1. Definition, Nature and Scope of Sociology – Relationship with other Social Sciences.


5. Culture – Mores, Folkways and Norms; Culture and Civilisation - Functions of Culture, Cultural Variability and Cultural Lag.


7. Social groups – primary and secondary, characteristics and functions, Social control – Different forms.

8. Social stratifications – characteristics and functions of caste and class, Social change - factors of social change.


10. Social process – Associative and Disassociative processes.
INeIAN SOCIAL INSTITUTIONS

SYLLABUS

1. Indian social institution – Importance of the study.

2. Caste system - Varna, Jati, Traditions, Features of the caste system, Caste among Muslims and Christians, Contemporary trends in the caste system.

3. Untouchability - Plight of the “untouchables” in the past and at present, existing social legislation, Gandhiji, Ambedkar and Periar Ramasamy on the untouchables welfare measures of the central government and Tamil Nadu state Government.


5. Joint Family - Characteristics ,Types, Changes in Indian families.


7. Property - System inheritance Mitakshara and Dayabhaga, Notions of property inheritance among Hindus, Muslims and Christians.


9. Social Structure - Occupational structure, Power structure, Traditional village panchayat, community development programmes and Panchayat Raj scheme,

10. Social Change in India - Sanskritization, Westernization, Secularization, Urbanizations. Modernization and different models.
SECOND YEAR

PAPER – III

SOCIOLOGY - II

Unit 1 : Indian Caste System: Theories of origin-characteristics and functions. Its role in village social structure- changing caste system

Unit 2 : Indian Tribes: The Nagas and Todas – Tribal Social Structure

Unit 3 : Social Institutions: Rural religion, Rural family, Rural Economy and Rural politics

Unit 4 : Social changes in India: Social change in villages-Tribal changes-Various development programmes of Governmental and Non-Governmental agencies

Books of Reference:

1. Psychology – definition, scope and aim – methods of studying psychology – its relationship with other sciences – human nervous system
2. Stimulus response mechanism – heredity and environment
5. Imagination – kinds of imagination, memory image, after image and eidetic image – day dreams, dreams and hallucination – thinking and reasoning – concept formation – rational and free will
7. Intelligence – its nature and meaning – methods of measuring intelligence – uses of intelligence tests
8. Instincts – nature and kinds – theories of instincts
10. Personality – nature, types – measurement of personality – mental health and hygiene
THIRD YEAR

PAPER – V

INDUSTRIAL PSYCHOLOGY AND ORGANISATIONAL BEHAVIOR

Objective:
This paper is intended to give the students an introduction to the Science of human behavior as a foundation to the art of handling men as individuals and as a member of groups in work situations.

SYLLABUS

Psychology - Nature - Scope, its application to business and management - role of behavior science in Management.

Psychology of attention, perception, Learning and motivation.

Psychology of individual differences - Intelligence, aptitude, interest attitude and other personality variables - Vocational guidance and counselling.

Psychological tests and their applications in business, assessment of men, interview techniques, Training-techniques and methods.

Nature of work, Job Analysis, job specification, Job evaluation and wage and salary administration.

Physical conditions of work, noise, temperature, ventilation and illumination - effect on efficiency and productivity. Hawthorne Studies.

Human Engineering and work design.

Accident and safety problem-Psychological factors-safety procedures.

References:
1) Industrial Psychology Tiffin & McCormick - Pentice Hall India.
2) Industrial Psychology by Harrell (Oxford & IBH).
5) Psychology: Gilmer Hat per & Row.
Part-B

Organisational Behaviour

Objective:
This paper is intended to give the student an understanding of the various group forces at work within an organisation and the important principles affecting the interpersonal dynamics of human behaviour in the world of work.

SYLLABUS

Groups at work - Formal and informal groups - Group Dynamics - Group goals - group cohesiveness - Group pressures and norms - individual motives and group goals - roles - role conflict.

Leadership - characteristics, styles of leadership - autocratic, democratic, participative - Power relations - authority and influence - Manager a leader - conference leadership - Supervision - Job centred and employee centred.

Communication - Process, barriers to effective communication channels - increasing effectiveness of communication and feedback information.


Organization changes - process, planning and implementing changes.

References:

1) Human Relations at work-Keith Davis-Tata McGraw Hill.
2) Managerial psychology Leavitt University of Chicago Press.
4) Readings in Managerial Psychology-Leavitt and Pondy (Chicago Press).
5) Leadership Psychology Organization Behaviour B.M. Baus.
6) Analysis of organisations - Litterer.
7) Human Relations in Administration - Dabin.
SOCIAL PSYCHOLOGY
SYLLABUS

1. Social psychology - It's nature, scope, methods, relation to other sciences and human Behaviour


3. Personality - Definition, types of personality, traits, Growth and development of personality, Heredity, Environment and Culture.

4. Public opinion - It's nature, importance of public opinion, Formation of public opinion and Media of mass communication.

5. Propaganda - Meaning of propaganda, education, advertising and techniques of propaganda principles.

6. Prejudice - It's nature, Origin of prejudice, Stereo types, Areas of prejudice and Methods of reducing prejudice.

7. Leadership - Types of leaders, Personality traits of leaders and Leadership function.

8. Groups - formation and kinds of group.


10. Sociometry and social conflicts - Sociometric test, Revolution and war.
1. Demography: Definition. The importance of population study. The nature of population study. Sources of population data.


3. Basic Demographic Concepts: Ratio, Proportion, Percent, Rate, Natural Increase, Fecundity, Fertility, Mortality.


10. Demographic Data and Methods: Census and Registration, Problems of Assessment, Census and Registration Procedures, Evolutionary growth of Census, Merits and Demerits.


13. Population Policy: The need for effective population policy, population policy of India.


15. Conception and Contraception: Temporary and permanent methods - Abortion.


Books for Reference

Thompson Warrnets and

David T. Lewis — Population Problems.
Wrong Dennish H. — Population and Society.
Petersen William — Population
Chandrasekar S. — India's Population
Agarwal S.N. — India's Population Problem
PAPER – VIII

PRINCIPLES OF PUBLIC ADMINISTRATION


Unit 4 : Personnel Administration, Bureaucracy-Position Classification-Recruitment - Training - Promotion-Conduct, Discipline and Morale-Retirement and Retirement Benefits-Rights of the Civil Servants-Redressal of Public Grievances.

Unit 5 : Planning: Machinery of the Planning Commission-National Development Council-Five Year Plans.


Unit 7 : Administration Responsibility and accountability-Control and Public Administration-Legislative Executive and Judicial.

Unit 8 : Administrative Law, Administrative Tribunals, Delegated Legislation.

Unit 9 : Local Government-Rural and Urban

Unit 10 : District Administration-Role of the District Collector.

Select References