

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI - 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015-2016)

SOCIAL WORK PROFESSION – HISTORY, PHILOSOPHY AND IDEOLOGIES

CODE: 15SW/PC/SP14

CREDITS: 4

L T P: 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To acquire knowledge on the evolution of Social Work and its emergence as a profession
- To comprehend its underlying ideologies, philosophical base, theories and approaches to practice
- To gain an understanding of current trends in Social Work practice

Unit 1

Historical Evolution of Social Work (10 hrs.)

- 1.1 International Perspectives: UK, USA and Asian Perspectives
- 1.2 Social Work in India: Socio-Cultural and Religious Thought, Constitutional Safeguards; Social Reform Movements, Christian Missionaries, Gandhian Social Work, India as a Welfare State
- 1.3 Role and Contributions of Voluntary Organizations, NGOs and CSOs

Unit 2

Social Work Profession (10 hrs.)

- 2.1 Meaning and Definition; Social Work as a Profession; Basic Concepts; Goals and Functions; Methods and Fields
- 2.2 Origin and Growth of the Profession in India: Scope of Professional Practice Problems and Status, International/National Bodies and Forums
- 2.3 Social Work Education; Importance of Fieldwork and Supervision; Problems and Status; Bodies/Forums in Education, Curriculum Recommendations of UGC

Unit 3

Social Work Ideologies, Theories and Approaches (10 hrs.)

- 3.1 Ideologies: Philanthropy, Humanitarianism, Welfarism, Socialism, Democracy, Marxism, Equality, Human Rights and Social Justice
- 3.2 Analysis of Theories and Practice Models: Welfare, Developmental, Empowerment and Advocacy Models, Trend Analysis of Practice - from Welfare and Development to Rights Based Approaches

- 3.3 Approaches: Remedial, Rehabilitative, Preventive and Promotive Approaches, Rights Based, Participatory, Indigenous Approaches, Anti-Discriminatory Practice

Unit 4

Philosophy of Social Work Profession (12 hrs.)

- 4.1 Values and Beliefs: Respect for the Person, for Differences, for Individual's Right to Self-Determination and Self-Expression, Respect for Democratic Values and Diversity
- 4.2 Belief in the Value and Dignity of the Human Being
- 4.2.1 Uniqueness of Individuals, Groups and Community, Individual's Right to Fulfilment and Self-Actualization
- 4.2.2 Right for Equality, Reciprocal Rights and Responsibilities of Individuals and Society, Capacity of Individuals and Communities to Change
- 4.2.3 Principles: Acceptance, Individualization, Confidentiality, Client Participation, Non-Judgemental Attitude, Controlled Emotional Involvement
- 4.3 Code of Ethics: Evolution of Code of Ethics, Declaration of Ethics for Social Workers (SWEF -1997). International Association of Social Work-IASSW-2004

Unit 5

International Social Work (10 hrs.)

- 5.1 Concept, Definition and Meaning, Global Issues and Need for International Practice, Basic Concepts, Principles and Assumptions; Values, Beliefs and Goals; Practice Levels and Sectors; Global Forces Influencing International Practice
- 5.2 Approaches: Personal, Social, Developmental, Global; Multicultural, International and Transnational Practice Models; Global Agenda; Global Standards
- 5.3 Role of International Agencies: UN Agencies, INGOs and Human Rights Organisations; International Service-Delivery Programmes; Skills for International Practice ; Dilemmas in International Practice

BOOKS FOR STUDY

Cox David, Manohar Pawar, *International Social Work; Issues, Strategies and Programmes*. New Delhi; Vistaar. 2006.

Dominelli, L.D., *Social Work: Theory and Practice for a Changing Profession*. Cambridge: Policy. 2004.

Healy, L.M., *International Social Work: Professional Action in an Interdependent World*. New York: Oxford University Press. 2001.

Payne, M., *Modern Social Work Theory: A Critical Introduction*. Hong Kong: Maxmillan Education. 1991.

Watson David (ed), *Code of Ethics of Social Work- The Second Step*. London: Routledge and Kegan Paul.1971.

BOOKS FOR REFERENCE

Antony A. Vass, *New Directions in Social Work- Social Work Core Knowledge Values and Skills*. New Delhi: Sage, 1996.

Deol Mark, *Contemporary Field Social Work*. New York: Sage,2011.

Midgley, J., *Professional Imperialism: Social Work in the Third World*. London: Heinemann, 1981.

Midgley, J., *Social Work in International Context: Challenges and Opportunities for the 21st Century*. In M. Reisch & E. Gambrill (Eds.), *Social Work in the 21st Century* (pp. 59-67). CA: Thousand Oaks, Pine Forge, 1997.

Nagpaul, H., *The Diffusion of American Social Work to India*. New York: International Social Work, 1997.

NASW & Oxford University Press, *Encyclopaedia of Social Work*, London: Co-published by the NASW Press and Oxford University Press,2008.

O'Neil Maria Joan, *The General Method of Social Work Practice*. New Jersey: Prentice Hall Inc, 1984.

Payne, M., *Social Work Education: International Standards*. In Hessle, S. (Ed.), *International Standard Setting of Higher Social Work Education*, Stockholm University; Stockholm Studies of Social Work, 2001.

Reisch Michael, Eileen Gambrill, *Social Work in the 21st Century*. New Delhi: Pine Forge Press, 1997.

Timms Noel, *Social Work Values - An Enquiry*. London: Routledge and Kegan Paul, 1983.

University Grants Commission, *I and II Review Commission on Social Work Education*. New Delhi: University Grants Commission, 1992.

Zastrow Charles, *Introduction to Social Work and Social Welfare*. New York: Sage, 2011

JOURNALS

Indian Journal of Social Work, Tata Institute of Social Sciences, Mumbai, India
Asia-Pacific Journal of Social Work and Development, National University of Singapore. Dept. of Social Work and Psychology, Singapore
International Social Work, Sage Publications, www.sagepub.com

WEB RESOURCES

isw.sagepub.com/content/51/6/847.citation

www.unv.org

www.un.org

www.worldbank.org

www.iassw-aiets.org: International Association of Schools of Social Work

www.icsd.info: International Consortium for Social Development

www.icsw.org: International Council on Social Welfare

www.ifsw.org: International Federation of Social Workers

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)

Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)

Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)

1 Compulsory Continuous Assessment Test will be conducted.

1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)

Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)

Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI - 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015 – 2016)

SOCIAL WORK WITH INDIVIDUALS

CODE: 15SW/PC/WI14

CREDITS: 4

L T P :4 0 0

TOTAL TEACHINGHOURS : 52

OBJECTIVES OF THE COURSE

- To understand Social Case Work as a method of Social Work and develop skills in Social Work practice
- To comprehend theory and models and apply them in direct practice with individuals
- To become aware of the scope of using the methods in various settings

Unit 1

Introduction to Social Casework (12 hrs.)

- 1.1 Historical Development of Social Case Work as a Method of Social Work Practice, Concept and Definitions
- 1.2 Philosophy, Values, Principles, Skills, Components of Social Case Work
- 1.3 Case Work Relationship: Empathy, Skills in Building Relationship, Transference and Counter Transference
- 1.4 Difference between Casework, Counselling and Psychotherapy

Unit 2

The Helping Process (10 hrs.)

