बुन्देलखण्ड विश्वविद्यालय, झाँसी
BUNDELKHAND UNIVERSITY, JHANSI

झाँसी (उ.प्र.) 284128

संदर्भ. BU/AC/2022/7481-7487

दिनाँक. 06/07/2022

The Minutes of Meeting of BOS

In reference to the BOS of department of Social Science ......, Institute of M.S.W (Master of Social Work) .... held on 07/07/2022 regarding the revision of syllabus in tune with CBCS/NEP-2020 and subsequent approval from Academic Council. This is to certify that the syllabus is 100% revised.

Registrar
Bundelkhand University
JHANSI

HOD/Coordinator

तार : विश्वविद्यालय
Gram : UNIVERSITY

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दिनांक...07/07/2022...

संदर्भ..................

MSW BOS

SESSION 2022 - 23

Today on 07/07/2022, the meeting of the course committee was convened at 11:30 am in the Social Work Department under the chairmanship of the undersigned. In which as external experts PROF. VANDANA SINHA, President- Social Work Department, M.G. Kashi Vidyapeeth Varanasi and Dr. AFTAB ALAM BHEL JHANSI presented their participation through online medium. DR. YATINDRA MISHRA, Dr. Mo. NAIM, Dr. NEHA MISHRA, Dr. ANUP KUMAR as internal experts attended the meeting. The following decisions were taken in the meeting regarding the syllabus :

1. Marking the subject matter of practical work in the MSW curriculum.
2. To be updated MSW in the context of current circumstances.
3. Updating the syllabus of specialization in the curriculum.
4. Recognition was given to the panel of MSW in the meeting of the course committee.
5. To be updated in the syllabus keeping in view the competitive examinations.
6. Update the syllabus according NEP 2020.

At the end of the above meeting, a vote of thanks was announced by Dr. Anup Kumar, Coordinator Social Work Department.

Dr Anup Kumar
Coordinator
Social Work Deptartment
Dept of Social Work
Bundelkhand University, Jhansi

ORDINANCE FOR POSTGRADUATE (SEMESTER SYSTEM) PROGRAMME

M.S.W (Master of Social Work)

Dr. B. R. Ambedkar Institute of Social Sciences

Department of Social Work

Bundelkhand University, Jhansi-284128 (U.P.

(Course Code -57101)

(2022-2023)

Name of the Department :

Dr. B.R Ambedkar Institute of social sciences, Bundelkhand University, Jhansi

About the Department:

The Institute is one of the integrated departments of the University, established in 1999, named as Dr. B. R. Ambedkar Institute of Social Sciences, in which Master of Social Work, PG Diploma in Health Management, M. Phil. (Social Work) and M.A. in Applied Sociology were started. Presently MSW, BA (H) SW, and Ph.D. (Social Work & Sociology) courses are running in the University campus.

The Institute of Social Sciences aims to offer students the enhance to explore creative expressions of the human imagination, understand the human past, examine social, economic and political changes over-time, and cultural and institutional contexts in which science and technology are rooted.

Vision :
➢ To Strengthen human relationship and promoting social justice through academic excellence.
➢ To promote extension services in field approach.
➢ To promote social, economic and environmental justice and support for individuals, families, groups, organizations and communities.

Mission:
➢ Positive change in individual, community and society.
➢ To promote social justice by providing social work education, conducting scholarly inquiry, disseminating knowledge, and contributing to public policy and practice, thereby addressing the needs and aspirations of the local and global communities with whom we collaborate and interact.

Objectives :
➢ To provide Job opportunities for students.
➢ To create equitable society for all
➢ To impart need-based innovative and professional training in social work leading to the professional degree.
➢ To maximize the development of human potential and the fulfillment of human needs.
➢ To working with and enabling people to achieve the best possible levels of personal and social well-being.
➢ To working to achieve social justice through social development and social change.

Course Outcomes (B.A HONS SOCIAL WORK, M.S.W)
➢ Demonstrate Ethical and Professional Behaviour.
➢ Engage Diversity and differences in practice.
➢ Advance Human Rights and Social, Economic and Environmental Justice.
➢ Evaluate Practice with individuals, families , groups organizations and communities.

Intake (M.S.W.):
➢ 40 Seats

Duration :
➢ Two Years (Four Semesters)

Medium :

> Medium of instruction and examination: **English/Hindi**.

Fees :

> Tuition & other Fees: As Prescribed by the University From time to time.

(Tuition/development/examination & Other fees: - Rs. 40500/-)

1. INTRODUCTION

Preamble

This ordinance governs all the rules and regulations as per the NEP 2020 for the traditional post graduate program MSW. This ordinance supersedes all the previous relevant ordinances, rules and regulations.

Duration

Bundelkhand University has adopted the semester system in various Postgraduate courses as per directives of Higher Education Department, Uttar Pradesh Government vide letter No 401/seventy-3-2022 dated 09-02-2022 to accelerate the teaching-learning process and enable vertical and horizontal mobility in learning from the academic session 2022- 23 onwards.

The duration of PG courses shall be two years comprising of four semesters. In case a student(s) exits from this programme after completion of the first year (2 semesters),he/she may take exit from the programme and shall be awarded the Degree of Bachelor in Research. After the successful completion of two years (4 semesters) a student shall be awarded the Master's degree in the concerned subject. The maximum duration to complete the course shall be four years.

Eligibility for Admission

- Candidate, who wishes to seek admission in a course of study prescribed for a post graduate degree of the University, shall be admitted to campus or an affiliated college unless he/ she has:

   -passed the three years Bachelor's degree course Examination of the University of Uttar Pradesh or any other Indian University incorporated by any law in force at the time of admission.
   or
   -passed any other equivalent examination recognized by the University as equivalent thereto.
   -passed any other equivalent examination recognized by a Foreign University as equivalent thereto

- The date of admission shall follow the University academic calendar.

Choice of Subject and Course Structure

   i. University/ College shall admit students as per the eligibility criteria and availability of seats decided by the university.

   ii. A student shall take admission to post graduation first year of fourth year of Higher Education program of NEP 2020 after successful completion of Graduate course from NEP 2020 or old course of Science/ Arts/ Commerce/ Management, etc. He/she shall have to choose respective faculty courses as per

guidelines of NEP 2020 depending on the number of seats available in concerned subject and eligibility criteria. In case a candidate is willing to change the faculty, the following condition is required-

The candidate should have passed Bachelor degree in Science/ Commerce of NEP 2020 or old courses may take admission in some subjects of Arts faculty (excluding practical subjects like geography, psychology etc). Similarly, the Student from Commerce of NEP or old course of commerce may also be eligible to take admission in Arts subjects. Arts, Management and Commerce candidates cannot be admitted in Science subjects.

iii. Student(s) shall select subjects for Post graduation course from the major subjects that he / she had opted in the graduation course and shall continue with the same subjects in all the four semesters of the PG programme.

iv. The course structure shall be as follows:

There shall be four compulsory theory papers in the first semester. In the second and third semester there shall be two compulsory papers and one/two elective papers. The elective papers are the specialization papers.

Student(s) shall have to select one Minor Elective Course as **Minor subject** from any other faculty (except own faculty) or interdisciplinary subject in the first semester of the first year.

v. Student(s) shall take a Research Project /Survey/ Industrial /Field training program in both the years (Semester II and IV). No pre-requisite shall be required for this.

vi. List of Minor Elective Course: The candidate shall select any one subject from the following as minor subject in first year of post graduate course.

S No	Science	Arts	Commerce	Interdisciplinary
1.	Mathematical Biology	Tribal Culture and Heritage	Customer Relation Management	Ancient Medical Sciences
2.	Conservation and Water Resource Management	Principle of Administration and Implications	House Keeping and Hospitality	Traditional Medical Therapy
3.	Natural Resources and Conservation	Socio-Economics and Social Security	Share Market and Banking	Vedic Mathematics
4.	Pollution: Causes and Mitigation	Archeological Sites and Monuments	Retail Management and Accounting	Bio Medical Instrumentation and Health
5.	Computational Resources	Indian Constitution	Insurance Policy and Finance	Disaster, Mitigation, & Management
6.	Organic and Natural Farming	Communication and Soft Skill		Mining Plan and Resource Mapping
7.	Computer Hardware Handling	Sanskrit Knowledge System		Water Treatment System

8.	Computer Software Handling	Technical Translation and Trans creation		Climate Change and Environmental Degradation
9.	Solar and Non Conventional Energy	Urban Economics and Planning		Medicinal and Aromatic Plants Cultivation, extraction and nutraceutical Values
10.	Cyber Crime	Actuarial Economics		
11.	Bee Keeping, Aquaculture and Fish Farming	Social Sector and Gender Economics		Non Conventional Energy Resource
12.	Entrepreneurship in Microbial and Botanical Products	Environmental Economics		Soil and Water Testing
13.				

2. SEMESTER AND CREDIT DISTRIBUTION

An academic year for post graduate program is divided into four semesters. The Odd semester may be scheduled from July to December and Even semester from January to June.

Fourth Year

	VII Sem	Credits	VIII Sem	Credits
Major	Theory – 04 Papers Or Theory – 04 Papers Practical -02	5 Credits each Total Credits=20 Or 4 Credits each Total Credits=16 2 Credit each Total Credits=4 **Total Credits=20**	Theory – 04 Papers Or Theory – 04 Papers Practical -02	5 Credits each Total Credits=20 Or 4 Credits each Total Credits=16 2 Credit each Total Credits=4 **Total Credits=20**
Minor	Minor Elective-1 paper of 04 credits	04 Credits **Total Credits=04**		
Research Project/ Industrial training/ Survey/ Field Training	One of each 04 Credits	04 Credits **Total Credits=04**	One of each 04 Credits	04 Credits **Total Credits=04**
Total Credits		28		24
Total in Both Semester				**52 Credit**

Fifth Year

Semester	IX	Credits	X	Credits
Major	Theory – 04 Papers Or Theory – 04 Papers Practical -02	5 Credits each Total Credits=20 Or 4 Credits each Total Credits=16 2 Credit each Total Credits=4 **Total Credits=20**	Theory – 04 Papers Or Theory – 04 Papers Practical -02	5 Credits each Total Credits=20 Or 4 Credits each Total Credits=16 2 Credit each Total Credits=4 **Total Credits=20**
Research Project / Industrial training / Survey	One of each 04 Credits	04 Credits **Total Credits=04**	One of each 04 Credits	04 Credits **Total Credits=04**
Total Credits		24		24
Total in Both Semester	**48 Credit**			

3. ATTENDANCE

The expression "a regular course of study" wherever it is used in these Ordinances, means attendance of at least 75% of the lectures and other teaching in campus / affiliated college in the subject for the examination at which a candidate intends to appear and at such other practical work (such as work in a laboratory) as is required by any Statute, Ordinance or Regulation in force for the time being in the University.

