# STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI Course Schedule: June - November 2024

: BSW **Department** Name of the Faculty : Ms.J.Beula

**Course Title** : Health Care Services **Course Code** : 19SW/MC/HC53

Shift

Week & No. of hours	Units & Topics	Teaching Methodology	Text & References	Method of Evaluation
Jun 19 – 26, 2024 (Day Order 1 - 6)	Unit – 1 Introduction  1.1Health – Definition, Concept of Physical, Social, Mental, Spiritual and Positive Health, Indicators of Health, Determinants of Health.	Lecture Power Point Presentation	1. Bajpee. Textbook of Preventive and Social Medicine. New Delhi: Jaypee Brothers Medical Publishers, 1995 2. Park, J., E., and Park, K, Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas, 2011.	Questioning Continuous Assessment Test
Jun 27 – July 4, 2024 (Day Order 1 - 6)	Unit – 1 Introduction 1.2Concept of Prevention – Definition, Levels of Prevention, Levels of Intervention.	Lecture, Power Point Presentation	1. Bajpee. Textbook of Preventive and Social Medicine. New Delhi: Jaypee Brothers Medical Publishers, 1995 2. Park, J., E., and Park, K, Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas, 2011.	Questioning, Continuous Assessment Test

July 5 – 12, 2024 (Day Order 1 - 6)	Unit – 1 Introduction  1.3Hygiene – Definition, Importance of Personal Hygiene 1.4Sanitation – Definition, Meaning, Need and Importance.	Lecture,  Power Point Presentation, Group Discussion	1. Bajpee. Textbook of Preventive and Social Medicine. New Delhi: Jaypee Brothers Medical Publishers, 1995 2. Park, J., E., and Park, K, Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas, 2011.	Questioning Continuous Assessment test End Semester Examination
July 15 – 23, 2024 (Day Order 1 - 6)	Unit – 2 Nutrition and Health 2.1Nutrition – Definition, Meaning, Classification of Foods, Functions and Sources of Proteins, Fats, Minerals, Carbohydrates and Vitamins.	Lecture Power Point Presentation, Group Discussion	1.M.Swaminathan, Principles of Nutrition and dietetics, Bangalore: The Bangalore Printing and Publishing. India, 1988. 2. M.Swaminathan, Food and Nutrition Vol-I, Bangalore: The Bangalore Printing and Publishing. India, 1988. M.Swaminathan, Food and Nutrition Vol-II, Bangalore: The Bangalore Printing and Publishing. India, 1988. Printing and Publishing. India, 1988.	Questioning Continuous Assessment test End Semester Examination. Assignment-1 Marks-25 2-8-2024
July 24 – 31, 2024 (Day Order 1 - 6)	Unit – 2 Nutrition and Health 2.2Concept of – Malnutrition PEM, Balanced Diet	Lecture Power Point Presentation, Group Discussion	1.M.Swaminathan, Principles of Nutrition and dietetics, Bangalore: The Bangalore Printing and Publishing. India, 1988. 2.M.Swaminathan, Food and Nutrition Vol-1, Bangalore:	Questioning Continuous Assessment test End Semester Examination.

Aug 6 – 10, 2024	Unit – 3 Diseases 3.1Communicable diseases- Definition, meaning, types, causes, symptoms, treatment and prevention (Malaria, Tuberculosis, HIV/AIDS)	Group Discussion  C.A. Test – I	Bangalore Printing and Publishing. India, 1988.  2. M. Swaminathan, Food and Nutrition Vol-1, Bangalore: The Bangalore Printing and Publishing. India, 1988.  3. M. Swaminathan, Food and Nutrition Vol-II, Bangalore: The Bangalore Printing and Publishing. India, 1988.	End Semester Examination.
Aug 1 – 5, 2024 (Day Order 1 - 3)	3.1Communicable diseases- Definition, meaning, types, causes, symptoms, treatment and		India, 1988. 2. M. Swaminathan,	Questioning Continuous Assessment test End Semester Examination.
			The Bangalore Printing and Publishing. India, 1988. 3. M. Swaminathan, Food and Nutrition Vol-II, Bangalore: The Bangalore Printing and	

Aug 12 – 14, 2024	Unit – 3	Lecture	1. Bajpee.	Questioning
(Day Order 4-6)	<b>Diseases</b> 3.2Non-Communicable Diseases - Definition,	Power Point Presentation.	Textbook of Preventive and Social	Continuous Assessment test
	Meaning, Types, Causes, Symptoms, Treatment and Prevention – (Diabetes,		Medicine. New Delhi: Jaypee Brothers Medical	End Semester Examination.
	Hypertension, Cardio- vascular diseases)		Publishers, 1995	Assignment-2
	3.3Mental Health - Definition, History,		2. Park, J., E., and Park, K,	Marks-25
	Characteristics of a Mentally Healthy Person, Types of Mental		Textbook of Preventive and Social	2-9-2024
	Illness.		Medicine. Jabalpur: Banarsidas, 2011.	
Aug 16 – 23, 2024	Unit – 3	Lecture	1. Chauhan, S., S.	Questioning
(Day Order 1-6)	Diseases 3.3Mental Health - Definition, History, Characteristics of a Mentally Healthy Person, Types of Mental Illness – Definition, Meaning, Types, Causes, Symptoms, Treatment and Prevention - Major and Minor Mental Illnesses – Schizophrenia, MDP, Anxiety, Phobia, OCD, Hysteria)	Power Point Presentation	Mental Hygiene – A Science of Adjustment. New Delhi, 2009. 2. Mangal, S., K. Introduction to Abnormal Psychology. New Delhi: Sterling Publishers.	Continuous Assessment test End Semester Examination.
Aug 27 – Sep 3, 2024	Unit – 3	Lecture	1. Chauhan, S., S.	Questioning
(Day Order 1-6)	Diseases 3.3 Major and Minor Montal Ulnasses	Power Point Presentation	Mental Hygiene – A Science of	Continuous Assessment test
	Mental Illnesses – Schizophrenia, MDP, Anxiety, Phobia, OCD, Hysteria) 3.4 Psycho- Physiological Disorders - Definition, Meaning, Types, Causes, Symptoms, Treatment		Adjustment. New Delhi, 2009. 2. Mangal, S., K. Introduction to Abnormal Psychology. New Delhi: Sterling Publishers.	End Semester Examination.
	and Prevention –			

	Respiratory Disorders,			
	Digestive Disorders			
Sep 4 – 11, 2024 (Day Order 1-6)	Unit – 3 Diseases 3.4Psycho-Physiological Disorders - Definition, Meaning, Types, Causes, Symptoms, Treatment and Prevention – Respiratory Disorders, Digestive Disorders Unit – 4 Alternate Systems of Health Care 4.1AYUSH (Ayurvedha, Yoga) – Definition, Etiology, Principles, Treatment Measures	Lecture	1. Bajpee. Textbook of Preventive and Social Medicine. New Delhi: Jaypee Brothers Medical Publishers, 1995.	Questioning,Conti nuous Assessment Test - 2
Sep 12 - 20, 2024 (Day Order 1- 6)	Unit – 4 Alternate Systems of Health Care 4.1AYUSH (Unani, Siddha, Homeopathy) – Definition, Etiology, Principles, Treatment Measures.	Lecture Power point Presentation.	1. Bajpee. Textbook of Preventive and Social Medicine. New Delhi: Jaypee Brothers Medical Publishers, 1995.	Questioning Continuous Assessment test 2 End Semester Examination.
Sep 23 - 26, 2024 (Day Order 1-4)	Unit – 5 Health Care Services 5.1 Health care delivery- The Model - Millennium development goals, modification of indicators relating to health in India, Voluntary health agencies in India. Role of - Indian Red Cross Society, Indian Council for Child Welfare, Association of India.	Lecture Power point Presentation.	1. Park, J., E., and Park, K, Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas, 2011. 2. Park, K. Textbook of Prevention and Social Medicine. Jebelpur: Banarsidas, 2011.	Questioning Continuous Assessment test 2 End Semester Examination.

