

MASTER OF SOCIAL WORK (MSW)

Detailed Syllabus

Semester Pattern -Calendar Year 2021 onwards



**Department of Social Work
School of Social Sciences
TAMIL NADU OPENUNIVERSITY
577, Anna Salai, Saidapet, Chennai – 600 015
Tamilnadu, India**

TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences
Master of Social Work (MSW)
Semester Pattern

Programme's Mission and Objectives

The Social Work Profession promotes social change, Problem solving in human relationships and empowerment and liberation of people to enhance well being. (IASSW/IFSW 2001). Social Workers are needed all over the world to bring about developmental changes in individuals and communities. The foremost objective of this programme is to inculcate social responsibility and equip the learners with, Social Work skills, knowledge on scientific processes and make them deal with social problems by enabling social transformation

PROGRAMME LEARNING OBJECTIVES (PLOs)

PLO1To impart need-based, innovative and professional training in social work leading to the professional degree of M.S.W

PLO2Advance Human Rights and Social, Economic, and Environmental Justice

PLO3Communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels.

PLO4understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels.

PLO5Identify social policy at the local, state, and federal level that impacts well-being, service delivery, and access to social services.

PROGRAMME SPECIFIC OUTCOMESS (PSO)

PSO1.To prepare professionals to practice in diverse social work settings and also address contemporary issues and concerns such as of marginalized and exclusive population;

PSO2.To make learners- the young professionals sensitive to the needs of the people at individuals, group and community levels and to social problems in changing social, cultural and techno-economic context;

PSO3.To develop young professionals with good communication skills and quest for a selfmotivated life-long learning, focusing on skilling and re-skilling in their respective field of social work practice;

PSO4.To develop in the graduates a perspective on understanding planning and development at the national and international levels; and also thrust on national policies directed towards achieving sustainable development

PSO5.To imbibe in the learners the values of social justice, human rights, empathy, hard and honest work- thereby developing in them the vision to work towards an egalitarian society.

PROGRAMME LEARNING OUTCOMES

After completion of this programme, the learner will be able to

PLO1. avail wide range of career opportunities in Industry, Education, Health, Correctional service, Family and Child Welfare and other Social Work and Social Service Sectors;

PLO2. support the society through caring for the individuals, groups with same problem, marginalized communities and weaker sections of the society

PLO3. execute community development and skilldevelopment programmes

PLO4. Upskill in the areas of Case work, Group Work, Community Organization, Social Action and Field Work

PLO5. pursue higher studies

PLO6. Develop employability skills required for Rural, Urban and Tribal Development.

S. No	Course	Course Code	Course Title	Evaluation		Total	Credits
				CIA	TEE		
Semester -I							
1.	CoreI	MSWS-11	Introduction to Social Work	30	70	100	4
2.	CoreII	MSWS-12	Social Work Practice with Individuals	30	70	100	4
3.	CoreIII	MSWS-13	Social Work practice With Groups	30	70	100	4
4.	Elective-1	MSWSA-11	Sociology for Social Work	30	70	100	2
5.	CoreIV	MSWS-14	Economic and Political System	30	70	100	2
Semester -II							
6.	CoreV	MSWS-21	Community Organization and Social Action	30	70	100	4
7.	CoreVI	MSWS-22	Social Welfare Administration	30	70	100	4
8.	CoreVII	MSWS-23	Human Rights and Social Legislations	30	70	100	4
9.	Elective-2	MSWSA-21	Psychology For Social Work	30	70	100	2
10.	CoreVIII	MSWS-F1	Field Work (orientation Visits)	30	70	100	6
Semester -III							
11.	CoreIX	MSWS-31	Social Work Research and Statistics	30	70	100	4
12.	CoreX	MSWS-32	Communication for Social Work	30	70	100	2
13.	CoreXI	MSWS-33	Fields of Social Work 1	30	70	100	4
14.	CoreXII	MSWS-34	Social Entrepreneurship and Management	30	70	100	2

15.	Elective-3	MSWS-F2	Field Work practicum (Concurrent)	30	70	100	6
Semester -IV							
16.	CoreXIII	MSWS-41	Counseling Skills and Techniques for Social Work	30	70	100	4
17.	CoreXIV	MSWS-42	Disaster Management	30	70	100	2
18.	CoreXV	MSWS-43	Fields of Social Work - II	30	70	100	4
19.	CoreXVI	MSWS-44	Youth Development	30	70	100	2
20.	Elective-4	MSWS-P1	Dissertation	30	70	100	6
				600	1400	2000	72

PROJECT WORK:

Every student is required to select an issue / problem to complete a research project under the supervision and guidance of a qualified teacher currently working in any affiliated college / research institute / university and approved by TNOU for the purpose of research guidance. The project report should be in the format prescribed by TNOU and should contain a minimum of 75 pages and maximum 100 pages inclusive of all tables, diagrams, annexure. The report will be assessed by the respective Research Guide for 30 marks (Internal Assessment) and the remaining 70 marks (External) will be awarded by a panel of experts through central evaluation conducted by TNOU.

FIELD WORK PRACTICUM

The programme has been designed keeping in mind the ODL aspects in such a manner that the learners can learn different courses though undergoing the Self Learning Materials designed for the specific programme and also do field-work to be supervised by the counselors. Learners are required to undergo fieldwork in a social welfare agency of their choice. Fieldwork may commence with orientation visits to selected welfare agencies. They may proceed with placement in various government and voluntary welfare institutions, hospitals, factories, community development blocks, community centers, etc.. Field work should be done under competent supervision provided by the academic counselors at their respective Learner Support Centres and Agency Supervisors. Field Work is compulsory in the I, II and III semesters. The learners have to submit the Field Work Reports in the prescribed format before the commencement of semester examinations.

**MASTER OF SOCIAL WORK (MSW)
Programme Structure**



**TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences**

Master of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Introduction to Social Work
COURSE CODE : MSWS-11
COURSE CREDIT : 04

COURSE OBJECTIVES

- CO1. Inculcate Social Work Concepts, Values and Principles of Social Work profession.
CO2. To understand history and evolution of social work profession, both in India and the West
CO3. Discuss the significance of Contemporary Social Work to bring social change
CO4. To develop insights into the origin and development of ideologies and approaches to social change
CO5. To develop Skills to understand contemporary reality in its historical context
-

BLOCK 1

NAME OF THE BLOCK

UNIT-1 – Concept of Social Work

- 1.1- Meaning Definition, basic Assumptions, Objectives, and Scope
1.2- Functions of Social Work- Preventive, Remedial,
Developmental

UNIT-2-Introduction to Methods of Social Work

- 2.1 Primary Methods
2.2 Secondary Methods

UNIT-3 Basic Concepts of Social Work

- 3.1 Basic Concepts I
Social Welfare, Social Service, Social reform, Social Justice, Social Security, Human Rights,
3.2 Basic Concepts II
Social Policy, Social legislation, Social development and Social Administration.

UNIT-4 Religio Philosophical Foundation

- 4.1 Contribution of Religious Movements in the Development of Social Work.
- 4.2 Contribution of Social and Political Movements in the Development of Social Work

BLOCK 2

Historical Development of Social Work

UNIT-5 Professional Development of Social Work

5.1 –Development of Social Work in UK and USA

5.2- History of Social Work profession in India

UNIT-6 Demography and Indian Society

6.1-Demographic Characteristics of Indian Society

6.2-Complexity of Indian Society

BLOCK3

UNIT-7 Professionalization of Social Work I

7.1 Concept, Values and Philosophy

7.2 Principles of Social Work

UNIT-8 Professionalization of Social Work II

8.1 Code of Ethics in social Work profession

8.2 Professional Social Workers Association in India and

Abroad

UNIT 9 Generalist Social Work

9.1 Definition and concept-Critical thinking skills

9.2 Planned Change Process

BLOCK 4 Contemporary Ideologies for Social Change and Development

UNIT-10 Contemporary Ideologies for Social Change

10.1 Neo-Liberalism, Globalization, Postmodernism

10.2 Feminism, Multiculturalism

UNIT 11 Ideology of Development

11.1 Sustainable and people Centred Development

11.2 Non-Governmental Organisations

BLOCK 5 Fields of Social Work

UNIT 12 Educational Social Work

12.1 Types of Problems in Educational Setting

12.2 Role of Social Worker

UNIT 13 Industrial Social Work

13.1 Types of Problems in Industrial Setting

13.2 Role of Social Worker

UNIT 14 Social Work in Community Settings

14.1 Rural, Urban and Tribal Community Development

14.2 Role of Social Worker

UNIT 15 Criminology and Correctional Administration

15.1 Correctional Services

15.2 Role of Social Worker

UNIT 16 Medical and Psychiatric Social Work

16.1 Scope of Medical and Psychiatric Social Work

16.2 Role of Social Worker

REFERENCE BOOKS :

1. Adams, R. *Social Work and Empowerment*. New York: Palgrave Macmillan, 2003.
2. Alston, M. and McKinnon, J. *Social Work – Fields of Practice*. Australia: Oxford U P, 2003.
3. Anand, C.L, *Equality, Justice and Reserve Discrimination*, Popular book service, New Delhi. 1982
4. Banks, S. *Ethics and Values in Social Work*. New York: Palgrave Macmillan, 2001.
5. Bogo, M. *Social Work Practice- Concepts, Processes and Interviewing*. New York: Columbia University Press, 2006.
6. Clark, L., C. *Social Work Ethics – Politics, Principles and Practice*. New York: Palgrave Macmillan, 2001.
7. Dominelli, L.D., *Social Work: Theory and Practice for a Changing Profession*, Cambridge, Policy Press, 2004.
8. Jainendra Kumar, *An Introduction to Social Work*, JhaAnmol Publications Ltd, New Delhi, 2002
9. Joshi, S., C. *Hand Book of Social Work*. New Delhi: Akansha, 2004.

Web Resources

1. <https://socialworkeducationbd.blogspot.com/2017/08/functions-of-social-work.html>
2. <http://smartprep.in/wp-content/uploads/2017/09/Social-Work-Nature-Scope-Goals-and-Functions.pdf>.
3. <https://ddceutkal.ac.in/Syllabus/MSW/PAPER-1.pdf>
4. <https://online.regiscollege.edu/blog/history-of-social-work/>

COURSE OUTCOMES

After completion of the **Introduction to Social Work**, the learner will be able to:

- CLO1. Apply Values and Principles of Social Work profession.
- CLO2. Describe the History of Social Work in India and Abroad
- CLO3.. Discuss and Describe Contemporary Social Work
- CLO4. Compare and apply Contemporary Ideologies for Social Change and Development.
- CLO5. Apply Social Work values in various fields of social work.



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Sociology for Social Work
COURSE CODE : MSWSA-11
COURSE CREDIT : 02

COURSE OBJECTIVES

- CO1. Enhance Sociological knowledge for effective social Work practice.
 - CO2. Familiarize on basic Concepts of Society
 - CO3.** Upgrade knowledge on **basic Elements of Society**
 - CO4. Discuss Demographic Characteristics of Indian Society
 - CO5. Describe sociological concepts essential for Social Work profession
-

BLOCK 1

NAME OF THE BLOCK

UNIT-1 – Introduction to Sociology

- 1.1- Meaning Definition and Scope
- 1.2- Basic Concepts of Society

UNIT-2- Basic Elements of Society

- 2.1 Individuals and Society
- 2.2 Communities –Types and Characteristics
- 2.3 Society and Groups
- 2.4 Sociology and Social Work

BLOCK 2

Understanding Demography

UNIT-3 Introduction to Demography

- 3.1 –Understanding Demography
- 3.2- Demographic Characteristics of Indian Society

BLOCK 3 Understanding Society

UNIT-4 Perspectives of Society

- 4.1 Structuralism Functionalism and Evolutionary Theories
- 4.2 Conflict Theory and Theory of Social Action

UNIT 5 Society- Culture, Stratification, Social Control

5.1 Definition and Components of Culture

5.2 Socialization- Meaning and Agencies

5.3 **Social Stratification- Forms and Characteristics**

Indian Caste System - Class System- Gender Roles and Inequalities-Social Status and Role

BLOCK 4 Social Change and Social Movements

UNIT 6 Social Change

6.1 –Concept and Theories

UNIT-7 Social Reform Movements in India

7.1 Religious and Social Movements

Arya Samaj and Brahmo samaj, Chipko Movement, Narmadha Bachao Andolan, Bachpan Bachao Andolan,

7.2 Backward Class Movements

7.3 Agrarian Movements.

BLOCK 5 Social Institutions and Functions

UNIT- 8 Various Social Institutions

8.1 Marriage and Family

8.2 Religious and Political institutions

8.3 Education in India

8.4 Contemporary Economic System

REFERENCE BOOKS :

- | | |
|--------------------------|--|
| 1. Frances V Moulder | - Social problems of the modern world, Eve Haward, U.S.A |
| 2. Mandan G.R. | - Indian Social Problems, Vol. I and II |
| 3. Vidhya Bushan | - Introduction to Sociology |
| 4. Maclver and Page | - Sociology : An Introduction |
| 5. Rao M.S.A. | - Urban Sociology in India |
| 6. Sharma K Rajendra | - Indian Society – Institutions and Change |
| 7. Upadhyaya V.P. Sharma | - Contemporary Indian Society |
| 8. Sharma, Ramnath | - Indian Society |
| 9. Elliot & Merrial | - Social Disorganization. |

Web resources

1. <https://lighttheminds.com/causes-of-dowry-system-social-effects-and-how-to-stop/>
2. <http://pune.gen.in/india/dowry-system-india-causes-effects-solution/5873/>
3. <https://ncert.nic.in/textbook/pdf/lesy102.pdf>

4. <https://www.yourarticlelibrary.com/society/7-most-important-elements-of-society-society/6242>

COURSE OUTCOMES

On completion of this course, learners would be able to:

CLO1. Apply Sociological knowledge for effective social Work practice.

CLO2. Explain basic Concepts of Society

CLO3. Illustrate basic Elements of Society

CLO4. Describe and relate Demographic Characteristics of Indian Society

CLO5. Demonstrate sociological concepts essential for Social Work profession



Master of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Social Work Practice with Individuals

COURSE CODE : BSWS-21

COURSE CREDIT : 04

COURSE OBJECTIVES

CO1. Describe the concepts in Case work Method and its application.

CO2. Describe Historical development of Social Case Work

CO3. Explain Case worker- client relationship

CO4. Explain Case work process

CO5. Develop skills for Casework application.

BLOCK 1

Introduction to Social Case Work

UNIT-1 –

1.1 Case work: Historical development, scope and limitations,

1.2 Its importance and relationship with other methods of social work.

UNIT-2

1.1 Basic components social work: person, problem, place, process and

2.2 Principles of casework

BLOCK 2

Case Work Process and Method

UNIT 3

3.1 Case worker- client relationship: meaning and its importance,

3.2 characteristics of professional relationship, empathy, transference and counter transference, resistance,

3.3 Sustaining the relationship, genuineness, unconditional positive regard and disclosure.

UNIT 4

4.1 Case work process: intake and exploration, Analysis and assessment,

- 4.2 Ppsychosocial diagnosis, formulation of goals, prioritization of needs, development of action plan, use of contacts intervention,

UNIT 5

- 5.1 Use of supportive methods and techniques of direct influence.
5.2 Importance of involvement and collateral contacts in the entire process.

BLOCK 3 Case Work Approaches

UNIT-6

- 6.1 Approaches to practice: Psycho-social, functional, problem solving,
6.2 Crisis intervention and eclectic approaches for practice.

UNIT-7

- 7.1 Case work interviewing: Principles, Techniques and skills in case work.
7.2 Recording: Types of records and Record Maintenance

BLOCK 4 Basics of Counselling

UNIT-8

- 8.1 Counseling: Nature, Definition and goals of counseling.
8.2 Communication: Importance of listening in counseling,

UNIT 9

- 9.1 counseling process, skills and techniques,
9.2 Characteristics of an effective counselor.

UNIT 10

- 10.1 Types of counseling: individual, group, marital, student and industrial counseling, 10.2 Career guidance, difference between counseling and guidance.

BLOCK 5 Case Work in Fields of Social work

UNIT 11

- 11.1 Case work practice in different settings- Concept and Meaning
11.2 correctional settings, schools,

UNIT 12-

Case Work Practice in Industrial setting,

UNIT 13

- 13.1 De-addiction and detoxification centers,
13.2 Case work with the physically handicapped,

UNIT 14

- 14.1 Case work practice for aged, terminally ill,
14.2 HIV/AIDS patients and families.

Books for reference:

1. Hollis, Florence; case work –A psychosocial Therapy New York; Random house; 1964.

2. Mathew, Grace 1992, An instruction to social case work, TLSS, Bombay.
3. Pearlmann Helen, Social case work; The university of Chicago press.
4. Timmis, Noel; Recording in social work London; Routledge & Kegan paul, 1972.
5. Robert, Robert & Robert Nee (eds); Theories of social case work, university of Chicago, 1970.
6. Gore M.S: Social work education, Asia Publishing house, 1965.

