicapped, New Delhi, Mittal Publishers.

21SOW4E3AL: INDUSTRIAL RELATIONS AND LABOUR LEGISLATION

Course: Industrial Relations And Labour Legislation	Course Code: 21SOW4E3AL
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70 Marks

Objectives:

1. To help students learn the basic facts concerning Labour Law.
2. To assist the students to acquire attitudes that is apt in the practice of Labour Law.
3. To enable them to realize the need to have suitable skills for the practice of Labour Law.
4. To stimulate thinking on rationale behind the Laws and their enforcement

Cos No.	Course Outcomes
CO-1	Develop the knowledge on various statutory / legal aspects influencing the organizations
CO-2	Develop the skills of interpersonal relationship as per organizational requirement.
CO-3	Develop the knowledge on various statutory / legal aspects influencing the organizations.
CO-4	To stimulate thinking on rationale behind the Laws and their enforcement.

Module I:	**Industrial Relation:**	**12 Hours**
	Concept - philosophy and principles – Scope. Industrialization in India. Organized and Unorganized sector in India. Collective Bargaining - Workers Participation in Management.	
Module II:	**Introduction to Trade Unions:**	**12 Hours**
	Historical background – types – size – affiliations - various unions. The contemporary issues and challenges of Trade Unions. Industrial Communication -Domestic Enquiry and ways of dealing with Industrial Indiscipline.	
Module III:	**Introduction to Labour legislations**	**10 Hours**
	Need – objectives – principles - Constitutional provisions and contribution of Directive Principles of State Policy. Classification of labour laws: Legislation related working conditions: • The Factories Act, 1948 • The Karnataka shops and commercial Establishment Act, 1961 • The Contract Labour (Abolition & Regulation) Act, 1971	
Module IV:	**Wage Legislations and Industrial Relations legislations**	**12 Hours**
	The Payment of Wages Act – 1936; The Minimum Wages Act – 1948; The Payment of Bonus Act – 1965; The Equal Remuneration Act, 1976 Industrial Relations Legislations: The Industrial Employment (Standing Orders) Act, 1946; The Industrial Disputes Act, 1947; The Trade Union Act, 1926	
Module V:	**Social Security Legislations:**	**10 Hours**
	The Employees' Compensation Act, 1923; The Employees State Insurance Act – 1948; The Provident Fund Act – 1952; The Maternity Benefit Act -1961; The Payment of Gratuity Act – 1972	

References:

1. Achar, M. R. 1976 Labour Rules in Karnataka, Bangalore, Shree Vidya Printers.
2. Arora, M, 2005 Industrial Relations, New Delhi, Excel Books.
3. Dasgupta, S. K. Industrial Law, Sterling Publishers Pvt. Ltd.
4. Devar, R. S. 1967 Personnel Management and Industrial Relations, New Delhi, VikasPublishing House.
5. Joseph, T.M. 2009 Industrial Law, Mumbai, Himalaya Publications Pvt., Ltd.
6. Lal Das, D. K. 1991 Personnel Management, Industrial Relations and Labour Welfare,Agra, Y. K. Publishers.
7. Madhusudhana Rao, M. 1986 Labour Management Relations and Trade Union Leadership, New Delhi, Deep and Deep Publications.
8. Malik P. L. 1986 Handbook of Labour and Industrial Law, Lucknow, Eastern Book Company.
9. Mamoria, C. B. and Mamoria S. 2006 Dynamics of Industrial Relations, Mumbai, Himalaya Publishing House.
10. Mamoria, C. B; Mamoria Satish, Gankar, S. V. 2000M Dynamics of Industrial Relationsin India, Mumbai, Himalaya Publishing House.
11. Mishra M, 2006 Case Laws on Industrial Relations, New Delhi, and Excell Books.
12. Moorthy, M. V. 1968 Principles of, Labour Welfare, Vishakhapatnam, Gupta Brothers.
13. Nagaraju, S. 1981 Industrial Relations System in India, Allahabad, Chugh Publications.
14. Pyle M and George, Simon A, 2009 Industrial Relations and Personnel Management,New Delhi, Vikas Publishing House Pvt. Ltd.
15. Rudrabasavaraj, M. N. 1984 Human Factors in Administration, Bombay,HimalayaPublishing House.
16. Sanajaoba, Naorem 1985 Industrial Tribunal - Working, Procedure and Judicial Trends,New Delhi, Deep and Deep Publications.
17. Sharma, A. M. 1989 Industrial Relations - Conceptual and Legal Frame Work, Bombay,Himalaya Publishing House.
18. Saiyed I A, 2009 Labour Law, Mumbai, Himalaya Publishing House Pvt., Ltd.
19. Singh BD, 2005 Industrial Relations: Emerging Paradigms, New Delhi, Excell Books.
20. Sinha, G. P. and Sinha, P. R. 1977 Industrial Relations and Labour Legislation in India,New Delhi, Oxford IBH Publishing Co.
21. Somani, Anjan and Mishra, Shivani, 2009-10 Employment Laws, Jaipur, Ramesh Book Depot
22. Srivastava S C, 2009 Industrial Relations and Labour Law. New Delhi, Vikas Publishing House Pvt. Ltd.
23. Subramanian, H. N. 1967 Labour Management Relations in India, Bombay, AsiaPublishing House.
24. Tripati, P. C. 1989 Personnel Management and Industrial Relations, New Delhi, S.Chand and Sons,.

**21SOW4E3BL: CORPORATE SOCIAL REPONSIBILITY AND SOCIAL
ENTREPRENEURSHIP**

Course: Corporate Social Responsibility and Social Entrepreneurship	Course Code: 21SOW4E3BL
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70 Marks

Objectives:

1. To provide students with a working knowledge of the concepts, opportunities andchallenges of social entrepreneurship.
2. To demonstrate the role of social entrepreneurship in creating innovative responses tocritical social needs (e.g., hunger, poverty, global warming, etc).
3. To developing an understanding of CSR and its importance to understand the CSR Strategy

Cos No.	Course Outcomes
CO-1	Development of understanding of CSR activities
CO-2	The purpose and benefits of CSR
CO-3	Engage in a collaborative learning process to develop a better understanding of the context and domain of social entrepreneurship.
CO-4	Preparing students personally and professionally for meaningful employment by reflecting on the issues of social entrepreneurship

