

# Sri Ramakrishna College of Arts and Science (Autonomous)



(Formerly S.N.R. Sons College)  
(Affiliated to Bharathiar University)  
(Re-Accredited with 'A' Grade by NAAC)  
(An ISO 9001:2008 Certified Institution)



Nava India, Coimbatore-641 006, Tamil Nadu, India.

## “Scheme of Examination along with Distribution of Marks and Credits”

**(Revised on 30/11/2018)**

### CBCS & OBE PATTERN

### POST GRADUATE PROGRAMMES

Master of Social Work (MSW) Degree Course

(For the students admitted during the academic year 2018–2019 and onwards)

Study Components and Course Title	CIA	Comprehensive Exam		Comprehensive Exam Total	Total	Credit
		Online	Descriptive Theory			
<b>I SEMESTER</b>						
Core - 1: 18MSW101 Introduction to Social Work	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 2: 18MSW102 Sociology for Social Work Practice	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 3: 18MSW103 Psychology for Social Work Practice	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 4: 18MSW104 Social Work with Individuals	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 5: 18MSW105 <b>Practical I:</b> Concurrent Field Work Practical – I	<b>30</b>	-	<b>70</b>	<b>70</b>	<b>100</b>	<b>4</b>
18CME01- MACE I	-	-	-	<b>100</b>	<b>100<sup>\$</sup></b>	<b>2</b>

<b>II SEMESTER</b>						
Core - 6: 18MSW201 Social Welfare Administration and Social Legislation	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 7: 18MSW202 Social Work with Groups	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 8: 18MSW203 Community Organization and Social Action	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 9: 18MSW204 Social Work Research and Statistics	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 10: 18MSW205 Computer Applications in Social Work	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 11: 18MSW206 <b>Practical II:</b> Concurrent Field Work Practical - II	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
18CCR01 Social Lab	<b>100</b>	-	-	-	<b>100\$</b>	<b>1\$</b>
18 CME02 MACE II	-	-	-	<b>100</b>	<b>100\$</b>	<b>2\$</b>
18CCR02: NPTEL Online Course	-	-	-	<b>100</b>	<b>100\$</b>	<b>1\$</b>

*\$ Not included in Total Marks and CGPA calculation.*

<b>III SEMESTER</b>						
Core - 12: 18MSW301 Science and Technology Applications for Social Work	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
<b>Elective -I</b>	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
<b>Elective -II</b>	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>

<b>Elective – III</b>	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 13: 18MSW302 Block Placement	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 14: 18MSW303 <b>Practical III:</b> Concurrent Field Work Practical - III	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
18CCR03: NPTEL Online Course	-	-	-	<b>100</b>	<b>100\$</b>	<b>1\$</b>

<b>IV SEMESTER</b>						
Core - 15: 18MSW401 Corporate Social Responsibility	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
<b>Elective –IV</b>	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
<b>Elective – V</b>	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
18CCR04 - 18CCR09 <b>Generic Social Work Practice</b>	<b>100</b>	-	-	-	<b>100\$</b>	<b>1\$</b>
Core - 16: 18MSW402 <b>Practical IV:</b> Concurrent Field Work Practical – IV	<b>30</b>	<b>20</b>	<b>50</b>	<b>70</b>	<b>100</b>	<b>4</b>
Core - 17: 18MSW403 <b>Project Work and Viva Voce</b>	<b>80</b>	-	<b>20</b>	<b>20</b>	<b>100</b>	<b>6</b>
18CCR10: Internship	-	-	-	<b>100</b>	<b>100\$</b>	<b>1\$</b>

*\$ Not included in Total Marks and CGPA calculation.*

<b>List of Elective papers (Can choose any one of the paper as electives)</b>		
Elective – I	18MSWE01	HR: Labour Welfare
	18MSWE02	MP: Introduction to Medical Social Work
	18MSWE03	CD: Rural and Urban Social Structure
Elective – II	18MSWE04	HR: Labour Legislations
	18MSWE05	MP: Hospital Administration
	18MSWE06	CD: Rural Community Development

