BACHELOR OF SOCIAL WORK (BSW)

SYLLABUS

"Under Choice Based Credit System (CBCS)"

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE
(Autonomous)
(Re-Accredited By NAAC)
Pollachi– 641 002
2022-2025

DEPARTMENT OF SOCIAL WORK
BACHELOR OF SOCIAL WORK (BSW)

Vision:
Catering the Community and Social needs and serving the Community as a whole by training and developing the future Social Workers built with Professional knowledge, Value and Ethics.

Mission:
- To impart better Learning, Quality Education and Practical Training.
- To provide opportunities for development of Skills, competencies and creativity
- To include Good Values, Professionals Ethics and Human Excellence
- To motivate the students towards participating and presenting papers in State/National level Seminars and Conferences
- To encourage the students towards Extension and Extracurricular activities for their overall personality development
- To produce 100% Results and Placements

Program Educational Objectives:

PEO1	Students can get an Employment as a social worker in Government and in private sectors
PEO2	To introduce the students for advance academic skills needed in the field of social work.
PEO3	To equip the students with innovative skills to became a successful professional person in their organization.
PEO4	Students may comprehend their knowledge in social work which will promote them for higher education in social work
PEO5	To help students to develop the skills for conducting many community programmes.

Program Outcomes:

PO1	**Disciplinary knowledge:** Students can became a successful social worker
PO2	**Communication skill:** Students writing skill and communication skill will improve
PO3	**Professional knowledge and Ethics:** Students can improve their professional competency
PO4	**Research skill**: Students develop their research skill
PO5	**Life skill:** Students will improve their fund raising skill
PO6	**Problem solving:** Students will gain insight on many social problems so that they may not be affected and also involve in eradication process
PO7	**Leader qualities:** It will facilitate their managerial skill
PO8	**Career building:** Students will get an employment in an NGO

Program Specific Outcomes:

PSO - 01	Students will be helped to expand their experience in various fields of social work
PSO - 02	Students can analyze a problem and bring an intervention with help of their knowledge in social work

Question Paper Pattern
(Based on Bloom's Taxonomy)

K1-Remember; **K2**- Understanding; **K3**- Apply; **K4**-Analyze; **K5**- Evaluate

1. Theory Examinations: 50 Marks (Part I, II, & III)

(i) Test- I & II, ESE:

Knowledge Level	Section	Marks	Description	Total
K1 & K2 (Q 1 -10)	A (Q 1 – 5 MCQ) (Q 6–10 Define/Short Answer)	10 x 1 = 10	MCQ Define	
K3 (Q 11-15)	B (Either or pattern)	5 x 3 = 15	Short Answers	**50**
K4 & K5 (Q 16 – 20)	C (Either or pattern)	5 x 5 = 25	Descriptive/ Detailed	

2. Theory Examinations: 50 Marks (Part IV : NME)

Knowledge Level	Section	Marks	Description	Total
K1 & K2 (Q 1 -10)	A (Q 1 – 5 MCQ) (Q 6–10 Define / Short Answer)	10 x 1 = 10	MCQ Define	**50**
K3, K4 & K5 (Q 11-15)	B (Either or pattern)	5 x 8 = 40	Short Answers	

3. Practical Examinations: 100/50 Marks

Knowledge Level	Criterion	External/Internal Marks	Total
K3	Record work & Practical	50/50	100
K4			
K5		25/25	50

Components of Continuous Assessment

THEORY

Maximum Marks: 100;   CIA Mark: 50

Components		Calculation	CIA Total
Test 1	(50 / 3.33) = 15		
Test 2 / Model	(50 / 3.33) = 15		
Assignment / Digital Assignment	10	15+15+10+05+05	50
Seminar / Socratic Seminar	05		
Group Task : GD, Role Play, APS	05		

Maximum Marks: 50;   CIA Mark: 25

Components		Calculation	CIA Total
Test / Model	10		
Assignment / Digital Assignment	5	10+5+5+5	
Seminar / Socratic Seminar	5		25
Group Task : GD, Role Play, APS	5		

PRACTICAL

Maximum Marks: 50;   CIA Mark: 25

Components		Calculation	CIA Total
Test / Model	15		
Observation Note	5	15+5+5	
Record	5		25

Maximum Marks: 100;   CIA Mark: 50

Components		Calculation	CIA Total
Test / Model	30		
Observation Note	5	30+5+15	50
Record	15		

Maximum Marks: 200;   CIA Mark: 100

Components		Calculation	CIA Total
Test / Model	60		
Observation Note	10	60+10+30	100
Record	30		

PROJECT

Maximum Marks: 100;   CIA Mark: 50

Components		Calculation	CIA Total
Review I (Review of literature & Research Gap, Questionnaire)	10		
Review II (Introduction, Methodology, Data Collection, Analysis)	10	10+10+10+20	50
Review III – (Report writing)	10		
Report Submission – Final Report	20		

Maximum Marks: 200;   CIA Mark: 100

Components		Calculation	CIA Total
Review I (Review of literature & Research Gap, Questionnaire)	20		
Review II (Introduction, Methodology, Data Collection, Analysis)	20	20+20+20+40	100
Review III – (Report writing)	20		
Report Submission	40		

* Components for 'Review' may include the following:

      Originality of Idea, Relevance to Current Trend, Candidate Involvement and Presentation of Report for Commerce, Management & Social Work.

      Synopsis, System Planning, Design, Coding, Input form, Output format, Preparation of Report & Submission for Computer Science cluster.

STUDENT SEMINAR EVALUATION RUBRIC

Grading Scale:

A	B	C	D
5	4	2 - 3	0 - 1

CRITERIA	A - Excellent	B - Good	C - Average	D - Inadequate
Organization of presentation	Information presented as interesting story in logical, easy to follow sequence	Information presented in logical sequence; easy to follow	Most of information presented in sequence	Hard to follow; sequence of information jumpy
Knowledge of subject & References	Demonstrated full knowledge; answered all questions with elaboration **&** Material sufficient for clear understanding **AND** exceptionally presented	At ease; answered all questions **but** failed to elaborate **&** Material sufficient for clear understanding **AND** effectively presented	At ease with information; answered most questions **&** Material sufficient for clear understanding **but** not clearly presented	Does not have grasp of information; answered only rudimentary Questions **&** Material not clearly related to topic **OR** background dominated seminar
Presentation Skills using ICT Tools	Uses graphics that explain and reinforce text and presentation	Uses graphics that explain text and presentation	Uses graphics that relate to text and presentation	Uses graphics that rarely support text and presentation
Eye Contact	Refers to slides to make points; engaged with audience	Refers to slides to make points; eye contact majority of time	Refers to slides to make points; occasional eye contact	Reads most slides; no or just occasional eye contact
Elocution – (Ability to speak English language)	Correct, precise pronunciation of all terms Voice is clear and steady; audience can hear well at all times	Incorrectly pronounces few terms Voice is clear with few fluctuations; audience can hear well most of the time	Incorrectly pronounces some terms Voice fluctuates from low to clear; difficult to hear at times	Mumbles and/or Incorrectly pronounces some terms Voice is low; difficult to hear

WRITTEN ASSIGNMENT RUBRIC

Grading Scale:

A	B	C	D	F
09 - 10	07- 08	05 - 06	03 - 04	01 - 02

CRITERION	A - Excellent	B - Good	C - Average	D - Below Average	F - Inadequate
Content & Focus	Hits on almost all content exceptionally clear	Hits on most key points and writing is interesting	Hits in basic content and writing is understandable	Hits on a portion of content and/or digressions and errors	Completely off track or did not submit
Sentence Structure & Style	∗ Word choice is rich and varies ∗ Writing style is consistently strong ∗ Students own formal language	∗ Word choice is clear and reasonably precise ∗ Writing language is appropriate to topic ∗ Words convey intended message	∗ Word choice is basic ∗ Most writing language is appropriate to topic ∗ Informal language	∗ Word choice is vague ∗ Writing language is not appropriate to topic ∗ Message is unclear	∗ Not adequate
Sources	Sources are cited and are used critically	Sources are cited and some are used critically	Some sources are missing	Sources are not cited	Sources are not at all cited
Neatness	Typed; Clean; Neatly bound in a report cover; illustrations provided	Legible writing, well-formed characters; Clean and neatly bound in a report cover	Legible writing, some ill-formed letters, print too small or too large; papers stapled together	Illegible writing; loose pages	Same as below standard
Timeliness	Report on time	Report one class period late	Report two class periods late	Report more than one week late	Report more than 10 days late

Continuous Internal Assessment for Project / Internship

The Final year Social Work students should undergo a project work during (V/VI) semester

- ❖ The period of study is for 4 weeks.
- ❖ Project / Internship work has to be done in an industrial organization (or) work on any industrial problem outside the organization is allowed.
- ❖ Students are divided into groups and each group is guided by a Mentor.
- ❖ The group should not exceed four students, also interested student can undergo individually.
- ❖ A problem is chosen, objectives are framed, and data is collected, analyzed and documented in the form of a report / Project.
- ❖ Viva – Voce is conducted at the end of this semester, by an External Examiner and concerned Mentor (Internal Examiner).
- ❖ Project work constitutes 100 marks, out of which 50 is Internal and 50 is External Marks.

Mark Split UP

Internal	External	Total
50	50	100

S. No	Internal Components	Marks
1	Review I (Review of literature & Research Gap, Questionnaire)	10
2	Review II (Introduction, Methodology, Data Collection, Analysis)	10
3	Review III – (Report writing)	10
4	Final Draft Submission	20
	Total	**50**

S. No	External Components	Marks
1	Originality of Idea	05
2	Relevance to Current Trend	05
3	Candidate Involvement	05
4	Thesis Style / Language	05
5	Presentation of Report	10
6	Viva-Voce	20
	Total	**50**

Part	Subject Code	Title of the Paper	L	P	T	Exam Hrs.	Internal	External	Total Marks	Credits
		N.G.M College - Curriculum Development Cell **Scheme of Examination For 2022 - 2025** **Choice Based Credit System & OBES**								
		SEMESTER - I								
			Hrs / Week		**Hrs / Sem.**	**Exam Hrs.**	**Maximum Marks**		**Total Marks**	**Credits**
Part	**Subject Code**	**Title of the Paper**	**L**	**P**	**T**		**Internal**	**External**		
I	22UTL101 / 22UHN101 / 22UFR101	Tamil Paper - I /	6	-	-	3	50	50	100	3
		Hindi Paper - I /	6	-	-					
		French Paper - I	6	-	-					
II	22UEN101	Communication Skills - I (Level I)	5	-	-	3	50	50	100	3
	22UEN102	Communication Skills - I (Level II)	5	-	-					
III	22USW101	Core I: Introduction to Social Work	6	-	-	3	50	50	100	4
	22USW102	Core II: Man and Society	6	-	-	3	50	50	100	4
	22USW1A1	Allied I: Indian Social Problems	5	-	-	3	50	50	100	4
IV	22UHR101	Human Rights	1	-	-	2	-	50	50	2
	22HEC101	Human Excellence - Personal Values & SKY Yoga Practice - I	1	-	-	2	25	25	50	1
V		Extension Activities – Annexure I	-	-	-	-	-	-	-	-
EC	22CFE101	Fluency in English-I	-	-	-	-	-	-	-	Grade
		Online Course (Optional) (MOOC / NPTEL / SWAYAM)	-	-	-	-	-	-	-	Grade
Total			**30**	**-**	**-**	**-**	**275**	**325**	**600**	**21**

Part	Subject Code	Title of the Paper	Hrs / Week L	Hrs / Week P	Hrs / Week T	Exam Hrs.	Maximum Marks Internal	Maximum Marks External	Total Marks	Credits
		SEMESTER - II								
I	22UTL202 / 22UHN202 / 22UFR202	Tamil Paper - II /	6	-	-	3	50	50	100	3
		Hindi Paper - II /	6	-	-					
		French Paper - II	6	-	-					
II	22UEN202	Communication Skills - II (Level I)	5	-	-	3	50	50	100	3
	22UEN203	Communication Skills - II (Level II)	5	-	-					
III	22USW203	Core III: Methods of Social Work	6	-	-	3	50	50	100	4
	22USW204	Core IV: Human Growth and Development	5	-	-	3	50	50	100	4
	22USW2A2	Allied II: Women and Development	5	-	-	3	50	50	100	4
IV	22EVS201	Environmental Studies	2	-	-	2	-	50	50	2
	22HEC202	Human Excellence - Family Values & SKY Yoga Practice - II	1	-	-	2	25	25	50	1
V		Extension Activities - Annexure I	-	-	-	-	-	-	-	-
EC	22CFE202	Fluency in English-II	-	-	-	-	-	-	-	Grade
	22CMM201	Manaiyiyal Mahathuvam - I	1*	-	-	2*	-	50*	50*	Grade
	22CUB201	Uzhavu Bharatham - I	1*	-	-	2*	-	50*	50*	Grade
		Online Course (Optional) (MOOC / NPTEL / SWAYAM)	-	-	-	-	-	-	-	Grade
Total			**30**	-	-	-	**275**	**325**	**600**	**21**

Part	Subject Code	Title of the Paper	L	P	T	Exam Hrs.	Internal	External	Total Marks	Credits
		SEMESTER - III								
			Hrs / Week				**Maximum Marks**			
I	22UTL203 / 22UHN203 / 22UFR203	Tamil Paper - II / Hindi Paper - II / French Paper - II	5 5 5	- - -	- - -	3	50	50	100	3
II	22UEN203	Communication Skills - II (Level I)	6	-	-	3	50	50	100	3
	22UEN204	Communication Skills - II (Level II)	6	-	-					
III	22USW305	Core V: Human Rights Social Justice and Social Work	6	-	-	3	50	50	100	4
	22USW306	Core VI : Counseling and Guidance	6		-	3	50	50	100	4
	22USW3A3	Allied III: Computer Office Automation	5	-	-	3	50	50	100	3
IV	22USW3N1 / 22USW3N2	Non Major Elective - I : Gender Sensitization and Gender Equality / NGO– Formation and Management	1	-	-	2	-	50	50	2
	22HEC303	Human Excellence - Professional Values & Ethics - III	1	-	-	2	25	25	50	1
V		Extension Activities - Annexure I	-	-	-	-	-	-	-	-
EC	22CFE303	Fluency in English-III	-	-	-	-	-	-	-	Grade
	22CMM302	Manaiyiyal Mahathuvam - II	1*	-	-	2*	-	50*	50*	Grade
	22CUB302	Uzhavu Bharatham - II	1*	-	-	2*	-	50*	50*	Grade
Total			**30**	-	-	-	**275**	**325**	**600**	**20**

Part	Subject Code	Title of the Paper	L	P	T	Exam Hrs.	Internal	External	Total Marks	Credits

SEMESTER - IV

Part	Subject Code	Title of the Paper	Hrs / Week			Hrs / Sem.	Exam Hrs.	Maximum Marks		Total Marks	Credits
			L	P	T			Internal	External		
I	22UTL204 / 22UHN204 / 22UFR204	Tamil Paper - II / Hindi Paper - II / French Paper - II	6 6 6	- - -	- - -	3	50	50	100	3
II	22UEN204	Communication Skills - II (Level I)	5	-	-	3	50	50	100	3
	22UEN205	Communication Skills - II (Level II)	5	-	-					
III	22USW407	Core VIII: Social Work Research and Statistics	4	-	-	3	50	50	100	4
	22USW4F1	Core Practical: Field Work Practicum – I	-	5	-	3	50	50	100	3
	22USW408	Core IX: Social Legislation	4			3	50	50	100	4
	22USW4A4	Allied IV: Entrepreneurial Development	4	-	-	3	50	50	100	3
IV	22USW4S1/ 22USW4S2	NAAN MUTHALVAN: SEC: Quantitative Aptitude/ Communication for Social Work	-	-	-	-	-	50	50	2
	22USW4N3/ 22USW4N4	Non Major Elective - II : Emotional Intelligence / Reproductive Health	1	-	-	2	-	50	50	2
	22HEC404	Human Excellence - Social Values & SKY Yoga Practice - IV	1	-	-	2	25	25	50	1
V		Extension Activities - Annexure I	-	-	-	-	-	-	50	1
EC	22CFE404	Fluency in English-IV	-	-	-	-	-	-	-	Grade
	22CMM403	Manaiyiyal Mahathuvam - III	1*	-	-	2*	-	50*	50*	Grade
	22CUB403	Uzhavu Bharatham - III	1*	-	-	2*	-	50*	50*	Grade
Total			**30**				**325**	**425**	**800**	**26**

∗ Internship for V semester will be conducted during vacation.

