



GENDER ISSUES

B.Sc. DEGREE COURSE IN PSYCHOLOGY

SYLLABUS

I YEAR

I SEMESTER

ALLIED PAPER - II: FUNDAMENTALS OF SOCIAL ANTHROPOLOGY

SUBJECT CODE: SBT2B

Syllabus

This course is meant to provide a basic understanding about the Social Anthropology, and emphasis will be laid on the basic social institutions, and organization; its working, and structural principles.

UNIT - I

INTRODUCTION

Basic concepts – Definition and scope of social Anthropology. Relationship of Social Anthropology to Psychology and other Social Sciences.

UNIT -

II

FAMIL

Y

Concept and definition-features-typology. Descent: unilinear descent, double descent, and cognatic descent groups-bilateral groups, and kindred-rules regarding inheritance, Matriarchal and Patriarchal systems, its social-cultural significance.

UNIT - III

MARRIAGE

Concept and definition – characters – ways of acquiring a spouse, preferential and prescribed marriages – endogamy, exogamy, and incest taboos – polygyny, polyandry, and their variant forms – marriages rules, dowry, bride price, and other forms of exchanges. Its social - cultural significance.

**UNIT - IV****KINSHIP**

Concept and definition-terminology, and criteria of differentiation – typology of kinship systems and social structure. Its social-cultural significance.

UNIT - V**BELIEF SYSTEM AND POLITICAL INSTITUTION**

Concept and definition - elements, and forms-magic, religion, and science - different theories regarding the origin of religion-sacred and profane-tradition-ritual-myths-symbols. Clan and its socio-cultural significance. Political institution concept and definition – feature and types-youth organizations among Indian tribes, Integrating the various cultural groups - social control and law-rewards, crime, and punishments in different societies. Its socio-cultural significance.

REFERENCE

1. Beals, A. R. and Hoijer, H. (2002). Introduction to Anthropology
2. Madan, T, N, and Majumdar, D. N. (1960). Introduction to Social Anthropology. Bombay: Asia Publishing House
3. Doshi, S.L. and Jain, P.C. (2001). Introduction to Social Anthropology. New Delhi: Rawat Publications
4. Murdock, G.P. (1960). Social Structure in South East Asia. California: Ethnographic Arts Publications
5. Mair, Lucy (1972). Introduction to Social Anthropology. 2nd Edition. USA: Oxford University press.



GENDER ISSUES

APPENDIX-13 (S)
UNIVERSITY OF MADRAS

B.A. DEGREE COURSE IN ENGLISH

(With effect from the academic year 2016-2017 onwards)

REVISED SYLLABUS

III YEAR - Semester V

CORE PAPER XI - WOMEN'S WRITING- BRA5C

Unit-1: Introduction

Women's writing and the specific issues it deals with, gender aspects viz-a-viz society, theories and concepts of feminism (liberal, social, radical feminism), patriarchy, stereotyping

Unit-2: Prose

1. A Vindication of the Rights of Woman: with Strictures on Political and Moral Subjects - Mary Wollstonecraft (Restricted to Chapter 13 – Pages 273-275 only)
2. Ain't I a woman? - Sojourner Truth (Speech)

Unit-3: Poetry

1. Persephone, Falling - Rita Dove
2. Journey to the Interior - Margaret Atwood
3. Request to a Year - Judith Wright
4. Medusa - Sylvia Plath
5. A Sunset of the City - Gwendolyn Brooks
6. Words for father- Shirley Lim

Unit-4: Drama

1. Trifles - Susan Glaspell

Unit-5: Short Stories

1. Draupathi - Mahasweta Devi
2. The Yellow Wallpaper - Charlotte Perkins Gilmar
3. Forest - Ambai

Prescribed Texts:

Trifles - Susan Glaspell. Baker's Plays, 2010

Recommended Texts:

Feminism: A Very Short Introduction. Margaret Walters. Oxford University Press, 2005.

The Cambridge Companion to Feminist Literary Theory. Ellen Rooney. Cambridge University Press, 2006.



GENDER ISSUES

APPENDIX- 21 (R& S)
UNIVERSITY OF MADRAS
M.A. DEGREE COURSE IN ENGLISH
(With effect from 2018-2019)
2nd year & Fourth Semester
Course Structure: Paper XIII

CORE PAPER-XIII- WRITINGS BY AND ON WOMEN

Core Paper – XIV Writings by and on Women

Objectives of the Course : The primary aim of this paper is to give space to writings by women. Even in the syllabus a woman writer is marginalized. However, in the process of giving adequate space to women writers the paper aims at sensitizing students to the problems faced by women and how women have responded in their attempt to expose them, in their writings.

UNIT 1: Varieties of Feminism – concept of gender – androgyny- Language of women – environment and women- double marginalisation.