A shortage up to 5% of the total number of lectures delivered or practical work done in each subject may be condoned by the Principal of the college/ Head of the Department (in case of University Campus) concerned.

A further shortage up to 10% may be condoned only by the Vice- Chancellor on the specific recommendation of the Principal of the college/Head of the Department concerned (in case of University Campus).

4. EXAMINATIONS

1. There shall be examinations at the end of each semester as, for odd and even semesters in accordance with the academic calendar of the university. A candidate who does not pass the examination in any course(s) shall be permitted to appear in such failed course(s) in the subsequent examinations upto the maximum duration of the course.

2. A candidate should get enrolled/registered for the first semester examination and is mandatory. If enrolment/ registration is not possible owing to shortage of attendance / rules prescribed OR belated joining or on medical grounds, such students shall not be permitted to proceed to the next semester. Such students shall re-dothe first semester in the subsequent term of that semester as a regular student; however, a student of first semester shall be admitted in the second semester, if he/she has successfully completed the first semester.

3. It shall be mandatory for the student(s) to register for examination in each and every semester (i.e. to fill up the examination form with the requisite fee). If a student fails to register for the examination in any semester, he or she shall not be allowed to appear in that semester as a back paper student. Such student(s) shall appear in the (next) subsequent examination of that semester.

5.EVALUATION

The performance of a student in each course is evaluated in terms of percentage of marks with a provision for conversion to grade point. Evaluation for each course shall be done by a Continuous Internal Assessment (CIA) by the concerned course teacher as well as by end semester examination and will be consolidated at the end of course. The evaluation must be continuous and holistic and should be based on following parameters:

i. Academic assessment
ii. Skill assessment
iii. Physical assessment
iv. Personality assessment
v. Extra-curricular assessment

THEORY PAPER

Semester Examinations shall be conducted by the university as mentioned in the academic calendar. The Question paper will be set by the examiners appointed by the Vice Chancellor based on the recommendation of the board of studies. The pattern of the question paper shall be as given in annexure II.

i. Internal Assessment(C.I.A.) –25%weightageofacourse

☐ Test/ Mid-Term Assessment - 10 marks
☐ Term paper/Presentation on given project/assignment - 10marks
☐ Attendance/activities – 05marks

ii. End Semester Exam (External examination)– 75% weightage of course

PRACTICAL PAPER

Practical examinations will be conducted by the examiners appointed by the Vice Chancellor on the recommendations of the Board of Studies. Each student has to present the practical records.

i.   Internal Assessment(C.I.A.) –25%weightageofacourse

☐ Test/ Mid-Term Assessment - 10 marks
☐ Term paper/Presentation on given project/assignment - 10marks
☐ Attendance/activities – 05marks

ii.   End Semester Exam (External examination)– 75% weightage of a course

MINIMUM PASSING STANDARD
1. The minimum passing standard for combined external and internal examinations for each subject/paper shall be 45%,i.e. 45 out of 100 marks for theory and practical courses. The minimum passing standard for Aggregate in a semester end Examination shall be 45%.
2. Continuous Internal Assessment (CIA) shall be ensured by the Principal of the colleges / HODs for the Campuses courses. The Principal of the colleges / HODs of the Campus shall provide the marks of the same to the university and it shall be mandatory to maintain the records of the same till the maximum duration of that course.
3. The internal assessment, field training and practical examination awards of a student who fails in any semester examination shall be carried forward to the next examination.
4. It shall be mandatory for a student to secure minimum 45% marks (i.e. 34/75) in the theory and practical paper separately.

....

PROVISION FOR BACK PAPERS AND EX-STUDENTS

A Back Paper (B.P.) candidate shall be promoted to next semester. The back paper facility in a semester provides promotion to the next semester and another opportunity to obtain a minimum of the pass marks assigned for an individual paper or in the aggregate. Following category of students of Bundelkhand University shall be eligible for back paper facility as under,

☐☐☐☐student shall be required to pass in minimum two subject papers in each semester. However, at the end of each year, it shall be mandatory for a student to pass in at least two subjects papers and minor paper otherwise he/she shall be deemed as failed and will be treated as a year back / ex-student.

5. Students shall get the attempts to appear in the Back paper examination in the subsequent odd /even semester till the maximum duration of the said course.

6. Special back paper examination shall be held only for regular students of the final year of PG course.

7. The candidates who fail in more than three of the total papers, will be deemed as failed. These candidates can appear only in subsequent examination of that semester as Ex- Students.

8. PROMOTION   RULES

8.1Semester Course & Examination:

The students who have taken admission in any post-graduation programme in a session and who have put in the minimum percentage of attendance for appearing at the Examination, presented himself/herself for internal assessment and have filled in the examination form in time for appearing at the End Semester Examination shall be allowed to appear at the respective examinations.

Declaration of results

After appearing in the Examination of both the semesters in a particular year, the student can be put in

the following categories in the context of declaration of the results of the Semester Examination:

Passed
Promoted with Back Paper(s)
Failed

Promotion to next Semester:

All students under category Passed and promoted with back papers shall be promoted to the next Semester.
"Failed" students may clear their UNCLEARED courses in subsequent examinations as ex-students.
Students promoted with back papers shall clear their back papers in subsequent examinations as ex-students.

A student who has failed in a course shall get two more chances to clear this course subject to the maximum duration for passing the course. Further, each candidate shall have to clear all the courses within the maximum period of seven years from the date of his/her latest admission.
A candidate who has qualified for the Degree shall be placed in the First / Second Division as per following table:

8. COMPUTATION OF SGP AND CGPA

The guidelines formulated by Bundelkhand University shall be followed in order to bring uniformity in evaluation system of every CBCS based Course and computation of the SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average)based on students' performance in examination. The number of core, elective, open elective papers and foundation papers and the required credit for each paper shall be formulated by respective Board of Studies (BOS) and faculty board. For the purpose of computation of work load the UGC proposed mechanism is adopted
i.e. one credit=1 Theory period of one hour duration, 1credit= 1Tutorial period of one hour duration, 1credit=1 Practical period of one hour duration. The credit(s) for each theory paper/practical/tutorial/dissertation will be as per the respective Board of Studies of departments.

Letter Grade	Numerical grade
O (outstanding)	10
A+ (Excellent)	9
A(very good)	8
B+(Good)	7
B(average)	6
F(Fail)	<5
Ab (Absent)	0

The minimum passing marks shall be 45% of the maximum marks as prescribed in the University Examination and 45% of marks in the aggregate marks in the subject including internal / sessional marks.i.e. Minimum Passing Grade is "B".

A student who obtains Grades "O" or " B" shall be considered as PASSED. If a student secures "F" grade, he/she shall be considered as FAILED and shall have to re appear in the examination. It is mandatory for a student to earn the required SGPA as in each semester. If a student is not able to secure 45% / B grade in any theory / practical / internal / sessional / viva-voce / internship / project examination, the awarded grade point shall be ZERO (0).

9.1 The University, adopts absolute grading system where in the marks are converted to grades, and every semester results will be declared with semester grade point average(SGPA) and year result will be declared with year grade point average (YGPA). The Cumulative Grade Point Average (CGPA) will be calculated in end of final semester. The grading system except pharmacy department will be with following letter grades and grade points scale as given below:

Table

Level	Outstanding	Excellent	Very Good	Good	Average	Fail
Letter Grade	O	A+	A	B+	B	F
Grade Points	10	9	8	7	6	0
Score (Marks) Range (%)	≥90 (90-100)	<90, ≥80 (80-89.99)	<80, ≥70 (70-79.99)	<70, ≥60 (60-69.99)	<60, ≥45 (50-59.99)	<45 (0-35.99)

A student obtaining Grade "F" shall be considered failed and will be required to reappear in the examination. Such students after passing the failed subject in subsequent examination / will be awarded with grade respective of marks he/she scores in the subsequent examination/s.

The University has the right to scale/moderate the theory exam / practical exam / internal exam / sessional marks of any subject when ever required for converting of marks into letter grades on the basis of the result statistics of university as in usual practice, i.e. marks obtained in decimal will be converted in nearest integer.

9. CONVERSION OF GRADES IN TO PERCENTAGE

Conversion formula for the conversion of CGPA into Percentage is **CGPA Earnedx10= Percentage of marks scored.**

Illustration: CGPA Earned8.2 x10=82.0%

2. AWARD OF DIVISION

Division shall be awarded only after the final semester examination based on integrated performance of

the student for all the semesters as per following details.

A student who qualifies for the award of the degree securing "B" or above grades in all subjects pertaining to all semesters, and in addition secure as a CGPA of 8.0 and above shall be declared to have passed the examination in **FIRST DIVISION WITH HONOURS**.

A student who qualifies for the award of the degree securing "B" or above grades in all subject pertaining to all semesters, and in addition secures a CGPA of 7.0 and above shall be declared to have passed the examination in **FIRST DIVISION**.

A student who qualifies for the award of the degree securing "B" or above grades in all subjects pertaining to all semesters, and in addition secures a CGPA of 5.0 and above shall be declared to have passed the examination in **SECOND DIVISION**.

10. **UNFAIR MEANS:**

Cases of unfair means in the End Semester Examinations and Mid-Term Tests shall be dealt as per the rules laid by the University.

Note:

1. Those students who are NOT eligible for promotion to next year shall have to reappear in the coming examination as ex-students. However, the marks of internal assessment shall be carried forward in such cases.

2. Scrutiny facility and Challenge evaluation facility shall be available for those students who want to improve their grades.

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

3. 40 Seats

Programme Specific Outcomes for M.S.W (PSOs.)

PSO 1: To impart education and training in professional social work in order to provide manpower in social welfare, development and allied fields capable of working at various levels of micro, meso and macro systems.

PSO 2: To help students develop knowledge, skills, attitudes and values appropriate to the practices of social work profession.

PSO 3: To enable students develop creative thinking and ability to apply theoretical knowledge in practice of social work.