Part	Subject Code	Title of the Paper	Hrs / Week		Hrs / Sem.	Exam Hrs.	Maximum Marks		Total Marks	Credits
			L	P	T		Internal	External		
III	22USW509	Core - X : Social Welfare Administration	4	-	-	3	50	50	100	4
	22USW510	Core - XI : Disaster Management	4	-	-	3	50	50	100	4
	22USW511	Core - XII : Social Work with Persons with Disability	4	-	-	3	50	50	100	4
	22USW5F2	Core Practical II: Field Work Practicum - II	-	10	-	3	50	50	100	5
	22USW5E1 / 22USW5E2 / 22USW5E3	Core Elective - I : Community Development / Urban Community Development / Rural Community Development	4	-	-	3	50	50	100	4
	22USW5I1	Internship	-	-	-	-		50	50	1
IV	22USW5S1/ 22USW5S2	SEC: Welfare of Weaker Section/Basic Statistics and SPSS	3 Hours		-	2		50	50	3
	22HEC505	Human Excellence - National Values & SKY Yoga Practice - V		1	-	2	25	25	50	1
EC	22CFE505	Fluency in English-V	-	-	-	-	-	-	-	Grade
	22CSD501	Soft Skills Development - I	-	-	-	-	-	-	-	Grade
	22GKL501	General Awareness - Self Study	SS			2	-	-	-	Grade
	22UUSW5VA	Department Specific Value Added Course (Entrepreneurial Development)	30 Hrs	-	-	-	-	-	2*
			45 Hrs	-	-	-	-	-	3*
	22USW5AL	Advanced Learner Course – I Management of Drug Addiction among Youth (Optional) - Self Study	-	-	-	50*	50*	100*	Credits**
	Total		30	-	-	275	375	650	26

SEMESTER - V

**Credits – Based on course content, maximum of 4   *Extra Credits

Part	Subject Code	Title of the Paper	Hrs / Week			Hrs / Sem.	Exam Hrs.	Maximum Marks		Total Marks	Credits
			L	P	T			Internal	External		
III	22USW612	Core - XIII: Clinical Social Work	4	-	-		3	50	50	100	4
	22USW613	Core - XIV : Corporate Social Responsibility	4	-	-		3	50	50	100	4
	22USW6F3	Core Practical III: Field Work Practicum - III	-	10	-		3	40	60	100	5
	22USW6E4 / 22USW6E5 / 22USW6E6	Core Elective - II : Human Resource Management / Labour Welfare / Industrial Relations	4	-	-		3	50	50	100	4
	22USW6E7 / 22USW6E8 / 22USW6E9	Core Elective - III : Mental Health/ Psychiatric Social Work / Hospital Management	4	-	-		3	50	50	100	4
	22USW6P1	Mini Project	-	-	-		-	20	30	50	1
IV	22USW6S1/ 22USW6S2	NAAN MUTHALVAN: SEC: Life Skills for Social Workers / Skills for Competitive Exams	3				2	-	50	50	3
	22HEC606	Human Excellence - Global Values & SKY Yoga Practice - VI	1	-	-		2	25	25	50	1
EC	22CFE606	Fluency in English-VI	-	-	-		-	-	-	-	Grade
	22CSD602	Soft Skills Development – II(Optional)	-	-	-		-	-	-	-	Grade
	22UUSW6VA	Department Specific Value Added Course (Academic Integrity and Plagiarism)	30 Hrs								2*
			45 Hrs								3*
	22USW6AL	Advanced Learner Course – II Geriatric Social Work (Optional) -							50*	100*	Credits **
Total			30					285	365	650	26

SEMESTER - VI

AL-Advanced Learner Course (Optional); VA-Department Specific Value Added Course *Extra Credits

**Credits – Based on course content maximum of 4 credits; EC – Extra Credit Course /Certificate Course / Co-scholastic Course / Job Oriented Course

Programme Code:	BSW	Programme Title :	Bachelor of Social Work		
Course Code:	22USW101	Title	Batch :	2022-2025	
		Introduction to	Semester	I	
Hrs/Week:	6	Social Work	Credits:	4	

Course Objectives

- Understanding social service tradition in India
- Understand social work profession, values, ethics to professionalization.
- Understand the history of social work in India and west.
- Understand goals of social work profession.
- **Course Outcomes**

On the successful completion of the course, students will be able to

K1	CO1	To build enable the students to built basic knowledge in social work
K2	CO2	Students recognize the religious value
K3	CO3	Students can realize the ethic and values of social work
K4	CO4	To know the historical growth in social work
K5	CO5	Students able to understand and learn they systematic and planned way of helping the people

Syllabus

Unit	Content	Hours
Unit I	**Basics in Social Work:** Basic Concepts Social Work: Meaning, Definitions, Objectives And Functions –Social Welfare: Meaning, Scope and Objectives - Social Service: Meaning, Difference Between Social Service and Social Work-Concept Of Social Reform-Social Action –Social Security.	18
Unit II	**Religious Thoughts and Social Work:** Religious thoughts of India–Hinduism-Christianity, Supreme Values of man, Modern Indian social thinkers: Swami Vivekananda, Gandhiji, Ambedkar and E.V.R	18
Unit III	**Basic Value of Social Work:** Basic values of human life, Philosophy of social work, professional ethics, skills, roles and functions of social worker.	18
Unit IV	**Historical Development:** Historical development - Social work in the West and in India. Voluntary Social work and role of Non-Governmental social welfare Agencies.	18
Unit V	**Methods and Field of Social Work:** Methods and Fields of social work- Casework, Group work, Community Organization, Social Action, Social Work Research and Social Welfare Administration. **Fields of social work:** Labour welfare, Medical and Psychiatric social work, community development, correctional social work, Youth welfare and school social work.	18
	TOTAL	90

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for study:
Prayag Din Misra (2004). Social Work Profession in India. New Royal Book Company

References:
1. Frink.A.B: The Field of Social Work, New York, Henry Holl and Co. 1945
2. Friedlander Walter A and Apte Robert Z: Introduction to Social Welfare, New Delhi, Prentice Hall.1982.
3. Friedlander Walter A: Concepts and Methods of Social Work, New Delhi, PrenticeHall.1964.
4. Ganguli.B.N: Gandhi's Social Philosophy, Delhi, Vikas Publishing House, 1973.
5. Gore.M.S: Social Work and Social Work Education, Bombay, Asia Publishing House, 1965.
6. Gupta, Manju: Child Abuse – A Social Work Perspective, Mangal Deep Publications, Jaipur, 2001.
7. Jainendra Kumar Jha: An Introduction to Social Work, Institute for Sustainable Development, Lucknow, and Anmol Publications Pvt., Ltd., New Delhi 2002.
8. Jacob.K.K. (Ed) Social Work Education in India – Retrospective and Prospect, Himansu Publications, Udaipur, 1991.
9. Lawani.B.T. Social Work Education and Field Instructions, Center for Social Research andDevelopment, Pune, 2002.
10. Marulasiddaiah.H.M. (Ed) Bharata Samajakarya Vishwakosha, Vol.I, Kannada Visvavidlaya, Hampi, 1994.

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	L	L	H	H	H	M	L	M	S
CO2	M	L	M	H	M	M	M	H	M	S
CO3	H	M	M	H	M	L	H	L	M	M
CO4	M	M	L	L	M	M	M	M	M	M
CO5	M	M	M	H	H	L	M	H	M	S

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW102	Title	Batch :	2022-2025
		Man and Society	Semester	I
Hrs/Week:	6		Credits:	4

Courses Objectives
- To provide an exposure on various field of Social Work.
- To understand the functioning of various agencies of Social Work.

Course Outcomes (CO)
On the successful completion of the course, students will be able to

K1	CO1	To recollect the concepts and various fields of Social Work
K2	CO2	To understand the functions of various Social Work agencies
K3	CO3	To verify the roles of Social Work agencies in Social Development
K4	CO4	To have a practical demo about the agencies processes
K5	CO5	To develop knowledge about the particular field

Syllabus

Unit	Content	Hours
Unit I	**Basic Introduction on Man And Society:** Concept of Society. Individual and Society. Basic Elements-Group, Community, Institution and Association-Complexity of Indian Society – Demographic Characteristics of Indian Society. Demographic variables and Malthusian Theory	18
Unit II	**Concept of Socialization And Culture: Socialization:** concept, Importance and Functions. Agencies of Socialization. Culture: concept, Characteristics–InfluenceonIndividuals,CulturalConflict,ImpactofCulturalChang–Culturallag	18
Unit III	**Marriage System in India:** Indian family system: Marriage-forms, functions, changes in mate choice and ceremonies. Family- forms, Characteristics, functions and contemporary changes. Conflict, breakdown, adjustments.	18
Unit IV	**Caste System in India:** Caste system: Characteristics, Traditional Varna system, theories. Modern Trends of Caste System in India. Social Stratification – Definition and Characteristics. Caste and Class. Social Control – meaning, Characteristics, Agencies of social control-social sanctions.	18
Unit V	**To Know the Concept of Welfare State:** Welfare state: Concept, need, characteristics-India as a welfare state-Social Change: Definition, concept, types and theories of social change in India. Gender roles and inequalities.	18
	TOTAL	90

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study

- Baviskar B S, Tulsi Patel (2018) *Understanding Indian Society,* Publisher Orient Black Swan.
- Vidyabhushan and Sachdeva D.R, (2014) *An Introduction to Sociology*, Kitab Mahal, New Delhi.
- Shankar Rao, (2006) *Sociology*, New Delhi, S.Chand

Books for Reference

- Ahuja Rao, (2002) *Social Problems in India,* Rawat, Jaipur.
- N.Jayapalan (2001)Indian Society And Social Institutions.
- Rajendra K. Sharma (2004) Indian Society and Change.
- Chwan-Hwa (John) wu, J.David Irwin,*computer networks &cyber security* (2016) CRC Press.
- Jeff Kramer. Nicolas Burrus, Florain Editler , Matt Parker, "*Hacking the Kinect* ", (2016), Technology in cation Publishers.
- Matt Bishop, Computer *Security Art and Science*,   Second Ed., Pearson/PHI,.
- Intoduction to Network Security: Neal Krawetz, CENGAGE Learning

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	M	M	H	M	H	M	M	H	M
CO2	M	H	H	H	M	M	H	H	L	M
CO3	H	H	H	H	H	M	L	M	M	H
CO4	M	H	H	M	H	M	M	L	M	M
CO5	H	H	H	H	H	M	L	M	M	H

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW1A1	Title	Batch :	2022-2025
		Indian Social	Semester	I
Hrs/Week:	5	Problems	Credits:	4

Course Objectives:
- Brief review of the theoretical perspective involve in viewing social problem.
- Social change and Social control have been a central concern of the Society.
- Describing the Problems involved in the society

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	To remember the ethical problem based in India
K2	CO2	To acquire the understanding of problems challenging in Rural area
K3	CO3	To acquire the understanding of problems challenging in Urban area
K4	CO4	To aware students in the social problems arise in the society through the media and education
K5	CO5	Make the students to analyze the differently challenged people problem and to Promoted programmes for the rehabilitation.

Syllabus

Unit	Content	Hours
Unit I	**Social Problem** – Concept – Meaning – Characteristics – General Causes-Effects-Remedial measures- Social organization-Social disorganization -Family disorganization- Individual disorganization-Deviant Behavior-meaning-types.	15
Unit II	**Rural social problems**-Concept-Meaning-Illiteracy-Poverty - Unemployment-Untouchability-Exploitation and Bonded Labour-Caste dominance and Communal riots.	15
Unit III	**Urban social problems**-Concept–Meaning Problems of Socialization and Isolation-Juvenile delinquency-Child Labour-Prostitution-Alcoholism-Drug addiction–STD and AIDS-Problems of Housing and Slums.	15
Unit IV	**General Social Problems**-Vagrancy-Beggary-Corruption Issues related to consumer Protection-Environmental Pollution-Dowry and Divorce-Suicide-Crime Terrorism1	15
Unit V	**Problems of Vulnerable Groups**-Physically handicapped-Mentally handicapped-Problems of the destitute and Elderly-Role of Social Worker-Voluntary Organizations	15
	TOTAL	75

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:
- Baviskar B S, Tulsi Patel (2018) *Understanding Indian Society,* Publisher Orient Black Swan.
- Vidyabhushan and Sachdeva D.R, (2014) *An Introduction to Sociology*, Kitab Mahal, New Delhi.
- Shankar Rao, (2006) *Sociology*, New Delhi, S.Chand

Books for Reference:
- Ahuja Rao, (2002) *Social Problems in India,* Rawat, Jaipur.
- N.Jayapalan (2001)Indian Society And Social Institutions.
- Rajendra K. Sharma (2004) Indian Society and Change.
- Chwan-Hwa (John) wu, J.David Irwin,*computer networks &cyber security* (2016) CRC Press.
- Jeff Kramer. Nicolas Burrus, Florain Editler , Matt Parker, "*Hacking the Kinect*", (2016), Technology in cation Publishers.
- Matt Bishop, Computer *Security Art and Science*, Second Ed., Pearson/PHI,.
- Intoduction to Network Security: Neal Krawetz, CENGAGE Learning

Mapping

PO/PSO CO	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO 1	PSO 2
CO1	H	M	M	H	M	H	M	M	H	M
CO2	M	H	H	H	M	M	H	H	L	M
CO3	H	H	H	H	H	M	L	M	M	H
CO4	M	H	H	M	H	M	M	L	M	M
CO5	H	H	H	H	H	M	L	M	M	H

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW203	Title	Batch :	2022-2025
		Methods of Social Work	Semester	II
Hrs/Week:	6		Credits:	4

Course Objective:

- To introduce all the methods in social work
- To enable the students to have knowledge on techniques in all the methods of social work
- To develop the skills needed in all the methods of social work

Course Outcomes:

On the successful completion of the course, students will be able to

K1	CO1	The students learn to appeal to solve the psycho-social problem of a individual.
K2	CO2	To construct students through the interplay of personalities
K3	CO3	It make students to investigate mobilizing resource and need of a community
K4	CO4	The Understand the organization and administrate structure
K5	CO5	To prevent and evaluate the solution to the mass problem in society

Syllabus

Unit	Content	Hours
Unit I	**Social Case Work:** Definition, objectives, scope, principles and process (study, Diagnosis and intervention) - roles of a caseworker.	18
Unit II	**Social Group Work:** Definition, objectives and scope, types of groups and group processes –Group work process - roles of a group worker.	18
Unit III	**Community Organization:** Definition, objectives and scope, principles and processes-roles of a community organizer.	18
Unit IV	**Indirect Method of Social Work:** Social Welfare administration Basic administrative practices –social legislation - Importance for social work practice.	18
Unit V	**Social Action:** Social action and its importance for social work practice. Social work Research – meaning, aims, objectives and scope.	18
	TOTAL	90

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:
- Upadhyay.P.K,(2003) *Social Case Work*, New Delhi.
- Mishra.P.D, (1994*) Social Work – Philosophy and Methods,* Inter India, New Delhi.Mathew Grace, (1992) *An Introduction to Social Casework*, Tata Institution of Social Sciences,Bombay

Reference Books:
- Sheafer,Bradford,W.Horejsi,Charles, R. and Horejsi, Gloria, A. (1988) *Techniques and guidelines for Social Work Practice*, Allen and Bacon. Boston,
- Aptekar, Herbet.H, (1982) *Dynamic of Casework and Counseling*, Boston, Houghton, Mifflin.
- Mehr. Joseph (1980) *Human Services: Concepts and Intervention Strategies* ,Allen and Bacon., Boston.
- Hamilton Gordon: (1954*) Theory And Practice Of Social Case Work* , Colombia University Press, New York.
- Jainendra Kumar Jha: An Introduction to Social Work, Institute for Sustainable Development, Lucknow, and Anmol Publications Pvt., Ltd., New Delhi 2002.
- Jacob.K.K. (Ed) Social Work Education in India – Retrospective and Prospect, Himansu Publications, Udaipur, 1991.
- Lawani.B.T. Social Work Education and Field Instructions, Center for Social Research andDevelopment, Pune, 2002.

