



**B.P.S.MAHILA VISHWAVIDYALAYA, KHANPUR KALAN, SONEPAT-131305**  
(A State University Established under the Legislative Act No. 31/2006)  
**DEPARTMENT OF SOCIAL WORK**

**Master of Arts in Social Work (M.A. Social Work) (w.e.f. 2018-19)**

**Programme Outcomes**

- PO1 Interdisciplinary Knowledge:** Enhance knowledge and understanding of contributions of the social science disciplines to understand the society, disciplines historical emergence and its contribution in understanding human behaviour.
- PO2 Capacity Building:** Enhance capacity to visualize and articulate and foresee what one has learned by deliberate experimentation and action using different disciplinary knowledge and framework of social science disciplines.
- PO3 Research and Development:** Develop research related basic to specific skills and the capability of defining problems, formulation of research design; collect relevant data, develop empirical evidence and interpret the results of such analyses.
- PO4 Critical and Analytical Skills:** Critically analyse everyday problems faced by the society, evaluate specific policy proposals, Awareness of and ability to use one's professional skills and behavioural competencies that meet the need of the situation.
- PO 5 Team Building and Team Work:** Ability to work effectively and respectfully with diverse teams; facilitate cooperative or coordinated effort on the part of a group and or a team in the interests of a common cause and work efficiently as a player.
- PO6 General to Specialize :** Exposure to multiple opportunities to develop deeper understanding, creativity, originality, analytical and critical skills in dealing with different situations and develop further through discipline specific electives that are leading to employability.
- PO7 Appreciate Diversity:** Enhance the ability to acquire knowledge within the social sciences and beyond. Develop networking skills, mobilize resources independently, monitor and evaluate programmes. Ability to guide and lead clientele in the community/work setting and develop the ability to work in (caste, ethnicity, gender and marginalization), values and beliefs of multiple cultures in a global perspective, managing diversity, use of an inclusive approach to the extent possible.

*Margi Panwar*

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## PROGRAMME SPECIFIC OUTCOMES OF MASTER OF SOCIAL WORK (MSW)

The students after acquiring Master Degree in Social Work will be able to:-

**PSOs1** - Have in depth knowledge and skills of social work profession and other allied discipline which contribute to social work education.

**PSOs 2**– Capacity building and use of small study at field level to visualize and articulate and foresee the societal issues.

**PSOs 3**– Critical thinking and Awareness of and ability to use one's professional skills and behavioural competencies.

**PSOs4** – Use of creativity, originality, analytical and critical skills in dealing with different situations and develop further through discipline specific electives that are leading to employability.

**PSOs 5** - Develop networking skills, mobilize resources independently, monitor and evaluate programmes.

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M.A. Social Work (2 year Course)

SCHEME OF EXAMINATION (w.e.f. July 2018-19)

M.A. 1<sup>st</sup> Year

Semester I (Core Papers)		Marks		Credit (per Week)			
<b>Core Courses</b>							
MSW – 101	Introduction To Social Work	Internal	External	L	T	P	Total
MSW- 103	Society and Social Processes	20	80	3	1	0	4
MSW- 105	Gender and Development	20	80	3	1	0	4
MSW- 107	Social Work with Community	20	80	3	1	0	4
MSW- 109	Social Work with Groups	20	80	3	1	0	4
<b>Skill Enhancement Course</b>							
MSW – 111	Social Work Practicum	200 Internal		0	0	15	8

Semester II (Core Papers)		Marks		Credit (per Week)			
<b>Core Courses</b>							
MSW – 102	Research Method in Social Work	Internal	External	L	T	P	Total
MSW- 104	Human Growth and Personality Development	20	80	3	1	0	4
MSW- 106	Human Rights Social Justice and, Empowerment	20	80	3	1	0	4
MSW- 108	Social Work with Individuals	20	80	3	1	0	4
MSW- 110	Social Work Administration	20	80	3	1	0	4
<b>Skill Enhancement Course</b>							
MSW – 112	Social Work Practicum	200 – Internal 50 - External		0	0	15	8+2=10

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Semester III		Marks		Credit (per Week)			
<b>Core Courses</b>							
MSW – 113	Social Action and Social Movement	Internal	External	L	T	P	Total
MSW- 115	Management of Development Organization	20	80	3	1	0	4
<b>Skill Enhancement Course</b>							
MSW – 125	Social Work Practicum	200 – Internal		0	0	15	8

Elective Paper – Students can choose any two from given Discipline Specific Electives (DSE)

Semester III		Marks		Credit (per Week)			
<b>DSE</b>							
		Internal	External	L	T	P	Total
MSW- 117	Labour Welfare and Labour Legislations	20	80	3	1	0	4
MSW – 119	Social Work with Families and Children	20	80	3	1	0	4
MSW – 121	HIV/AIDS and Social Work	20	80	3	1	0	4
MSW – 123	Sustainable Development and Environment Protection	20	80	3	1	0	4

Semester IV		Marks		Credit (per Week)			
<b>Core Courses</b>							
		Internal	External	L	T	P	Total
MSW- 114	Counseling Theory and Practice	20	80	3	1	0	4
MSW – 116	Social Policy and Social Development	20	80	3	1	0	4
<b>Skill Enhancement Course</b>							
MSW – 126	Social Work Practicum	200 – Internal 50- External		0	0	15	8+2=10

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Elective Paper – Students can choose any two from given Discipline Specific Electives (DSE)

Semester IV		Marks		Credit (per Week)			
DSE							
		Internal	External	L	T	P	Total
MSW- 118	Human Resource Management and Industrial Relation	20	80	3	1	0	4
MSW – 120	Social Work with Persons with Disability	20	80	3	1	0	4
MSW – 122	Health Care Social Work Practice	20	80	3	1	0	4
MSW – 124	Urban Community Development	20	80	3	1	0	4

Note: Qualifying Conditions 40% of marks in external examination and in aggregates.

Semester IV		Marks		Credit (per Week)			
CBCS							
		Internal	External	L	T	P	Total
CBCS - MSW-I	Understanding Social Work Profession	20	80	3	1	0	4
CBCS – MSW – II	Areas of Social Work Practice	20	80	3	1	0	4

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**Course Code MSW-101**  
**Introduction to Social Work**

**Time: 3 hours**

**Total Credit: 4**

**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Course Objectives**

1. To understand the evolution of Social Work
2. To understand the growth of profession of social work and challenges before social work.
3. To help students to understand scope and methods to Social Work
4. To understand intervention and institutional status of Social Work

**Course Outcomes**

Students will know the nature and development of professional social work in India and abroad; learn professional aspect of the social work, values, ethics, know ledge, attitudes, skills and challenges professional social worker working in different settings. The learners will also know the different approaches of social work and national and international level organizations of professional social workers.

**Course content**

**Unit-I Evolution of Social Work and its Diversity.**

- Concept of Social Work, Charity, Social Service, Social Services, Social Reform, Social Welfare, Social Revolution and Social Development.
- Historical Overview of Social Work
- Basic Assumptions of Social Work
- Values and principles of Social Work.

**Unit-II Social Work as a Profession**


- Profession- Its Meaning and essentials
- Social Work as a Profession and ethics
- Challenges before Social Work Profession.
- Process of Social Work

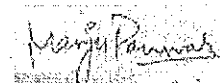
**Unit III Methods and scope of Social Work**

- Methods of Social Work
- Field- practicum in social work; Concept and objectives
- Supervision in Social Work Practicum
- Scope of Social Work and emerging trends of Social Work Practice in India

**Unit-IV Approaches and institutional aspect of Social Work.**

- Functional and Ecological Approach to Social Work
- Contribution of Bhoodan, Antodaya Movements and B.R. Ambedkar
- Role of Social Worker
- International and National Organizations of Professional Social Work- Structure and functions.

  
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**Evaluation:**

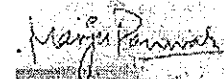
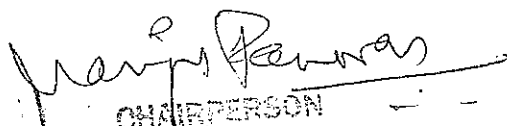
<b>Internal Assessment</b>	<b>20 marks</b>
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
<b>External Assessment</b>	<b>80 marks</b>

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

**Suggested Readings:**

1. Bhattacharya, Sanjay. (2008). Social work Psycho-Social and Health aspects. New Delhi: Deep and Deep Publications.
2. Chowdhry, Pául. (1992). Introduction to social work. New Delhi: Atma Rám and Sons
3. Cox, David and Manohar Pawar. (2006). International social work. New Delhi: Vistar 111Publications.
4. Desai, Murali. (2002). Ideologies and social work (Historical and Contemporary Analysis), Jaipur : Rawat Publications.
5. Dubois, Brenda, Krogsrud, Karla, Micky - Third Edition. (1999). Social work - An empowering profession. London : Allyn and Bacon
6. Hepworth, Dean H. (2010). Direct social work practice-Theory and skills (8th edition). New York: Brooks/Cole.
7. Jacob, K.K. (1994). Social work education in India. New Delhi: Himanshu publishers.
8. Rameshwari, Devi and Ravi Prakash. (2000). Social work practice. Jaipur : Mangal Deep Publications
9. Singh, K. (1994). Social work theory and practice. Lucknow: Prakasahan Kendra.
10. Skidmore, R.A.,Milton G.Thackrey and A.William Farley. (1991) Introduction to social work. New Jersey, Englewood Cliffs: Prentice Hall.

  
  
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Course Code MSW-103  
Society and Social Process

Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80  
Internal Marks: 20

**OBJECTIVES**

1. Understand basic Sociological concepts and Social Group formation.
2. Develop skills to analyze and understand Indian Social Structure and Societal Interactions.
3. To learn to apply sociological insights and approaches in Social Work Practice.
4. To Understand the social problem and its interventions

**Course Outcomes**

The students will have Understanding of basic Sociological concepts; Develop skills to analyze and understand Indian Social Structure and Societal Interactions. To learn to apply sociological insights and approaches in Social Work Practice.

**COURSE CONTENTS**

**Unit I: Individual, Society and Culture.**

- Society: concept, types and features
- Social Institutions: Marriage, Family, Religion, Culture.
- Social Institutions- Traditions, Customs, Values and Norms
- Secularization and new religious consciousness.

**Unit II: Social Structure and Social Stratification.**

- Social structure: Concept and Elements.
- Social Stratification: Concept of *Varna* system
- Caste and Class: Merits & Demerits.
- Dalit's, advises and minority groups - Situation analysis, changing relationship and dynamics.