- 2.1 Phase I- Psychosocial Study, Psychosocial Assessment
- 2.2 Phase II- Intervention Plan and Goal Setting, Intervention
- 2.3 Phase III- Termination, Evaluation and Follow up

Unit 3

Introduction to Models and Therapeutic Approaches of Case Work Practice (12 hrs.)

- 3.1 Psychoanalytic Approach, Psychosocial, Functional, Client Centered, Cognitive Behaviour Therapy, Transactional Analysis
- 3.2 Life Model, Task Centered, Family Centered Approach, Systems Approach, Strength Based, Evidence Based Approach and Integrated Approach. Use of Eclectic Approach in Practice

Unit 4**Tools and Techniques in Working with Individuals (10 hrs.)**

- 4.1 Observation, Interviews, Home Visits, Collateral Contacts, Resource Mobilization, Referrals, Environment Modification, Communication

Unit 5**Recording in Case Work (8 hrs.)**

- 5.1 Uses and Types-Verbatim, Narrative, Condensed, Analytical, Topical, Summary Recording
- 5.2 Social Work Practice with Individuals in Different Settings and Limitations in Practice
- 5.3 Role of Casework in Hospital, School, Community, Institutional Setting and Industries

BOOKS FOR STUDY

Fischer, Joel. *Effective Case Work Practice: An Eclectic Approach*. New York: Mc Graw Hill, 1978.

Upadhyay, R. K., *Social Case Work*. Jaipur: Rawat, 2003.

Vyas, A.A. *New Directions in Social Work- Social Work Competencies - Core Knowledge, Values and Skills*. Delhi: Sage, 1996.

BOOKS FOR REFERENCE

Bhattacharya, Sanjay. *Social Work, An Integrated Approach*. New Delhi: Deep & Deep, 2004.

Datar Sudha, Ruma, Bawikar et al. *Skill Training for Social Workers- A Manual*. New Delhi: Sage, 2010.

Hamilton, Gordon, *Theory & Practice of Social Case Work 2nd Edition*. Jaipur: Rawat, Indian Reprint, 2013.

Hepworth, D.H. & J.A. Larsen. *Direct Social Work Practice: Theory and Skills*. Dorsey Press, 1993.

Hollis, F. *Case Work: A Psychosocial Therapy*. New York: Random House, 1964.

Mathew, Grace. *An Introduction to Social Casework*. Mumbai TISS, 1992.

Misra, P.D. & Beena Misra. *Social Work Profession in India*. Lucknow: New Royal Book, 2004.

Perlman, Helen Harris, *Social Casework*, Chicago: The University of Chicago Press, 1957.

Pippins, J. *Developing Case Work Skills*. USA: Sage, 1980.

Trevithick, Pamela. *Social Work Skills – A Practice Handbook*. 2nd Edition. Jaipur: Rawat, 2009.

JOURNALS

Journal of Contemporary Social Services – Families in Society

Journal of Social Work Values & Ethics Open access journal published by White Hat Communications

WEB RESOURCES

<https://archive.org/details/whatisocialcase00mary>

www.socialworkers.org/practice/CaseManagementStandards2013.pdf

www.routledgesw.com/caseStudies

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)
Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)
Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)
1 Compulsory Continuous Assessment Test will be conducted.
1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)
Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)
Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI – 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015 – 2016)

SOCIAL WORK WITH GROUPS

CODE: 15SW/PC/WG14

CREDITS: 4

L T P: 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To understand Social Group Work as a method of Social Work and to develop skills in Social Work practice
- To comprehend theory and models and apply them in direct practice with groups
- To become aware of the scope of using the method in various settings

Unit 1

Introduction to Group Work

(10 hrs.)

- 1.1 Historical Development of Social Group Work as a Method
- 1.2 Definition and Meaning of Social Group Work
 - 1.2.1 Purpose, Objectives of Social Group Work
 - 1.2.2 Values, Skills of Social Group Work
- 1.3 Principles of Social Group Work
- 1.4 The Use of Groups in Social Work

Unit 2

Types of Groups

(10 hrs.)

- 2.1 Definition and Characteristics of Groups
- 2.2 Importance of Groups in Human Life
 - 2.2.1 Primary and Secondary Groups
 - 2.2.2 Formal and Informal Groups
 - 2.2.3 Open and Closed Groups
 - 2.2.4 Reference Groups
- 2.3 Treatment Groups: Educational, Growth, Remedial, T Groups, Group Psychotherapy, Group Counseling
- 2.4 Task Groups: Council, Committee and Team
- 2.4 Developmental Groups: Self-Help Groups, Support Groups

Unit 3

Phases of Group Work Process

(12 hrs.)

- 3.1 The Planning Phase: Establishing Group Purpose, Assessing the Potential Membership of the Group, Recruiting Members, Composing the Group, Orienting Members to the Group, Contracting, Preparing the Group Environment

- 3.2 The Beginning Phase: Introduction, Motivation, Member Feedback, Defining the Purpose, Objectives, Goal Setting, Assessment Process
- 3.3 The Middle Phase: Preparing for Group Meetings, Structuring the Group Work, Intervention Strategies in Groups-Programme Planning and Implementation – Meaning and Principles of Programme Planning. Monitoring and Evaluating the Group Process
- 3.4 The Ending Phase: Preparing for Termination; Evaluation and Feedback

Unit 4

Group Processes and Dynamics (12 hrs.)

- 4.1 Stages in a Group Development, The Influence of New Comers on Group Processes, Isolation, Rejection in Groups
- 4.2 Group-Bond, Sub Groups, Clique, Gang, Dyad, Triad, Group Norms
- 4.3 Group Membership, Group Cohesiveness, Group Pressure, Group Morale
- 4.4 Leadership, Team Building, Decision Making, Problem Solving, Conflict Management
- 4.5 Communication in a Group, Role Clarity in a Group, use of Sociometry

Unit 5

Group Work Models and Practice in different settings (8 hrs.)

- 5.1 Social Goals Model, Remedial Model, Reciprocal Model
- 5.2 Social Work Practice with Groups in different settings: Hospital, School Community, Industry and Institutional Setting
- 5.3 Recording in Group Work: Importance of Recording, Skills required for Recording in Group Work, Types of Recording in Group Work

BOOKS FOR STUDY

Bhattacharya, Sanjay. *Social Work an Integrated Approach*. New Delhi: Deep & Deep, 2008.

Choudhary, Paul. *Introduction to Social Work*. Delhi : Atma Ram & Sons, 1983.

Douglass, Tom. *Group Processes in Social Work – A Theoretical Synthesis*. New Delhi: Thomson, 1979.

Jha, Jainendra Kumar. *Encyclopaedia of Social Work*. New Delhi: Anmol, 2001.

Toseland, R.W. Rivas. R.F. *An Introduction to Group Work Practice*. New York: Macmillan, 1984.

