

## 2. SCHOOL OF SOCIAL SCIENCES

The The School of **Social Sciences** consists of department of **Anthropology, Psychology, Education, Adult and Continuing Education, Sociology and Criminology.**

The department of **Psychology** was instituted in 1943. In 1948 a full fledged Psychology department was organized under the headship of Dr.G.D.Boaz. The department concentrated exclusively on Children and their education first. Later on in 1976, the department turned its attention to Criminology, Applied Psychology, Organizational Psychology and Counselling etc. Its Department Library has 2000 books and 15 Journals. The department itself publishes Journal of Psychological Researches and Indian Journal of Applied Psychology. The department offers M.Phil. and . Programmes.

The department of **Education** was established in 1976, with Dr.(Miss)E.G.Vedanayagam as Professor and Head. The department specializes in the fields of Management of Education, Curriculum Development, Special Education, Educational Cost Analysis, Work Education, Management of Organisations, Trade Unions, Industrial Employability of mentally retarded, Stress and Conflict Resolution in work environment. The department has an Educational Lab. The department offers Masters, M.Phil. and . Programmes.

The department of **Adult and Continuing Education** was established in 1976 with Dr.R.Jayagopal as Professor and Head to concentrate on Non-formal Education and Population Education. The department researches in the fields of Adult education, Population education, Industrial Training, Project evaluation etc. The consultancy by the department exists in the areas of Industrial Project proposals, Feasibility and evaluation, Industrial/organisation training, Population Education, Women studies, Computer oriented project monitoring and evaluation etc. The department offers Masters and . Programmes.

The Department of **Sociology** was established in 1966. To begin with, it was the Department of Social Science and Dr. K.K.Pillai, Professor of History was in-charge of the Department. The Department had to its credit the services of Fulbright Prof. Edwin Driver, Prof. Himes, Prof. Krosowisky and Prof. Washburne in the initial period. Prof. Driver instituted in 1966 M.A., Social science with inter-disciplinary orientation. In 1971, Dr.C.A. Permul, Professor and Head of the Department of Politics and Public Administration was put incharge of the Department. In 1976, a separate Department of Sociology was started. The main areas of research are as follows : 1. Urban Sociology, 2. Medical Sociology, 3. Gender Studies, 4. Water Management, 5. Industrial Sociology, 6.Rural Sociology And Rural Development, 7. Environmental Studies, 8. Total Quality Management, 9. Sociology Of Development. The department offers consultancy on 1. Urban basic health services and valuation, 2. Integration of Sociology in Irrigation Management Education, 3. Irrigation Management, and 4. Rural Environment. The department offers Masters and . Programmes.

The department of **Anthropology** was established in October 1945. The Certificate and Diploma courses in Anthropology were commenced in July 1947 and researches in July 1950. The department of Anthropology concentrates on Tribal Studies, Political Anthropology, Economic Anthropology, Physical Anthropology, Archaeological Anthropology, Folklore etc. It has a Computer Laboratory to do researches on quantitative understanding of social problems. In 1976 the department commenced Masters, M.Phil. and Doctoral programmes.

At the conference of the Inspectors' General of Police in 1959, a Diploma in Criminology at the University of Madras was mooted and it was instituted in October 1960. The Psychology department conducted diploma courses in Criminology to begin with. Since April 1983, the department of **Criminology** became separate and independent. The department of Criminology focuses upon Victimology, Criminal Justice Administration, Human rights, Juvenile Justice, Correctional research, Crime prevention etc. The department has Computer Laboratory facilities. The department offers Diploma, Masters and . Programmes

### Faculty

S.Parvathy, . - Chairperson

### Psychology

S. Parvathy, . - Professor and Head  
S. Karunanidhi, . - Professor (on lien)  
V.D. Swaminathan, . - Professor  
M.L. Nirmala, . - Reader  
P.N. Thomas, . - Lecturer

## Education

Cynthia Pandian, .	- Professor (on lien)
D. Kumaran, .	- Professor and Head-in-charge
R. Seetharam, .	- Reader
K. Chellamani	- Lecturer

## Adult and Continuing Education

N.V.R.Kapali, .	- Assistant Director cum Reader and Head incharge
Nassem Akthar, PhD.	- Sr. Project Officer cum Lecturer
N.Nagarajan,	- Project Officer cum Lecturer
V.P. Matheswaran, .	- Lecturer
G. Sundharavadivel	- Lecturer

## Sociology

D. Jayalakshmi, .	- Professor and Head
A. Karuppiah, .	- Professor
Anand Babu,	- Lecturer
M.Thamilarasan	- Lecturer

## Anthropology

Mohamed Abdul Kalam, .	- Professor and Head
P. Govinda Reddy, .	- Professor
S.Sumathi, .	- Lecturer
M.P.Damodaran	- Lecturer

## Criminology

R. Thilagaraj, .	- Professor and Head
M. Srinivasan, .	- Lecturer
M.Priyamavatha .	- Lecturer
S.Ramdoss	- Lecturer

## M.A. ANTHROPOLOGY

Code	Course title	C/E	Credits			
			L	T	P	Credits
	I Semester					
SSS C001	Foundation of Social Anthropology	C	3	1	0	4
SSS C002	Archaeological Anthropology & Practical	C	2	1	1	4
SSS C003	Ethnology and comparative Ethnography	C	3	1	0	4
SSS C004	Survey and Computational Techniques	C	0	0	2	2
SSS E001	Indian Overseas	E	3	0	0	3
SSS E002	Qualitative Methods of Research	E	2	1	0	3
	II Semester					
SSS C005	Physical Anthropology: Theory and Practical	C	2	1	1	4
SSS C006	Methodology of Anthropological Research	C	3	1	0	4
SSS C007	Applied Anthropology	C	3	1	0	4
SSS E003	Social Ecology	E	2	1	0	3
SSS E004	Fiction as Ethnography	E	2	1	0	3
SSS C008	Summer Internship	C	0	0	2	2
	III Semester					
SSS C009	Anthropology of Peasant Societies	C	3	1	0	4
SSS C010	Anthropology of Urban and Complex Societies	C	3	1	0	4
SSS C011	Theories of Culture and Social Structure	C	3	1	0	4
SSS E005	Refugee Studies	E	2	1	0	3

IV Semester						
SSS C012	Economic and Political Anthropology	C	3	1	0	4
SSS C013	Culture and Management	C	3	1	0	4
SSS E006	Human Biology	E	2	1	0	3
SSS E007	Minorities, Scheduled Castes and Scheduled Tribes	E	2	1	0	3
SSS C014	Project, Field work, Dissertation and Viva-Voce	C	0	2	4	6

SSS C001	Foundations of Social Anthropology	4 Credits	S. Sumathi
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This course is meant to provide a basic understanding about the social institutions. Emphasis will be laid on the basic working, organization and structural principles.

**Unit I – Marriage and Family**

Marriage and the question of universal definition. The cultural variations in acquiring a spouse. Incest taboos and exogamy. Preferential and prescribed marriages. Symmetrical and asymmetrical exchanges and their structural implications. Polygyny and polyandry – their variant forms and associated institutions.-The family and the question of its universality. Typology of families. Rules of residence and their implications for family structure.-Rules of descent. Unilinear descent groups – their structure and functions. Double descent and cognatic descent groups. Bilateral groups and kindred..

**Unit II – Kinship**

Kinship terminology and criteria of differentiation. Classificatory systems of kinship and determinants of kinship terminology. Typology of kinship systems and social structure. Descent and alliance theories and their importance in the analysis of kinship systems.

**Unit III – Economic Organization**

Salient features of primitive economic organization. Forms of exchange – reciprocity, barter, ceremonial exchange, redistribution and trade. The institution of property in primitive societies.

**Unit IV – Belief System**

Elements of religion. Forms of religion. Magic, religion and science. Different theories regarding the origin of religion. Functional and structural explanations of religious phenomena. Concept of sacred and profane. Influence of religion on the traditional way of life. Myths and transformations. Symbolism.

**Unit V – Political Institution**

Social stratification in primitive cultures. Age grades and secret societies. Youth organizations among Indian tribes. Social control and law. Cultural basis of law. Concepts of sanctions, rewards and punishments in different societies. Panchayat in Scheduled area. Socio-political movements and identity crisis in the Indian context.

SSSC002	Archaeological Anthropology and Practical	4Credits	V. Sudarsen
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This course is meant to provide the background of the earliest Cultures of Man

- Unit I: The meaning and scope of archeological anthropology. The difference between the Old world and the New world archaeological traditions and their implications for anthropology in general.
- Unit II: The Great Ice Age. The succession of climatic phases during the Pleistocene and the stratigraphic evidences of the great Ice age. River Terraces and Moraines. Methods of dating.
- Unit III: A brief account of the stone tool technology and typology. The chief features of West European and Indian Paleolithic cultures. Mesolithic stage in Western Europe and corresponding Microlithic industries in India.
- Unit IV: First food producers and Neolithic revolution, the general features of the Urban revolution and the main characteristics of Indus Valley Civilization.
- Unit V: An over view of African Prehistory: Paleolithic of Africa with emphasis on Vaal river and Olduvai Gorge.
- Unit VI: Identification of Stone –tools and techniques. Drawing and description of Stone tools.

SSS C003	Ethnology and Comparative Ethnography	4 Credits	P. Govinda Reddy
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Cultures manifesting different patterns: Examples from outside India.-Comparative Cultures (eg: Kwakiutt)-Co-operative cultures (eg: Zuni)-Artistic Cultures (eg: Maori)-Ritualistic Cultures (eg: Hopi)-Culture

with ingenious technical skill (eg:Eskimo) Ethnography of Indian tribes: Matrilineal cultures (Khasi); Polyandrous people (Khasa);-Food gathering tribe of South India (Kadar); Tribal Dormitories -(Muria) Cattle herding (Toda)

SSS C004	Survey and Computational Techniques	2 Credits	All faculty
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This course aims to provide hands-on-job training to students in computational techniques, especially application of SPSS, for analyzing survey data. This course also plans to train the students in conducting a survey and creating data-base for computer analysis. The whole training will be for three weeks. At the end, each student will submit the results in a few pages.

This course will be conducted during the interagnum period between the I and II semesters. One of the faculty members will take charge of conducting this course each year.

SSS E001	Indian Overseas	3 Credits	M.A.Kalam
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Indian Overseas are referred to variously: as Non Resident Indians, people of Indian origin, Overseas Indians , etc.,. They are all looked at and seen as the same wherever they are. The differences in terms of their migration history, present location, class background or hostility they face in the overseas context are all ignored. This paper will deal with all these aspects in a comprehensive manner.

SSS E002	Qualitative Methods of Research	3 Credits	S.Sumathi
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Differences between Qualitative methods and Quantitative methods. Various Qualitative methods- their specific applications. Class-room Practice.

SSS C005	Physical Anthropology : Theory and Practical	4 Credits	P. Govinda Reddy
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Theory: Meaning and scope of physical anthropology is relation to other branches of anthropology and to other sciences. Theories of organic Evolution: Lamarckism and Neo Darwinism. Man's place in the animal kingdom. A comparative account of the primates with special reference to man and apes. Palaentological evidences for human evolution:

The Australopithecines b) The Pithecanthropines c) The Neanderthals d) Modern Man Principles of human heredity: a) The cell and its divisions b) The laws of heredity-mendalismBlood groups-ABO system, Rhesus blood groups and MN system.

Practical:

Craniometry : The drawing of various views of cranium and the study of landmarks. Recording by repetitions of the prescribed measurements and calculations of indices involved of at least five skulls.

Somatometry : Recording by repetition of the prescribed measurements and the calculation of the indices involved on at least five living individuals.

Serology : The testing and analysis of blood samples for A,B,O and Ab groups.

SSS C006	Methodology of Anthropological Research	4Credits	S. Sumathi
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This paper provides a comprehensive background about anthropological research methods.

Unit I: Scientific method in natural and human sciences and the question of unity of method, Distinctiveness of Anthropological Methodology. Explanation in science and history. Nature of explanation in Anthropology. Use of comparative analysis in anthropological studies. Methods and models in building anthropological theory.

Unit II: The etic and emic approaches, Participatory approach- PRA , PLA.

Unit III: Field work tradition in Anthropology. Preparations for field work and the ideal conditions of anthropological field studies. Importance of observation as a tool of anthropological research. Different forms of observation their advantages and disadvantages in different contexts.

Unit IV: The art of Interview, different types of Interviews and their relevance of different situations. Choosing informants in anthropological research and the role of key informants. Focus groups. Genological method in anthropological research, use of life histories and personnel documents. Case study method as distinguished and different types of survey.

Unit V: Process Documentation and Visual documentation.

Unit VI: Field Practice- Each student practices at least one technique through short field work and submits a report.

SSS C007	Applied Anthropology	4 Credits	M.A. Kalam
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Role of Anthropology in : Administration ,Agriculture, Health and medicine, Industry, Education innovation, Diffusion, Acculturation as processes of change : Role of Anthropology in : Tribal and Rural Development, Forest Policies, Resource Exploitation and their impact on tribal societiesConstitutional safeguards for Scheduled Castes and Scheduled Tribes: rhetoric and Reality. Contemporary Tribal situation, tribal movements, and aspects of ethnicity

SSS E003	Social Ecology	3 Credits	S.Sumathi
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This course provides a comprehensive understanding of the interaction between social, political, economic aspects and ecology.

Unit I: The debate on Ecology and Development.

Unit II: The concept of Sustainable development and the common heritage of mankind.

Unit III: The ecological issues- agriculture, forest and marine ecology.

Unit IV: Ecological movements- The silent valley, Chipco and NBA.

Unit V: Ecology and women.

SSS E004	Fiction as Ethnography	3Credits	All Faculties
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What is Ethnography? Writing Ethnography.

Fiction and Ethnography –are they different?

Is Ethnography a fiction or is fiction Ethnography?

SSS C008	Summer Internship	2 Credits	All faculty
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The objective of this course is to provide practical training to students in areas of interest in terms of health, education, development in general, women empowerment etc. The students will spend about a month with one of the organizations working in the above fields including NGOsAt the end of the internship a short report is submitted which will be evaluated and there will be a viva. All the faculty members will be incharge of this programme.

SSS C009	Anthropology of Peasant Societies	4 Credits	S. Sumathi
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This paper provides the background for the economic and cultural characteristics of Peasant society and their new ways of life.

Unit I: Peasant studies and their significance. The concept of peasant societies. Peasant cultures- A comparative analysis., Little communities in an indigenous civilization, Little and Great traditions, Peasant view of good life.

Unit II: Institutional frame work of Indian rural society: caste and community. A critical understanding of concepts of varna and jati and the existing social realities. Hierarchy and stratification and the question of vertical and horizontal stratification. Different bases of hierarchy among castes and patterns of cumulative and dispersed inequalities in different regions.

Unit III: Typology of kinship system and their implications for community life in different regions of India. Jajmani system as a distinct features of peasant economy in India; its relevance in the past and its transformation in the present.

Unit IV: Religious traditions at different levels of Indian society. The interactions between little traditions and great traditions.

Unit V: Channels of social mobility and forms of social change in rural India. Sanskritization and Westernization. The question of tradition versus modernity. Developmental programmes in recent decades. Cultural factors in community development. Economic growth and culture change in the present day rural India.

SSS C010	Anthropology of Urban and Complex Societies	4 Credits	M.A.Kalam
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British anthropology's Model for the study of complex Societies. Folk-urban continuum. Little and Great Traditions textual and Contextual approaches. Levels of Socio-cultural integration. Culture of Poverty studies.

Style and Civilization. Family and kinship in urban settings. Cities in historical perspective. National character studies and study of culture at a distance. Migration and Networks, Pluralism and Ethnicity.

SSS C011	Theories of Culture and Social Structure	4 Credits	V.Sudarsen
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This paper provides the theoretical background to the study of Culture change.

- Unit I: Definition of Culture, Theories of cultural evolution: Unilinear, multilinear and universal. Contributions of Morgan, Tylor, Steward White, Sahlins and Service. The theories of cultural diffusion. British and German-Austrian schools of diffusion. Americal diffusionists and distributionists: Boas, Kroeber and Wissler.
- Unit II: Functional theory of culture: Malinowski's contribution to the concept of needs and institutions. Theoretical transition from function to structure. Social structure as expounded by Radcliffe-Brown, Fortes, Nadel and Leach. Firth's view of social coorganisation and its relation to social structure. Gluckman's conflict model of socio-cultural equilibrium and change.
- Unit III: Levi-Strauss's idea of Social structure as a model. The essentials of a structuralist method-its application to cultural data.
- Unit IV: Post-Modernism, Post-structuralism
- Unit V: Patterns of culture and cultural etho. Benedict and Mead. Psychological Anthropology and comparative studies in child-rearing practices. Cultural background of personality. Basic personality structure and the institutional matrix. Study of culture at a distance and national character studies. Contributions of mead, Linton personality and Kardiner.
- Unit VI: Ecology and Gender Perspectives.

SSS E005	Refugee Studies	3 Credits	V.Sudarsen
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This is a specific course meant to provide an understanding of the Refugee situation.

- Unit I: History of definition of 'Refugee', distribution between 'Refugee' and 'Internally Displaced person', UNHCR and Refugee protection.
- Unit II: Refuges and ethnic/ National identity, Ethnic conflicts and other factors influencing trans-national movement of people.
- Unit III: Refugees and Biculturalism, studies of Cultural adjustments.
- Unit IV: Refugee empowerment and issues of gender.
- Unit V: Case studies from India ,Africa, and Europe.

SSS C012	Economic and Political Anthropology	4 Credits	S. Sumathi
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This paper provides the aspects of economic and political systems of different societies.