Elective – III	18MSWE07	HR: Human Resource Management
	18MSWE08	MP: Psychiatric Social Work Practice
	18MSWE09	CD: Welfare of Weaker Sections
Elective – IV	18MSWE10	HR: Industrial Relations
	18MSWE11	MP: Mental Health and Social Work
	18MSWE12	CD: Urban Community Development
Elective – V	18MSWE13	HR: Organizational Behavior
	18MSWE14	MP: Counselling: Theories and Practice
	18MSWE15	CD: NGO Formation and Management

**List of Generic Social Work Practice Paper (Self Study Component)  
(IV Semester - For student admitted during 2018-19 and onwards)**

Study Components and Course Title	CIA	Comprehensive Exam		Comprehensive Exam Total	Total	Credit
		Online	Descriptive Theory			
18CCR04 Human Growth and Development	100	-	-	-	100 <sup>\$</sup>	1
18CCR05 Marriage and Family Life Education	100	-	-	-	100 <sup>\$</sup>	1
18CCR06 Migration and Human Security	100	-	-	-	100 <sup>\$</sup>	1
18CCR07 Organisational Development	100	-	-	-	100 <sup>\$</sup>	1
18CCR08 Rehabilitation and Counselling for Disability	100	-	-	-	100 <sup>\$</sup>	1
18CCR09 Social Development, Policies and Legislation	100	-	-	-	100 <sup>\$</sup>	1

*\$ Not included in Total Marks and CGPA calculation.*

**Open Elective (III Semester - For UG students admitted during 2018-19)**

Study Components and Course Title	CIA	Comprehensive Exam		Comprehensive Exam Total	Total	Credit
		Online	Descriptive Theory			
17MSWI01 Trusts / Societies - Formation and Management	30	20	50	70	100 <sup>\$</sup>	3

*\$ Not included in Total Marks and CGPA calculation.*

<b>Summary</b>						
<b>Subject</b>	<b>Papers</b>	<b>Credit</b>	<b>Total credits</b>	<b>Papers</b>	<b>Marks</b>	<b>Total marks</b>
<b>Core (Theory &amp; Practical)</b>	16	4	<b>64</b>	16	100	<b>1600</b>
<b>Core (Project work &amp; Viva voce)</b>	1	6	<b>6</b>	1	100	<b>100</b>
<b>Electives</b>	5	4	<b>20</b>	5	100	<b>500</b>
<b>CCR – 1 Social Lab</b>	1	1\$	1\$	1	100	100\$
<b>CCR – 2 &amp; 3 Online Courses</b>	2	2\$	4\$	2	100	200\$
<b>CCR – 4 Generic Social Work Practice</b>	1	1\$	1\$	1	100	100\$
<b>CCR – 5 Internship</b>	1	1\$	1\$	1	100	100\$
<b>Total</b>			<b>90</b>			<b>2200</b>

*\$ Not included in Total Marks and CGPA calculation.*

**Syllabus Coordinator**

**BOS-Chairman**

**Dr. R. THIRUMOORTHY**  
**Chairman, Board of Studies in Social Work**  
 Sri Ramakrishna College of Arts and Science  
 (Formerly S.N.R.SONSCOLLEGE)  
 Coimbatore - 641006

Date: 30/11/2018

## **SELF STUDY COURSES UNDER COURSE COMPLETION REQUIREMENTS (CCR)**

### **SOCIAL LAB**

**(Course Code - 18CCR01)**

**Semester – II;                      Credit – One Credit;**  
**Marks – 100;                      Hours – 1 Hour;**

Social Lab is an practical experimental course which carries one extra credit with 100 marks. The students are expected to undertake an action oriented activity either an extension / welfare / research work so a to contribute to the society in which they live by applying their professionally acquired knowledge, and skills.

- i. Social Lab component will be assessed by a team of two teachers nominated by the Head of the Department.
- ii. The students have to conceptualise, design, and execute a practical component with the guidance & mentoring of the class tutor.
- iii. A proposal, mid-term report and a final report are to be submitted on prescribed dates.
- iv. These reports will form the basis for assessment.
- v. These courses are compulsory and
- vi. A minimum of 50% is required to declare the candidate to be passed in the course.
- vii. The results must be forwarded to the controller of examinations.
- viii. The marks obtained and credits earned will not be counted for Total Marks and CGPA.

