

Ordinance & Syllabus

of

Master of Social Work (M.S.W.)

Contents w.e.f. Session 2022-24



Department of Social Work

Jananayak Chandrashekhar University

Ballia, UP - 227001

P. S. S. *Q2*

About the Department:

Teaching and research in social work was started in Jananayak Chandrashekhar University, Ballia in the year 2021. This was superseded by a two-year Master's Programme in 2021. The Department have One Permanent Associate Professor and Two Assistant Professors (Guest Faculty). The Department was given the responsibility of coordinating the Community Development The projects are being undertaken in five villages which have been adopted by Jananayak Chandrashekhar University Ballia, and which have been identified on the basis of their low socio-economic indicators. These villages are: Apayal, Basantpur, Bhikhampur, Chhodhar, and Salempur. The Five teams having ten members in each team placed there for their concurrent concurrent field work, together with their faculty supervisors worked hard to undertake new initiatives including sessions with primary school students, college going students, pregnant women and ASHA, ANMs; in a way to strengthening of the SSA, MDM, Beti Bachao Beti Padhao and ICDS Programme; networking with NGOs for skill development programmes; organisation of health camps; and many more need based participatory interventions. The University is immensely proud of the role that the Department is playing in sustaining the programmes without any financial resources.

Department organizes various Programs, Rural Camp, Study Tour and Field Visits in a way to develop professional skills in the students. Professional social workers address contemporary social issues, concerns and challenges and work in the areas such as - rural development, local self-governance, development of vulnerable groups i.e., scheduled castes and scheduled tribes, welfare of the persons with disabilities, women & children, care for the elderly people, child abuse, correctional administration, public and community health, drug addiction, poverty and unemployment, conflict-resolution, family & marriage counselling, labour welfare, slum improvement, corporate social responsibility, skill development etc.

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, attitude appropriate to social work practice with various clientele.

- Enabling 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**

- Able to understand education, training and employability in professional social work in order to create qualified personnel and provide manpower in development and allied fields,
- Able to develop ethical approach, culture-sensitive, eclectic and evidence-based participatory practice at various levels;
- Able to imbibe the basic and professional knowledge, skills, attitudes, ethics and values appropriate to the practices of social work profession;
- Able to develop integration of theory and practice in the various fields of social work profession; and
- Able to develop and improve skills in interdisciplinary collaboration for better understanding of social 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 are able to develop holistic approach towards the professional skills, knowledge; empowered and develop insights with excellence in specific areas and also can get employed both in the public and private sector and also an opportunity to be self-employed and starting own NGOs.

*** 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-2022-24.

Affiliation

The proposed course shall be governed by the Department of Social Work, Jananayak Chandrashekhar University, 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 30.

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 rules and regulations.

Admission Procedure

Admission procedure will take place according to the University Norms (Jananayak Chandrashekhar University, 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 be compulsory.

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 be compulsorily 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 a paper which can be chosen from the three specialization offered by the department of social work.
3. These specialization will be allotted to the students in the beginning of the first students as per their choice and 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 | 4. Rural Camp |
| 2. Concurrent Field work | 5. Block Field Work/Placement |
| 3. Study Tour | |

Teaching Strategies/ Methodology:

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

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

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 departmentsupervisors 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 submitthe 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

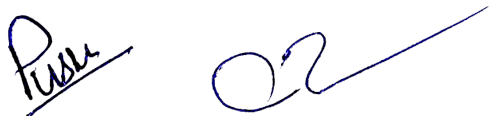
Viva Voce: Viva-Voce will be conducted by the Department of Social Work, JNCU. Viva-voce will be held in the presence of External Examiner appointed by the JNCU. The minimum marks required to pass in the field work will be Fifty (50%) percent including internal & external. If student fail in securing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

Assessment of Theory Papers (Each): (100 Marks)

- **A. Internal Marks: (25 Marks)**
 1. Theory Test : 15 Marks
 2. Assignment : 05 Marks
 3. Attendance and Behaviour : 05 Marks
- **B. External Marks: (75 Marks)**

Assessment of Dissertation 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	Maximum marks
MSW 101	SOCIAL WORK PROFESSION: AND PRACTICE	05	100
MSW 102	SOCIAL WORK WITH INDIVIDUALS	05	100
MSW 103	SOCIAL WORK WITH GROUPS	05	100
MSW 104	HUMAN GROWTH AND DEVELOPMENT	05	100
MSW 105	ORIENTATION AND FIELD PRACTICUM	04	100
TOTAL		24	500

Program – M.S.W.			
Semester – IInd			
Course code	Name of the Course	Credits	Maximum marks
MSW 201	SOCIAL WORK WITH COMMUNITIES	05	100
MSW 202	SOCIAL WELFARE ADMINISTRATION	05	100
MSW 203	SOCIAL SCIENCE CONCEPTS FOR SOCIAL WORKER	05	100
MSW 204	SOCIAL PROBLEMS SOCIAL WORK INTERVENTION	05	100
MSW 205	STUDY TOUR AND PRACTICUM FIELD WORK	04	100
MSW 206	MINER ELECTIVE	04	100
Total		28	600

