

**MAHATMA GANDHI UNIVERSITY
PRIYADARSHINI HILLS
KOTTAYAM-686 560**



**Curriculum for
CHOICE BASED CREDIT AND SEMESTER SYSTEM (CBCSS)
OF
BACHELOR OF SOCIAL WORK (BSW) PROGRAMME**

**EXPERT COMMITTEE IN SOCIAL WORK (UG)
MAHATMA GANDHI UNIVERSITY, KOTTAYAM, KERALA
2017**

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Expert Committee in Social Work (UG)

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ACKNOWLEDGEMENT

The BSW programme was introduced by MG University in the year 2002 as the first degree programme in social work in the state of Kerala catering to the demands for professionally trained social work graduates to work in various welfare and development agencies and projects in the state. The syllabus and curriculum was modified in 2009 to restructure the programme as per the guidelines of choice based course credit and semester system and grading.

The present revision emphasise the importance of core competence in social work practice with added importance to field based learning and reflection which is a unique feature of social work education. The programme objectives and learning outcomes are visualized for providing a holistic perspective in social work for the learners. The application of class room learning to the faculty led practical experience is an integral part of social work education. The field based experience can develop the ability of the learners to integrate knowledge, values and skills required for a professional practice in social work. The sensitizing the students to social realities, research based practices and continuous connect of the learners to the social world are some of the salient features of social work education. All the basic tenets of social work as well as emerging challenges in professional social work practices are incorporated in the revised curriculum in a systematic manner which shall train the learner for a generalist practice in social work.

This work is the result of the combined efforts of the members of the expert committee and the faculty members of the affiliated colleges offering BSW programme who worked as a team to revise the syllabus and curriculum in the stipulated period. Active consultations are held by the members of this team with various stakeholders in the field of social work to elicit multiple perspectives in social work education which are incorporated in the new curriculum. We express our sincere gratitude to Hon'ble Vice -Chancellor Dr.Babu Sebastian and Pro Vice-Chancellor Dr. Sheena Shukkur for their whole hearted support and continued guidance. We also like to thank the Registrar Prof. M.R. Unni, Controller of Examinations Dr. Thomas John Mampra and Finance Officer Shri. Abraham J. Puthumana of this University for all their timely support for the venture. We are grateful to all the distinguished members of the syndicate and administrative officers who have been providing the necessary guidelines for the finalization of the new syllabus and curriculum.

We like to place on record our sincere thanks to the BSW faculty members of Rajagiri College of Social Sciences, Kalamassery, Marian College, Kuttikanam, Mannam Memorial NSS College Konni, SreeNarayana Guru College, Paingottor and Sahyajyothi College, Kumali for their active involvement in crafting the new curriculum. We sincerely express our wholehearted gratitude to Dr. Joseph M.K, and Mr. KiranThampi of Rajagiri College of Social Sciences, Dr. Cherian P Kurian and Mr. Ajeesh P.J. of Marian College all who have contributed their resources to make this venture a success.

**Members of the Expert Committee in Social Work (UG) and
Members of the syllabus revision committee 2017**

Mahatma Gandhi University, Priyadarashni Hills
26-4-2017

INTRODUCTION

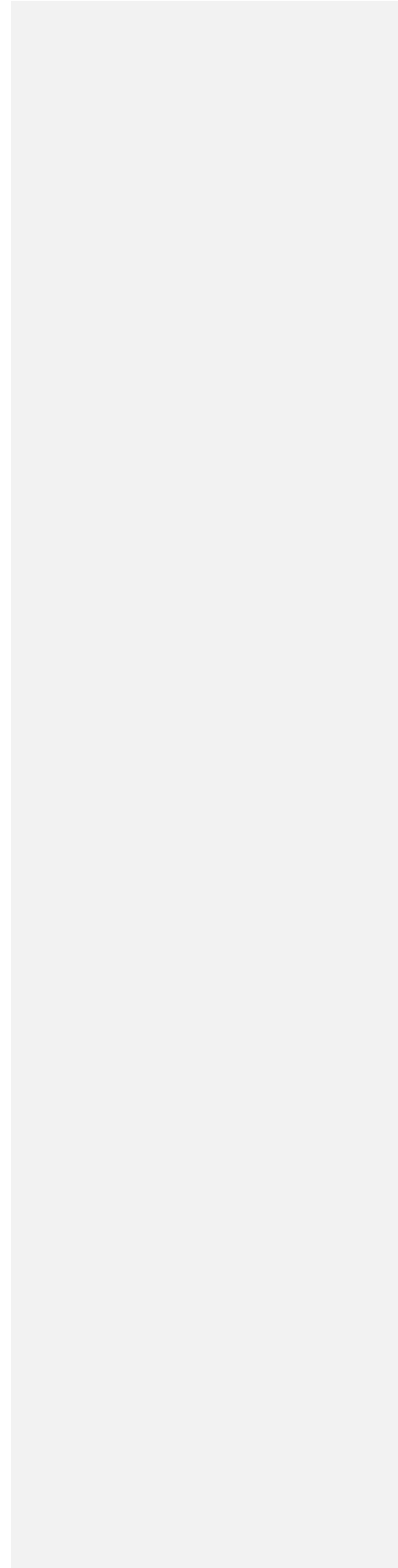
The global definition of the Social Work Profession states that “Social work is a practice-based profession and an academic discipline that promotes social change and development, social cohesion, and the empowerment and liberation of people. Principles of social justice, human rights, collective responsibility and respect for diversities are central to social work. Underpinned by theories of social work, social sciences, humanities and indigenous knowledge, social work engages people and structures to address life challenges and enhance wellbeing”(IFSW& IASSW, 2014). The core mandates of social work profession comprising of promotion of social change, social development, social cohesion, and the empowerment and liberation of people is strengthened by the interdisciplinary and trans-disciplinary knowledge and practices which are based on scientific evidences and humanistic principles. The professional social work education train the candidates for effective intervention at the points where people have interaction with their environment. The environment includes the various social systems that people are embedded in and the natural, geographic environment, which has a profound influence on the lives of people (IFSW, 2014). The methodology of social work comprising of primary and secondary methods of social work with a wide range of skills, techniques, strategies, principles and activities at various settings and fields enable the social workers for proactive engagement with people and structures ‘to address life challenges and enhance wellbeing’. The professional education in social work equip the students to confidently engage in the practices of counselling, group work, and community work, policy formulation and analysis, advocacy and political interventions.

The curriculum of the Bachelors of Social Work Program is designed to meet the requirements as per the program’s objectives, which is to prepare bachelor students for generalist practice at the entry level of the profession. Field Practicum is incorporated as an integral part of the training in social work with the objective of helping the students to develop the skill, attitudes and values and personality characteristics essential for a professional social worker. The students are to be placed in welfare agencies, development organizations, community based organizations of children, youth, women and elderly for field work training. The major learning outcomes of the graduating students are the competence to demonstrate the professional knowledge, values and skills of social work profession when working in practice settings of individuals, families, groups, communities and organizations. Social sensitivity, critical social engagement, effectiveness in communication and team work are the other expected learning outcomes of the BSW graduates.

Programme Objectives

- To facilitate the learners to develop professional knowledge, attitude and values required to function as effective social workers
- To enable the learners for scientific assessment, planning and intervention towards bringing about change in the social functioning of human beings in their respective field of practice
- To help the learners to develop their professional self through integral transformative practices

- To sensitize the learners about the contemporary socio-economic and cultural realities through field based learning
- To train the learners to become effective and efficient change agents in the social milieu



**BSW Syllabus 2017 MG University Kottayam
Consolidated Scheme Semester I-VI**

Sem	Sl No	Course code	Title of the course	Category	Hours/week	Credit	Marks	
							ISA	ESA
I	1		English- I	Common Course	5	4	20	80
	2	SW1CRT01	Introduction to Social Work	Core	4	4	20	80
	3	SW1CMT02	Economics for Social Work Practice	Complementary	4	4	20	80
	4	SW1CMT03	Sociology for Social Work Practice	Complementary	4	4	20	80
	5	SW1CRT04	Field Education and Practicum Lab-1 (FEPL-I)	Core	8	4	100	----
II	6		English- II	Common Course	5	4	20	80
	7	SW2CRT05	Working with Individuals	Core	4	4	20	80
	8	SW2CMT06	General Psychology	Complementary	4	4	20	80
	9	SW2CMT07	Developmental Psychology	Complementary	4	4	20	80
	10	SW2CRT08	Field Education and Practicum Lab-2 (FEPL-2)	Core	8	4	100	
III	11	SW3CRT09	Working with Groups	Core	4	4	20	80
	12	SW3CRT10	Working with Communities	Core	4	4	20	80
	13	SW3CMT11	Legal information for social work practice	Complementary	4	4	20	80
	14	SW3CMT12	Rural Development	Complementary	4	4	20	80
	15	SW3CRT13	Field Education and Practicum Lab-3 (FEPL-3)	Core	9	4	100	
IV	16	SW4CRT14	Administration of Non-profit organisations	Core	4	4	20	80
	17	SW4CRT15	Research and Statistics for Social Work Practice	Core	4	4	20	80
	18	SW4CMT16	Management concepts and skills for social work practice	Complementary	4	4	20	80
	19	SW4CMT17	Community Health & Health Care Services	Complementary	4	4	20	80
	20	SW4CRT18	Field Education and Practicum Lab-4(FEPL-4)	Core	9	4	100	

V	21	SW5OCT19	Development Communication	Open Course	4	3	20	80
	22	SW0CRT20	Project Planning and Management	Core	4	4	20	80
	23	SW5CMT21	Environmental studies	Core	4	4	20	80
	24	SW5CMT22	Gandhian Philosophy	Complementary	4	4	20	80
	25	SW5CRT23	Field Education and Practicum Lab-5(FEPL-5)	Core	9	4	20	80
VI	26	SW6CRT24	<i>Social Work Practice with Children</i>	Core	4	4	20	80
	27	SW6CMT25	<i>Theory and Practice of Counselling</i>	Complementary	4	4	20	80
	28	SW6GET26 SW6GET27 SW6GET28	<i>Disability Studies</i> OR <i>Social Work Practice with Elderly</i> OR <i>Labour Welfare</i>	<i>Choice base Elective</i>	4	4	20	80
	29	SW6CRT29	Field Education and Practicum Lab-6(FEPL-6)	Core	9	4	100	-
	30	SW6CRT30	Research Project	Core	4	5	20	80
							-	

Credit allocation

- A. Common course: 8
 - B. Core courses including core papers, field practicum, research and viva: 64
 - C. Complementary courses: 41
 - D. Open Course: 3
 - E. Elective course: 4
- Total: 120 credits

BSW FIRST SEMESTER

SI No	Course code	Title of the course	Category	Hours/week	Credit	Marks	
						ISA	ESA
1		English -1	Common Course	5	4	20	80
2	SW1CRT01	Introduction to Social Work	Core	4	4	20	80
3	SW1CMT02	Economics for Social Work Practice	Complementary	4	4	20	80
4	SW1CMT03	Sociology for Social Work Practice	Complementary	4	4	20	80
5	SW1CRT04	Field Education and Practicum Lab-1 (FEPL-I)	Core	8	4	100	----

SW1CRT01: INTRODUCTION TO SOCIAL WORK

72 hours

Course Objectives

1. To enable students to understand the fundamental concepts in social work
2. To understand the context of the emergence of social work as a profession and its practice in varied settings.
3. To critically analyse the importance of professional values and ethics of social work practice.

Module 1 (24 hours)

Concepts in social work: Social Work, Social Service, Social Welfare, Social Reform, Social Justice, Social Health, Social Security, Social Policy, Social Defense, Social Development, Human Rights, Social Legislation, Social Administration

Social Work: definitions, objectives, functions, purpose and Scope

Relationship of Social work with applied social sciences

Influences of related professions in Social Work – Health and Welfare: Biomedicine, Economics, Law, Psychological and Sociological influences in Social Work Spiritual.

Module 2 (20 hours)

Development of professional social work in U.K. and U.S.A

Development of professional social work in India

Development of social work models: Charity model, remedial model, developmental model and sustainable model, Roles played by social worker in different models.

Module 3 (16 hours)

Philosophy and values of social work: humanitarianism and democratic values, values relating to individual, values relating to problem, values relating to relationship, values relating to social agency.