**Unit III: Social process and Social Change.**

- Social process: Concept and steps in social process
- Socialization: Concept and Theory of C.H. Cooley
- Social change- Concept & Nature, Factors affecting social change
- Overview of theories of social change: evolutionary, structural and modernization

**Unit IV: Social Disorganization, Social Problems and Interventions**


- Social Disorganization and Social Control
- Concept and Theories of social deviance
- Major Social Problems in India: Unemployment, Violence against Women, Child Rights Violations, Communal Violence.
- Social problems and Social Work Intervention

Internal Assessment: 20 Marks

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks

  
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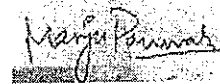


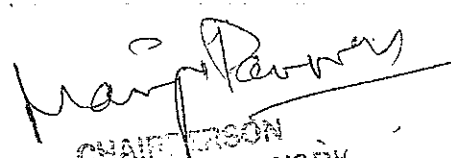
### Suggested Reading

1. Grusky, David B. (2014). *Social Stratification: Class, Race, and Gender in Sociological Perspective* (4th edition). Boulder: Westview Press.
2. *Saunders, Peter (1990). Social Class and Stratification Routledge.*
3. Grusky, David B. and Ann Azumi Takata (1992). "Social Stratification". *The Encyclopedia of Sociology*. Macmillan Publishing Company, pp. 1955–70.
4. *Grusky, David B. (2011). "Theories of Stratification and Inequality". In Ritzer, George and J. Michael Ryan (eds.). The Concise Encyclopedia of Sociology. Wiley-Blackwell. pp. 622–624. Retrieved 23 June 2014.*
5. Bhatti, Z. (1978): Status and Power in a Muslim Dominated Village of Uttar Pradesh. In: *Caste and Social Stratification among Muslims in India* (Ed. Imtiaz Ahmad). Manohar Publications Delhi. [14].
6. Bose, N.K. (1975): Some Aspects of Caste in Bengal. In: *Traditional India: Structure and Change* (Ed. Milton Singer). Rawat Publication Jaipur. [15].
7. Bose, P.K. (1979): *Agrarian Structure, Peasant Society and Social Change: A Study of Selected Regions in West Bengal*. PhD Thesis, JNU, New Delhi. [16].
8. Bougle, C. (1971): *Essays on the Caste System*. Cambridge University Press, Cambridge. [17].
9. Briggs, G.W. (1920): *The Chammars*. Oxford University Press, London. [18].
10. Browne, K. (2005): *An introduction to Sociology 3rd Edition*. Polity Press, pp. 11. [19].

### **Instruction for the paper setter:**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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**Course code MSW-105**  
**GENDER AND DEVELOPMENT**

**Time: 3 hours**

**Total Credit: 4.**  
**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Course Objectives:**

- Understand gender in cultural context
- Acquire skills to identify systems/ mechanisms/ factors that affect women's development.
- Develop gender perspectives in analyzing social realities.
- understand the role of social work intervention in gender development

**Course Outcome**

The learner will understand the concept of gender in cultural context. The learner will be able to apply the skill to identify systems/ mechanisms/ factors that affect women's development and will be able to recognize and develop gender perspectives in analysing social realities.

**Course Contents:**

**Unit-1 Conceptualizing Gender**

- Patriarchy, Sex and Gender
- Feminism: Major Feministic thoughts (Socialist, Radical and Socialist Feminism)
- Women's Rights, Movements
- Current Status of Women in India

**Unit-2 Gender Development and Empowerment**


- Approaches to Women Development
- Types and components of Women Empowerment.
- Women Empowerment: Concept, strategies and Perspectives
- International and National efforts for Women Empowerment

**Unit-3 Gender Inequality**

- Concept of gender equality, Equity and Inequality
- Problems faced by women (Organized, Unorganized and Self Employed women)
- Problems and issues related to girl Child: Child Marriage, Trafficking, and Sex Selecting Elimination
- Constitutional safeguards and legislation related to women empowerment in India.

**Unit 4 Policies and Programmes for Gender Development**

- Development programmes related to Health, Education and Employment of Women
- National Commission for Women
- Gender Mainstreaming and Gender Budgeting.
- Policies and Programmes for Gender Development- Women Empowerment Policy 2001 and Prevention of Sexual Harassment at Workplace Act- 2013

  
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**Internal Assessment: 20 Marks**

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks


**Readings:**

1. Bibek Debroy and P.D. Kaushik (Ed.) (2005). Emerging Rural Development through Panchayats. New Delhi: Rajiv Gandhi Institute for Contemporary Studies.
2. D. Jain (2006). Women, Development and the UN. Hyderabad: Orient Longman.
3. Digumarti Bhaskara Rao (2000). Status of Advancement of Women and other (ed.) Delhi: APH Publishing Corporation.
4. Gary N. Powell (Ed.) (1999). Handbook of Gender Work. New Delhi: Sage.
5. H. Kumar and J. Verghese (2005). Women's Empowerment: Issues, Challenges and Strategies. New Delhi: Regency Publications.
6. H.C. Upadhyay (1991). Status of Women in India. New Delhi: Anmol Publication.
7. J. Hanmer and D. Statham (1999). Women and Social Work. London: Macmillan Press Ltd.

**Instruction for the paper setter:**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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Course Code MSW-107  
**SOCIAL WORK WITH COMMUNITIES**

Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80  
Internal Marks: 20

**Course Objectives**

- To Gain Knowledge about the Primary Method of Social Work Practice with Communities.
- To Understand the Techniques and Approaches of Social Work Practice with Communities.
- Enhance Critical Understanding of the Models and Strategies for Community Organisation Practice.
- To acquire the Skill of working with Communities.

**Course Outcome**

The students will gain Knowledge about the Primary Method of Social Work Practice with Communities and the learn the techniques and Approaches of Social Work Practice with Communities.

**Course Contents:**

**Unit-I: Conceptual Framework of Community Work**

- Communities: Definition and Characteristics
- Community Organization- History and Concept
- Principles and Objectives of community organization
- Community Development and Community Work.

**Unit-II: Models and Skills of Community organization**

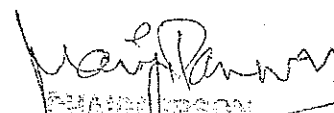
- Models of Community organization: Concept and Importance
- People's Participation: Concept and its importance
- Skills in Community Organization,
- Strategies of Community Organization.

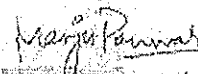
**Unit-III: Methods of Community Organization**

- Awareness Creation, Education and Networking
- Leadership and its types
- Community Organization with Vulnerable Communities – Migrants, Refugees and Transgender
- Concept of Community based organizations and its importance

**Unit-IV Programme Planning and Advocacy**

- Program Planning, Use of PLA and PRA
- Monitoring and Evaluation
- Resource Mobilization
- Concept of Advocacy as a Tool, Strategy for Advocacy – Campaigning, Lobbying, Use of Media and Public Opinion Building in Advocacy.

  
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**Internal Assessment: 20 Marks**

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks

**Suggested Reading:**

1. David A. Hardcastle and Patricia R. Powers (2004). *Community Practice: Theories and Skills for Social Workers*. New York: Oxford University Press.
2. David James and Mayo (1974). *Community Work*. London: Routledge and Kegan Paul.
3. H.Y. Siddiqui (1984). *Social Work and Social Action*. New Delhi: Harnam Publications.
4. H.Y. Siddiqui (1997). *Working with Communities*. New Delhi: Hira Publication.
5. Jim Ife (2009). *Community Development: Community-Based Alternatives in Age of Globalisation*. Australia: Pearson Publication
6. K. D. Gangrade (1997). *Community Organisation in India*: New Delhi: Popular Prakashan.
7. M. G. Ross (1955). *Community Organisation*. New York: Harper & Sons.
8. Margret Ledwith (2001). Community work as critical pedagogy: re-envisioning Freire and Gramsci. *Community Development Journal*. 36(3): 171-182.
9. Margret Ledwith (2005). *Community Development: A Critical Approach*. Jaipur: Rawat Publications.
10. Paul Born (2008). *Community Conversations*. Toronto: BPS Books.

**Instruction for the paper setter:**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

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**Course Code MSW-109**  
**Social Work with Groups**

**Time: 3 hours**

**Total Credit: 4**  
**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Course Objectives:**

- To Develop Understanding of Group as a Method of Social Work Practice
- Develop Awareness about The specific characteristics of Group Work and its Contributions as a Method of Social Work Intervention.
- Gain Knowledge about Group Formation and the Use of a Variety of Group Approaches.
- Identify the Various Situations and Settings where the method could be used in the context of Social Realities of the Country.
- **Course Outcome**  
The learners will be able to practice Social Group Work as a method of Social Work. The learner will be able to identify specific characteristics which differentiate social group work from other group work. The learners will be able to identify and use various group work approaches for its effective use in social work practice.

**Course Content:**

**UNIT- I Introduction and History of Group Work**

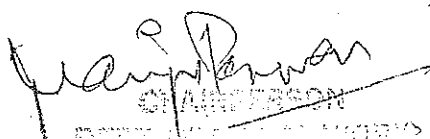
- Understanding of groups – Characteristics and significance of group
- Definition of Social Group Work and its Characteristics.
- Purpose of Social Group Work; Historical evolution of group work with special emphasis of the Indian Context.
- Types of Groups and Principles of group work

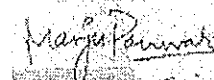
**UNIT –II Group Processes and Group Dynamics:**

- Basic Group Processes – Sub-group, Group conflict, Group Dynamics and Group decision making
- Leadership in Groups.
- Models of Group Work.
- Stages of Group Development

**UNIT- III Programme Planning and Recording**

- Concept and Principles of Program planning
- Skills in program planning
- Recordings in Group work: Importance of recording in social group work
- Recording structure - Types of recording.

  
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#### UNIT- IV Evaluation and Termination Phase

- Evaluation and Termination Phase
- Importance of continuous evaluation in group work
- Methods of Evaluation
- Application of Group Work in health settings, school settings, family and women and child welfare settings.

#### Internal Assessment: 20 Marks

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

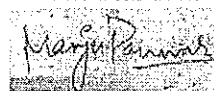
Attendance: 5 Marks

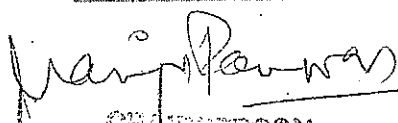
#### Suggested Reading:

1. Alex Gitterman and Robert O' Byrne (Eds.) (2009). *Encyclopaedia of Social Work with Groups*. New York: Routledge.
2. David Capuzzi, Douglas R. Gross and Mark D. Stauffer (2010). *Introduction to Group Work*. 4th ed. Jaipur: Rawat.
3. G. Konopka (1983). *Social Group Work: A Helping Process*. 3rd Edition. Englewood Cliffs, N. J: Prentice Hall International.
4. G. Wilson & G. Raylands (1989). *Social Group Practices*. Massachusetts: Houghton Mifflin.
5. Garvin, CD, Lorraine M. Gutierrez & Maeda J. Galinsky (Ed.) (2004). *Hand Book of Social Work with Groups*. Jaipur: Rawat Publications.
6. H. Northen (1976). *Social Work with Groups*. New York: Columbia University Press.
7. H.Y. Siddiqui(2008). *Group Work: Theories and Practices*. Jaipur: Rawat.
8. Julie Birkenmaier, Marla Berg-Weger & Marty Dewees (2011). *The Practice of Generalist Social Work*. New York: Routledge.
9. Linda Finley (1993). *Group work in Occupational Therapy*. UK: Chapman and Hall.
10. M. Hartford (1971). *Groups in Social Work*. New York: Columbus University Press.

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- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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**Course Code MSW-111**  
**Social Work Practicum**

Maximum Marks: 200  
Credits: 8

**Nature of Placement**

The students are to be placed with organizations which are working with urban, semi-urban or rural communities located in and around Delhi.