UNIT 2: **Poetry:**

Anne Bradstreet	Prologue
Marianne Moore	Poetry
Sylvia Plath	Lady Lazarus.
Maya Angelou	Still I Rise
Margaret Atwood	Marsh

Languages

Charmaine D'Souza	When God made me a
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Whore(Rajani P, V.

Rajagopalan, Nirmal
Selvamony, eds.,
Living & Feeling,
Dept. of English.,
M.C.C.)



UNIT 3: Prose:	
John Stuart Mill	On subjection of women (V.S. Seturaman & C.T. Indraed., 1994, Victorian Prose , Macmillan India, Chennai. pp-318)
Virginia Woolf	A Room of One's Own (chapters 3 & 4) (Jennifer Smith ed., 1998, A Room of One's Own by Virginia Woolf , Cambridge UP, New Delhi.)
Vandana Shiva	"Introduction to Ecofeminism" (Vandana Shiva & Maria Mies, 1993, Ecofeminism , Kali for Women, New Delhi.
Alice Walker	In Search of Our Mother's Garden
UNIT 4: Fiction	
Arundathi Roy	The God of Small Things
Jean Rhys	Wide Sargosa Sea
Kate Chopin	The Awakening
UNIT 5: Drama	
Lorraine Hansberry	Raisin in the Sun
Jane Harrison	Stolen

Recommended Texts:

1. Sandra M. Gilbert and Susan Gubar, ed., 1985, **The Norton Anthology of Literature by Women**, New York.
2. Rajani P. , V. Rajagopalan, and NirmalSelvamony, **Who says my hand a needle better fits: An Anthology of American Women Writing**, Dept. of English, Madras Christian College, Tambaram.
3. Standard editions of texts.

Reference Books :

1. Lisa Tuttle, 1986, **Encyclopedia of Feminism**, Facts on File Publications, New York.
2. Catherine Belsey & Jane Moore, eds., 1977, **The Feminist Reader**, II ed., Macmillan, London.
3. Kathy J. Wilson, 2004, **Encyclopedia of Feminist Literature**, Greenwood Press, Westport.



ENVIRONMENT AND SUSTAINABILITY

UNIVERSITY OF MADRAS SYLLABUS

ENVIRONMENTAL STUDIES PROGRAMME

Environmental Studies (ENV4A) - II year students of Programmes - Semester IV

SYLLABUS

Unit 1 : Multidisciplinary nature of environmental studies

Definition, scope and importance, need for public awareness. (2 lectures)

Unit 2 : Natural Resources : Renewable and non-renewable resources :

Natural resources and associated problems.

- a) Forest resources : Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people.
- b) Water resources : Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
- c) Mineral resources : Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
- d) Food resources : World food problems, changes caused by agriculture and over-grazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies.
- e) Energy resources : Growing energy needs, renewable and non renewable energy sources, use of alternate energy sources. Case studies.
- f) Land resources : Land as a resource, land degradation, man induced landslides, soil erosion and desertification.

- Role of an individual in conservation of natural resources.
- Equitable use of resources for sustainable lifestyles. (8 lectures)

Unit 3 : Ecosystems

- Concept of an ecosystem.
- Structure and function of an ecosystem.
- Producers, consumers and decomposers.
- Energy flow in the ecosystem.
- Ecological succession.
- Food chains, food webs and ecological pyramids.



- Introduction, types, characteristic features, structure and function of the following ecosystems :-
 - a. Forest ecosystem
 - b. Grassland ecosystem
 - c. Desert ecosystem
 - d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries) (6 lectures)

Unit 4 : Biodiversity and its conservation (8 lectures)

- Introduction – Definition : genetic, species and ecosystem diversity.
- Biogeographical classification of India
- Value of biodiversity : consumptive use, productive use, social, ethical, aesthetic and option values
- Biodiversity at global, National and local levels.
- India as a mega-diversity nation
- Hot-spots of biodiversity.
- Threats to biodiversity : habitat loss, poaching of wildlife, man-wildlife conflicts.
- Endangered and endemic species of India
- Conservation of biodiversity : In-situ and Ex-situ conservation of biodiversity.

Unit 5 : Environmental Pollution (8 lectures)

Definition

- Cause, effects and control measures of :-
 - a. Air pollution
 - b. Water pollution
 - c. Soil pollution
 - d. Marine pollution
 - e. Noise pollution
 - f. Thermal pollution
 - g. Nuclear hazards
- Solid waste Management : Causes, effects and control measures of urban and industrial wastes.
- Role of an individual in prevention of pollution.
- Pollution case studies.
- Disaster management : floods, earthquake, cyclone and landslides.