Principles of Social Work

Roles of social worker

Module 4 (16 hours)

Methods of Social Work: Primary and secondary methods of social work

Units of interventions: Individual, family, group, community

Social Work as a Profession: Professional traits, professional Code of Ethics, Social Work Profession in India and challenges of social work profession.

Social work Education – Academic Eligibility , Field work training and attitudes necessary for a profession social worker

Module 5 (14 hours)

Field settings of social work: Understanding the roles and functions of social worker in the Child setting, family setting, school setting, hospital setting, community setting and correctional setting.

Changing trends in Social Work Practice: Sensitization about Gender issues, differently challenged people, elderly people, Environmental conservation

References

1. Bhattacharya, S. (2003). *Social Work: An Integrated Approach*. New Delhi: Deep & Deep Publications
2. Dhawan, N. (2011). *Social Work Perspectives: Philosophy and Methods*. Lucknow: Bharat Book Centre. (M3: Chapter 1, pp.1-50)
3. Misra, P.D. (1994). *Social Work: Philosophy and Methods*. New Delhi: Inter India Publications
4. Reddy, D.S (2013). *A Handbook of Social Work*. New Delhi: Swastik Publications. (M4: Chapter 4, pp.114-145)
5. Morales, A.T & Sheafor, B.W. (2004). *Social Work: A Profession of Many Faces*. New York: Pearson (M2: Chapter 2-3, pp.27-63, M3 Chapter 7, pp.135-152, M5: Chapter 5-6, pp.93-131)
6. Adams, Robert, Dominelli, Lena & Payne Malcolm (2002). *Critical Practice in Social Work*. New York: Palgrave Macmillan.
7. Gray, Mel & Webb, Stephen A. (2009). *Social Work: Theories and Methods*. New Delhi: Sage Publications.
8. Healy, Karen (2005). *Social Work Theories in Context: Creating Frameworks for Practice*. New York: Palgrave Macmillan.
9. Pandya, Samta P. (2014). *Theory and Perspectives in Social Work*. New Delhi: Rawat Publications.
10. Payne, Malcom (2005). *Modern Social work theory*. New York: Palgrave Macmillan. (M5 : Chapter 12 Pp 251-268, Chapter 13 Pp 269-293)

SW1CMT02:Economics for Social Work Practice

72 hours

Course Objectives

1. To introduce the basic economic concepts and principles for social work practice.
2. To identify economic factors involved in social problems.
3. To analyse the economic dimensions of development processes and outcomes

Module 1 (12 hours) Introduction to Economics

Definitions, Fundamental economic concepts

The central economic problem -Scarcity& Choice, Factors of production, Economic Systems, Economic institutions. Productivity, Production possibility Curve, Opportunity Cost & trade-offs

Overview of subject matter of economics: micro and macroeconomics.

Importance of the study of economics for social sciences and social work in particular

Module 2 (16 hours) Theory of Demand and Supply

The Concept of Utility: Total utility and marginal utility, the law of diminishing marginal utility, Consumer equilibrium.

Demand: demand function, law of demand, and the market demand. Movement along and Shifts in demand curve. Elasticity of Demand: price elasticity, income elasticity, cross elasticity of demand

Production and production function, supply and the determinants of supply, the law of supply, elasticity of supply; Basic concepts in Cost and Revenue

Module 3 (15 hours) Forms of Market, Factor Pricing and Distribution

Definition of market, Market equilibrium

The competition and market structures (perfect competition, monopoly, monopolistic completion, oligopoly, and duopoly).

Income distribution and Factor pricing: basic concepts of rent, wages, interest and profit.

Module 4 (15 hours) National Income: Meaning and Concept

Concept of Social accounting

Use of national income accounting, circular flow of Income in two sector and three sector economy

Important National income aggregates (GDP, GNP, NDP, etc.)

The measurement of National Income

Module 5 (14 hours) Economics of Development

Economic growth and Economic development

Human Development, Indicators of Human development: PQLI& HDI, Amartya Sen.'s Capability approach.

Features of underdevelopment and obstacles to economic development

Impact of Millennium development goals and significance of sustainable development goals

References:

- 1 Dewett, K.K (1997). *Modern Economic Theory (35th ed)*. New Delhi: S. Chand &Company
2. Dholakia, R.H &Oza, A.N.(1997). *Microeconomics For Management Students*:. New Delhi: Oxford University Press
3. Jhingan, M.L. (2005). *The Economics of Development and Planning (38th ed.)*. New Delhi: Vrinda publications (M5:Chapter 1- 4 pp.1-54)
4. Jhingan,M.L. (2010). *Macro Economic Theory (12th ed.)*. New Delhi:Vrinda publications (M4: Chapter 1-5, pp.3-72)
5. Thirlwall,A.P (2011). *Economics of Development (9th ed.)*. London: PalgraveMacmillan (M5: Chapter 1-3,pp3-116)

SW1CMT03: Sociology for Social Work Practice

72 hours

Course objectives

1. To enable the students to understand basic concepts in sociology
2. To deepen the awareness on various aspects related to socialization and patterns of interaction existing in the society
3. To learn about the prevailing social problems and social movements in the society
4. To develop an understanding on the importance of sociology for social work practice

Module 1(12 hours)

Sociology- Meaning, Definitions, Origin, Scope and its relation to other social Sciences - Social Work, Psychology, Political Science, Economics, & Anthropology
Definitions, Characteristics, and Types of Society-Community-Association-Institution- Social Groups-Role-Status

Module 2 (16 hours)

Theories of Origin of Society
Types of Societies. Types of Community – Rural, Urban and Tribal
Individual and the Society Heredity and Environment

Module 3 (16 hours)

Social institutions- Family, Marriage, Religion, Education, Economic
Socialization – Definition, Agents of socialization and theories of socialization
Social control-values/norms/customs /culture

Module 4 (18 hours)

Social interaction: Cooperation, Competition, Conflict, Accommodation and Assimilation
Social change and factors of social change, theories of social change
Social systems /political/ eco-system
Social differentiation and stratification: Caste, Class and Race

Module 5 (20 hours)

Social movements – definition and types
Social change and factors of social change, theories of social change
Social problems - causes and stages of social problems
Theoretical approach to social disorganization
Study of specific social problems, intervention strategies and programmes Crime/ Beggary/ Prostitution / Alcoholism & Drug dependence, Terrorism)
Role of social worker in addressing social problems

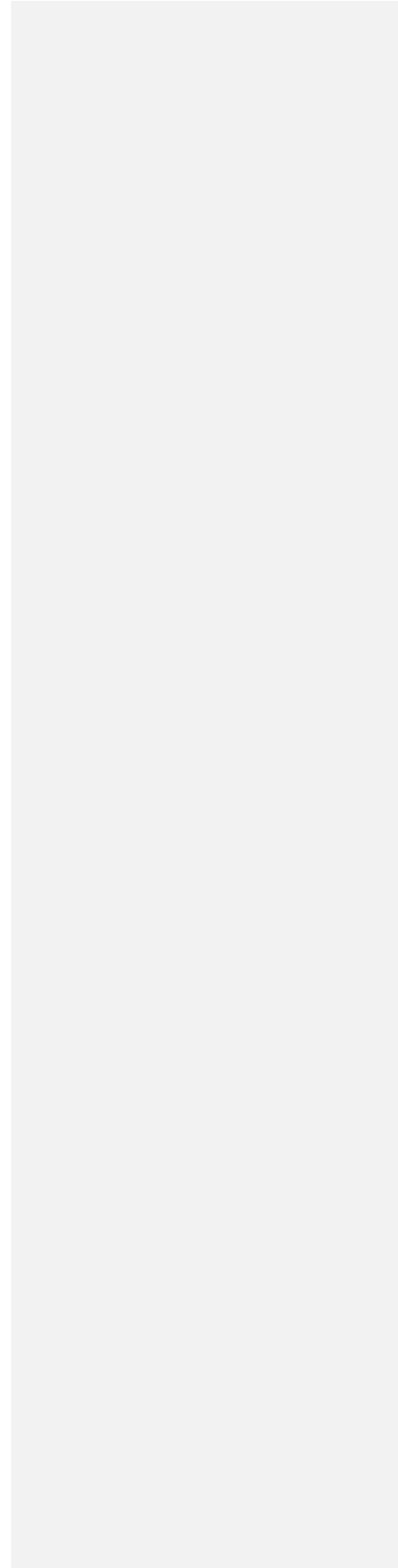
References:

1. Abraham, M. F. (2006). *Contemporary Sociology: An Introduction to Concepts and Theories*. New Delhi: Oxford University Press
2. Bhushan, V., & Sachdeva, D. R. (2005). *An Introduction to Sociology* (39th ed.). Allahabad: KitabMahal
3. Bhushan, V., & Sachdeva, D. R. (2012). *Fundamentals of Sociology*. New Delhi: Dorling Kindersley (India) Pvt. Ltd.
4. Gisbert, P. (2010). *Fundamentals of Sociology*. New Delhi: Orient Blackswan Private Limited. (M2: Chapter 3, pp. 44-59.)
5. Rao, C. S. (2012). *Sociology: Principles of Sociology with an Introduction to Social Thought* (7th ed.). New Delhi: S. Chand and Company Ltd.

6. Rawat, H. K. (2013). *Sociology: Basic Concepts*. Jaipur: Rawat Publications

SW2CRT04: Field Education and Practicum Lab -1 (FEPL 1)

Ref the Field Education and Practicum lab Syllabus



BSW SECOND SEMESTER

Sl No	Course code	Title of the course	Category	Hours/ week	Credit	Marks	
						ISA	ESA
6		Englisgh- II	Common course	5	4	20	80
7	SW2CRT05	Working with Individuals	Core	4	4	20	80
8	SW2CMT06	General Psychology	Complementary	4	4	20	80
9	SW2CMT07	Developmental Psychology	Complementary	4	4	20	80
10	SW2CRT08	Field Education and Practicum Lab-2 (FEPL-2)	Core	8	4	100	

Paper 1: Common Course II

*NB. The syllabus of this paper shall be same as that of **Common course II** of the BBA/BCA/BSC electronics programmes offered by the university*

SW2CRT05: Working with Individuals

72 hours

Course Objectives

1. To understand the case work method and its application in practice
2. To equip theoretical knowledge for work with individuals
3. To develop competencies to use the method in practice while working with Individual clients.

Module 1 (12 hours)

Social Casework – Meaning, definition, purpose, values,
Historical development of casework.
Relation of social case work with other methods of Social Work.
Schools of case work - Diagnostic and Functional schools

Module 2 (16 hours)

Components of case work: Person, Problem, Place, and Process
Principle of case work: 7 principles of case work relationship
Client case worker relationship: Meaning and importance of Professional relationship, purpose of professional relationship, elements of Professional relationship case work.
Use of relationship: transference, counter transference

Module 3 (16 hours)

Case Work process: Study, Diagnosis, Treatment, Evaluation & Termination
Case Work Recording: use of Case Work Recording, structure and content of Case Work records.
Methods of recording: Verbatim, narrative, condensed, analytical and summary record

Module 4(16hours)

Skills, Techniques
Models of case work practice: Social Diagnostic (Richmond), Problem Solving Approach (Perlman) ,Crisis Intervention; Behaviour Modification

Module 5(12 hours)

Role of social worker Case work in various setting: School, Hospital, Community, Family and Correctional settings

Similarities and difference between case work, counselling and psychotherapy

References:

1. Bhattacharya, S. (2003). *Social Work: An Integrated Approach*. New Delhi: Deep & Deep Publications
2. Mathew, Grace. (1992). *Introduction to Social Case Work*. Bombay: Tata Institute of Social Sciences.
3. Misra, P.D. (1994). *Social Work –Philosophy and Methods*, New Delhi: Inter India Publications
4. Hamilton Gordon, (1976). *Principles of social case recording*. New York: Colombia University Press.
5. Hepworth & Larsen (2010). *Direct Social Work Practice: Theory and Skills* (8th ed.). Belmont, CA: Brooks/Cole/ Thompson.
6. Perlman, H.H. (1957). *Social Case Work: A Problem Solving Process*. Chicago: University of Chicago Press.

Course Objectives

1. To help the students to understand the dynamics of behaviour in terms of heredity and environment as shapers of personality.
2. To help the students to gain an insight into the components of general psychology.
3. To introduce the students to the basic mechanism of mental processes.

Module 1 (22 hours)

Definition, branches of Psychology, scope and methods.

Sensation and Perception: Vision, hearing, smell, taste, sense of position and movement

Consciousness and levels of consciousness

Learning: Definitions, theories of learning-Classical conditioning, Instrumental conditioning, Operational Learning, insight learning, Observational Learning.