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Program – M.S.W.			
Semester – IIIrd			
Course code	Name of the Course	Credits	Maximum marks
MSW 301	SOCIAL MOVEMENT AND SOCIAL ACTION	05	100
MSW 302	SOCIAL WORK RESEARCH AND STATISTICS	05	100
MSW 303 A	HEALTH AND MEDICAL SOCIAL WORK	05	100
MSW 304 A	EMERGING HEALTH SCENARIO IN INDIA	05	100
MSW 303 B	COMMUNITY DEVELOPMENT: CONCEPT AND METHODS		
MSW 304 B	RURAL COMMUNITY DEVELOPMENT		
MSW 303 C	INTRODUCTION TO HUMAN RESOURCE MANAGEMENT		
MSW 304 C	LABOUR LEGISLATION IN INDIA		
MSW 305	RURAL CAMP & FIELD WORK PRACTICUM	04	100
TOTAL		24	500

Program – M.S.W.			
Semester – IVth			
Course code	Name of the Course	Credits	Maximum marks
MSW401	SOCIAL POLICIES AND PLANNING	05	100
MSW402 A	MENTAL HEALTH AND PSYCHIATRIC SOCIAL WORK	05	100
MSW403 A	MENTAL AND PERSONALITY DISORDDER	05	100
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	100
TOTAL		24	500
GRANT TOTAL			2100

SEMESTER - I

Name of the Course	:	Social Work Profession: Theory and Practice
Course Code	:	MSW 101
Learner's Objectives	:	<ul style="list-style-type: none"> ○ Enable students understand and differentiate social work and do the related terms. ● Understand the context of emergence of social work as a profession. ● To impart learner idea about the historical development of professional social work in India and abroad.
Unit I	:	Social Work: Meaning Definition Objective and Assumptions
1a	:	Social Work: Principle, Value and Philosophy
1b	:	Social Work areas: Green social work, Radical social work, feminist social work
Unit II	:	History of professional social work in UK history of professional social work in USA, History of Professional Social Work in India
2a	:	
2b	:	Social Service, Social Reform, Social Welfare, Social Defense, Social justice, and human rights
Unit III	:	Professional attributes and Social Work Skills For Social Work
3a	:	
3b	:	Professionals role and functions of professional social worker code of ethics and ethical practice
Unit IV	:	Major associations of Professional Social Work (National) NAPSWI, ISPSW
4a	:	
4b	:	Major associations of professional Social Work (International)- NASW, IASSW, IFSW
Learner's Outcomes	:	<ul style="list-style-type: none"> ● Able to understand and differentiate social work and other related terms. ● Able to understand the context of emergence of social work as a profession. ● Able to develop idea about the historical development of professional social work in India and abroad.

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Name of the Course	:	Social Work with Individuals
Course Code	:	MSW 102
Learner's Objectives	:	<ul style="list-style-type: none"> • Developing in-depth knowledge of social case work and its application to filed. • Developing the social case work skills to be applied in different settings. • Understanding various approaches to social case work.
Course Content		
Unit 1	1a	: Social Casework: Historical development of SCW as a Method of Social Work. Social Casework: Meaning, Definition and Objectives, Assumptions, Values, Code of Ethics and Need.
	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 The Process
	2b	: Social Casework Process: 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, Observation and Expression of Attitude
Learner's Outcomes		<ol style="list-style-type: none"> 1. Able to develop in-depth knowledge of social case work and its application to filed. 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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Name of the Course	:	Social Work with Groups
Course Code	:	MSW 103
Learner's Objectives	:	<ul style="list-style-type: none"> • Developing in-depth knowledge of social group work and its application to field. • Developing the social group work skills to be applied in different settings. • Understanding various approaches to social group work.
Unit I	:	Social Group Work: Definition, Characteristics, Objectives, Significance, Scope and Assumptions
1a	:	
1b	:	Social Group Work: Component, Principles, Skills, Values and Ethics
Unit II	:	Stages Of Group Development, Leadership: Types, Forms and Qualities of Good Leader
2a	:	
2b	:	Group Dynamics and Group Therapy: Types, Objectives and Medium
Unit III	:	Models of Social Group Work, Recording in Social Group Work Supervision In Social Group Work
3a	:	
3b	:	Types, Principle Skill and Essential Conditions in Social Group Work
Unit IV	:	Treatment Group and Task Group, Support Group, Educational Group, Therapy Group and Socialization Group
4a	:	
4b	:	Program Planning: Concept and Principles Evaluation Meaning and Contents
Learner's Outcomes	:	Development of understanding of Social group work concepts, theories, therapies and their application in Social Work Practice.