- Unit I: Development of economic anthropology. Modern economic theory- its relationship and relevance to primitive economics Economy in its socio-cultural setting.
- Unit II: The debate between formalists and substansivists. Deterministic Theories. The relevance of environmental and cultural factors in equilibrium theory.
- Unit III: The significance and scope of political anthropology. Political process and the functions of legitimate authority,.
- Unit IV: Typology of political structures in different societies., Political organization in egalitarian and stratified societies. Locus of power, leadership and social structure. The concept of state and the state and the anthropological point of view.
- Unit V: Political processes in rural India. Quasi- groups and action sets. Polarity of dominant castes and weaker sections. Caste in politics. Anthropological studies of political processes among emerging nations and complex societies. Political culture and nation building process.

SSS C013	Culture and Management	4 Credits	V. Sudarsen
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- Unit I: Introduction – Anthropological theory and practice as applied to business organizations, industries and corporate settings.
- Unit II: Human relations school of organizational research during 1930's and 40's- Organizational ethnographies – Informal cultural patterns – Corporate goals and values.
- Unit III: Cultural context and domestic organization criticality of cultural environment and Management of international organizations.
- Unit IV: Case Studies.

SSS E006	Human Biology	3Credits	P. Govinda Reddy
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The cell and its divisions and their genetic significance. Mendel's law with special reference to man, principles of monohybrid and dihybrid crossing. Dominant and recessive inheritance. Autosomal inheritance, sex linked inheritance, Inborn errors of metabolism. Causes and changes in gene frequencies: migration, mutation, selection, genetic drift, inbreeding. Chromosomal disorders: Klinefelter, Turner, Down, Triple-X female, patau, Edward and Cre-du-chat syndromes. Inheritance of normal variable traits – morphological traits; blood groups, Dermatoglyphics, PTC sense perception.

SSS E007	Minorities, Scheduled Castes and Scheduled Tribes	3Credits	M.A.Kalam
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The diversity that is seen in India in terms of different cultures, religions and ethnic groups will be dealt with in this paper. The emphasis will, be on the various minority groups and the Scheduled Castes and Scheduled Tribes, Also, the constitutional provisions for these groups will be studied.

SSS C014	Project, Field work, Dissertation and Viva -voce	6 Credits	All Faculties
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The students shall choose topics according to their special interests in consultation with the teachers, and carry out field investigations for two to four weeks in an area suited to their topics. Evaluation shall be made on the basis of the written reports plus viva-voce in which the knowledge of the student in relevant theories will be tested.

#### M.A.CRIMINOLOGY AND CRIMINAL JUSTICE ADMINISTRATION

Course Code	Title of the Course	C/E	Credit			
			L	T	P	C
	SEMESTER I					
SSS C 101	Criminal Law and Special Laws	C	3	1	0	4
SSS C 102	Sociology of Crime and Delinquency	C	3	1	0	4
SSS C 103	Prevention of Crime and Delinquency	C	3	1	0	4
SSS E 101	Psychology of Crime and Delinquency	E	2	1	0	3
SSS C 104	Practical / Visits	C	0	0	4	4
	SEMESTER II					
SSS C105	Criminal Procedure and Evidence	C	3	1	0	4
SSS C106	Police Administration	C	3	1	0	4
SSS C107	Basic Principles of Statistics	C	3	1	0	4
SSS C108	Penology and Correctional Administration	C	3	1	0	4
SSS E102	Contemporary forms of crime	E	2	1	0	3
	SEMSTER III					
SSS C109	Forensic Science	C	3	1	0	4
SSS C110	Forensic Medicine	C	3	1	0	4
SSS C111	Research Methodology	C	3	1	0	4
SSS C112	Dissertation and Viva voce	C	0	2	4	6
SSS E103	Human Rights in Criminal Justice Administration	E	2	1	0	3
	SEMESTER IV					
SSS C113	Internship	C	0	2	4	6
SSS E104	Victimology	E	2	1	0	3
SSS E105	Vigilance and security management	E	2	1	0	3
SSS E106	Investigative Journalism	E	2	1	0	3

SSS C 101	Criminal Law and Special Laws	C	3	1	0	4
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#### Unit – I: Legislative Process

Social Contract theory as the basis of Criminal Justice System in India; Fundamental concepts and important provisions of Indian Constitution, Indian Penal Code, Criminal Procedure Code and the Indian Evidence Act; Rule of Law; Concept of practice and Fair trial

## Unit – II: Criminal Law

Social norms, values and criminal law; Development of criminal law in India – from diverse uncodified regulations to uniform codified criminal law; Relationship between statutory common law and case law of crime; Criminal law in a welfare state.

## Unit – III: Criminal Responsibility

Criminal law as a means of social control; Elements of criminal liability – *Actus Non Facit Reum Nisi Mens Sit Rea* – Strict liability – Vicarious Liability; Conditions for negating liability – General exceptions – Insanity and private defence.

## Unit – IV: Legal provisions related to traditional crimes (IPC)

Offences against human body - Murder, hurt and rape; Offences against property – Theft, extortion, robbery and dacoity, criminal breach of trust and cheating; Offences against public tranquility: Riot, unlawful assembly

## Unit – V: Social legislation

Protection of Civil rights Act; Prevention of Atrocities Act, 1989; Juvenile Justice (Care and Protection) Act, 2000; Immoral Traffic (Prevention) Act, Probation of Offenders Act; Familiarisation of the objectives of Economic Legislation such as FERA, COFEPOSA, Prevention of Corruption Act, Prevention of Food and Adulteration Act, Dowry Prohibition Act and narcotic and psychotropic Substances Act, Anti-terrorism Legislations.

SSS C 102	Sociology of Crime and Delinquency	C	3	1	0	4
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## Unit I: Introduction

Concepts of Society, Culture, Norms, Conduct norms, Mores, Folkways, Crime, Criminal, Social deviance, Groups, Community, Social organization and disorganization, Social structure and process; Primary and secondary deviance; Family disorganization and its relationship with crime; Family as primary group, Role of the family in the development of personality of the child, broken home conditions and its relationship with delinquency;

## Unit II: Sociological theories

Chicago school – Ecology of crime, Concentric circle theory; Community social disorganization and crime by Sansung and Groves; Juvenile delinquency and urban areas; Crime, unemployment, poverty, economic inequality and relative deprivation; Crime and Economic conditions by Guerry and Quetlet; Gender, power and crime theories by Freda Adler, Kathleen Daly, Chesney, Lind and Messerschmidt;

## Unit III: Social learning theories

Laws of Imitation by Gabriel Tarde, Differential association by Edwin H. Sutherland and Donald R. Cressey, Social Learning Theory of Crime by Ronald L. Akers, Techniques of Neutralization by Gresham M. Sykes and David Matza, Subculture of Violence by Marvin E. Wolfgang and Franco Feracutti.

Unit IV: Crime as normal and abnormal phenomena by Emile Durkheim, Social structure and anomie by Robert K. Merton, Sub-culture theories by Cohen and Ohlin, Strain theory of delinquency by Robert S. Agnew, Containment theory by Walter C. Reckless, Social Bond Theory by Travis Hirsute; Labelling theory by Edwin M. Lemert; Shame and reintegration by John Braithwaite; Power control theory and delinquency by John Hagan; Crime and punishment: An economic approach by Gary S. Becker; Crime as a rational choice by Derek B. Cornish and Ronald V. Clarke; Routine activity theory by Lawrence E. Cohen and Marcus Felson

Unit V: General theory of crime by Michael R. Gottfredson and Hirschi; Crime and life course by Sampson and John H. Laub; Development of radical criminology; Development of radical criminology; A new perspective in criminology different from traditional perspective; Early Marxist views of crime by William Bonger; Central theme of critical criminology- Capitalism, egoism and crime by Karl Marx; The lower proletariat; class, state and crime by Richard Quinney; An integrated structural Marxist theory of delinquency by Mark Colvin and John Pauly; Social capital and crime by John Hagan; Analysis of criminal justice system by Chamlis and Seidman's (Law, order and power); Turk's theory of criminalisation; Critical criminology by Taylor, Walton and Young; Multiple factor approach to crime causation.



SSS C 103	Prevention of Crime and Delinquency	C	3	1	0	4
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Unit I – Introduction

Conceptual definition of Crime prevention, History of crime prevention, Primary, Secondary and tertiary crime prevention, Prevention of various types of crimes; Educational programs, training and assistance; Recidivism; Fear of Crime;

Unit II – Methods of Crime prevention

Punitive methods, defence methods, intervention method, mechanical method, mass method, clinical method, group relations' method, Environmental design. Reducing first offenders and recidivism.

Unit III – Crime prevention and Criminal justice administration

Crime Prevention by Police – Police Information Centres, May I Help You Squad, Community Policing, Intervention programs, Patrolling and Beats, Intelligence, Surveillance; mediation in courts; Corruption control methods; Correctional services and prevention of crime

Unit IV – Contemporary programs

Public relations campaign, Potential Victim protection, Demotivating potential offenders, Socialisation of youth at risk, Programs aimed at slums and bad family situations, programs to reduce school failure

Unit V – Crime Prevention Organizations

Role of Boys Clubs and Friends of Police in crime prevention. Responsibilities of NGO's in crime prevention, PCVC, Community Watch, Neighbourhood Watch, Community involvement; International cooperation in crime prevention, Local community Organisations, Chicago area project.

SSS E 101	Psychology of Crime and Delinquency	E	2	1	0	3
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Unit I: Definition and scope of psychology; Application of psychology to crime and delinquency

Unit II: Perception and learning; Perceptual organization and theories of perception; Types of learning; Classical and operant conditioning; Social learning theories; learning and criminality; Sutherland's Differential association theory; Lement's operant conditioning theory

Unit III :Motivation- Nature and concept; Types of motives; Motivation theories – Maslow, Murray, McClelland; Motivation and adjustment; frustration; sources of frustration; motivational conflicts; frustration leading to criminal behaviour

Unit IV: Personality – Concept; development of personality; factors influencing the growth and organization of personality; personality theories; personality assessment

Unit V: Concept of abnormality; Types of psychological disorders; Neurosis, psychosis, psychopathic personality; therapeutic approaches – behaviour therapy, psychoanalysis, cognitive therapy, group therapy. # Psychological tests will be demonstrated at the end of the course

SSS C 104	Practical / Visits	C	0	0	4	4
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Unit I: Visits to law enforcement institutions Police stations, Crime records Bureau, Police Control Room and other organizations working for the police

Unit II: Visits to courts Court of Criminal Trial, Juvenile Court

Unit III: Visits to correctional Institutions Central Prison, Special Prison for Women, Special Home for Boys and Girls, juvenile Guidance bureau, observation home, Vigilance home

Unit IV: Visits to voluntary organizations Boys Clubs, Friends of Police, De-addiction centres and other NGO

Unit V: Preparation of reports on the above institutions; Viva-voce on the above institutions

SSS C105	Criminal Procedure and Evidence	C	3	1	0	4
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Unit I: Criminal courts

Organization and functions of the judiciary in India; Formal and informal (Nyaya Panchayat & Lok Adalats); Criminal courts – District, State & Union; Jurisdiction and powers

Unit II: Criminal Procedure

Constitutional guarantees relating to criminal trials (Art 20 (a), (b), (c) and 21); Concept of fair trial and the rights of the accused; The investigation, proof of arrest, investigation, search, seizure, remand; bail proceedings; types of criminal trials: summary, summons and warrant trials; appeals, revision and review; role of prosecution; withdrawal from prosecution and computing of offences

Unit III: Evidence in criminal cases

Accusatorial system of trial-distinction from inquisitorial system of trial; Fact in issue, relevant fact, evidence – proved, disproved; admissibility and relevancy; relevant evidence in statement form – admission confessions, dying declarations, expert opinions; conspiracy evidence, approver evidence, presumptions of law and presumptions of fact, Burden of proof, examination in-chief, cross examination and re-examination and impeaching the credit of witness

Unit IV: Social legislation:

Protection of civil rights act; prevention of atrocities Act,1989; Juvenile Justice(care and protection of children) Act, 2000; Immoral traffic (Prevention Act; Probation of Offenders Act; Familiarization of the objectives of economic legislation such as FERA, COFEPOSA, Prevention of Corruption Act, Prevention of Food and Adulteration Act, Dowry Prohibition Act and Narcotic and Psychotropic Substances Act, Anti-terrorism Acts.

SSS C106	Police Administration	C	3	1	0	4
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Unit I: Roles and objectives of contemporary policing in India

History of Indian police; Police as an agency of Criminal Justice Administration; Comparative policing system in U.K., U.S.A., Japan, Holland and India

Unit II: Organization and structure of police in India

Structure of State police, District police, city police, special police battalions; intelligence branch, Crime branch (CID), Directorate of Vigilance and Anti-corruption; Central Police Organisations – IB, CBI, CISF, CRPF, RPF; police research and crime statistics organizations – BPRD, National Crime Records Bureau; Problems of police personnel management, recruitment and selection, training, career planning, maintenance, discipline, motivation and morale; Police reforms with special reference to the National Police Commission (NPC) Recommendations, 1979.

Unit III: Functions of Police

Maintenance of law and order: Police functions prescribed by law; Police mechanics, including anti-terrorist operations; interface with the executive and the community; Prevention and detection of crime: How police is organized to tackle crime; scientific methods of investigation, including the use of computers; the scope of community policing

Unit IV: Special functions

Role of the police in the enforcement of social legislation such as Juvenile Justice Act (2000), Immoral traffic (prevention) Act, 1956, Dowry prevention Act, 1961 etc.; Dealing with internal emergencies; Combating organized crimes; Upholding human rights

Unit V: Police image

Public perception of police; police self image; measures to improve police image; developing healthy police public relationship

SSS C107	Basic Principles of Statistics	C	3	1	0	4
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Unit I: Introduction

Statistics – Definitions and significance; crime statistics; problems in the use of statistics; source of crime statistics

Unit II: Measures of central tendency: mean, median and mode; Measures of variability – range, quartile deviation, standard deviation, coefficient merits of measures of central tendency and variability.

Unit III: Correlation:

Product moment correlation method, rank correlation method, Multiple correlation (multivariate analysis), Kendall's coefficient of concordance, phi-coefficient; association of attributes – yule's coefficient of association, coefficient of contingency; regression analysis – simple regression; regression equations.

Unit IV: Inferential

Statistics concept of statistical inference; test of significance; steps involved in testing of hypothesis; Normal probability distribution; tests of significance – CR, 't' test, Chi-square test, F-test; analysis of variance; One way and Two way classification.

Unit V: Computer Aided Statistics

Application of SPSS (Statistical Package for Social Sciences) in doing criminological research analysis. #Each method has to be explained with the basic assumptions and applicability in Criminal Justice Research

SSS C108	Penology and Correctional Administration	C	3	1	0	4
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Unit I: Nature of Punishment

Punishment; Meaning, aims, philosophy of punishment; Punishment in Ancient and Medieval India and World; Types of Punishment; Objectives of Punishment; Sentencing - principles, policies, and procedures; Recent approaches to Punishment; Corrections in India: Role of Central and State Govts.

Unit II: Corrections Procedure and Rules

Evolution of Correctional Philosophy – Medical Model, Rehabilitation Model; Correctional Manuals, rules, Prisons Act, Transfer of Prisoners Act, Tamil Nadu Prison Manual; Various Prison Reforms Committees and Commissions]

Unit III: Correctional Institutions

Institutionalization: Meaning and Purpose-Evolution and Development of Prison System in India-Classification System: Individualisation of treatment, meaning and significance-Adult Institutions: Central Prisons and sub-jails; Juvenile Institutions-Observation Home, Children Home, Juvenile Justice Board and Child Welfare Committee, Special Home, Borstal School; Institutions for Women-Women's Prison, Vigilance Home, and Protective Home; Open Prisons.

Unit IV: Institutional Correctional Programs

Boarding, Lodging and Medical care-Work Programs, Vocational Training Programs, Educational Programs and Recreational Programs-Self government and other activities-Prisonization & Sub-culture-Prison Routine Culture-Shock Incarceration-U.N. Standard Minimum Rules for Treatment of Prisoners-Prisoner Adalat.

Unit V: Community Based Corrections

Probation: Concept and Scope-Probation: Historical Development in India-Probation of Offenders Act, Shock Probation-Probation Procedures: Pre-sentence Investigation Report, Supervision, Revocation; Parole and After-Care: Meaning and Scope-Parole Provisions, rules and supervision-Halfway houses, organization and significance-Role of Voluntary agencies in Prevention of Crime and Treatment of Offenders-After Care and Rehabilitation Need, Importance and Services in India-Pre-release and premature release.

SSS E102	Contemporary forms of crime	E	2	1	0	3
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Unit I: White Collar Crime:

Distinction from Blue Collar Crimes – White Collar Crimes – causes – Societal reaction, Occupational and Corporate Crimes – Corruption, Tax evasion, Counterfeiting, Frauds by banking and non banking institutions, Insurance Frauds and Economic Offences, money laundering, Problems in investigation, Cyber crimes – Frauds and Pornography, IT Act.

Unit II: Organized Crimes

Definitions and characteristics of Organised Crime, Organizational types – Criminal gangs, Crime Syndicate, Racketeering, Automobile theft, Gambling, Political graft – Law enforcement's response-Japanese yakuza, Russian Mafia-Drug Trafficking – Golden Crescent and Triangle – Narco-terrorism – Rules of conduct and Survival mechanisms-Societal reaction.

Unit III: Terrorism

Terrorism-Origin-Causes-levels of Oppression-difference between terrorist and freedom fighters – Justifications and Forms of terrorism – Revolutionary, Environmental terrorism – Different types of Terrorist manifestations in India – Extremism, Militancy, Naxalite and Insurgency – Consequences and Counter terrorism measures, Hijacking.