BOOKS FOR REFERENCE

- Balagopal, P.R .Vassil, T.V. *Group in Social Work an Ecological Perspective*. New York: Macmillan, 1983.
- Barhard. *The Use of Groups in Social Work Practice*. USA : Routledge & Kegan Paul, 1975.
- Bhatt R.M. *Records of Group Work Practice in India*. Baroda University : Baroda, 1960.
- Doel, Mark & Sawda, Catherine. *The Essentials of Group Worker*. London: Jessica Kingsley, 2003.
- Garvin, Charles D. Gutierrez, Lorraine .M. Galinsky, Maeda. J. *Handbook of Social Work with Groups*. New York : The Guildford, 2006.
- Johnson and Johnson. *Joining Together: Group Theory and Group Skills*. New Delhi: Premier, 1982.
- Konopka Gisela. *Social Group Work – A Helping Process*. London: Prentice Hall, 1963 2nd Edition.
- Mark, Doel. *Using Group Work*. London: Routledge, 2010.
- Milson, Fred. *An Introduction to Group Work Skills*, London: Routledge and Kegan Paul, 1973
- Misra P.D. and Beena Misra. *Social Work Profession in India*. Lucknow: New Royal, 1979
- Trecker. Harleigh, B. *Social Group Work- Principles and Practice*. New York: Association Press, 1970.

JOURNALS

The Journal for Specialists in Group Work, Taylor & Francis ISSN ...
DOI:10.1080/01933922.2014.995042;

Group Work, Whiting and Birch, ISSN 0951-824X (Print) 1746-6091 (Online)

WEB RESOURCES

<https://ujdigispace.uj.ac.za/bitstream/handle/10210/1264/Grace3.pdf?sequence=3>

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)
Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)
Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)

1 Compulsory Continuous Assessment Test will be conducted.

1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)
Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)
Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI – 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015-2016)

ALTERNATIVE MEDIA SKILLS WORKSHOP

CODE: 15SW/PA/AM11

CREDIT:1

LTP :0 0 2

TOTAL TEACHING HOURS: 26

OBJECTIVES OF THE COURSE

- To develop in students Alternative Media Skills through an understanding of theory and skills practice sessions
- To integrate Alternative Media Skills in Social Work practice
- To learn the different forms of folk arts

Unit 1

Alternative Media Skills (2 hrs.)

1.1 Critic of Mainstream Media

1.2 Introduction to Alternative Media Skills

1.3 The Importance of Alternative Media Skills in Social Work Practice

Unit 2

Different forms of folk art (9hrs.)

2.1 Street Theatre

2.2 Folk Songs

2.3 Folk Dances

2.4 Puppetry

Unit 3

Over view and Presentations (2 hrs.)

3.1 Print Media : News Letter, Posters, Flip Charts

3.2 Electronic Media: Documentary Films and Community Radio

3.3 Human Media : Inter personal Communication and Intra Personal Communication

3.4 Analyzing Media Ethics

Unit 4

Final performance in the Community (13 hrs.)

PATTERN OF EVALUATION

Internal Assessment

Participation and Performance-50 marks

End Semester Examination Not applicable

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MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015- 2016)

COMMUNITY ORGANISATION AND SOCIAL ACTION

CODE: 15SW/PC/CO24

CREDITS: 4

LTP: 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To understand a community, its functioning and problems
- To acquire knowledge of the various techniques and skills of Community Organization and Social Action as methods of Social Work
- To learn the basic methods and approaches towards understanding Community Organisation and Social Action

Unit 1

Community (13 hrs.)

- 1.1 Definition, Sociological Concept of Community; Theories of Communities
- 1.2 Community as a Social System; Subsystems in the Community; Types of Communities and their Characteristics
- 1.3 Community Power Structure: Concept of Community Power
- 1.4 Types of Community Power: Political, Social and Economic Analysis of Community Power; People's Power-Its Place in Communities
- 1.5 Community Dynamics: Integrative and Disintegrative Process; Participative Groups and Groupism; Factions and Subgroups; Minority Groups; Decision Making and Problem Solving Processes

Unit 2

Historical Background of Community Organisation (13 hrs.)

- 2.1 Community Organization in UK and USA:
- 2.2 Evolution of CO as a method in Social Work in India, Latin America and Africa
- 2.3 Community Organisation: Definition, Rationale, Philosophy, Principles, Goals, Scope of CO in India
- 2.4 Community Organization Models: J.Rothman, Social Planning, Locality Development and Social Action
- 2.5 Approaches by Murray Ross-General Content, Specific Content and Process Objective

Unit 3

Process and Skills of Community Organisation (4 hrs.)

- 3.1 Analysis, Study, Assessment, Discussions, Organization, Action, Evaluation, Modification, Continuation
- 3.2 Skills of CO Worker - Communication, Training, Consultation, Organizing, Enabling, Facilitating, Public Relations, Mobilizing, Participatory Skills, Liaisoning

Unit 4

Social Action as a Method of Social Work (8 hrs.)

- 4.1 Concept, Definition, Aims and Objectives, Scope, Social Action as a method in Social Work
- 4.2 Paradigm of Five Elements: Causes, Change Agent, Change Target, Change Channels, Change Strategy
- 4.3 Strategies and Tactics for Social Action: Channels Typology- Influence Channels, Responsive Channels; Strategies, Power, Persuasive, Re-Educative, Reform and Political Change Strategies
- 4.4 Social Worker as an Activist, Role and Personality Requirements
- 4.5 Skills of a Social Activist - Mediation, Advocacy, Negotiation, Conflict-Resolution

Unit 5

Models and Approaches to Social Action (14 hrs.)

- 5.1 Introduction to Models of Social Action- Paulo Freire- Pedagogy of the Oppressed, Gandhi- Rural Reconstruction, Martin Luther King-Civil Rights Movement, Saul Alinsky- Radical Movement, Gene Sharp- Nonviolence Revolutionary Movement
- 5.2 Introduction to Social Action Movements in India - Environmental Movements (Narmada Bachao Andolan, Chipko Movement), Tribal Movements, Dalit Movements

BOOKS FOR STUDY

Christopher A.J. & Thomas, William. New Delhi. *Community Organisation and Social Action*. New Delhi: Himalaya, 2009.

BOOKS FOR REFERENCE

Gangrade K.D, *Community Organisation in India*. New Delhi: S Chand, 1972

Harper Ernest B, *Community Organisation in Action*. New Delhi: Vikas, 1973

Walter A. Friedlander Hall, *Concepts & Methods of Social Work*. Delhi: Prentice Hall, 1977.

Myrada Resource book, *Enhancing Ownership and Sustainability*. Bangalore: 2001.

Zaltman, G. Philip Kotler, Ira Kaufman, *Creating Social Change*. Sydney: Holt Renschart & Winston, 1972.

Kramer Ralph M, *Readings in Community Organisation Practice*. Delhi: Prentice-Hall, 1972.

McMillen Wayne, *Community Organisation for Social Welfare*, Chicago: The University of Chicago Press, 1952.

Community First Word, *Community Organisation: An Introduction*, The National Council of Social Service, 1972.

