

Srinivas University

I Semester M.S.W. -SYLLABUS

PAPER 24MSW11: SOCIAL WORK – HISTORY & PHILOSOPHY

Subject Code	24MSW11	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

To acquire an understanding of the history and evolution of Social Work.

To give insight into the Social Work Profession, its principles, values, and ethics.

Influence of ideologies, functions and fields, need and importance of education and training

Course Outcomes

CO1. Learners will know the importance of the Social Work Profession.

CO2. Able to practice the education and training in various methods of Social Work.

CO3. Able to apply the Principles and Values of Social Work Profession.

Course Content

MODULE –I

Introduction to Social Work

7 HRS

Meaning, Definition, and Objectives of Social Work.

Social Work and related concepts: Social service, social welfare, social reforms.

Methods of Social work: Introduction to core methods – Meaning and Definition of Social Casework, Social Group Work and Community organization

Auxiliary methods: Social action, Social Welfare administration, social work research.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE –II

Training and Fieldwork

7 HRS

Fieldwork and the importance of Fieldwork supervision

Voluntary Social work: Role of government and voluntary organizations in promoting social welfare

Training in Social work education, Uses of supervision–meaning and importance, Objectives and types of supervision, and Role of faculty and agency supervisor.

MODULE –III

Social work Profession

7 HRS

Meaning, objectives, and attributes of the profession

Social work as a profession. Principles of Social Work

Tools and techniques: Conscious use of self, verbal interaction, relationship, and programme planning. Fields of Social work: Industry, hospital, family welfare center, correctional homes. Changing concepts of social work.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation.

MODULE –IV

History of Social Work Profession

6 HRS

Charity to rehabilitation

Social work in the USA: Colonial period, industrialism, neighborhoods' guild, welfare programs in 20th century

Social work in the UK: Elizabeth and Poor Law, Charity organization societies, settlement homes, Beveridge report

Social work in India: Ancient India, Mughals, contribution of Individuals and organizations, Modern Social work.

Pedagogy: Lecture, Assignment, PPT, Individual and Group Discussion/Presentation

MODULE –V

Ideology and practice models of social work

6 HRS

Ideology and practice models of social work

Contribution of religion and religious ideologies

Gandhian philosophy of social work

Current Ideologies: Relief model, Welfare model, Clinical model, Radical model

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation.

MODULE –VI

Social work Values and Ethics

7 HRS

Functions: Restoration, provision of resources, prevention

Values of Social work: Relating to individual, problem, relationship, agency, practice

Need and importance of Code of Ethics in Social work practice

National and International Code of Ethics.

Pedagogy: PPT, Group Discussion, Video clips, Lecture, Assignment, Individual and Group Discussion/Presentation.

References

Antony, A. Vass 1996, New Directions in Social work – Social work Competencies – Core Knowledge values & Skills New Delhi: Sage Pub.

H. Y Siddique 2015, Social work and human relation, Rawat Publication

Pamela Trevithick 2013, Social work skill and Knowledge –Practice Hand book

Wilaiam Borden 2009, Reshaping the Domain of theory in social work Columbia university.

S.K Murthy 2012, Social work Theory and Practice saurabh Publishing House

Gautham, Singh 2011, Political thought, New Delhi: Sage Publications Modern trends in social work, Centrum Press NewDelhi.

Srinivas University

I Semester M.S.W. -SYLLABUS

PAPER 24MSW12: SOCIAL CASE WORK

Subject Code	24MSW12	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

1. To understand the case work method and its application in practice.
2. To develop competencies in learners to use the method in practice while working with individual clients and families.
3. To equip learners with values and skills necessary for working with individuals and families. Understand the values and principles of working with individuals and families.

Course Outcomes

CO1. Learners will apply the method of Social Case Work.

CO2. Able to Develop competences while working with different types of Clients.

CO3. Able to handle the different types of social problems and problem of various age groups.

Course Content

MODULE –I

8 HRS

Concept of Social Case Work

Meaning, Definition and Objectives, Scope, Qualities and Skills of a Social Case Work.

Tools and Techniques of Case Work: Recording, Observation, Listening, Home visits, Interview Techniques, Relationship.

Components of case work: Person, Problem, Place, Process.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE –II

8 HRS

Principles of Social Case Work

Individualization–Meaning, role of social worker in individualization.

Acceptance – meaning, role of social worker in acceptance, Obstacles of acceptance.

Controlled emotional involvement–meaning, role of social worker.

Purposeful expression of feelings-meaning, role of social worker.

Non-judgmental attitude –Meaning, role of social worker, skills required.

Client’s self-determination-meaning, role of social worker.

Development of professional self: Self-awareness: Various areas to improve professionally.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation.

MODULE –III

8 HRS

Process of Social Case Work

Intake meaning, procedure

Study–meaning, collecting information.

Analysis and assessment–meaning steps

Negotiating contract meaning, types,

Treatment techniques–supportive and modifying techniques, treatment goals, treatment plan, Application of treatment methods, Direct and indirect.

Termination–meaning, conditions of termination,

Evaluation, meaning, importance. Disengaging from relationship Stabilization of change effort.

Follow up-Meaning relevance

Pedagogy: Lecture, Assignment, PPT, Individual and Group Discussion/Presentation

MODULE –IV

8 HRS

Uses of case work skills & Theories used in social case work

Uses of case work skills in dealing with problems of adolescence

Problems of aged.

Couples with marital problems

Case work with HIV Infected patients.

Theories used in social case work; Psychoanalytic theory. Psychosocial theory,

Behavior modification theory.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation.

MODULE –V

8 HRS

Different Role of social case worker

Disaster management Concept. Types of Disasters. Role of social case worker in disaster management.

Crisis intervention concept, meaning.

Role of social worker Career guidance meaning, definition. Relevance and role of case worker in career guidance centers

Pedagogy: PPT, Group Discussion, Video clips, Lecture, Assignment, Individual and Group Discussion/Presentation.

MODULE –VI

8 HRS

Therapeutic approach

Therapeutic approach to working with individuals and families.

Behavioral theory Introduction techniques, uses, goals,

Application Client centered theory Introduction, techniques, uses and goals,

Application Family therapy, Introduction, techniques, uses, goals,

Pedagogy: PPT, Group Discussion, Video clips, Lecture, Assignment, Individual and Group Discussion/Presentation.

References

Sanjay Roy (2102). Field work in social work, Rawat Publication.

Friedlander, Walter. A (1978). Concepts & methods of social work, New York: Columbia Univ. Press.

Robert Adams (2012). The short guide to social work, Rawat Publication New Delhi: Vikas Publishing House.

Thangavelu, Pillari Vimala (1984). Interviewing Principles & Practices, W.M.C Brown Co-Publishers.

Rameshwari, Devi and Ravi Prakash, Social Work practice, Mangal Deep Publication, Jaipur.

Srinivas University

I Semester M.S.W. -SYLLABUS

24MSW13: SOCIAL GROUP WORK

Subject Code	24MSW13	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

1. To Develop an understanding of group work as a method of social work by providing knowledge, skills, and techniques required for Professional Social Workers.
2. The subject gives insights into the techniques of group formation and approaches in group work practices.
3. The topics included in the study will empower the learners to develop required skills in group development. The learner will be exposed to the scope of group work practice in various settings for social betterment.

Course Outcomes

CO1.The learner will apply and practice the method of Social Group Work.

CO2. They discover the techniques of group formation and approaches in group work practices.

CO3. Design the skills in group development.

Course content

MODULE –I

Introduction to Group Work

7 HRS

Groups-Introduction, Definitions, Characteristics; Social Group Work-Introduction, meaning, definitions, Objectives, Scope of Group Work, Significance and Need for Group Work in the Modern Society; Values of Group Work.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

MODULE –II

Types of Groups

7 HRS

Principles of Group Work-Views of Douglas, Principles by Trecker, Types of Group work- Open and closed groups, Social Treatment Groups (Remedial Groups, Socialisation Groups, Therapeutic Groups), Task-Oriented Groups (Committee, Teams, and Councils), Developmental Groups- Educational Groups; Growth Oriented Groups, Self Help Groups, Social Action Groups.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

MODULE –III

Formation of Groups

6 HRS

Factors of Group Formation- Selection of Group Members (Homogeneity and Heterogeneity), Goal formation, Contract; Steps in the Group development phase, Convening, Formation, Conflict- Resolution Mechanism, Maintenance, and Termination; Process-Intake, Study, Treatment, Use of Verbal and Non-Verbal Communications, Evaluation, Termination (Disengaging from relationships, stabilization of change effort).

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

MODULE –IV

Recording in Group Work

7 HRS

Skills- Facilitation, Analytical Thinking, Communication, Leadership; Recording in Group Work- Importance of Recording in Group work, Principles of Recording and Types of Recording; Group Dynamics- Bond, Sub-Groups, Role, Leadership, Isolates, Scapegoats, Newcomer, Conflict, Decision Making, Group Control, Hostility, Behaviour Contagion.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

MODULE –V

Group Discussion

7 HRS

Brain Storming-Characteristics, Process, Merits, and Demerits; Role Play-Features, Advantages and Disadvantages; Buzz Group Discussion, Camping-Planning, Camp Settings, Advantages and Disadvantages.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

MODULE –VI

Use of Programms

6 HRS

Program-meaning, Features, Importance; Programme Planning, Resource Mobilisation, Skills in organizing Programmes, Use of Programme Media; Areas of Group work Practice-Health, Education, Substance Abuse, Labour Welfare, Juvenile Delinquency; Application of Group work to different settings: Children & Adolescents, Elderly.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

References

Perspectives on Social Group Work Practice a Book of Readings, Alissi A.S, The Free Press, New York (1980)

Groups In Social Work a Sociological, Perspective, Balgopal P.R. & Vassil T. V, Macmillan Publishing Co. New York (1983)

Group Work Skills & Strategies of Effective Interventions, Brandler S & Roman C.P, The Haworth Press, New York (1999).

Group Work Skills & Strategies for Effective Intervention, Brandler S & Roman C.P, The Haworth Press New York, (1991)

Group Work Reaching Out: People, Places & Power, Garland J.A. New York: The Haworth Press, New York Ed. (1992)

Learning Through Group Experience, Ottaway, A.K.C., Routledge and Kegan Paul. London, (1966)

Social Work with Groups, Pepell C.P.& Rothman B, The Haworth Press, New York.