**Field work Objectives**

1. Developing an understanding of the agency and the issues that it addresses .
2. Getting and orientation to the community , its needs and problems
3. Initiating groups/basic nucleus in the community for address in some of these needs and problems and identify individuals/ families that may require exclusive and intensive intervention
4. Locating internal/external resources that can be used for addressing community needs
5. Developing an ability to record and use supervision for professional growth
6. Getting oriented to professional ethics and values

**Course Outcome**

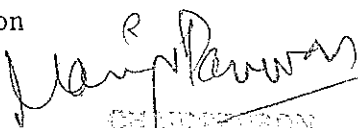
The learner will be able to develop an understanding of the agency and the issues that it addresses. They will know the community needs and problems. The learners will be able to initiate group work /basic nucleus in the community for address in some of these needs and problems and identify individuals/ families that may require exclusive and intensive intervention. The learners will also be able to locate internal/external resources that can be used for addressing community needs. Also they will develop an ability to record and use supervision for professional growth by applying professional ethics and values.


**Tasks for field work**

1. Developing an agency profile which would inter-alia include the organizational genesis, ideological orientation, programmes and policies, and roles and functions of various functionaries in the agency.
2. Collecting information on opportunities for education, health, employment etc. available in and around the community and their access to different population groups within the community and the reasons.
3. Utilizing various methods and techniques of social work as far as possible
4. Beginning to form a core group/basic nucleus of children/youth/women/men for addressing one or more of the concerns identified above and introducing a process of self-help.
5. Identifying formal and informal leaders from within the community and maintaining regular liaison with them.
6. Assisting the agency in its ongoing interventions
7. Relating theory with practice

**Components of Field Work:**

- Concurrent Field Work twice a week
- Individual Conferences
- Weekly report submission

  
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**Course Code MSW-102**  
**Research Methods in Social Work**

**Time: 3 hours**

**Total Credit: 5**  
**Total Marks: 100**

**External Marks: 80**  
**Internal Marks: 20**

**Course Outcome:** The learners will develop understanding of the term social work research and related concepts. They will be capacitated to make the best use of social work knowledge in order to solve the problems in social work practice. The learners will be able to use research by developing and implementing a small sample study on Social Work areas and prepare a report.

**Unit I: Basic Concept in Research**

- Research, Social Science Research and Social Work Research
- Meaning, Nature and its significance
- Steps in Research Process
- Ethical considerations in undertaking a research
- Approaches to research: Quantitative Research and Qualitative Research

**Unit II: Designing Research**

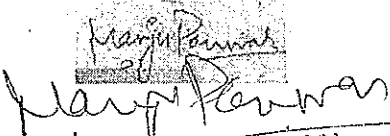
- Research Designs: Types of Research Designs (Exploratory, Descriptive and Experimental Research Design)
- Sampling Design: Universe and Sample, Rationale, Importance, Characteristics, Types of Sampling, Sampling and Non-Sampling error, Sampling size.
- Hypothesis: Meaning, formulation of hypothesis and types

**Unit III: Data Collection and Management**

- Source and Methods of data collection
- Primary and Secondary, Interview Method, and Interview Guide, Focus Group Discussion, Observation Method, Case Study, PRA Method.
- Data Processing and Data Analysis in Quantitative and Qualitative Research
- Report Writing
- Referencing-Presentation and types of Referencing, Citing and Preopening

**Unit IV: Basic Statistics**

- Basic Statistics Concepts: Variable, Data, Population Sample and Parameter/Statistic
- Presentation of Data Using Graphs and Diagram
- Descriptive Statistics: Measure of Central Tendency (Mean, Median And Mode), Measure of Dispersion (Range, Q.D., MD And SD)
- Use of Computer in Analysis of Data.

  
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Suggested Reading:

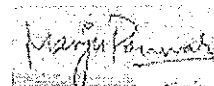
1. Denzin, N. & Lincoln, Y. (Eds.) 1994 Handbook of Qualitative Research. Thousand Oaks: Sage Publications.
2. Jane, R. & Jane, L. 2003 Qualitative Research Practice: A Guide for social science students and researchers. New Delhi, Sage Publication.
3. Taylor, G.R. 2000 Integrating Quantitative and Qualitative Methods in Research. Maryland: University Press of America.
4. Marshall, C. & Rossman, G.B 1995 Designing Qualitative Research, 2<sup>nd</sup> Edition. Thousand Oaks: Sage Publications.
5. Bruce, B. L. 1995 Qualitative Research Methods for the Social Sciences. Boston: Allyn and Bacon.
6. Podgett, D. 1998 Qualitative Methods in Social Work Research. Challenges and Rewards. New Delhi: Sage Publications.
7. Polansky, Norman A. (1975), Social Work Research: Methods for the Helping Professions, Chicago Press
8. Hugh, Mc Laughlin (2007), Understanding Social Work Research, Sage Publications, New Delhi.
9. Grinnel, Richard M. Unrau, Yvonne (2005) A. Social Work Research and Evaluation: Quantitative and Qualitative Approaches, Oxford University, New York
10. Rubin, A. & Babbie, E. 2001 Research Methods for Social Work (4<sup>th</sup> Ed.). California: Wadsworth.

**Evaluation:**

<b>Internal Assessment</b>	<b>20 marks</b>
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
<b>External Assessment</b>	<b>80 marks</b>

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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**Course Code MSW-104**  
**Human Growth and Personality Development**

**Time: 3 hours**

**Total Credit: 4**  
**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Course Objectives:**

1. To understand the Human Growth and different Development Stages of Human Beings from childhood to old age.
2. To develop an insight into the theories of Personality and Role of Environment and Heredity on Personality Development of Human Beings.
3. To learn to apply concepts and theories of Psychology in Social Work Practice.
4. To understand the application of social psychology in social work practice.

**Course Outcome:** Learners will be able to understand the concept of Human Growth and different Development Stages of Human Beings from childhood to old age.

Will develop an understanding about concepts and theories of Personality and Behaviour and Role of Environment and Heredity on Personality Development of Human Beings.

Lerner will be able to apply concepts and theories of Psychology in Social Work Practice. Learners will be able to understand the psycho-social aspects of human beings and be able to explore the role of Social Work practice in this area.

**Course content**

**UNIT-I: Human Growth and Development Stage**

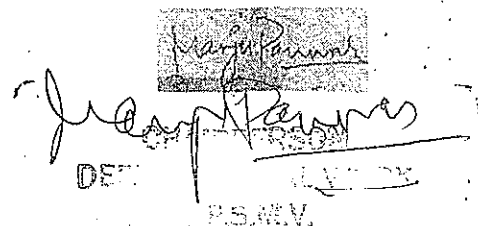
- Human Growth And Development: concept, Determinants of Human Development Heredity and Environment.
- Third Gender –Concept and issues
- Development stages – Problems and Tasks: Prenatal, Post Natal, Infancy, Childhood, Adolescent, Adulthood And Old age
- Role of Social Work Practice during each stages of Development.

**UNIT-II: Personality Development and Behaviour**

- Theories of Personality Development: Psychodynamic theories ( Freud's psychoanalytical theory, Erikson's Psychosocial Theory,)
- Humanistic theory: (Maslow's self actualization theory);
- Cognitive Development Theory (Jean Piaget's)
- Behavior: Concept of Normal and Abnormal behavior types, causes and manifestations of Abnormal Behavior.

**UNIT -III: Basic Psychological Processes in Social Work Practice**

- Concept and theories: Cognition, Learning (B. F S Skinner, Pavlov).
- Type of Intelligence- I Q, E Q, and S Q;
- Socio-Cultural Factors affecting Development of Human beings.
- Concept of Motivation, Frustration, Conflict, Stress, Altruisms.

  
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#### UNIT-IV Social Psychology in Social Work Practice

- Social Perception, Attitude: Development, Forms/ Manifestations with specific reference to socially marginalized groups.
- Prejudices, Discrimination: Development, Forms/ Manifestations with specific reference to socially marginalized groups.
- Theories of Collective Behavior: Crowd, Riots; Propaganda And Public Opinions
  - Role of Social Worker in Changing and Influencing Social Behavior.

#### Internal Assessment: 20 Marks

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks

#### Reading List:

1. Siegelmann & Shaffer : Life Span Human Development
2. Rider, Elizabeth : Life Span Human Development
3. McConnel : Understanding Human Behaviour
4. Kastenbaum : Humans Developing: Life Span Perspective
5. Zastrow, Kirst, Ashman: Understanding Human Behaviour & the Social Environment
6. Newman & Newman : Development through Life
7. Ashford, Lecroy & Jose: Human behaviour in Social Environment
8. Zastrow H Charles, The Practice of Social Work, Brooks/Cole publishing company, USA, 1999,
9. Hurlock, Elizabeth : Developmental Psychology: Life Span Approach
10. Coleman, David : Abnormal Psychology and Modern Life

#### Instruction for the paper setter

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

*Mary Pennan*

*Mary Pennan*  
CHIEF PERSON  
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B.P.S.M.V.



**Evaluation:**

<b>Internal Assessment</b>	<b>20 marks</b>
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
<b>External Assessment</b>	<b>80 marks</b>

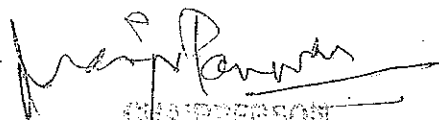
**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

**Suggested Readings**

1. Naseema, C. 2002 Human Rights Education: Conceptual and Pedagogical aspects, New Delhi: Kanishka Publishing House.
2. Reichert, E 2003 Social Work and Human Rights: A Foundation for Policy and Practice, New York: Columbia University press.
3. Amnesty International 1993 Human Rights in India. New Delhi: Vistaar Publications.
4. Nirmal, C.J. 1999 Human Rights in India – Historical, Social and Political Perspectives, Delhi: Oxford University Press.
5. Baxi, U. 2002 The Future of Human Rights, New Delhi: Oxford University press.
6. Ife, J. 2001 Human Rights and Social Work: Towards Rightsbased Practice. UK: Cambridge University Press.
7. Chandra, A. 2000 Human Rights Activism and Role of NGO's, Delhi: Rajat Publications.
8. Hebsur, R.K. (ed.) 1996 Social Interventions for Social Justice, Bombay: Tata Institute of Social Sciences.
9. Dubois, B. & Miley, K.K. 2002 Social Work: An Empowering Profession. London: Allyn and Bacon.
10. Mahajan, G. (ed.) 1998 Democracy, Difference and Social Justice. New Delhi: Cambridge University Press.



  
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B.P.S.M.V.

**Course Code MSW-108**  
**SOCIAL WORK WITH INDIVIDUALS**

**Time: 3 hours**

**Total Credit: 4**  
**Total Marks: 100**

**External Marks: 80**  
**Internal Marks: 20**

**Course Objectives**

1. To Understand Social Casework as a Method of Social Work.
2. To Develop Capacity to Understand and accept the uniqueness Individuals.
3. To Understand the Process involved in Social Work in Individualized Situations.
4. To Develop Skills of Working with Individuals.

**Course Outcome:**

The learners will develop complete understanding of social case work as a method of social work. The learners will gain understanding and complete acceptance of various situations with individuals for more effective intervention. The learners will identify and understand each stage of the process of helping the individuals. The learners will develop specific skills like interviewing, relationship building, motivational skills etc through practice in the field.

