

MSW

Semester	Course Title	Credits	Internal	External	Total
I	Fundamentals of social work profession	3	10	40	50
	Society and social analysis	3	10	40	50
	Developmental Psychology	3	10	40	50
	Work with individuals and families (social casework)	3	10	40	50
	Elective 1- Communication & social work practice	4	10	40	50
	Concurrent field work & viva	5			100
	Rural Camp(10 days)	3			50
II	Working with groups (social work group)	3	10	40	50
	Community organization & social action	3	10	40	50
	Social welfare administration	3	10	40	50
	Abnormal Psychology	3	10	40	50
	Elective 2- Contemporary social work practice	4	10	40	50
	Field action project	3			50
	Concurrent field work & viva	5			100
III	Social Legislation	3	10	40	50
	Social work research & statistics	3	10	40	50
	Elective 3- Counseling skills & techniques	4	10	40	50
	Specialization 1- Medical & Psychiatric social work				
	1) Hospital Administration	3	10	40	50
	2) Medical information for medical & Psychiatric social workers	3	10	40	50
	Specialization 2- Rural & urban community development				
IV	1) Gandhian philosophy of community development				
	2) Developmental Economics				
	Human resource management & Human resource development	3	10	40	50
	Project planning & Implementation	3	10	40	50
	Specialization 1- Medical & Psychiatric social work				
	1) Social work in medical & psychiatric setting	3	10	40	50
	2) Therapeutic information for social workers	3	10	40	50
	Specialization 2- Rural & urban community development				
	1) Rural & urban community development				
	2) Development communication & education for development				

SEMESTER I

MSW1C01 - FUNDAMENTALS OF SOCIAL WORK PROFESSION

Module-1

Social Work: The Concept, meaning, Definitions, Objectives and Functions. Definition and Meaning of the Concepts Social welfare, Social service, Social development, Social change, Human rights, Social exclusion (Marginalization, Exploitation, Oppression), Empowerment, Remedial Social Work, Development oriented Social Work, Social Activism and Social Work in Human Rights Perspective

Module-2

History and Development of Social Work in India and Abroad: The Concepts Charity, Philanthropy, Social situations, (Poverty, Problems Of Immigrants, Orphan Hood, Squalor ,War Victims Etc). Role of Social reform movements in the Development of Social Work Profession in India.

Development of Social Work Education In India : Evolution of social work education, American Marathi Mission, Nagpada Neighbourhood Houase, Mumbai, Sir Dorabji Graduate School Social Work, Mumbai.

Module-3

The Concept, meaning, Definitions, Objectives and Functions of Methods and Fields of Social Work: Social Case Work, Social Group Work, Social Action, Community Organization, Social Research and Social Welfare Administration, Family & Child welfare, Medical and Psychiatric Social Work, Criminology and Correctional Work, HRD and HRM, and URCD .

Module-4

Knowledge base in Social Work, Development of knowledge in Social Work, Values and Principles in Social Work Practice: Religious, Political and Utilitarian values, Code of professional ethics, Generic principles of social work.

Module-5

Ideological Influences of social reform movements, Advent of Missionary (Serampore Missionaries And Catholic Missionaries 1785 Onwards), Gandhian, Ambedkar thoughts, Sree Narayana, Vivekananda Ideologies, Marxist perspectives, Feminist perspective, Subaltern perspectives (Dalit and Adivasi) and Post – modernism influence.

SEMESTER-1

MSW1C02 - SOCIETY AND SOCIAL ANALYSIS

Module-1

Sociology and primary concepts in Sociology: Sociology: Definition, Origin and development, significance of sociology in social work. Society: definition, characteristics, Individual in a society.

Module-2

Individual and society: Society as system of social relationship, Human Behaviour and the Factors Influencing Human Behaviour and Socialization. Socialization: definition and theories . Agencies of socialization: Heredity- concept, mechanism and influence of heredity on human behavior, Environment – concept and influence of social, physical and family environment, The self and the self concept. The mechanism of heredity and environment in the process of socialization.

Social Process: definitions. **Social interactions:** Definition, types. Competition, conflict, Assimilation, Accommodation, Cooperation. **Social stratification:** definition, theories, types, caste and race. **Social change:** definition, theories, factors of social change, social progress and regress.

Module-3

Culture: definition, culture and Civilization. **Associations:** definition, characteristics, types. **Institutions:** definition, Characteristics, and types, Family, Marriage, Education, Political, Religious, economic. **Community:** definition, Characteristics, types.

Module-4

Social disorganization: Definition, Meaning, nature and factors responsible for social disorganization. deviant behavior. **Social control:** definition, agencies of social control. Social Problems: **social problems:** Marital conflict, family violence, divorce, dowry deaths, suicide, child abuse, juvenile delinquency, child labor, , commercial sex work and human trafficking, Addictions Drug peddling, beggary, un-employment, squatter settlement and slums. Caste conflicts.

Module-5

Definition, Nature and Scope of Economics

- i. Factors of production – Land, Labour, Capital Organisation.
- ii. Economic System – Capitalism, Socialism, Communism
- iii. Mixed economy – Public Sector, Private Sector a critique of the systems.
- iv. Supply and demand, effort at reversing adverse cycles. Microcredits and management.
- v. Theories of population.
- vi. Poverty – basic concepts, Unemployment – Basic Concepts.