Srinivas University

I Semester M.S.W. -SYLLABUS

PAPER: 24MSW14 - ORGANISATIONAL PSYCHOLOGY

Subject Code	24MSW14	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

1. To know traits, type, social learning of self and self-actualization theories.
2. To understand the social perception process to understand others accurately, Stress and its consequences at individual, group and organizational level.
3. To study the power and politics in an organization.

Course Outcomes

CO1.The learner will apply Self-actualization theories.

CO2. They discover the techniques to overcome stress and burnouts.

CO3. To develop leadership treats.

MODULE - I

Introduction to Organizational Psychology

6HRS

Meaning, Definition, nature and scope; History of Organizational Psychology;

Motivation in Organization: Nature of motivation, Framework of Motivation, importance of motivation, need theories, Maslow's Need Hierarchy, ERG (Existence, Relatedness Growth needs) Theory, Goal -Setting theory

MODULE - II

Work Related Attitudes and Job analysis

7HRS

Attitude, definition and nature, Component of Attitude, ABC model, Changing attitudes, Approaches, Characteristics and Attitudinal change.

Recruiting and interviewing- Recruitment, employment interview, selection training and allocation. Job Enrichment and Job Characteristic Models. Job Analysis- Importance of Job, Job satisfaction, Methods of measuring job satisfaction, Causes and effects of job satisfaction and Organizational commitment.

MODULE III

Organizational communication and Stress

7HRS

Communication Nature, Types and Barriers. Improving Employer and Employee Communication skills. Role and skills of Managers
Stress defined, sources of stress , consequences of stress, Burn out and its impact
Stress among Employees and Management of Stress. Work life Balance

MODULE IV

Leadership and group Behavior

7HRS

Leadership: its basic nature, Leadership and Management, Importance of leadership, Leader traits and leader, Leadership styles and their implication, Formal and informal leader and Leader behaviors
Group Behavior- Group dynamics, factors affecting group performance, teams and group conflicts

MODULE V

Power, Politics and Ethics in Organization

6HRS

Power, Power dynamics and source of power, Social influence, Most popular social influence techniques, Politics in Human Resource Management, Politics and organizational life span.
Ethics of power and politics and Coping with organizational politics.

MODULE VI

Decision Making in Organization

7HRS

Organizational decision making: its basic nature, Programmed Vs Non-programmed Decisions, Individual Decision making in Organization, Organizational impediments in Decision making, Group decisions its advantages and disadvantages and brain storming.
Organization Development- meaning, Organizational Culture- nature, levels, types of organizational culture, cultural change.

Reference

- Kumar Anita, Suhail, Pathare, (1995). "Industrial and Organizational Psychology", Himalaya Publication House, New Delhi.
Ashwathappa K, (2012), "Organizational Behaviour", Himalaya Publication House, New Delhi.
Ghosh P.K. (2003). "Industrial Psychology", Himalaya publication House, New Delhi.
Aamodt,M. (2009). Industrial/Organizational Psychology, Cengage Learning India Private Limited, New Delhi.
Schultz,D., & Schultz S.E. (2012). Psychology and Work Today, Dorling Kindersley India Pvt.Ltd, New Delhi, (8th Edn).

SRINIVAS UNIVERSITY
I Semester M.S.W. -SYLLABUS
PAPER 24MSW15 - FUNDAMENTALS OF COMPUTER & INFORMATION TECHNOLOGY

Subject Code	24MSW15	IA Marks	50
Number of Lecture Hours/Week	2	Exam Marks	-
Total Number of Lecture Hours	20	Total Marks	50
Credits	02	Exam Hours	-

Course Objectives:

1. To Understand Basic Computer Concepts
2. To Develop Problem-Solving Skills:
3. To Understand Operating Systems and File System

Course Outcomes: On successful completion Student will demonstrate:

- CO1** To Explain Core Computer Concepts
CO2 To Represent Data Efficiently
CO3 To Use Operating Systems Effectively:

Pedagogy: Classroom's lecture, tutorials, Group discussion, Seminar, Case studies, ICT classes

Module No 1: Introduction to Computers:

10 HRS

Introduction, Generation of computers, Classification of computers, Application of computers. Computer Architecture: Introduction, Central Processing unit, main memory unit, interconnection of units, communication between various units of a computer system. Input devices: Introduction, Types of input devices, Optical character recognition, Optical Mark Recognition, Magnetic Ink character recognition, Barcode reader. Output devices: Introduction, Types of output, Classification of output devices, Terminals.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

Module No 2: Computer languages

10 HRS

Introduction, Classification of programming languages, Features of a good programming language, selection of a programming language. Computer Software: Introduction, software definition, relationship between software and hardware, software categories, terminology software Internet basics: Introduction, Evolution, Basic internet terms, getting connected to internet, internet applications, various commercial applications related to internet. Office Automation: Introduction to windows / Linux, Introduction to Microsoft Office, Microsoft Word, Microsoft PowerPoint, Introduction to Libre office.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

REFERENCES:

1. Peter Norton, Introduction to Computers, 7th edition, Tata McGraw Hill Publication, 2011
2. Anita Goel, Computers Fundamentals, Pearson Education, 2011
3. Saxena S, MS Office 2007 in a Nutshell, Vikas Publishing, 2011
4. Vikas Gupta, MS Office 2007, Wiley

SRINIVAS UNIVERSITY

I Semester M.S.W. -SYLLABUS

PAPER 24MSW16 - FIELD PRACTICUM - I (TWO DAYS IN A WEEK)

Subject Code	24MSW16	IA Marks	100
Number of Lecture Hours/Week	16	External Viva	50
Total Number of Lecture Hours	150	Total Marks	150
Credits	06	Exam Hours	-

Introduction

Learning is aided through community placement, analysis of community realities and experience of participation designing and providing social work intervention. The concurrent fieldwork provides the opportunity of learning by doing in the community setting.

Objectives

- Understanding of community situations using skills of observation, interaction and situation analysis
- Practical implication of the methods of social work.
- Development of social work intervention skills

The student shall put at least 16 hours per week (two full working days) for fieldwork training. The Department will give the detailed guidelines for methodology of fieldwork. The students will be asked to conduct case work and group work intervention in the community. The students will be placed in the communities through social welfare organizations.

Every student is required to make minimum of 150 hours in particular semester. A student shall maintain 100 percent attendance and any student who fails to satisfy the attendance requirement for fieldwork shall repeat the training.

The assessment will be carried out on the basis of weekly fieldwork reports and on the basis of individual and group conferences. The assessment of the student also includes

1. Attendance, regularity and punctuality.
2. Integration of theory into practice.
3. Participation during individual and group conference.
4. Submission of fieldwork reports, clarity and expression.
5. Professional growth and commitment.

Srinivas University

I Semester M.S.W. -SYLLABUS

PAPER 24MSW17 - EMPLOYABILITY SKILL ASSESSMENT PROGRAMME I

Subject Code	24MSW17	IA Marks	50
Number of Lecture Hours/Week	2	Exam Marks	-
Total Number of Lecture Hours	20	Total Marks	50
Credits	02	Exam Hours	-

Course Objectives:

1. Identify and assess their employability skills.
2. Create effective job application materials (resumes and cover letters).
3. Demonstrate interview techniques and professional communication skills

Course Outcomes: On successful completion Student will demonstrate:

- CO4** To Evaluate their own strengths, weaknesses, and transferable skills relevant to the job market
- CO5** To Create tailored resumes and cover letters that effectively highlight their qualifications for specific positions.
- CO6** To Demonstrate effective interview techniques, including preparing for common questions and engaging in mock interviews with confidence.

Pedagogy: Classroom's lecture, tutorials, Group discussion, Seminar, Case studies, ICT classes

Module No 1

4 HRS

Introduction to Employability Skills

Definition and importance; of Employability skills, Communication Skills and its importance, English Literacy, IT literacy

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

Module No 2

4 HRS

Resume Writing

Structure and content of a strong resume, Resume drafting session; peer review

Pedagogy: Classroom's lecture, tutorials, Group discussion, Seminar, Case studies, ICT classes

Module No 3

12 HRS

Other Employee skill techniques

Cover Letter Writing, Job search methods and networking, maintain efficiency at workplace, Occupational safety, health, and Environment Education, Essential Skills for Success, Quality Management, Preparation to the world of work, Customer Interaction/ Service, Interview Skills and its types, Teamwork and Collaboration and its Importance, Critical Thinking and problem solving-, Workplace Ethics and Professionalism & Personal Development and Lifelong Learning.

Text Book:

1. "Employability Skills: A Practical Guide for Students and Graduates" by Sean Brown & Chris Nan arrow.
2. "Employability Skills for the 21st Century" by Michael McMahon and Michael Osbaldiston

REFERENCES:

1. "Skills for Success: Personal and Professional Development" by Jacqueline Davies
2. "Workplace Skills for Success: Building a Foundation for Career Success" by Katherine B. L. Welch
3. "Career Development and Planning: A Comprehensive Approach" by Robert C. Reardon, L. DiAnn Lenz, and others
4. "Developing Employability Skills" by Mark McPherson

Skill Development Activities:

1. Communication skills
2. Leadership Initiative
3. Digital literacy

Srinivas University

I Semester M.S.W. -SYLLABUS

PAPER 24MSW18 - CASE STUDY AND PRESENTATION

Subject Code	24MSW18	IA Marks	50
Number of Lecture Hours/Week	2	Exam Marks	-
Total Number of Lecture Hours	20	Total Marks	50
Credits	02	Exam Hours	-

Preparing a Case Study Report

- Structuring the case study (Introduction, Background, Analysis, Solutions, Conclusion)
- Writing recommendations and practical implications

Presentation Skills

- Tips for effective presentation delivery
- Structuring slides: introduction, analysis, findings, and solutions
- Handling Q&A sessions

Ethical Considerations

- Ensuring confidentiality and respect for individuals
- Avoiding biases in analysis and reporting

Evaluation Criteria:

- **Case Study Report:** Relevance, depth, and clarity
- **Presentation:** Communication skills, clarity, and engagement
- **Q&A Session:** Ability to defend the analysis and respond to queries

II SEMESTER Srinivas University

II Semester M.S.W. -SYLLABUS

PAPER 24MSW21 - INDIAN SOCIETY – POLITY & ECONOMY

Subject Code	24MSW21	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

1. To understanding of the need for the study of Indian Society.
2. To analysis and to Increase sensitivity to the problems and emerging challenges facing our society in general and marginal groups in particular, gain clarity about the basic concepts associated with the study of society
3. To deepen critical understanding of social institutions, classes and movements.