Web Resources

1. <https://ddceutkal.ac.in/Syllabus/MSW/Paper-5.pdf>
2. <http://www.ignou.ac.in/upload/bswe-02-block1-unit-2-small-size.pdf>
3. https://www.bdu.ac.in/schools/social-sciences/social-work/docs/studymaterials/Social_Case_Work_Practice_Working_with_Individuals_unit_1.pdf
4. <https://mgcub.ac.in/pdf/material/202004281034456ebed4ce33.pdf>
5. khsou.ac.in/eslm/E-SLM_Main/1st%20Sem/Master%20Degree/MSW/Social%20Case%20Work/Block%20-%201/PDF/Unit%20-%207.pdf

COURSE OUTCOMES

After completion of the **this course, the learner will be able to,**

- CO1. Apply the concepts in Case work Method and its application.
- CO2. Describe and elaborate Historical development of Social Case Work
- CO3. Perform Case worker- client relationship
- CO4. Perform and Evaluate Case work process
- CO5. Apply skills for Casework process.



Tamil Nadu Open University

Name of the School

Chennai – 15

Master of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Social work Practice With Groups

COURSE CODE : MSWS-13

COURSE CREDIT : 04

COURSE OBJECTIVES

- CO1. Describe Characteristics, types and functions of group Understand Social Group
 - CO2. Work Method and its application.
 - CO3. Explain the Models of group development
 - CO4. Explain Group process in the Social Group work
 - CO5. Illustrate and explain requisite skills for Group Work application.
-

BLOCK 1

Introduction to Social Group

UNIT-1 –

- 1.1 Social Group: Definition, characteristics, types and functions of group - \
- 1.2 Models of group development, basic human needs met by groups at different stages of group development.

UNIT-2

- 2.1 Group process: Bond, Acceptance, Isolation, Rejection,
- 2.2 Sub-Group formation, withdrawal and Control.

BLOCK 2

Group Work Process

UNIT 3

3.1 Social Group Work: Meaning, definition, purpose, principles,

3.2 models and Historical Development of Group Work.

UNIT-4

4.1 Group Work process: Intake study, Diagnosis, Treatment, Evaluation, Follow-up and Termination.

BLOCK 3 Programme Planning

UNIT 5

5.1 Programme Planning: Meaning, definition, principles,

5.2 process and the place of agency in Programme planning.

UNIT 6

6.1 Programme laboratory values and techniques: Games, Singing, Dancing,

6.2 Dramatics, Street play, Puppetry

UNIT-7

7.1 Group discussions, Parties, Excursion

7.2 Psycho-drama, Socio-drama, Role play, Brain Storming

7.3 Camping, Planning and Conducting Camps

BLOCK 4 Skills of Group Worker

UNIT-8 :

8.1 Leadership: concepts, definition, theories,

8.2 Leadership Types, characteristics, functions and qualities of leader.

UNIT-9

9.1 Group Work Supervision: meaning, need, purpose,

9.2 Tasks, type, purpose and functions of supervision.

UNIT-10

Group work tools: Sociometry and Sociogram.

BLOCK 5 Group Work Recording

UNIT 11

11.1 Group Work Recording: meaning, purpose,

11.2 Principles of Group Work and summary records.

11.3 Supervision – Need and Importance

UNIT-12

12.1 Group work evaluation: meaning and its place in group work,

12.2 Steps in group work evaluation.

UNIT-13

13.1 Role of Group worker: as enabler, stimulator, supporter, guide, educator, therapist and supervisor.

UNIT-14

14.1 Applications of group work methods in different settings- Educational, Hospital, Correctional, Industrial etc.

Books for reference:

1. Fred Milson: Skills in Social Group Work (Published September 28th 1973 by Routledge & Kegan Paul Books
2. Gisela Konapka G: Social Group work – A helping process, Engle Wood, Cliffs. N.J., Prentice Hall, 1983
3. Harleigh B. Trecker; Social Group work, Principles and Practices, Prentice Hall; NJ
- 4.

Web resources

<https://www.socialworkin.com/2019/11/group-process-in-social-group-work.html>

<https://egyankosh.ac.in/bitstream/123456789/51363/1/Block-4.pdf>

<https://www.msf.gov.sg/ODGSW/documents/2018-Family-Service-Centre-Code-of-Social-Work-Practice-CSWP-Group-Work-Practice-Guide.pdf>

<https://www.msf.gov.sg/ODGSW/documents/2018-Family-Service-Centre-Code-of-Social-Work-Practice-CSWP-Group-Work-Practice-Guide.pdf>

<https://www.sweducarebd.com/2018/08/stages-of-social-work-group-formation.html>

COURSE OUTCOMES

After completion of the this course, the learner will be able to

- Implement Social Group Work Methods, techniques and its process
- apply the Social group Work Method in social Work fields
- Evaluate Group work Process
- Develop skills for Group Work application
- Critically Analyze the Group work Process.



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Economic and Political Systems
COURSE CODE : MSWS-14
COURSE CREDIT : 02

COURSE OBJECTIVES

- CO1. Familiar with the economic and political concepts relevant for social Work
- CO2. Describe the economic reforms in India
- CO3. Describe Demographic Features and Indicators of Development
- CO4. Developmental Issues in India
- CO5. Administrative Structure of India

COURSE SYLLABUS

BLOCK 1 Basic Concepts for Economic and Political System

UNIT-1 – Indian Economic policies – Pre and Post reforms

UNIT-2- Development Strategies in India-Planning

BLOCK 2 Indian Economy

UNIT-3 Economic Reforms in India

- 3.1 Economic reforms in India since 1991,
- 3.2 GDP growth and poverty reduction
- 3.3 Economic reforms and Industrial growth.

UNIT-4 Demographic Features and Indicators of Development

- 4.1 Trends in Population growth
- 4.2 Life Expectancy
- 4.3 Nature of Population problems in India

BLOCK 3 Developmental Issues in India

UNIT-5 Unemployment in India

5.1 - Various issues in development -Problems of Agriculture labour – Population and Economic Development

5.2- Government policies for unemployment.

UNIT-6 Indian Economic Policies -Pre and Post reforms

6.1 Liberalization of Economy

6.2 Process of Economic Policy formulation.

6.3 Economic reforms and reduction of regional disparities.

BLOCK4 Administrative Structures

UNIT 7 Committees of Indian Parliament

7.1 Organization of parliamentary committees

7.2 Functions of various committees of Lok Sabha

7.3 Law making procedure

7.4 Functions of statutory committee

7.5 General features of law-making by the union

BLOCK 5 Council of Ministers and Prime ministers

UNIT-8 Council of Ministers and Prime ministers

8.1 Structure and tenure of council of ministers

8.2 Distinction between cabinet and council of ministers

8.3 Powers and functions of cabinet

UNIT-9. Judicial system in India

9.1 Supreme court

9.2 State high court

9.3 Appointment of judges

9.4 Constitutional basis of judicial review in India.

References:

1. Agarwal, A.N. *Indian Economy: Nature, Problem and Progress*. New Delhi: VikasNirajPrakash, 1994.

2. Dutt, Rudrar, Sundharam, K.P. M. *Indian Economy*. New Delhi: Chand & Company, 2006.

3. Kumar, H. *Social Work and Developmental Issues*. New Delhi: Aakar Books, 2005.

Web Resources

1. <https://www.yourarticlelibrary.com/political-science/six-models-of-development/40382>
2. <https://byjus.com/commerce/economic-reforms/>
3. <https://www.yourarticlelibrary.com/geography/7-striking-features-of-indian-demography/42397>
4. <https://www.youthkiawaaz.com/2010/08/ten-developmental-issues-indian-government-must-concentrate-on/>

COURSE OUTCOMES

After completion of this course, the learner will be able to:

- CLO1. Comprehend the economic and political concepts relevant for Social Work
- CLO2. Analyze the economic reforms in India
- CLO3. Illustrate the Demographic Features and Indicators of Development
- CLO4. Interpret the Developmental Issues in India
- CLO5. Explain the Administrative Structure of India



தமிழ்நாடுதிறந்தநிலைப்பல்கலைக்கழகம்
தமிழியல்மற்றும்பண்பாட்டுப்புலம்

சென்னை - 15

பருவம் -3 SEMESTER -3

பாடப்பெயர் (Course Title)	:	தமிழ் - 2 (தமிழ் -2)
பாடக்குறியீடு (Course Code)	:	BFTM-03
பாடகற்றல்அளவெண் (Course Credits)	:	3

பாடநோக்கங்கள்

1. தமிழிலுள்ளசங்கஇலக்கியம், காப்பியஇலக்கியம்
நீதிஇலக்கியம்குறித்துஅறிமுகநிலையில்மாணவர்களுக்குஅறிமுகம்செய்வதோடு,
தமிழ்இலக்கியவரலாறுகுறித்தும்அறிமுகம்செய்தல

பாடத்தினைப்படிப்பதால்விளையும்பயன்கள்

1. தமிழிலுள்ளசங்கஇலக்கியம், காப்பியஇலக்கியம்
நீதிஇலக்கியம்குறித்துஅறிமுகநிலையில்மாணவர்களுக்குஅறிமுகம்செய்வதோடு,
தமிழ்இலக்கியவரலாறுகுறித்தும்அறிமுகம்செய்தல

கம்செய்வதோடு,
தமிழ்இலக்கியவரலாறுகுறித்தும்எடுத்துரைப்பார்கள்.
அறிமுகம்செய்தல்.

பிரிவு - 1

எட்டுத்தொகை - புறநானூறு

எட்டுத்தொகைஅறிமுகம் - புறநானூறு
அதியமான்நெடுமானஞ்சியைஒளவையார்பாடியது(புறம். 91
- வேள்பாரியைக்கபிலர்பாடியது (புறம். 107)
வையாவிக்கோப்பெரும்பேகனைப்பரணர்பாடியது (புறம்
142)
பாண்டியன்ஆரியப்படைகடந்தநெடுஞ்செழியன்பாடல்(புறம்
. 183) - சேரமான்கணைக்கால்இரும்பொறைபாடல் (புறம். 74)
பொன்முடியார்பாடல் (புறம். 312) - ஒளவையார்பாடல்(புறம்
91) - பெருங்கோப்பெண்டுபாடல்(புறம். 248)
கணியன்பூங்குன்றனார்பாடல் (புறம். 192)
நரிவெருஉத்தலையார்பாடல் (புறம். 195)
தொடித்தலைவிழுத்தண்டினார்பாடல்(புறம். 243)
பூதப்பாண்டியன்மனைவிபெருங்கோப்பெண்டுபாடல் (புறம்
248)

பிரிவு - 2

நற்றிணை, குறுந்தொகை

அகத்திணைபாடல்கள் - அன்பின்ஐந்திணை - நற்றிணை
குறுந்தொகை - பாடப்பகுதி - நற்றிணையில்குறிஞ்சி (1)
முல்லை (142) - மருதம்(210) - நெய்தல் (172) - பாலை(284)
குறுந்தொகையில்குறிஞ்சி(40) - முல்லை (167) - மருதம் (8)
நெய்தல்(290) - பாலை(135).

பிரிவு - 3

கலித்தொகை

கலித்தொகை - ஐந்திணைபாடியபுலவர்கள்- பாலைக்கலி (9)
பாலைபாடியபெருங்கடுங்கோ
குறிஞ்சிக்கலிகபிலர்பாடல்(51)
நெய்தல்கலிநல்லந்துவனார்பாடல் (133).

பிரிவு - 4

பத்துப்பாட்டு - நெடுநல்வாடை

பத்துப்பாட்டுஅறிமுகம் - நெடுநல்வாடை
இரண்டுகளம்கொண்டநாடகம்போன்றது - நெடுநல்வாடை
அகமாபுறமா? - வாடைக்காலவருணனை

அரண்மனைத்தோற்றம் - அந்தப்புரஅமைப்பு
அரசியின்இல்லமும்படுக்கையும்
புனையாஓவியம்கடுப்பஅரசி - தோழியர்
செவிலியர்அரசியைஆற்றுதல்
உரோகினியைநினைத்துஅரசியின்பெருமுச்சு
பாசறையில்அரசன் - முன்னோன்முறைமுறைகாட்டல்
நள்ளென்யாமத்தும்பள்ளிக்கொள்ளான் - நெடியவாடை
பிரிவுத்துயர்ப்படும்அரசிக்கு
பாசறையில்பணிகொட்டும்இரவிலும்தூங்காமல்புண்பட்டவீ
ரரைப்பார்க்கவந்தஅரசனுக்குநெடுநல்வாடைபெயர்ப்பொரு
த்தம்.

பிரிவு - 5

திருக்குறள்

பதினென்கீழ்க்கணக்கு - அறிமுகம் - திருக்குறள் - முப்பால்
பாடப்பகுதி - தீமையிலாதசொல்லுதல்வாய்மை
நெஞ்சமும்வாய்மையும் - வாய்மைஎல்லாஅறமும்தரும்
அகம்தூய்மை - முயற்சிப்பதுசிறப்பு
முயற்சியில்லாதவனதுநன்மை - வறுமைக்குக்காரணம்
முயற்சிவிடற்பாலதுஅன்று
தலைவியின்குறிப்பினைத்தலைவன்அறிதல்
நாணமும்மகிழ்ச்சியும்அறிதல்
அயலவர்போல்சொல்லினும்குறிப்பறிதல்
அவள்நகைப்பின்நன்மைக்குறிப்பு
தோழிதனக்குள்ளேசொன்னது.

பிரிவு - 6

நாலடியார், பழமொழிநானூறு

செல்வம்சகடக்கால்போலவரும் - பெண்கல்வி
கல்விஅழகேஅழகு - கல்விகரையிலகற்பவர்நாள்சில
நாய்அனையார்கேண்மை
கால்கால்நோய்காட்டுவர்பொதுமகளிர்
குலவிச்சைகல்லாமல்பாகம்படும் - நாய்பெற்றதெங்கம்பழம்
- நுணலும்தன்வாயால்கெடும் - நிறைகுடம்நீர்த்நும்பல்இல்
இறைத்தோறும்ஊறும்கிணறு

பிரிவு - 7

ஏலாதி, திரிகடுகம், ஆசாரக்கோவை

அன்புடையார்க்குஉள்ளஆறுகுணம்
எழுத்தின்வனப்பேவனப்பு
யாருக்கெல்லாம்ஈதல்வேண்டும்? திரிகடுகம்போலும்மருந்த
- இம்முன்றும்நன்மைபயத்தல்இல

இவர்மூவர்பெய்எனப்பெய்யும்மழை
முந்தையோர்கண்டமுறை - என்றும்அசையாதஉள்ளத்தவர்
திறத்துளிவாழ்தும்என்பார் - பேதைகள்அல்லார்புகாஅர்.

பிரிவு - 8

இன்னாநாற்பது, இனியவைநாற்பது

கடனுடையார்காணப்புகல் - உணர்வார்உணராக்கடை
யாம்என்பவரொடுநட்பு - இளமையுள்மூப்புப்புகல்
தொன்மைஉடையார்கெடல் - எனைமாண்பும்தான்இனிது
ஈதல்எத்துணையும்ஆற்றஇனிது
திறம்தெரிந்துவாழ்தல்இனிது
அறிந்துஉரைத்தல்ஆற்றஇனிது - கற்றலின்காழ்இனியதுஇல்.

பிரிவு - 9

சிலப்பதிகாரம்

கனாத்திறம்உரைத்தகாதை

சிலப்பதிகாரம் - அமைப்பியல்விளக்கம்
காப்பியக்கதைச்சூழல் - காதையின்கதைச்சுருக்கம்
அகனகர்வருணனை - மாலதிபாலளிக்கப்பாலகன்சோர்தல்
பாசண்டச்சாத்தற்குப்பாடுகிடந்தமாலதி
இடுபிணம்தின்னும்இடாகினிப்பேய்
பாசண்டச்சாத்தனின்அருளுதவி - தேவந்திகதை
கண்ணகிதான்கண்டகனவுரைத்தல் - பீடுஅன்று
கோவலன்வருகை - சிலம்புளகொண்ம்.

பிரிவு - 10

மணிமேகலை

ஆபுத்திரன்திறம்அறிவித்தகாதை

மணிமேகலைகர்ப்பியஅமைப்பு - முன்கதைச்சுருக்கம்
கதைநிகழும்சூழல் - காதையின்கதைச்சுருக்கம்
அபஞ்சிகன்மனைவிசாலிஈன்றகுழவி - ஆபாலுட்டிவளர்த்தல்
- ஆமகன்அல்லன்என்மகன் - ஆபுத்திரன்கல்விகற்றல்
புலைசூழவேள்வி - நள்ளிருளில்கொண்டுநடக்குவன்
நீமகன்அல்லாய்நிகழ்ந்ததைஉரையாய்
இதனொடுவந்தசெற்றம்என்னை - சிறியைநீ
அவஆமகன்அதற்குஓத்தனை
ஆவொடுவந்தஅழிகுலம்உண்டோ?

