Ordinance & Syllabus
Of
Master of Social Work (M.S.W.)
Contents w.e.f. Session 2024-26

Department of Social Work

JANANAYAK CHANDRASHEKHA UNIVERSITY
Ballia, UP - 227001

About the Department:

The introduction of the Department of Social Work in the academic sphere is an important initiative that recognizes the principles of social work in education. This initiative encourages the effective study of social work principles, social justice, and community services. The Department of Social Work offers undergraduate and postgraduate programs that provide opportunities for students to prepare to become professional social workers. Professional social work students are provided with a structured curriculum to equip them with the knowledge, skills, and ethical foundations necessary for effective social work practice. Through curriculum, field practice, and research opportunities, students enrolled in these programs gain a comprehensive understanding of social issues and develop the competencies needed to address them. In addition, social work departments foster collaboration with local communities, social service agencies, and advocacy groups, facilitating experiential learning and meaningful contributions to social welfare. In short, the introduction of the Department of Social Work symbolizes a commitment to fostering compassionate and competent professionals dedicated to promoting social justice and empowering individuals, families, and communities.

The Department of Social Work at Jananayaka Chandrasekhar University started in 2020. This program offers a two-year postgraduate degree. The Department has one permanent Associate Professor and three Assistant Professors. The Department works through the fieldwork of students in ten Gram Panchayats adopted by the University to promote social justice and empower individuals, families, and communities. The University is extremely proud of the role that the Department is playing in sustaining the programs without any financial resources.

The Department conducts various programs, rural camps, study tours, and field visits to develop professional skills in the students. Professional social workers address contemporary social issues, concerns, and challenges, and work in areas such as rural development, local self-governance, and development of vulnerable groups, i.e., Scheduled Castes and Scheduled Tribes, and the welfare of persons with disabilities, women, and children. They also continuously work in areas such as the care

of elderly people, child abuse, correctional administration, public and community health, drug addiction, poverty and unemployment, conflict resolution, family and marriage counseling, labor welfare, slum improvement, corporate social responsibility, and skill development.

1. Vision

To produce trained social workers blended with professional competencies, so that they could be able to address the contemporary social issues and concerns in a way to achieve wellbeing of

people and bring about social change for social development.

2. Mission

To ensure that the PG students (MSWs) have the required knowledge, professional skills, techniques, attribute, attitude, and critical perspectives necessary for taking up the responsibilities - at intermediate (middle level) management of social welfare and developmental services in the public, corporate as well as in non-profit development sectors.

3. Program Objectives

- Equipping students with considerable knowledge, technical skills, professional values, attitudeappropriate to social work practice with various clientele.

- Nabbing student's skills of problem solving, resource utilization and services linking to help people to accomplish their life tasks, alleviate distress and realize their aspirations and values.

- Impart education and training in professional social work in order to create qualified personnel in social welfare and allied fields through culture-sensitive, eclectic and evidence-based participatory practice;

- Develop knowledge, skills, attitudes and values appropriate to the social work profession;

- Promote integration of theory and practice in the fields of social welfare and social policy; &

- Provide interdisciplinary collaboration for better understanding of human problems, systemic discrimination and marginalization, issues of social development and needed services.

• Programme Outcomes

o Able to understand education, training and employability in professional social work in order tocreate qualified personnel and provide manpower in development and allied fields,

o Able to develop ethical approach, culture-sensitive, eclectic and evidence-based participatory practice at various levels;

o Able to imbibe the basic and professional knowledge, skills, attitudes, ethics and values appropriate to the practices of social work profession;

o Able to develop integration of theory and practice in the various fields of social work profession; and

o Able to develop and improve skills in interdisciplinary collaboration for better understanding ofsocial issues, social problems, issues of social development and needed services.

• Specific Programme Outcomes

After successful completion of the Master of Arts in Social Work programme, students can develop professional skills, holistic approach towards knowledge, and develop insights as well as empower with excellence in specific areas for employment in both public and private sectors. This can be achieved and will also get the opportunity to be self-employed and start one's voluntary organization. Other specific outcomes of the program are as follows -

o Students in Social Work program will acquire a holistic approach to professional skills and knowledge.

o Students will be empowered to develop insights and excel in specific areas of social work.

o Employment opportunities exist in both public and private sectors.

o Students also have the option to become self-employed and set up their own Non-Governmental Organization (NGO).

o This program equips students with the necessary tools to contribute meaningfully to society through various means such as community development, advocacy, and

social services.

o Skills such as communication, empathy, problem-solving, and advocacy are honed throughout the program, making them valuable assets in social work settings.

* Title

The title of the course shall be Master of Social Work.

Applicability:

These regulations shall apply to the Master of Social Work programme from the session-2024-26.

Affiliation

The proposed course shall be governed by the Department of Social Work, Jananayak ChandrashekharUniversity, Ballia, Uttar Pradesh

Duration

The total duration of the course shall be of two years, spread over in four Semesters.

Seats

The total number of students to be admitted to the course shall be 60.The course will be conducted on regular basis.

Minimum Eligibility for Admission:

As per University guidelines or A three/four-year Bachelor's degree or equivalent in any stream /discipline awarded by a University or Institute established as per law and recognised as equivalent by this University with minimum 50 percentage marks for General and OBC categories and 45 percentage of marks for SC, ST and Persons with Disability categories or equivalent grade, shall constitute the minimum requirement for admission to the Master of Arts in Social Work programme.

• Reservation of seats for various categories shall be as per the Uttar Pradesh State Government rulesand regulations.

Admission Procedure

Admission procedure will take place according to the University Norms (Jananayak ChandrashekharUniversity, Ballia) and guidelines in this regard.

Medium of Instruction:

The Medium of Instruction will be English/Hindi.

Attendance:

As per University Norms or Minimum 75% in Theory Papers and 85% in Field Work shall becompulsory.

Structure of the Course:

The main purpose of the master of social work (M.S.W.) course is to develop and disseminate knowledge skills and values through class room teaching, field training and research necessary for promoting, maintaining and improving the functioning of individuals, groups and communities. The master of social work course is comprised of:

- Theory Papers
- Field Work Practicum
- Research Dissertation.

Theory Papers

Since social work is a practice based profession hence the course offered are of vital significance in overall learning process of the students. Under the theory papers of Master of Social Work course two kinds of papers: (a) core and (b) Specialized.

1. **Core Papers:** There will be four core papers in each semester. These are the papers which are to becompulsorily studied by a student as a core requirement to complete the courses.
2. **Specialized Papers:** There will be a Specialized paper in IIIrd and IVth Semester. Specialized paper is apaper which can be chosen from the three specialization offered by the department of social work.
Specialization
    - *(IR / HRM)* **Industrial Relationship / Human Resource Management**

- *Community Development*
- *Medical and psychiatric Social Work*

3. This specialization will be allotted to the students in the beginning of the first students as per their choiceand merit subjects to availability of seats allotted to particular specialization.

Field Work Practicum

Field work practicum is an essential integral part as well as component of social work education. Hence, every student is expected to attend the same, failing with he/she shall not be allowed to continue the course. Field work practicum is a practical experience which is deliberately arranged for the students. In field work, field will be a situation (a social welfare/development agency or an open community) which offers avenues for students" interaction with client and client system, where they will apply social work methods, principles, skills and techniques under the guidance of faculty members and practitioners of the agencies.

Components of field work

1. Orientation Programme
2. Concurrent Field work
3. Study Tour
4. Rural Camp
5. Block Field Work/Placement

Teaching Strategies/ Methodology:

Following Methods will be applied as per the requirement of the topic.

1. Discussion
2. Lecture
3. Problem Solving
4. Brain-Drain
5. Role Playing
6. Debate and Quiz
7. Participatory Approach
8. Guest Lectures
9. Chalk and Talk
10. Projector / PowerPoint Presentation
11. Assignment
12. Webinar/ Seminar and Special Lectures

Assessment of Field Work

At the end of the semester-1, 2, 3 & 4 of first and second year, a field work assessment will be done internally in odd semester and externally in even semester i.e. 2 & 4. The students will submit all the reports to the respective department supervisors after the completion of field work. Students will have to prepare a field work self- assessment report and summary of work done as per the guidelines in a prescribed form and submit the same to the respective department supervisors. As MSW is a field based course curriculum, it is compulsory to allot 100 marks per semester for field work reports. And therefore, total marks for MSW course will be 2100. The department supervisors will also prepare an assessment report regarding the performance of the concerned students using the following: Assessment of field work shall be on the basis of:

A. Internal Assessment:	25 Percent (25 Marks)
B. Compiled Field Work Report Assessment:	25 Percent (25 Marks)
C. Viva-Voce:	50 Percent (50 Marks)
Grand Total:	**100 Marks**

Viva Voce: Viva-Voce will be conducted by the Department of Social Work, JNCU. Viva-voce will be held in the presence of External Examiner appointed by the JNCU. The minimum marks required to pass in the field work will be Fifty (50%) percent including internal & external. If student fail in securing 50% marks, student will treated fail in semester.

