DEPARTMENT OF SOCIOLOGY, UNIVERSITY OF KERALA
MASTER OF SOCIALWORK PROGRAMME
(Under Credit and Semester System w.e.f.2017 admission)
SYLLABUS FOR MSW

Objectives:
- To equip students to become a responsible social worker.
- To make them understand the scientific methods of social work
- To give them experience in different social work settings and
- To give them exposure to social issues and equip them to do intervention programmes.

A. Structure of the Programme

B. Format of a Course Syllabus
DEPARTMENT OF SOCIOLOGY, UNIVERSITY OF KERALA
SYLLABI OF MSW PROGRAMME
(Starting from 2017 Admission)

Semester No	Course Code	Name of the course	No. of credit
I	Core Course MSW-C-411 MSW-C-412 MSW-C-413 MSW-C-414 MSW-C-415	 Development of Social Work Profession Social Sciences for Social Work Social Case Work Social Work Research Concurrent Field Work and Evaluation	 4 4 4 3 1
II	Core Course MSW-C-421 MSW-C-422 MSW-C-423 MSW-C-424	 Working with groups and communities Theory and practices of counseling Statistics and Scaling Techniques Concurrent Field Work and Evaluation	 3 4 2 1
	Internal Electives MSW-E-425 MSW-E-426	 Developmental Psychology Crime and Correctional Administration	 4 4
III	Core Course MSW-C-431 MSW-C-432	 Personal and professional Development for Social Work Practice Block Field Work and Evaluation	 4 1
	Core Specialization MSW-C-433(i) MSW-C-433(ii) MSW-C-434(i) MSW-C-434(ii)	Medical and Psychiatric Social Work Working with families Psychiatric Information for Social Work Child and Child Welfare	3 4
	Internal Elective MSW-E-435	 Social Legislation	 4
IV	Core Course MSW-C-441 MSW-C-442 MSW-C-443 MSW-C-444	 NGO Management Project Planning and Implementation Block Field Work and Evaluation Block Placement and Evaluation	 3 4 1 2
	Core Specialization MSW-C-445(i) MSW-C-445(ii) MSW-C-446(i) MSW-C-446(ii) MSW-D-447	Hospital Administration Disaster Management Community Health and Health Care Services Rural and Urban Community Development Dissertation	3 3 3 3 6

Semester : I

Course Code : MSW-C-411(Core)
Course Title : DEVELOPMENT OF SOCIAL WORK PROFESSION
Credits : 4

Aim: To understand the concept, objectives, functions & methods of social work.To familiarize with the historical & philosophical foundation of social work. To understand the development of social work as a profession.To understand the various field of social work & the current treads of social practice.

Objectives: This course provides the students to acquire knowledge, skills, attitudes, techniques and current trends of social practice through the opportunities of learning practice to work towards social change. It also helps to increase personal effectives and grow as a professional, in order to act as a service provider for the welfare of the community.

Course Content

Module I: Concept of Social work & Social Work Practice**,** Definition, Meaning objectives and Role of social work.Methods of social work. Social work, social welfare, social services, social development, social change, social action, human rights Social exclusion & Empowerment.

Module II: History and Development of Social work in India and West**,**Philosophy and history of Social work, Principles, function, values,-India and west, Traditional-modern and professional social work-characteristics of a profession-code of ethics for professional social work-social work as an emerging profession.

Module III: Approaches and Models of Social Work**,**Social work as welfare activity-concept of social welfare**,**Deprivation and relief (charity)-Distress-welfare **,**Social welfare-Empowerment-Development.

Module IV: Fields of Social Work, Family and Child Welfare, Crime & Correctional social work, Industrials Social work, Medical & Psychiatric social work,Youth welfare, geriatric welfare,Disaster management and community development (urban and rural)

Module V: Emerging Treads in Social Work Practice, Environmental Protection, Disaster Management, HIV/AIDS, Gerontological Social work and Human Rights.

Module VI: Influence of Social Reform Movements in Social Work**,** Perspectives of Social Work Practice in India**,** Ideological influences of social reform movements, social movements and development perspectives.

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Semester   : 1
Course Code   : MSW-C-412(Core)
Course Title   : Social   Sciences For Social Work
Credits   : 4
Aim: To develop an understanding of basic concepts of social sciences relevant to social work.To acquire ability to apply to understand social structures and conditions.To understand the economic dimensions of social problems. To analyze the role of political dynamics in regard to social change & social disparities.To understand the psycho-social bases of behaviour, nature of human personality and the relationship of individual to his society.

Objectives: This course equips the students to understand the various concepts of social science and how these concepts are interrelated to social work. It also provides an opportunity for them to analyze the socio-economic and political dimensions in regard to social change and disparities in the society.

Course Content:

Module I: Relevance of sociology, economics, anthropology and political sciences for social work. Relationship between social work and sociology, economics, anthropology, .Psychologyand political sciences.

Module II: Society and culture, social interactions, social control, social groups-primary and secondary relations. Social inequality and social stratification: class and caste stratification-dimensions and consequences of stratification, social mobility-gender roles and gender inequality.Social Disorganization and Social problems : Meaning, nature and factors responsible for social disorganization. Social disorganization-individual, family, community and societal. Urban, rural and tribal society, Social institutions – the family, economy, polity, education, religion, marriage, kinship and legal systems as social institution.

Module III: Issues and challenges-Occupations, livelihood, work, corporate and unorganized sector. Role of welfare state, its need and importance in the changing scenario. Concept of Development: Developed, underdeveloped and developing countries- characteristics and causes. Facts of poverty, unemployment, urbanization, industrialization, globalization-its impact on Indian economy Rural-Urban gaps-Economic structure.

Module IV: Definition of politics in terms of state, power and resolution of politics.The democratic ideology and process, impact of polity on social system.Political socialization, political parties and interest groups. Politics-rights, liberty, justice, equality and political obligation. Elites and masses-power structure.