பார்வைநூல்கள்:

1. புறநானூறுமூலமும்உரையும், (இரண்டுதொகுதிகள்) ஒளவைசு
துரைசாமிப்பிள்ளைஉரை, கழகவெளியீடு, சென்னை.

2. நற்றிணைமூலமும்உரையும், (இரண்டுதொகுதிகள்) ஓளவைசு
துரைசாமிப்பிள்ளைஉரை, அருணாபப்ளிகேஷன்ஸ், 13-
உஸ்மான்சாலை, சென்னை.
3. குறுந்தொகைமூலமும்உரையும், டாக்டர்உ.வே
சாமிநாதையர்உரை, கவீர்அறக்கட்டளை, சென்னை.
4. கலித்தொகைமூலமும்உரையும், பெருமழைப்புலவர்பொ.வே
சோமசுந்தரனார்உரை, கழகவெளியீடு, சென்னை.
5. நெடுநல்வாடைமூலமும்உரையும், பெருமழைப்புலவர்பொ.வே
சோமசுந்தரனார்உரை, கழகவெளியீடு, சென்னை.
6. திருக்குறள் – பரிமேலழகர்உரையுடன், ஸ்ரீகாசிமடம்
திருப்பனந்தாள்.
7. பதினென்கீழ்க்கணக்கு,
நியூசெஞ்சுரிபுக்ஹவுஸ்பிரைவேட்லிமிடெட், சென்னை.
8. மு. வரதராசன், தமிழ்இலக்கியவரலாறு, சாகித்யஅக்காடெம்
புதுடெல்லி,
9. மது. ச. விமலானந்தன், தமிழ்இலக்கியவரலாறு
மீனாட்சிபுத்தகநிலையம், மதுரை.
10. தமிழண்ணல், புதியநோக்கில்தமிழ்இலக்கியவரலாறு
மீனாட்சிபுத்தகநிலையம், மதுரை.



BSW SYLLABUS

Tamil Nadu Open University

Name of the School

Chennai – 15

Part-II English Syllabus for All UG Programmes

Semester-III

Foundation in English-III (Soft Skills)

Course Code: BFEg-3

Credit: 3

Course Objectives

- To cultivate the positive mind
- To improve body language
- To develop interview skills
- To prepare a comprehensive CV
- To enhance interpersonal skills

Course Learning Outcomes

On successful completion of the Course, the learners will be able to:

- approach the life positively
- communicate in good manner
- join in a team in working place
- develop an impressive CV
- express managerial skills

Block-1 Introduction to Soft Skills

Soft Skills: An Introduction – Definition and Significance of Soft Skills; Process, Importance and Measurement of Soft Skill Development- Self-Discovery: Discovering the Self; Setting Goals; Beliefs, Values, Attitude, Virtue. 3. Positivity and Motivation: Developing Positive Thinking and Attitude; Driving out Negativity; Meaning and Theories of Motivation. Enhancing Motivation Levels.

Block-2 Body Language & Etiquettes

Non-Verbal Communication: Importance and Elements; Body Language- Social and Business.

Block-3 Group Discussion & Interview Skills

Interviewer and Interviewee - in-depth perspectives- Before, During and After the Interview
Tips for Success- Meaning, Types and Models, Group and Ethical Decision-Making, Problem
and Dilemmas in application of these skills

Block-4 Preparation of Curriculum Vitae' (CV)

Definition of CV and its purposes- CV versus Resume- Rules- Covering Letter

Block-5 Emotional Intelligence Skills

Meaning, History, Features, Components, Intrapersonal and Management Excellence
Strategies to enhance Emotional Intelligence.

References:

1. Dhanavel S.P. *English and Soft Skills*. Orient Blackswan India, 2010.
2. Ghosh B.N. (Ed.) *Managing Soft Skills for Personality Development*. McGraw Hill India, 2012.

Web Resources:

1. https://onlinecourses.nptel.ac.in/noc19_hs33/preview
2. <https://nptel.ac.in/courses/109/107/109107121/>



II of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Introduction to Social Case Work

COURSE CODE : BSWS-21

COURSE CREDIT : 04

COURSE OBJECTIVES

CO1. Describe the concepts in Case work Method and its application.

CO2. Describe Historical development of Social Case Work

CO3. Case worker- client relationship

CO4. Case work process

CO5. Develop skills for Casework application.

BLOCK 1

Introduction to Social Case Work

UNIT-1 –

1.1 Case work: Historical development, scope and limitations,

1.2 Its importance and relationship with other methods of social work.

UNIT-2

1.1 Basic components social work: person, problem, place, process and

2.2 Principles of casework

BLOCK 2

Case Work Process and Method

UNIT 3

3.1 Case worker- client relationship: meaning and its importance,

3.2 characteristics of professional relationship, empathy, transference and counter transference, resistance,

3.3 Sustaining the relationship, genuineness, unconditional positive regard and disclosure.

UNIT 4

4.1 Case work process: intake and exploration, Analysis and assessment,

4.2 Ppsychosocial diagnosis, formulation of goals, prioritization of needs development of action plan, use of contacts intervention,

UNIT 5

5.1 Use of supportive methods and techniques of direct influence.

5.2 Importance of involvement and collateral contacts in the entire process.

BLOCK 3 Case Work Approaches

UNIT-6

6.1 Approaches to practice: Psycho-social, functional, problem solving,

6.2 Crisis intervention and eclectic approaches for practice.

UNIT-7

7.1 Case work interviewing: Principles, Techniques and skills in case work.

7.2 Recording: Types of records and Record Maintenance

BLOCK 4 Basics of Counselling

UNIT-8

8.1 Counseling: Nature, Definition and goals of counseling.

8.2 Communication: Importance of listening in counseling,

UNIT 9

9.1 counseling process, skills and techniques,

9.2 Characteristics of an effective counselor.

UNIT 10

10.1 Types of counseling: individual, group, marital, student and industrial counseling, 10.2 Career guidance, difference between counseling and guidance

BLOCK 5 1 Case work practice in different settings

UNIT 11

11.1 Case work practice in different settings- Concept and Meaning

11.2 correctional settings, schools,

UNIT 12-

Case Work Practice in Industrial setting,

UNIT 13

13.1 De-addiction and detoxification centers,

13.2 Case work with the physically handicapped,

UNIT 14

14.1 Case work practice for aged, terminally ill,

14.2 HIV/AIDS patients and families.

Books for reference:

1. Hollis, Florence; case work –A psychosocial Therapy New York; Random house; 1964.
2. Mathew, Grace 1992, An instruction to social case work, TLSS, Bombay.
3. Pearlmann Helen, Social case work; The university of Chicago press.
4. Timmis, Noel; Recording in social work London; Routledge & Kegan paul, 1972.
5. Robert, Robert & Robert Nee (ed); Theories of social case work, university of Chicago 1970.
6. Gore M.S: Social work education, Asia Publishing house, 1965.

Web Resources

6. <https://ddceutkal.ac.in/Syllabus/MSW/Paper-5.pdf>
7. <http://www.ignou.ac.in/upload/bswe-02-block1-unit-2-small-size.pdf>

8. https://www.bdu.ac.in/schools/social-sciences/social-work/docs/studymaterials/Social_Case_Work_Practice_Working_with_Individuals_unit_1.pdf
9. <https://mgcub.ac.in/pdf/material/202004281034456ebed4ce33.pdf>
10. khsou.ac.in/eslm/E-SLM_Main/1st%20Sem/Master%20Degree/MSW/Social%20Case%20Work/Block%20-%201/PDF/Unit%20-%207.pdf

COURSE OUTCOMES

After completion of the **this course, the learner will be able to,**

- CO1. Apply the concepts in Case work Method and its application.
- CO2. Describe and elaborate Historical development of Social Case Work
- CO3. Perform Case worker- client relationship
- CO4. Perform and Evaluate Case work process
- CO5. Apply skills for Casework process.



Tamil Nadu Open University

Name of the School

Chennai – 15

II of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Introduction to Social group Work

COURSE CODE : BSWS-22

COURSE CREDIT : 04

COURSE OBJECTIVES

- CO1. Describe Characteristics, types and functions of group Understand Social Group
 - CO2. Work Method and its application.
 - CO3. Explain the Models of group development
 - CO4. Explain Group process in the Social Group work
 - CO5. Illustrate and explain requisite skills for Group Work application.
-

BLOCK 1

Introduction to Social Group

UNIT-1 –

- 1.3 Social Group: Definition, characteristics, types and functions of group - \
- 1.4 Models of group development, basic human needs met by groups at different stages of group development.

UNIT-2

- 2.1 Group process: Bond, Acceptance, Isolation, Rejection,
- 2.2 Sub-Group formation, withdrawal and Control.

BLOCK 2

Group Work Process

UNIT 3

- 3.1 Social Group Work: Meaning, definition, purpose, principles,
- 3.2 models and Historical Development of Group Work.

UNIT-4

- 4.1 Group Work process: Intake study, Diagnosis, Treatment, Evaluation, Follow-up and Termination.

BLOCK 3

Programme Planning

UNIT 5

- 5.1 Programme Planning: Meaning, definition, principles,
- 5.2 process and the place of agency in Programme planning.

UNIT 6

- 6.1 Programme laboratory values and techniques: Games, Singing, Dancing,
- 6.2 Dramatics, Street play, Puppetry

UNIT-7

- 7.1 Group discussions, Parties, Excursion
- 7.2 Psycho-drama, Socio-drama, Role play, Brain Storming
- 7.3 Camping, Planning and Conducting Camps

BLOCK 4

Skills of Group Worker

UNIT-8 :

- 8.1 Leadership: concepts, definition, theories,
- 8.2 Leadership Types, characteristics, functions and qualities of leader.

UNIT-9

- 9.1 Group Work Supervision: meaning, need, purpose,
- 9.2 Tasks, type, purpose and functions of supervision.

UNIT-10

Group work tools: Sociometry and Sociogram.

BLOCK 5

Group Work Recording

UNIT 11

- 11.1 Group Work Recording: meaning, purpose,
- 11.2 Principles of Group Work and summary records.
- 11.3 Supervision – Need and Importance

UNIT-12

- 12.1 Group work evaluation: meaning and its place in group work,
- 12.2 Steps in group work evaluation.

UNIT-13

- 13.1 Role of Group worker: as enabler, stimulator, supporter, guide, educator, therapist and supervisor.

UNIT-14

- 14.1 Applications of group work methods in different settings- Educational Hospital, Correctional, Industrial etc.

Books for reference:

1. Fred Milson: Skills in Social Group Work (Published September 28th 1973 by Routledge & Kegan Paul Books)
2. Gisela Konopka G: Social Group work – A helping process, Engle Wood, Cliffs. N.J Prentice Hall, 1983
3. Harleigh B. Trecker; Social Group work, Principles and Practices, Prentice Hall; NJ

Web resources

<https://www.socialworkin.com/2019/11/group-process-in-social-group-work.html>

<https://egyankosh.ac.in/bitstream/123456789/51363/1/Block-4.pdf>

<https://www.msf.gov.sg/ODGSW/documents/2018-Family-Service-Centre-Code-of-Social-Work-Practice-CSWP-Group-Work-Practice-Guide.pdf>

<https://www.msf.gov.sg/ODGSW/documents/2018-Family-Service-Centre-Code-of-Social-Work-Practice-CSWP-Group-Work-Practice-Guide.pdf>

<https://www.sweducarebd.com/2018/08/stages-of-social-work-group-formation.html>

COURSE OUTCOMES

After completion of the this course, the learner will be able to

- Implement Social Group Work Methods, techniques and its process
- apply the Social group Work Method in social Work fields
- Evaluate Group work Process
- Develop skills for Group Work application
- Critically Analyze the Group work Process.



**தமிழ்நாடுதிறந்தநிலைப்பல்கலைக்கழகம்
தமிழியல்மற்றும்பண்பாட்டுப்புலம்**

சென்னை - 15

பருவம் -3 SEMESTER -3

பாடப்பெயர் (Course Title)	:	தமிழ் - 2 (தமிழ் -2)
பாடக்குறியீடு (Course Code)	:	BFTM-03
பாடகற்றல்அளவெண் (Course Credits)	:	3

பாடநோக்கங்கள்

2. தமிழிலுள்ளசங்கஇலக்கியம், காப்பியஇலக்கியம்
நீதிஇலக்கியம்குறித்துஅறிமுகநிலையில்மாணவர்களுக்கு
அறிமுகம்செய்வதோடு,
தமிழ்இலக்கியவரலாறுகுறித்தும்அறிமுகம்செய்தல

பாடத்தினைப்படிப்பதால்விளையும்பயன்கள்

2. தமிழிலுள்ளசங்கஇலக்கியம், காப்பியஇலக்கியம்
நீதிஇலக்கியம்குறித்துஅறிமுகநிலையில்மாணவர்களுக்கு
அறிமுகம்செய்வதோடு,
தமிழ்இலக்கியவரலாறுகுறித்தும்எடுத்துரைப்பார்கள்.
அறிமுகம்செய்தல்.

பிரிவு - 1

எட்டுத்தொகை - புறநானூறு

எட்டுத்தொகைஅறிமுகம் - புறநானூறு
அதியமான்நெடுமானஞ்சியைஒளவையார்பாடியது(பு
றம். 91) - வேள்பாரியைக்கபிலர்பாடியது (புறம். 107)
வையாவிக்கோப்பெரும்பேகனைப்பரணர்பாடியது
(புறம். 142)
பாண்டியன்ஆரியப்படைகடந்தநெடுஞ்செழியன்பாட
ல்(புறம். 183)
சேரமான்கணைக்கால்இரும்பொறைபாடல் (புறம். 74)
பொன்முடியார்பாடல் (புறம். 312)
ஒளவையார்பாடல்(புறம். 91)
பெருங்கோப்பெண்டுபாடல்(புறம். 248)
கணியன்பூங்குன்றனார்பாடல் (புறம். 192)
நரிவெருஉத்தலையார்பாடல் (புறம். 195)
தொடித்தலைவிழுத்தண்டினார்பாடல்(புறம். 243)
பூதப்பாண்டியன்மனைவிபெருங்கோப்பெண்டுபாடல்
(புறம். 248)

பிரிவு - 2

நற்றிணை, குறுந்தொகை

அகத்திணைபாடல்கள் - அன்பின்ஐந்திணை
நற்றிணை - குறுந்தொகை - பாடப்பகுதி
நற்றிணையில்குறிஞ்சி (1) - முல்லை (142) - மருதம்(210)
- நெய்தல் (172) - பாலை(284)
குறுந்தொகையில்குறிஞ்சி(40) - முல்லை (167) - மருதப்
(8) - நெய்தல்(290) - பாலை(135).

பிரிவு - 3

கலித்தொகை

கலித்தொகை - ஐந்திணைபாடியபுலவர்கள்
பாலைக்கலி (9)- பாலைபாடியபெருங்கடுங்கோ
குறிஞ்சிக்கலிகபிலர்பாடல்(51)
நெய்தல்கலிநல்லந்துவனார்பாடல் (133).

பிரிவு - 4

பத்துப்பாட்டு - நெடுநல்வாடை

பத்துப்பாட்டு அறிமுகம் - நெடுநல்வாடை
இரண்டுகளம்கொண்டநாடகம்போன்றது
நெடுநல்வாடை - அகமாபுறமா?
வாடைக்காலவருணனை - அரண்மனைத்தோற்றம்
அந்தப்புரஅமைப்பு - அரசியின்இல்லமும்படுக்கையும்
- புனையாஓவியம்கடுப்பரசி - தோழியர்
செவிலியர்அரசியைஆற்றுதல்
உரோகினியைநினைத்துஅரசியின்பெருமுச்சு
பாசறையில்அரசன் - முன்னோன்முறைமுறைகாட்டல்
- நள்ளென்யாமத்தும்பள்ளிக்கொள்ளான்
நெடியவாடை - பிரிவுத்துயர்ப்படும்அரசிக்கு
பாசறையில்பணிகொட்டும்இரவிலும்தூங்காமல்புண்
பட்டவீரரைப்பார்க்கவந்தஅரசனுக்குநெடுநல்வாடை
பெயர்ப்பொருத்தம்.

பிரிவு - 5

திருக்குறள்

பதினென்கீழ்க்கணக்கு - அறிமுகம் - திருக்குறள்
முப்பால் - பாடப்பகுதி
தீமையிலாதசொல்லுதல்வாய்மை
நெஞ்சமும்வாய்மையும்
வாய்மைஎல்லாஅறமும்தரும் - அகம்தாய்மை
முயற்சிப்பதுசிறப்பு - முயற்சியில்லாதவனதுநன்மை
வறுமைக்குக்காரணம் - முயற்சிவிடற்பாலதுஅன்று
தலைவியின்குறிப்பினைத்தலைவன்அறிதல்
நாணமும்மகிழ்ச்சியும்அறிதல்
அயலவர்போல்சொல்லினும்குறிப்பறிதல்
அவள்நகைப்பின்நன்மைக்குறிப்பு
தோழிதனக்குள்ளேசொன்னது.