SEMESTER-1

MSW1C03- DEVELOPMENTAL PSYCHOLOGY

Module: 1

Nature of human development: Meaning, Principles and Goal of human development and developmental Changes. Stages of life span, Developmental Tasks. Influence of Heredity and Environment in Human Development. Genetic Counseling, Genetic Engineering, Genetic Testing.

Module: 2

Prenatal Development and Birth: Characteristics of prenatal period – How life begins, Maturation, Ovulation, Fertilization, Importance of conception, Heredity endowment, Sex, Periods of prenatal development, Hazards of pre natal development, Kinds of Birth, Birth Complications, Effects of premature birth.

Module : 3

Infancy, Babyhood, Early and Late Childhood, Puberty and adolescents: Emotional, moral social and personality development. Hazards of different stages of life span.

Module: 4

Adulthood, Middle age, Old age - Vocational, marital and social adjustments

Module:5

Psychological Processes of Human Behaviour in growth and development : Needs, Drives and Motives, Emotions, Perception, Intelligence, Learning and motivation. Social and cognitive aspects of Human Behaviour in growth and development: Social perception, attitudes, prejudices, biases, stereotyping, Propaganda, rumors and the social affects.

Theoretical perspectives in growth and development

Perspective 1 : Psychoanalysis

Perspective 2 : Learning

Perspective 3 : Cognitive

Perspective 4 : Evolutionary/ Socio biological

Perspective 5 : Contextual

SEMESTER-1

MSW1C04 - WORK WITH INDIVIDUALS AND FAMILIES

Module- I

Social Casework as a Method of Social Work: Concept, Meaning and Definitions. History and Development of Social Casework in U.K. U.S.A and India. The Scope of Casework in Practice: Working with individuals and families in primary and secondary settings, Social casework & Counseling –similarities and differences, Limitations of the method, Case work practice in Indian Context

Module-II

Models of Casework Practice: Social diagnostic (Richmond), Supportive and modificatory (Hamilton), Crisis intervention (Lydia Rappaport), Classified treatment method (Florence Hollies), Competence based approach (Elleen Grabrill) and Problem solving (Perlman), Components of casework (Perlman's model) : Person- client, significant others and collaterals, Problem- need, impaired social functioning, Place- agency, objectives, functions, policies and resources, Process- casework intervention.

Module- III

Principles of Social Casework Practice:

- i. Begin where the client is.
- ii. Individualization
- iii. Purposeful expression of feelings
- iv. Controlled emotional involvement
- v. Acceptance
- vi. Non-judgmental attitude
- vii. Client self determination
- viii. Confidentiality

Module- IV

Tools of Working with Individuals and Families

- i. Intake-record/sheet and the intake interview (client engagement)
- ii. Casework interview
- iii. Home visit- collateral contacts.
- iv. Recording and its types – narrative, process, problem oriented record keeping
- v. Case worker –client relationship
- vi. Knowledge of resources (networking)
- vii. Communication - verbal, non-verbal, eye contact, body language.
- viii. Case presentation as tool of professional development.

The process of intervention with client system and target system

- i. Study
- ii. Continuous assessment and analysis
- iii. Psycho-social diagnosis
- iv. Intervention
- v. Follow-up
- vi. Termination
- vii. Case presentation based on field work practice

Module- V**Essentials of Working with Individuals and Families**

- i. Skills for working with individuals and families
- ii. Techniques for working with individuals and families
- iii. Qualities in the caseworker

SEMESTER-1

MSW1E01 - COMMUNICATION AND FIELD WORK PRACTICE

Module-1

Definition, concept, meaning, objectives, characteristics and functions of communication. Communication process, various models of communication, Barriers in communication, and removal of communication barriers. Relationship of Media and Development. Concept, meaning and importance of Development communication.

Module-2

Organizational Communication.

Organizational Communication: Meaning and importance, types of organizational communication. Concept and various types of Mass media. Role of Mass media: audio, visual, print media in developing societies. Role of alternative media and its importance.

Module-3

Folk Media, Advocacy and Networking.

Concept and meaning of folk Media. Various folk Medias and its role in development. Advocacy and Networking: Concept of advocacy as a tool; Strategy for advocacy; Elements of Advocacy, People-centred Advocacy, Bureaucracy and Advocacy, Media and Advocacy. Meaning and importance of Networking Campaigning; Lobbying; Use of media and public opinion building in advocacy; and Coalition and Network building; Linking up protest movements with development work. Advocacy in Indian context,.

Module-4

Rethinking Communication:

Communication as transmission, Communication as representation, Communication as cultural reproduction. Gender and media. Concept of gender. Impact of the media on women, and children. Right to information Act. Its importance and process.

Module-5

Field Work Practice:

Meaning and importance of Field Work Training in social work. Orientation, training and field work supervision in Social Work Education. Programs in Field work Training– Study Tour, Rural Social Work, Summer Training and Field Work Evaluation.