Sep 27 – Oct 3, 2024	C.A. Test – II				
Oct 4 – 5, 2024 (Day 5 & 6)	Unit – 5 Health Care Services 5.1 Voluntary health agencies in India.Role of - Indian Red Cross Society, Indian Council for Child Welfare, Tuberculosis Association in India, Central Social Welfare Board, Family Planning Association of India.	Lecture Power point Presentation. Group discussion	1. Park, J., E., and Park, K, Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas, 2011. 2. Park, K. Textbook of Prevention and Social Medicine. Jebelpur: Banaridas, 2011.	Questioning End semester Examination	
Oct 7 - 15, 2024 (Day Order 1 to 6)	Unit – 5 Health Care Services 5.2Health Programmes in India – Overview of National Malaria Eradication Programme, Diarrhoeal Diseases Control Programme, National Filarial Control Programme, National Tuberculosis Control Programme,STD Control Programme 5.3Role of International Organisations – WHO, UNICEF, FAO	Lecture Power point Presentation	1. Park, J., E., and Park, K, Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas, 2011. 2. Park, K. Textbook of Prevention and Social Medicine. Jebelpur: Banaridas, 2011.	Questioning End semester Examination	
Oct 16 - 22, 2024 (Day Order 1 to 6)	Unit – 5 Health Care Services 5.3Role of International Organisations – WHO,UNICEF, FAO	Lecture	1. Park, J., E., and Park, K, Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas, 2011. 2. Park, K. Textbook of Prevention and Social Medicine. Jebelpur: Banaridas, 2011.	End semester Examination	
Oct 23 - 24, 2024 (Day Order 1 to 2)	REVISION				

Course Schedule: June - November 2024

Department : BSW

Name/s of the Faculty : Dr. Mary T. Abraham

Course Title : Basic Research and Statistics for Social Work

Course Code : 19SW/MC/RS54

Shift II

Week & No. of hours	Units & Topics	Teaching Methodology	Text & References	Method of Evaluation
Jun 19 – 26, 2024 (Day Order 1 - 6) 4 hours	Unit 1 Introduction Social Research – Definition, Stages in the Process of Social Research Concept of Objectivity in Research, Scientific Approach to Research, Variables, Concepts, Constructs, Hypothesis, Research Question	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978	Questions Continuous Assessment Test - 1
Jun 27 – July 4, 2024 (Day Order 1 - 6) 4 hours	Unit 1 Introduction Types of Research Social Work Research — Definition, Meaning, Stages in the Social Work Research Process.	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978	Questions Continuous Assessment Test - 1
July 5 – 12, 2024 (Day Order 1 - 6) 4 hours	Unit 1 Introduction Social Work Research as a Method of Social Work  Unit 2 Basic Research Designs and Tools for Data Collection Research Design – Descriptive, Experimental and Exploratory	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978. 3. Kumar Ranjit, Research Methodology: a step-by-step guide for beginners. Third Edition. Sage Publications, New	Questions Continuous Assessment Test - 1

			Delhi. 2011	
July 15 – 23, 2024 (Day Order 1 - 6) 4 hours	Unit 2 Basic Research Designs and Tools for Data Collection Identifying and Formulating a Research Problem Relevant to Social Work Sources of Data – Primary and Secondary	Lecture Group Discussion	1. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978. 2. Kumar Ranjit, Research Methodology: a step-by-step guide for beginners. Third Edition. Sage Publications, New Delhi. 2011	Questions Continuous Assessment Test – 1
July 24 – 31, 2024 (Day Order 1 - 6) 4 hours	Unit 2 Basic Research Designs and Tools for Data Collection Tools for Data Collection — Observation, Observation Guide, Interview, Interview Schedule, Interview Guide, Mailed Questionnaire	Lecture Group Discussion	1. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978. 2. Kumar Ranjit, Research Methodology: a step-by-step guide for beginners. Third Edition. Sage Publications, New Delhi. 2011	Questions Continuous Assessment Test – 1  Component – 1 Assignment – Action Research and the Mixed Research 24.07.2024 (15 marks)
Aug 1 – 5, 2024 (Day Order 1 - 3) 1 hour		REVISION	Ī	
Aug 6 – 10, 2024		C.A. Test –	I	

Aug 12 – 14, 2024 (Day Order 4-6) 3 hours	Unit 3 Sampling and Scaling Techniques Concepts and Meaning of Sampling – Frame, Unit and Universe Sampling Techniques – Random Sampling – Simple Random, Stratified, Multistage	Lecture Group Discussion	1. Ranjit Kumar, Research Methodology: a step-by-step guide for beginners. Third Edition. Sage Publications, New Delhi. 2011 2. Reddy. Research Methodology in Social Sciences. New Delhi: Daya Publishing House, 1987	Questions Continuous Assessment Test – 2
Aug 16 – 23, 2024 (Day Order 1-6) 4 hours	Unit 3 Sampling and Scaling Techniques Sampling Techniques – Non-Random Sampling—Convenient, Purposive, Snowball and Quota Measurement and Scaling Techniques – Definition, Meaning, Types	Lecture Group Discussion	1. Ramachandran, P. Survey Research for Social Work. A Primer: Institute of Community Organization Research. Mumbai 1990. 2. Ranjit Kumar, Research Methodology: a step-by-step guide for beginners. Third Edition. Sage Publications, New Delhi. 2011	Questions Continuous Assessment Test – 2
Aug 27 – Sep 3, 2024 (Day Order 1-6) 4 hours	Unit 3 Sampling and Scaling Techniques Need and Uses – of Nominal, Ordinal, Interval, Ratio. Scaling Techniques: Comparative and Non comparative scales	Lecture Group Discussion	1. Ramachandran, P. Survey Research for Social Work. A Primer: Institute of Community Organization Research. Mumbai 1990. 2. Ranjit Kumar, Research Methodology: a step-by-step guide for beginners. Third Edition. Sage Publications, New Delhi. 2011	Questions Continuous Assessment Test – 2  Component – 2 Prepare an Interview Schedule of 30 questions on any social issue 27.08.2024 (15 marks)
Sep 4 – 11, 2024 (Day Order 1-6) 4 hours	Unit 4 Data Processing, Analysis, Interpretation and Reporting Data Processing – Editing, Coding, Classification,	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978	Questions Continuous Assessment Test – 2

