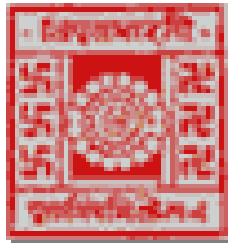# MSW SYLLABUS

SEMESTER: I-IV

2013

BOS approved on 19.01.13

Academic Council approved on 18.07.13

DEPARTMENT OF SOCIAL WORK

PALLI SAMGATHANA VIBHAGA

VISVA-BHARATI, SRINIKETAN

MSW SEMESTER-I

PAPER-I

MAN AND SOCIETY

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper introduces the student to sociology-an important component of social work training. The focus of the paper is to enable the student not only to get knowledge on the subject areas but also on developing the ability to think sociologically. Hence adequate importance is given to the   thinkers and their contributions, apart from knowledge about major social processes.

OBJECTIVES:

- To familiarise the students about the major sociological thinkers and their contributions.
- To enable the students to approach social institutions sociologically.
- To help students understand issues related to change and development

COURSE CONTENT:

Unit	Title	Content
1	Sociological Perspectives – I	Introduction to sociological theory. Emile Durkheim 's Suicide and religion, Max Weber 's Protestant ethic and capitalism and Karx Marx's class struggle and class conscious
2	Sociological Perspectives – II	Talcott Parsons 's structurally isolated family and Robert K Merton's anomie and deviance, Postmodernism and its critics
3	Social institutions and social processes	Basic social institutions – family, marriage, political institutions, law, religion and economic institutions. Socialization and Personality
4	Social Stratification	Class system and caste system, social mobility, Caste in Indian politics and society, changes in caste system. Tribal communities and their problems

5	Ethnicity, nationalism and globalization	Introduction to concepts of ethnicity, nationalism and globalization, Impact on social life and conflicts
6	Cultural and Social change	Culture and society, Theories of social change. Factors of social change Development discourse and its critics.

SUGGESTED READINGS:

- Abraham, M. Francis: Modern Sociological Theory: An introduction. OUP, New Delhi, 1982

- Desai, A. R. (ed): Rural Sociology, Asia pub. Bombay. 1968
- Dube, S. C.: Understanding Society, NCERT, New Delhi. 1977
- Giddens, Anthony: Sociology, Polity Press, London. 2010
- Leonard,P.: Sociology and Social Work, London, 1971
- Srinivas, M. N.: Village India, Asia Publishing House, Bombay, 1995
- Haralmbos M. and R. M. Heald,(2011), Sociology, Oxford University Press New Delhi.

M.S.W. SEMESTER – I

PAPER – II

SOCIAL WORK PROFESSION: PHILOSOPHY AND CONCEPTS

Time: 3 Hours   **Full Marks – 100**

[I A – 20, Exam 80]

This paper contains a philosophical and historical analysis of social work as a profession. It focuses on the Indian tradition of social work and the social philosophy of eminent social thinkers. The constitutional provisions regarding human rights and social justice, the emerging scenario of voluntary action and the associated role of the social workers are also within the scope of this paper.

OBJECTIVES:

- Develop commitment to the goal of humanism.
- Imbibe values cherished by the profession.
- Develop attitudes essential for a professional practitioner.
- Develop a critical awareness of the tradition of social work in India and a cultural perspective of professional social work.

COURSE CONTENT:

Unit No	Unit Title	Content
I	Social Work Tradition and Related Concepts	Indian tradition of social service, religious roots of service, various social institutions and their role in rendering service to the needy. Concepts of charity, philanthropy, social work, social welfare, social service, social reform and social development.
II	Emergence of Social Work Profession	Emergence of the humanistic—rationalistic tradition in social service, development in U.K., U.S.A. and India. Social reform movements in India— contribution of different social reformers. Emergence of voluntary action, role of State vis-à-vis voluntary organization in social welfare – Emerging trends in voluntary action-Role of Social Worker.
III	Social Philosophy of Eminent Thinkers	Social philosophy of Rabindranath Tagore, Gandhi, Swami Vivekananda. Mary Richmond and Jane Adams' contribution to development of social work profession.

IV	Concept of Professional Social Work.	Basic assumptions, values and functions— existing and emerging role of social work professional in contemporary society. Code of ethics for professional workers.
V	Human Rights and Social Justice	Human right concern of the profession in the background of the emerging issues. Constitutional provision in India and their implications- concept of civil society, civil rights and social work.
VI	Historical Review of Development of Social Welfare	Development of social welfare in India after independence and status of social work profession-historical review and current status.

SUGGESTED READINGS:

- Adams, Robert et .al, 2002: *Social Work: Themes, Issues and Critical Debates,* 2nd Ed. Sage, London

- Banerjee, G.R, 1974: *Papers on Social Work: An Indian Perspective,* Tata Institute of Social Sciences, Bombay

- Chatterjee, Pranab, 1996: *Approaches to the Welfare State,* National Association of Social Workers (NASW), Washington D C

- Clark C. and Asquith S., 1985: *Social Work and Social Policy,* Routledge and Kegan Paul, London

- Cox, D.R, & Power, M.S. 2006: *International Social Work: Issues, Strategies and Programs*, Sage International

- Diwakar, V.D.(ed), 1991: *Social Reform Movements in India: A Historical Perspectives,* Popular Prakashan, Bombay

- Ganguly B.N., 1973: *Gandhi's Social Philosophy, Perspective and Relevance,* Vikash Publishing House, New Delhi

- Miley, K. K., O' Media, M. & Dubois, B. L., 1995: *Generalist Social Work Practice – An Empowering Approch,* Allyn & Bacon, USA

- Gore M.S., 1993: *The Social Context of Ideology, Ambedkar's Social and Political Thought,* Sage Publication, New Delhi

- Hugman,Richard and Smith, David (ed): *Ethical Issues in Social Work,* Routledge and Kegan Paul, London

- Hugman, Richard, 2005: *New Approches in Ethics for the Caring Profession,* Sage, London

- Jain, P., 1985: *Gandhian Ideas, Social Movements and Creativity,* Rawat Publications, Jaipur.

- Shastri, R. R., 1966: *Social Work Tradition in India,* Welfare Forum and Research Organization, Varanasi

- Sinha, Sasadhar, 1962: *Social Thinking of Rabindranath Tagore,* Asia Publishing House, Calcutta

- Timms, Noel and Timms Rita, 1997: *Perspectives in Social Work,* Routledge and Kegan Paul London Declaration of Code of Ethics for Professional Social Workers, Tata Institute of Social Sciences, Mumbai

- Thompson, Neil, 2003: *Prompting Equality: Challenging Discrimination and Oppression,* Sage, London

- Titmuss, R.M.: *Essays on the Welfare State,* George Allen and Unwin

- University Grants Commission, 1980: *Review of Social Work Education in India: Retrospect and Prospect,* University Grants Commission, New Delhi.

MSW SEMESTER-I

PAPER-III

HUMAN BEHAVIOUR AND SOCIAL ENVIRONMENT

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

OBJECTIVES:

- To orient students to one of the major feeder disciplines of Social Work;

- To inculcate insight into human behaviour and to develop self-introspection skills for personal integration and development of personality;

- To apply the knowledge of psychological concepts and theoretical understanding of social realities encountered in professional social work.

COURSE CONTENT:

Unit No.	Title of Unit	Content
I	Discipline of Psychology	Introduction to Psychology, nature, methods; concept of behaviour; Psychology and its relation to Social Work; Learning as the most fundamental behaviour, factors of learning; the Classical and Instrumental approaches to learning
II	Aspects of Human Behaviour	Emotion and feeling; components of emotion; frustration and conflict (intrapersonal); Motivation – nature, types and complex social motives
III	Individual Identity	Personality, nature, shaping, theories of personality – Psychoanalytic and Social Learning; Erikson's life cycle stages
IV	Life-cycle Perspective	Child growth and development – Life cycle perspective – prenatal to adolescence
V	Individual and the Group	Group structure and process – elements of structure and the changes that they undergo through group interaction.
VI	Individual and the Social System	Understanding Attitudes, Public Opinion, Prejudice, Propaganda

SUGGESTED READINGS:

- Behera, D.K. and Georg Pfeffer (eds.) 1996, *Contemporary Society: Childhood and Complex Order,* New Delhi, Manak Publications (P) Ltd.

- Berry, J.W., Mishra, R.C. & Tripathi, R.C. (eds.) 2002, *Psychology in Human and Social Development,* New Delhi, Sage

- Ciccarelli, S.K. and Glenn E. Meyer, 2008, *Psychology* (South Asian Edition), Pearson

- Forsyth, D.R. 1999, *Group Dynamics,* International Edition, Brooks/Cole Wadsworth.

- Germain, Carel B. and Martin Bloom, 1999, *Human Behaviour in the Social Environment: An Ecological View.* New York, Columbia University Press

- Hall, C. and Gardner Lindzey, 1978, *Theories of Personality* (3rd Edition), New York, John Wiley & Sons.

- Hurlock, E.B., 1980, *Developmental Psychology: A Lifespan Approach,* New Delhi, Tata McGraw Hill

- Kastenbaum, Robert, 1979, *Humans Developing: A Lifespan Perspective,* USA, Allyn and Bacon, Inc.

- Krech, D., Richard S. Crutchfield and E.L. Ballachey, 1962, *Individual in Society,* USA, McGraw Hill Book Company Inc.

- Mischel, Walter, 1993, *Introduction to Personality* (5th Edition), USA, Harcourt Brace-Jovanovich College Publishers

- Morgan, C.T., Richard King, J.R. Weisz and J. Schopler, 1986, *Introduction to Psychology,* New Delhi, Tata McGraw Hill Publishing Co.

- Secord, P.F. and Carl W. Backman, 1964, *Social Psychology,* USA, McGraw Hill Inc.

- Shaw, Marvin E., 1971, *Group Dynamics: The Psychology of Small Group Behaviour,* New York, McGraw-Hill Book Company

MSW SEMESTER-I

PAPER-IV

WORKING WITH INDIVIDUALS

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This is a basic method course of the curriculum. It is about the approaches, tools and techniques of work with individuals and families. It signifies the value base of work with both individuals and families and the perspectives of this work.

OBJECTIVES:

- To gain knowledge of different approaches of social work intervention with individuals and families.
- To develop appropriate skills and attitudes to work with individuals and families and skills to differentiate significant ecological factors as they affect social work intervention.
- To develop the knowledge and skills of application of casework to different client needs.
- To develop commitment to social work values and ability to reflect on 'self' as a person and as a professional.

COURSE CONTENTS:

Unit No.	Unit Title	Content
I	Introduction to Social Casework	History, concept, objectives, assumptions, values and principles of social casework; social casework in Indian context.
II	Social Casework Process	Social casework process (study, diagnosis, treatment & evaluation phases), skills of social caseworker used in different phases of social casework process, diagnostic and functional schools of social casework.
III	Tools and techniques in social casework	Tools: listening, observation, interview, home visit and relationship (concept, objective, characteristics, components and related issues);

		techniques of helping.
IV	Working in various settings	Social casework in educational setting, medical setting, criminal setting and industrial setting.
V	Models of intervention	Client centred approach, task centred approach, cognitive theory, behaviour modification theory and strength perspective.
VI	Important concepts in social casework	Self: concept, types, social worker's evaluation of the self as a professional; professional accountability; communication: concept, types (symbolic, non-verbal and verbal); recording: need, types, qualities of a good case record.

SUGGESTED READINGS:

- Adams, Robert, Dominelli, Lena and Payne, Malcolm (ed.), 2002, Social Work: Themes, Issues and Critical Debates, Palgrave Macmillan, Basingstoke.

- Bailey, Roy and Lee, 1982, Theory and Practice in Social Work, Basil Blackwell, Oxford.

- Banerjee, G.R., 1967, Concept of Being and Becoming in Social Work, TISS, Mumbai.

- Banerjee, G.R., 1971, Some Thought on Professional Self in Social Work, Papers in Social Work, TISS, Mumbai.

- Bistek, F.P.,1961, The Casework Relationship, Allen and Unwin, London.

- Burnham, J.B.,1986, Family Therapy, Routledge, London.

- Doyle, Celia, 2006, Working with Abused Children, Palgrave Macmillan, Basingstoke.

- Hollis, Florence, 1964, Case Work: A Psychosocial Therapy, Random House, New York.

- Lishman, Joyce, 1994, Communication in Social Work, BASW Practical Social Work Series, Palgrave Macmillan, Basingstoke.

- Nichols, Michael and Richard C.Schwart 2007, The Essentials of Family Therapy, Pearson, New York.