Module V: Understanding human behaviour-heredity and environment in shaping behaviour. Personality: Definition and nature and types of personality. Basic psychological process: perception: nature of perception factors in perception. Social bases of behaviour, social factors affecting perception.

Module VI : Learning : nature and definition of learning-learning principles to behaviour therapy-remembering and forgetting. Adjustment and maladjustment-factors in adjustment. Psychological testing-Definition and principles of psychological testing –use of testing in social work demonstration
References

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Semester   **: I**
Course Code   **: MSW-C-413(Core)**
Course Title   **: SOCIAL CASE WORK**
Credits   **: 4**

Aims: To acquaint with the basic concept of social work practice **.**To understand the different methods of problem solving **.**To familiarize with the different approaches in social case work**.**To develop the skills to utilize them effectively

Objectives: This course help the student to acquire skills in methods of social work in problem solving for individuals and their families in a systematic way based on knowledge of human behavior and various tested approaches. It also make them ableto meet future difficulties with a more effectively organized personal strength.

Course Content

Module I: Social Case Work, Definition and objectives, importance and relationship with other methods of social work, principles of case work. ,Basic components of case work: the person, the problem, the place and the process ,Client- case worker relationship- principles of relationship.

ModuleII: Social Case Work Process**,**Intake, study, diagnosis, treatment, termination, evaluation and follow up, Tools and techniques in the study process: interview, observation, home visits and collateral contacts,Social case work intervention- direct and indirect, multi- dimensional intervention and goal attainment

ModuleIII: Approaches in Social Case Work,Psychological approach, functional approach, diagnostic approach and crisis intervention,Social case work recoding, need, importance and Types of recording.

ModuleIV: Social Case Work in different Setting,Family, school, Hospital, community, medical and psychiatric institutions ,Correctional settings- prison, old age home and foster home.

Module V: Recent trends in social case work,Social case work practice in India, Impact of social, cultural and economic factors on individual and families.

Module VI . Research in case work ,Practice and research in case work ,Use of single case evaluation and ethnography as research methods in social casework, Need for indigenizing social work practice problems and prospects – Research and documentation.

References

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Semester	**: I**
Course Code	**: MSW-C-414(Core)**
Course Title	**: SOCIAL WORK RESEARCH**
Credits	**: 3**

Aim : To understand the approach in social work research to address problems in field of social practice.Develop attitude and skills needed for social work researchTo acquaint with the methods in collecting the data**,** To acquaint the skills for data analysis and report writing

Objectives: This course equips the students to utilize the different method and techniques for conduct research. It also helps the students to evaluate and develop a new interventional methods and strategies and also be an effective consumer of other research.

Course Content

Module I : Scientific Method**,** Fundamental and applied – social research and social work research ,Meaning and characteristics of scientific method

Module II: Social Research **,**Basic elements of social research – concept, variables, hypothesis, theories, operational definitions **,**Steps in the process of research problem selection, formulation and planning, field investigation, Data editing and classification, data processing and analysis, report writing

Module III: Social Work Research**,** Types of social work research- need assessment studies, situational analysis, monitoring and evolution, impact assessment, policy research**,** Steps in social work research: identification of problem, need assessment, selection of social work research design, baseline study, intervention, assessment of intervention –effects/impacts **,**Other research supportive to social work research- action research, participatory research**,**Use of research in social work and use of internet in social work research**,**Distinction between social research and social work research

Module IV: Research Designs**,**Research designs-exploratory, descriptive, diagnostic, experimental**,**Logic of experimentation – types of experimental design (pre-experiment, true experiment, quasi experiment) historical and evaluative

Module V: Data Collection Methods Techniques**,**Quantitative methods- census, sampling – purpose, universe, sampling frame and sampling unit, probability and non-probability sampling, techniques and procedures in sample selection **,**Question construction, interview schedule, reliability and validity of quantitative methods **,**Qualitative Methods and Techniques-participant observation, ethnography, case study method, data generation test PRA techniques **,** social action research, participatory action research, feminist research, content analysis, oral history, Narratives, encounters and experiences in field work, qualitative data format and procedure, validity and reliability in qualitative research

Module VI: Data Processing and Report Writing**,**Steps-editing, coding, data entry (master sheet, spread sheet) classification and tabulation, Analysis and interpretation, report writing, format, style, content, communicability**,**Bibliography, footnote, appendix, rules of report writing**,**Ethical guidelines in social work research

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Semester   : I
Course code   : MSW-C-415 (Core)
Course title   : Concurrent field work and evaluation
Credit   : 1

Aim: Develop ability to observe and analyze the social realities. Understand the foundation of the agency in terms of its history, philosophy, program, client population, funding and organizational structure.

Objectives: Develop attitude, skill and knowledge in social work profession. Create rapport with community members. Study about the peoples organizations in the area. Familiarize with the principles of social work in the field. Know the living conditions and problems of community. Develop the report writing skills.

Practicum : Observation visits, structured laboratory, rural camp, workshops.

Semester   : 2
Course Code   : MSW-C-421(Core)

Course Title   : Working With Group and Communities

Credits   : 3

Aim: Development the understanding of groups work as a method of social work .Develop a ability to utilize the process of community organization as a problem of solving method .Develop basic knowledge of the principles of working with groups and communities .Develop sensitivity to issues of social injustice.

Objectives: This course gave the students to develop basic understanding of different types of groups and skills of working with groups. It also helps to understand the critical elements of community organization practice, models and strategies for community organization practice. This course creates collective consciousness among students to sustain the community's capacity to bring about change.
Course Content:
 Module I: Social Group Meaning, Types of group, characteristics, differences, role of a group in society. Group structure and group leadership, definition, approaches, style, teaming group members for democratic Leadership. Types of group for group work- developmental and therapeutic, dynamic of group process. Group formation- structure and functions, pattern and process of group interaction, group climate: socio metric pattern and its use.

Module II: Social Group Work Historical development, approaches, theories, social group as a part of social work, objectives values purposes and principles underlying work with group. Process of group work: dynamic and interactional process in the various phase of a group work.