Unit IV: Collective Violence

Communal violence, caste conflicts, atrocities against SC and St, Protection of Civil Rights Act, Extent and magnitude of communal problem-Need for mediation and negotiation, Denotified tribes and Crime, Role of Police and Other governmental and non governmental agencies for their prevention. Environmental Crimes: Air, water, land and Noise Pollution tanneries, prawn culture and Other industries; Harms of using plastics – Causes Hidden Crimes. Crimes Against Tourists, Crimes in Sports, Academic crimes

Unit V: Gender based Criminality:

Nature and characteristics of female criminality in India – Causes-theoretical perspective – Prostitution – Social malaise – ramifications of the problem – Other forms of crime – Correctional processes towards their rehabilitation. Sex Offences and Offenders: Public image of sex offender – characteristics of rapists, Groth's typology of rapist's, victims, theories of rape, paraphilias. Crimes against women: Nature and level of victimization amongst women – types of crimes against women, Domestic violence, sexual harassment in work place, wife battering, dowry, rape, incest, infanticide, feticide, pornography and indecent representation of women.

SSS C109	Forensic Science	C	3	1	0	4
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Unit I Forensic Science – Scope and Definition: Development of Forensic Science in India and abroad – Statutory recognition of Forensic Science: Indian Evidence Act and Code of Criminal Procedure

Unit II: Physical Evidence

Information that physical evidence can reveal – Classification of physical evidence – stages in physical evidence analysis; General crime scene procedure and fundamentals of forensic photography

Unit III: Tool marks and fire arms – arson – accelerants and explosives – Drug analysis and forensic toxicology – Classification of drugs and poisons – Alcohol and Traffic Accidents – Transfer and trace evidence – Varieties of trace evidence – pollens – wood and paper fibres

Unit IV: Personal identification – finger prints – foot prints – bite marks – voice prints – forensic anthropology – DNA Typing – Lie Detector and its limitations – Instrumentation –

Unit V: Document examination  
Questioned document examination highlighting the different types of forgeries, alterations and the methods of detecting them- Identification of typed and printed document and limitations therein – Use of UR, IR and other light sources in document examination.

SSS C110	Forensic Medicine	C	3	1	0	4
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Unit I: Introduction: Definition of Forensic Medicine  
Unit II: Medical evidence:  
Oral and Documentary – Identification of living, dead and human remains  
Unit III: Signs of death  
Brain death and Interpretation of Transplantation of Human Organs Act (T.H.O.A) 1984, time of death, presumption of death and survivorship, post-mortem changes – Violent asphyxial deaths  
Unit IV: Wounds  
Definition, Description, Medico-Legal Importance- Difference between Suicidal, Accidental and Homicidal wounds  
Unit V: Examination of murder cases and Interpretation of findings – Sexual Offences, Rape, unnatural offences – Impotence and Sterility, Medical termination of Pregnancy- Medico – legal Autopsy – Demonstration and Interpretation.

SSS C111	Research Methodology	C	3	1	0	4
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Unit I: Research Methodology – Nature and definition – scientific attitude – criminological research – Quantitative and Qualitative research in criminology- types of research designs – experimental, ex-post facto  
Unit II: Research proposal – stages of research – from hypothesis formation to analysis and report writing (Each of the stages in detail) – Research problem – formation and theoretical justification for the problem – Hypothesis – definition – types – formulation – testing of hypothesis in research – its importance – Type I and Type II error, Variable selection  
Unit III: Data collection – different types of data – modes of collection – observation – interviews (scales, surveys, questionnaires and schedules)- Measurement scales – types of scales, other psychological inventories, sociometric instruments, Construction of Scales –errors in construction  
Unit IV: Sampling –definition – population and sample, types (targeted, Probability and non-probability techniques), advantages of sampling, requirements of a good sample, Criteria for selecting sampling design, sampling frames – Probability sampling – probability distributions – theoretical explanations, types – cluster, simple random, systematic, stratified, multistage sampling – Non – probability sampling, systematic, quota, sequential, snowball, purposive, incidental – A Review of sampling techniques/procedure applied in recent criminological studies  
Unit V: Reliability and validity – Analysis of data – classification of data, coding and tabulation-Report writing- Ethics in Criminal Justice Research: Confidentiality, code of ethics – Computerization of data in the Criminal Justice System.

SSS C112	Dissertation and Viva voce	C	0	2	4	6
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SSS E103	Human Rights in Criminal Justice Administration	E	2	1	0	3
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Unit I – Introduction  
Definition: Human Rights, Duties; Historical perspective; Theories of human rights; Different kinds of rights  
Unit II – Human Rights Legislations  
Universal Declaration of Human Rights, 1948; International Covenants on Human Rights – ICCPR, ICESCR and other covenants relating to Women and Children; Optional Protocols; Constitution of India – Part III and Part IV, Protection of Human Rights Act, 1983.  
Unit III – Human Rights and Criminal Justice Agencies  
Handcuffing, Custodial violence, Third degree method of interrogation, Rights of the accused, Judicial activism and review, Judicial responses to victim justice, Rights of prisoners, Rights of victims of human rights violations, Access to Justice and fair treatment, Restitution, Assistance and Compensation  
Unit IV – Human Rights violations  
Human rights violations against women, children, aged people, refugees, religious minorities and SC/STs. Policies and programs designed to prevent such atrocities  
Unit V – Human Rights – Role of Governmental and Non Governmental Organizations  
National Human Rights Commission and State Human Rights Commission – Role structure and functioning, United Nations Organisation, Amesty International, International Red Cross Society, Human Right Watch, Peoples Watch, PUCL, AIDWA

SSS C113	Internship	C	0	2	4	6
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SSS E104	Victimology	E	2	1	0	3
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- Unit I: Victims : Concept and Concern  
Victim and Victimization : Definition of the concept, Meaning, Nature and Scope – Historical Development of Victimology – Key Concepts in Victimology: Victim Precipitation, Victim Proneness, Victim Responsiveness, Primary Victimization, Secondary Victimization, Tertiary Victimization, Victim Vulnerability .
- Unit II: National and International concern for victims of crime.  
U.N. Declaration on Basic Principles of Justice for Victims of Crime and Abuse of Power-Amnesty International, World Society of Victimology, Indian Society of Victimology.
- Unit III: Patterns of Victimization  
Victims of traditional crimes – Victims of abuse of power –Women Victims – Dowry, Battered women, Rape and other kind of sexual harassment – Child Victims – Victims of group violence.
- Unit IV: Victim Compensation  
Damage- Restitution-Compensation-Victim Compensation in India for traditional crimes and abuse of power – Victim Compensation in Europe and United States.
- Unit V: Victim Assistance  
Role of citizens and voluntary organizations – Preventing Victimization – Assisting victims during crime investigation and trial – Legal aid to victims of crime – Counseling, guidance and rehabilitation of special kinds of victims of crime and child abuse.

SSS E105	Vigilance and security management	E	2	1	0	3
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- Unit I: Introduction  
Conceptual definitions: Vigilance, and Security; Private Investigation – Various types of investigations, Espionage, Surveillance, Survey, Patent / trademark infringement, Verification; First aid; Security survey/audit
- Unit II: Features of Vigilance  
Information and Intelligence; Collection, collation and timely reporting; Confidential enquiries; Classification of documents: Top secret / Secret / Confidential / Restricted; Official Secrets Act, 1923.
- Unit III: Security Issues  
Security aspects – Security of man, material, Information such as file, commercial formula, technical information, design, sketches, models, cassettes etc. Information security – Computer hardware, software and liveware security; Computer based financial frauds and computer viruses and worms, Current and future danger posing corporate executives
- Unit IV: Security devices  
Access Control System – Identity, screening, movement control, computer security systems; Security alarm systems, Fire alarm systems – Fire prevention and precautions, protective equipment; Deployment of Dog squad, Emergency preparedness plan; Security guards – Duties and responsibilities; Other modern equipments
- Unit V: Security Practices  
Security and safety practices in financial institutions, Industrial Organizations and Commercial Establishments; Dealing with Trespass/intrusion, Terrorists movement and hideouts, Accused and culprits; Search Procedures and techniques, Emergency procedures; Ethics of security

SSS E106	Investigative Journalism	E	2	1	0	3
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- Unit –I: Introduction to Journalism  
Definition, nature and scope of journalism - Fundamentals of reporting, editing and writing – Policies and Legislations relating to journalism – Various forms of media – Print, Electronic (Broadcast) media – radio, television, internet – Forensic journalism – scene of crime-clues of crime, correlate with other evidences, drawing conclusion.
- Unit – II : Investigation and the Criminal Justice Process  
Investigating the politicians-The law relating to legislative coverage and privilege-Investigating the enforcers-Investigating the departmental mismanagement in recruitment, training, promotions and transfers – Investigating the illegal arrests and detentions – practice of human rights violations-Investigating the judicial system-The law relating to contempt and defamation-Investigating the correctional system- Existing prison culture, administration, riots, prisoners unrest, corruption in prison and prison offences.
- UNIT – III - International models on investigative journalism

Photography – Importance of photography in crime investigation – Documents – Primary documents, secondary documents – Evidences – Primary Evidence and Secondary Evidence – Bugging – Types of cameras, positioning sound receivers and recording – Crime Analysis- mapping, drawing conclusions (International models on investigation and its application has to be explained with already unraveled actual cases-eg. Tehelka)

Unit – IV Crime Reporting, Editing, Report Writing

*Functions of a crime reporter* – Reporters contacts, networks of investigator journalists, maintaining, rewarding and handling sources; ethical issues in handling sources; searching evidence, interviewing experts and victims, evaluating sources, weighing evidences, verifying facts and reporting; *Crime reporting types* – crime reporting in print media and electronic media; Investigative reporting, Court procedures reporting, speedy reporting, interpretative reporting, depth reporting; *Report writing* – techniques and styles of writing for various types of media, editing, and concise writing.

Unit – V - Practicals

**M.Sc., CYBER FORENSICS & INFORMATION SECURITY**

Sem	Code No.	Title of the Paper	Credits	C/E
I	SSS C201	Introduction to Criminology & Criminal Justice Administration	4	C
	SSS C202	Fundamentals of Forensic Science & Document Examination	4	C
	SSS E201	Forms of Cyber Crimes & Frauds	3	E
	SSS C203	Introduction to Networked Information Systems	4	C
	SSS C204	Practical I – Basics of Networking & Forensics	4	C
II	SSS C205	Information Security - I	4	C
	SSS C206	Information Forensics – I	4	C
	SSS E202	Cryptography	3	E
	SSS C207	Practical – II – Security Technologies, Standards and Practices	4	C
III	SSS C208	Information Security – II	4	C
	SSS C209	Information Forensics – II	4	C
	SSS E203	Intellectual Property Rights	3	E
	SSS C211	Practical – III – Cyber Forensics & Investigation of Cyber Crimes	4	C
IV	SSS C212	Information Assurance Services & Global Best Practices	4	C
	SSS E204	Cyber Law System	3	E
	SSS C213	Project	10	C

SSS C201	Introduction to Criminology & Criminal Justice Administration	C	3	1	0	4
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1.Criminology – Definition and Scope – Definition of Crime & Juvenile Delinquency: Social and Legal.  
 2.Schools of Criminology: Classical, Neo Classical School – Positive School –Biological and Hereditary factors.  
 3.Causes of Crime: Sociological Explanation of Criminal behaviour. Sociological theories – Anomie, Differential Association theory, opportunity structure, social disorganization, subculture and gang delinquency, containment, social bond, labeling , multiple factor approach – Radical Criminology – Other factors – Family, Peer group, neighbourhood and mass media. 5.Contemporary Forms of Crimes: White Collar Crimes, Economic Offences, Organized Crimes, Terrorism, Crime and Media, Cyber Crime & Pornography. 6.Criminal Justice System. Police – Organizational structure of Police in India – Different wings in the States and Districts and their functions - Police & Law Enforcement – F.I.R. – cognizable and non-cognizable offences, bailable and non-bailable offences – arrest , search, seizure – Interrogation of suspects and witnesses – charge sheet – Cyber crime cells – structure & investigation of cyber crime cases . Judiciary - Different types of courts – Powers – Proceedings in the court before trial, after trial, plea of guilty, sentencing.

SSS C202	Fundamentals of Forensic Science & Document Examination	C	3	1	0	4
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**Part A**

1.Forensic Science - Scope and Definition: Development of Forensic Science in India and abroad. Statutory recognition of Forensic Science: Indian Evidence Act and Code of Criminal Procedure. 2. Physical Evidence - Information that physical evidence can reveal - Classification of physical evidence - stages in physical evidence analysis. 3. General crime scene procedure and fundamentals of forensic photography.4. Tool marks, fire arms - arson - accelerants and explosives. 5.Personal identification - finger prints - foot prints - bite marks - voice prints – forensic anthropology.6.Forensic Psychology - Lie Detector and its limitations..Questioned document examination – Mechanical Erasures – Chemical Erasures – Examination of forged signatures – traced

signature – simulated signatures 8. Identification of typed and printed document computer print outs and limitations therein. 9. Questioned document examination highlighting the different types of forgeries, alterations and the methods for detecting them paper and ink qualities – Forged Stamp Papers – Rubber Stamps 10. Forged currencies – Examination of counterfeit currencies and coin. 11. Use of UV, IR, VSC and other light sources in document examination.

SSS E201	Forms of Cyber Crimes & Frauds	C	3	1	0	3
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Definition of Frauds and related concepts.-Various forms of cyber crimes – Definition, nature & Modus Operandi Definition of cyber crimes and related concepts.-Fraud Triangle-Major Forms of Frauds - Telecom/wire/mobile Frauds Bank Frauds-Credit Card Frauds-ATM Frauds-Understanding Fraudulent Behaviour-Types of Frauds – Internal Vs. External. Fraud detection techniques – through statistical analysis, pattern and relationship analysis, vagueness in fraud detection & signatures in fraud detection.-Fraud Detection using Data Mining, Digit Analysis & Fraud detection tools.-Building a Fraud Analysis Model – 7 Stages.

SSS C203	Introduction to Networked Information Systems	C	3	1	0	4
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1. Basics of Information Systems – Definition of Information systems , Types of Information Systems, Applications of Various Information Systems. Basics of Networks - Definition, Types – LAN, WAN, MAN, Application of various networking systems, Topologies of Networks. 3. Concepts of Web – IP Address, Sites, Pages, Browsers, URLs, HTTP and other services. Communication Systems – Concepts and Types- Network Technologies – Connecting one computer to another, LAN Technologies, Importance of LAN Technology, Protocols, Routers, ISPS, IPS Internet – Services Available over the Internet – Electronic Mail, Bulletin Board -Service, Browsing World Wide Web, HTML, Advanced Web Technologies,- Telnet, FTP, E-Bay, Auctioning, E-Administration, E-Governance. 7. Electronic Commerce and Business – As a business, Firewall filters, Public Key Encryption, Digital Signatures. 8. Global Digital Library.

SSS C204	Practical I – Basics of Networking & Forensics	C				4
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**Part A**

**Basics of Networking**

Understanding different types of topologies eg: Bus, Star and Ring topologies. Understanding Client – Server Architecture. Understanding the basics of cabling. Understanding Domain controller . Understanding User Controller and assigning the user rights. Understanding the functions of Routers, firewalls and IDS and configuring. Draw the Layout of your LAB and study all the technical details of the components used to connect the systems in LAN (layer wise devices). 8 Setting up of a simple network and subnet it.-Analyzing Logs, routing protocols.-Send a request from client with a file name and read the same from the server, display it in client side.- Compare emails provided by yahoo, MSN, Google, Rediff and bring out the pros and cons. Browse atleast 5 local inter online banking sites and bring out the mechanism used by them for secure transfer of information (include credit card transactions). Read the content from an URL using Java networking facilities and explore.

**Part B**

Examining various forged documents like cheques, land documents, etc. Examining Forged Documents using various equipments like UV lamps, IR lamps etc. Examining forged currencies using various sources. 4. Handling the Lie Detectors. 5. Collection and preservation of various types of physical evidences.

SSS C205	Information Security – I	C	3	1	0	4
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**1. Basics of information security**

Information - definition, valuation and place in corporate strategic competitive advantage -Information Security-Contemporary definition -Managerial Vs. technological paradigms -Six pronged approach-Logical Vs. Physical security-Networked information system securityNW architecture-NW topologiesOpen Vs. Closed networks-Threats-Vulnerabilities-Countermeasures Operational Controls-Managerial Controls-Logical ControlsPhysical Controls

**2. Data bases Security**

Databases types and structures -Security considerations in designing databases-Data warehousing and Data mining fundamentals 3. Cryptology ,Cryptography and Cryptanalysis – classification of Cryptographic, Cryptanalysis – Estimating the effort needed for Cryptographic Analysis characteristics and Classification of

Encryption Algorithms. Cryptographic evolution and history - early cryptography – during world wars - modern Cryptography – Protecting Information – the language of Cryptography - Generalised Cryptographic - methods strength of method

SSS C206	Information Forensics – I	C	3	1	0	4
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**1.Basics of Forensics**

i.Scope and Definition of Information Forensics ii.Forensics within the legal framework - Indian Evidence Act - Criminal Procedure Code - Information Technology Act iii.Bio-informatics and forensic evidence iv.Fundamentals of Information Forensics- Forensic data collection and analysisData - retrieval and interpretation - Information forensics - legal system interface v.Forensic Evidence-Analysis of Logs and Implementing Detective Controls Problems in collecting computer based evidence Soft Vs. Hard evidence-Admissibility issues viCo - mingled data on computers and networks vii.Concept of "in the course of business" viii.Working with Windows and DOS systems - Understanding File Systems -Understanding Boot Sequence - Data Overview. ix.UNIX & LINUX Basics - Understanding File Structure – RAID x.Investigator’s Office & Lab - Testing & Certification - Lab Requirements –Ergonomics - Creating a Forensic Boot Floppy Disk i.Digital Evidence Controls - Cataloging Digital Evidence - Collecting Evidence –xii.Documenting Evidence - Obtaining Digital Signature – Tools xiii.Investigating E-Mail crimes - Internet fundamentals - E-mail, Client, Servers – Examining E-Mail Headers - E-mail tracing - Writing Investigation reports xiv.Data Recovery - Recovery from Hard Disk - Recovery from Floppy Disk -Recovery from Digital Media - Recovery from Registry – Tools xv.Windows Forensics - Analysing Log Files - Syslog Server – Tools - Gathering Evidence from swap file, internet cache & temporary files.