**18CCR02 - NPTEL ONLINE COURSE – 1**

**AIM:**

- To enable students to choose any of the self-interested subject which is relevant to their specialisation from the NPTEL offered online course

Semester	II
Credit	1
Paper type	Self Study
Max. Marks	CIA: - + CE: 100 = 100

**COURSE OBJECTIVE:**

- The course will help the student acquire further knowledge on a subject with cutting edge technological know-how from the premier institutions like IITs / IISc

**COURSE OUTCOME:**

The online course offered by IITs through NPTEL provides opportunity to the students to learn on technological platforms. On one hand they will get access to contents hosted by premier institutions and on the other their extra earned knowledge and credits will help them to enhance their outlook towards the external world and improve their employability skills.

**\$Note:** The marks and credits are not counted for total marks and total credits.

**MASTERS' ABILITY AND CAREER ENHANCEMENT (MACE – II)**  
**Subject Code: 18CME02**

**Common to all the PG streams admitted from AY 2018-19**

Semester	I
Credit	2
Paper type	Skill based
Max. Marks	Total=100 (Online:50+Verbal Oral: 50)

**Instruction Hours per Semester: 40**

**Aim:**

To educate and enrich the students on quantitative ability, arithmetic reasoning, and verbal ability. Enhance the students on group behavior and team building skills.

**Course Objectives**

To enable students to,

- Improve their quantitative ability.
- Ability of arithmetic reasoning
- Enhance their verbal ability through vocabulary building and grammar
- Enhance their group behavior and team building skills.
- Build resumes, speak in public, debate and discuss in groups

**Unit I**

(Quantitative Ability)

Speed Maths – Simple Conversion – Square roots and Cube roots – Vedic Maths – Short cuts – Special Concepts. Number Properties – Divisibility rules – Unit digit – HCF and LCM – Simplification. Percentage – Fundamentals – Increase and decrease concepts – Basics of Averages. Profit and Loss – Finding CP, MP, SP. Discount – Flat & Successive

**Unit II**

(Arithmetic Reasoning)

Data Arrangements – Linear and Circular arrangement – Alpha & Numeric series – Analogy. Blood Relation – Family Tree – Statement based. Coding & Decoding – Alpha coding and Numeric coding



### **Unit III**

(Verbal Ability)

Vocabulary – Etymology, Root words, Verbal Analogy. Reading Comprehension: Workshop on Reading – Sub-skills of Reading, Techniques of Reading, Jumbled Paragraphs. Application of Grammar concepts – Parts of Speech, Tenses

### **Unit IV**

Group discussion, interviews and presentation skills - Group behaviour – Team Work – Team building – Open and Closed group discussions.

### **Unit V**

Exercises on Resume writing - Public speaking, Group discussion, debate, extempore, quiz and contemporary group play and role play.

### **Course Outcomes**

On the successful completion of the course, the student would be able to-

- Enhance their ability to deal with quantities
- Understand and improve arithmetic reasoning.
- Build better vocabulary and grammar
- Improve the group behavior and team building.
- Prepare resumes, speak in public, debate and discuss in groups

### **References**

1. Quantitative Aptitude for Competitive Exams by R. S. Agarwal
2. Quantum CAT by Sarvesh Verma
3. A Modern Approach to Logical Reasoning by R. S. Agarwal
4. Verbal Ability and Reading Comprehension by Arun sharma
5. Word Power Made Easy by Norman Lewis
6. High School English Grammar by Wren and Martin
7. English Conversation Practice by Grant Taylor
8. Group Discussion and Interviews by Anand Ganguly
9. Art of Social Media by Guy Kawasaki



**Verified By**

**Course Coordinator**

**SEMESTER - II**

**18MSW201 - SOCIAL WELFARE ADMINISTRATION & SOCIAL LEGISLATION**

**AIM:**

To impart the knowledge of social work to students to understand its basic philosophy, history, concepts, of social welfare administration as a secondary method of social work practice.

Semester	II
Credit	4
Paper type	Core
Max. Marks	CIA:30 + CE: 70 = 100

**COURSE OBJECTIVE:**

- To impart the knowledge of social welfare administration in India.
- To enrich the basic personal laws and acts for the protection of all the civilians in India.
- To equip the students with the knowledge about various social legislations, social policy and measures for seeking remedies for the victims of oppression and violation.