Memory – Definition, Memory process-registration, retention and recall, Types of memory

Cognition– Thinking, Reasoning, Problem solving, Decision making and Language

Module 2 (18 hours)

Definition, Theories of motivation-Drive theory, Incentive theory, Opponent process theory, optimal level theory, and Abraham Maslow's theory.

Intelligence: Definition, Theories of intelligence: Factor theory, Gardner's theory, Process oriented theories, Assessment of Intelligence (IQ tests)

Individual differences and Intelligence: Heredity and Environment

Module 3 (18 hours)

Psychoanalytical theory (Sigmund Freud), Psycho-social theory (Eric Erickson), Client Centred Theory (Carl Roger), Self-Actualization Theory (Abraham Maslow)

Module 4 (12 hours)

Concept of Mental Health - Definition, characteristics and constituents Psychological Disorders:

Mental retardation, mental and behavioural disorders (OCD, Schizophrenia and Mood Disorders)

Module 5 (12 hours)

Conflict and its types .

Stress Management Techniques

References:

1. Ahuja, N. A.(1995) *Short Textbook of Psychiatry*. New Delhi: Jaypee Brothers
2. Crider, et al.(1989). *Psychology*. New York: Scott.Foresman
3. Fellin, P. (1996). *Mental Health and Mental Illness*.Illinois:FEPeackck(M4: Chapter2, pp. 17-37)
4. Fernald, L. D. & Fernald, P. S.(1999). *Introduction to Psychology*. New Delhi:AITBS Publishers (M5Chapter 16, pp. 428-432)
5. Kaila, et al.(2001). *Stress Management: Western and Indian Techniques*.Mumbai: Himalaya Publishers (M5 Chapter: 5, pp. 65-81)
6. Mangal, S. K.(2006). *General Psychology*. New Delhi:Sterling (M1: Chapter: 1, pp. 6-8, Chapter:7, pp. 84-122.)
7. Morgan, et al.(1997). *Introduction to Psychology*. New York: McCraw-Hillbook Co.

SW2CMT07: Developmental Psychology

72 hours

Course Objectives

1. To develop a basic understanding of the developmental changes throughout the life span
2. To integrate the knowledge on developmental changes, related issues with personal experiences and observations of human development.
3. To critically reflect on the implications for social work practice with people at different stages of human life

Module 1 (12 hours)

Meaning, purpose and importance of developmental psychology in social work practice.

Understanding growth and development: characteristics, maturation and learning;

Influence of heredity & environment on human development

Understanding Life span development: life span, longevity, developmental task, developmental lag, milestones, stages of life span development:

characteristic features and hazards

Module 2 (14 hours)

Beginning of life: maturation, ovulation and fertilization

Prenatal period: characteristic features, stages of development, prenatal environment, psychosocial influences, hazards.

Birth and cultural influences on prenatal and postnatal development

Infancy: characteristics of infant, major elements of adjustments, postnatal care.

Module 3 (16 hours)

Babyhood: characteristic features, child rearing practices and parenting styles, language development, attachment behaviour, importance of family; play and its importance:

Early child hood: characteristic features, importance of preschool education, social and personality development.

Late childhood: characteristic features, influence of school, peer relationships.

Module 4 (16 hours)

Puberty: characteristic features, physical and psychological changes and its effect on personality and behaviour, hazards:

Adolescence: characteristic features, social changes, family and peer relationships, moral changes, identity crisis, risk behaviours

Module 5 (14 hours)

Adulthood: early adulthood - characteristic features, marital and vocational adjustments,

Middle age - characteristic features, marital and vocational adjustments,

Old age - characteristic features, psychosocial issues:

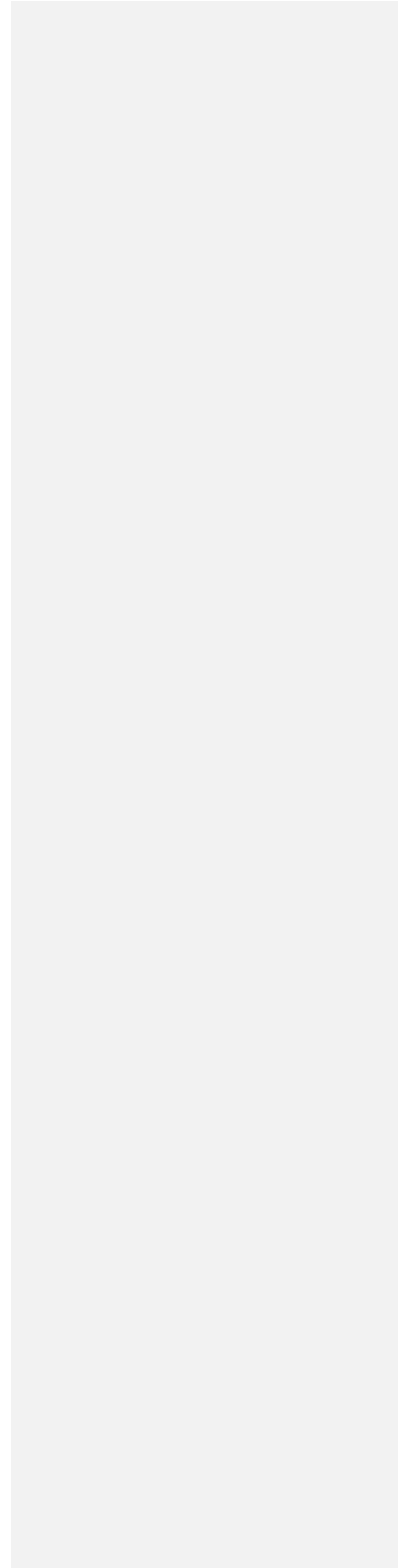
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1. Berk Laura, E. (1998). *Development through the Lifespan*. London: Allyn and Bacon.
2. Hurlock, Elizabeth B. (2008). *Developmental Psychology-a life span approach(5th ed.)*. New Delhi: Tata Mcgraw-Hill Publishing Co.Ltd.
3. Dinkar, Suchitra S. (2010). *Child Development and Psychology*. New Delhi: Axis Publications.
4. Sigelman, C. K. (1999). *Life Span Human Development* (3rd ed.). Pacific Grove: Brooks Cole
5. Mathew, Grace. (1992). *Introduction to Social Case Work*. Bombay: Tata Institute of Social Sciences. (M1:Chapter3, pp.29-36 M2: Chapter 3, pp.25-30 M3: Chapter6, pp.108-120 M4: Chapter5-6. pp.78-150)
6. Misra, P.D. (1994). *Social Work –Philosophy and Methods*, New Delhi: Inter India Publications
7. Hamilton Gordon, (1976). *Principles of social case recording*. New York: Colombia University Press. (M1: Chapter3, pp.27-29)

8.. Hepworth & Larsen (2010). *Direct Social Work Practice: Theory and Skills* (8th ed.). Belmont, CA: Brooks/Cole/Thompson. (M3: Chapter, pp.34-54)

SW2CRT 08: Field Education and Practicum Lab -2 (FEPL2)

Ref the Field Education and Practicum lab Syllabus



BSW THIRD SEMESTER

Sl No	Course code	Title of the course	Category	Hours/w eek	Credit	Marks	
						ISA	ESA
11	SW3CRT09	Working with Groups	Core	4	4	20	80
12	SW3CRT10	Working with Communities	Core	4	4	20	80
13	SW3CMT11	Legal information for social work practice	Complementary	4	4	20	80
14	SW3CMT12	Rural Development	Complementary	4	4	20	80
15	SW3CRT13	Field Education and Practicum Lab-3 (FEPL-3)	Core	9	4	100	

SW3CRT09: WORKING WITH GROUPS

72 hours

COURSE OBJECTIVES

1. To understand groups as a means of social work practice
2. To have clarity on the principles, values, objectives of social work
3. To understand group work process and group development
4. To develop group work practical knowledge and skills

Module 1-Introduction to groups and group formation (12 hours)

Group –definition, characteristics, types

Group purpose, structure-selection of members, composition, orientation; time-duration, frequency, length

Group as a mutual aid system

Relevance of groups in development of individuals.

Module 2- group processes and development of social group work (18 hours)

Stages of group development: forming, storming, norming, performing, adjourning

Group dynamics-communication, interaction, cohesion, control, culture, climate, structure

Leadership in group work

Group diagnosis

Social Group Work-definition, historical development, basic assumptions

Social group work as a method of social work practice

Importance of social group work

Module 3- Social Group Work Process (16 hours)

Objectives of social group work, Principles

Group Work Process-Setting objectives, size, duration, intake, assessment and planning, intervention, evaluation, termination.

Models of social group work

Role of worker in social group work

Ethics in social group work

Module 4- Recording in group work and practice in various settings (14 hours)

Recording-Principles, types, purpose, contents, relevance.

Group work record format.

Group work approaches related to setting-groups in mental and physical health settings, involuntary groups, group work with children and families, group work for substance abuse, elderly.

Group work with working groups

Module 5 – Scope, research and evaluation in social group work (12 hours)

Research and evaluation in group work

Process evaluation, outcome evaluation

Reference

1. Misra, P.D. & Misra B. (2004). *Social Work Profession in India*. Lucknow: New royal book Co.
2. Zastrow, Charles H. (2001). *Social Work with groups: A comprehensive workbook* (7th Ed.) Brooks/Cole
3. Toseland, Ronald W., Rivas, Robert F. (2009). *An introduction to group work practice* (4th Ed.) Boston: Pearson/Allyn and Bacon.
4. Garvin, Charles D.et. all (2004). *Handbook of social work with groups*. New Delhi: Rawat Publications.
5. TreckerHarleigh B. (1972). *Social Group Work: Principles and practices*, Chicago:FollettPub. Co.

SW3CRT10: WORKING WITH COMMUNITIES

72 hours

COURSE OBJECTIVES

1. Develop understanding of critical elements of community organization practice
2. Enhance understanding of various models and strategies for community organization
3. Develop critical perspectives and skills for participatory processes in community organization

Module: 1

Understanding Community and community Organization (6 hrs)

- Concept of community:- Sociological and social work perspective of community
- Types and Functions of community

Module: 2

Historical perspective and current trends of community organization (14 hrs)

- Community Organization:-Concepts- Definitions of Community Organization, Conceptual and practical similarities and differences: Community organization, Community mobilization-community development-Community welfare
- Scope and relevance of community organization
- Values, Principles and functions of Community organization
- History of Community Development in India

Module: 3

Process, Approaches and Models (13 hrs)

- Processes in community organization- steps and processes: study,analysis,assessment,discussion,organization,action,Evaluation,Modification
- Approaches: The social work approach-Political Activists approach-Neighborhood maintenance/community development approach
- Models of community organization- Locality Development Model Social Planning Model - Social Action Model

Module: 4

Strategies, techniques and role of social Workers in community organizing (20 hrs)

- Methods of understanding community: PRA and related techniques, Survey, media Formation and capacity building of CBOs, strategies for capacity building of the marginalized groups, committee formations, leadership, advocacy and networking
- Skills for community organization: Interaction, information gathering and assimilation, observation skills, analytical skills, listening and responding skills, organizing, resource mobilization, conflict resolution
- Roles: Guide, Initiator, communicator, enabler, counsellor, motivator, advocator, catalyst, innovator, collaborator

Module: 5

Social Action & Advocacy (19 hrs)

- Social Action: Definition, objectives, and Scope of social action, Social action as a method of Social work and Principles
- Models of social action, Social Action movements in India
- Advocacy as a tool: Strategies for advocacy; Campaigning, Lobbying, Use of media and public opinion building, Coalition and Network building, Protest
- Current trends and challenges in Community Organization
-

References

1. Bhattacharya, Sanjay (2009). *Social Work An Integrated Approach*. New Delhi: Deep & Deep Publications Pvt Ltd.
2. RamagondaPatil, Asha (2013). *Community organization and Development An Indian Perspective*. New Delhi: PHI Learning Private Limited.
3. Rubin, Irene & Rubin, J Herbert (1986). *Community Organizing and Development*. London: Merrill Publication Company.
4. Narayanaswamy, N (2009). *Participatory Rural Appraisal, Principles, Methods and Application*. New Delhi: Sage Publications India Pvt Ltd.