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Name of the Course	:	HUMAN GROWTH AND DEVELOPMENT
Course Code	:	MSW 104
Learner's Objectives	:	<ul style="list-style-type: none"> • 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	:	Foundations of Psychology and Human Growth
1a	:	Cognitive Development: Basic Concepts and Theories; Life Span Perspective of Human Development;
1b	:	Development Tasks and Hazards in Various Life Stages.
Unit II	:	Human Personality and Psychological Disorders
2a	:	Personality: Definition, Concept and Theories; Psychological Disorders and Positive Health.
2b	:	Stress: Causal Factors and Management.
Unit III	:	Social Psychology
3a	:	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	:	Therapeutic Approaches
4a	:	Psycho analytic Therapy, Client-Centered Therapy & Cognitive Therapies
4b	:	Indigenous Therapies; and Bio-Feedback therapy.
Learner's	:	Development of understanding of psychological concepts, theories,

Outcomes	Therapies and their application in Social Work Practice.
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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 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.

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.
- 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.
- Give an opportunity to learn to make use of professional relationship and referrals to deal with human problems.

Tasks:

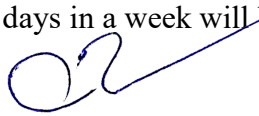
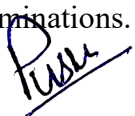
- Establishing contacts and rapport with the agency personnel and/or community people.
- Get a self-orientation and prepare agency and/or community profile.
- Regularly reporting to all concerned persons, perform the assigned tasks and work with agency personnel, volunteers and/or community people.
- Self-assessment of field work experience.

Components:

1. Orientation Programme 2. Concurrent fieldwork

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 field 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.

Concurrent Field Work: Concurrent field work will be required to be done simultaneously with classroom 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	:	Social Work with Communities
Course Code	:	MSW 201
Learner's Objectives	:	<ul style="list-style-type: none"> • Understand the concept and perspectives of community in social work practice • Develop a critical understanding of power relation and power structure in community; • Develop understanding of community organization as a method of social work; • Develop key skills and capacities in student about Community level social work intervention
Unit I	:	Community: Concept, Characteristics, Types and Functions Community Organisation: Concept, Definition and Features
1a	:	
1b	:	Community Organisation practices and Human Rights in community organisation practices
Unit II	:	Community Empowerment: concept & barriers of empowerment and cycle of empowerment
2a	:	
2b	:	Power Structure: Concept, range, dimensions, types and relevance to community organisation
Unit III	:	Community Organisation: Process, Skills and Principle Community Organisation: Model: HY Siddiqui, Rathman
3a	:	
3b	:	Role of community organizer
Unit IV	:	Concept and use of PRA, PLA, PAR
4a	:	Concept of community chest
4b	:	People's Participation: Concept, Meaning and Objectives
Learner's Outcomes	:	<ul style="list-style-type: none"> • Able to understand the concept and perspectives of community in social work practice • Knowledge about community, its structure, organization and role of worker as well as participatory Techniques in development • Able to Develop a critical understanding of power relation and power structure in community; • Able to Develop understanding of community organization as a method

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	<p>of social work;</p> <ul style="list-style-type: none">• Able to Develop key skills and capacities about Community level social work intervention
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References:

1. Ross, M.G. (1967): Community Organization
2. Dunham, Arthur (1958): Community Welfare Organization
3. Murphy, GG (1954): Community Organization Practice.
4. Gangrade, K.D. (1971): Community Organization in India.
5. Siddque H.Y. (1997): Working with Communities: An Introduction to Community Work.
6. G. Brager and H. Specht (1969): Community Organization.
7. Singh. Gurnam. Community Development. Rapid Book Publications, Lucknow, UP
8. Weil, M., Reisch, M., & Ohmer, M. L. (2013). *The handbook of community practice* (2nd edition). Sage.
9. Forde, C. & Lynch, D. (2013). *Social work and community development: A critical practice perspective*. Macmillan Palgrave
10. Ife, J. (2013). *Community development in an uncertain world: Vision, analysis and practice*. Cambridge University Press.
11. वर्मा, आ.बी.एस. एवं अतुल प्रताप सिंह 2015 सामुदायिक संगठन अभ्यास





Name of the Course	:	SOCIAL WELFARE ADMINISTRATION
Course Code	:	MSW 202
Learner's Objectives	:	<ul style="list-style-type: none"> • Understand administration as method of Social Work • Acquire knowledge about the basic principles and processes of administration
Unit I 1a	:	Social Welfare Administration: Meaning, Definitions, Scope, Process and Skills,
1b	:	Social Welfare Administration in Government and Non-Government Organization
Unit II 2a	:	Social Welfare Administration and related concepts: Social Administration, Social-Service Administration, Social Security Administration, Welfare Administration,
2b	:	Social Work Administration.
Unit III 3a	:	Regarding Welfare and Development of Weaker and Vulnerable Sections of Society; Administration of Social Welfare Department at Central Level,
3b	:	Central Social Welfare Board, Fund Raising and Problems of Voluntary Organization.
Unit IV 4a	:	Policy Making, Planning, Organizing, Staffing, Directing, Coordination,
4b	:	Reporting, Budgeting, Communication, Report writing and Cost-Benefit Analysis
Learner's Outcomes	:	<ul style="list-style-type: none"> - Understanding of administrative policies - Able to understand principles of social welfare administration .