- Patel, Tulsi (ed.), 2005, The Family in India: Structure and Practice, Sage, New Delhi.

- Reid, W.J., 1978, The Task Centred System, Columbia University Press, New York.

- Folgheraiter, Fabio, 2006, Relational Social Work, JKP: London.

MSW SEMESTER-I

PAPER-V

WORKING WITH GROUPS

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper contains theoretical perceptions and practical implications on groups, group work, group process and group dynamics. It includes learning about the skills and techniques required for working with groups. Specific group formations like SHGs and important areas of group work like the communities and the agencies are within the purview of the paper.

OBJECTIVES:

- To develop an understanding of group work as a method of social work
- To provide insights into the various dimensions of group process and group dynamics
- To develop skills and competence in applying group work method in various settings

COURSE CONTENT:

Unit No	Unit Title	Content
I	Group	Definition and characteristics of groups; Classifications, types of groups and significance of group. Small group theories: Learning, Field, Social Exchange, System theory etc.
II	Group Work Concept	Definition of group work, objectives, values of Social Group Work. Historical development of Group Work. Principles of group work.
III	Group Structure and Group Process	Group formation; Group Structure, Group development--stages, Group Process.
IV	Perspective and Models	Theoretical perspective of group work: Ecological Perspective, Therapeutic perspective. Models in group work—Social Goal, Remedial, Reciprocal, Kert Lewins Model, Trackmen's, Mutual Aid Model, Needs-ABC Model etc.

V	Skills and Techniques	Skills and techniques, programme planning, leadership, supervision, recording and evaluation in social group work.
VI	Group Work in different settings	Social group work in different settings such as self-help groups (SHGs), schools, correctional set up, community set-up and families (concept and types of family, issues and problems affecting families, family therapy) and role of social workers in different settings.

SUGGESTED READINGS:

- Brown Allen. Group Work, Gower Adlerslot, USA, 1986.
- Balgopal, P. R. And Vassil, T.V. Group in Social Work-An Ecological Perspective, Macmillan Publication, New Yoprk, 1983.
- Garwin C. D. Contemporary Group Work, Prentice Hall, New Joursey, 1981
- Davies, B.: Use of Group in Social Work Practice, Routledge and Kegan Paul, London 1975,
- Douglas, Tom: Group Work Practice, Tavistok, London, 1976
- Godwin, Charles D.: Contemporary Group Work, Prentice Hall, New Jersey, 1981
- Konopka, Gisella: Social Group Work: A Helping Process, Englewood Cliff, Prentice Hall, New York, 1963.
- Nicoloson, Paula and Rowan Bayne: "Social Group Work Skills", in Applied Psychology for Social Workers, MacMillan, New York, 1993.
- Northen Helen. Social Work with Groups. Columbia University Press, New York, 1969.
- Trecker, Harbigh B.: Social Group Work Principles and Practice, Associated Press, New York 1970.

MSW SEMESTER-II

PAPER VI

WORKING WITH COMMUNITIES

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper provides an understanding of communities and community organizations .Various models of community organizations and the role of the community organizer is analyzed in this paper. The paper also focuses on the aspects of proper planning, leadership and empowerment related to the community organizations. Social Policies and community organization practices in different settings are within the scope of this paper.

OBJECTIVES:

- To provide a conceptual foundation about basic knowledge regarding community organization and its related aspects.
- To provide theoretical knowledge about the practice of community organization.
- To equip student with the skill and strategies to use community organization for human resource development.
- To acquaint students with relation of the community organization method with other methods of social work generalists approach.
- To sensitize students to different socio-cultural limitations in the organizing communities.

COURSE CONTENT:

Unit	Title	Content
1	Contextualizing Community Organization Practice	Location of community work within social work. Principles and Scope of Community Organization Difference between Community Organisation and Community Development.
2	Community Organization Process	Analysing and understanding community, identifying its needs, resource mobilization, programme planning, programme implementation and peoples participation
3	Community Participation Methods	PRA (Participatory Rural Appraisal), SIA (Social Impact Assessment)

4	Programme Planning	Programme Planning in Community Organization-Objectives& Principles. Coordination, Integration Programmes.
5	Methods of Programme Planning	PERT (Programme Evaluation and Review Technique) ,CPM (Critical Path Method)
6	Models of Community Organization Practice	Locality Development Model, Social Action Model

SUGGESTED READINGS:

- Gangrade,K.D 1971: Community Organisation in India,Popular Prakashan,Bombay

- Jones,D and Mayo 1974: Community Work,Routedge and Kegan Paul,London

- Kothari,M,2005: Development and Social Action,Rawat Publication ,Jaipur

- Kranner,R.M and Specht,1983: Readings in Community Organization Practice 3rd edition ,Prectice Hall Ire.Englewood Cliffs

- Northhouse,Peter.G,2007:Leadership:Theory and Practice(4th Edition) Sage South Asia Edition,New Delhi

- Ross,Murray, G ,1958: Case Histories in Community Organization,Harper and Brothers,New York

- Ross,Murray, G ,1955: Community Organization,-Theory and Principles, Harper and Brothers,New York

- Rowbends,Jo,2005:Development Methods and Approach: Critical Reflections:Rawat Publication,New Delhi

- Siddiqui,H.Y.(ED) 1984: Social Work and Social Action,HarnamPublisher,New Delhi

- Siddiqui,H.Y 1997: Community Organization in India,Harnam Publisher,New Delhi

MSW SEMESTER-II

PAPER-VII

CHILD RIGHTS AND PROTECTION

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper creates an acquaintance with the students an understanding of the concept of child welfare including evolution of child welfare services in India; child welfare policies and programmes both at the national and international level; types of child welfare services; methods of working with children; and importance of social work practice in the field of child welfare. The paper also entangles child rights, its restoration and protecting the children from all sorts of exploitation.

OBJECTIVES:

- To make the students familiar with the basic philosophy of child development and child rights.
- To help students acquire knowledge of the operational details of different welfare and development services in the field of child development and protection.
- To enable students develop an understanding of scope of social work intervention in the sphere of child welfare, child rights and protection.

COURSE CONTENT:

Unit No	Unit title	Content
I	Child welfare	Concept and principles of child welfare. Evolution of child welfare services in India and changing trends. Child rights and its implementation
II	Child welfare services	Types of child welfare services- Institutional and non-institutional services- Adoption and foster care; CARA (Central Adoption Resource Agency), SARA (State Adoption Resource Agency) ICDS.
III	Child welfare policies	National and global policies on children. Development of child welfare planning-constitutional and legislative directives for welfare of children.
IV	Social work practice with children in difficult circumstances	Methods of working with children-play therapy, bibliotherapy, creativity, fantasy, art therapy, modelling etc.- destitute and street children, physically and mentally challenged children; juvenile delinquents; and child abuse. School social work

		practice.
V	ICPS (Integrated Child Protection Scheme)	Aftercare, General Grant-in-Aid, Child Welfare Committee, Juvenile Justice Board, State Juvenile Police Unit, Training and Capacity Building, Advocacy, Pubic Education and Communication, Research and Documentation, Child Tracking System, Evaluation and Implementation of ICPS.
VI	Child Abuse and Trafficking	Concept, definition, causes and types of child abuse; social work intervention; concept, definition and causes of child trafficking, role of social worker in handling the problem.

SUGGESTED READINGS:

- J Berry, Juliet, 1972: *Social Work with Children*, Rutledge and Kegan Paul, London

- Curtis, Janzan and Harris, Oliver, 1980: *Family Treatment in Social Work Practice*, F.E. Peacock Publishing, Illinois.

- Joshi, Sandhya, 1996: Child Survival, Health and Social Work Intervention, Concept Publishing Company, New Delhi.

- Kapur, Malavika, 1995: *Mental Health of Indian Children*, Sage, New Delhi.

- Kapur, Arun, 2007: *Transforming Schools and Empowering Children*, Sage, New Delhi.

- Manooja, D.C., 1993: *Adoption Law and Practice*, Deep and Deep Publications, New Delhi.

- Manor, Oded, 1984: *Family Work in Action-A Handbook for Social Workers*, Tavistock Publications, Illinois, U.S.A.

- Menson, Carlton, E., 1980: *Social Work with Families: Theory and Practice*; The Free Press, New York.

- NIPPCD, 1994: *Child in India*: A Statistical Profile, New Delhi.

- Pandey, Rajendra, 1991: *Street Children of India*, Calugh Publication, Allahabad.

- Sinha, P.N., 2000: *Population Education and Family Planning*, Author Press, New Delhi.

- TISS, 1994: *Enhancing the Role of Family as an Agency for Social and Economic Development*, Unit for Family Studies, Mumbai.

- Zimmerman, Shirly, L., 1992: *Family Policies and Families Wellbeing*, Sage, New Delhi.

- GOI, 1992: *National Plan of Action-A Commitment to the Child*, Department of Women and Child Development.

- WHO, 1977: *Child Mental Health and Psychosocial Development*, Geneva.

- Sinha, Debotosh, 2009: Child Rights and Welfare in our Society; Fine Prints, Kolkata.

MSW SEMESTER-II

PAPER-VIII

WELFARE AND DEVELOPMENT OF THE WEAKER AND MARGINALIZED SECTIONS

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper examines the laws, policies and welfare programmes relating to Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities. Social Work an enabling profession is to contribute to the development of these sections with innovation and professional contribution with in-depth understanding on the issues and concerns.

OBJECTIVES:

- To develop an understanding of the social system that effects the functioning of weaker sections.
- To develop skills for identification needs of different weaker sections of our society.
- To develop understanding about the situation of different weaker sections, different policies, programmes and need for welfare services.
- To sensitize about marginalization of the weaker sections and develop concern and interest in working with them.

COURSE CONTENT:

Unit	Title	Content
1	Meaning & Classification of Weaker Sections	Classification of weaker sections (Scheduled Castes, Scheduled Tribes, Other Backward Classes (The concept of SEBC and OBC) & Minorities-----who are they? Their demographic profile.
2.	Constitutional Provisions and Development Programmes	Constitutional provisions and development programme for Scheduled Castes, Scheduled Tribes and Other Backward Classes.
3	Important laws for Scheduled Castes and Scheduled Tribes	Protection of Civil Rights Act 1976; The SCs and STs (Prevention of Atrocities) Act, 1989; The Scheduled Tribes and other traditional Forest Dwellers (Recognition of Forest Rights) Act 2006; Panchayat Extensions in Scheduled Areas (PESA), 1996.
4	Protective Discrimination Policies	Protective Discrimination Policy for SCs, STs, OBCs, Rosters---Vacancy based; Post Based etc. Mondal Commission; Creamy layer. Reservation and concession for OBCs.

| 5 | Important Bodies | National Commission for Scheduled Castes, National Commission for Scheduled Tribes. National Commission for Other Backward Classes, NSFDC etc |
| 6 | Minorities Development | Concept on Minorities. National Commission for Minorities Act 1992. Prime Minister 15 Point Programme for the welfare of Minorities. |

SUGGESTED READINGS:

- .Khan, M. A. 1980. Scheduled Castes and their states in India. New Delhi, Uppal Publications.
- Patrudu, BVS. Scheduled Castes and their social progress and legislation in India. Social Welfare, Vol XVII, No 10, 1971.
- Muthuswamy and Brinda. Swamy's compilation on Reservations and concessions for Scheduled Castes, Scheduled Tribes and Other Backward Classes, Swamy Publishers (P) Ltd, New Delhi.
- Singh, K.S, 1994: The Scheduled Tribes, Oxford University Press, Delhi.
- Singh, K. S. 1982. Tribal Movement in India. New Delhi, Monohar Publications.
- Government of India. National Commission for Minorities Act 1992.

MSW SEMESTER-II

PAPER-IX

MEDICAL SOCIAL WORK

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper deals with the concept of health. Issues like nutrition, disease and their remedial measures are discussed. The Paper also includes health care services and programmes in India.

OBJECTIVES:

- To help the students to develop an understanding of the concept of health.
- To help students to gain knowledge about the etiology, epidemiology of different disease and their implications in social work practice.
- To enable students to develop awareness about the health policy, planning and administration of health services.
- To help students to develop an understanding of skills required of a social worker in the field of health.