Course Outcomes

CO1. To summarise the need for the study of Indian Society.

CO2. To experiment the sensitivity to the problems and emerging challenges of the marginal groups

CO3. To discuss on the various institutions in the society.

MODULE – I

6 HRS

Social Inequality: Social stratification, meaning, characteristics, function.

Caste system: Meaning, Characteristics, Caste in Independent India, Social Mobility, Sanskritization,

Marxian analysis of class.

Culture: Meaning characteristics, functions, growth and diffusion, Cultural change, Cultural Lag, Subculture

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – II

7 HRS

Social change: Meaning, nature and characteristics, Causes of Social Change, Impact of technological change on social order.

Social Institutions: Family, meaning, types, functions, characteristics.

Joint family and Nuclear : meaning, differences.

Marriage: Characteristics, functions, forms, changing marriage practices, Marriage in India.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – III

7 HRS

Social Movements: Concept, definition, characteristics. Types of social movements,

Movements and change. Caste, Class, Communal and Agrarian conflicts. Social

disorganization: Definition, characteristics – causes of social disorganization, remedial measures.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – IV

6 HRS

Concept of Economic system: Division of Labour as a socio-economic system. Importance of work and occupation in Modern society, Impact of industrialization, Private property and Capitalism, Capitalism and Socialism as two main forms of Economy. Religion – Basic components of Religion, Functions and dysfunctions, Recent trends in religion.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – V

7 HRS

Marginalized groups: Concept, meaning, issues, challenges, policies and programmes.

Social problems: Poverty – concept, causes, remedial measures. Unemployment – causes, types, remedial measures. Population Explosion – causes, effects, measures for controlling.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – VI

7 HRS

Forms of Government: Democracy as a political system. Totalitarianism and modern dictatorship. Indian Constitution - Fundamental rights. Influence of Caste and Religion in Indian politics.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

References

Ahuja, R., 1997. Social problems in India, Rawat Publications, Jaipur.

Bayly, S. Caste, Society, Politics in India from Eighteenth Century to the Modern Age. Cambridge University Press.

Dandekar V.M. and Rath M., 1971. Poverty in India. Indian School of Political Economy.

Sharma R.K., 1997. Indian Society – Institution and Change, Atlantic Publishers, New Delhi.

Sharma K.L., 1999. Social Inequality in India: Profiles of Caste, Class and Social Mobility, Rawat Publications, New Delhi.

Srinivas M.N., 1976. Social Change in Modern India. Orient Longman Ltd., Bangalore.

Srinivas University

II Semester M.S.W. -SYLLABUS

Paper: 24MSW22- COMMUNITY ORGANIZATION AND SOCIAL ACTION

Subject Code	24MSW22	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. To know the meaning and concept of Community, community organization, Community development and social action.
2. To understand the power structure and problem-solving process in community organization
3. To study the models of social action, skills, and the role of social workers.

Course Outcomes

CO1. To summaries the concept of Community and various related terms.

CO2. To experiment with the available power structure of the community

CO3. To discuss various social action techniques.

MODULE – I

Concept and nature of community Organization 7 HRS

Concept of Community, Community Organization meaning and characteristics of the community, Historical background of Community Organization, Community Organization, and Community Development, Principles in community organization, and Scope of Community organization.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – II

Community Power Structure 7 HRS

Community Power Dynamics, Basis of Power Community Power Structure - caste, class, politics, and Gender (women). Types of Community Leaders Analysis of the power dynamic in Indian Communities, Community work as a means of empowerment, Forces against people's empowerment.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – III

Community work process 6 HRS

Techniques of Community study, Community work process, Stages of community organization process, Models of Community work practice: Rothman's three models – locality development, social planning, and social action. Roles of a community organizer and Skills required for a community organizer.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – IV

Social Action: Concept and Application

7 HRS

Social Action: Concepts and Related Terms, History of Social Action

Scope and Relevance of Social Action,

An integrated approach to social work and social action, understanding various systems-change agent, client, target, action systems, Process of change effort.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – V

Social action is a method of social work

7 HRS

Role of Social worker, Social action about Community Organization

Values and ethics of social action, Principles of social action

Models of social action- Elitist social action model, popular social action model

Gandhian model of social action.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE – VI

Strategies and skills in social action

6 HRS

Strategies and tactics in social action, planning strategies

Mobilization strategies: Advocacy, Bureaucracy advocacy, Media Advocacy,

Skills in social action, Social action and social movement.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

References

Murphy, Patricia. Watkins & Cunningham, James V. (2003). Organising for Community
MODULEy Controlled Development: Renewing Civil Society, Sage Publications, Thousand
Oaks.

Ross, Murray. G. (1955). Community Organisation Theory and Principles, Harper Bros, New
York.

Rothman, Jack & Erlich, John, L. & Tropman, John. E. (2001).

Siddiqui, H.Y. (1997). Working with Communities, Hira Publications, New Delhi. Weil,
Marie. (Ed.). The Handbook of Community Practice, Sage Publications, Thousand Oaks.

Chakraborty, Somen, (1999): A Critique of Social Movements in India, Indian Social

Institute, New Delhi. Moorthy, M.V., (1966): Social Action, Asia Publishing House,
Mumbai.

Parker, Jonathan and Bradley Greta: Social Work Practice: Assessment, Planning,
Intervention and Review, UK:

Pincus, Allen & Minahan, Anne: Social Work Practice: Model and method. Itasca, F.E.
Feacock Publishers, 1973.

Shah, Ghanshayam, (1990): Social Movements in India, Sage publications, Delhi.

Srinivas University

II Semester M.S.W. -SYLLABUS

Paper: 24MSW23 - SOCIAL WELFARE ADMINISTRATION

Subject Code	24MSW23	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. Deepen understanding of the need for the study of Indian Society.
2. Increase sensitivity to the problems and emerging challenges facing our society in general and marginal groups in particular.
3. To Gain clarity about the basic concepts associated with the study of society deepen critical understanding of social institutions, classes and movements.

Course outcome

- CO1.** To explain the need for the study of Indian Society.
CO2. To organize and to create the sensitivity to the problems and emerging challenges faced by the marginalized group.
CO3. To Gain clarity about the basic concepts associated with the study of society deepen critical understanding of social institutions, classes and movements.

MODULE – I

Introduction to Social Welfare administration

Social Welfare Concepts Nature and Scope,
Evolution of Social Welfare in India- Ancient, Medieval, British Period and Post independent
Meaning & Nature, Scope, Purpose and Functions of Social Welfare Administration
Principles of Social welfare administration Social Welfare Administration as a Method of
Social Work as a Profession

MODULE - II

Welfare Program to different Sector

Social Welfare Programme- Child Welfare, Old Age, Women, Youth Welfare, Services for Handicapped, Disaster Relief.
Skills and Techniques of Social Work Administration
Public Relation Objectives, Methods and Principles
Decision Making- Process, Types, Networking,
Conflict Resolution. Dealing with Burn outs
Authority and Responsibility- Meaning, Sources, Limit of Authority, Delegation and Decentralization. Delegation of Authority meaning elements and its process

MODULE – III

Voluntary organizations

Voluntary Organizations in India Role of CAPART

International NGOs in India - Action Aid, Oxfam, Save the Children Bal Raksha Bharat, Help Age India, CARE India, World Vision India, Plan India, A, Greenpeace India, World Wildlife Fund, World Vision India

United Nation Bodies- UNDP, UNICEF, United Nations High Commission for Refugees.

MODULE- IV

Organisational Structure

Social welfare Organizations- Introduction, Types, Formal and Informal, Structured and unstructured, State Social Welfare Board Objectives and constitution

Central Social Welfare Board Objectives and constitution

National commission for Schedule cast and National Commission for Scheduled Tribes

National Commission for Minorities Administrative Task POSDCORB

MODULE -V

Office Procedures

Fund Raising and Grants, Social Auditing Balance Sheet Purpose Types

Office Procedure and Record Maintenance

Financial Management, Reporting and Documentation

Project proposal Writing

MODULE- VI

Welfare Legislations

Registration: Societies Registration Act 1860

Indian Trust Act 1882

Cooperative Societies Act

Foreign contribution regulation (Amendment) Act 2020

Procedure for Registering an NGO, Memorandum and Rules and Regulation and Role of trustees, Right to Information Act 2005 and effective governance

Use of Consumer protection act in effective governance

References

Chowdhry D.P. (1992). Social Welfare Administration. Atma Ram & Sons. Delhi.

Drake, R.F. (2001). The Principles of Social Policy, New York, Pargrave.

Encyclopedia of Social Work in India. Vol. III (1987). Ministry of Welfare, Government of India, New Delhi.

Friedlander Walter, A. (ED.) (1976). Concepts and methods of Social work. Printice Hall of India Private LTD, New Delhi.

Srinivas University

II Semester M.S.W. -SYLLABUS

PAPER: 24MSW24 - SOCIAL RESEARCH AND STATISTICS

Subject Code	24MSW24	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. To enable the students to understand the need of research methodology in Social Work practice.
2. Develop them to use scientific approach in human inquiry. To cultivate research values social work research to address social problems.
3. Develop research attitude and skills to conceptualize research problems, writing research proposals, developing tools for collecting data, using sampling techniques, data collection, processing, analysis and interpretation and writing research reports etc.

Course Outcomes

CO1. Understand role of research as a method of social work profession.

CO2. Acquire research knowledge and skills to be able to undertake independent research projects.

CO3. Become familiar with some of the basic statistical technique and their application in field of social work research and social work practice.