PSO 4: To facilitate interdisciplinary approach for better understanding of social problems, situations and issues of development

MSW VII Semester

	Paper Code	Course Title	Division of Marks			Credit
			External	Internal	Total	
Major	6911	Indian Social Structure & Social Problems	75	25	100	04
	6912	Foundation of Human Behaviour	75	25	100	04
	6913	Nature & Development ofSocial Work	75	25	100	04
	6914	Communication of Mass Media	75	25	100	04
Minor		Pollution causes and Mitigation	75	25	100	04
Research project/ Industrial Training/Survey/ Field Training		Survey/ observational visit to social welfare agenciesMinimum 15-20 agencies)			100	04
Total Credit						28

MSW VIII Semester

	Paper Code	Course Title	Division of Marks			Credit
			External	Internal	Total	
Major	6916	Social Case Work	75	25	100	04
	6917	Social Group Work	75	25	100	04
	6918	Social Work Research & Statistics	75	25	100	04
	6919	Community Organization & Social Action	75	25	100	04
Minor		-	-	-	-	-
Research project/ Industrial Training/Survey/ Field Training		Community based Field Training			100	04
Total Credit						24

MSW IX Semester

	Paper Code	Course Title	Division of Marks			Credit
			External	**Internal**	**Total**	
Major	7911	Social Legislation & Social Security	75	25	100	04
	7912	Social Welfare Administration	75	25	100	04
	7913	Integrated Social work Practice	75	25	100	04
	7914/ 7915/ 7916/ 7917	**Specialization-** (a) Labour Welfare & Labour Legislation (b) Rural Community Development (c) Medical Social Work (d) FCW- Welfare, Development & Empowerment of women	75	25	100	04
Minor		-	-	-	-	-
Research project/ Industrial Training/Survey/ Field Training		Specialization based Industrial & NGO training/ Educational Tour			100	04
Total Credit						24

MSW X Semester

	Paper Code	Course Title	Division of Marks			Credit
			External	**Internal**	**Total**	
Major	7921	Social Policy, Planning &Development	75	25	100	04
	7922	Counseling Approach & Method	75	25	100	04
	7923	Population & Environment	75	25	100	04
	7924/ 7925/ 7926/ 7927	**Specialization-** (a) Human Resource Management (b) Urban Community Development (c) Psychiatric Social Work (d) Child welfare and Development	75	25	100	04
Minor		-	-	-	-	-
Research project/ Industrial Training/Survey/ Field Training		Industrial Training & Research Project			100	04
Total Credit						24

M.S.W VII

Paper- I (Code-6911)

Indian Social Structure & Social Problems

Objectives:

1. To understand the role of individual in the society and importance of various social institutions and their impact.

2. To develop a scientific insight about the social structure, stratification and issues related to caste, class and gender.

3. To understand the socio-economic and political factors and their impact on society.

4. To study the various social problems, various issues and challenges and its impact on the society,

5. To develop the clarity about social issues and challenges in the Social Work Field

Course Learning Outcomes:

- The learning outcomes to understand history and evolution of social work profession, both in India and the West.

Program Learning Outcomes:

- Able to understand social work as a profession

UNIT-I: PRIMARY CONCEPT OF SOCIAL STRUCTURE

- ➢ Society- Concept, Characteristics, Functions, elements & Types.
- ➢ Community- Concept, characteristics of urban and rural community, slums.
- ➢ Social Organizations- Meaning, Forms, Concept of Associations - Difference between Society, Community and Association.

UNIT-II: SOCIAL INSTITUTION

- ➢ Family, Marriage, Education & Religion.
- ➢ Social Stratification- Caste & Class
- ➢ Social Group – Primary and Secondary.

UNIT-III: SOCIAL PROCESS AND SOCIAL DEVIANCE

- ➢ Social Processes
- ➢ Socialization, Gender Socialization
- ➢ Cooperation
- ➢ Social Change
- ➢ Social Control
- ➢ Social Exclusion

UNIT-IV: SOCIAL PROBLEMS AND THEIR MEASURES

- ➢ Violence against Women- Gender Discrimination, Female Foeticide, Domestic Violence, Dowry, Eve Teasing,

- ➢ Prostitution
- ➢ Environmental Pollution
- ➢ Problems of Youth, Suicide
- ➢ Crime & Juvenile Delinquency– Causes, Prevention, Rehabilitation & Correctional Services
- ➢ Role of Social Work for prevention of social problem

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1. Ali, A.F. Iman (1992) Social Stratification among Muslim-Hindu Community, New Delhi: Commonwealth Publishers
2. Bhatnagar, Ved (1998) Challenges to India's Integrity: Terrorism, Castism, Communalism, New Delhi: Rawat Publication.
3. Madan, G.R. 2002 (revised edition) Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd.
4. Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi : Sage Publication
5. Puniyani, Ram (2003) Communal Politics : Facts Versus Myths, New Delhi : Sage Publication.
6. Shah, Ghanshyam (2001) Dalit Identity and Politics: Cultural Subordination and Dalit Challenge, New Delhi : Sage Publication.
7. Lal, Shyam & Saxena, K.S. (1998) Ambedkar and Nation Building, New Delhi : Rawat Publication
8. Morgan, Clifford T., King, Rechard A. Weisz, John R. (2006) Introduction to Psychology, New Delhi : Tata McGraw Hill Publishing Company Ltd.

Paper- II (Code-6912)

Foundation of Human Behaviour

Objectives :
1. To import the knowledge of understanding the fundamental components of human behaviour.
2. To development insight into factors contributing to development of personality.
3. To Understand growth and development of individual at various stages in the life span.
4. To Understand the processes of adjustment and not-adjustment and its impact on human behavior

Course Learning Outcomes:

- To develop insights into the origin and development of ideologies and approaches to social change.

- To Known human behavior .

Program Learning Outcomes:

- Able to understand the Personality of human behaviour

UNIT-I: INTRODUCTION TO HUMAN BEHAVIOUR
➢ Human Behaviour
➢ Determinants of human behavior : Heredity, Environment and social institutions.
➢ Personality– Characteristics of personality development, Factors affecting Personality

UNIT-II:
➢ Stages of Development – Characteristics and Problem of Prenatal and Postnatal Development, Infancy, Childhood Adolescence, Adulthood & Old Age
➢ Perception & Motivation

UNIT-III: COLLECTIVE BEHAVIOR
➢ Concept of Audience and Mob.
➢ Learning memory, Emotions
➢ Propaganda
➢ Prejudices

UNIT-IV: INTELLIGENCE
➢ Intelligence Quotient Test (IQ)
➢ Attitude – Definition & Concept
➢ Role of Social Work in the development of human behavior.

References :
1. Colman, James C. & Broen William E. (1972) Abnormal Psychology and Modern life, India: D. B. Taraporevala Sons and Co. Pvt. Ltd.
2. Hurlock, Elizabeth (1976) Personality Development, New Delhi: Tata McGraw Hill Publishing Co. Ltd.
3. Mangal, S. K. (2007) General Psychology, New Delhi : Sterling Publisher Pvt. Ltd.
4. Desai, M. (2002). Ideologies and social work: Historical and contemporary analyse. Jaipur,: Rawat Publications

Paper- III (Code-6913)

Nature & Development of Social Work

Objectives:

1. To understand the concept, definition, objectives and functions and methods of Social Work.

2. To know about history and development of Social Work in India and abroad.

3. To understand the current trends of Social Work Practice in India.

4. To develop the skills about the fields of Social Work.

5. To develop understanding about the influence of various social movements in contributing to the perspectives of social work practice in India.

6. To understand domains in Social Work Education in India.

Course Learning Outcomes:

- To create adjustable society for human being

Program Learning Outcomes:

- Able to understand ideology and nature of social work

UNIT-I: HISTORICAL DEVELOPMENT OF SOCIAL WORK & SOCIAL WORK ETHICS

> - Social Work : Concept , Scope, Goals, Nature and Philosophy of Social Work
> - Social Work Education in U.K., U.S.A. & India
> - Social Work: Social Services, Social Development, Social Welfare, Social Reforms & Charity.

UNIT-II: SOCIAL WORK PROFESSION

> - Meaning of Profession, Professional- self of Social Work
> - Social Work Ethics, Ethical Responsibilities in Social Work
> - Values of Social Work

UNIT-III: PROFESSIONAL SOCIAL WORK & VOLUNTARY ACTION

> - Personal qualities of a Social Worker
> - Voluntary Action in India: Historical Perspective
> - Micro, Mezzo & Macro levels of social work

UNIT-IV: SOCIAL REFORM & SOCIAL MOVEMENTS

> - Social Movement
> - Sufi Movement
> - Dalit Movement
> - Peasant Movement
> - Gandhian & Sarvodaya Movement
> - Social Work & Social Reconstruction.

References :

1. Batra, Nitin (2004) Dynamics of Social Work in India, Jaipur : Raj Publishing House.
2. Bhattacharya, Integrated Approach to Social Work in India, Jaipur : Raj Publishing House
3. Desai, Murali (2002) Ideologies and Social Work (Historical and Contemporary Analysis), Jaipur : Rawat Publication.
5. Diwakar, V. D. (1991) Social Reform Movement in India, Mumbai : Popular Prakashan
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11. Institute of Sustainable Development (2004) Encyclopedia in Social Work, New Delhi, Anmol Prakashan.
12. Jha, Jainendra Kumar Encyclopedia of Social Work (1,2,3,4), New Delhi : Anmol Publication
13. Sajid S. M., & Jain, R. (2018). Reflections on social work profession. New Delhi: Bloomsburry
14. Bhatt, S., & Singh, A. P. (2015). Social work practice: The changing context. The Readers Paradise, New Delhi, ISBN: 978-93-82110-43-9
15. Bhatt, S., & Pathare, S. (2014). Social work education and practice engagement. ISBN: 9788175417571(HB), 9788175417953(PB), Shipra Publications, New Delhi,
16. Nair, T. K (2015). Social Work Profession in India: An Uncertain Future. Niruta Publication

Weblinks:
- https://www.ifsw.org/
- https://www.iassw-aiets.org/
- http://www.napswi.org/download-materials-ok.php

Paper- IV (Code-6914)

Communication and Mass Media

Objectives:
1. To provide the required knowledge to understand the importance of communication for effective social work practice.
2. To inculcate communication skills among social work trainees.
3. To understand the importance and the role of media for effective communication.
4. To understand the need and importance of developmental communication.

Course Learning Outcomes:

- To understand the medium and types of communication To Known human behavior .

Program Learning Outcomes:

- Able to understand communication medium and approaches.

UNIT-I: COMMUNICATION
  ➢ Communication - meaning, components, steps.
  ➢ Factors in communication- Communication patterns and forms: formal and informal, interpersonal and mass, verbal/oral/ written and non-verbal; Vertical (downward & upward) and horizontal/lateral, principles of communication.

- Barriers of communication- measuring effectiveness of communication; making communication more effective.

UNIT-II: PROCESS OF COMMUNICATION

- Concept ,definition, theory and skill.
- Approaches of social work in communication.
- Problem related to communicaton.

UNIT-III: MEDIA AND COMMUNICATION

- Scenario of Media in India: print, Electronic, Social Media
- Public relations and crisis management: Role of media in perception of crisis; communication management in public relation campaign; use of puppets, songs, folklore, street theatre, posters, logos, exhibitions, etc.
- Role of Social Media in Social Work

UNIT-IV: COMMUNICATION & SOCIAL WORK
- Importance of communication in Social Work Practice.
- Role of Social Worker in the communication system e.g. Hospitals, Corporate & Community.