Unit 6 : Social Issues and the Environment (7 lectures)

- From Unsustainable to Sustainable development
- Urban problems related to energy
- Water conservation, rain water harvesting, watershed management
- Resettlement and rehabilitation of people; its problems and concerns. Case Studies
- Environmental ethics : Issues and possible solutions.
- Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. Case Studies.
- Wasteland reclamation.



- Consumerism and waste products.
- Environment Protection Act.
- Air (Prevention and Control of Pollution) Act.
- Water (Prevention and control of Pollution) Act
- Wildlife Protection Act
- Forest Conservation Act
- Issues involved in enforcement of environmental legislation.
- Public awareness.

Unit 7 : Human Population and the Environment(6 lectures)

- Population growth, variation among nations.
- Population explosion – Family Welfare Programme. VII
- Environment and human health.
- Human Rights.
- Value Education.
- HIV/AIDS.
- Women and Child Welfare.
- Role of Information Technology in Environment and human health.
- Case Studies.

Unit 8 : Field work

- Visit to a local area to document environmental assets river/ forest/grassland/hill/mountain
- Visit to a local polluted site-Urban/Rural/Industrial/Agricultural
- Study of common plants, insects, birds.
- Study of simple ecosystems-pond, river, hill slopes, etc. (Field work Equal to 5 lecture hours)



**APPENDIX-15 (S) UNIVERSITY OF MADRAS
REVISED SYLLABUS**

With effect from the academic year 2018-2019

ENVIRONMENTAL STUDIES PROGRAMME

**ABILITY ENHANCEMENT ABILITY ENHANCEMENT COMPULSORY COURSES
(AECC - Environmental Studies)**

**DEGREE : UG II YEARS
SEMESTER: III AND IV**

Unit I: Introduction to Environmental Studies, Multidisciplinary nature of environmental studies; Scope and importance, concept of sustainability and sustainable development

Unit 2: Ecosystem. (2 lectures) “What is an ecosystem? Structure and function of ecosystem; Energy flow in an ecosystem: Food chains, food webs and ecological succession, Case studies of the following ecosystem: a) Forest ecosystem b) Grassland ecosystem c) Desert ecosystem d) Aquatic ecosystem (ponds stream, lakes, rivers, ocean, estuaries)

Unit 3: Natural Resources: Renewable and Non renewable-Resources (6 lectures) ‘Land resources and land use changes -Land degradation, soil erosion and desertification. Deforestation: Causes and impacts due to mining, dam building on environment, forests, biodiversity and tribal populations.

Water Use and over --exploitation of surface and ground water, floods, droughts, conflicts over water (international and inter-state). Energy resources: Renewable and non renewable. Energy sources, use of alternate energy sources, growing energy needs, case studies.

Unit 4: Biodiversity and Conservation (8 lectures) Levels of biological diversity: genetics, species and ecosystem diversity, Biogeography zones of India: Biodiversity patterns and global biodiversity hot spots India as a mega biodiversity nation, Endangered and endemic species or India. Threats to biodiversity: Habitat loss, poaching of wildlife, man wildlife conflicts, biological invasions; Conservations of biodiversity: In-situ and Ex-situ. Conservation of biodiversity. Ecosystem and biodiversity services: Ecological, economic, social, ethical, aesthetic and Informational value

Unit 5: Environmental Pollution (8 lectures) Environmental pollution. Types, causes, effects and controls: Air, Water, soil and noise Pollution. Nuclear hazards and human health risks a Solid waste management: Control measures of urban and industrial waste Pollution case studies.

Unit 6: Environmental Policies & Practices (8 lectures) Climate change, global warming, ozone layer depletion, acid rain and impacts on human communities and agriculture. Laws: Environment Protection Act, Air (Prevention & Control of Pollution) Act; Water (Prevention and Control of Pollution) Act; Wildlife Protection Act; Forest Conservation Act. International Montreal and Kyoto protocols and Convention on Biological Diversity Nature reserves, tribal populations and rights, and human Wildlife conflicts in Indian context.



Unit 7: Human Communities and the Environment (7 lectures) Human population growth, impacts on environment. human health and welfare. Resettlement and rehabilitation of projects affected Persons; case studies. Disaster management: floods, earthquake, cyclone and landslides. Environmental movements: Chipko, Silent Valley, Bishnois of Rajasthan . Environmental ethics: Role of Indian and other religions. And .cultures in environmental conservation. Environmental communication and public awareness, case studies (e.g. CNG Vehicles in Delhi)

Unit 8: Field Work (6 lectures) Visit to an area to document environmental assets: river / forest/ floral fauna etc Visit to a local polluted site : Urban / Rural/ Industrial/ Agricultural, Study of common plants, insects, birds and basic principles of identification. Study of simple ecosystem pond, river, Delhi Ridge etc. (Equal to 5 Lectures).