JOURNAL

Development – Quarterly

Yojana - Monthly

WEB RESOURCES

<http://ignou.ac.in/upload/bswe-03-block1-unit-3-small-size.pdf>

<http://Community Organisation: Concepts and Principles - IGNOU>

[http:// Beyond intractability .org Social Action](http://Beyond intractability .org Social Action)

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)

Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)

Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)

1 Compulsory Continuous Assessment Test will be conducted.

1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field

application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)

Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)

Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI - 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015-2016)

SOCIAL WORK RESEARCH AND STATISTICS

CODE: 15SW/PC/SR24

CREDITS: 4

L T P: 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To understand the nature, principles and methods of Social Work Research
- To develop the skills of independently conceptualising a problem and executing a research study
- To understand and learn the application of appropriate statistical techniques in Social Work Research

Unit 1

Social Work Research – An Introduction (10 hrs.)

- 1.1 Basic Elements of Scientific Method
- 1.2 Social Work Research – Definition, Objectives, Scope and Limitations
- 1.3 Scientific Attitude, Ethics in Social Work Research
- 1.4 Quantitative and Qualitative Research
- 1.5 Planning a Research Project: Problem Formulation, Framing Objectives, Defining Concepts, Use of Theorization in Review of Literature, Variables: Definition and Function; Assumptions – Hypotheses, Types of Hypotheses

Unit 2

Design of Research (12 hrs.)

- 2.1 Definition and Functions
- 2.2 Types of Designs: Survey, Case Study, Exploratory, Descriptive, Explanatory, Experimental, Evaluative (single case evaluation) Census Study, Ex-Post Facto, Action and Participatory Designs
- 2.3 Applications and Limitations of Various Designs
- 2.4 Sampling Methods -Definition
- 2.5 Types of Sampling: Probability Sampling – Simple, Systematic, Stratified, Multi-Stage Non-Probability Sampling – Purposive, Quota, Cluster, Snowball
- 2.6 Sampling Error

Unit 3

Methods and Tools of Collecting Data (10 hrs.)

- 3.1 Observation – Participant, Non-Participant, Process of Observation
- 3.2 Interview Schedule, Interview Guide
- 3.3 Questionnaire, Scaling Techniques and Types
- 3.4 Reliability and Validity of Tools
 - 3.4.1 Concept of Reliability, Factors Affecting Reliability of an Instrument, Methods of Determining Reliability of a Tool
 - 3.4.2 Concept of Validity, Types of Validity
- 3.5 Data Processing
 - 3.5.1 Manual and Computerized Data Presentation
 - 3.5.2 Editing, Coding, Preparation of Master Sheet, Tabulation and Interpretation
 - 3.5.3 Report Writing, Research Abstracts

Unit 4

Overview of Qualitative Research (8 hrs.)

- 4.1 Nature of Qualitative Research, Assumptions, Characteristics
- 4.2 Tools of Data Collection – Key Informant, Focus Group Discussion, Participatory and Rapid Appraisal Techniques
- 4.3 Process of Qualitative Research

Unit 5

Application of Statistics in Social Work (12 hrs.)

- 5.1 Statistics in Social Work: Normal Distribution, Characteristics of a Normal Curve
- 5.2 Levels of Measurement – Nominal, Ordinal, Interval and Ratio
- 5.3 Measures of Central Tendency – Mean, Median, Mode and their Uses
- 5.4 Measures of Dispersion – Range, Quartile Deviation, Mean Deviation, Standard Deviation
- 5.5 Use of Graphs in Presentation of Data
- 5.6 Tests of Significance
 - 5.6.1 Hypothesis Testing, Type I and II Error
 - 5.6.2 Level of Confidence, Degrees of Freedom, Chi Square and t-Test
 - 5.6.3 Measures of Correlation – Product Moment, Spearman's Rho
 - 5.6.4 ANOVA and Regression (knowledge of application)

BOOKS FOR STUDY

Gupta, S.P. *Statistical Methods*. New Delhi: Sultan Chand and Sons, 2003.

Kumar, Ranjit, *Research Methodology. A Step-by-Step Guide for Beginners*. London: Sage, 1996.

Lal Das, D.K., *Designs of Social Research*. Jaipur: Rawat, 2005.

Ramachandran P., *Survey Research for Social Work*, Bombay: Institute for Community Organisation Research, 1993.

Rubin, Allen and Earl, Babbie. *Research Methods for Social Work*. New Delhi: Cengage Learning, 2011.

BOOKS FOR REFERENCE

Alston, Margaret and Wendy Bowles. *Research for Social Workers – An Introduction to Methods*. 2nd ed, Jaipur: 2003.

Bohrnstedt, George W. and David Knoke, *Statistics for Social Data Analysis*. 2nd ed., Illinois: Peacock, 1988.

Marlow Christine R., *Research Methods for Generalist Social Work*. 3 Ed. USA: Brooks/Cole, 2001.

Garrett, Henry E. *Statistics in Psychology and Education*. New Delhi: Paragon, Indian Reprint, 2011.

Mark, Raymond. *Research Made Simple – A Handbook for Social Workers*. New Delhi: Sage, 1996.

Thakur, Devendra. *Research Methodology in Social Sciences*. New Delhi: Deep and Deep. 1993.

JOURNALS

Oxford Journal - Social Work Research
Research on Social Work Practice – Sage Journals

WEB RESOURCES

Social Work Research Questia.com
Taylor & Francis - Health & Social Care Open Access Research

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

- Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)
Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)
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- 1 Compulsory Continuous Assessment Test will be conducted.
1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

- Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)
Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)
Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI - 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015 -2016)

INTEGRATED PRACTICE IN SOCIAL WORK

CODE: 15SW/PC/IP24

CREDITS : 4

L T P : 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To enable students to have a holistic perspective in Social Work practice
- To equip the students with knowledge and skills in the Integrated Method of Social Work Practice

Unit 1

Introduction to Integrated Social Work (10 hrs.)

- 1.1 Integrated Social Work Practice as a Method in Social Work; Theoretical Foundations-General Systems Theory, Ecological Systems Theory; Human Beings in a Systems Framework
- 1.2 Goals and Purpose of Social Work in Systems Approach
- 1.3 Basic Systems in Social Work Practice – Change Agent System, Client System, Action System and Target System; Resource Systems

Unit 2

Integrated Social Work Practice (6 hrs.)

- 2.1 Philosophy - Direct and Indirect Practice
- 2.2 Levels of Social Work Practice- Practice at the Micro, Mezzo and Macro Levels
- 2.3 Linking Micro and Macro Practice
- 2.4 Phases in the Integrated Social Work Process- Pre-Intervention, Intervention and Post- Intervention Phases

Unit 3

(12 hrs.)

Pre-Intervention Phase

- 3.1 Interaction and Engagement
- 3.2 Assessment: Definition, Exploring and Understanding Challenges and Strengths. Interaction of Multiple Systems in Human Problems- Interpersonal, Intrapersonal and Environmental Systems
- 3.3 Developing Goals: Goal Setting, Factors Influencing Development of Goals, Goal Negotiation
- 3.4 Formulating Contracts: Rationale, Types of Contracts, Sample Contracts
- 3.5 Skills in the Pre Intervention Phase

Unit 4

Intervention Phase

(12hrs.)

- 4.1 Goal Attainment Strategies
- 4.2 Service Co-ordination, Inter Organisation Collaboration and Referrals
- 4.3 Skills in the Intervention Phase

Unit 5

Post-Intervention Phase

(12 hrs.)