SEMESTER-2

MSW2C05 - WORKING WITH GROUPS

Module- I

The concept meaning, and definitions of groups, the importance of groups in human life cycle . Definition of social group work, Characteristics of social group work, History and development of group work as a method of social work . Values and distinctive principles of Group Work, Social group work in different fields . Types of groups in social group work practice- open and closed groups; social treatment groups (Re-socialization, groups, therapeutic groups, T-groups); task oriented groups (forum, committees and work team); developmental groups (self help groups and support groups)

Module- II

Group Work Process : Steps in understanding group process : - Analysis of group interaction, Leadership and its development in group process, Communication in group. Bales' categories of interaction process analysis. Steps in group formation, Different Stages in group development :- pre-group stage, orientation stage, problem solving stage, termination stage - (Forming, Storming, Norming, Performing and Adjourning). Role of social worker in different stages of group development.

Module- III.

The Program Planning in group work, Importance of program Planning, Principles of Program Planning and implementation. Skills of Group Worker for : group development, program planning, and implementation.

Module- IV

Individuals behavior in groups –group norms, group conformity vs. deviation. Group dynamics in social group work: - group bond, sub-groups, group conflict, confrontation, apathy and group control. Use of Techniques and Tools in Group Work : - Use of relationship, Conflict resolution, Verbal and non-verbal communication, Purposeful creation of environment, Fishbowl technique.

Module- V

Recording in Group Work : - Importance of recording in group work, Principles of recording, Types of recording- narrative, process and summary, Techniques of recording –observation, sociogram, interaction diagrams. Evaluation of Group Work : - Importance of continuous evaluation in group work, Types of evaluation, Methods of evaluation.

SEMESTER-2

MSW2C06 COMMUNITY ORGANIZATION AND SOCIAL ACTION

Module-1.

Concept of community:- Sociological, cultural and social work perspective of community - geographical and functional community. Functions of community. Deconstructing concept of communities: Dalit, Feminist and Racial connotations of communities, community and identity. The process of community integration and disintegration.

Module- 2.

The Concepts, Meaning and Definitions of community organization : a critique, community mobilization, community participation, outreach, working with groups; Virtual community, community welfare, community development, community centres and services. Principles of community organization. Processes in community organization- steps and processes. Approaches and Models: directive vs. non-directive, external agent and internal resource; and Rothman's Models of community organization.

Module- 3.

The Role of community organization practitioner in community centers (the guide, enabler, expert and social therapist) and in Rothman's models. Strategies and techniques in community organization. Skills required in community organization practice: interaction skills, information gathering and assimilation skills, observation skills, analytical skills, skills in listening and responding skills; organizing skills, resource mobilization (external and internal) skills, conflict resolution skills, Planning, monitoring and evaluation in community work. Recording:- community profiling, recording (administrative and process records; data banks, monitoring report, evaluation reports) and documentation of the community organization processes.(documentation of the best practices, case studies)

Module- 4.

Understanding community power structure, Powerlessness and empowerment, Cycle of empowerment, Challenges in participation. Community Organization Practice in the Context of Various Settings : - Health, Education, Residential institutions, Livelihood and work, Natural resource management, Sustainable development, Working with tribal population, Working with rural and urban vulnerable communities, Displaced population and rehabilitation, Community organization in risk education and disaster response, Peace and peace building.

Module- 5. Social Action

Social work and social action, History of social action in India, Radical or emancipator social work; Rights based approach, Different forms of protest, various contributions to the theory of social action (Lees, Saul Alinsky, Paulo Friere, Mahatma Gandhi (Sarvodaya) and Sri Narayana Guru) Strategies for social action from various social movements.

SEMESTER-2

MSW2C07 SOCIAL WELFARE ADMINISTRATION

Module--I

Administration, organization, management, business administration, public administration, social administration and social welfare administration. Nature and scope of Social Welfare Administration in Social Work.

Module—II

Administrative arrangements and constitutional base for social welfare/ policy in India. Functional areas of Ministries (Central and State), Boards (Central Social Welfare Board) and other National Institutions.

Module--III

Procedure for Registration of Human Service Organizations under societies Registration Act, Trust Act, Memorandum of Association. Constitution and Bye-laws. Functions of Governing Board. Provisions in Income Tax Act. Overview of administrative set-up (process). POSDCORB. Planning, Organizing, Staffing, Directing, Controlling, Reporting and Budgeting.

Module--IV

Importance of office management in Welfare Organisations. Communication system in the office, office procedures. Records Management and filing system. Office automation. Application of computers in office.

Module—V

Policy issues related to Nutrition and Food Security, Education, Health, Children, Women, Backward Classes, Senior Citizens, Unorganized sector workers.

SEMESTER-2

MSW2C08 ABNORMAL PSYCHOLOGY

Module—1

Concept of Normality and Abnormality. Historical development of the concept abnormality – Organic / Psychosocial and socio – cultural view points on Abnormal Behavior. Causes of Abnormal Behavior.

Module—2

Neuroses: Anxiety, Phobia, Dissociative and Conversion Disorders, Obsession and Compulsion, Somatoform Disorders.

Module- 3

Psychosis: Schizophrenia, Manic Depressive Psychosis (MDP), Organic Brain Syndromes.