Referenes:
1- Joseph D. (1993), The dynamics of mass communication.
2- Joshi Uma. (2001), Understanding Development Communication, Dominant publishers, New Delhi.
3- Modi B. , Designing messages for Development. Sage publishers, New Delhi.
4- Nair KS,white,Shirley. (1993), Perspectives on development communication, age publication, New Delhi.
5- Narula U. (1994), Development communication, Harananda publishers'.
6- Sandlio, Problems of communication in developing countries, vision books.
7- Ray G.I. (1999), Extension communication and management, Naya Prakash, Calcutta

Paper- Minor

(Pollution causes and Mitigation)

Objectives:

1. To understand the concept, definition, types of pollution.

2. To know problem concerned with Pollution.

3. To remediation of pollution.

UNIT-I: POLLUTION
- Concept, definition, types of pollution: Air Pollution, Water pollution, Noise pollution and Automobile Pollution.
- Determinant of Pollution, Labialization, Globalization.
- Industralization,Westernization.

UNIT-II: ENVIRONMENT AND POLLUTION
- Meaning, Concept and Definition of Environment.
- Natural Environment and Human Made Environment.
- Factor Concerned with Environment:

UNIT-III: CHALLENGES CONCERNED WITH POLLUTION

- Green House Effect, Ozone Layer
- Global warming and Impact of Sulpher Die Oxide.
- Increasing of the Ocean , Flood, Land Sliding

UNIT-IV: ROLE OF SOCIAL WORK AND MITIGATION

- Concept and meaning of Mitigation.
- Role of Social Worker in the Pollution Mitigation.
- Skill of Social Worker for mitigation of Pollution

Referenes:
1- Understanding Environmental Pollution by Marquita K. Hill ISBN:9780521518666. Publication Date: 2010
2- Impact, Monitoring and Management of Environmental Pollution by Ahmed El-Nemr Call Number: ebook ISBN: 9781608764877
3- Air Pollution book by M.N. Rao and H.V.N. Rao.

4- Fundamentals of Air Pollution book by Daniel Vallero.

5- Environmental Pollution Control Engineering book by C.S Rao.

6- Textbook of Air Pollution and its Control book by S.C. Bhatia.

7- Air Pollution and Control book by K.V.S.G Murali Krishna.

(Research project/ Industrial Training/Survey/Field Training)

Course Learning Outcomes:

- To understand the agency setup and administrative structure To Known human behavior .

Program Outcomes:

- To know and observe the structure and functioning of Welfare Agency/NGO

Survey/Visit of Agencies

1. Taragram, Orchha
2. Parmarth Samaj Sevi Sansthan
3. Margshree Charitable Trust
4. Pragati Rath
5. Vikas Dhara
6. RSETI
7. Distrcit Hospital
8. MLB Jhansi
9. DPRO
10. DPO
11. Asha Jyoti Kendra
12. Distrcit Jail
13. BHEL
14. Parichha Thermal Plant
15. Bajaj Power Plant Lalitpur
16. Heidelberg Cement Factory
17. Leprosy Home
18. Deaf & Dum Home
19. Old Age Home
20. Swavlamban
21. Block Office of Badagaon
22. CHC Badagaon
23. Children Jail, Lalitpur
24. Railway Child Line
25. Railway Workshop
26. Roadways Workshop
27. Labour Office

NOTE: Each Paper Consist with 04 Unit and Each Unit Covered with 01 Credit.

M.S.W VIII
Paper- I (Code-6916)
Social Case Work

Objectives:

1. To understand the case work method and its application in practice

2. To equip learners with theoretical knowledge for work with individuals and families.

3. To develop competencies in learners to use the method in practice while working with individual clients and families.

4. To equip learners with values and skills necessary for working with individuals

Course Learning Outcomes:

- To create adjustable society for human being.

Program Learning Outcomes:

- Able to demonstrate familiarity with Casework process,,tools and techniques.

UNIT-I: SOCIAL CASE WORK

- ➢ History, Definition, Objectives,
- ➢ Components of Social Case work.
- ➢ Values of social case work.

UNIT-II: SKILLS AND TECHNIQUE

- ➢ Principles and Technique of Social Case Work.
- ➢ Skills of Social Case Worker.
- ➢ Client - Case Worker Relationship

UNIT-III: SOCIAL CASE WORK PROCESS

- ➢ Steps of Social case work- Study, Diagnosis, Treatment, Evaluation
- ➢ Interview, Case Study, Observation, home visit.
- ➢ Recording- Meaning, Types and principles.

UNIT-IV: THERAPEUTICAL APPROACHES

- ➢ Therapies: Existential Therapy, Reality Therapy, Problem Solving Cognitive Therapy, Behavior Modification Therapy, Psycho-analytic theory.
- ➢ Social Functioning and Adjustment
- ➢ Role of Social Case Worker in Social Work.

References :

1. Fook, J. (1993). Radical Casework: A Theory of Practice. Australia: Allen & Unwin. 28 | P a g e Department of Social Work, University of Delhi
2. Frankel, A. J. (2011).Case management: An introduction to concepts and skills (3rd ed.). New York. USA: Oxford University Press
3. Government of India (1987) Encyclopedia in Social Work, New Delhi : Publication Division (Social Welfare Ministry)
4. Holis, Florence and Woods, Mary E. (1981) Casework – A Psychosoical Therapy, New York : Fandom House
5. Mathew Grace (1992) An Introduction to Social Case Work, Bombay : Tata Institute of Social Sciences.
6. Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London : Harper

and Row

7. Perlman, Helen Harris (1964) Social Case Work – A Problem Solving Process, London : University of Chicago Press
8. Rameshwari Devi, Ravi Prakash (2004) Social Work Methods, Practics and Perspectives(Models of Casework Practice), Vol. II, Ch.3, Jaipur : Mangal Deep Publication
9. Richmond, Mary (1970) Social Diagnosis, New York : Free Pres

Social Group Work

Objectives:

1. To understand the group work in social work intervention

2. To understand group work as an instrument of change/development in individual in groups

3. To understand the use of programme as a tool for group development

4. Develop skills to work with different stages and record the process

Course Learning Outcomes:

- To understand the nature and types of groups.

Program Learning Outcomes:

- To understand the programme planning and implementation.

UNIT-I: SOCIAL GROUP WORK

➢ Concept, Definition & Historical Development of Social Group Work.
➢ Objectives & Principles of Social Group Work, Element of social group work,
➢ Models of Social Group Work: Remedial, Mediating or Reciprocal Model.

UNIT-II: GROUP FORMATION

➢ Concept and Meaning of Group Formation.
➢ Group Formation : Content of Group Formation, Measures of Group Formation
➢ Group conflict
➢ Remediation of Group Conflict.

UNIT-III: GROUP PROCESS AND DYNAMICS

➢ Programme Planning
➢ Implementation
➢ Group Dynamics
➢ Evaluation
➢ Leadership

UNIT-IV: ROLE OF SOCIAL GROUP WORKER

➢ Technique and Skill in group work – Facilitation, Leadership & Recording
➢ Role of Social Group Worker in Groups.

References :

1. 1 Lindsay, T., & Orton, S. (2014). Group work practice in social work. Exetor: Sage
2. Crawford, K., Price, M., & Price, B. (2014).Group work Practice for Social Workers. London: Sage
3. Trevithick, P. (2016). Group work: a handbook of effective skills and interventions. McGraw-Hill Education
4. Sondra, B., & Camille, P. Roman. (2016). Group work: skills and strategies for effective interventions. Binghamton, NewYork: Haworth Press
5. Glassman, U. (2009). Group work: A humanistic and skills building approach. USA: Sage
6. Konopka Gisela (1983 3rd Ed.), Social Group Work a Helping Process, New Jersey : Prentice Hall
7. Northen, Helen (1969) Social Work with Groups, New York : Columbia University Press
8. Northen, Helene, Roberts (1976) Theory of Social Work with Groups, New York :

Columbia University Press

9. Phillips, Helen (1962) Essentials of Social Group Work Skills, New York : Associate Press
10. Reid E. Kenneth (1996) Social Work Practice with Groups - A Clinical Perspective, , USA : Brook/Cole Publishing Company
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13. Berne, Eric (1966) Principles of Group Treatment, New York : Gnve Press
14. Bradford (Ed.) (1964) T Group Theory & Laboratory Method, New York : John Wiley & Sons
15. Cartwright, Dorwin & Zandev, Alvin (1968) Group Dynamics, Research and Theory, London : Tavistock Publicators
16. Choudhary, Paul (1983) Introduction to Social Work, Delhi : Atma Ram & Sons
17. Corey, Geral (1977) Groups Process and Practice, USA: Brook/Cole Publishing Company
18. Douglas, Tom (1977) Group Work Practice, London : Tavistock Publication.

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1. Trevithick, P. (2012). Group work theory and practice. Available at https://www.researchgate.net/publication/307593723Groupwork_theory_and_practice

2. The Journal for Specialists in Group Work. Available at https://www.tandfonline.com/loi/usgw20

3. Principles for Diversity Competent Group Workers. Available at http://crystalbomeke.tripod.com/group_ethic.htm

4. Association for Specialists in Group Work: Best Practice Guidelines 2007. Available at http://www.ncbi.nlm.nih.gov/books/NBK64212/

Social Work Research & Statistics

Objectives :

1) To develop an understanding about the scientific approach to human inquiry.

2) To develop an appreciation of the value and approach in social work research in addressing problems in the field of professional practice.

3) Develop attitudes and skills appropriate for social work research.

4) Develop skills for use of library and documentation in research work.

5) Acquire the skills for data analyses and research writing.

Course Learning Outcomes:

- To know about action research in social work practice and its utilitarian approach.

Program Learning Outcomes:

- Able to explore the issues/causes of social needs and social problems behalf of scientific approach .

UNIT-I: SOCIAL RESEARCH AND SOCIAL WORK RESEARCH

> Concept, Definition, Objectives & differences between Social Research and Social Work Research.
> Types & Steps of Research,
> Statement of the Problem, Hypothesis, Significance in Social Research.
> Methods of Social Work Research- Social Survey, Case Study, Statistical Method, Experimental Method, Historical Method, and Qualitative Research.

UNIT-II: RESEARCH DESIGN, SAMPLING & DATA

> Types of Research Designs – Exploratory, Descriptive, Diagnostic & Experimental
> Meaning of Universe, Sampling- Definition, Types
> Source of Data – Primary and Secondary

UNIT-III: TOOLS AND TECHNIQUE OF DATA COLLECTION

> Tools & Techniques of Data Collection- Observation, Interview, questionnaire and schedule, Participatory Research.
> Classification & Analysis of Data
> Research Report, Monitoring & Evaluation

UNIT-IV: STATISTICAL TOOLS & USE OF COMPUTER

> Meaning and Uses, Percentages and Ratios
> Measures of Central Tendency – Mean, Median, Mode
> Measures of Dispersion – Range, Mean Deviation, Standard Deviation, Quartile Deviation, Chi Square Test
> Use of Computer in Social Work Research.