**Course content**

**Unit-I Social Casework**

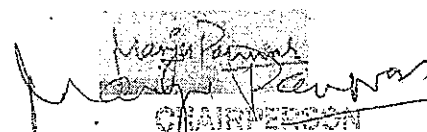
- Basic Casework Concepts: Social Role, Social Functioning, Need, Adjustment, Adaptation, Person-in-Environment
- Social Case Work: Brief Historical Development & Objectives.
- Philosophical Assumptions Underlying Casework Practice.
- Social Case Work in Indian Society Relevance, Scope, & Influence of culture

**Unit-II Social Casework Process**

- Social Case Worker- Client - Relationship Principles.
- Components of Casework: person, Problem, place and process
- Process of Casework (Intake To Follow-Up)
- Fields of Social Case Work Practice (Children And Adolescents, Marginalized Families, Women And Adults, People With Mental Health Problems, School Setting)

**Unit-III Therapeutic approaches to Social Case Work**

- Problem Solving Therapy; Psychoanalytic Therapy
- Behavior Modification Approach;
- Cognitive Behavioral Therapy & Rational Emotive Therapy.
- Similarities and differences between Social Case Work, Counseling and Psychotherapy.

  
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#### Unit-IV Case Management

- Phases in Casework Relationship-Dependence, Transference and Counter-Transference,
- Interpersonal Skills In Casework – Interviewing, Observation, Listening, Speaking and Expression of Attitude and Body Language,
- Case Work Tools – Home Visiting, Supervision, Use of Authority;
- Recording- Importance and Types, Analysis and Interpretation.

#### Internal Assessment: 20 Marks

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

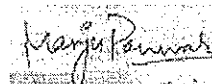
Attendance: 5 Marks

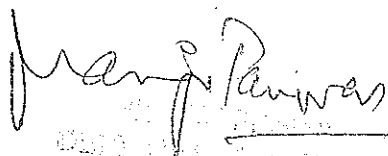
#### Reading List:

1. Beistek, F.P. 1957 The Casework Relationship. Chicago: Loyola University Press.
2. Mathew, G. 1992 An Introduction to Social Casework. Bombay: Tata Institute of Social Sciences.
3. Pearlman, H.H. 1957 Social Casework: A Problem Solving Process. Chicago: The University of Chicago Press.(Reprint from Rawat Publications, Jaipur)
4. Wilson, S. J. 1980 Recording: Guidelines for Social Workers. New York: The Free Press.
5. Hamilton, G. 1954 Theory and Practice of Social Casework (Second edition revised). New York: Columbia University Press. .(Reprint from Rawat Publications, Jaipur)
6. Robert, R.W. & Nee, R.H. (ed.) 1970 Theories of Social Casework. Chicago: The University of Chicago Press.
7. Pippins, J.A.1980 Developing Casework Skills. California: Sage Publications.
8. Timms, N. 1964 Social Casework: Principles and Practice. London: Routledge and Kegan Paul.
9. Hollis, F. 1964 Casework: A Psychosocial Therapy. New York: McGraw Hills.
10. Upadhyay, R.K. , Social Case Work, Rawat Publications, Jaipur.

#### Instruction for the paper setter

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)







Course Code MSW-110

**Social Welfare Administration**

Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80

Internal Marks: 20

**Course Objectives**

1. Acquire knowledge about the basic principles and processes of administration within the framework of social work philosophy and practice.
2. Acquaint self with the variety of social and welfare services and agencies available for meeting the requirements of the needy and vulnerable sections.
3. To acquire knowledge about the concepts of Non Government Organizations and Voluntary Organizations.
4. Acquire competence in the administration of social welfare and public private collaboration for welfare.

**Course Outcome:**

The learner will acquire knowledge about the basic principles and processes of administration and acquaint self with the variety of social and welfare services and agencies available for meeting the requirements of the needy and vulnerable sections. The learner will have full understanding of concepts of Non-Government Organizations and Voluntary Organizations. Acquire competence in the administration of social welfare and public private collaboration for welfare.

**Course content**

**Unit-I Social Welfare Administration**

- Concept and significance of Social Welfare Administration
- Distinction between Public, Business, Social Welfare Administration.
- Administrative Structure at Central, State and Local Levels
- Principles of Social Welfare Administration

**Unit-II Government Organizations and Voluntary Organizations**

- Government Organization in Social Welfare; CSWB : Structure and Role
- Voluntary Organizations: Meaning, structure
- Functions of Voluntary Organizations.
- Issues and Challenges faced by Voluntary Organizations in India.

**Unit-III Elements of Administration**

- Elements of Administration: Planning, Organizing, Staffing, Directing, Coordination, Reporting
- Budgeting & Accounting and Fund raising.
- Monitoring and Evaluation
- Requisites for Effective and Efficient Welfare Administration

*Manjushree*  
*Manjushree*  
CHAIRPERSON  
DEPT. OF SOCIAL WORK  
B.S.M.V.

## Unit-IV Community Participation in Welfare Administration

- Community and Stakeholders Participation
- Accountability and Transparency
- Social Audit
- Public Private Partnership to promote Social welfare

### Evaluation:

Internal Assessment	20 marks
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
External Assessment	80 marks

### Instruction for the paper setter

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

### Suggested Readings:

1. Batra, Nitin. (2004). Administration of social welfare in India. Jaipur: Raj Publishing House.
2. Bhattachary, Sanjay. (2009). Social work administration and development. New Delhi: Rawat Publications.
3. Bolman, L.G., & Deal, T.E. (1997). Reframing organizations: Artistry, choice, and leadership. San Francisco: Jossey-Bass
4. Briggs, Harold E. and McBeath, Bowen(2009) 'Evidence-Based Management: Origins, Challenges, and Implications for Social Service Administration', Administration in Social Work, 33: 3, 242 — 261
5. Chaudhari, D. Paul (1983) – Social Welfare Administration, Delhi: Atma Ram & Sons.
6. Chopra ,O.P : Unaccountable Income : Some Estimates , Economic and Political Weekly Encylopaedia of Social Science Vol.V
7. Goel, S.L. & Jain R. K. (1988) – Social Welfare Administration: Theory and Practice, Vol.- I & II, New Delhi: Deep and Deep Publications.
8. Lockhart, C. (2008) 'The failed state we're in'. Prospect 147, June: 40-5.
9. Lodge, G. and Wilson, C. (2006) A Corporate Solution to Global Poverty: How Multinationals Can Help the Poor and Invigorate their own Legitimacy. Princeton, NJ: Princeton University Press.
10. Lofredo, G. (1995) 'Help yourself by helping the poor'. Development in Practice 5, 4: 342-5.

*Mangla Panwar*

*Mangla Panwar*  
CHAIRPERSON  
DEPT. OF WELFARE  
2014

**Course Code MSW-112**  
**Social Work Practicum**

Maximum Marks: 200+50(viva voce)

Credits: 8+2

Nature of Placement

The students continue their field placement in the same organization where they were placed in the first semester.

**Field Work Objectives**

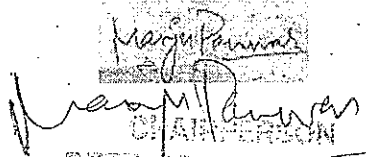
1. Developing an in-depth understanding of community dynamics and the impact that it has on the lives of people
2. Strengthening the basic nucleus/groups for addressing the identified concerns in the community
3. Learning to mobilize the identified internal and external resources for the benefit of the community
4. Learning to practice individualized interventions with the identified families/individuals/groups with special reference to urban/rural community set up
5. Strengthening the ability to consciously translate theoretical inputs in to the practice realm
6. Developing the ability to undertake analytical recording
7. Moving towards professional development of self
8. Attempting to draw out plans for making the interventions sustainable

**Course Outcome:**

The learner will be able to identify areas of social work practice and do interventions by using Social Work methods and organize community level programs independently under supervision of Social work faculty. They will acquire skills like PRA, need assessment, mobilization, networking and documentation by the end of the field work practicum.

**Tasks for Field work**

1. Engaging in continuous discussions with the community at large, the formal/ informal leaders and the functionaries of the various systems that are linked to the community
2. Identifying needs and problems in the community
3. Facilitating the core group/basic nucleus to work towards the implementation of the plan of action that is evolved
4. Facilitating the core group to identify ways and means by which their interventions could be sustained after the withdrawal of the student trainee.
5. Finding pit target groups requiring professional interventions and enabling them to evolve a plan for increasing their capacity to enhance their present level of social functioning
6. Identifying and networking with other agencies that could be utilized by the individuals units being worked with

  
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DELHI

7. Assisting the agency in its ongoing interventions
8. Relating theory with practice
9. Bringing out issues, concerns or dilemmas encountered during field work through a planned paper presentation in the scheduled group conference

Components of field work:

- Concurrent field work twice a week
- Individual conferences
- Weekly report submission
- Group conference
- Viva voce

*Margi Panwas*

*Margi Panwas*  
CHAIRPERSON  
DEPT. OF FIELD WORK  
SAS.MY.

**Course Code MSW-113**  
**Social Action and Social Movements**

**Time: 3 hours**

**Total Credit: 4**  
**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Objectives:**

1. Understand the conceptual issues of social action and social movements.
2. Understand students with various theoretical perspectives on social movement.
3. Apprise and develop skills in the use of various approaches and techniques relevant to social action and movements
4. Understand contemporary national and international protest movements.

**Course Outcome:**

The learners will get information about the resources and need of the community to create a sense of cooperation, coordination and unity among the people for better participation in programmes. The learners will create understanding of the strategies and tactics of social action to initiate movement in the country. They will develop understand the method through which the deprived and the oppressed sections of society can get social justice.

**Unit I: Social Action**

- Concept and history of social action in India.
- Models of Social Action
- Strategies in social action.
- Social action as a method of social work intervention

**Unit II: Approaches of Social Action**

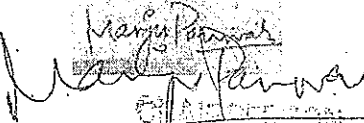
- Cooperation, Collaboration & Conflict as approach
- Paulo Friere contribution to Social Action.
- Advocacy for Social Action
- Public Interest Litigation

**Unit III: Social Movements: Origin, Nature**

- Social Movements: Concept, nature and components.
- Social Movement Theories & Perspective
- Inclusion Movements – LGBTQ, Disability Rights Movements
- Contemporary Movements – Lokpal, RTI, Anti Corruption.

**Unit IV: Social Action and Social Movements**

- Contribution of social Activists in Social Action- , Arundhati Roy, Medha Patkar, Anna Hazare, B.R. Ambedkar, Raja R.M. Roy.
- Land Rights & Movements - Telangana, Naxalbari
- Reform Movements- Bhudan & Gramdan, Sati
- Ecological Movements – Chipko & Narmada Bachao Andolan

  
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**Internal Assessment: 20 Marks**

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks

**Suggested Reading:**

1. Arvind Narayan Das (ed.) (1982) Agrarian Movements in India: Studies on 20th Century Bihar, London : Frank Cass.
2. Chakraborty, Somen(1999) A Critique of Social Movements in India, New Delhi: Indian Social Institute.
3. Gandhi, P.K. (Ed.). (1985) Social Action through Law: Partnership through Law, Concept, 1985.
4. Kothari, M. (2005) Development and social action, Routledge and Kegan paul, London.
5. Ross, M.G.( 1967) Community Organisation, Harper and Row, New York.
6. Laird, S. (2007) Anti Oppressive Social Work, London, Sage Publications, New Delhi.
7. Powell, F (2001) the Politics of Social Work, Sage Publications. London.
8. Foran, J. 2003 the Future of Revolutions. London: Zed Books.
9. Dominelli, L 2004 Theory and Practice for a changing profession:
10. Jain, P C(1991) Social Movements among Tribals, New Delhi: Rawat Publications.