COURSE CONTENT:

Unit	Title	Content
1	Concept of Health and Development	History and Concept of Medical Social Work. Meaning and Determinants of health, environmental health, community health, health as a social concept, relationship between health and development.
2	Disease, its prevention and management	Concept of disease, classification of disease: airborne, water-borne, genetic and hereditary, communicable and non-communicable, life style related disease, their etiology, epidemiology, symptoms, prevention and management. Role of Social workers in control, prevention and management of diseases.
3	Common Nutritional deficiencies	Concept of nutrition, mal-nutrition and under-nourishment, balanced diet. Common nutritional deficiencies and their consequences in children, adolescents and young adults, pregnant and lactating mothers, elderly etc. Remedial measures for nutrition deficiencies. Mother and Child health care (MCH) programme.
4	Health care and Health Policy	National Health Policy 2002, Organization of health services in India-its structure and functions at the Union, State, District and Block levels, National Rural Health Mission and National Urban Health Mission. Disaster related health problems-Its control and management. Functions of Social workers in hospital and community set-up. Health in Five-Year Plans: Outlay, Programme

		emphasis and achievements.
5	Reproductive Health	Concept of Reproductive Health, Infant and maternal mortality and prevention. Family welfare Planning Programme.
6	Sanitation	Safe and Clean drinking water, sanitation and sewage management. Disposal of wastes. Environment Protection.

SUGGESTED READINGS:

- Bhasin, V, 1994: People, Health and Diseases, the Indian Scenario, Kamla Raj Enterprise, New Delhi.
- Bose, Pradip Kr, 2006: Health and Society in Bengal, Sage Publication, New Delhi.
- Cook, Harold, 2009: History of Social Determinants of Health: Global Histories, Orient Longman, Hyderabad.
- D'Cruz, Premilla, 2004: Family Care in HIV/AIDS, Sage, New Delhi.
- Dhooper, S, 1997: Social Work in Health care in the 21st Century, Sage, New Delhi.
- Dean T. Jamison, 2006: Priorities in Health, The World, Washington D.C.
- Gladding, Samuel T. 1995: Family Therapy: History, Theory and Practice, Prentice Hall, New Jersey.
- Glasby, Jon, 2004: The Health and Social Care Divide, The Policy Press, U.K.
- Gupta, N and Others, 2007: Adoption of Health Technologies in India, Sage Publication, London.
- Healthy Life style Basis, 1994: Special Issue on Healthy Life Style: Basis for good Health, the Indian Journal of Social Work, Vol 55, No. 01.
- Jordon, Catheleen, 2003: Clinical assessment for Social Worker 2nd, Lyceum Books, Chicago.
- Kalra, Rajinder M and Others ,2008: Teaching and Inculcating a Healthy Life style among students, Shipra Publication, Delhi.
- Lok Sabha Secretariat, 1985: National Health Policy, New Delhi.
- Misra, S., 2000: Voluntary Action in Health and Population, the Dynamics of Social Transition, Sage, New Delhi.
- Narayan, K.V, 1997: Health and Development Intersectoral Linkages in India, Rawat Publication, Jaipur.
- O Hore, Thomas, 2009: Essential Skills of Social Work Practice, Lyceum Books, Chicago.
- Park, K, 1995: Text Book of Preventive and Social medicine, M/s Banarasidas Bharot, Jabalpur.
- Patients' Right, 1993: Special Issue on Patients' Rights, The Indian Journal of Social Work, Vol 54, No.2.

- Quadeer, I and Sen, K. 2001: Public Health and Poverty of Reforms. The South Asian Predicament, Sage Publication, New Delhi.
- Saddah, F and Knowles, J, 2000: World Bank Strategy for Health, Nutrition and Population in the East Asia and Pacific Region, World Bank.
- Sujatha, V 2003: Health by the People: Sociology of Medicallor, Rawat Publication, Jaipur.

MSW SEMESTER-II

PAPER-X

SOCIAL WORK RESEARCH

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper provides an understanding of the scientific approach to social work research. The various steps in quantitative research, the common statistical tools used in social research and preparing of research documents are studied in this paper. An idea about the qualitative research paradigm is also included in this paper.

OBJECTIVES:

- To orient the students to the various research methods and concepts and assumptions underlying the methods.
- To impart to the students knowledge about practical aspects of research process from planning to implementation.
- To familiarize the students with various statistical techniques applicable in social work research and to emphasize more on understanding concepts, selection of appropriate test and interpretation of results than mathematical base of techniques.

COURSE CONTENT:

Unit	Title	Content
1	Scientific Method and Research Design	Characteristics and Goals of Scientific methods. Limitation in studying social phenomena and social work. Introduction to research methods: criteria governing choice of methods, nature of problem, objectives, time-frame, nature of data etc- Methods: Case study, observation, survey, experiment and comparative. Research Designs-Importance and types.
2	Problem Formulation, Methods and tools of Data collection	Identification and selection of a research problem, objectives-review of theories/literature. Formulating hypotheses and/or research questions, identifying key concepts/variables, operationalization of key concepts/variables. Selection of an appropriate research design. Ethical issues in research. Interview and questionnaire methods and tools- observation method. Standardised scales: reliability, validity and pre-testing of tools, pilot studies.
3	Universe, Sample and Sampling	Identification of Universe and units of study, Types of sampling. Selection of an appropriate sampling technique, problems in selection of sample.

4	Qualitative Research methods	Introduction to qualitative research methods. Designing qualitative studies- conceptualization of problem, developing a research strategy- distinction between qualitative and quantitative research.
5	Report Writing	Interpretation of data, Styles of presentation of the report. Dissemination of findings. Footnotes, Reference, Bibliography.
6	Data Processing and Analysis	Handling quantitative data: code book, master sheet, classification, processing. Graphic and tabular presentation. Preliminary steps: summarization methods, Analysis plan.

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- Yanow, Dvora, 1999: *Conducting Interpretative-Policy Analysis*, Sage Publications, New Delhi.

MSW SEMESTER-III

PAPER-XI

PSYCHIATRIC SOCIAL WORK

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper deals with the concept of mental health. Issues like mental disorders and remedial measures are discussed. The Paper also includes life style related health problems, mental health legislations and community mental health programmes in India.

OBJECTIVES:

- To help the students to develop an understanding of the concept of mental health.
- To help students to gain knowledge about the etiology, epidemiology of different diseases, physical as well as mental consequences and their implications for social work practice.
- To enable students to gain awareness about the mental health policy, planning.
- To help students to develop an understanding of skills required of a social worker in the field of mental health.

COURSE CONTENT:

Unit	Title	Content
1	Concept of Mental Health	History and Concept of Psychiatric Social Work. Meaning, characteristics of normal and abnormal behaviour. Psychiatry as a branch of medicine-its historical development as a scientific discipline-models and major milestones.
2	Classification of mental Disorders	Neurosis and Psychosis, their symptomatology, etiology. Prevention, Control and management of mental disorders. Childhood mental health problems: Etiology, prevention, control and management.
3	Life-style related Mental Health Problems	Alcoholism, Chemical Dependency. Personality disorder: epidemiology, symptoms, control and management. Scope of Social Work intervention in this area.
4	Mental Health Programmes in India	Mental Health Act, 1987. Perspective and approaches to social work practice in mental health-clinical and community based approach.
5	Community mental health	Community mental health principles and programmes: Clinical skills and Non-clinical skills required for practice of community mental health.

6	Rationale for specialised training	Existing mental health care facilities available in urban and rural communities. Special services for children, youth, aged and mentally challenged persons.

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MSW SEMESTER-III

PAPER-XII

RURAL AND URBAN COMMUNITY DEVELOPMENT

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper is about development issues of Rural and Urban Development of India.

OBJECTIVES:

- To understand the Rural and Urban community and its alignment with current development paradigm.
- To get insight into challenges of development endeavour and implications for social work practices.
- To understand the tribal problems in terms of social, economic and environmental problems.

COURSE CONTENT:

Unit	Title	Content
1	Rural Development	Concept of Rural Development: Its meaning, Nature, Scope in the arena of Development. Gandhi's concept of Rural Development.
2	Rural Development Policies and Programmes	Integrated Rural Development Programme, Drought-Prone Area Programme (DPAP), Desert Development Programme (DDP), Mahatma Gandhi National Rural Employment Guarantee Programme (MNREGP), National Rural Health Mission (NRHM).
3	Rural Administrative Set-up	Panchayati Raj: Its Structure and Functions and administration of services & programmes. 73rd Constitutional Amendment and its provisions.
4	Rural Economy	Concept and Nature of Rural Economy. Rural Finance: Role of Co-operatives, NABARD.
5	Urban Development	Meaning of Urban Development, Current trend of Urbanization process, its driving factor. Migration: Nature and Causes of

		migration from Rural area to Urban area. Housing and Urban Development Corporation (HUDCO)
6	Tribal Development	Tribal Development: Its Concept and Nature. Definition of Tribes. National Policy for Tribals, 2007, Land Alienation Act,1859, Panchayat Extensions in Scheduled Areas(PESA),1996.

SUGGESTED READINGS:

- Bhargawa, Gopal, 2001: Development of India's Urban, Rural and Regional Planning in 21st Century, Gyan Publishing, New Delhi.
- Desai, Vasant, 1991: Fundamentals of Rural Development, Rawat Publications, New Delhi.
- Prasad, B.K, 2003: Rural Development: Concept, Approach and Strategy, Sarup & Sons, New Delhi.
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- Desai, A.R, 1986: Agrarian Struggles in India after Independence, Oxford University Press, Delhi.
- Singh, K.S, 1994: The Scheduled Tribes, Oxford University Press, Delhi.
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MSW SEMESTER-III

PAPER-XIII

ADMINISTRATION OF WELFARE AND DEVELOPMENT ORGANIZATIONS

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper introduces the definition and concepts of social welfare administration. Insights into social welfare organizations, social services delivery system and personal policies are included within the scope of the paper. Tools of general practice, staff development and program planning are also within the purview of the paper.

OBJECTIVES:

- Acquire knowledge of the basic processes of administration.
- Develop an understanding of the changing trend in planning, organization and development of social welfare services.
- Develop ability to analyze the practices and process of administration in specific settings and understanding change and conflicts.
- Develop an understanding of the need for accountability to the public and the profession.

COURSE CONTENT:

Unit No	Unit Title	Content
I	Social Welfare Ideology and Organization.	Ideology and social welfare. Changing trend in social welfare policies and programs. Administrative set-up of social welfare--- union, state and local (Municipality and panchayat), administrative structure and pattern. Internationalorganizations and social welfare.
II	General Administrative Practice.	Planning organizing, coordinating, accountability, fund raising. Approaches methods and sources of funding. Types of funding organizations. The Foreign Contribution Regulation Act, 1976.Networking and partnership ---public-private, reporting---internal and donor reporting, monitoring and evaluation.
III	Non-governmental social welfare organization.	Characteristics, organizational design and structure, registration of organizations, constitution and policy---the societies Registration Act and Indian Trust Act.
IV	Approaches to Welfare Management.	Program model approach, project model approach. Situational analysis---logical framework analysis, SWOT analysis and strategic planning.

| V | Project Formulation and Project Appraisal. | Service project proposal, Research project proposal---steps in project formulation. Financing and budgeting of project, project appraisal---social, technical and financial analysis. |
| VI | Civil Society Organization. | Concepts of civil society organization, characteristics. Development work and civil society—organization interfaces. |

SUGGESTED READINGS:

- Dadrawala, Noshir H., 1996: Management of Philanthropic Organisations, Centre for Management of Philanthropic Organizations, Mumbai.

- Dale, Reider, 2000: Organizing and Development Strategies, Structures and Processes, Sage, New Delhi

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M.S.W. SEMESTER – III

Paper – XIV

STATISTICS FOR SOCIAL WORK

Time: 3 Hours   **Full Marks – 100**

[I A – 20, Exam 80]

This paper provides an understanding of the quantitative approach to social work research. The various steps in quantitative research, the common statistical tools used in social work research and methods of presenting research documents are studied in this paper.

OBJECTIVES:

- To familiarize the students with various statistical techniques applicable in Social Work Research and to emphasize more on understanding concepts, selection of appropriate test and interpretation of results than mathematical base of techniques.

COURSE CONTENT:

Unit No.	Unit Title	Content
I	Basics	Definition, uses and limitations of statistics. Statistics and Social Work
II	Handling quantitative data:	Code book, master sheet, editing, classification and processing. Statistical Analysis of data.
III	Presentation of data	Graphic and tabular presentation- Pie diagrams, graphs, bar diagrams, univariate and multivariate tables.
IV	Measure of central tendencies and dispersion	Mean mode and median. Range, mean deviation, standard deviation, quartile deviation and co-efficient of variation, merits and limitations of each
V	Correlation of data	Karl Pearson's coefficient, Spearman's coefficient of correlation.
VI	Testing of data	Test of hypotheses and its steps. Research hypotheses and null hypotheses- Type I error and type II error. Parametric tests of chi-square test and t-test.