 Module III: Group information, termination, and evaluation, Scope of social grouping various settings, group work practice in agency. Social group worker's role and skills in various fields of practices, group work recording, programs in group work, planning programme in media.
Module IV: Community-Definition and characteristics, types of community, difference between rural and urban communities. Community leadership- types of community leaders, power structure in community, Community dynamics-integrative and disintegrative force in community. Conflict and Tension in community.
Module V: Community Organization. Definition, assumption, steps in community organization, Principles, philosophy and approaches: general content approach, specific content approach, process content approach, Jack Model, role of a community organizer- leadership quality-term work, transparency and commitment. Community organization and community development – history and characteristics. NGO and community Project, Participatory approaches in community organization, need assessment study, diagnostic survey- steps- prioritization of needs, PRA,   PLA, Community participation: methods and strategies.
Module VI: Social Action: Concept, strategies, approaches, various contribution to the theory of social action: Talcott Parsons theory of social action. History of social action in India – work of Gandhiji, Paulo Frierre, different forms of protest, community mobilization, CBO's characteristics. SHG- function, structure of SHGs, women empowerment through income generating activities, micro finance and micro credit and small scale industries, co-operatives, credit co-operatives.
References

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Semester	: 2
Course Code	: MSW-C-422(Core)
Course Title	: THEORY AND PRACTICE OF COUNSELING
Credits : 4	

Aims: To acquaint with the principles of counselling, to understand the various theories of counselling, to develop counselling skills to apply in the social work profession.

Objectives: This course equips the students to properly understand the concept and types of counseling and care which is used in different setting. It also helps them to develop counseling skills and theories to apply in the social work profession.

Course Content

Module I: Meaning of Counseling, Definition, characteristics, basic principles and assumptions underlying counseling, Need and relevance of counseling, counseling and guidance- difference and similarities, approaches to counseling, specific features of counseling: Observation, listening, non-verbal, communication, questioning, silence, transference and counter –transference, recent trends in counseling.

Module II: Foundations of Counseling and Care, History of counseling-genesis of counseling .Principles of counseling, Counseling Skills, process and various stages of counseling, Different techniques, counselor- counselee relationship, factors influencing the relationship, Personality factors of counselor, professional ethics in counseling.

Module III: Counseling in Different Settings ,Family, Pre-marital counseling, marital counseling, Family counseling, counseling with families concerning children, sex, education, family welfare education ,Educational counseling, Scholastic backwardness emotional and behavioral changes, sex education, Personality development Vocational Counseling –Aptitude testing, career orientation, vocational preparation and selection, job adjustment and placement counseling, Industrial Counseling –personal problems, indebtedness, chronic absenteeism, stress and personal conflicts, Hospital setting: Sickness, drug addicts, alcoholics, Critical illness, HIV/AIDS, Mental illness.

Module IV : Counseling Theories, Psychoanalysis Client centered Therapy-Key concepts, therapeutic process and application ,Gestalt theory-key concepts, therapeutic process and application, Rational Emotive Therapy- Key concepts, therapeutic process and application, Behavioral theory and Psychoanalysis- key concepts, therapeutic process and application ,Reality Therapy and Transactional Analysis - Key concepts, therapeutic process and application ,Model of Counseling –Egan's Development model of counseling types-directive, Nondirective and eclectic counseling

Module V: Crisis and Developmental Counseling, Meaning of crisis, types of crisis-accidental – development and existential crisis – crisis intervention, goals of counseling, stress and its effects ,Meaning stress – types of stress, effects of stress, problem solving approaches to stress ,Techniques to reduce stress- relaxation, yoga and exercise.

Module VI: Group Counseling, Role of counselor in group process ,Stages of counseling, types of group counseling, Evaluation, problems of evaluation, approaches to evaluation.

References
- Carson, R.C., Butcher. J.N and Menaka S (1998) Abnormal psychology and Modern Life, N Y. Harper Colin College Publishers.
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Semester : 2
Course Code : MSW-C-423(Core)
Course Title : **STATISTICS & SCALING TECHNIQUES**
Credits : 2

Aims: To impart scaling techniques for measurement, to familiarize the students with basics of statistics used in research, and to develop skills needed for application of statistical methods in social work research.

Objectives: This course equips the students to familiarize the role of statistics in the analysis of data for the research. It also provides opportunity to understand the different statistical tools and software packages used in the analysis of social work research.

Course Content

Module I: Basics of Statistics, Meaning of Statistics, application – mean, median, mode.

Module II: Measures of Central Tendency -Mean, Median, Mode

Module III: Measures of Dispersion, Range, Mean Deviation, Standard deviation

Module IV: Measurement in social research, Levels of measurements – nominal, ordinal, interval &ratio. Scaling – Likert, Thurstone, Guttman, Bogardus.

Module V: Data processing, Classification & analysis, Plan & use of Statistics, Coding, master sheet, Tabulation Plan, Univariate, bivariate analysis of data, Measures of Central tendency – inferential analysis, Measures of association, Tests of significance, chi -square, t- test, analysis of variance (ANOVA).

Module VI: Statistical Package for Social Sciences (SPSS),Introduction, Basic steps, defining data, Data entry, entry transformation, Data analysis, Graphical (Diagrammatical) presentation, Statistical application using SPSS

.**References**
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- Zastrow, C. (1996). *Introduction to Social Work and Social Welfare .* Brooks/Cole Publishing Company .

Semester   : II
Course code   : MSW-C-424 (Core)
Course title   : Concurrent field work and evaluation
Credit   : 1

Aim: Develop appreciation of society's response to some of the needs of people and study the gaps. Develop an ability to examine the process of program management and participate in the effort at various levels.

Objectives: Develop understanding of the characteristics of social systems and the dynamics. Learn and perform the professional social work role in the community setting. Practice the interventions of case work, group work and community organization. Learn methodologies of social work recording in the respective field. Conduct one research project based on the areas of interventions.

Practicum: Concurrent field work in different community settings, institutional studies, laison with civic organization, practice of case work, group work and community organization interventions.