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References:

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3. Dubey, S.N. (1973): Administration of Social Welfare Programmes in India.
4. Kohli, A.S. (2013): Administration of Social Welfare.
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6. Patt,Rino (2004): Social Welfare Administration: Managing Social Programmes in a Development Context.
7. Sachdeva,D.R. (1998): Social Welfare Administration in India.
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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 managing programs: 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	:	<ul style="list-style-type: none"> • To understand the concept of social sciences. • To Orient learner about contemporary Social sciences.
Unit I	:	Society: Concept, Characteristics& Types Social Group: Concept. Characteristics and Types: Primary Secondary and Reference
1a	:	
1b	:	Social Change and Control, Social : Concept Definition And Characteristics and Types; Theories Of Social Change: Cyclic and Linear; Socialization: Meaning Definition And Agencies
Unit II	:	
2a	:	Malthusian Theory: Strength and Weaknesses, Criticism of Malthusian theory; Optimum Population Theory
2b	:	Leibenstein's Theory of Critical Minimum Effort; Demographic Transition 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, Welfare States
4b	:	Human and legal rights of women, female foeticide, Human rights; protection to the children
Learner's Outcomes	:	<p>Able to understand the concept of social sciences.</p> <p>Able to identify contemporary Social science issues.</p>

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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. पी.डी. मिश्र. 2008: व्यक्ति एवं समाज
8. B.B. Tandon and K.K. Tandan (1997): Indian Economy.
9. Krishna, P. S. (2017). *Social exclusion and justice in India*. Taylor & Francis
10. Jodhka, S. S. (2015). *Caste in contemporary India*. New Delhi: Routledge.
11. Kummitha, R. (2015). Social exclusion: The European concept for Indian social reality, social change. *Sage Journal*, 45(1) 1–23
12. Haralambos. (2014). *Sociology: Themes and perspectives*. Harper Collins; Eight edition
13. Deshpande, S. (2014). *The problem of caste*. New Delhi: Orient Blackswan.
14. Nagla, B. K. (2013). *Indian sociological thought*: Rawat Publication
15. Sudha, P. (2013). *Dalit assertion*: Oxford India Short Introductions
16. Ritzer, G. (2012). *Sociological theory*: Tata McGraw Hill Education
17. Surinder, S. J. (2012). *Caste*: Oxford India Short Introductions
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Name of the Course	:	Social Problems and Social Work Intervention
Course Code	:	MSW 204
Learner's Objectives	:	<ul style="list-style-type: none"> • To understand the concept of social problem. • To Orient learner about contemporary Social Problems. • To understand the Structural Problems of Society. • To learn intervention Strategic resolving Social Action.
Unit I	:	Conceptual Understanding of Social Problem: Concept, Nature Characteristics, Types and Causes
1a	:	
1b	:	Approaches and Methods to The Study of Social Problem; Social Deviance and Conformity: Concept, Nature and Characteristics
Unit II	:	Contemporary Social Problems in India-I
2a	:	Poverty, Illiteracy, Unemployment, Corruption, Prostitution, Drug Addiction, Concept: Causes, Consequences
2b	:	Interventional Strategies of Each Problem
Unit III	:	Contemporary Social Problem in India-II
3a	:	Terrorism Violation of Human Rights Juvenile Delinquency, Problems related to Environment,
3b	:	Problems of Rape Victim: Concept, Causes and Consequences; Interventional Strategies.
Unit IV	:	Structural Problems of Society; Problems Of Scheduled Caste, Schedule Tribe, Other Backward Classes and Minorities
4a	:	
4b	:	Gender Discrimination, Domestic Violence: Causes, Consequences and Interventional Strategies.
Learner's Outcomes	:	<ul style="list-style-type: none"> - 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 intervention Strategic resolving Social Action.

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Suggested Readings / References:

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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)
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7. Nagla, B. K. (2013). *Indian sociological thought*: Rawat Publication
8. Sudha, P. (2013). *Dalit assertion*: Oxford India Short Introductions
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Name of the Course– Study Tour & Field Work Practicum

Course Code: 205

Semester-II

Objectives:

- Imbibe the ethics and values of 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 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.

Components:

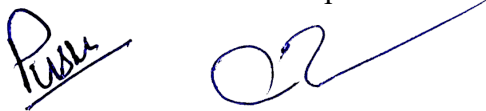
- Concurrent fieldwork
- Study tour

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.



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SEMESTER - II
Minor Elective



Name of the Course	:	Basic Concept of Social work
Course Code	:	MSW 206
Learner's Objectives	:	<ul style="list-style-type: none"> • 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. Able to understand holistic approach in professional social work.