Mapping

PO/PSO CO	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PSO1	PSO2
CO1	H	M	L	M	L	L	M	L	M	L
CO2	H	H	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	M	M	H	L	M	M	M	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW204	Title	Batch :	2022-2025
		Human Growth and	Semester	II
Hrs/Week:	5	Development	Credits:	4

Course Objectives
- To understand growth development of the human-Birth to Death
- Gain knowledge about the behavior pattern in each stage.
- To Emirates the hazards in each stages

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	Students gets acquired knowledge about the heredity and development
K2	CO2	For student evaluate of identify during adolescence
K3	CO3	Students can understand change in growths strength and overall health during early adulthood
K4	CO4	Understandhowtoresolverelatedtothebodyresponsetochallenginglifeevent during middle age stage
K5	CO5	To enhance the life hazard of Old age

Syllabus

Unit	Content	Hours
Unit I	**Stages and Development of Human**: Meaning of Growth and Development, Developmental tasks, Developmental Stages: Conception, pregnancy and Delivery. Infancy : Major adjustments of Infancy Babyhood : Emotional behavior in baby hood- Hazards of Baby hood Early childhood : Emotional and social behavior Late childhood: Emotional and social behavior	15
Unit II	**Puberty**: Causes and age of puberty-body changes at puberty-effects of puberty changes: Developmental tasks of Adolescence	15
Unit III	**Early And Late Adulthood**: Developmental task of early adulthood-Vocational,marital,socialadjustments-lateadulthood–Adjustments to parenthood	15
Unit IV	**Middle Age**: Developmental tasks of middle age –social adjustment-adjustment to physical changes Vocational and marital hazards of middle age.	15
Unit V	**Old age**: Characteristics of old age–developmental tasks of old age, adjustments to retirement-adjustment -To loss of spouse– Life hazards of old age.	15
		75

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:
- Mangal S.K.,(2007) *General Psychology*, Sterling New Delhi.
- Pathak Shalini, (2007*) Human Development,* Sonali, New Delhi.

Reference Books:
- Allan Brown, (2005), *Group Work 3rd Edition*, Rawat Book Sellers, Jaipur.
- Dirvedi, (2005) *Group Work with Children and adolescent,s,* Rawat Book Seller, Jaipur.
- Tracker, Misra, Prayag Din, (1994*) Social Work Philosophy and Methods,* Inter India, New Delhi.
- Trucker.H.B, (1970) *Social Group Work - Principles and Practice,* Association Press, New Delhi.
- Doel, Mark & Sawda, Catherine (2003) The Essentials of Group Worker, London : Jessica Kingsley Pub.
- Gravin, Charles D., Lorriae M. Gulier (Ed.) (2007) A Hand Book of Social Work with Groups, Rawat Publication
- Reid E. Kenneth (1996) Social Work Practice with Groups - A Clinical Perspective, , USA : Brook/Cole Publishing Company

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO 1	PSO 2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	H	H	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	M	M	H	L	M	M	M	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	**Programme Title :**	Bachelor of Social Work	
Course Code:	22USW2A2	**Title**	**Batch :**	2022-2025
		Women and	**Semester**	II
Hrs/Week:	5	Development	**Credits:**	4

Course Objectives

- To enable them to understand women and their different roles
- Help them to acquire information on problem of women
- To facilitate their skills to work for the women empowerment

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Understand women and their roles, status in family and in society
K2	CO2	They can able to analyze the problems of women
K3	CO3	Students will know about various acts related to women
K4	CO4	It will comprehend the information about working women
K5	CO5	They will equip themselves to organism any welfare programmes for women empowerment

Syllabus

Unit	Content	Hours
Unit I	**Women and their Roles:** Women and development – their roles in family – community and society – status of women –Values with reference to Indian women.	15
Unit II	**Women and family:** Women and family–Family structures–Women's roles in decision-making in the family.	15
Unit III	**Problems of Women:** Problems of women–child marriage, dowry, female infanticide and feticide, educational backwardness, deserted and divorced women , prostitution – trafficking – rape – women and media-Empowerment of women	15
Unit IV	**Working Women:** Working women – women employment – working women and their problems – women in Industry–women in agriculture–women and self employment.	15
Unit V	**Women and Health:** Women and Health – health services – Food and Nutrition - Education – Family welfare –Women and laws-Medical Termination of pregnancy Act, 1971-Equal remuneration Act, 1976. Central and State Government Welfare programmes for women.	15
	TOTAL	75

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:
- Choudry D.Paul; (2000) Social *Welfare Administration*, Atmaram and sons, Lucknow.

Reference Books:
- Rameswari Devi & Ravi Prakash (1998) *Social Work and Social Welfare Administration: Methods and Practice (Vol. I – III)*, Mangal Deep, Jaipur.
- Kulkarni.P.D, (1996) *The Central Social Welfare Board*, Asia, New Delhi.
- Devi Laxmi, (1993) *Encyclopaedia of Women's Development and Family Welfare (Vol. I-V)*, Anmol, Lucknow.
- Rupa.C, (1992) *Reservation Policy – Mandal Commission and After*, Sterling, New Delhi.
- Prashad.R.K, (1990) *Population Planning Policy and Programme*, Deep & Deep, New Delhi.
- Batattacharia sanjay (2006) *Social work administration and development*, Rawat NewDdelhi.
- Choudry .D. Paul (1991) *Voluntary social welfare in India*, Sterling, New Delhi.

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO 1	PSO 2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	H	H	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	M	M	H	L	M	M	M	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW305	Title	Batch :	2022-2025
		Human Rights Social	Semester	III
Hrs/Week:	6	Justice and Social Work	Credits:	4

Course Objectives

- Social work students should know the concept of human rights
- Student must equip the month knowledge of human rights for vulnerable groups
- It help them in understanding the role of social work in human rights

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Increase their knowledge on human rights
K2	CO2	They can play the role of advocacy for the victims in the society
K3	CO3	They will involve themselves in women empowerment activities
K4	CO4	It will equip their skills to work for social justice
K5	CO5	They can start an NGO through which constantly they work for the rights of Many vulnerable groups

Syllabus

Unit	Content	Hours
Unit I	**Human Rights:** Human rights –Meaning, concept - classification of rights-Moral rights – Legal rights- Civil rights-political rights-Human rights and Issues of social justice..	18
Unit II	**Un Declaration of Human Rights:** Human rights concern- The UN Declaration of Human rights- Fundamental rights and Duties under the Indian Constitution- Directive principles of State Policy (DPSP). Human rights concern-The UN Declaration of Human rights-Fundamental rights	18
Unit III	**Human Rights for Vulnerable Groups:** Human rights of Emerging Sectors-Children's rights-Refugees-Indigenous people-Contemporary issues in Human rights –Female infanticide, child labour, bonded labour. Dalit and Human rights.	18
Unit IV	**Women's Rights:** Women rights – Problems of women- child marriage, rape, torture, dowry, wage disparities in agricultural and Industrial sectors, gender bias- Empowerment of women. Role of Government and Non Governmental organization in solving women problems.	18
Unit V	**Role of Social worker in Human Rights:** Role of social work (Voluntary organization) in relation to Human rights. National Human rights commission, State human rights commission, Human rights court-Public Interest Litigation(PIL), Legal Aid, lok adalats, role of advocacy, role of social action..	18
	TOTAL	90

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

1. Biswal Tafan 2003 Social work and Human rights: New Delhi: Rawat
2. Hob houseL.T1922 Elements of social justice, London: Allen and Un win
3. Jagannadhan.V.1978AdministrationandsocialChange, New Delhi.Uppal.

Reference Books:

1. Malhotra.M.(ed) 1992) Anthropology of development, Mittal publications, New Delhi,
2. Richard B Brandt(Ed) 1962 Social justice,Prentice-hall,Inc,NJ1962

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO 1	PSO 2
CO1	M	M	M	H	H	H	M	M	M	L
CO2	H	H	M	H	H	H	M	M	L	L
CO3	M	L	L	M	M	M	M	H	L	H
CO4	M	M	M	M	H	H	H	M	L	M
CO5	H	H	H	H	H	H	H	M	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW306	Title	Batch :	2022-2025
		Counselling and Guidance	Semester	III
Hrs/Week:	6		Credits:	4

Course Objectives

- To impart basic understanding on the Counseling and its scope
- To clarify the doubts between various related terms such as, guidance, direction, advice, assistance and psychotherapy.
- To give an out sketch on the common technique status in Counselling
- To help the students know the functions and skills of Counsellor essential to serve with different groups

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Students can remember that relationship is the key of Social Work.
K2	CO2	Students shall be acquainted with an understanding to differentiate Counselling with related terms.
K3	CO3	Students can be influenced for voluntary behavioral change and self-realization.
K4	CO4	The course deepens the understanding on conditions facilitating voluntary behavioral change and reasons to promote face-to –face professional relations.
K5	CO5	Case histories discussed and role-plays sessions conducted in the class can be a tool of self-evaluation to discover their understanding on the subject.

Syllabus

Unit	Content	Hours
Unit I	**Concept of Counselling:** Meaning and definition of the term counselling–Goals and objectives of counseling – scope of counselling.	18
Unit II	**Differences with Related Terms:** Counselling and Guidance–Counselling and Psychotherapy Counselling and advice – Counselling and Direction – Counselling and assistance –Counselling as profession.	18
Unit III	**Common Techniques for counselling:** Psycho analytical model and behavior modification and counselling.	18
Unit IV	**Influential Factors of Counselling:** Factors influencing Counselling relationship; namely, social, emotional, religion, sex, age, etc–Basic principles and processes of Counselling.	18
Unit V	**Basic Requirements for Counselling:** Counselling with different Groups-skills ,roles & Functions of the counselor	18
	TOTAL	90

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

- Hurlock, ElizabethB.(1956),Child Growth and Development. New York(330West42nd
- Street):McGraw-Hill Book Company
- Rao, Narayana,(2003) Counselling and Guidance, Tata Mc Graw Hill,New Delhi. India
- Rao,Narayana,(2008) Counselling Psychology, Second Edition,Tata Mc Graw Hill, New Delhi. India
- Bruce Shertzer, Shelley C.Stone (1974), Fundamentals of Counselling, Houghton Mifflin.
- Tobber E.L,(1959), Introduction to Counselling (New)-McGraw-HillInc.,US

Reference Books:

- Narayana Rao(1981),Counselling Psychology –Tata Mc Graw-Hill
- Mcleod&John,2003,IntroductiontoCounselling,OpenUniversityPress,UK
- Patterson, LevisE.(1981),The counselling Process, New York, Tata Ma Graw Hill Publishing Company Ltd.
- DaveIndu (1991),thebasicEssentialsofCounselling,NewDelhi,SterlingPublishers.

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	L	L	M	M	M	M	M	M	M	L
CO2	M	M	M	M	M	H	H	H	L	L
CO3	H	M	M	H	H	H	H	H	L	H
CO4	H	M	H	H	H	M	H	H	L	M
CO5	M	M	H	H	H	H	H	H	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW3A3	Title	Batch :	2022-2025
		Computer Office Automation	Semester	III
Hrs/Week:	5		Credits:	3

Course Objectives
1. Students will get basic computer knowledge
2. Students know the usage of internet
3. Students will able to use computer for analysis of data

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Students can use computer to store information their profession
K2	CO2	With the help of computer knowledge they can do their work effectively and smartly
K3	CO3	They can work as data analyzer in an NGO
K4	CO4	Student will be helped to create innovative and interesting programmes in their Profession with the help of computer knowledge
K5	CO5	Students will increase their research skill with the help of computer

Syllabus

Unit	Content	Hours
Unit I	**Application of Computer in social work Profession**: Introduction to computer– definition, History of computer, generations, types of computers. Need and importance of computers in Social Work Profession. Software – system software, application software, operating software and programming languages.	15
Unit II	**MSWord:** MS Word – Features, Creating, Saving and Opening Documents in Word, Key board Shortcuts, Editing, Previewing, Printing, & Formatting a Document. Converting a word document into various formats like - Text, Rich Text format, Word perfect, PDF. Introduction to MS Access. MS Excel - Worksheet basics, creating worksheet, saving & quitting worksheet, Keyboard shortcuts. Formulae & cell referencing, Auto sum, coping formulae, formatting of worksheet, Previewing & Printing worksheet, Graphs and charts, Database	15
Unit III	**MS Power point :** MS Power Point – creating a blank presentation, save and edit, auto layout, insert a new slide, applying design template, changing slide layout, slide show and editing custom slide. Adding notes, insert Video and Audio, Adding clipart, Backgrounds, Slide master Header and footer, Slide numbers Date and time. Basic applications and use of CorelDraw and Photoshop for Social Work Profession.	15
Unit IV	**Significance of Internet :** Internet – IP address, Web Browsers, Internet Services Providers, Internet Security, Web Search Engines, and Internet Services. Creating Email account, Anatomy of e - mail, e-mail address, finding e-mail address, adding signature, attaching files, opening attachments, managing e-mail account. Introduction of e-books and e-journals, advantages of e-books and e-journals, list of constructive – journals and e-books, ways and means to subscribe and publish.	14
Unit V	**Statistics Package for Social Sciences**: SPSS – history and evolutions-creating editing, coding, variables. Preparation of Coding Sheets. Analysis – Mean media & mode. Analysis of chi-square & correlations. Types of tables used in social research reports.	14
	TOTAL	75

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

- SusanH Cooper man(2009), Professional Office Procedure, Prentice Hall
- James A Senn,(2004), Information Technology: Principles, Practices and Opportunities, Prentice Hall

Reference Books:
- Tom Bunzel (2007), Microsoft officer e ference guide ,Inform IT.com
- Mathew Zagumny,(2001), The SPSS book: A student guide to the Statistical Package for the Social Sciences, Universe,

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	L	M	M	L	H	H	M	L
CO2	H	M	M	H	H	M	H	H	L	L
CO3	M	M	H	H	H	M	H	M	L	H
CO4	H	H	M	H	H	H	H	H	L	M
CO5	M	M	M	H	H	M	M	H	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW3N1	Title	Batch :	2022-2025
		Gender Sensitization	Semester	III
Hrs/Week:	1	and Gender Equality	Credits:	2

Objectives

- To sensitize the students on Gender issues.
- To create awareness about the gender related issues, vulnerability of women and men.
- To create awareness on government schemes, acts and rights related to women.
- To help in facilitation of Social Action through Social Action Committees to address the Gender based social issues

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	To have knowledge on various issues and problems of women.
K2	CO2	To Understand the different various perspectives of gender inequality.
K3	CO3	To demonstrate the rights and legal provisions to overcome the inequality.
K4	CO4	To be able to analyze the problems and work on the solutions to solve the problems.
K5	CO5	To provide awareness about women empowerment

Syllabus

Unit	Content	Hours
Unit I	**Status and Scenario of women and men**: Current scenario of Women and Men in family and society - Gender Discrimination: Gender Discrimination (Negligence of Girl child) in all structures of the society - Suggestive measures and thoughts for addressing gender Discrimination - Reflection of Personal Beliefs and Societal views about women's and men's roles.	7
Unit II	**Gender Vs Sex**: Feminine and Masculine Characteristics - Difference between sex roles and gender roles - • Ideas, Customs and Rituals related to every stage of women's life - Pre determination of roles and responsibilities of women.	5
Unit III	**Gender Inequality**: Impact and consequences of gender inequality - Faces of Gender inequality - Domestic work and productive work between Men Vs women - Participation and Decision making capacity by women.	6
Unit IV	**Gender based violence**: Different Forms of violence against women - Causes of violence against women, impact of violence against women. Sexual abuse: Sexual harassment - Types of abuse – Physical, psychological, sexual.	6
Unit V	**Women empowerment**: Need for women empowerment - Indicators of women empowerment - Facilitating and constraining factors of empowerment - Equality Vs Equity issues. Rights & Acts supporting women.	6
	TOTAL	30

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment

Books for Study:
- Gender Unit Notes on Implementing the Programe – P. Jamuna.
- Chatterjee, Mohini, Feminism and Gender Equality, Aavishkar, Jaipur,2005

Reference Materials:

- Promoting Women's Political Leadership and Gender Responsive Governance – Trainer's Manual – National Institute of Rural Development & Panchayati Raj (NIRD & PR).
- Women farmers: Rights & Identity – Participatory Training Tools on Gender & Livelihoods – UN Women & Anandi.
- Gender Perspective – Strategy (Draft – 1) – Society for Elimination of Rural Poverty (SERP). 4. Report on Social Action Committees of SHG Federations in Andhra Pradesh – Society for Elimination of Rural Poverty (SERP).
- Gender Unit Notes on Implementing the Programe – P. Jamuna.
- Training Modules developed by Anadhra Pradesh Mahila Samatha Society
- The Social & Political Economies of Femicide in AP - Dr. V. Rukmini Rao, Dr. Lynette J. Dumble.
- Bhasin. K. (1993). What is Patriarchy? New Delhi: Kali for Women.
- Training Module on GENDER ISSUES IN DEVELOPMENT
- United Nations. (1980). Convention to Eliminate All forms of Discrimination (Negligence of Girl child) against Women (CEDAW).
- A Guiding Booklet For Perspective on Ensuring Inclusion and Gender Equality In the Implementation of The Project- Society for Elimination of Rural Poverty (SERP)