- 5.1 Evaluation-Single System Design and Research Techniques in Evaluation. Programme Evaluation- Summative and Formative Evaluation
- 5.2 Components of Termination –Disengagement, Stabilisation of Change, Types of Termination-Planned and Unplanned
- 5.3 Recording
- 5.4 Skills in the Post Intervention Phase

BOOKS FOR STUDY

Hepworth, D., H., and Larsen, J., A., *Direct Social Work Practice - Theory and Skills*. London: The Dorsey Press, 1993.

Johnson, Louise, *Social Work Practice - A Generalist Approach*. London: Aelyn and Bacon, 1983.

BOOKS FOR REFERENCE

Bogo, M.; *Social Work Practice- Concepts, Processes and Interviewing*. Jaipur: Rawat , 2006.

Devi, R., and R. Prakash, *Social Work Methods - Practices and Perspectives*. Vol. 1, 2, 3, Jaipur: Mangal Deep, 2004.

Encyclopedia of Social Work, Vol. 1, 2, 3_ *National Association of Social Workers*. Washington D.C.: NASW, 1996.

Goldstein, H., *Social Work Practice - A Unitary Approach*. Columbia: University of South Caroline Press, 1980.

Johnson, L.C., Yanca, S.T., *Social Work Practice- A Generalist Approach*. Delhi: Prentice Hall, 2012

Payne, M, *Modern Social Work Theory*. New York: Palgrave Mac Milan, 2005.

Pincus, A., and Minahan. A, *Social Work Practice Model and Method*. Illinois Peacock , 1973.

JOURNAL

Journal of Social Work Practice

WEB RESOURCES

http://books.google.co.in/books/about/Direct_Social_Work_Practice.html

<https://journals.iupui.edu/index.php/advancesinsocialwork>

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)
Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)
Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)
1 Compulsory Continuous Assessment Test will be conducted.
1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)
Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)
Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI - 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015 -2016)

HUMAN RIGHTS AND SOCIAL WORK

CODE: 15SW/PC/HR24

CREDITS : 4

L T P : 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To provide a perspective and foundation for a human rights culture among students
- To create awareness on the Indian legal system in relation to human rights
- To enable students to work for the promotion and protection of rights of marginalised groups

Unit 1

Introduction to Human Rights

(8 hrs.)

- 1.1 Concepts of Human Rights
- 1.2 Categories of Human Rights
- 1.3 Foundation of Human Rights
- 1.4 Evolution of Human Rights
- 1.5 International Human Rights Law and its Application

Unit 2

Understanding Law and the State

(10 hrs.)

- 2.1 Indian Constitution: Preamble, Fundamental Rights, Directive Principles
- 2.2 Human Rights Protection and Enforcement
- 2.3 Writ Jurisdiction and Public Interest Litigation
- 2.4 The Indian Legal System, Indian Penal Code, Criminal Procedure Code and Civil Procedure Code
- 2.5 The Relationship between Human Rights, Democracy, Sustainable Development, Equality, Sovereignty, Secularism and Non-Discrimination
- 2.6 Human Rights in Relation to Illegal Detention

Unit 3

Globalisation and Poverty

(10 hrs.)

- 3.1 Globalisation and its Impact on the Poor
- 3.2 Business Corporations and Human Rights Standards, Science, Technology and Human Rights
- 3.3 TRIPS, WTO and SEZ

Unit 4

Law and Strategies. (12 hrs.)

- 4.1 Protection of the Environment, Consumer Protection, Local Governance Empowerment, Right to Information
- 4.2 Human Rights Struggles and the Human Rights Movement in India
- 4.3 Statutory Commissions
- 4.4 Human Rights Courts for Protection of Rights

Unit 5

Human Rights and Social Work Activism (12hrs.)

- 5.1 Sectoral Rights: Rights of Children, Women, Marginalised Groups, Coastal Communities, Workers
- 5.2 Minorities, Unorganised Labourers, Urban Poor
- 5.3 Transgender Persons and Rights of the Displaced, Disabled and Elderly
- 5.4 Strategies and Skills for Human Rights Advocacy

BOOKS FOR STUDY

Eugene Karneka. *Human Rights*. London: Edward, 1978.

Waghmare B.S. *Human Rights: Problem and Prospects*. New Delhi: Kalinga, 2001.

BOOKS FOR REFERENCE

Chandra, U. *Human Rights, India*. Allahabad Law Agency, 2000.

Krishna V.R. Iyer. *Human Rights and Inhuman Wrongs*. United Kingdom: B.R., 2001.

Kumar Arvind. *Encyclopaedia of Human Rights, Violence and Non Violence, Vol.1*. Human Rights and Social Movements. New Delhi: Anmol, 2001

ParmarLalit. *Human Rights*. New Delhi: Anmol, 1998.

Sharma R.S. *Human Rights Development*. New Delhi: Common Wealth, 1997.

Subramaniam S. *International Challenges, Vol 1 and Vol 2*. Mumbai: Manas, 1997.

JOURNALS

The International Journal of Human Rights ISSN 1364 - 2987

WEB RESOURCES

www.troniefoundation.org

www.humanrights.com/

www.youthforhumanrights.org

www.humanrights.gov

www.amnesty.org

<http://www.ohchr.org/EN/Issues/Pages/WhatareHumanRights.aspx>

<http://nhrc.nic.in/>

<http://www.ipc.in/>

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)
Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)
Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)

1 Compulsory Continuous Assessment Test will be conducted.

1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)
Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)
Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI - 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015 -2016)

HEALTH INFORMATION AND COMMUNICATION WORKSHOP

CODE: 15SW/PA/HI21

CREDIT : 1

L T P : 0 0 2

TOTAL TEACHING HOURS: 26

OBJECTIVES OF THE COURSE

- To provide basic health information and education to the students
- To understand the need for communication in health education
- To enhance skill demonstration in health education

Unit 1 (9 hrs.)

Health Information

- 1.1 Symptoms, Causes, Prevention, Treatment and Control of Major Communicable Diseases –Leprosy, TB, STD, Poliomyelitis, Malaria, Cholera, Typhoid, Diarrhoea , HIV/AIDS
Major Non Communicable Diseases- Cancer, Diabetes, Hypertension, Asthma, Cardiac Disorder, Mental Disorders
- 1.2 Clinical Manifestation of Mental Retardation, Alcoholism and Drug Dependence
- 1.3 Basics in First Aid
- 1.4 Menstrual Hygiene

Unit 2 (2 hrs.)

Health Education

- 2.1 Concept, Objectives, Principles of Health Education; Need in the Indian context
- 2.2 Models and Methods of Health Education
- 2.3 Planning, Implementation, Evaluation and Promotion of Health Education Programmes
- 2.4 Role of Health Educator

Unit 3 (2 hrs.)