SUGGESTED READINGS:

- Alston, M.and Bowles, W. 2003 *Research for Social Workers,* Rawat Publications

- Bailey, D.K, 1987: *Methods of Social Research,* Free Press, New York

- Das, N. G, 2010: *Statistical Methods.* Vol I and II, Tata McGraw-Hill Publishing Co. New Delhi. (available as an e-book)

- Goode, J. and Hatt P.K., 1952: *Methods in Social Research,* McGraw Hill, New Delhi

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- Kothari, C.R. 2004 *Research Methodology* New Age International Publishers, New Delhi

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- Lal Das, D.K, 2007 *Practice of Social Research* Rawat Publications, New Delhi.

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- Reichmann, W. J., 1981: *Use and Abuse of Statistics,* Penguin Books.

MSW SEMESTER-III

PAPER OP-1 (OPTIONAL-1)

HUMAN RESOURCE DEVELOPMENT

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

The paper provides a national and international perspective on Human Resource Development. The importance of trade unions and the role of social work in HRD is emphasized .The paper also incorporates labor legations and HRD in the unorganized sector.

OBJECTIVES:

- Develop an understanding of the concepts of human resource development in formal   organizations.
- Gain insight into the conditions and problems of workers in the unorganized sectors with special reference to social security, health, welfare and safety.
- Gain knowledge about different legislative measures for employee welfare and industrial relation, both in organized and unorganized sector.

COURSE CONTENT:

Unit No	Unit Title	Content
I	Human Resource Development	Concept of Human Resource Development. Provision in the Indian Constitution. Systems and sub-systems in HRD.
II	International Perspectives in HRD	International Labour Organization and its role in HRD: HRD in organized and unorganized sectors.
III	Labour Welfare-Salient features of Welfare Legislation	Concept of Labour Welfare and role and functions of Labour Welfare Officer under Welfare Legislations. The Factories Act, 1948, The Mines Act, 1952, Plantation Labour Act, 1951, Labour Welfare vis-à-vis HRD.
IV	Social Work and HRD	Application of Social Work methodologies in HRD, Counseling and HRD.
V	Human Relation, Industrial Relation and Legislative Measures	Salient features of Industrial Dispute Act-1984, Trade Union Act 1926, and industrial Employment (S.O.) Act 1956.
VI	Social Security and HRD	Concept of Social Insurance, Social Assistance, Salient features of Social Security Legislations. The Workmen's Compensation Act-1923, The ESI Act-1948, The Employees P.F (MP) Act-1948, Maternity Benefic Act-1972.

SUGGESTED READINGS:

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MSW SEMESTER-III

PAPER-OP-2 (OPTIONAL-2)

CRIME AND CORRECTIONAL ADMINISTRATION

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper discusses the concepts of crime and criminality, theoretical framework for analysis of crime and practice implications for social workers. Correctional services, social work in correctional institutions and the issues of probation, parole and aftercare services are dealt with a detail to give a holistic orientation to the learners of the subjects.

OBJECTIVES:

- To orient the learners to various theoretical aspects of crime and criminality.
- To familiarize the learners with various correctional institutions and social work interventions.

COURSE CONTENT:

Unit	Title	Content
1	Concept of Crime	Concept of Crime, Crime Statistics and major factors of crime, Theoretical framework of analysing crime: classical, neo-classical and positive theories. Physiological, Psychological theories and sociological theories.
2	Juvenile Delinquency	Meaning of the Concept, nature and Incidence, Characteristics, types, treatment, prevention: institutional services for juvenile delinquents, juvenile justice system.
3	Social Work Practice in Correctional Institutions	Pre-release preparation, Under-trial prisoners: Remand/Observation homes, Certified/Approved Schools, Open institutions. Social work in institutional setting for juvenile.
4	Victims and Crime	Victimology-Concept and implications for practice, Victims of crimes-genocide, homicide, physical assault, rape, molestation, domestic violence, crimes against children, elderly. Victims of political crimes. Social work with victims of crimes.
5	Probation, Parole and Aftercare (PPA)	Origin and development of Probation, parole and aftercare-principles, statutory basis and organization of PPA. Pre-sentence investigation report, pre-parole report, eligibility criteria, Probation and parole prediction, probation and parole conditions, supervision and revocation. Recommendations of the Advisory committee on Aftercare. Role of welfare/Probation officers in probation, parole and aftercare.

6	Social Defense	Concept, Definition and objective of social defense. Institutional set-up of social defense in India, components of social defense. Classification, positivism in social defense. Restorative justice-an alternative to retributive justice. Social defense and implications for social work.

SUGGESTED READINGS:

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MSW SEMESTER-III

PAPER-OP-3 (OPTIONAL-3)

PERSONS WITH DISABILITY AND SOCIAL WORK

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper develops an understanding of the concepts related to disability and the types and extent of disability in India. Particular issues like persons with disability in a family, newer approaches to rehabilitation and the significance of social work interventions at family and community levels are included from the theoretical, practical and policy perspectives.

OBJECTIVES:

- Gain an understanding of disability, types of disability and its causes.
- Develop an understanding of the needs and problems of persons with disability.
- Understand the contexts of social work intervention in the field of disability and develop skills in counselling and rehabilitation of persons with disability.
- Gain knowledge about various policies and programmes for prevention of disability and rehabilitation of persons with disability.

COURSE CONTENT:

Unit	Title	Content
1	Concepts related to disability	Concepts of disability, Impairment and handicap. Causes of disability and the need for prevention. Health promotion-specific protection. Early detection and disability limitations.
2	Types and Extent of Disability in India	Extent of disability in India-visual impairment, speech and hearing impairment, mental retardation and orthopaedic disabilities, multiple disabilities.
3	Persons with disability and their family	Parent's reaction to disability in their children, needs and difficulties of families at different stages of life with their children with disability. Societal response to persons with disability, types of family-centered programmes.
4	National Policies	Changing approaches to rehabilitation of persons with disability as reflected in National Rehabilitation Council of India Act, 1992, the persons with disabilities (Equal opportunities, Protection of Rights and Full participation) act, 1995, UN Declaration of Human Rights of Disabled Persons, National Rehabilitation Trust Act, 2001 etc. Various welfare services for the persons with disability.

5	Programmes and Services	Services, programmes for persons with various categories of disability-institutional as well as non-institutional services.
6	Social Work Interventions	Social Work Interventions at the family level and community level-intervention in institutional services for persons with disability-interventions in areas related to work, occupation and participation in different spheres-social work intervention with reference to different age groups: children, adult, elderly with disability. Advocacy for protection of the rights of persons with disability.

SUGGESTED READINGS:

- Alper, S. Schloss, P and Schloss, C, 1994: Families of the students with Disabilities Consultation and Advocacy, Allyn and Bacon, Boston.
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- Hans, A and Patri, A, 2002: Women and Disability, Sage, New Delhi.
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- Hegarty, Seamus and Alur, Mithu, 2002: Education and Children with Special Needs From Segrgation to Inclusion, Sage, New Delhi.
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- Oliver, Michael, 1996: Understanding Disability, Macmillan Press, London.
- Peshwaria, R and Other, 1996: Understanding Indian Families. Having Persons with Mental Retardation, National Institute of Mental Health, Hyderabad.
- Puri, Madhumita and Abraham, George, 2004: Handbook of Inclusive Education for Educators, Administrators and Planners within Walls, without boundaries, Sage, New Delhi.
- Sapey, B, 1998: Social Work with Disabled People, Macmillan Hampshire.
- Shetty, L, 1998: Social Work with Mentally Disabled Children and their parents, TISS, Mumbai.
- Venkatesan, S, 2004: Children with Developmental Disabilities, Sage, New Delhi.
- Werner, David, 1994: Disabled Village Children-A Guide for community workers, Rehabilitation workers and Families, Voluntary Health Association in India, New Delhi.
- World Health Organization, 1980: International Classification of Impairments, Disabilities and Handicaps, WHO, Geneva.

MSW SEMESTER-III

PAPER OP-4 (OPTIONAL-4)

HIV/AIDS: CARE, MANAGEMENT AND SOCIAL WORK

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper is about basics of HIV/AIDS causes, prevention and care. It also deals with socio-economic dimension of respective disease along with its health dimension.

OBJECTIVES:

- To understand the various clinical and epidemiological aspects, extent and spread of HIV in India and its consequences to public health.
- To understand pre and post test counselling. Have knowledge about behaviour change.
- To understand psycho- social impact of HIV on the infected and affected persons. To develop knowledge about community based services.
- To have knowledge about issues related to HIV/AIDS such as stigma, discrimination and informed consent.
- To develop knowledge about communication strategies for HIV/AIDS prevention, care and management.

COURSE CONTENT:

Unit	Title	Content
1	Basics of HIV/AIDS	Concept, History of HIV/AIDS. Routes of Transmission and its Prevention. Sexual myths and misconceptions.
2	Communication and Counselling in HIV/AIDS	Pre-test and Post-test counselling: Its Nature, Objective and Content. Counselling with Target Group i.e Female Sex Workers (FSW), Men having Sex with men (MSM), Transgenders, Injecting Drug Users (IDU), Truckers.
3	Care, Support and Treatment for HIV/AIDS Patients	Treatment of HIV/AIDS: Referral from Integrated Counselling and Testing Centre (ICTC) to Anti-Retroviral Therapy (ART) centre.
4	National AIDS Control Policy	Features of NACP-I, NACP-II, NACP-III and NACP-IV.

5	Targeted Intervention	Targeted Intervention into MSM, FSW, IDU and Bridge Population.
6	Law, Ethics and AIDS	Protective measures for People living with HIV/AIDS (PLHA), Informed Consent, Issue of Confidentiality.

SUGGESTED READINGS:

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- Premilla, D' Cruz, 2004: Family Care in HIV/AIDS-Exploring lived experiences, Sage Publications, New Delhi.
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- Senak, M.S, 1996: HIV, AIDS and the Law: A Guide to Our Rights and Challenges, Insight Books
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- Bury, J, Morrison, V. & McLachlan, S. 1992: Working with Women and AIDS: Medical, Social and Counselling Issues, Tavistock Routledge, New York.
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- UNAIDS Geneva, 2000: Innovative Approaches to HIV Prevention-Selected Case Studies, Best Practice Collection.
- UNAIDS Geneva, 2000: Protocol for the identification of discrimination against people living with HIV, Best Practice Collection.
- UNAIDS Geneva, 2001: The Impact of Voluntary counselling and Testing-A Global Review of the Benefits and Challenges, Best Practice Collection.
- United Nations, Geneva, 1998: HIV/AIDS and Human Rights-International Guidelines.
- Verma,K. Ravi: Sexuality in the time of AIDS, Population Council, New Delhi.
- WHO and UNAIDS, 2008: National AIDS Control Policy: Executive Summary.
- Journals: Economic and Political Weekly, Kurushetra, Yojna.

MSW SEMESTER-IV

PAPER-XVI

COUNSELING: THEORY AND PRACTICE

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This is a course about the theoretical basis of and the concepts that are fundamental to counselling. Practice dimension of counselling emphasizes on the value base, principles followed in counselling and the various models of counselling.

OBJECTIVES:

- Help students develop an understanding of counseling as a tool for helping people.
- Develop attitude and values for proper investment of self in counselling work.
- Help students gain knowledge about various approaches in counselling and develop the appropriate skills in counselling.

COURSE CONTENT:

Unit No	Unit title	Content
I	Counselling Approaches	Psychoanalytical, Person Centered,Gestalt,Existentialism,Transactional Analysis,
II	Marriage and Family Counselling	Marital Adjustment and Growth,Pre and Post Marital Counselling, Divorce Counselling
III	Psychopathology	Abnormal Behaviour,Stigmatization,Adaptive Maladaptive Behaviour,Risk Behaviour,Antisocial Personality
IV	Counselling for Abnormal Behaviour	Substance Abuse,Schizophrenic,Mood disorderAnxietydisorder,Depression,Somatoform disorder, Personality disorder, Mental retardation
V	Techniques of Counselling	Crisis Counselling,Stress Management,Psycho – drama, Use of Psychological Tests
VI	Ethics in counselling	Self –awareness, personality, burnouts, ventilation, transference and counter transference, paraphrasing, summarizing

SUGGESTED READINGS:

- Ackerman, Nathan W., 1994: *Treating the troubled Family*, Basic Books, New Jersy.

- Bond, Tim, 2000: *Standards and Ethics for Counselling in Action*, Sage, London.

- Bor, Robert et al.2002: *Counselling in Schools*, Sage, London.

- Colledge, Roy, 2002: *Mastering Counselling Theory*, Palgrave, Macmillan, New York.

- D' Ardenne and Mathani, Aruna, 1999: Transactional Counselling in Action, Sage, New Delhi.