Assessment of Theory Papers (Each): (75 Marks)

- **A. Internal Marks:** (25 Marks)
1. Theory Test : 15 Marks
2. Assignment : 05 Marks
3. Attendance and Behaviour : 05 Marks
- **B. External Marks:** (50 Marks)

Assessment of Dissertation /Project Work: (100 Marks)

1. Report Writing: 50 Marks
2. Viva Voce: 50 Marks

PROGRAM STRUCTURE:

Program – M.S.W.					
Semester – Ist					
Course code	Name of the Course	Credits	Theory	Internal	Field Work
MSW 101	SOCIAL WORK PROFESSION AND PRACTICE	05	50	25	
MSW 102	SOCIAL WORK WITH INDIVIDUALS	05	50	25	
MSW 103	SOCIAL WORK WITH GROUPS	05	50	25	
MSW 104	HUMAN GROWTH DEVELOPMENT	05	50	25	
MSW 105	ORIENTATION AND PRACTICUM	04			100
	MINER ELECTIVE	04	100		
	TOTAL	28	300	100	100

Program – M.S.W.					
Semester – IIst					
Course code	Name of the Course	Credits	Theory	Internal	Field Work
201 N	COMMUNITY ORGANIZATION AND SOCIAL ACTION	05	50	25	
MSW 202	SOCIAL WELFARE ADMINISTRATION	05	50	25	
MSW 203	SOCIAL SCIENCE CONCEPTSFOR SOCIAL WORKER	05	50	25	
MSW 204	SOCIAL PROBLEMS WITH SOCIAK WORK INTERVENTION	05	50	25	
MSW 205	STUDY TOUR AND PRACTICUMFIELD WORK	04			100
	PROJECT WORK				100
	TOTAL	24	200	100	200

Program – M.S.W.					
Semester – IIIst					
Course code	**Name of the Course**	**Credits**	**Theory**	**Internal**	**Field Work**
301 N	COUNSELLING: THEORY AND PRACTICE	05	50	25	
MSW 302	SOCIAL WORK RESEARCHAND STATISTICS	05	50	25	
MSW 303 A	HEALTH AND MEDICALSOCIAL WORK	05	50	25	
MSW 304 A	EMERGING HEALTH SCENARIO IN INDIA	05	50	25	
MSW 303 B	COMMUNITY DEVELOPMENT:CONCEPT AND METHODS				
MSW 304 B	RURAL COMMUNITY DEVELOPMENT				
MSW 303 C	INTRODUCTION TO HUMANRESOURCE MANAGEMENT				
MSW 304 C	LABOUR LEGISLATION IN INDIA				
MSW 305	RURAL CAMP & FIELD WORKPRACTICUM	04			100
	TOTAL	**24**	**200**	**100**	**100**

Program – M.S.W.					
Semester – IVst					
Course code	Name of the Course	Credits	Theory	Internal	Field Work
MSW401	SOCIAL POLICIES AND PLANNING	05	50	25	
MSW402 A	MENTAL HEALTH AND PSYCHIATRICSOCIAL WORK	05	50	25	
MSW403 A	MENTAL AND PERSONALITY DISORDDER	05	50	25	
MSW 402 B	URBAN COMMUNITY DEVELOPMENT				
MSW403 B	TRIBAL COMMUNITY DEVELOPMENT				
MSW 402 C	LABOUR WELFARE AND SOCIAL SECURITY				
MSW403 C	TRADE UNION AND INDUSTRIAL RELATIONS				
MSW404	FIELD WORK PRACTICUM /BLOCK FIELD WORK	05			100
MSW405	DISSERTATION	04	50	25	
	PROJECT WORK (Compile report of concurrent field work)				100
	TOTAL	24	200	100	200

SEMESTER - I

Name of the Course	Social Work Profession: Theory and Practice
CourseCode	MSW 101
Learner's Objectives	• Enable students understand and differentiate social work and do The related terms. • Understand the context of emergence of Social Work as s profession • To impart learner idea about the historical development ofProfessional Social Work in India and Abroad.
Unit I 1a	Social Work: Meaning Definition Objective and AssumptionsSocial Work: Principle, Value and Philosophy in Indian context
1b	Social Work areas: Green social work, Radical social work, feministsocial work
Unit II 2a	History of professional social work : UK, USA and India
2b	Social Work and: Social Service, Social Reform, Social Welfare in Indian Knowledge system, Social Defense, Social justice, and human rights.
Unit III 3a	Professional attributes and Social Work Skills For Social Work in India.
3b	**Professionals Role** : Functions of professional social worker code of ethics and ethical practice in Indian Knowledge system
Unit IV 4a	**Major associations of Professional Social Work: (National)** NAPSWI (National Association of Professional Social Workers in India) ISPSW (Indian Society of Professional Social Work)
4b	**Major associations of professional Social Work (International)** NASW (The National Association of Social Workers) IASSW (The International Association of Schools of Social Work) IFSW (The International Federation of Social Workers)
Learner's Outcomes	• Able to understand and differentiate social work and other related • Able to understand the context of emergence of social work as a Profession. • Able develop idea about the historical development of professional social work in India and Abroad

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2. Bogo, Marion, 2006. Social Work Practice: Concepts, Processes, and Interviewing, Columbia University Press
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6. Dubois, B. & Miley, K. K., 2005. Social Work: An Empowering Profession, Allyn and Bacon, London.
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15. मिश्रा, पी॰डी॰, सामाजिक वैयक्तिक सेवा कार्य, उ॰ प्र॰ हिन्दी, संस्थान लखनऊ, 2003
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17. शास्त्री, राजाराम समाज कार्य, हिन्दी समिति, सूचना विभाग, उ॰प्र॰ लखनऊ।
18. अहमद, मिर्जा रफीउददीन–समाज कार्य दर्शन एवं पद्धतियां, ब्रिटीश बुक डिपो, लखनऊ।

Name of the Course	**Social Work with Individuals**	
Course Code	MSW 102	
Learner's Objectives	• Developing in depth knowledge of Social casework and its application of field. • Developing the social casework skill to be applied in deferent setting. • Understanding various approaches to Social casework.	
Unit 1	1a	Social Casework: • Historical development of SCW in India and Abroad. • As a Method of SocialWork. Social Casework: Meaning, Definition and Objectives, Assumptions, Values,Code of Ethics and Need in Indian context.
	1b	**Some Concepts of Social Casework :** • Social Environment, • Person in Environment, • Client-Worker relationship
Unit 2	2a	Social Casework: Generic and Specific Principles Social Casework: Components- The Person, The Problem, The Place and TheProcess
	2b	Process of Social Casework : Intake, Study, Diagnosis, Treatment, Termination, Evaluation and Follow-up: Role of Professional Caseworker
Unit 3	3a	**Social Casework Approaches:** Psycho-Social, Psycho-Analysis, Problem Solving.
	3b	**Social case work practice in different settings-** Correctional, family, health and crisis situation. Social case work practice with people (rape, victims, disabled etc.) and oppressed group (minorities, SCs/STs etc.)
Unit 4	4a	Tools and Techniques of Social Casework
	4b	**Skills of Social Casework:** Introducing, Listening, Questioning,Communication, and Expression of Attitude
Learner's Outcomes	1. Able to develop in-depth knowledge of social case work and its 2. Able to understanding various approaches to social case work 3. Able to know the social case work skills to be applied in different settings	

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3. Pearlman, H H. (1957). Social case work: a Problem Solving Process. Chicago: University of Chicago.
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9. R.K. Upadhyay (2003): Social Case Work: Therapeutic Approach.
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14. मिश्रा, पी० डी०–सामाजिक सामूहिक कार्य, उत्तर प्रदेश हिन्दी संस्थान, लखनऊ 2008
15. मिश्रा, पी०डी०, सामाजिक वैयक्तिक सेवा कार्य, उ० प्र० हिन्दी, संस्थान लखनऊ, 2003
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18. अहमद, मिर्जा रफीउददीन–समाज कार्य दर्शन एवं पद्धतियां, ब्रिटीश बुक डिपो, लखनऊ।

Name of the Course	**Social Work with Groups**
CourseCode	MSW 103
Learner's Objectives	• Developing in-depth knowledge of social group work and its application to filed • Developing the social group work skills to be applied in different Settings. • Understanding various approaches to social group work.
Unit I 1a 1b	**Socia Group Work:** Definition, Characteristics, Objectives, Significance, Scope and Assumptions in India. **Social Group Work:** Components, Principles, Skills, Values, and Ethics in the Indian context.
Unit II 2a 2b	**Stages Of Group Development** **Leadership:** Types, Forms, and qualities of good leader.
Unit III 3a 3b	Models of Social Group Work, Recording in Social Group Work Supervision In Social Group Work **Social Group Work** : Types, Principles, Skills, and Essential Conditions
Unit IV 4a 4b	**Types of Groups**: Treatment Group and Task Group, Support Group, EducationalGroup, Therapy Group and Socialization Group **Program Planning**: Concept and Principles, Evaluation Meaning and Contents
Learner's Outcomes	• Students will develop an in-depth understanding of social group work concepts, theories, and treatments, incorporating historical and contemporary perspectives. • They will develop practical application skills in a variety of social work settings such as community centers, schools, health facilities and correctional institutions. • Students will be able to design and implement effective intervention strategies tailored to specific client treatment and social group dynamics. • Students will master the facilitation techniques that promote communication, conflict resolution and problem-solving in a supportive and inclusive environment. • They will be able to understand ethical principles including privacy, autonomy and advocacy for social justice and human rights. • It is intended to develop collaborative approach among students, working with professionals, stakeholders and group members to overcome obstacles to collective goals.