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

*Manjiv Panwar*

*Manjiv Panwar*  
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DEPT. OF SOCIAL WORK  
B.P.S.M.V.

**Course Code MSW-115**  
**Management of Development organization**

**Time: 3 hours**

**Total Credit: 4**  
**Total Marks: 100**

**External Marks: 80**  
**Internal Marks: 20**

**Objective:**

1. To familiarize the students with the basic concept of management and factors undelaying organizational behavior.
2. To understand the various perspective so community based organizations.
3. To develop competence in working with social welfare organizations.
4. To critically examine their functioning and change.

**Course Outcome:**

The students will have better understanding of concept of management and factors related to organizational behaviour. They will develop competence in working with social welfare organizations and manage human resources in large development organizations

**Unit-I Introduction to Management**

- Development organizations as civil society organizations,
- Peoples organization and various forms- Voluntary Organizations/Non-Governmental Organizations - Societies, Cooperatives, Trusts, Trade unions;
- Government policies for voluntary sector: NGO-Government interface
- Globalization and development organizations

**Unit-II Planning in organizational Structure**


- Organizational planning
- Development of core strategies and objectives
- Society's Registration Act
- Indian Trust Act

**Unit III: Project Planning, Monitoring and Evaluation**

- Approaches to project planning- Project model approach, Project Cycle approach,
- Project Preparation – Principles and Steps in project preparation
- Project Monitoring and Participatory Monitoring and feedback loop,
- Project Evaluation-Evaluation Design and outcome mapping

**Unit-III Resource mobilization**

- Resource mobilization: Internal and external resources
- Foreign funding – application, procedure and FCRA
- Accounting and maintenance of records
- Public relations

  
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**Internal Assessment: 20 Marks**

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks

**Suggested Reading:**

1. Nanavatty, M.C. & Kulkarni, P.D. 1998 NGOs in the Changing Scenario. New Delhi: Uppal Publishing House.
2. Smith, D.H. 2000 Grassroots Organizations. Thousand Oaks, CA: Sage.
3. Mukherjee, K.K. & Mukherjee, S. 1999 A Guide Book for Strengthening Voluntary Organizations. Ghaziabad: Gram Niyojan Kendra.
4. Bryson, J.M. 2004 Strategic Planning for Public and Nonprofit Organizations: A Guide to Strengthening and Sustaining Organizational Achievement. Jossey-Bass.
5. Pynes, J.E. 2004 Human Resources Management for Public and Nonprofit Organizations. Jossey-Bass.
6. Padaki, V. & Vaz, M. 2004 Management Development and Non-profit Organizations, New Delhi, SAGE
7. Sidel, M. & Zaman, I. 2004 Philanthropy and Law in South Asia, New Delhi: APPC
8. Brody, R. 2004 Effectively Managing Human Service Organizations. Sage Publications.
9. Dadrawala, N.H. 2004 The Art of Successful Fund Raising, New Delhi: CAP

Netting, F.E., & O'Connor, M.K. 2002 Organization Practice: A Social Worker's Guide to Instruction for the paper setter

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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2020/21



**Course Code MSW-125  
Social Work Practicum**

**Total Credit: 15  
Total Marks: 150**

**External Marks: 60  
Internal Marks: 90**

**Objectives:**

- To introduce students to such entities as Government, corporate, Non – Government and community based organizations to know their programs, policies and their implementation.
- To help students understand the complexity, deprivations, disadvantages and pathological patterns of behavior of individuals, families, groups and communities.
- To help students develop skills in critical analysis, use of integrated approach in problem-solving, leadership in interdisciplinary team.
- To help student identify and develop social worker's roles, professional attitude and awareness of self.

**Course Outcome:**

The students will understand Social Work practice entities as Government, corporate, Non – Government and community based organizations and will get familiarize with their programs, policies and their implementation. They will also understand the complexity, deprivations, disadvantages and pathological patterns of behavior of individuals, families, groups and communities through interventions made by the organization. They will be able to develop skills in critical analysis, use of integrated approach in problem solving, leadership in interdisciplinary team. Further they will be able to identify and develop social worker's roles, professional attitude and awareness of self.

**Course Content**

**Unit-I Entry to the Entity/Setting**

- To understand the organization's/entity's history.
- To understand its vision, mission, and objectives.
- To understand the projects, programs and target groups.

**Unit-II Enactment of knowledge base, principles and competencies of social worker**

- To mobilize individuals/groups for welfare and development work:
- To enhance the functioning of change agent system to initiate new services and participate in the planning and policy making process of the organization/entity.
- To work as a member of research team.

**Unit-III Demonstration of core competencies at different levels of practice.**

- To work with individual, group, and community with demonstration of skills required in each situation.

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- To initiate agency based small studies for assessment of problem/need/delivery of services.
- To initiate projects/program in the agency and give leadership to others in implementation.
- To supervise staff, outreach workers and volunteers of the agency.

#### Unit-IV Termination of practice


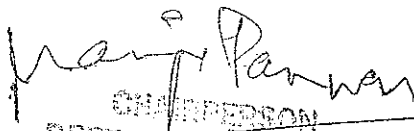
- To plan and initiate the process of closure of intervention with different entities.
- To demonstrate skills in closure
- To understand review of the entire process from entry to termination.
- To present report of community engagement with outcome.

#### 1. Suggested Readings:

2. PRIA (2000) Defining Voluntary Sector in India: Voluntary Civil or Non-profit, New Delhi.
3. PRIA (2001) Defining Voluntary Sector in India: Voluntary Civil or Non-profit, New Delhi.
4. National Policy Govt. of India Planning Commission. The Relationship between the State and the Voluntary Sector by Johan Clark.
5. Mukherjee, K.K. (1999) A Guide Book for Strengthening Voluntary Organization. Ghaziabad: Gram Nivajana Kandra.
6. Voluntary Development Organisation in India (1991), Society for Participatory Research in Asia, New Delhi.
7. Levis, David & Ravichandran N. (2008) NGO and Social Welfare Administration New Research Approaches, Jaipur: Rawat Publication.
8. Levis, David (2001): The Management of NGO Development organization an Introduction, London: Routledge.
9. Goel, S.L. & Jain, R.K. (1988) Social Welfare Administration: Theory and Practice, New Delhi: Deep Publications. 63
10. Pamecha V.K. (2012) Project Proposal, Formulation & Funding of NGOs & N

#### Evaluation:

Internal Assessment	90 marks
Group conference	10 marks
Individual conference	10 marks
Concurrent Field work	70 marks
External Assessment	60 marks

  
  
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MSW-117

**Paper: 1 Labour Welfare and Labour Legislations**

**Time: 3 hours**

**Total Credit: 4  
Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**OBJECTIVES:**

1. To study Labour welfare, Labour markets and its characteristics.
2. To understand concept of wage and present condition of services available for Labour
3. To study the Labour legislations and their execution in India
4. To understand the laws and methods of wage fixation and social security.

**Course Outcome:**

The students will develop good understanding of Labour welfare, Labour markets and its characteristics; concept of wage and present condition of services available for Labour They will know Labour legislations and their execution in India by in-depth study of the laws and methods of wage fixation and social security.

**Unit- 1 Labour Welfare**

- Labour- Concept, types, characteristics of Labour in India
- Concept of Labour Welfare
- Principle and Theories
- Constitutional Provisions regarding Labour

**Unit- II Labour Legislations I**

- Introduction Need and scope of Labour legislation
- Concept of Wage and its types
- Minimum Wages Act, 1948
- Brief overview about Outsourcing Policy in Haryana

**Unit -III Labour Legislations II**

- Labour Commission in India; Structure and Role
- The Factories Act 1948
- Trade Union Act 1926
- Industrial Disputes Act 1947

**Unit- IV Social Security**

- E.S.I. Act, 1948
- Employees Provident and Misc. Act 1971

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DEVELOPMENT

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- The Unorganized Workers' Social Security Act, 2008
- Importance of Social Security and Labour Legislation in Social Work

**Evaluation:**

<b>Internal Assessment</b>	<b>20 marks</b>
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
<b>External Assessment</b>	<b>80 marks</b>

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

***Suggested Readings***

1. Arora, M, 2005 Industrial Relations, New Delhi, Excell Books.
2. Dasgupta, S. K. Industrial Law, Sterling Publishers Pvt. Ltd.
3. Devar, R. S. 1967 Personnel Management and Industrial Relations, New Delhi, Vikas Publishing House.
4. Joseph, T.M. 2009 Industrial Law, Mumbai, Himalaya Publications Pvt., Ltd.
5. Lal Das, D. K. 1991 Personnel Management, Industrial Relations and Labour Welfare, Agra, Y. K. Publishers.
6. Madhusudhana Rao, M. 1986 Labour Management Relations and Trade Union Leadership, New Delhi, Deep and Deep Publications.
7. Malik P. L. 1986 Handbook of Labour and Industrial Law, Lucknow, Eastern Book Company.
8. Mamoria, C. B. and Dynamics of Industrial Relations, Mumbai, Mamoria S. 2006 Himalaya Publishing House.
9. Mamoria, C. B; Mamoria Dynamics of Industrial Relations in India, Satish, Gankar, S. V. 2000 Mumbai, Himalaya Publishing House.

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**Course Code MSW-119**  
**Social Work with Families and Children**

**Time: 3 hours**

**Total Credit: 4**  
**Total Marks: 100**

**External Marks: 80**  
**Internal Marks: 20**

**Course Objectives:-**

1. To help students develop a perspective of understanding family as a changing social institution and analyzing its needs and problems.
2. To help students understand the changing structure and function of family and changing distribution of power and roles.
3. To help students understand various perspectives to understand family as a system and family development.
4. To introduce various theoretical perspectives and models to work with family.

**Course Outcome:**

The learners will be able to identify the needs and problems of contemporary families. The learners will be able to identify the power distribution within the families while designing interventions. The learners will be able to do the assessment keeping in mind the issues and challenges from different relevant perspectives. The learner will be able to practice family social work in relevant settings with the help of skills acquired in skill lab and fieldwork.

**Course content:**

**Unit –I Family- Features and Forms**

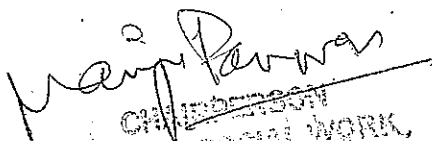
- Family: functions and family alternative patterns
- Indian Families: Types and Features
- Impact of social change on the family- interfamilial forces and extra -familial events
- Family Disorganization and Family Violence

**Unit-II Family Development**

- Approaches to understand family – ecological and developmental perspective
- Concept of family system – Social role, family homeostasis, family triangulation, family rules.
- Family life cycle- Differential growth needs, developmental tasks, and communication.
- Family life enrichment programme to strengthen family and its contribution.

**Unit-III Child Development: Perspectives**

- Child development and Child Rights: concept, philosophy and historical context
- State of children in India: Demographic profile, Education, Health, Nutrition and Protection

  
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- Programmes for children under different circumstance: Adoption, Foster Care, Guardianship.
- Child Abuse: Forms, sexual assault on children, incest, child rape, consequences and Prevention; Children in need of care and protection and Children in conflict with law.