Recommended Readings:

1. Babbie, E. (2014). The basics of social research, 6th ed. New Delhi: Wadsworth.
2. Bordens, K. S., & Abbott, B. B. (2018). Research design and methods: A process approach, 10th ed. New York: McGraw-Hill.
3. Bryman, A. (2012). Social research methods, 4th ed. New Delhi: Oxford.
4. Christensen, L. B., Johnson, R. B., & Turner, L. A. (2014). Research Methods, Design, and Analysis, 12th ed. New York: Pearson.

5. Crano, W. D., Brewer, M. B., & Lac, A. (2015). Principles and methods of social research, 3rd ed. New Delhi: Routledge.
1. Ahuja, Ram (2001) Research Methods, Jaipur : Rawat
2. Alston, M. Bocoles, W. (Indian Edition 2003) Research for Social Workers-An Introduction to Methods, Jaipur : Rawat
3. Baker, Therese L. (1994) Doing Social Research, Singapore : McGraw Hill
4. Goode, W.J., Hatt, P.K. (1981) Methods in Social Research, Singapore: McGraw Hill
5. acob, K. K. (1965) Methods & Fields of Social Work in India, Bombay: Asia Publishing.
6. Kothari, C. R. (2004 2nd edition reprint) Research Methodology: Methods & Techniques, New Delhi, New Age International
7. Krishnaswamy, O. R. (1993) Methodology for Research in Social Science, Himalaya, Bombay
8. Laldas, D. K. (2000) Practice of Social Research, Jaipur: Rawat
9. Mikkelsen, Britha (2005) Methods for Development Work and Research- A New Guide for Practitioners, New Delhi : Sage
10. Sarantakos, Sotirios (2005) Social Research, New York : Palgrave Macmillan
11. Sharma, B. A. V., Prasad, R. D. & Satyanarayana, C. (2002) Research Methods in Social Sciences, New Delhi: Sterling
12. Sharma, K. R. (2002) Research Methodology, Jaipur : National Publishing House

WEBLINKS:

- https://socialresearchmethods.net/ [Web Centre for Social Research
- Methods] http://journals.sagepub.com/home/rsw [Journal - Research on Social Work Practice]

Paper- IV (Code-6919)

Community Organization & Social Action

Objectives:
1. To develop understanding regarding community organization as a method of social work
2. To understand the critical elements of community organization practice & Social action
3. To enhance the understanding of the roles of the agencies and community organizer
4. To enhance critical understanding of the models and strategies for community organization and Social Action
5. To develop perspective and skills for participatory processes in the community and society.

Course Learning Outcomes:
- To study about community settings power structure in community, desire and need of the participatory approach

Program Learning Outcomes:
- This paper analyze the community dynamics and participatory approach for whole.

UNIT-I: COMMUNITY & COMMUNITY DEVELOPMENT
- Community- Rural & Urban Community
- Community Development & Community Development Programmes.
- Panchayati Raj System
- Type of Leadership in Urban and Rural Communities
- Power Structure.
- Community Power Dynamics, Role of Pressure Groups.
-

UNIT-II: COMMUNITY ORGANIZATION
- Community Organization (C.O)- Concept, Principles, Techniques, Scope & Process
- Models of Community Organization- Developmental, System Change & Structural Change
- Indigenous Approaches to Community Organization.
- Roles & Skills of Community Organizer
- Recording in Community Organization

UNIT-III: SOCIAL ACTION
- Concept, History, Principle & Strategies &Models of Social Action
- Concept of Consciousness, Role of Collective Consciousness
- Social Entrepreneurship, Definition ,Needs, Characteristics
- Social Advocacy & Lobbying.

UNIT-IV: SOCIAL ACTION IN SOCIAL WORK
- Use of Social Action In Social Work
- Right to Information Act (RTI) 2005
- Right to Education Act (RTE) 2009
- New Education Policy 2020

References :

1. Mullaly, B. (2006). The new structural social work: Ideology, theory, practice (3rd Edition). Oxford University Press
2. Dominelli, L. (2004). Social work: Theory and practice for changing profession. Polity Press 105 | P a g e Department of Social Work, University of Delhi
3. Porta, D. D., & Diani, M. (Eds.) (2015). The Oxford handbook of social movements. Oxford University Press
4. Snow, D. A., Soule, S. A., & Kriesi, H. (2007). The Blackwell companion to social movements.

Wiley Blackwell

5. Smelser, N. J. (Author), Gary T. Marx (Introduction) (2011). Theory of Collective Behavior. Quid Pro Books
6. Somerville, P. (2016). Understanding community: Politics, policy and practice (2nd edition). Polity Press and Social Policy Association
7. Etzioni, A. (1995). The spirit of community: rights, responsibility and the communitarian agenda. Fontana Press.
8. Popple, K. (2015). Analysing community work: Theory and practice. Open University Press.
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10. Weil, M., Reisch, M., & Ohmer, M. L. (2013). The handbook of community practice (2nd edition). Sage.

11. Alinsky Saul (1971) Rules for Radicals : A Practice Primer for Realistic Radicals, Vintage Books
12. Beher A and Samuel J (2006) Social Watch in India: Citizens Report on Governance and Development, Pune : NCAS
13. Boon Andrew and Book Andy (1999) Advocacy, USA : Cavendish Publications
14. Chambers Robert (2005) Ideas for Development, Earth Scan, London
15. Cox Fred (1987), Community organization, Michigan : F.E. Peacock Publishers
16. Dhama, O. P & Bhatnager, O.P. (1994) Education and Communication for Development New Delhi : Oxford & IBG Pub. Co. Pvt; Ltd.
17. Goel, S L & Kumar, Ram (2001) Disaster Management, New Delhi : Deep and Deep publication.

(Methods Oriented Field Work/Community Development Field Work)

Course Learning Outcomes:

- To access community life, need and problem of the community and how to mobilize **.**

Program Learning Outcomes:
- To study about community settings power structure in community, desire and need of the community, participatory approach.

Community Field Work Agencies-

        1- Village Digara
        2- Slum Tribal Sakhi ka Mandir
        3- Slum Haddi Ghar
        4- Slum Khusipura
        5- Slum Talpura
        6- Slum Laxmi Gate
        7- Slum Dadiyapura
        8- Slum Lahar ki Devi
        9- Slum Sipri Bazar

NOTE: Each Paper Consist with 04 Unit and Each Unit Covered with 01 Credit.

M.S.W IX

Paper- I (Code-7911)

Social Legislation & Social Security

Objectives

- Acquire knowledge on the concept of Social Security and understand the provisions of Social Legislations.

- To study the existing Social Legislation and Programs so as to enable themselves to analyze and implement them effectively.

- To understand the provisions of the social legislations and utilize them as a tool for empowerment of the vulnerable and marginalized sections of the society

Course Learning Outcomes:

- To know the social legislation and laws

Program Learning Outcomes:

- To know about the social legislation and Social Security.

UNIT-I: SOCIAL LEGISLATION

  - ➢ Social Legislation:- Concept ,Meaning , Scope & Objectives.
  - ➢ India as a Welfare State, Overview of the Constitution of India
  - ➢ Civil rights, Legal rights, Human Rights: Concept, Need & Significance, National Human Rights Commission.
  - ➢ U.N. Declaration of Human Rights.

UNIT-II: SOCIAL SECURITY

  - ➢ Social Security- Concept, Definition, Objectives, Types , Social Security Measures in India, Role of I.L.O. (International Labour Organization) in Social Security.
  - ➢ Social Security in Organized Sector & Unorganized Sector.
  - ➢ Family Court, Lok Adalats, The Legal aid.
  - ➢ Social Protection

UNIT-III: SOCIAL LEGISLATION & PERSONAL LAWS-I

  - ➢ Prevention of Immoral traffic Act – 1956
  - ➢ Dowry Prohibition Act – 1961
  - ➢ Domestic Violence Act – 2005
  - ➢ Prevention of sexual harassment on work place act- 2013.
  - ➢ The Protection of Children from sexual offence act -2012.
  - ➢ The maintenance and welfare of parents and senior citizen act- 2007.

UNIT-IV: SOCIAL LEGISLATION & PERSONAL LAWS-II

  - ➢ Employees State Insurance (E.S.I.) Act – 1948
  - ➢ Protection of Civil Rights Act – 1955
  - ➢ Maternity Benefit Act – 1961
  - ➢ Juvenile Justice Act – 2000

References:

1. Teltumbde, A. (2017). Dalit: Past, present & future. Routledge.

2. Brammer, A. (2010). Social work law. Harlow Pearson Education.

3. Carr, H., & Goosey, D. (2017). Law for social workers. Oxford University Press.

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5. Gangrade, K. D. (2011). Social legislation in India. New Delhi: Concept Publishing Company (P) Ltd.

6. Smith, D. (2013). Person-centered therapy with children & young people. New Delhi: Sage Publication.

7. Gathia, J. A., & Gathia, S. V. (2015). Children's rights & well being in India, law. policy & practice. New Delhi, Concept Publishing Company Pvt Ltd.

8. Constitution of India. 1991. Govt. of India.
9.   Donnisson, D & Chapman, Valeris: Social Policy and Administration. London: George Allen and Unwin.
10. Nation Law School. 1991. Select Materials on Public Legal Education. Bangalore: National Law School of India University.
11. Velayutham, K.Shanmuga 1998. Social Legislation and Social Change. Vazhga

Paper- II (Code-7912)

Social Welfare administration

Objectives

- Acquire knowledge of Social Welfare Administration and the basic process of Registering, Managing and Administrating Service Organization in the context of Social Work Profession.

- To familiarize the students on the current and changing scenario of NGOs in the National and International development.

- Acquire skills to participate in management and administrative process for service delivery.

- To Learn the Value Orientation, Strategies and Intervention carried out by NGOs for effective service delivery to the people

Course Learning Outcomes:

- To understand the structure of administration and participatory approach in social administration.

Program Learning Outcomes:

- Able to impart the knowledge "POSDCORB and Social Welfare Scheme and Policy.