	Tabulation, Transcription				
Sep 12 - 20, 2024 (Day Order 1- 6) 4 hours	Unit 4 Data Processing, Analysis, Interpretation and Reporting Outline of a Good Research Report Diagrammatic Presentation of Data — One, Two - Dimensional Diagrams	Lecture Group Discussion	1. Ranjit Kumar, Research Methodology: a step-by-step guide for beginners. Third Edition. Sage Publications, New Delhi. 2011 2. Reddy. Research Methodology in Social Sciences. New Delhi: Daya Publishing House, 1987	Questions Continuous Assessment Test – 2	
Sep 23 - 26, 2024 (Day Order 1-4) 2 hours	Unit 4 Data Processing, Analysis, Interpretation and Reporting Three Dimensional Diagrams Pie Charts, Pictograms and Cartograms	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978	Questions Continuous Assessment Test – 2  Component – 3 PPT Diagrammatic Presentation of Data 23.09.2024 (20 marks)	
Sep 27 – Oct 3, 2024	C.A. Test – II				
Oct 4 – 5, 2024 (Day 5 & 6) 2 hours	Unit 5 Basic Statistical analysis of data Statistics – Definition, Meaning, Need and Importance of Statistics in Research	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Gupta. Statistical Methods. New Delhi: Sultan Chand and Sons, 43 <sup>rd</sup> Edition. 2011	Questions	

Oct 7 - 15, 2024 (Day Order 1 to 6) 4 hours	Unit 5 Basic Statistical analysis of data Frequency and Percentage Distribution — Preparation of One-, Two- and Three-Way Tables	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Gupta. Statistical Methods. New Delhi: Sultan Chand and Sons, 43 <sup>rd</sup> Edition. 2011	Questions
Oct 16 - 22, 2024 (Day Order 1 to 6) 4 hours	Unit 5 Basic Statistical analysis of data Measures of Central Tendency – Mean, Median and Mode – Definition, Meaning, Need and Importance, Calculation – Continuous and Discrete Series (Direct Method Only)	Lecture Group Discussion	1. Bajpai. Methods of Social Survey and Research. Kanpur: Kilah Ghar, Fifth Edition 2013. 2. Gupta. Statistical Methods. New Delhi: Sultan Chand and Sons, 43 <sup>rd</sup> Edition. 2011	Questions
Oct 23 - 24, 2024 (Day Order 1 to 2) 1 hour	REVISION			

Course Schedule: June - November 2024

Department : BSW

Name/s of the Faculty : MS. HEPHZIBAH MERCY

Course Title : SOCIAL WORK ADMINISTRATION

Course Code : 19SW/MC/ AD54

Shift : II

Week & No. of hours	Units & Topics	Teaching Methodology	Text & References	Method of Evaluation
Jun 19 – 26, 2024 (Day Order 1 - 6)	Unit 1 Evolution of Social Welfare Administration(12Hours) 1.1Concept - Voluntary Social Work, Social Welfare, Social Welfare Administration 1.2 Evolution of Social Welfare Administration in India	Lecture Group Discussion, PPT	Chowdhry, Paul. D. Social Welfare Administration. New Delhi: Atma Ram, 1970. Dharmarajan, Shivan. NGO Development Initiative and Public Policy. New Delhi: Kanishka, 1998. Wormer, Van, Katherin. Introduction to Social Welfare and Social Work, London:	Quiz, CA test-1, End Semester Examination.
Jun 27 – July 4, 2024 (Day Order 1 - 6)	1.3Brief overview of Social Welfare Administration — Structure and functions of Central SocialWelfare Board and State Social Welfare Board, Indian Council for Social Welfare 1.4Social WorkAdministration as method in Social Work — Definition, Scopeand Principles	Lecture Group Discussion, PPT	Thomson, 2006 Chowdhry, Paul. D. Social Welfare Administration. New Delhi: Atma Ram, 1970. Dharmarajan, Shivan. NGO Development Initiative and Public Policy. New Delhi: Kanishka, 1998. Wormer, Van, Katherin. Introduction to Social Welfare and Social Work, London: Thomson, 2006	Quiz, CA test-1, End Semester Examination.

July 5 – 12, 2024 (Day Order 1 - 6)	Unit 2(8Hours) Elements of Administration – I 2.1Functions of the Board Members of a Social Welfare Organisation 2.2Types of Committees 2.3The role of Planning and Policy Making 2.4Methods of Fund raising 2.5Budgeting – Purpose and Principles 2.6Accounting – Principles, fundamental books of accounts to be maintainedin anOrganisation	Lecture Group Discussion, PPT	Chowdhry, Paul. D. Social Welfare Administration. New Delhi: Atma Ram, 1970. Dharmarajan, Shivan. NGO Development Initiative and Public Policy. New Delhi: Kanishka, 1998.	Quiz, CA test-1, End Semester Examination
July 15 – 23, 2024 (Day Order 1 - 6)	Unit 3 (8 Hours) Elements of Administration – II 3.1 Co-ordination – Principles 3.2 Importance of Public Relations 3.3 Importance of Communication	Lecture Group Discussion, PPT	Chowdhry, Paul. D. Social Welfare Administration. New Delhi: Atma Ram, 1970. Dharmarajan, Shivan. NGO Development Initiative and Public Policy. New Delhi: Kanishka, 1998 Parmar, P. M. Social Work and Social Welfare in India. New Delhi: Sublime, 2002	Quiz, CA test-1, End Semester Examination
July 24 – 31, 2024 (Day Order 1 - 6)	3.4 Staffing – Process  3.5 Supervision – Purpose and Principles 3.6 Evaluation – Principles, Functions, Types and areas of Evaluation	Lecture Group Discussion, PPT	Chowdhry, Paul. D. Social Welfare Administration. New Delhi: Atma Ram, 1970. Dharmarajan, Shivan. NGO Development Initiative and Public Policy. New Delhi: Kanishka, 1998 Parmar, P. M. Social Work and Social Welfare in India. New Delhi: Sublime, 2002	Quiz, CA test-1, End Semester Examination

3.4Staffing – Process	Lecture	Chowdhry, Paul.	Quiz, CA
3.5 Supervision – Purpose and Principles	Group	D. Social Welfare Administration.	test-1, End
3.6 Evaluation – Principles,	Discussion, PPT	New Delhi: Atma	Semester
Functions, Types and areas of Evaluation		Ram, 1970. Dharmarajan, Shivan. NGO Development Initiative and Public Policy. New Delhi: Kanishka, 1998 Parmar, P. M. Social Work and Social Welfare in India. New Delhi: Sublime 2002	Examination
		5401111e, 2002.	
	<b>C.A.</b> Test – ]	I	
	<ul><li>3.5 Supervision – Purpose and Principles</li><li>3.6 Evaluation – Principles, Functions, Types and areas</li></ul>	3.5 Supervision – Purpose and Principles 3.6 Evaluation – Principles, Functions, Types and areas of Evaluation  Group  Discussion, PPT	3.5 Supervision – Purpose and Principles 3.6 Evaluation – Principles, Functions, Types and areas of Evaluation  Group  D. Social Welfare Administration.  New Delhi: Atma Ram, 1970.  Dharmarajan, Shivan. NGO  Development Initiative and Public Policy.  New Delhi: Kanishka, 1998  Parmar, P. M.  Social Welfare in