Mapping

PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	M	L	L	M	H	L	L	M	L
CO2	L	H	L	L	M	H	M	L	L	L
CO3	H	M	L	L	M	H	M	L	M	L
CO4	M	H	L	L	L	H	M	L	M	L
CO5	H	H	L	L	M	H	M	L	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	MSW	Programme Title :	Bachelor of Social Work	
Course Code:	22PSW3N2	Title	Batch :	2022-2025
		Non-Governmental Organization– Formation and Management	Semester	III
Hrs/Week:	1		Credits:	2

Course Objectives
- To know the basic concepts of Non-profit organization and their types
- To understand the importance of budgeting and develop their skill to use in future

Course Outcomes (CO)

K1	CO1	To acquire the basic concepts of non-profit organization
K2	CO2	To understand the importance of budgeting and project management
K3	CO3	To evaluate the personal empowerment
K4	CO4	To understand the importance of Resource Mobilization
K5	CO5	To evaluate the Collaboration between Funding Organization and Non-Profit Organizations

Syllabus

Unit	Content	Hours
Unit I	Non – profit organization: Definition, Meaning, Objectives, and Principles – Types of Non-Profit Organization: Community based Organizations, Health Organizations, Educational Institutions, and Social Welfare Organizations – Non-Governmental Organizations:	4
Unit II	Formation of NGOs: Formation of Societies, Trusts, And Non-Profit Companies. Steps involved: Constituting society, Selection of Name, registering the name, deed of society, standing orders, Bye laws, obtaining NOC premises, Residence proof, submission of documents for registration, insurance of registration, PAN card and Bank Account, Exemption, Foreign fund clearance, Filing ITR.	8
Unit III	Project identification: Feasibility/Base Line studies – Project Formulation – Planning and Policy making – Strategic Formation – Preparation of project proposals – Project implementation.	
Unit IV	Budgeting: Steps, important items in Budget – Resource Mobilization – Central and State Government Assistance and Other Assistance –	8
Unit V	Fund Raising: Meaning, techniques – Income Generation Programmes (IGP) – Financial Management – Financial Collaboration between Funding Organization and Non-Profit Organizations. Bilateral and multilateral agreement.	
	Field visit to NGOs	10
	TOTAL	30

***Italicized* texts are for self study**

Teaching Methodology: Lecture, Group discussions, Seminar and Assignment

Books for Study:
- Eade Deborah and Literingen Ernst (Ed) (2006) *Debating development-NGOs and the Future*, Rawat, New Delhi.

Books for Reference:
- Kumar.A, (2003) *Social Change through NGO's,* Anmol Publishers, New Delhi.
- Ginbery, Leon.H (2001) *Social Work Evaluation - Principles and Methods,* Allyn and Bacon Singapore.
- Kandasamy.M, (1998) *Governance and Financial Management in Non – Profit Organization*, Caritas India, New Delhi,
- Jain, R.B (Ed.), (1995) *NGO's in Development Perspective*, Vivek Prakasan**,** New Delhi**.**
- Mukherjee, Amitarva(Ed) (1995) Participatory *Rural Appraisal: Methods and Application In Rural Planning*, Vikas, New Delhi.
- Clark, John, (1991) *Voluntary Organizations: Their Contribution to Development Earth Scan,* London,

Mapping

PO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	H	H	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	M	M	H	L	M	M	M	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW407	Title	Batch :	2022-2025
		Social Work Research and	Semester	IV
Hrs/Week:	4	Statistics	Credits:	4

Course Objectives

1. To gain understanding of nature and relevance of social science research and its application in the study of social phenomena
2. To learn steps and process of formulation of research design and carry out the same
3. To learn about the process of conducting are view of literature

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Able to demonstrate ability to be able to conduct research, and to do this with an understanding of the application of different methods and tools
K2	CO2	Interpret quantitative and qualitative information.
K3	CO3	Integrate one's own ideas with those of others to address an issue
K4	CO4	Create a questionnaire using clear and interesting questions, presenting them in a well-organized manner
K5	CO5	Able to develop skills of data collection, organization, presentation, analysis and report Writing

Syllabus

Unit	Content	Hours
Unit I	**Introduction to Research & Basic Concepts:** Social Work research: meaning, objectives, functions, types and limitations – identification of the area for research: selection and formulation of problems – formulation of assumptions – hypothesis: meaning, characteristics of a good hypothesis, sources and types of hypothesis – review of literature.	12
Unit II	**Research Design:** : Research design: definition and importance of research design – types of research design :qualitative, quantitative, exploratory, diagnostic and experimental– steps involved in conducting are search	12
Unit III	**Social Survey & Case Study:** Social survey: definition, objectives and scope – case study – historical study – comparative study – participatory research: nature and significance.	12
Unit IV	**Research Tools, Data Analysis & Research Reports:** Sources and types of data: primary data: observation– interview schedule – questionnaire – pre-test and pilot study – sociometry – secondary data: Personal documents, public documents– classification of data and analysis–research report –format and types.	12
Unit V	**Sampling Frame Work & Basic Statistics:** Sampling and level of measurement: definition and types of universe – sampling designs: probability sampling: simple random, systematic, stratified, cluster, proportionate and disproportionate sampling non-probability sampling methods: purposive, judgment, quota snowball sampling – Average: arithmetic mean, Median, Mode – Dispersion: mean deviation, standard deviation – use of computer for statistical analysis.	12
	TOTAL	60

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

- Paneer selvamR, 2008. Research Methodology, Prentice Hall of India, New Delhi
- Allen Rubin and EarlR. Babbie, 2010 Research Methods for Social Work, Cengage

Reference Books:

- Black JamesA. & Champion DeanJ, 1976, *Methods and issues in Social Research*, New York., John Wiley.
- Festinger, L.&Katz.D, 1953, *Research Methods in Behavioral Sciences*; the Dyden Press, NewYork.

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	L	M	M	L	H	H	L	M
CO2	H	M	M	H	H	M	H	H	M	L
CO3	M	M	H	H	H	M	H	M	M	L
CO4	H	H	M	H	H	H	H	H	L	L
CO5	M	M	M	H	H	M	M	H	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work		
Course Code:	22USW4F1	Title		Batch :	2022-2025
		Field Work		Semester	IV
Hrs/Week:	5	Practicum – I		Credits:	3

Course Objectives

- Students will gain a knowledge on scope of social work in industry, hospital and in NGO

- It will impart them about the visions, functions and responsibilities of various

  social organization in relation to social work

- Students will understand the role of social worker in an organisation which serves the

  needy people in the society

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	Students will know the significance of social work
K2	CO2	Students will able to understand the application of social work methods in the organizations where they visit in person
K3	CO3	It may equip them on the various functions of different organizations in Association with social work principles
K4	CO4	Students will be motivated to became a social worker
K5	CO5	It will throw light on their professional challenges in order to develop essential skills

Syllabus

K1-Remember; K2-Understand;K3-Apply;K4-Analyze;K5 -Evaluate; K6 –Create
In the fourth semester social work students will be given an opportunity to visit different Industries, hospitals, and NGO's in order to orient about its nature vision, functions. Through this orientation visit students will have knowledge on different organizations in and around Coimbatore. Students will be able to relate the need and importance of social work profession in the organizations which are mainly concern for the needy people in our society It will widen their awareness on scope of social work in different settings. Students will also improve their writing skills by preparing reports for every visit they do in their field work. This will increase their confidence level when they prepare themselves and present it in the VIVA VOCE examination.
Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:
- Sanjoy Roy (2012) Field work in social work
- Bishnu Mohan Dash, Sanjoy Roy (2019) Field work Training in Social Work

Reference Books:

- Regna Schey vens, Donovan Storey (2014)   Development Field Work – A Practical Guide, SAGE Publications Ltd; First edition
- Jack Sanger (1996) The Complete Observer?, A Field Research Guide to Observation, Psychology Press

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	H	M	M	H	H	H	L	M
CO2	M	M	H	M	M	H	H	M	M	L
CO3	H	M	M	L	M	M	M	L	M	L
CO4	H	M	M	M	L	M	M	M	L	L
CO5	H	M	M	M	M	H	M	M	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW408	Title	Batch :	2022-2025
		Social Legislation	Semester	IV
Hrs/Week:	4		Credits:	4

Course Objectives

- To acquire knowledge about social reforms, and social legislation and critically understand their role in controlling the social problems.
- This course is to help learners understand the legal systems and procedures of people welfare in India.

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	It helps in understanding the processes in different legislations and develop skills For the same.
K2	CO2	Help students to understand the legal systems and procedures of people welfare in India.
K3	CO3	Gain insight into the problems faced by women and children and remedial Measures through legislation.
K4	CO4	Understand democracy, social welfare and the system of governance prevailing in India
K5	CO5	Gain insight to the working conditions of children, SC, ST and other weaker Sections of the society with reference to the constitution al rights.

Syllabus

Unit	Content	Hours
Unit I	**Social Legislation an Introduction:** The concept of Social Legislation - Needs and Importance of Social legislation - Social Welfare & Social Charge – Concepts of Social Justice – Social assistance –Social Security, Directive Principles of State Policy.	12
Unit II	**Personal Laws of Hindu and Muslim:** The Hindu & Muslim laws governing marriage, divorce, adoption & inheritance.	12
Unit III	**Social Legislation for Weaker Section:** Social legislation relating to the physically, mentally & socially handicapped persons, SC/ST, legislations relating to the Welfare of the children & women.	12
Unit IV	**Correctional Setting and Social Legislation:** Social legislation for amelioration of social problems such as delinquency, prostitution, dowry, beggary.	12
Unit V	**Social Legislation and Social Work:** Legislation and social work, role of social worker in promoting in social justice.	12
	TOTAL	60

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

- Agarwal.R.K,(2016) Indian Law, Central Law Agency, Allagabad.
- GangradeK.D,(1978),Social legislation in India, Impact Social Legislation on social Change. Concept Publishing Company
- Sone R.K.WallaD.R. –Law and layman Tara Povalla and Sons Bombay.

Reference Books:

- Social Legislation-Its role in social welfare-Government of India, New Delhi, Publication
- Division.
- Tandan.M.P.(2018), Indian Penal Code, Allagabad Association,.

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	L	M	H	H	H	H	L	M
CO2	M	M	M	H	H	H	H	H	M	L
CO3	M	M	M	M	H	H	H	M	M	L
CO4	M	M	M	M	M	M	M	M	L	L
CO5	M	M	M	M	M	H	H	H	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW4A4	Title	Batch :	2022-2025
		Entrepreneurial	Semester	IV
Hrs/Week:	4	Development	Credits:	3

Course Objectives

- To familiarize the students with the concept and overview of entrepreneurship.
- To impart knowledge on the basics of entrepreneurial skills

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Students will be able to gain knowledge and skills needed to run a business Successfully.
K2	CO2	Students gain knowledge about industry structure.
K3	CO3	Students will be able to know different kinds of Entrepreneurs.
K4	CO4	Gain knowledge about Institutional Support System for entrepreneurial development
K5	CO5	The course presents the various aspects of entrepreneurship.

Syllabus

Unit	Content	Hours
Unit I	**Introduction to Entrepreneurship:** Entrepreneurship – Concept and Definition – Characteristics, functions and types of entrepreneurs-Need for training and development – EDP – Phases of EDP – Development of women Entrepreneurs and rural Entrepreneurs.	12
Unit II	**Institutions Supporting Entrepreneurs**: Institutional finance to entrepreneurs – SFCs – SIDCs – SPCOT – commercial Banks – UTI-Small Industries Development Bank.	12
Unit III	**Special Agencies for Entrepreneurs:** Special Agencies for entrepreneurs-DICs – SIDO – NSIC – SISIs – Indian Investment Centre – Khadhi and Village Industries Commission.	12
Unit IV	**Social Entrepreneurship:** Social Entrepreneurship: Concept, Definition and the need of social Entrepreneurship – Similarities and Differences between social Entrepreneurship and business Entrepreneurship. Central and state government Assistance to Women Entrepreneurs, person with disabilities and SC/ST Entrepreneurs.	12
Unit V	**Projects:** Industrial Sickness-causes and consequences of Industrial sickness, corrective measures – Government policies for small scale enterprises. Project identification –meaning and classification of project-project formulation – concept, significance and elements of project formulation –Evaluation and project report.	12
	TOTAL	60

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment,

Field Visits.

Books for Study:

- Srinivasan.N.P.(2015),EntrepreneurialDevelopment,NewDelhi:SultanChand&Sons
- Khanka.S.S.,(2006),"Entrepreneurial Development"S. Chand &Co.Ltd., Ram Nagar, New Delhi,
- Donald FKuratko, (2012),"Entrepreneurship–Theory, Process and Practice", South-Western;9thed.edition

Reference Books:

- Paramjeet Kaur (1993),Women Entrepreneurs: Problems & Prospects, New Delhi: Blaze Publishers & Distributors,
- Saravanavel.P (1997), Entrepreneurial Development, Chennai: Ess Peekay Publishing House.

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	H	H	H	M	M	L	M	L	M
CO2	H	H	H	H	M	M	M	M	M	L
CO3	M	H	H	H	H	H	H	H	M	L
CO4	H	H	H	H	M	M	H	M	L	L
CO5	H	H	H	H	M	M	M	M	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW4S1	Title	Batch :	2022-2025
		Quantitative Aptitude	Semester	IV
Hrs/Week:			Credits:	2

Course Objectives

- To enable the students to refine their mathematical, logical, and analytical skills.
- The student will be able to answer real-life simple problems by using HCF and LCM.
- The student is able to apply the correct sequence of operations to find out the value of a given mathematical expression.
- The student will be able to solve the problem involving square roots, cube roots, and average.

Course Outcomes (CO)

K1	CO1	To have fundamental knowledge of Mathematics about problems of numbers using Mathematical formulae.
K2	CO2	To understand the concepts of profit & loss related processing, simplification, etc.,
K3	CO3	To apply the formulae to real time problems on probability, Areas of surfaces and apply data visualization tool for any data set.
K4	CO3	To analyze the problems solving related to Age, Time and Distance and Time and Work etc. To examine their employability skills.

Syllabus

Unit	Content
Unit I	Numbers-HCF And LCM of Numbers-Decimal Fractions- Comparison of Fractions - Simplification- Square Root and Cube Roots .
Unit II	Time and Work - Time and Distance – Mixtures or Allegations - Problems on Numbers - Problems on Ages –Percentage - Profits and Loss. 6
Unit III	Ratio and Proportion - Time and Work - Time and Distance - Simple Interest – CompoundInterest - Area-Volume and Surface Area.
Unit IV	Permutation and Combination - Probability, Height and Distances - Boats and Streams – Odd.
Unit V	Man Out & Series. Interpretation: Tabulation, Bar Graphs, Pie Chart, Line Charts
Total	

Teaching Methodology: Lecture, Group discussions, Seminar and Assignment

Book for study
1. The Brain and Emotional Intelligence: New Insights : Daniel Goleman HBR's 10 Must Reads on Emotional Intelligence (2015)

Reference

- Working with Emotional Intelligence: Bloomsbury Publication-Daniel Goleman (1998)
- Games People Play: The Basic Handbook of TA: Eric Berne (1964)
- The Language of Emotional Intelligence: The Five Essential Tools for Building Powerful and Effective Relationships : Jeanne Segal (2008)

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	H	H	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	M	M	H	L	M	L	L	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	23USW4S2	Title	Batch :	2022-2025
		Communication for Social Work	Semester	IV
Hrs/Week:			Credits:	2

Course Objectives

- To understand the nuances of communicating with the clientele systems
- To learn the skills and strategies of group discussion
- To enhance the skills required for attending interviews
- To develop a perspective of different types of professional writing
- To acquire the required non-verbal communication skills

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	To identify the significance of public speaking
K2	CO2	To demonstrate the skills of group discussion
K3	CO3	To apply the knowledge and skills of facing interviews
K4	CO4	To analyze and develop writing skills required for social work practice

Syllabus

Unit	Content
Unit I	**Public Speaking:** Power of public speaking; Developing Confidence; Planning; Preparation; Successful and effective delivery of Speech
Unit II	**Group Discussion:** What is a group discussion; Why are group discussions held? Preparation for group discussions; Skills for effective preparation; Traits tested in a group discussion; Initiating the group discussion; Non-verbal communication in group discussion; Types of group discussions
Unit III	**Interviews:** Interviews in the 21st century; Developing an Interview strategy; Taking care of details; Practising for interviews; During the interview; Stress Interviews; Traditional interviews.
Unit IV	**Writing skills:** Basics of writing; Writing paragraphs; Writing letter and e-mails; Writing research articles; Report writing; Writing a CV
Unit V	**Non-verbal Communication:** What is Body Language? Types of Non-verbal Communication – Facial expression, Body movement & posture, Gestures, Eye contact, Touch, Space, Voice; Evaluating non-verbal signals
	Total

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

1. Sanghita Sen, Alanrita Mahenda, Priyadarshini Patnaik (2015). Communication and Language Skills, Cambridge University Press
2. V. Sasikumar, P. Kiranmayi Dutt, Geetha Rajeevan (2007). Listening and Speaking, Foundation Books
3. Sabina Pillai (2018). Spoken English for My World, Oxford University Press

Reference Books:

1. Dasarda, Sheetal. (2015). Master the Group Discussion & Personal Interview. Chennai: Notion Press.
2. Lees, John. (2017). Knockout Interview. UK: OPU
3. Lundlow, Ron and Fergus Panton. 1995. Effective communication. New Delhi: Prentice-Hall of India Private Ltd.
4. Mathur, Dinesh. (2018). Mastering Interviews and Group discussion. Chennai: CBS Publishers
William, Phil. (2018). Advanced Writing skills for students of English. Rumain publishing

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO 1	PSO 2
CO1	M	M	M	H	H	H	M	M	M	L
CO2	H	H	M	H	H	H	M	M	L	L
CO3	M	L	L	M	M	M	M	H	L	H
CO4	M	M	M	M	H	H	H	M	L	M
CO5	H	H	H	H	H	H	H	M	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW4N3	Title	Batch :	2022-2025
		Emotional Intelligence	Semester	IV
Hrs/Week:	1		Credits:	2

Course Objectives

● Introduce the concept of emotional intelligence, its models and components.
 ● Understand the significance of emotional intelligence in self-growth and building effective relationships.
● Identify the measures of emotional intelligence.