References:

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Nam of the Course	HUMAN GROWTH AND DEVELOPMENT
CourseCode	MSW 104
Learner's Objectives	• Learning about the major concepts and theoretical perspectives in psychology. • Understanding the nature and development of human behavior in socio-culture concept. • Imparting concepts related to social psychology. • Enabling Students to understand the different theories.

Unit I	1a	**Foundations of Psychology and Human Growth** Cognitive Development: Basic Concepts and Theories; Life Span Perspective of Human Development.
	1b	Development Tasks and Hazards in Various Life Stages.
Unit II	2a	**Human Personality and Psychological Disorders** Personality: Definition, Concept and Theories; Psychological Disorders and Positive Health
	2b	**Personality development** in Indian knowledge system **Stress:** Causal Factors and Management.
Unit III	3a	**Social Psychology** Social Psychology: Nature, Scope Methods of studying Social Behavior. Social Perception, Scheme, Schematic Processing, Attribution.
	3b	**Attitude:** Nature, Formation and Measurement; Public Opinion, Prejudices, Biases and Stereotypes; Leadership, Group Think, Crowd and Mob Behavior
Unit IV	4a	**Therapeutic Approaches** Psycho analytic Therapy, Client-Centered Therapy & Cognitive Therapies
	4b	Indigenous Therapies; and Bio-Feedback therapy.
Learner's Outcomes		• Students will develop an understanding of psychological concepts, theories, treatments and their application to social work practice. • Students will be able to use various psychological therapies.

Suggested Readings:

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Course Name: Orientation & Field Work Practicum
Course Code: 105

Field work is an essential component of this course and every student is expected to attend the same, failing with he/she shall not be allowed to continue the course. Field work is a practical experience which is deliberately arranged for the students. In field work, field will be a situation (a socialwelfare/development agency or an open community) which offers avenues for students' interactionwith client and client system, where they will apply social work methods, principles, skills andtechniques under the guidance of faculty members.

Field Work Objectives and Tasks

The field work practicum has been developed to achieve the following objectives:

Objectives:

- Give exposure to the students to various social welfare & development programmes and services.
- Develop sensitivity towards the needs, problems and issues affecting the life and living of Individuals & families, groups and communities and level of their consciousness.
- Relationships, resources and opportunities.
- Develop an understanding of agency's structure, function, service delivery system etc. and/or community, its characteristics, structure, nature and identities of people, dynamics of relationships, resources and opportunities

Tasks:

- Establishing contacts and rapport with the agency personnel and/or community people.

- Get a self-orientation and prepare agency and/or community profile.
- Give an opportunity to learn to make use of professional relationship and referrals to deal with human problems.

- Regularly reporting to all concerned persons, perform the assigned tasks and

  work withagency personnel, volunteers and/or community people.

- Self-assessment of field work experience.

Components:

1. Orientation Programme   **2.** Concurrent fieldwork

1. **Orientation Programme:** An orientation programme will be organized at the commencement of the course of the semester-1 of first year and at the beginning of semester-3 of second year respectively before starting concurrent filed work. No student will be admitted after the commencement of the orientation programme. Orientation visits to welfare agencies and/or communities will be an integral part of the orientation programme. Attendance during orientation programme is compulsory.

2. **Concurrent Field Work:** Concurrent field work will be required to be done simultaneously with class- room teaching of theory papers from the very beginning of the semesters (both odd and even) of first and second year and shall continue till the preparation leave before the commencement of the examinations. Two days in a week will be allotted to the students to perform concurrent field work.

SEMESTER-II	
Name of the Course	COMMUNITY ORGANIZATION AND SOCIAL ACTION
Course Code	201 N
Learner Objectives	• Study the concept of community and relevance of community organization • Understand the steps, process and skills of community organization • Learn the models and strategies for community organization practice • Understand the role of Social Worker in Social Action and Social Reform for social development
Unit-I 1a	**Community and community organization:** Community: Concept, characteristics, types and functions Historical development of community organization
1b	**Understanding of community organization practices** : Definition, objectives, values, principles and ethics of community organization Community organization and community development
Unit-II 1a	**Steps and process in community organization** Study of community and analysis of power dynamics, mobilization for participation for sustainable development.
2b	Processes: Identification of needs, prioritization, problem analysis, selection of alternatives, plan of action, execution, monitoring and evaluation Building of CBO's and community level organization Training and federation of grass root organization
Unit-III 3a	**Models and Strategies of Community Organization** Rothman's model of community development Locality Development Model, Social Planning Model & Social Action **Model Gandhian model of organizing** - Satyagraha, civil disobedience and philosophy non violence
3b	**Approaches to Community Organisation** Strategies: collaboration, education, cooperation, conflict, competition, Unionization as a strategy & Advocacy in community organization
Unit-IV 4a	**Social action**: Concept of Social Action Objectives, Principles, Methods and Strategies of Social Action Social Action for Social Reform and Social Development
4b	Scope of Social Action in India Social Problems and Social Action Social Legislation through Social Action Role of Social Worker in Social Action Social Action Groups
Learners Outcome	• Community Organization Fundamentals: Understand concepts, history, and integration with community development. • Community Processes: Learn to identify needs, analyze power, and implement and evaluate plans. • Models and Strategies: Explore community organization models and

| | develop collaboration and advocacy strategies. |
| | • Social Action Engagement: Grasp principles of social action and its role in reform, with a focus on the social worker's role. |

Recommended Readings:
1. Adams, Robert, Oominelli, Lena & Payne, Malcom (ed.1), Social Work: Themes, Issues & Critical Debates. Ch. 17, Radical Social Work.
2. Cox M. F. & Erlich L, J. (1987). Strategies of Community Organisation. Illinois: F.E. Peacock Publishers D'Abreo, Desmond A., From Development Worker to Activist.
3. Dayal, R. 1960 Community Development Programme in India, Allahabad: KitabMahal Publishers. Dunham, Arthur E. 1970 The Community Welfare Organisation, New York, Thomas Y. Crowell.
4. Freire, Paulo. Pedagogy of the Oppressed. Adult Education &Libration. Gandhi M.K., Social Service. Work & Reform (3 vols.)
5. Gandhi, M. K. Sarvodaya (I'he Welfare of All), Ahmedabad: Navjivan Publishing House. Gangrade, K. D. 1971 Community Organisation in India, Bombay, Popular Prakashan. Haynes, Karen S. & Mickelson, James S., Affecting Change, Social Movements Pub. 107 ff.
6. Jack Rothman and others (2001). Strategies of Community Interventions & Macro Practices – Peacock Publications, 6th Edition
7. Lal, A. K. 1977 Politics of Poverty: A Study of Bonded Labour. New Delhi: Chethana Publications. Mayo H., Jones D. 1974 Community Work, London: Routledge and Kegan Paul.
8. McMiller, W. 1945 Community Organisation for Social Welfare, Chicago: University of Chicago Press. Murphy, C. G. (1954) Community Organisation Practice, Boston: Houghton Mifflin Co.
9. Patnaik, U. and Chains of Servitude, Bondage and Dingwaney, M. 1985 Slavery in India. Madras: Sangam Books Pvt. Ltd.
10. Polson and Sanderson. 1979 Rural Community Organisation, New York: John Wiley and Sons.
11. Ross Murray, G., (1985). Community Organization: Theory and Principles. New York: Harper and Row Pub. Siddhiqui, H.Y. (1997). Working with Community. New Delhi: Hira Publications

SEMESTER II	
Nam of the Course	**SOCIAL WELFARE ADMINISTRATION**
Course Code	MSW 202
Learner's Objectives	• Understand administration as method of Social Work • Acquire knowledge about the basic principles and processes of administration
Unit I **1a** **1b**	**Social Welfare Administration:** Meaning, Definitions, Scope, Process and skills. Social Welfare Administration in Government and Non-Government Organization
Unit II **2a** **2b**	**Social Welfare Administration and related Concepts:** Administration, Social Administration, Social Work Administration in Indian context.
Unit III **3a** **3b**	**Levels of Social welfare Administration:** Micro Meso and Macro levels Central Social Welfare Board, problems of fund raising and voluntary organizations.
Unit IV **4a** **4b**	**Functions of Social Welfare Administration:** POSDCORB Policy making. Report writing and Cost-Benefit Analysis
Learner's Outcomes	• Understanding of administrative policies • Able to understand principles of social welfare administration.

