

NGM COLLEGE (AUTONOMOUS), POLLACHI
PG DEPARTMENT OF SOCIAL WORK

1.1.3 Details of courses offered by the institution that focus on employability/ entrepreneurship/ skill development during the year.

1.2.1 Details of courses introduced across all programmes offered during the year

Name of the Course	Course Code
Social Group Work	23PSW205
Community Organization	23PSW206
Social Work Research and Statistics	23PSW207
Labour Welfare and Labour Legislations	23PSW2A1
Medical Social Work	23PSW2B1
Rural Community Development	23PSW2C1
Concurrent Field Work Practicum – II	23PSW2F2
Introduction to Psychology/	23PSW2N1
Introduction to Intellectual Property Rights	23PSW2N2
Management of Non-Governmental Organizations	22PSW4C5
Concurrent Field Work Practicum-IV	22PSW4F4
Research Dissertation & Viva Voce	22PSW4P1
Counseling Theory & Practices	22PSW410

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW206	Title	Batch :	2023-2025
		Community Organization	Semester	II
Hrs/Week:	4		Credits:	04

Syllabus

Unit	Content	Hours
Unit I	Community Organization: Definition, Objectives, Principles, Approaches of Community Organization – Scope, Philosophy and Goals and models of community organization. Historical Background of Community organization. Community Organization as a method of	12

	social work. Similarities and differences between Community Organization and Community development. Community Organization in India	
Unit II	Phases & Methods of Community Organization: Phases: a) Reconnaissance b) Social Study or diagnostic c) Planning or developmental d) Implementation - Other phases: Relationship, Assessment, Discussion, Organization, Reflection, Modification and Continuation - Methods: Planning, Education, Communication, Community participation, Collective decision making, Leadership development, Resource Mobilization, Community Action, Legislative and Non-legislative promotion and co-ordination, <i>Participatory Rural Appraisal / Participatory Learning Appraisal</i>	13
Unit III	Skills in Community Organization: Skills: Organizing - Conference and Committee, communication, Training, Consultation, Negotiation, Conflict resolution, Public relations, Resource mobilization, Writing reports, Documentation, Networking – Roles of Community Organizer - Community Welfare Organization: Nature, Types – 1) Community Welfare Council 2) Community Chest - Community organization practice: Rural, Urban, Tribal, Minority groups - Problems faced by Community organizer.	12
Unit IV	Social Action: Definition Objectives Principles, Methods and Strategies. Social action for Social Development. Scope of social action in India. Enforcement of Social Legislation through social action. Social action approach of Paulo Freire and Saul Alinsky, Role of social worker, Social action in Indian context.	11
Unit V	Social movements & Social activist: Quit India Movement, Swadeshi Movement, Chipko movement, Narmada Bachao Andolan Movement, LGBT movement, Silent Valley movement. Solidarity Youth Movement. Social activist noted personalities: Gandhiji, Ambedkar, VinobhaBhave, Nelson Mandela, Jayaprakash Narain, EVR, Anna Hazare, Mehta Patkar, Baba Amte, Bunker Roy, Narendhran Tabblocker, Malala, Kailash Sathiyarthi.	12
	TOTAL	60

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW207	Title	Batch :	2023-2025
		Social Work Research	Semester	II
Hrs/Week:	4	And Statistics	Credits:	04

Syllabus

Unit	Content	Hours
Unit I	Research: Definition, Characteristics, Purpose - Basic Concepts: Theories, Variables, Hypothesis – Scientific method: Basis of Scientific method, Epistemology, Induction and deduction - Requisites of a good scientific	12

	method – Social Work Research: Definition, <i>scope of social work research in India</i>	
Unit II	Problem Identification: Steps in research, Criteria for the selection of the research problem, problem formulation. Research Design: , Descriptive, Exploratory, Experimental and analytical	11
Unit III	Data: meaning, types. Methods of Data collection: Qualitative -Interviews, focused group discussion, Participant Observation case study. Quantitative: survey, interview, questionnaire, interview schedule, checklist, scales: Concept, Types: Bogardus and Likert. Method of qualitative Analysis: Thematic Analysis • Content Analysis • Grounded Theory • Narrative Analysis • Discourse Analysis, Mixed Method.	12
Unit IV	Sampling: Population, Sample, Sample frame, Census - Principles of sampling – Sampling procedure: Probability and non - probability sampling - Tabulation and presentation of data: Editing, coding, classification, tabulation, frequency distribution, diagrammatic and graphic presentation - Research reporting: Interpretation of data, contents of research report, <i>Difference between reference and bibliography.</i>	12
Unit V	Statistics: Definition, importance, functions and limitations - Measures of Central Tendency: Mean, Median, Mode - Measures of Dispersion: Range, Quartile and Standard deviations - Correlations: Meaning, types: Product Moment Correlation and Rank Correlation - Chi-square: uses and applications – T test: Student's T – test – ANOVA: Uses and applications.(Parametric and non parametric test), Software Package for Social Science Research (SPSS), MANOVA, ANACOVA, MANCOVA .Microsoft Word &Excel, SPSS Data Entry.(Practical's only).	13
	TOTAL	60