MODULE 1

6 HRS

Methodology: Social Research- Objectives & Motivation; Scope of Social Work Research, Types of Research; Scientific Method- Characteristics; Problems encountered in Research, Research Process-Research Problem, Literature Survey, Hypothesis, Research Design, Sampling, Data Collection, Analysis of Data, Testing the Hypothesis, Generalization & Interpretations, Research Reporting.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE 2

7HRS

Research Framework: Research Problem- Importance, Considerations, Steps in Choosing a Problem; Hypothesis- Definition, Sources, Characteristics, Types, Functions, Problems in formulating Hypothesis; Research Design- Good Research Design, Types-Exploratory design, Descriptive design, Diagnostic design, Experimental design, Uses of Research Design; Research Ethics- Ethics for participants, researchers & Sponsoring Organizations.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE 3

06 HRS

Sampling & Sources of Data: Sampling Methods- Definition, Characteristics, advantages & limitations; Sampling Techniques- Random Sampling (Simple Random, Stratified Random & Systematic Random methods), Non-Random Sampling (Convenient, Judgmental, Quota, Snowball Sampling methods); Sources of Data- Primary and Secondary Data.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE 4

07 HRS

Methods of Data Collection: Tools for Data Collection – Observation- Steps, Types, Advantages & Limitations; Interview- Characteristics, Objectives, Steps, Types, Merits and Limitations; Questionnaire- Types, formulation, advantages & limitations.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE 5

07HRS

Data Processing and Reporting: Processing of Data- Editing, Classification of data, Coding, Tabulation-Principles of Tabulation, Research Reporting-Steps, Guidelines and Outlines for Research Report.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

MODULE 6

06 HRS

Basic Statistics in Social Research: Statistics: Definition, Functions, Measures of Central Tendency- Calculation of Mean for Simple, Discrete and Continuous Series, Calculation of Median for Simple, Discrete and continuous series, Calculation of Mode, Chi-Square Analysis.

Pedagogy: Lecture, Assignment, Individual and Group Discussion/Presentation

References

- Ahuja, Ram (2001) Research Methods, Rawat, Jaipur.
- Alston, M. Bocoles, W. (Indian Ed. 2003) Research for Social Workers-An Introduction to Methods, Rawat, Jaipur.
- Baker, Therese L. (1994) Doing Social Research, McGraw Hill, Singapore.
- Grinell, Richard M. (Jr.) (1988) Social Work Research and Evaluation, Illinois F. E. Peacock Pub. Inc.
- Kothari, C. R. (2004) 'Research Methodology: Methods & Techniques', New Age International, 2nd Ed. Reprint, New Delhi.
- Krishnaswamy, O. R. (1993) Methodology for Research in Social Science, Himalaya Publishing House, Bombay.
- Mikkelsen, Britha (2005) 'Methods for Development Work and Research- A New Guide for Practitioners', Sage Publications, New Delhi.
- Sarantakos, Sotirios (2005) Social Research, Palgrave Macmillan, New York.
- Sharma, B. A. V., Prasad, R. D. & Satyanarayana, C. (2002) 'Research Methods in Social Sciences', Sterling, New Delhi.
- Sharma, K. R. (2002) Research Methodology, National Publishing House, Jaipur.
- Wilkinson, T.S. & Bhandarkar, P. L. (1984) Methodology and Techniques of Social Research, Himalaya, Bombay.

Srinivas University

II Semester M.S.W. -SYLLABUS

PAPER: 24MSW25 -COMMUNICATION SKILLS AND LANGUAGE PROFICIENCY

Subject Code	24MSW25	IA Marks	50
Number of Lecture Hours/Week	2	Exam Marks	-
Total Number of Lecture Hours	20	Total Marks	50
Credits	02	Exam Hours	-

Course Objectives

1. The objective of this course is to enhance the student's communication skills by giving adequate exposure in listening
2. Improve speaking, reading and writing skills and the related sub-skills.
3. The course is a step towards preparing the learners to face situations with confidence and to seek employment in the modern globalized world.

Course Outcome

- CO1.** Students will heighten their awareness of correct usage of English grammar in writing and speaking.
- CO2.** Assume their speaking ability in English both in terms of fluency
- CO3.** Evaluate the comprehensibility in their performance.

MODULE I

Fundamentals of Oral and Verbal Communication

3 HRS

Introduction to Interactions, Speeches and Speaking, Types of Verbal Speeches, Foundations of Public Speaking, Types of Public Speaking, Speech & Elocution Drafting.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE II

Oral Verbal Interviews and Presentations -

3 HRS

Interview Basics and Introduction, Types of Interviews, Stage Presentations, Extempore, Audio-Visual Mediums and ICT (Information & Communication Technologies) in Presentations.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE III

Communication by way of Meetings and Group Discussions

3 HRS

Meetings (Face to Face and Group), Minutes and Agenda, Discussions, Group Discussion, Giving Opinions

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE IV

Seminars, Debates and Conferences

3 HRS

Seminars, Debates, Conferences, Scholarly Commentaries and Narration, Asking Questions and Giving Answers.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE V

Practical Components

4 HRS

1. Mock Meetings, Group Discussions (GD) and Mock Interviews to be attended by the student
2. Develop Research abstract for a conference paper presentation

MODULE VI

Practical Components

4 HRS

3. Write and deliver a Speech on any given topic.
4. Record and submit a video of Student Public Speech at any social occasion

Reference:

1. Paulette Dale, 2013. Speech Communication made simple, Pearson Education ESL.
2. Beebe, Steven A., Beebe Susan J., (2014). Public Speaking – An Audience Centered Approach, Pearson publication
3. Teri Kwal Gamble and Michael Gamble (2013). Communication Works, McGraw Hill Learning Solutions publication.
4. Saundra Hybels (2014). Communicating effectively. McGraw Hill Learning Solutions publication.
5. Cheryl Hamilton and Bony Creel (2011). Communicating for Success. Pearson Education publication.

SRINIVAS UNIVERSITY

II Semester M.S.W. -SYLLABUS

PAPER 24MSW26 - FIELD PRACTICUM - II (TWO DAYS IN A WEEK)

Subject Code	24MSW26	IA Marks	100
Number of Lecture Hours/Week	16	External Viva	50
Total Number of Lecture Hours	150	Total Marks	150
Credits	06	Exam Hours	-

Introduction

Learning is aided through community placement, analysis of community realities and experience of participation designing and providing social work intervention. The concurrent fieldwork provides the opportunity of learning by doing in the community setting.

Objectives

- Understanding of community situations using skills of observation, interaction and situation analysis
- Practical implication of the methods of social work.
- Development of social work intervention skills

The student shall put at least 16 hours per week (two full working days) for fieldwork training. The Department will give the detailed guidelines for methodology of fieldwork. The students will be asked to conduct case work and group work intervention in the community. The students will be placed in the communities through social welfare organizations.

Every student is required to make minimum of 150 hours in particular semester. A student shall maintain 100 percent attendance and any student who fails to satisfy the attendance requirement for fieldwork shall repeat the training.

The assessment will be carried out on the basis of weekly fieldwork reports and on the basis of individual and group conferences. The assessment of the student also includes

6. Attendance, regularity and punctuality.
7. Integration of theory into practice.
8. Participation during individual and group conference.
9. Submission of fieldwork reports, clarity and expression.
10. Professional growth and commitment.

SRINIVAS UNIVERSITY

II Semester M.S.W. -SYLLABUS

PAPER 24MSW27- EMPLOYABILITY SKILLS AND ASSESSMENT PROGEAMMS-II

Subject Code	24MSW27	IA Marks	50
Number of Lecture Hours/Week	2	Exam Marks	-
Total Number of Lecture Hours	20	Total Marks	50
Credits	02	Exam Hours	-

Course Objectives

1. To develop advanced employability skills for professional success.
2. To understand and apply assessment methods used in the workplace.
3. To prepare for industry-specific career opportunities and workplace challenges.

Course Outcome

CO1. Enhanced Communication Skills for Professional Success

CO2. Critical Thinking and Problem-Solving Expertise

CO3. Professionalism and Soft Skills Mastery

MODULE I

Advanced Communication Skills

8 HRS

Written Communication in the Workplace, Resume Writing: Structure, format, and customization for specific job roles, Cover Letter Writing: Tailoring letters to job descriptions, Business Emails: Professional tone, etiquette, and clarity, Report Writing: Crafting clear, concise, and impactful reports. Presentations: Using visual aids, body language, and engagement techniques.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE II

Problem-Solving and Critical Thinking

8 HRS

Critical Thinking Techniques, Defining and identifying problems in professional settings, Methods of analysis and evaluation (e.g., SWOT analysis, root cause analysis)., Decision-making frameworks (e.g., decision trees, cost-benefit analysis). Using lateral thinking to overcome barriers.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE III

Professionalism and Soft Skills

4 HRS

Workplace Etiquette and Conduct- Professional appearance and behavior, Time management and punctuality. Teamwork and collaboration in a multi-disciplinary environment. Leadership and Teamwork Skills- Building effective teams and fostering collaboration. Motivating and inspiring colleagues.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars.

SRINIVAS UNIVERSITY

II Semester M.S.W. -SYLLABUS

PAPER 24MSW28 - CASE STUDY AND PRESENTATION

Subject Code	24MSW28	IA Marks	50
Number of Lecture Hours/Week	2	Exam Marks	-
Total Number of Lecture Hours	20	Total Marks	50
Credits	02	Exam Hours	-

Preparing a Case Study Report

- Structuring the case study (Introduction, Background, Analysis, Solutions, Conclusion)
- Writing recommendations and practical implication

Presentation Skills

- Tips for effective presentation delivery
- Structuring slides: introduction, analysis, findings, and solutions
- Handling Q&A sessions

Ethical Considerations

- Ensuring confidentiality and respect for individuals
- Avoiding biases in analysis and reporting

Evaluation Criteria:

- **Case Study Report:** Relevance, depth, and clarity
- **Presentation:** Communication skills, clarity, and engagement
- **Q&A Session:** Ability to defend the analysis and respond to queries

SRINIVAS UNIVERSITY

III Semester M.S.W. -SYLLABUS

PAPER 24MSW31 -PERSONNEL MANAGEMENT& HUMAN RESOURCE DEVELOPMENT

Subject Code	24MSW31	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. To understanding about human resource development policies and practicesfor organization effectiveness.
2. To know skills of professionals in performance management and employees training
3. To study on human resource management in relation to and its intervention strategies.

Course Outcomes

CO1. Build an understanding about human resource development policies and practicesfor organization effectiveness.

CO2. Develop skills of professionals in performance management and employees training.

CO3. Knowledge of human resource management in relation to and its intervention strategies.

CO4. Design knowledge of various certifications and Quality management systems inproductivity.

MODULE – I

6 HRS

Personnel Management: Meaning, Definition and Objectives.

Challenges of Modern Personnel Management.

Operative Functions of Personnel Management – Procurement, Development, Compensation, Integration and Maintenance.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE – II

7 HRS

Procurement: Human Resource Planning – Meaning, Objectives, Benefits, Process of Manpower Planning, Difficulties in Human Resource Planning.

Job Analysis: Concept, Uses of Job Analysis, Job Description and Job Specification

Recruitment: Concept, Recruitment Process, Sources of Recruitment

Selection: Concept, Selection Process.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE – III

6 HRS

Development: Induction – Practices, Benefits, Problems and Measures to Overcome Training: Types of Training, Training Needs Assessment, Various On-the-job and Off-the-job methods of training.