References:

1. Goel, S.L. and Jain, R.K. (1988): Social Welfare Administration (Vol. I and II)

2. Chaudhary, D.Paul (1992); Social Welfare Administration

3. Dubey, S.N. (1973): Administration of Social Welfare Programmes in India.

4. Kohli, A.S. (2013): Administration of Social Welfare.

5. Pathak,S. (2013): Social Work and Social Welfare.

6. Patt,Rino (2004): Social Welfare Administration: Managing SocialProgrammes in a Development Context.

7. Sachdeva,D.R. (1998): Social Welfare Administration in India.

8. Skidmore (1983): Social Work Administration

9. Verma, R.B.S. (2014): Introduction to Social Administration.

10. Kaushik, A. (2013). *Welfare and development administration in India.* New Delhi:Global Vision Publishing House

11. Kettner, P. M., M oroney, R. M., & M artin, L. L. (2017). *Designing and managingprograms: an effectiveness based approach* (5th Edn). Sage

12. Alcock, P., Haux, T., May, M., & Wright, S. (eds.) (2016). *The student's companion to social policy* 5th Edn. Oxford: Blackwell /Social Policy Association

13. Pathak, S. H. (2013). *Social policy, social welfare and social development.* Bangalore: Niruta

Name of the Course		**SOCIAL SCIENCE CONCEPT FOR SOCIAL WORKER**
Course Code		**MSW 203**
Learner's Objectives		• To understand the concept of social sciences. • To Orient leaner about contemporary Social sciences.
Unit I	**1a**	**Society:** Concept, Characteristics & Types **Social Group**: Concept.Characteristics and Types: Primary, Secondary and Reference.
	1b	**Social Change and Social Control:** Concept, Definition, Characteristics and Types. **Theories Of Social Change**: Cyclic and Linear. **Socialization:** Meaning Definition and Agencies of socialization.
Unit II	**2a**	**Malthusian Theory**: Strength and Weaknesses, Criticism of Malthusian theory.
	2b	Optimum Population Theory, Leibenstein's Theory of Critical Minimum Effort. DemographicTransition Theory
Unit III	**3a**	Economic Development and Economic Growth Sustainable Development Goals
	3b	Concept of LPG (Liberalization, Privatization and Globalization)
Unit IV	**4a**	Basic Features of the Constitution of India. Fundamental Rights. The Directives principles of state policy Police and Human Rights. Indian Judiciary and Human Rights and Welfare States
	4b	Human and legal rights of women, female feticide, Human rights;protection to the children
Learner's Outcomes		• Able to understand the concept of social sciences. • Able to identify contemporary Social science issues.

References

1. Kingsley Davis (1969): Human Society.

2. Ely Chinoy (1967): Society: An Introduction to Sociology.

3. K.M. Kapadia (1966): Marriage and Family in India.

4. Michael Haralambas (1980): Sociology.

5. R.K. Sharma (1997): Indian Society Institution and Change.

6. K. Verghese (1992): General Sociology.
7. B.B. Tandon and K.K. Tandan (1997): Indian Economy.

8. Krishna, P. S. (2017). *Social exclusion and justice in India*. Taylor & Francis
9. Jodhka, S. S. (2015). *Caste in contemporary India*. New Delhi: Routledge.
10. Kummitha, R. (2015). Social exclusion: The European concept for Indian social reality,social change. *Sage Journal, 45(*1) 1–23
11. Haralambos. (2014). *Sociology: Themes and perspectives*. Harper Collins; Eightedition
12. Deshpande, S. (2014). *The problem of caste*. New Delhi: Orient Blackswan.
13. Nagla, B. K. (2013). *Indian sociological thought*: Rawat Publication
14. Sudha, P. (2013). *Dalit assertion*: Oxford India Short Introductions
15. Ritzer, G. (2012). *Sociological theory*: Tata McGraw Hill Education
16. Surinder, S. J. (2012). *Caste*: Oxford India Short Introductions
17. Govind, R. (2018).Ambedkar's lessons, ambedkar's challenges hinduism, hindutva and the Indian nation.
18. *Economic and Political Weekly*
http://www.epw.in/system/files/pdf/2018_53/4/SA_LIII_4_270118_Rahul_Gov ind.pdf

Name of the Course	SOCIAL PROBLEMS AND SOCIAL WORK INTERVENTION
CourseCode	MSW 204
Learner's Objectives	• Understanding the concept of social problem. • To provide more information about contemporary social problems. • Understanding the structural problems of society. • To develop understanding on intervention strategies for social action solutions.
Unit I 1a	**Conceptual Understanding of Social Problem:** Concept, NatureCharacteristics, Types and Causes.
1b	Approaches and Methods to The Study of Social Problem; **Social Deviance and Conformity**: Concept, Nature and Characteristics
Unit II 2a	**Contemporary Social Problems in India-I** Poverty, Illiteracy, Unemployment, Corruption, Prostitution, Drug Addiction, Concept: Causes, Consequences
2b	Social Work Interventional Strategies of Each Problem
Unit III 3a	**Contemporary Social Problem in India-II** Terrorism Violation of Human Rights Juvenile Delinquency Problems related to Environment,
3b	**Problems of Rape Victim:** Concept, Causes, Consequences and Social Work Interventional Strategies.
Unit IV 4a	**Structural Problems of Society :** Problems Of Scheduled Caste,Schedule Tribe, Other Backward Classes and Minorities
4b	**Gender Discrimination and Domestic Violence:** Causes, Consequencesand Social Work Interventional Strategies.
Learner's Outcomes	• Able to understand the concept of social problem. • Able to identify contemporary Social Problems. • Able to understand the Structural Problems of Society. • Able to select and apply social work intervention strategic resolving social action.

Suggested Readings / References:

1. Prabhu, PH, (1963). Hindu Social Organization, Popular Prakasham, Bombay.

2. Hutton J.H., (1983). Caste in India, Oxford University Press, Bombay.

3. Kapadia K.M. , (1966). Marriage and Family in India, Oxford University Press, Bombay.

4. Ram Ahuja, (1993). Indian Social System. Vedam Book House, Jaipur. (Hindi)
5. Haralambos. (2014). *Sociology: Themes and perspectives*. Harper Collins; Eight edition
6. Deshpande, S. (2014). *The problem of caste*. New Delhi: Orient Blackswan.
7. Nagla, B. K. (2013). *Indian sociological thought*: Rawat Publication
8. Sudha, P. (2013). *Dalit assertion*: Oxford India Short Introductions
9. Ritzer, G. (2012). *Sociological theory*: Tata McGraw Hill Education
10. Surinder, S. J. (2012). *Caste*: Oxford India Short Introductions
11. Govind, R. (2018). Ambedkar's lessons, ambedkar's challenges hinduism, hindutva andthe Indian nation. *Economic and Political Weekly* http://www.epw.in/system/files/pdf/2018_53/4/SA_LIII_4_270118_Rahul_Govind.pdf

Objectives:

- Imbibe the ethics and values of the social work profession, including attributes for the same.

- Develop an ability to narrate the experience/learning, assessment of services & resources, and participate in service delivery.

- Practice the methods of working with individuals, groups, and communities.

- Develop the capacity to prepare process/method-oriented records.

Tasks

- Explore, analyze, and find out the causative factors of needs and/or problems of individuals & families, groups, and communities.

- Integrate theoretical knowledge with field practice, i.e, methods, principles, skills & techniques of social work, etc.

- Make official correspondence on behalf of agency and/or community.

Prepare records for all the processes involved.

Ingredients:

• Concurrent fieldwork

• Study tour

Concurrent Field Work:

Concurrent field work will be required to be done simultaneously with class-room teaching of theory papers from the very beginning of the semesters (both odd and even) of first and second year and shall continue till the preparation leave before the commencement of the examinations. Two days in a week will be allotted to the students to perform concurrent field work. The students may be placed in social welfare agencies or open community settings to initiate and participate in the direct service delivery. A minimum of 15 hours (including report writing) per week of concurrent field work will be required for each student. On the basis of 14 weeks of field experience per semester, the students should accumulate 200 hours each semester or a total of 400 hours for two consecutive semesters.

Observation Visits/Study Tour:

Students of semester-1/3 will be given an opportunity to visit and observe various agency and/or community settings in order to know about the initiatives of governmental and non-governmental organizations towards social problems.

SEMESTER - II
Miner Elective

Name of the Course	BASIC CONCEPT OF SOCIAL WORK
Course Code	MSW 206
Learner's Objectives	• Understand the context of emergence of social work as a profession. • Developing in – depth knowledge of Social Case Work. • Developing in – depth knowledge of Social Group Work. • Developing in – depth knowledge of Community Organization. Understand to scope of social work
Unit I	Social Work: Meaning Definition Objective and Assumption Social Work: Principal Value and Philosophy Social work as a professional Historical Development of Social-Work USA, UK and India
Unit II	Methods of social work: Social Case work, Social Group Work, Community Organization.
Unit III	Secondary Methods of Social welfare Administration, Social Research and Social action Concept, Meaning, Definition and Principles.
Unit IV	Major Fields of Social-Work: Family & Child Welfare; Women Welfare and Women Empowerment; Youth Welfare; Medical & Psychiatric Social Work; Rural and Urban Community Development; Correctional Administration; Labour Welfare; Welfare of Scheduled Castes and Scheduled Tribes.
Learner's Outcomes	Able to understand and differentiate social work and other related terms Able to understand the context of emergence of social work as a profession

References:

1 Compton, B. R., 1980. Introduction to Social Welfare and Social Work: Structure, Functionand Process, The Dorsey Press, Irwin-Dorsey (Homewood, Ill, Georgetown, Ont.).
2 Coulshed, Veronica & Orme, Joan, 2006. Social Work Practice (4thEdn.), PalgraveMacmillan.
3 Derezotes, David S., 2000. Advanced Generalist Social Work Practice, Sage Pub., NewDelhi.
4 Pearlman, H H. (1957). Social case work: a Problem Solving Process. Chicago: University of Chicago.
5 Rameshwari Devi, Ravi Prakash (2004) Social Work Methods, Practices and Perspectives (Models of Casework Practice), Vol. II, Ch.3, Jaipur: Mangal Deep Publication.
6 P. Misra (2009): Social Group Work: Principles and Practice.
7 Ross, M.G. (1967): Community Organization.
8 Chaudhary, D.Paul (1992); Social Welfare Administration.
9 Ram Ahuja, (1993). Indian Social System. Vedam Book House, Jaipur. (Hindi).
10 Gandhi, P.K. (ed.): Social Action Through Law

<table>
<tr><td colspan="2" align="center">SEMESTER – III</td></tr>
<tr><td>Name of Course</td><td>COUNSELLING: THEORY AND PRACTICE</td></tr>
<tr><td>Course Code</td><td>301 N</td></tr>
<tr><td>Learner Objectives</td><td>

To get a comprehensive knowledge in counseling as an essential intervention strategy for social work practice;
To acquire skills in the practice of counseling; and
To gain an understanding about practice of counseling in different settings.