Suggested Readings:

1. Carson, R. 2002 .Silent Spring, Houghton Mifflin Harcourt.
- 2 Gadgil, M ,& Guha, R. 1993. This Fissured Land: An Ecological History: of India Univ. of California Press.
3. Gleeson, B. and Low, N.(eds.)1999. Global Ethics and Environment, London, Routledge.
4. Gleick,P.~H.1993.Water‘Crisis. Pacific Institute for Studies in Dev.,Environment & Security. Stockholm Env.Institute, Oxford Univ.Press.



ENVIRONMENT AND SUSTAINABILITY

APPENDIX - (R & S)
UNIVERSITY OF MADRAS
MASTER OF SOCIAL WORK (MSW)
REVISED SCHEME OF EXAMINATIONS

ELECTIVE PAPER – I– 1.Disaster Management HAWEB

Total Teaching Hours: 45

Objectives

- To develop an understanding of eco system equilibrium and dis-equilibrium
- To develop skills to analyze the factors contributing to disaster
- To develop and understanding of the process of Disaster Management

Unit 1 :Concept and Definition: Basic disaster aspects, types of disaster – natural, instantaneous, creeping, technological disasters and their interaction. Refugees/ Repatriates-Issues and concerns of causes of disasters; Principles of Disaster Management

Unit 2: Disaster Management cycle: Prevention, mitigation, preparedness, response, recovery and rehabilitation. Stages in Disaster – pre, during and post disaster, Psycho social aspects of disaster; Disaster Management Cycle: Prevention, Mitigation, Preparedness, Response, Recovery and Rehabilitation

Unit 3:Disaster Mitigation: guiding principles of mitigation, Problem areas – mitigation measures, risk management, vulnerability analysis, cost – effective analysis, risk reducing measures. Formulation and implementation of mitigation programmes

Unit 4: Disaster Management: Disaster Management Authority Act, 2005 – Importance and special features. Management Policy / Legislation, Relief, Recovery (Rehabilitation management policy, legislation), National / International resources (funding agencies) Intervening parties – Government, Voluntary organization, Local groups – Community participation, volunteers, social workers.

Unit 5 :Stress management of Emergency workers. Role of the Social Worker in Disaster Management Implications of the HUGO model, Intersectional approaches in Utilization of resources / training and public awareness

**BOOKS FOR REFERENCE**

1. Bose, B.C *Disaster Management in India*, New Delhi, Rajat Publication. 2007
Goel S.L *Encyclopedia of Disaster Management*, New Delhi, Deep & deep Publications Pvt. Ltd, 2005
2. Goel S.L *Disaster Management Organisations and Management of Health Management of Human Being and Animals*, New Delhi, Deep & Deep Publications. 2001
3. Prabhas, Chandra, Sinha *Disaster Management Process, Law, Policy & Strategy*, New Delhi, SBS.Publications, 2006
4. Prabhas, Chandra, Sinha *Disaster Mitigation, Preparedness, Recovery & Response*, New Delhi, SBS Publications.2006
5. Sanjay, K. Roy *Refugees and Human Rights*, Jaipur, Rawat Publications, 2001
6. Singh, R.B *Disaster Management*, Jaipur, Rawat Publications. 2000
7. Verma, K, Manish, *Development, Displacement and Resettlement*, Jaipur, Rawat Publications. 2004



HUMAN VALUES

UNIVERSITY OF MADRAS

DEGREE : ALL UG III YEARS

SEMESTER : V

SUBJECT CODE: VAE5Q

Title of the Course/	Part IV – VALUE EDUCATION		
Core	III Year & Fifth Semester	Credit: 2	
Objective of the course	This course introduces the basic concepts of database management systems		
Course outline	<p>Unit 1: Value education – its purpose and significance in the present world – Value system – The role of culture and civilization.- Holistic living – Balancing the outer and inner – Body,Mind and Intelluctual level – Duties and responsibilities.</p> <p>Unit-2: Salient Values for life – Truth ,commitment,honesty and integrity,forgiveness and love-Empathy and ability to sacrifice,care,unity and inclusiveness,Self esteem and self confidence,punctuality-Time,task and resource management – problem solving and decision making skills-Inter personal and Intrapersonal relationship –Teamwork – Positive and creative thinking.</p> <p>Unit 3: Human rights – Universal declaration of human rights – Human Rights violations – National Integration – Peace and non-violence-Dr. A.P.J.Abdul Kalam’s ten points for enlightened citizenship – Social values and welfare of the citizen-Role of media in value building</p> <p>Unit-4: Environment and ecological balance-Interdependence of all beings – living and non-living – Binding of man and nature-Environment conservation and enrichment</p> <p>Unit-5 : Social evils-Corruption, Cybercrime, Terrorism – Alcoholism-Drug addiction, Dowry, Domestic violence, Untouchability-Female infanticide, Atrocities against women, how to tackle them</p>		