SSS E202	Cryptography	C	3	1	0	3
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Symmetric Cryptography - Encryption Modes of block Ciphers - Data Encryption Standard - Advanced Encryption standard – RC-5, SHA1 & MD5 Algorithm.Asymmetric Cryptography - Basic Idea of Asymmetric Cryptography - Mathematical Principles - RSA Algorithm - Problem of the discrete Logarithm - Diffie – Hellman Key Exchange Algorithm - ElGamal Algorithm - Elliptical curve Cryptography - Security of Asymmetric Cryptographic Schemes Cryptographic Check Values - Requirements and classification – Modification Detection Codes - Message Authentication Codes - Hybrid Schemes-Cryptographic Protocols - Properties and Notation of Cryptographic Protocols - Data Origin and Entity Authentication Needham – Schroeder Protocol – Kerberos - International Standard X.509 - Security of Negotiated Session Keys - Formal Validation of cryptographic Protocols -Access control - Definition of Terms and concepts - Security Labels - Specification of Access control Policies - Categories of access control mechanisms.

SSS C207	Practical II – Security Technologies, Standards and Practices					4
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Identify atleast 10 recent attacks made through internet.-Find out major vulnerabilities in windows NT. Find out the major vulnerabilities in UNIX environment-Design a data base for online University admission and administration. Create a data ware house for a mobile service provider.-In Java – Explain with security manager.-RSA solve. Practical implementation of contents in Paper VIII and Paper IX.

SSS C208	Information Security – II	C	3	1	0	4
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Architecting secure data transmission-Data transmission architecture-Internet protocols and structure-Security issues in the internet protocols and structure-Models and approaches to security in data transmission-Perimeter security on open networks Intrusion Detection and Honeypots / Honeynets-Logging and monitoring of open network traffic-Steganography Legal, taxation and technological dimensions of trans-border data flows

E – Commerce-E-Business models-E-Commerce common applications-Securing E-Commerce systems-Trusted Third party Services- Digital SignatureDigital Time-stamping

**Case Discussion**

Candidates would be required to choose one reported case that involves security infraction on a network architecture discussed in this paper. Candidates would then present an analysis of the security implications of the chosen network and present the conclusion in the following format:

**Case Data**

Identification of the security parameters-Recognizing the security infraction-What counter-measures were reported and why they were inadequate-What recommended counter-measures would have been more appropriate-Lessons on security learnt from the chosen case



SSS C209	Information Forensics – II	C	3	1	0	4
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### 1. Computer evidence life cycle

Collection-Analysis and Interpretation-Preservation-Presentation in a court-Return evidence to owner

### 2. Network surveillance and security investigation

Network traces and traps-Methodologies for selection of tool-Family of tools-Caveats in using tools-Counter measures against "trojaned tools"-Circumventing detection by network surveillance tools-Attacks and counter measures on-Windows NT/ 2000/ 2003/ XP Servers-UNIX and its flavours-LINUX and its versions-PDAs, mobile devices-Wireless networks-Routers, hubs and switches-Anatomy of hacking a network information system – Attacks-Foot – printing – What is Information gathering? – Types of Information gathering – Domain information – locating the network – tracing the target – tools.-Scanning – Identifying live hosts – post scanning – network mapping – finger printing – tools-.Enumeration – What is enumeration? – Identifying default stasis – Establishing null session – SNMP enumeration – ADS Enumeration – ToolsIntruding into the network – Password cracking – Social engineering – EFS – LM, NTLM, Kerberos Authentication methods -Sustaining the presence-Withdrawing without leaving trace – clearing tracks – disabling auditing – clearing logs – clearing the temporary files – tools.-Countering the hack attempt-Tracking the intruder-Capturing evidence on-line real-time-Sustaining the attack for evidence gathering-Interface with law enforcement-Issues of ethics in countering hacking attack

SSS E203	Intellectual Property Rights	C	3	1	0	3
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### I. Introduction to Intellectual Property

#### II. Copyright

- A. Basics
- B. Infringement
- C. Liability
- D. Defenses
- E. Case Studies and Internet Applications

#### III. Trademark

- A. Basics
- B. Traditional Infringement and Dilution
- C. Defenses
- D Case Studies and Internet Applications

#### IV. Trade Secrets

- A. Efforts to Maintain Secrecy, Including Confidentiality Agreements
- B. Remedies for Trade Secret Misappropriation

#### V. Patent Law

- A. Basics
- B. Infringement
- C. Defenses
- D. Business Method Patents

#### VI. Additional Topics

- A. "Where" Is the Internet?
- B.The Digital Marketplace

### VII. Intellectual Property Rights – Global Scenario with Case Laws

SSS C211	Practical III – Cyber Forensics & Investigation of Cyber Crimes					4
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Setting up secured network-Attacking network and identifying the assets-Penetrating testing-Web Spoofing-Sniffing-Password Cracking-Trojan horses-.Denial of services-Buffer Over flow-Credit card fraud-Banking frauds-E-mail threats & misuse of viruses.Production of Reports.

SSS C212	Assurance Services & Global Best Practices	C	3	1	0	4
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### A. Assurance Services Information

#### Information security assurance principles

Concept of security assurance-Corporate IT score card-Information technology governance-Information Security Governance-The IA3 paradigm leading to security assurance

## 2. Assurance process and practices

Controls and counter measures-Types of controls - preventive, detective and corrective-Nature of controls - organizational, logical (or technical ) and physical-Existence Vs. Effectiveness of controls-Controls review process-Certification and accreditation-System and process certification lifestyle-Certification standards-System and process accreditation-Accreditation vis-à-vis enterprise security policy-Balancing control strength, performance, efficiencies and costs-The accountability and audit process-Concepts of network audit and security audit-Penetration testing of network perimeter-Intrusion testing of network active network components-Vulnerability assessment of-Passive components-Application services-Databases-Security services-Application review-Embedding and reviewing security in a SDLC process

### B. Global Best Practices

Global standards for ISMS and component level security-BS-7799-ISO-17799-ISO- 15408-Common criteria-Orange book controls

Red books controls-Global best practice recommendations-ITIL-NIST Recommendations-SSA guidelines-ISACA standards for information systems audit-IFAC recommendations.

SSS E204	Cyber Law System	C	3	1	0	3
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Description and Scope of Cyber Jurisprudence ,Techno – legal concepts-.Regional and Global approaches - G8 initiative, EU initiatives/ directives, UNCITRAL MODEL LAW-Indian Cyber Law System – Information Technology Act 2000 & IPR related issues, Impact on other laws - NI Act, Contract Act, Sale of Goods Act and Tax laws. Principles of Evidence, Banking Evidence Act and Indian Penal Code.-Practices in Cyber Jurisprudence – Regional and Global.-Important Case Laws.

SSS C213	Project	C	3	1	0	10
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### MASTER OF EDUCATION (M.Ed)

Sem	Course Code	Title	Credit	C/E	Faculty
I	SSS C301	Education in 21 <sup>st</sup> Century	3	C	G.F
I	SSS C302	Research Methods in Education	4	C	K.C
C	SSS C303	Educational Statistics	4	C	D.K
I	SSS E301	Educational Leadership	3	E	R.S
I	SSS C304	Development and Research Tools	2	C	D.K/ K.C
I	SSS C305	Advanced Educational Psychology	3	C	K.C
II	SSS C306	Organisational Psychology	3	C	R.S
II	SSS E302	Educational Policy, Planning and Administration	3	E	D.K/ K.C
II	SSS E303	Economics of Education	3	E	D.K
II	SSS E304	Educational Professionalism	3	E	G.F
II	SSS E305	Techno pedagogy	3	E	D.K/ G.F
II	SSS E306	Education for Human values	3	E	G.F
II	SSS C308	Dissertation and Viva-Voce	8	C	All Faculty

I	SSS C301	Education in 21 <sup>st</sup> Century	3	C	G.F
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The paper deals with globalisation, WTO and the consequent changes in vision, education, human resource, culture, sports, skills and values at state, national and international levels - significant challenges confronting government, teachers, schools, institutions of higher learning and teacher educators - the need to create a learning society on the four pillars of education i.e., learning to know, learning to do, learning to live together and learning to be - preserving socio-cultural heritage with the acceptance of international exposure and

technological advancement - phenomenal explosion of knowledge and application of communication technologies necessitating structural adjustments of educational institutions, academic courses, teaching technologies and examination reforms - focus on continuing education and lifelong education - networking at national and international levels - establishing linkages between institution of learning with industry and other establishments - involving parents, administrators, politicians, reformers, planners and educationists ranging from primary level to higher education.

I	SSS C302	Research Methods in Education	4	C	K.C
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The first part of the course is to orient the students towards research in Education. This deals broadly with Methods of Conducting Research, Survey of Related Studies, Formulation of Objectives / Hypotheses, Selection of Sample, Data Gathering devices, Administration and Collection of Data, Data Analysis and Reporting.

C	SSS C303	Educational Statistics	4	C	D.K
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This course deals with analysis and classification of data, statistical analyses - Calculation of Measures of Tendency - Measures of Dispersion - Correlation and Regression - Normal Curve and its Applications - Testing the Hypotheses - Chi-Square - Contingency Co-efficient - Critical Ratios (t-value) - ANOVA (F-ratio) - Item Analysis - Measures of Reliability and validity etc.,

I	SSS E301	Educational Leadership	3	E	R.S
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This course is to orient the students towards Leadership and Leadership Qualities. It deals with Current Context of Educational Leadership - Policy and Values - Understanding Educational Leader - Preparation for Leadership - Practising Educational leadership and Dilemmas in Leadership and Management.

I	SSS C304	Development and Research Tools	2	C	D.K/K.C
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In Social Sciences research, the empirical data are collected and they are processed to achieve the research objectives and to test the hypothesis. These data are to be collected by using appropriate instruments / tools such as Questionnaires, Rating Scales, Checklists, Interview / Observation Schedules, Tests etc., The tools are to be designed / developed keeping in mind (1) objectives / hypotheses of the study, (2) nature of the respondent (child, adult, literate, illiterate etc., ), (3) nature of data to be collected (Ordinal, Nominal, Interval and Ratio), (4) availability of resources (time, money and human resources), (5) depth of study, (6) Sample, and (7) Study area (population). The tool thus developed are to be validated through appropriate methods. Sometimes, if necessary these tools may be standardised. This course will deal with the procedure of constructing / developing the research tools.

I	SSS C305	Advanced Educational Psychology	3	C	K.C
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This course is to enable the student to understand, control and predict the behaviour of his students. It gives insight into the problems of teaching learning and develops other necessary professional skills to face the challenges of classroom teaching confidently and intelligently. It deals with Methods of study; Growth and Development of an individual – Physical, mental, social and emotional; Learning and Learning process – Cognition, meta cognition – Learning theories; Individual differences – Attitude, Aptitude, Intelligence, Creativity; Personality and Adjustment Theories Factors and Assessment; Mental hygiene – Mechanisms of adjustment – Guidance and Counselling - Educational Implications.

II	SSS C306	Organisational Psychology	3	C	R.S
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This course is to make the students understand the human behaviour at work - Organisational Structure - Organisational Dynamics - Factors affecting Educational Organisations - Human Relations in Educational Organisations - Understanding individual employee in the organisation as individual person - Colleague - Subordinate and Superior - Transaction Analysis - Impact of Organisational Climate - Organisational Culture - Organisational Health - Adjustment - Accommodation - Conflict organisation - Conflict resolution - Organisational Stress - Stress Management - Stress and Health (Physical and Mental) etc.,

II	SSS E302	Educational Policy, Planning and Administration	3	E	D.K/K.C
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The course is to introduce the students to Educational Policies and Educational Planning in India from the historical perspective and also in International Context. This deals with Educational Commissions from British period to the latest National Policy on Education - Appraisal of Policies. Educational Planning since IFYP - Outlay for Education during Five Year Plan periods - Shifting of Importance - Bases of Planning - Approaches to Planning - Education and Economic Growth. Educational Administration in India with special reference to Tamil

Nadu - Educational Administration of different levels - Schools - Colleges - Universities - Educational Supervision etc.,

II	SSS E303	Economics of Education	3	E	D.K
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This course is to introduce the students to the Contributions of Education towards Economic Growth and development, the Issues in Education, Parallelism between Education and Industry, Educational Efficiency and Productivity, Man Power Planning, Approaches to Manpower Planning - Education and Human Resources Development, Strategies for Human Resources Development, Human Capital, Investment in Education, Returns to Education, Input-Output Analysis, Educational Finance, Sources of Revenue and Expenditure, Cost-Benefit Analysis.

II	SSS E304	Educational Professionalism	3	E	G.F
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Profession – Concept, Nature, Characteristics and Commitment – Education as Profession – Functions and roles of professionals – Professional Conduct, Ideals, Self-regulation and goals of profession – Professional Ethics and Values – Standards of Professionalism – Professional Traits and Pledge – Morality, Motivation & Integrity. Professional Independence, Training, Autonomy and Legal aspects.

II	SSS E305	Techno pedagogy	3	E	D.K/G.F
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Although the Conventional teaching methods are still in vogue, the era of Information technology calls for digital techniques of teaching such as CAI, Problem based learning / teaching, Web based learning / teaching, Tele conferencing, Tele teaching, Chat group etc more relevant to cater to the needs of students of present century and to enrich the teaching- learning process. This is an introductory course which deals with the fundamentals of all the techniques mentioned

II	SSS E306	Education for Human values	3	E	G.F
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The course is designed around some practical life issues concerning self and global living. It starts with creating awareness of one's own self and self-management - understanding Family Life in the context of rapidly changing society, helping families to withstand the onslaught of Societal Change and to provide continuity in traditional values - Learning to live together - challenging the diversities and value differences - Knowledge of Indian constitution and basic values for citizens - Plan and organise for transition to the world of work with proper understanding of various career options in the changing employment scenario - Leadership as an important Life Skill.

II	SSS C308	Dissertation and Viva-Voce	8	C	All Faculty
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A Dissertation under the supervision of a faculty member will be prepared by every student.

#### M.A. CONTINUING EDUCATION MANAGEMENT

SEMESTER	CODE	COURSE TITLE	CREDIT	C/E	FACULTY
I	SSS C401	Principles of Management and Continuing Education	4	C	Naseem Akthar
	SSS C402	Principles of Adult Education	4	C	N.V.R.Kapali
	SSS C403	Continuing Education – International Context	4	C	V.P.Matheswaran
	SSS C404	Psychology of Adult Learning	4	C	G.Sundharavadivel
II	SSS E401	Life Skills Education	3	E	N.V.R.Kapali
	SSS E402	Health Education	3	E	N.Nagarajan
	SSS C405	Continuing Education for Different Target Groups	4	C	G.Sundharavadivel
	SSS C406	Population Education	4	C	N.Nagarajan
	SSS C407	Curriculum Development	4	C	Naseem Akthar
	SSS C408	Planning and Management Training of Continuing Education programmes	4	C	N.V.R.Kapali
	SSS E403	Non-Formal Education and Development	3	E	V.P.Matheswaran

	SSS E404	Gender Studies	3	E	Naseem Akthar
III	SSS C409	Research Methodology and Statistics	4	C	N.V.R.Kapali
	SSS C410	Communication techniques	4	C	N.Nagarajan
	SSS C411	Open learning : Concept and Development	4	C	V.P.Matheswaran
	SSS E405	Extension Education	3	E	G.Sundharavadivel
	SSS E406	Care of Aged	3	E	G. Sundharavadivel
IV	SSS C412	Entrepreneurship	4	C	G.Sundharavadivel
	SSS E407	Environmental Education	3	E	N.Nagarajan
	SSS C413	Dissertation and Viva Voce	6	C	All Faculty

I	SSS C401	Principles of Management and Continuing Education	4	C	Naseem Akthar
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Management is a developing and dynamic discipline. As a distinct field of study, the management is considered as a product of twentieth century. But the application of management is an old, due to rapid development the principles of management involves in the Continuing Education Programme also. In the process of Continuing Education, the administrator has to take initiator and apply creativeness and innovativeness to solve any problem. In the continuing education process the concept and native of management, management process planning, Evolution of management thought, clarity of objectives, policy making in Continuing Education also involved. Centralization and decentralisation also included communication, Malivaling leadership, controls, and condinalion in continuing education programme also applicable. The organization, administration, Planning and development also incorporated in the Principles of Management and continuing education.

SSS C402	Principles of Adult Education	4	C	N.V.R.Kapali
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Overview of the Field of Adult Education. This course envisages theories, principles and modern practice of Adult Education from Andragogy to psycho- pedagogy as enunciated by Professor Malcolm Knowles. A Kaleidoscopic view of Literacy, post Literacy, Development, literacy and Field outreach methodologies will be studied in detail. Adult Education acts as a catalyst between society and Development leading to global levels of Human Development. These approaches would lead to Interdisciplinary learning concepts evolved though policy machinery at the constitutional level. Thus Adult Education lays at its root a strong foundation in developing the knowledge base for further continuing Education so as to create a learning society.

SSS C403	Continuing Education – International Context	4	C	V.P.Matheswaran
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The formal and conventional system of education has been playing an elitist role through ages. It has been perpetuating the disparities and imbalance growth in the society. It has been realized that this system cannot make universalization of education a success due to its inequacy. Therefore alternative systems and innovative approaches like non-formal, correspondence, distance/open learning off campus, extramural educational system will all examine in detail besides discussing Distance/Open learning system for supplementing and enriching the traditional educational system. Open learning system is mainly due to the efforts for increasing accessibility, for promoting equality of educational opportunity and for ensuring continuing education. This course consists of distance education theories of Open Education, Open University, Communication Strategies, Supporting Service System, Evaluation and Research studies in Distance/Open Learning system. The course includes comprehensive knowledge of the concept, theory, organization development and research in Distance/Open learning system On-Line and Virtual Learning. Evaluation and Research studies in Distance/Open Learning system.