Module- -4

Concept and factors of Adjustment and maladjustment . Stress and frustration, Conflicts. Coping and Defense mechanisms. Depression and suicide, Alcoholism and drug abuse, Mental retardation,
Behavior disorders of Childhood, Sexual deviations.

Module—5

Mental Health: Nature of mental health, factors of mental health, Promotion of mental health.

SEMESTER-2

MSW2E02 CONTEMPORARY SOCIAL WORK PRACTICE

MODULE 1

International Social Work: Concept of International Social Work. Theories and concepts basic to international social work . Approaches to international social work – global perspective, human rights perspective, ecological perspective, social development perspective. International relief and development. International social welfare organizations and Global Regulatory Bodies, their functions, Development Perspectives : IFSW (International Federation of Social Workers), IASSW (International Association of Schools of Social Work), ICSW (International Council for Social Welfare), United National Summit For Social Development, United Nations Millennium Development Goals and targets, United Nations Convention on the Rights of the Child, ECOSOC

MODULE 2

Basics of Social Policy: The basic concepts of policy, public policy, social policy, policy analysis and policy advocacy: Significance of social policy in the context of welfare State and Social Justice. The frameworks of social policy formulation.

MODULE 3

Process of Social Policy Development: *The cycle of policy process*: 1 Identification of underlying problems (agenda setting) 2 determine alternative for policy choices (issue filtration) 3 forecasting and evaluating alternatives 4 making a choice 5 policy implementation 6 policy monitoring 7 policy outcome 8 policy evaluation and renewal 9. Problem restricting (success & termination).

MODULE 4

Practice Models and Emerging Areas of Social Work Practice :- Social Work practice today- Micro, mezzo and macro practices, Evidence based practice and culturally competent practice in Social Work. Overview of practice Models: Systems Theory, Ecological perspective, Problem Solving model, Task Centered model, Cognitive Behaviour model, strengths Perspective, Crisis Intervention model, case management model, advocacy model, empowerment model, feminist social work practice

MODULE 4

Scope, Trends and Practice of Social Work in the areas of : Development Induced Displacement, Disaster management, Disability, Palliative Care, Life Style Diseases, Oldage/Elderly, HIV/AIDS, Mental Health Promotion & Rehabilitation, Life Skills & Family Life Education

SEMESTER-3
MSW3C09 SOCIAL
LEGISLATION

Module- 1

Social Legislation: Meaning and scope. Indian Constitution and Social Legislations. Fundamental rights and directive principles of State policy. Social Legislations as an instrument for social control, social change and social justice. Social defense.

Module- 2

Indian Penal Code, Criminal Procedure Code. Courts, Prisons, correction homes etc. Laws relating to probation and parole. Legal Aid: Meaning, organization. Uses. Public Interest Litigation. Women's commission (National & State). Consumer courts and Family courts. Consumer Act: Objectives and Activities. Human Rights commission, rights of the Child. Laws related to atrocities against women and children.

Module- 3

Personal Laws: Laws relating to marriage, divorce, dowry, widow remarriage, child marriage and inheritance. Laws relating to children. Adoption, guardianship and maintenance.

Module- 4

Laws relating to immoral traffic, sexual offences, prostitution, untouchability, corruption. Laws relating to beggary, juvenile Delinquency, mentally sick. Laws relating to disability. Laws relating to atrocities against SC/ST and social security: social justice

Module- 5

Legislation on social security measures: Workmen's Compensation Act 1923, ESI Act 1948. Medical Termination of pregnancy Act 1971, The Pre – Natal Diagnostic Technique (Regulation and Prevention of Misuse) Act 1994. Protection of Children from Sexual Offences Act, 2012, JJ Act, RTI, RTE, MNREGA, Maintenance and Welfare of Parents and Senior Citizens Act, 2007, Issues relating to transgender Persons Constitutional Safeguards.

SEMESTER-3

MSW3C10 SOCIAL WORK RESEARCH AND STATISTICS

Social Research and Social Work Research

1. Scientific Method, Social Research: Meaning and characteristics of scientific method, Goals of research, Basic elements of social research- concepts, constructs, variables, Levels of measurements –nominal, ordinal, interval and ratio, hypothesis, theoretical frame work for research, operational definitions.

2. Social Work Research :Use of research in social work : intervention research and practice based research, Types of social work research – need assessment studies, situational analysis, monitoring and evaluation, impact assessment, policy research, Steps in Social Work Research: identification of problem; need assessment; selection of social work research design; baseline study; intervention; assessment of intervention effects/impact. , Ethics in Social Work Research

3. Research Designs in Social Work Research : Scientific Social Surveys, Experimental study design, logic of experimentation, causation and control, randomization and matching internal validity, Types of experimental design (pre-experiment, true experiment, quasi experiment, external validity), Qualitative and quantitative research designs- grounded theory, case study, ethnography and phenomenology, Other research approaches supportive to social work research: Action research; Participatory research

4 . Methods of data collection: Scales and Scaling techniques, reliability, Validity, Interview schedule, Guides, Questionnaires, Projective technique, Content analysis, Sociometry, Participatory Research.