Performance Appraisal: Concept, Objectives, Methods of Performance Appraisal, 360 degree Appraisal

Promotion and Transfer – Meaning, Types.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE – IV

7 HRS

Compensation: Wage and Salary Administration, Objectives, Wage Determination Process, Factors influencing Wage and Salary structure, Principles. Minimum Wages, Fair Wages, Living Wage. Fringe Benefits.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE – V

7 HRS

Integration & Maintenance: Teams and Team Building – Types of Teams, Life Cycle of a Team, Team building Process.

Grievance: Concept, Definition, Grievance Handling Procedure.

Discipline: Meaning, Approaches to Discipline, Disciplinary Action in Indian Industries.

Counselling: Concept, types, Functions of Counselling – Advice, Reassurance, Communication, Release of Emotional Tension, Clarified Thinking.

Health and Safety: Accident – Meaning, Types, Causes of Accidents – Unsafe condition, Unsafe Act, Personal characteristics. Safety Measures.

Pedagogy: Lectures, assignments, role play & practical simulation exercises, discussions, seminars

MODULE – VI

7 HRS

HRD: Meaning, Definition, HRD Instruments, Process and Outcome.

Organisational Change: Meaning, Reasons for Change, Resistance to Change, Approaches to Change

Changing Concepts in Management: TQM, Six Sigma, 5 S, Kaizen.

Pedagogy: Lectures, assignments, discussions, and seminars.

References

L.M. Prasad (2001). Human Resource Management, Sulthan Chand & Sons, New Delhi.

K. Ashwathappa (2005). Human Resource and Personnel Management. Tata McGraw Hill Publishing Company, New Delhi.

T.N. Chhabra (2007). Human Resource Management, Dhanpat Rai & Company, New Delhi.

P.C. Tripathi (2008). Human Resource Development, Sulthan Chand & Sons, New Delhi

Srinivas University

III Semester M.S.W. SYLLABUS

Paper 24MSW32 – MEDICAL SOCIAL WORK

Subject Code	24MSW32	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. Develop the ability to know the concept, scope and Historical background of Medical Social Work.
2. To gain knowledge on Communicable and Non-Communicable Diseases.
3. To understand the role of Medical Social Worker.

Course outcome

CO1. Outline the Historical Development of Medical Social Work India and Abroad.

CO2. Decide the Nature of Medical Social Work Services.

CO3. Design the the development of Medical Social Work Profession.

CO4. Make use the Role and Functions of Medical Social Worker

MODULE I

6 HRS

Concept of Health: Meaning, Definition, Dimensions of health, Determinants of Health, Indicators of Health.

Hospital administration, Concept role Brief explanation of the various service departments.

Pedagogy: Lectures, assignments, discussions, quiz and seminars

MODULE II

7 HRS

Medical Social Work: Meaning, Definition and Scope. Historical background of Medical Social Work.

Stages of development, Functions of a Medical Social Worker. Team work & Multi-disciplinary Approach in Health care – Meaning, Definition, Members of the team Role of Social worker in Team work. Multi-disciplinary approaches in the management of health care.

Pedagogy: Lectures, assignments, discussions, quiz and seminars.

MODULE III

7HRS

Communicable and Non-Communicable Diseases: Meaning Risk factors Leprosy, Clinical Control and management. T.B- Clinical Control and Management, STDs Clinical Symptoms, Control and Management. Role of Medical Social Worker. Terminal illness and Chronic Illness-Control and Prevention, Rehabilitation Social and Psychological, Role of Medical social Worker.

MODULE IV

6HRS

Health policy in India: Programmes, Benefits. Health system in India-The central, State, District and Village level. National Health policy, social legislations related to health. Disability Psycho social aspects of disability. Reactions of individuals and families towards disability. Role of a Medical social worker.

MODULE V

7 HRS

Community Health Care: Concept of health care. Levels of Health Care – Principles of Health Care. Voluntary Health Agencies in India. Family Planning Association of India. International Health agencies WHO UNICEF

MODULE VI

7HRS

Medical Social Work in Different Settings: Hospitals, Outpatient Department. Emergency Care Educational Settings. Role and functions, Residential Institutions Role and functions, Geriatric Social Work. Role and functions, Community based health care. Role and functions of Medical Social Worker.

References:

- Alison Freeland (1990). Journey to Motherhood, New York: Prentice HallPress.
- Arya, Subhash (1990). Infant & Child Care, New Delhi: Vikas PublishingHouse Pvt. Ltd.
- D'Souza, Lalitha, et al (1996). Doctor's Manual, Mumbai : FRCH.
- Gupte, Suraj (1991). Speaking of child care, New Delhi : SterlingPublishers Pvt, Ltd
- Mehta, P. J. Golwalla. (2003). Practical Medicine, Mumbai: The National Book Depot.
- Radhika Ram et al (2000). Women's Reproductive Health In India, Jaipur: Rawat Publications.
- Rowan Bayne, et al. (2000). Counselling & Communication Skills for Medical & Health Practitioner. University Press.

Srinivas University
III Semester M.S.W SYLLABUS
PAPER: 24MSW33 – MANAGEMENT CONCEPTS

Subject Code	24MSW33	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

1. To understand about Management as scientific study and as a profession.
2. To provide information about evolution, functions and key issues connected to managing the resources for productivity.
3. To guide the key aspects like inventory management, management information system, quality control practices to the budding professionals.
4. Generate scientific temper among the learners to search and understand subsidiary aspects connected to this subject.

Course Outcome

CO1. To clarify about Management as scientific study and as a profession.

CO2. To develop information about evolution, functions and key issues connected to managing the resources for productivity.

CO3. To evaluate and guide the key aspects like inventory management, management information system, quality control practices.

MODULE I

Basic Concepts of Management

6 HRS

Nature and Concept of Management, Definitions, Importance of Management, Management Process, Role of Manager, Management as Science and Art, Management as a Profession.

Pedagogy: Lectures, assignments, discussions, quiz and seminars

MODULE II

Theories on Management

7 HRS

Classical Theories- Scientific Management Theory by F. W. Taylor; Administrative Theory by Henry Fayol; Neo-classical Theories-Hawthorne Experiments and Human Relations by Elton Mayo; System Approach.

Pedagogy: Lectures, assignments, discussions, quiz and seminars

MODULE III

Primary Functions of Management

7 HRS

Forecasting-concepts, Importance, Techniques of forecasting; Planning- Definition, Nature of Planning, Importance of Planning; Types of Planning; Steps in planning.

Pedagogy: Lectures, assignments, discussions, quiz and seminars

MODULE IV

Structure and Decisions

07 HRS

Organising-Characteristics, Factors affecting Organisation, Organisation Structure; Departmentation-Meaning; Bases of Departmentation, Importance and Features, Demerits, Advantages of Departmentation; Decision Making-Concept, Features, Types of decisions; Decision making Process, Delegation of Authority-Features, Steps in Delegation.

Pedagogy: Lectures, assignments, discussions, quiz and seminars

MODULE V

Pervasive functions

06 HRS

Controlling-Concept, definitions, Process, Types of Control; Essentials of Good Control System; Benefits of Controlling; Budgeting-Introduction, what is Budget? Definitions, Types of Budget; Management by Objectives-Meaning, Objectives, Features; Steps in MBO Process, Difficulties in MBO.

Pedagogy: Lectures, assignments, discussions, quiz and seminars

MODULE VI

Innovations in Management

07 HRS

Human Resource Accounting-Methods of Valuation of Human Asset, Advantages & Problems; Management Information System-Meaning, definitions, Need, Objectives of MIS, Functions; Inventory Control- Benefits, Periodical Physical Checking or Stock Taking; Social Obligation of Management-Introduction, Classical view of Social responsibility; Arguments in favour of Social responsibilities, Arguments against social responsibilities, Modern views on social responsibility, Obligation of Managers towards different segments of the Society.

Pedagogy: Lectures, assignments, discussions, quiz and seminars

References

1. T.N. Chhabra, Principles and Practice of Management, Dhanpat Rai & Co, New Delhi, 2007.
2. L.M. Prasad, Principles and Practice of Management, Sultan Chand & Sons, New Delhi, 7th Edition, 2007,
3. Stoner, et-al, Management, Prentice Hall.
4. Koontz and O' Donnel, Management: A systems Approach, Tata McGraw Hill.
5. Weihrich and Koontz, Management: A Global Perspective, McGraw Hill.
6. Gene Burton and Manab Thakur, Management Today: Principles and Practice, Tata McGraw Hill Publications.

Srinivas University
III Semester M.S.W SYLLABUS

Paper 24MSW34: WORKING WITH CHILDREN AND ADOLESCENTS

Subject Code	24MSW34	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. Develop ability to study and analyze the growth and development of children and adolescent stage.
2. To understand the problems, adjustments, and significance related to the same and also examine the varied agencies and schemes involved in child welfare.
3. To understand the roles and responsibilities of social workers working with children and adolescents.

Course outcomes

CO1. To relate, study, and analyze the growth and development of children and adolescents.

CO2. To identify the problems, and adjustments and to examine the varied agencies and schemes involved in child welfare.

CO3. To examine the roles and responsibilities of social workers working with children and adolescents.

MODULE – I

Growth and Development of a Child

7 HRS

Meaning of Growth and Development, Differences between Growth and Development, Characteristics of growth. Common interests in childhood, Concept of Family Relations, Parental attitudes on family relations, Influence of child, Training methods on family relations Principles of development Concept of Family Relations, Differences in Family Influence, Influence of parental attitudes on family relationships. Sources of Parental attitudes, some typical parental attitudes over protectiveness.

Pedagogy: Lectures, assignments, discussions, and seminars

MODULE II

Problems of Children

7 HRS

Physical Problems: Mortality, Illness, Accidents, Unattractiveness, awkwardness & Obesity. Psychological problems: Behavior Disorders of Childhood, Types of Childhood Behavior disorders; Autism, Clinical picture Causes, Hyperactive children, Clinical picture Treatment and Outcome. Emotional Problems: Introduction, Hazards in Emotional Development, Causes of Deprivation of Affection, Effects of Deprivation of Affection, Too Much Affection, Conditions Contributing to Heightened Emotionality. Social problems: Violence, Poverty, Life

as Refugees, Lack of Access to Education, Child Neglect, Child labor, Child Prostitution, the Internet, Child Pornography, Trafficking, and Slavery. Familial Hazards in personality development: Permissiveness, Rejection, Acceptance, Domination, Submission to child, Favoritism.

