TITLE OF THE PROJECT

Project Report submitted to
Alagappa University
In partial fulfilment for the award of the degree of

MASTER OF SOCIAL WORK (MSW)

By
(Name of the Student and Enrolment No.)

Under the guidance of
(Name & Designation of the Guide)

DIRECTORATE OF DISTANCE EDUCATION
ALAGAPPA UNIVERSITY
KARAIKUDI – 630 003.

Month and Year

MASTER OF SOCIAL WORK (MSW) : GUIDELINES FOR PROJECT

OBJECTIVE

The objective of the Project is to help the student to develop his/her ability to apply multi-disciplinary concepts, tools and techniques to solve Social Problems and/or to evolve new/innovative theoretical frame work.

NATURE OF PROJECT

The project may take any one of the following forms:

1. Comprehensive Case Study (covering only specific social problem /Application of one or more social work methods for identifying/analyzing/ implementing /Evaluating any specific social problem and to provide practical suggestions to overcome such problem)

2. Social, Economical, Psychological, Health Problems which affected individual or society.

3. Problems related to their respective specializations. For example Community Development, Medical and Psychiatry, personnel Management and Industrial Relations or Rehabilitation and Resettlement.

PROJECT PROPOSAL (SYNOPSIS)

PROPOSAL FORMULATION

Synopsis of the project should be prepared in consultation with the guide and sent to The Director, Directorate of Distance Education, Alagappa University, Karaikudi – 630 003 for approval. The synopsis should clearly state the objectives of the study, scope of the study, tools to be employed for data collection, methodology and chapter scheme of the proposed project to be undertaken. It should cover adequate details of rationale of the study, sampling method, data collection, statistical tools and limitations of the study.

A PROJECT GUIDE: ELIGIBILITY

(i) Faculty Members having Master's degree in Social Work (Institutions in the department of Social Work affiliated to any Indian University recognized by the UGC and having *minimum 3 years of teaching experience* or

(ii) Professionally Qualified Social Workers Working in any Government organization or Head of the Department of Government Departments like Panchayat(Village Level)/ Block Level/ District/State Offices and Social Welfare/Rural Development/ Women Development/ Health Departments/ AIDS Control Board Society/ Physically and Mentally Challenged Schools/ Orphanage/ Old age Homes/ Noon meals Schemes Department/ Hospitals/ Industry. NGOs, Private Hospitals and Industry or

(iii) Professionals holding Master's degree in Social Work with respective areas of Social Work (Community Development/ Rural Development/ Rehabilitation and Resettlement/ Medical and Psychiatry/ Personnel Management and Industrial Relations) having *minimum of 3 years work experience* in the relevant area.

Note:

- Learners are advised to send their project synopsis as stipulated above with duly signed bio-data of the guide along with attested copy of PG degree Certificate to the Director, Directorate of Distance Education, Alagappa University, Karaikudi – 630 003.

- In case the proposed guide is not found eligible by the Directorate, the student shall be advised to resubmit the proposal afresh, with the prior approval of the Director.

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In order to facilitate the learners, Directorate of Distance Education, Alagappa University, Karaikudi, has uploaded a list of approved guides who belong to various Heads of Departments / NGOs or Institutions / Eligible Guides in the State of Tamil Nadu and other States in our website www.alagappauniversity.ac.in. The Learners may also contact them and get their acceptance.

Learners are advised to select guides who are active professionals in the relevant area of selected topic, i.e., if the topic is in the areas of Social Work, the guide should be a specialist in Social Work and so on. Guides are also advised to restrict guiding projects to ten candidates only per year in their core specialization area only.

PROJECT PROPOSAL SUBMISSION AND APPROVAL

After finalizing the topic and the selection of the guide, the student should send the Project Proposal Proforma along with a Copy of the synopsis and Bio-Data of the guide (along with attested copy of the eligible educational qualification prescribed by the university) to The Director, Directorate of Distance Education, Alagappa University, Karaikudi, for approval. *Proposals found incomplete will be rejected. Learners are advised to retain a copy of the synopsis.   The Project Proposal/synopsis shall be submitted during their IV semester on or before 15th March for learners admitted in the Academic year   and 15th October for learners admitted in the Calendar year.*

COMMUNICATION OF APPROVAL

A Written communication regarding the approval/non-approval of the project proposal will be sent to the student concerned within one month of the receipt of the proposal by the Director, Directorate of Distance Education.

RESUBMISSION OF PROJECT PROPOSAL

In case of non-approval of the proposal, comments / suggestions for reformulating the project will be communicated to you by the Director. In such cases, the

revised project synopsis should be submitted with (i) revised project proposal and (ii) a copy of the rejected synopsis bearing the comments of the evaluator.

PROJECT REPORT

FORMULATION

a) The Project Report may contain a minimum of 90-100 typed pages in one-half line space

b) The Report must adequately explain the rationale and objectives of the study, sample design, statistical tools, limitations of the study, chapterisation and the directions for future research.

c) The Project Report should also contain the following:

   i) Copy of the approved Project Synopsis

   ii) Certificate of originality of the work duly signed by the student and the guide.

   iii) Attendance Certificate from the respective Block Placement Agency

SUBMISSION OF PROJECT REPORT

Two typed copies of the project report have to be submitted to the Director, Directorate of Distance Education, Alagappa University, Karaikudi.

ENQUIRIES

Enquiries (i) regarding the project approval should be addressed to The Director Directorate of Distance Education, Alagappa University, Karaikudi (ii) Regarding results, it should be addressed to: The Controller of Examinations, Alagappa University, Karaikudi – 630 003.