#### Unit-IV Family and Child Social Work Practice

- Family Assessment - application of theories: social exchange, social role and conflict; use of family genogram.
- Family as a client system: skills and techniques in working with families
- Family counselling and Family therapy
- Children in vulnerable situation; Specific skills of dealing with children with abuse and Social work interventions in child development

#### Internal Assessment: 20 Marks

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks

#### Reading List:

1. Barbara Hanna Wasik, Donna 2002 Home visiting: Procedures for helping families, New Delhi: Sage Publications
2. Carol H. Meyer 2006 Fatal families: The dynamics of Intra familial Homicide, New Delhi: Sage Publication
3. Carlfred B. Broderick 1998 Understanding family process: Basics of family system theory
4. Chethow-Yanoov, B 1997 Social Work Approach to conflict relations : Making fightsobsolete, New York: The Haworth Press
5. Chethow-Yanoov, B 1997 Social Work Practice: A system approach, New York: The Haworth Press
6. Coontz, S. H. 2007 Population Theories and economic interpretation , London, Routledge and Kenan Paul
7. Desai, K.G. 2011, Ageing in India, Bombay: TISS series 52.
8. Shah ,A.M 2011 The family in India : Critical essays, Bombay: Orient Longman
9. Broadzinsky, D. M.Smith,D.W.: Children's adjustment to adoption and Development , 199 clinical issues, New Delhi, Sage Publication.
10. Choudhury D. Paul 2003 Manual of child welfare. Delhi: Atma Ram and sons.


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**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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**MSW-121**  
**HIV/AIDS AND SOCIAL WORK PRACTICE**

**Time: 3 hours**

**Total Credit: 4**

**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Objectives**

1. Understand HIV/AIDS pandemic as a health as well as development issue
2. Realize prevention as the best strategy to deal with the problem and to learn different prevention strategies.
3. Understand the nature of care and support programmes for PLHA
4. Understand different forms of human right violations experienced by PLHA

**Course Outcome:**

The students will understand HIV/AIDS pandemic as a health as well as development issue and Realize prevention as the best strategy to deal with the problem and to learn different prevention strategies.

**Course Content**

**UNIT I: Introduction to HIV/AIDS**

- History, Epidemiological Issues, Symptoms
- Ethology and Routes of Transmission
- Legal and Ethical Issues related to HIV/AIDS
- STI, STD and Co-infections

**UNIT II: Testing and Counselling of HIV/AIDS**

- Behaviour Change Communication: Safer Sex Practices , Condom Promotion,
- Skills in Counselling, Stages and Process
- Pre-test and Post-test Counselling
- Role of Counsellors, stress and Burnout
- 

**UNIT III: Prevention and Treatment**

- Prevention from HIV/AIDS
- Interventions With Specific Target Groups: People in Same Sex Relationships, Female Sex Workers, Injecting Drug Users, Truck Drivers, Migrants
- Treatment and Referral services: STI Clinics, DOTS centers and ART centers
- Rehabilitation of the HIV/AIDS infected person

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**UNIT IV: National and International Framework to deal HIV/AIDS and Role of Social Worker**

- International Policies on HIV/AIDS
- Role of NACO and State AIDS Control Society, Haryana
- Ethical issues related to working with HIV/AIDS infected persons
- Role of Social Worker with Affected Persons and Families members (Spouses, Children and Parents etc.)

**Evaluation:**

**Internal Assessment**

**20 marks**

Attendance

05 marks

Quiz/Test

05 marks

Assignment//Project/seminar

10 marks

**External Assessment**

**80 marks**

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)
- **Suggested Readings**

1. Thomas, G. (1997) AIDS, Social Work and Law. New Delhi: Rawat Publications.
2. UNAIDS/WHO (2000) Innovative Approaches to HIV Prevention: Selected Case Studies. Best Practice Collection, Geneva: UNAIDS.
3. UNAIDS/WHO (2000) Protocol for the Identification of Discrimination against people living with HIV. Best Practice Collection, Geneva: UNAIDS.
4. Douglas, A. & (1998) Caring and Coping: A Guide to Social Services. London: Routledge
5. Philpot, T.
6. Aggleton, P. (1992) AIDS: Rights, Risk, and Reason. London: Falmer Press.
7. Takahashi, L.M. (1998) Homelessness, AIDS, and Stigmatization: The NIMBY Syndrome in the United States at the End of the Twentieth Century, Oxford: Oxford University.

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8. Masi, D.A. (1990) AIDS Issues in the Workplace: A Response Model for Human Resource Management. New York: Quorum Books.
9. Greene, K.; Derlega, V.J. (2003) Privacy and Disclosure of HIV in Interpersonal Relationships: A Sourcebook for Researchers and Practitioners. New Jersey: Lawrence Erlbaum Associates.
10. Edgar, T. (1998) AIDS: A Communication Perspective. New Jersey: Lawrence Erlbaum Associates  
Fitzpatrick, M.A.  
& Vicki, M.S.

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**MSW -123**  
**Sustainable Development and Environment Protection**

**Time: 3 hours**

**Total Credit: 4**  
**Total Marks: 100**

**External Marks: 80**  
**Internal Marks: 20**

**Course Objectives**

1. To help students to understand the concept of sustainable development and recognize the challenges of sustainable development.
  2. To enable students to analyze the relationship between environment, ecosystem and biodiversity.
  3. To enable students to understand the conservation and natural resource management practices.
  4. To enable student to identify the role of social work in environment protection.
- Course outcome:** The learner will realize the impacts of Climate change and role of social worker in protecting the environment and how to work effectively with communities.

**Unit-I Development and Sustainable Development**

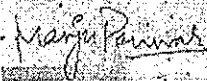
- Concept of Development and Sustainable Development
- Scope and importance of Sustainable Development
- Forest, Water, mineral, Food, Energy, Land resources: Use and exploitation
- Deforestation- effects on forests.


**UNIT – II Environment, Ecosystem & Biodiversity**

- Introduction to Environment -
- Environmental degradation: Causes and consequences
- Concept of an ecosystem – Structure and function
- Introduction to Biodiversity – Definition: genetic, species and ecosystem diversity.

**UNIT – III Environmental Protection, Conservation and Natural Resource Management**

- Problems of Global warming
- Ozone layer depletion; Causes and consequences
- Conservation of ecosystems and species in India.
- Natural Resource Management Practice – Agriculture, Pastoralism and Fishing



  
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#### UNIT – IV Environment Movements and Social Work Intervention

- Chipko Movement
- Narmada Bachao Movement
- Save Silent Valley Movement
- Role of Social Workers in Development and Environment Protection

#### Internal Assessment: 20 Marks

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks


Attendance: 5 Marks

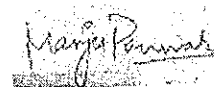
#### Reading List:

1. Das , R.C., Barul , J.K. Sahu , N.C. & Mishra ,M.K. 1998 The Environment divide: the Dilemma of Developing Countries. New Delhi: Indus Publishing co.
2. Reid, D.E. 1995 Sustainable Development: An Introductory Guide. London: Earthscan Publications.
3. Sundaram K. V. Jha, M.M & Mrityunjay , M.(ed.)2004 Natural resources management and livelihood security: survival strategies & sustainable policies. New Delhi: Concept publishing co.
4. Sheth , P. 1997 Environmentalism: Politics, Ecology and Development. Jaipur: Rawat Publications.
5. Jana, M.M. 1991 Environmental Degradation and Developmental Strategies in India. New Delhi: Ashish Publications.
6. Gadgil, M. & Guha, R.1995 Ecology & Equity: The Use and Abuse of Nature in Contemporary India. London: Routledge
7. Gupta, K.R. (ed.) 2005 Environment: Problems & Policies, Vol. I & II. New Delhi: Atlantic Publications.
8. Rodda , A. 1991 Women & Environment. London: Zed Books Ltd.
9. Coates, J. 2004 Ecology & Social Work: Towards a New Paradigm. New York: Paul & Company Public Consortium.

#### Instruction for the paper setter

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

  
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Course Code- MSW-114  
Counselling theory and Practice

Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80

Internal Marks: 20

**Objectives:**

1. The learner should acquire conceptual knowledge of the counselling
2. To develop attitudes and understand the process and skills required for counselling
3. The learner should learn counselling as profession and professional attributes for the counsellor
4. Understand different counselling approaches to practice in various problem solving situations

**Course outcome:**

The learner will learn counselling as profession and professional attributes for the counsellor. The learner will be able to understand the process of stages and skills required for counselling. The learner will apply the different counselling approaches to practice in various problem solving situations. The learner will apply the best strategy to deal with the problem and to learn different prevention strategies.

**Unit I Understanding Counselling**

- Counseling- Concept and Type
- Goals of Counseling
- Counseling and Psychotherapy
- Scope of Counseling in different fields of social work

**Unit I Stages and skills of counselling**

- Steps in Counseling Process
- Skills and techniques required during different stages of counseling
- Indigenous techniques; yoga and meditation
- Grief and trauma counseling

**Unit III Attributes of Counselling**

- Counselor as a professional
- Attributes of Counselor
- Values and ethical principles of counselor
- Counselor's burnout and self care

**Unit I Theoretical framework of Counselling**

- Approaches and theories of counseling- psychoanalytical
- Client -centered Approach
- Rational- emotive Therapy
- Behavioral Approach

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**Evaluation:**

<b>Internal Assessment</b>	<b>20 marks</b>
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
<b>External Assessment</b>	<b>80 marks</b>

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

**Suggested Readings:**

1. Dave,Indu The Basic essentials of Counselling,New Delhi,Sterling Publishers Pvt.Ltd.,1983
2. Street,E., Counselling for family problems,Cambridge,Blackwell, London,Sage,1994.
3. Peitrofessa,J. and others Counselling:Theory research and practices,Randcnally college of Commerce,Chicago,1978.
4. Pepinsky,H.B.and Pepinsky,P.N. Counselling theory and practice,New York,Ronald Press Co.2009.
5. Pattison,C.H., theories of counseling and psychotherapy,Harper & Row Publishers,New York,1996.
6. Herms,E.and Schreiber,P. Handbook of Counselling techniques,Oxford,Pergamon Press,1993
7. Bhatnagar, Asha and Gupta, Nirmala (Eds) ( 1999). Guidance and Counseling, Vol. I: A Theoretical Perspective, New Delhi
8. Patterson, H.C (2000), Theories of counseling and psychotherapy. New York.
9. Asha and Gupta, Nirmala (Eds) ( 1999). Guidance and Counseling, Vol. I: A Theoretical Perspective, New Delhi
10. Fullmer, D.W, 2001 Bernard, H.W. Counselling: Content and Process, New Delhi, Thomson Press, India

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**Course Code MSW-116**  
**Social Policy and Social Development**

**Time: 3 hours**

**Total Credit: 4**

**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Objectives**

1. Gain knowledge of policy analysis and the policy formulation process.
2. Acquire skills in critical analysis of social policies and development plans.
3. Develop an understanding of social policy in the perspective of national goals as stated in the Constitution, particularly with reference to Fundamental Rights and the Directive Principles of State Policy.
4. Develop the capacity to identify linkages among social needs, problems, development issues and policies.

**Course outcome:**

The learners will develop good knowledge of policy analysis and the policy formulation process. They will be able to critically analyse social policies and development plans and develop an understanding of social policy in the perspective of national goals as stated in the Constitution, particularly with reference to Fundamental Rights and the Directive Principles of State Policy.

**Course Content**

**UNIT I Introduction to social policy**

- Concept of social policy
- Relationship between social policy and social development
- Values underlying social policy and planning based on the Constitutional provisions (i.e. the Directive Principles of State Policy and Fundamental Rights)
- Models of social policy and application in India Setting


**UNIT II Social policy and planning and Implementation**

- Policy formulation determination and steps
- Social planning: concept and scopes.
- planning as an instruments of Social policy
- Challenges in implementation in social policy.