Pedagogy: Lectures, assignments, discussions, and seminars

MODULE III

Significance of the Adolescent period

6 HRS

Meaning, Characteristics, Attitudes, Adolescent Development: Physical: Growth of Adolescents, Growth in Boys, Growth in Girls: Menstruation Cycle, and psychological growth Maturing. Changing emotional problems, Personal aspects of personality development. Social aspects of environmental factors of personality development, Sex behavior: Masturbation, Lesbianism, Peer Pressure, Issues bothering boys, Gynecomastia, Nocturnal emission, Homosexuality, sexual attitudes, Substance abuse. Need for counseling Drug abuse.

Pedagogy: Lectures, assignments, discussions, and seminars

MODULE IV

Adolescent adjustment

7 HRS

Concept of Adjustments, Criteria, Characteristics, Mental development Emotional Development, Social Development, Problems of parent-adolescent relationship, Problems of adolescents- school adjustment, Sex adjustments, Home adjustments, adjustments to emotional disturbances, Adjustments to Physical growth, adjustments to Mental Competition, Vocational and occupational problems, Social, psychological Emotional problems of adjustment in adolescents. Types of behavioral problems: Oppositional Defiant Disorder, Conduct Disorder

Pedagogy: Lectures, assignments, discussions, and seminars

MODULE V

Helping an Adolescent

7 HRS

Treatment of mental disorders, treatment of Emotional disorders. Behavior therapy: Psychotherapies for Children and Adolescents; Different types of psychotherapy; Cognitive Behavior Therapy (CBT) Dialectical Behavior Therapy (DBT); Family Therapy, Group Therapy; Psychotherapies for Children and Adolescents, Interpersonal Therapy (IPT); Play Therapy, Psychotherapy: Psychoanalytic therapy: Client-centered psychotherapy.

Pedagogy: Lectures, assignments, discussions, and seminars

MODULE VI

Concept of Child Welfare

6 HRS

Constitutional safeguards for children in India: Children's Charter, Rights of the child, Child welfare in India, National policy for children, UN charter on the rights of the child, Laws relating to the child, The Juvenile Justice Act 1987: Juvenile Justice Board Adoption Act: Adoption service, Hindu Adoption Act Government and non-Governmental programmes: Child welfare programs, Integrated Child Development Services, Crèche Scheme, Reproductive Child Health Program, Child Helpline, Services of District Child Protection MODULE, Services and Schemes under Child Development Department of the government of Karnataka.

Pedagogy: Lectures, assignments, discussions, and seminars

Reference

The Juvenile Justice Act 1987

Pathak, S.H. Medical Social Work, In Gore (Ed.) Encyclopedia of Social Work in India. Planning Commission of India, Delhi, 1968.

Shah Gita A Study of Medical Social Workers in the City of Bombay, Unpublished Ph.D. Thesis, Tata Institute of Social Sciences, Bombay, 1988.

Morton, T.D. Educational Supervision: A Learning Theory Approach, Social Case Work, Journal of Contemporary Social Work, 1980.

Banerjee G.R. Selected Papers in Social Work Education, Tata Institute of Social Sciences, Bombay, 1968.

Bernstein, S Group Supervision in Social Work Field Instruction, Unpublished Paper, Loyola University, Chicago, 1968.

Bessie, Kent Social Work Supervision in Practice, Pergamon Press, Oxford, 1969.

Desai, A.S. Field Instruction in Social Work Education, Undated and Unpublished Manuscript.

Pathak, S Medical Social Work. In History and Philosophy of Social Work in India, Allied Publications, Bombay, 1968.

SRINIVAS UNIVERSITY

III Semester M.S.W. -SYLLABUS

PAPER 24MSW35 - FIELD PRACTICUM - III (CONCURRENT FIELD WORK –VIVA VOCE)

Subject Code	24MSW35	IA Marks	100
Number of Lecture Hours/Week	16	External Viva	50
Total Number of Lecture Hours	150	Total Marks	150
Credits	06	Exam Hours	-

I. Medical and Psychiatric Social Work (MPSW)

Objective:

To provide practical exposure to social work practices in healthcare and psychiatric settings and enable students to apply theoretical knowledge in real-life situations.

Components:

1. Orientation to the Setting:

- Overview of medical and psychiatric institutions (hospitals, mental health centers, rehabilitation facilities).
- Understanding the roles of medical and psychiatric social workers.

2. Case Work and Counselling:

- Engaging with individual patients, families, and caregivers.
- Assessing psycho-social problems and developing intervention plans.
- Providing therapeutic and supportive counselling.

3. Group Work and Community Outreach:

- Conducting support groups (e.g., for substance abuse, chronic illness).
- Organizing awareness programs on mental health and public health issues.

4. Interdisciplinary Collaboration:

- Working with doctors, nurses, psychologists, and allied health professionals.
- Participating in case conferences and team discussions.

5. Field Documentation:

- Maintaining detailed case records.
- Writing reports on interventions and outcomes.

6. Exposure to Psychiatric Tools and Techniques:

- Learning basics of psychometric testing.
- Participating in psychosocial diagnostics and rehabilitation planning.

II. Human Resource Development (HRD)

Objective:

To provide hands-on experience in HR practices, organizational behavior, and industrial relations for developing professional competencies.

Components:

1. **Organizational Orientation:**
 - Understanding the structure and functions of HR departments in organizations.
 - Familiarizing with HR policies and employee welfare measures.
2. **Core HR Practices:**
 - Participating in recruitment and selection processes.
 - Learning about performance appraisal and training development programs.
 - Engaging in payroll management and HR audits.
3. **Industrial Relations and Labour Welfare:**
 - Exposure to grievance handling and conflict resolution.
 - Participating in trade union negotiations and understanding labour laws.
4. **Employee Engagement and Motivation:**
 - Conducting team-building exercises and employee engagement initiatives.
 - Designing programs for workplace wellness and mental health.
5. **HR Analytics and Documentation:**
 - Using HR tools and software for data management and analysis.
 - Preparing HR reports and maintaining employee records.
6. **Research and Development:**
 - Undertaking small research projects related to workforce management or organizational behavior.
 - Presenting findings to the organization or academic peers.

Evaluation

- **Field Supervisor Assessment:** Regular feedback from field instructors based on performance and participation.
- **Fieldwork Report:** Submission of detailed records, case studies, and project reports.
- **Viva-Voce:** Oral examination to assess the integration of theoretical knowledge and practical experiences.

SRINIVAS UNIVERSITY

III Semester M.S.W. -SYLLABUS

PAPER 24MSW36 - PLACEMENT & INTERNSHIP

Subject Code	24MSW36	IA Marks	50
Number of Lecture Hours/Week	04	External Viva	50
Total Number of Lecture Hours	40	Total Marks	50
Credits	04	Exam Hours	-

1. Internship Objectives

- Gain hands-on experience in professional social work settings.
- Apply theoretical knowledge to real-life practice.
- Develop skills in patient care, mental health assessment, and HR practices.
- Understand organizational structure, functioning, and workplace dynamics.

2. Medical and Psychiatric Social Work Syllabus

Week 1: Orientation & Basics

- Familiarization with hospital departments (Medical, Psychiatric, Emergency, etc.).
- Role and responsibilities of a Medical and Psychiatric Social Worker.
- Ethics in social work practice.
- Introduction to patient documentation and case history taking.

Week 2: Patient-Centered Care

- Counseling skills for patients with chronic/mental health conditions.
- Casework techniques: Assessing psychosocial factors.
- Group therapy facilitation (if applicable).
- Interaction with families: Understanding family dynamics in caregiving.

Week 3: Clinical Social Work

- Exposure to psychiatric disorders (e.g., depression, schizophrenia).
- Handling cases of addiction, trauma, and abuse.
- Working with special populations (elderly, children, terminally ill patients).
- Crisis intervention techniques.

Week 4: Evaluation & Reporting

- Prepare a comprehensive patient care plan.
- Conduct individual and group counseling sessions.
- Submission of internship report (daily log and case study analysis).

3. Human Resource Development Syllabus

Week 1: Introduction to HRD

- Understanding organizational structure and HR practices.
- Overview of HRD: Training, recruitment, employee welfare.
- Shadowing HR personnel in routine tasks.

Week 2: Employee Engagement

- Practical exposure to employee grievance redressal systems.
- Assisting in performance appraisals.
- Designing employee engagement activities.
- Preparing training modules and conducting sessions.

Week 3: Workplace Interventions

- Exposure to workplace policies related to diversity and inclusion.
- Implementation of wellness programs for employees.
- Addressing mental health in workplaces.

Week 4: Project Work & Reporting

- Design and execute a mini HR project.
- Assess employee satisfaction and well-being through surveys.
- Prepare a report on observations, analysis, and recommendations.

4. Submission Requirements

- **Daily Diary:** Maintain daily records of tasks performed.
- **Case Study:** Document at least two detailed case studies for Medical and Psychiatric Social Work.
- **Project Report:** Submit an HR-related project report.
- **Evaluation:** Attend a viva or presentation based on internship learnings

SRINIVAS UNIVERSITY
III Semester M.S.W. -SYLLABUS

PAPER 24MSW37 - CASE STUDY AND PRESENTATION

Subject Code	24MSW37	IA Marks	50
Number of Lecture Hours/Week	2	Exam Marks	-
Total Number of Lecture Hours	20	Total Marks	50
Credits	02	Exam Hours	-

Preparing a Case Study Report

- Structuring the case study (Introduction, Background, Analysis, Solutions, Conclusion)
- Writing recommendations and practical implications

Presentation Skills

- Tips for effective presentation delivery
- Structuring slides: introduction, analysis, findings, and solutions
- Handling Q&A sessions

Ethical Considerations

- Ensuring confidentiality and respect for individuals
- Avoiding biases in analysis and reporting

Evaluation Criteria:

- **Case Study Report:** Relevance, depth, and clarity
- **Presentation:** Communication skills, clarity, and engagement
- **Q&A Session:** Ability to defend the analysis and respond to queries

SRINIVAS UNIVERSITY
IV Semester M.S.W. - SYLLABUS
PAPER 24MSW41 - LABOUR LAW

Subject Code	24MSW41	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. To enable the students to understand about Labour Legislations required for the Human Resource professional.
2. To provide information about welfare, wage, industrial relations, social security and environmental legislations affecting labour.
3. Guide the students on the regulatory mechanisms and manual dealing with welfare, safety, working hours, leave with wage etc. in varied employments.
4. Generate scientific temper among the learners to search and understand subsidiary aspects connected to this subject.