SSS C404	Psychology of Adult Learning	4	C	G.Sundharavadivel
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The course deals with the issue relating to Adult learning with special references to psychology. Adults and their goals, aims and objectives and factors facilitating adult learning. Provide a deeper understanding of adult socialization in their own social, Cultural and Economic contexts. The area of Adult learning would heavily depend upon contribution made by psychologists drawn from humanistic and cognitive psychology and learning constraints.

SSS E401	Life Skills Education	3	E	N.V.R.Kapali
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The Objective of this course is to develop Life skills among Adolescents. After the ICPD conference in Cairo on Population Education; all countries in the world particularly from the Third World Nations have become signatories for the paradigm without any Stigma. Desensitization exercised would be conducted by way of Focus group discussion. All these enhance the young Adult capabilities in decision making or entering parenthood. Life skills would bear further enhanced meaning in term of Substance Abuse, Human Rights, Legal Literacy, Domestic

violence, Environmental conservation, Gender empowerment, Peace Education and Non Formal Education for Development.

SSS E402	Health Education	3	E	N.Nagarajan
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Health has been defined as a state of complete physical, mental, social and spiritual well-being and not merely the absence of disease or infirmity. Health is a condition to lead socially and economically productive life. These conditions pertain to body, mind and environment. It is affected by socio-economic status, family composition, customs, beliefs, life styles, etc. In fact health influences man's all activities and shapes his desire. As a signatory to the Alma Alta Declaration adopted by WHO & UNICEF, Government of India has formulated National Health policies and programs to provide Health for all. This course will provide a comprehensive view of Health Education concept aims and objectives, social health problems, health and nutrition, hygiene and prevention of common diseases. It will also provide knowledge on National Health policies and programs and Health care Services for different target groups and evaluation of Health Education programmes in India.

SSS C405	Continuing Education for Different Target Groups	4	C	G.Sundharavadivel
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This course deals with the need for continuing education for different target groups viz., Literate, neo literate, Technical groups, professional and Para professional. It also deals with study of existing programmes and evolving and designing new programmes based on needs, and methodologies of designing continuing Education programs for different target groups.

SSS C406	Population Education	4	C	N.Nagarajan
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The survival of mankind depends in achieving a "Homeostatic Status" in terms of population. Modern concept called "Quality of Life" is suggested as "survival" for achieving several Demographic Results. In this context it should be realized at once that population Education conceptually differs from Demography. The course will enable learners to understand (1) population education (2) and identified through well defined population education strategies. Fundamentally Population Education dwells upon improving Development Process which is a "Social Factor" and is also determined through Liberalization globalization privatization and strong social Market Economy.

SSS C407	Curriculum Development	4	C	Naseem Akthar
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This Course relates to the principles and Philosophy of curriculum development. It includes general principles and practices of curriculum development Curriculum of Adult learners can be planned by the educators, people and the learners themselves Problems and issues in curriculum development, and curriculum change Problems related to the design of curriculum for non formal education, Continuing education Assessment and implementation of Adult Education curriculum including curriculum changes and planning. Evaluation of curriculum participatory planning-involving learners in Developing evaluating and redesigning curriculum.

SSS C408	Planning and Management Training of Continuing Education programmes	4	C	N.V.R.Kapali
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Adult and Continuing Education is a Non Traditional Branch of Study which requires specialized management and Training techniques for serving the target population at the grassroots level. Modern principles of Management blended with the needs of particular community will enable the capabilities of trainer to become "Trainer of Trainer" which is the sole aim of Adult and Continuing Education. Trainer of Trainer would develop training capabilities of individual to design and manage appropriate field level programs. Assessing and planning for human Resources, Trainability of human resource including vocational and Entrepreneur skills would be focused for discussion. Adult and Continuing Education dwells upon skill up gradation harnessing the vast potential of human Resources which requires continuous built-in training, resources management to develop socially relevant programs for National Development. Shift in population Education: The Government of India and the University Grants Commission and the UNFPA have strongly advocated meeting the needs of adolescents effectively.. In order to achieve this prime objective Life skill Education along with Life coping skills is offered to students. This course enables an adolescent or a young Adult to get freely exposed to the realities in a natural way by way of understanding Reproductive Health, sex and Sexuality. HIV/AIDS prevention and control, STI ( Sexually Transmittable Infection)

SSS E403	Non-Formal Education and Development	3	E	V.P.Matheswaran
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Non-Formal Education as a master concept with its universal appeal and applicability is well recognized. The scientific and technological innovations have evidenced world over the prosperity and economic growth. Since, the ultimate goal of development is to improve the quality of life of all the people and to guarantee social justice, providing education for all education through non-formal methods is considered as an alternative to

support the formal education. The course contains the concept of non-formal education, objectives, and need for non-formal education, its relevance to various target groups. It provides comprehensive knowledge of different types of Non-formal Education programs for the welfare of the masses, Health development, Poverty alleviation, Mother-child health, Vocational training for Income generation, Economic development, Legal literacy, Human Rights and Civic awareness. This course provides a more realistic and practical interpretation of development to enable people gain self- confidence, change their behavior and thereby their quality of life.

SSS E404	Gender Studies	3	E	Naseem Akthar
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The course will address all women's concerns and issues concerned with their poor socio-economic, educational and cultural status and the resulting low self image, in equal access to all resources essential for development. The course will lead to deeper reflection for the interconnections of girls and women's education and the process of empowerment as well as the complex relationships between democratizing opportunities and the content provisions essential for development.

Further as the world rapidly changes, women have to recognize and learn new ways of doing things, innovative ways of organizing, strategizing and networking. The need to make links between macro-realities and the micro-lives of women, link between development, education and improving the lives of women will be analyzed in the light of existing discriminatory and oppressive practices.

SSS C409	Research Methodology and Statistics	4	C	N.V.R.Kapali
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This course introduces the basic concepts and practice of Research. The Epistemological Base involved in this course of Research methodology would be purely Field Oriented and Action Research / keeping in view the adult education research needs non-traditional vs traditional concepts, methods and research techniques will be focused with special emphasis on qualitative research, case methods case method, focus groups and participatory methodologies. New information communication and Technological (NICT) innovations for development Research besides, Standardised Research Designs methodologies and Analysis of Data also would be dealt with. Clearing house and Documentation would also be introduced.

SSS C410	Communication techniques	4	C	N.Nagarajan
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Communication is a process taking place generally at two levels: Interpersonal and Mass. It is at the base of society. In the modern times all attention seems to be concentrated on mass communication. Therefore methods to improve interpersonal communication or to make it more effective are to be given more attention. The course represents an effort to provide in a comprehensive form of different approaches to communication. It encompasses the fundamentals of human communication, framework of communication planning, process of communication, characteristics of communicators, message, Communication, theories, forms of communication techniques, inter personal communication, group communication, mass communication, verbal and non verbal communication, communication, barriers and guidelines for effective communication.

SSS C411	Open learning : Concept and Development	4	C	V.P.Matheswaran
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The formal and conventional system of education has been playing an elitist role through ages. It has been perpetuating the disparities and imbalance growth in the society. It has been realized that this system cannot make universalization of education a success due to its adequacy. Therefore alternative systems and innovative approaches like non-formal, correspondence, distance/open learning, off campus, Extramural educational system have been started in the world. Distance/Open learning system is for supplementing and enriching the traditional educational system. Open learning system is mainly due to the efforts for increasing accessibility, for promoting equality of educational opportunity and for ensuring continuing education. This course consists of distance education theories of Open Education, Open University, Communication Strategies, Supporting Service SYSTEM, Evaluation and Research studies in Distance/Open Learning system. The course includes comprehensive knowledge of the concept, theory, organization development and research in Distance/Open learning system, On-Line and Virtual Learning.

SSS E405	Extension Education	3	E	G.Sundharavadivel
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The UGC has identified "Extension" as a third important function of the University system besides their traditional function of Teaching and Research. Environmental Education and Community Education. The course exposes the students to Field Outreach methodologies for implementing Developmental activities at the Community/Campus levels. The students shall further acquire knowledge and skills for upholding their abilities to undertake tertiary activities at the grassroots level. They will also gain knowledge about concept of extension education, scope, need, historical development of extension education in India, and also deals with extension education programs and policies in the Five year plans, character of extension educators and training of Trainers.

SSS E406	Care of Aged	3	E	G. Sundharavadivel
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The courses will examine the current position with regard to care, protection, respect, attention, security etc. received by the elderly from the family, society, and government as well as what provisions are required to be made by voluntary and government efforts. Aging is a biological process experienced by mankind at all times. However concern for the aging of population is a relatively new phenomenon, which has arisen due to significantly large increase in the number and proportion of aged persons in society. Aging is also a social and cultural phenomenon partly due to limited resources and partly due to the growth of 'individualizing' in modern industrial life, the elderly lack all these. The course includes data on aged, status of aging, social and psychological problems of the elderly, health services, security, financial emotional and other support services needed and that are available currently, homes for the aged in the government and private sectors, plans and programmes for the aged, value of aged people etc. due to Ageing is a biological process, experienced by the mankind in all times. However, concern for ageing of population is a relatively new phenomenon, which has arisen due to significantly large increase in the number and proportion of aged persons in the society. Ageing is also a social and cultural phenomenon. Now-a-days, the elderly are not given the respect as they used to get before. They are not shown adequate care and attention by their family members partly due to the limited resources and partly due to the growth of " individualism," in modern industrial life. The course includes status of ageing, Social and psychological problems of the old age people, Health Services, Old age security, Old Age Home management, value of old age people etc.

IV	SSS C412	Entrepreneurship	4	C	G.Sundharavadivel
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The course will provide students knowledge about Entrepreneurship. Students will be exposed to the concepts of investment and production opportunity, organizing an enterprise to undertake a new production process, raising capital, arranging labour and raw materials, finding a sites, introducing new techniques and commodities, discovering new sources for the enterprise, Rules, Government assistance, incentives, controls, and procedures for setting up enterprises etc.

SSS E407	Environmental Education	3	E	N.Nagarajan
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The Course represents an effort to provide in a comprehensive form an overview of the current environmental issues our society faces. In encompasses concepts of environment and biosphere, environmental issues, causes and consequences, environmental policies and programs for sustainable development, efforts of NGO'S International Organizations, Governments, Research and Educational institutions and Environmental movements in the world and in India. This course will help the students to understand concept and need of the environment education and the strategies for creating environmental awareness among the masses.

## M.A. SOCIOLOGY

Subject Code	Title of the Course	C/E/	Credits			
			L	T	P	C
<b>I SEMESTER</b>						
SSS C501	THEORETICAL PARADIGMS IN SOCIOLOGY	C	3	1	0	4
SSS C502	RESEARCH METHODOLOGY	C	3	1	0	4
SSS C503	INDIAN SOCIETY	C	3	1	0	4
SSS C504	GLOBALIZATION AND SOCIETY	C	3	1	0	4
SSS E501	INDIAN SOCIAL PROBLEMS	E	3	0	0	3
SSS E502	PRA TECHNIQUES	E	2	0	0	3
<b>II SEMESTER</b>						
SSS C505	CONTEMPORARY SOCIOLOGICAL THEORY	C	3	1	0	4
SSS C506	SOCIAL MOVEMENTS	C	3	1	0	4
SSS C507	CAPSTONE PAPER	C	2	0	0	4
SSS C508	SOCIOLOGY OF DEVELOPMENT	C	2	1	0	4
SSS E503	CORPORATE SOCIAL RESPONSIBILITY	E	3	0	0	3
SSS E504	TOTAL QUALITY MANAGEMENT	E	3	0	0	3
SSS E505	ORGANIZATIONAL ANALYSIS	E	2	0	0	3



III SEMESTER						
SSS C509	RURAL SOCIOLOGY	C	3	1	0	4
SSS C510	SOCIOLOGY OF ORGANIZATION	C	3	1	0	4
SSS E506	CORPORATE CULTURE	E	3	0	0	3
SSS E507	KNOWLEDGE MANAGEMENT	E	3	0	0	3
SSS E508	FOUNDATIONS OF SOCIOLOGY	E	3	0	0	3
IV SEMESTER						
SSS C511	DEVELOPMENT PRACTICE	C	3	1	0	4
SSS C512	SOCIAL DEMOGRAPHY	C	3	1	0	4
SSS C513	URBAN SOCIETY IN INDIA	C	3	1	0	4
SSS C514	DISSERTATION	C	0	1	2+3	6
SSS E509	ORGANIZATIONAL CHANGE MANAGEMENT	E	3	0	0	3

SSS C501	THEORETICAL PARADIGMS IN SOCIOLOGY	C	3	1	0	4
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This paper introduces basic theoretical paradigms in sociological theory with the principal components of functionalism, conflict theories, structuralism and interactionism. This course work is designed with the intention of familiarizing students with the classical and modern theories under different theoretical paradigms.

SSS C502	RESEARCH METHODOLOGY	C	3	1	0	4
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This course is designed mainly to provide training to students in social research. This course will be very useful for the students to develop skills in research, problem identification, research problem formulation, construction of tools, data collection and data analysis. Further, this course will also be useful for the students to write project proposal and thesis writing.

SSS C503	INDIAN SOCIETY	C	3	1	0	4
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This paper aims at creating awareness among the students and sensitizing them to the diversity as well as inter connectedness of the theoretical perspectives on Indian Society. Further it aims at adding depth to the understanding of the subject by studying the current debates in Indian Society.

SSS C504	GLOBALIZATION AND SOCIETY	C	3	1	0	4
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The focus of the paper is on Globalization as a worldwide phenomenon. The emphasis of this paper is more on socio-economic and cultural issues relating to globalization. It underlines the characteristics of and the issues relating to globalization.

SSS E501	INDIAN SOCIAL PROBLEMS	E	3	0	0	3
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SSS E502	PRA TECHNIQUES	E	2	0	0	3
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This course work attempts to familiarize the students with PRA techniques used in development projects. It is designed to provide skills in space and time related PRA techniques and enable them to develop appreciation for development methodology.

SSS C505	CONTEMPORARY SOCIOLOGICAL THEORY	C	3	1	0	4
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Aim of this paper is to introduce postmodern perspective to the students. Topics covered in the course work are Neo-Functionalism, Neo-Marxism, Post Structuralism, Structuralism, Post Modernism and the recent trends in sociological theory. Familiarity with these theoretical frameworks will strengthen students' knowledge base and the requirements of competitive examinations.

SSS C506	SOCIAL MOVEMENTS	C	3	1	0	4
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This course is aimed to focus on the background of the emergence of collective social action. Theoretical and conceptual issues will be thoroughly discussed in this course. Different movements will be taught as case studies.

SSS C507	CAPSTONE PAPER	C	2	0	0	4
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Objective of this course work is to enable the students to develop analytical, application, presentation and writing skills. This paper involves the presentation of series of seminars and submission of term paper on the common theme chosen for the semester. Students are expected to write series of assignments on specific topics given to them applying theoretical perspectives, methodological skills and field experience.

SSS C508	SOCIOLOGY OF DEVELOPMENT	C	2	1	0	4
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The objective of this paper is to provide broad understanding to the students on development concepts, development perspectives, theories and models of development and Indian experience of development. This course work is designed as a foundation paper for the specialization in Development Practice.

SSS E503	CORPORATE SOCIAL RESPONSIBILITY	E	3	0	0	3
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This coursework attempts to enlighten the students on social responsibilities of corporates and aims to sensitize students on need for social responsiveness. The principal components of the paper include the social responsibilities of corporates towards stockholders, employees, suppliers and customers. It is proposed to equip the students with the skills in implementing community development projects by corporates and socially responsive management.

SSS E504	TOTAL QUALITY MANAGEMENT	E	3	0	0	3
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Tracing the evolution of the quality revolution, this paper introduces the student to the contributions if various leading thinkers in the field. It provides ample scope for acquainting one's self with the various tools and techniques employed by practitioners. With analysis of several case studies the dynamics of quality management at various organizational levels would be understood.

SSS E505	ORGANIZATIONAL ANALYSIS	E	2	0	0	3
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This paper seeks to enable understanding of organizations as a distinctive pattern of social interactive with an over view of classical and current approaches to the analysis of organizations. The paper would trace the evolution of modern business organizations and the emergence of various trends in the methods of organizational analysis.

SSS C509	RURAL SOCIOLOGY	C	3	1	0	4
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This course deals with social processes in rural setting, agrarian social structure and change. Further, this course will enable the students to understand the differences between rural and urban societies.

SSS C510	SOCIOLOGY OF ORGANIZATION	C	3	1	0	4
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Formal organizations increasingly dominate modern social life. This paper surveys these organizations as a distinctive pattern of social interaction. The goal of this paper is to give students an overview of current and classical approaches to the study of complex organizations, organizational theory and reviews of some classic empirical studies. This course is intended to enable students to become broadly acquainted with the sociological literature on formal organizations in contemporary society and to introduce them the primary theoretical frameworks and typologies used to analyse and explain modern organizations.

SSS E506	CORPORATE CULTURE	E	3	0	0	3
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This course work is designed to enable the students to appreciate managerial skills in cultural context and develop ability to address cultural challenges faced by MNCs in the context of globalization. It is proposed to provide them with practical skills in corporate culture building, managing cultural diversity and intercultural interaction. Principal components of the course work include management in cultural context, globalization and cultural challenges, elements of culture, corporate multiculturalism, inter-cultural interaction and organizational culture.

SSS E507	KNOWLEDGE MANAGEMENT	E	3	0	0	3
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As companies start to engage with the knowledge economy, it is imperative to understand the role of knowledge management. This paper, drawing on resource-based theory, provides guidelines for students to develop business strategies, critically dependent on knowledge management initiatives. The essential components of this paper are types of knowledge, knowledge based strategies, the collection, codification and transfer of

knowledge in organization, knowledge management tools, techniques and measurements and implementation of knowledge management.

SSS E508	FOUNDATIONS OF SOCIOLOGY	E	3	0	0	3
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This course is designed to provide sociological knowledge basic concepts in sociology to students belong to other disciplines. This course will be useful to students to understand the serial processes and study of society.