UNIT-I: BASICS OF SOCIAL WELFARE ADMINISTRATION

- ➢ Concept, Definition & Forms of Administration & Social Welfare, Administration.
- ➢ Differences between Various Forms of Administration, Social Welfare Administration and Public administration.
- ➢ Principle & Functions of Social Welfare Administration

UNIT-II: ORGANIZATION

- ➢ Organization-Concept, Objectives, & Types.
- ➢ Staff Development –Concept, Objectives, & Techniques
- ➢ Monitoring & Evaluation of Personnel Policies in Government & Voluntary Agencies
- ➢ Role of NITI Aayog for Social Welfare

UNIT-III: GRANT –IN-AID

- ➢ Concept, Objectives , Procedure & Principles
- ➢ Resource Generation
- ➢ Laws related to societies & Trusts- Society Registration Act 1860, Trusts Act 1882, Company Act, Cooperative Act, 80-G. F.C.R.A
- ➢ Licensing of Welfare Agencies
- ➢ Networking with other Civil Societies

UNIT-IV: PUBLIC RELATIONS, CREDIT BUILDING AND NETWORKING

- ➢ Concept & Definition

- ➤ Development of Public relations Campaigns
- ➤ Execution & evaluation of public relation Campaigns
- ➤ Transparency
- ➤ Social Audit

References:

1. Patti, R. J. (2008).The handbook of human service management. Sage Publications.

2. Bhattacharya, S. (2006). Social work administration & development. New Delhi: Rawat Publications

3. Palekar, S. A. (2012). Development administration. Phi Publications

4. Chowdary Paul D 1983, Social Welfare Administration, Atmaram and sons publications, New Delhi.

5. India International Proceedings of the seminar on Social Administration in Developing Countries.

6. Raju K and Satyanarayan 2009, NGO Excellence, Bhimavaram, Andhrapradesh.

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Paper- III (Code-7913)

INTEGRATED SOCIAL WORK PRACTICE

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Objectives:

- • Acquire knowledge about Integrated Social Work Practice .
- • To Know Process of integrated Social work

Course Learning Outcomes:

- • To inculcate all the methods of social work for solving complex problems of the individuals, group and community.

Program Learning Outcomes:

- • To inculcate all the methods of social work for solving complex problems of the individuals, group and community.

UNIT- I: INTEGRATED SOCIAL WORK

- ➤ Integrated Social Work Practice: its meaning and scope.
- ➤ Evolution of Integrated Social work practice.
- ➤ Integrated Social work practice and place in Social work practice.

UNIT- II: PROCESS OF INTEGRATED SOCIAL WORK

- ➤ Process of integrated Social work:
- ➤ initial contact
- ➤ collecting data
- ➤ assessment,
- ➤ negotiation of contract, problem solving, termination and evaluation, (contact phase, contract phase and ending phase).

UNIT- III: APPROACH OF INTEGRATED SOCIAL WORK

 ➢ Approach to interaction: the systems approach
 ➢ environmental approach
 ➢ understanding of life, sustaining elements and there inter relationship in a holistic frame work.

UNIT- IV. APPLICATION OF INTEGRATED SOCIAL WORK

 ➢ Social work profession as a single change and as one in the team.
 ➢ Inter- professional and intra-professional team work

References:

1. Batra, Nitin (2004) Dynamics of Social Work in India, Jaipur : Raj Publishing House.
2. Bhattacharya, Integrated Approach to Social Work in India, Jaipur : Raj Publishing House
3. Bradford, W. Sheafor, Charles, R. Horejsi, Gloria A. - Fourth Edition (1997) Techniques and Guidelines for Social Work, London : Allyn and Bacon, A Viacom Company
4. Desai, Murali (2002) Ideologies and Social Work (Historical and Contemporary Analysis), Jaipur : Rawat Publication.
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6. Dubois, Brenda, Krogsrud, Karla, Micky - Third Edition (1999) Social Work – An Empowering Profession, London : Allyn and Bacon
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8. Rameshwari, Devi and Ravi Prakash (2000) Social Work Practice, Jaipur : Mangal Deep Publications
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10. Singh, R.R. (1985) Field Work in Social Work Education, A Perspective for Human Service Profession, New Delhi : Concept Publishing Company

Labour Welfare & Labour Legislation

Objectives :
1. To know labour as a legal setting;
2. To learn various labour laws;

Course Learning Outcomes:

- To promote quality life of worker's in organizational perspective.

Program Learning Outcomes:
- To understand the concept of labour welfare and labour legislation.

UNIT-1: LABOUR WELFARE & INDUSTRIAL DEVELOPMENT IN INDIA
  ➢ Labour Welfare: Historical Perspective, Concept, Need & Principles
  ➢ Industrial Development in India: Indian Labour Problems, Migration, Absenteeism, Labour, Turnover & Industrial Housing in India.
  ➢ Programmes & Policies of Labour Welfare in India, National Commission on Labour in India.
  ➢ Labour Welfare Officer- Role & Responsibilities & Functioning.

UNIT-II: LABOUR ECONOMICS
  ➢ Use of Methods of Social Work in Labour Welfare ,
  ➢ Labour Counseling.
  ➢ Nature & Scope of Labour Economics,
  ➢ Labour Market, Demand & Supply of Labor.
  ➢ ICQ Standards of Working & Living Condition of Labor.

UNIT-III: INDUSTRIAL SOCIAL
  ➢ Concept of Industrial Social Work,
  ➢ Absenteeism
  ➢ Monotony
  ➢ Job analysis
  ➢ Worker Analysis

UNIT-IV: LABOUR LEGISLATION IN INDIA
  ➢ History, Development, Classification of Labour Legislations
  ➢ Employees Compensation Act   - 1923

  ➢ The Trade Union Act – 1926
  ➢ The Industrial Employment (Standing Order) Act – 1946
  ➢ Industrial Dispute Act – 1947
  ➢ Factory Act – 1948
  ➢ The Employees State Insurance Act-1948..
  ➢ The Employees Provident Funds (& Miscellaneous Provisions) Act –1952
  ➢ Contract Labor Act-1970.
  ➢ Gratuity Act – 1972

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   1. Malik, P.L. : 'Industrial Law', Eastern Book Company.
   2. Mishra, S.N. : 'Labor and Industrial Law', CPL.

3. I.L.I. Publication : 'Labor Law and Labor Relations-Cases and Material', New Delhi.
4. Siddiqi, Z.M.S. and M.A. Wani (ed.): 'Labor Adjudication in India', ILI, New Delhi.

Specialization: II

Paper III(B) (Code-7915)

Rural Community Development

Objectives :

1. To understand Rural social systems and their problems.

2. To understand the change processes in Rural Communities.

3. To understand issues and their implications on Rural Communities.

4. To understand the challenges for interventions by community workers

Course Learning Outcomes:

- To develop sensitivity and commitment for working with rural communities.

Program Learning Outcomes:

- To provide Knowledge of the government and voluntary efforts towards rural community development..

UNIT-I: UNDERSTANDING RURAL COMMUNITY

➤ Rural Community: Concepts, Definition, Characteristics .
➤ Problems of Rural Community- Indebtedness, illiteracy, Communication, Transportation, Health etc.

UNIT-II: LAND REFORM

➤ Land Reforms – Concept, Objectives, Needs & Problems of Land Reforms
➤ Panchayati Raj System in India
➤ Role of Social Work in Rural Community Welfare

UNIT-III: RURAL COMMUNITY DEVELOPMENT

➤ Community Development: Objectives & Functions.
➤ Approaches to rural community development.
➤ Structure & Functions of Rural Development Administration
➤ Planning, Organizing, Implementation, Monitoring & Evaluation of Rural Development Programmes.
➤ Mahatma Gandhi National Rural Employment Guarantee Act (MNREGA) 2005.
➤ Jan- Dhan Yojna,
➤ National Skill Development Programme

UNIT-IV: RURAL TECHNOLOGY, PLANNING AND ROLE OF BANKS IN RURAL DEVELOPMENT

➤ Role of District Rural Development Agency (D.R.D.A.)
➤ Role of District Planning & Development Committee (D.P.D.C.)

- ➢ National Bank for Agriculture and Rural Development (N.A.B.A.R.D)
- ➢ Social Responsibility of Banks in Rural Development.
- ➢ Role of Social Worker in Rural Development.

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1. Harriss, J. (2017). Rural development: Theories of peasant economy and agrarian change. Jaipur: Rawat.
2. Brahmanandam, T. (ed.) (2018). Dalit issues: Caste and class interface. Jaipur: Rawat
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12. S.L. Doshi (1997) Emerging Tribal Image : Rawat Publication, Jaipur

Paper III(C) (Code-7916)

Medical Social Work

Objectives:

1. To equip students with basic knowledge of human anatomy & physiology.

2. To orient them to advanced medical information.

3. To equip the students for their role as Medical Social Workers.

Course Learning Outcomes:

- Mediation between Doctor and Patient for promotion of healthy life.

Program Learning Outcomes:

- To aware about health hazardous conditions and different diseases and role of social work above mentioned.

UNIT-I: MEDICAL SOCIAL WORK MEDICAL SOCIAL PROBLEMS

- ➢ Concept, Development, Need, Objective, Area of Medical Social Work
- ➢ Principles & Skills of Medical Social Work.
- ➢ Technique of Medical Social Work

UNIT-II: MEDICAL SOCIAL PROBLEMS

- ➢ Concept of Disease, Process, Types & Prevention,
- ➢ Personal Hygiene, Environment Sanitation, Malnutrition, Maternal & Child Health Problem, R.T.I., S.T.D., A.I.D.S., Population Explosion, Effect & Methods of Control.
- ➢ Role of Social Workers in Medical Social Problems.

UNIT-III: HOSPITAL MANAGEMENT

- ➢ Concept, Objectives, Areas of Hospital Management.
- ➢ Role of Medical Social Workers in Various Settings: General Hospital, Medical Colleges, Child Guidance Clinics

UNIT-IV: HEALTH EDUCATION AND EVALUATION

- ➢ Concept, Objectives, Principles, Methods of Health Educational
- ➢ Educational Planning of Health Educational
- ➢ Health Evaluation- Concept, Kinds, Objective, Process & Its Use
- ➢ Pregnancy Pre- Natal Diagnostic Techniques Act (PCPNDT) 1996.

References:

- ➢ Park, J. E & Park, K.(1997) Preventive and Social Medicine, Jabalpur : Banaridas Bhanot
- ➢ Javeri D. R. (1996) Social Work in Hospital Set up, KEM Hospital, Mumbai
- ➢ Werner David (1994 Ed.) Where there is no doctor, New Delhi : VHAI (Voluntary of Health Association of India)

Welfare, Development & Empowerment of Women

Objectives:
1- To understand the concept of women empowerment.
2- To assess the status of women in Indian society in content of the problems of women.
3- To know women related laws.
4- To know the programmes and services for women welfare.
5- To gain an overview of agencies where women form the major client group

Course Learning Outcomes:

- To impart knowledge of welfare development and rights and duties of women..

Program Learning Outcomes:
- To aware about rights of women and different development aspect of women.

UNIT-I: STATUS & ROLE OF WOMEN IN INDIA

➢ Status & Role of Women in India
➢ A Historical Perspective and Contemporary Perspectives on Welfare, Development & Empowerment.
➢ Concept of women welfare

UNIT-II: WOMEN'S EMPOWEREMENT

➢ Empowerment: Meaning, Definition, Characteristics & Areas, Programmes of government for Welfare of Women, Education, Employment, Health.
➢ Role of Family Counseling Centers in Empowerment

UNIT-III: ROLE OF NGOs FOR WOMEN

➢ Role of NGOs for Women: All India Women's Conference, Kasturba Gandhi National Memorial Trust, SEWA, YWCA, Mahila Samakhya.
➢ Social Work Intervention with Women.