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Aug 12 – 14, 2024	Unit 4(15Hours)	Lecture		Quiz, CA test-2,
(Day Order 4-6)	Introduction to Non-	Group	Chowdhry, Paul. D.	End Semester
,	Government	•	Social Welfare	Examination
	Organisation	Discussion, PPT	Administration.	Assignment-1
	4.1Definition, Characteristics,		New Delhi: Atma	30 July 2024
	Types - Non-		Ram, 1970.	Marks-25
	Government		Dharmarajan, Shivan. <i>NGO</i>	
	Organisations		Development	
	4.2Role of NGOs,		Initiative and	
	·		Public Policy. New	
	Problems and		Delhi: Kanishka,	
	Challenges faced by		1998.	
	NGOs			
	4.3 Registration			
	Procedures related to			
	NGOs - Societies			
	Registration Act,			
	1860 and Tamil Nadu			
	Societies Registration			
	Act, 1975			
	4.4 Foreign Contribution Regulation Act, 2011, Tax Exemptions Available			
	Under 80G			

Aug 16 – 23, 2024	4.1Definition,	Lecture	Chowdhry, Paul. D.	Quiz, CA test-2,
(Day Order 1-6)	Characteristics, Types - Non-	Group	Social Welfare Administration.	End Semester Examination
	Government	Discussion, PPT	_	Assignment-1
	Organisations 4.2Role of NGOs,		Ram, 1970. Dharmarajan,	30 July 2024
	Problems and		Shivan. NGO Marks-25	Marks-25
	Challenges faced by		Development Initiative and	
	NGOs		Public Policy. New	
	4.3 Registration		Delhi: Kanishka, 1998.	
	Procedures related to			
	NGOs - Societies			
	Registration Act,			
	1860 and Tamil Nadu			
	Societies Registration			
	Act, 1975			
	4.4 Foreign Contribution Regulation Act, 2011, Tax Exemptions Available Under 80G			
Aug 27 – Sep 3, 2024	4.1Definition,	Lecture	Chowdhry, Paul. D.	Quiz, CA test-2,
(Day Order 1-6)	Characteristics, Types - Non-Government	Group	Social Welfare Administration.	End Semester
	Organisations	Discussion, PPT,	New Delhi: Atma	Examination
	4.2Role of NGOs, Problems and		Ram, 1970. Dharmarajan,	Assignment-1
	Challenges faced by		Shivan. NGO	30 July 2024
	NGOs 4.3 Registration		Development Initiative and	Marks-25
	Procedures related to		Public Policy. New	
	NGOs - Societies Registration Act,		Delhi: Kanishka, 1998.	
	1860 and Tamil Nadu Societies Registration			
	Act, 1975			
	4.4 Foreign Contribution			
	Regulation Act, 2011,			
	Tax Exemptions			
	Available Under 80G			

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Sep 4 – 11, 2024	4.1Definition, Characteristics, Types	Lecture	Chowdhry, Paul. D. Social Welfare	Quiz, CA test-2,
(Day Order 1-6)	- Non-Government	Group	Administration.	End Semester
	Organisations	Discussion, PPT	New Delhi: Atma	Examination
	4.2Role of NGOs, Problems and		Ram, 1970. Dharmarajan,	Assignment-1
	Challenges faced by		Shivan. NGO	30 July 2024
	NGOs		Development	Marks-25
	4.3 Registration Procedures related to		Initiative and Public Policy. New	
	NGOs - Societies		Delhi: Kanishka,	
	Registration Act,		1998.	
	1860 and Tamil Nadu			
	Societies Registration			
	Act, 1975 4.4 Foreign			
	Contribution			
	Regulation Act, 2011,			
	Tax Exemptions Available Under 80G			
Sep 12 - 20, 2024	Unit 5 (9 Hours)	Lecture	Gupta G.B. <i>Human</i>	Quiz, End
(Day Order 1- 6)	Human Resources	Group	Resource	Semester
(Day Order 1-0)	Management	_		Examination
	5.1 Meaning, Definition, nature and	Discussion, PPT	Management. New	Assignment-2
	scope of Human		Delhi: Shri Sultan	02September2024
	Resource Management		Chand Trust, 2003	Marks-25
	Management		Kirs. Ashman.	
	5.2 Principles,		Karen. K.	
	Philosophy, Functions and		Introduction to	
	Objectives of Human Resource		Social Work and	
	Management		Social Welfare,	
	5.3 Relationship between Social Work		Critical Thinking	
	and Human Resource		Perspectives,	
	Management		U.S.A: Thomson,	
			2003.	
			Parmar, P. M.	
			Social Work and	
			Social Welfare in	
			India. New Delhi:	
			Sublime, 2002	

Sep 23 - 26, 2024 (Day Order 1-4)	5.1Meaning, Definition, nature and scope of Human Resource	Lecture Group Discussion, PPT	Gupta G.B. Human Resource Management. New	Quiz, End Semester Examination Assignment-2
	Management  5.2Principles, Philosophy, Functions and Objectives of Human Resource Management 5.3Relationship between Social Work and Human Resource Management		Delhi: Shri Sultan Chand Trust, 2003 Kirs. Ashman. Karen. K. Introduction to Social Work and Social Welfare, Critical Thinking Perspectives, U.S.A: Thomson, 2003. Parmar, P. M. Social Work and Social Welfare in India. New Delhi: Sublime, 2002	02September2024 Marks-25
Sep 27 – Oct 3, 2024		C.A. Te	st – 11	

Oct 4 – 5, 2024	5.1Meaning,	Lecture	Gupta G.B. Human	Quiz, End
(Day 5 & 6)	Definition, nature and	Group	Resource	Semester Examination
	scope of Human	Discussion, PPT	Management. New	Assignment-2
	Resource		Delhi: Shri Sultan	02September2024
	Management		Chand Trust, 2003	Marks-25
	5.2Principles,		Kirs. Ashman.	
	Philosophy,		Karen. K.	
	Functions and		Introduction to	
	Objectives of Human		Social Work and	
	Resource		Social Welfare,	
	Management		Critical Thinking	
	5.3Relationship		Perspectives,	
	between Social Work		U.S.A: Thomson,	
	and Human Resource		2003.	
	Management		Parmar, P. M.	
			Social Work and	
			Social Welfare in	
			India. New Delhi:	
			Sublime, 2002	

Oct 7 - 15, 2024	5.1Meaning,	Lecture	Gupta G.B. Human	Quiz, End
(Day Order 1 to 6)	Definition, nature and scope of Human	Group	Resource	Semester Examination
	Resource	Discussion, PPT	Management. New	Assignment-2
	Management		Delhi: Shri Sultan	02September2024
	5.2Principles,		Chand Trust, 2003	Marks-25
	Philosophy, Functions and		Kirs. Ashman.	
	Objectives of Human		Karen. K.	
	Resource Management		Introduction to	
	5.3Relationship		Social Work and	
	between Social Work and Human Resource		Social Welfare,	
	Management		Critical Thinking	
			Perspectives,	
			U.S.A: Thomson,	
			2003.	
			Parmar, P. M.	
			Social Work and	
			Social Welfare in	
			India. New Delhi:	
			Sublime, 2002	