Communication in Health Education

- 3.1 Concept of Health Communication as a Process, Principles and Barriers in Communication
- 3.2 Behaviour Change Communication and Information Education and Communication

Unit 4**(13 hrs.)****Use and Preparation of Educational Aids**

- 4.1 Audio Aids – Megaphone
- 4.2 Visual Aids – Blackboard, Pictures, Cartoons, Photographs, Posters, Charts, Flashcards, Flannel Boards, Printed Materials – Books, Booklets, Pamphlets, Brochure
- 4.3 Traditional Media – Folk Songs, Folk Dance, Drama
- 4.4 Demonstration of Low-Cost Nutritive Food

BOOKS FOR STUDY

Park, K., *Preventive and Social Medicine*. Jabalpur: Banarsidas Bharat, 1997

REFERENCE BOOKS

Nanda, V.K., *Health Education*. New Delhi: Anmol, 1997.

Ramachandran, L, & Dharmalingam, *Health Education – A New Approach*. New Delhi: Vikas, 1993.

Goel, S.L., *Health Care System and Management*. (Vol. 2), New Delhi: Deep & Deep, 2001

JOURNALS

International Journal of Health Education

Journal of Human Nutrition

WEB RESOURCES

Church M, Doughty J. Value of Traditional Food Practices in Nutrition Education. *J Hum Nutr*. 1976 Feb;30(1):9–12. [[PubMed](#)]

Moynihan M, Kochar V, Sarma UC, Tandon J, Wantamutte AS, Rai PH, Marwah S, Gupta VM, Singh K. Training Folk Practitioners as PHWs in Rural India. *Int J Health Educ*. 1980;23(3):167–178. [[PubMed](#)]

Moynihan M, Mukherjee U. Visual Communication with Non-literates: A Review of Current Knowledge including Research in Northern India. *Int J Health Educ*. 1981;24(4):251–262. [[PubMed](#)]

PATTERN OF EVALUATION

Internal Assessment

Seminar Presentation using educational aids prepared by student – 25 marks

Demonstration- Preparation of low cost nutritious food- 25 marks

Total – 50 marks

End Semester Examination- Not Applicable

STELLAMARIS COLLEGE (AUTONOMOUS), CHENNAI - 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015 -2016)

MANAGEMENT FOR NON PROFIT ORGANISATIONS

CODE: 15SW/PC/MO34

CREDITS : 4

L T P : 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To understand procedures and policies involved in establishing and maintaining non- profit organisations
- To understand principles of management and develop effective leadership qualities in managing NGOs
- To develop skills to formulate, execute and evaluate projects
- To acquire legal knowledge pertaining to NGO management

Unit 1

Introduction

(11 hrs.)

- 1.4 Concept of Management in India, Types of Non-Profit Organisations - NGO, INGO, Quasi Government and Transnational NGO
- 1.5 A Historical Perspective, Role of Non- Profit Organisations
- 1.6 Scope for Scientific Management in Welfare Organisations
- 1.7 National Policy on the Voluntary Sector - 2007

Unit 2

Management

(13 hrs.)

- 2.1 Basic Concepts and Principles; Goals of Management
- 2.2 Management Functions: Concept and Principles of Management Planning, Policy Making, Goal Setting, Organisation, Staffing
- 2.3 Coordination, Communication, Supervision and Control, Financial Planning
- 2.4 Public Relations and Publicity
- 2.5 Reporting and Evaluation

Unit 3

Acts Related to NGOs

(13 hrs.)

- 3.1 Board, Trustee, Committees, Executives – Their Roles and Function, Laws Related to NGOs
- 3.2 Society's Registration Act 1860
- 3.3 Companies Act 2013
- 3.4 Trust Act of 1912
- 3.5 Co-operative Societies Act 1912
- 3.6 FCRA Related Issues, FEMA (Foreign Exchange Management Act, 1999)

Unit 4

Project Cycle Management

(5 hrs.)

- 4.1 Concept of Project and Project Cycle Management
- 4.2 Strategic Plan, Tactic Plan, Goals, Objectives, Reporting
- 4.3 Project Proposal Writing, Overview of Logical Framework Analysis
- 4.4 Types of project proposals, Fund-Raising (Types, Methods, Skills), Monitoring and Evaluation of Projects

Unit 5

Networking and Collaboration

(10 hrs.)

- 5.1 Need and Importance, Process of Networking, Strength and Values of Networking
- 5.2 Collaborating with GOs, NGOs, Corporates, INGOs and UN Agencies

BOOKS FOR STUDY

Anand Sirohi. Encyclopaedia of Social Welfare: Modern Perspective on Social Work (Vol 1,2,3). New Delhi: Dominant, 2003.

Aswathappa K. *Organizational Behaviour, 7th revised edition*. Mumbai: Himalaya, 2007.

Sankaran R. & Rodrigues. *A Handbook to the Management of Voluntary Organizations*. New Delhi: Alpha, 1983.

BOOKS FOR REFERENCE

Monappa Arun & Saiyadain Miza, S.. *Personnel Management*. New Delhi: TATA Macgraw, 1997.

Carroll, Stephen Jr. & Tosi, Henry, Jr. *Management by Objectives*. New York: MacMillan, 1973.

Desai, Vasant. *Project Management*. Mumbai: Himalaya, 1997.

James David. *Managing People in Organizations*. New Delhi: AITB.S, 2002.

Koontz Harold. *Management*. New York: Harper Brother's.,1987.

Laxmi Devi. *The Management*. New Delhi: Institute for Sustainable Development, Lucknow, Anmol, 1998.

Lalitha,N.V. *Financial Assistance to Voluntary Organizations for Development*. New Delhi: NIPCCD, 1981.

Lalitha N.V. *Status of Voluntary Effort in Social Welfare*. New Delhi: NIPCCD,1982.

Luthans Fred. *Organizational Behaviour, 8th Edition*. New Delhi: Tata McGraw Hill, 2005.

Mital R, Kumar. *Personnel Management and Industrial Relations*. New Delhi: Anmol, 2001.

Maheshwari S.N. *Management Accounting and Financial Concept*. New Delhi: Sultan Chand & Sons, 1998.

Odione, George. *Management by Objectives*. New York: Pitman Publishing, 1965.

Prasad, L.M. *Organisational Behaviour, 4th edition*. New Delhi: Sultan Chand and Sons, 2004.

Prasad, Man Mohan. *Management Concepts*. New Delhi: Himalaya Publishing, 1998.

Prasad, Lallan and Gulshan S.S. *Management Principles and Practice*. New Delhi: Chand, 2002.

Seshadri, T.R. *Management Lighter and Brighter Sides*. New Delhi: Good Will. 1995.

Sherlekar, S.A. *Modern Business Organization & Management*. Bombay: Himalaya. 1984.

Sharma, K.P. *Project Management*. New Delhi: National Book Trust, 2000. Sinha Kumar. Ajil

Sen, Kumar Raj. *Economics of Amartya Sen*. New Delhi: Deep and Deep, 2000. Thomas L.

Wheelen J. David Higher. *Essential of Strategic Management*. New Delhi: Prentice Hall of India. 2002.