பிரிவு - 6

நாலடியார், பழமொழிநானூறு

செல்வம்சகடக்கால்போலவரும் - பெண்கல்வி
கல்விஅழகேஅழகு - கல்விகரையிலகற்பவர்நாள்சில
நாய்அனையார்கேண்மை
கால்கால்நோய்காட்டுவர்பொதுமகளிர்
குலவிச்சைகல்லாமல்பாகம்படும்
நாய்பெற்றதெங்கம்பழம்
நுணலும்தன்வாயால்கெடும்

நிறைகுடம்நீர்த்நும்பல்இல்
இறைத்தோறும்ஊறும்கிணறு

பிரிவு - 7

ஏலாதி, திரிகடுகம்,

ஆசாரக்கோவை

அன்புடையார்க்குஉள்ளஆறுகுணம்
எழுத்தின்வனப்பேவனப்பு
யாருக்கெல்லாம்ஈதல்வேண்டும்?
திரிகடுகம்போலும்மருந்து
இம்மூன்றும்நன்மைபயத்தல்இல
இவர்மூவர்பெய்எனப்பெய்யும்மழை
முந்தையோர்கண்டமுறை
என்றும்அசையாதஉள்ளத்தவர்
திறத்துளிவாழ்தும்என்பார்
பேதைகள்அல்லார்புகாஅர்.

பிரிவு - 8

இன்னாநாற்பது,

இனியவைநாற்பது

கடனுடையார்காணப்புகல் - உணர்வார்உணராக்கடை
- யாம்என்பவரொடுநட்பு - இளமையுள்மூப்புப்புகல்
தொன்மைஉடையார்கெடல்
எனைமாண்பும்தான்இனிது
ஈதல்எத்துணையும்ஆற்றஇனிது
திறம்தெரிந்துவாழ்தல்இனிது
அறிந்துஉரைத்தல்ஆற்றஇனிது
கற்றலின்காழ்இனியதுஇல்.

பிரிவு - 9

சிலப்பதிகாரம் -

கனாத்திறம்உரைத்தகாதை

சிலப்பதிகாரம் - அமைப்பியல்விளக்கம்
காப்பியக்கதைச்சூழல் - காதையின்கதைச்சுருக்கம்
அகனகர்வருணனை
மாலதிபாலளிக்கப்பாலகன்சோர்தல்
பாசண்டச்சாத்தற்குப்பாடுகிடந்தமாலதி
இடுபிணம்தின்னும்இடாகினிப்பேய்
பாசண்டச்சாத்தனின்அருளுதவி - தேவந்திகதை
கண்ணகிதான்கண்டகனவுரைத்தல் - பீடுஅன்று
கோவலன்வருகை - சிலம்புளகொண்ம்.

பிரிவு - 10

மணிமேகலை -

ஆபுத்திரன்திறம் அறிவித்தகாதை

மணிமேகலைகர்ப்பிய அமைப்பு - முன்கதைச்சுருக்கம்
- கதைநிகழும்சூழல் - காதையின்கதைச்சுருக்கம்
அபஞ்சிகன்மனைவிசாலிஈன்றகுழவி
ஆபாலுட்டிவளர்த்தல் - ஆமகன்அல்லன்என்மகன்
ஆபுத்திரன்கல்விகற்றல் - புலைசூழவேள்வி
நள்ளிருளிக்கொண்டுநடக்குவன்
நீமகன்அல்லாய்நிகழ்ந்ததைஉரையாய்
இதனொடுவந்தசெற்றம்என்னை - சிறியைநீ
அவஆமகன்அதற்குஓத்தனை
ஆவொடுவந்தஅழிகுலம்உண்டோ?.

பார்வைநூல்கள்:

11. புறநானூறுமூலமும்உரையும், (இரண்டுதொகுதிகள்
ஒளவைசு. துரைசாமிப்பிள்ளைஉரை, கழகவெளியீடு
சென்னை.
12. நற்றிணைமூலமும்உரையும், (இரண்டுதொகுதிகள்
ஒளவைசு. துரைசாமிப்பிள்ளைஉரை
அருணாபப்ளிகேஷன்ஸ், 13-1 உஸ்மான்சாலை, சென்னை.
13. குறுந்தொகைமூலமும்உரையும், டாக்டர்உ.வே
சாமிநாதையர்உரை, கவீர்அறக்கட்டளை, சென்னை.
14. கலித்தொகைமூலமும்உரையும்,
பெருமழைப்புலவர்பொ.வே. சோமசுந்தரனார்உரை
கழகவெளியீடு, சென்னை.
15. நெடுநல்வாடைமூலமும்உரையும்,
பெருமழைப்புலவர்பொ.வே. சோமசுந்தரனார்உரை
கழகவெளியீடு, சென்னை.
16. திருக்குறள் - பரிமேலழகர்உரையுடன், ஸ்ரீகாசிமடம்
திருப்பனந்தாள்.
17. பதினென்கீழ்க்கணக்கு,
நியூசெஞ்சுரிபுகஹவுஸ்பிரைவேட்லிமிடெட், சென்னை.
18. மு. வரதராசன், தமிழ்இலக்கியவரலாறு
சாகித்யஅக்காதெமி, புதுடெல்லி,
19. மது. ச. விமலானந்தன், தமிழ்இலக்கியவரலாறு
மீனாட்சிபுத்தகநிலையம், மதுரை.

20. தமிழண்ணல், புதியநோக்கில்தமிழ்இலக்கியவரலாறு
மீனாட்சிபுத்தகநிலையம், மதுரை.



BSW SYLLABUS

Tamil Nadu Open University

Name of the School

Chemnai – 15

Part-II English Syllabus for All UG Programmes

Semester-III

Foundation in English-III (Soft Skills)

Course Code: BFEG-3

Credit: 3

Course Objectives

- To cultivate the positive mind
- To improve body language
- To develop interview skills
- To prepare a comprehensive CV
- To enhance interpersonal skills

Course Learning Outcomes

On successful completion of the Course, the learners will be able to:

- approach the life positively
- communicate in good manner
- join in a team in working place
- develop an impressive CV
- express managerial skills

Block-1 Introduction to Soft Skills

Soft Skills: An Introduction – Definition and Significance of Soft Skills; Process: Importance and Measurement of Soft Skill Development- Self-Discovery: Discovering the Self; Setting Goals; Beliefs, Values, Attitude, Virtue. 3. Positivity and Motivation: Developing Positive Thinking and Attitude; Driving out Negativity; Meaning and Theories of Motivation; Enhancing Motivation Levels.

Block-2 Body Language & Etiquettes

Non-Verbal Communication: Importance and Elements; Body Language- Social and Business.

Block-3 Group Discussion & Interview Skills

Interviewer and Interviewee - in-depth perspectives- Before, During and After the Interview- Tips for Success- Meaning, Types and Models, Group and Ethical Decision Making, Problems and Dilemmas in application of these skills

Block-4 Preparation of Curriculum Vitae' (CV)

Definition of CV and its purposes- CV versus Resume- Rules- Covering Letter

Block-5 Emotional Intelligence Skills

Meaning, History, Features, Components, Intrapersonal and Management Excellence Strategies to enhance Emotional Intelligence.

References:

3. Dhanavel S.P. *English and Soft Skills*. Orient Blackswan India, 2010.
4. Ghosh B.N. (Ed.) *Managing Soft Skills for Personality Development*. McGraw Hill India, 2012.

Web Resources:

3. https://onlinecourses.nptel.ac.in/noc19_hs33/preview
4. <https://nptel.ac.in/courses/109/107/109107121/>



Tamil Nadu Open University
Name of the School
Chennai – 15

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Community Organization and Social Action

COURSE CODE : MSWS-21

COURSE CREDIT : 04

COURSE OBJECTIVES

- CO1 Identify Community Organization as a method of Social Work
 - CO2 Explain Concepts of Community and its dynamics
 - CO3. Interpret the concepts of social Action as a method of Social work
 - CO4. Describe Role of community Organiser-Rural, Urban, Tribal communities
 - CO5. Enhance knowledge ofCommunity participation-Steps and applications
-

BLOCK 1

Basics of Community Organization

UNIT-1-

- 1.1 Community Organization: concept, meaning, definition,
- 1.2 Scope and nature of community organization in India,

UNIT.2

- 2.1 Community Organisation as a Social Work Method,
- 2.2 Community Client system,

UNIT-3

- 3.1 Client's Perception in Community Organization
- 3.3 Community Organization-Principles, Philosophy and its relevance

BLOCK 2

Community Organization- Method of social Work

UNIT-4

- 4.1 Role of community Organiser-Rural, Urban, Tribal communities

UNIT-5

- 5.1 –Models of Community development- Locality Development, Social planning, Social Action models, resource Transaction Model

UNIT-6

- 6.1 Community participation-Steps and applications of Community organization

- 2.2 Empowerment and Capacity Building

UNIT-7

- 7.1 Participatory Rural Appraisal- Techniques, features and uses
7.2 Participatory Learning and Action (PLA)- Social Application
7.3 Rapid Rural Appraisal- features and differences between PRA and RRA

BLOCK 3 Process or Phases of Community Organization

UNIT-8

- 8.1 Process or phases of Community Organization: Study and survey,
8.2 Analysis, Assessment, Discussion,
8.3 Organization, action, reflection, modification, continuation.

UNIT-9

- 9.1 Skills in Community Organization: organizing, communication,
9.2 Training, Consultation,
9.3 Public Relations, Resource Mobilization,
9.4 Liasoning, Conflict Resolution.

BLOCK 4

Understanding Social Action

UNIT-10

- 10.1 Social Action- Meaning, definitions, objectives, principles
10.2 Skills and techniques for Social Action
10.3 Social Action as method of Social Work

UNIT-11 History of Radical Social Work

- 11.1 –Settlement House movement

- 11.2- Anti oppressive Social Work practice

- 11.3 Critical Social Work

- 11.4 Structural Social Work practice

UNIT-12

- 12.1 Concept of Conscientization and Critical awareness
12.2 Contribution of Gandhiji, B.R. Ambedkar, Saul Alinsky,

BLOCK 5

UNIT-13 Significant social movements in India

13.1 Peasant and labour movements

13.2 women Movements

UNIT 14

14.1 Dalit and Tribal Movements – DK Movement,

14.2 Environmental Movements- Narmadha Bachao, Chipko

REFERENCE BOOKS :

1. Kumar, S., *Methods for Community Participation – A Complete Guide for Practitioners*. New Delhi: Vistaar Publications, 2002
2. Ross, Murray, G., *Community Organisation: Theory, Principles and Practice*. New York: Harper and Row, 1955.
3. Devi, R., Prakash, R., *Social Work Methods, Practices and Perspectives Vol 1, 2, 3*. Jaipur: Mangal Deep, 2004.
4. Gangrade, K.D., *Community Organization in India*, Popular Prakashan, Mumbai
5. Josi, A., K., *Emigration and Social Change*. Jaipur: Rawat Publications, 2005.
6. Katare, M., P., *Social Work and Rural Development*. New Delhi: Arise, 2006.
7. Maidment, J., Egan, R., *Practice Skills in Social Work and Welfare - More Than Just Common Sense*. Australia: Allen and Unwin, 2006.
8. Nash, M., Mundford, R., Donoghue, K., *Social Work Theories in Action*. London: Jessica Kingsley, 2005.
9. Rao, M., S., A., *Social Movements in India*. New Delhi: Manohar, 2004.
10. Srinivas, M., N., *Social Change in Modern India*. New Delhi: Orient Longman, 2003.
11. Thompson, N., *Understanding Social Work - Preparing and Practice*. New York: Palgrave Macmillan, 2002.

Web Resources

1. [\(PDF\) Social Work with Community Organization: A Method of Community Development | Dr. Mohd Shakil - Academia.edu](#)
2. [Practice Matters - Social Worker Client Relationship.pdf \(nlcsw.ca\)](#)
3. <http://ignou.ac.in/upload/bswe-03-block1-unit-3-small-size.pdf>
4. <https://egyankosh.ac.in/bitstream/123456789/59016/1/Unit3.pdf>

COURSE OUTCOMES

After completion of this course, the learner will be able to:

- CO1 Apply Community Organization as a method of Social Work
- CO2 Justify Concepts of Community and its dynamics
- CO3 Infer the concepts of social Action as a method of Social work
- CO4. Justify and illustrate role of community Organiser-Rural, Urban, Tribal communities
- CO5. Illustrate of Community Participation-Steps and applications



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Social Welfare Administration
COURSE CODE : MSWS-22
COURSE CREDIT : 04

COURSE OBJECTIVES

While studying the **Social Welfare Administration**, the learner shall be able to:

- CO1. Social Welfare Administration as a method of Social Work
- CO2. Understand legal aspects of Social Welfare Administration
- CO3. Functions of Social Welfare Administration
- CO4. Types and Purpose of Social Service Organisations
- CO5. Learn skills to execute Social Welfare programmes

BLOCK 1

Introduction to Social Welfare Administration

UNIT-1 – Understanding Social Welfare Administration

- 1.1- Meaning , Concept, Nature
- 1.2- Scope and Principles –

UNIT-2-Social Welfare Administration in India

- 2.1 National Level and State level Social Welfare Departments-Structure and Functions
- 2.2 Transparency and accountability of Social Welfare Organization

UNIT-3Functions of Social Welfare Administration

- 3.1 POSDCORB-planning, organizing, Staffing, Directing coordinating, Reporting, Budgeting.
- 3.2 Fund raising, Accounting and auditing

BLOCK 2

Non Governmental Organizations

UNIT-4 Establishing a NGO

4.1 –NGOs in India

4.2- Functions of NGO

UNIT-5 Types and Purpose of Social Service Organisations

5.1- Registration of Societies and Trusts

5.2-Constitution and Byelaws

5.3 Factors motivating voluntary services

UNIT-6 Laws Related to NGOs

6.1 Types of Registrations FCRA, FERA

6.2 Tax Exemptions

BLOCK3 National and International Social ServiceOrganisations

UNIT-7Social Service Organizations in India

7.1 NGOs in India and their functions

7.2 International Organizations and their functions

UNIT-8Problems of Voluntary Organizations

8.1 Sources of Funding

8.2 Management of funds

BLOCK 4

Communication in Social Welfare Administration

UNIT-9 Communication in Administration

9.1 Meaning, concept and Importance

9.2 Types of Communication

UNIT 10 Social Welfare Administration and Social

Change

10.1 SWA in Different settings

10.2 SWA as an instrument of social change

UNIT 11 Welfare Programmes in India

11.1 Welfare programmes-Women,Children,

Youth, Aged,

11.2 Destitutes, Differently aged, SC/ST

UNIT 12 Social Security Schemes

12.2 Central and State Government schemes for

social security

12.3 Integrated Child development Services

BLOCK 5

Resource Mobilization

UNIT 13 Grant in AIDS

13.1 Funding agencies in India-Central and State
13.2 Resource mobilization-
UNIT 13 Monitoring and Evaluation

14.1 Monitoring and Evaluation of Social welfare
programmes

14.2 Recording and Documentation

REFERENCE BOOKS :

- Bhattacharya, Sanjay. *Social Work Administration and Development*. Jaipur: Rawat, 2006.
- Chowdhry, Paul. D. *Social Welfare Administration*. New Delhi: Atma Ram, 1970.
- Danis, Kathi, *Human Behavior at Work*, McGraw Hill, New Delhi, 1977
- Dharmarajan, Shivan. *NGO Development Initiative and Public Policy*. New Delhi: Kanishka, 1998.
- Kirs.Ashman. Karen. K. *Introduction to Social Work and Social Welfare, Critical Thinking Perspectives*, U.S.A: Thomson, 2003.
- Lalitha, N.V, *Status Of Voluntary Effort in Social Welfare*, NIPCCD, New Delhi, 1982
- Parmar, P. M. *Social Work and Social Welfare in India*. New Delhi: Sublime, 2002.
- Pawar, S. N. Ambedkar, J. B. and Shrikant, D. *NGOs and Development: The Indian Scenario*. New Delhi: Rawat, 2004.
- Skidmore, Rex, A. *Social Work Administration Dynamic Management and Human Relationships*. New Jersey: Prentice Hall, 1990.
- Wormer, Van, Katherine., *Introduction to Social Welfare and Social Work*, London: Thomson, 2006.