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW2A1	Title	Batch :	2023-2025
Hrs/Week:	4	Labour Welfare and Labour Legislation	Semester	II
			Credits:	04

Syllabus

Unit	Content	Hours
Unit I	Concept of labour – Labour, Characteristics of Indian Labour- Labour in unorganized and organized sector. Labour Problems - Schemes and programmes of ILO - Recommendations of National Commission on Labour I & II on various issues. <i>Labour mobility and Labour market.</i>	12

Unit II	Labour Welfare: Concept, Principles, Theories, Types of Welfare. The Factories Act 1948, Apprentices Act 1961, Contract Labour Act (Regulation and Abolition Act) 1970. The concept of Labour Welfare Fund: The Tamilnadu Labour Welfare Fund, Act 1972.	12
Unit III	Social Security: Concept of social security– The E.S.I Act 1948 – The Employees Provident Fund and Miscellaneous Provisions, Act 1952 – The Employees Pension Scheme, Act 1995 – The Payment of Gratuity, Act 1972 – The Employee Compensation, Act 2010 - The Maternity Benefit, Act 1961, <i>Social insurance & social assistance</i> .	12
Unit IV	Wage: The concept, meaning of wage, factors of wage fixation, Theories of wages, Functions of wage boards –The Payment of Wages, Act 1936 – The Minimum Wages, Act 1948 – The Equal Remuneration, Act 1976 – Concept of bonus: The Payment of Bonus, Act 1965, Code on Wages act 2019.	12
Unit V	Others Labour legislations: The Plantation Labour, Act 1951, The Mines Act 1952 – The Motor Transport Workers, Act 1961 – The Tamilnadu Manual Workers Act 1999– The Tamilnadu Industrial Establishment (National & Festival Holidays) Act 1951. The Interstate Migrant Workers, Act 1979.	12
	TOTAL	60

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW2B1	Title	Batch :	2023-2025
		<i>Medical Social Work</i>	Semester	II
Hrs/Week:	4		Credits:	04

Syllabus

Unit	Content	Hours
Unit I	Concepts: Health, Hygiene, Illness, Disability and Handicap - Medical Social Work: Definition, Scope, Historical development of Medical Social Work in the West and in India. Medical Social Work Practice in different settings: Hospitals - Outpatient Department - Emergency Care- Special Clinics and Community Health - Blood banks - Eye Banks - Special Schools - Palliative Care. Professional Challenges and Issues of Medical Social Worker in the field.	13
Unit II	Clinical social work practice in Hospital settings: Hospitals, Inpatient and Outpatient department, Emergency care, Special clinics and <i>Community health</i> . Patient's rights in health care.	11
Unit III	Major Communicable Diseases: Symptoms, Etiology, Transmission, Prevention and Treatment of: Leprosy, Tuberculosis, STD, HIV, Polio, Malaria, Typhoid, Dengue, H1N1 and Hepatitis. Major Non-Communicable Diseases/Lifestyle Diseases: Cancer, Diabetes, Hypertension, Asthma, Cardiac Disorders and Obesity. Occupational	12

	Health: Health Hazards, Common Occupational Diseases, Palliative Care.	
Unit IV	Concept of public health - Preventive medicine, levels of prevention; primary, secondary and tertiary prevention. Food and nutrition: importance of nutritional constituent of food, balanced diet, nutritional deficiency diseases and preventive measures, Malnutrition, Food adulteration –causes, prevention and measures. Pollution, Causes, Types and Impact of pollution on health. <i>Blood bank, Organ Donation.</i>	13
Unit V	Rehabilitation and Other Health Programmes: Rehabilitation: Concept, Areas of Rehabilitation ,Principles of Rehabilitation – Role of Medical Social Worker in rehabilitating a person with disability –Team Work and Involvement of family members – Importance of Family planning -Sex Education and School health Programmes	12
	TOTAL	60