Semester   **: 2**
Course Code   **: MSW-E-425(Elective)**
Course Title   **: DEVELOPMENTAL PSYCHOLOGY**
Credits   **: 4**

Aims: Develop a holistic understanding of human behavior in the context of human growth and development, to equip the students to analyze the mental health status and formulate intervention strategies, to understand the developmental tasks in the different states during the lifespan. Create sensitivity towards individuals and their problems.

Objectives: This course helps the students to better understand how individuals develop and grow. It provides additional insight into the different developmental milestones of human and thereby understands and provides remedial measures to all possible developmental delays and problems.

Course Content

Module I: Basics in Psychology,Psychology – definition – branches of psychology,Schools (psychoanalytic, Behavioural cognitive and humanistic), mind – body relation,Relevance of psychology of social work: Biophysical (changes) – Psychological – Social (Support system) , Implementation of these aspects to the practice of social work.

Module II: Theories of development, Development– Concept, characteristics,Theories of development – Erik Erickson –stages of psychological development,Piaget's theory of cognitive development, Kohlberg's – stages of moral development,Freud's stages on psychological development, Freud's – models of personality.

ModuleIII: Pre- natal and post –natal Childhood development,Development Tasks: conception-pre-natal stages-delivery-infancy-babyhood,Hazards- Physiological, emotional, social changes,Developmental tasks of early and late childhood-the physiological, emotional, social, personality and cognitive changes- socialization-hazards.

Module IV: Adolescence, Puberty-psychological changes taking place- implication on the social and psychological development, Development task of adolescence- cognitive, social and psychological changes- hazards.

Module V: Adulthood, Developmental task of early adulthood: physiological, social, vocational and familial adjustment- hazards, Developmental task of old age – physiological, emotional, spiritual and social implication –hazards

ModuleVI: Abnormal psychology, Abnormality-concepts, normality vs. abnormality-biological, psycho-social, socio- cultural factors in abnormal behavior,Major classification of mental illness-Diagnostic and Statistical Manual of Mental Disorders (DSM) IV and International Classification of Diseases(ICD), Defence mechanisms.

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Semester   : 2
Course Code   : MSW-E-426(Elective)
Course Title   : CRIME AND CORRECTIONAL ADMINISTRATION
Credits   : 4

Aims: To familiarize with the various facets of crimes in India, to understand the various facets of Labour various role, To develop skill to administer correctional problems and familiarize with the correctional programme.

Objective: The course offers the students to analyses the pull and push factors of various crimes and criminal activities that hinder the internal driving mechanism of the social institutions particularly in society. It also induct student to various mechanism of its prevention and rehabilitation.

Course Content

Module I: Introduction of Crime, Nature of crime, definition, Crime in anciently and modern society, Contemporary forms of crime- white collar, organized crime, terrorism, cybercrime and environmental crime.

Module II : Crime Trend and Crime Prevention, Crimes in India and abroad- crime against person, Property, weaker section with special reference to women, children and elderly. Crime prevention, Crime and sense of security, social control and crime prevention.Community and crime prevention-contemporary prevention strategies.

Module III : Institutional Forms of Treatment,Meaning and purpose- types of institutions- adult institutions, juvenile institutions, children's homes open institutions Brutal homes for young offenders.

Module IV : Non institutional treatment**,** meaning purpose and importance**,** Types of non- institutional treatment- probation, parole, after care and rehabilitation, Role of social workers in rehabilitation.

Module V: Criminal justice system, Police system- history, role of police in modern societies, police organizations in India, police reforms and modernization, Judicial system- importance of judicial system in modern societies- judicial organizations in India- modernization and reforms in judicial administration, Prison System- Historical development of prison organizations in India-modernization of prison.

Module VI: Correctional administration, Nature of punishment- forms of punishment in ancient, medieval and modern society, Correctional programs: counselling and psychological services, Vocational training and work programs: education and literacy- religious services, Therapeutic treatment- games, recreation and other cultural activities. Remission- temporary release, pre-mature release and after care services, Role of NGO's and social workers.

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Semester   : III
Course code   : MSW-C-432 (Core)

Course title   : Block field work and evaluation
Credit   : 1
Aim: Develop the capacity to integrate the knowledge and practice theory to develop and enhance skills by participating in interventions.
Objectives: To learn the professional social workers role in the respective practice setting. To develop knowledge base of the respective practice setting based on hands on exposure to the real situation. Learn methodologies of social work recording in the respective fields. To develop knowledge of practice with multidisciplinary team.
Practicum: Concurrent field work in psychiatric institutions and NGOs.

Semester   : 3

Course Code   : MSW-C-431(Core)
Course Title   : PERSONAL AND PROFESSIONAL DEVELOPMENT FOR SOCIAL
**   WORK PRACTICE**
Credits   : 4

Aims: To acquaint with the relevance of personal and professional development for social work practice**,** To develop positive life skills for competence in personal life and professional practice**,** To uphold professional values and ethics
Objectives: This course helps the students to enhance their personal and professional effectives by developing a continuous awareness and deeper insight in to one's being. It also helps to encourage

value classification upholding the professional ethics provide opportunities to understand stress, stressors and methods to handle stress experienced and explore space of spirituality.
Course Content

Module I: Self and Self Awareness**,** Significance of understanding self**,** Meaning of self- concepts of self, self –esteem, self-image, and self-acceptance**,** Self as being and becoming**,** Factors affecting self-attitude, and values**,** Understanding one's own emotion and self-defeating behaviour**,** Reactions to self to various life situations- achievements, frustration, failures, crisis
Module II: Techniques of understanding Self**,** Transactional analysis**,** SWOT analysis**,** Jo-Hair Window**,** Mirror techniques**,** Six thinking Hats techniques
Module III Self –Development**,** Concept, difference in between real self and ideal self, Setting goals for self-development , achievement orientation and striving behaviour**,** Use of yoga, meditation for self -development
Module IV: Development of Professional Self**,** Concept of professional personality, Professional values and value conflict**,** Professional ethics, code of conduct of social workers**,** Conscious use of professional self in the work situation **,**Attitudes of professional personality- qualities and traits, values and attitudes, creativity, habits, skills
Module V: Professional Integrity**,** Competence & Internalization of Professional Values- honesty, professional knowledge, lifelong learning
Module VI: Critical thinking, Ethical decision making**,** Self –understanding, acceptance of self and others, self –control.
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Semester : 3
Course Code : MSW-C-433(i) (Core Specialization)

Course Title : **MEDICAL AND PSYCHIATRIC SOCIAL WORK**

Credits : 3

Aim: To familiarize with the medical and psychiatric social work, to develop competence in taking the role and function of medical and psychiatric social work, to facilitate the learner to the various settings of the medical social worker.