Web Resources

1. https://www.lkouniv.ac.in/site/writereaddata/siteContent/202004021910159540dksingh_Lecture_3.pdf
2. <https://rtuassam.ac.in/online/staff/classnotes/files/1624632976.pdf>
3. <https://www.socialworkin.com/2020/08/Ares-principles-functions-of-social-welfare-administration.html>
4. <https://egyankosh.ac.in/bitstream/123456789/17228/1/Unit-1.pdf>

COURSE OUTCOMES

After completion of **Social Welfare Administration**, the learner will be able to:

- CLO1. Illustrate with example Social Welfare Administration as a method of Social Work
- CLO2. Analyze the legal aspects of Social Welfare Administration
- CLO3..Implement the Functions of Social Welfare Administration
- CLO4. Compare and describeTypes and Purpose of Social Service Organisations
- CLO5. Apply skills to execute Social Welfare programmes



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – IIyear (Distance Mode)

COURSE TITLE : Human Rights and Social Legislations
COURSE CODE : MSWS-23
COURSE CREDIT : 04

COURSE OBJECTIVES

While studying the **Human Rights and Social Legislations**, the student shall be able to:

- Understand *the concept of Human Rights and its significance in social work.*
 - To critically analyse *challenges and issues of human rights violation.*
 - *To provide an overview of social legislation*
-

COURSE OUTCOMES

After completion of **Human Rights and Social Legislations**, the student will be able to:

- The learners will acquire knowledge on *Human Rights and its significance in social work*
 - The learners will critically analyse *challenges and issues of human rights violation.*
 - The learners will gain knowledge on *social legislations.*
-

BLOCK 1 Introduction to Human Rights

UNIT-1 –

1.1 meaning, concept and nature;

1.2 Classification-of Rights: Natural, Moral and Legal Rights,

UNIT-2

1.3 Three Generations of Human Rights- Civil and Political Rights; Economic, Social and Cultural Rights;.

BLOCK 2 Human Rights in the Context of Crime and Punishment

UNIT 3

- 3.1 Human Rights in the context of crime and punishment –
- 3.2 Right to information Act and the context of Human Rights violation.

UNIT-4

- 4.1 Agencies to protect Human Rights - National Human Rights Commission
- 4.2 State Human Rights Commissions,

BLOCK3 Rights of Women and Children

UNIT 5

- 5.1 Rights of Women – Female feticide, infanticide and selective abortion
- 5.2 Physical assault and sexual harassment- domestic and work place violence
- 5.3 remedial Measures

UNIT-6

- 6.1 Rights of Children-protection, survival, developmental.
- 6.2- UN Convention on Child Rights.

BLOCK 4 Social Legislations

UNIT-7 Personal laws

- 7.1 Marriage, Divorce
- 7.2 Maintenance, Guardianship and succession

UNIT 8 Legislation for Public Good

- 8.1 Protection of Human Rights Act 1993,
- 8.2 Right to Information Act 2005

UNIT-9

- 9.1 Rural Employment Guarantee Act 2005,
- 9.2 PIL , Legal Aid

UNIT 10 Legislation for Children I

- 10.1 The Prohibition of Child Marriage Act, 2006
- 10.2 Right to Education Act, 2009

UNIT-11

- 11.1 Child labour (prohibition and regulation) Act 1986
- 11.2 Prenatal Diagnostic Techniques Act 1994

UNIT 12 Legislation for Children II

- 12.2 The Juvenile Justice (care and Protection) Act 2015
- 12.3 The Protection of Children From Sexual Offences Act, 2019

BLOCK 5 Women and Socially Disadvantaged

UNIT 13 Legislations for women

- 13.1 The Immoral Traffic (Prevention) Act, 1956,
- 13.2 Dowry prohibition Act, 1961,
- 13.3 Indecent representation of Women Act 1986,
- 13.4 Protection of Women from Domestic Violence Act 2005,
- 13.5 Sexual harassment of Women in work place Act, 2013

UNIT 14 Legislations for Socially disadvantaged I

- 14.1 Bonded Labour System (Abolition) Act, 1976
- 13.2 Mental Health Care Act, 2017
- 13.3 SC/ST Prevention of Atrocities Act 1989 & rules 1995

UNIT 15 Legislations for socially disadvantaged II

- 14.1 Rights of Persons with Disabilities Act, 2016

REFERENCE BOOKS :

1. Rao, M., S., A., *Social Movements in India*. New Delhi: Manohar, 2004.
2. Srinivas, M., N., *Social Change in Modern India*. New Delhi: Orient Longman, 2003.
3. Thompson, N., *Understanding Social Work - Preparing and Practice*. New York: Palgrave Macmillan, 2002.
4. Chandru, Geetha. 1998 Chowdry, Paul. 1992
5. Child and Law in India, Indian Council for Child Welfare, Chennai
6. Social Welfare Administration, Atma Ram and Sons, Delhi.
7. Handbook for the Management of Voluntary Organisations, Alpha Publications, Chennai.
8. Agarwal, H.O, *International Law and Human Rights*, Central law Publications, 2002.
9. Alok Chakravati, *Protecting Human Rights*, Reference Press, New Delhi, 2003
10. Bajwa G.S, *Human Rights in India*, Anmol Publishers, 1995
11. Gupta D. N, *Human Rights Acts, Statutes and Constitutional Provisions*, Kalpaz Publications, 2003
12. Jayashree P.M, *Dalit Human Rights Violation*, Vol.1, National Campaign, 2000
13. Khanna, H.R, *The Judicial System*, 11 P.A, New Delhi, 1980
14. Ramphal, *Perspectives in Human Rights*, Rawat Publications, 2001
15. Syed, M. H, *Human Rights-The New Era*, Kilaso Books, 2003



Tamil Nadu Open University
Name of the School
Chennai – 15

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Psychology for Social Work
COURSE CODE : MSWSA-21
COURSE CREDIT : 2

COURSE OBJECTIVES

- CO1. Comprehend the factors contributing to human personality
 - CO2. Enhance knowledge on human behaviour by through Psychological Theories.
 - CO3. Identify the relationship between Developmental Psychology and Social Work.
 - CO4. Discuss the concepts Socialization for effective social work.
 - CO5. Enhance knowledge on the physical, Psychological and Social Changes of development Stages.
-

BLOCK 1

Introduction to Psychology

UNIT-1 – Understanding Psychology

- 1.1- Definition, Scope and Methods
- 1.2- Relationship between Developmental Psychology and Social Work

UNIT-2-Basic Concepts in Psychology

- 2.1 Need – Definition, Nature and Types
- 2.2 Emotion-Meaning and Definition, Emotional Quotient.

BLOCK 2

Human Behaviour

UNIT-3 Understanding Human Behaviour

- 3.1 Human Behaviour-Concepts, -Heredity and Environment
- 3.2 Psychological Theories for Understanding Behaviour- Freud, Ericson, Adler and Maslow

BLOCK 3

Socialization

- 6.1 Meaning and Process
- 6.2 Adjustment- Nature, Effective Adjustment
- 6.3 Attitudes, Behaviour, Prejudice and Perception
- 6.4 Maladaptive behavior, Antisocial personality, coping and Defense Mechanism

6.5 Psychosomatic Disorders

BLOCK4 Stages of Development –I

UNIT-7 Childhood and Adolescence

7.1 Understanding Prenatal, Child Birth, Infancy Babyhood, -Characteristics

7.2 Adolescence- Physical Changes, puberty, Behavioural Changes, Period of Storm and Stress, Identity Crisis, Per Group, Family friction, Social relationship and sexuality.

BLOCK 5

Stages of Development –II

UNIT-8 Adulthood and Old Age

8.1 Understanding Early Adulthood, vocational Adjustment ,Marital Adjustment, Adjustment to Parenthood, Middle Age, Middle Age adjustments in family, Widowhood.

8.2 Preparation for Old age, Meaning and Process, characteristics, Social and Psychological, Common Health Issues, Assessing the needs of the elderly, Preparation for old age.

Reference:

1. Bhatia, Hansraj, *Elements of Social Psychology*, Somaiya Publications, Bombay, 1970
2. Engler, Barbara, *Personality Theories- An Introduction, 3rd edition*, Houghton Muffin, Company, Boston, 1991
3. Morgan, Clifford, T, *Introduction to Psychology*, McGraw-Hill Book Company- New York, 1986
4. Munn L. Norman, *Introduction to Psychology*, Oxford & IBH Publication, 1975
5. Sherif & Sherif, *Social Psychology*, Harper & Row Publishers, 1969.
6. Bee, Helen, L. Sandra, k. Mitchell, *The Developing Person - A Life Span Approach - 2nd Ed*, Harper & Row Publishers, New York, 1984
7. Hall Calvin, Lindzey Gardner. *Introduction to Personality Theory*. New York: John Wiley and Sons, 2000.
8. Hurlock, Elizabeth. *Developmental Psychology a Life-Span Approach*. New Delhi: Tata McGraw-Hill, 2007.
9. Hurlock, Elizabeth, *Child development*, 6th Edition, International Learner Ed, McGraw Hill Publishing Co, USA, 1988
10. Newman and Newman, *Development through Life*. U.S.A: Thomson Wadsworth, 2003.
11. Schwebel, Andrew, I. Harvey, A. Barocas. *Personal Adjustment and Growth*. U.S.A: Wm. C. Brown Publishers, 2000.

Web Resources

[Psychology: Meaning, Definitions and Methods \(psychologydiscussion.net\)](http://psychologydiscussion.net)
[Understanding Stages in Developmental Psychology \(verywellmind.com\)](http://verywellmind.com)

COURSE OUTCOMES

After completion of this course, the learner will be able to:

- CLO1-Analyzethe factors contributing to human personality
 - CLO2. Apply knowledge on human behaviour acquired through Psychological Theories.
 - CLO3. Compare and illustrate the relationship between Developmental Psychology and Social Work.
 - CLO4. Discuss and applythe concepts Socializationfor effective social work practice.
 - CLO5. Describe and discusss knowledge on the physical, Psychological and Social Changes of development Stages.
-



Tamil Nadu Open University

Name of the School

Chennai – 15

Master of Social Work - Syllabus – II Year (Distance Mode)

COURSE TITLE : Social Work Research and Statistics

COURSE CODE : MSWS-41

COURSE CREDIT : 04

COURSE OBJECTIVES

- CLO1. Describe the concepts of Social Work research
 - COC.2 Explain Types of Social Work research
 - COC.3 Describe Steps in Research Methodology
 - COC.4 Identify Research Design and sampling techniques suitable for research
 - COC.5 Recognize statistical methods for social work research
-

BLOCK 1

Introduction to Social Work Research

UNIT-1 – Understanding Social Work Research

- 1.1- Definition, Meaning, significance, Characteristics of Social research
- 1.2- Social research and Social Work research

UNIT-2 Scientific Methods

- 2.1- Distinctive features, Scope and need
- 2.2 Meaning and Characteristics of Social Work Research,

UNIT 3 Types of Social Work research

- 3.1 Intervention Research
- 3.2 Practice based research;
- 3.3 Action research;
- 3.4 Need Assessment Research.
- 3.5 Situational Analysis

UNIT-4

**BLOCK 2 Research designs for Social Work research
Research Designs**

- 4.1- Meaning and Definition

4.3 Components of research design

UNIT-5 Types of research design

5.1- Exploratory, Descriptive, Experimental

5.2 Survey and Case Study,

5.2-Quantitative and Qualitative Research designs

BLOCK3 Research Methodology

UNIT-6 Steps in Research Methodology

6.1 Problem Identification, Literature Review, Formulation,

Objectives and Hypothesis, Concepts, Definitions;

6.2 Introduction to Methods Of Data Collection

UNIT-7 Sampling

7.1 Meaning and definition, Importance

7.2 Probability Sampling

7.3 Non Probability Sampling

7.4 Advantages and Limitation of both types

BLOCK 4

Methods of data Collection and Data Processing

UNIT-8 Various Methods of Data Collection

8.1 Interviewing, Questionnaire, Observation And Focused

Group Discussion.

8.2 Tools for data Collection- Interview Schedule, Interview Guide,

Questionnaire, Sources Of Data Collection: Primary And Secondary Data.

UNIT 9 Processing of Data

9.1 Editing, Coding, Tabulation, Graphical & Diagrammatic

Representation Of Data.

9.2 Graphical & Diagrammatic Representation Of Data.

BLOCK 5

Basic Statistics for Social Work Research

UNIT 10 Understanding Statistics

10.1 Definition and Functions

10.2 Importance of Statistics

UNIT 11 Frequency Distribution

11.1 Frequency Distribution and tabulation

11.2 Ratio Proportion and Percentage

UNIT 12 Application of Statistics

12.1 Measures of Central Tendency-Mean, Median Mode,

12.2 Measures of Variability-Standard and Quartile deviation

UNIT 13 Measures of Association and Variance

13.3 Measures of Association- Chi Square, t distribution

13.4 classification, tabulation, interpretation of data

UNIT 14 Qualities of Researcher

14.1 Objectivity and Unbias, curiosity, understand causal relations.

14.2 Research report- Significance and steps in

writing report.

REFERENCE BOOKS :

1. Alan Bryman, *Social Research Methods*, Oxford University Press, New Delhi, 2004.
2. Earl Babbie, *Adventures in Social Research using SPSS*, Pine forge Press, New Delhi, 1998.
3. Gupta S.P, *Statistical Methods*, Sultan Chand Publishers, New Delhi,2005.
4. Kothari C.R., *Research Methodology – Methods and Techniques*, Wilsey Eastern Ltd, New Delhi,2004.
5. Janet M.Ruane, *Essentials of Research Methods*, Blackwell Publishing, UK, 2005.
6. Lakshmi Devi, *Encyclopedia of Social Research*, Anmol Publications, New Delhi. Vol. I, II, & III, 1997.
7. Lal Das D.K., *Practice of Social Research*, Rawat Publications, Jaipur, 2000.
8. Vijay Rohatgi, *An Introduction to Probability and Statistics*, A Wiley – Interscience Publications, John Wiley &Sones, Inc, New York, 2001.

Web Resources

1. <https://www.questionpro.com/blog/social-research/>

2. <https://jrsapkota.files.wordpress.com/2009/12/reserch.pdf>
3. <http://www.ignou.ac.in/upload/Bswe-003%20Block-4-UNIT-16-small%20size.pdf>
4. <https://ddceutkal.ac.in/Syllabus/MSW/Paper-4.pdf>

COURSE OUTCOMES

After completion of **this course**, the learner will be able to:

- CLO1. Describe the concepts of Social Work research
- CLO2. Explain Types of Social Work research
- CLC3. Describe Steps in Research Methodology
- CLO4. Identify Research Design and sampling techniques suitable for research
- CLO5. Recognise statistical methods for social work research



Tamil Nadu Open University

Name of the School

Chennai – 15

Master of Social Work - Syllabus – Iyear (Distance Mode)

COURSE TITLE : Communication for Social Work
COURSE CODE : BSWS-54
COURSE CREDIT : 04

COURSE OBJECTIVES

- CO1. Understand the significance of communication for Social Work Profession
 - CO2. Understand types and process of Communication
 - CO3. Style based communication types
 - CO4. Models of Communication
 - CO5. Learn skills to plan communication for social work methods.
-

BLOCK 1

Introduction to Communication

UNIT-1 –Understanding the Concept of Communication

1.1- Meaning, Concept, Characteristics and Elements

1.2- Types of Communication-verbal and Non verbal

UNIT-2 Style based communication types

2.1- Different Styles of communication- Assertive, Aggressive, passive,

2.2 Leadership styles and Communication

UNIT 3 Communication process

3.1 Process of Communication

3.2 Essentials of Communication

3.3 barriers to communication

BLOCK 2

Models and Theories of Communication

UNIT-4 Models of Communication

4.1 –Shannon, Derrivative, new Model

4.2- Communication theories

UNIT-5 Model development

5.1- Meaning, concept, Process of model Development

5.2-Approaches to development

5.3 Problems and issues in development

UNIT-6 Developing Societies

6.1 Characteristics if developing societies

6.2 Development issues- national, Regional, Local levels

BLOCK3 Development Communication

UNIT-7Understanding Development Communication

7.1 Meaning, concept, role of media

7.2 Strategies for development communication

UNIT-8Barriers in Communication development

8.1 Social, cultural and Economic barriers

8.2 Case Studies and Experience

UNIT-9 Policy for Development Communication

9.1 Development Communication policy

9.2 Strategies and Action plans

BLOCK 4

Communication Planning

UNIT-10 Communication Planning

10.1 Meaning and Scope

10.2 Role of Communication Planner

UNIT 11 Training and Communication

11.1 Importance of Training

11.2 Training for effective communication

BLOCK 5

practicing Development communication

UNIT 13 Media and Communication

13.1 Visual, Audi visual, folk, electronic, film and video

13.2 Mass Media and Communication

UNIT 14 Skills for Social workers

14.1 Writing, verbal, planning and campaigning

14.2 Skills for mass media, Extension Education, Ethics of Communication

REFERENCE BOOKS :

1. Harry Shefter, *How To Prepare Talks And Oral Reports*. Pocket Publication, South, Glemorgan, 1963
2. Joseph Kivlinet all, *Communication in India: Experiments in Introducing Change*, National Institute of Community Development: India, 1968
3. Kaul, H.K, *The Craft of Writing*, Arnold-Heinemann, 1978
4. Murphy, *Mass Communication and Human Interaction*, Houghton Mifflin Harcourt (HMH), 1977
5. NarasimaReddy.V, *How to Be A Good PRO*, Shaheeb Publications, Hyderabad, 1974

Web Resources

1. <https://www.arcjournals.org/pdfs/ijrsa/v5-i2/5.pdf>
2. https://www.researchgate.net/publication/338352251_Developing_your_communicati_on_skills_in_social_work
3. <https://guide2socialwork.com/communication-in-social-work/>
4. <https://egyankosh.ac.in/bitstream/123456789/17109/1/Unit-2.pdf>

COURSE OUTCOMES

After completion of **this course**, the learner will be able to:

- CLO1. Explain the significance of communication for Social Work Profession
- CLO2. Apply types and process of Communication
- CLO3.. Analyze and explain Style based communication types
- CLO4. Explain Models of Communication
- CLO5. Illustrate skills to plan communication for social work methods.