Course Outcomes (CO)

K1	CO1	Self-Awareness, Self-Management, Social Awareness & Relationship Management.
K2	CO2	Discover personal competence and techniques of building emotional intelligence.
K3	CO3	Gain insights into establishing positive relationships.

Syllabus

Unit	Content	Hours
Unit I	**Emotional Intelligence:** Meaning, Definition, Nature and Significance - Building blocks of emotional intelligence: self-awareness, self-management, social awareness, and relationship management.	6
Unit II	**Personal Competence:** Self Awareness: Observing and recognizing one's own feelings, Knowing one's strengths and areas of development. **Self Management:** Managing emotions, anxiety, fear, and anger.	6
Unit III	**Social Competence:** Social Awareness: Others' Perspectives, Empathy and Compassion -**Relationship Management**: Effective communication, Collaboration, Teamwork and Conflict management.	6
Unit IV	**Emotional Intelligence:** Measurement and Development - Measures of emotional intelligence -Strategies to develop and enhance emotional intelligence.	6
Unit V	**Students will practice self**-management techniques to regulate emotions such as -Mindfulness -Conditioned relaxation response -Boundary setting.	6
	Total Hours	30

Teaching Methodology: Lecture, Group discussions, Seminar and Assignment

Book for study

- The Brain and Emotional Intelligence: New Insights : Daniel Goleman HBR's 10 Must Reads on Emotional Intelligence (2015)

Reference

- Working with Emotional Intelligence: Bloomsbury Publication-Daniel Goleman (1998)
- Games People Play: The Basic Handbook of TA: Eric Berne (1964)
- The Language of Emotional Intelligence: The Five Essential Tools for Building Powerful and Effective Relationships : Jeanne Segal (2008)

Mapping

PO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	H	H	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	M	M	H	L	M	L	L	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW4N4	Title	Batch :	2022-2025
		Reproductive Health	Semester	IV
Hrs/Week:	1		Credits:	2

Courses Objectives

- To know the basic concepts of public health and re productive health
- To understand the importance of wellness

Course Outcomes (CO)

K1	CO1	To learn about the concepts related to public health and disease
K2	CO2	To understand concepts of Fundamentals of reproductive health
K3	CO3	To plan psycho-social interventions in preventive, promotive and curative services that work towards enhancing the dignity of persons living with disease
K4	CO4	To Understand the Fundamentals of reproductive health
K5	CO5	To understand about the Factors Influencing RH

Syllabus

Unit	Content	Hours
Unit I	**Public Health:** Genesis and Development of the concept, Healthcare versus Medical Care, Approaches to Public Health, Primary Health care, Millennium developmental Goals	6
Unit II	**Health and Disease:** Basic Concepts and Definition, Disease Control and Levels of Prevention, Determinants and Indicators of Health, Health situation and Trends in India.	6
Unit III	**Fundamentals of reproductive health:** Definition, Concepts, important, components, reproductive health education.	6
Unit IV	**Health administration** at the National and State and District levels- Primary Health Centers, Health Policies and health planning.	6
Unit V	**Factors** Influencing RH, Determinants of RH, Current Research On RH.	6
	Total Hours	30

Reference

- "WHO: Reproductive health". Retrieved 2008-08-19.
- Reproductive Health Strategy". World Health Organization. Retrieved 2008-07-24.
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Mapping

PO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	H	H	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	M	M	H	L	M	L	L	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work		
Course Code:	22USW509	Title	Batch :	2022-2025	
		Social Welfare	Semester	V	
Hrs/Week:	4	Administration	Credits:	4	

Course Objectives
- Acquire basic knowledge in Social Welfare Administration.
- Develop an understanding of Social Welfare Administration and its approaches.
- Remember and evaluate the Social Welfare schemes and programmes.

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	Students get acquainted with concept and scope of Social welfare Administration.
K2	CO2	Students to establish the qualities and skills of Social welfare Administration.
K3	CO3	To facilitate the students about the personnel policies essential to promote manpower.
K4	CO4	The role and the responsibilities of Volunteer agencies are identified by the students
K5	CO5	The students observes the Government contributions towards the social welfare.

Syllabus

Unit	Content	Hours
Unit I	**Concept and Scope of Social Welfare Administration:** Social welfare administration – Concept – Definition – objectives, principles and scope of social Welfare administration.	12
Unit II	**Approaches of Social Welfare Administration:** Administration process– Planning, organizing, staffing, direction, Coordination, reporting, budgeting, decision making. Leadership and communication.	12
Unit III	**Importance and Maintenance of Personnel's:** Personnel administration – concept–definition – Staff selection – orientation – placement – staff morale – supervision –evaluation – public relations – fund raising.	12
Unit IV	**Voluntary Social Welfare Organisations:** Voluntary social welfare organizations: Structure – functions and problems of voluntary organizations in India – Role of voluntary organizations in planned social change – Functioning of Boards and Committees.	12
Unit V	**Social Welfare Organisations:** Central Social Welfare Board and state social welfare advisory board, Departments of social welfare at the centre and state levels – Programmes, Activities, functions, Aiding process.	12
	TOTAL	60

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

- Batattachariasanjay, (2009), Social work administration and development, New Delhi, Rawat.
- Choudry.D.Paul, (1971),Voluntary Social welfare in India, New Delhi, sterling.
- ChoudryD.Paul; (1992), Social Welfare Administration, Lucknow, Atmaramandsons

Reference Books:

- Rameshwari Devi 2001), Social Welfare Administration, Jaipur, Mangal deep publication publication, Jaipur

- SachdevaD.R(1992), Social Welfare Administration in India, Allahadad, kitabMahal

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	S	S	S	M	M	L	M	M	L
CO2	S	S	S	S	M	M	M	M	L	L
CO3	M	S	S	S	S	S	S	S	L	H
CO4	S	S	S	S	M	M	S	M	L	M
CO5	S	S	S	S	M	M	M	M	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW510	Title	Batch :	2022-2025
		Disaster Management	Semester	V
Hrs/Week:	4		Credits:	4

Course Objectives

- To provide students an exposure to disasters, types, and impact of disaster
- To understand the relationship between vulnerability, disasters, revention and risk reduction
- To gain general understanding of Disaster Management and approaches
- To build skills to respond to disasters

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Able to integrate knowledge and to analyze the disasters
K2	CO2	Capacity to describe, analyze and evaluate the social, environmental, cultural, economic, political and organizational aspects influencing vulnerabilities and capacities to face disasters.
K3	CO3	Capacity to obtain, analyzes, and communicates information on risks, relief needs and lessons learned from earlier disasters in order to formulate strategies for Mitigation.
K4	CO4	Able to manage disasters
K5	CO5	Capacity to publish documentation, research papers on disasters

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Syllabus

Unit	Content	Hours
Unit I	**Concept of Disaster:** Disaster-meaning, concept, Definition, Types, Characteristics of disaster and consequences of disaster.	12
Unit II	**Types of Disaster:** Natural Disaster - floods, earthquake, draught, volcanoes, forest fires, coastal hazards, and landslides. Manmade Disaster-Chemical and Industrial Accidents, Accidental explosions, Bomb blast, nuclear disasters, Pollutions.	12
Unit III	**Factors Influencing Disaster:** Factors influencing Natural and Manmade disaster-political, economic, social, cultural, Ideological, Ecological, institutional, scientific and technological. Disasters and Development-causes and consequences.	12
Unit IV	**Disaster Management:** Disaster Management - Control plan, emergency preparedness. Disaster management cycle-Post disaster review, results of exercises, prevention, mitigation, preparedness. Intervention of State in Disaster.	12
Unit V	**Role of Social Workers:** Role of Voluntary organization in Disaster Management, Social Work intervention in Disaster- Resource mobilization, working without the professionals.	12
	TOTAL	60

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

- Damon,P.Copola,(2015),Introduction to International Disaster Management, Butter worth- Heinemann
- Murthy D.B.N.(2004), Disaster Management, Deep and Deep Publication PVT. Ltd. New Delhi

Reference Books:

- Indu Prakash (1994), Disaster Management Rashtra Prahari Prakashan, Sahibad, Gaziabad.
- NarayanB. (2014), DisasterManagement A.P.H. Publishing Corporation, NewDelhi.

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	M	M	H	H	H	H	H	M	L
CO2	M	M	M	H	M	M	M	M	L	L
CO3	H	M	M	H	H	H	H	H	L	H
CO4	H	M	H	H	H	H	H	H	L	M
CO5	H	H	H	H	H	H	H	H	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW511	Title	Batch :	2022-2025
		Social Work with Persons with Disabilities	Semester	V
Hrs/Week:	4		Credits:	4

Course Objectives

- To be exposed to the various types of disabilities and their causal factors, prevention, promotion and rehabilitation measures needed by each disability group at different life cycle stages and rehabilitation settings.
- To become aware of society's perception and attitude towards disabled persons.
- To understand issues and challenges faced by disabled

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	Enable students to develop a positive approach towards people with disabilities.
K2	CO2	Students would have gained knowledge and understanding about disability history, rights, policies, and contemporary issues.
K3	CO3	Students will demonstrate improved skills in working with people with disabilities, And increased ability to understand individual and family concerns.
K4	CO4	Students will have a broader awareness of the applicability of disability studies knowledge to a wide range of professions, and increased understanding of specific careers related to working with people with disabilities.

Syllabus

Unit	Content	Hours
Unit I	**Introduction to the Concept of Disability:** Definition / Meaning of impairment, disability, handicap, exceptional child and differently abled, Classification of Disabilities, advantages, disadvantages, Misconceptions and attitudes towards, the disabled.—Labeling–Changing concept of disability	12
Unit II	**Sensory Impairments:** Definition, Identification, Classification, Characteristics of Visual Impairment, Causes and Prevention of Visual Impairment. Definitions, Identification, Classification, Characteristics of hearing impairment, Causes and Prevention of Hearing Impairment.	12
Unit III	**Developmental Disabilities:** Definitions, Misconceptions, Identification and Characteristics, Causes, and Classification of Mental Retardation. Definitions, Misconceptions, Causes, Identification and Characteristics of Autism and ADHD.	12
Unit IV	**Loco Motors Disabilities:** Definitions, causes, classification of Physical Disabilities. Misconceptions, Identification and Characteristics of Physical Disabilities	12
Unit V	**Rehabilitation of Persons with Disabilities Legal Provisions:** PWD Act, Rehabilitation Council of India (RCI) Role of government (concessions, schemes) NGO, INGO,and Social Workers for persons with disability.	12
	TOTAL	60

Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:

- M.N.G Mani & M.B.Jaiganesh,2010.UDIS Forum, Coimbatore
- Moore,(2005) Researching disability issues, Open University, London

Reference Books:

- Albrecht G.L, Katherine D Seelman & amp; Michael Bury,(2001)Hand Book of disability Studies, Sage, London

- Grant (2005) Learning disability: A life cycle approach to valuing people, Open University Press,London

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	M	M	H	H	H	H	H	M	L
CO2	M	M	M	H	M	M	M	M	L	L
CO3	H	M	M	H	H	H	H	H	L	H
CO4	H	M	H	H	H	H	H	H	L	M
CO5	H	H	H	H	H	H	H	H	L	M

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW5F2	Title	Batch :	2022-2025
		Field Work	Semester	V
Hrs/Week:	10	Practicum – II	Credits:	5

Course Objectives
- Students will understand the methods of social work and its application in their field work organization
- They will be given an exposure to observe and work in the organization effectively
- Students will equip themselves to organize a program with the support of the organization

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	Students will be able understand the nature of the organization where they are place for fieldwork
K2	CO2	Students can assist their supervisor in the organization
K3	CO3	Students will be able to organize a programme by applying their knowledge on methods of social work
K4	CO4	Studentsequiptheirprofessionalskillsandtechniquesthroughtheirpracticalexposure
K5	CO5	It will give them confidence to work as social worker in an organization

Syllabus

K1-Remember; K2-Understand;K3-Apply;K4-Analyze;K5 -Evaluate; K6 –Create
During fifth semester social work students will be placed in a Non- Governmental Organisation for two consecutive days in a week in order to acquaint with the objective, administrative functions and its programmes. Through this concurrent field visit students will be given a chance to observethe activity of the organisation. And also they can involve themselves in every event. Students can organise a community awareness programme based on their knowledge on social work. It will increase their professional skills. They will have rich experience and exposure in social work and its significance in an NGO Through his maximum of 25 days of field visit in an organization students gain knowledge on writing, and communicationskills,they willalsostrengthentheir organisingskills.
Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:
- RaviArya (2015), Social work Method ,JBCPress
- **Pierson**,**John** ,(2011),Understanding Social Work,McGraw-HillEducation

Reference Books:

- M.K.Singh, (2014), Theory and Practice of Social Work, Vayu Education of India; First edition
- Chris MacLeod,(2016),Social skill guide book, Chris Mac Leod

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	H	M	M	H	H	H	L	M
CO2	M	M	H	M	M	H	H	M	M	L
CO3	H	M	M	L	M	M	M	L	M	L
CO4	H	M	M	M	L	M	M	M	L	L
CO5	H	M	M	M	M	H	M	M	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme code:	BSW	**Programme Title :**	Bachelor of Social Work	
Course Code:	22USW5E1	**Title**	Batch :	2022-2025
		Community development	Semester	V
Hrs/Week:	4		Credits:	4

Course Objectives

- Students understand concept of community development
- Students will enrich their knowledge on local self-government and its function
- Students will gain knowledge on urban community development

Course Outcomes (CO)

K1	CO1	They can develop their knowledge on community development and its activities.
K2	CO2	Students will know about the functions of local self-government.
K3	CO3	Students can design a project for rural community development.
K4	CO4	Students can able to evaluate projects for urban community development.
K5	CO5	Students can able work as project managerial NGO.