UNIT-III: LEGISLATION & COMMISSION FOR WOMEN
➢ Dowry Prohibition Act, 1961
➢ Immoral Traffic Prevention Act, 1961
➢ Central Social Welfare Board.

- ➢ National Commission for women.
- ➢ Ministry of Women & Child Development.

References:

1. Seth, Mira (2002) : Women & Development-The Indian Experience, Sage Publications.
2. Awasthi Alka, A. K.: Modernity, Feminism and Women Empowerment, Rawat Publications.
3. Marjoria Agosin (2003): Women, Gender and Human Rights A Global Perspective.
4. Elizabeth Wilson: Women and the Welfare State Taristrik Publications.
5. Mehra Repha, : Women & Rural Transformation ICSSR, CWDS.
6. Bela Rani Sharma 1997: Women Marriage, Family Violence & Dwerie, Mangal Deep Publications.
7. Vibhuti Patel (2002) : Women's Challenges of the New Millennium, Gyan Publishing

FIELD WORK-III (Code-70920)
Industrial Training and Educational Tour

Course Learning Outcomes:

- To aware about community modules and community dynamics.

Program Learning Outcomes:

- To develop insight for different field approach regarding specialization.

- ➢ Placement Specialization based in Rural, Labour, Medical & Psychiatrics and FCW related agencies field Work)

NOTE: Each Paper Consist with 04 Unit and Each Unit Covered with 01 Credit.

M.S.W X

Paper- I (Code-7921)

Social Policy, Planning & Development

Course Objectives:

1. To orient the students regarding different dimensions of social policy and social planning.

2. To develop amongst the learners an understanding of the scope and modes of social work intervention in policy formulation and the planning process at different levels.

3. To develop a critical understanding among the learners about the various relevant issues in the realm of social policy, planning and development.

Course Learning Outcomes:

- To understand the structure of administration and participatory approach in social administration.

Program Learning Outcomes:

- Able to impart the knowledge "POSDCORB"
.

UNIT-I : SOCIAL POLICY

- ➢ Concept, Scope & Objectives.
- ➢ Process of Social Policy formulation.
- ➢ Approaches & models of social policy - Unified, Integrated & Sectoral

UNIT-II : MAJOR SOCIAL POLICES

- ➢ Major Social Welfare Policies: National Policies on Education, Housing,
- ➢ Environment, Disabled and the Displaced Persons.
  - ➢ Relationship between Social Policy & Social Development

UNIT-III: SOCIAL PLANNING

- ➢ Social Planning: Concept; objectives; scope, models and limitations of Social Planning. Planning as an Instrument of Social Policy.
- ➢ The Planning Commission & NITI AYOG of India: its structure & functions.
- ➢ Implementation of Social Planning.
- ➢ Monitoring & Evaluation of Social Planning.
- ➢ Five Year Plan:- Changes in social planning with five year plan in India.

UNIT-IV: SOCIAL DEVELOPMENT

- ➢ Concept & Definition
- ➢ Models, Theory & strategies of Social Development.
- ➢ Sustainable Development: Concept, Strategies, critical Issues, Approaches of social Development.
- ➢ Economic Development, Development Indicators
- ➢ Gender & Development (GAD)
- ➢ Role of elected bodies in development
- ➢ Characteristic of Under Development
- ➢ Social Inequality-Concept and Relationship with Social Development
- ➢ Globalization.

References:

1. Alcock, P., Haux, T., May, M., & Wright, S. (eds.) (2016). The student's companion to social policy 5th Edn. Oxford: Blackwell /Social Policy Association
2. Weimer. D. L., & Vining, A. R. (1994). Policy analysis: Concepts and practice. New Jersey: Prentice Hall
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6. Singh, Surendra (2012) : 'Encyclopedia of Social Work in India (5 Volumes), New Delhi/Lucknow:NRBC.
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8. Norad : Guide to Planning and Evaluating NGO Projects (Part II and III), Norway.
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Relationships', Prentice Hall, New Jersey.

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Paper- II (Code-7922) Counseling:

Approach & Methods

Objectives:

1. Develop a holistic understanding of counseling as a tool for help.

2. Acquire knowledge of various approaches: their theoretical under-pinning for goals values, processes and techniques.

3. Develop an understanding of the approaches of help and self-help available in own culture.

4. Develop skills of applications real life situations.

5. Develop ability to recognize and synthesize attitude and values that enhance investment of self in the counselor's role.

Course Learning Outcomes:

- To develop field approach and field modalities behalf of scientific approach.

Program Learning Outcomes:

- How to practices social work in field approach through observation.

UNIT-I: COUNSELLING

- Counseling- Meaning; Definition; Needs; Goals; Types; Skills of Counselors; Problems faced by Counselors; Recent Trends in Counseling; Social Work & Counseling.
- Counseling process: stages of counseling; basic principles of counseling.
- Individual Counseling, couple and family counseling, process & advantage of Family counseling & Child Counseling.

UNIT-II: GROUP COUNSELING

- Counseling for groups: process
- advantages and disadvantages
- crisis counseling with bereavement effecting communities.

UNIT-III: APPROACHES OF COUNSELING

- Approaches to counseling: person centered.
- Rational emotive.
- Behavioral approaches.
- Gestalt, Egan's three stage model,

UNIT-IV: TECHNIQUES AND APPLICATION OF COUNSELING

- Techniques of counseling: initiating contact, intake, rapport, establishing structure, interaction.
- attending behavior, observation, responding.
- Counseling in social work practice; social worker as a counselor.

References:

1. Neilson, P. et al. (ed.) (2016). Creative arts in counseling and mental health. 2. Jones, R. N. (2011). Theory and practice of counseling and therapy, (5th Edition). Sage Publication

2. Corey, G. (2005). Theory and practice of counseling and psychotherapy. California: Brooks/

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3. Worden, J. W. (2001). Grief counseling and grief therapy: A handbook for the mental health professional. Springer Publishing Company

4. Dave, Indu 1983: The Basic Essentials of Counseling, New Delhi: Sterling Publishers Pvt., Ltd.

5. Fuster, J. M. 2000: Personal Counseling, Eighth Updated Edition, Mumbai, Better Yourself Books.

6. Lakshmipathi Raju, M(Ed.) 1999 : Family Counselling: Perspectives and Practices, Tirupati, Sri Padmavati Mahila Visvavidyalayam.

7. Lewis,E. Patterson and Elizabeth, R. Welfel 2000 : The Counseling Process, Stamford, Brooks / Cole Thomson Learning.

WEBLINKS- SW 3013

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2. Theories of Psychotherapy and counseling available at http://file.zums.ac.ir/ebook/169-Theories%20of%20Psychotherapy%20&%20Counseling%20-%20Concepts%20and%20Cases,%205th%20Edition-Richard%20S.%20Sharf-084.pdf

3. Theories of counseling available at https://www.oum.edu.my/pages/prospective/prospective/pdf/HMEF5063%20T2.pdf

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Paper- III (Code-7923)

POPULATION STUDIES AND ENVIRONMENT

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Objectives:
1. To learn the theme of population studies;
2. To develop among the learners an understanding about the fundamental issues of Population andenvironment.

Course Learning Outcomes:

To analyze the relations between population and development.

Program Learning Outcomes:

- To know about the salient Features of population.

UNIT-I: CONCEPT OF POPULATION STUDIES & DEMOGRAPHY
  - Concept of Population Studies and Demography, Demography-Concept and Scope, Major Demographic Trends in India.
  - Salient Features of population; Sources of population data- census, registration and sample survey.
  - Effects of over population.
  - Demography and Social Work.

UNIT- II THEORIES OF POPULATION AND DEMOGRAPHY
  - Determinants of population growth: fertility, mortality and migration, factors affecting fertility, morality and migration.
  - Theories of population- Malthus, Marx
  -

UNIT- III: POLICES OF POPULATION
  - India's Population-Composition and Distribution; The Problem of Population Explosion;
  - National Population Policy 2000.
  - Evolution of Family Welfare Programme in India; Methods of Population Control their merits and demerits.

> ➤ Role of Social Work in Promotion of Health and Family Welfare in India.

UNIT- IV: Concept of Environment
- ➤ Concept of Environment; Issues and Challenges of Environment; Eco- friendly.
- ➤ Environmental Hazards; Types of Pollution and Methods of their control;
- ➤ Environmental Movements in India; Main Provisions of the Environment (Protection) Act, 1986; and The Water (Prevention and Control of Pollution) Act, 1974;
- ➤ Role of Social Work in the Field of Environment.

References:
1. Dominelli, L. (2012). Green social work –From environmental crises to environmental justice. Cambridge: Polity Press.
2. Grey, M., Coates, J., & Hetherington, T. (2013). Environmental social work. New York: Routledge.
3. Rogers, P., Jalal, K., & Boyd, J. (2008). An introduction to sustainable development. London: Earthscan.
4. Agrawal, S.N. : India's Population Problem.
5. Banerji, D. : Family Planning in India: A Critique and Perspective.
6. Bhende, Asha A. & Kanetker Tara : Principles of Population Studies.
7. Bogue, Donald J. : Principles of Demography.
8. Bose, Ahsis, et al. : Population Statistics in India.
9. Chander Shaker, S. : Infant Mortality: Population Growth and Family Planning India.
10. Heer, D.M. : Society and Population.

Human Resource Management

Objectives:

1. To impart knowledge about the concept and the latest trends in Human Resource Management (HRM)

2. To inculcate certain skills, techniques and competencies among the learners so that they are able to perform various functions of HR Manager.

3. To make the learners aware about certain important concepts of HR Field.

4. To make them learn about employee development process as well as the methods of their performance appraisal.

Course Learning Outcomes:

- To implies a tools for understanding major problem and its remedies.
- To know about the functions of HRM and HRD.

Program Learning Outcomes:

- To impart the knowledge of job analysis and worker analysis job satisfaction monotony fatigue accidental prone situations

UNIT-I: BASIC CONCEPT OF HUMAN RESOURCE DEVELOPMENT

- ➢ Concept, meaning, nature, objective, scope,
- ➢ functions of Human resource Development.
- ➢ principles and function

UNIT-II: HUMAN RESOURCE MANAGEMENT-BASIC CONCEPT

- ➢ Concept, meaning, nature, objective, scope,
- ➢ Inter-relationship between Human Resource Management & Human Resource Development
- ➢ Personnel Policies & Man Power Planning.
- ➢ Types and Methods of Training.
- ➢ Recruitment, Selection, Placement, Introduction, Promotion, demotions, Transfer and Work Training & Executive Development Methods..