**UNIT III Introduction to social development**

- Concept of Development: Concept and Indicators to development.
- Sustainable Development Goals
- Strategies of SDG and its programme critique
- Role of state and civil society in Sustainable Development.



  
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#### UNIT-IV Human Development and Intervention

- Human development and sustainable development.
- Social development with special reference to India.
- Alternative Development Strategies: Gender & participatory approach.
- Role of Social Work in influencing social Policy and development.

#### Internal Assessment: 20 Marks

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks


#### Suggested Reading:

1. D. Taylor (Ed.1996). *Critical Social Policy: A Reader*. London: Sage.
2. D.L. Weimer and A.R. Vining (1994). *Policy Analysis: Concepts and Practice*. New Jersey: Prentice Hall.
3. Denny David (1998). *Social Policy and Social Work*. Oxford: Clarendon Press.
4. J. Midgley (2000). *The Handbook of Social Policy*. New Delhi: Sage. Oxford University Press.
5. K.K. Jacob (Ed.) (1989). *Social Policy in India*. Udaipur: Himanshu Publication.
6. Lewis Gail, Gerwitz Sharon and Clark John (2000). *Rethinking Social Policy*. London: Sage.
7. M. Hill (2003). *Understanding Social Policy*. 7th Edition. Oxford: Blackwell Publishing.
8. Paul Spicker (2008). *Social Policy: Themes and Approaches*. Jaipur: Rawat
9. Richard Morris Titmuss (1974) *Social Policy: An Introduction*. London: Penguin.
10. T.H. Marshal (1965). *Social Policy*. London: Hutchinson .
11. Singh, R. R. (Ed.) 1995 *Whither Social Development?* New Delhi: ASSWI.
12. Singh, Y. 1972 *Modernization of Indian Tradition*, Delhi: Thomas Press.

#### Instruction for the paper setter

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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**Course Code MSW-126**  
**Social Work Practicum**

**Total Credit: 15**  
**Total Marks: 150**

**External Marks: 60**  
**Internal Marks: 90**

**Course Objectives:**

- To introduce students to such entities as Government, corporate, Non – Government and community based organizations to know their programs, policies and their implementation.
- To help students understand the complexity, deprivations, disadvantages and pathological patterns of behavior of individuals, families, groups and communities.
- To help students develop skills in critical analysis, use of integrated approach in problem-solving, leadership in interdisciplinary team.
- To help student identify and develop social worker's roles, professional attitude and awareness of self.

**Course Outcome:**

The learners will be able to take up interventions in the agencies, do administrative work and take initiative to organize programs independently. The learners will be able to appreciate the agencies mission and vision and align their own vision as social work professional for the collaborative work and assignments given to them. They will be able to develop skills in critical analysis, use of integrated approach in problem-solving, leadership in interdisciplinary team. Further they will be able to identify and develop social worker's roles, professional attitude and awareness of self.

**Course content**

**Unit-I Entry to the Entity/Setting**

- To understand the organization's/entity's history.
- To understand its vision, mission, and objectives.
- To understand the projects, programs and target groups.

**Unit-II Enactment of knowledge base, principles and competencies of social worker**

- To mobilize individuals/groups for welfare and development work.
- To enhance the functioning of change agent system to initiate new services and participate in the planning and policy-making process of the organization/entity.
- To work as a member of research team.

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### Unit-III Demonstration of core competencies at different levels of practice.

- To work with individual, group, and community with demonstration of skills required in each situation.
- To initiate agency based small studies for assessment of problem/need/delivery of services.
- To initiate projects/program in the agency and give leadership to others in implementation.
- To supervise staff, outreach workers and volunteers of the agency:

### Unit-IV Termination of practice


- To plan and initiate the process of closure of intervention with different entities.
- To demonstrate skills in closure
- To understand review of the entire process from entry to termination.
- To present report of community engagement with outcome.

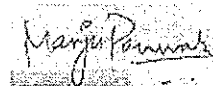
### Suggested Readings:

- Voluntary Development Organisation in India (1991), Society for Participatory Research in Asia, New Delhi.
- Levis, David & Ravichandran N. (2008) NGO and Social Welfare Administration New Research Approaches, Jaipur: Rawat Publication.
- Levis, David (2001): The Management of NGO Development organization an Introduction, London: Routledge.
- Goel, S.L. & Jain, R.K. (1988) Social Welfare Administration: Theory and Practice, New Delhi: Deep Publications. 63
- Pamecha V.K. (2012) Project Proposal, Formulation & Funding of NGOs & NPOs in India, Jain Book Agency, New Delhi.
- Walsh Joseph, Direct Social Work Practice Theoretical Perspective, wads work, 2010. Nee, H. Robert & Roberts W. Robert, Theories of Social Case work, The University of Chicago press, Chicago and London, 1970.
- Roy Bemiley, Theory & Practice of Social work, Black Philwell, Oxford 1982.
- Goldstein, H. Social Work Practice : A Unitary Approach Columbia , University of South Carolina Press, 1973.

### Evaluation:

Internal Assessment	90 marks
Group conference	10 marks
Individual conference	10 marks
Concurrent Field work	70 marks
External Assessment	60 marks

  
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MSW-118

**Human Resource Management and Industrial Relations**

**Time: 3 hours**

**Total Credit: 4**

**Total Marks: 100**

**External Marks: 80**

**Internal Marks: 20**

**Course Objectives:**

1. To understand the concept of human resource management and human resource Development
2. To gain knowledge on social work orientation on corporate culture, particularly as it relates to social issues in the workplace.
3. To understand the Organizational Behavior and its impact on organization
4. To understand the importance of Human relations and industrial Relation.

**Course outcome:**

The learners will understand the concept of human resource management and human resource Development and gain knowledge on social work orientation on corporate culture, particularly as it relates to social issues in the workplace. They will develop understanding of Organizational Behaviour and its impact on organization and understand the role of social workers in industries.

**Course content**

**Unit I Human Resource Management**

- Human Resource Management: Concept and scope
- Objectives, Structure and Functions of HRM
- Line and Staff relations
- Difference between HRM and HRD.

**Unit II Recent trends in Human Resource Management**

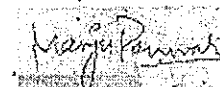
- Changing nature of the Indian workplace
- Workplace violence: meaning and forms
- Definition & meaning of industrial psychology
- Significance & aims of industrial psychology


**Unit III Organizational Behavior**

- Job Analysis; concept and its basic considerations
- Manpower Planning- Concept & Process
- Performance Appraisal - Concept and Methods
- Organizational Behavior

**Unit IV Industrial Relations**

- Industrial Relations; Concept and significance
- Worker's participation in Management
- Collective Bargaining; Concept & Characteristics
- Corporate Social Responsibility (CSR)- Concept and Importance



  
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**Evaluation:**

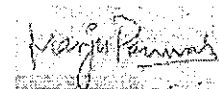
<b>Internal Assessment</b>	<b>20 marks</b>
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
<b>External Assessment</b>	<b>80 marks</b>
<b>Instruction for the paper setter</b>	

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

*Suggested readings*

1. Robbins, S.P. 2002 Organizational Behaviour (10th ed). New Delhi: Prentice Hall of India.
2. Mathis, R. L., & Jackson, J.H. 1997 Human Resource Management. U.K: Prentice Hall International.
3. Mamoria, C.B. 2008 Human Resource Management, Bombay: Himalaya Publishing House.
4. Subba Rao, P. 1996 Essentials of Human Resource Management and Industrial Relations, Himalaya Publishing House.
5. Saini, D.S. & Khan, S.S. 2000 Human Resource Management Perfective for the New Era. New Delhi: Response Books.
6. Malik, P.L. 2000 Industrial Law Vol. I & II. Lucknow: Eastern Book Company.
7. Dr. G V Goswami, Labour Industrial Laws, 8th Edn. – 2004, Central Law Agency, Allahabad, Part VI K M
8. Pillai, Labour and Industrial Law, 10th Edn- 2005, Allahabad Law Agency, Allahabad, Chapter's 4-6 Prof. S
9. N Dhyani, Trade Unions and the Right to Strike, University Book House, Jaipur, 1989
10. S N Mishra, Labour and Industrial Laws, 25th Edn. - 2009, Central Law Publications, Allahabad,

  
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**MSW -120**  
**SOCIAL WORK WITH PERSONS WITH DISABILITY**

Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80  
Internal Marks: 20

**Course Objectives:**

1. Understand issues & concerns related to persons with disability & their caregivers.
2. Critically appraise theoretical & conceptual perspective with regard to disability.
3. Appraise the existing national and international laws in the context disability rights.
4. Facilitate the integration & synthesis of theoretical concepts & social work tasks.

**Course Outcomes:**

The students will be able to understand issues & concerns related to persons with disability & their caregivers. Critically appraise theoretical & conceptual perspective with regard to disability. They will have complete understanding of the integration & synthesis of theoretical concepts & social work tasks

**Unit-1 Disability: Overview**

- Definitions: Impairment, Disability & Handicap
- Models of Disability; Incident & Prevalence of Disability.
- National & International Perspectives.
- Disability Classification, cause, needs and problems.

**Unit-2 Persons with Disability and Society**

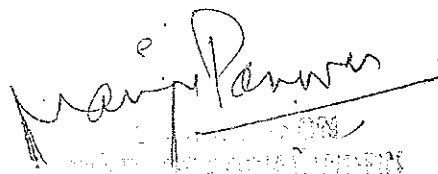
- Societal Attitude towards Persons With Disability (PWD) ; Stigma and Discrimination,
- Oppression & Social Exclusion – Case Studies
- Psychosocial Factors & Coping with Disability.
- Human Rights Violations & Protection of Rights.

**Unit-3 Services and Programmes.**

- Important legislations related to Disability (RCI Act, RPWD Act and National Trust Act.)
- International Law – UNCRPD and its implementation in India- Critical Analysis
- Existing Schemes and Programmes for PWD; Role of Government and NGOs.
- Prevention of Disabilities ( Primary, Secondary & Tertiary Level), Rehabilitation Services for the PWD (Educational, Vocational, Economic & Social).

**Unit-4 Interventions and Rehabilitation of Persons with Disability**

- Mainstreaming- Philosophy and Strategies.
- Community Based Rehabilitation – Philosophy and Approaches

  
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- Disability counseling: Components, approaches ; Institutional and non-institutional and community settings
- Networking and advocacy-approaches, strategies and processes

**Internal Assessment: 20 Marks**

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

Attendance: 5 Marks

**Reading List**

1. Albrecht, G.L., Seelman, K.D., & Bury, M. (eds.), Handbook of Disability Studies. California: Sage Publications, 2001.
2. Rothman, J.C, Social Work Practice Across Disability. Boston: Allyn & Bacon, 2003.
3. Banerjee, G, Legal Rights of Person with Disability, New Delhi: RCI.2001
4. G. Karna, Disability Studies in India: Retrospect and Prospects, New Delhi: Gyan Publishing House, 2001
5. G. Karna, United Nations and the Rights of Disabled Persons: A Study In Indian Perspective. New Delhi, 1999
6. Batra, S. (ed.)2004; Rehabilitation of the Disabled: Involvement of Social Work Professionals, New Delhi: RCI.
7. Swain, J., French, S. & Thomas, C.C.2004; Disabling Barrier, Enabling Environments. New Delhi: Sage Publications.
8. Tilstone, C., Florian, L., & Beveridge, S. (eds); 1998; Promoting Inclusive Practice. London: Routledge
9. Hegarty, S., & Alur, M.2002; Education and Children with Special Needs from Segregation to Inclusion. New Delhi: Sage Publications.
10. Venkatesan, S. 2005; Children with Developmental Disabilities: A Training Guide for Parents, Teachers and Caregivers. New Delhi: Sage Publications.