</td></tr>
<tr><td>Unit-I   1a

1b</td><td>Counselling – Meaning & definition, need & development.

Introduction to the terms: Guidance Counselling, psychotherapy, psychiatry.</td></tr>
<tr><td>Unit-II   2a

2b</td><td>Counselling Process and the influencing factors: Stages in Counselling; Skills; Counselee, Counsellor, Counselling Setting.

Counseling Approaches: Psychoanalysis, Adlerian Psychotherapy, Reality Therapy, Gestalt Therapy, Client centered therapy, Existentialist Approach.</td></tr>
<tr><td>Unit-III   3a

3b</td><td>Legal and ethical issues in Counseling: Counseling interventions, General Counseling, Group Counseling.

Counseling in Family situation: Pre-marital & marital counseling; Parent-child interactions in School; counseling in learning disability.</td></tr>
<tr><td>Unit-IV   4a

4b</td><td>Counselling in different contexts: Counselling in sexual problems; Personal Problems; Inter-personal problems; Alcoholism; Chronic Absenteeism; Accident Proneness.

Life Situations: Stress management.
Crisis Management – Accident, Death, Disaster, Loss of employment, Severe illness, Suicide, HIV-AIDS counseling, Retirement and geriatric counseling.</td></tr>
<tr><td>Learners Outcome</td><td>

Counseling Process: Learn counseling stages, develop skills, understand counselor and counselee roles, and evaluate influencing factors.
Counseling Approaches: Apply and assess various counseling methods (e.g., Psychoanalysis, Reality Therapy, Client-Centered Therapy).
Legal and Ethical Issues: Understand legal and ethical issues in counseling; differentiate general, group, and specialized counseling.
Diverse Contexts: Apply techniques to address sexual, personal, interpersonal issues, and manage life situations (e.g., stress, crisis, HIV-AIDS, retirement).

</td></tr>
</table>

Recommended Readings:

1. Carkhuff, Robert, 1977, Art of Helping.
2. Carkhuff, Robert R., 1969, helping and Human Relations: A Primer for Lay and Professional Helpers Vol.1 Section & training, Vol.2 practice & research.
3. Chunkapura, Sr.Dr.Joan, 1999, Counseling & Mental health (Mal.) Addiction, AIDS Etc.
4. Fuster, J.M., 1996, Personal Counseling.
5. Rao, Narayana S., Counseling Psychology.
6. Rogers, C.R., 1952, Client Centred Psychotherapy.
7. Shertzer, Bruce & Stone, Shelley C., 1974, Fundamentals in Counseling.
8. Suppes, Mary Ann & Well, Carolyn Cressy, the Social Work Experience.
9. Zastrow, Charles, 1985, the Practice of Social Work.

Name of the Course		SOCIAL WORK RESEARCH AND STATISTICS
CourseCode		**MSW 302**
Learner's Objectives		• To understand meaning, scope and importance of social work research • To understand about the application of methods in the study of social phenomenon • To impart knowledge in the learners about methods, techniques and scientific process of social work research
Unit I	**1a**	**Concept of Research and Social Research:** Meaning, Objectives andScope.
	1b	One Method Oriented and Research Methodological Distinctions Between Social Research and Social Work Research. **Types of Research**: Pure, Applied and Action
Unit II	**2a**	**Steps In Social Work Research**: Hypothesis Meaning and Types; Research Design: Meaning and Types
	2b	**Sampling:** Meaning and Types. **Sources of Data Collection:** Primary and Secondary
Unit III	**3a**	**Method of Data Collection:** Observation and Interview. **Tools of DataCollection:** Interview Schedule and Questionnaire
	3b	**Data Analysis:** Editing Coding Classification and Tabulation. **WritingResearch Report:** Style of Referencing
Unit IV	**4a**	**Social Work Research and Statistics**: Concept and Scope **Measures Of Central Tendency:** Mean Median Mode
	4b	Measure Of Dispersion, Standard Deviation, MeanCorrelation Chi Square Test and Deviation.
Learner's Outcomes		Understanding of process of conducting research as well as logical and Statistical interpretation of information in Social Sciences.

References:

1. Frederick L. Coolidge (2000): Statistics: Gentle Introduction.

2. Richard M. Grinnel and others: (2005): Social Work Research and Evaluation: Quantitative and Qualitative Approaches.

3. Perry R. Hinton (2004): Statistics Explained: A Guide for Social Science Students.

4. D.K. Laldas (2000): Practice of Social Research.

5. D.K. Laldas (2013): Approaches to Social Science Research Methods.

6. Partha N. Mukharjee (2000): Methodology in Social Research: Dilemma and Perspectives.

7. A.Rubin and K. Babbie (1993): Research Methods for Social Work.

8. सिंह. एस. पी. 2005. सांख्यिकीः सिद्धान्त एवम् सूचना प्रबन्ध, उ० प्र० हिन्दी संस्थान

9. चौबे, अनुराग, शुक्ला, सुधीर, 2010. श्कम्प्यूटर एवम् सूचना प्रबन्धश् लखनऊ, उ० प्र० हिन्दी संस्थान

10. सिंह, सुरेन्द्र. 2012 सामाजिक अनुसंधानश्, उ०प्र० हिन्दी ग्रन्थ अकादमी, लखनऊ।

11. मुखर्जी, रविन्द्र नाथ, सामाजिक शोध व सांख्यिकी, विवेक प्रकाशन दिल्ली।

12. त्रिपाठी, रमाशंकर, 2010. समाजिक शोध एवं सांख्यिकी तार्किकताश्, विजय प्रकाशन मंदिर, वाराणसी।

13. गोयल, सुनील एवं संगीता गोयल, 2015. श्उच्चतर सामाजिक अनुसंधानश्, आर० बी० एस० ए० पब्लिशर्स जयपुर

14. आहुजा, राम, सामाजिक सर्वेक्षण एवं अनुसंधान, रावत पब्लिकेशन, जयपुर एवं नई दिल्ली।

15. तोमर, राम बिहारी. श्सामाजिक अनुसंधान, श्रीराम मेहरा एण्ड कम्पनी, आगरा

Name of the Course	**HEALTH AND MEDICAL SOCIAL WORK**	
Course Code	MSW 303 A	
Learner's Objectives	• Understand Concept of health as important aspect of social and human development • Develop understanding of health care services and programmes in the country. • To develop understanding on the role, Responsibilities and Ethical values of a Medical Social Worker.	
Unit I	**1a**	Health: Concept, New Philosophy, Nature, components, indicators and Dimensions
	1b	• Illness: Concept, Causes and Type • Hygiene: Concept, and Social Responsibilities for Hygiene.
Unit II	**2a**	Medical Social Work: Concept and Nature.
	2b	Medical Social Work: Objectives and Scope.
Unit III	**3a**	Role and Functions of medical social worker.
	3b	Use of Social Work methods and techniques in health setting
Unit	**4a**	• **Medical Social Work practice:** with OPD patients, and family. • Challenges faced by medical social worker.
	4b	• **Medical Social Work intervention:** individual group and community
Learner's Outcomes	Learners will be able to understand about Social Work techniques in various health settings. Medical social worker skills will develop in students	

References:

1. Philips, Dr and Verghes, 1994: Y., Health and Development.

2. Hiraman, A.B., 1996: Health Education an Indian Perspective.

4. Oak, T.M (ed.), 1991: Sociology of Health in India.

6. Park, K., 1997: Park's Text Book of Preventive and Social Medicines.

7. Daniel, W. B arrett. (2016). *Social psychology-core concepts and emerging trends.* London: Sage

Name of the Course	EMERGING HEALTH SCENARIO IN INDIA
CourseCode	MSW 304 A
Learner's Objectives	• Providing information to students about the disease and its effects. • Gain knowledge about community health interventions. • Familiarize about relevance, domain and nature of social workpractice in different health settings.
Unit I 1a 1b	**Disease**: Concept, Definition and Types Communicable diseases and Non communicable diseases
Unit II 2a 2b	**Heath Related Committees in Indian :** • Bhore committee • Mudaliar committee • Chaddha committee • Mukharjee committee • Junglewala committee • Kartar Singh committee • Srivastva committee
Unit III 3a 3b	**Alma Atta Declaration:** Health for all **New Health Policies** • National AIDS Control Programme (NACO) • National TuberculosisControl Programme
Unit IV 4a 4b	• Level of health care system. • Role of Medical social work workers. • Functions or duties of medical social worker. • Patients' Rights and duties in Healthcare. • Changing trends in health sector. Health Related Organization : • Organizations working in health World Health Organization (WHO). • Cooperative for Assistance and Relief Everywhere (CARE).
Learner's Outcomes	• Students will be aware about diseases, their types, infectious and non-infectious diseases and their effects. • Able to understand about community health interventions. • Able to understand about relevance, domain and nature of social work practice in different health settings.