5 Statistical applications and Report Writing

A---Data Processing, Classification and Analyses Plan and Use of Statistics

- i Quantification of qualitative data, Coding, master sheet, tabulation plan
- ii Univariate, bivariate, trivariate and multivariate analyses of data
- iii Measures of central tendency (mean, median, mode) and dispersion
- iv Inferential Analyses: measures of association, tests of significance (chi square, t-test,) analysis of variance (ANOVA)
- v Statistical Package for Social Sciences (SPSS) – introduction, basic steps, defining data, data entry, data transformation, data analysis, graphical (diagrammatic) presentation, statistical application using SPSS.

B---Reporting Research Structure of reports for differing readership, planning outline of report, editing for accuracy and neatness, standard formats for referencing, footnotes and bibliographies, preparing research abstract. Dissemination of research findings

SEMESTER-3

MSW3E03 COUNSELING SKILLS AND TECHNIQUES

Module--1

Counseling: Definition, meaning, goal, principles, scope and process, report maintaining, differences between counseling and guidance, qualities and skills of counselor.

Module—II

Counseling process, steps in Counseling process Counseling Process Recording, strategies and skills in counseling process, interview techniques. Counselor counselee relationship: factors influencing the relationship, principles and techniques of counseling: observation, listening, non – verbal Behavior, communication, questioning, silence, transference. Group counseling, referral services. Research in counseling ,. Legal and Ethical aspects of counseling. .

Module--III

Counseling in different setting

- a. Family counseling: premarital, Marital, sex education, family planning counseling, abortion counseling, HIV/AIDS counseling etc.
- b. Educational counseling: scholastic backwardness, emotional disturbances, problems of the adolescences, sex education etc.
- c. Vocational counseling: career guidance, jib adjustment, placement counseling etc.
- d. Industrial counseling: Absenteeism, accident proneness, occupational stress, inter – personal conflicts etc.
- e. De – addiction counseling.

ModuleIV

Counseling in different Contexts

Crisis, Sudden illness, loss of employment, marital brake down, accident, death and dying, bereavement, disaster counseling. Counseling Practices in India: an overview.

UNIT V

Transactional Analysis, SWOT Analysis, Gestalt Therapy, Johary window, Mirror Reflection Techniques, NLP, Behavior Modification techniques.

SEMESTER-3

MEDICAL &PSYCHIATRIC SOCIAL WORK (MPSW)

MSW3C11 HOSPITAL ADMINISTRATION

Module-I

Hospital: Definitions, meaning, functions, history, growth and classification of hospitals in India. Hospital Administration: Concept, Definition, general principles, importance, functions and ethics.

Hospital Management: Concept, Meaning and Significance. Managerial Functions in a Hospital: Management Process, Managerial Skills, Levels of Management, Application of managerial functions in Hospital.

Module-II

Organization of Hospital Departments: Roles of departments and managers in Outpatient services, Inpatient Services, Nursing Services, Laboratory services, Radiological services, Causality and emergency services, human resource management (HRM) department. Concept of patient Care, Patient centric management in Hospital and Hospital Ward Management

Module- III

Patient safety and risk management: Clinical issues for managers, Patient safety, medication safety, adverse drug event, safety of surgery and invasive procedures, pre operative / Procedure planning, intra- operative and post operative safety. Occupational hazards, health care associated infections, environmental safety, privileging and credentialing medical professionals. Errors: Medical, Diagnostic, Sentinel event, Hazard, National safety goals.

Module- IV

Medical Ethics: Definition, Principles, rules and core concepts. Indian Medical Council, Doctor Patient Relationship, Professional Secrets and Privileged Communication – Birth, Death, Abortion, MTP, Helsinki Declaration on Medical Research, ICMR Guidelines of medical Research, Death, Dying and Incurable ill Patient. Euthanasia – ethical frame work on decision making.

Module- V

Hospital Information System – Genesis, scope, basic management cycles in hospitals, categories of information system in hospitals, sources of health information, uses of health and hospital data, managing information system, and need of information in hospital. Medical Records, Utility & functions of Medical Records in Health care delivery System. Organizations & management of Medical Records Department. Role of Hospital managers & MRD personnel in Medical record keeping. Reports & returns in Medical Record System. Procedures of Medical Auditing & its importance. Government Regulations & requirements.

SEMESTER-3

MEDICAL & PSYCHIATRIC SOCIAL WORK (MPSW)

MSW3C12 MEDICAL INFORMATION FOR MEDICAL & PSYCHIATRIC SOCIAL WORKERS

Module-1

The basic concepts in health: Health Definition and Meaning. The concept of Positive Health, Changing concepts of health, Dimensions of Health, Determinants of Health, Ecology of health, Right to health, Responsibility for health. Indicators of health and various health service philosophies. Population medicine, Preventive medicine, social medicine, community medicine, hygiene, public health, Community health,

Module- II

The concept of Disease: Definition and Meaning. Concept of Causation, Natural history of disease: The pre pathogenic phase, pathogenic phase, Agent factors, Host factors, Environmental factors, Risk factors, Risk Groups, Spectrum of disease, iceberg of disease. The Concept of disease control: disease elimination, Disease eradication, monitoring and surveillance, sentinel surveillance, evaluation of control. Concept of Prevention: Levels of prevention.