- Felthan, C. and Horton, I (ed.); 2006: *The Sage Handbook of Counselling and Psychotherapy*, Sage, London.

- Geldard, Kathrya and Geldard, David, 2004: (2nd edition), *Counselling Adolescents; The Proactive Approach*, Sage, London.

- Nelson-Jones, R., 2006: *Theory and Practice of Counselling and Therapy*, Sage, London.

- Nichols, Michael P., 2007: *The Essentials of Family Therapy*, Pearson Education Inc. Boston.

- Scott, Miclhael J. 2001: *Counselling for Post-Traumatic Stress Disorder*, Sage, London.

MSW SEMESTER-IV

PAPER-XVII

SOCIAL POLICY AND PLANNING

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper makes an endeavour to strengthen the understanding of the learners on social policy and planning and develop ideas of the policies of the state and society for advocacy as a social work professional. The learning from the implementation of the policy at large and study from the legislative framework of the state provide the learners to go for research and innovation.

OBJECTIVES:

- Develop an understanding of social policy in the perspective of the national goals as enumerated in the Constitution of India.
- Develop capacity to critically examine the polices which have important bearing on social development and social work practice.
- Develop an understanding of the significance of planning policy for social welfare and the process of policy formulation.

COURSE CONTENT:

Unit No.	Unit Title	Content
I	Introduction to Social Policy	Meaning, characteristics, objectives, scope and models of social policy; determinants of social policy; issues of social policy based on Indian Constitutional provisions-Directive Principles of State Policy and Fundamental Rights.
II	Social Policy and Other Policies	Social policy versus public policy, social policy versus economic policy, social policy versus social welfare policy, how do social workers use social policy in their practice?
III	Social Planning	Concept, goals and principles of social planning; distinction between social planning and economic planning; social planning in India (Five Year Plans); problems of social planning in India; prerequisites for success of social planning.

IV	Process of Social Planning	Union and State level planning process; structure and functioning of Planning Commission; planning process at organizational level: SWOT Analysis, Logical Framework Analysis.
V	Policy Formulation	Need and process of policy formulation in India, different political ideologies in policy formulation, role of civil society institutions in social policy formulation.
VI	Social Policy in India	Meaning of social exclusion and marginalization, impact of globalization in this context; policies related to different disadvantaged groups such as aged, women, children, girl child, child labourer, disabled, SCs/STs, OBCs, etc.

SUGGESTED READINGS:

- Adams, Robert, 2002, *Social Policy for Social Work,* Palgrave Macmillan, Basingstoke.
- Beldock, J. M. et al.(ed.), 1999, *Social Policy*, Oxford University Press, Oxford.
- Bharadwaj, R. and Nadkarni, 1992, *Planning for Social and Economic Development*, Sage, New Delhi.
- Bhartiya, A.K., 2009, *Introduction to Social Policy*, New Royal Book Company, Lucknow.
- Bhartiya, A.K. and Singh, D.K., 2009, *Social Policy in India*, New Royal Book Company, Lucknow.
- Bulmer, Martin, 1986, *Social Sciences and Social Policy*, Allen and Unwin, London.
- Chakraborty, Sukhomoy, 1987, *Development Planning: The Indian Experience*, Oxford University Press, New Delhi.
- Gilbert, Neil and Specht, H., 1997, *Planning for Social Welfare Issues*, Prentice Hall, New Jersey.
- Kabra, Kamal Nayan, 1997, *Development Planning in India,*Sage, New Delhi.
- Singh, Surendra (ed.), 2012, *Encyclopaedia of Social Work in India*, New Royal Book Company, Lucknow.
- Titmus, R.M., 1986, *Commitment to Welfare,* Allen and Unwin, London.
- Quadeer, Imrana, Sen, Kasturi and Nayar, K.R., 2001, *Public Health and Poverty of Reforms,* Sage, New Delhi.

MSW SEMESTER-IV

PAPER XVIII

WOMEN'S DEVELOPMENT AND SOCIAL WORK

Time: 3 Hours   **Full Marks: 100**

                                                                    [I.A-20, Exam-80]

This paper explores an understanding the social system that affects the functioning of women.

OBJECTIVES:

- To develop an understanding of the perspective of women and development in Indian society.
- To develop an ability to identify areas of work with women and understand strategies to change the situation in terms of personal liberation as well as in terms of making women a part of the developmental process.
- To develop a capacity to examine the social systems that affect women in meeting growth needs and special needs.

COURSE CONTENT:

Unit	Title	Content
1	Women and Gender Issues	Women's Welfare and Development, Patriarchy and Gender relation. Feminist theories: Liberal, Radical, Socialist and Post-modern. Political Participation of women.
2	Women and Health	Mortality and Morbidity patterns among women. Health as a gender issue. Family planning methods and their impact on women. Differential access to health services in rural and urban areas.
3	Constitutional safeguards, provisions and programmes	Safeguards and provisions related to women in India, Schemes and Programmes related to Women Welfare.
4.	Women and Law	Indian Penal Code (IPC) sections 294, 354, 363, 366, 368, 372, 376, 498A, 304B and 306. Domestic Violence Act, Dowry Prohibition Act, SITA/PITA, MTP, PNDT. Personal laws related to Inheritance, matrimony, adoption, maintenance and custody of children.
5	Problems of women	Problems of women in family, workplace---- organized and unorganized sector, other societal problem related to women.
6	Technology and Women	Effect of LPG on women, commodification of women, digitalization and its effect on women.

SUGGESTED READINGS:

- Agnihotri, Satis Balaram, 2000: Sex Ratio Pattern in the Indian Population, Sage, New Delhi.
- Agnihotri, Gupta, Jyotsna, 2000: New Reproduction Technologies, Women's Health and Autonomy, Sage, New Delhi.
- Alterchen, Martha, 1998: Widows in India, Social Neglect and Public Action, Sage, New Delhi.
- Arya, Sadhan and Roy, Anupama, 2006: Poverty, Gender and Migration, Sage, New Delhi.
- Bagchi, Jashadhara, 2005: The changing status of women in West Bengal 1970-2000, Sage, New Delhi.
- Desai, N. And Patel, V.: Indian Women: Change and Challenges in the International Decade, Popular Prakashan, Bombay.
- Desai, N. And Krishnaraj, M., 1987: Women and Society in India, Ajanta Publishers, Delhi.
- Dubey, Leela and Palkiwala, J, 1990: Structure and Strategies: Women, Work and Family, Sage Publications, New Delhi.
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- Govt. Of India, 1974: Report of the Committee on the status of women in India-Towards Equality, Ministry of Education and Social Welfare.
- Govt. Of India, 1988: National Perspective Plan for Women-1988-2000 AD, Department of Women and Child Development.
- Hasnain, N, 1998: Weaker Sections-Psychosocial Perspectives, Gyan Publishing House.
- Omvedt, Gail, 1990: Violence against Women: New Movements and New Theories in India, Kali for Women, New Delhi.
- Roy, Sanjoy, 2010: Women in Cotemporary India: Realities & Realization, Akansha Publication, New Delhi.
- Jeferry, R and Basu, A.M, 1996: Girls Schooling, Womens Autonomy and Fertility Change in South Asia, Sage, New Delhi.
- Murthy, Rajani, K, 2001: Building Women's Capacity, Sage, New Delhi.
- Mathur, Kanchan, 2004: Countering Gender Violence, Sage, New Delhi.
- Purusuthoman, Sangita, 1998: The Empowerment of Women in India, Grass Root Womens Network and the State, Sage, New Delhi.
- Seth, Mira, 2001: Women and Development: The Indian Experience, Sage, New Delhi.
- Uberoi, Patricia, 1996: Social Reform, Sexuality and the State, Sage, New Delhi.
- Valentine Moghadham, M. 2005: Modernizing Women, Gender and Social Change, Viva Books, Pvt. New Delhi, Mumbai, Kolkata, Bangalore, Chennai, Hyderabad.
- Brook, E. and Davis Ann (1985). Women, the Family and Social Work, London: Tavistok Publications.
- Everett, J. Women and Social Change in India.
- Govt. of India (1974). Towards Equality – a report of the committee on status of women in India, Delhi: Author.
- Harlambos, M. and Heard, R.M. (1980). Sociology – Themes and Perspectives, Oxford Publications.
- Jeffrey, W. Dyer and Raymond, T. Coward (1992). Gender, Families and ElderCare, Delhi: Sage Publications.
- Uma Shankar Jha and Premalatha Pujari (1996). Indian Women Today, Vol.I &II, Kanishka Publications.

MSW SEMESTER IV

Paper – XIX

S O C I A L   D E V E L O P M E N T

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

The paper would equip students in developing critical perspectives in examining development and its consequences for the community and the individual; the natural and social environment and socio-cultural institutions. The course will introduce the students to models of development and create an understanding of participatory, self-sustaining and people-centered public policies.

OBJECTIVES:

- Critically understand the concept, content and process of social development
- Identify linkages between social needs and development
- Locate strategies necessary for social development and reinforce values of social justice and equality

COURSE CONTENTS:

No.	Unit Title	Content
I	Introduction to Social Development	Definition and concept, dynamics with economic development.
II	Issues in Social Development	Growth and Equity -Quality of Life -Minimum Needs
III	Measuring social development	-Definition, Utility, Types, Problems in Construction of Social Indicators
IV	Social Work and Social Development	Role of social work in social development with particular significance in the context of globalization
V	Selected development approaches	-A Rights Based Approach to Development -Human Development Approach

VI	Problems of Social Development in India	Poverty, unemployment, illiteracy, population growth, corruption, terrorism.

SUGGESTED READINGS:

- Caporaso, J. and Levine, D.1992.*Theories of Political Economy*. Cambridge University Press. UK

- Hayami, Y and Godo, Y 2006. *Development Economics* (Third edition), OUP (Indian Edition)

- Issues of *Economic and Political Weekly*, *Social Development*, *Frontline*, *Yojana* and other relevant journals and magazines. Newspaper reading compulsory.

- Kolstad, C. 2000. *Environmental Economics*. OUP.

- Meier, G and Rauch, J 2006. *Leading issues in Economic Development*, OUP (Indian Edition)

- Oommen, T. K., 2004: *Nation, Civil Society and Social Movements: Essays in Political Sociology*, Sage, New Delhi

- Peet, R. 2005. *Theories of Development*. Rawat Publications. New Delhi.

- Ray, D 2003. *Development Economics*, OUP, New Delhi.

- Ray, R. and Katzenstein, M. 2006. *Social Movements in India- Poverty, power and politics*. UP, New Delhi.

- Sen, R.K. 1998. *Market Capitalism and Socialism*. IIDS & The New Book Stall, Kolkata

- Singha Roy, D.K.(ed) 2003. *Social Development and the Empowerment of the Marginalized Groups-Perspectives and Strategies*. Sage. New Delhi.

- Thirlwall, A.P. 2005. *Growth and Development*. ELBS

- Todaro, M. 2005. *Economic Development in the Third World*. Orient Longman, New Delhi.

- UNDP, *Human Development Reports*, World Development Reports.

MSW SEMESTER-IV

PAPER OP-5 (OPTIONAL-5)

HUMAN RESOURCE MANAGEMENT

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

The paper provides a national and international perspective on Human Resource Management. The importance of trade unions and the role of social work in HRM is emphasized. The paper also incorporates the industrial governance of employees at all the levels including SMEs.

OBJECTIVES:

- Develop an understanding of the concepts of human resource management in formal organizations.
- Gain insight into the conditions and problems of workers in the unorganized sectors with special reference to social security, health, welfare and safety.
- Gain knowledge about different legislative measures for employee welfare and industrial relation, both in organized and unorganized sector.
- To develop an understanding of HRM process and methods in industry

COURSE CONTENT:

Unit No.	Unit Title	Content
I	HRM	Concept of HRM, Personnel Management and HRM, Functions of HRM -Managerial and Operative.
II	Wage Legislations, Gender Equality and HRD	Salient features of the Equal Remuneration Act-1976, Wage Legislations like the Minimum Wages Act-1948, The Payment of Wages Act-1936, The Payment of Bonus Act-1965, and The Payment of Gratuity Act – 1972
III	Leadership, management and employee counseling	Theories of Leadership, Leadership styles and types. Team building and Participative Management. Stress, Employee Counseling,
IV	Discipline and Grievance handling	Concept and approaches to discipline,---Disciplinary action, Grievance handling, Delinquent employees and counseling services
V	Motivation and Performance Management	Theories of Motivation, Motivating employees, Incentive Schemes and current trends in performance management. Communication.