**UNIT I INTRODUCTION TO SOCIAL WELFARE ADMINISTRATION 8**

**Social Welfare Administration** – Concept and Scope –Nature of Social Welfare Administration in Government and Non Government Organizations – Social Welfare Boards and Its Functions. Social Policies – aims and objectives. Social Welfare Planning in India.

**UNIT II SOCIAL LEGISLATION 8**

**Social Legislation** – Meaning and scope, Indian Constitution and Social Legislation, Fundamental Rights – Directive Principles of State Policies – Social Legislation as an Instrument of Social Control – Social Change – Social Justice and Social Defense- Policies for marginalized and vulnerable sections.

**UNIT III PERSONAL LAWS 12**

**Personal Laws**–Hindu Laws related to Marriage–Divorce–Dowry–Widow remarriage – Child Marriage and Inheritance. **Laws Related to Children**–Adoption–Guardianship and Maintenance- education. Right of Children (Free and Compulsory Education) Act, 2009. Laws related to Scheduled Castes, Scheduled Tribes, Juvenile Delinquency, Mentally Ill; Introduction to Indian Penal Code, Criminal Procedure Code, Courts, Prison. Laws relating to Probation and Parole. Legal Aid – Meaning, Organization, Uses. Right to Information Act, 2005. Laws protecting Senior Citizens. Public Interest Litigation.

**UNIT IV LAWS RELATED TO NGO ADMINISTRATION 8**

**Societies Registration Act, 1860**, Procedure under the Tamil Nadu Societies Registration Act, 1975-Registration, need and importance. Foreign Contribution (regulation) Amendment Act 1985, Indian Trust Act, 1881- the duties and responsibilities of office bearer and the executives, the role of the general body and the governing board..

**UNIT V SOCIAL POLICY 8**

Evolution of social policy in India – Source and Instrument of Social Policy – Policies regarding other backward classes, Scheduled Caste/ Scheduled Tribes and other de-notified communities – provision of safe guarding the welfare of the weaker section- social welfare service for women and children and minority community-Current Amendments.

**Total Periods : 44**

**COURSE OUTCOME:**

On the completion of this course students would be able to,

- Knowledge of social welfare administration in India.
- Knowledge on the basic personal laws and acts for the protection of all the civilians in India.
- Knowledge of various social legislation, social policy and measures for seeking remedies for the victims of oppression and violation.

REFERENCES:

1. Dr. Suchdeva Social welfare Administration in India. Kitab Ghar Publications, New Delhi
2. J'Gangarde.Y.D. Social Legislation in India V611&II Concept Publishing Co. Delhi, 1978.
3. Kulkarni.P.D Social Policy and Social Development in India.
4. Constitution of India Government. India Press New Delhi
5. Bare Acts And Legislation
  - i. Medical Termination of Pregnancy Act 1971.
  - ii. The Hindu Marriage Act 1955,
  - iii. The Hindu Succession Act, 1956,
  - iv. The Hindu Adoption And Maintenance Act 1956,
  - v. The Hindu Minority And Guardianship Act 1956,
  - vi. The suppression of Immoral Traffic in women and girls Act 1956,
  - vii. The untouchability offences Act 1955,
  - viii. The Dowry Abolition Act 196 1,
  - ix. The Special Marriage Act 1954,
  - x. Encyclopedia of Social Work

Verified by:

Dr.R.Thirumoorthi :



Approved by:

Dr.R.Thirumoorthi



**18MSW202 - SOCIAL WORK WITH GROUPS**

**AIM:**

To introduce the Social Group Work a primary method of Social Work practice. It also gives the students to gain knowledge in the application of Social Group Work in the personality development and mental health issues among the individuals through group interventions.

Semester	II
Credit	4
Paper type	Core
Max. Marks	CIA:30 + CE: 70 = 100

**COURSE OBJECTIVE:**

- To introduce the social work students to understand
  - (i) the fundamentals of social group work,
  - (ii) process of social group work,
  - (iii) theories of social group work, and
  - (iv) techniques of social group work including their application.

**UNIT I FUNDAMENTALS OF SOCIAL GROUP WORK 9**

Social Group Work: Definition, characteristics, nature and objectives, purpose and principles of working with groups, historical development and current application of group work as a method; Basic assumption and philosophy behind Social Group Work; Psychological needs that are being met in groups.