**B.Sc. DEGREE COURSE IN PSYCHOLOGY SYLLABUS****III YEAR****VI SEMESTER****ELECTIVE PAPER - II: COUNSELLING AND GUIDANCE****SUBJECT CODE: SET6A****UNIT - I**

Introduction: Definitions of Counselling – Guidance: Role of counseling in guidance – Scope of counselling – The client counsellor relationship – Characteristics of an effective counselor – Counselling Skills – Dimensions of Counsellor functioning – Ethical issues in counseling.

UNIT - II

Approaches to Counselling: The Directive approach – Humanistic approach – Roger's Client centered approach – Behaviouristic approach – Existential approach – The Minnesota point of view – The Eclectic approach.

UNIT - III

The Counselling Process: Goals of counseling – Relationship Establishment – Problem Identification and Exploration: Planning for Problem solving – Solution, Application and Termination – Evaluation.

UNIT - IV

Educational and Vocational Guidance: Guidance needs related to education – Aptitudes and Interests – Guidance at school level – Guidance towards life goals – Educational counseling. Vocational Guidance – Theories of vocational development – The vocational counseling process
– Exploration and contract setting – The state of critical decision.

**UNIT - V**

Counselling of Special Groups: Life Skills Training – Relationship counseling – Counselling women – Counselling older adults – Business and Industry – People who abuse drugs – People who use Tobacco – People who abuse alcohol – People with AIDS – Victims of abuse – Counselling the differently abled and their care givers – People in poverty – Counselling relating to sexual identity issues.

REFERENCE

1. Gibson L Robert & Mitchell H Marianne. (2003). Introduction to counseling and Guidance. 6th edn. Delhi: Pearson Education
2. Nelson-Jones. (1995). The theory and practice of counseling. 2nd Edn. London: Holt, Rinehart and Winston Ltd.
3. Burnard Philip. (1995). Counselling Skills Training – A sourcebook of Activities. New Delhi: Viva Books Private Limited.



PROFESSIONAL ETHICS

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

SYLLABUS SEMESTER – I

PRINCIPLES OF MANAGEMENT (Core Subject) – MAM1D

UNIT I

Management: Importance – Definition – Nature and Scope of Management Process – Role and Functions of a Manager – Levels of Management – Development of Scientific Management and other Schools of thought and approaches.

UNIT II

Planning: Nature – Importance – Forms – Types – Steps in Planning – Objectives – Policies – Procedures and Methods – Natures and Types of Policies – Decision –making – Process of Decision – making – Types of Decision.

UNIT III

Organizing: Types of Organisations – Organisation Structure – Span of Control and Committees – Departmentalisation – Informal Organisation- Authority – Delegation – Decentralisation – Difference between Authority and Power – Responsibility.

UNIT IV

Recruitment – Sources, Selection, Training – Direction – Nature and Purpose. Co-ordination – Need, Type and Techniques and requisites for excellent Co-ordination – Controlling – Meaning and Importance – Control Process.

UNIT V

Definition of **Business ethics** - Types of Ethical issues -Role and importance of Business Ethics and Values in Business - - Ethics internal - Ethics External - Environment Protection - Responsibilities of Business

Recommended Texts

1. C.B.Gupta, Management Theory & Practice - Sultan Chand & Sons - New Delhi.
2. L.M.Prasad, Principles & Practice of Management - Sultan Chand & Sons - New Delhi.
3. P.C. Tripathi & P.N Reddy, Principles of Managements - Tata Mc.Graw Hill - New Delhi.
4. Wehrich and Koontz, Management – A Global Perspective
5. N.Premavathy, Principles of Management - Sri Vishnu Publication - Chennai.
6. J.Jayasankar, Business Management - Margham Publication - Chennai.



APPENDIX - (R & S)
UNIVERSITY OF MADRAS
MASTER OF SOCIAL WORK (MSW)

SYLLABUS
SEMESTER – I

CORE PAPER I – Social Work Profession - History and Philosophy

HAW1A Total Teaching Hours: 60

Objectives

- To gain an understanding of the history and philosophy of Social Work and its emergence as a Profession
- To develop insights into the origin and development of Voluntary organization
- To appreciate Social Work as a Profession and to recognize the need and importance of Social Work Education and training
- To develop an understanding of the various models of professional practice and its application
- To provide an awareness of the changing trends in Social Work practice and Education

Unit 1:

Historical Evolution of Social Work; International Perspectives: UK, USA, Social Work in India: Socio-cultural and religious thought; Contributions of Social Reformers and Social Movements - E.V.R. Periyar, Raja Ram Mohan Roy, Ambedkar; Dalit and Backward Class Movements, Gandhian ideology and Sarvodaya Movement; Christian Missionaries, Gandhian Social Work, India as a Welfare State, Contributions of Voluntary organisations.