SSS C511	DEVELOPMENT PRACTICE	C	3	1	0	4
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Objectives of this paper are to initiate students into development practice by providing them with the skills of NGO management, institution building, proposal writing and project management and familiarizing them with worlds' best development practices. The themes to be covered are alternative development, management of NGOs, project formulation and implementation, and grassroot development in the spheres of health, women development, poverty alleviation and environment.

SSS C512	SOCIAL DEMOGRAPHY	C	3	1	0	4
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This course is designed to provide knowledge on different aspects of population. Theoretical and conceptual issues related to population dynamics will be discussed in this course. Students will also be exposed to measurement of population and population policy.

SSS C513	URBAN SOCIETY IN INDIA	C	3	1	0	4
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Urban Society differentiating itself from rural society is yet another dimension of part society. The issues require to be dealt with sociological skills to analyse and to diagnose the urban question in India. The planning of solutions of urban question and also urban development need to be looked into from the point of view of sociological principles limited to the part-society i.e urban society in India. With the basic background of urban sociology – a determined sub-discipline of traditional Sociology – the student has to be sensitized on urban dimensions of society, its social structure and social process in India.

SSS C514	DISSERTATION	C	0	1	2+3	6
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SSS E509	ORGANIZATIONAL CHANGE MANAGEMENT	E	3	0	0	3
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This paper prepares a student to be a change agent in an organizational setting. Exploring the drives, types and models of change, the paper seeks in building perspectives on change. The paper specially approaches the subject from a Human Resource Perspective dealing with various issues and strategies in change. The paper seeks to acquaint the learner with the impact of change on Modern business, global market and the society at large.

#### M.A. CORPORATE SOCIOLOGY

Subject Code	Title of the course	C/E/S	Credits			
			L	T	P	C
<b>I – Semester</b>						
SSS C601	Sociological Theory	C	3	1	0	4
SSS C602	Research Methodology	C	3	1	0	4
SSS C603	Sociology of Organization	C	3	1	0	4
SSS C604	Globalization and Society	C	3	1	0	4
SSS E601	Business and Society	E	3	0	0	3
SSS E602	Social Foundations of Management	E	3	0	0	3
	Field work	-	-	-	-	-
<b>II - Semester</b>						
SSS C605	Corporate Communication	C	3	1	0	4
SSS C606	Corporate Culture	C	3	1	0	4
SSS C607	Human Resource Development	C	3	1	0	4
SSS C608	Change Management	C	3	1	0	4
SSS E603	Human Behavior in Organization	E	3	0	0	3
SSS E604	Organizational Analysis	E	3	0	0	3

<b>III – Semester</b>						
SSS C609	Customer Relationship Management	C	3	1	0	4
SSS C610	Marketing and Consumer Analysis	C	3	1	0	4
SSS C611	Corporate Social Responsibility	C	3	1	0	4
SSS C612	Business Ethics and Corporate Governance	C	3	1	0	4
SSS E605	Industrial Relations and Personnel Management	E	3	0	0	3
	Training for Organizational Development	-	-	-	-	-
<b>IV – Semester</b>						
SSS E606	Total Quality Management	E	3	0	0	3
SSS C613	Internship and Project	C	10	0	0	10

### Course Outline

SSS C601	Sociological Theory	C	3	1	0	4
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Theoretical understanding of social reality is of paramount importance in social sciences. This course introduces basic theoretical precepts in sociology taking specific contributions of individual thinkers that have relevance for formal organizations, group dynamics and social change. . The course is designed to provide interface between sociology and administration in the corporate sector.

SSS C602	Research Methodology	C	3	1	0	4
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This course is designed with primary intention of providing skills in social, decisional and marketing research. The components included in the paper are identification of problem, designing research projects, developing tools, data collection, data analysis with statistical applications and model building.

SSS C603	Sociology of Organization	C	3	1	0	4
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Formal Organizations increasingly dominate modern social life. This paper surveys these organizations as a distinctive pattern of social interaction. The goal of this paper is to give students an overview of current and classical approaches to the study of complex organizations, organizational theory and reviews of some classic empirical studies. This course is intended to enable students to become broadly acquainted with the sociological literature on formal organizations and to introduce them the primary theoretical frameworks and typologies used to analyze and explain modern organizations.

SSS C604	Globalization and Society	C	3	1	0	4
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The focus of this paper is on Globalization as a worldwide phenomenon. It deals with socio-economic and cultural issues relating to globalization and its impact on corporate structure, network and administration

SSS E601	Business and Society	E	3	0	0	3
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This course seeks to enhance students' understanding of business environment in the societal context and to aid students to develop a set of concepts and principles for analysing business opportunities in diverse socio-cultural contexts. This course will provide several decision contexts and highlight the influence of socio-cultural factors in the decision making process in business.

SSO E602	Social Foundations of Management	E	3	0	0	3
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This course builds on the roots of sociology for management practice. This course will discuss a spectrum of topics in the area of human relations, group dynamics and leadership.

Field work	-	-	-	-	-	-
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SSS C610	Marketing and Consumer Analysis	C	3	1	0	4
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It is a culminating course designed to provide knowledge in marketing techniques, marketing policies, marketing research, advertising media for sales promotion, etc. It also aims to Sensitize students on core set of value based management and Governance systems that can promote responsible conduct by corporate and employees.

SSS C605	Corporate Communication	C	3	1	0	4
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The objective of this course is to familiarize students with different forms and levels of internal and external communication between individuals and organizations in corporate sector. The topics are intended to provide skills for effective and efficient communication to harmonize reciprocal relationship with range of stakeholders, and for building corporate image and corporate identity.

SSSC612	Buisness Ethics and Corporate Governance	C	3	1	0	4
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This course aims to provide ethical foundation for business administration and corporate governance. It examines the legal, ethical, social and economic responsibilities of corporates. The goal is to sensitize students on core set of values needed for management and governance systems that can promote responsible conduct by corporates and employees.

SSS C606	Corporate Culture	C	3	1	0	4
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This course work is designed to enable students to appreciate managerial skills in cultural context and develop ability to address cultural challenges faced by MNCs in the context of globalization. It is proposed to provide them with practical skills in corporate culture building, managing cultural diversity and intercultural interaction. Principal components of the course work include management in cultural context, globalization and cultural challenges, elements of culture, corporate multi-culturalism, inter-cultural interaction and organizational culture.

SSS C608	Change Manangement	C	3	1	0	4
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This paper prepares a student to be a change agent in an organizational setting. Exploring the drivers, types and models of change. This paper seeks on building perspectives on change and approaches the subject from a Human Resource perspective dealing with various issues and strategies in change. The paper aims to acquaint the learner with the impact of change on modern business, global market and the society at large.

SSS E603	Human Behavior in Organization	E	3	0	0	3
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This course develops an in-depth knowledge of organizational behavior, implications to organizational culture and climate from a socio-psychological perspective. It helps to provide an understanding of social system, culture, status and organizational development.

SSS E604	Organizational Analysis	E	3	0	0	3
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This paper seeks to enable understanding of organizations as a distinctive pattern of social interactive with an overview of classical and current approaches to the analysis of organizations. This paper would trace the evolution of modern business organizations and the emergence of various trends in the methods of organizational analysis.

SSS C 607	Human Resoruce Development	C	3	0	0	4
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In this course, students will be provided with knowledge in functional areas of HRD and HRD practices. The emphasis of the course will be on system designing, human resource management, employee welfare and development, and performance appraisal. Changing trends in HRD and new HRD practices with a focus on BPO will be discussed and necessary training programmes will be organized in partnership with consultancy firms.

SSS C611	Corporate Social Responsibility	C	3	1	0	4
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This coursework attempts to enlighten the students on social responsibilities of corporates and aims to sensitize students on the need for corporate social responsiveness. The principal components of the paper include the social responsibilities of corporates towards stockholders, employees, suppliers and customers. It is proposed to equip the students with the skills needed for community development and socially responsive management.

SSS C609	Customer Relationship Management	C	3	1	0	4
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This paper provides an overview of conceptual framework of customer relationship management, types of relationships, relationship marketing and CRM strategies. It is intended to enhance students' ability to understand Customer Relationship Management in service sector through case-based learning. Customer Relationship Management in hospitals, hospitality industry, call centres and banking sector will be analysed.

SSSE 605	Industrial Relations and Personnel Management	E	3	0	0	3
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This Paper prepares the students for the positions of Industrial Relations Officers and Personnel Manager. It seeks to identify the issues in the Industrial Relations and Personnel Management. It enable students gain knowledge in Industrial dispute, labour relations and conflict management.

SSS E606	Total Quality Management	E	3	0	0	3
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Tracing the evolution of the quality revolution, this paper introduces the student to the contributions of various leading thinkers in the field. It provides ample scope for acquainting oneself with the various tools and techniques employed by practitioners. With an analysis of several case studies the dynamics of quality management at various organizational levels would be understood.

### M.Sc. HUMAN RESOURCE DEVELOPMENT PSYCHOLOGY

Course Code	Course Title	C/E/S	Credits		Course Faculty
			L.T.P.	C	
<b>I SEMESTER</b>					
SSS C701	Assessment Techniques	C	3 1 0	4	Dr. P.N. Thomas
SSS C702	Organizational Behaviour	C	3 1 0	4	Dr,V.D.Swaminathan
SSS C703	Human Resource and Personnel Management	C	3 1 0	4	Dr. S. Parvathi
SSS C704	Marketing and Consumer Behaviour	C	3 1 0	4	Dr. M.L. Nirmala
SSS E701	Basic Psychology	E	2 1 0	3	Dr. V.D.Swaminathan
SSS E702	Organizational Psychology	E	2 1 0	3	Dr.S.Parvathi
SSS E703	Test Construction	E	2 1 0	3	Dr. P.N. Thomas
<b>II SEMESTER</b>					
SSS C705	Research Methodology - I	C	1 1 0	2	Dr.Latha
SSS C706	Human Relations in Organisations	C	3 1 0	4	Dr. S. Parvathi
SSS C707	School Counselling	C	3 1 0	4	Dr. P.N. Thomas
SSS C708	Research Methodology - II	C	1 1 0	2	Guest Faculty
SSS E704	Bio-Psychology	E	2 1 0	3	Dr.V.D.Swaminathan
SSS E705	Psychology of Interpersonal Relationship	E	2 1 0	3	Dr. S.Parvathi
SSS E706	Child Psycho Pathology	E	2 1 0	3	Dr. P.N. Thomas
SSS E707	Psychology of Advertising	E	2 0 0	2	Dr. M.L. Nirmala
<b>III SEMESTER</b>					
SSS C709	Practical Counselling and Helping Skills B.M.H.C.	C	3 1 0	4	Dr. P.N. Thomas
SSS C710	Industrial Relations & Labour Law	C	3 1 0	4	Guest Faculty
SSS C711	Training and Development in Organisations	C	3 1 0	4	Dr. S. Parvathi & Dr. V.D.Swaminathan
SSS C712	Analysis and Interpretation of Data	C	3 1 0	4	Dr.M.L.Nirmala
SSS E708	Psychology of Addiction	E	2 1 0	3	Dr. P.N. Thomas
SSS S701	Addictive Behaviours	S	2 1 0	3	Dr. P.N. Thomas
<b>IV SEMESTER</b>					
SSS C713	Human Resource Development	C	3 1 0	4	Dr. V.D.Swaminathan
SSS C714	Project / Dissertation and Viva-voce	C	0 0 6	6	
SSS E709	Adult Psycho Pathology	E	2 1 0	3	Dr. P.N. Thomas

### MASTER COURSES CONTENTS

SSS C701	Assessment Techniques	C	3 1 0	4	Dr. P.N. Thomas
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Fundamentals of Psychological Assessment :- Measurement and the different scales of measurement. What is a Psychological test and the scope and principles of testing. Standardization, Reliability and Validity. Intelligence and its Assessments :-

Wechsler's Adult performance Intelligence Scale, forms PR Bhatia's Battery of Performance tests of Intelligence, Raven's Progressive Matrices, Personality Inventories :- 16 PF, Type A, Type B, Myers- Briggs type Indicator, Aptitude and Interest :- Differential Aptitude Test, Strong Campell Interest Inventory, Holland's Self-Directed searchTests used in organisation setting to ccess Locus of Control :-Work Preference, Motivation, Conflict, Job satisfaction, Role Stress and Organization Climate

SSS C702	Organizational Behaviour	C	3 1 0	4	Dr,V.D.Swaminathan
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Introduction to Organizational behaviour:-Fundamental Concepts, Approaches to Organisational Behaviour, Learning about organisations, Individual process :- Personality and Perception, Learning and Reinforcement, Communication and decision making, Group Process:-dynamics within groups, Dynamics between groups Organisational Process:-Work motivation , Leadership, Power and Politics, Job and Organisation Design, Conflict Processes, Organisational Change Process

SSS C703	Human Resource and Personnel Management	C	3 1 0	4	Dr. S. Parvathi
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The Human resource Management an Introduction:- Human resource, Nature and scope of HRM, The human resource in the environment, Human resource activities, Diversity of work and Strategies- Human resource hiring:-Job analysis, selection, recruitment, orientation, placement, socialization- Training and Performance Evaluation:-Job training - on the job and off the job training-Training need analysis and evaluation-Performance appraisal, techniques and Management by objectives-Maintenance and development of the Human Resource:- Work motivation and performance, Employee welfare, Compensation, Welfare schemes, Career enlargement and enrichment, Leadership and Effective communication-Work for Analysis:-Trade Unions and Management relationships, Ethical Issues, Employee problems, Industrial Counselling.

SSS C704	Marketing and Consumer Behaviour	C	3 1 0	4	Dr. M.L. Nirmala
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Basic Concepts of Marketing :-Tasks and Philosophies of marketing, Environment- Strategic Management and Marketing Process - Market segmentation, Target marketing Consumer Marketing and Buying Behaviour:-Industrial marketing and buying behaviour- Service marketing- Agriculture marketing-Assembling Marketing Mix:-Product decision, Price decision, Promotion decision and place decision-Mega Marketing Strategies:- Competitive marketing strategies and relationship marketing

SSS E701	Basic Psychology	E	2 1 0	3	Dr. V.D.Swaminathan
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Historical introduction to Psychology Methods of studying behaviour branches of Psychology Cognitive Processes - Affective factors - Personality and Attitude-Scope of Psychology in relation to various disciplines

SSS E702	Organizational Psychology	E	2 1 0	3	Dr.S.Parvathi
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The paper is a study of Organizational Behaviour typically referred to understand the behaviour of people working in organizations. The focus is on applying sciences so we can better understand and predict human behaviour at work-Fundamentals of organizational psychology-Working with people-Models of behaviour in organization-Significance of the study-Role of organizational psychology in helping human resource development-The individual in an organization-Personality - Perception - Ability and Learning- Attitudes and Motivation in organization-Group Processes in organization-Psychological Assessment in organization-Interpretation and use

SSS E703	Test Construction	E	2 1 0	3	Dr. P.N. Thomas
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The course will examine methods for developing Psychological tests. Topics will include reliability, validity, norming and standardization. Construction of Personality Inventories and Problems in construction. Writing items for Personality Inventories. Attitude measurement. Rating scales. Guidance for developing tests will be provided.

SSS C705	Research Methodology - I	C	1 1 0	2	Dr.Latha
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Significance of scientific research orientation concepts and issues- qualitative and qualitative research - Methods of social science research - evolution of problem - speculation and theoretical justification - formation of hypothesis- types of hypothesis - criteria of good hypothesis - variable and research designs - methods of data collection

SSS C706	Human Relations in Organisations	C	3 1 0	4	Dr. S. Parvathi
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To understand the meaning and mechanism of Human Relations-To highlight the importance of understanding individuals and groups in the Organisation-To know the methods of training individuals on Human

Relations-Introduction:-Meaning of Human relations, Purpose of studying Human Relations, Human Relations in the past and the present-Human Relations and Behavioural science:-Understanding the individual-Systematic approaches to understanding individuals- Personality, Attitudes, Perception, Values, Needs-Personal Issues: - Communication - Barriers to effective communication, Developing and enhancing communication effectiveness, Stress and Stress reduction strategies-Understanding the Organisation:-Organisational structure, group behaviour, Power, Politics and status-The environment of Human Relations and specific challenges-Organisational Communication : Influencing others, Understanding change, Conflict and creativity, Labouring with Unions, The minority employees (sex, age, religion, caste etc.), Managing the knowledgeable worker, Human relations in future-Human relations Training:-achieving one's potential, Excelling on the job, Maintaining a Healthy work and personal life

SSS C707	School Counselling	C	3 1 0	4	Dr. P.N. Thomas
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Introduction to guidance and Counselling:-History, Nature, Scope and Need of guidance and Counselling in schools, individual differences, the role of student advisor and teacher in school Counselling-Important features:-Counselling:-Nature, Process , Approaches to counselling, Group Counselling-Educational Guidance:-Study skills training, Programmed learning, Preparing and appearing for examinations-Vocational guidance:-Aptitude and Interests, The role of Psychological tests in guidance and counseling-Classroom management: - Uses of behaviour modification techniques in the classroom-Counselling and management of common childhood problems:- School refusal, Scholastic backwardness, Conduct and emotional problem, Counselling adolescents regarding sexuality and substance abuse, Counselling parents and teachers, Management regarding these problems-Setting up and running a School Counseling Program

SSS C708	Research Methodology - II	C	1 1 0	2	Guest Faculty
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Formulation of Problems-practical exercises in various types of hypotheses formulation - designs-single, mixed-experimental-survey-quasi experimental -mixed designs - test construction-standardisation - item - analysis - factor - analysis - reliability - validity types -report writing - a minimum of 10 exercise may be recommended

SSS E704	Bio-Psychology	E	2 1 0	3	Dr.V.D.Swaminathan
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Scientific basis of Psychology geogenic factors chemogenic factors histogenic factorsBrain various Psychological functions- Cognitive and Affective-Biological basis of Personality

SSS E705	Psychology of Interpersonal Relationship	E	2 1 0	3	Dr. S.Parvathi
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The Nature of Interpersonal Communication and Behaviour -Identity and Communication Behaviours - Assessment of Interpersonal Communication Styles and Behaviour - Assessment of Interpersonal Communication Styles and Behaviour - Effective and Non-effective Interactions - Relationship Development an Termination - Maintaining Interpersonal Relationships - Managing Conflict in Interpersonal relationships.