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW2C1	Title	Batch :	2023-2025
		Rural Community Development	Semester	II
Hrs/Week:	4		Credits:	04

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: Etawan 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 (73 rd 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 – <i>Problems of Panchayatraj system.</i>	13
Unit IV	Community Development Administration & Planning: Organization setup and Administration from National, State, District Level and Block Level -	12

	Planning for rural development: Planning process, Multi level planning, National, State, District and block level planning – Role of Panchayat Raj Institutions in Planning – <i>Grama Sabha - Meaning powers and Procedures</i>	
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 Satak 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

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW2NI	Title	Batch :	2023-2025
		Introduction to Psychology	Semester	II
Hrs/Week:	2		Credits:	02

Syllabus

Unit	Content	Hours
Unit I	Psychology: Meaning, Definition, Nature and Scope, Fields and Methods, Concept of human behavior, Schools of Psychology. Relevance of Psychology for Social Work Profession. Human growth and Development: Concept, Nature and Importance; Physical and Psychological aspects of various stages of Human growth and Development: Infancy, Babyhood, Early and Late childhood, Adolescence, Early and Middle Adulthood and Old age.	7
Unit II	Personality: Definition-Nature-Theories of Personality - Psychoanalysis, Behavioral, Cognitive and Humanistic theories of Personality; Factors influencing Personality Development-Hereditry and Environment.	6
Unit III	Perception: Concept and Nature, Types, Errors in Perception, Factors in flouncing Perception; Memory & Intelligence: Concept, Theories and Assessment, Emotions: Development of Emotions - Individual and Group Emotions.	5
Unit IV	Learning: Concept, Types, Theories; Motivation: Concept and Nature; Types of motives Basic theories of Motivation Attitudes: of Learning Concept and Nature, Formation of Attitudes, Stereotypes and Prejudice, Adjustment.	5
Unit V	Abnormality: Basic Concept: Normality vs. Abnormality, Mental Illness and Mental Health –Characteristics of mentally healthy individual- classification of mental illnesses (ICD -10 and DSM V) Stress: Meaning, Causes and Effects, Coping, Conflict – Meaning Types. Psychological Intervention with individuals and groups- Role of Social Workers in promoting Mental Health.	7
	TOTAL	30

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW2N2	Title	Batch :	2023-2025
		Introduction to Intellectual Property Rights (IPR)	Semester	II
Hrs/Week:	2		Credits:	02

Syllabus

Unit	Content	Hours
Unit I	Basics of Intellectual Property - Need for Intellectual Property Rights- Types of Intellectual Property Rights - Advantages of Intellectual Property Rights- Infringement of Intellectual Property Rights.	6
Unit II	Patent System: An Overview – Patentability- Drafting a Patent Specification- Patent Procedure in India- Patent Infringement.	6
Unit III	Introduction to Copyright - Core Principles - Authorship, Ownership, Transfer of Rights and Registration of Copyright - Rights of Copyright Owner- Infringement of Copyright - Remedies: Civil, Criminal and Administrative	6
Unit IV	Trademark: Principles of Trademark - Procedure for Obtaining Registration of Trademark and Rights of the Owner of Trademarks - Infringement of Trademark - Domain Name Protection- Protection of Geographical Indication	6
Unit V	Academic integrity and Plagiarism : Types of Plagiarism - Consequences of Plagiarism - Avoiding Plagiarism - Copyright vs. Plagiarism – Software for plagiarism check	6
	TOTAL	30

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	23PSW2F2	Title	Batch :	2022-2024
			Semester	II
Hrs/Week:	12	Concurrent Field Work Practicum – II	Credits:	05

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	22PSW4C5	Title	Batch :	2022-2024
		Management of Non – Governmental Organizations	Semester	IV
Hrs/Week:	4		Credits:	04