Module I:	Corporate Social Responsibility	12 Hours
	Meaning, definition and scope of CSR; Evolution of CSR; Rationale for CSR (moral, rational and economic arguments for CSR); strategic context of CSR; Carroll's Model of CSR (Pyramid of CSR); CSR rules under Companies Act, 2013.	
Module II:	CSR and Professional Social Work	12 Hours
	CSR and Community Development; CSR and Environment Conservation. Stakeholders and perspectives; interest Groups Related to CSR; Tools of CSR; Business Benefits of CSR. CSR and Need-based Approaches. Designing a CSR policy; Factors influencing CSR policy; Managing CSR in an organization; Role of HR Professionals in CSR; Global Recognitions of CSR- ISO 14000, SA 8000; AA 1000; Codes formulated by UN Global Compact; UNDP, Global Reporting Initiative.	
Module III:	Implementing CSR	10 Hours
	CSR in the marketplace, CSR in the workplace, CSR in the community; CSR in theecological environment. Social Audit of CSR. CSR in India: Legal provisions and specifications on CSR; TCCI (Tata Council for Community Initiatives), Current CSR trends in Indian Industries. Awards in India; Role of social workers in CSR	
Module IV:	Introduction to Social Entrepreneurship	12 Hours
	Concept, Nature and scope. Management of Social Entrepreneurial Organizations. Key issues in Social Entrepreneurship. Entrepreneurial Characteristics. Entrepreneurial outcome, Current theories of Entrepreneurship, Models of Social Entrepreneurship. Creating Social Value: Meaning, concept, process and assessing social value. Venture Models: Micro-finance, micro-franchise, micro-consignment.	

Module V:	Business and Social Entrepreneurship	10 Hours
	Difference between a Business and Social Entrepreneurship. Perspectives on Social Entrepreneurship – Academic and Practitioner 's view, Case Studies and Profile of social entrepreneurs. Funding social ventures: Strategies for success, Sustainable funding sources: Earned income Traditional funding sources, Social investment funding sources, Investing in a social venture, Relationship building with donors and investors	

Reference:

1. Benn & Bolton, (2011). Key concepts in corporate social responsibility. Australia: Sage Publications Ltd.
2. Bradshaw, T. and D. Vogel. (1981). Corporations and their critics: Issues and answers to the problems of corporate social responsibility. New York: McGraw Hill Book Company
3. Brummer, J.J. (1991). Corporate Responsibility and Legitimacy: An interdisciplinary analysis. Westport, CT: Greenwood Press.
4. Cannon, T. (1992). Corporate responsibility (1st ed.) London: Pitman Publishing.
5. Crane, A. et al., (2008). The Oxford handbook of corporate social responsibility. New York: Oxford University Press Inc.
6. Ellington. J. (1998).Cannibals with forks: The triple bottom line of 21st century business. New Society Publishers
7. Grace, D. and S. Cohen (2005). Business ethics: Australian problems and cases. Oxford: Oxford University Press.
8. Reddy, Sumati and Stefan Seuring. (2004). Corporate Social Responsibility: Sustainable Supply Chains. Hyderabad: ICFAI University Press.
9. Werther, W. B. & Chandler, D. (2011). Strategic corporate social responsibility. Thousand Oaks, CA: Sage.
10. http://www.tatapower.com/sustainability/environmental.aspx
11. Bornstein & Davis (2016), Social Entrepreneurship (What Everyone Needs To Know), Oxford University Press.
    12. Filip M. Santos, 2009, A positive theory of social entrepreneurship, Social Innovation Center, France. Website: http://www.insead.edu/facultyresearch/research/doc.cfm?did=41727
13. James and Charles, 2007, Innovative approaches to reducing global poverty, the case of Edunm.
14. http://www.academia.edu/1137883/List_of_References_for_academic_projects_on_S ocial_Entrepreneurship_by_Hamza_El_Fasiki
15. Alvord, S., Brown, D., and Letts, C. (2004), 'Social Entrepreneurship and Societal Transformation: An Exploratory Study', Journal of Applied Behavioral Science, 40.3,260-83.

Course: Medical Social Work	Course Code: 21SOW4E3CL
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70 Marks

Objectives:

1. To develop a holistic and integrated approach to social work practice in the field of health.
2. To understand psychiatric social work in the context of changing trends in health care.
3. To understand the concept of mental health, and acquire knowledge in mental disorders, stress and coping in the context of holistic health.
4. Trace the Historical Development of Medical Social Work India and Abroad

Cos No.	Course Outcomes
CO-1	Understand the Nature of Medical Social Work Services.
CO-2	Understand the development of Medical Social Work Profession.
CO-3	Gain clarity about the Role and Functions of Medical Social Worker.
CO-4	Develop a holistic and integrated approach to social work practice in the fields of Medical Social Work.

Module I:	Nature and Concept of Medical Social work	12 Hours
	Introduction: Meaning, nature and scope of medical social work. Historical development of Medical Social Work in India and Abroad. Concept of patient as a person: Social and emotional components associated with various chronic diseases like Tuberculosis, Diabetes, Hypertension, Cancer, and HIV/AIDS (with brief information about clinical features, symptoms and medical treatment of these diseases). Impact of hospitalization on family. Role of Professional Social worker's in prevention, curative, clinical, aftercare and rehabilitation process. Importance of team work/multidisciplinary approach in Medical / psychiatric setting	
Module II:	Care of Mentally Ill	12 Hours
	Day-care centre, night care centre, half-way-home, sheltered workshop, occupational therapy units - Role of Voluntary Organisations. Legal aspects of Health: Forensic Medicine, Procedures in Medico-legal practices, Medical Termination of Pregnancy Act, Prevention and Control of Pre-natal Diagnostic Techniques Act.	
Module III:	Role of family in treatment of mentally ill	10 Hours
	Preparing the family and community for the return of the affected individual, follow-up, Governmental agencies and Paraprofessionals in the welfare of mentally ill. Psycho-socio Intervention- Psychotherapy, Identifying needs of caregivers of patients	
Module IV:	Legal aspects of health	12 Hours

	Relevance and scope of medico-legal information for social workers; Forensic medicine; Procedures in medico-legal practices: Courts of enquiry, witness, evidence, oral examinations, certificates, professional secrecy - Dying declaration - Medico-legal offences: Assault, harassment, accident, homicide, suicide, sexual offences - Relevant provisions of health legislations: MTP Act, Sex determination, Food and drug adulteration Act.	
Module V:	**Medical Social Worker**	**10 Hours**
	Emergence, Role, Functions and Tasks of Medical Social Worker in different departments of Hospital - Public relations - Staff development - Training and Supervision in Medical Social Work - Limitations, difficulties and challenges faced by Medical Social Worker -Role of Social Worker in Treatment and Rehabilitation of patients and their families	

References:

1. Bajpai, P.K. (Ed.) 1998 Social Work Perspectives on Health, Jaipur, Rawat Publications.
2. Brody, Elaine M. and Contriburions. 1974 A Social Work Guide for Long Term Care Facilities, U.S. Dept. of Health, Education and Welfare, Public Health Service, Maryland: National Institute of Mental health
3. Butrym, Zofia and Horder, John. 1983 Health, Doctors and Social Workers, London: Routledge and Kegan Paul.
4. Friedlander, W A. 1967 Introduction to Social Welfare (Chapter 12: Social Work in Medical and Psychiatric Setting), New Delhi: Prentic-Hall of India.
5. Hunble, Stephen and Unell Judith(Ed.) 1989 Self Help in Health and Social Welfare, London:Routeledge.
6. Johnson, J.L. & Grant, G. (Ed) Medical social work, New York: Peason, Allyn & Bacon
7. Lawani B. T. 2010   Medical Social Work, Current Publishers, Agra.
8. Mechanic, David 1968 Medical Sociology- A Selective View, New York, Free Press.
9. Mechanic, David. 1968   Medical Sociology – A Selective View, New York, Free Press
10. Pathak, S. H. 1968 Medical Social Work, Chapter.25, In Wadia, A R (Ed.) : History and Philosophy of Social Work in India, Bombay: Allied Publishers.
11. Poornyn Paul. 2003 Micro-skills and theoretical foundations for Professional helpers, New York: Allyn & Bacon
12. Ramachandrudu, G. 1997 Health Planning in India,' New Delhi, A. P. H. Publishing Corporation.
13. Seligman, L. 2004 Technical and conceptual skills for mental health professionals, New Jersey: Herrill Prentice Hall
14. Sphry, L., Carlson, J. & Diane Jose. 2003 Becoming an effective therapist, New York: Allyn & Bacon
15. Zastrow Charles. 1985 The practice of social work, Illinois: Dorsey Press

Course: Employee Empowerment and Development	Course Code: 21SOW4E4AL
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70 Marks

Objectives:

1. To develop multi facets of the personality and to build self-confidence.
2. To develop a spirit of continuous learning and innovation.
3. To strengthen the competency base of individuals, team and organization.
4. To appreciate the importance of bottom-line focus to the Human Resource function andtrends toward HR Accountability.

Cos No.	Course Outcomes
CO-1	Understand the various approaches and techniques of measuring HR.
CO-2	Create awareness of different types of information systems in an organization so as to enable the use of computer resources efficiently, for effective decision-making.
CO-3	Develop the skills involved in labour welfare and employee wellness.
CO-4	Understand the concepts of measuring HR

Module I:	Human Resource Development (HRD)	12 Hours
	Concept - origin and needs for HRD. Competency Mapping - Performance Measurement Systems - Organizational goal setting process - Key Result Area (KRA) and Key Performance Indicator (KPI).	
Module II:	Approaches to measuring HR	12 Hours
	Competitive Benchmarking - HR Accounting - HR Auditing - MBO (Management by Objectives). Coaching – Mentoring - career planning – career development - reward system - quality of work life.	
Module III:	Talent Development	10 Hours
	Concept and importance - Training Need Analysis - process of training - learning principles designing and evaluating training and development programs. Types and Methods of selection criteria – training effectiveness. Review of training programs. Learning Organizations. HRD Audit : Concept and types	
Module IV:	Employee Wellness	12 Hours
	Concept - principles and scope. Importance and relevance of wellness programs - Role of Welfare Officer as per the Factories Act 1948 with reference to Accidents – Absenteeism - Alcoholism - Domestic Violence. Preventive and remedial measures.	
Module V:	Employee Counseling	10 Hours
	The Counseling: Meaning and Importance. The Psycho-Social issues faced by employees. Role of Counselor in Organizations. Qualities of good counselor. Changing role of HRD manager	

References:

1. Bhattacharyya, Dipak Kumar.1999   Managing People, New Delhi, Excel Books.
2. Business Today Managing People: The Business Today, Experiential Guide to Managing Workforce 2000, January 7-21, 1996.
3. Cowling, Alan and James Philip The Essence of Personnel Management and Industrial Relations, New Delhi, Pentice-Hall of India Pvt., Ltd.
4. Davis, Keith. 1983 Human Behaviour at Work, New Delhi: Tata McGraw-Hill
5. Fisher, Cynthia; Schoenfeldt, Lyle F. and Shaw, James, B. 1997   Human Resource Management, Third Edition, Boston, Houghton Mifflin Company.
6. Jayagopal, R. 1990 Human Resource Development: Conceptual Analysis and Strategies, New Delhi: Sterling Publishers Pvt. Ltd.
7. Moorthy, M. V. 1982 Priciples of Labour Welfare, New Delhi, Oxford & IBH.
8. Moorthy, M. V. 1992   Human Resource Management Psycho-Sociological Social Work Approach, Bangalore, R & M Associates.
9. Norman, M. 1960 Psychology in Industry, London, Harrap & Company.
10. Prasad, L. M. 1996 Organisational Behaviour, New Delhi, S. Chand & Co.
11. Rao, T. V. 1990 HRD Missionary, New Delhi. Oxford & IBH.
12. Rao, T. V. 1991 Reading in Human Resource Development, New Delhi: Oxford and IBH Publishing Co. Pvt. Ltd
13. Rudrabasavaraj, M. N. 1984 Human Factors in Administration, Bombay: Himalaya Publishing House.
14. Sahni, P. and Sharma, K. K. 1988 Organisational Behaviour, New Delhi: Deep and Deep Publications.
15. Singh M. K. and Bhattacharya (Eds.) 1990 Personnel Management, New Delhi : Discovery Publishing House.
16. Vroom, V. H. and Grant, L. 1969 Organisational Behaviour and Human Performance, New York. Wiley.

MASTER OF SOCIAL WORK
IV SEMESTER
Category: DSE4
21SOW4E4BL: MANAGEMENT OF NON GOVERNMENT
ORGANISATION

Course: Management of Non Government Organization	Course Code: 21SOW4E4BL
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70 Marks

Objectives:

1. Develop an understanding about the role of NGOs in social development.
2. Develop knowledge about management of NGOs.
3. Develop the ability to identify collaborative strategies between NGOs and Government institutions.
4. To develop an understanding about the role of NGOs in social development.

Cos No.	Course Outcomes
CO-1	Understand policies and procedures involved in establishing and maintaining human services organizations.
CO-2	Acquire skills to network and participate in the management of resources -human, material and environmental.
CO-3	Acquire skills to participate in management and administrative process and programme delivery
CO-4	Development of the ability to see relationship between policy and programmes, analyze the process as applied in specific settings and specific programmes.