Module- III

Basics of Anatomy and Physiology of the human body

- a) Respiratory System
- b) Digestive System
- c) Nervous System
- d) Cardio Vascular System
- e) Skeleto-Muscular - System
- f) Geneto- Urinary System
- g) Reproductive System (male and female)
- h) Endocrine System (in brief)

Module- II. Common Communicable and Infectious diseases

Etiology, prevention, presentation, investigations and treatment of Tuberculosis , Leprosy, Sexually Transmitted Diseases (bacterial and viral) HIV,AIDS, Hepatitis, Poliomyelitis, Amoebiasis, Diarrhea and Dysentery and Worm infection, Rabies, Pellagra Jaundice (conceptual + alcohol + neonatal). Etiology, prevention, presentation, investigations and treatment of Infectious Diseases of Childhood :

- a) Chicken Pox, Mumps, Rubella, Roseola, Diphtheria, Tetanus, Meningitis, Encephalitis
- b) Respiratory infections – common cold, influenza, pneumonia
- c) Skin infections.
- d) Nutrition and Health - Protein calorie malnutrition, Kwashiorkor, Marasmus, Vitamin
- a) A and D deficiency diseases/conditions/Arithmia

Module-IV. Diseases of Cardio Vascular System

Myocardial infarction, Ischemic Heart disease, Hypertension, Stroke/paralysis, Diabetes, Congenital heart disease, Coma.

Module- V Genetic disorders and Degenerative Diseases

Epilepsy, Asthma, Mental deficiency, Minimal brain damage: Social work intervention for management of genetic disorders. Importance of genetic counselling. Pre-Natal and neo-natal conditions, trauma at birth leading to: Spasticity, Retarded intellectual development and other traumatic neuropathies.

Degenerative Diseases and Geriatric Medicine : Management of Arthritis, Parkinson's disease, Cataract, Glaucoma , Retinal detachment, Senile dementia, Alzheimer's diseases

SEMESTER III
RURAL AND URBAN COMMUNITY DEVELOPMENT
(RUCD) MSW3C11 GANDHIAN PHILOSOPHY OF
COMMUNITY DEVELOPMENT

Module--1

Theories of Trusteeship, Panchayat Raj, Swadeshi and Sarvodaya. Social changes through non- violence.

Module--2

Indian social problems and Gandhian solution. Caste system – Untouchability, Women's problems. Illiteracy, alcoholism. Population explosion. Health and hygiene. Seven social evils.

Module--3

Salient features of Gandhian Economics. Ethical basis of economics. Purity of means. Simplicity of life co-operation. Bread labour. Self-reliance. Classless society. Gandhiji's views on industrialization. Machinery and production. Problems and prospects of large-scale industries. Appropriate technology, indigenous technology.

Module--4

Gandhian critique of development models. Capitalism, socialism, communism, mixed economy. Economic development Vs integral development. Problems of modern economic growth. Energy and ecological crisis, rural – urban imbalance etc.

Module--5

Gandhian approach to rural development. Agriculture and industry. Local source of energy and raw materials. Charka, a symbol of self-reliance. Village industries. Rural housing, rural sanitation. 18 constructive programmes. Gandhian movements. Sarvodaya, Bhoodan and Gramdan.

SEMESTER III
RURAL AND URBAN COMMUNITY DEVELOPMENT
(RUCD) MSW3C12 DEVELOPMENTAL ECONOMICS

Module--1

Development: Meaning and concepts. Common characteristics of development. Obstacles to development. Indian economy: structure, current economic scene. Economic Policy of 1991, Kerala economy: salient features.

Module--2

Concept of poverty: Measurement of poverty. Magnitude of poverty in India. Determinants of rural poverty: economic, social, political, cultural and religious factors that perpetuate poverty. Victims of poverty in India: women, children and other weaker sections.

Module--3

Agricultural: basics characteristics, production and cropping pattern causes of low productivity and measures to increase productivity. Rural credit and inputs. Land reforms in rural India/ Kerala. Farm mechanization and its effects, Animal husbandry and allied occupations.

Module--4

The role of small scale and cottage industries in development. Khadi and village industries. Micro- enterprises development. Rural unemployment – agricultural laborer and minimum wages.

Module--5

Planning for economic development in India. Priorities of the Five-Year Plans. Impact of Five Year Plans on the different sectors of the economy. Features of the current Five Year Plans.

SEMESTER FOUR

MSW4C13 HUMAN RESOURCE MANAGEMENT AND HUMAN RESOURCE DEVELOPMENT

Module- I

Management: Principles, Philosophy and Concept of Management : Principles, Functions, Concept of Business Organisations, Outline of different Management functions – Production, Sales, Advertising & Marketing, Finance, Capital Mobilization, Stocks and Shares.

Human Resource Management: : Concept, Work organization, People at Work, Human factor in Management, importance of Human Resource in industry, Hawthorne studies, Human Relations Movement, evolution of HRM in India. Role and importance of HRM as part of general management objectives and Functions.

Role of Personnel/ HR Manager: Essential qualities, core competencies, role, Functions and importance of Personnel Managers/ H R managers in industrial organizations. Changing role and emerging challenges before HR managers in the context of SHRM.