References:

1. Lathem, W. and Newbary, 1970: A., Community Medicine-Teaching, Research and Health Care.

2. Hilleboe, HE and Lorimore, 1966: G.W., Preventive Medicine.

3. Mechanic, David, 1985: Medical Sociology - A selective View.

4. Mathur, J.S., 1971: Introduction to Social and Preventive Medicine.

5. Singh, Surendra and Mishra, 2000: P.D., Health and Diseases: Dynamics and Dimensions.

6. Annual Reports of Ministry of Health and Family Welfare, Government of India.

7. Steen, M., & Thomas, M. (2016). *Mental health across lifespan*. New York: Rutledge

8. Butcher, J. N., Hooley, J. M., & Mineka, S. M. (2017). *Abnormal psychology and modern life*. New Delhi: Pearson Education.

Name of the Course	COMMUNITY DEVELOPMENT: CONCEPTS AND METHODS
CourseCode	MSW 303 B
Learner's Objectives	• Understand the concept of community development (CD), including its philosophy, values, process and methods. • Cultivate skills of assessment, participation and leadership development required in community development. • Learn about different approaches to community development.
Unit I 1a 1b	**Community Development**: Concept, values, objectives, principles and outcome Process of community development: Exploratory stage, discussion stage, organizational stage, activity stage, evaluation stage and continuation stage; Concept and types of social needs, social capital and stakeholder.
Unit 2 2a 2b	**Approaches to Community Development**: Meaning of need-based communitydevelopment and asset-based community development. Process of asset basedcommunity development. **Gandhian philosophy for community development:** Constructive Programmes. Gram Swaraj. Decentralization, Khadi. Trusteeship, Sarvodaya and Cooperative.
Unit 3 3a 3b	**Community Development Assessment:** Concept, objectives and data collection **Method of community assessment:** observation and listening, one-on-one interview, use of camera, community meetings, focus group discussion, questionnaire and opinion survey
Unit 4 4a 4b	**Leadership**: Concept, Style. Types of community leaders in Indian context. Major threats and challenges to community leaders. Strategies of communityleadership development. Conflict: Meaning, Steps and causes of conflict
Learner's Outcomes	• Able to understand the concept of community development(CD), including its philosophy, values, process and methods. • Able to understanding various approaches to community development. • Able to know the different approaches to community development.

References:

1. Singh, G. (2014). Community Development (Hindi). Lucknow: Rapid Book Service.

2. Singh, Mohinder (1992) Rural Development in India: Current Perspectives, New Delhi: Intellectual Publishing House.

3. Ross, M. G (1967), Community Organization. Theory, Principle and Practice,Harper & Row: New York

4. Lee, J.A.B. (2001), The Empowerment Approach to Social Work Practice:Building the Beloved Community (2nd ed.). ColumbiaUniversity Press: New York.

5. Pandey, B. & Pandey, T. (2018), Samudayik Sangathan (in Hindi), Rawat Publication: Jaipur.

6. Weil, M., Reisch, M., & Ohmer, M. L. (2013). *The handbook of community practice* (2ndedition). Sage.

7. Forde, C. & Lynch, D. (2013). *Social work and community development: A criticalpractice perspective*. Macmillan Palgrave

8. Ife, J. (2013). *Community development in an uncertain world: Vision, analysis and practice.* Cambridge University Press.

Name of the Course	**RURAL COMMUNITY DEVELOPMENT**
Course Code	MSW 304 B
Learner's Objectives	• To understand the basic concept, models, approaches and problems related to rural development. • To gain knowledge about Panchayati raj institutions • To gain knowledge about administration, policies, programs and different agencies working for the development of rural community.
Unit 1 **1a**	**Rural Cammunity :** Concept, Definition and Characteristics. **Rural Development :** Concept, Definition and Characteristics.
1b	**Problems and Issues of Rural Development in India:** Poverty, Unemployment, Health and Sanitation, Illiteracy, Social Inequality. Problem Related to Agriculture.
Unit 2 **2a**	**Strategies to Rural Development:** Concept, Meaning, Definitions, Types. Growth- Oriented, Spatial Planning, Integrated, Holistic and Participatory.
2b	**Various Experiments for Rural Reconstruction:** Etawah Pilot Project. Recent Rural Development Model: Provision of Urban Amenities to Rural Areas(PURA)
Unit 3 **3a**	**Panchayati Raj Institutions:** Evolutions, Concept and Significance (73rd Constitutional amendment of PRI).
3b	Rural Development: Role of Cottage and Village Industries; NITI Ayog
Unit 4 **4a** **4b**	**Rural Employment and Poverty Alleviation Programmes:** Mid-Day-Meal (MDM) Sarve Shiksha Abhiyan (SSA) MGNREGA **Skill Development Programme** : Digital India, Deen Dayal Upadhyay Grameen Kaushalaya Yojna (DDU-GKY) **Rural Development Agencies**: Council for Advancement of People's Action and Rural Technology(CAPART) National Institute of Rural Development and Panchayati Raj (NIRD) National Bank for Agriculture and Rural Development (NABARD)

Learner's Outcomes	• Will be able to understand the basic concepts, approaches, models and problems related to rural development.
	• Will be able to understand the structure and functions of Panchayati Raj institutions.
	• Will be able to understand the administration, policies, programs and various.
	• Will be familiar with the agencies working for the development of rural communities.

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Name of the Course	Introduction to Human Resource Management
CourseCode	MSW 303 C
Learner's Objectives	• Impart knowledge about concept, principles and functions of Human Resource Management. • Develop Competence among students regarding Human Resource Management Issues. • Providing knowledge regarding wage and salary administration. • Impart knowledge about the disciplinary procedure of organization.
Unit I 1a 1b	Human Resource Management : Definition, Significance, Evolution, Philosophy, Objectives and Scope. Principles and Functions of Qualities of HRM Functionary.
Unit II 2a 2b	Forecasting needs, sources of manpower supply, recruitment and selection. • Induction and Placement, • Transfer, • Promotion • Training and development.
Unit III 3a 3b	Job Evaluation, and Performance appraisal: Objective and Methods. Performance Counseling and Potential Appraisal, Wage and Salary Administration.
Unit IV 4a 4b	Employee Discipline and Disciplinary Procedure, Industrial Social Work. Emerging Perspective on Human Resource Management
Learner's Outcome	Knowledge about concept and functions of Human Resource Management and discipline in Organization.

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Name of the Course	LABOUR LEGISLATIONS IN INDIA
Course Code	MSW 304 C
Learner's Objectives	• To provide working knowledge of labor laws. • To give information to the students about the concept and requirement of labor law. • To give information about the main provisions of important acts related to labor law. • To provide information about International Labor Organization.
Unit I 1a 1b	Need, Concept and Sources, International Labour Organization: Structure and functions. Impact of ILO (ILO, International Labor Organization) on Indian Labour Legislation.
Unit II 2a 2b	Labor Laws in India: Factories Act 1948, Mines Act 1952 and Plantation Labor Act, 1951 Industrial Employment Standing Orders Act 1946.
Unit III 3a 3b	**Legislation Dealing with Wages, Bonus, Migrant and Child Labour** Payment of Wages Act: 1936, Minimum Wages Act: 1948, Payment of Bonus Act: 1965. Inter-State Migrant Workmen (Regulation of Employment and Conditions of Services) Act: 1979. Child Labour (Prohibition and Regulation) Act: 1986.
Unit IV 4a 4b	Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act: 1996 Equal Remuneration Act: 1948; Contract Labour (Regulation and Abolition) Act: 1970.
Learner's Outcome	Learning about Different Legislations Regarding workers. Able to know about various labour welfare legislations and acts and Role of Social Worker in this regard.

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Name of the Course – Rural Camp & Field Work Practicum Course Code MSW 305
Semester – III

e

Learn to mobilize clients/beneficiaries to create awareness about needs, problems, rights, responsibilities etc. and

motivate them to participate in their development and facilitate them to utilize the available services.

- Coordinate the services provided by governmental and non-governmental organizations/institutions in meeting the felt needs of the clients/beneficiaries.
- Learn to apply theoretical base i.e. principles, approaches and skills of social work while working in the field.
- Develop sensitivity towards the issues related to social justice and human rights for marginalized groups.

Tasks:

- Involve in programme planning and form self-help groups.
- Work with clients/beneficiaries and/or community.
- Use social work intervention strategies and advocacy tools.
- Mobilize resources, raise funds and develop network with other institutions/organizations working in the neighboring area.