Module I:	Non-Profits as Organizational Entities	12 Hours
	Non-profits as modern organizational forms- NGOs as nonprofit organizations involved in development work - common denominators and overlaps in business, public and non- profit managements - legal – rational structure of non-profits - trusts, societies and companies special reference to Trust Act, Societies Registration Act and Companies Act.	
Module II:	Organizational Design	12 Hours
	Vision, Mission and Goals of NGOs - matching intervention paradigms with mission and vision – translating vision and mission into action – Role of Strategic Planning - Operational goals, Programmes and Projects - Division of responsibility, authority and power relations – Decision-making - Participation, empowerment, teamwork and ownership Voluntarism, Individual Autonomy and Organizational accountability, Transparency and Stakeholder Accountability - Knowledge generation and management - Leadership styles suited for NGOs.	
Module III:	NGO Environment	10 Hours
	Interfacing with community and community-based organizations - NGO-State relationship - Critical collaboration and autonomy - Managing and maintaining donor constituency – Other NGOs and CBO - Networking, Partnering, Collaborating, etc. – Relating to market and business-NGI- Corporate relationship. NGO Capacity Building – Building the competencies in NGOs - Identification and procurement of right competencies, Training and development and performance appraisal Organizational – techno - managerial capacity, Capacity for independence and autonomy and capacity for learning and change.	
Module IV:	Resource Management for Non- Profits	12 Hours

	Resource Mobilization for NGO - Non-financial resource, natural resources, physical resources in the form of common property - Human capital resources and social capital financial resource – Institutional and non - institutional sources of funding - National and international Fund-raising: strategies – Foreign contributions - Statutory obligations.	
Module V:	**Accounting for Non- Profit Organizations**	**10 Hours**
	Basic accounting principles and concepts- Preparation and analysis of financial statements- Ratio analysis, cash flow and fund flow analysis - Responsibility accounting, performance budgeting and zero-base budgeting; Financial Management: Investment, Financing – Management of working capital.	

References:

1. Chowdhary, D. P 1981. Role of Voluntary Action in Social Welfare Development, New Delhi, Sidhartha Publications.
2. Drucker, Peter, 1983 Managing the Non-Profit Organisation, New Delhi, Macmillan
3. Gangrade, K.D, 1988 Social Welfare and Social Development, New Delhi, Northern Book Centre
4. Garain S, 1998 Organisational Effectiveness of NGOs, Jaipur, University Book House.
5. Jackson, J 1989 Evaluation for Voluntary Organizations, Delhi, Information and News Network.
6. Kapoor, K.K, 1986 Directory of Funding Organisations, Delhi, Information and News Network.
7. PRIA, 1989 NGO – Government Relations, Delhi, PRIA
8. PRIA, 1991 NGOs in India: A Critical Study, Delhi, PRIA
9. Sachdeva, D.R, 1998 Social Welfare Administration in India, Allahabad, Kitab Mahal.
10. Weiner, M, 1982 Human Service Management, Illinois, the Dorsey Press.

Course: Psychiatric Social Work	Course Code: 21SOW4E4CL
Teaching Hours/Week (L-T-P): 4 - 0 – 0	No. of Credits: 04
Internal Assessment: 30 Marks	Semester End Examination: 70 Marks

Objectives:

1. Understand historical background of psychiatric social work in India and abroad.
2. Understand the nature of psychiatric social work services and relevance of team work.
3. Understand the nature of collaboration with voluntary organisations for the welfare ofmentally ill.
4. Identify the issues related to psychiatric social work department in hospitals and community mental health settings.

Cos No.	Course Outcomes
CO-1	Understanding the nature and work of psychiatric social work
CO-2	Ability to develop knowledge and skills
CO-3	To appreciate the values and ethics of professional psychiatric social worker
CO-4	To develop persona of professional self

Module I:	Psychiatric Social Work	12 Hours
	History and scope of psychiatric social work; changing perspective of Psychiatric Social Work; Psychiatric Assessment: History Taking and Mental Status Examination; Severe mental disorders, common mental disorders, organic mental disorders, substance use disorders, personality disorders, mental health problems among children; Psychological Treatments. Role of Psychiatric Social Worker in Psychiatric settings. Legislations related to practice of Psychiatric Social Work.	
Module II:	Organization of Psychiatric Social Work	12 Hours
	Functions and collaboration with other Departments; Functions of Social Worker – Psychiatric Social Worker in Hospitals; Role of Medical Social Worker in Hospital and Community; Difficulties and challenges faced by Medical and Psychiatric Social Workers	
Module III:	Psychotherapy in Psychiatric Social work	10 Hours
	Psychiatric Assessment: History taking and mental status examination, psycho social and multidimensional assessment of mental disorders in psychiatric social work; Understanding Therapeutic applications: Cognitive Behavioral Therapy (CBT), Inter Personal Therapy, Psychotherapy, supportive therapy, and family therapy; Psychiatric Social work practice in: de-addiction center, mental health care centers, and child care institutions.	
Module IV:	Approaches in Treatment	12 Hours
	Concept - Multidisciplinary Approach: Its emergence - Rehabilitation of Psychiatric Patient - Identifying needs of attendants of Psychiatric Patients - Understanding the concept of disease burden in Psychiatric Setting.	
Module V:	Psychiatric Social Worker	10 Hours
	Emergence of Psychiatric Social Worker role - Functions and Tasks of Psychiatric Social Worker in Hospital - Public Relations - Staff Development - Training and Supervision in Psychiatric Social Work - Limitations, Difficulties and Challenges faced by Psychiatric Social Worker.	

References:

"

1. Banerjee, G. R. 1968 Psychiatric Social Work, Chapter 26, In. Wadia, A. R. (Ed.): History and Philosophy of Social Work in India, Bombay: Allied Publishers.
2. Bhatia M.S. 2004 Essentials of Psychiatry, CBS Publishers & Distributors, New Delhi
3. Dinesh Demon. 2009 Mental Illness in the Family Raj Publishing House, Jaipur
4. Freedman, A. M. and Kaplan, H. I. (Eds.) 1967   Comprehensive   Textbook   of Psychiatry Baltimore, Williams and Wilkins Company.
5. French, Lois Meredity. 1940 Psychiatric Social Work, New York; The Commonwealth Fund.
6. Henderson, Sir David and Batchelor, I. R. C. 1962 Textbook of Psychiatry, New York
7. Oxford University Press.
8. Hudson, Barbara L. 1982 Social Work with Psychiatric Patients, London: Macmillan.
9. Laxmi K. S. 2008 Encyclopedia of Guidance & Councelling, Vol- 1 to 4, Mithal Publications, New Delhi
10. Niraj Ahuja. 2006   A Short Textbook of Psychiatry, JayPee Brothers Medical Publishers, New Delhi.
11. Namboodiri. 2002 Concise Text Book of Psychiatry, BI Churchhill Livingstone, New Delhi
12. Robert C. Carson. 2009 Abnormal Psychology, Pearson Education, Inc, Delhi
13. Sekar K and Others. 2007Hand book of Psychiatric Social Work, NIMHANS, Bangalore.
14. Stroup, H. H. 1960 Social Work - An Introduction to the Field, (Chapter 9: Psychiatric Social Work), New Delhi: Eurasia Publishing House.
15. WHO. 1992 ICD- 10, Oxford University Press, Madras

