

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI
COURSE PLAN
November 2023 – April 2024

Department : M.S.W
Name/s of the Faculty : Dr. PRIYA MARY GEORGE
Course Title : MANAGEMENT OF DEVELOPMENT ORGANISATIONS
Course Code : 23SW/PC/MO24
Shift : I

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	explain functions, procedures and policies in establishing and maintaining development organisations	
CO2	demonstrate skills to manage development organisations	
CO3	analyse management functions, acquire skills for utilisation of resources-physical, financial, human and organisation of programs	
CO4	evaluate the role of development organisations	
CO5	prepare project proposals and use tools for management of development organisations	

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Nov 22 – 25, 2023 (Day Order 1- 4)	1	Introduction to Management 1.1 Management: Meaning, Definition, Nature of management, 1.2 Management: Basic Concepts and Principles; Goals of Management; Approaches to Management – Behavioural Approach, Human Relation Approach of Social Work Principles in Management of Welfare Organization	K1-K4	4	CO1-CO5	Lecture & PPT, Discussion	C.A. Test Feb 5-9, 2024
Nov 27- Dec 4, 2023 (Day Order 1 to 4)	1	1.3 Management as a profession, Historical perspectives, Henry Fayol, Principles of Scientific Management, F. W. Taylor, Management Vs. Administration, Approach to	K1-K4	4	CO1-CO5	Use of Flashcards, Lecture & PPT, Discussion	C.A. Test Feb 5-9, 2024

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
		Management: Human Resource approach, System approach					

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Dec 6-13, 2023 (Day Order 1to 4)	2	<p>Management Functions</p> <p>2.1 Management Functions: Concept and Principles of Management Planning, Policy Making, Goal Setting, Organization, Staffing, Coordination, Communication, Supervision and Control, Public Relations and Publicity; Reporting and Evaluation.</p> <p>2.2 Planning: Meaning Definition, Features of Planning, Planning process, Types of planning, Strategic planning and Management</p>	K1-K6	4	CO1-CO5	Lecture and Discussion Group Exercises, Field Based Study	C.A. Test Feb 5-9, 2024
Dec 15-22, 2023 (Day Order 1to 4)	2	2.3 Managerial Role, Functions and skills: Managerial Role, levels of management,	K1-K6	4	CO1-CO5	Lecture and Discussion	Field Based Assignment January 5, 2024

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
		functions, managerial skills of an effective manager				Group Work	

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jan 03-10, 2023 (Day Order 1 to 4)	2 (cont d.)	2.4 Conflict Management: Meaning, types of Conflict, impact of Conflict on organizational performance, Conflict management and Strategies 4.4 Introduction :- Planning of Project Proposals	K1-K6	4	CO1-CO5	Use of Flip Charts Lecture and discussion Introductory Lecture Guided Group Work	C.A. Test Feb 5-9, 2024 Component Group Work & Presentation Feb 12-16
Jan 12 – 20, 2024 (Day Order 1 to 4)	3	Management of Organisation 3.1 Organization of NGOs: Board, Trustee Committees, Executives and their roles and functions Laws related to NGO	K1-K6	4	CO1-CO5	Lecture and Discussion	C.A. Test Feb 5-9, 2024

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Jan 22 – 29, 2024 (Day Order 1 to 4)		3.2 Society Registration Act 1976, Trust Act Of 1912, Cooperative Societies Act 1912, FCRA, FERA and related issues.	K1-K6	4	CO1-CO5	Guest Lecture, Interaction and Discussion with NGO personnel	C.A. Test Feb 5-9, 2024
Jan 31-Feb 3, 2024 (Day Order 1-3)		3.3 Organisational Management; Mission and Vision; Governance, Delegation, decentralization, coordination, collaboration,	K1-K6	3	CO1-CO5	Analysis of agency of Field Work Placement Group Work	C.A. Test Feb 5-9, 2024
Feb 5-9, 2024							
Feb 12, 2024 (Day Order 4)		Contd.- authority, responsibility, accountability; Organisational design of Partnerships between private and public spaces, collaborations	K1-K6	1	CO1-CO5	Lecture Group activity Discussion	C.A. Test Feb 5-9, 2024

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Feb 14 – Feb 21, 2024 (Day Order 1 to 4)	4	Projects and Programmes 4.1Ministry of Social Justice and Empowerment, Central Social Welfare Board, Social Welfare and Women Empowerment Department, Tamil Nadu, Directorate of Social Defence and Adi Dravidar and Tribal Welfare Department	K1-K6	4	CO1-CO5	PPT Lecture & Discussion	Quiz
Feb 22- 26, 2024 (Day Order 1 to 4)	4	4.2Donor Agencies, National and International agencies- Action Aid, CARITAS and World Vision	K1-K6	4	CO1-CO5	PPT Lecture and Discussion	Quiz
Feb 28 – Mar 6, 2024 (Day Order 1 to 4)	4	4.3Concepts of CSR, its principles, CSR through NPOs	K1-K6	4	CO1-CO5	Guest lecture Discussion	Review with Questions

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Mar 8 – 14, 2024 (Day Order 1 to 4)	4	4.4Planning of Project Proposals – Types, Steps, Format, Fund Raising and Evaluation of Projects; Project Management	K1-K6	4	CO1-CO5	Lecture and Discussion	Review with Questions
Mar15 – 19, 2024 (Day Order 1 to 4)	5	Tools for Management and Organisation 5.1 Organizational Development. 5.2Tools for Management and Planning: PERT	K1-K6	4	CO1-CO5	Using tools learnt for application in proposals developed	Review with Questions
Mar 20 – 22, 2024 (Day Order 1 & 3)	5	Contd.- CPM, Social Audit	K1-K6	3	CO1-CO5	Using tools learnt for application in proposals developed Case study Discussion	Review with Questions