Objectives: This course helps the students to understand the concepts of medical and psychiatric social work which could be facilitative in different settings like schools, industry, community centre, hospitals, day care centres etc. It also helps them to understand the professional skills and techniques that can be applied with the support of networking services.

Course Content
Module I: Concept of medical and psychiatric social work, Evolution of medical social work in U.K, U.S.A. and in India, Function of medical and psychiatric social workers.
Module II: Emergence of Medical Social Work to Hospitals, Present practice and equipment of medical social work in various settings ,general hospitals, government Hospitals, Corporate and private hospitals , specific disease hospitals, specialized clinics
Module III: Emergence of Medical Social Work to other areas, Community health centres, blood banks, eye banks, health camps, schools for the physically and mentally challenged, sheltered workshops, Residential institutions for physically and mentally challenged.
Module IV: Present practice and equipment of psychiatric social work-In clinical settings, mental health institutions, and psychiatric departments in general hospitals, private psychiatric clinics, half way homes, Day care centres, sheltered workshops, child guidance clinics, Departments of teaching hospitals including department of preventive and social medicine in medical colleges and psychological counselling.
Module V: Practice of medical and psychiatric social work, Infacilitative settings like Social work in school- Social work in industry- Social work in community development.
Module VI: Networking-Supportive services and networking for practice of medical and psychiatric social work, Team work in medical and psychiatric setting, Skills and techniques used in medical and psychiatric social work practice.
Pedagogy: visit to various medical and psychiatric service institutions.
References

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Semester : 3
Course Code : MSW-C-433(ii) (Core Specialization)

Course Title : WORKING WITH FAMILIES

Credits : 3

Aim: To understand the family as a social institution, to sharpen the skills, techniques & interventions required for working with families, to understand the governmental efforts for strengthening the families
Objectives: This course indicates the students to understand the concept of Family as a social institution and its importance in the present day society. It also helps the students to understand the various strategies, skills, techniques and interventions which are basic requirement for working with modern families.
Course Content
Module I: Family as a Social Institution, Concept of family, Type of Family, Functions Family Dynamic-power, Myths, Role and patriarchy in family, Marriage-concept, Characteristics goals, needs,
Module II: Theories in Family Life Tasks and problems in the family life cycle (Evelyn Duwall and Erickson)
Module III: The Family in the context of Social change, Concept and characteristics of social change, Impact of urbanization, liberalization, Privatization and globalization on family, changing functions of family values and relationship
Module IV: Family and Household; Family and gender, equity and equality, Displacement and disaster generated changes in family(war, conflict, riots and natural Calamities)and its implications, Vulnerabilities of families, Marginalized families due to poverty, caste, cultural inequalities, Concept of quality of family indicators for Measurement
Module V: Work with families, Problems in family life, Marital incompatibility, Separation and divorce, Parent-child conflicts, Interventions in social work strategies, Techniques and skills, Family-centred social work-problems solving approach, Life-enrichment programs-developmental approach, Programs for family empowerment.
Module VI: Efforts of government in strengthening Families, Policy, legislation and programs, ICDS micro-credit, special component plan, Public distribution system, health care, health insurance
References

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Semester : 3
Course Code : MSW-C-434(i) (Core Specialization)
Course Title : PHYCHIATRIC INFORMATION FOR SOCIAL WORK
Credits : 4

Aim: To enrich the knowledge on psychiatry, to facilitate the students in field work training, to understand the basic of mental health problems

Objectives: This course helps the students to understand the psychological problems of the clients and help them to come out of their problems by applying approaches therapeutic interventions. It also helps students to understand the importance of social workers in improving mental health services.

Course Content

Module I: Mental health, Definition, factors of mental health, Definition of psychiatry, Historical development of psychiatry, Mental illness – symptoms – disorders of perception, cognition, speech, motor and emotional disorders.

Module II: Mental illness-symptoms –Disorders of perception, Treatment of mentally ill patients, chemotherapy –anti psychotic drugs, anti-depressant, ECT, psychosurgery. Mental disorders, classification of mental disorders, case history and mental status examination, Psychiatric interview.

Module III: Psychiatric Illness –Neuroses, psychosis –Organic and functional, psychopathic disorders, psychosomatic disorders –Etiology, clinical manifestations, course and outcome. Psychosexual disorders – Types and treatment. Epilepsy –types of epilepsy, management of epilepsy. Alcoholic and substance abuse –causes and treatment.

Module IV: Child psychiatry –Types, Development disorders, specific developmental disorders, habit disorders, Hearing disabilities, Mental retardation and conduct disorders. Assessment in psychiatry – Psychiatric interviewing and case history recording, Symptomatology –Disorders.

Module V: Role of psychiatric social worker –Community health programs – Admission procedures governing admission and discharge from a psychiatric hospital.

Module VI: Mental health care services, Policies and legislations related to mental health in India – Mental health act. Present mental health care services.

References

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Semester : 3
Course Code : MSW-C-434(ii) (Core Specialization)
Course Title : CHILD AND CHILD WELFARE
Credits : 4
Aim: To understand the situation of children in India ,to understand the history and philosophy of child welfare, to understand and acquire the skills of working with children.

Objectives: The course offers an insight into status of children in developmental scenario of India. I t also provide the opportunity to identify the prospects and problems of child development in India and World.