Tamil Nadu Open University

Name of the School

Chennai – 15

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Introduction to Fields of Social Work -I
COURSE CODE : MSWS-33
COURSE CREDIT : 04

COURSE OBJECTIVES

- CO1. To develop capacity for observation and analyzing social realities.
 - CO2. Describe Social work practice in Family & Child Welfare.
 - CO3. Describe Social work practice in Correctional setting
 - CO4. Describe Psychiatric Social work practice**
 - CO5. Describe Social work practice Human Resource Management**
-

BLOCK 1

Family & Child Welfare and Correctional setting

UNIT-1

- 1.1 Family & Child Welfare: Foster Care, Adoption Services,
- 1.2 Family Counseling Centre, Child Guidance Clinics,
- 1.3 Sex Education, Premarital Counseling

UNIT-2

- 2.1 Correctional Setting- Meaning and Objectives of Criminal Justice System
- 2.2 Role of Social Worker in Correctional Setting

BLOCK 2 Medical Social Work and Psychiatric Social Work:

UNIT 3

- 3.1 Concept, Evolution, Roles,

3.2 Functions / Responsibilities of Medical Social Workers and Psychiatric Social Workers.

UNIT-4

4.1 Normal and abnormal behaviour,

4.2 Epidemiology, Etiology, Types,

UNIT-5

5.3 Schizophrenia, Mood Disorders, Neurotic Disorders, stress related Disorders,

5.4 Somatoform Disorders, Child and Adolescent Mental Health Problems,

BLOCK 3 Human Resource Management (HRM) and Development (HRD)

UNIT-6

6.1 Historical background of Industrial Development as a sub-system of society,

6.2 Concept of Labour Welfare, Nature, Objectives, Principles,

UNIT-7

7.1 Human Resource Management: Concept, Scope, Evolution,

7.2, Models and Sub-systems of HRM

UNIT-8

8.1 Human Resources Development (HRD) – Performance Management System, Types,

8.2 Corporate Social Responsibility (CSR) –

BLOCK 4 **Community Development**

UNIT-9

9.1 Urban, Rural & tribal Community Development

9.2 Differences between urban, rural and tribal communities,

UNIT-10

10.1 An overview of early community development Experiments and projects,

10.2 Nilokheri and Srinikethan projects.

UNIT-11

11.1 Three tier system of panchayat Raj

11.2 NGO s role in Community Development

BLOCK 5 **Marginalized and Social Work**

UNIT 12

12.1 Expressions of Gender Disparity in Education, Health, Property, Employment and Livelihood,

12.2 Decision Making, Feminization of Poverty and Manifestations of Gender based Violence.

UNIT-13 **Aging and Vulnerability**

13.1 Psychological, Social, Physical needs and problems of Older Persons.

13.2 Social Work Interventions for the aged.

UNIT-14

14.1 Persons with Disabilities: Concept, Meaning and Models of Disability

14.2 Social Work Interventions

REFERENCE BOOKS :

1. Adams, R. *Social Work and Empowerment*. New York: Palgrave Macmillan, 2003.
2. Alston, M. and McKinnon, J. *Social Work – Fields of Practice*. Australia: Oxford U P, 2003.
3. Anand, C.L, *Equality, Justice and Reserve Discrimination*, Popular book service, New Delhi. 1982
4. Arthur fink, 1978 *The Field of Social Work*, HOLT, Rinehart & Winston, Mew York
5. Dasgupta., 1967 *Towards a philosophy of social Work in India*, Popular Book Services, New Delhi.
6. Gangrade,K.D,1976 *Dimensions of Social Work*, IndersingMarwah for Marwah Publications, New Delhi
7. Joshi.S.C, 2004 *Social Work and Social Work Education*, Asia Publication house, Mumbai
8. Kunduka.S.K,1965 *Social Work in India** Sarvodaya sahitya samaj, Jaipur
9. *Introduction to Social Work*, ATMA RAM & SONS, Delhi
10. *Another Social work - An Integrated Approach*, Deep & Deep Publications Pvt Ltd, New "Delhi.
11. *An Introduction to Social Work*, Anmol Publications Ltd, New Delhi, 2002
12. Joshi, S., C. *Hand Book of Social Work*. New Delhi: Akansha, 2004.

Web Resources

1. <https://ddceutkal.ac.in/Syllabus/MSW/PAPER-1.pdf>
2. https://www.socialwork.pitt.edu/sites/default/files/publication-images/facets_of_soc.pdf
3. <https://www.sweducarebd.com/2017/08/fields-of-social-work-practice.html>
4. <https://www.coursehero.com/file/83872240/Chapter-10-THE-FIELDS-OF-SOCIAL-WORKpdf/>

COURSE OUTCOMES

After completion of this learner will be able to:

- CLO1. To apply acquired knowledge for observation and analyzing social realities.
- CLO2. Perform Social work practice in Family & Child Welfare.
- CLO3 Perform Social work practice in Correctional setting
- CLO4.** Perform **Psychiatric** Social work practice
- CLO5.** Perform Social work practice **Human Resource Management**



Tamil Nadu Open University

Name of the School

Chennai – 15

Master of Social Work - Syllabus –II year (Distance Mode)

COURSE TITLE : Social Entrepreneurship and Project Management
COURSE CODE : MSWS-34
COURSE CREDIT : 02

COURSE OBJECTIVES

- CO1. the key elements of Social Entrepreneurship
 - CO2. Role of Entrepreneurs in Socio economic growth of nation Meaning and Characteristics of Entrepreneur
 - CO3. Entrepreneurship Development Programmes
 - CO4. Explain the concepts and functions of Project Management.
 - CO5. Leadership roles in sustaining projects
-

BLOCK 1

Understanding Entrepreneurship

UNIT-1 – Understanding Psychology

- 1.1- Definition, Meaning and Characteristics of Entrepreneur
- 1.2- Role of Entrepreneurs in Socio economic growth of nation

UNIT-2-Entrepreneurship

- 2.1 Concept and Meaning of Entrepreneurship
- 2.2 Entrepreneurial Leadership and Motivation

BLOCK 2

Social Entrepreneurship

UNIT-3 Basic Concepts of Social Entrepreneurship

- 3.1 Entrepreneurship Development Programmes
- 3.2 Institutions providing EDP in India.

UNIT 4 Banking and Microfinance

4.1 Schemes for Microfinance

4.2 Impact of Micro financing

BLOCK 3

Project Management

UNIT-5 Understanding Project Management

5.1 –Meaning of Project management

5.2- Social Entrepreneurship in Corporate India, Skills in project management

BLOCK4 Project Management Process

UNIT-6 Understanding PM Process

6.1 Project Life Cycle

6.2 Project Assessment

BLOCK 5 Leadership and Resource planning

UNIT-7 Leadership

7.1 Leadership roles in sustaining projects

7.2 Outreach of Programme implementation process

7.3 Resource Mobilization Plans

UNIT 8 Value-Co Creation and Networking

8.1 Innovations for market and Social capital Creation

8.2 Tools of Social resource mapping

8.3 Impact Assessment in Social Entrepreneurship management.

References

1. Curtis, E.T., Megginson, L.C. Scott, C.R. Trueblodd, L.R. (1975), Effective Small Business Management, Business Publications, Dallas, Texas.
2. Curtis, E.T., Megginson, L.C. Scott, C.R. Trueblodd, L.R. (1975), Successful Small Business Management, Business Publications, Dallas, Texas.
3. Donald F. Kuratko, Richard M. Hodgetts, (2001), Entrepreneurship – A Contemporary Approach, Harcourt College Publisher, London.
4. Gupta M.C., (1987), Entrepreneurship in Small Scale Industry, Anmol Publications, New Delhi.
5. Lambden, Johnc and Targett, David, (1990), Small Business Finance – A Simple Approach, Pitman Publishing, London.

Web Resources

1. <https://www.managementstudyguide.com/social-entrepreneurship.htm>
2. <https://www.investopedia.com/terms/s/social-entrepreneur.asp>
3. <https://harappa.education/harappa-diaries/social-entrepreneurship/>
4. <https://www.socialworkers.org/Events/Events-Calendar-Details/ArtMID/48040/ArticleID/2307/Entrepreneurship-in-Social-Work-Practice>

COURSE LEARNING OUTCOMES

CLO1. Illustrate the key elements of Social Entrepreneurship

CLO2. Discuss and debate on the Entrepreneurs in Socio economic growth of nation Meaning and Characteristics of Entrepreneur

CLO3. Illustrate the Entrepreneurship Development Programmes in India

CLO4. Describe and discuss the concepts and functions of Project Management.

CLO5. Apply Leadership roles in sustaining projects



Tamil Nadu Open University

Name of the School

Chennai – 15

Master of Social Work - Syllabus – I year (Distance Mode)

COURSE TITLE : Human Rights and Social Legislations

COURSE CODE : MSW-17

COURSE CREDIT : 04

COURSE OBJECTIVES

While studying the **Human Rights and Social Legislations**, the student shall be able to:

- Understand *the concept of Human Rights and its significance in social work.*
- To critically analyse *challenges and issues of human rights violation.*
- *To provide an overview of social legislation*

COURSE OUTCOMES

After completion of **Human Rights and Social Legislations**, the student will be able to:

- The learners will acquire knowledge on *Human Rights and its significance in social work*
- The learners will critically analyse *challenges and issues of human rights violation.*
-
- The learners will gain knowledge on *social legislations.*

BLOCK 1 Introduction to Human Rights

UNIT-1 –

1.1 meaning, concept and nature;

1.2 Classification-of Rights: Natural, Moral and Legal Rights,

UNIT-2

1.3 Three Generations of Human Rights- Civil and Political Rights; Economic, Social and Cultural Rights;.

BLOCK 2 Human Rights in the Context of Crime and Punishment

UNIT 3

3.1 Human Rights in the context of crime and punishment

3.2 Right to information Act and the context of Human Rights violation.

UNIT-4

4.1 Agencies to protect Human Rights - National Human Rights Commission

4.2 State Human Rights Commissions,

BLOCK3 Rights of Women and Children

UNIT 5

5.1 Rights of Women – Female feticide, infanticide and selective abortion

5.2 Physical assault and sexual harassment- domestic and work place violence

5.3 remedial Measures

UNIT-6

6.1 Rights of Children-protection, survival, developmental.

6.2- UN Convention on Child Rights.

BLOCK 4 Social Legislations

UNIT-7 Personal laws

7.1 Marriage, Divorce

7.2 Maintenance, Guardianship and succession

UNIT 8 Legislation for Public Good

8.1 Human Rights Act 1993, RTI Act 2005

UNIT-9

8.2 Rural Employment Guarantee Act 2005, PIL , Legal Aid

UNIT 10 Legislation for Children I

10.1 Child marriage restraint(ammendment) Act1978

UNIT-11

10.2 Child labour (prohibition and regulation)Act 1986

10.2 Central Adoption resource Agency Guidelines

UNIT 11 Legislation for Children II

11.1 Prenatal Diagnostic Techniques Act 1994

11.2 The Juvenile Justice (care and Protection) Act 2000

BLOCK 5 Women and Socially Disadvantaged

UNIT 12 Legislations for women

12.1 Prevention of Immoral Trafficking, Dowry prohibition, indecent representation of Women Act 1986,

12.2 Domestic Violence Act 2005, Sexual harassment in work place Act

UNIT 13 Legislations for Socially disadvantaged I

13.1 Bonded Labour System(Abolition)Act ,

13.2 Mental health Act 1986

13.3 SC/ST Prevention of Atrocities Act 1989& rules 1995

UNIT 14 Legislations for socially disadvantaged II

14.1 Persons with disabilities (Equal protection of Rights and opportunity and Full participation) Act 1995

REFERENCE BOOKS :

16. Rao, M., S., A., *Social Movements in India*. New Delhi: Manohar, 2004.
17. Srinivas, M., N., *Social Change in Modern India*. New Delhi: Orient Longman, 2003.
18. Thompson, N., *Understanding Social Work - Preparing and Practice*. New York: Palgrave Macmillan, 2002.
19. Chandru, Geetha. 1998 Chowdry, Paul. 1992
20. Child and Law in India, Indian Council for Child Welfare, Chennai
21. Social Welfare Administration, Atma Ram and Sons, Delhi.
22. Handbook for the Management of Voluntary Organisations, Alpha Publications, Chennai.
23. Agarwal, H.O, *International Law and Human Rights*, Central law Publications, 2002.
24. Alok Chakravati, *Protecting Human Rights*, Reference Press, New Delhi, 2003
25. Bajwa G.S, *Human Rights in India*, Anmol Publishers, 1995
26. Gupta D. N, *Human Rights Acts, Statutes and Constitutional Provisions*, Kalpaz Publications, 2003
27. Jayashree P.M, *Dalit Human Rights Violation*, Vol.1, National Campaign, 2000
28. Khanna, H.R, *The Judicial System*, 11 P.A, New Delhi, 1980
29. Ramphal, *Perspectives in Human Rights*, Rawat Publications, 2001
30. Syed,M. H, *Human Rights-The New Era*, Kilaso Books, 2003



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus –I year (Distance Mode)

COURSE TITLE : Psychology for Social Work
COURSE CODE : MSW-AL-12
COURSE CREDIT : 02

COURSE OBJECTIVES

While studying **Psychology for Social Work**, the learner shall be able to:

- To understand the factors contributing to human personality
 - To understand the concepts for effective social work
 - To understand the physical, Psychological and Social Changes of development Stages.
-

COURSE OUTCOMES

After completion of the **Psychology for Social Work**, the learner will be able to:

- Acquire factors contributing to human personality
 - understand the concepts for effective social work
 - The learners will gain knowledge on physical, Psychological and Social Changes of development Stages.
-

BLOCK 1 Introduction to Psychology

UNIT-1 – Understanding Psychology

- 1.1- Definition, Scope and Methods
- 1.2- Relationship between Developmental Psychology and Social Work

UNIT-2-Basic Concepts in Psychology

- 2.1 Need – Definition, Nature and Types
- 2.2 Emotion-Meaning and Definition, Emotional Quotient.

BLOCK 2 Human Behaviour

UNIT-3Understanding Human Behaviour

- 3.1 Human Behaviour-Concepts, -Heredity and Environment
- 3.2 Psychological Theories for Understanding Behaviour- Freud, Ericson, Adler and Maslow

BLOCK 3 Socialization

- UNIT -4 3.1 Meaning and Process
- 3.2 Adjustment- Nature, Effective Adjustment

- UNIT-5 3.3 Attitudes, Behaviour, Prejudice and Perception
- 3.4 Maladaptive behavior, Antisocial personality, coping and Defense Mechanism

UNIT -6

3.5 Psychosomatic Disorders

BLOCK4 Stages of Development –I

UNIT-7 Childhood and Adolescence

7.1 Understanding Prenatal, Child Birth, Infancy Babyhood, -Characteristics

7.2 Adolescence- Physical Changes, puberty, Behavioural Changes, Period of Storm and Stress, Identity Crisis, Peer Group, Family friction, Social relationship and sexuality.

BLOCK 5 Stages of Development –II

UNIT-8 Adulthood and Old Age

8.1 Understanding Early Adulthood, vocational Adjustment, Marital Adjustment, Adjustment to Parenthood, Middle Age, Middle Age adjustments in family, Widowhood.

8.2 Preparation for Old age, Meaning and Process, characteristics, Social and Psychological, Common Health Issues, Assessing the needs of the elderly, Preparation for old age.

Books for reference:

1. Bhatia, Hansraj, *Elements of Social Psychology*, Somaiya Publications, Bombay, 1970
2. Engler, Barbara, *Personality Theories- An Introduction*, 3rd edition, Houghton Muffin, Company, Boston, 1991
3. Morgan, Clifford, T, *Introduction to Psychology*, McGraw-Hill Book Company- New York, 1986
4. Munn L. Norman, *Introduction to Psychology*, Oxford & IBH Publication, 1975
5. Sherif & Sherif, *Social Psychology*, Harper & Row Publishers, 1969.
6. Bee, Helen, L. Sandra, k. Mitchell, *The Developing Person - A Life Span Approach - 2nd Ed*, Harper & Row Publishers, New York, 1984
7. Hall Calvin, Lindzey Gardner. *Introduction to Personality Theory*. New York: John Wiley and Sons, 2000.
8. Hurlock, Elizabeth. *Developmental Psychology a Life-Span Approach*. New Delhi: Tata McGraw-Hill, 2007.
9. Hurlock, Elizabeth, *Child development*, 6th Edition, International Student Ed, McGraw Hill Publishing Co, USA, 1988
10. Newman and Newman, *Development through Life*. U.S.A: Thomson Wadsworth, 2003.
11. Schwebel, Andrew, I. Harvey, A. Barocas. *Personal Adjustment and Growth*. U.S.A: Wm. C. Brown Publishers, 2000.