UNIT-III: WAGE & SALARY ADMINISTRATION

- ➢ Determination of Wages & Wage Levels
- ➢ Theories of Wages: Subsistence Theory, Surplus Value, Theory of Wages, Marginal Products Theory & residual Aliment Theory
- ➢ Various Incentives Scheme
- ➢ Problems of Monotony & Fatigue
- ➢ Organization Development & Process to Transactional Analysis
- ➢ Motivation: Concept & Definition
- ➢ Theories of Motivation: Me Vroom Expectancy Theory, Maslow Theory, Park Integrated, Mc Gregor's Theory, Hezberg Theory.

UNIT-IV: INDUSTRIAL RELATIONS

➢ Growth of trade Unionism in India, Purpose & Structure of Trade Union, Strategies & Role in Trade Union, Social responsibility of Trade Union, Industrial dispute & collective bargaining.
➢ Relationship and Model Grievance Redressal Procedure, Causes of Indiscipline & Procedures of Disciplinary Action
➢ Management Information System (MIS)

➢ Corporate Social Responsibility: Concept, Definition, Scope, Evaluation, Theories & Models, Stake holders in CSR, Skills for Planning, implementing, monitoring and evaluation of CSR activities, Sustainability and CSR.

1. References: Armstrong, M., Taylor, S. (2017). A handbook of human resource managementpractice (14th ed.). London: Kogan Page.
2. Daft, R. L. (2016). Organization: Theory and design (12th ed.). Mason,Ohio,USA:Cengage Learning
3. Robbins, S. P., Judge, T. A., Millet, B., & Boyle, M. (2013). Organizationalbehavior, (7th). Australia : Pearson
4. Mathis, R. L., Jackson, J. H., Valentine, S. R., & Maglich, P. A. (2016). Humanresource management, (15th ed.). Boston, USA: Cengage Learning
5. Mitra, N., & Schmidpeter, R. (eds.) (2016). Corporate social responsibility in India:cases and developments after the legal mandate. Switzerland: Springer.
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9. Singh, Surendra (2012) : 'Encyclopedia of Social Work in India (5 Volumes), New Delhi/Lucknow:New Royal Publishing Co.
10. Davar, R.S. : "Personnel Management and Industrial Relations", VikashPublishing, New Delhi.
11. Strauss, G. and : "Personnel the Human Problems of Leonard R. SaylesManagement", Practice Hall, USA
12. Chruden, H.J. and Arthur : Personnel Management, South W.
13. Tripathi, P.C. (2009) : Human Resource Development, Sultan Chand & Sons, NewDelhi

Urban Community Development

1. To understand Urban social systems and their problems.

2. To understand the change processes in Urban Communities.

3. To understand issues and their implications on Urban Communities.

4. To understand the challenges for interventions by community workers.

Course Learning Outcomes:

- To aware for community life and community needs and problems.

Program Learning Outcomes:

- To Understand their local situations at work for its improvement with limited assistance from the government.

UNIT-I: URBAN COMMUNITY & URBANIZATION
  ➢ Urban Community- Concept & Characteristics
  ➢ Urbanization- Concept, Factors, Process Social Consequences of Urbanization.

UNIT-II: URBAN PROBLEMS
  ➢ Slums –Characteristics, Problems, Slum Development
  ➢ Housing Programmes /Schemes
  ➢ Urban Environmental Problems – Noise, water contamination, air & social pollution

UNIT-III: URBAN LOCAL SELF GOVERNANCE & DEVELOPMENT AGENCIES
  ➢ Cantonment
  ➢ Notified Area
  ➢ Municipality
  ➢ Corporation
  ➢ Metropolitan City
  ➢ District Planning Agencies
  ➢ Jal Nigam
  ➢ Jal Sansthan
  ➢ Development Authority (DUDA)
  ➢ Nagar Nigam

UNIT-IV: DEVELOPMENT PROJECTS & SOCIAL WORK PRACTICE
  ➢ Project – Concept, Formulation, Monitoring, Evaluation,
  ➢ Social Impact – Assessment, Sectoral Analysis as a tool of planning, M.I.S. (Management Information System), Environment Impact Assessment (E.I.A.) on project,
  ➢ Tool for Social Work Practitioner in development projects,
  ➢ Role of Social Worker in Multidisciplinary Team,
  ➢ Social Dimensions of project.
  ➢ NHM (National Health Mission) & NULM (National Urban Livelihood Mission).

References:

1. Ahluwalia, I. J., Kanbur, S. M. R., & Mohanty, P. K. (2014). Urbanization in India: challenges, opportunities and the way forward. New Delhi: Sage
2. Chakravarty, S., Negi, R., & Chakravarty, S. (2016). Space, planning and everyday

contestations in Delhi. New Delhi: Springer India.

3. DeFilippis, J., & Saegert, S. (2012). The community development reader. New York: Routledge.
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8. Ashok Narang (2006) Indian Rural Problems, New Delhi : Murari Lal & Sons
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12. S L Doshi (2002) Rural Sociology Jaipur : Rawat Publications
13. S. Singh (1980) Rural Sociology Prakashan Kendra Lucknow
14. S.L. Doshi (1997) Emerging Tribal Image : Rawat Publication, Jaipur

WEBLINKS:

- http://mohua.gov.in/ [Ministry of Housing and Urban Affairs, Govt. of India]
- https://unhabitat.org/ [UN Habitat]

Psychiatric Social Work

Objectives:

1. To orient learners to the field Medical & Psychiatric Social Work

2. To develop understanding and expected competence about the task, role and function of Medical & Psychiatric Social Workers in various settings.

Course Learning Outcomes:

- To manage and provide psychosocial care of the mentally ill persons in clinical and community settings.

Program Learning Outcomes:

- To provide adequate knowledge and expertise in the areas of psychosocial Intervention and there by improve the quality of life of person with mental illness.

UNIT-I: PSYCHIATRIC SOCIAL WORK & PSYCHIATRIC PROBLEMS

- ➢ History, Concept, Objective and Areas
- ➢ Psychosis & Neurosis Symptoms and causes
- ➢ Different therapies

UNIT-II: DEFENSE MECHANISM

- ➢ Defense Mechanisms- Concept and types of Defense mechanism.
- ➢ Mental Health Problems.

UNIT-III: LEGISLATIONS RELATED TO MENTAL HEALTH

- ➢ National Mental Health Act 1987
- ➢ National Mental Health Mission
- ➢ Medical Termanancy of Pregnancy (M.T.P.) Act 1971

UNIT-IV: ROLE OF PSYCHIATRIC SOCIAL WORKER

- ➢ Mental health Institutions, psychiatric departments in general hospitals, private psychiatric clinics, half way homes, day care centre's , sheltered workshops, child guidance clinics,
- ➢ Departments of Teaching Hospitals including Dept of Preventive and Social Medicine in Medical Colleges.

References:

1. Prilleltensky, I., & Nelson, G.(2002).Doing psychology critically: Making a difference in diverse settings. Basingstoke, England: Palgrave
2. Kloos, B., Hill, J., Thomas, E., et al. (2012). Community psychology: Linking individuals and communities (3rd ed.). Belmont: CA: Wadsworth.
3. Weiten, W. (2011). Themes and variations in psychology. Wadsworth, Cengage learning.

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7. Varma, Ratna ((1991) Psychiatric Social Work in India, New Delhi : Sage Publication
8. Colin Pritchard (2006), Mental Health Social Work, USA : Routledge

Child Welfare & Development

Objectives:

1. To understand the concept & process of socialization

2. To understand the situation of children in India

3. To understand the history & philosophy of child welfare in India

4. To understand the national & international efforts for child welfare

5. To know the child related laws.

6. To know the programmes & services for child welfare

7. To understand & acquire the skills for working with children

Course Learning Outcomes:

- To aware about rights of children and different developmental issues concerned with children..

  Program Learning Outcomes:

- To understand different child development agencies and different NGOs concerned with child development.

UNIT-I: CHILD WELFARE: CONCEPT & NEEDS

> ➢ Child Welfare: Concept & Need, Significance & Areas.
> ➢ Needs of Children: Physical, Psychological, Social, Emotional & Educational.

UNIT-II: PROBLEMS OF CHILDREN

> ➢ Bed waiting and thumb sucking.
> ➢ Problems in the fulfillment of Different Needs
> ➢ Child Guidance Clinic: Concept and Need.

UNIT-IIi: CHILD DEVELOPMENT

> ➢ Child Development: Meaning & Significance, Developmental Stages,
> ➢ Developmental Process & Problems of Children in Especially Difficult Circumstances.

UNIT-IV: RIGHTS, PROGRAMMES & INTERNAIONAL ORGANISATION FOR CHILDREN

> ➢ Rights of the Children : UN Convention on the Rights of the Child
> ➢ Child Development Programmes in India,
> ➢ Child Marriage Restraint Act,
> ➢ Juvenile Justice Act,
> ➢ Child Labour Act (Prohibition & Regulation Act)
> ➢ Integrated Child Protection Scheme (ICPS)
> ➢ WHO,CRY.SOS UNICEF,PLAN INERNATIONAL

References :

1. Davies, M. (2012). Social work with children and families. Palgrave Macmillan
2. Collins, D., Jordan, C., & Coleman, H. (2009). An introduction to family social work. Brooks/Cole Cengage Learning
3. Williams, L., Edward, T. M., Patterson, J., & Chamow, L. (2014). Essential assessment skills for couple & family therapists. Guilford Press.
4. McClennen, J. C. (2010). Social work & family violence: theories, assessment and intervention. Springer Publishing Company

<div align="center">**Dissertation Viva-voce (Code-70922)**</div>

<div align="center">**Project Report / Industrial Training**</div>

<div align="center">**(Code- 70923)**</div>

Course Learning Outcomes:

- To aware about rights of children and different developmental issues concerned with children..

Program Learning Outcomes:

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Industrial Training:

- BHEL, Jhansi
  - AIIMS, New Delhi
  - Sir Ganga Ram Hospital, New Delhi
  - SGPGI, Chandigarh
  - SGPGI, Lucknow
  - KGMU, Lucknow
  - MLB Jhansi
  - Mental Hospital, Agra
  - NIMHANS, Banglore
  - UNICEF
  - Birla Hospital, Gwalior
  - NIPCCID, Lucknow
  - NIPCCID, New Delhi
  - Nav Jyoti Foundation, New Delhi
  - Care India, New Delhi
  - Parmarth Samajsevi Sansthan
  - Vaatsalya, Lucknow
  - Water Aid, New Delhi
  - Tarun Bharat Sangh, Alwar
  - CEECONDEECON, Jaipur
  - NYP, New Delhi
  - Ekta Parishad, Gwalior. etc

NOTE: Each Paper Consist with 04 Unit and Each Unit Covered with 01 Credit.