Course Content

Module I: The situation of children in India-Demographics characteristics, needs and problems of children in India , Street child, destitute, delinquent, abandoned, orphaned, Sexually abused, child labour, child trafficking, Natural calamity affected special problems of the girl child.
Module II: Child Health, Causes of Infant mortality and morbidity and child health, Common childhood disease, nutritional deficiencies and genetic disabilities.
Module III: Child welfare in India – the concept – UN declaration of the rights of child, Constitutional provision, National policy of children, Commission of protection of rights, Kerala state policy for children,
Module IV: Legislations for the protection of child**,** Juvenile Justice (Care and protection of child act 2000)**,**Hindu protection and maintenance act, Guardianship wards Act, Child labour and protection Act.
Module V: Services for children -Statutory and Non statutory services, Current initiatives   ICDS, Juvenile Homes, Orphanages, Crèches, Day care centres.
Module VI: Supportive services**,**Non – formal education, remedial services, residential care and child guidance clinic.

References

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Semester   : 3
Course Code   : MSW-E-435 (Elective)
Course Title   : Social Legislation
Credits   : 4

Aim: To impart the significance of social legislations as protective measures .To make the students aware the major provisions of the various social legislations .To equip the students to enable the clients to secure the rights and privileges conferred on them by the state so that they get the guidance for social intervention.

Objectives: In the changing socio-economic and political scenario this course gives the students to understand the concept of social legislation as protective measures for various life situations. It also enables them to equip themselves for a career in social welfare agencies, NGOs and in labour welfare departments of industries.

Course Content

Module I: Social legislation**:** Concept, Meaning, definition, Need and Scope. Social legislation as an instrument for social control, social change, social justice, social defence and social reforms. Indian

constitution - importance, Fundamental Rights, and Directive Principles of state Policy, Indian constitution and social legislation.

Module II: Social welfare Administration – Concept, Meaning, Definition and Functions. Social welfare Administration – Voluntary and Governmental organizations. Structure and programs of the Central and State social welfare departments. Difference between Public administration and Welfare administration.

Module III: Evolution of Social welfare administration in India –Methods and Models – Family and child welfare , youth welfare, Services for the handicapped , disaster relief , school for social services , - Models- Familial model, residual model, mixed economy, model of state.

Module IV: Societies Registration Act. 1860Procedure under the registration Act, (Foreign contribution and Regulation) Amendment Act, 1975, Indian Trust Act – The duties and the responsibilities of the office-bearers, Executives, The role of the general body and the governing body .

Module V: Personal Laws. Laws related to children- Adoption, Guardian ship, Maintenance laws related to women - Dowry, Immoral Traffic and Prevention Act, Domestic Violence. Laws related to marriage and divorce, Special marriage Act, Succession Act – Hindu, Christian, Muslim (Shariath)

Module VI: Laws to Safeguard SC/ ST, Juvenile Justice act 1986.Mental health Act Dowry Prohibition Act 1984), Consumer protection Act ,Family Court Act , Probation of Offenders Act . Legal aid- Public interest Litigation (PIL) – Right to information Act

References

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Semester   : 4

Course Code : MSW-C-441(Core)
Course Title : NGO MANAGEMENT
Credits : 3

Aim: To understand the nature, structure, programs and activities of NGOs, to gain knowledge on legislative frame work with in which NGO's have to work, to acquire competence to take up the leadership in NGOs/CBOs, to understand the role, responsibilities and functions to be handled by the NGO.

Objectives: Through this course the students can understand the meaning, types - acts and role of NGO. It also equips them as a real social worker to render their services to the public through NGOs

Course Content

Module I: NGOs: Nature, meaning, definition and characteristics of NGOs, Voluntarism-The concept and philosophy, Evolution of the voluntary sector.

Module II: Types and characteristics of NGOs-NGOs managing institutions (homes for boys, girls the aged destitute women and children, mentally challenged, physically challenged)-Objectives and activities. NGOs engaged in field-oriented Community Development activities in respect of health, housing, education, income generation programs and infrastructure Development. NGOs engaged in respect of campaigns against social injustice/problems-social discriminations, development induced displacement, street children, migrant and minorities, NGOs which provide consultancy service – training, project preparation, management and evaluation, research and publication.

Module III: Steps in setting up NGOs, Registration of NGOs-Societies Registrations Act 1860 of the Govt. Of India-Similar Acts of various state Governments, Charitable Trusts, non-profit company es-Model bye-laws for NGOs and Analysis. The Registration Authority-Duties and Responsibilities.

Module IV: NGOs and GOs- Similarities and differences between NGOs and GOs- NGOs -GO partnership; problems and prospects, Networking between NGOS-regional, national and International. Resource mobilization - Human resource recruitment-selection, training and development.

Module V: Finance Management-local source-Governments. Grant-in-aid –schemes-Foreign donor agencies-Foreign Contribution Regulation Act (FCRA)- Exemption from Income Tax, Accounting and auditing Transparency in financial matters- Accountability to the stakeholders-Social auditing, Developing infrastructural facilities; Office set-up communication facilities-transportation-library-research and documentation unit.

Module VI: Policies and Roles of NGO, National policy on Voluntary sector, 2007- Its salient features-Implications for the NGOs

References

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Semester : 4
Course Code : MSW-C-442(Core)
Course Title : **Project Planning And Implementation**
Credits :4

Aim: To acquaint with the process of project planning. To improve the skill of project evaluation and monitoring. To develop the skills of project administration.

Objectives: The course provides opportunity to familiar with the formulating development projects. It inducts students the core philosophy behind project planning .It also give stress to project monitoring and evaluation

Course Content

Module I: Project Planning– Introduction, Concept of Project Planning, Concept of Project-Characteristic feature of Social Development Projects. Plan, Programme, Project and Activity and Integrated approach of Project. What is Planning and Characteristic feature of planning a developmental project. Project Planning cycle-project problem identification, Project design, project appraisal, project implementation, project monitoring and project evaluation. Classification of Project on the basis of purpose productivity, size and duration.