WEB RESOURCES

<http://www.inc.com/encyclopedia/nonprofit-organizations-and-human-resources-management.html>

www.cfcu.gov.tr/spos/tools/pcm_training_handbook.pdf

http://www.ngosindia.com/resources/ngo_registration1.php

http://www.managementstudyguide.com/management_functions.htm

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)

Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)

Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)

1 Compulsory Continuous Assessment Test will be conducted.

1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Section – A 10 x 2=20 marks

Section – B 4 x 10 = 40 marks

Section – C 2 x 20 = 40 marks

Duration - 3 Hours

(All questions to be answered in 50 words each)

(4 out of 6 questions to be answered in 600 words each)

(2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI – 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015 - 2016)

DISSERTATION

CODE: 15SW/PC/DI35

CREDITS: 5

Guidelines

- **Page Limit:** The Dissertation can range from 50 to 75 pages typed in Times New Roman font style, size 12, with 1½ line spacing in A4 Size Paper.

- **Each dissertation should have the following on the cover page:**
 - Logo of the College
 - Title of the Dissertation
 - ‘Dissertation submitted toin partial fulfillment of the requirement for the Degree of Master of Social Work by *Name of the candidate, Department No., Department of Social Work, Month, Year.*

- **The Dissertation includes**
 - Contents Page
 - Certificate of the Research Guide and Head of the Department and Acknowledgement by the Candidate
 - Chapter I – Includes Introduction to the Study; Review of Literature, Scope and Significance of the Study; Research Methodology and Chapterisation
 - Chapter II - Includes the Analysis and Interpretation of Data
 - Chapter III – includes the Summary of the Study, Findings, Suggestions and Conclusion
 - Bibliography / References shall be given in the alphabetical order according to MLA Format 7th edition
 - Appendix will include the tool of data collection and other secondary information

- **Submission**
 - Each student shall submit two copies of the dissertation to the Head of the Department on the date specified by the Controller of Examinations. One copy of the dissertation will remain in the College

➤ **Guidelines for Evaluation**

- Continuous Assessment	50 marks
- 1. Formulating a research problem	5
Review of Literature	
- 2. Conceptualising a research design	5
Concepts, Variables, Hypothesis and Research Questions	
- 3. Constructing an instrument/s for data collection	5
4. Selecting a sample	5
5. Research Proposal	5
6. Collection of data	5
- 7. Processing of data	5
- 8. Analysis and Interpretation	5
- 9. Research Report	5
- 10. Regularity and Punctuality	5
Total	50

End Semester Examination

Total Marks - 50

- Background to the Study / Review of Literature	5
- Methodology and presentation of the theme	5
- Analysis	10
- Style, format and neatness in presentation	5
- Dissertation	25
- Viva Voce	25
Total	50

The dissertation will be valued by the Research Guide and an External Examiner. Each Examiner will evaluate the dissertation for a maximum of 50 marks each. The External Examiner will conduct the Viva Voce. An aggregate of the two marks will be the final marks awarded for the dissertation out of a total of 100 marks.

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI – 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015-2016)

COUNSELLING - THEORY AND PRACTICE

CODE:15SW/PC/CN44

CREDITS : 4

L T P : 3 0 1

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To develop in students basic Counselling skills through an understanding of theory and skills
- To integrate Counselling skills in Social Work Practice
- To learn the different approaches to Counselling and develop a holistic approach to Counselling

Unit 1

Concept and Foundation of Counselling (8 hrs.)

- 1.1 Evolution of Counselling, Definition, Elements and Characteristics of Counselling, Counselling Ethics
- 1.2 Profile of the Counsellor and the Client, the Counselling Relationship
- 1.3 Concept of Self, Goal Directed Behaviours, Learning Principles, Developmental Needs at Different Stages
- 1.4 Difference between Counselling and Psychotherapy

Unit 2

Counselling - Expectations and Goals (6 hrs.)

- 2.1 Achievement of Positive Mental Health, Resolution of Problems, Improving Personal Effectiveness, Change, Decision Making, Modification of Behaviour
- 2.2 Burn out and Stress Management
- 2.3 Recording in Counselling: Importance of Recording, Skills required for Recording, Types of Recording in Counselling

Unit 3

Egan Model of Counselling – the Skilled Approach (18 hrs.)

- 3.1 Stage – 1 Problem Exploration and Clarification
- 3.2 Stage – 2 Integrative Understanding / Dynamic Self-Understanding
- 3.3 Stage-3 Facilitating Action; Developing a New Perspective; Preferred Scenario
- 3.4 Practical Sessions

Unit 4

Different Approaches and Types of Counselling (10 hrs.)

- 4.1 Adlerian Approach, Client centred Approach, Cognitive Behavioural Approach
- 4.2 Gestalt Counselling, Transactional Analysis, Solution focused Counselling
- 4.3 Crisis Intervention
- 4.4 An Overview of Alternate Approaches: Yoga, Meditation, Storytelling, Art Therapy, Psychodrama, Medical Clowning, Laughter Therapy, Movement Therapy, Neuro- linguistic Programming
- 4.5 Directive Counselling, Non-Directive Counselling
- 4.6 Individual Counselling, Group Counselling, Community Counselling
- 4.7 Integrative and Eclectic Approach to Counselling

Unit 5

Counselling in Different Settings (10 hrs.)

- 5.1 Family Counselling/Marital Counselling, School Counselling, Career Counselling
- 5.2 Industrial Counselling, De-addiction Counselling
- 5.3 Counselling in Disaster situations, Grief Counselling
- 5.4 Counselling Clients with Suicidal Ideation
- 5.5 Gerontological Counselling

BOOKS FOR STUDY

Dalaganjan Naik. *Fundamentals of Guidance and Counselling*. Delhi: Adhyayan , 2004.

Egan Gerard. *The Skilled Helper*. Brooks: Cole, 1982.

Rao S.Narayana. *Counseling Psychology*. Tata Mc GrawHill, 1981.

Sharma Ramnath and Sharma Rachana. *Guidance and Counseling in India*. New Delhi: Atlantic, 2004.

BOOKS FOR REFERENCE

Reeves, Andrew. *Counselling and Psychotherapy*. New Delhi: SAGE, 2013.

Carl R. Rogers. *On Becoming A Person*. Boston: Houghton Mifflin,1976.

Colin, Feltham. *Brief Counselling*, New Delhi: *Tata McGraw Hill* , 2010.

Thomas, Edwin J. *Designing Interventions for the Helping Professions*. New Delhi: Sage, 1984.

Eugene, Kennedy. *Crisis Counselling*. Dublin: Gill & Macmillan, 1981.

Eugene, Kennedy. *On Becoming a Counsellor*. Dublin: Gill & Macmillan, 1977.

Gibson, L. Robert & Mitchell. *Introduction to Counselling and Guidance*.
New Delhi: Prentice Hall, 2008.

Muaro, E. A. R. J. Manthei .J.J. Small. *Counselling- A Skills Approach*. New Zealand:
Methuen, 1983.

Stephen, Murgatroyal. *Counselling and Helping*. London: The British Psychological Society &
Methuen, 1985.

Steve, Duck. *Human Relationships*. New Delhi: Sage III Edition, 1999.

Tolbert, E.L. *An Introduction to Guidance*. Boston: Little Brown, 1982.

William, Worden , J. *Grief Counseling & Grief Therapy*. London: Tavistock, 1986.