**UNIT II THEORIES IN SOCIAL GROUP WORK 9**

Knowledge base for group work: Psycho-analytic theory, learning theory, field theory, social exchange theory and systems theory; Group dynamics: Definition, functions and basic assumptions.

**UNIT III PROCESS OF SOCIAL GROUP WORK 9**

Social Group Work process: Planning stage, beginning stage, middle stage and ending stage; Principles of Social Group Work: Group process, bond, acceptance, isolation, rejection, sub-groups scapegoats, conflict and control; Leadership development and Team building; Factors of Group formation.

**UNIT IV TECHNIQUES OF SOCIAL GROUP WORK 9**

Social Group Work recording: Use of social group work records, principles and problems of group work recording; Group Therapy: Significance of group therapy, programme planning in Social Group Work, Use of psychodrama and socio-drama; Different Therapeutic approaches: Transactional analysis, Tgroups, gestalt, role play, buzz group and brain storming.

**UNIT V APPLICATION OF SOCIAL GROUP WORK 9**

Social Group Work in various settings: Correctional, hospital, educational, old age homes and communities; Use of socio-metry for group work; Skills of the Social Group Worker; Scope and limitations of group work in different fields of Social Work; Knowledge and skills of a group worker, group worker as an enabler, guide, facilitator and therapist.

**Total Periods : 45**

**COURSE OUTCOME:**

On the completion of this course students would be able to,

- Independently organize group work meetings with clients
- Apply the techniques of social group work

REFERENCES:

1. Alissi, A.S., 1980 Perspectives on Social Group Works Practice: A Book of Readings, Free Press, New York.
2. Balgopal, P.R and Vassil, T.V., Group in Social Work: An Ecological Perspective, Macmillan 1980 Publishing Co. New York.
3. Douglas, Tom, 1979 Group Process in Social Work: A Theoretical Synthesis, N.Y.
4. Garwin, C., 1987 Contemporary Group Work, Prentice Hall Inc., New York.
5. Kemp, C.G., 1970 Perspectives on Group Process, Houghton Mifflin Co., Boston.
6. Ken, Harp, 1977 Group Theory for Social Work: A Introduction, Pergmon.
7. Klein, A.F., 1970 Social Work through Group Process, School of Social Welfare, State University of New York, Albany.
8. Konapka, 1963 Social Group Work: A Helping Process, Prentice Hall, Inc., JJ.
9. Northen, H., 1969 Social Work with Groups, Columbia University Press, N.Y.
10. Parihar B.S., 1968 Group Process: Helping in a Group, Kitab Mahal, Allahabad
11. Robert W. Roberts Theories of Social Work with Groups, Helen Northern (Eds.), Columbia University Press, New York.
12. Shephard R. Claris, 1964 Small Groups: Some Sociological Perspective, Chardler Publishing Company, California.
13. Sundef, M., Glasser, P. Individual Change through Small Groups, The Free Press, N.Y.
14. Toseland, W. Rivas, 1984 An Introduction to Group Work Practice, Macmillan Publishing Co., New York.
15. Trecker, J. Herleigh, B. Social Group Work Principles and Practice, Association Press, 1970 New

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**18MSW203 - COMMUNITY ORGANIZATION AND SOCIAL ACTION**

**AIM:**

The aim of this course is to introduce the Processes, methods and techniques direct actions namely community organisation and social actions so as to find lasting solutions to the problems faced by the communities as a whole, with participation of people.

Semester	II
Credit	4
Paper type	Core
Max. Marks	CIA:30 + CE: 70 = 100

**COURSE OBJECTIVE:**

- To understand need assessment as an approach in community work along with the different steps to assess the community needs and to link them with the resources.
- To bring changes in the social structure and to modify the malfunctioning of the Social and economic institution through social action

**UNIT I INTRODUCTION TO COMMUNITY ORGANIZATION 8**

**Community Organization** – Definition, objectives and a brief historical development of Community Organization in UK, USA and India -Concept of community development- Similarities and differences between Community Organization and Community development

**UNIT II PHASES OF COMMUNITY ORGANIZATION 8**

**The phases of Community Organization** – Study, Analysis, Assessment, Discussion, organization, Action, Evaluation, Modification and Continuation.. **Models of Community Organization** - Methods of Community Organization: Planning, Education, Communication, Community participation, Collective decision-making, leadership development, Resource mobilization, Community action, Promotion and Co-ordination.