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Communication for Social Work
COURSE CODE : MSW-22
COURSE CREDIT : 04

COURSE OBJECTIVES

While studying the **Communication for Social Work**, the student shall be able to:

- Understand the significance of communication for Social Work Profession
 - Understand types and process of Communication
 - Learn skills to plan communication for social work methods.
-

COURSE OUTCOMES

After completion of **Communication for Social Work**, the student will be able to:

- The learners will acquire knowledge on communication for Social Work Profession
 - The learners will understand types and process of Communication
 - The learners will gain knowledge and skills to plan communication for social work methods.
-

BLOCK 1 Introduction to Communication

UNIT-1 – Understanding Social Welfare Administration

- 1.1- Meaning, Concept, Characteristics and Elements
- 1.2- Types of Communication-verbal and Non verbal

UNIT-2 Style based communication types

- 2.1- Different Styles of communication- Assertive, Aggressive, passive,
- 2.2 Leadership styles and Communication

UNIT 3 Communication process

- 3.1 Process of Communication
- 3.2 Essentials of Communication
- 3.3 barriers to communication

BLOCK 2 Models and Theories of Communication

UNIT-4 Models of Communication

- 4.1 –Shannon, Derrivative, new Model
- 4.2- Communication theories

UNIT-5 Model development

- 5.1- Meaning, concept, Process of model Development
- 5.2-Approaches to development

5.3 Problems and issues in development

UNIT-6 Developing Societies

6.1 Characteristics of developing societies

6.2 Development issues- national, Regional, Local levels

BLOCK3 Development Communication

UNIT-7 Understanding Development Communication

7.1 Meaning, concept, role of media

7.2 Strategies for development communication

UNIT-8 Barriers in Communication development

8.1 Social, cultural and Economic barriers

8.2 Case Studies and Experience

UNIT-9 Policy for Development Communication

9.1 Development Communication policy

9.2 Strategies and Action plans

BLOCK 4 Communication Planning

UNIT-10 Communication Planning

10.1 Meaning and Scope

10.2 Role of Communication Planner

UNIT 11 Training and Communication

11.1 Importance of Training

11.2 Training for effective communication

BLOCK 5 Practicing Development communication

UNIT 13 Media and Communication

13.1 Visual, Audi visual, folk, electronic, film and video

13.2 Mass Media and Communication

UNIT 14 Skills for Social workers

14.1 Writing, verbal, planning and campaigning

14.2 Skills for mass media, Extension Education, Ethics of Communication

REFERENCE BOOKS :

1. Harry Shefter, *How To Prepare Talks And Oral Reports*. Pocket Publication, South, Glemorgan, 1963
2. Joseph Kivlinet all, *Communication in India: Experiments in Introducing Change*, National Institute of Community Development: India, 1968
3. Kaul, H.K, *The Craft of Writing*, Arnold-Heinemann, 1978
4. Murphy, *Mass Communication and Human Interaction*, Houghton Mifflin Harcourt (HMH), 1977
5. NarasimaReddy.V, *How to Be A Good PRO*, Shaheeb Publications, Hyderabad, 1974



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Fields of Social Work I
COURSE CODE : MSW-23
COURSE CREDIT : 04

COURSE OBJECTIVES

While studying the **Fields of Social Work I**, the student shall be able to:

- Understand the concepts of Human Resource Management and Development
 - Understand the concepts of Community Development
 - Develop skills for application Social Work methods in HRM, HRD and CD
-

COURSE OUTCOMES

After completion of **Fields of Social Work I**, the student will be able to:

- The learners will understand the concepts of Human Resource Management and Development
 - The learners will understand the concepts of Community Development
 - The learners will gain Develop skills for application Social Work methods in HRM, HRD and CD
-

BLOCK 1 Introduction to Social Work Research

UNIT-1 – Understanding HRM

- 1.1- Definition, Concept, Evolution,
- 1.2- Relevance of Organizational Behaviour in HRM

UNIT-2 HRM Approaches

- 2.1 –HRM Models
- 2.2- personnel Vs Strategic HRM
- 2.3 Strategic HRM approaches

UNIT-3 Human Resource Development(HRD)

- 3.1- Approaches of HRD
- 3.2-Significance and Scope of training and Development

UNIT 4 Training in HRM

- 4.1 Types of Training in organizations
- 4.2 performance Appraisal, Career and Succession planning
- 4.2 Compensation management

BLOCK 2 Industrial Relations (IR) and labour laws

UNIT-5 Understanding IR

- 5.1 Concept and approaches

5.2 HR Policies and practices

UNIT 6 Committees in an Organization

6.1 Statutory Committees

6.2 Non Statutory Committees

UNIT-7 Important Activities in Organizations

7.1 Disciplinary Measure by organizations

7.2 Process of negotiations

7.3 Process of Grievance handling

7.4 Work stress, Counselling at work Place

7.5 Negotiation between workers and management.

UNIT 8 Overview of significant Labour Legislation

8.1 Factories Act 1948

8.2 ESI Act

8.3 Maternity Benefits Act

8.4. PF ACT

8.5 Industrial Relations and Dispute handling

BLOCK 3 Introduction to Community Development (CD)

UNIT-1 – Understanding Community Development

1.1- Definition, Concept, Evolution

1.2- Principles, Scope, Characteristics

UNIT-2Rural Community

2.1- Rural Community- Meaning,

2.2 Rural Community Problems

UNIT 3 Rural Community Development

3.1 Micro and Macro Development

3.2 Rural Development Administration; At the Block level;

3.3 Role of NGOs in Rural Development in India;

3.4 73rd Constitutional Amendment.

3.5 Significant Rural development Programmes

BLOCK 4 Urban Community development

UNIT-4 Origin & Growth of Cities

3.1- Industrialization , Characteristics of cities

3.3 Rural Urban Contrast, Urban problems

UNIT-4 Urban Slums

4.1- Socio Psychological problems of Slum dwellers,

4.2-Policies, programmes and Laws relating to slums

UNIT 5 Urban Development ,

5.1 Urban Development Indicators

5.2 Structure and Function of Urban Local Bodies

UNIT 6 Urban Development Process

5.3 Urban Community Development- Principles and Process

5.4 Significant Urban development programmes

BLOCK5 Indigenous Communities and Tribal Development

UNIT-7 Understanding Indigenous Communities

7.1 Theoretical understanding of Communities and Caste system in India, Untouchability

7.2 Development and underdevelopment of Dalits; Access to Health, Education and right to development.

7.3 State and Civil Society in Dalit empowerment reservation and positive discrimination;

References

1. Bhatia, B.S. *Rural Development Management*, New Delhi: Deep & Deep, 2003.
2. Behera M.C. *Globalising Rural Development*, New Delhi: International Development Research Centre, 2006.
3. David, Atchoarena, *Education for Rural Development*, Rajasthan: Rawat, 2003.
4. Gupta, K.R. *Rural Development in India*. Vol.1, New Delhi: Sarup & Sons, 2003.
5. Jacob Z. Thud Para, *Urban Community Development*, New Delhi: Rawat, 1993.
6. Jain, Rashmi. *Communicating Rural Development*, Jaipur: Rawat, 2003.
7. Kumar, A. *Tribal Development In India*, New Delhi: Sarup & Sons, 2002.
8. Lalitha, N. *Self-help groups in rural development*, New Delhi: Atlantic, 2003.
9. Narayan, Sachindra. *The Dynamics of Tribal Development. Issues and Challenges*, New Delhi: Gyan, 2002.
10. Patnaik N. *Tribes and their Development- A Study of Two Tribal Development blocks in Orissa*, Hyderabad: National Institute of Community Development, 1977.
11. Prasad B.K. *Rural Development: Concept, Approach and Strategy*, New Delhi: Sarup & Sons, 2003.
12. Reddy, Sateesh K. *Multi-Faceted Rural Development Dominant*, New Delhi: 2002.
13. Rengasamy, S. *Introduction to Rural Community Development*, Madurai: Institute of Social Sciences, 2010
14. Rengasamy, S. *Introduction to Urban Community Development*, Madurai Institute of Social Sciences, 2010.
15. Sharma A.N. *Tribal development in Andaman Islands*, New Delhi: Sarup & Sons, 2003.



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Chennai – 15

COURSE TITLE : **Social Work Research and Statistics**
COURSE CODE : **MSW-**
COURSE CREDIT : **04**

COURSE OBJECTIVES

While studying the **Social Work Research and Statistics**, the student shall be able to:

- Understand the concepts of Social Work research
- familiarize with Research Design and sampling techniques
- Learn basic statistical methods for social work research

COURSE OUTCOMES

After completion of **Social Work Research and Statistics**, the student will be able to:

- The learners will understand the concepts Social Work research
- The learners will familiarize with Research Design and sampling techniques
- The learners will gain knowledge on basic statistical methods for social work research

BLOCK 1 Introduction to Social Work Research

UNIT-1 – Understanding Social Work Research

- 1.1- Definition, Meaning, significance, Characteristics of Social research
- 1.2- Social research and Social Work research
- 1.3 Meaning and Characteristics of Social Work Research

UNIT 2 Types of Social Work research

- 2.1 Intervention Research
- 2.2 Practice based research;
- 2.3 Action research;
- 2.4 Need Assessment Research.
- 2.5 Situational Analysis

BLOCK 2 Research designs for Social Work research

UNIT-4 Research Designs

- 4.1- Meaning and Definition
- 4.3 Components of research design

UNIT-5 Types of research design

- 5.1- Exploratory, Descriptive, Experimental
- 5.2 Survey and Case Study,

5.2-Quantitative and Qualitative Research designs

BLOCK3 Research Methodology

UNIT-6 Steps in Research Methodology

- 6.1 Problem Identification, Literature Review, Formulation, Objectives and Hypothesis, Concepts, Definitions;
- 6.2 Introduction to Methods Of Data Collection

UNIT-7 Sampling

- 7.1 Meaning and definition, Importance
- 7.2 Probability Sampling
- 7.3 Non Probability Sampling
- 7.4 Advantages and Limitation of both types

BLOCK 4 Methods of data Collection abd Data Processing

UNIT-8 Various Methods of Data Collection

- 8.1 Interviewing, Questionnaire, Observation And Focused Group Discussion.
- 8.2 Tools for data Collection- Interview Schedule, Interview Guide, Questionnaire, Sources Of Data Collection: Primary And Secondary Data.

UNIT 9 Processing of Data

- 9.1 Editing, Coding, Tabulation, Graphical & Diagrammatic Representation Of Data.
- 9.2 Graphical & Diagrammatic Representation Of Data.

BLOCK 5 Basic Statistics for Social Work Research

UNIT 10 Understanding Statistics

- 10.1 Definition and Functions
- 10.2 Importance of Statistics

UNIT 11 Frequency Distribution

- 11.1 Frequency Distribution and tabulation
- 11.2 Ratio Proportion and Percentage

UNIT 12 Application of Descriptive Statistics

- 12.1 Measures of Central Tendency-Mean, Median Mode,
- 12.2 Measures of Variability-Standard and Quartile deviation

UNIT 13 Application of Measures of Association and Variance

- 13.3 Measures of Association- Chi Square, t distribution
- 13.4 classification, tabulation, interpretation of data

UNIT 14 Qualities of Researcher

- 14.1 Objectivity and Unbias, curiosity, understand causal relations.
- 14.2 Research report- Significance and steps in writing report.

REFERENCE BOOKS :

9. Alan Bryman, *Social Research Methods*, Oxford University Press, New Delhi, 2004.
10. Earl Babbie, *Adventures in Social Research using SPSS*, Pine forge Press, New Delhi, 1998.
11. Gupta S.P, *Statistical Methods*, Sultan Chand Publishers, New Delhi,2005.
12. Kothari C.R., *Research Methodology – Methods and Techniques*, Wilsey Eastern Ltd, New Delhi,2004.
13. Janet M.Ruane, *Essentials of Research Methods*, Blackwell Publishing, UK, 2005.
14. Lakshmi Devi, *Encyclopedia of Social Research*, Anmol Publications, New Delhi. Vol. I. II, & III, 1997.
15. Lal Das D.K., *Practice of Social Research*, Rawat Publications, Jaipur, 2000.
16. Vijay Rohatgi, *An Introduction to Probability and Statistics*, A Wiley – Interscience Publications, John Wiley &Sones, Inc, New York, 2001.



Master of Social Work - Syllabus –II year (Distance Mode)

COURSE TITLE : Social Entrepreneurship and Project Management
COURSE CODE : MSW-24
COURSE CREDIT : 02

COURSE OBJECTIVES

While studying **Social Entrepreneurship and Project Management**, the learner shall be able to:

- To understand the key elements of Social Entrepreneurship
 - To understand the concepts and functions of Project Management.
 -
-

COURSE OUTCOMES

After completion of the **Social Entrepreneurship and Project Management**, the learner will be able to:

- Explain the key elements of Social Entrepreneurship
 - To demonstrate project management skills
-

BLOCK 1 Understanding Entrepreneurship

UNIT-1 – Understanding Psychology

- 1.1- Definition, Meaning and Characteristics of Entrepreneur
- 1.2- Role of Entrepreneurs in Socio economic growth of nation

UNIT-2-Entrepreneurship

- 2.1 Concept and Meaning of Entrepreneurship
- 2.2 Entrepreneurial Leadership and Motivation

BLOCK 2 Social Entrepreneurship

UNIT-3Basic Concepts of Social Entrepreneurship

- 3.1 Entrepreneurship Development Programmes
- 3.2 Institutions providing EDP in India.

UNIT 4 Banking and Microfinance

- 4.1 Schemes for Microfinance
- 4.2 Impact of Micro financing

BLOCK 3 Project Management

UNIT-5 Understanding Project Management

- 5.1 –Meaning of Project management

5.2- Social Entrepreneurship in Corporate India, Skills in project management

BLOCK4 Project Management Process

UNIT-6 Understanding PM Process

6.1 Project Life Cycle

6.2 Project Assessment

BLOCK 5 Leadership and Resource planning

UNIT-7 Leadership

7.1 Leadership roles in sustaining projects

7.2 Outreach of Programme implementation process

7.3 Resource Mobilization Plans

UNIT 8 Value-Co Creation and Networking

8.1 Innovations for market and Social capital Creation

8.2 Tools of Social resource mapping

8.3 Impact Assessment in Social Entrepreneurship management.

References

1. Curtis, E.T., Megginson, L.C. Scott, C.R. Trueblodd, L.R. (1975), Effective Small Business Management, Business Publications, Dallas, Texas.
2. Curtis, E.T., Megginson, L.C. Scott, C.R. Trueblodd, L.R. (1975), Successful Small Business Management, Business Publications, Dallas, Texas.
3. Donald F. Kuratko, Richard M. Hodgetts, (2001), Entrepreneurship – A Contemporary Approach, Harcourt College Publisher, London.
4. Gupta M.C., (1987), Entrepreneurship in Small Scale Industry, Anmol Publications, New Delhi.
5. Lambden, Johnc and Targett, David, (1990), Small Business Finance – A Simple Approach, Pitman Publishing, London.



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : **Counseling Skills and Techniques for social Work**
COURSE CODE : **MSWS-41**
COURSE CREDIT : **02**

COURSE OBJECTIVES

- CO1.To develop theoretical base for counselling application.
 - CO2.Qualities of a counselor
 - CO3.Counseling process: Problem Exploration and clarification and attending and listening,
 - CO4.To acquire skills and techniques of counselling
 - CO5.To develop knowledge about application of counselling in different settings.
-

BLOCK 1 Understanding Counseling

UNIT I

- 1.1 Counseling: Definition, Professional nature, Historical development,
- 1.2 1.2 Types. Counseling skills in institutional settings

UNIT-2

- 2.1Qualities of a counselor ,
- 2.2 Ethical guideline,

UNIT-3

- 3.1 The Counseling Relationship:- Regard & Respect, Confidentiality, Authenticity Empathy
- 3.2 Personal growth & Effectiveness of Counselor: concerns of self, attitudes, values and beliefs, , self – esteem, openness to other accepting personal responsibility,

BLOCK-2 Theoretical Approaches in Counseling

UNIT 4

- 4.1Theoretical approaches to Counseling: Client – Centered, TA,
- 4.2 Rational emotive therapy, Cognitive approach,
- 4.3 Family therapy, behavior therapy, eclectic approach.

BLOCK-3 PROCESS OF COUNSELLING

UNIT -5

5.1 Counseling process: Problem Exploration and clarification and attending and listening,

5.2 helper's responses and client self – exploration, Helper's skills.