SW3CMT11: Legal Information for Social Work practice

72 hours

Course Objectives

1. Critically understand and appreciate the Indian Constitution with particular emphasis on Fundamental Rights and Directive Principles.
2. Acquire a basic understanding of Indian Legal System both in its civil and criminal jurisdiction.
3. Have clarity about the various laws and procedures of Social Legislation in the fields of - family, women, children and other marginalized groups areas of Disaster Management and environment.
4. Learn the skills of using legal procedures to ensure the human rights of various marginalized groups

Module I – Indian Constitution (10 hours)

Background and history; Sources, Framing of the Indian Constitution and Preamble, Fundamental Rights, Directive Principles of State Policy and Fundamental Duties, Salient features of Indian Constitution
Union Parliament – Lok Sabha and Rajya Sabha, President, Prime Minister and Council of Minister, Constitutional Safeguards for SC/ST, women, children
Social Legislation – Meaning and Scope

Module II – Indian Judicial System (5 hours)

Types of Courts: Civil and Criminal
Civil: Municipal Court I, Sub-Court, District Court, High Court and Supreme Court
Criminal: Magistrate court, Sub Court, Sessions Court, High Court and Supreme Court
Special courts: Family Courts, Juvenile Courts – JJB and CWC, Lok Adalats,

Module III – Law and Procedures in Law enforcement (15 hours)

Law and procedures in Law enforcement: IPC and CrPC: - FIR, Arrest, Summons, Warrant, Bail, Cognizable and non-cognizable offences, Charge Sheet, Police Custody and Judicial Custody, Rights of Arrested Person, Prohibition warrants, Probation, Parole & Public Interest Litigations (PIL)

Module IV - Social Legislations (20 hours)

Laws for the protection and care of Women - Maternity Benefits Act, Hindu, Muslim and Christian Personal laws on Marriage; Divorce, Maintenance and Dowry Prohibition Act, 1961; Medical Termination of Pregnancy Act, 1971, D.V. Act 1984, Prevention of Atrocities Against Women Act 2014, RTI
Laws for the protection and care of Children: Child Labour (Prohibition and Regulation) Act, 1986; Child Marriage Restraint Act
Central Adoption Resource Agency Guidelines, 1991; The Juvenile Justice (Care and Protection of Children), Act 2000, POCSO Act & RTE Act
Laws for the protection and care of SC/ST: Civil Rights protection act 1955
Consumer Protection Act, 1986
Laws related to environment and social issues

Module V – Administration of legal bodies and Role of Social Workers in Social Legislation (22 hours)

Administration: Prison Administration-Social defence administration, Police administration,
Various Judicial Commissions – How they are constituted, functioning & how to approach
Human Rights Commission, Child Rights Commission, Women Rights Commission, Various Enquiry Commission
Role of social worker varied settings related to Social Legislation: Social Worker and Victims of Immoral Trafficking, Social worker and prisoners, Social Worker and women Victims of domestic violence, Social Worker and children in conflict with law (CCL), S.W. & Child in Need of Care and Protection (CNoCP), S. W. & Human Rights – Children, Daliths, Differently Abled, Exploited people, Victims of various kinds of exploitation including various kinds of, so called development induced victims etc.

References

1. Pylee M.V.. (2009). *An Introduction to the Constitution of India*, Fifth Edition, Vikas Publishing House Pvt Lmtd., Noida
2. Constitutional Law, Volume 1, The Academy of Legal Publications, Punnen Road, Thiruvananthapuram
3. Godbole, Madhav. (2009) *The Judiciary and Governance in India*, Rupa.co, New Delhi
4. Waldron Ronald J. (1976). *The Criminal Justice System an Introduction*, Boston: Houghtan Mifflin Company. (M.3. pp 293-308, M.5 pp 91-106)
5. .Kashyap Subhash C. (1997). *Citizens and the constitution-citizenship values under the constitution*, New Delhi: Ministry of Information Govt of India. (M1:pp 26-39)
6. .Pinherio Antony, DLD. (1995) *Marriage Law in the Latin Code and in the Eastern Code*, Pontifical Institute Publications, Kerala, (M4: pp 193-199)
7. . Law of Torts and Consumer Protection, Academy of Legal publications, Trivandrum (M5: pp 323-358)
8. The Law of Criminal Procedure"- The Academy of Legal Publications- Trivandrum (M3: pp 77-78, pp 41, pp 127-138, pp 237-248, M4: pp 310)
9. Singh, Gurdip. (2005). *Environmental Law in India*, New Delhi: Macmillan India Ltd. (M4: pp 124-160)

SW3CMT12: Rural Development

72 hours

Module 1 (12 hours)

Rural development -concepts/strategies
Rural development experience in India
Green revolution/white revolution
Skill development programmes- of the government of India

Module 2 (14 hours)

Rural credit
Major rural development programmes under operation
Rural social services -Health care/family &child welfare/education/ Housing/ Drinking Water
Rural environment/social forestry, Watershed programs

Module 3 (16 hours)

Promotion of Rural Technology
Voluntary action in rural development sector

Module 4 (12 hours)

Kudumbashree programme of Govt. of Kerala, Objectives/ implementation process/evaluation
Role of NGO'S in micro credit and micro enterprises

Module 5 (18 hours)

The structure and function of PRI institutions

References

1. Janie.B. Tellus, NayakSikmCosta Pinto :Towards self reliance Income Generating for Women, Indian Social Institute Publications, New Delhi, 1979.
2. NeerajaAllanat: Women Organizational and Social Network, Rawat Publications, Bombay, 1995.
3. Kalbagh,C.(ed.): Social and Economic Dimensions of Women's Development, Discovery Publishing House, New Delhi, 1992.
4. Shay Sushama : Women and empowerment- approaches and strategies, Discovery Publishing House, New Delhi, 1998.
5. RaeshUpadhyaya: Integrated Rural Development Basic Approach and Policy, Himalya Publication House, New Delhi, 1989.
6. Mishra R.P: Rural Area development, Perspectives & Approaches Sterling Publishers, New Delhi, 1979
7. GaghvendraPratap Singh: Sociology of Rural Development in India, Discovery Publishing House, New Delhi, 1987.
8. Singh Katar: Rural Development, Principles, Polices and management,1999

SW3CRT13: Field Education and Practicum Lab -3 (FEPL3)

Ref the Field Education and Practicum lab Syllabus

BSW FOURTH SEMESTER

Sl No	Course code	Title of the course	Category	Hours/w eek	Credit	Marks	
						ISA	ESA
16	SW4CRT14	Administration of Non-profit organisations	Core	4	4	20	80
17	SW4CRT15	Research and Statistics for Social Work Practice	Core	4	4	20	80
18	SW4CMT16	Management concepts and skills for social work practice	Complementary	4	4	20	80
19	SW4CMT17	Community Health & Health Care Services	Complementary	4	4	20	80
20	SW4CRT18	Field Education and Practicum Lab-4(FEPL-4)	Core	9	4	100	

SW4CRT14: Administration of Non-Profit Organizations

72 hours

1. To understand the requirements of NGO Administration
2. To develop the skills of NGO Administration
3. To understand the legal process and procedures in initiating and running an NGO

MODULE I Administration (12 hours)

Administration: Meaning, scope & principles.

Administrative process in Social Work agencies – Planning, Organizing, Staffing, Directing, Coordinating

Reporting and Financial administration - Budgeting, Fund raising, Accounting, Auditing etc.

Principles & practice of Non-Profit Organization (NPO) administration

Module II: Social Welfare Administration (18 hours)

Definition, characteristics; a method in Social Work .

NGOs in the social welfare and development sector,

Role and functions of non-governmental organizations, International and National NGOs

Classifications of NGOs: service providers, empowerment NGOs, support NGOs and umbrella and network NGOs.

Problems faced by Voluntary Organisations

Module III : Philosophy of NPOs (14 hours)

Development of the vision, mission, objectives, organizational structure and intervention areas

Voluntary basis of NPOs

Strategies for marketing, innovation and fund management in NGOs

The performance audit of NPOs

Module IV Registration of NPOs (12 hours)

Registration of Societies and Trusts, Constitution and byelaws, Societies Registration Act, Trust Act, Bare Acts pertaining to the legal aspects of administration.

Functions of Governing Board. Provisions in Income Tax Act: TDS, FCRA, Provisions under 12A, 35AC, 80G, NITI AAYOG

Module V Skill requirement in NPOs (16 hours)

Skill requirement in NPO: Fundraising, Networking and Advocacy, Community mobilization, documentation and reporting skills,
Social Marketing

REFERENCES

1. Sachdeva D.R. ; Social Welfare Administration in India. Delhi: Kitab Mahal , (M1:Ch 3 Pp 64-78, M5:Chapter 8 Pp 203-207, Chapter 22 Pp 702-720)
2. *Department of Social Welfare Administration: Management of Non-profit organisations in the changing Development Scenario.* M3:(152-154), M1:(329-345), M3:(321-328)
3. Rex A. Skidmore: Social Work Administration-Dynamic Management & Human Relationships; (M1:Chapter 1, Pp 12, 25-26, 66-76)
4. Goel S.C, Jain R.K.(1988).*Social Welfare Administration* Volume 1. New Delhi: Deep & Deep Publications (M2:Ch 1 Pp 32-37)
5. B K Prasad: *NGOs and development* Vol. 1, (M2:Ch 10 Pp 242-257)
6. Lee, Nancy R., Kotler, Philip. Social Marketing- Influencing Behaviours for Good; (M3: Chapter 2 Pp 37-50)
7. Dr. D Paul Chowdry: *Social Welfare Administration*; (M4:Chapter 6 Pp 240-290)

SW4CRT15: Research and Statistics for Social Work Practice

72 hours

Objectives

1. To develop a basic understanding of research methodology and statistics
2. To understand the importance and practical implications of Social Work Research as a Method of Social Work
3. To develop a basic understanding about social work research and its process
4. To develop skills in selection and use of the tools for data collection, processing of data and appreciation of statistical techniques.
5. To do research by applying research concepts and statistical tools in preparing research proposals, data analysis and reporting for social work practice

Module I: Introduction to Social Work Research (12 hours)

Meaning and definition of research, need and relevance of research
Scientific Method – Characteristics and concepts, ethical considerations in research,
Approaches – inductive and deductive, quantitative and qualitative approaches,
Overview of research process
Social research and Social Work Research: Need and scope of social work research

Module II: Research Design (18 hours)

Problem formulation in research - problem identification, Pilot study, review of literature, defining the problem, objectives, concepts/constructs, variables, operational definition of variables, types and formulation of hypothesis
Research Design: Meaning and definition of research design, components and types of research design - Exploratory, descriptive and experimental, social survey, Case study

Module III: Sampling and Data Collection (18 hours)

Sampling: Universe, advantages and disadvantages of sampling, sampling frame and unit,
Types of Sampling,: Probability and non-probability sampling – types, techniques of selecting sample
Sources of data: Primary and secondary Methods of Data Collection:
Interviewing, Questionnaire, Observation and Focused Group Discussion.
Tools for Data Collection: Interview schedule, Interview guide, Questionnaire, Pilot study, pre testing of tools.
Data processing – editing, coding, classification, tabulation

Module IV: Statistics in Research (18 hours)

Statistics - uses and limitation of statistics in research, Measurement of variables,
Measures of central tendency -mean, median, mode
Measures of dispersion -range, mean deviation, standard deviation, quartile deviation
Correlation: types, computation - Pearson's Coefficient of correlation, Spearman's Rank correlation. Test of hypothesis/ Use of SPSS in data analysis

Module V: Research Report (14 hours)

Presentation of statistical data – tabular and graphic; Interpretation of statistical data, writing research report – components; writing research abstract, bibliography and references, use of APA format.

References

1. Edwards, T. (2011). *Research Design and Statistics*. New Delhi: Tata Mcgraw Hill
2. Thanulingom, N. (2000). *Research Methodology*. Mumbai: Himalaya Publishing House.
3. Garg, C. R. (2014). *Research Methodology: Methods and Technique (Third Edition)*. New Delhi: New Age International Publishers.

4. Kothari, C. R. (1985). *Research Methodology*. New Delhi: WishwaPrakashan.
5. Griffith, A. (2007). *SPSS for Dummies*. New Delhi: Wiley India .
6. Babbie Earl. (2007). *The Practice of Social Research*. Bilmont, USA: Thomson Wardworth.