Components:

Concurrent Field Work
Rural Camp (One Week)

Concurrent Field Work: Concurrent field work will be required to be done simultaneously with class-room teaching of theory papers from the very beginning of the semesters (both odd and even) of first and second year and shall continue till the preparation leave before the commencement of the examinations. Two days in a week will be allotted to the students to perform concurrent field work.

Rural/Urban Camp: Five-day rural/Urban camp will be organized in collaboration with NGOs/VOs for the students of semester-3/4 of second year (preferably for semester-3 students) to provide exposure to the students about the socio-economic, political and cultural situations and problems of rural/urban life. The rural camp will be organized under the guidance of the faculty members. Attendance in rural camp is compulsory.

Name of the Course	Mental Health and Psychiatric Social Work
Course Code	MSW 402 A
Learner's Objectives	• Understand concept and dimensions of mental health. • Develop an understanding of psychiatry. • Understand the relevance, nature and types of social work inventersin psychiatric settings. • Develop skills and attitudes required for the practice of Psychiatric Social Work.
Unit I 1a 1b	**Normal Behavior**: Meaning and characteristics **Abnormal Behavior:** Meaning, Characteristics and diagnosis. Classification of abnormal behavior. Theories and models of abnormalbehavior: psycho-social, behavior, humanistic and psycho-analytic.
Unit II 2a 2b	Mental Health: Meaning and characteristics Community Mental Health Biological, Psychological and sociological approaches to mental illness Mental health services in India and Rajasthan, Law and mental Health
Unit III 3a 3b	Psychiatry: Meaning, nature, scope and importance. Social psychiatryand community psychiatry. Development of psychiatry and Psychiatry social work.
Unit IV 4a 4b	**Psychiatric Social Work:** Concept and historical development. Social work intervention as psychiatric social work. Practice of psychiatric social work: role and functions.
Learner's Outcome	Students will be able to understand psychiatric social work, various interventional methods, role of social workers in different health Settings, various dimensions of psychiatric social work.

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3. Sarson, Irwin, G. Sarson, Barbar, R, Abnormal Psychology: 2007: The problems of Maladaptive Behavior.

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16. 7. कुमार, प्रकाश-सूचना का अधिकार, प्रभात पेपर बैक्स पब्लिकेशन, नई दिल्ली
17. 8. बसु, दुर्गा दास भारत का संविधान-एक परिचय, बाधवा एण्ड कम्पनी, नागपुर
18. 9. मिश्रा पी. डी. एवं सिंह सुरेंद्र सामाजिक नीति एवं नियोजन,
19. 10. सिन्हा, वी. सी. अर्थशास्त्र, साहित्य भवन प्रकाशन, आगरा

Name of the Course	Mental and Personality Disorders
Course Code	MSW 403 A
Learner's Objectives	• Gain Knowledge about different types of psychotic and psycho- neurotic disorders, to know about personality disorders. • Understand the relevance of social work interventions in mentalhealth. • Develop an integrated approach to social work practice in the field ofmental health and dimensions of mental health. • Develop an understanding of psychiatry. The relevance, nature and types of social work inventers in psychiatric settings. • Develop skills and attitudes required for the practice of Psychiatric Social Work.
Unit I 1a	**Psycho disorders**: Classification and symptoms of psychosis, schizophrenia, neuroticism, manic-defensive, affective psychotic and other psychotic reactions.
1b	**Epilepsy**: symptoms, diagnosis, treatment and prevention. Role of the psycho-medical social worker in the treatment of mental disorders.
Unit II 2a	**Psychoneurotic disorders:** anxiety, neurosis, fatigue syndrome
2b	Hysterical reactions, phobic reactions, obsessive-compulsive reactions and neurotic depression, Role of psychotherapeutic social worker in the treatment of psychoneurotic disorders.
Unit III 3a	**Personality Disorders:** Meaning and Nature of Personality Disorders.
3b	Problems in the diagnosis of personality disorders.
Unit IV 4a	**Type of personality disorders:** Schizoid, Schioztypal, Narcissistic, Anti social, Borderline, Dependent, Obsessive and Compulsive.
4b	Social work applications in mental health.

Learner's Outcome	Students will be able to identify various mental disorders, personality disorders, normal and abnormal behavior, various traditional methods of social work for behavior modification, etc.

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4. Coleman, J.C., 1976: Abnormal Psychology in Modern Life.
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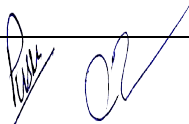|	
Name of the Course	**Urban Community Development**
Course Code	MSW 402 B
Learner's Objectives	• Understand the basics of Urban community and Urban Planning. • Know the demographic and geographic distribution of communities.
Learner's Outcomes	1. Able to understand the basics of Urban community and Urban Planning. 2. Students will understand the relationship between population migration and urbanization. Students will be able to gain some knowledge about various theories and models related to migration and urbanization
Unit I **1a** **1b**	Urban Community: Meaning, Definition and characteristics Urban Community Development: Concept, Meaning, Need and Objectives Urban Settling Patterns: Characteristics of Town, City and Metropolis, Suburbs, Satellite Town and Hinterland Slums: Concept, Meaning, Definitions, Characteristics
UnitII **2a** **2b**	Urban Social Problems: Pollution, Crime, Accidents, Prostitution, Drug Addiction and Housing, Live in Relationship Urban Social problems: Human Trafficking, Juvenile Delinquency and Urban Traffic problems
Unit II **3a** **3b**	Urban Planning: Concept, Meaning, Definitions, Characteristics, Methods and Approaches to Urban Planning JNNURM, Goal and Objectives of Housing and Urban Development Corporation (HUDCO), DUDA, SUDA and United Nations Centre for Human Settlement (UNCHS).
4a **Unit IV** **4b**	Urbanization: Concept, Meaning and Importance in demography Concept of RURBAN 74th Amendments in the Constitution: Structure and Functions Over urbanization phenomena and urban primacy

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Name of the Course	**Tribal Community Development**
Course Code	MSW 403 B
Learner's Objectives	• Promote understanding of tribal societies across India among students. • To enable students to understand the social, educational, infrastructure, health and women related issues faced by the tribal communities. • To help students identify the various challenges faced by tribal groups in different areas. • To enhance the ability of students to critically analyze tribal development programs and apply social work practices. • To develop skills to analytically study local tribal needs and problems to facilitate intervention planning. • To enable students to assess the effectiveness of developmental initiatives on the situation of tribal population.
Unit I 1a	Tribe: Concept, Meaning and characteristics; Constitutional Meaning of tribe.
1b	Tribal Community: Concept, Meaning, Definition, Characteristics and Problems of Tribal Community
Unit II 2a	Tribal Social organisations: Tribal family, marriage, kinship, Yuvagruh, Religion and customary practices.
2b	Perspectives to Tribal Development: Assimilation and Integration; Environmental, MADA and Mini MADA
Unit III 3a	Tribal Movements in India: Santhal, Mizo, Naga, Munda, Moplah, Bodo, Jharkhand, etc.
3b	Contribution of tribal activists: Birsa Munda, Tantya Bhil, Ambar singh Maharaj; Contribution of Tribal reformers: Thakkar Bappa, Dr. B.D Sharma
Unit IV 4a	Tribal Development Programmes: IRDP, VKY, Eklavya Model Residential School Programme
4b	Problems faced by Tribal Population in India: Social Problems, Economic and Political
Learner's Outcomes	• The student will gain insight into the complexities of gender, ethnicity, class and historical context within tribal communities. Will be able to compare various theoretical frameworks related to tribal studies. • Gain knowledge of tribal movements and rebellions, recognizing the social and cultural influences driving tribal reforms. • Students will develop the ability to critically evaluate the challenges prevalent in tribal societies, which will facilitate identification of areas in need of development initiatives

	• Analyze important developmental milestones in tribal development, honing the social work knowledge and skills required for effective engagement with tribal populations.

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Name of the Course	LABOUR WELFARE AND SOCIAL SECURITY
Course Code	MSW 402 C
Learner's Objectives	• Knowledge about concept and importance of Labour Welfare. • Acquaint to various agencies of labour welfare. • Give Working Knowledge about Social Security Laws. • Explain the importance and concept of Social Security.
Unit I 1a **1b**	**Labour welfare:** concept, importance, objectives, scope, philosophy and principles. **Historical evolution of labour welfare in India**: Position and duties of labour welfare officer in India.
Unit II 2a **2b**	Legal Framework Regarding Labour Welfare: Constitutional Provisions,Labour Welfare Provisions in Factories, Mines and Plantations. Agencies of Labour Welfare: Role of State, Employer and Trade Union in Promotion of Labour Welfare; Programmes and Policies of LabourWelfare in India.
Unit III 3a **3b**	Employees State Insurance Act, 1948, Employees Provident Fund and Miscellaneous Provisions Act, 1952, Maternity Benefit Act, 1961. Unorganized Workers Social Security Act, 2008. Workers Compensation Act, 1923
Unit IV 4a **4b**	**CSR(Corporate Social Responsibility) :** Concept, meaning, definition, Need, Principles **Approaches Implementers:** CSR in Market Place and in Ecological Environment, CSR Audit, Role of Social Worker in CSR Entrepreneur **Social Entrepreneur:** Concept, Definition, Characteristics and Types.
Learner's Outcomes	Gaining knowledge about Employee Welfare and Social Security Concepts and Systems in India.