Syllabus

Unit	Content	Hours
Unit I	Non – profit organization: Definition, Meaning, Objectives, and Principles Concept, Need, Classification, Structure, Functions, Philosophies, Significance, Strategies, and Role of NGOs; Historical Development of NGOs in India; Community based organization: Concept and Development. – Types of Non-Profit Organization: Community based Organizations, Health Organizations, Educational Institutions, and Social Welfare Organizations – Non-Governmental Organizations: Formation of Societies, Trusts, And Non-Profit Companies	12
Unit II	Registration and Establishment of NPOs: Societies Act, Trust Act, Company's Act (Sec. 25); Memorandum of Association and Articles of Association; Legal Status of NPO; Monitoring Mechanism adopted by Governments; FCR Act; NGO-Administration; Policy Making; Aims and Objectives of the Executive Committee, Office Bearers and Governing Body and Rights, Power and Duties.	12
Unit III	Project identification: Feasibility/Base Line studies – Project Formulation – Planning and Policy making – Strategy Formation and Preparation of Project Proposals and Project Implementation. Budgeting: Meaning, Steps and Important Items in Budget; Resource Mobilization: Central and State Government Assistance and other Assistance; Fund Raising: Meaning, Techniques and Income Generation Programmes (IGP); Financial Management; Financial Collaboration between Funding Organization and Non-Profit Organizations.	12
Unit IV	Funding of NGOs: Sources of Funding - Government Grants, Foreign Aid, Donations, Membership fees and NGOs Contribution; Project Approach to Funding; Donor Consortium Approach; Funding Criteria and Conditionality; Managing Relationships with Donors; Working with Governments; Networking Strategies for funding. Institution building of Non-Profit Organisations in administering the Social Welfare Programmes- <i>Responsibility and Accountability of Non-profit Organisations and social audit</i>	12
Unit V	Functions of NGOs, Project Monitoring and Evaluation Method: Training - Meaning, Need, Importance, Purpose, Significance and Training Needs; NGO functions in different Fields: Health, Rural	12

	Development, Child Health and Welfare, Women Welfare, Youth Welfare and Welfare of the elderly people, Awareness on behavioral, environmental and social issues, Role of NGOs in Administering the Social Welfare Programmes; Project Evaluation and Monitoring: Aims, Objectives, steps and Creating Management Information System; Project Appraisal: Meaning and Techniques; Logical Frame Analysis (LFA); Participatory Rural Appraisal (PRA): Principles, Methods of PRA and Network Analysis; Documentation and reporting; Public Relations.	
	TOTAL	60

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	22PSW4F4	Title	Batch :	2022-2024
		Field Work Practicum – IV	Semester	IV
Hrs/Week:	-		Credits:	05

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	22PSW4P1	Title	Batch :	2022-2024
		Research Project Work	Semester	IV
Hrs/Week:	-		Credits:	08

Programme code:	MSW	Programme Title :	Master of Social Work	
Course Code:	22PSW410	Title	Batch :	2022-2024
		Counselling Theory and Practice	Semester	IV
Hrs/Week:	4		Credits:	04

Syllabus

Unit	Content	Hours
Unit I	Counselling: Meaning and definition, characteristics, goals of counseling and elements of counseling- Evolution/ Development of counseling as a profession - present status of counseling - prospect of counseling practice – Difference between Counseling, Advice and Guidance.	12
Unit II	The Portrait of a Counsellor and Counsee: Personal and professional characteristics / qualities of a counselor; Values and ethics in counseling, checklist for counselor. Characteristics of a counselee (client); skills of a client – self-exploration, non-defensive listening and dynamic self-understanding. Counseling Relationship: Regard, Respect, Authenticity, Empathy and Genuineness.	13
Unit III	Counseling Skills & Process: Counseling Skills -Attending & listening,	12

	communication, confrontation, concreteness, paraphrasing, focusing, summarizing, reflection of the feelings, self-disclosure, identification of attitudes and feelings Counseling process- Problem exploration & identification - Analysis and diagnosis -Intervention strategies - <u>Evaluation and termination of session</u>	
Unit IV	Theories/ Approaches to Counseling: Psychoanalytical approach, Client - centered approach, REBT, Transactional Analysis, Cognitive approach, Eclectic approach.	11
Unit V	Counseling in Different Settings: Counseling in Educational institutions, industry, career counseling, HIV/AIDS counseling, de-addiction counseling, death and bereavement counseling , Suicide counseling, Marital counseling (Premarital and post marital) Family counseling, <u>crisis intervention.</u>	12
	TOTAL	60

	communication, confrontation, concreteness, paraphrasing, focusing, summarizing, reflection of the feelings, self-disclosure, identification of attitudes and feelings Counseling process- Problem exploration & identification - Analysis and diagnosis -Intervention strategies - <u>Evaluation and termination of session</u>	
Unit IV	Theories/ Approaches to Counseling: Psychoanalytical approach, Client - [REDACTED]	11
Unit V	[REDACTED] Counseling in Educational institutions, industry, career counseling, HIV/AIDS counseling, de-addiction counseling, death and bereavement counseling , Suicide counseling, Marital counseling (Premarital and post marital) Family counseling, <u>crisis intervention</u> .	12
	TOTAL	60


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