Module-II

Human Resource Planning: Concept and process, as part of Enterprise Resource Planning. Recruitment – concept, methods, modern technology & recruitment, job description, job specification, job classification, job analysis. Selection – process, methods used, assessment centre, induction and placement

Recruitment: Theories, process methods and problems: Selection –procedures, steps and selection policy .Psychological testing – Purposes, Nature, type of testing. Interview – Types, technique, Guideline for effective Interview. Placement,, Orientation, Induction. Promotion: Purposes, type, Promotion programme and procedure Demotion –Causes .Transfer- purposes, policy and procedures. Separation. Retirement and superannuation Voluntary Retirement. Retention: Need & objectives, concept, methods. And exit interviews

Wage and Salary Administration: Definition, types, theories, wage determination, wage policy, wage structure, wage differentials, wage survey, wage standardization, wage regulation, wage boards in India, allowances, bonus and profit sharing.

Executive compensation and benefits: Models of compensation, benefits, flexible pay, variable pay, performance linked incentive programme personal taxation.

HR & IT: Office automation, Human Resource Audit, Human Resource Information System – People Soft, SAP, Enterprise Resource Planning.

Module-III

Training and Development: Need, importance and objectives, principles and theories of training, training policy, methods and techniques of training, Training Need Analysis, training evaluation.

Performance Appraisal System: Concept, techniques, Approach and Importance Performance Management System, employee development, Personnel records.

Module-IV

Application of MIS and computers in HR system: Meaning, scope, available software its applications and limitations of computers and software in HR system.

Modern Management Practices: JIT, 5S, TPM, TQM, Quality Control, Kaizen, ISO, PCMM, BPR, BPO, Balance Score Card; Current trends in HR

Corporate Social Responsibility: Definition, concepts, overview of corporate social responsibility, corporate community participation & Role and skills of Social worker in CSR.

Module- V

Human Resource Development : Definition, Importance of good HR practices; contribution of HR instruments, Processes, Outcomes for Organizational Effectiveness. The HRD Function : The tasks structure and functions of the HRD department; Qualities and competency requirements of HRD managers. HRD and Systems Concepts : Elements of a good HRD system; Various HRD sub-systems. HR and IT – office automation – HR Audit and HRIS, People soft, SAP, ERP.

SEMESTER-4

MSW4C14 PROJECT PLANNING AND IMPLEMENTATION

Module- 1

Project : Definition and Importance. Purpose and elements of project. Steps in Participatory Project Planning. Identifying the project area and target groups. Baseline survey. Need Identification Determining Principles. PRA: Philosophy, scope and techniques.

Module- 2

Determining the goals and objectives of the Project. Preparation of action plan. Milestones. Time schedule, assessing feasibility. Cost benefit analysis, LFA

Module-3

Project implementation. Resource mobilization. Activity Planning. Net Work analysis. Critical path method. Identification of beneficiaries. Formation of people's groups, people's participation.

Module- 4

Administration of the project: Selection of personnel, training, supervision, performance appraisal, public relations. Financial Management of the Project. Preparing the budget, accounting, auditing. Public accountability, shareholders, financial reporting.

Module- 5

Monitoring: Meaning and importance. Developing effective monitoring information system. Project evaluation, Need for evaluation. General Criteria for evaluation. Achievement of targets – utilization of benefits. People's participation, educative value, deviation from original plans. Procedural accuracy, efficiency of supervision. Public relations.\

Module- 6

Indicators of impact – types of evaluation. Study of various projects in Kerala. Workshop on project evaluation.

SEMESTER-4

MEDICAL AND PSYCHIATRIC SOCIAL WORK (MPSW)

MSW4C15 SOCIAL WORK IN MEDICAL AND PSYCHIATRIC SETTING

Module- I

Concept of Medical and psychiatric social work: Psychiatric Social Work: Concept, definition meaning, scope. Evolution of medical and psychiatric social work in UK, USA and in India. Functions of medical and psychiatric social workers.

Module- II

The concept of patient as a person. Social and emotional factors involved in disease. Hospitalization and its implication on patient and the family members. Death and dying, reaction to terminal illnesses. Impact of cultural factors on illnesses, Problems of psychiatric patients during pre hospital, post hospital phase patient, family and community perspective. Family potential for psychiatric treatment

Module- III

Present practice and equipment of medical social work in various settings in Indian Context: General Hospitals, Government, Corporate and private, Specific disease hospitals, Specialized Clinics, community health centers, blood banks, eye banks, health camps. Schools for the physically and mentally challenged, sheltered workshops, residential institutions for physically and mentally challenged.

Module- IV

Present practice of psychiatric social work in Clinical settings: Mental health Institutions, psychiatric departments in general hospitals, private psychiatric clinics, half way homes, day care centers , sheltered workshops, child guidance clinics, Departments of Teaching Hospitals including Dept of Preventive and social Medicine in Medical Colleges.

Module- V

Practice of medical and psychiatric social work in facilitative settings: Social Work in Schools. Social Work in Industry. Supportive services and networking for practice of medical and psychiatric Social Work. Teamwork in Medical and Psychiatric settings. Skills and techniques used in medical and psychiatric social work practice. Use of methods of Social work in Medical and Psychiatric Setting.