SSS E706	Child Psycho Pathology	E	2 1 0	3	Dr. P.N. Thomas
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The course will focus on Psychopathology in children and adolescents. Topics will include the major categories of childhood disorders such as autism, specific learning disabilities, hyper kinetic disorders, conduct disorders, emotional disorders, elective mutism, reactive attachment disorder, enuresis, encopresis, feeding disorder, pica, stuttering, tic disorders and mental retardation.

SSS E707	Psychology of Advertising	E	2 0 0	2	Dr. M.L. Nirmala
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Introduction to advertising-The world of advertising-The five players of advertising-The evolution of advertising-Current advertising issues- Developing an advertising programme-Decision making process-Setting advertising objectives-Setting advertising budgets-developing advertising strategy-Evaluating advertising campaigns-The Psychological issues in advertising-Perception: Creating stopping process-Awareness: Making an Impression-Understanding: Making it clear-Persuasion: Attitude Change & Trial-Memorability: Locking power.

SSS C709	Practical Counselling and Helping Skills B.M.H.C.	C	3 1 0	4	Dr. P.N. Thomas
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Introduction:- Definition and process of counselling, Types of counselling, Areas of counselling, Characteristics of counsellors -Behavioural Counselling:- Important features, Relaxation techniques, Systematic Desensitisation, operant Techniques, Cognitive Behaviour Modification-Relationship and Interpretation techniques:- Opening techniques, Reflection of feeling, Acceptance technique, Structuring techniques, Silence as a technique, Leading technique, Interpretation technique-Counselling for Well-being:- Cognitive skills - improvement, Assertiveness training, Promotion of health behaviour, Indicators of well being, Behavioural Medicine for the management of personal problems such as addiction, smoking etc., Financial management



resource mobilization-Marital and Family Counselling:- Premarital and Marital counselling, Counselling children, Counselling old people

Organizational Counselling:- Counselling after performance appraisal, Feedback, Socialization, Interpersonal conflict management, Resolving caste conflicts, Peer group counselling suggestion box, Pre retirement counselling

SSS C710	Industrial Relations & Labour Law	C	3 1 0	4	Guest Faculty
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Industrial Relations:- Meaning, Three factors of Industrial relations, Importance and objectives of Industrial Relations, Approaches to industrial Relations, Conditions for congenial Industrial Relations-Trade Unions:- Meaning, Functions of Trade Unions, Objectives of and Important Indian Trade Unions, Why employees join Trade Unions, Union Tactics, Trade Union movement in India-Industrial Conflicts/ Disputes:- Causes, Types, Prevention, Settlement-Entrepreneur:- Definition, Characteristics of successful entrepreneur- The entrepreneurial growth in different communities, Case histories of successful entrepreneur, Identification of potential entrepreneurs-Development and Training of Entrepreneur:- Cultural and Social environment in promoting entrepreneurship, Entrepreneurial environment

SSS C711	Training and Development in Organisations	C	3 1 0	4	Dr. S. Parvathi & Dr. V.D.Swaminathan
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Training:- An introduction what is training, Principles of training, Applications of trainingTypes of training:- Pre-requisites, need for training, Assessment of behaviour (analysis) areas of training, Competency mapping methods, Individual, Group, Experimental vs. Simulated Presentation Skills, Problems solving skills, Learning skills, Listening skills, Creative decision making skills, Interpersonal skills, Emotional skills-Human Resource Development Techniques:- Personality Development, Interpersonal skills Training, Social skills Training , counselling skills-Human Resource Management Techniques:- Behavioural management skills, Performance counselling, Stress Management skills, Negotiation skills, Communication skills, Leadership Training role play, Behavioural redressal, Conflict resolution skills-Personal Values and Work values:-Socialization, Performance Ethics and Legal issues

SSS C712	Analysis and Interpretation of Data	C	310	4	Dr. M. L. Nirmala
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Introduction to statistics for social sciences - Methods of Sampling - Descriptive Statistics - Inferential statistics - Multivariate Techniques of analysis in social research

SSS E708	Psychology of Addiction	E	2 1 0	3	Dr. P.N. Thomas
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The course will cover the genetic and environmental factors in the development of addiction. Other topics will include various disorders due to psychoactive substance use and therapeutic intervention programmes.

SSS S701	Addictive Behaviours	S	2 1 0	3	Dr. P.N. Thomas
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A foundation course designed to introduce the wide range of psychoactive substance use and its problems.

SSS C713	Human Resource Development	C	3 1 0	4	Dr. V.D.Swaminathan
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Concepts of HRD:- Importance of human factor, Need for HRD especially in the Indian context, Outcomes of HRD, Differences between Traditional Personnel Management Function and HRD-Planning the HRD System:- HRD Philosophy, HRD subsystems, HRD objectives, HRD policies, HRD action plans-Organizing the HRD system:- HRD organization, Tasks of HRD department, Attributes of HRD manager, Pre requisites for making HRD effective- HRD Processes:- HRD methods or mechanisms, HRD climate and organizational climate, Universality of HRD Practices-Integrating Individual and Organization:- Individual and Group, Formal vs Informal organization, Organizational culture, Integrating Individual with Organizational culture, Integration of goals and effectiveness

SSS C714	Project / Dissertation and Viva-voce	C	0 0 6	6	
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SSS E709	Adult Psycho Pathology	E	2 1 0	3	Dr. P.N. Thomas
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A theory course designed to introduce the wide range of psychopathology in adults. Topics will include concepts of normality and abnormality, signs and symptoms of mental illness, anxiety disorder, somatoform disorders, mood disorders, schizophrenia, delusional disorders, personality disorders and psychopathology of old age.

### M.Phil. ANTHROPOLOGY

Course code	Title of the Course	C/E	Credits				Faculty
<b>FIRST SEMESTER</b>							
			L	T	P	C	
SSS C001	Social Structure	C	4	1	-	5	V.Sudarsen
SSS C002	Techniques and Methodology of Anthropological Research	C	4	1	-	5	S.Sumathi
SSS E001	Anthropological Genetics	E	4	1	-	5	P.Govinda Reddy
<b>SECOND SEMESTER</b>							
SSS C003	Dissertation and Vivavoce	C	-	-	-	21	Supervisor

### M.Phil. PROFESSIONAL PSYCHOLOGY

Course Code	Title of the Course	Core/ Elective	Credits				Faculty
			L	T	P	C	
<b>First Semester</b>							
SSS C301	Behavioural Modification and Counselling	C	3	1	1	5	Dr.S.Karunanidhi Dr.P.N.Thomas
SSS C302	H.R.D.Psychology and Consumer Psychology	C	3	1	1	5	Dr.S.Parvathi Dr.M.L.Nirmala
SSS C303	Research Methodology and Statistics	C	3	1	1	5	Dr.V.D.Swaminathan Dr.M.L.Nirmala
<b>Second Semester</b>							
SSS C304	Case Study, Dissertation and Viva-voce	C	-	-	-	21	Supervisor

### M.Phil. EDUCATION

Course Code	Title of the Course	C/E	Credits				Faculty
			L	T	P	C	
<b>First Semester</b>							
SSS C101	Research Methodology	C	3	1	1	5	DR.D.Kumaran / Dr.K.Chellamani
SSS C102	Advanced Educational Statistics	C	3	1	1	5	DR.D.Kumaran
SSS C103	Management of Education	C	3	1	1	5	DR.R.Seetharam
SSS E101	Related to the Area of Specialisation in Dissertation	E	3	1	1	5	Supervisor
<b>Second Semester</b>							
SSS C104	Dissertation and Viva-voce	C	~	~	~	21	Supervisor

### M.Phil. CONTINUING EDUCATION MANAGEMENT (Full-time and Part-Time)

Course Code	Title of the Course	C/E	Credits				Faculty
			L	T	P	C	
<b>First Semester</b>							
SSS C201	Continuing Education-Concept and theory	C	3	1	1	5	V.P. Matheswaran
SSS C202	Research Methodology	C	3	1	1	5	N.V.R. Kapali and N. Nagarajan
SSS C203	Principles of Management and Continuing Education	C	3	1	1	5	Naseem Akthar
SSS C204	Extension Education and Development	C	3	1	1	5	G. Sundharavadivel
<b>Second Semester</b>							
SSS C205	Dissertation and VIVA_VOCE	C	-	-	-	21	SUPERVISOR

**P.G. DIPLOMA IN CYBER CRIME AND INFORMATION SECURITY**

Sem.	Course Code	Name of the Paper	Credits
I	SSS C176	Introduction to Criminology	4
	SSS C177	Networking Technologies	4
	SSS C178	Information Security Basics	4
	SSS C179	Practical I	5
II	SSS C180	Advance Information Security, Legal Frame Work & Assurance Services	4
	SSS C181	Practical II	5
	SSS C182	Information Forensics	4
	SSS C183	Practical III	6

SSS C176	Introduction to Criminology	4
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1. Criminology: Nature, Scope, Concepts; definitions of crime, criminology, criminal justice system and cyber crime; classification and characteristics of crime and delinquency. 2.Criminological theories and approaches: Sociological, psychological, biological and contemporary theories of crime and criminal behaviour 3. Crime Statistics :Sources of Crime Statistics, Primary Data, Secondary Data and Victim survey. 4. ontemporany Crimes : Economic Offences, White Collar Crimes, Organized Crimes, Terrorism , Political Crimes, Crime and Media, Pornography with focus on cyber crime. 5. Victimology: Definitions – Development of Victimology, Victimological Perspectives of CyberCrime, Problems and Perspectives in preventing cyber crimes.

SSS C177	Networking Technologies	4
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1. Logical or physical network topologies:Star/Hierarchical - bus – mesh –ring - wireless 2. Main features of 802.2 (LLC), 802.3 (Ethernet), 802.5 (token ring), 802.11b (wireless) and FDDI networking technologies, including: Speed – Access -Method –Topology -Media 3. Characteristics (e.g., speed, length, topology, cable type, etc.) of the following: 10BASE-T 100BASE-TX 10BASE2 10BASE5 100BASE-FX Gigabit Ethernet 4. Media connectors and their uses: RJ-11 RJ-45 AUI BNC ST 5. Purpose, features, and unctions of the following network components: Hubs Switches Bridges Routers Gateways CSU/DSU Network Interface Cards/ISDN adapters/system area network cards Wireless access points Modems 6. MAC address – concepts and applications 7. Seven layers of the OSI model and their functions 8. Define the purpose, function and use of the following protocols: IP TCP UDP FTP TFTP SMTP HTTP HTTPS POP3/IMAP4 TELNET ICMP ARP NTP 9. Define the function of TCP/UDP ports. Identify well-known ports. 10. Identify IP addresses (Ipv4, Ipv6) and their default subnet masks. 11. Identify the purpose of subnetting and default gateways.

SSS C178	Information Security Basics	4
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1.Information – definition, valuation and place in corporate strategic competitive advantage 2.Information Security Contemporary definition Managerial vs. technological paradigms Six pronged approach Logical vs. Physical security Networked information system security Open vs. closed networks Threats Vulnerabilities Countermeasures Operational Controls Managerial Controls Logical controls Physical Controls 3. Perimeter Security Firewalls – Planning for, types and design Firewall Configuration Strategies Proxy Servers Packet Filtering Application level firewalls User Authentication Creating and managing Rule base Bastion Host Demilitarized ZoneLogs, Audit and Administration of Firewalls

SSS C179	Practical I	5
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In this paper, candidates would be taken through lab and topologies of the various concepts taught in the class covering the content of Paper – II. Candidates would also form themselves into groups and do the labs so as to get a good understanding of the fundamentals of what has been taught and also get a confidence of handling real time networks and security implementations.

II	SSS C180	Advance Information Security, Legal Frame Work & Assurance Services	4
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**ARCHITECTING SECURE DATA TRANSMISSION**

Data transmission architecture TCP/IP structure Security issues in the Internet protocols and structure Models and approaches to ecurity in data transmission Virtual Private Networks Remote Access Intrusion Detection and Honeypots – Concepts only. Detailed iscussions in the Paper on Forensics Logging and monitoring of open network traffic Cryptographic applications Symmetric vs. Asymmetric protocols DES, Diffie-Hellman, RSA and Rijndeal protocols E-Commerce and Cryptography E-Business models E-Commerce common applications

Securing E-Commerce systems Trusted Third Party Services Public Key Infrastructure Digital Signature Digital Time-stamping Steganography

## **LEGAL FRAMEWORK FOR E-COMMERCE TRANSACTIONS & ASSURANCE SERVICES**

### **Legal framework for E-Commerce**

Legal implications of Information Security Infractions and breaches Issues in trans-border cyber crimes Problems in investigating cyber crimes UNCITRAL initiative in combating cyber crimes Information Technology Act, 2000 and the Rules framed thereunder Discussion on select reported international and national cases

### **Security Assurance Services**

Concept of security assurance Corporate IT Scorecard Information Technology Governance Information Security Governance The IA3 paradigm leading to security assurance

	SSS C181	Practical II	5
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In this paper, candidates would be taken through lab and topologies of the various concepts taught in the class covering the content of Paper – V. Candidates would also form themselves into groups and do the labs so as to get a good understanding of the fundamentals of what has been taught and also get a confidence of handling real time networks and security implementations. In this practical session, students would form themselves into groups and make a presentation of one reported case in the area of cyber crime

	SSS C182	Information Forensics	4
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### **Forensic evidence**

Problems in collecting computer based evidence Soft vs. Hard evidence Admissibility issues Co-mingled data on computers and networks Concept of “in the course of business”

### **Computer evidence life cycle**

Collection Analysis and Interpretation Preservation Presentation in a court Return evidence to owner

### **Network Surveillance and Security investigation**

Network Traces and Traps Methodologies for selection of tools Family of tools Caveats in using tools Countermeasures against ‘trojaned tools’ Circumventing detection by network surveillance tools

### **Attacks and Counter-measures on**

Windows NT / 2000 / 2003 / XP servers Unix and its flavors Linux and its versions PDAs, mobile devices Wireless networks Routers, Hubs and Switches

### **Anatomy of hacking a networked information system**

Foot-printing Scanning Enumeration Intruding into the network Sustaining the presence Withdrawing without leaving trace Countering the hack attempt

### **Tracking the intruder**

Capturing evidence on-line real-time Sustaining the attack for evidence gathering Interface with law enforcement Issues of ethics in countering hacking attack

	SSS C183	Practical III	6
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In this paper, candidates would be taken through lab and topologies of the various concepts taught in the class covering the content of Paper – VI. Candidates would also form themselves into groups and do the labs so as to get a good understanding of the fundamentals of what has been taught and also get a confidence of handling real time networks and information forensic investigations.

## P.G. DIPLOMA IN SECURITY MANAGEMENT

Year	Semester	Paper	Subject	Credits
I	Semester I	SSS C176	Introduction to Criminology	3
		SSS C177	Fundamentals of Law	3
		SSS C178	Organization & Administration of security agencies	3
		SSS C179	Vigilance	3
	Semester II	SSS C180	Surveillance	3
		SSS E176	Private Investigation(E)	3
		SSS C181	Commercial establishment security	3
		SSS C182	Industrial security	3
II	Semester III	SSS C183	Anti-sabotage and anti-pilferage security	3
		SSS C184	Perimeter / warehouse security	3
		SSS C185	Security devices	3
		SSS E177	Communication skills(E)	3
	Semester IV	SSS C186	Practicals / Project	6

SSS C176	Introduction to Criminology	3
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The study of crime: nature, types, causation theories, crime statistics, criminal law, the victim, punishment and crime prevention. Crime, Causes – Economic, opportunity, Over-confidence, Inefficiency (of security staff), slackness in supervision (security staff), Non-verification of character before employment, corruption, improper method of inventory control, faulty orders  
Stages of offences – Intentional stage; Preparatory stage; attempts, Commission;

SSS C177	Fundamentals of Law	3
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Elementary law (Law for citizens in every day life) Dharma and adharma Substantive law – Indian Penal Code (IPC); Procedural Law – Criminal Procedure Code (CrPC); Special and local laws; Rules; Protective Law – Right of self defence; Security Law (Sec 106-124 of CrPC) Industrial relations legislation Trade Unions Act, 1926; industrial Employment (Standing Orders ) Act, 1946; Industrial Disputes Act, 1947 Social Security Legislations Workmen Compensation Act, 1923; Payment of Wages Act, 1936; Minimum wages Act, 1948; ESI Act, 1948; Employees Provident Fund (Miscellaneous Provisions) Act, 1952; Employees’ Pension Scheme, 1995; Maternity Benefit Act, 1961; Payment of Bonus Act, 1965; Gratuity Act, 1972 Regulatory legislation Factories Act, 1948; Mines Act, 1952; Plantation Act, 1951; Motor Transport Workers Act, 1961; Contract Labour (Regulation & Abolition) Act, 1971; Child Labour (Prohibition & Regulation) Act, 1986.