**UNIT III APPROACHES IN COMMUNITY ORGANIZATION 8**

**Approaches in Community Organization**, (Specific, General, Process). **Skills in Community Organization:** Organizing conferences, committee meetings, training, communication, consultation, negotiation, conflict resolution, networking and use of relationship. Community welfare councils and community chest **Recent Trends** (Developmental based, Right based and Approach based). Principles of Community Organization

**UNIT IV METHODS OF COMMUNITY ORGANISATION AND SOCIAL ACTION 8**

**Social Action** – definition, objectives, social action as a method of Social Work, -Social action for social reform, social action and social movement, social action for social development Social action for social justice. Application of Social Case Work and Social Group Work in Community Organization. Use of Community Organization in the various fields of Social Work with special reference to India

**UNIT V PROCESS OF SOCIAL ACTION 8**

**Processes of social action** – Principles, methods and strategies. Scope of social action in India, Social Action to deal with social problems in India, **Role of civil society movements** in Social Action and Emerging Trends in civil society Movement in India; Veteran Civil Society Activists of contemporary India: **Social Legislation** as a measure of social action. **Enforcement of Social Legislation** through social action.

**Total Periods : 40**

**COURSE OUTCOME:**

On the completion of this course students would be able to,

- Study the social problems, design their own action methodologies and organize the communities
- Create public opinions against anti social elements / social problems and initiate direct social actions

REFERENCES:

1. Agarwal R.C 1994 Women's liberation in India, social Welfare, January, V.20. N.10
2. Arthus Dunham Community Organization New Delhi; Arnold Publications. Kant.K (1987)
3. Berger & Specht Community Organizing New York University School Social Work
4. Bhatia H.R Elements of Social Psychology, 3rd Revised Edition, Somaiya Publications Pvt. Ltd.Bombay.
5. Biddle Willims W Encouraging Community Development. Light And Life Publishers. New Delhi, 1976.
6. Biklen, Bouglas P Community Organizing - Theory & Practice, Prentice. New Jersey.
7. Brara J. S. (1983) The Political Economy of Rural Development New Delhi. Allied Publications.
8. Brishco, C. & Community Work - Learning And Supervision, George Allen David. Thomas and Unwin Ltd. London.
9. Chetana, Kalbagh Social And Economic Dimensions of Women's Development. Women's Struggles For Equality And Emahicipation
10. Clarence Kind Cox, M. et al. (Eds) 1974 Working With People in Community Action Strategies Of Community Organization A Book of Readings Illaxa. Illinoscis P.E.Peacock Publishers Inc.
11. D'abreo Desmond.A From Development Worker For Activist Mangalore; Deeds.
12. De Souza, Alfred: The Politics of Change And Leadership Development. The New Leader in India &, Africa.
13. Sundaram. K.S. Anti Poverty Rural Development in India. L.K. Publications.
14. Thoman David N Organizing For Social Change London: George Allen and Unwin
15. Walter A F Concepts And Methods of Social Work; 1977 2nd Ed.,Prentice - Hall of India Pvt. Ltd.,Delhi.
16. Walter A. F. Concepts Arid Methods of Social Work: 2n Ed., Prentice Hall of India Pvt. Ltd., Delhi.

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**18MSW204 - SOCIAL WORK RESEARCH AND STATISTICS**

**AIM:**

The purpose of the course is to enable the students to understand about social research methods, various tools available, and the application strategies to analyse the social problems with the aid of latest advants of computer based / web based statistical applications.

Semester	II
Credit	4
Paper type	Core
Max. Marks	CIA:30 + CE: 70 = 100

**COURSE OBJECTIVE:**

- To enrich the students Knowledge on Social Work research and practice
- To understand the concept of Hypothesis, Research Design and Scaling Techniques
- To give an opportunity to learn various aspects of sampling, sampling tools and various sources of data collection.
- To learn Social Work research in application aspect of data process and data analysis
- To familiarize the students with the concepts of Social Work research and statistics.
- To give opportunity to learn various aspects of Social Work research and it practice.