		Organization behavior and Organization development	Concept of Organization behavior and Organization development, Role of HR professional in organization development.
VI			

SUGGESTED READINGS:

- Bolaria, B. S. and Bolaria, R. E., 1994: *International Labour Migration*, Oxford University Press, Delhi

- Chauhan, S. S., 1993: *Labour Welfare Administration in India*, Kanishka Publicashers, Delhi

- International Labour Organisation, 1995: *Worker's Access to Education*, A Worker Education Guide, Geneva.

- Jhabvala, R, and Subrahmanya, R. K.A, 2000: *The Unorganized Sector*, Sage, New Delhi

- Joshep, Jerome, 2004: *Industrial Relations Towards a Theory of Negotiated Connectedness*, Sage, New Delhi

- Lal Das, D.K., 1991: *Personnel Management, Industrial Relations and Labour Welfare*, Y. K. Publishers, Agra

- National Commission on Labour, New Delhi, 2001: *Report of the Study Group on Umbrella Legislation for the Workers in the Unorganized Sector.*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Review of Laws.*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Skill Development, Training and Workers' Education.*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Social Security*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Women and Child Labour.*

- Rao, T. V, 1996: *Human Resource Development Experiences, Intervention and Strategies*, Sage, New Delhi

- Saini, Debi S.: *Human Resource Strategy and Workplace Pluralism*, Management and Change, Vol 3., No. 1.

- Saini, Debi S, 1994: *Redressal of Labour Grievances, Claims and Disputes*, New Delhi, Oxford and IBM.

- Salaman, Michael, 1998: *Industrial Relations – Theory and Practice*, Prentice Hall, London.

- Sanghi, Seema, 2004: *The Handbook of Competency Mapping Understanding Designing and Implementing Competency Models in Organisations*, Sage, New Delhi

- Sayeed, Omer Bin, 2001: *Organizational Commitment and Conflict Studies in Healthy Organisational Processes*, Sage, New Delhi.

- Singh, I. S., 1996: *HRD for Workers*, OUP, New Delhi.

- Stalker, P., 1994: *The Work of Strategies: A Survey of International Labour Migration*, ILO, Geneva

- Verma, Pramod and Mookherjee, Surya, 1982: *Trade Unions in India*, Oxford and IBM Publishing Co., New Delhi.

MSW SEMESTER-IV

PAPER-OP-6 (OPTIONAL-06)

ALCOHOL AND SUBSTANCE ABUSE

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

This paper is related to concepts of alcohol and substance abuse, its causes, types, management, policies and programmes of the government. Effects of alcohol and substance abuse on individual, family and community are included in depth.

OBJECTIVES:

- To develop an understanding of the extent of prevalence of alcohol and substance abuse.
- To gain insight into the manifestations of the problem of alcohol and chemical dependency in the society.
- To acquire relevant information on the methods of working with alcohol and substance abusers and develop the skills of counselling and intervention.

COURSE CONTENT:

Unit	Title	Content
1	Basic Concepts related to Substance Abuse	Concept of substance Abuse. Types of substance abuse and causes of substance abuse among different sections of people: adolescents, teenagers, adult and women.
2	Effects of Substance Abuse	Effects of substance abuse on individual, family, community and work place.
3	Problem of Substance Abuse	Analysis of the problem of substance abuse from various perspectives: social, cultural and political. Physical complications related to substance abuse-assessment of different drug and substances.
4	Prevalence of Substance Abuse	Nature and Extent of the problem of substance abuse in India. Regional variation in different community.
5	Management and Care	Management and treatment of alcohol, substance and chemical dependent. Methods of intervention: such as Yoga therapy, relaxation therapy, art therapy, music therapy, group therapy, occupational therapy etc. Alcohol Anonymous, Narcotic anonymous, Family anonymous etc.

6	Policies, Programmes and Role of Social worker in Preventions and Rehabilitation	After care service for sobriety and recovery relapse prevention.
		Prohibition in India. The Narcotics Drugs and Psychotropic Substance Abuse Act, 1985. Legislation related to tobacco. National Policies, programmes and activities in the field of substance abuse by Government and NGO. Role of Social workers in the area of prevention and rehabilitation of alcohol and substance abuser. Programme, policy and research in this field.

SUGGESTED READINGS:

- Gladding, Samuel. T, 1995: Family Therapy: History, Theory and Practice, Printice Hall, New Jersey.
- Durrant, Russel and Thakur, Jo, 2003: Substance Use and Abuse, Cultural and Historical Perspectives, Sage, Thousand Oaks.
- Jordon Catheleen, 2003: Clinical assessment for Social Worker (2nd edition) Lyceum Books, Chicago.
- Merchant, Y.A and Dorkings, P.D, 1994: Narcotics, An In-depth study of Drug Abuse, Information, Rehabilitation and Research Centre.
- Mangal, S.K, 1989: Abnormal Psychology, Sterling Publishers Pvt. Ltd, New Delhi.
- Musak, Douglas N, 1992: Drugs and Rights, Cambridge University Press, London.
- O'Hare Thomas, 2009: Essential Skills of Social Work Practice, Lyceum Book, Chicago.
- Park, K, 1995: Textbook of Preventive and Social Medicine, M/S Banarasi Das, Jabalpur.
- Perkinson, Robert R, 2003: The Alcoholism and Drug Abuse Patient Workbook, Sage, Thousand Oaks.
- Rasmussen, Sandra, 2000: Addiction Treatment, Sage, Thousand Oaks.
- TTRCRF, 1992: Alcoholism and Drug Dependency: Issues and Treatment Procedure in Aftercare. An advanced Master Guide for Professionals, T.T Ranganathan Clinical Research Foundation, Madras.
- Velleman, Richard, 2001: Counselling for Alcohol Problems, Sage, London.
- VHAI, 1986: A Rational Drug Policy: Problems, Perspectives and Recommendations, Voluntary Health Association of India, Delhi.
- Walrond Skinner Sw, 1977: Family Therapy Treatment of Natural System, Routledge & Kegan Paul, London.

MSW SEMESTER-IV

PAPER OP-7 (OPTIONAL-7)

SOCIAL WORK WITH ELDERLY

Time: 3 Hours   **Full Marks: 100**

[I.A-20, Exam-80]

Ageing and the aged is the main focus of this particular paper. The status and position of elderly in India have been reflected. The skills and concepts related to social work with the elderly is included together with an understanding of the policies and legislations related to the elderly in India.

OBJECTIVES :

- Gain an understanding of the demographic changes and develop perspective on population of ageing.
- Develop sensitivity to the needs and problems of elderly.
- Gain knowledge about the policies and programmes for elderly.
- Gain an understanding of the role of social worker in working with elderly and develop required skills.

COURSE CONTENT:

Unit No	Unit title	Content
I	Ageing and aged	Meaning and definition of aged: Socio-cultural, economic, legal and residential needs of the elderly. Demographic profile- concepts of geriatric and gerontology.
II	Rural elderly	Differences between rural and urban elderly in terms of composition, social background, problem faced and significance for social work practice.
III	Elderly and physical health	Physical problems encountered by elderly due to increased life span. Their implications for social work practice.
IV	Elderly and mental health	Dementia, Alzheimer's disease, derelium-concept, meaning, causes, types, prognosis and treatment- role of caregivers.
V	Elderly abuse	Concept, meaning, causes, types and implications for social work practice.

IV	Social work with elderly	Contexts of intervention and methods of intervention. Developmental programmes for elderly.

SUGGESTED READINGS:

- Dandekar, Kumudini, 1997: *The Elderly in India*, Sage, New Delhi.

- Desai, Murli and Siva, Raju, 2000: *Gerentological Social Work in India- Some Issues and Perspectives*, B.R. Publishing, Delhi.

- Dhar, Choudhury, Rajgopal, 2004: *The Greying of India*; *Population of Ageing in the Context of Asia*, Sage, New Delhi.

- Dhillon, P.K.; 1992: *Psych-social Aspects of Ageing in India*, Concept Publication Co., New Delhi.

- Featherstone, Mike and Andrew, Wernick 2008: *Images of Ageing*, Rutledge II, London.

- Khan, M.Z.; 1997: *Elderly in Metropolis*, Inter-India Publishers, New Delhi.

- Kunkel, Suzanne, 2001: *Ageing-The Social Context*, Pine Forge Press, New York.

- Krishnan, P and Mahadevan, K. (ed.), 1992: *The Elderly Population in the Developing World: Policies, Problems and Perspectives*, B.R. Publishing, New Delhi.

- Marshall, Mary, 1983: *Social Work with Old people*, The Macmillan Press Ltd.

- Rao, S.R., 2003 "Health and living arrangements of the elderly in India" in K.B. Pathak and others (ed.), 2003: *Dynamics of Population and Family Welfare*, Himalaya Publications, Mumbai.
- Reddy, L.K.; 2004: "Health and attitude towards health among the elderly" in Vinod Kumar (ed.): *Ageing-Indian Perspective and Global Scenario*, All India Institute of Medical Sciences, New Delhi.

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WORKING WITH INDIVIDUALS

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

- Gain knowledge about the concept and approaches of social work intervention with individuals.
- Develop appropriate skills and attitudes to work with individuals.
- Develop commitment to social work values and ability to reflect on 'self' as a person and as a professional.

COURSE CONTENT

UNIT NO.	UNIT TITLE	CONTENTS
I	Introduction to Social Casework	History of Social Case Work, Concept, Objectives, Assumptions, Values and Principles of Social Casework; Social Casework in Indian context - its relevance and challenges.
II	Social Casework Process	Social Casework Process (Study, Diagnosis, Treatment & Evaluation Phases), Skills of Social Casework, Diagnostic and Functional Schools of Social Casework.
III	Tools and Techniques in Social Casework	Tools: Listening, Observation, Interview, Home Visit and Relationship (concept, objective, characteristics, components and related issues).
IV	Working in Various Settings	Social Casework in Educational Setting, Medical Setting , Criminal and Correctional Setting and Family and Child Welfare Setting and Community Setting
V	Theories of Social Case Work	Client Centered Approach, Task Centered Approach, Cognitive Theory, Behaviour Modification Theory and Strengths Perspective.
VI	Important Concepts in Social Casework	Social worker's evaluation of the self as a professional; professional accountability; communication: concept, types (symbolic, non-verbal and verbal); recording: need, types, and qualities of a good case record.

LEARNING OUTCOME

1. Able to demonstrate familiarity with Casework processes, tools and techniques and their application in Professional Social Work Practice.
2. Able to develop skills of Observation, Listening, Interviewing and Home Visits, Rapport Building, Resource Mobilization and Recording.

SUGGESTED READINGS

1. Banerjee, Gauri Rani (1973), *Papers on Social Work: An Indian Perspective,* Mumbai: TISS.

2. Bistek, F.P. (1961), *The Casework Relationship,* London:Allen and Unwin.

3. Friedlander, W. A. (1982), *Introduction to Social Welfare*, New Delhi: Prentice Hall of India.

4. Folgheraiter, Fabio, (2006), *Relational Social Work*, JKP: London.

5. Hamilton, G. (1951), *Theory and Practice in Social Case Work*, New York: Columbia University Press.

6. Hollis, Florence, (1964), *Case Work: A Psycho-social Therapy,* New York: Random House

7. Lishman, Joyce, (1994), *Communication in Social Work*, *BASW Practical Social Work Series,* Basingstoke: Palgrave Macmillan.

8. Mathew, G. (1993), *An Introduction to Social Case Work*, Mumbai: TISS.

9. Pearlman, H. H. (1957), *Social Case Work- A Problem Solving Process*, Chicago: The University of Chicago Press.

10. Upadhyay, R.K. (2003), *Social Casework: A Therapeutic Approach*, Jaipur: Rawat Publications.

MSW SEMESTER-I

COURSE – SW/I/CC 02

WORKING WITH GROUPS

Time: 3 Hours
Full Marks: 100
Credits: 4
[Internal Assessment-20, Exam-80]

OBJECTIVES

- To gain theoretical understanding and practical implications on groups, group work, group process and group dynamics.

- To enable learning about the skills and techniques required for working with groups.

- To develop an understanding of group work as a method of social work and also to develop skills and competence in applying group work in various settings.