Syllabus

Unit	Content	Hours
Unit I	**Community Development:** Origin and development of community development: Meaning, need, early experiments:-Srinikethan, Marthandom and Gurgaon. Pilot projects: - Nilokehri experiment, Firka Scheme, Extension: Principles and methods.	12
Unit II	**Rural Community Development:** Rural community development - concept, principles, need-programmes: IRDP, ITDP, TRYSEM, Swarnajayanthi Gram Swarozgar Yojana, Rural Housing Schemes, NRCP, Rural Sanitation Programme, Watershed Development, role of NIRD and SIRD.	12
Unit III	**Local Self Government:** Local self-government- Local self-government in ancient India, during Mugal and British period. Panchayat Raj system, Role and function of village president, chairman, BDO. Constitutional (73rd) amendment, state legislation strengths and weakness**.**	12
Unit IV	**Urban Community:** Urban community: Urban - meaning, classification and characteristics. Slum: -Meaning and types. Tamilnadu slum clearance Board, Tamilnadu housing board, Chennai Metropolitan development authority.	12
Unit V	**Urban Community Development:** Urban community development: Urban community development: Meaning, need, principle, Urban Programmes, IUDP, UBS, Swarna jayanthi shahari Rozgar Yojana, Urban self employment schemes.	12
	TOTAL	**60**

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment	

Book for study

- Rajeswardayal (1962) Community development programmes in India Allahabad, kitabmahal

Book Reference

- Bhadouria and Dua,(1986),Rural development strategies and Perspectives; Delhi, Anmol.
- Bose,Ashian,(1974),StudiesinIndia'sUrbanization1901to1971,NewDelhi,Tata Mc graw Hill CedricPayn,1990, Housing and Urbanization: A study of India, New Delhi, Saye. Dubey M.K.(2000)Rural and urban development, New Delhi, Common wealth

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	H	M	M	H	H	H	L	M
CO2	M	M	H	M	M	H	H	M	M	L
CO3	H	M	M	L	M	M	M	L	M	L
CO4	H	M	M	M	L	M	M	M	L	L
CO5	H	M	M	M	M	H	M	M	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:

Signature: | Name:

Signature: | Name:

Signature: | Name:

Signature: |

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW5E2	Title	Batch :	2022-2025
		Urban Community Development	Semester	V
Hrs/Week:	4		Credits:	4

Course objectives

- To provide the students with theoretical knowledge of Urbanization
- To educate them on urban administration
- Various urban problems, and programmes for Urban Community Development.

Course Outcomes

On the successful completion of the course, students will be able to

K1	CO1	The student should know various theories on urban life, problems and Development.
K2	CO2	The students learn administrative structure and programmes for urban Development.
K3	CO3	They acquire the skills to work with the urban community ,development and Implement programmes
K4	CO4	They can evaluate various projects on urban development
K5	CO5	Through their research work they contribute in project formulation for state and central Government

Syllabus

Unit	Content	Hours
Unit I	**Urban Community its Meaning and Characteristics** Urban Community Meaning, characteristics, rural – urban difference. Urban Classification: City, Town, Metropolis, satellite towns and Smart Cities.	12
Unit II	**Urban Social Problems:** Urban social Problems Housing, drug addiction, juvenile delinquency, prostitution/ commercial sex, pollution, Solid waste management, waste management.	12
Unit III	**Urban Community Development:** Urban Community Development Definition, concept, objectives, principles and historical background; Importance of community planning and community participation in urban development.	12
Unit IV	**Urban Development:** Urban Development Administration National, state and local levels; Urban services and urban deficiencies; Structure and functions of urban development agencies.	12
Unit V	**Urban Development Programmes:** Urban development Programme Town planning: Meaning, Town and Country Planning Act 1971 -Urban Basic Services Programmes (UBSP) - Tamil Nadu Urban Development Project (TNUP) –National Slum Development Programme(NSDP) - Integrated Housing Slum Development Programme (IHSDP) - Jawaharlal Nehru National Urban Renewal Mission Scheme (JUNURUM) -Prime Minister's Integrated Urban Poverty Eradication Programme (PMIUPES) – Swarna Jayanti Shahari Rozhar Yojana (SJSRY) - Nehru Rozgar Yojana (NRY) - Tamil Nadu Slum Clearance programme - Urban Health and Sanitation programme.	12
	TOTAL	**60**

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment

Book for study

- Aray&Abbasi,1995.UrbanisationanditsEnvironmentalImpacts.NewDelhi:Discovery
- BhatttacharyaB,2006,UrbanDevelopmentConceptinIndia,NewDelhi:Clinard,
- Datta. A(Ed.).1980,MunicipalandUrbanIndia.NewDelhi:Indian Institute of Public Administration.

Book for reference

- Ramachandran,1989,UrbanisationandUrbanSysteminIndia.OxfordUniversityPress,New Delhi
- Jayabalan.K,2002,UrbanSociology.NewDelhi:AtlanticPublishers

Mapping

Pos /Cos	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	M	M	L	M	M	H	H	L	M
CO2	M	M	M	L	M	H	M	H	M	L
CO3	M	M	M	M	L	M	M	M	M	L
CO4	M	M	M	M	M	M	H	H	L	L
CO5	M	M	M	M	M	H	H	H	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	**Programme Title :**		Bachelor of Social Work
Course Code:	22USW5E3	**Title**	**Batch :**	2022-2025
		Rural Community Development	**Semester**	V
Hrs/Week:	4		**Credits:**	04

Course Objectives

- To acquire knowledge on Community Organization and Community Development
- To get the student more acquainted on Community Development Administration and Planning

Course Outcomes

K1	CO1	To gain knowledge about rural realities and problems in rural communities
K2	CO2	To understand the local self-administration of rural development and various development agencies working for rural development
K3	CO3	To apply the community development programmes and policies in India.
K4	CO4	To acquire knowledge about planning and community development administration
K5	CO5	Appraise different programs related to Rural Community Development in India

Syllabus

Unit	Content	Hours
Unit I	**Introduction**: - **Rural Community:** Definition, Meaning, Characteristics Types of Villages and problems of Rural Community: Poverty, Illiteracy, Community Health, Unemployment, problems related to agriculture and infrastructure - **Rural Community Development:** Definition, Objectives, Scope, Theories and Approaches, Community Based Rehabilitation.	11
Unit II	**Origin and Rural Community development**: Rural Community development in India – origin and background **Early experiments:** Srinikethan, Marthandam, Gurgaon – **Pilot Projects:** Etawah project, Nilokheri experiment, Firka Development Scheme – **Extension:** Principles and Techniques - Extension department at block level.	11
Unit III	**Panchayat Raj**: Concept, Objectives, Local Self Government in ancient India-Moguls Period and British Period **Development of Panchayat Raj after Independence:** Constitutional Provisions, Balwant Roy Metha Committee, Ashok Metha Committee - Main Features of Panchayat Raj Legislation (73rd Amendment)- **Structure of Panchayat Raj System:** Village Panchayat, Block Panchayat, District Panchayat - **Functions and duties of Panchayat Raj Institution (PRI)** Civic amenities, Social welfare activities and Development work, Resources and Revenues of Panchayat – State Control over Panchayat Raj Institution – Problems of Panchayatraj system.	13

Unit IV	**Community Development Administration & Planning**: Organization setup and Administration from National, State, District Level and Block Level - **Planning for rural development:** Planning process, Multi level planning, National, State, District and block level planning – Role of Panchayat Raj Institutions in Planning – Grama Sabha - Meaning powers and Procedures	12
Unit V	**Community Development Programme**: **Training Institution:** NIRD, SIRD – Role of CAPART and NABARD in Rural Development – **Salient features of Rural Development Programmes: (Central and State Government Programme).** SGSY (Swarnajayanti Gram Swarzar Yojana),SGRY (Sampoorana Gram Rojan Yojana), PMAY (Prathan Mantri Awaas Yojana), PMSG (Prime Minister Gramiya Sutak Yojana), IWDP (Integrated Watershed Development Programme), Housing (Up gradation of Hutcha Houses) GTT (Gram Thaniraivu Thittam) , THADCO Schemes (Tamilnadu Housing and Adi Dravida Development Corporation), MGNREGS (Mahatma Gandhi National Rural Employment Guarantee Scheme), SFDA (Small Farmer's Development Agency), MFDA (Marginal Farmer's Development Agency), ICDS (Integrated Child Development Scheme) and Tamilnadu Government Social Welfare Programme	13
	TOTAL	60

Teaching Methodology: Lecture, Power point Presentations, Seminar, Assignment and Experience Discussion

Books for Study:
- Jerry W. Robinson, Jr., Gary Paul Green (2010) *Introduction to Community Development*, edited by Sage Publications.
- Vasnt Desai (2005) *Rural Development in India – Past, Present and Future a Challenge in the Crisis*, Himalaya Publishing House, Mumbai

Books for Reference:

- Goel, S.L. and Shalini Rajneesh (2003) *Panchayati Raj in India – Theory and Practice,* Deep and Deep Publications, New Delhi.
- Dubey, M.K, (2000)*Rural and Urban Development*,Common Wealth, New Delhi.
- Mathur,B.L,(2000)*Rural Development and Cooperation*,RBSA Publishers,Jaipur.
- Ram K. Verma, (1996) *Development Infrastructure for Rural Economy*, , Print well , Jaipur.
- Aruna Sharma and Rajagopal (1995) *Planning for Rural Development Administration*, Rawat, New Delhi.
- Mahajan, J.M, (1993) *Employment Through Rural Development towards Sustainability*, Deep and Deep, New Delhi.

Mapping

Pos /Cos	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	M	M	L	M	M	H	H	L	M
CO2	M	M	M	L	M	H	M	H	M	L
CO3	M	M	M	M	L	M	M	M	M	L
CO4	M	M	M	M	M	M	H	H	L	L
CO5	M	M	M	M	M	H	H	H	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW5S1	Title	Batch :	2022-2025
		Welfare of Weaker	Semester	V
Hrs/Week:	3	Section	Credits:	3

Course objectives

- To educate the students with regard to Scheduled Castes, Scheduled Tribes and Other Weaker Sections
- To sensitize them on crucial problems like Untouchability, Bonded labour and Women related problems.

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	Students get acquainted with advanced level of knowledge in Social Work to Work for weaker sections of the society.
K2	CO2	Students to meet out various challenges in the modern society/community.
K3	CO3	Course facilitates the students to enhance their employability skills and enables them to take-up the challenging job assignments.
K4	CO4	Students will able to find out the real cause for the problem and plan interventions
K5	CO5	Will nurture the Social Work Professionals to become effective Social Worker and Contribute to the society with commitment and integrity.

Syllabus

Unit	Content	Hours
Unit I	**Weaker Section:** Definition, Concept, Criteria for Classification of Weaker Sections; Meaning of Scheduled Castes, Schedule Tribes, De notified Communities, Nomadic and Semi-nomadic Communities and Most Backward Classes.	9
Unit II	**Untouchability:** Untouchability: Historical, Sociological and Psychological Perspectives of Untouchability –Causes of Untouchability - Harmful effects of the practice of Untouchability –Role of Social Reformers and Voluntary Agencies in the Removal of Untouchability .	9
Unit III	**Scheduled Castes And Scheduled Tribes:** Scheduled Caste: Definition– Ecological Distribution –Demographic, Social and Economic Characteristics of Scheduled Castes – Problems of the Scheduled Castes. **Scheduled Tribes:** Definition, Characteristics, and Problems of Scheduled Tribes – Types of Tribal Movements –Causes of Tribal Unrest–Approaches to solve Tribal Problems–Welfare Programmes of the Government and their beneficiaries and failures.	9
Unit IV	**Bonded Labour:** Bonded Labour: Definition, Meaning, Features, Causes, And Measures taken by the Government to abolish it - Differently abled: Types, Welfare and Rehabilitative Measures taken by the government and NGOs– Role of Social Workers in the Welfare of Weaker Sections.	9

Unit V	**Status of Women and Empowerment:** Status of Women and Empowerment: Status of Women in Ancient Age – Medieval Age – Modern Age – Problems of Women in Modern India – Development and Welfare of Women – Empowerment of Women -Impact of Globalization of Women Development.	9
	TOTAL	**45**

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment

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Book for Study
- Shankar RaoC.N.(2006) Sociology of Indian Society, S.Chand Publications, NewDelhi.

TextBook(s)

- DabraG.D,(1984) Development of Weaker Sections, Inter India Publications,NewDelhi NairT.Krishnan(1975),Social Work Education and Development of Weaker Section,Madras
- Government of India(1999),Economical and Educational Development of Scheduled Castes,Govt of India, New Delhi.
- DubeyS. NandMundraRatna(1976) Administration of Policy and Programmes for Backward class in India, Bombay.

Mapping

Pos /Cos	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	H	H	H	M	M	L	M	L	M
CO2	H	H	H	H	M	M	M	M	M	L
CO3	M	H	H	H	H	H	H	H	M	L
CO4	H	H	H	H	M	M	H	M	L	L
CO5	H	H	H	H	M	M	M	M	L	L

* H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:

Signature: | Name:

Signature: | Name:

Signature: | Name:

Signature: |

Programme Code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW5S2	Title	Batch :	2022-2025
		Basic Statistics and SPSS	Semester	V
Hrs/Week:	3		Credits:	2

Course Objectives

•To develop the students ability to deal with numerical and quantitative issues in business
• To enable the use of statistical, graphical and algebraic techniques wherever relevant.
• To have a proper understanding of Statistical applications in Economics and Management.

Course Outcomes (CO)

K1	CO1	Critically evaluate the underlying assumptions of analysis tools.
K2	CO2	Understand and critically discuss the issues surrounding sampling and significance.
K3	CO3	Discuss critically the uses and limitations of statistical analysis.
K4	CO4	Solve a range of problems using the techniques covered.
K5	CO5	Conduct basic statistical analysis of data.

Syllabus

Unit	Content	Hours
Unit I	Statistics: Basic definitions and concepts: population, measurement, parameter, Statistics- Descriptive and Inferential - Qualitative and Quantitative Data.	9
Unit II	Descriptive statistics: Frequency distribution - Measures of central tendency: mean, Median, Mode - Measures of variability: Range, Standard Deviation, and Variability. (Applications are also included)	9
Unit III	SPSS: Introduction to SPSS - Layout of SPSS - SPSS Menus and Icons – Data Editor: Data view and Variable view - Strength and weakness – Limitation of excel and Advantages of SPSS – Hands on practice in SPSS (not to be included for examination)	9
Unit IV	**Data handling:** open SPSS data file – save – import from other data source – data entry – labeling for dummy numbers - recode in to same variable – recode in to different variable – transpose of data – insert variables and cases – merge variables and cases.	9
Unit V	**Data handling:** Split – select cases – compute total scores – table looks – Changing column - font style and sizes- Diagrammatic representation.	9
	TOTAL	**45**

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment

Books for Study:
1. Sirkin.R.K (1995) Statistics for the Social Sciences, Sage, New Delhi.

Books for References:
1. Lund Research Ltd. "Descriptive and Inferential Statistics". Statistics. Laerd.com. Retrieved 2014-03-23.
2. Hays, William Lee, (1973) Statistics for the Social Sciences, Holt, Rinehart and Winston, p.xii, ISBN 978-0-03-077945-9
3. Lakshmikantham, ed. by D. Kannan, V. (2002). Handbook of stochastic analysis and applications. New York: M. Dekker. ISBN 0824706609.
4. Agresti, Alan; David B. Hichcock (2005). "Bayesian Inference for Categorical Data Analysis" (PDF). Statistical Methods & Applications. 14 (3): 298. doi:10.1007/s10260-005-0121-y.
5. Berenson M.L. and Levine D.M. (1996) Basic Business Statistics, Prentice-Hall, Englewood Cliffs, New Jersey.
6. Neter, Wasserman, and Whitmore (1993). Applied Statistics, 4th Edition, Allyn and Bacon, Boston, MA.