UNIT 6

6.1 Referred Problem, Defining the Problem, Psycho-social Factors causing the problem,

6.2 Diagnosis and Planning Problem Solving Process.

BLOCK-4 Skills for Counseling

UNIT-7

7.1 Communication skills - Assessment skills using standardized tests

7.2 Consultation skills Counselor as developmental consultant

7.3 Role in prevention and wellness

BLOCK-5 Areas of Social work Counseling

UNIT 8

8.1 Family Settings: Family and Marriage counseling, Gerontology counseling, Parenting counseling, Child and adolescent counseling Individual counseling:

8.2 Educational counseling, Employment counseling,

8.3 Deaddiction counseling, HIV- Aids counseling, Stress management, Anxiety and depression

8.4 Special population counseling- women, abuse victims, , persons with disability, attempted suicide

8.5 Use of information technology in counselling

References

1. Ramkrishnan, P.K. Social work counseling 2013 Black Prints
2. Gibson, R.K. Introduction to counseling and guidance 2008 Pearson Prentice Hall
3. Prashantham, B. J. Indian Case Studies in Therapeutic Counselling 1975 Christian Counselling Centre
4. Miller, S. Counselling Skill for Social Work 2012 Sage Publications India Pvt. Limited
5. Riggel, S. Using Counselling Skills in Social Work 2012 Sage Publications India Pvt. Limited
6. Rao, S.N. Counselling Psychology 1987 Tata McGraw Hill Publishing Company
7. Gladding, S. T. Counselling: A Comprehensive Profession 1996 Prentice Hall
8. Jones, R. N. Introduction to Counselling Skills 2013 Sage Publications
9. Chung, R. & Bemak, F. Social Justice Counselling 2012 Sage Publications
10. Biestek, F. B. Case Work Relationship 1957 Loyola University Press

Web Resources

1. <https://work.chron.com/social-work-counseling-techniques-4897.html>
2. [https://www.hzu.edu.in/uploads/2020/9/Counselling%20Skills%20in%20Social%20Work%20Practice%20\(Counselling%20Skills%20S.\).pdf](https://www.hzu.edu.in/uploads/2020/9/Counselling%20Skills%20in%20Social%20Work%20Practice%20(Counselling%20Skills%20S.).pdf)
3. http://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/S000032SW/P001727/M021542/ET/1501569676XIX-BasiccounselingskillsforSocialWorkers-Text.pdf
4. <https://careertrend.com/way-5421802-social-work-counseling-techniques.html>
5. <https://study.com/academy/topic/treatments-techniques-in-social-work.html>

COURSE OUTCOMES

- CLO1. Absorb theoretical base for counselling application.
- CLO2. Develop and demonstrate Qualities of a counselor
- CLO3. Perform Counseling process Problem Exploration and clarification and attending and listening,
- CLO4. Utilize acquired skills and techniques of counselling
- CLO5. Demonstrate knowledge about application of counselling in different settings.



Tamil Nadu Open University

Name of the School

Chennai – 15

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Disaster Management

COURSE CODE : MSWS-42

COURSE CREDIT : 02

COURSE OBJECTIVES

- CO1. Comprehend basic concepts of disaster.
 - CO2. Define hazards, risks, vulnerability
 - CO3. Describe Types of disaster-
 - CO4. Describe the approaches to disaster management
 - CO5. Build skills to respond to disasters.
-

BLOCK 1

Introduction to Disaster Management

UNIT-1 – Understanding Disasters

- 1.1-Meaning, concept, hazards, risks, vulnerability
- 1.2- Types- natural- flood, drought, tsunami, volcano, cyclone, earth quake, landslide, pandemic, etc
- 1.3 Man-made-Terrorism, poisonous gas, radiation leak, waste disposal, oil spill, forest fire etc

UNIT-2-Assessing important disasters

- 2.1 Earth quake-magnitude, intensity, drought and management, landslide and management
- 2.2 Environmental impact of Disasters
- 2.3 Temporary livelihood option's and reconstruction processes**

BLOCK 2 Disaster Mitigation

UNIT-3 Understanding Mitigation techniques

- 3.1 Basic principles of Disaster management
- 3.2 Disaster management Cycle
- 3.3 Sendai Framework for Disaster Risk Reduction**

UNIT 4- Role of the State.

- 4.1 Disaster management policy

4.2 National and State bodies for disaster management.

4.3 Implementing Disability Inclusive Disaster Risk Reduction

BLOCK 3 Disaster management Techniques

UNIT-5 Techniques for Disaster management

5.1 –Early warning systems

5.2- Assessing the design and construction of buildings

BLOCK4 Training and Preparedness

UNIT-6Preparing for Disaster management

6.1 Training and Drill for Disaster preparedness

6.2 Awareness generation programmes

6.3 Pre and Post disaster preparedness plans

BLOCK 5 Role of Social Work

UNIT-7 Role of Social worker

7.1 Application of Social work Methods

7.2 Skills required for disaster management

7.3 Support in the reconstruction of affected communities

UNIT 8

a. Role of National and International organisation's responses during the disasters

8.2 Role of technology in Disaster management

References

1. CSE, *The Wrath of Nature- The Impact of Environmental Destruction on Floods and Droughts*, New Delhi: Centre for Science and Environment, 1967.
2. Kapur Anu, *Disaster in India*, Jaipur: Rawat Publications, 2005.
3. Prabhas C. Sinha, *Disaster Mitigation: Preparedness. Recovery & Response*. SBS Publishers & Distributors Pvt. Ltd, 2006.
4. Prabhas C. Sinha, *Disaster Management: Process Law & Strategy*, SBS Publishers & Distributors Pvt. Ltd, 2006.
5. Prabhas C. Sinha, *Disaster Relief, Rehabilitation & Emergency Humanitarian Assistance*, SBS Publishers & Distributors Pvt. Ltd, 2006.
6. Goel.S.L Ram Kumar: *Disaster Management, New Delhi: Deep & Deep Publications Pvt. Ltd.*
7. Kerr John, Pangare Ganesh, *Lokur Vasudha Watershed Development Projects in India - An Evaluation (Research Report)* Washington DC: Internal Food Policy Research Institution, 2002

8. Pramank M. A. H. *Impacts of Disaster on Environment & Development -International Cooperation*, INCEDE Report No 3, International Centre for Disaster Mitigation Engineer & Institution of Industrial Science, University of Tokyo, 1993.

Web Resources

1. https://www.physio-pedia.com/Disaster_Management
2. <https://www.ndma.gov.in/index.php/>
3. <https://www.vedantu.com/question-answer/what-do-you-mean-by-disaster-management-5b838a7be4b0f95c34901121>
4. <https://publichealth.tulane.edu/blog/what-is-disaster-management/>

COURSE OUTCOMES

After completion of this course, the learner will be able to:

- CLO1. Describe and illustrate basic concepts of disaster.
- CLO2. Analyze hazards, risks, vulnerability
- CLO3. Apply skills according to types of disaster-
- CLO4. Illustrate approaches to disaster management
- CLO5. Apply skills to respond to disasters



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Fields of Social Work II
COURSE CODE : MSW-27
COURSE CREDIT : 04

COURSE OBJECTIVES

- CO1. Explain capacity for observation and analyzing social realities.
- CO2. To develop an understanding of the role of a social worker in Medical and Psychiatry and Family and Child Welfare and Correctional setting.
- CO3. Describe the role Social Worker for the aged and vulnerable
- CO4. To develop skills in observation, interview, recording, group discussions and leadership.
- CO5. Discuss the issues and trends in Social Work Settings

BLOCK 1 Medical Social Work and Psychiatric Social Work:

UNIT 1

- 1.1 Concept, Evolution, Roles,
- 1.2 Functions / Responsibilities of Medical Social Workers and Psychiatric Social Workers.

UNIT-2

- 2.1 Normal and abnormal behaviour,
- 2.2 Epidemiology, Etiology, Types,

UNIT-3

- 3.1 Schizophrenia, Mood Disorders, Neurotic Disorders,

UNIT-4

- 4.1 stress related Disorders,
- 4.2 Somatoform Disorders,

UNIT-5

- 5.1 Child and Mental Health Problems,
- 5.2 Adolescent and Mental Health Problems

BLOCK 2 Role of Social Worker in Medical and Psychiatry

UNIT 6

- 6.1 Clinical illnesses (and their manifestation, role of social worker in such illnesses;
- 6.2 psychosocial aspects related to various illnesses.

UNIT-7

- 7.1 Team work, application of social work methods in a clinical setting;
- 7.2 User movements in health.

UNIT8

- 8.1 Social Work Interventions in a clinical and non-clinical setting; working with individuals, groups, families and communities;
- 8.2 social action and advocacy; health research;
- 8.3 administration and role of a social work department in a hospital setting;
- 8.4 fund raising and resource mobilization.

BLOCK 3 Family & Child Welfare and Correctional setting

UNIT-9

- 9.1 Family & Child Welfare: Foster Care, Adoption Services,
- 9.2 Family Counseling Centre, Child Guidance Clinics,
- 9.3 Sex Education, Premarital Counseling

UNIT-10

- 10.1 Correctional Setting- Meaning and Objectives of Criminal Justice System
- 10.2 Role of Social Worker in Correctional Setting

BLOCK 4 Marginalized and Social Work

UNIT 11

- 11.1 Expressions of Gender Disparity in Education, Health, Property,
- 11.2 Employment and Livelihood,

UNIT 12

- 12.1 Decision Making, Feminization of Poverty
- 12.2 Manifestations of Gender based Violence.

BLOCK 5 Aging and Vulnerability

UNIT-13

- 13.1 Psychological, Social, needs of the aged persons in India
- 13.2 Physical needs and problems of Older Persons.

UNIT-14 Social Worker and Health

- 14.1 Role of medical social worker in following settings: OP unit, ICU, Paediatric ward, Maternity ward, Abortion clinic, Family Planning centre, STD clinic, HIV clinic, Orthopaedic department, Cardiology department, Blood bank, TB sanatorium and Cancer hospitals,

- 14.2 Training of volunteers to work with the chronically ill in the community.

REFERENCE BOOKS :

13. Adams, R. *Social Work and Empowerment*. New York: Palgrave Macmillan, 2003.
14. Alston, M. and McKinnon, J. *Social Work – Fields of Practice*. Australia: Oxford U P, 2003.
15. Anand, C.L, *Equality, Justice and Reserve Discrimination*, Popular book service, New Delhi. 1982
16. Arthur fink, 1978 *The Field of Social Work*, HOLT, Rinehart & Winston, Mew York
Dasgupta., 1967 *Towards a philosophy of social Work in India*, Popular Book Services, New Delhi.
17. Gangrade,K.D,1976 *Dimensions of Social Work*, IndersingMarwah for Marwah Publications, New Delhi
18. . Anderson R. & Bury M. (eds.) 1988. *Living with chronic Illness – the experience of patients and their families*. London: Unwin Hymman
19. Bajpai P.K. (Ed.) 1997. *Social work perspectives in health*; Rawat publications, Delhi.
20. . Barlett H.M. 1961. *Social work practice in the Health Field*. New York: National Association of social workers.
21. Crowley M.F. 1967. *A New Look at Nutrition*. London; Pitman medical Publishing Company Ltd.
22. Field M. 1963. *Patients are people – A Medical – Social Approach to Prolonged Illness*. New York :Columbia University Press.

Web Resources

1. <https://msw.usc.edu/mswusc-blog/medical-social-work/>
2. <https://www.onlinemswprograms.com/careers/geriatric-social-work-elderly/>
3. <https://work.chron.com/responsibilities-social-workers-elderly-homes-21781.html>
4. <https://www.socialworkers.org/News/Facts/Types-of-Social-Work>

COURSE LEARNING OUTCOMES

- CO1. Explain capacity for observation and analyzing social realities.
- CO2. To develop an understanding of the role of a social worker in Medical and Psychiatry and Family and Child Welfare and Correctional setting.
- CO3. Describe the role Social Worker for the aged and vulnerable
- CO4. To develop skills in observation, interview, recording, group discussions and leadership.
- CO5. Discuss the issues and trends in Social Work Settings



TAMIL NADU OPEN UNIVERSITY
Department of Social Work
School of Social Sciences

Master of Social Work - Syllabus – II year (Distance Mode)

COURSE TITLE : Youth Development
COURSE CODE : MSW-28
COURSE CREDIT : 02

COURSE OBJECTIVES

While studying the **Youth Development**, the student shall be able to:

- CO1. Describe the concept of Youth Development
 - CO2. Explain Demographic Profile of Indian Youth.
 - CO3. Describe Sustainable Development Goals of the United Nations Organization.
 - CO4. Explain Approaches and Models of Youth Work
 - CO5. Discuss challenges and issues in the context of youth development in India.
-

BLOCK 1

Introduction to Youth

UNIT-1

- 1.1 Concept - Youth as age Category, as transitional stage, as social Construct.
- 1.2 1.2 Demographic Profile of Indian Youth.

UNIT-2

- 2.1 Theories on Adolescence: Hall's storm and stress model,
- 2.2 Erickson's Psychosocial theory of development,

BLOCK-2 Youth Development

UNIT-3

- 3.1 Concept- Youth Development Index based on Human Development Index dimensions - Education, Income and Health.
- 3.2 Sustainable Development Goals of the United Nations Organization.
- 3.3 Youth Led Development: Concept- Youth Led Sustainable Development in the focus areas of Health and Population dynamics, Education and Skill development,

BLOCK 3

Positive Youth development

UNIT 4

- 4.1 Conceptual Understanding of Positive Youth Development (Competence, Character, Confidence, Connection and Caring).
- 4.2 Community engagement framework for youth development –
- 4.3 Factors promoting and hindering youth engagement in the Community.

BLOCK4 Rights of Women and Children

4.1 Approaches and Models of Youth Work

4.2 Nature & definition of Youth Work. Approaches to Youth Work – Relief based approach, Welfare based approach, Development based approach and Policy Development based approach.

UNIT-5

- 5.1 Models of Youth work – Treatment model, Reform model,
- 5.2 Advocacy model, Conscientization model.

BLOCK 5

Policies and Programmes for the Youth

UNIT-6

6.1 Youth Policy & Programmes: Policy- Policy development framework- 6.2 Essential features of National Youth Policy of India (2014).

UNIT-7

7.1 National Programme for Youth & Adolescent Development (NPYAD) of Government of India.

UNIT-8

- 8.1 Organizations involved in Youth Development: United Nations Population Fund (UNFPA),
- 8.2 International Youth Foundation,

Books for Reference

1. Karaanth GK, Rural Youth, Concept Publishing Company, New Delhi
2. Mehra Ls, Youth in Modern Society, Ghogh Publications, Allahabad
3. Singh DR 1987, Rural Youth, Gogh Publications, Allahabad
4. Nrew JM 1968, Youth & Youth Groups, Fabes London
5. FunshsEstalle(ED), Youth in A challenging world, Cross cultural, Perspectives on adolescence, Mouton Publications, The Hauge 1976.
6. Chowdhry D.P.1988. Youth Participation and Development. New Delhi .Atma Ram and Sons Publications. Kenyon, et.al. 1996.
7. Youth Policy 2000. Formulating and Implementing National Youth policies. CYP Publication. Chandigarh.

8. Philip and MCMichael 1996. Development and Social Change, A global Perspective. Sage publications, London.

Web Resources

1. <https://www.myd.govt.nz/working-with-young-people/youth-development-approach.html>
2. https://actforyouth.net/youth_development/development/
3. <https://yas.nic.in/youth-affairs/policy-schemes-and-programmes>
4. http://cms.tn.gov.in/sites/default/files/documents/TN_youth_policy_e_120418.pdf
5. <https://www.un.org/development/desa/youth/what-we-do/what-can-you-do/formulate-national-youth-policies.html>

COURSE LEARNING OUTCOMES

After completion of this course, the student will be able to:

CLO1.Elaborate the concept of Youth Development

CLO2. Illustrate and discuss Demographic Profile of Indian Youth.

CLO3.Analyze and apply strategies to achieve Sustainable Development Goals of the

CLO4.United Nations Organization.

CLO5.Discuss and explain Approaches and Models of Youth Social Work

MASTER OF SOCIAL WORK

PROGRAMME MAPPING

Course Code Programme Learning Outcomes	MSWS-11	MSWS-12	MSWS-13	MSWS-14	MSWSA-11	MSWS-21	MSWS-22	MSWS-23	MSWSA-21	MSWS-31	MSWS-32	MSWS-33	MSWS-34	MSWS-41	MSWS-42	MSWS-43	MSWS-44	FIELDWORK	PROJECT
Knowledge	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Develop professional skills			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Communication	✓	✓						✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Problem Solving								✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Community Welfare & Social Wellbeing								✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Life-Long Learning				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Human Values				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ethical Psycho social sensibility						✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Application of Social work Skills and Techniques	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Relevance with																		
Local	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Regional	✓						✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
National			✓	✓	✓	✓	✓						✓	✓	✓	✓	✓	✓	
International			✓	✓	✓	✓	✓			✓		✓	✓	✓	✓	✓	✓		