SW4CMT16: MANAGEMENT CONCEPTS AND SKILLS FOR SOCIAL WORK PRACTICE72 hours

OBJECTIVES

1. To develop a basic understanding about the management concepts and principles
2. To understand the different theoretical approaches to management
3. To be familiar with the motivating factors and skills in working in teams in an organisation
4. To understand the dynamism of an organization including the administrative structures, processes and procedures

Module I: Introduction to Management (10 hours)

Definition, Principles, Concepts of Management, Managerial functions, administration, human service administration and management, significance of management in social work practice.

Levels of management

Management Communication- Communication network, MIS, Public relation

Module II: Management Process I (20 hours)

Planning & Decision making: Definition, features of an ideal plan, Process of planning and decision making, Techniques of decision making and relevance in NGO Management

Organizing: importance, types, process, principles, organizational structure, Organogram

HR management - definition; Staffing: importance, process, human resource planning, Job analysis, Recruitment, selection process, Placement and induction, training and development, transfer and promotion, Performance appraisal, Responsibilities

Module III: Management Process II (14 hours)

Employee rights – remuneration, incentives, P.F., insurance, pension schemes etc.

Motivation of staff-significance, Motivational theories

Leading/Directing: meaning and importance Leadership-types, theories,

Controlling: Nature, scope, control process, effective control system, control techniques – traditional and modern

Reporting: definition, types

Module IV ORGANIZATIONAL BEHAVIOR AND ORGANIZATIONAL DEVELOPMENT (20 hours)

Organizational Behaviour, Job satisfaction, Job enrichment, Organizational Development, Organizational understanding: Conflict, conflict resolution, creating positive climate. Organizational climate and impact of socio-political environment; Organizational change: Concept, forces of change and resistance to change, managing organizational change and diversity

Module V Management training for social work practitioners (8 hours)

Significance of Management training for Social Work Practitioners- NGO Management. Role and tasks of a manager, managerial skills.

REFERENCES

1. Rao V.S.P & Narayana P.S. *Principles and Practice of Management*, Konark Publishers Pvt. Ltd
2. Rao V.S.P (2005). *Human Resource Management Text and Cases(2nd edition)* .Excel Books, Delhi
3. Rao V.S.P (2009). *Organizational Behavior*, Excel Books, Delhi
4. Rao V.S.P (2012). *Management Text and Cases(2nd edition)* .Excel Books, Delhi

SW4CMT17: COMMUNITY HEALTH AND HEALTH CARE SYSTEMS 72 hours

Objectives

1. To understand the basic concepts of Health and Community health
2. To understand the policies/services in health and implications for social work practice.
3. To equip the students with skills for social work practice in community health sector

MODULE 1 (12 hours)

Health – Definition, Dimensions, Determinants, Spectrum of Health

Concept of well-being, Positive Health.

Epidemiology- Definition, Objectives, Epidemiologic methods.

Social Work in Community-based Health care

MODULE 2 (18 hours)

Nutrition: Nutrients – Classification, Sources, Uses, Deficiency diseases

Malnutrition, Environment and health- Components, Pollution, Health issues

Mental health- Characteristics, Causes, Types of mental illness

Mental Health services, Social Work Intervention in the area of mental health

MODULE 3 (18 hours)

Demography, Demographic Cycle, Demographic trends in India. National Population Policy,

Family Planning: Contraceptive methods.

Reproductive and Child Health Program (RCH)

MODULE 4 (12 hours)

Health Education, Approach to health education, Contents of health education

Models and Principles of health education, Practice of health education- Schools/Families/Communities. Role of health care providers. Alma Ata Declaration

MODULE 5 (22 hours)

Concept of Health care, Levels of health care, Elements of primary health care

Principles of primary health care. Health care system, Primary Health care in India

Voluntary Health Agencies in India- Functions, International Health agencies

Health Programs in India- Vector borne Filariasis, Malaria, TB, HIV/AIDS, Universal Immunization, Family

Welfare, Water supply and sanitation.

Role of Social Worker in community health care services

REFERENCE:

1. Bajpai, P.K. (1998). Social Work Perspectives on Health. Rawat Publications, New Delhi.
2. Egan, Marcia. Kadushin, Goldie (2007). Social Work Practice in Community-Based Health Care. The Haworth Press, New York. (M1:Ch 4. Pp 85-98)
3. Park, K. (2005). Preventive and Social Medicine. M/s BanarsidasBhanot Publishers, Jabalpur.
4. Goel, S.L.,Kumar,R.(2007). *Hospital Administration and Management- Theory andPractice*. New Delhi: Deep & Deep Publications Pvt. Ltd. (M 5)
5. Tabish, S.A.(2001). *Hospital & Health Services Administration*. New Delhi: Oxford University Press. (M 5)

SW4CRT18: Field Education and Practicum Lab -4 (FEPL4)

Ref the Field Education and Practicum lab Syllabus

BSW FIFTH SEMESTER

Sl No	Course code	Title of the course	Category	Hours/week	Credit	Marks	
21	SW5OCT19	Development Communication	Open Course	4	3	20	80
22	SW5CRT20	Project Planning and Management	Core	4	4	20	80
23	SW5CMT21	Environmental studies and Human Rights	core	4	4	20	80
24	SW5CMT22	Gandhian Philosophy	Complementary	4	4	20	80
25	SW5CRT23	Field Education and Practicum Lab-5(FEPL-5)	Core	9	4	20	80

SW5OCT1: Development Communication

72 hours

Objectives

1. To understand key concepts in development communication
2. To understand the role of communication in Development
3. To gain knowledge and skills in communication strategies and techniques for social work practice

Module 1:Basic Concepts (10 hours)

Communication: Definition, objectives, purpose, evolution, barriers
 Communication and Development- Concept of development, Relationship of Development and Communication

Module 2:Theoretical framework of Development Communication (18 hours)

Dominant and alternate paradigms of development, modernization theory, dependency theory, globalization theory, diffusion of innovations theory, participatory approaches

Module 3:Communication strategies and development (18 hours)

Communication strategies for rural development – print media, radio, television, community radio, new media
 Communication strategies for women’s development and empowerment, health, family welfare and population management, ecological conservation and sustainable development
 ICT for Development – Indian experiences –satellite instructional television experiment, kheda communication project, Jhabua Development Communication project, telemedicine, e governance experiments

Module 4:Communication Techniques for Social Work Practice (12 hours)

Group communication techniques - Lectures, forum, brain storming, guided discussion, case study, role play, demonstration
 Mass Media in Social work practice: Exhibition, Cinema, Television, Radio, Print Media, Theatre & Local or Folk Media, Information Technology, World Wide Web

Module 5:Skill training: (14 hours)

Public speaking, meetings, conference, seminar, effective written communication, street theatre

References

1. Vilanilam, V J(2002). *Mass Communication Theory and Practice. Bhopal:* MakhnalChaturvediRashtriyaPatrakaritaVishawavidyalaya. (M1: Ch 1; Pp 1-5)
2. Rogers, M Everett(1976). *Communication and Development Critical Perspectives.*London: Sage Publications Ltd. (M1: Ch1; Pp 7-14)
3. Prasad, Kiran(2009).*Communication for Development-Reinventing Theory and action.* New Delhi: B R Publishing Corporation
4. T H Farthullah (2002). *Communication skills for Technical Students.*(M:4)

SW5CRT20: Project Planning and Management

72 hours

Objectives

1. To provide basic knowledge in project management
2. To help the students to acquire skill in preparation, management, monitoring and evaluation of projects
3. To give them an opportunity to understand the relevance of project planning and management in different fields of Social work
4. To equip the students to write independent project proposals

Module 1 (16 hours)

Project and the concept of people's participation
Project-Definition, features, typology
Need and scope of project planning
People's participation in project planning and management
Participation stages and typology

Module 2 (24 hours)

Steps in participatory project planning:
Identifying needs- aspects of situational analysis
Determining priorities
PRA/PLA methods for need identification and prioritization
Feasibility assessment
Formulating Goals and objectives in a project
Preparing action plan/activity schedule including action, responsibility, time and cost
Logical Framework Approach (LFA), Critical Path Method (CPM), Project Evaluation and Review Technique (PERT)

Module 3 (20 hours)

Financial management of a project: Fund raising methods, community resource mobilization, possibilities of grant-in-aid from state/central Governments and LSGs, Funding Agencies – National and International
Laws and rules regarding fund raising – 80 G, 12 A, FCRA 35AC OF IT ACT
Budgeting, Social Cost Benefit analysis, Need and importance of Accounting in a project

Module 4 (16 hours)

Monitoring and Evaluation of project
Monitoring-definition, Steps in monitoring, levels of monitoring, project review-variance analysis and performance analysis
Relevance of Personnel management in a project
Evaluation- definition, difference between monitoring and evaluation, types of evaluation, criteria for evaluation, steps in evaluation process

Module 5 (14 hours)

Project Proposal Writing Workshop
Project title, introduction, objectives, project beneficiaries, activities of the project, strategy of implementation, budget/cost Plan, itemized budget, monitoring conclusion

References

1. Choudhari, S 2001, Project Management, Tata McGraw Hill Publishing Company, New Delhi 2. Desai, Vasanth, 1999, Project Management, Himalaya Publishing house,
3. Horine, M Gregory (2013), Project Management. Dorling Kindersley Pvt Ltd, Noida
4. Meenai, Zubair, 2008, Participatory community work, Concept Publishing Company, New Delhi (M1: 39-67 M2)
5. Mukherjee, Neela, 1993, Participatory Rural Appraisal, Methodology and Applications, Concept Publishing Company, New Delhi (M2)
6. Roy, Sam M (2002), Project Planning and Management: Focusing on Proposal Writing. Health Association for All, Secunderabad
7. Roy, Sam M (2003), Making Development Organizations Perform. Health Association for All, Secunderabad

Comment [H1]:

8. Sharan, Vyuptakesh (2012), Fundamentals of Financial Management Dorling Kindersley Pvt Ltd, Noida (M3: Pp347-359)
9. Stephen, T S (1994). Basic Principles of Project Formulation for Voluntary Organisation. Media Press, Bhuvaneswar
10. Swami, Narayana N. 2009, Participatory Rural Appraisal, Principles, methods and applications, sage publications, New Delhi (M2)

SW5CMT21: ENVIRONMENTAL STUDIES & HUMAN RIGHTS

72 hours

Objectives

- To encourage students to research, investigate how and why things happen, and make their own decisions about complex environmental issues by developing and enhancing critical and creative thinking skills.
- To understand how their decisions and actions affect the environment, builds knowledge and skills necessary to address complex environmental issues, as well as ways we can take action to keep our environment healthy and sustainable for the future.
- To develop the sense of awareness among the students about the environment and its various problems and to help the students in realizing the inter-relationship between man and environment and helps to protect the nature and natural resources.
- To help the students in acquiring the basic knowledge about environment and the social norms that provides unity with environmental characteristics and create positive attitude about the environment.
- To foster a new generation of informed consumers, workers, as well as policy or decision makers.
- To encourage character building, and to develop positive attitudes and values.

Module I (18 hours)

Unit 1 :Multidisciplinary nature of environmental studies

Definition, scope and importance

Need for public awareness.

Unit 2 : Natural Resources :

Renewable and non-renewable resources : Natural resources and associated problems.

- a) **Forest resources** : Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people.
- b) **Water resources** : Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
- c) **Mineral resources** : Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
- d) **Food resources** : World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies.
- e) **Energy resources**: Growing energy needs, renewable and non renewable energy sources, use of alternate energy sources, Case studies.
- f) **Land resources**: Land as a resource, land degradation, man induced landslides, soil erosion and desertification, Role of individual in conservation of natural resources, Equitable use of resources for sustainable life styles.

Unit 3: Ecosystems

Ecosystem- Concept, Structure and function. Producers, consumers and decomposers, Energy flow in the ecosystem, Ecological succession, Food chains, food webs and ecological pyramids.

Introduction, types, characteristic features, structure and function of the given ecosystem:- Forest ecosystem

Module II (26 hours)

Unit 1: Biodiversity and its conservation

Biodiversity- Introduction, Biogeographical classification of India

Value of biodiversity: consumptive use, productive use, social, ethical, aesthetic and option values.

India as a mega-diversity nation, Hot-spots of biodiversity

Threats to biodiversity: habitat loss, poaching of wildlife, man-wildlife conflicts

Endangered and endemic species of India

Unit 2: Environmental Pollution

Definition

Causes, effects and control measures of: -

- a. Air pollution
- b. Water pollution
- c. Soil pollution
- d. Marine pollution
- e. Noise pollution
- f. Thermal pollution
- g. Nuclear hazards

Solid waste Management: Causes, effects and control measures of urban and industrial wastes.