COURSE CONTENT

UNIT NO	TITLE	CONTENT
1	Introduction to Group	Definition and characteristics of groups. Types of groups and significance of groups to individuals and society. Small Group Theories (System Theory; Field Theory; Social Exchange and Learning)
II	Social Group Work: Basic concepts and History	Concepts—Objectives, Values and Principles of Social Group Work; Historical development of Group Work.
III	Group Structure, Group Processes and Group Development.	Group formation, group structuring, group development and group processes
IV	Models and Theories	Theories of Group Work: Ecological Perspective, Therapeutic Perspective. Various Models in Group work (Social Goal, Remedial, Reciprocal, Kert Lewins Model, Tuckman's Model, Mutual Aid Model, Needs—ABC Model, etc.)
V	Skills, Techniques and Leadership in Social Group Work	Skills and techniques, programme planning, supervision, recording, evaluation and leadership in Group Work
VI	Group Work in different settings	Group work in school, community, correctional set-up, Self Help Groups etc.

LEARNING OUTCOME

1. Ability to develop theoretical understanding and practical implications on groups, group work, group process and group dynamics.

2. Ability to acquire specific skills and techniques of working with various groups,

3. Ability to enhance competencies while applying group work in various rural and agency settings.

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M.S.W. SEMESTER I

SW/I/FC 01

SOCIAL WORK PROFESSION: PHILOSOPHY AND CONCEPTS

OBJECTIVES
- Develop commitment to the goal of humanism.
- Imbibe values cherished by the profession.
- Develop attitudes essential for a professional practitioner.
- Develop a critical awareness of the tradition of social work in India and a cultural perspective of professional social work.

COURSE CONTENT

UNIT NO	UNIT TITLE	CONTENT
I	Concept of Professional Social Work	Concepts of charity, philanthropy, social work, social welfare, social service, social reform and social development. Social Work as a profession -Existing and emerging role of social work professional in contemporary society. Code of ethics for professional workers.
II	Social Work Tradition and Related Concepts	Indian tradition of social service, religious roots of service, various social institutions and their role in rendering service to the needy; Social Reform Movements in India
III	Social Philosophy of Eminent Thinkers	Social philosophy of Rabindranath Tagore, Gandhi, Swami Vivekananda. Mary Richmond and Jane Adams' contribution to development of social work profession.
IV	Emergence of Social Work Profession	Development of Social Work in UK, USA and India
V	Human Rights and Social Justice	Human right concern of the profession in the background of the emerging issues. Constitutional provision in India and their implications- concept of civil society, civil rights and social work. Right based approaches in social work.
VI	Social Work Education and Practice	History of Social Work Education in India; Global view of Social Work education; Institutional Social Work Practice

LEARNING OUTCOME

1. Able to understand social work as a profession
2. Able to understand various ideologies of social work
3. Able to understand the social philosophy of eminent thinkers
4. Able to link social work education and practice

SUGGESTED READINGS

- Adams, Robert et .al, 2002*: Social Work: Themes, Issues and Critical Debates,* 2nd Ed. Sage, London
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MSW SEMESTER-I
SW/I/ FC 02
SOCIOLOGICAL CONCEPTS FOR SOCIAL WORK

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

- To familiarize the students about the major sociological thinkers and their contributions.
- To enable the students to approach social institutions sociologically.
- To help students understand issues related to change and development

COURSE CONTENT

UNIT	TITLE	CONTENT
1	Introduction to Sociology	Basic Concepts in Sociology, Relationship with Social Work and other Social Science disciplines; Application of Sociology in Social Work
2	Social Institutions and Social Processes	Kinship, Family, Marriage, Religion and Economic and Political institutions
3	Socialization and Social Control	Socialization: Meaning, Types, Agencies, Social Control-Need, Purpose and Mechanisms of Social Control Social Stratification in the Indian Context
4	Ethnicity, Nationalism and Globalization	Introduction to concepts of Ethnicity, Gender and Ethnicity, Impact of Liberalization, Modernization, Globalization and Mass Media on modern life.
5	Cultural and Social change	Culture-Meaning, Types of Culture, Multiculturism and Pluralism, Theories, Factors and Theories of Social Change
6	Sociological Perspectives	a) Classical Approach b) Indian Sociologists

LEARNING OUTCOME

1. To understand the basic theoretical concepts of sociology.

2. Able to understand the position of caste and class in the society in order to work in the direction of an egalitarian society.

3. Able to gain an insight on the inputs related to western society and also to conceptualize over problems of Indian society.

SUGGESTED READINGS

- Abraham, M. Francis: Modern Sociological Theory: An introduction. OUP, New Delhi, 1982

- Desai, A. R. (ed): Rural Sociology, Asia pub. Bombay. 1968
- Dube, S. C.: Understanding Society, NCERT, New Delhi. 1977
- Giddens, Anthony: Sociology, Polity Press, London. 2010
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Time: 3 Hours   Full Marks – 100
Credits: 4   (Exam- 80; Internal Assessment- 20)

OBJECTIVES
- To orient students to one of the major feeder disciplines of Social work;
- To inculcate insight in to human behaviour and to develop self-introspection skills for personal integration and development of personality;
- To apply the knowledge of psychological concepts and theoretical understanding of social realities encountered in professional social work.

COURSE CONTENT

UNIT NO.	TITLE	CONTENT
I	Understanding the domain of Psychology	Psychology as a science; ties with Social Work and other disciplines; goals of Psychology
II	The behaving individual	Intelligence-an understanding; measuring intelligence. Learning as the most fundamental behaviour, the Classical and Instrumental approaches to learning.
III	The Psychological impetus to behaviour.	Emotion and feeling; components of emotion, development of emotions. Motivation: Classification of motives.
IV	Stress, health and well-being	Stress: Coping with stress Frustration and conflict of motives.
V	Individual Identity	Personality, nature, shaping, theories of personality-Psychoanalytic and Social Learning; Erikson's life cycle stages.
VI	Individual and the Social System	Understanding attitudes, Public Opinion,Prejudice,Propaganda

LEARNING OUTCOME

1. Ability to understand the basic concepts of psychology and its relation with social work

2. Ability to understand the issues of human behaviour and well being

3. Ability to find the linkage between the individual and the social system

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:

- To orient the students to various research methods, concept and assumptions underlying the methods.
- To impact to the students knowledge about practical aspects of research process from planning to implementation.
- To familiarize the students with various statistical techniques applicable in social work research and for interpretation of results.

COURSE CONTENT

UNIT NO.	UNIT TITLE	CONTENT
I	The Scientific Approach	Meaning of science, Characteristics of Scientific method, Goals of social research, Distinction between social research and social work research, Ethical issues in research.
II	Basic Elements In Social Research	Concepts, constructs and variables, hypothesis, theory and operational definitions, Steps in the process of research – problem selection, selection and formulation of research design, data collection, data analysis, assessment of intervention effects/impact and report writing.
III	Social Work Research	Use of research in social work – intervention research and practice based research, Types of social work research – needs assessment studies, situational analysis, monitoring and evaluation, impact assessment, policy research
IV	Research Designs	Meaning and Importance of research designs, Scientific social surveys, Descriptive, Exploratory and Experimental study designs, grounded theory, case study, phenomenology and ethnography, Action research, Participatory research.
V	Sampling	Purpose, Population, Universe, Sampling Frame and units of study, Meaning and types of Probability and non-probability sampling. Sampling in Qualitative Research.
VI	Methods of Data collection and analysis of qualitative data	Sources of data –primary and secondary, Observation as a method – definition, types and advantages, Interview as a method – definition, types and advantages, Questionnaire and format of questions, Interview schedule, Interview Guides and role of interviewer. Participatory Data Collection Techniques, Qualitative Data Analysis

LEARNING OUTCOME

1. Able to understand the various concepts of social research.
2. Able to understand the difference between social work research and social research.
3. Able to form an idea of the methodological aspect of social work/social research.
4. To acquaint them with the basic concepts of qualitative data analysis.

SUGGESTED READINGS

- Alston, M.and Bowles, W. 2003 *Research for Social Workers,* Rawat Publications

- Bailey, D.K, 1987: *Methods of Social Research,* Free Press, New York

- Goode, J. and Hatt P.K., 1952: *Methods in Social Research,* McGraw Hill, New Delhi

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MSW SEMESTER - II
SW/II/ CC 05
WORKING WITH COMMUNITIES

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:
- To provide a theoretical and conceptual foundation regarding community organisation as a method of Social Work practice and its related aspects.
- To develop the ability to analyse the community, its problems and issues with special emphasis on rural communities.
- To provide insight into the various processes techniques and dimensions in organising a community.
- To develop perspective and skills as a community organiser for more participatory and democratic community organisation process.

COURSE CONTENT

UNIT NO.	TITLE	CONTENTS
I	Understanding community	Concept of community-rural, urban; Meaning and characteristic, Classifications-Geographical, Functional and Virtual, Social Work Practitioner's perspective on community
II	Understanding Community Organisation	Community Organisation :Concept ,Meaning and Definitions Values, Assumptions and Principles of Community Organisation Processes of Community Organisation–Analysing and understanding community, Needs identification, Resource mobilisation, Programme planning, Programme implementation and People's participation Concept of Community Development, Difference between Community Organisation and Community development
III	Contextualising Community Organisation practices	Location of Community Organisation in Social Work Practice Community Organization Practice in Various Settings: rural and urban communities, Health, Livelihood, Natural resource management, Working with displaced population and rehabilitation Community organization in risk education and disaster response, conflict and peace building etc. Importance of people's participation in Community Organisation Practice, Challenges in participation.
IV	Models ,Strategies and Techniques of Community Organisation	Enabling and power confrontation models, Rothman'model- Locality Development Model, Social Planning Model and Social Action Model Strategies in community organization such as bargaining, confronting, collaborating, problem- solving, educating, social advocacy, joint action, persuasion and campaign Community Participation techniques: PRA and SIA(Social Impact Assessment)
V	Programme planning in Community Organisation and Documenting	Programme Planning in Community Organisation-Objectives, Principles and Processes Community profiling, recording and documentation of the community organization processes (documentation of the best practices, case studies).
VI	Roles and skills of Community Organisation practitioners	Roles and skills of Community Organisation Practitioner in –Problem analysis, Resource mobilisation, Conflict resolution, Organising meetings, Networking and training ,Report writings and Documentation

LEARNING OUTCOME

- Able to understand different types of communities, its problems and various issues.

- Able to comprehend Community organisation as a method of working with people especially in a community setting.

- Capable to understand the techniques, tools, techniques and skills to organise the community.

SUGGESTED READINGS

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3. Hardcastle, D. A., Powers, P. R., & Wenocur, S. (2004). *Community Practice: Theories and Skills for Social Workers*. New York: Oxford University Press.

4. Somesh, K. (2002). *Methods for Community Participation: A complete guide for Practitioners.* New Delhi: Sage Publication (Vistaar).

5. Siddiqui, H.Y. (1997).*Working with Communities*. New Delhi: Hira Publications.

6. Siddiqui, H.Y. (1997).*Community Organisation in India.* New Delhi: Harnam.

7. Cox, F. (1987).*Community organization*. Michigan: F.E. Peacock Publishers

8. Rothman, J., Erlich, J., & Tropman, J. (1987).*Strategies of Community Intervention_ Strategies for Community Organization, Micro Practice*. Michigan: F.E.Peacock Publishers.

9. Siddiqui, H.Y. (1984). *Social Work and Social Action.* New Delhi: Harnam Publications.

10. Friedlander, W.A. (1978). *Concepts and Methods in Social Work*. Eaglewood Cliffs, New Delhi: Bentice Hall International Inc.

11. Gangrade, K.D. (1971). *Community Organisation in India*. Bombay: Popular Prakashan.

12. Dunham, A. (1970).*The new Community Organisation*. New York: Crowell.

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14. Ross, M.G., & Lappin, B. (1967). *Community Organization: Theory, Principles, and Practice.* New York: Harper & Row

15. Harry, L. (1959).*The Community Organisation Method in Social Work Education*. Council on Social Work Education.

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:

1. To make the students familiar with the basic philosophy of child development, child rights and child protection.
2. To help students acquire knowledge of the operational details of different welfare and development services in the field of child development and protection.
3. To enable students develop an understanding of scope of social work intervention in the sphere of child welfare, child rights and protection.

COURSE CONTENT

UNIT NO	UNIT TITLE	CONTENT
I	Child Development	Concept and principles of childhood development and child welfare. Evolution of child welfare services in India and changing trends. Child rights and its implementation.
II	Child Welfare Services Child Protection	Types of child welfare services-Institutional and non-Institutional- Adoption and Foster Care; CARA (Central Adoption Resource Agency), SARA (State Adoption Resource Agency); ICDS and ICPS
III	Child welfare policies	National and Global Policies on children. Development of child welfare planning-constitutional and legislative directives for welfare of children.
IV	Social work practice with children in difficult situations	Methods of Working with Children; School Social Work; Juvenile Delinquency; Destitute and Street Children; Children with physical and intellectual disability
V	Child abuse and trafficking	Concept, definition, causes and types of child abuse; social work intervention. Concept, definition and causes of child trafficking; role of social worker in handling the problem.
VI	ICPS (Integrated Child Protection Scheme)	Aftercare, General Gant-in-Aid, Child Welfare Committee, Juvenile Justice Board, State Juvenile Police Unit, Training and Capacity Building, Advocacy, Public Education and Communication, Research and Documentation, Child Tracking System, Evaluation and Implementation of ICPS.