Course Outcomes:

- To extend the knowledge about concept, philosophy and evolution of labor welfare.
- To develop the components of labor welfare and their management in the overall context of human resource development.
- To Acquire the knowledge of modern trend in labor welfare.
- To identify the dynamics of employee/ union/management relationships in the industry

MODULE-I

6 HRS

Legislations Governing Factory: Types of Labour Legislations, Constitutional Provisions on Industrial Labour, The Factories Act, 1948- Definition, Health Measures, Safety Measures, Welfare Measures, Employment of Young Persons & Women, Inspector and Powers, Penalties.

Pedagogy: PPT, Group Discussion, Group Discussion, and Assignments.

MODULE-II

7 HRS

Welfare Legislation: The Karnataka Shops and Commercial Establishment Act, 1961- Definition, Registration, Working Hours, Leaves; The Contract Labour (Regulation and Abolition) Act, 1970- Applicability, Definition, Authorities, Registration, Welfare facilities, Ultimate Liability of the Principal Employer.

Pedagogy: PPT, Group Discussion, Group Discussion, and Assignments

MODULE-III

7 HRS

Wage Legislation: The Payment of Wages Act, 1936- Definition, Liability to pay Wage, Time Limit for Payment, Permissible Deductions, Enforcement; The Minimum Wages Act, 1948- Definitions, Fixing of Minimum Wages, Procedure; The Payment of Bonus Act, 1965- Applicability, Definition, Determination of Bonus- (Gross Profit, Available Surplus and Allocable Surplus), Eligibility and Disqualification, Minimum and Maximum bonus, Set off & Set on, Calculation of Bonus, Penalties.

Pedagogy: PPT, Group Discussion, Group Discussion, and Assignments

MODULE-IV

7 HRS

Industrial Relation Legislation: The Industrial Disputes Act, 1947- Definition, Authorities, Prohibitions on Strike and Lockout, Layoff and Retrenchment, Penalties; The Industrial Employment (Standing Orders) Act, 1946- Definition, Certification, Authorities and Penalty; The Trade Union Act, 1926- Definitions, Formation, Registration, Effects of Registration, Trade Union Funds, Offences and Penalties.

Pedagogy: PPT, Group Discussion, Group Discussion, and Assignments

MODULE-V

7 HRS

Health Legislations: The Employees State Insurance Act, 1948- Definition, State Insurance Corporation and Medical Council, Contributions, Medical and Insurance Benefits; The Maternity Benefits Act, 1972- Definition, Maternity Benefits, Procedure, Penalties; The Environment Protection Act, 1986-Applicability, Definition, Prevention and Control of Pollution, Laboratories, Penalties.

Pedagogy: PPT, Group Discussion, Group Discussion, and Assignments

MODULE-VI

7 HRS

Social Security Legislations: The Payment of Gratuity Act, 1972- Definition, Payment of Gratuity, Penalties; The Employee Provident Fund and Miscellaneous Provisions Act, 1952- Applicability, Definition, EPF Scheme, EDLI, Employee Pension Scheme, Contribution, Penalties; The Employees Compensation Act, 1923- Applicability, Definition, Employees compensation, Powers of the Commissioner.

Pedagogy: PPT, Group Discussion, Group Discussion, and Assignments

SRINIVAS UNIVERSITY

IV Semester M.S.W. - SYLLABUS

PAPER 24MSW42 - INDUSTRIAL RELATIONS AND LABOUR WELFARE

Subject Code	24MSW42	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course objectives

1. To understand industrial labour and their problems, the nature of employer-employee relations, influencing factors.
2. The ways of maintaining peace in industry, settlement of disputes, maintenance of peace and harmony through participating workers in the management of the organization.
3. Recognizing them in the form of |Trade Unions, reducing sickness and accidents and contributing their wellbeing.

Course Outcomes:

CO1. To gain the knowledge about concept, philosophy and evolution of labor welfare

CO2. To understand the components of labor welfare and their management in the overall context of human resource development

CO3. To Acquire the knowledge of modern trend in labor welfare

CO4. To understand the dynamics of employee/ union/management relationships in the industry

MODULE – I

6 HRS

Industry: Concept, Types of industry, problems faced by industrial labour, women in work force. Unorganised industry: Meaning, nature, problems of labour in unorganized sector.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE – II

7 HRS

Industrial relations: Concept and Objectives. Evolution of Industrial relations in India. Factors affecting industrial relations. Industrial disputes: classification, causes and effects of industrial disputes. Mechanisms and machinery for prevention and settlement of industrial disputes: Conciliation, Arbitration, Adjudication. Code of discipline in industry: Objectives, features, principles. Role of Government in industrial relations.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE – III

7 HRS

Trade Union: Concept, functions of Trade Unions in India. Approaches: Classless Society approach of Karl Marx, Gandhiji's Approach. Growth and development of Trade Union movement in India. Central Trade Unions. Problems of Trade Unions, Present scenario of Trade Union movement.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

MODULE – IV

6 HRS

Collective Bargaining: Concept, main features, forms of collective bargaining. Principles, Importance. Collective bargaining process: Develop bargaining relationship, negotiations, contract administration. Worker's participation in management: Meaning, Evolution, objectives, Forms of participation, Levels of participation, Participatory schemes in industrially advanced countries. Forms of workers participation in India.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE – V

7 HRS

Labour Welfare: Concept, meaning, principles and philosophy of Labour welfare. Development of labour welfare in India. Statutory and non-statutory labour welfare measures. Health and Safety. Accidents prevention, precautions in Factories Act, Major occupational diseases: Causes and effects. Duties and functions of Labour Welfare Officer.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

MODULE – VI

7 HRS

India and ILO: Objectives of ILO, Principles, structure of ILO, Conventions. Impact of ILO on Indian labour.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

References

Mamoria C.B., Mamoria S. and Gankar S.V., (2007). Dynamics of Industrial Relations, Himalaya Publishing House, Mumbai.

Monappa, Arun, (2007). Industrial Relations, Tata McGraw-Hill Publishing Co. Ltd., New Delhi.

Davar R.S., (2007). Personnel Management and Industrial Relations, Vikas Publishing House Pvt. Ltd., New Delhi.

Srinivas University

IV Semester M.S.W. SYLLABUS

PAPER: 24MSW43 – PSYCHIATRIC SOCIAL WORK

Subject Code	24MSW43	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

1. To understand about the concept of Mental Health as an important attribute of life.
2. To understanding of minor & major psychiatric disorders, their causes, symptoms, diagnosis, manifestations and management.
3. To analyze the skills and functions of a psychiatric social workers, and the relevance, nature and types of social work interventions in mental health.

Course Outcomes

CO1. To gain knowledge about the concept of Mental Health as an important attribute of life.

CO2. To develop an understanding of minor & major psychiatric disorders, their causes, symptoms, diagnosis, manifestations and management.

CO3. To develop skills to function as psychiatric social workers in child & adult psychiatric set ups.

CO4. Understand the relevance, nature and types of social work interventions in mental health.

MODULE – I

6 hrs.

MENTAL HEALTH INTRODUCTION

Factors that contribute to mental health - Importance of mental health -- Characteristics of mentally healthy person Mental health Model: Primary, Secondary and tertiary. International classification of mental disorder. (ICD 10)

Psychiatric social work: Historical background of PSW abroad and in India. Training and scope of Psychiatric Social Work

MODULE – II

7 hrs.

ANXIETY, AND STRESS RELATED DISORDER

Generalized anxiety disorder, Panic disorder, Phobic disorder, obsessive - compulsive disorder, Stress related disorders. Post-traumatic stress disorder. (PTSD)

Causes, types and clinical features

MODULE – III

7 hrs.

BEHAVIOURAL DISORDERS IN CHILDREN

Attention Deficit Hyperactivity Disorder (ADHD), Clinical Features, Prevalence, Etiology, Diagnosis and Management

Oppositional Defiant Disorder, Clinical Features, Prevalence, Etiology, Diagnosis and Management

Conduct Disorder Clinical Features, Prevalence, Etiology, Diagnosis and Management

Elimination Disorder Encopresis, Enuresis, Assessment and Management

Feeding and Eating Disorder of Infancy Pica, Rumination disorder, anorexia nervosa, bulimia nervosa, avoidant/restrictive food intake disorder, and binge eating disorder.

Assessment and Management

MODULE – IV

7hrs

PERSONALITY AND SOMATOFORM /DISSOCIATIVE DISORDERS

Clinical features of personality disorders. Categories - Cluster A, B, C, Paranoid, Histrionic, Narcissistic, Antisocial and Dependent Personality disorders.

Somatoform disorders - Pain disorder, Somatization disorder, Conversion disorder, Hypochondriasis and Body Dysmorphic disorder.

Dissociative Disorders - Dissociative Amnesia Fugue, Dissociative Identity disorder

MODULE – V

6 hrs

COMMON MENTAL ILLNESS IN THE ELDERLY

Depression, Anxiety Disorder, Phobia Panic Disorder, Insomnia Eating, Disorder, Dementia and cognitive Decline, Alcohol and other substance use disorder, suicide and suicidal Ideation. Role of Social worker in dealing with the elderly

MODULE – VI

POLICIES RELATED TO MENTAL HEALTH

Indian Lunacy Act, 1912, Mental Health Act 1987, Mental Healthcare Act, 2017, The protection of Human Rights Act 1993, National Mental Health Policy for India 2014, Psychiatric Social Work Interventions in reducing Stigma and Discrimination

References:

Barker, P.: Child Psychiatry. Granda Publishing Ltd.

Bellack, A.S.1984 : Schizophrenia, Treatment, Management and rehabilitation, Grune and Stratton Inc

Berrios, G.E and Dewson,J : Treatment and management of Adult Psychiatry, London 1983 Bailleire Tindall

Brockland Reed M.D.1960 : Mental Health in Changing Concepts, New york: Grune & Stratton Inc.