Oct 16 - 22, 2024 (Day Order 1 to 6)	5.1Meaning, Definition, nature and scope of Human Resource Management 5.2Principles, Philosophy, Functions and Objectives of Human Resource Management 5.3Relationship between Social Work and Human Resource Management	Lecture Group Discussion, PPT	Gupta G.B. Human Resource Management. New Delhi: Shri Sultan Chand Trust, 2003 Kirs. Ashman. Karen. K. Introduction to Social Work and Social Welfare, Critical Thinking Perspectives, U.S.A: Thomson, 2003. Parmar, P. M. Social Work and Social Welfare in	Quiz, End Semester Examination Assignment-2 02September2024 Marks-25
			Social Work and Social Welfare in	
			India. New Delhi: Sublime, 2002	
Oct 23 - 24, 2024 (Day Order 1 to 2)		REVIS	SION	
1				

**Course Schedule: June - November 2024** 

Department : BSW

Name/s of the Faculty : Dr. Catherine Joseph

Course Title : BASIC COUNSELLING IN SOCIALWORK PRACTICE

Course Code : 19SW/MC/CN53

Shift II

Week & No. of hours	Units & Topics	Teaching	Text & References	Method of
		Methodology		Evaluation
Jun 19 – 26, 2024	Unit 1	Lecture	Rao S. Narayana,	Quiz, CA test1
(Day Order 1 - 6)	Composet and	Group Discussion,	Prem	End Semester
	Concept and	PPT and Case	Sahajpa.Counseling	
	Foundation of	FFT and Case	and Guidance Tata	
	Counselling	Study examples	Mc GrawHill,	
	1.1 Evolution of		2016.	
	Counselling		Introduction to	
			Introduction to	
	1.2 Definition and		Counseling and	

Characteristics of	Guidance, Gibson	
Counselling.	& Mitchell, PHI	
	India	
	Ltd. 2008	

Jun 27 – July 4, 2024 (Day Order 1 - 6)	1.3 Counselling Ethics.  1.4 Profile of the Counsellor and the Client  1.5 The Counselling relationship	Lecture Group Discussion, PPT and Case Study examples	Rao S. Narayana, Prem Sahajpa.Counseling and Guidance Tata Mc GrawHill, 2016.  Introduction to Counseling and Guidance, Gibson & Mitchell, PHI India  Ltd. 2008	Quiz, CAtest1 End Semester
July 5 – 12, 2024 (Day Order 1 - 6)	Unit 2  Counselling - Goals  2.1 Achievement of Positive Mental Health, Resolution of Problems, Improving  Personal Effectiveness, Change, Decision making, Modification of Behaviour	Lecture Group Discussion, PPT and Case Study examples	Rao S. Narayana, Prem Sahajpa.Counseling and Guidance Tata Mc GrawHill, 2016.  Introduction to Counseling and Guidance, Gibson & Mitchell, PHI India Ltd. 2008	Quiz, CAtest1 End Semester
July 15 – 23, 2024 (Day Order 1 - 6)	Unit 3 (18 Hours)  Egan Model of Counselling – the Skilled Approach  3.1 Stage – 1 Problem Exploration and Clarification	Lecture Group Discussion, PPT, Case Study examples and Practical sessions	Fundamentals of Counseling, Shertzer and Stone, Houghton Miffin Co.,1980  Egan Gerard. The Skilled Helper. Brooks: Cole, 2014.	Quiz, CAtest1 End Semester

Part	t I –	
Atte	ending&	
List	ening,	
orie	nting oneself	
to th	ne present	
	ero skills –	
	ve listening – pal and non-	
	oal messages	
And	l behaviour	

July 24 – 31, 2024 (Day Order 1 - 6)	Part II – Helper's Response and Clients Self Exploration Helpers skills- Accurate Empathy (primary level), Respect, Genuineness, Concreteness Client's skill – Self-Exploration	Lecture Group Discussion, PPT, Case Study examples and Practical sessions	Fundamentals of Counseling, Shertzer and Stone, Houghton Miffin Co.,1980  Egan Gerard. The Skilled Helper. Brooks: Cole, 2014.	Quiz, CAtest1 End Semester
Aug 1 – 5, 2024 (Day Order 1 - 3)	3.2 Stage – 2 Integrative understanding / dynamic self- understanding  Part I – Focusing, summarizing, probing for missing experiences, behavior, Feelings.Part II – Helper's skills – all the skills of Stage-1, self- disclosure, immediacy,  Confrontation.  Client's skill – non-defensive listening, dynamic self- understanding  3.3 Stage-3 Facilitating action;	Lecture Group Discussion, PPT, Case Study examples and Practical sessions	Fundamentals of Counseling, Shertzer and Stone, Houghton Miffin Co.,1980  Egan Gerard. The Skilled Helper. Brooks: Cole, 2014.	Quiz, CAtest1 End Semester

 1 1 '		
developing a new		
perspective;		
preferred		
Scenario		
Scenario		
Part I – Helping		
the client see		
alternatives		
unconnact ves		
Helping the client		
choose and		
formulate action		
plan		
r		
Helping the client		
implement and		
evaluate		
Part II – Helper's		
skill All the skills		
of stages 1 & 2		
Elaboration of		
action		
programmes:		
(Duahlam aaluina		
(Problem solving,		
decision making,		
behavior		
modification,		
'home		
vvo ale? Anoinin - in		
work' training in		
inter personal		
skills)		
Support from the		
helper		
Client's skill:		
Cooperation, risk-		
taking, and acting		
taking, and acting		
3.4 Practical		
sessions.		

Aug 6 – 10, 2024	
	C.A. Test – I

Aug 12 – 14, 2024 (Day Order 4-6)	Unit 4  Different Approaches and Types of Counselling  4.1 Client centered Approach, 4.2 Cognitive Behavioural Therapeutic Approach	Lecture Group Discussion, PPT, Case Study examples and Practical sessions	Andrew Reeves. Counselling and Psychotherapy. New Delhi: SAGE,2013.  Carl R. Rogers. On Becoming A Person. Boston: Houghton Mifflin,1976.	Quiz, CAtest2  Assignment-1 29July 2024 Marks-25 End Semester
Aug 16 – 23, 2024 (Day Order 1-6)	,4.3 Gestalt Counselling, 4.4 Transactional Analysis	Lecture Group Discussion, PPT, Case Study examples and Practical sessions	Andrew Reeves.Counselling and Psychotherapy.New Delhi:SAGE,2013.  Carl R. Rogers. On Becoming A Person. Boston: Houghton Mifflin, 1976.	Quiz, CAtest2  Assignment-1  29July 2024 Marks-25 End Semester
Aug 27 – Sep 3, 2024 (Day Order 1-6)	4.5 Solution focused Counselling, 4.6 Crisis Intervention 4.7 Integrative and Eclectic Approach to Counselling	Lecture Group Discussion, PPT, Case Study examples and Practical sessions	Andrew Reeves.Counselling and Psychotherapy. New Delhi: SAGE, 2013.  Carl R. Rogers. On Becoming A Person. Boston: Houghton Mifflin,1976.	Quiz, CAtest2 Assignment-1 29July 2024Marks-25 End Semester