Mapping

PSO / CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	M	M	H	M	H	M	M	H	M
CO2	M	H	H	H	M	M	H	H	L	M
CO3	H	H	H	H	H	M	L	M	M	H
CO4	M	H	H	M	H	M	M	L	M	M
CO5	H	H	H	H	H	M	L	M	M	H

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	Programme Title :		Bachelor of Social Work	
Course Code:	22USW612	Title		Batch :	2022-2025
		Clinical Social Work		Semester	VI
Hrs/Week:	5			Credits:	4

Course Objectives

- Students get oriented about medical social work
- Students will improve their awareness on many chronic diseases and on mental health
- It will comprehend their knowledge on health care and various health programmes

Course Outcomes (CO)

K1	CO1	Students will able understand the importance of medical social worker in hospitals
K2	CO2	They can able find out the symptoms of many diseases and its causes
K3	CO3	Students will gain knowledge on mental health and it related issues
K4	CO4	It will equip them with the skills of medical social worker in handling persons with disability
K5	CO5	It will expand their experience on community health programmes

Syllabus

Unit	Content	Hours
Unit I	**Concept of Health and Hygiene:** Health and Hygiene: meaning, definition, Determinants of health, health as a fundamental right Personal and Environmental Hygiene; Communicable and Non-communicable diseases; prevention and control; Indicators of Health.	12
Unit II	**Medical Social Work:** Medical social work meaning and concept. Medical social work in relation to different disciplines, multi- disciplinary approach and team work. Problems encountered by medical social worker in the field.	12
Unit III	**Mental Health:** Mental health meaning definition and concept. Significant and characteristics of Mental health. Features of mental health. Factors affecting Mental health. Types of mental disorders, causes and prevention.	12
Unit IV	**Health Care And Health Programmes:** Health Care: Concepts, health care services, Primary Health Care, present level of health care; Health Education: principles and means; National Health Programmes: ICDS, Expanded Programme of Immunization, STD control programme, National AIDS control programme.	12
Unit V	**Role of Medical Social Worker:** Organization and administration of medical social work department in hospitals.Importance of, Role of medical social worker in rehabilitating persons with disability, sex education and school health programmes. Significance of medical social worker in Community health	12
	TOTAL	60

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar , Assignment and Case study

Books for Study:

- Bajpai PK (Ed): (1998), Social Work Perspective On Health, Rawat Publications
- Bartlatt HM(1961), Social Work Practice In Health Field, National Association of Social Workers
- Goldstein D (1955), Expanding Horizons In Medical Social Work, University of Chicago Press

Books for Reference:

- Prasad L, (1983), Rehabilitation of The Physically Hand
- Park.J.R (2011),Text book of Preventive and Social Medicine, Banarsidas Bhanot Publishers

Mapping

PO / CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	L	L	M	M	M	M	H	M	M
CO2	M	M	M	L	H	H	H	H	M	M
CO3	L	L	M	M	M	M	M	M	H	M
CO4	H	M	M	M	H	H	H	H	H	M
CO5	M	M	M	M	H	H	H	H	H	H

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	**Programme Title :**		Bachelor of Social Work	
Course Code:	23USW613	**Title**		**Batch :**	2022-2025
		Corporate Social Responsibility and Social Marketing		**Semester**	VI
Hrs/Week:	4			**Credits:**	4

Course Objectives

- To gain knowledge about Corporate Socio Responsibility in India & International
- To understand the concept of Marketing and their tools

Course Outcomes (CO)

K1	CO1	To gain knowledge on the impact of CSR implementation on corporate culture
K2	CO2	To understand the scope and complexity of corporate social responsibility (CSR).
K3	CO3	To apply the skills to frame CSR policies and practices appropriate to the Indian workplace
K4	CO4	To have knowledge about marketing tools
K5	CO5	To analyze the case studies

Syllabus

Unit	Content	Hours
Unit I	**Corporate Social Responsibility in Indian context and International:** CSR – Definition, concepts, overview of corporate social responsibility in India and International, Concentration areas- Health, Education and Environment need to be social responsible - Legislation.	12
Unit II	**Corporate community participation-** Corporate, NGO, Government, Citizen, need for partnership, need assessment, corporate perspective on building successful partnership, tools and technique. **CSR policies** and activities: ISO –Standard on CSR, International standards and norms – Government Policies on CSR and proper guidance.	12
Unit III	**Social Marketing:** Definition, Nature and Scope - Social marketing challenges – Conceptual Frame Work of Social Marketing -Need for social marketing - problems of Social Marketing. Role of Government and NGOs in social marketing.	12
Unit IV	**Marketing tools:** Types of advertising, merchandising, give a ways, competitions, promotions, website and text messaging - **Media tools:** Media invitations, photo-calls, press releases, TV opportunities, radio interviews - **Promotional tools:** Flyers, Posters, Invitations, Website, Newsletters, Magazines, Blogs, Tweets, **Specialist areas:** Celebrity endorsement, Ministerial/Presidential visits, security-personal.	12
Unit V	**Case Study:** L&T,ACC,INFOSYS, Bharat petroleum CORPORATION LTD, Maruti Suzuki India Ltd. Hindustan Unilever Ltd, Reliance Industries Ltd, GAIL (India) Ltd.	12
	TOTAL	60

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar , Assignment and Case study

Books for Study:
1. CV. Baxi (2005) Corporate Social Responsibility – concepts and cases.
2. Dr.M.Mahmoudi, (2005) Global Strategic Management, Deep & Deep Publications Pvt.Ltd, Delhi.

Books for Reference:
1. SK.Bhatia, (2005) International Human Resource Management – Global Perspective, Deep & Deep Publications Pvt. Ltd, Delhi.
2. Harsh Shrivastava, (2000) The business of social responsibility – books for change, Bangalore.
3. Kotler, Marketing – An Introduction, Pearson Education
4. Gupta, Dr. S.L & Varshney .R.L Dr, Marketing Management, Sultan Chand & Co, New Delhi.

Mapping

PO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	M	M	L	L	M	L	M	L
CO2	M	M	M	L	L	M	L	L	L	L
CO3	M	L	H	H	M	H	L	L	L	H
CO4	H	H	M	M	L	H	M	M	L	L
CO5	M	M	L	L	H	L	M	L	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme Code:	BSW	Programme Title :	Bachelor of Social Work		
Course Code:	22USW6F3	Title	Batch :	2022-2025	
		Field Work	Semester	VI	
Hrs/Week:	10	Practicum – III	Credits:	5	

Course Objectives
- Students will apply their social work knowledge in the field work
- They will practice their professional skills and techniques
- They can successfully start their carrier as social worker in an organization

Course Outcomes
On the successful completion of the course, students will be able to

K1	CO1	Students will have chance to get an employment in the organization where they are doing their fieldwork
K2	CO2	Students will be able to exhibit their talents according to their specialization
K3	CO3	Students can face any challenges in their profession
K4	CO4	They will be able to give solution by using their comprehended knowledge in social work
K5	CO5	Students will be an effective social worker were ever they are placed

Syllabus

K1-Remember; K2-Understand;K3-Apply;K4-Analyze;K5 -Evaluate; K6 –Create
Students must place in an organization for one month as block field work to complete their professional course. Through this block field work they will once again practice their knowledge and skill which they acquire thought out their study period. Block field work training will finally shape their profession talents. Through this training period they will be motivated to excel in their carrier. Block place training is essential for social worker students to strengthen them before getting an employment in their respective areas.
Methodology: Lecture, Power point presentation, Group Discussions, Seminar, Assignment, Field Visits.

Books for Study:
- Mark Doel, Steven shardlow, Paul Gordon Johnson, (2010), Contemporary Field Social Work: Integrating Field and Classroom Experience
- Marion Bogo (2010), Achieving Competency in Social Work Through Field Education, University of Toronto Press

Reference Books:

- Brad ford W.Sheafor (2014), Techniques and Guidelines for Social Work practice, Pearson Education
- I.S.Subhedar,(2001),Field Work Training in Social Work, Rawat

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	M	M	H	H	M	M	M	M
CO2	M	M	M	H	H	H	H	M	M	M
CO3	L	M	M	H	H	H	H	M	M	M
CO4	M	M	M	M	M	M	H	H	M	M
CO5	M	H	H	H	H	H	H	M	H	H

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	**Programme Title :**		Bachelor of Social Work	
Course Code:	22USW6E4	**Title**		**Batch :**	2022-2025
		Human Resource Management		**Semester**	VI
Hrs/Week:	4			**Credits:**	4

Course Objectives

- Understands the importance of Labor and Industrial Relations.
- Acquires and practices a good Organizational Behavior.
- Learns to apply social work method sin the field of Human Resource Management.

Course Outcomes (CO)

K1	CO1	The students to know the status of labour community in India.
K2	CO2	Students should acquire the knowledge on Labour welfare and its measures.
K3	CO3	Course facilitates the students to enhance and analyze the conflict and management system among labour community.
K4	CO4	Students will be able to define human Resource and strategies of Management.
K5	CO5	Learns to approach Human Resources in Social work perception.

Syllabus

Unit	Content	Hours
Unit I	**Concept of Labour In India:** Concept of labour, Characteristics of Indian Labour and Types of labour. Concept and meaning of Industry, Divisions and Departments.	12
Unit II	**Labour Welfare and Industrial Relations -** Labour Welfare –Concept and Classifications, Role of Labour welfare officer. Industrial relations –concept, definitions, need and objectives.	12
Unit III	**Trade Union And Organizational Behaviour:** Concept, objectives and functions of Trade union, Role of trade union in labour welfare. Organizational Behaviour –definition, objectives and need.	12
Unit IV	**Personnel management and human resource Management -** Personnel Management –meaning, definition and functions. Human Resource Management –Concept, Definition, importance and scope. Difference between Personnel Management and Human Resource Management.	12
Unit V	**Human resource management and Application of Social Work Methods:** Concept of Human Resource Development, meaning and functions. Scope of Social work and Application of Social work methods in the field of Human Resource Management.	12
	Total Hours	60

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar , Assignment and Case study	

Books :

- Maike Andresen, Christian Nowak *Human Resource Management Practices: Assessing Added Value* Springer international publishing Switzerland
- Chanra Harish (2006) *Human resource Development*, Rawat, New Delhi.
- Sharma Vijay (2006) *Dyanamics of Human resource Development*, ABD, Jaipur

Books for Reference:
- Tripathi.P.C, (2005) *Personnel Management and Industrial Relations*, New Delhi.
- Manoj Kumar Sekar (2000) *Personnel Management*, Crest, New Delhi.
- Mathur.B.L (1989) *Human Resource Development Strategies Approaches And Experiences*, Jaipur
- Katju.M, (1982) *Domestic Enquiry – Bombay*, Tripathi (P) Ltd, New Delhi.
- Memoria.C.B,(1980) *Personnel Management*, Himalays, Bombay
- Davar.R.S, (1977) *Personnel Management And Industrial Relations*, Rawat, New Delhi.
- Dale. H . Besterfield *Total quality management* III Edition.

Mapping

PO / CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	H	H	H	M	M	L	M	L	M
CO2	H	H	H	H	M	M	M	M	M	L
CO3	M	H	H	H	H	H	H	H	M	L
CO4	H	H	H	H	M	M	H	M	L	L
CO5	H	H	H	H	M	M	M	M	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme code:	BSW	Programme Title :	Bachelor of Social Work	
Course Code:	22USW6E5	**Title**	**Batch :**	2022-2025
		Labour Welfare	**Semester**	VI
Hrs/Week:	4		**Credits:**	4

Course Objectives

- Acquire basic knowledge in labour welfare
- Develop an understanding of scope, principles and objectives of labour welfare.
- Become familiar with various labour laws and its impacts in industrial settings.

Course Outcomes (CO)

K1	CO1	Students get acquainted with advanced level of knowledge in labour welfare
K2	CO2	Students to meet out various challenges in the industrial settings
K3	CO3	Course facilitates the students to enhance their employability skills and enables them to take up the challenging job assignments.
K4	CO4	Students will able to find out the real cause for the problem and plan interventions in organization
K5	CO5	Will nurture the Social Work Professionals to become effective industrial Social Worker and contribute to the organization with commitment and integrity.

Syllabus

Unit	Content	Hours
Unit I	**Basics in Labour welfare -** Concept of labour - characteristics of Indian labour- labour in unorganized sector - recommendations of national commission on labour on various issues, absenteeism and labour turnover - factors Influencing productivity.	12
Unit II	**Scope of Labour Welfare -** Concept and scope of labour welfare - classifications of labour welfare – labour welfare officer - role of labour welfare officer - impact of automation, globalization &liberalization on labour welfare. Role of Trade Unions in Labour Welfare	12
Unit III	**Administration of Labour Welfare -** Labour welfare - principles of labour welfare - administration of labour welfare at central and state level. The scheme of workers education-the objectives of workers education	12
Unit IV	**Applications of Labour Welfare Measures -** Significant labour welfare measures - housing - industrial housing policy and housing programmes -family benefit schemes - children education - cooperative society - canteen - transport facilities and recreation facilities.	12
Unit V	**Industrial Accidents -** Industrial accidents -. causes and prevention - industrial health & hygiene occupational diseases –treatment and prevention-pollution control and environmental protection	12
	Total Hours	60

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar , Assignment and Case study

Book for study
- BhagoliwalT.N(1966), Economics Of Labour and Social Welfare, Sahitya Bhawan,
- Charles.B (1961),An Introduction to Industrial Sociology, Chandler Publishing
- GiriV.V(1958), Labour Problems in Indian Industry, Asia Publishing House

Books for Reference
- Moorthy M.V(1968), Principles of Labour Welfare, Vishakapatnam, Gupta Brothers
- Saxene RC (1968), Labour Problems and Social Welfare Meeruat: The Oxford Publishing Co.

PO / CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	H	H	H	M	M	L	M	L	M
CO2	H	H	H	H	M	M	M	M	M	L
CO3	M	H	H	H	H	H	H	H	M	L
CO4	H	H	H	H	M	M	H	M	L	L
CO5	H	H	H	H	M	M	M	M	L	L

*H-High;M-Medium;L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	**Programme Title :**		Bachelor of Social Work	
Course Code:	22USW6E6	**Title**		**Batch :**	2022-2025
		Industrial Relations		**Semester**	VI
Hrs/Week:	4			**Credits:**	4

Course Objectives

- Help students to learn basic concepts of Industrial relations
- Help students understand conflict arising in industries
- Gain understanding on the laws relating to industrial relations

Course Outcomes (CO)

K1	CO1	Students will have good knowledge about bipartite and tripartite bodies in industrial relations
K2	CO2	Students will get a better knowledge about various committees in an industry
K3	CO3	Students will have a better know how about various problems arising in an industry And conflict resolution strategies
K4	CO4	Students will have good knowledge about Legislation related to industrial relations
K5	CO5	Students will have better knowledge on collective bargaining, WPM etc

Syllabus

Unit	Content	Hours
Unit I	**Concepts of Industrial Relations -** Definition-concept-need, importance, scope, objectives of industrial relations-Factors influencing industrial relations.	12
Unit II	**Code of Ethics and Discipline -** Ethical codes of industrial relations concept code of discipline in industry, causes and effects of industrial conflicts .	12
Unit III	**Legislations related to Industrial Relations -** The Industrial Disputes Act 1941 concepts of standing order-content- procedure for certification. The Industrial Employment (Standing Orders Act) 1946. Employee discipline-Domestic enquiry.	12
Unit IV	**Trade Unions -** Definition, concept, Structure and objectives of trade unions-positive role of trade unions - major trade unions in India - problems and weaknesses of trade unions- Indian Trade Unions Act 1926.	12
Unit V	**Collective Bargaining and WPM -** The Concept of collective bargaining - objectives- principles, process -subject matter for collective bargaining - administration of collective agreements- difficulties observations of the (National Commission on Labour 1969.	12
	Total Hours	60

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar , Assignment and Case study

Book for study

- Sharma AM, (2015),Industrial Relations Connectional and Legal Frame Work, Publisher: Himalaya Publishing House
- Subba RaoP.(2010),Essentials of Human resource and Industrial Relations, Himalaya Publishing House

Books for Reference

- Pylee.M.V.&SimonGeorge,1995, Industrial Relations and Personnel Management, New Delhi Vikas Publishing.
- Roberts,BC,1962,IndustrialRelations–ContemporaryProblemsandPerspectives,London, And Asia Publishing House.

Mapping

PO / CO	P01	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	M	M	M	M	L	L	M	M	L	M
CO2	M	M	L	M	M	M	M	M	M	L
CO3	H	M	M	M	M	M	M	M	M	L
CO4	H	M	M	M	M	M	M	M	L	L
CO5	H	H	H	M	M	H	H	H	L	L

*H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	**Programme Title :**		Bachelor of Social Work	
Course Code:	22USW6E7	**Title**		**Batch :**	2022-2025
		Mental Health		**Semester**	VI
Hrs/Week:	4			**Credits:**	4

Course Objectives
- To Know the facts of Mental disorders
- To study different types of Mental Disorder in brief manner.

Course Outcomes (CO)

K1	CO1	To learn about the concepts related to mental health and mental illness and theoretical underpinnings related to it.
K2	CO2	To understand concepts related to psychopathology, diagnosis and treatment.
K3	CO3	To plan psycho-social interventions in preventive, promotive and curative services that work towards enhancing the dignity of persons living with mental illness.
K4	CO4	To identify various mental disorders.
K5	CO5	To know about childhood disorders and trans-cultural psychiatry.