Unit 2:

Social Work Profession; Meaning & definition; basic concepts; goals and functions; methods and fields; origin and growth in India: scope and status, International/national bodies and forums, 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; Ideologies: Philanthropy, humanitarianism, welfarism, socialism, democracy, marxism, equality, human rights and social justice; Models: welfare, developmental, empowerment and advocacy models, approaches: remedial, rehabilitative, preventive and promotive approaches, rights based, participatory, indigenous approaches, anti-discriminatory practice.

Unit 4:

Philosophy of Social Work Profession; Values, Beliefs and Principles of the Profession; Code of Ethics: Evolution of Code of Ethics, IFSW & IASSW Ethics in Social Work, Statement of Principles, Declaration of Ethics for Social Workers (SWEF -1997).

Unit 5:

International Social Work; Concept, definition, meaning and need, global issues, basic concepts, principles and assumptions; values, beliefs and goals; practice levels and sectors; approaches: personal, social, developmental, global; multicultural, international and transnational practice models; Global Agenda; Global Standards; Skills for practice; Dilemmas in practice.

**BOOKS FOR REFERENCE**

1. Cox David, Manohar Pawar, *International Social Work; Issues, Strategies and Programmes*. New Delhi; Vistaar. 2006.
2. Dominelli, L.D., *Social Work: Theory and Practice for a Changing Profession*. Cambridge:Policy. 2004.
3. Watson David (ed), *Code of Ethics of Social Work-The Second Step*. London: Routledge and Kegan Paul.1971.
4. Antony A. Vass, *New Directions in Social Work- Social Work Core Knowledge Values and Skills*. New Delhi: Sage, 1996.
5. Cox David, Pawar Manohar, *International Social Work; Issues, Strategies and Programmes*. New Delhi: Vistaar, 2006.
6. University Grants Commission, *I and II Review Commission on Social Work Education*. New Delhi: University Grants Commission, 1992.
7. Dominelli, L.D., *Social Work: Theory and Practice for a Changing Profession*. Cambridge: Policy Press, 2004.
8. 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.
9. Payne, M., *Modern Social Work Theory: A Critical Introduction*, Hong Kong; Maxmillan Education, 1991.
10. Reisch Michael, Eileen Gambrill, *Social Work in the 21st Century*. New Delhi: Pine Forge Press, 1997.

**APPENDIX - (R & S)****UNIVERSITY OF MADRAS****MASTER OF SOCIAL WORK (MSW)****REVISED SCHEME OF EXAMINATIONS****SEMESTER - I****CORE PAPER II – Work with Individuals (Case Work) HAW1B****Total Teaching Hours: 60****Objectives**

- 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 Working with Individuals (Social Casework); Historical development of Social Case Work as a Method of Social Work, Concept and Definition, Philosophy, Values, Principles, Skills, Components, Case Work Relationship: Empathy, Skills in Building Relationship, Transference and Counter Transference, Difference between Casework, Counselling and Psychotherapy

Unit 2:**The Helping Process**

Phase I- Psychosocial Study, Psychosocial Assessment

Phase II- Intervention Plan and Goal Setting, Intervention

Phase III- Termination, Evaluation and Follow up.

Unit 3:**Models and Approaches**

Psychoanalytic Approach, Psychosocial, Functional, Client Centered, Cognitive Behavioural Approach, Life Model, Task Centered, Strength Based, Evidence Based Approach, Ecological approach, Integrated Approach.

Unit 4:**Tools and Techniques in working with Individuals**

Observation, Interviews, Home Visits, Collateral Contacts, Resource Mobilization, Referrals, Environment modification, Communication.

Unit 5:**Case Work in different Settings and Recording**

Case work in hospitals, schools, communities, institutional setting and industry; Types of recording-verbatim, narrative, condensed, analytical, topical, summary recording