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- 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

SEMESTER – III

Name of Course	:	Social Movement and Action
Course Code	:	MSW 301
Learner's Objectives	:	Develop an understanding of social action as a method of Social Work. Impart knowledge about approaches and techniques of social action.
Unit I	:	Social Action: Concept, definition, objectives, characteristics, and levels
1a	:	Social action and Social reform; Radical Social Work in India
1b	:	
Unit II	:	Methods and Strategies of Social Action; Principles of Social Action
2a	:	Social Work (Dialectical materialism, historical materialism, class and Class struggle)
2b	:	
Unit III	:	The indigenous Socialist: Ram Manohar Lohiya; Bachpan Bachao Andolan – Kailash Satyarthi; Community Empowerment – Baba Ampte
3a	:	
3b	:	Anna Hazare Movement against corruption; Narmada Bachao Andolan- Medha Patekar
Unit IV	:	Social action in India: Brahma Samaj, Satyashodhak Samaj, Satyagraha of Gandhi,
4a	:	The annihilator of caste: Ambedkar, The Radical Reformer: E.V. Ramaswami,
4b	:	
Learner's Outcomes	:	Understanding of administrative policies and principles of social action.

Suggested Readings:

1. Gandhi, P.K. (ed.): Social Action Through Law

2. Siddique, H.Y. (Ed.) (1984): Social Work and Social Action
3. Moorthy, M.V. (1999). Social Action.

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Name of the Course	:	Social Work Research and Statistics
Course Code	:	MSW 302
Learner's Objectives	:	<ul style="list-style-type: none"> • 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	:	Concept of Research, Social Research: Meaning of Objectives and Scope
1a	:	
1b	:	One Method Oriented and Research Methodological Distinctions Between Social Research and Social Work Research; Types of Research: Pure Applied and Action
Unit II	:	Steps In Social Work Research, Hypothesis Meaning and Types; Research Design: Meaning and Types
2a	:	
2b	:	Sampling: Meaning and Types; Sources of Data Collection: Primary and Secondary
Unit III	:	Method of Data Collection: Observation Interview; Tools of Data Collection: Interview Schedule and Questionnaire
3a	:	
3b	:	Data Analysis: Editing Coding Classification and Tabulation; Writing Research Report; Style of Referencing
Unit IV	:	Concept And Scope of Statistics In Social Work Research
4a	:	Measures Of Central Tendency: Mean Median Mode
4b	:	Measure Of Dispersion, Standard Deviation, Mean Deviation Correlation and Chi Square Test
Learner's Outcomes		Understanding of process of conducting research as well as logical and statistical interpretation of information in Social Sciences.

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References:

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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. 'सांख्यिकी: सिद्धान्त एवम् सूचना प्रबन्ध'. उ० प्र० हिन्दी संस्थान
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11. मुखर्जी, रविन्द्र नाथ. सामाजिक शोध व सांख्यिकी', विवेक प्रकाशन दिल्ली।
12. त्रिपाठी, रमाशंकर. 2010. 'सामाजिक शोध एवं सांख्यिकी तार्किकता', विजय प्रकाशन मंदिर, वाराणसी।
13. गोयल, सुनील एवं संगीता गोयल. 2015. 'उच्चतर सामाजिक अनुसंधान', आर० बी० एस० ए० पब्लिशर्स जयपुर
14. आहुजा, राम. 'सामाजिक सर्वेक्षण एवं अनुसंधान, रावत पब्लिकेशन, जयपुर एवं नई दिल्ली।
15. तोमर, राम बिहारी. 'सामाजिक अनुसंधान', श्रीराम मेहरा एण्ड कम्पनी, आगरा





Name of the Course	:	Health and Medical Social Work
Course Code	:	MSW 303 A
Learner's Objectives	:	<ul style="list-style-type: none"> • Understand Concept of health as important aspect of social and human development • Develop understanding of health care services and programmes in the country.
Unit I	:	Health: Concept, New Philosophy, Nature, components, indicators and Dimensions
1a	:	Illness: Concept, Causes and Type
1b	:	Hygiene: Concept, and Social Responsibilities for Hygiene and Sanitation
Unit II	:	Concept And Nature of Medical Social Work; Scope of Medical Social Work
2a	:	Objectives of Medical Social Work
2b	:	Areas of Medical Social Work
Unit III	:	Role of medical social worker; Functions and duties of medical social worker
3a	:	Use of Social Work methods and techniques in health setting
3b	:	
Unit IV	:	Medical Social Work practice with OPD patients, in patients and family
4a	:	Challenges faced by medical social worker
4b	:	Social Work intervention individual group and community
Learner's Outcomes	:	Learner's will be able to understand about Social Work techniques in various health settings.

References:

1. Philips, Dr and Verghes, 1994: Y., Health and Development.
2. Hiranman, 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
Course Code	:	MSW 304 A
Learner's Objectives	:	<ul style="list-style-type: none"> • Gain knowledge about community health interventions. • Familiarize about relevance, domain and nature of social work practice in different health settings.
Unit I	:	Disease: Concept, Definition and Types
1a	:	Communicable diseases and Non communicable diseases
1b	:	
Unit II	:	Health related committees: Bhore committee, Mudaliar committee Chaddha committee,
2a	:	Mukherjee committee, Junglewala committee Kartar Singh committee Srivastava committee
2b	:	
Unit III	:	Alma Atta Declaration: health for all
3a	:	New health policies
3b	:	National AIDS Control Programme and National Tuberculosis Control Programme
Unit IV	:	Level of health care system; Role of Medical social work workers; Functions or duties of medical social worker; Patients' Rights and duties in Healthcare
4a	:	
4b	:	Changing trends in health sector; Organisations working in health WHO, Care
Learner's Outcomes	:	<p>Able to understand about community health interventions.</p> <p>Able to understand about relevance, domain and nature of social work practice in different health settings.</p>