JOURNALS

International Journal of Psychology and Counselling
British Journal of Psychotherapy

WEB RESOURCES

<http://www.slideshare.net/praveensureshpai/counseling-process>

<http://www.counselling-directory.org.uk/counselling.html>

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)
Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)
Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)
1 Compulsory Continuous Assessment Test will be conducted.

1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Duration - 3 Hours

Section – A 10 x 2 = 20 marks (All questions to be answered in 50 words each)
Section – B 4 x 10 = 40 marks (4 out of 6 questions to be answered in 600 words each)
Section – C 2 x 20 = 40 marks (2 out of 4 questions to be answered in 1200 words each)

STELLA MARIS COLLEGE (AUTONOMOUS) CHENNAI 600 086
MASTER OF SOCIAL WORK

SYLLABUS
(Effective from the academic year 2015-2016)

GENDER AND SOCIAL WORK PRACTICE

CODE: 15SW/PC/GS44

CREDITS: 4

LTP : 4 0 0

TOTAL TEACHING HOURS: 52

OBJECTIVES OF THE COURSE

- To gain a deeper understanding of gender as a social construct, gender relations and gender issues in society
- To understand the protective measures, policies and programmes for women and development
- To obtain knowledge in Feminist Social Work practice and skills in applying frameworks for gender analysis

Unit 1

Gender Concepts

(9 hrs.)

- 1.1 Sex and Gender, Gender as a Social Construct, Gender Identity; Gender Relations, Men and Masculinity; Gender Division of Labour, Gender Roles and Responsibilities, Gender Stereotyping, Productive Work, Reproductive Work, Differential Access and Control Over Resources, Gender Stratification
- 1.2 Practical and Strategic Gender Interests; Equity and Equality; Gender Mainstreaming; Gender Sensitization
- 1.3 Patriarchal and Ideological Constructs That Govern Status of Women; Status of Women in India; Women in Difficult Circumstances, Problems Specific to Indian Women; Feminization of Poverty; Discrimination Against the Girl Child; Sex Ratio in India

Unit 2

Feminism and Empowerment of Women

(9hrs.)

- 2.1 Feminism: Concept, Meaning and Definition; Types of Feminism – Liberal, Social, Radical and Post-Modern Feminism.
- 2.2 Women's Movements: Pre and Post-Independence Perspectives in India, Landmarks in Women's Movement in India
- 2.3 Women Empowerment: Concept, Meaning and Definition, Types of Empowerment, Gender Development Indicators - GDI, GEM

Unit 3

Protective Measures, Policies and Programmes for Women in India (9 hrs.)

- 3.1 Constitutional and Legal Provisions for Women; Rights of Women with Reference to Entitlements, Political Participation, Education, Employment, Health, Inheritance, Marriage, Adoption, Divorce, Maintenance

- 3.2 Protective Laws to Mitigate Violence Against Women; Hindu Succession Act-1956 with Amendment in 2005; Prohibition of Child Marriage Act- 2006, Protection of Women From Domestic Violence Act – 2005; Sexual Harassment of Women at Workplace Act-2013
- 3.3 Special Initiatives for Women: National and State Commissions for Women; Ministry for Women and Child Development; the National Plan of Action for the Girl Child (1991-2000); National Policy for the Empowerment of Women-2001; Reservation for Women in Local Self Government; Five Year Plans, Gender Budgeting

Unit 4

Global Perspectives in Women’s Development (13 hrs.)

- 4.1 Convention on Elimination of All Forms of Discrimination against Women; and Girls (CEDAW) 1982 – Implementation in India; Global Impact of CEDAW.
- 4.2 Role of UN-WOMEN; UN Timeline in Women’s Progress; INGOs and NGOs in Women’s Development
- 4.3 Policy Approaches for Women; UN Agenda on Post Development and Sustainable Development Goals; Women as Agents of Peace and Security

Unit 5

Feminist Social Work and Frameworks for Practice (12 hrs.)

- 5.1 Feminist Social Work Practice: Meaning, Concept and Definition, Feminist Perspectives in Social Work Practice; Women's Agenda for Social Work; Principles in Women Centred Practice
- 5.2 Gender Analysis: Concept, Meaning and Goals; Need, Appropriate Usages; Gender Planning Framework, Empowerment Framework, Harvard Framework, Social Relations Framework
- 5.3 Education, Training and Agency; Capacity Building; Women’s Participation; Micro Finance and Self-Help Groups (SHGs), Other Support Groups for Women’s Wellbeing

BOOKS FOR STUDY

Bansal, D, K.; *Gender Justice*, New Delhi: Mahaveer and Sons, 2006.

Bhatia Anju, *Women’s Development and NGOs*, Jaipur: Rawat, 2000.

Dominelli, L., *Feminist Social Work Theory and Practice*, New York: Palgrave Macmillan, 2002.

Mikkelsen Britha, *Methods for Development Work and Research – A Guide for Practitioners*, New Delhi: Sage, 1995.

Moser O.N Caroline, *Gender Planning and Development, Theory, Practice and Training*, London: Routledge, 1993.

Visvanathan Nalini, *The Women, Gender and Development Reader*, Canada: Fernwood Pub, 2011.

BOOKS FOR REFERENCE

Banerjee Paula, *Women in Peace Politics*, New Delhi: Sage, 2008.

Datta, R and Kornberg, J., *Women in Developing Countries- Assessing Strategies For Empowerment*, New Delhi: Viva Books, 2005.

Evans Kathy M, *Introduction to Feminist Therapy*, New Delhi: Sage, London, 2011.

Heywood, L., *The Women's Movement Today*, Vol. 1 and 2, Jaipur: Rawat, 2007.

Kaila H.L, *Women, Work and Family*, New Delhi: Rawat, 2005.

Kaushik, Susheela; Ed, *Women's Oppression – Patterns and Perspectives*, New Delhi: Shakti Books, 1985.

Karl Marilee, *Women and Empowerment- Participation and Decision Making*, New Delhi: Zed Books Ltd, 1995.

Narasimhan Sakuntala, *Empowering Women*, New Delhi: Sage, 1999.

WEB RESOURCES

www.unwomen.org

www.un.org/womenwatch/daw/cedaw

www.ncw.nic.in

www.wcd.nic.in/wdcact.pdf

www.censusindia.gov.in

PATTERN OF EVALUATION

Continuous Assessment

Total Marks - 50

Duration - 90 mins.

Section – A 5 x 2 = 10 marks (All questions to be answered in 50 words each)

Section – B 2 x 10 = 20 marks (2 out of 3 questions to be answered in 600 words each)

Section – C 1 x 20 = 20 marks (1 out of 2 questions to be answered in 1200 words each)

1 Compulsory Continuous Assessment Test will be conducted.

1 Assignment of 50 marks will be given which is compulsory – Theory – 15 marks, Field application and interpretation – 20 marks, Seminar Presentation – 15 marks

End Semester Examination

Total Marks - 100

Section – A 10 x 2 = 20 marks

Section – B 4 x 10 = 40 marks

Section – C 2 x 20 = 40 marks

Duration - 3 Hours

(All questions to be answered in 50 words each)

(4 out of 6 questions to be answered in 600 words each)

(2 out of 4 questions to be answered in 1200 words each)