**UNIT I CONCEPT AND PURPOSE OF RESEARCH**

7

**Social science Research:** Definition and scope; **Social Work Research:** Definitions, objective, functions, Characteristics, scope and limitations. Scientific method in Social Work Research. Basic elements of Research - Concept, Variable, Facts and Theory.

**UNIT II RESEARCH DESIGN & SCALING TECHNIQUES**

9

**Hypothesis:** Sources-Definition, Characteristics, Types, Problem Identification and Formulation. **Research Design:** concept, Type, Exploratory, Formulative, Descriptive, Diagnostic, Experimental, Evaluative, Case Study, Multi Design, Participatory Research and Single Subject Research. **Scaling techniques:** Rating, Ranking, Attitude, Socio-economic status scales; **Reliability Techniques:** Pre- test & Pilot Study: Meaning, Need, Purpose and Procedure. **Content validity.**

**UNIT III TYPES OF SAMPLING**

9

**Sampling:** Meaning, and objectives. Sampling Types: Probability Sampling: simple random, systematic, stratified, cluster, proportionate, disproportionate sampling – non- probability Sampling method: Purposive, judgment, quota, snowball sampling–multi phase sampling. Tools of data Collection: Observation, interview schedule & questionnaire. Sources of Data collection-Primary and Secondary Sources

**UNIT IV DATA PROCESSING & DATA ANALYSIS**

9

Editing, coding, classification - types of classification: geographical, chronological, qualitative, quantitative – class intervals and frequency distribution: discrete & Grouped, continuous and cumulative – Tabulation: Meaning, Importance, Parts of Table, Types of Tabulations. Method of Analysis: Simple Quantitative Analysis and Simple Qualitative Analysis, Statistical Treatment and Analysis.

**UNIT V STATISTICAL ANALYSIS**

10

**Averages:** Arithmetic Mean, Median, Mode; **Dispersion:** Mean Deviation, Standard deviation; **Correlation:** Karl Pearson's Co-efficient of Correlation and Spearman's Rank Order Correlation; **Testing of hypothesis:** Chi-Square Test, T-Test–**Use of computer for Social Work Research:** Use of SPSS; Use of MS Office in Social Work Research including MS Word, Ms Excel and MS Presentation. **Reporting:** Format and References.

**Total Periods : 44**

**COURSE OUTCOME:**

On the completion of this course students would be able to,



- Identify social problems, make their own appropriate research designs and conduct independent research.
- Suggest lasting solutions to social problems based on evident based research.

REFERENCES:

1. Data, C.J. (1990) An Introduction to Data base system Massachusetts, Addition Wesley
2. Casdey KJ Kury D.A (1989) Data Collection in Developing Countries New York: Henry Holt And Company
3. Goode, William, J. and Paul, K. Hatt (1998) Methods in Social Research (New York: McGraw Hill)
4. Gopal, M.B. An Introduction To Research Procedure in Social Sciences Bombay: Asia Publishing House
5. LaIdas DK (2000) Practice of Social Research. New Delhi: Rawat Publications
6. Labovitz, Sanford and Hagedorn, Introduction in Social Research New York, Robert McGraw Hill
7. Mc Millen, Wayne Statistical Methods for Social Workers (Chicago: The University of Chicago press)
8. Moser, C. A. Survey Methods in Social Worker (London: Heinemann)
9. Ramachandran. P 1990 Issues in Social Research in India, TISS, Bombay.
10. Ramachandran, P. 1993 Survey Research for Social Work Bombay, Institute For Community Organization Research
11. Rubin, Allen and Babbie, Ear(2001) Research Methods for Social Work.(USA Wadsworth)
12. Selltiz, et al Research Method in Social Relation
13. Young, Pauline, V. Scientific Social Surveys and Research

Verified by:

Dr.R.Thirumoorthi :



Approved by:

Dr.R.Thirumoorthi



**18MSW205 - COMPUTER APPLICATIONS FOR SOCIAL WORK**

**AIM:**

The purpose of the course is to enable the students to understand about social research methods, various tools available, and the application strategies to analyse the social problems with the aid of latest advants of computer based / web based statistical applications.

Semester	II
Credit	4
Paper type	Core
Max. Marks	CIA:30 + CE: 70 = 100

**COURSE OBJECTIVE:**

- To make the students understand the computer fundamentals and its application in different Social Work settings including day to day administration of agencies / NGOs/ Industries / Hospitals..