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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
Course Code	:	MSW 303 B
Learner's Objectives	:	<ul style="list-style-type: none"> • 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.
Learner's Outcomes	:	<ol style="list-style-type: none"> 1. Able to Understand the concept of community development (CD), including its philosophy, values, process and methods. 2. Able to understanding various approaches to social case work. 3. Able to know the different approaches to community development.
Course Content		
Unit 1	:	Community Development: Concept, values, objectives; Community Development: principles and outcome
1a	:	Process of community development: Exploratory stage, discussion stage, organizational stage, activity stage, evaluation stage and continuation stage;
1b	:	Concept and types of social needs, social capital and stakeholder.
Unit 2	:	Approaches to Community Development: Meaning of need-based community development and asset-based community development. Process of asset based community development.
2a	:	Gandhian philosophy to community development: Constructive Programmes, Gram Swaraj, Decentralization, Khadi, Trusteeship, Sarvodaya and Cooperative.
2b	:	
Unit 3	:	Community development assessment: Concept and objectives of assessment, data collection,
3a	:	Method of community assessment: observation and listening, one-on-one interview, use of camera, community meetings, focus group discussion, questionnaire and opinion survey
3b	:	
Unit 4	:	Leadership Concept, Style and; types of community leaders
4a	:	
4b	:	Major threats and challenges to community leaders. Strategies of community leadership development; Conflict: Meaning, Steps and causes of conflict

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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.). Columbia University 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* (2nd edition). Sage.
7. Forde, C. & Lynch, D. (2013). *Social work and community development: A critical practice perspective*. Macmillan Palgrave
8. Ife, J. (2013). *Community development in an uncertain world: Vision, analysis and practice*. Cambridge University Press.

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Name of the Course	:	Rural Community Development
Course Code	:	MSW 304 B
Learner's Objectives	:	<p>19. To understand the basic concept, models, approaches and problems related to rural development.</p> <p>20. To gain knowledge about Panchayati raj institutions</p> <p>21. To gain knowledge about administration, policies, programs and different agencies working for the development of rural community.</p>
Learner's Outcomes	:	<p>1. Able to understand the basic concept, approaches, models and problems related to rural development.</p> <p>2. Able to understand structure and functions of Panchayati Raj Institutions</p> <p>3. Able to understand administration, policies, programs and different agencies working for the development of rural community.</p>
Unit 1	:	
1a	:	<p>Rural Community: Concept, Definition, and Characteristics</p> <p>Rural Development: Concept, Definition, Need and characteristics</p>
1b	:	<p>Problems and Issues of Rural Development in India: Poverty, Unemployment, Health and Sanitation, Illiteracy, Social Inequality</p> <p>Problems Related to Agriculture</p>
Unit 2	:	
2a	:	<p>Strategies to Rural Development: Concept, Meaning, Definitions, Types- Growth- Oriented, Spatial Planning, Integrated, Holistic and Participatory</p>
2b	:	<p>Various Experiments for Rural Reconstruction: Etawah Pilot Project; Recent Rural Development Model: Provision of Urban Amenities to Rural Areas (PURA)</p>
Unit 3	:	
3a	:	<p>Panchayati Raj Institutions: Evolutions, Concept and Significance (73rd Constitutional amendment of PRI).</p>
3b	:	

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		Rural Development: Role of Cottage and Village Industries; NITI Ayog
Unit 4	4a	: Rural Employment and Poverty Alleviation Programmes: Mid-Day-Meal Programme/ MDM, MGNREGA, Sarva Shiksha Abhiyan/SSA, Skill Development Programme, Digital India, DDUGKY
	4b	: Rural Development Agencies: CAPART, NIRD, NABARD

References:

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Name of the Course	:	Introduction to Human Resource Management
Course Code	:	MSW 303 C
Learner's Objectives	:	<ul style="list-style-type: none"> • Impart knowledge about concept, principles and functions of HRM. • 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	:	Definition, Significance, Evolution, Philosophy, Objectives, Scope,
1b	:	Principles and Functions, Qualities of HRM Functionary.
Unit II	:	
2a	:	Forecasting Requirement, Sources of Manpower Supply, Recruitment and Selection.
2b	:	Induction and Placement, Transfer, Promotion, Training and Development.
Unit III	:	
3a	:	Job Evaluation, Performance appraisal: Objective and Methods
3b	:	Performance Counseling and Potential Appraisal, Wage and Salary Administration.
Unit IV	:	
4a	:	Employee Discipline and Disciplinary Procedure, Industrial Social Work
4b	:	Emerging Perspective on Human Resource Management