Caplan Gerald 1961 : An approach to community Health, New York: Grune & Stratton Inc

Alfred Freedman M.D : Comprehensive Text Book of Psychiatry

The Williams and Wilkini Company 1967Scientific Book Agency

Hillard, James Randolph, (1992): Manual of Clinical Emergency Psychiatry, NewDelhi

Gelder, Michael Gath, et al (1996) Oxford Textbook of Psychiatry, Delhi, Oxford University Press

Priest, Robert & Woolfson, Gerald(1986)

Handbook of Psychiatry. Delhi: Slater, Eliot & Roth, Martin (1992) :Clinical Psychiatry,

New Delhi : All India Traveler Book seller

Srinivas University

IV Semester M.S.W. SYLLABUS

PAPER: 24MSW44 – THERAPEUTIC COUNSELLING

Subject Code	24MSW44	IA Marks	50
Number of Lecture Hours/Week	4	Exam Marks	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	2hrs

Course Objectives

1. To assess the knowledge and skills of different psychotherapeutic theories.
2. Help the students selectively utilize different theories about individuals, families, and groups.
3. Develop competence to select and integrate therapeutic counseling skills when working with different client groups in different settings.

Course Outcomes

CO1. To discover the knowledge and skills of different psychotherapeutic theories and to help the families, and groups.

CO2. To assess the Counselling skills while working with different sectors of the people.

CO3. To examine the different theories about individuals, families and groups while working with different client groups in different settings.

MODULE I

Introduction to Counselling

7 HRS

Concept of Counselling- Definition and Evolution of counselling. Skills of counselling, Qualities of a counselor, and Ethics of counseling. Process and Physical requisites for counselling atmosphere.

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE II

Approaches to Counselling

7 HRS

Approaches to Counselling. Client-centered therapy

Advanced Applications of Techniques: Empty Chair in Couples and Family Counselling

Role Reversal and Improving Communication.

Carrot-and-Stick in Workplace Counselling: Managing Conflict and Promoting Positive Behavior

Fishbowl in Schools and Community Counselling: Enhancing Communication Among Students or Community Members

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE III

Counselling children and adolescents

6 HRS

Life skills helping models- Introduction to life skills; Problem-solving, Decision-making, Critical thinking, Creative thinking, Communication skills, Interpersonal skills, Self-awareness, Empathy, coping with stress and Coping with emotions Therapy for Children and Adolescents, Attention Deficit/Hyperactivity Disorder (ADHD), Symptoms exhibited by children with ADHD

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE IV

Various fields of Counselling

7 HRS

Counselling-vocational/career guidance counselling
Counselling couples-Pre-marital & Marital Counselling
Counselling women in distress and violence

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE V

Skills of Therapeutic Counselling

7 HRS

Introduction to Skills of Therapeutic Counselling– Senior Citizens
Differently abled, persons affected by chronic illness (cancer) HIV/AIDS

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments

MODULE VI

6 HRS

Skills of counselling in various areas

Skills of Counselling in various areas – Chemically dependent Clients (Addiction Counselling), Suicide, prevention, and Counselling in the Industry

Pedagogy: PPT, Group Discussion, Video clips, Group Discussion, Assignments.

Reference:

Nelson-Jones, R. (2015). *Basic Counselling Skills: A Helper's Manual*. SAGE Publications. Focuses on foundational Counselling skills, ethics, and creating a conducive Counselling atmosphere.

Egan, G. (2013). *The Skilled Helper: A Problem-Management and Opportunity-Development Approach to Helping*. Cengage Learning. Explores the Counselling process and key qualities of a counselor.

Hackney, H., & Cormier, S. (2016). *The Professional Counselor: A Process Guide to Helping*. Pearson Education.

Corey, G. (2021). *Theory and Practice of Counselling and Psychotherapy*. Cengage Learning.

Provides a comprehensive overview of counseling approaches, including client-centered therapy and advanced techniques like Empty Chair.

Rogers, C. R. (1989). *On Becoming a Person: A Therapist's View of Psychotherapy*. Houghton Mifflin Harcourt.

Harvey, C. D. H., & Walker, R. (Eds.) (2016). *Counseling Older People: Psychological Principles and Practice*. Springer. Discusses skills for counseling senior citizens and people with chronic illnesses.

Aligood, B. J. (2013). *Therapeutic Communication for Health Professionals*. Elsevier.

SRINIVAS UNIVERSITY

IV Semester M.S.W. -SYLLABUS

PAPER 24MSW45 - FIELD PRACTICUM - IV (CONCURRENT FIELD WORK –VIVA VOCE)

Subject Code	24MSW45	IA Marks	100
Number of Lecture Hours/Week	16	External Viva	50
Total Number of Lecture Hours	150	Total Marks	150
Credits	06	Exam Hours	-

I. Medical and Psychiatric Social Work (MPSW)

Objective:

To provide practical exposure to social work practices in healthcare and psychiatric settings and enable students to apply theoretical knowledge in real-life situations.

Components:

7. Orientation to the Setting:

- Overview of medical and psychiatric institutions (hospitals, mental health centers, rehabilitation facilities).
- Understanding the roles of medical and psychiatric social workers.

8. Case Work and Counselling:

- Engaging with individual patients, families, and caregivers.
- Assessing psycho-social problems and developing intervention plans.
- Providing therapeutic and supportive counselling.

9. Group Work and Community Outreach:

- Conducting support groups (e.g., for substance abuse, chronic illness).
- Organizing awareness programs on mental health and public health issues.

10. Interdisciplinary Collaboration:

- Working with doctors, nurses, psychologists, and allied health professionals.
- Participating in case conferences and team discussions.

11. Field Documentation:

- Maintaining detailed case records.
- Writing reports on interventions and outcomes.

12. Exposure to Psychiatric Tools and Techniques:

- Learning basics of psychometric testing.
- Participating in psychosocial diagnostics and rehabilitation planning.

II. Human Resource Development (HRD)

Objective:

To provide hands-on experience in HR practices, organizational behavior, and industrial relations for developing professional competencies.

Components:

7. Organizational Orientation:

- Understanding the structure and functions of HR departments in organizations.
- Familiarizing with HR policies and employee welfare measures.

8. Core HR Practices:

- Participating in recruitment and selection processes.
- Learning about performance appraisal and training development programs.
- Engaging in payroll management and HR audits.

9. Industrial Relations and Labour Welfare:

- Exposure to grievance handling and conflict resolution.
- Participating in trade union negotiations and understanding labour laws.

10. Employee Engagement and Motivation:

- Conducting team-building exercises and employee engagement initiatives.
- Designing programs for workplace wellness and mental health.

11. HR Analytics and Documentation:

- Using HR tools and software for data management and analysis.
- Preparing HR reports and maintaining employee records.

12. Research and Development:

- Undertaking small research projects related to workforce management or organizational behavior.
- Presenting findings to the organization or academic peers.

Evaluation

- **Field Supervisor Assessment:** Regular feedback from field instructors based on performance and participation.
- **Fieldwork Report:** Submission of detailed records, case studies, and project reports.
- **Viva-Voce:** Oral examination to assess the integration of theoretical knowledge and practical experiences.

SRINIVAS UNIVERSITY
IV Semester M.S.W. -SYLLABUS

PAPER 24MSW46 - RESEARCH PROJECT AND VIVA- VOCE

Subject Code	24MSW46	IA Marks	50
Number of Lecture Hours/Week	04	External Viva	50
Total Number of Lecture Hours	40	Total Marks	100
Credits	04	Exam Hours	-

Unit 1: Introduction (Chapter 1)

- **Definition and Importance of Research**
- Formulating Research Problems
- Objectives of the Study
- Scope and Limitations
- Conceptual Framework

Unit 2: Review of Literature (Chapter 2)

- Importance of Literature Review
- Sources of Literature (Journals, Books, Internet, etc.)
- Theoretical Framework Development
- Gap Identification in Literature
- Referencing Styles (APA, MLA, etc.)

Unit 3: Research Methodology (Chapter 3)

- Research Design (Qualitative, Quantitative, and Mixed Methods)
- Sampling Techniques
 - Probability and Non-probability Sampling
- Data Collection Tools
 - Questionnaires, Interviews, Observations
- Data Analysis Techniques
 - Use of Statistical Tools (SPSS, Excel)
 - Coding and Thematic Analysis for Qualitative Data

Unit 4: Analysis and Interpretation (Chapter 4)

- Descriptive and Inferential Analysis
- Use of Graphs, Tables, and Charts
- Hypothesis Testing
- Discussion of Findings
- Linking Findings with Objectives

Unit 5: Findings, Suggestions, and Conclusion (Chapter 5)

- Summary of Key Findings
- Practical Implications and Recommendations
- Limitations of the Study
- Conclusion and Future Scope
- Preparing for Viva-Voce
 - Key Questions and Answers
 - Presentation Skills

Assessment

1. **Research Report (70 Marks)**
 - Quality of Research Proposal and Final Report
 - Adherence to Structure and Guidelines
2. **Viva-Voce (30 Marks)**
 - Presentation of Research Findings
 - Ability to Answer Questions
 - Overall Understanding of the Research Process

SRINIVAS UNIVERSITY
IV Semester M.S.W. -SYLLABUS

PAPER 24MSW47 - SWAYAM MOOC

Subject Code	24MSW47	IA Marks	25
Number of Lecture Hours/Week	1	Exam Marks	-
Total Number of Lecture Hours	10	Total Marks	25
Credits	01	Exam Hours	-

SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) is an Indian government initiative offering Massive Open Online Courses (MOOCs) across various disciplines. The syllabus for SWAYAM courses varies depending on the course you are interested in.

- To access a specific course syllabus, follow these steps:
- Visit the SWAYAM Website: <https://swayam.gov.in>.
- Search for a Course: Use the search bar to find a course based on your area of interest (e.g., Social Work, Data Science, Psychology).
- Course Details: Each course has a dedicated page outlining:
 - Syllabus: Detailed module breakdown.
 - Duration: Start and end dates.
 - Assessment Pattern: Details on assignments, quizzes, and final exams.
 - Credits: Information on credit transfer (if applicable).

SRINIVAS UNIVERSITY
IV Semester M.S.W. -SYLLABUS

PAPER 24MSW48 - CERTIFICATE COURSE

Subject Code	24MSW48	IA Marks	25
Number of Lecture Hours/Week	1	Exam Marks	-
Total Number of Lecture Hours	10	Total Marks	25
Credits	01	Exam Hours	-

The syllabus for a Certificate Course typically depends on the subject or area of study. Could you provide more details about the specific field or topic for the Certificate Course you're inquiring about? For example:

- Social Work
- Computer Applications
- Language Proficiency
- Healthcare
- Management and Business Skills
- Arts and Humanities