Module II: Project Cycle-its Stages. Project problem identification- types of approaches to identify problems, generation of project ideas, elimination of non- Viable ideas and selection of project ideas-use of different methods of generating ideas PRA. PLA and its Principles, Tools/Methods, Project Design-Logical Frame Approach (LFA)- what Draw is approaches matrix-Analysis stage-Stakeholder (Participation) Analysis, Problem tree Analysis, Objective tree Analysis, Analysis of strategies (alternatives)-fixing or project goal, purpose, activities, assumptions verifiable, indicators and means of verification, designing the activities-activity plan, time estimation, cost estimation-budgeting, recurring and non-recurring expenses.

Module III: Project appraisal-Technical appraisal, marketing appraisal, environment appraisal management appraisal and profitability appraisal, Social cost benefit analysis (SCBA).Project implementation-Time Estimation, Inter-linkages, Resource Estimation, Critical Path Method (CPM), Project Evaluation and Review Techniques (PERT). Project Monitoring –Monitoring Cycle, Steps in Monitoring Levels of Monitoring- process monitoring and out- put monitoring, indicators of monitoring. Project review-Variance analysis and Performance Analysis, Methods of Analysis, Review (progress) report Project evaluation – Purpose needs, type of evaluation, evaluation focus - objectives-goal-decision-used- response focused, steps in evaluation

Module IV: Project Proposal Writing. Steps involved in project proposal writing-project report, progress report .Project evaluation report,Project Financial Management, Budgeting, Financial management and accounting Investment appraisal and financial analysis, FCRA and its requirement, filling of annual returns

Module V: Project Management, Concept and Nature of Project Administration, Selection and training of project personal, Programme scheduling and executing the training, Supervision, reporting and accounting of project.

Module VI : Role and functions of Project manager, Project Management Information System (PMIS), Public Relations and resource mobilization

References

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- Anne Hope & Sally Timmel : Training for Transformation, Male Press, Giveru
  Chandra Presanna : Project Preparation, Appraisal Budgeting and Implementation.

Semester : IV
Course code : MSW-C-443(Core)
Course title : Block field work and evaluation
Credit : 1

Aim: Develop the values which sustain attitude and ethics in practice. Develop the capacity for self direction, growth and change through enhance awareness of self.
Objectives: Actively engage in developing trainee's professional self. Demonstrating full-fledged recording in the respective field. Demonstrating various interventions plans and provides opportunities for interventions with clients in different service settings.
Practicum: Block field work in medical settings and NGOs.

Semester : IV
Course code : MSW-C-444(Core)
Course title : Block placement and evaluation
Credit : 2

Aim: Develop the skills in evaluating the skills in evaluating the functions and service of a social service setting. To develop higher level of recording skills.
Objectives: Collaborate comfortably with multidisciplinary team in the agency. To practice of case work, group work, community organization, Social action, social welfare administration and social work research interventions.
Practicum: Block field work in medical settings or psychiatric or NGO settings.

Semester : 4
Course Code : MSW-C-445(i)(Core Specialization)
Course Title : HOSPITAL ADMINISTRATION
Credits : 3
Aim: To equip with the basic knowledge on hospital administration, to understand the staffing pattern in hospital, to facilitate in field work training.
Objectives: Through this course the students to understand the meaning, planning and administration of the hospital as a social organization. It also equips them as a real social worker to render their services to the public.

Course Content
Module I: Meaning of Hospital- Evolution of hospital from charity to modern hospital system-Classification of hospitals-general, special, public, private, trust, Teaching-cum research hospital-small or large size hospitals.
Module II: Planning a Hospital-The planning process-choosing a site, location and access, Building-space utilization, physical facilities- residential facilities,
Module III: Planning a Ward, Requirements of various types of wards, Outpatient services, Emergency services, Different department required in the hospital.
Module IV: Staffing –Selection and requirement of medical Professionals and technical staff, Social workers- physiotherapist and occupational therapist-pharmacists- Radiographers- lab technicians-dieticians officer – mechanics- electricians, Role of medical records in Hospital Administration-content and their needs in the patient care system.
Module V: Hospital Administration-Meaning, nature and scope, Management of hospitals, Principles of management- need for scientific management. Human resource management- Personnel policies-conditions of employment promotions and trance- Performance appraisal-working hours- leave rules

and benefits- safety conditions- Salary and wage policies, Training and Development use of computer in Administration.
Module VI: Budget Preparation**,** Specific elements of budget including staff salary- supply costs-Projected replacement of equipment energy expenditures contingency funds, Office management roles and responsibilities, Publicity and public relation, medical ethics- accountability- housekeeping.
References

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Semester : 4
Course Code : MSW-C-445 (ii)(Core Specialization)
Course Title : DISASTER MANAGEMENT
Credits : 3

Aim: To understand the various disasters, cause & their impact, to create awareness for the need for preparedness, to plan and minimize the impact of various institutions, to develop the skills for the social worker.
Objectives: This course enables the students to understand the different types of disasters and the role of civil society in controlling and managing disasters. It also equips the students to handle disasters using different strategies.
Course Content
Module I: Understanding Disaster -Definition, nature of disasters, causes and the types of disaster (man-made and natural),Principles of Disaster Management/administration-Risk, Hazards, vulnerability, Psychosocial care in Disaster Management; Trauma care, coping skills-Issues and strategies related to Disaster administration: Rescue, relief, rehabilitation and reconstruction.
Module II: Instruction to Disaster Administration-Dimensions of Natural & Anthropogenic-Disaster-principles, Components of disaster management, over view of disaster manager's task
Module III: Natural Disaster and Mitigation efforts-Managing activities during earthquakes, Floods, droughts, cyclones, Avalanches, landslides, Tornadoes-heat waves, Global warming and technological disasters, forest fires and oil fires.
Module IV: Socio-economic costs of natural disasters, Social risk management, Social protection**,** Role of co-operation and coordination, role of states, NGO's and local agencies**,** Risk assessment and disaster responds, formulation of disaster risk reduction plans**,** Implementation and monitoring, Insurance and risk management, Institution awareness and safety programs.
Module V: Psychological and Social Dimensions in Disaster-psycho-social-care-Role of social worker-emotional intelligence, electronic warming systems-Recent trends in Disaster Information provider, Geo-informatics in Disaster studies-Remote senses and GIS technology, Laser scanning.