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Learner's Outcomes	:	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	:	<ul style="list-style-type: none"> • Providing working knowledge of Labour Laws • Explain Concept and need for labour legislation. • Discuss Main Provisions of important Acts related to labour legislation. • Know about International Labour Organization.
Unit I	:	
1a	:	Need, Concept and Sources, International Labour Organization: Structure and Functioning.
1b	:	Impact of ILO on Indian Labour Legislation.
Unit II	:	
2a	:	Labour Legislation in Factories, Mines and Plantations Factories Act, 1948
2b	:	Mines Act: 1952, Plantations Labour Act: 1951, Industrial Employment Standing Orders Act:, 1946.
Unit III	:	Legislation Dealing with Wages, Bonus, Migrant and Child Labour
3a	:	Payment of Wages Act: 1936, Minimum Wages Act: 1948, Payment of Bonus Act: 1965.
3b	:	Inter-State Migrant Workmen (Regulation of Employment and Conditions of Services) Act: 1979. Child Labour (Prohibition and Regulation) Act: 1986.
Unit IV	:	
4a	:	Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act: 1996
4b	:	Equal Remuneration Act: 1948; Contract Labour (Regulation and Abolition) Act: 1970.

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Learner's Outcome:	:	<p>Learning about Different Legislations Regarding workers.</p> <p>Able to know about various labour welfare legislations and acts and Role of Social Worker in this regard.</p>
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**NAPSWI (2016) Code of ethics, www.napswi.org Name of
the Course – Rural Camp & Field Work Practicum
Course Code MSW 305
Semester - III**

- 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:

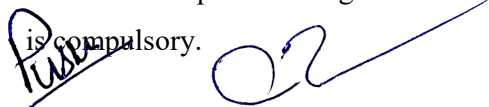
Concurrent Field Work
Rural Camp (One Week)

Concurrent Field Work: Concurrent field work will be required to be done simultaneously with classroom 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.



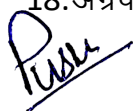
Course Code	:	MSW 402 A
Learner's Objectives	:	<ul style="list-style-type: none"> • Understand concept and dimensions of mental health. • Develop an understanding of psychiatry. • Understand the relevance, nature and types of social work interventions in psychiatric settings. • Develop skills and attitudes required for the practice of Psychiatric Social Work.
Unit I		Normal Behavior: Meaning and characteristics, Abnormal Behavior: Meaning, Characteristics and diagnosis.
1a	:	Classification of abnormal behavior, theories and models of abnormal
1b	:	behavior: psycho-social, behavior, humanistic and psycho-analytic.
Unit II		
2a	:	Mental Health: Meaning and characteristics, Community Mental Health, Biological, Psychological and sociological approaches to mental illness
2b	:	Mental health services in India and Rajasthan, Law and mental Health
Unit III		
3a	:	Psychiatry: Meaning, nature, scope and importance, social psychiatry and community psychiatry.
3b	:	Development of psychiatry. and Psychiatry social work.
Unit IV	:	
4a		Psychiatric Social Work: Concept and historical development. Social work intervention as psychiatric social work.
4b		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.

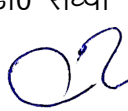
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Name of the Course	:	Mental and Personality Disorders
Course Code	:	MSW 403 A
Learner's Objectives	:	<ul style="list-style-type: none"> • Gain Knowledge about different types of psychotic and psychoneurotic disorders, to know about personality disorders. • Understand the relevance of social work interventions in mental health. • Develop an integrated approach to social work practice in the field of mental 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 1b	:	<p>Psychotic Disorders: Classification and symptoms of psychosis, Schizophrenic reaction, paranoid reaction, manic–defensive reaction, affective psychotic reaction and other psychotic reactions,</p> <p>Epilepsy: symptoms, diagnosis, treatment and prevention. Treatment of Psychotic disorders and role of psychiatric social worker.</p>
Unit II 2a 2b	:	<p>Psychoneurotic Disorders: Anxiety, neurosis, fatigue syndromes, hysterical reactions, phobia reaction, obsessive-compulsive reaction and neurotic depression, treatment of psychoneurotic disorders</p> <p>Role of psychiatric social worker.</p>
Unit III 3a 3b	:	<p>Personality Disorders: Meaning and nature of personality disorder,</p> <p>Problems in diagnosis of personality disorders.</p>
Unit IV 4a 4b	:	<p>Types of Personality Disorders: Schizoid, schioztypal, narcissistic, anti-social, borderline, avoidance, dependent, obsessive and compulsive</p> <p>Social work applications in mental health.</p>
Learner's Outcome	:	Student will be able to identify various psychotic disorders, personality disorders, normal and abnormal behaviour, various interventional methods of social work for behaviour modification etc.