- Role of an individual in prevention of pollution
- Pollution case studies
- Disaster management: floods, earthquake, cyclone and landslides

Unit 3: Social Issues and the Environment

- Urban problems related to energy
- Water conservation, rain water harvesting, watershed management
- Resettlement and rehabilitation of people: its problems and concerns, Case studies
- Environmental ethics: Issues and possible solutions
- Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust, Case studies
- Consumerism and waste products
- Environment Protection Act
- Air (Prevention and Control of Pollution) Act
- Water (Prevention and control of Pollution) Act
- Wildlife Protection Act
- Forest Conservation Act
- Issues involved in enforcement of environmental legislation
- Public awareness

Module – III Sustainable Development (10 hours)

- Organic farming for sustainable development
- Eco friendly constructions and green certification process
- Rainwater harvesting
- Recycling for maximising utility
- Clean Natural energy sources and its utilisation for development
- Social forestry

Module –IV Role in Environmental Protection (10 hours)

- Role of corporates in environmental protection: CSR initiatives
- Role of NGOs in environmental protection
- Role of individuals groups and communities in environmental protection: case studies
- Role of media in promoting awareness on the need of environmental protection
- Role of international organisations in environmental protection

Module – V

(8 Hrs)

Unit 1- Human Rights– An Introduction to Human Rights, Meaning, concept and development, Three Generations of Human Rights (Civil and Political Rights; Economic, Social and Cultural Rights).

Unit-2 Human Rights and United Nations – contributions, main human rights related organs - UNESCO, UNICEF, WHO, ILO, Declarations for women and children, Universal Declaration of Human Rights.

Human Rights in India – Fundamental rights and Indian Constitution, Rights for children and women, Scheduled Castes, Scheduled Tribes, Other Backward Castes and Minorities

Unit-3 Environment and Human Rights - Right to Clean Environment and Public Safety: Issues of Industrial Pollution, Prevention, Rehabilitation and Safety Aspect of New Technologies such as Chemical and Nuclear Technologies, Issues of Waste Disposal, Protection of Environment

unit-4 Conservation of natural resources and human rights: Reports, Case studies and policy formulation. Conservation issues of western ghats- mention Gadgil committee report, Kasthuriengan report. Over exploitation of ground water resources, marine fisheries, sand mining etc.

Internal: Field study

- Visit to a local area to document environmental grassland/ hill /mountain
- Visit a local polluted site – Urban/Rural/Industrial/Agricultural Study of common plants, insects, birds etc
- Study of simple ecosystem-pond, river, hill slopes, etc (Field work Equal to 5 lecture hours)

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2. Clark.R.S., Marine Pollution, Clanderson Press Oxford (Ref)
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5. Down to Earth, Centre for Science and Environment (Ref)
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8. Mekinney, M.L &Schock.R.M. 1996 Environmental Science Systems & Solutions. Web enhanced edition 639p (Ref)
9. Miller T.G. Jr., Environmental Science, Wadsworth Publishing Co. (TB)
10. Odum.E.P 1971. Fundamentals of Ecology. W.B. Saunders Co. USA 574p (Ref)
11. Rao.M.N&Datta.A.K. 1987 Waste Water treatment Oxford & IBII Publication Co.Pvt.Ltd.345p (Ref)
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13. Sharma B.K., 2001. Environmental Chemistry. Geol Publ. House, Meerut (Ref)
14. Townsend C., Harper J, and Michael Begon, Essentials of Ecology, Blackwell Science (Ref)

15. Trivedi R.K., Handbook of Environmental Laws, Rules Guidelines, Compliances and Standards, Vol I and II, Enviro Media (Ref)
16. Trivedi R. K. and P.K. Goel, Introduction to air pollution, Techno-Science Publication (Ref)
17. Wanger K.D., 1998 Environmental Management. W.B. Saunders Co. Philadelphia, USA 499p (Ref)
18. (M) Magazine (R) Reference (TB) Textbook

Human Rights

19. Amartya Sen, The Idea Justice, New Delhi: Penguin Books, 2009.
20. Chatrath, K. J.S., (ed.), Education for Human Rights and Democracy (Shimla: Indian Institute of Advanced Studies, 1998)
21. Law Relating to Human Rights, Asia Law House, 2001.
22. Shireesh Pal Singh, Human Rights Education in 21st Century, Discovery Publishing House Pvt.Ltd, New Delhi,
23. S.K.Khanna, Children And The Human Rights, Common Wealth Publishers, 1998. 2011.
24. Sudhir Kapoor, Human Rights in 21st Century, Mangal Deep Publications, Jaipur, 2001.
25. United Nations Development Programme, Human Development Report 2004: Cultural Liberty in Today's Diverse World, New Delhi: Oxford University Press, 2004.

SW5CMT22: Gandhian Philosophy and Social Work

72 hours

Course objectives:

1. Understand the fundamentals of Gandhian Philosophy and Gandhian Social Work
2. Develop an understanding on Gandhian views on economics, education, industry and development
3. Analyse Gandhian approach to Rural reconstruction

Module 1: Fundamentals of Gandhian philosophy (10 hours)

Cultural heritage of India-Characteristics of Indian culture-Socio religious background of India. Social dimension of Varna Dharma, Ashrama, Dharma, Purusharthas, Ashram Vows

Module 2: Foundations of Gandhian Social thought (16 hours)

Man and Society, theories of Trusteeship, Panchayat Raj, Swadeshi and Sarvodaya
Seven Social sins, Social change through non violence

Module 3: Gandhian views on economics and industry (16 hours)

Ethical basis of Economics-purity of means-simplicity of life-cooperation, bread labour-Self reliance-classless society, Problems of modern economic growth-energy and sociological crisis-rural urban imbalances. Machinery and production-Problems and Prospectus of large scale industries-appropriate technology-Indigenous technology-feasibility of medium scale industries

Module 4: Gandhian views of Education (14 hours)

The philosophy and social purpose of NaiThalim-value base of an ideal society-Peace, Equality, Human dignity and democracy, relevance of Yoga and meditation

Characteristics of Gandhian Social Work, Gandhi's relevance in today's world

Module 5: Gandhian approach to rural Development (16 hours)

Agriculture and industry-Local source of energy and raw materials-Charka a symbol of self reliance-village industries-Grass root level participation of people in community.Gandhian constructive programmes, Implementation of Constructive Programme: Code of conduct for the agencies

References:

1. Gangrade, K.D.,(2005),Gandhian Approach to Development and Social Work, Concept Publishing Company, New Delhi.
2. Singh,R.b.,(2006),Gandhian Approach to Development Planning, Concept Publishing Company. New Delhi.
3. Ray,Ramashray,(1985)Self and Society:A Study in Gandhian Thought, Sage Publication, New Delhi.
4. Gangrade,K.D.(2001) Constructive Programmes, GanhiSmriti and DanshanSamiti, New Delhi.
5. Prabhu R.K and Rao, U.R.(1987),The Mind of Mahatma Gandhi: Navajeevan, Ahmedabad(M1 : Chapter 20 Pp 114-116: M2: Chapter 45 Pp 218-222: M3 Chapter 40 Pp195-201)
6. Bharati,K.S.(1991)The Social Philosophy of Mahatma Gandhi; Concept Publishers, New Delhi.
7. Bose N.K. *Selections from Gandhi*. (M3: Chapter 5 Pp 81-112)
8. RajuLakshmiathy. M and Raju B.S.N (2012), Ethical values of Social Work profe

SW5CRT24: Field Education and Practicum Lab -5 (FEPL35)

Ref the Field Education and Practicum lab Syllabus

BSW SIXTH SEMESTER

Sl No	Course code	Title of the course	Category	Hours/week	Credit	Marks	
						ISA	ESA
26	SW6CRT24	<i>Social Work Practice with Children</i>	Core	4	4	20	80
27	SW6CMT25	<i>Theory and Practice of Counselling</i>	Complementary	5	4	20	80
28	SW6GET26 SW6GET27 SW6GET28	<i>Disability Studies</i> OR <i>Social Work Practice with Elderly</i> OR <i>Labour Welfare</i>	Choice base Elective	5	4	20	80
29	SW6CRT29	Field Education and Practicum Lab-6(FEPL-6)	Core	9	4	100	-
30	SW6CRT30	Research Project	Core	5	5	100	100
						-	

SW6CRT24- Social Work Practice with Children

Objectives

1. To understand the key concepts related to child development and social work with children
2. To impart to the trainee, specific social work intervention methods in dealing with children
3. To create an understanding about the national laws and policies related to children
4. To understand the problems faced by the children

Module 1

Child Development: Physical, Social, Emotional and Cognitive Development in Infancy and Toddlerhood, Early Childhood, Middle Childhood and Adolescence

Module 2

Issues faced by Children: Abuse and Violence, Child Sexual Abuse, Street Children, Children living with AIDS, Child in Armed Conflict, Child Marriage, Children with Disabilities, Children affected by Substance Abuse, Missing Children, Children in Conflict with Law, Child Labour, Children Trafficking, Children without Parental care, Child Health and Nutrition, Children in Poverty

Childhood Disorders: Conduct Disorders, Anxiety Disorders, Depression, Eating Disorders, Mental Retardation, Learning Disabilities, Pervasive Development Disorders, Tics and Elimination Disorders

Module 3

Process of Helping Children: Building Relationships, Assessment, intervention, follow up and evaluation

Module 4

National Laws and Policies for Children: Protection of Children from Sexual Offences Act, The Right of Children to Free and Compulsory Education Act, 2009, Prohibition of Child Marriage Act, Juvenile Justice (Care and

Protection of Children) Act (2000) , Child Labour (Prohibition and Regulation) Act , Bonded Labour System (Abolition) Act, National Policy for Children, Hindu Adoption and Maintenance Act, Factories Act (Amended in 1949, 1950 and 1954), Guardians and Wards Act

Module 5

Methods of Working with children: Working with Family, Play Therapy, Group Work with Children, School based interventions, Life Skill Trainings

Government Services: Career options in the field of children- Child line, DCPU, School Counsellors

Reference

1. Ayshe Talay-Ongan, E. A. (2005). Child Development and Teaching Young Children. Australia: Cengage Learning. (M1: Section 1 Pp 1-79)
2. Berger, K. S. (2000). The Developing Person. New York: Worth Publications.(M1: Chapter 5-137-235)
3. Carolyn Spray, B. J. (2011). Social Work Practice with Children and Families. SAGE.(M3;Chapter 3,Pp 38)
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4. Dean Hepworth, Ronald Rooney, Glenda Dewberry Rooney, Kim Strom-Gottfried, Jo Ann Larsen. (2009). Direct Social Work Practice: Theory and Skills. Cengage Learning.(M3 Part II- Pp 171,199,227,303,355,411,519)
5. Eric J. Mash, R. A. (2006). Treatment of Childhood Disorders. Guilford Press. (M2: Part 1,2Pp 3,91,153,259)
6. Gifford, C. (2009). Child Labour. Evans Brothers,.(M1: Chapter 1-Pp 6-32)
7. Meggitt, C. (2006). Child Development: An Illustrated Guide. Heinemann.(M1: Section 1 Pp 5-121)
8. Owens Karen B(2002). Child and Adolescent Development and Integrated Approach Stamford Thomson Learning (M1: Chapter 3,4,5,6 Pp: 154-569)
9. Nancy Boyd Webb (July 2011) Social Work Practice with Children, Third Edition: Guilford (M3 Part II Press (41-101)(M5 Chapter 5, Pages: 149,174,199))
10. Ridge, T. (2002). Childhood Poverty and Social Exclusion: From a Child's Perspective. Policy Press.(M2)

(72 hours)

SW6CMT25 :Theory and Practice of Counseling

Objectives

1. To gain basic knowledge about theories and approaches of counseling.
2. To understand the process of Counselling.
3. To gain skills for practice of Counselling in different settings

Module 1 Basics of Counselling Practice (12 hours)

Counselling: definition need and scope , History of Counselling

Types of counseling: Individual and Group Counselling

Concepts-similarities & differences: Guidance, counselling, Social Case Work, psychotherapy. Values and ethics in Counselling

Module 2 Theories and approaches in Counseling Practice (20 hours)

Importance of Theory.