SEMESTER-4

MEDICAL AND PSYCHIATRIC SOCIAL WORK (MPSW)

MSW4C16 THERAPEUTIC INFORMATION FOR SOCIAL WORKERS

Module- I

Psycho Dynamic Therapy : Sigmund Freud: Psycho Dynamic Therapy, Carl Gustav Jung: Analytic Psychotherapy, Erik H. Erikson: Psycho Social Theory of Development, Alfred Adler: Adlerian Therapy, Erich Fromm: Loneliness, Solution to Loneliness, Character Types.

Module- II

Cognitive Therapies: - Albert Ellis : Rational Emotive Behaviour Therapy (REBT), Aaron T Beck: Cognitive Therapy, Donald Meichenbaum : Cognitive Behaviour Modification, George A. Kelly: Personal Construct Counseling and Psychotherapy.

Module- III

Behaviour Therapy: - Ivan Pavlov: Classical Conditioning, B.F. Skinner: Operant Reinforcement theory, William Glasser: Reality Therapy, Arnold A Lazarus: Behavior Therapy.

Module-IV

Humanistic – Existential Therapy :- Viktor Frankl: Logo Therapy, Carl Rogers: Person Centred Counseling and Psychotherapy, Erik Berne: Transactional Analysis, Frederick Perls: Gestalt Therapy.

Module- V

Inter Personal Therapies: Murray Bowen: Multi generational Family Therapy, Group Therapy: Types – Traditional Group Therapies.

SEMESTER IV
RURAL AND URBAN COMMUNITY DEVELOPMENT (RUCD)

MSW4C15 RURAL & URBAN COMMUNITY DEVELOPMENT

Module 1 Introduction to Rural and Urban Community Development

Definitions, concepts and objectives of rural community development, history and `evolutions of rural community development models in India. Concepts of urban, urbanism, urban community development, urbanization. Principles and Theories of urban development.

Module 2 Strategies, Approaches and Policies in Rural and Urban Community Development

Concept of sustainability and sustainable development. Various Approaches to rural development in India. A critical review of India's strategies for Rural development. Rural development policies in India.

National and state policies for urban development. Five year plans and urban development welfare programmes for urban poor. Urban development authorities at national and state levels. Models of urban development in India. Public private partnership (PPP) for urban development (eg. Ahmedabad urban development Project).

Module 4 Programmes for Rural and Urban Development

Ongoing programmes of Ministry of Rural Development and Panchayati Raj of GOI and GOK. Analysis of Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS). Programmes of Ministry of Urban Development at national and state levels. Urban housing schemes in Kerala. Programmes of urban cooperative banks in Kerala

Module 5 Local self government and Cooperatives in Rural and Urban Development

An Analysis of 73rd and 74th constitution amendment act.

Concept of decentralized governance in India. Administrative set up for Panchayati Raj Institution (PRI). Structure and functions of rural and urban local self-government institutions in Kerala. Programmes of rural and urban local bodies in Kerala. Role of local self government (LSG) in local development.

An Analysis of Cooperative Movement and its contribution towards Rural development in India.

Module 6 Civil Society and NGOs in Rural Development

Theory of Voluntarism and voluntary action for empowerment of rural communities. NGOs intervention in Rural development. Local initiatives and leadership in empowering rural communities. Case studies of Corporate Social Responsibility (CSR) and Rural Community Development.

NGOs intervention in urban problems and urban community development Programmes of CAPART, NABARD and CSWB in Rural development.

Role of civil society organizations (Resident associations and citizen clubs) in urban community development.

Intervention of Corporate in urban problems: Case studies of Corporate Social Responsibilities (CSR) for urban community development.

SEMESTER IV

RURAL AND URBAN COMMUNITY DEVELOPMENT (RUCD)

MSW4C16 DEVELOPMENT COMMUNICATION AND EDUCATION FOR DEVELOPMENT

Module- I

Elements of communication process: interpersonal and group communication skills. Barriers to effective communications. Communication with community: purpose and content.

Module- II

Use of media for development communication. Folk media, puppetry, folk drama, folk dances, street plays etc. Interpersonal media: flash cards, flannel graphs, role play, flip charts, demonstrations etc. Mass media: radio, television, film shows, print, posters etc.

Module- III

Empowerment of community through education: meaning and importance. Types of education: adult education, social education, health education, legal education etc. Formal and informal types of education. Programmes of National Literacy Mission

Module- IV

Key concepts of education from Paulo Freire and Mahatma Gandhi. Paulo Friere: No education is ever neutral – relevance of issues is important for participation – problem-posing approach contrasted with banking approach. Education is must be a mutual learning process. Reflection and action radical transformation. Mahatma Gandhi: philosophy of Nai Talim – the root purpose of education – growth of fearlessness – education must never grow old – education, democracy and peace.

Module- V

Four levels of awareness for social change: closed consciousness awakening consciousness reforming consciousness – vibrating and transforming consciousness. Strategies for social change: individual contact, campaign, conscientisation, cultural action, negotiation, political organization, pressure group, legal action, violence, conflict management.