MASTER OF SOCIAL WORK
IV SEMESTER
21SOW4G2AL: SOCIAL WORK AND DISASTER MANAGEMENT

Course Objectives:

1. Understand key concepts, theories and approaches of disaster management with specificreference to Indian context
2. To understand the process of disaster management

Sl. No	Course Outcomes
1	Develop an understanding of the social worker's role in the team for disaster management.
2	Develop skills so as to analyses factors contributing to disaster

Module I:	Disaster	12 Hours
	Concept, Definition, types and impact - Famine, floods, cyclones, hurricanes, warfare, earthquake, volcanoes; traditional and modern disaster threats. Impact of disaster; Social, psychological, economic and physical. Understanding traumatic stress reactions.	
Module II:	Disaster Management	10 Hours
	Concept, approaches to disaster management, importance and relevance of disaster management in the present scenario. Disaster management cycle. Stages of Disaster management.	
Module III:	Social work Intervention	12 Hours
	Social Work response to Disaster Intervention during disaster impact stage, trauma counseling and crisis intervention, post disaster management, damage assessment and long term rehabilitation and reconstruction, networking and co-ordination between government, NDRF, NGOs, donor agencies, local bodies, police, military etc	

References:

1. Dwivedi, Kedar Nath (Ed). 'Post–Traumatic Stress Disorder in Children andAdolescents'. London: Whurr Publishers. 2000
2. Kar, Nilamadhab et al. 'Mental Health Consequences of the Trauma of Super –Cyclone 1999 in Orissa'. Indian Journal of Psychiatry.2004.
3. 'Psychosocial Consequences of Disasters - Prevention and Management'. Geneva:World Health Organization publication.1992.
4. Scott, Michael J. and Stradling, Stephen G. 'Counseling for Post–Traumatic StressDisorder'. New Delhi: Sage Publications India Pvt. Ltd. 2001.
5. Planning and management for disaster reduction, Moduleed Nations center forhuman settlements (habitat), Nairobi, 1990.
6. Fritz, C.E 1968 "Disaster", Sills D (Ed.) International Encyclopedia of SocialScience, Vol 4 USA: The MacMillan Company and the Free Press.
7. Grossman, L 1973 "Train Crash: Social Work and Disaster Services" Social WorkVol.18, No.5, 38-44
8. Hoff, A 1978 "People in Crisis", Understanding and Helping, California: AddisonWesley Publishing Company.
9. Joint Assistant Centre 1980 Natural Disaster, New Delhi: Adhyatma SadhanaKendra

Course Objectives:

1. To enable an understanding of the scope and relevance of environment social work by integrating the interconnectedness between environment and climate with social justice
2. To stimulate an engagement with environmentalism by assimilating the diverse approaches to environmental action and the typologies of Indian environmental movements

Cos No	Course Outcomes
1	Develop analytical insight about the global and Indian environment issues, challenges and response
2	Integrate environmental philosophies and approaches, as also the diverse strainsof Indian environmentalism, with the focus on role of indigenous/ traditional practices and civil society engagement.

Module I:	Environment and Social Work Intervention	12 Hours
	Environment definition and components. Environmental justice and climate justice: interconnectedness with social justice. Environmental social work: context; significance, attributes and scope	
Module II:	Environment Action and Management:	12 Hours
	State and the Environment preservation, Rio Summit and its implications, Government Policies and programmes, Environmental Legislation- needs and importance; Grassroots Organization, Women and Conservation of Environment; Panchayats and Environment; Environment Management: Role of Traditional, State controlled, people controlled and jointly managed systems; and Waste Management.	
Module III:	Environmental Issues and Consciousness:	10 Hours
	Environment degradation and pollution of Natural Resources- Air, Soil, Water, Population, Sanitation, Housing, Encroachments over Common Property Resources, Energy crisis and Rural Poverty; Environment Consciousness- NGOs, Social Workers and Ecological Movements	

Reference:

1. Arnold, David and Ramchandra Guha (eds.), Nature, Culture, Imperialism; Essays on the Environmental History of South Asia, Delhi, OUP, 199. 9
1. Centre or Science and Environment, The State of India's Environment: the Citizens Reports Vol. I-IV, New Delhi.
2. Chopra Ravi, natural Bounty-Artificial scarcity, Peoples Science Institute (PSI), Dehradun.
3. Dansereau, Pierre, The Human Predicament 1. The Dimensions of Environmental quality in Human Ecology in the Common Wealth Proceedings of the First Common Wealth Conference on Development and Human Ecology, Malta 18-24, London, Charles Knight and Co. Ltd. P.1.
4. Dogra B, Forests and People, 1980.
5. Fukoka, One Straw Revolution.

6. Gadgil Madhav, Ecology, Penguin Books, New Delhi.
7. Gadgil, Madhav and Ramchandra Guha, This fissured Land: An ecological History of India, Delhi, OUP, 1994.
8. Gadgil, Madhav and Ramchandra Guha, Ecology and Equity; the use and Abuse of Nature in Contemporary India, Penguin, Delhi, 1995.
9. Goldsmith, E. And Hildyard, N. (ed.) the Social and Environmental Effects of Large Dams; Vol. I-III (Overview, Case studies and Bibliography), Wadebridge Ecological Centre U.K

Course Objectives:

1. To provide the required knowledge to understand the importance of life skills for Social Workers.
2. To improve some of the life skills which the learner lacks.

Cos No	Course Outcomes
1	To enable students to understand core life skills, its concept, process and practice.
2	The essential contexts of this elective is to develop Social and negotiation skills, thinking skills Coping skills

Module I:	Concept of Life Skills	12 Hours
	Meaning and importance of Life Skills for Social Workers. Overview of various Life Skills: Thinking Skills and Social Skills, Negotiating Skills and Coping Skills. Coping with Stress: Meaning of stress and burnout, factors causing stress, effects of stress on body and mind, techniques for effective management of stress, need for work-life balance.	
Module II:	Coping Skills	12 Hours
	Problem Solving; Definition, steps in Problem Solving - Factors Influencing Problem Solving Decision Making; Definition, Process, Need - Consequences, Models of Decision Making - Goal Setting. Coping with Emotions; Definition, Characteristics, Types - Classification: Wheel Model, Two-Dimensional Approach.	
Module III:	Life skills Adaptability	10 Hours
	Life Skills Work in Combination- Thinking Skills, Social Skills, and Coping Skills. Adaptability and Resilience. Need and importance of life skill education in institution and noninstitutional settings	

References:

2. Dahama O.P., Bhatnagar O.P, (2005). Education and Communication for Development, (2nd Edn.), Oxford& IBH Publishing Co. Pvt. Ltd. New Delhi.
3. Debra McGregor, (2007) Developing Thinking; Developing Learning - A guide to thinking skills in education, Open University Press, New York, USA
4. Duffy Grover Karen, Atwater Eastwood, (2008). (8th Edn.), Psychology for LivingAdjustment, Growth and Behaviour Today, Pearson education Inc, NewDelhi.
5. Hockenbury (2010).Discovering Psychology, Worth Publishers. New York
6. Indian Journal of Life Skills Education, Rajiv Gandhi National Institute of Youth Development, Tamil Nadu.
7. Jane S Halonen, John W. Santrock, (2009), Psychology
8. Allen Newell and Herbert Simon. 1972. Human Problem Solving.
9. De Bono Edward. 1996. Serious Creativity. London: Harper Collins.
10. E. H. McGrath. Basic Managerial Skills for All. New Delhi: Prentice HallIndia.
11. NCERT. 1993. Education for Creativity, a resource book. New Delhi.
12. Karnataka Jnana Aayoga (Karnataka Knowledge Commission). 2010. Vikas (Life Skills Manual).
13. Bangalore: Govt of Karnataka.
14. Peter Senge. The Fifth Discipline.
15. Stella Cottrell. Critical Thinking Skills, Developing Effective Analysis and Argument. Palgrave Macmillan.

21SOW4C7P: Social Work Practicum and Block Placement (DSE3)

Code	Title	Credits	Marks		Total Marks
			IA	Exam	
21SOW4C7P	Social Work Practicum and Block Placement (DSE3)	2	20	30	50

Social Work Practicum – Concurrent Field Work (DSE3)
(ASSESSMENT SCHEME FOR 50 MARKS)

OBJECTIVES:

1. To work in agencies working in different types of areas of Social Work practice
2. To develop work plan in consultation with agency supervisor and develop capacity forobservation and analysis of social realities
3. To practice the methods of working with individuals and groups and to develop understanding of the needs, problems and Programmes for different target groups
4. To develop understanding of the role of Social Workers in different settings

COs No.	Course Outcomes
CO-1	Able to understand Programmes and projects of governmental and nongovernmental organizations and critically appraise them
CO-2	Able to prepare work plan and its execution
CO-3	Able to develop professional attitude conducive to deal with human problems
CO-4	Able to develop sensitivity towards the needs and problems of different target groups and able to develop understanding of the role of Social Workers in different settings.

In Fourth semester of MSW course students are given an option to take any one of the three specializations. Later each student will be placed in their respective specialization field to practice the social work and each student will be monitored by faculty member. This is mentoring the student to become professional.

The Following are the Objectives of Fieldwork:

1. Develop an understanding of the application of methods of social work practice in the field and develop a holistic view of social work and related interventions in the community, with special emphasis on the agency's role in human services.
2. To help students understand the socio-economic. Cultural and political milieu and develop capacity for critical examination of positive and maintenance factors of social problems and their consequences.
3. Understanding the problems and opportunities in working with diverse populations and develop practice skills appropriate to each phase of the change process and apply themin direct work with people and communities.
4. Develop the self-awareness necessary to assess one's own values, attitudes, feelings, strengths, limitations, interests and performance and understanding the Community and Community dynamics.

5. To enable students to develop core skills of Social Work practice and to help students identify, plan and implement social work instruments and to assess their impact on different client system in various agency settings.

6. To help students appreciate the role of social work profession in empowering individuals, groups and communities and in facilitating social change.

7. To help students to develop skills and appropriate personality required for professional social work practice and provide opportunities to accept challenges and respond to them.

8. Learning by doing is the core of field work practice and practice of community empowerment and intervention programs.

   Develop the belief to work as a member in a team, reinforce the inherent strength of the people to meet their needs and resolve problems and make conscious use of professional values and ethics.

Requisites for Concurrent Field Work:

1. **Concurrent practice learning of two-days a week:** on going learning of practice is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two days or its equivalent (8 hours), each week of the semester.

   a. Field work Allotment: After completion of the orientation visits each. The students can be placed in nearby open community setting/ non-government organizations working in local communities, urban/rural /tribal/Govt. agency, Industrial sector, Medical sector etc". to practice the social work and each student will be monitored by faculty member. The Field work days are Wednesday and Thursday. This is mentoring the student to become professional.

   b. Every student has to attend Maximum 15 concurrent fieldwork days including special field work in each semester and 75 percent attendance is compulsory in fieldwork.

   c. Students will have to submit his/her weekly fieldwork report i.e., Two Log Reports on every Saturday and Two Detail Reports on every Monday.

   d. It will be the responsibility of the student to keep his/her movement & attendance record specific and at a proper and easily approachable place, so that the supervisor under visit can locate them easily. Otherwise, it will be adverse observation against the student.

   e. The students who will be found late in the fieldwork will be treated as absent on that every day.

   f. Individual and Group conferences: To facilitate learning, Individual as well as group conference will be organized every week.

   g. Presentation of field-work visits/ internal viva: After completion of 10 visits and the end of the field work, students should present their learning in a special class which will be organized for this purpose.

Role of Field Work Supervisor:

Every staff member is required to visit periodically, supervise and monitor the field work training. All reports be regularly corrected and weekly individual and group conference be scheduled and held.

1. Three-way matching of students-agency-fieldwork coordination in the department.

2. Providing adequate supervision inputs to the agency supervisor.
3. Providing counseling support, assistance to the students for effective learning in the field.
4. Another educational responsibility is the assessment of the student's performance, in terms of his/her progress in the field of learning social work perspectives and skills. With the emphasis on participatory learning and consistent interaction between the Field Supervisor and the student.
5. The Field work Supervisor is responsible for workload allocation to ensure that the student has sufficient number and variety of tasks to accomplish the objectives of the education plan.

Viva Voce examination:

After completion of the field work, BoE Chairman has to schedule viva-voce examination for concurrent field work as follows

1. Every student has to submit duly signed by internal and external supervisor live visit dairy or records to the department for the purpose of assessment.
2. The students learning and applicability of theory into practice will be assessed.
3. Viva-voce examination will be conducted for thirty marks (30) marks at the PG-Department of Social work, VSKU Bellary/P.G Centre Nandihalli, PG centre Koppal and each student is expected to give a presentation on field work.
4. Maximum 20 students Viva-voce examination may be schedule during morning and afternoon each session.