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Name of the Course		Urban Community Development
Course Code		MSW 402 B
Learner's Objectives	:	<ul style="list-style-type: none"> • Understand the basics of Urban community and Urban Planning. • Know the demographic and geographic distribution of communities.
Learner's Outcomes		<ol style="list-style-type: none"> 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	:	Urban Community: Meaning, Definition and characteristics Urban Community Development: Concept, Meaning, Need and Objectives
1b	:	Urban Settling Patterns: Characteristics of Town, City and Metropolis, Suburbs, Satellite Town and Hinterland Slums: Concept, Meaning, Definitions, Characteristics
Unit II		
2a	:	Urban Social Problems: Pollution, Crime, Accidents, Prostitution, Drug Addiction and Housing, Live in Relationship
2b	:	Urban Social problems: Human Trafficking, Juvenile Delinquency and Urban Traffic problems
Unit II		
3a	:	Urban Planning: Concept, Meaning, Definitions, Characteristics, Methods and Approaches to Urban Planning
3b	:	JNNURM, Goal and Objectives of Housing and Urban Development Corporation (HUDCO), DUDA, SUDA and United Nations Centre for Human Settlement (UNCHS).
Unit IV		
4a	:	Urbanization: Concept, Meaning and Importance in demography Concept of RURBAN
4b	:	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	:	<ul style="list-style-type: none"> • To enable the student to understand the varies problems of tribal people. i.e. social, educational, infrastructural, health & women. • To enhance skills on critical review of tribal development Programmes and its Application of social work methods. • Review the developmental programmes and their impact on the situation of tribal population.
Learner's Outcomes	:	Able to understand the varies problems of tribal people. i.e., social, educational, infrastructural, health & women.
Unit I	:	Tribe: Concept, Meaning and characteristics; Constitutional Meaning of tribe.
1a	:	
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	:	Tribal Movements in India: Santhal, Mizo, Naga, Munda, Moplah, Bodo, Jharkhand, etc.
3a	:	
3b	:	Contribution of tribal activists: Birsa Munda, Tantya Bhil, Ambar singh Maharaj; Contribution of Tribal reformers: Thakkar Bappa, Dr. B.D Sharma
Unit IV	:	Tribal Development Programmes: IRDP, VKY, Eklavya Model Residential School Programme
4a	:	
4b	:	Problems faced by Tribal Population in India: Social Problems, Economic and Political

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Name of the Course		LABOUR WELFARE AND SOCIAL SECURITY
Course Code		MSW 402 C
Learner's Objectives		<ul style="list-style-type: none"> • 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	:	Concept, Importance, objectives, Scope, Philosophy and Principles.
1a	:	Approaches to Labour Welfare.
1b	:	Historical Development of Labour Welfare in India; Status and Duties of Labour Welfare Officer in India.
Unit II	:	Legal Framework Regarding Labour Welfare: Constitutional Provisions, Labour Welfare Provisions in Factories, Mines and Plantations.
2a	:	Agencies of Labour Welfare: Role of State, Employer and Trade Union in Promotion of Labour Welfare; Programmes and Policies of Labour Welfare in India.
2b	:	
Unit III	:	The Employees State Insurance Act, 1948, the Employees Provident Fund and Miscellaneous Provisions Act, 1952. The Maternity Benefit Act, 1961
3a	:	
3b	:	The Unorganized Workers Social Security Act, 2008. The Workmen Compensation Act, 1923
Unit IV	:	CSR: Concept, meaning, definition, Need, Principles and Approaches
4a	:	Implementing CSR: CSR in Market Place and in Ecological Environment, CSR Audit, Role of Social Worker in CSR
4b	:	Entrepreneur and Social Entrepreneur: Concept, Definition, Characteristics and Types

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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		<ul style="list-style-type: none"> • 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		Concept, Objectives, Functions. History of Trade Union Movement in India, Trade Union Leadership
1a		
1b		Theories, Legal Provisions and Organization.
Unit II		
2a		Industrial Relations: Concept, Objectives, Scope, Approaches, Determinants and Reflectors.
2b		The Industrial Disputes Act, 1947.
Unit III		Collective Bargaining Definition, Objectives, Principles, Forms, Methods and Theories.
3a		
3b		Legal Framework of Collective Bargaining.
Unit IV	:	Meaning, Approaches and Style of Managing Industrial Conflict.
4a		Grievance: Meaning, Grievance Procedure. Workers, Participation: Concept and Practices.
4b		Trusteeship: Concept and its Influence on Industrial Relations in India Changing Socio-economic Scenario and Industrial Relations in India.



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

1. Promod Verma. 2005. Trade Union in India
2. Mukerjee, S, Khare, H.P. 2003. Current Trends in Indian Trade Union Movement.
3. Punekar. 2010. Labour Welfare, Trade Union and Industrial Relations
4. I.C.B. Memoria and S. Memoria (1989): Dynamics of Industrial Relations an India.
5. वर्मा, आर.बी.एस. एवं अतुल प्रताप सिंह: उद्योगों में अनुशासनात्मक प्रक्रिया

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:

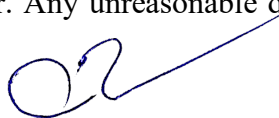
- Understand power structure of surrounding area and identify local leadership.
- Seek client's/beneficiary's and/or people participation in utilizing agency and or community services.
- Participate in agency and/or community based services.
- Team work with other institutions/organizations.

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 have 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.

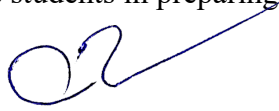
Field Work Placement

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 Technics, 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.



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