Sep 4 – 11, 2024 (Day Order 1-6)	4.8 Directive Counselling, Non-Directive Counselling 4.9 Individual Counselling, Group Counselling, Community Counselling	Lecture Group Discussion, PPT and Case Study examples	Eugene Kenedy. Crisis Counselling. Dublin: Gill & Macmillan,1981.  Eugene Kenedy. On Becoming a Counsellor. Dublin: Gill & Macmillan,1977.  Gibson.L. Robert& Mitchell. Introduction to Counselling and Guidance.  New Delhi: Prentice hall of India, 2008.	Quiz, CAtest2 End Semester
Sep 12 - 20, 2024	Unit 5	Lecture	Rao S. Narayana,	Quiz, CAtest2
(Day Order 1- 6)	Counselling in Different Settings  5.1 Family Counselling/Marital Counselling  5.2 School Counselling	Group Discussion, PPT and Case Study examples	Prem Sahajpa.Counseling and Guidance Tata Mc GrawHill, 2016	Assignment 2 27September 2024 Marks-25 End Semester
Sep 23 - 26, 2024 (Day Order 1-4)	5.3 Career Counselling 5.4 Industrial Counselling 5.5 De-addiction Counselling	Lecture Group Discussion, PPT and Case Study examples	Rao S. Narayana, Prem Sahajpa.Counseling and Guidance Tata Mc GrawHill, 2016	Quiz, CAtest2  Assignment 2  27September 2024  Marks-25  End Semester

Sep 27 – Oct 3, 2024		C.A. Test – II			
		T.			
Oct $4 - 5$ , $2024$	5.6 Counselling in	Lecture	Rao S. Narayana,	Quiz,	
(Day 5 & 6)	Disaster situations	Group Discussion,	Prem	Assignment 2	
	5.7 Grief	PPTand Case	Sahajpa.Counseling	27September	
	Counselling	Study examples	and Guidance Tata	2024 Marks-25	
			Mc GrawHill, 2016	17441115 25	
				End Semester	
Oct 7 - 15, 2024	5.8 Counselling	Lecture	Rao S. Narayana,	Quiz,	
(Day Order 1 to 6)	suicidal clients	Group Discussion,	Prem	Assignment2	
		PPT and Case	Sahajpa.Counseling	27September	
		Study examples	and Guidance Tata	2024 Marks-25	
			Mc GrawHill, 2016	End Semester	
Oct 16 - 22, 2024	5.9 Gerontological	Lecture	Rao S. Narayana,	Quiz,	
(Day Order 1 to 6)	Counselling	Group Discussion,	Prem	Assignment2	
		PPT and Case	Sahajpa.Counseling	27September	
		Study examples	and Guidance Tata	2024 Marks-25	
			Mc GrawHill, 2016	End Semester	
Oct 23 - 24, 2024	DEVICEON				
(Day Order 1 to 2)		REVISION			

**Course Schedule – June to November 2024** 

Department : BSW

Name/s of the Faculty : Ms.J.Beula

Course Title : Marriage and Family Life Education

Course Code :19SW/GE/MF22

Shift II

Week & No. of hours	Units & Topics	Teaching Methodology	Text & References	Method of Evaluation
June 19 –				
26, 2024	Unit -1	Lecture and	1. William, J.,	Questioning
20, 2024	The Family	Group	Goode, (1989),	
	1.1Definition, Characteristics and	Discussion	The Family,	

(Day functions of a Family, Importance of the Prentice Hall	of
Family for Individual Types of Family India Pyt I	
Order 1 Changing trends. New Delhi.	,
to 6) 2. Betty, Car	ter
and Monica,	
MCGoldrick	
(1974), <b>The</b>	,
Changing	
Family Life	
Cycle – A	
Framework	for
Family	
Therapy, II	Ed,
Ashgate,	
London.	
3.H.Elizabeti	n
Peters and	
Claire M.Ka	-
Dush Marris	age
and family	_
Perspectives and	•
Complexitie	ie.
Columbia	5,
University P	ress
2009.	.033
1. William, J	., Questioning,
June 27 – The Family Lecture and Goode, (198)	
July 04, 1.1 Definition, Characteristics and Group The Family,	Quiz
functions of a Family Importance of the Discussion Prentice Hall	_
Family for Individual, Types of Family, India, Pvt. Landing Pvt. Landi	td.,
(Day Changing trends. New Delhi	
Order 1 1.2 Marriage, Definition, functions and 2. Evely, Mi	· ·
Types of Marriages, Marriage- a Duvall, (1982)	2),
to 6) relationship, purpose of Marriage, reasons Family	
for marriage-Positive and negative, Right  Development	
outlook, Live-in-relationship and problems ed., Routledg	ge
associated with it.	
Paul, London	
3.H.Elizabeti Peters and	.1
Claire M.Ka	mn
Dush <b>Marri</b>	-
and family	45~
Perspectives	
and	
Complexitie	s,
Columbia	
University Pr	ress
Officesty 1.	

July 05-			1. William, J.,	
12,	Unit - 1	_	Goode, (1989),	Assignment-
	The Family	Lecture and Group	The Family,	1
2024	1.2 Marriage, Definition, functions and	Discussion.	Prentice Hall of India, Pvt. Ltd.,	Marks-25 22-07-2024
(Day	Types of Marriages, Marriage- a	2 10 0 0 0 10 11	New Delhi	22-07-2024
Order 1	relationship, purpose of Marriage, reasons		2. Evely, Millis,	
to 6)	for marriage-Positive and negative, Right		Duvall,(1982),	
	outlook, Live-in-relationship and problems associated with it.		Family Development, II	
	associated with it.		ed., Routledge	
			and Kegan Paul,	
			London. 3.H.Elizabeth	
			Peters and	
			Claire M.Kamp	
			Dush Marriage	
			and family Perspectives	
			and	
			Complexities,	
			Columbia University Press	
			2009.	
July 15 –	Unit - 2	Lecture and	1. Kapadia, K.,	Questioning,
23, 2024	Conjugal Harmony	Group	M., (1976),	debate
(Day	2.1 Husband and wife Relationship, Differences between Men and Women,	Discussion	Marriage and Family in	
Order 1	accepting differences, Mutual		India,	
	Adjustments, Changing Roles of Husband		Oxford	
to 6)	& Wife Today(Career Women)and appropriate division of roles.		University	
			Press, Australia.	
			2.Mary Ann	
			Lamanna and	
			Agnes	
			Riedmann	
			Marriages,	
			Families and	
			Relationships,	
			Making choices	
			in a Diverse	
			Society,Loose	
			Leaf Version	
			13 <sup>th</sup>	
	<u> </u>			

	Edition,2017	

July 24 – 31 2024 (Day Order 1 to 6)	Conjugal Harmony 2.1 Husband and wife Relationship, Differences between Men and Women, accepting differences, Mutual Adjustments, Changing Roles of Husband & Wife Today(Career Women)and appropriate division of roles 2.2Communication in Marriage, Importance of communication between partners in marriage, importance of listening in marriage, Handling conflicts in Marriage.	Lecture and Group Discussion Case studies Presentation on Issues	1. Kapadia, K., M., (1976), Marriage and Family in India,  Oxford University Press, Australia. 2.Mary Ann Lamanna and Agnes Riedmann Marriages, Families and Relationships, Making choices in a Diverse Society, Loose Leaf Version 13th Edition, 2017	Questioning, debate
Aug1- 5, 2024 (Day Order 1 to 3)	Unit - 2 Conjugal Harmony 2.2Communicat ion in Marriage Importance of communication between partners in marriage, importance of listening in marriage, Handling conflicts in Marriage.	Lecture and Group Discussion  Case studies Presentation on Issues	1.Kapadia, K., M., (1976), Marriage and Family in India, Oxford University Press, Australia.	