ASSESSMENT/ EVALUATION GUIDELINES
Internal assessment Criteria- Field work

Concurrent Field Work   Max marks= 10
Note: Internal evaluation/ Assessment shall be done in two or three stages

Sl. No	Criteria	Marks
1	Field Work Diary and Report	02
2	Action Plan Preparation and Performance	02
3	No. of Visits (attended)	02
4	Professional Learning	02
5	Field Work Presentation	02
	Total	10

1. Field work Diary and report= Max Marks= 02

Sl. No.	Area	Max marks=02	Dimensions to be considered while awarding marks	Criteria
1	Maintenance of field work dairy	1	Language, content, logical connection, etc.	Rating scale 1 Good
2	Field work report	1	Language, content, logical connection, submitted the reports in time, etc	Rating scale 1 Good
	Total	02		

2. Action plan and performance- Max Marks=02

Sl No	Area	Max marks =02	Dimensions to be considered while awarding marks	Criteria
1	Takes initiative in preparing future visits plan	1	discuss with the faculty supervisor, agency supervisor, review the related literature	Rating scale 1 Satisfactory
2	Participation in individual conference	1	Participation in individual conference	Rating scale 1 Satisfactory
	Total	**02**		

3. No. of Live Visits- Max Marks= 02

Sl. No.	Area	Max marks=03	Dimensions to be considered while awarding marks	Criteria
1	Number of Live Visits	2	75% - 90% 90% -100%	1 Mark 2 Marks
	Total	**02**		

4. Professional learning- Max Marks=02

Sl No	Area	Max marks= 2	Dimensions to be considered while awarding marks	Criteria
1	Application of theory in to practical context	1	Integration of theory into practice, able to understand the theory and relates to practice	Rating scale 1 Satisfactory
2	Practice of case work/ group work etc.) in the second semester.	1	Practices case work and group work process, skills, etc in the second semester.	Rating scale 1 Satisfactory
	Total	**02**		

5. Presentation of reports and discussion with faculty supervisor- Max Marks=02

Sl No	Area	Max marks	Dimensions to be considered while awarding marks	Criteria
	Presentation of reports and discussion with faculty supervisor	02	Part A: Profile of the community/ organization/Industry • Address • Genesis (History of the agency) • Vision and mission (Aim and objectives) • Interventions/ Programmes • Target group/s • Organizational structure • Funding sources • Monitoring and evaluation framework Part B: Observational & Experiential learning • Personal learning • Professional learning • Social problems and the role of social work	Rating scale 1 2 Satisfactory Very Good
	Total	02		

Criterion for Field Work Viva-Voce Examination

The following criterion is designed to assess the MSW student's performance in the Field Work Viva-Voce examination.   Maximum marks: 15

Sl. No.	Assessment Domains	Marks	Assessment tool		
1	Field Work Diary and Report	03	Rating scale		
			1	2	3
			Satisfactory	Good	Very Good
2.	Understanding about the community/ Organization/ industry: structure, target group and Programmes	03	Rating scale		
			1	2	3
			Satisfactory	Good	Very Good
3.	Action plan (Preparation of action plan and implementation)	03	Rating scale		
			1	2	3
			Satisfactory	Good	Very Good
4.	Learning outcome (Professional and personal)	03	Rating scale		
			1	2	3
			Satisfactory	Good	Very Good
5.	Theoretical and conceptual knowledge (Social Work Practice linkage)	03	Rating scale		
			1	2	3
			Satisfactory	Good	Very Good
	Total= 15				

II.   BLOCK PLACEMENT (INTERNSHIP):
(ASSESSMENT SCHEME FOR 25 MARKS)

This opportunity is provided at the end of the Forth semester. Block placement is designed to integrate the theory and practice and to enhance competence of social work practice and experience of self.

The Objectives of the Block Placement are as follows:

1. Develop and enhance practice skills and integrate learning.
2. Develop greater understanding of reality situations through involvement in day to day work.
3. Develop appreciation of others efforts and sensitivity to gaps in the programme.
4. Enhance awareness of self in the role of a professional social worker.

The forth semester students, immediately after completion of theory examination shall undergo 30 Days block placement training (on the job training). The chairman will select the setting appropriate to meet the learner's interest and needs in consultation with social work agencies/ industries. The candidate has to send weekly report duly certified by the agency supervisor.

ASSESSMENT/ EVALUATION GUIDELINES

Internal evaluation/Assessment   **Max marks= 10**

Sl. No	Criteria	Marks
1	Block Placement Diary and Report	2
2	Action Plan Preparation and Performance	2
3	No. of live Visits	2
4	Professional Learning	2
5	Block Placement Presentation	2
	Total	**10**

1. Block Placement Diary and report= Max Marks= 02

Sl No	Area	Max marks	Dimensions to be considered while awarding marks	Criteria
1	Maintenance of field work dairy	1	Language, content, logical connection, etc	Rating scale1 Satisfactory
2	Field work report	1	Language, content, logical connection, submitted the reports in time, etc	Rating scale1 Satisfactory
	Total	02		

2. Action plan and performance- Max Marks=2

Sl. No	Area	Max Marks	Dimensions to be considered while awarding marks	Criteria
1	Takes initiative in preparing future visits plan	1	discuss with the faculty supervisor, agency supervisor, review the related literature	Rating scale 1 Satisfactory
2	Participation in individual conference Administrative procedures	1	Participation in individual conference Understanding the knowledge of administrative procedures, programme management.	Rating scale 1 Satisfactory
	Total	2		

3. No of Live visits- Max Marks= 02

Sl No	Area	Max marks	Dimensions to be considered while awarding marks	Criteria
1	Number of Live visits	02	< 75% 75% - 90% 90% -100%	Not eligible 1 Mark 2 Marks
	Total	02		

4. Professional learning- Max Marks=02

Sl No	Area	Max marks= 02	Dimensions to be considered while awarding marks	Criteria
1	Application of theory in to practical context	1	Integration of theory into practice, able to understand the theory and relates to practice	Rating scale 1 Satisfactory
2	Practice of case work/ group work etc.) in the Fourth semester. Practice of respective specialization in the field	1	Practice of respective specialization in the field in the fourth semester.	Rating scale 1 Satisfactory
	Total	02		

5. Presentation of reports and discussion with faculty supervisor- Max Marks=02

Sl No	Area	Max marks	Dimensions to be considered while awarding marks	Criteria
1	Presentation of reports and discussion with faculty supervisor	02	Part A: Profile of the community/ organization/Industry • Address • Genesis (History of the agency) • Vision and mission (Aim and objectives) • Interventions/ Programmes • Target group/s • Organizational structure • Funding sources • Monitoring and evaluation framework Part B: Observational & Experiential learning • Personal learning • Professional learning • Social problems and the role of social work	Rating scale 1 2 Satisfactory Very Good
	Total	**02**		

CRITERION FOR BLOCK PLACEMENT VIVA-VOCE EXAMINATION

The following criterion is designed to assess the MSW student's performance in the Block Placement Viva-Voce examination.