Psychoanalysis, Client-centered, Gestalt theory, Rational emotive therapy, Behaviour therapy, Cognitive

Behaviour Therapy, Reality therapy and Transactional Analysis

Eclectic approach in Counselling

Module 3 Counselling Process (14 hours)

Counselling process:

Attitudes and Skills required for the stages of counseling Viz. Attending, Responding, Personalizing, Initiating, and Evaluating

Phases of Counseling: Relationship building Phase, Exploration and understanding phase, Problem Solving Phase, Termination and Evaluation Phase

Qualities of an effective counsellor, skills in counseling.

Module 4 Techniques and skills in Counseling (16 hours)

Counselling skills- Questioning, paraphrasing, reflection of feelings, summarization, clarification, open and closed questioning, reinforcement, Extinguishing, leading, informing, contract, silence, referring, interpretation

Physical Attending skills: Non-verbal skills: Posture, Facial Expressions, Voice, Eye Contact

Counselling techniques: Listening, Responding, Goal setting, Exploration and Action, Behaviour techniques,

Psychodrama, Role play

Module 5 Practice of Counselling in different fields (10 hours)

Family counseling- Industrial counseling; De-addiction Counselling-

Motivation Interviewing; Career Counselling; Crisis Counselling;

Genetic Counselling; Counselling related to chronic illness. HIV/AIDS Counselling

School Counselling Marital Counselling, Premarital Counselling, Counselling services in Kerala

References:

1. Chankappuraj Joan, Mannarkalam Antony(1997). *Psychotherapies and Counselling* : Trada Publications Kottayam
2. Chauhan S S (2001).*Principles and techniques of Guidance* :Vikas publishing House Mumbai
3. Corsini Raymond J, Wedding Danny (1995). *Current Psychotherapies*:F.E Peacock Publishers, Inc
4. Fuster, J. M., (2002). *Personal Counselling*. Mumbai : Better Yourself Books
5. Nelson-Jones, R., (2000). *Practical Counselling and Helping Skills*. Mumbai : Better Yourself Books
6. Rao, S.N., (2002). *Counselling and Guidance*. New Delhi : Tata McGraw Hill Publishing Company Ltd

Elective 1: SW6GET26: Social Work in Disability Sector

Course Objectives

- 1.To understand the meaning, context of disabilities and problems of person with disabilities.
- 2.To develop knowledge about various approaches, magnitude, causes and consequences of disabilities.
- 3.To gain an insight into the magnitude, causes, types, assessment and impact of visual impairment, hearing impairment and deaf-blindness.
- 4.To gain an insight into the magnitude, causes, types, assessment and impact of Loco motor Disabilities and Cerebral Palsy.
- 5.To review and understand the constitutional provisions, the rights and legislations targeting inclusion of person with disabilities in the mainstream.
- 6.To foster understanding on the role of multi-disciplinary team and social worker in the process of rehabilitation and inclusion of person with disabilities.

Module - 1 (20 Hours)

Meaning and Definition of disabilities: Impairment, Activity Limitations and Participation Restrictions; Social Construction of Disability: Attitude, Stigma, Discrimination, Disabling and Enabling Environment; Familial and Societal Context of Person with Disabilities; Impact on the quality of life of persons with disability; Problems faced by Persons with Disabilities relating to performing Activities of Daily Living, Education, Sexuality, Integration, Employment and Interpersonal Relationships.

Module - 2 (12 Hours)

Approaches to disability: Medical, System, Legal, Socio-Political, Human Right, Psychological, Ecological, Vocational, Social Model; Magnitude of Disability, Causes of Disability, Consequences of Disability.

Module - 3 (10 Hours)

Visual Impairment: Magnitude, Causes, Types, Assessment, Impact of Visual Impairment on Child's Development; Hearing Impairment: Magnitude, Causes, Types, Assessment, Impact of Hearing Impairment on Child's Development; Deaf-blind: Magnitude, Causes, Types, Assessment, Impact of Deaf-blindness on Child's Development.

Module - 4 (10 Hours)

Loco motor Disability: Magnitude, Causes, Types, Assessment, Impact of Loco motor Disability on Child's Development; Cerebral Palsy: Magnitude, Causes, Types, Assessment, Impact of Cerebral Palsy on Child's Development.

Module - 5 (20 Hours)

Constitutional Provisions and Rights of Person with Disabilities; UNCRPD; The Person with Disability Act, 1995; National Trust Act, 1999; The Rights of Person with Disabilities Bill, 2014; The Rehabilitation Council of India Act, 1992 / Amendment 2000; Models of Rehabilitation: Institution Based Rehabilitation, Community Based Rehabilitation; Role of Multi-Disciplinary Rehabilitation Team; Role of Social Workers in the Process of Rehabilitation and Inclusion of Person with Disabilities.

References:

1. Goldenson, Robert M. (1978). Disability and Rehabilitation Handbook, McGraw Hill Inc.
2. Albrecht, G., Seelman, K., Bury, M (ed) 2001, Handbook of Disability Studies, New Delhi: Sage Publication
3. Banerjee, Gauri Rani. (1972). Social Caseworker and the Physically Handicapped Child. In Papers on Social Work – An Indian Perspective, Bombay: TISS.
4. Biglan A.W., VamJasselt V.B., Simon J. (1988). Visual Impairment. In VanHasselt V.B.(Ed.), Handbook of Developmental and Physical Disability (pp.471-562). New York: Pergamon Press.

5. Bloom F. (1974). Our Deaf Children, London: Martins Publishers Ltd.
6. Chaturvedi, T.N. (1981). Administration for the Disabled: Policy and Organisational Issues. New Delhi : I.I.P.A
7. Karna,G (2001) Disability Studies In India: Retrospects and Prospectus, New Delhi; Gyan Publishing House
8. Mc Innes J.M. &Treffry J.A. (1982). Deaf-Blind Infants and Children. England: Open University Press.
9. Michel E.D. &Vennon M. (1981). They Grow in Silence – The Deaf Child and the Family. Maryland: National Associate of the Deaf.
10. Mohsini, S.R. & Gandhi, P.K. (1982). The Physically Handicapped. Delhi: Seema Publications
11. Narasimhan, M.S. and Mukherjee, A.K. (1988). Disability: A Continuing Challenge. New Delhi: Wiley Eastern Ltd.
12. Punani B. &Rawal N.(1993). Handbook: Visual handicap. New Delhi: Ashish Publishing House.

Elective 2: SW6GET27 SOCIAL WORK PRACTICE WITH ELDERLY

Objectives

1. To understand the key concepts related to aging and social work with elderly
2. To equip students with necessary skills in social work with elderly
3. To create an understanding about the laws policies and programmes related to elderly
4. To understand the theoretical framework of working with elderly

MODULE 1 : THE MEANING AND CONCEPT OF OLD AGE (12 hours)

Elderly – Definition and Characteristics. Physical, biological and social changes in elderly. Population ageing – Gopal, India, Kerala scenario. World Assembly on Ageing – 1982 and 2002. International day for elderly – Programmes and activities.

MODULE 2 : ISSUES AND CHALLENGES OF ELDERLY (14 hours)

Life expectancy. Demographic transition.

Depression, Dementia, Alzheimer, Empty nest syndrom, Isolation, Parent Support Ratio (PaSR), Senility, Abuse, Generation gap, Grand parenting, Widowhood, Death, Bereavement , Euthanasia.

MODULE 3: THEORIES OF AGING (16 hours)

Role Theory, Disengagement Theory, Continuity Theory.Age Stratification Theory
Social Exchange Theory.Critical Theory & Feminist Perspectives

MODULE 4: LAWS, POLICIES & PROGRAMS FOR ELDERLY (20 hours)

Senior Citizen (Maintenance, Care and Protection) Act-2007. National Policy on Older People (NPOP) -1999 and National Policy on Senior Citizen 2011. National Council for Older Persons (NCOP). Integrated Programmes for the Older Persons. Indira Gandhi National Old Age Pension Scheme (IGNOPS). Institutions and organizations for elderly in Kerala – Government and NGOs. Vayomithram

MODULE 5: SOCIAL WORK PRACTICE WITH ELDERLY (10 hours)

Application of Case work, Group Work and Community Organization for practice with Elderly. Role of Social Worker- Assessment and Care Management -
Skills required in Social Work with older people. Multidisciplinary Teamwork in Working with Elderly

REFERENCE:

1. Dandekar, Kumudini(1996), The Elderly in India, Sage Publications India, New Delhi (M2: 31-105)
2. Elizabeth, B., H. (1980) Developmental Psychology. A Life Span Approach. McGraw-Hill Companies.

3. Greene, Roberta R(1986), Social work with Aged &their Families, Al dine de Gruyter, New York.
4. Helms, Donald B & Turner, Jeffrey S. (1991) Lifespan Development, Holt, Rinchart&Winston. Inc., Chicago
5. Hooyman, Nancy &Kiyak, H. Asuman (1999) Social Gerontology ,Allyn and Bacon,
6. Lymberg, Mark, (2007), Social Work with Older People, Sage Publications, New Delhi
7. Rajan, S. Irudaya, Mishra U.S &Sarma, Sankara.P (1999) India's Elderly: Burden or Challenge? Sage Publications India Pvt. Ltd., New Delhi (M2: 211-265, M4: 139-210)

ELECTIVE 3: SW6GET28-Labour Welfare

Objectives

1. To develop knowledge on basic concepts in labour welfare
2. To understand various laws related to labour welfare
3. To develop understanding in different schemes related to labour welfare

MODULE 1

Labour- Definition, Types- Bonded labour, Contract labour, Migrant labour

Labour Welfare : Meaning, Definition, Scope, Theories, Principles and approaches.

Statutory and Non – statutory labour welfare

MODULE 2

Labourers in organized and unorganized sectors. Problems faced by labourers: Migration of labourers- Issues related to migrant labourers in Kerala Labour Market, Features, Demand and Supply of Labour, Nature and Composition of Indian Labour Force, Unemployment and Underemployment.

Concepts of wages, State Regulation of wages, Fixation of wages, Wage theories, Wage differentials

MODULE 3

Welfare programs for Labourers – Different Welfare boards and their functions

Labour Court- Duties and Powers

Agencies of Labour Welfare : State, Employer, Trade Unions, Voluntary Agencies.

Module 4

Labour legislation, Objectives, Principles, Classification, Evolution of labour' legislation in India, Impact of ILO, Labour legislation and Indian Constitution. Factories Act, 1948. Employees State Insurance Act, 1948; Workmen's Compensation Act, 1923; Maternity Benefit Act, 1961. Trade Unions Act, 1926; Industrial Employment (Standing orders) Act, 1946; Industrial Disputes Act, 1947. Minimum Wages Act, 1948; Payment of Wages Act, 1936; Equal Remuneration Act, 1976; Payment of Bonus Act, 1965.

MODULE 5:

Unorganised sector. Unorganized labourers act 2008. Policy for Street Vendors. Labour movements - Kerala Labour Movement. Relevance of Social Work practice in Labour Welfare, Roles of Social worker in labour welfare as labour officers and welfare officers.

REFERENCES

1. Gupta, Meenakshi (2007): Labour Welfare and Social Security in Unorganised Sector; New Delhi : Deep & Deep Publications. M1: Ch 2 Pp 19-21, 38-39), Ch 3 pp 44-63, M3: Ch 4 Pp 67-76, M4: Ch 3 Pp 79-81, Ch 7 Pp 108-117, M5: Ch 1 Pp 1-10, Ch 2 Pp 31-32, Ch 7 Pp 119-129
2. Mariappan K. (2011): Employment Policy and Labour Welfare in India; New Delhi: New Century Publications. M2: Ch 3 Pp 68-70, Ch 5 Pp 103-106, 106-108, M4: Ch 4. Pp 92-93

BSW

FIELD EDUCATION AND PRACTICUM LAB SYLLABUS

BSW FIELD EDUCATION AND PRACTICUM LAB

Field education is the learning-by-doing aspect of Social Work education and an integral part of the total curriculum. Social Work Practicum Lab, usually referred to as Field Work plays a pivotal role and provides the experiential basis for the student's academic programme.