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Course Code MSW-122  
Health Care Social Work Practice  
Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80

Internal Marks: 20

**Course Objectives**

1. To help students to understand basic concept of health and disease.
2. To develop understanding of health care system, services and programmes.
3. To understand the basis of mental health and national and international classification and regulations regarding Mental Health.
4. To help Students develop understanding of practice of Social work and psychotherapy interventions in health promotion

**Course Objectives**

The students will have good knowledge of concepts related to health and disease. They will develop good understanding of health care system, services and programmes. The Students will develop understanding of practice of Social work and psychotherapy interventions in health promotion.

**Course content**

**Unit-I Health: Meaning, Component and Determinants**

- Concept of health; characteristics
- Factors effecting health.
- Disease: Concept and Causes
- Nutrition, Balanced Diet and Nutrition Deficiency Conditions

**Unit-II Health care Services and Programme.**

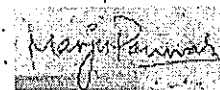
- Health Services and Programmes in India
- Primary Health Care-Concept and structure
- Functions of Primary Health Care
- Role of National Institute of Health and Family Welfare in Health Promotion

**Unit-III Mental Health Problems**

- Mental Health- Concept, myths and characteristics.
- Mental Health Act- 1987
- Epidemiology, etiology, types and clinical manifestations of Mental Disorders
- WHO Classification of Mental Disorders (ICD-10)

**Unit-IV: Psychosocial Interventions**

- Family Interventions: Psycho-educational and supportive interventions
- Therapeutic community
- Psychiatric rehabilitation
- Role of Social worker as a multidisciplinary healthcare team member



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**Evaluation:**

**Internal Assessment**

**20 marks**

Attendance

05 marks

Quiz/Test

05 marks

Assignment//Project/seminar

10 marks

**External Assessment**

**80 marks**

**Suggested Reading:**

1. Barker, R. L. (2003). The social work dictionary (4th ed.). Washington, DC: NASW Press.
2. Barker, R. L. (2014). The Social Work Dictionary (6th ed.). Washington, DC: NASW Press.
3. Bentall, R. (2003). Madness Explained. London, Penguin Books.
4. Charland, L. (2004). Moral treatment and the personality disorders. In The Philosophy of Psychiatry: A Companion (ed. J. Radden). Oxford, Oxford University Press.
5. Gibelman, M. (2005). What Social Workers Do (2nd Ed). Washington, DC. NASW Press.
6. Gilbert, J. (Ed.). (2003). Principles and recommended standards for cultural competence education of health care professionals. Los Angeles: California Endowment.
7. National Association of Social Workers. (1999). Code of ethics of the National Association of Social Workers. Washington, DC: Author.
8. National Association of Social Workers. (2001). NASW standards for cultural competence in social work practice. Washington, DC: Author.
9. National Association of Social Workers. (2002). NASW standards for continuing professional education. Washington, DC: Author.
10. National Association of Social Workers. (2004). NASW standards for social work practice in palliative and end of life care. Washington, DC: Author.

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Course code MSW-124  
URBAN COMMUNITY DEVELOPMENT

Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80  
Internal Marks: 20

**Course Objectives**

- To enable students to understand the unique nature of urban community
- To develop sensitivity and communication for working with urban poor
- To provide knowledge on the government and voluntary efforts towards urban development
- To equip students with specific skills and techniques of working with urban communities.

**Course Outcomes:**

The students will have good understanding of the unique nature of urban community. They will be equipped as students with specific skills and techniques of working with urban communities

**Course Contents:**

**UNIT. I Understanding Urban Community Development**

- Understanding urbanization and urban growth in India
- Urban Community Development- Meaning and Scope
- Trends and Patterns of Urbanization in India
- Characteristics of Urban Areas- Town, City, metropolitan, environmental psychology for urban community development practice.

**UNIT II Problems of Urban Community Development**

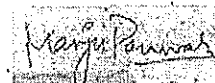
- Review of Indian experience in urban development
- Concept of Town Planning Development
- Problems of Basic Necessities –drinking water supply, urban housing, sanitation and public health.
- Problem of Community Sex workers and Juvenile Delinquency

**UNIT. III Urban Community Development Programmes in India**

- Poverty in urban areas
- Urban Development programmes
- Constitution-73rd amendment and its relevance to urban community development
- Poverty Alleviation Programmes.

**UNIT. IV Slums in India**

- Life in slums-Concept and conditions
- Problems faced in slums of India
- Slum clearance and improvement
- Role of Social Worker in Urban-Community Development and Slums.





**Internal Assessment: 20 Marks**

Assignment and presentation: 10 Marks

Extension Lecture/ Ability Enhancement Workshop: 5 Marks

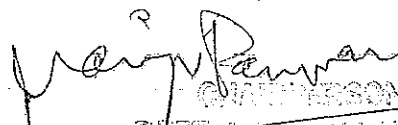
Attendance: 5 Marks

**References**

1. Clinard, Marshall B. (1970) Slums and Community Development, The Free press, New York. Thudipara,
2. Jacob Z. (1993) Urban Community Development, Rawat Pub., New Delhi.
3. Gill, Rajesh, Slums as Urban villages, Rawat Pub. Jaipur, 1994.
4. Vibhooti, Shukla (1988): Urban Development and Regional policies in India, Himalaya pub., Bombay.
5. Ramachandran (1989) Urbanisation and Urban System in India, Oxford University Press, New Delhi.
6. Mitra, Arup (1994) Urbanisation, slums, informal sector employment and poverty, B.R. Pub. Diddee,
7. Jayamala (1993) Urbanisation - Trends, perspectives and challenges, Rawat Pub. Jaipur.
8. Bhattacharya, B. (2006) Urban Development in India: Since Pre- Historic Time. New Delhi, India: Concept Publishing Company.
9. Gangrade, K.D. (2001) Working with Communities at Grass Roots Level. New Delhi, India: Radha Publications.
10. Nagpaul, H. (1996). Social work in urban India. Jaipur, India: Rawat Publications.

**Instruction for the paper setter:**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

  
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**Course Code CBCS-MSW-I**  
**Understanding to Social Work Profession**

Time: 3 hours

Total Credit: 4  
Total Marks: 100

External Marks: 80

Internal Marks: 20

**Objectives:**

- Understand the historical background of Social Work Profession in India & abroad
- Understand the basic concepts relevant to Social Work practice
- Understand the professional social work and its various aspect
- Understand the basic values and principles of Social Work Profession

**Course Outcomes:**

The students will have good understanding of the historical background of Social Work Profession in India & abroad. They will develop good knowledge and understanding of the basic concepts relevant to Social Work practice, its values and principles of Social Work Profession.

**Unit I Understanding Social Work and related concepts**

- Social Work Definition and historical overview
- Basic concepts related to Social Work: Social Service, Social Welfare,
- Social reform, Social Revolution, Social Security
- Social Justice, Human Rights, Social Legislations

**Unit II Fundamentals of Social Work**

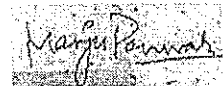
- Assumptions of Social work
- Objectives of Social work
- Functions of Social work
- Scope of Social Work


**Unit III Theoretical Basis and Methods of Social Work**

- Basic values of social work
- Principles of social work
- Process of Social Work
- Methods of Social Work

**Unit IV Social Work Profession**

- Professional aspects of Social Work
- Attributes of Social Work Profession
- Ethics of Social Work
- Challenges before Social Work profession



  
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**Evaluation:**

<b>Internal Assessment</b>	<b>20 marks</b>
Attendance	05 marks
Quiz/Test	05 marks
Assignment//Project/seminar	10 marks
<b>External Assessment</b>	<b>80 marks</b>

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30 35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)



  
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**Course Code CBCS-MSW-II  
Areas of Social Work Practice**

**Time: 3 hours**

**Total Credit: 4  
Total Marks: 100**

**External Marks: 80  
Internal Marks: 20**

**Objectives:**

- Create awareness about Social Work Practice with Family and Child
- Familiarize with fields of Social Work in different setting
- Acquire skills for working in different areas of Social Work with vulnerable sections
- To understand the intervention of social work in community development

**Course Outcomes:**

The student will be awareness about Social Work Practice with Family and Child as settings of Social Work. Acquire skills for working in different areas of Social Work with vulnerable sections and will understand the intervention of social work in community development.

**Unit I Family and Child Welfare**

- Family- Concept, types and functions
- Family & Child Welfare: Foster Care, Adoption Services
- Family Counseling
- Child Guidance

**Unit II Social Work Practice in Health care, Industry and School Setting**

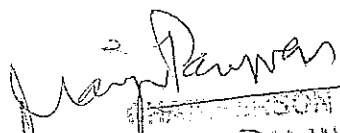
- Role of Medical and Psychiatric Social Worker
- Role of School Social Worker
- Industrial Social Work
- Social Worker Practice in correctional setting

**Unit III Social Work Practice with Vulnerable Sections**

- Social work interventions with adolescent and youth
- Social work interventions with Woman and Child
- Social work Practice with Elderly
- Social work interventions with Marginalized Sections

**Unit IV Community Development**

- Conceptual understanding of Rural and Urban Community
- Rural Development; Concept and determinants

  
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- Urban Development; Concept and Scope
- Social Work Intervention and rural and urban community development

**Evaluation:**

**Internal Assessment**

Attendance

Quiz/Test

Assignment//Project/seminar

**External Assessment**

20 marks

05 marks

05 marks

10 marks

80 marks

**Instruction for the paper setter**

- Each theory paper shall be of 80 marks and shall comprise of 9 questions. Question No. one will be compulsory consisting of 8 short answer type questions spreading over the whole syllabus, to be answered in 30-35 words and carrying 2 marks each. (8X2=16)
- Two questions will be prepared from all four units. Each question will carry 16 marks. The student shall have to attempt one question from each unit. (4X16=64)

**Suggested Readings**

1. Ahuja, Ram 1996 Youth and Crime, Jaipur, Rawat Publications
2. Ahuja, Ram 2006 Criminology: New Delhi, Rawat Publications
3. Hegarty S 2002 Children with Special Needs, New Delhi, Sage Publications.
4. Sodhi, J. S. 1999 Poverty Alleviation of Rural Development, New Delhi: Criterion Publications.
5. Bajpai, P. K. (Ed.) 1998 Social Work Perspectives on Health, Jaipur, Rawat Publications.
6. Clark, D. W. 2011 Preventive and Community Medicine,
7. Danda, Amita. 2000. Legal order and Mental Disorder, Sage Publications.
8. Chowdhary, D. P 1981. Role of Voluntary Action in Social Welfare Development, New Delhi, Sidhartha Publications.
9. Sahni, P. and Sharma, K. K. 2007 Industrial Social Work, New Delhi: Deep and Deep Publications.
10. Mamoria, C. B. 2006 Dynamics of Industrial Relations, Mumbai, Mamoria S. Hinalaya Publishing House.

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