Maximum marks: 15

Sl. No.	Assessment Domains	Marks	Assessment tool
1.	Block Placement Diary and Report	3	Rating scale 1 2 3 Satisfactory Good Very Good
2	Understanding about the community/ Organization/ industry: structure, target group and Programmes	3	Rating scale 1 2 3 Satisfactory Good Very Good
3	Action plan (Preparation of action plan and implementation)	3	Rating scale 1 2 3 Satisfactory Good Very Good
4	Learning outcome (Professional and personal)	3	Rating scale 1 2 3 Satisfactory Good Very Good
5	Theoretical and conceptual knowledge (Social Work Practice linkage)	3	Rating scale 1 2 3 Satisfactory Good Very Good
	Total= 15		

Sub Code: 21SOW4E4L:	No. of Lecture Hours per week: 04
Total Credit =04	Internal Marks: 30 and Exam Marks: 70 = 100

RESEARCH PROJECT

The candidate is expected to select a theme relevant to the current social issues in consultation with the supervisor and make an exhaustive survey of literature on the chosen theme including empirical studies made on the same. The candidate shall also collect the experiences or opinions of people on the issue and make a presentation which becomes a second part of the Research Project.

Flexibility is accorded in planning and executing the Research Project. Creativity and analytical approach are the hallmarks of designing project. However, the activities are to be carried out under the direct supervision of the faculty supervisor. The report has to be submitted before the end of theory examination of that semester to the University, through the Supervisor and Chairman/Principal. Evaluation of the Research project will be done along with the viva-voce examination by the viva-voce committee, constituted for the assessment of social work practicum or similar committee may be constituted, if required.

Objectives:

The objectives of conducting Research Project during 4th semester of Master of Social Work program are:

1. To provide an opportunity for students to apply theoretical concepts in real life situations at the work place.
2. To enable students to manage resources, work under deadlines, identify and carry out specific goal oriented tasks.
3. To enable students discover their professional strengths and weaknesses and align them with the changing social environment.
4. To sharpen domain knowledge and provide cross functional skills.
5. To expose the students to the current social issues.
6. To learn apply multidisciplinary concepts, tools and techniques to solve organizational problems.
7. To understand the processes involved in the working of the various functional departments of the organization.
8. To create awareness for various research topics in the social environment.

Submissions and Evaluation of Research Project:

1. The candidate has to submit the project/dissertation within the time frame as prescribed by Board of Studies.
2. The responsibility of allocating the project work including the topic of the project, duration and the time for the field work etc., shall be decided by the Departmental Council during the previous semester.

3. Right from the initial stage of defining the problem, the candidate has to submit the progress reports periodically and also present his/her progress in the form of seminars in addition to the regular discussion with the guide. Components of evaluation of the Research Project.
4. The marks for report evaluation and the viva voce examination shall be decided by the respective Board of Studies.
5. If any difficulty arises in the implementation of these regulations (VSK University's CBCS regulations governing the Master of Social Work) the regulations governing the PG degree shall be applicable and appropriate clarifications shall be obtained from the competent authorities.

General Guidelines:

A. **Nature of Research Project**: The student will have to identify a project work in the student's area of specialization. Students are expected to study the functioning of an organization, identify a problem area and provide suggestions to overcome the problems.
   1. No two students of the PG Department/ College shall work on the same topic in the same organization.
   2. Students can take field based research in different sectors of the society.
   3. No two students of the department/college shall work on the same problem in the same organization.
   4. Maximum of TWO [02] students of different college can work in the same organization with different topics.

B. **Duration of project work:** The project works shall be for a period of TWO months [60 Days]. The project works commence after successful completion of Work in the first phase of the forth semester. Students are expected to take up the preliminary work such as identifying the organization, finalization of topic and review of literature during the 4th semester and start the project work.

A. Time table and Activities

Activity	Time-line	Remarks
Identifying the Organization and Problem Identification	First two weeks	Student individually identifies an organization and identifies problem for his/her study, according to his/her interest
Problem Statement	3rd week	His/her interests discussed with Guide
Research design	4th week	Discussion with internal guide to decide on suitable design for the research
Synopsis preparation	5th and 6th week	Preparation of synopsis- incorporating the Objectives
Presentation of synopsis	synopsis 7th and 8th week	The student will present Synopsis with the detailed execution plan to the concerned guide who will review and may a) approve, b) approve with modification or c) reject for fresh synopsis.

Activity	Time-line	Remarks
Approval status	9th and 10th week	The approval status is submitted to Chairman/coordinator, Post Graduate Department of Social Work who will officially give concurrence for execution of the internship.

B. Schedule to be followed during Research Project

Activity	Time-line	Remarks
Understanding structure, culture and functioning of the organization.	15 Days	Student should understand products /services and problems of the organization.
Preparation of research instrument for data collection	10 Days	Discussion with the guide for finalization of research instrument in his/her domain and submit the same to the guide.
Data collection and processing	15 Days	Data collected to be edited, coded, tabulated and present for analysis with the guide's suggestions.
Analysis and finalization of Report	15 Days	Analysis of the research work and preparation of draft report
Submission of report	05 Days	Final report should be submitted to the Department before two week of the commencement of theory examination

C. Format of the Research Project:

1. The report shall be prepared using a MS word processor with Times New Roman font sized 12, on a page layout of A4 size with 1" margin on all three sides and left with 1.5", 1.5 line spacing and only front side print, [no back-to-back print]. The report may not exceed 40 pages.

D. Evaluation:

1. The Research Project of a candidate shall be assessed for maximum of 100 marks [consisting of 30 marks for Research Project evaluation by the internal guide and 70 marks by external guide for viva-voce examination].
2. Internal Evaluation: The internal guide shall evaluate the report for a maximum of FIFTEEN (30) marks based on parameters specified by BOS in Social work.
3. Guide: Internal guide of the project work is a full-time faculty member or guest faculty working in Social Work department of the VSKU/affiliated colleges where Master Social Work program offered.
4. External Evaluation: An Assistant professor, associate professor or professor level faculty member of other university shall do external evaluation for maximum of THIRTY FIVE (35) marks.
5. Viva-voce/Presentation: A viva-voce examination will be conducted for THIRTY FIVE (35) marks at the PG-Department of Social work, VSKU, Bellary/P.G Centre, Nandihalli and each student is expected to give a presentation of his/her work.
6. The Chairman//Coordinator/faculty of the department and an expert appointed by

the BOE chairman shall conduct the viva-voce examination.

7. The Candidate who fails to attend and/or fulfill the requirements of the course shall not be eligible and he/she shall re-register for the course when offered.

Marks allocation for Research Project   **Max Marks=30**

Sl. No	Evaluation by Internal Guide for 30Marks Aspects	Marks
1	Introduction and Methodology	6
2	Profile of the study area	6
3	Theoretical Background of the Study	6
4	Data Analysis and interpretation	6
5	Summary of Findings, suggestions and Conclusion	6
	Total	**30**

Sl. No	Viva-Voce examination by external examiner for 70 Marks Aspects	Marks
1	Presentation skill	14
2	Communication skill	14
3	Subject knowledge	14
4	Methodology	14
5	Analysis, findings and suggestion	14
	Total	**70**