**UNIT I COMPUTER FUNDAMENTALS 8**

History of Computers; Components of Computers: Central Processing Unit; Mother Board, Memory; Storage Devices; Input devices: Key board, Mouse, Scanner, Pen Drives, CD RoM, Output Devices: Printer, Monitor, Latest Developments in Computers; Laboratory Demonstration;

**UNIT II OPERATING SYSTEMS 9**

MS Windows: Versions, Components, Applications, Major changes; Future Developments; Open Source Operating Systems; Linux; Versions, Components, Applications, Major changes; Future Developments; Laboratory Demonstration;

**UNIT III OFFICE APPLICATIONS 9**

**Types of Files:** Types, and difference between various formats and utilities;  
**MS Office** – MS Word, MS Excel, MS Powerpoint: Document, Creating and preserving documents and information, Basic Operations in a file: Open, edit, save; Documents Formatting: Paragraph, Indenting, Preview and Printing; Laboratory Demonstration with exercise;  
**Open Office** (Open Source / Free Wares) **SPSS** – History, Versions, Scope and Applications;

**UNIT IV WEB BASED APPLICATIONS 10**

World Wide Web or Internet: History, Service Provider, Connectivity, Viewing and Information Retrieval; Search Engine Services and Locating Information, Down load, E-mail Service – Basics of Email; Routing of mails; Inbox, email creation and sending, Mail Retrieval, Account creation and Security; Social Media and Social Networking; Instant Messaging; Chatting; Laboratory Demonstration;

**UNIT V SOCIAL RELEVANCE OF INFORMATION TECHNOLOGY 8**

Telecommunication: Concepts, History and Development; Advantages of modern day communication technology; Office Automation; Commercial and Social Utilities; Role of Technology in Social Development; Role of Social Media in Social Transformation;

**Total Periods : 44**

**COURSE OUTCOME:**

On the completion of this course students would be able to,

- Understand the components of the computers including, differentiating between hardware and software.
- Apply various Microsoft Office based applications in communications, documentation and research.

REFERENCES:

1. Data, C.J. (1990) An Introduction to Data base system Massachusetts, Addition Wesley
2. Dinener, Sneila, S Microsoft Office, Professional for Windows Instant References, Delhi, BPB
3. Harly Hann. (1990) Intercept complete REFERENCES, New Delhi PHI
4. Rajaraman V (2000) Fundamentals of Computer, New Delhi Addisionweslly.
5. SPSS (2001) SPSS Base 18.0 User's Guide Chicago, U.S.A, SPSS Inc.

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Dr.R.Thirumoorthi :



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Dr.R.Thirumoorthi



**18MSW206 - CONCURRENT FIELD WORK PRACTICAL – II**

**AIM:**

The purpose of the course is to enable the students to understand about social research methods, various tools available, and the application strategies to analyse the social problems with the aid of latest advants of computer based / web based statistical applications.

Semester	II
Credit	4
Paper type	Core
Max. Marks	CIA:30 + CE: 70 = 100

**COURSE OBJECTIVE:**

- To place every student in different agencies to undergo fieldwork training twice a week throughout the semester.
- To enable student to get an in-depth understanding of the working of an agency.
- To equip the students with skills of reporting their observation and develop the art of writing narrative and descriptive records.

**COURSE DESCRIPTION:**

- At the early stage, to ensure the students to understand the philosophy, objectives, organizational setup, rules and regulations of the organization, nature of services of the agency.
- The middle stage is planned to understand the programme of the agency, and the extent of field coverage in complete detail and are planned to provide opportunities to develop the skills of planning and organizing out reach activities suitable to the agency and its beneficiaries.
- By the final Stage of the field work training, students are expected to get sufficient knowledge and skill of preparing consolidated report of the activities in the agency.

**Total Periods : 180**

**COURSE OUTCOME:**

On the completion of this course students would be able to,

- Understand different settings in social work
- Deploy themselves in settlings such as Industry, NGOs, Hospitals, Government, etc and work independently according to the need of the agency / setting

Verified by:

Dr.R.Thirumoorthi :



Approved by:

Dr.R.Thirumoorthi