BOOKS FOR REFERENCE

1. Fischer, Joel. *Effective Case Work Practice An Eclectic Approach*. New York: Mc Graw Hill, 1978.
2. Upadhyay, R. K., *Social Case Work*. Jaipur: Rawat, 2003.
3. Vyas, A.A. *New Directions in Social Work- Social Work Competencies - Core Knowledge*,
4. *Values and Skills*. Delhi: Sage, 1996.
5. Bhattacharya, Sanjay. *Social Work, An Integrated Approach*. New Delhi: Deep & Deep, 2004.
6. Datar Sudha, Ruma, Bawikar et al. *Skill Training for Social Workers- A Manual*. New Delhi: Sage, 2010.
7. Hamilton, Gordon, *Theory & Practice of Social Case Work 2nd Edition*. Jaipur: Rawat, Indian Reprint, 2013.
8. Hepworth, D.H. & J.A. Larsen. *Direct Social Work Practice: Theory and Skills*. Dorsey Press, 1993.
9. Mathew, Grace. *An Introduction to Social Casework*. Mumbai TISS, 1992.
10. Misra, P.D. & Beena Misra. *Social Work Profession in India*. Lucknow: New Royal Book, 2004.
11. Trevithick, Pamela. *Social Work Skills – A Practice Handbook*. 2nd Edition. Jaipur: Rawat, 2009.



PROFESSIONAL ETHICS

MASTER OF SOCIAL WORK (MSW) SEMESTER - I

CORE PAPER III – Work with Groups (Group Work) HAW1C

Total Teaching Hours: 60

Objectives

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

Unit 1:

Introduction to Working with Groups (Social Group Work)

Historical development of Social Group Work as a Method, definition and meaning, purpose, objectives, values, skills, principles, use of groups in practice.

Unit 2:

Types of Groups

Definition and characteristics of groups, importance of groups in human life, primary and secondary groups, formal and informal groups, open and closed groups, reference groups, treatment groups, task groups, developmental groups.

Unit 3:

Phases of Group Work Process

Planning Phase: establishing purpose, assessing recruiting, orienting, contracting, preparing group environment; Beginning Phase: introduction, motivation, member feedback, defining purpose, objectives, goal setting, assessment; Middle Phase: preparing for meetings, structuring the group work, intervention strategies in groups-programme planning and implementation – meaning and principles of programme planning. Monitoring and evaluating group process; Ending Phase: preparing for termination; evaluation and feedback

Unit 4:

Group Processes and Dynamics

Stages in a group development; new comers, isolation, rejection, group-bond, sub groups, clique, gang, dyad, triad, group norms, membership, cohesiveness, group pressure, group morale, leadership, team building, decision making, problem solving, conflict management, communication in a group, role clarity, use of sociometry

Unit 5:

Group Work Models and Practice in different settings

Social goals model, remedial model, reciprocal model, practice in different settings: hospital, school, community, industry and institutional setting, recording: importance of recording, skills required for recording in group work, types of recording in group work

**BOOKS FOR REFERENCE**

1. Bhattacharya, Sanjay. *Social Work an Integrated Approach*. New Delhi: Deep & Deep, 2008.
2. Choudhary, Paul. *Introduction to Social Work*. Delhi : Atma Ram & Sons,1983.
3. Douglass, Tom. *Group Processes in Social Work – A Theoretical Synthesis*. New Delhi: Thomson, 1979.
4. Jha, Jainendra Kumar. *Encyclopaedia of Social Work*. New Delhi: Anmol,2001.
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MASTER OF SOCIAL WORK (MSW)
EXTRA DISCIPLINARY PAPER – I
Social and Psychological Foundations for Social Work- HAWXA

Total Teaching Hours: 60

Objectives

- To give an understanding of concepts in Psychology and Sociology relevant to Social Work.
- To understand the various stages of Human Growth and Development.
- To enable the student to gain knowledge about the society and its dynamism

Unit 1:

Developmental Psychology: Definition, fields of Psychology; Definition and characteristics of behaviour; Relevance of Psychology to Social Work Practice; Growth and development of the individual – principles of development, stages of human growth and development, needs, tasks, changes and problems in every stage, emphasis on socio-cultural factors influencing development; Influence of heredity and environment.

Unit 2:

Theories Related to Personality: Personality: Definition and nature of Personality, Psycho-Dynamic approach (Freud), Humanistic approach (Carl Roger and Maslow's) Psycho Social approach (Erik Erikson), Cognitive Development (Piaget), Moral Development (Kholberg), Social learning theory (Bandura)

Unit 3:

Understanding Behaviour and Mental Health: Sensation, Perception and learning (Classical and Operant learning theories), Memory process: Registration, retention and recall, Intelligence – factors influencing intelligence, Mental Health; Mental Illness; Classification of minor and major mental illness, ICD 10 - Outline of common mental disorders, and Mental Retardation



Unit 4

Sociology and Social Work: Meaning, scope, significance and relevance, Basic Sociological Concepts: Society- Meaning, definition, types, structure, Characteristics of Society, community, social groups; association and institution. social structure and functions of social institutions - marriage, family, kinship, caste, religion and education; socialization: process and agents. social control: concept, types and functions. Agents of social control: kinship, religion, law, education, traditions and customs, social change: urbanization, industrialization, westernization, sanskritisation, secularization, cultural lag and ethnocentrism.