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Name of the Course	Trade Union and Industrial Relations
Course Code	MSW 403 C
Learner's Objectives	• Know about the concept trade union and its role in industrial organization. • Acquaint to trade union leadership. • Give knowledge about concept and importance of industrial relations. • Provide knowledge about collective bargaining and redressal of industrial conflict.
Unit I 1a 1b	**Trade Union:** Concept, Objectives, Functions. History of Trade Union Movement in India, Trade Union Leadership Theories, Legal Provisions and Organization.
Unit II 2a 2b	Industrial Relations: Concept, Objectives, Scope, Approaches, Determinants and Reflectors. The Industrial Disputes Act, 1947.
Unit III 3a 3b	**Collective Bargaining** Definition, Objectives, Principles, Forms, Methods and Theories. Legal Framework of Collective Bargaining.
Unit IV 4a 4b	Meaning, Approaches and Style of Managing Industrial Conflict. Grievance: Meaning, Grievance Procedure. Workers, Participation: Concept and Practices. **Trusteeship:** Concept and its Influence on Industrial Relations in IndiaChanging Socio-economic Scenario and Industrial Relations in India.

Learner's Outcome:	Acquaintance with trade unions, industrial relations, collective bargaining and industrial conflict.

References:

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Course Name- Field Work Practicum / Block Field Placement
Course Code: MSW 404
Semester-IV

Objectives:

- Develop ability to critically analyze the service delivery system of agency, problems and issues in execution.
- Develop ability to plan, organize and implement the activities within agency and/or community framework.
- Develop ability to affect changes in improving service delivery by introducing innovations in practice.
- Improve skills in communication and networking with other organizations.

Tasks:

- Understand power structure of surrounding area and identify local leadership.
- Seek client's/beneficiary's and/or people participation in utilizing agency and or community services.
- Participate in agency and/or community based services.
- Team work with other institutions/organizations.

IV Components:

Concurrent Field Work: Concurrent field work will be required to be done simultaneously with class-room teaching of theory papers from the very beginning of the semesters (both odd and even) of first and second year and shall continue till the preparation leave before the commencement of the examinations. Two days in a week will be allotted to the students to perform concurrent field work. The students may be placed in social welfare agencies or open community settings to initiate and participate in the direct service delivery. A minimum of 15 hours (including report writing) per week of concurrent field work will be required for each student. On the basis of 14 weeks of field experience per semester, the students should accumulate 200 hours each semester or a total of 400 hours for two consecutive semesters.

Block Placement: At the end of semester-2 of first year, students will be required to undergo six-week block field work training in a social welfare agency or project. It is treated more as pre-employment experience. The block placement agencies/projects will be selected with the consent/choice of students. A student must be placed under the supervision of professionally qualified social worker in the agency.

A student has to start the block field work on the date specified by the department in the placement letter. Any unreasonable delay in joining block placement or discontinuation will be

treated as misconduct. If a student leaves block placement agency without prior approval of agency and/or Department or if his/her performance is found to be unsatisfactory, then he/she will has to repeat the block field work.

During block placement, a student will be expected to submit weekly reports to the Department in a prescribed manner. Leave will be allowed during the entire period of block placement mainly on the ground of sickness. Successful completion of block placement is mandatory before the Master of Social Work degree can be awarded.

F. Skill Workshop: The skill workshop is a platform in which the values, principles, methods, techniques, tools etc. are translated into practice skills, i.e. 'learning by doing'. Through the experimental learning in the workshop, insights are acquired to develop the personal self and the professional self. The main aim of skill workshop is to build the confidence and strengthen knowledge, skills, aptitude and the attitudinal base of students through the workshops and special sessions. The activities that may be taken under skill workshop are: (i) Role Plays; (ii) Use of motivational songs and other interactive visual media; (iii) Preparation for street plays including script writing/street theatre; (iv) Simulation exercises; (v) Films screening; (vi) Practice of counseling techniques; (vii) Practice of participative techniques; (viii) Workshops on communication; (ix) Mock interviews; and (x) Strategic planning for advocacy.

Field Work Placement

Placement process will be initiated soon after admissions are over. The students of semester-1, 2, 3, & 4 of first and second year will be placed under the supervision of a faculty member of the department. One or two students will be placed with a field work agency or in community by the department supervisor and a list of the same will be displayed accordingly. In the field work placement, preference of the students or faculty members for each other will not be considered. The field work agency or community of the students will remain the same for two consecutive semesters of a year.

Field Work Supervision

Supervision is the most significant aspect of field work practicum. Hence, the department supervisor must strive to:

- Prepare a schedule of conference with students;
- Help the students in preparing learning plan;

- Guide the students to develop maturity in dealing with different circumstances and learn to appreciate and respect multiplicity and diversity of society, culture and communities;
- Help them to grow as professional social workers, conscious about the demands of the profession and develop capability to handle situations independently;
- Take care of the progress of students and provide feedback to them about the performance;
- Make periodic visits to agencies and or communities;
- Check the field work reports of students and provide necessary guidelines to them regarding report writing;
- Provide regular, timely and systematic inputs; and
- Assessment of performance of students with a pass/fail recommendation.

Each student should get at least one hour of supervision per week with the respective department supervisor. These hours of supervision will be essentially calculated in total teaching hours of a department supervisor as per the placement of students under him/her. Generally, three major method of supervision are: Individual Conference, Group Conference, and Agency and/or Community Visits.

Individual Conference is a tutorial approach to field work supervision. It is a medium through which the department supervisor provides the individually planned educational experience. Group Conference is organized with the intention to increase the knowledge of students by learning from experience of other students. It is held with a group of students with their respective supervisors. A schedule of group conference should be announced by the department well in advance. During the theory classes, besides lectures individual and/or group conferences will be held regularly in the afternoons (preferably last two periods).

The department supervisors must get in touch with the field work agencies and/or communities under their supervision by making regular visits in order to be vigilant on the students' field work tasks (at least one visit per month to each agency and/or community under their supervision and more if necessary).

It is the responsibility of the department supervisor to assess the students' performance with a pass/fail recommendation.

Field Work Attendance

The students in this course are being trained to become professional social workers. They are expected to meet the following responsibilities related to attendance:

- The department expects from students to be regular and punctual in the field work. Only in special cases, there is a provision of leave of absence from field work on the grounds

of sickness or important personal reasons. Leave from field work should generally be applied in advance.

- A student is not required to attend field work on institutional holiday, however, it may be utilized as per the instructions of the department supervisor and all such days will be called additional field work.
- Ninety percent (90%) attendance in the concurrent field work is compulsory.
- Attendance of all the components of field work i.e. orientation programme, individual conferences, group conferences, rural camp, workshops, special lectures and seminars is also compulsory.
- In case, a student is unable to attend scheduled days of concurrent field work in a semester, he/she is expected to compensate the same and this option should be exercised with prior intimation to and approval of the department supervisor.
- If the required hours of field work and its components are not completed by any student by the end of the semester in which he/she is studying, an assessment of the performance of the student with a 'fail' recommendation will be issued by the respective department supervisor. After receiving 'fail' recommendation in the field work assessment, the student will be deemed to have failed in both theory and field work.
- Submission of Field Work Records/Assignments

The students are expected to meet the following responsibilities related to submission of records/assignments:

- To prepare and submit learning plan, agency/community profile in a timely and appropriate manner to department supervisor.
- To maintain a cumulative record of actual hours spent at the field work.
- To complete and submit weekly records of concurrent field work in a prescribed manner.
- To prepare and submit records of observation visits, orientation programme, field visits, rural camp, skill development workshops etc. separately.
- To complete and submit field work self-assessment form after termination of field work.
- The students of social work are expected to behave with maturity, have respect for human beings, exhibit responsibility, decency and work towards maintaining the dignity and worth of individuals in their respective field areas.

Guidelines for Dissertation
Name of the Course: Dissertation
Course Code- MSW 405

Objective:

- To develop skills and knowledge about research.
- To understand data analysis and report writing
- The fourth semester students of MSW are expected to write a dissertation on a specific social issue after carrying out an extensive study in that area. The expectation is that, the students take responsibility for their own learning and produce a literature review, choose a method for undertaking a study, write up their findings and discuss the outcomes in the discussion chapter.

- All dissertations will vary in format, style and design. A typical format guide would require the dissertation to be word-processed with double or one-and-a-half spacing, and a wide left margin to enable binding or it may be hand written as well. It may be written in English or Hindi. The format would include:

1. Title Page
2. Table of Contents
3. List of Tables (if any) & List of Abbreviations (if any), alphabetically ordered.
4. Introduction
5. Objective, Scope and Rational of the study
6. Literature Review
7. Methodology (Research Design, Sampling, Tools and Techniques, Source of Data)
8. Tables/Case studies (as per need of study)
9. Discussion and Analysis
10. Findings
11. Conclusions and recommendations
12. Bibliography(a list of all the books, journal articles, web sites, newspapers and other `sources that you have used in your dissertation).

Outcomes:

Gaining Knowledge about research steps, identification of research problem, data analysis, report writing etc.