Module VI: Community based Migration, Disaster risk assessment, planning, implementation and monitoring, Disaster Management in India- Disaster preparedness- Disaster Mitigation- Forecasting and warning of Disasters- Assessing risk and vulnerability, rehabilitation of victims managing refugee camps and monitoring rescue and relief works- Role of armed forces, NGOs civil society and media in disaster administration, Recent natural disasters in India – earthquakes in Gujarat, Latur in Maharashtra, Tsunami in coastal regions of Tamil Nadu and Kerala-Critical disaster management interventions-rehabilitation- programmes – lessons learned.

References

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  Deep Publication Pvt. Ltd, Rajeswari Garden Government of India (2001), National Disaster Plan
- Joshi (Mahesh V) (2004), Environmental Disaster: Causes, Impacts and Remedies. Adhyayan Publishers and Distributors.
  Conservation
- SinhaPrabhas C (2006), Disaster Management Process, Law, Process and
  Strategy, SBS Publishers and Distributors
- Singh, B. K (2008) Disaster Management, New Delhi: AdhyayanPublishers and Distributors

Semester   **: 4**
Course Code   **: MSW-C-446(i)(Core Specialization)**
Course Title   **: COMMUNITY HEALTH AND HEALTH CARE SERVICES**
Credits   **: 3**

Aim : Understand a holistic and integrated health approach in the medical and psychiatric social work profession, Develop an understanding of the health problems and issues in the changing socio-political scenario, Develop skills to handle basic health problems and issues in the communities and to promote health services among the rural areas and vulnerable sections of the population, A better understanding of the administration of health and the related health legislation.

Objectives: This course gave insight into the crucial factors pertaining to the health of a community. Is also helps the students to understand the different range of programmes, laws and services pertaining to medical field. It also makes the students recognize the need for a more community –based approach and more orientation towards medically ill persons and their families in the delivery of coordinated health and social services.

Course Content

Module I: Health and Hygiene, Concept of Health and ill Health, Determinants of Health Indicators of Health status, Spectrum of Health, Holistic Health, Community Health, Public Health and Occupation Health, Concept of Hygiene-personal, environmental, social and mental ,Industrial problems of hygiene and sanitation.

Module II : Health and Development ,Health as an aspect of development and current threats to health- The debt crisis, recession and structural adjustment policies, Globalization and health.

Module III : Diseases- Communicable and Non-Communicable diseases, Life style diseases-Home remedies, AYUSH- Herbal and Indigenous systems of medicine –Health Education

Module IV: Health Care Services**,** Historical evolution of health care services under the Five Year Plans in India, Various committees and their reports in promotion of health care services, Primary Health Care Approach and its transition in the health care services. Primary Health Centre-its policies and functions, Directorate of Health services and Family welfare department.

Module V: Community Health**,** Rural and Urban Health- School Health Programmes ,Role of Social Worker in the Community Health Programmes **,**Role of NGOs, CBO and voluntary organizations, National Health Policy and various Health Programmes.

Module VI: Health Legislations**,** MTP Act 1972,Pre-natal Diagnostic Techniques (Regulation and Prevention of Misuse) Act 1994,Registration of Hospitals as Charitable Institutions Act**,** Acts relating to Blood Bank, Birth, Death and Marriage Registration Act**,** Preventions of Food Adulteration Act 1954.

References

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Semester   : IV
Course Code: MSW – D – 447
Course Title: Dissertation
Credits   : 6
Aim   : To give the students training in understanding social issues by Giving them training in field Research
Objectives: To make students do an independent Research work based on field data.

Semester   : 4
Course Code   : MSW-C-446(ii)(Core Specialization)
Course Title   : RURAL AND URBAN COMMUNITY DEVELOPMENT
Credits   : 3

Aim: To enrich the knowledge of the students about the rural and urban communities, to understand the nature of community development administration. To understand the current rural and urban development programmes.

Objectives: The course provides opportunity to familiar with the rural and urban community life. It inducts students the core philosophy behind community development and finally the present rural and urban development programmes.

Course Content

Module I: Rural community development initiatives in India – Early experiments in Srinikethan, Marthandom, Gurgoan, Pilot projects- Etawah Projects, Nilolhkery experiment Firka Scheme - rural community Projects after independence – An Over view on five year plans in rural development, Application of social work methods in rural development.

Module II: Panchayati Raj; Local self-Government-British period, after independence; Constitutional provisions, Belwanth Rai committee report, Ashok Mehtha report, Main features of panchati raj legislation (73ʳᵈ Amendment).

Module III: Structure and Functions of Panchayath ,Civic amenities, social welfare activates and development work, Resource base of Panchayat. – Decentralization process in Kerala: an Overview – Problems of Panchayat. Role of CAPART and NABARD in rural development programmes,Kudumbasree in rural settings.

Module IV: Urban Community Development: Definition, concept, Objectives, and historical background, Urban community Development, approaches principles, process and methods,Urban development Planning, Town and country planning Act 1971,Application of social work method in urban development.

Module V: Urban development Administration:74ᵗʰ Amendment and salient features of Nagarapalika Act, Structure and functions of urban development agencies. Metropolitan development Authorities – Structure and   Functions of municipalities – Slum clearance Board , Housing Board , Housing and Urban development (HUDCO) , Role of voluntary agencies in urban development.

Module VI: Urban development programs: Urban development – Urban basic services for the poor (UBSP) , Jawarharlal national Urban renewal mission ,Kerala state slum area and clearance improvement Act , Programs of slum clearance Board , Slum clearance and improvement and programs, Resettlement and rehabilitation program , Problems in implementation of urban community development programs, Kudumbashree in Urban settings.

References:

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