Unit 5

Social Movements in India: Concept and characteristics, Social movements - peasant, tribal, Dalits, backward class, women, minority groups, working class and student; social change in India, social movements; social issues in India; concept, issues and causes, approaches in responding to issues: corruption, malnourishment, child abuse, violence against women & sexual minorities - human trafficking, communalism, terrorism and environment degradation. current social issues, role of social worker

BOOKS FOR REFERENCE

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9. Anthony Giddens, 1998, *Sociology* (Third), Polity Press, London
10. Sachdev D.R. And Vidhya Bhushan, 2006, *Introduction To Sociology*, Kitab Mahal, Allahabad
11. Frank N Magill, 1995, *International Encyclopedia of Sociology*, British Library, England



PROFESSIONAL ETHICS

UNIVERSITY OF MADRAS
MASTER OF COMMERCE (M.Com.)
(Choice Based Credit System)
REVISED REGULATIONS
(w.e.f.2013 – 2014 onwards)

**Extra-disciplinary Paper II - Business Ethics,
Corporate Governance & Social Responsibility -
KDAXB**

Extra-disciplinary Paper II - Business Ethics, Corporate Governance & Social Responsibility

Objective: To develop an understanding among students on ethical issues in business and good governance practices and to impart skills of analysis and capability of making business decisions

UNIT I Concept of ethics - sources -- values - codes of conduct - what is an ethical issue? - Ethical theory and its applications to business/morality and ethical theory – Ethical management - love and reverence in work and life - strengthening personal and organizational integrity - the spiritual core of leadership

UNIT II Advertising and information disclosures - environmental responsibility - ethics and ecology - employee rights - conflict of interests - work ethics - professional ethics and responsibility

UNIT III Corporate Social Responsibility (CSR) - meaning - promoting corporate responsiveness - managing socially responsible business

UNIT IV Corporate Governance – Meaning and scope -- Origin- Practices –Shareholders Vs. Stakeholders approach –Board mechanism, Role and duties of the directors-Chairman-Governance committees

UNIT V Codes of governance –Birla committee

report **Book References**

1. A M A, "Corporate Governance And Business Ethics", Excel Books
2. Cannon Tom, "Corporate responsibility. A textbook on business ethics, governance, environment: role and responsibilities", Pitman, London
3. Hoffman, W. Michael, et, "Corporate Governance and Institutionalizing Ethics", Lexington Books



4. Sutton, Brenda, editor, "The Legitimate Corporation; Essential Readings in Business Ethics & Corporate Governance", Blackwell Publishers
5. Manual Vela Squez, "Business Ethics Concepts and Cases", Prentice Hall, New Jersey
6. Kenneth Blanchard and Norman Vincent Peale, "The Power of Ethical Management", New York, William Morrow & Co.,
7. Sekhar R C, "Ethical Choices in Business", Response Books
8. Kendall, Nigel, "Corporate Governance", London, Financial Times Pitman Publishing

Web References

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www.businessethics.ca

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e-businessethics.com



UNIVERSITY OF MADRAS
MASTER OF COMMERCE (M.Com.)
(Choice Based Credit System)
REVISED REGULATIONS
(w.e.f.2013 – 2014 onwards)
Organizational Behaviour - KDA1C

SEMESTER I
Organizational Behaviour

Organizational Behaviour - KDA1C

Objective: To provide knowledge on employees' behaviour and their managerial implications and to impart knowledge on organizational dynamics

UNIT I Introduction to Organizational Behaviour - Meaning - Elements - Need - Approaches - Models -Global Scenario.

UNIT II Individual Behaviour - Personality - Learning - Attitudes - Perception - Motivation - Relevance to Organizational Behaviour - Group behaviour - Group Dynamics - Group Norms - Group Cohesiveness - Their relevance to Organizational Behaviour

UNIT III *Organizational communication - Meaning, Importance, Process, Barriers - Methods to reduce barriers - Principles of effective communication - Stress - Meaning - Types - Stress management*

UNIT IV Organizational Dynamics - Organizational Effectiveness - Meaning, Approaches - Organizational Culture - Meaning, Significance - Organizational Climate - Implications on Organizational Behaviour

UNIT V Organizational change - Meaning - Resistance to change - Management of change

Book References

1. Mishra - Organizational Behaviour - Vikas Publishing House Pvt. Ltd
2. Chandran - Organizational Behaviour - Vikas Publishing House Pvt Ltd
3. L.M. Prasad, - Organizational Behaviour - 3rd Edition Reprint - Sultan Chand & Sons
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6. Chauhan R.K. - Organisational Behaviour - Tamilnadu Book House.

Web references

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