Aug 06 –		
Aug 10,		
2024		
	C.A.TEST-1	

Aug 12	1	1	
Aug 12- Unit – 2	ecture, group	1. Klemers,	
	Discussion	(1995),	
J - J - G	Case studies	Marriage and	
Importance of communication between Pro	resentation	Family	Assignment-
partners in marriage, importance of		Relationships,	Marks-25
Order 4- 6)  Iistening in marriage, Handling conflicts in Marriage.		Sage Publications, London. 2. Kaila, H., L., (2005), Women, Work And Family, Rawat Publications, New Delhi. 3.Pimeta, J., (1998), Grooming you for Marriage, St. Paul's Publications, Mumbai	Marks-25 27-8-2024
Aug 16 –			
23, 2024 Unit – 2			
Conjugai Harmony		1. Klemers,	
(Day Sexuality: Definition, Determinants of Le	ecture	(1995),	<b>5</b> 1
(Bay Sexuality: Bellintion, Beterminants of Lee	ectare	(),	L)ehate on
Order 1 Sexuality, sex Education, Female Gr	Group Discussion	Marriage and Family	Debate on issues

Aug 27 – Sep 3,	System. LGBT issues, Fear of sex, pregnancy and birth, Family Planning.  Unit – 2 Conjugal Harmany		Relationships, Sage Publications, London.  2. Emile, Joseph, de, Smedt, (1974), Married Love – An Enquiry and Dialogue with People; Geoffrey Chapman, London. 3. Kaila, H., L., (2005), Women, Work And Family, Rawat Publications, New Delhi. 4. Pimeta, J., (1998), Grooming you for Marriage, St. Paul's Publications, Mumbai.	related to LGBT.
Sep 3, 2024 (Day	Conjugal Harmony Sexuality: Definition, Determinants of Sexuality, sex Education, Female reproductive System, Male reproductive	Lecture Group	1. Klemers, (1995), Marriage and Family	Debate on issues related to LGBT.

Order 1 - 6)	System, LGBT issues, Fear of sex, pregnancy and birth, Family Planning.	Discussion	Relationships, Sage Publications, London.  2.Emile, Joseph, de, Smedt, (1974), Married Love – An Enquiry and Dialogue with People; Geoffrey Chapman, London.	
Sept 4 – Sept 11,	Unit – 2 Conjugal Harmony Sexuality: Definition, Determinants of Sexuality, sex Education, Female	Lecture and Guest Speaker	1.Emile, Joseph, de, Smedt, (1974), <b>Married</b>	Questioning

2024 (Day Order 1 to 6)	reproductive System, Male reproductive System, LGBT issues, Fear of sex, pregnancy and birth, Family Planning.		Love – An Enquiry and Dialogue with People; Geoffrey Chapman, London.	
Sept 12 – 20, 2024 (Day Order 1 to 6)	Unit -3 Family Disorganisation 3.1Factors contributing to family Disorganisation, Families in Difficult Situations (Harassment and violence in Families, Addiction, Extra-marital Affairs,marital rape,STD,HIV/AIDS,gonorrhea,syphilis, separation,divorce,desertion,single parent families.	Lecture and Group discussion	1.Emile, Joseph, de, Smedt, (1974), Married Love – An Enquiry and Dialogue with People; Geoffrey Chapman, London.	Debate
Sept 23 - Sept 26, 2024 (Day Order 1 to 4)	Unit-3 Family Disorganisation 3.1Factors contributing to family Disorganisation, Families in Difficult Situations (Harassment and violence in Families, Addiction, Extra-marital Affairs, marital rape,STD,HIV/AIDS,gonorrhea, syphilis,separation, divorce, desertion, Single parent families.	Guest Lecture, Group Discussion and Debate	1. Marie, Mascarenhas, (1999), Family Life Education, Value Education, Prentice Hall, New Jersey.	Devate
Sept 27 – Oct 03, 2024	CA	A Test-II		
Oct 04 – 05, 2024 Day order5& 6)	Unit-3 Family Disorganisation 3.1Addiction, Extra-marital Affairs, marital rape,STD,HIV/AIDS,gonorrhea, syphilis,separation, divorce, desertion, Single parent families.	Lecture, Group Discussion, Case studies presentation	1. Marie, Mascarenhas, (1999), Family Life Education , Value Education, Prentice Hall,	Questioning

			New Jersey.	
Oct 7– 15, 2024 (Day Order 1 to 6)	Unit - 3 Family Disorganisation 3.2Family Welfare Services, Pre- marital Counselling, Family Counselling Centres, Family Court, All Women's Police Station.	Lecture, Group Discussion, Case studies presentation	1. Marie, Mascarenhas, (1999), Family Life Education , Value Education, Prentice Hall, New Jersey.	Questioning
Oct 16– 22, 2024 (Day Order 1 to 6)	Unit - 3 Family Disorganisation 3.2Family Welfare Services, Pre- marital Counselling, Family Counselling Centres, Family Court, All Women's Police Station.	Lecture, Group Discussion	1. Marie, Mascarenhas, (1999), Family Life Education, Value Education, Prentice Hall, New Jersey. 2. Kapadia, K., M., (1976), Marriage and Family in India, Oxford University Press, Australia.	Questioning
Oct 23 -	RI	EVISION	,	
24				
(Day				
Order 1				
to 2)				

## STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI

Course Schedule: June - November 2024
: Business Administration and Social Work
- Ma. Bushnelethe B. and Ma. Marie Jesinthe

Name/s of the Faculty : Ms. Pushpalatha R and Ms. Maria Jecintha J

Course Title : Creation, Management and Development of Social Enterprises

Course Code : 19ID/IC/SE55

Shift II

**Department** 

Shift	11			
Week & No. of hours	Units & Topics	Teaching Methodology	Text & References	Method of Evaluation
Jun 19 – 26, 2024	Unit 1 The Third Sector,	Lecture and	Social	C.A. Test – I &
(Day Order 1 - 6)	Emergence of Social	Presentation	Entrepreneurship,	Other Component
	Enterprises and the		New Models of	
	Concept of 'Business at		Sustainable Social	
	the Base of the		Change by	
	Pyramid'.		Nicholls Alex,	
	1.1 Third Sector as a		Oxford University	
	distinct Sector from		Press	
	Public and Private		Oxford: Oxford	
	Sectors, Range of		University Press,	
	organisations that		2011.	
	are termed as Third Sector		Bornstein, David.	
	Organisations.		How to Change	
	Unit 2 Social		the World, New	
	Entrepreneurship		York: Penguin	
	Entrepreneursing		Books. 2005.	
	2.1 Characteristics and			
	Role of a Social			
	Entrepreneur			
Jun 27 – July 4, 2024	(Contd)	Lecture and	Social	C.A. Test – I &
(Day Order 1 - 6)		Presentation	Entrepreneurship,	Other Component
	1.1 Third Sector as a		New Models of	
	distinct Sector from		Sustainable Social	
	Public and Private		Change by	
	Sectors, Range of		Nicholls Alex,	
	organisations that		Oxford University	
	are termed as Third			