SSS C178	Organization & Administration of security agencies	3	3
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### Introduction

Organization; Regions/Branches; Rank Structure

### Administration and Morale

Salary / EPF & EPS/ESI/Bonus/Gratuity/ Group Personal Accident Policy; Career Building; Motivation / Responsibilities / Commitment; Dress and Discipline

### Standing Orders

Discipline; General standing orders; Internal administrative orders; Confidential orders; Model standing orders relating to security; Passes, ID Cards, stores, materials, products, custody of keys, fire orders; Framing of standing orders – Employer, Union secretary and approval by Labour Commissioner

### Records and registers

General diary / Daily occurrence report; Inward register; Outward register (NRMGP / RMGP); Entry / Exit register (Vehicles); Loading Witness Register; Telephone – Message Log Book; Visitors Register; Key register; Late Arrival report; Out pass register, Crime register; Courier / Telegram (Receipt) Register; Unit Telephone Directory; List of Employees / album; Duty Roster; Property: Handing/Taking over; Fire Equipment maintenance; Jurisdiction: Police / Fire Services; Hospitals, Blood Banks, Ambulances; Files: RMGP / NRMGP; Files: Delivery Challan / Invoice

SSS C179	Vigilance	3
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Information / intelligence Collection / Collation / Timely reporting Confidential enquiries Classification of documents: Top secret / secret / Confidential / Restricted Official Secret Act, 1923

SSS C180	Surveillance	3
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Objectives; General principles; Investigators The ABC method of Surveillance; Perimeter Box technique; Identification and location; Preparation; Equipment; Detecting surveillance; Tricks and ambushes; Special situations; When you lose a suspect Techniques for foot surveillance; Vehicular backup; Surveillance by car – number of cars to be deployed; Surveillance on a public transport or a common carrier; Fixed surveillance; Reports Preparing a report; field notes; Final reports; Review of the report, Types of investigative reports; Complaint reports and activity logs

SSS E176	Private Investigation(E)	3
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Pre and post matrimonial enquiries Pre and post employment screening Verification of movable and immovable assets Verification of insurance claims Investigation of trademark / patent infringements Investigation of bank frauds Business / market survey

SSS C181	Commercial establishment security	3
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#### Internal security

Documents, Delivery challan / Invoice / Insurance Documents / Driver Documents; Weighment; both ends; Screen handling party; Unload: report discrepancy / defects / damages; Complete JIT cards / Inward register; Goods receipt clearance; Weighment empty vehicle, if required; Check out vehicle

#### External security

Check empty vehicle; Remove unwanted items; Carry out weighment: Entry / Exit; Complete loading; Check documents: Regular / Form XX / GP -1 / MODVAT; Complete gate record / registers; Handover documents to Driver and brief; Outward register (RMGP /NRMGP)

#### Loading witness

Carryout routine procedures; Load table / advice; Identify items / load in the presence of store i/c; Enter loading witness register; Spl attention: scrap / Rubbish; Do's / Don't's; Complete exit documents; Carry out routine / detailed check of vehicle

#### Gate passes

RMGP – Returnable Material Gate Pass; NRMGP – Non- Returnable Material Gate Pass; IUMTN – Inter Unit Material Transfer Note; KDDA – Knocked Down Delivery Advice; IRDAN – Inspection report Delivery Advice Note; MRMDAN – Material Release Memo-cum-Delivery Advice Note; RMDAN – Rejected Material Delivery Advice Note; RM – Gauge Release Memo; MRM – Material release Memo; SCDA – Sales-cum-Delivery Advice Note; RPMV – Registration Pass for Material Receipts and Vehicles; Enquiry – Pass for Drawings / Designs / Blue Prints.

SSS C182	Industrial security	3
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#### Definition

Factory, Industry, Industrial dispute, workman, Strike, Lockout, Retrenchment, Lay-off, Settlement Conciliation Officer – Arbitrator, Labour Courts, Tribunals, National tribunals Disputes – Agitations, Gherroe, Abuse, Insult, Humiliation, Intimidation and unlawful assembly Civil Defence: Civil Defence Act, 1968, Role of Civil Defence, Civil Defence Corps, Organisations

SSS C183	Anti-sabotage and anti-pilferage security	3
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#### Introduction

Scope of the problem Types of controls; Supervision; verification; references; Criminal records check; Financial status analysis; Educational background; Medical history

### Internal theft

Types of internal theft; Three main ingredients of employee theft; cash register; Spotting internal theft; Bogus markdowns; Bunco schemes; Shoplifting Bombing and Kidnapping Bomb types and construction; Bomb threats, evacuation, Search, Letter bombs, Screening equipment, Kidnapping; ransom demands

SSS C184	Perimeter / warehouse security	3
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### Gates

Clock punching; Electronic punching; In-Mid-Out Punching; Line attendance; Late arrival; Absenteeism – deletion – addition; out pass; on duty/permission

### Mustering in/Out

Category of personnel & identification; Items not permitted inside; Notices / tracks / Seductive literatures; Badges in protest; Search: Touch / Rigorous / Witness; Dealing with accused / culprits – Pending enquiry, removal, resignation, confession, complaints with police, FIR, summons, hearing collection of property from the court Traffic control in the perimeter Priority; Whistling, signaling; Parking, no Park area, speed breakers, speed limit

SSS C185	Security devices	3
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Hi-Tech Electronic Security Systems Access Control System; Security Alarm Systems; Fire alarm system Emergency preparedness plan Deployment of Dog Squad; Fire – Factors / Causes; Fire classification / methods; Type of extinguishers / Hydrants; Fire prevention and precautions/ Fire orders, fire combat; Investigation and loss reporting, fire audit, fire licence Access control Identity, screening, authority; Movement control; Computer security systems; Trespass / Intrusion; Terrorists movement / hide-outs Computers Hardware / Software / Liveware; Brands and components; Instructions to guards on usage of computers in security; security check; Computer based frauds; Computer virus

SSS E177	Communication skills(E)	3
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Why. How we communicate; Downward / upward / Horizontal communication; Barriers to effective communication; Basic process: Transmitting / understanding/accepting; Verbal / written communication; Do's and Dont's Telephone Manners / Handling; Do's / Dont's; Message logging; Action / Follow up / Feed back; Briefing when relieved Visitors Category of visitors; Reception / Common etiquettes; Visitors Pass / badges; Items not to be allowed; List of returnable items; Spl instructions / Guide / escort; Vehicle / Driver; Passes; Check out; Complete visitors register IQ Development General knowledge; Spoken English; Situation reporting; Diary writing First aid Safety education programme; Protective equipment; First aid/maintenance kit; evacuation / ambulance / Blood banks; welfare service, red cross, St. John Ambulance, St. Andrews Ambulance Association

SSS C186	Practicals / Project	6
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### P.G. DIPLOMA IN PARENT COUNSELLING

Semester	Course Code	Name of the Paper	Credits
I	SSS C576	Psychology of Human Development	3
	SSS C577	Psychology of Adjustment	3
	SSS C578	Psychology of Information Processing	3
	SSS C579	Life Skills Education	3
	SSS C580	Practical-I	3
	SSS C581	Practical-II	3
II	SSS C582	Parent Education	3
	SSS C583	Guidance and Counselling	3
	SSS C584	Counselling Applications	3
	SSS C585	Psychometrics	3
	SSS C586	Practical-III	3
	SSS C587	Project & Vive-voce	

SSS C576	Psychology of Human Development	3
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Developmental Psychology – Definition and need. Heredity and Environment - Stages of Development - Prenatal, Infancy, Early and Later Childhood – Adolescence, Early and Later Adulthood, and Old Age. Development in various dimensions – Physical, emotional, intellectual, social and moral development- Case studies related to the problems at each stage of development.

SSS C577	Psychology of Adjustment	3
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Personality – Definition, meaning and characteristics. Approaches in studying personality – Trait and Type approaches, Developmental approach - Adjustment and problem behaviour – Frustration, Conflict, Sources of conflict - Conflict resolution, Defense Mechanisms, Delinquency, Mental health and hygiene- Maladjustment – Causes, Behavioural Disorders – Psychiatric and emotional disorders- Caused by physical and sexual abuse, neglect etc. Emotional disorders caused by conduct and behavioural factors. Neurotic, psychotic and psychosomatic Disorders, Trauma, Psychoanalysis and Psychotherapy, Identification of problems and remedies. Referrals. Case studies pertaining to various types of behaviours and maladjustment problems.

SSS C578	Psychology of Information Processing	3
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Sensation – Sensory systems, Sensory deficits, Attention – factors affecting attention, attention disorders. Perception – perceptual process, perceptual deficits. Memory – nature and types. Remembering and Forgetting, Thinking – types of thinking, Concept formation. Self Concept. Learning theories – Behavioural, Cognitive and Social Learning Theories – Pamela Levin’s Cycle of Development model. Motivation –Types and Theories of motivation Problem Solving, Individual differences, Group dynamics, Intelligence and Creativity – Theories of Intelligence, Emotional Intelligence and Multiple intelligence. Learning styles / Strategies, Metacognition

SSS C579	Life Skills Education	3
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Life skills – Definition and need, Life skills in 4H curriculum – Head- Managing and thinking, Heart – Relating and caring, Hands – Giving and Working, Health- Being and Living. Various life skills associated with 4 H curriculum - Communication, Time management, stress and conflict management skills, study skills, emotional skills, self management/Behavioral skills, assertiveness training, Health behaviour – Good hygiene practices – Addiction, Sex awareness, Conflict resolution skills, Dialogue, Group dynamics, Decision taking skills, Inter personal skills (Social skills) Leadership skills, Personal and work values and ethics.

SSS C580	Practical	3
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Student counsellors should have an internship with an educational institution. They are to familiarize themselves with the learning and behavioural environment of the school, problems faced by the students and the remedial mechanisms existing in the institution. During the internship, they have to interact with students, parents and teachers. They have to submit a detailed report individually on the basis of experiences gained. The students will be trained and guided by the faculty before/during the internship.

SSS C581	Practical-II	3
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The student counsellors will have to identify a problem faced by a child /parents and study it in detail with a view to help them to identify remedial measures. They have to undertake this study under the guidance of the faculty and submit a detailed individual report.

SSS C582	Parent Education	3
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Parenting in contemporary Society and challenges of parenting – Family as a social system, Relationships within the family, School/College and Community – factors that affect these relationships. Parent Education – concepts and theories of Parent education – Dreikur’s Democratic approach, Behaviour modification approach, Ginott’s Humanistic Approach and Gordon’s Parent Effectiveness Approach. Parenting and parenting skills – Communication, time Management, Stress management Conflict management etc. Responding to children with special needs – Physical disabilities and children with specific Learning Disabilities. Breaking Repetitive patterns of behaviour – Life Script Analysis. Designing a good Parent Education Programme for parents of children at different developmental stages- Teaching and Learning strategies - Parent Education cell in Educational Institutions. Awareness of Legal issues - Child and the Law, Rights of a Child Conceptual clarification - Child, Juvenile, Delinquent, Neglect, Abuse, Street children etc. Government policies on orphans, adoption and juvenile justice etc.



SSS C584	Counselling Applications	3
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Introduction to Guidance and Counselling. Principles, Nature, Scope and need for Guidance and Counselling, Philosophical, Psychological and Sociological Bases of Guidance and counseling. Types of Counselling – Individual and Group Counselling, Educational, Vocational and Behavioural Counselling, Aptitudes and Interests, Approaches to Counselling – Directive, Non-directive and Eclectic counseling, Process of Counselling, Counselling Organisations.

SSS C583	Guidance and Counselling	3
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Counselling Skills : Parenting skills -Listening and Responding skills, Goal setting and facilitating action, Problems in Parenting at various developmental stages of a child, Adjustment problems at different developmental stages - Early and Later Childhood, adolescence, early and later adulthood and old age, Counselling parents of children with Special needs, Counselling on treating of old aged parents, Techniques of family counseling–Behavior modification, Relaxation techniques, Neuro Lingual Programme, and Transaction Analysis.

SSS C585	Psychometrics	3
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Psychological Measurement and Assessment of personality. Fundamentals of Psychological assessments. Psychological Tests – Principles and scope. Construction and Standardisation of tests. Rorchach’s Ink Blot Test – Thematic Apperception Test (TAT) – Word Association Test (WAT)- Intelligence and Assessments - Wechsler’s Adult performance Intelligence Scale (WAIS), Bhatia’s Battery of Performance tests of Intelligence, Raven’s Progressive Matrices, Personality inventories – 16PF, Type A, Type B, Myers-Briggs type indicator- Measurement of Adjustment inventories, Aptitude and Interest: Differential Aptitude Test (DAT) , Bell’s Vocational Interest, Strong’s Interest Inventory, Holland’s Locus of Control , Work preference, Motivation, Role conflict and stress .

SSS C586	Practical-III	
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The student counsellors, under the guidance of the faculty, will have to design a Parent Education Programme and conduct the same in a school. They have to submit a proposal and also a report on completion of the programme.

SSS C587	Project & Viva-voce	SSS C386
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The students under the guidance of the faculty assigned by the HOD will have to take up a project of Psychological Evaluation of a particular behavioural aspect by using relevant tools. They have to submit a project report in the prescribed format and has to appear for Viva-Voce after the submission of the report.

#### POST GRADUATE DIPLOMA IN HIGHER EDUCATION

Course Code	Name of the Paper	Credits	C/ E
SSS C376	Higher Education in India – Retrospect, Issues, Development and Prospects.	3	Core
SSS C377	Psychology of Teaching and Learning in Higher Education	3	Core
SSS E376	Management of Curriculum and Instructional Design in Higher Education	3	Elective
SSS C378	Practical-I	3	Core
SSS C379	Educational Policy, Planning and Administration of Higher Education.	3	Core
SSS C380	Economics of Higher Education	3	Core
SSS E377	Educational Leadership and Management in Higher Education	3	Elective
SSS C381	Practical-II	3	Core
SSS C382	Designing and Managing Quality in Higher Education	3	Core
SSS E378	Advanced Educational Technology	3	Elective
SSS C383	Practical-III	3	Core
SSS C384	Project	3	Core

SSS C376	Higher Education in India – Retrospect, Issues, Development and Prospects.	3	Core
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This paper deals with Indian System of Education - Philosophy of Education - History of Higher Education – Agencies of Higher Education - Changing trend in objectives and functioning of Higher Education in India and International perspective. Reorienting Higher Education. Research in recent trends in Higher Education.

SSS C377	Psychology of Teaching and Learning in Higher Education	3	Core
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This paper is intended to make the students to understand the Learner and learning process like Understanding the adolescent learner, personality, adjustment problems, motivation, memory, intelligence – emotional intelligence, multiple intelligence, creativity, attitude, aptitude. It also deals about the problems of teachers, job stress, burnout, professionalism, changing role of teacher. Research in Educational Problems of students and teachers etc.

SSS E376	Management of curriculum and Instructional Design in Higher Education.	3	Core
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This course is on Methods and materials – technology in teaching, teaching styles. Curriculum design - Educational Evaluation – Evaluation of academic performance of students – Evaluation of teaching - Distance and Open Education - Research in Training Needs.

SSS C378	Practical I	3	Core
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Students have to go to a college or any one of the institutions of higher learning, get acquainted with the academic and other activities going on in the institution and each one has to submit a report at the end of the semester (Individual Report). The students will be given guidance in respect of this internship and training by the faculty.

SSS C379	Educational Policy, Planning and Administration of Higher Education.	3	Core
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This paper is to enable the students to know about the Educational Policies and commissions of India – Process of Educational Planning –Finance of Higher Education Allocation - Sources of expenditure – Educational Budget –Changing perception of government and public on financing Higher Education. LPG of Higher Education –Educational Leadership - Quality Assurance in Higher Education - Roles and functions of Statutory and Non Statutory Bodies of Higher Education - Research in Educational Administration.

SSS C380	Economics of Higher Education	3	Core
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This paper is on Financing Higher Education in Ancient, Medieval, British and Post Independence periods. Sources of Educational Finance – Economic Issues in Higher Education – Education and Economic Growth – Human Capital, Human Resource Development. Returns to Education – Rate of Returns – Cost Analysis, Benefit Analysis, Cost-Benefit Analysis. Resource Mobilisation. Reclassification of University Expenditure and Calculation of Cost of Educational Services.

SSS E377	Educational Leadership and Management in Higher Education	3	Elective
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This paper is intended to orient the students towards the leadership and its importance in management of resources. Leadership – Concept and meaning, Studies on Leadership, Theories of Leadership, Types of Leadership, Leadership Styles, Characteristics, Skills. Distinction between Educational Leadership and other Organisations, Leadership Development, Role and functions of Educational Leader. Management of Resources – Human, Physical, Time. Management of Office, curricular, co-curricular and extra curricular activities.

SSS C381	Practical-II	3	Core
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The students will be given guidance in this component how to organise and conduct Seminars, Symposia, Workshops and Conferences. At the end of the semester Reports are to be prepared and submitted showing how they have conducted the same.

SSS C382	Designing and Managing Quality in Higher Education	3	Core
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This paper introduces the concept, need and importance of quality in Higher Education. History of Total Quality - Pillars of Quality, Cost of Quality. Total Quality Management in Education - Models of Quality Tools and Techniques for Quality improvement in Higher Education, Educational Leadership for Quality, Quality Framework. Designing and Managing Quality in Higher Education – Quality Assurance, Sustaining Quality, Assessment and Accreditation, Quality Circle, role and functions of Statutory and Non-Statutory Bodies in Higher Education in maintaining Quality. Quality Assessment and Institutional Change. Research in Quality of Higher Education.

SSS E378	Advanced Educational Technology	3	Elective
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This paper deals with latest technologies available and integration of those technologies in the field of Higher Education. ICTs in Higher Education, Web-based Instruction, Virtual Classroom. Uses Centered Educational Technology, Electronically mediated Instruction, Education Via Internet. Knowledge Generation – Concept, Global perspective, Search for Excellence, Knowledge Economy. Knowledge Management and Satellite, Resource Centres.

SSS C383	Practical-III	3	Core
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Students will be trained to design a course of study and the formalities in getting approval to the course of study. This will be done through Simulated (Mock) Academic and Statutory Bodies such as Board of Studies, Academic Council, Senate and Syndicate. At the end of the semester students should submit a report showing how they have designed and got the approval of the course they have proposed. (Group Report).

SSS C384	Project	3	Core
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Students should undertake a research project on any topic related to Higher Education and should work under the Supervision and Guidance of Faculty assigned by the Head of the Department and submit the Project Report at the end of the semester. Finally students should appear for the Viva Voce Examination also.