SUMMARY OF BSW FIELD EDUCATION AND PRACTICUM LAB

Semester	Nature of field practicum	Practicum requirements (in hours)	Total credits
I	Observational Visits	105	4
II	Concurrent field work in Anganwadis	180	4
III	Concurrent field work in Institutional Settings	180	4
IV	Concurrent field work in Kudumbashree	180	4
V	Concurrent field work in NGOs/projects	180	4
VI	Block field placement (State/National/International Agencies)	175	4
Total		1000	24

FIRST SEMESTER

FIELD EDUCATION AND PRACTICUM LAB

As the first year students come from varied academic backgrounds, the focus of the first semester field practicum Lab is primarily orientation and first hand exposure to the agencies in the different settings like industries, hospitals, correctional settings, community based organizations, Government Organizations, special schools, NGOs etc

Field orientation is conducted in the form of observational visits to various settings of Social Work practice. This is organized in order to give the students an exposure and orientation to the ongoing services by different social work/welfare organizations/Projects for addressing people's needs. They are also meant to give the student an idea of the possibilities ahead, to understand the element of professionalism, the issues and the problems involved. The orientations include fifteen exposure visits to agencies/projects in and around the institution. Students are prepared for the visits with a brief orientation session, and are given guidelines for observation and report writing. Each visit is followed by a group discussion facilitated by a faculty member. The option is also there for the department to conduct rural camp/exposure programmes in place of 5 orientation visits followed by students' reports.

Field Education and Practicum Lab Requirements

Each Student shall complete the following requirements in the first semester.

No.	Activity	Minimum Requirement	Credits
1	Organisational Visits	1 15X7 Hours	4
	Total	105 hours	4

Field Practicum Lab Evaluation

The evaluation of the field work will be based on overall performance of the student in all the practicum requirements.

No	Parameters	Weightage	Total marks
1	Field attendance	10%	100
2	Recording*(Reports)	25%	
3	Objectives fulfilled	30%	
4	Initiatives taken in the field	10%	
5	Agency/Self evaluation	5%	
6	Field practicum lab presentation/viva	20%	

*Parameters of report writing-Agency Profile, Activities and programmes of the agency, beneficiary profile, observation and learning, scope of social work in the agency, evaluation of the agency.

SECOND SEMESTER
FIELD EDUCATION AND PRACTICUM LAB

Setting: Anganwadis

Pattern: Concurrent (two days/week)

Duration: Minimum 5 hours per day for 36 days

Objectives

1. To develop positive attitude towards self and others.
2. To gain an in-depth understanding on the ICDS Scheme and Anganwadis: Goals & Objectives, Administration & Functioning.
3. To develop skills in observation, analytical learning, team work and recording
4. To utilize the knowledge about characteristics, problems and needs of early childhood and their families in dealing with them
5. To understand and appreciate the need for environment conservation

Field Practicum Lab Requirements

Each Student shall complete the following practicum requirements in the second semester.

Activity	Minimum Requirement	Credits
Anganwadi based field work for 36 days of 5 hours duration	36 Days X 5 = 180 hours	4

Task requirements:

- Two case work and its recording in the given format
- Students' participation in the process of community services undertaken by the anganwadis.
- Home visits to identify lag in development milestones, health issues of children, children with special needs, nutritional status etc
- Identify the major environmental issues in the locality and prepare report as per the guidelines of the faculty supervisor

Field Practicum Lab Evaluation

The evaluation of the field work will be based on overall performance of the student in all the practicum requirements.

No	Parameters	Weightage	Total marks
1	Field attendance	10%	100
2	Recording*(Reports)	25%	
3	Objectives fulfilled	30%	
4	Initiatives taken in the field	10%	
5	Agency/Self evaluation	5%	
6	Field practicum lab presentation/viva	20%	

THIRD SEMESTER
FIELD EDUCATION AND PRACTICUM LAB

Setting: Institutional

Pattern: Concurrent (two days/week)

Duration: Minimum 5 hours per day for 36 days

Objectives

The students are expected to achieve the below given objectives.

1. To understand the functioning of an NGO/welfare agency, its Management, objectives, programmes etc.
2. To acquire and develop skills in observation, team work, planning, organizing, recording and evaluation.
3. To develop and utilize knowledge of psychosocial systems affecting the functioning of groups and communities.
4. To understand in depth the application of SW methods of dealing with groups (Group Work) and communities (Community organization)
5. To understand the legal system concerning the target group
6. To participate in the process of networking with other organizations/agencies working in areas related to social issues/problems.

Field Practicum Lab Requirements

Each Student shall complete the following practicum requirements in the third semester

No	Activity	Minimum Requirement	Credits
1.	Agency based field work for 36 days of 5 hours duration	36 Days X 5 = 180 hours	4
	Total	180	4

Task requirements

- A detailed study of the organisation and submission of an organisation study report.
- Participation in the process of community services undertaken by the agency.
- Complete group work with one group and its recording.
- Organize minimum of one programme (cultural/informative/skill building programmes) for the target group of agency.
- Find out details of govt. schemes applicable to the target group of the agency and identify the legal system in force.
- Conduct PRA in the community to identify the needs of the community

Field Practicum Lab Evaluation

The evaluation of the field work will be based on overall performance of the student in all the practicum requirements.

No	Parameters	Weightage	Total marks
1	Field attendance	10%	100
2	Recording*(Reports)	25%	
3	Objectives fulfilled	30%	
4	Initiatives taken in the field	10%	
5	Agency/Self evaluation	5%	
6	Field practicum lab presentation/viva	20%	

FOURTH SEMESTER

FIELD EDUCATION AND PRACTICUM LAB

Setting: Kudumbashree/Other micro finance institutions

Pattern: Concurrent (two days/week)

Duration: Minimum 5 hours per day for 36 days

Objectives

1. To understand the functioning of Kudumbashree/Other micro finance institutions, its administrative structure, legal framework, objectives, programmes and stakeholders
2. To participate in the routine activities of Kudumbashree/Other micro finance institutions and contribute to the functioning of Balasabhas, NHGs and micro enterprises
3. To acquire and develop skills in observation, team work, planning, organizing, recording and evaluation
4. To practice social work with groups in the context of existing groups in Kudumbashree/Other micro finance institutions
5. To get a first-hand experience in problem formulation and implementation of research
6. To understand the application of Development Communication strategies in the setting

Field Practicum Lab Requirements

Each Student shall complete the following practicum requirements in the fourth semester.

Activity	Minimum Requirement	Credits
Kudumbashree based field work for 36 days of 5 hours duration	36 Days X 5 = 180 hours	4

Task requirements:

- Detailed study on Vision, mission, philosophy and history of Kudumbashree/Other micro finance institutions, organizational structure, administration and functioning of Kudumbashree/Other micro finance institutions in panchayats.
- Participation in the programmes and process of community services undertaken by the Kudumbashree/Other micro finance institutions in the applicable fields of activities.
- Community based programmes initiated by the students and supported by the agency, and strengthening weaker SHGs and initiating Micro-enterprises, etc using Development Communication Strategies.
- To study and participation in the Empowerment programmes provided by Kudumbashree/Other micro finance institutions.
- Group Work: Each student should complete one group work. (Balasabhas or Women Groups) Mini Research:
- Each student is required to conduct a mini research in the respective fields/community setting where they work with minimum of 15 respondents.

Field Practicum Lab Evaluation

The evaluation of the field work will be based on overall performance of the student in all the practicum requirements.

No	Parameters	Weightage	Total marks
1	Field attendance	10%	100
2	Recording*(Reports)	25%	
3	Objectives fulfilled	30%	
4	Initiatives taken in the field	10%	
5	Agency/Self evaluation	5%	
6	Field practicum lab presentation/viva	20%	

FIFTH SEMESTER

FIELD EDUCATION AND PRACTICUM LAB

Setting: NGOs/projects

Pattern: Concurrent (two days/week)

Duration: Minimum 5 hours per day for 36 days

Objectives

1. To acquire and develop skills in observation, team work, planning, organizing, recording and evaluation
2. To understand Group dynamics and basic concepts in the context
3. To acquire skills in Project planning and management
4. To understand the importance of Development Communication in development practice
5. To acquire skills in programme planning, implementation and evaluation using the development communication strategies
6. To understand the basic concepts, principles, techniques of counselling
7. To understand the health care system in the community

Field Practicum Lab Requirements

Each Student shall complete the following practicum requirements in the fourth semester.

Activity	Minimum Requirement	Credits
Field work in an organisation for 36 days of 5 hours duration	36 Days X 5 = 180 hours	4

Task requirements:

- Detailed study on Vision, mission, philosophy and history of NGO/Project, organizational structure, administration and functioning.
- Participation in the programmes and process of community services undertaken by the NGO/Project in the applicable fields of activities.
- Identify major health issue of the target group and organize a community programme based on the same.
- Visit to Sub centres/PHC/CHC and other health providers in the community.
- Develop a project proposal for the agency/Project for the target group.
- Two case work and its recording in the given format.
- One Group work and its recording in the given format

Field Practicum Lab Evaluation

The evaluation of the field work will be based on overall performance of the student in all the practicum requirements.

No	Parameters	Weightage	Total marks
1	Field attendance	10%	100
2	Recording*(Reports)	25%	
3	Objectives fulfilled	30%	
4	Initiatives taken in the field	10%	
5	Agency/Self evaluation	5%	
6	Field practicum lab presentation/viva	20%	

SIXTH SEMESTER

FIELD EDUCATION AND PRACTICUM LAB

Setting: State/National/International level agencies

Pattern: Block

Duration: One month-25 Days of 7 Hours duration each

The sixth and the last semester block placement is the culmination of field practicum, which offers the possibility of guided experiential learning to the Social Work trainee. The students are given preference to select their own agency, preferably outside the state/country.

This placement meant to give them the opportunity to work as a professional Social Worker and take up individual assignments and responsibility.

Objectives

1. To get an exposure to one's area of interest and build up the capacity of being self-directed
2. To understand the linkage between theories and paradigms for Social Work practice
3. To render professional participation in the agency, by various means such as developing working relationships, working as a member of a team, participating in/contributing to staff development programmes at appropriate levels.
4. To grow in the ability to use supervision and feedback
5. To identify possible avenues of after-training placement
6. To understand the importance of cultural and diversity issues in practice

Field Practicum Lab Requirements

Each Student shall complete the following practicum requirements in the fourth semester

Activity	Minimum Requirement	Credits
Field work in an organisation for 25 days of 5 hours duration	25 Days X 5 = 175 hours	4

Task requirements :

- A detailed understanding of the organization structure and programme components and Preparation of 'Organization Study Report'.
- Taking at least two initiatives from
 - Community programmes Social Work Research
 - Documentation of a social issue(Audio Visual)
 - Use of media(Mass/Group communication methods) in contributing to the agency functioning or its stakeholders
- Prepare a monograph on any concept, principle, or theory relevant to the agency functioning

Field Practicum Lab Evaluation

The evaluation of the field work will be based on overall performance of the student in all the practicum requirements.

No	Parameters	Weightage	Total marks
1	Field attendance	10%	100
2	Recording*(Reports)	25%	
3	Objectives fulfilled	30%	
4	Initiatives taken in the field	10%	
5	Agency/Self evaluation	5%	
6	Field practicum lab presentation/viva	20%	

EVALUATION OF BSW PROJECT WORK (DISSERTATION)

The Project Work in BSW programme has to be done individually. Purpose of project is to help the student researcher to get an understanding about the steps in research and the application of the theory of research methodology in a systematic manner. It also gives an opportunity for the student to use Social Work Research as a method of Social Work Practice. It shall be carried out under the guidance of a faculty supervisor. Project work shall be completed by working outside the regular teaching hours. The marks are allotted in 80 external/20 internal pattern.

Rules for project submission

-Report should be at least of 75 pages typed on A4 size paper with 1.5 spacing, Times New Roman font

-Students have to submit minimum three copies of which one has to be submitted to the college, one to the university and the third is the personal copy.

-It is compulsory for the student to submit the Project before the commencement of the 6th semester university examination. In case of non submission of project or failure in attending project viva, the student can submit the project along with the candidates of the 6th semester in the following year and participate in the project viva.

The criteria for evaluation of the project work are as follows.

Sl.No	Components Internal Evaluation of project	Marks
1	Punctuality	5
2	Experimentation/ Data Collection	5
3	Knowledge	5
4	Report	5
5	Total	20

Project Viva Voce (External)

Project Viva-voce shall be conducted by a team comprises of External Examiner appointed by the university and an internal examiner appointed by the college.

Project viva -assessment Criteria		
Components	Weight	Marks
Project Report*	50%	25
Viva voce (External)	50%	25

* Project report will be evaluated on the basis of the following.

1. Relevance of the Topic
2. Review of Literature
3. Research Methodology
4. Analysis and Interpretation
5. Implications for Social Work Practice