Sector	Press	
Organisations.		
2.2 Supporting Agencies		
– Ashoka, Skoll		
Foundation, Miller		
Center for Social		
Entrepreneurship		

July 5 – 12, 2024	1.2 Social Enterprises:	Lecture and	Social	C.A. Test – I &
(Day Order 1 - 6)	Definition,	Presentation	Entrepreneurship,	Other Component
	Meaning, Factors		Paramasivan C,	
	leading to the		UBS Publishers	
	emergence of Social			
	Enterprises.			
	2.2 Supporting Agencies			
	– Ashoka, Skoll			
	Foundation, Miller			
	Center for Social			
	Entrepreneurship			
July 15 – 23, 2024	1.3 'Business at the	Lecture and	Social	C.A. Test – I &
(Day Order 1 - 6)	base of the Pyramid'	Presentation	Entrepreneurship,	Other Component
	<ul> <li>understanding the</li> </ul>		Paramasivan C,	
	Latent Market		UBS Publishers	
	Potential of the			
	Poor.			
	2.3 Case studies: Bunker			
	Roy – BARE FOOT			
	COLLEGE, Joseph			
	Nkandu –NUCAFE,			
	Harish Hande – SELCO,			
	Anushka Ratnayake –			
	MYAGRO,Arunachalam			
	Muruganantham –			
	JAYAASHREE			
	INDUSTRIES.			
July 24 – 31, 2024	1.4 Principles	Lecture and	Social	C.A. Test – I &
(Day Order 1 - 6)	underlying the BOP	Presentation	Entrepreneurship,	Other Component
	concept		Paramasivan C, UBS Publishers	Model Dullding
	2.3 Case studies: Bunker		SEST CONSTICTS	Model Building
	Roy – BARE FOOT			July 31
	COLLEGE, Joseph			
	Nkandu –NUCAFE,			

Aug 1 – 5, 2024	Harish Hande – SELCO, Anushka Ratnayake – MYAGRO,Arunachalam Muruganantham – JAYAASHREE INDUSTRIES.			
(Day Order 1 - 3)	4.3 Legal Aspects in NGOs  2.3 Case studies: Bunker Roy – BARE FOOT COLLEGE, Joseph Nkandu –NUCAFE, Harish Hande – SELCO, Anushka Ratnayake – MYAGRO,Arunachalam Muruganantham – JAYAASHREE INDUSTRIES.	Lecture and Presentation	Social Entrepreneurship, Paramasivan C, UBS Publishers	C.A. Test – I & Other Component
Aug 6 – 10, 2024		C.A. Test	t – I	

Aug 12 – 14, 2024	Unit 3 Creation of	Lecture and	Social Entrepreneurship,	C.A. Test –
(Day Order 4-6)	Social Enterprise	Presentation	Paramasivan C, UBS	II & Other
(2 m) 01 m (2 m)	Social Enterprise	Tresentation	Publishers	Component
	3.1 Vision, Mission,		Tublishers	Component
	Objectives, Board			
	(Contd)			
	4.3 Legal Aspects in			
	NGOs			
16 22 2021				
Aug 16 – 23, 2024	3.1 Vision, Mission,	Lecture and	Social Entrepreneurship,	C.A. Test –
(Day Order 1-6)	Objectives, Board	Presentation	Paramasivan C, UBS	II & Other
	4.2 National Policy		Publishers	Component
	Related to NGO			
	4.4 NGO Environment			
Aug 27 – Sep 3, 2024	3.2 Need Assessment-	Lecture and	Social Entrepreneurship,	C.A. Test –
(Day Order 1-6)	Baseline Survey,	Presentation	Paramasivan C, UBS	II & Other
	Participatory Project Planning Techniques,		Publishers	Component
	PRA, RRA, Logical			
	Frame Work Analysis			
	(Contd)			
	4.4 NGO Environment			
Sep 4 – 11, 2024	3.2 Need Assessment-	Lecture and	Social Entrepreneurship,	C.A. Test –
(Day Order 1-6)	Baseline Survey,	Presentation	New Models of	II & Other
	Participatory Project		Sustainable Social	Component
	Planning Techniques,		Change by Nicholls Alex,	
	PRA, RRA, Logical		Oxford University Press	
	Frame Work Analysis		Oxidia diliversity Fress	
	Unit 5 Functional			
	Framework in NGOs			
	5.1 Office Procedure			
	and Documentation			

Sep 12 - 20, 2024 (Day Order 1- 6)	3.2 Need Assessment-Baseline Survey, Participatory Project Planning Techniques, PRA, RRA, Logical Frame Work Analysis 5.2 Fund Raising and	Lecture and Presentation	Social Entrepreneurship, New Models of Sustainable Social Change by Nicholls Alex, Oxford University Press	C.A. Test – II & Other Component	
	Accounting Practises				
Sep 23 - 26, 2024	3.3 Development of a	Lecture and	Social Entrepreneurship,	C.A. Test –	
(Day Order 1-4)	Product or Service	Presentation	New Models of	II & Other	
	(Contd)		Sustainable Social Change by Nicholls Alex,	Component	
	5.2 Fund Raising and Accounting Practises		Oxford University Press		
Sep 27 – Oct 3, 2024	C.A. Test – II				
Oct 4 – 5, 2024	3.3 Development of a	Lecture and	Social Entrepreneurship,	Group	
(Day 5 & 6)	Product or Service	Presentation	New Models of	Discussion	
	5.3 Pareto Optimality		Sustainable Social	& Other Component	
	Concept in Planning		Change by Nicholls Alex,	Component	
			Oxford University Press		
Oct 7 - 15, 2024	4.1 Concept of	Lecture and	Social Entrepreneurship,	Group	
(Day Order 1 to 6)	Volunteerism,	Presentation	New Models of	Discussion	
	Charity, Welfare and		Sustainable Social	& Other	
	Development		Change by Nicholls Alex,	Component	
	(Contd)		Oxford University Press	-	
	5.3 Pareto Optimality Concept in Planning				
Oct 16 - 22, 2024	4.2 National Policy	Lecture and	Social Entrepreneurship,	Group	
(Day Order 1 to 6)	Related to NGO	Presentation	New Models of	Discussion	
	5 4 Coo!=1 M = 1		Sustainable Social		
	5.4 Social Marketing		Change by Nicholls Alex,		
			Oxford University Press		
		<u> </u>	1		

			Journal of Social Entrepreneurship	
Oct 23 - 24, 2024 (Day Order 1 to 2)	REVISION			

## **OTHER COMPONENTS:**

**Problem solving Methods:** Case study -15 marks on 30.08.24

Participatory Learning Methods: Group Presentation on 'Creating your own Social

Enterprise' – 15 marks August 2024 onwards

**Experiential Learning Methods:** Project design – Model social enterprise for a cause on July 31, 2024.