Syllabus

Unit	Content	Hours
Unit I	**Introduction to Psychiatry:** Definition, Concept of Mental Health: Characteristics of Mentally healthy individual l: Magnitude of mental Health problems in India-Changing trends in mental health	12
Unit II	**Signs and Symptoms of Disorders:** Perception, Thought, Speech, Memory, Emotion and Assessment in Psychiatry: Psychiatric Interview, Case History taking; Mental Status Examination.	12
Unit III	**Neurotic, Stress-Related and Somatoform Disorders:** Neurotic, Stress-related and Somatoform Disorders: Anxiety disorders, Phobic disorders, Obsessive- Compulsive disorder, Somatoform Disorders, Post-traumatic stress disorder, Adjustment disorders, Eating disorders, Sleep disorders	12
Unit IV	**Organic and Functional Psychosis:** Psychosis- Organic Psychosis: Delirium, Dementia, Amnestic syndrome; Functional Psychosis: Schizophrenia, Mood disorders-Manic episode, Depressive episode, Bipolar mood (affective) disorder, Personality Disorders **Disorders of Psychoactive Substances And Adult Personality:** Psychoactive substance Use Disorders; Alcoholism and Substance Abuse, Digital disorders. Sexual Disorders: Gender Identity Disorders, Paraphilias, Sexual Dysfunctions	12 12
Unit V	**Childhood Disorders And Tran-cultural Psychiatry:** Childhood Developmental Disorders: Mental Retardation, -Autism, Attention Deficit Hyperactivity Disorder (ADHD), Down Syndrome, Learning Disabilities.	60
	Total Hours	12

Teaching Methodology: Lecture, Power point Presentations, Seminar , Assignment and Case study

Books for Study:

- Bhatia.M.S, (2001) Essentials of Psychiatry, CBS, New Delhi.
- Niraj Ahuja, (1998) Introduction to Psychiatry, New Delhi.
- Maxcy Rosenau John M. Last (2014) Public Health and Preventive Medicine, McGraw-Hill Publications.
- Samson.G.Irwin, (2003) Abnormal Psychology, Prentice Hall, New Delhi.

Books for Reference:
- Robert.J.Walter (1998) Psychiatry for Medical Students, Medical Publishers, Chennai
- Abraham Varghese (1982) Introduction to Psychiatry, BI, New Delhi.
- James H.Seully (1979) Psychiatry, D.K, New Delhi.
- Omkarnath.G (1977) Psychiatry- P.G. Test review, CBS, New Delhi.
- Francis, C. M. (1991) Promotion of Mental Health with Community Participation.
- Kerela: The Center for Health Care Research and Education.
- Mane P. & Gandevia K. (1994) Mental Health in India Issues and Concerns Tata Institute of Social Sciences, Mumbai.

Mapping

PO / CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	M	M	L	L	M	L	M	L
CO2	L	M	M	L	L	M	L	M	L	L
CO3	M	L	L	H	M	H	L	H	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	L	M	M	L	L	M	L	M	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:	Name:	Name:	Name:
Signature:	Signature:	Signature:	Signature:

Programme code:	BSW	**Programme Title :**		Bachelor of Social Work	
Course Code:	22USW6E8	**Title**		**Batch :**	2022-2025
		Psychiatric Social Work		**Semester**	VI
Hrs/Week:	4			**Credits:**	4

Course Objective

- To understand the basic concepts of Psychiatric Social Work
- To learn the Psychological Methods and Treatment used in Psychiatric Social Work
- To gain Knowledge on laws and policies related to Mental health

Course Outcomes (CO)

K1	CO1	To attain the basic concept of Psychiatric Social Work
K2	CO2	To precise the knowledge on Psychological treatment and therapies
K3	CO3	To acquire the knowledge of various Policies and Legislation on Mental Health
K4	CO4	To apply the various techniques in psychiatric settings
K5	CO5	To know about the policies and legislations in India regarding mental health

Syllabus

Unit	Content	Hours
Unit I	**Psychiatric social work:** Concept, Definition, History and Scope in India and in the West; Psychiatric assessment - Psychiatric interview Psychosocial and multidimensional assessment of Mental Disorders - Mental Health problems among marginalized and vulnerable groups in urban, rural and tribal.	12
Unit II	**Psychological methods / treatment:** Psychotherapy and types –-Group therapy – Yoga – Meditation – Occupational and Recreational therapies. Chemotherapy. Anti psychotic drugs, Anti depressant – ECT – Psychosurgery.	12
Unit III	**Therapy:** Contemporary Theories and Therapy – Client Centered Therapy – Reality therapy – Gestalt therapy – Rational Emotive Behavior Therapy – Cognitive Behavioral Therapy (CBT)-Transactional analysis.	12
Unit IV	**Role of psychiatric social worker-** Half way homes – Day care centers – Child guidance clinics, De-addiction Centre, Psychiatry Hospitals – Admission procedures in admitting Mentally Ill, Governing ,Treatment, Follow up. Role of social worker in Community mental health program.	12
Unit V	**Policies and legislations related to Mental Health in India:** National Mental Health Programme, 1982; Mental Health Care Act 2017; Mental Health in State level, National level, and District level and administration service.	12
	Total Hours	60

*Italicized texts are for self study

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment

Books for Study:
- Bhatia M.S 2001 Essentials of psychiatry, New Delhi: CBS.
- D.K Niraj Ahuja (1998) Introduction to psychiatry, Rawat, New Delhi

Books for Reference:
- Robert Holman Coombs(Ed) (2000) Addiction Counseling Review, London, Lawrence Eribaun Associates
- Robert.J.W, (1998)Psychiatry for medical students, Chennai Medical publishers.
- Abraham Varghese(1982) Introduction to psychiatry, New Delhi: BI
- Bhatia M.S (2001) Essentials of psychiatry, CBS New Delhi.
- Omkarnath G. (1977) Psychiatry- P.G.Test review, CBS, New Delhi.
- Robert J Walter (1998) Psychiatry for medical students, Medical publishers, Chennai.
- Samson G Irwin (2003) Abnormal Psychology, Prentice Hall, New Delhi.

Mapping

PO / CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	H	M	H
CO2	L	L	M	L	L	M	L	L	L	L
CO3	M	M	H	M	M	H	H	H	M	H
CO4	M	M	M	H	L	M	L	M	L	M
CO5	H	M	M	L	L	M	L	M	L	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	**Programme Title :**		Bachelor of Social Work	
Course Code:	22USW6E9	**Title**		**Batch :**	2022-2025
		Hospital Management		**Semester**	VI
Hrs/Week:	4			**Credits:**	04

Course Objectives

- To understand types of Hospitals in India and their work.
- To acquaint the knowledge on Health Law and modern trends in Hospital Administration.

Course Outcomes (CO)

K1	CO1	To know about Hospitals administration
K2	CO2	To understand the types of Hospital and its planning
K3	CO3	To acquire the knowledge on Health Law & modern trends in Hospital Administration
K4	CO4	To analyze major Health issues.
K5	CO5	To have an overview on budget required.

Syllabus

Unit	Content	Hours
Unit I	**Meaning of Hospital -** Evolution of Hospitals from charity to modem hospital-classification of hospitals - Public, Private, Teaching –cum Research Hospital, General, Special, Multi specialty, Super specialty, Trust, - Small or Large Size Hospitals.Hospital Organization: Governing Boards, Committees, Hospital Administrator – Roles, Functions and Duties.	12
Unit II	**Planning a Hospital –** SWOT analysis and approvals from various departments. The Planning Process - Choosing a Site, Location and Access, Building - Space Utilization, Physical Facilities - residential facilities requirements of various types of Wards; Emergency services in Hospital - Different departments required in the hospital, *Outpatient services and In-patient services.*	12
Unit III	**Hospital Management**–Nursing Care and Ward Management –Meaning – Importance -Documentation and records. Emergency Services: Ambulance service -Meaning -Importance. Housekeeping –General rules of safety in the laboratory - Blood bank management. Linen and Laundry: Meaning –Importance -Type of service. Dietary Services and Hospital Diets: Important and functions – Food distribution. Disaster management in hospitals: Internal and External Management -Patient safety - Factors affecting, CHIS Competitive Hospital Informative System.	12
Unit IV	**Health Related Laws:** Medico Legal cases, Medical ethics-Code of Medical council of India, Medical Negligence-Birth and death registration act 1969-Drugs and cosmetics Act 1940 - Prenatal Diagnostic techniques (Regulation and Prevention of misuse) Act 1994. The Indian Medical council Act 1956-Consumer Protection Act 1986-The Environment Protection Act 1986 & Bio medical waste (Management and Handling Rules) 1998.	12

Unit V	**Quality Management and Budget:** Accreditation of Hospitals - Total Quality Management – Quality Assurance NIBH – JCI. Hospital Budget - Departmental budget as a first step – Specific elements of a Departmental budget –- Energy expenditures - Contingency funds. Uses of computers in Hospital - Purchase centralization- Shared Building system purchase agreements. Medical Tourism – Needs and Importance.	12
	TOTAL	60

***Italicized* texts are for self-study**

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment

Books for Study:
- Sharma Yashpal (2013) Hospital Administration: Principles and Practices PHI Learning Pvt.Ltd Publications
- Rabick & Jonathan (1983) *Hospital Organization and Management*, London.

Books for Reference:
- Goal.S.L, (1981) *Health care Administration*, Sterling, New Delhi.
- WHO Expert Committee (1968) *Hospitals Administration*, WHO Technical Report.
- Davies.R Lewelyn etal, (1966) *Hospital Planning & Administration,* WHO, Geneva.
- WHO Expert Committee (1957) *Role of Hospital in Programme of Community Health Protection*, WHO Technical Report Services.
- Benjamin Robert,etal(1983) *Hospital Administration Desk Book* Prentice hall, Newjerky
- Davies R Lewelynetal(1966) *Hospital planning &administration* Geneva.
- Goal S L(1981) *Health care Administration*, Sterling, New Delhi.
- Rabick & Jonathanetal(1983) *Hospital organizationand Management,*Spectrum, Lomdon
- WHO Expert Committee (1968) *Hospitals Administration* WHO Technical Report Services.

Mapping

PO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	M	H	M	L	L	M	L	L	L	L
CO3	L	L	H	M	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	H	L	M	L	H	M	L	M	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	Programme Title :		Bachelor of Social Work	
Course Code:	22USW6S1	Title		Batch :	2022-2025
		Life Skills for Social		Semester	VI
Hrs/Week:	3	Workers		Credits:	3

Course Objectives

- To learn about Life skills and self.
- To understand the importance of communication & interpersonal relationships.
- To equip the student with higher order thinking.

Course Outcomes (CO)

K1	CO1	To understand their strengths and weaknesses
K2	CO2	To be a socially competent person.
K3	CO3	To apply life skills to handle situation effectively
K4	CO4	To set Goals and achieve them successfully
K5	CO5	To accomplish Self Competency and Confidence

Syllabus

Unit	Content	Hours
Unit I	**Life skills -Self awareness & Empathy:** Life Skills -Meaning, Significance and overview of WHO Life skills. Self-awareness: Definition, concept of self, Techniques used for Self-awareness- Johari window and SWOC analysis. Empathy: concept of empathy.	9
Unit II	**Communication and Interpersonal Skills:** Communication – definition, Types, channels and barriers. Transactional analysis. Interpersonal relationship – Definitions, factors affecting relationship, Steps to improve interpersonal relationship. Different departments required in the hospital, *Outpatient services and In-patient services.*	9
Unit III	**Creative and Critical Thinking:** Creative Thinking: Meaning, Concept, strategies to improve thinking. Critical Thinking: Meaning, Concept, strategies to improve thinking. Functions of Left and right Brain.	9
Unit IV	**Coping skills:** Coping with Stress: Definition, meaning, causes, reaction, types, stress Management. Coping with Emotions: understanding emotions, types, strategies to manage emotions. Importance of IQ and EQ. Resilience: Meaning and its importance.	9
Unit V	**Problem Solving and Decision Making:** Problem solving: concept, steps in problem. Decision making: Goal setting and Time Management, SMART Goals, steps in decision Making and techniques. Conflict: Meaning, Types and ways to resolve Conflict.	9
	TOTAL	45

Teaching Methodology: Lecture, Power point Presentations, Group discussions, Seminar and Assignment

Books for Study:
1. Dudhade B A (2016), Life Skills Education, Bookman Publishers
2. Mangal S.K. (2008), An Introduction to Psychology, Sterling Publishers Pvt. Ltd., New Delhi.
3. Mahajan G (2022) Life Skill Education, Shipra Publications
4. Mangal SK (2007), Essentials of Educaional Psychology,Prentice Hall India Learning Ltd.
5. Shalini Verma (2014); "Development of Life Skills and Professional Practice"; First Edition; Sultan Chand (G/L) & Company

Books for Reference:
- Arvind M Nawale , 2018, An Introduction to Life Skills A Textbook for College Students
- Gowra Mahajan, 2022, Life Skill Education, Shipra Publishers
- Erin Murphy-Graham, Joan DeJaeghere, 2021, Life Skills Education for Youth,Critical Perspectives, Springer International Publishing
- Joan De Jaeghere, Erin Murphy-Graham , 2021, Life Skills Education for Youth: Critical Perspectives

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	M	H	M	L	L	M	L	L	L	L
CO3	L	L	H	M	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	H	L	M	L	H	M	L	M	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name: Signature:	Name: Signature:	Name: Signature:	Name: Signature:

Programme code:	BSW	Programme Title :		Bachelor of Social Work	
Course Code:	22USW6S2	**Title**		Batch :	2022-2025
		Skills for Competitive		Semester	VI
Hrs/Week:	3	Exams		Credits:	3

Course Objectives

- To enrich the knowledge about the various completive exams.
- To understand various skills required for Competitive exam
- To enhance various soft skills to succeed the competitive examination
- To use the time effectively To become aware about the goals of life
- To enable them to develop aptitude and problem solving skills to win Competitive examinations.

Course Outcomes (CO)

K1	CO1	To acquire Skills and knowledge for successful completion for competitive exam
K2	CO2	To enhance the attitudinal and aptitude skills
K3	CO3	To enhance the student to improve their emotional intelligence and interpersonal skills.
K4	CO4	To motivate them for successful Goal setting and effective planning
K5	CO5	To impart skills for students about building logical reasoning and self-esteem.

Syllabus

Unit	Content	Hours
Unit I	**Introduction of Competitive Examinations**, Basics of competitive exams, history, Purpose, objectives, types of competitive exams. Skills for Competitive examination- Communication: Body Language, Presentation skills, Interpersonal Skills Time and Stress Management, Planning, Preparation, Focus group discussion- Preparation for a group discussion, Skills for effective participation, Non-verbal communication in group discussion, Types of group discussions. **Interviews:** Developing an Interview Strategy, practicing for the Interview, During the Interview Stress Interviews, Traditional Interviews Writing Skills, Basics of writing, Writing paragraphs, Writing research articles and Report writing	9
Unit II	**Preparation Strategy for Competitive Exams**: Set S.M.A.R.T. Goals (Specific Measurable Achievable Relevant Time-Bound). Self Management vs Time Management Attend, Online/ Offline Classes Regularly, Revise on a Daily Basis, Solve Time-Bound Exercises, Mock Tests & Model Papers, Raise Doubts or Questions if any, Choose Institutes/ Teachers Wisely– Choose the books, study material and resources wisely, Get Concepts Clear, Focus-Solve Previous Year Question Papers, Be Regular, Well Planned & Disciplined.	9
Unit III	Intelligence, creativity, application, testing, assessment - Types, Reasoning	9

	Ability, and General Intelligence-Logical Reasoning or Verbal Reasoning, Non – Verbal Reasoning, Numbers, simplification, time and work, percentage, fraction, speed and distance, simple and compound interest, ratio and proportion, Quantitative, Aptitude and Data Interpretation-Word Problems, Graphs (Bar, Line, Pie chart, etc.), Simplification	
Unit IV	Listening, Problem Solving, thinking out of the Box, Teamwork, Being Independent, Decision Making, Be Organised, Positive Attitude, Collaboration, Understanding Learning Style, Reading. **Emotional Intelligence skills:** Self Awareness, self-Regulation, Social Skills, Empathy. Motivation.	9
Unit V	Spatial and perceptual abilities, situation reaction test, Memory and inductive reasoning, Logical reasoning, Coding and Decoding, Direction Test, Syllogism, English Language/ Verbal Ability, Comprehension, General Awareness and Current Affairs- General Knowledge/ Statistics Daily News,History Geography, Politics, Banking Awareness Computer Knowledge	9
	TOTAL	45

Books for Study:
- Verbal & Non-Verbal Reasoning by R.S.Agarwal
- A Modern Approach to Reasoning by R.S.Agarwal
- A New Approach to Reasoning: Verbal & Non-Verbal by B.S.Sijwali and Indu Sijwali
- Analytical Reasoning by M.K. Pandey
- Multi-Dimensional Reasoning by Dr. Lal
- Reasoning for Competitive Exams by Nishit K. Sinha

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2
CO1	H	H	L	M	L	L	M	L	M	L
CO2	M	H	M	L	L	M	L	L	L	L
CO3	L	L	H	M	M	H	L	L	L	H
CO4	M	M	M	H	L	M	L	L	L	M
CO5	M	H	L	M	L	H	M	L	M	L

H-High; M-Medium; L-Low

Course Designed by	Verified by HOD	Checked by	Approved by
Name and Signature	Name and Signature	CDC	COE
Name:

Signature: | Name:

Signature: | Name:

Signature: | Name:

Signature: |