LEARNING OUTCOME

1. Able to understand the concept of child welfare.
2. Able to know the types of child welfare services.
3. Have a knowledge of goverment policies and programmes meant for children.
4. Have an idea of the different legislations for the protection and well being of children.

WELFARE AND DEVELOPMENT OF THE DISADVANTAGED

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

- To examines the laws, policies, welfare programmes relating to Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities

- To develop understanding of the social system, identification of needs of marginalized groups, understanding of different policies and programmes and develop concern about them while working with them.

COURSE CONTENT

UNIT NO	UNIT TITLE	CONTENT
1	Meaning and classification of Marginalized and Disadvanged Groups	Classification of Weaker Section—Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC) & Minorities. Their demographic profile.
II	Constitutional & Development Programmes	Constitutional & Development Programmes for SC, ST, OBC and Minorities.
III	Important Laws & Legislations	The SCs & STs Prevention of Atrocities Act 1989, The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act 2006, Panchayat Extension in Scheduled Areas (PESA) 1996
IV	Protective Discrimination Policy	Protective Discrimination Policy for SC, ST & OBCs. Mandal Commission. Concept of creamy layer. Rosters—Post Based and its operational principles.
V	Important Bodies	Composition and function of National Commission for Scheduled Castes, National Commission for Scheduled Tribes, National Commission for Other Backward Classes, Ministry of Social Justice & Empowerment.
VI	Minorities Welfare	Concept of Minorities. National Commission of Minorities Act 1992. PM 15 Point Programme for welfare of Minorities.

LEARNING OUTCOME

1. Able to develop a sound knowledge on various laws, policies, welfare programmes for Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities.

2. Able to develop a sound understanding on social system, identifying needs of marginalized groups, understanding of different policies and programmes.

3. Ability to develop a concern to various marginalized groups while working with them.

SUGGESTED READINGS

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Muthuswamy & Brinda. *Swamy's Compilation on Reservation & Concession for Scheduled Castes, Scheduled Tribes and Other Backward Classes*, Swami Publishers Ltd, New Delhi.

K.S. Singh. 1994. *The Scheduled Tribes*, Oxford University Press, Delhi.

*National Commission of Minorities Act 199*2, Government of India, New Delhi.

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

- Understand the history and concept of feminism
- Appreciate how race, class and gender come together to act and react upon each other to create inequalities and exclusions.
- Be able to rationalise what it connotes to be a woman.
- Have a fair understanding of the media hypes related to masculinity and femininity.
- Introduce them to feminist research and feminist social work.

COURSE CONTENT

UNIT NO	TITLE	CONTENT
I	Introduction to Gender and Feminism	Concept of Gender and Sex; Cultural perspectives on gender and its construction; the question of difference; History of Feminism , Understanding Patriarchy and the burden of honour; Understanding the context in which the feminist theorization in India has problematised the historical interpretation of gender and culture. Women and Special Groups- tribals, hipsanic, LGBTQ.
II	Feminist Theories and Womens Movement	Beginnings and developments in feminist consciousness, Liebral Feminism, Marxian Feminism, Radical Feminism, Social Feminism, Eco-Feminism, Post Modern Feminism
III	Gender and Society: Social Representation	Gender and Violence, Imaging the woman; Culture; Media. ; Concept of Empowerment, Need for empowermen of Women, Social, Cultural and Political Empowerment of Women. Women and workplace
IV	Crime and Legislations	Women and Crime; Types of Crime Laws relating to rights of women under UN Conventions, IPC and CRPC; Laws against Acid Attack, Rape and Sexual Harassment at Workplace
V	Women Development	Women and Health, Health as a gender issue , Women and Education, Acessibility, Issues of Drop Out, Women And Employment: Special Groups : Women with disability, Mental health and Women
VI	Feminist Research and Social Work:	Method, Methodology, and Epistemology, (Oral history, Content analysis, Feminist Ethnography, and Life history); Feminist social work.

LEARNING OUTCOME

• Able to understand the concepts of gender and the social construction of feminity and masculinity

• Able to develop sensitivity towards the existing practices leading to gender discrimination and marginalisation in society.
• Able to develop ability to identify social, economic and political systems that adversely affect the well-being and functioning of women.
• Suggest affirmative action in planning to promote gender equity, equality and safety for women
• Discuss the major theoretical and empirical issues that emerge in gender research

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Bhavnani K. (Ed.). (2003). *Feminism and Race*. New York: Oxford University.

Butalia, U. (2002). Confrontation and Negotiation: The women's Movement Responses to Violence Against Women. In K. Kapadia (Ed.), *The Violence Of Development*. New Delhi: Palgrave-Macmillan.

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Chowdhry, P. (2007). *Contentious Marriages/Eloping Couples: Gender, Caste and Patriarchy in Northern India*. New Delhi: OUP.

Clough, P. (1994). *Feminist Thought*. Oxford: Blackwell.

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MSW SEMESTER-III
SW/III/CC 10
MEDICAL SOCIAL WORK

Time: 3 Hours
Credits: 4

Full Marks: 100
[Internal Assessment-20, Exam-80]

OBJECTIVES:

- To help the students to develop an understanding of the concept of health.

- To help students to gain knowledge about the etiology, epidemiology of different disease and their implications in social work practice.

- To enable students to develop awareness about the health policy, planning and administration of health services.

- To help students to develop an understanding of skills required of a social worker in the field of health.

COURSE CONTENT

UNIT NO	TITLE	COURSE CONTENTS
I	Concept of Health	Understanding the concept of health and changing concept of health; dimensions of health-physical, mental, social, cultural & spiritual; inter-relatedness of all dimensions of health; basic rules for healthy living; determinants of health.
II	Community Health	Community health: Concept, relevance, needs assessment & developing mechanisms for people's participation; discuss how community health is different from social medicine or community medicine; social consequences of disease.
III	Health Problems in India	Communicable and non-communicable diseases: Understanding the concept and causes of STD, AIDS, TB, malaria, polio, diarrhoeal diseases, malnutrition, cancer, diabetes, and cardio-vascular diseases; prevention and control measures of these diseases in rural and urban areas.
IV	Healthcare Delivery in India	History of healthcare delivery system in India; Reports of different committees; present structure and functioning of health services system in India; national health mission (NHM); Health Information Management System in India.
V	National Health Policy and Programmes	National Health Polices: past and present; National Mental Health Policy, national health programmes (disease control programmes) in India; reproductive and child health (RCH).
VI	Social Work Interventions in Health Settings	Concept and history of medical social work; role of medical social worker in hospital and community

		setting; skills required by social work professionals in health care settings; scope of social work intervention in public health.

LEARNING OUTCOME

1. Able to analyze the effect of class, culture and gender on mental health and well being

2. Gain an insight into different types of mental disorders, their causes, manifestations

   and management

3. Able to understand the nature and types of social work assessment and interventions in

   mental health

4. Able to develop sensitivity, awareness and understanding of policy and practice issues in the fields of mental health

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Oak, T.M. (Ed.). (1991), *Sociology of Health in India*, Jaipur: Rawat Publications.

Park, K. (2005), *Textbook of Preventive and Social Medicine* (18th ed.), Jabalpur: Barnarsidass Bhanot Publications.

Rao, M. (Ed.). (1999), *Disinvesting In Health: The World Bank's Prescriptions for Health*, New Delhi: Sage Publications.

Sarafino E. P. et al. (2011), *Health Psychology* (7th ed.), New Delhi: Wiley India Publications.

Smolenske, J. and Hear, F.B. (Nd), *Principles of Community Health*.

Suchman, E.H. (Nd), *Sociology in the Field of Public Health*.

Sundaram, T. (1996), *Reaching Health to the Poor, Sourcebook on District Health Management*.

Voluntary Health Association of India (1992), *State of India's Health*, New Delhi: VHAI.

World Health Organisation (1978), *Primary Health Care: A Joint Report by Director General of WHO and Director of UNICEF*, International Conference on Primary Health Care. Alma Ata: USSR.

Yesudian, C. A. K. (Ed.). (1991), *Primary Health Care,* Mumbai: Tata Institute of Social Sciences.

Time: 3 Hours
Credits: 4

Full Marks: 100
[Internal Assessment-20, Exam-80]

OBJECTIVES:

- To acquire knowledge of the basic processes of social welfare administration.
- To develop an understanding of the social welfare administration at various level in India.
- To develop ability to analyze the practices and process of administration in specific settings and understanding change and conflicts.
- To learn to write projects, manage programmes through practicing various approaches to welfare managements.

COURSE CONTENT

UNIT NO	UNIT TITLE	CONTENT
I	Understanding Social Welfare Administration	Social Welfare Administration: Basic concepts, scope and principles Distinction between Public Administration and Social Welfare Administration Social welfare administration in India
II	Social Welfare Administration in India	Social welfare administration at different levels in India: central, state and local-administrative structure and functions Central and State social welfare board: structure and functions
III	General Administrative Practice	Administrative processes: Planning, Organizing, Staffing, Directing, Coordinating, Reporting and Budgeting (POSDCORB) Fund raising and Resource mobilisation Grants in Aid, The Foreign Contribution Regulation Act, 1976
IV	Non-governmental Social Welfare Organization	Characteristics, organizational design and structure, registration of organizations, constitution and policy---The Society Registration Act 1860 and The Indian Trust Act.1882 Civil Society Organisation and Development Work
V	Approaches to Welfare Management	Program model approach, project model approach Situational analysis---logical framework analysis, SWOT analysis
		Service project proposal, Research project proposal---steps

VI	Project Formulation and Project Appraisal	in project formulation.
		Project appraisal, Monitoring and Evaluation

LEARNING OUTCOME

- Able to understand the social welfare administration in order to get an insight about service planning and delivery system.

- Able to learn how to effectively manage social welfare programmes using various scientific techniques and approaches.

- Able to understand the basics the structural and the functioning pattern of NGOs.

SUGGESTED READINGS

1. Batra, N. (2004). Administration of social welfare in India. Jaipur: Raj Publishing House.
2. Bhattachary, S. (2009). Social work administration and development. New Delhi: Rawat Publications.
3. Dubey, S.N. (1973). Adminstration of Social Welfare programmes in India. Bombay: Somaiya Publications.
4. Encyclopaedia of Social Work in India- Vol I & III. (1987). Ministry of Welfare. Government of India.
5. Gupta, N.S. (1979).Principles and Practice of Management, New Delhi: Light and Life Publications
6. Kohli, A.S & Sharma,S.R. (1998). Encyclopaedia of Social Welfare and Administration. New Delhi: Anmol Publication
7. Patel, N. V. & Rana, K, Girish. (2007). Personnel Management. Jaipur: Oxford Book Company
8. Planning Commission, (1984).Report of the Working Group on District Planning, Vol.1. New Delhi: Government of India
9. Planning Commission, (1985).Report of the Working Group on District Planning, Vol.2. New Delhi: Government of India
10. Rondinelli, Dennis, S. (1977).Planning Development Projects. Pennsylvania: Dowden, Hutchinson and Ross, Inc.
11. Roy, P. & Patil, B.R. (1977).Manual of Block Level Planning. Delhi: The Macmillan Company of India Ltd.

MSW SEMESTER – III

Course - SW/III/ CC 12

SOCIAL WORK RESEARCH -II

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

- This course aims to familiarize students with the basics of quantitative research.
- This involves analyzing statistical data to answer certain research questions.
- The knowledge gained will enable the students to conceptualize, formulate and conduct simple research projects.
- It will provide a holistic understanding of major research strategies and the meaning, scope and importance of social work research.

COURSE CONTENT

NO	UNIT TITLE	CONTENT
I	Revision of concepts in Social Research	The Scientific Approach, Research Designs, Sampling, Data Collection.
II	Handling quantitative data	Coding, editing, mastersheet and tabulation plan. Statistical sampling Scaling- Likert, Thurstone, Guttmann, Problems and tests of Reliability and Validity.
III	Presentation of data	Graphical and tabular presentation- Pie diagrams, graphs, bar diagrams, univariate and multivariate tables. Statistical Package for Social Sciences (SPSS) – introduction, basic steps, defining data, data entry, data transformation, data analysis, graphical (diagrammatic) presentation using SPSS.
IV	Analysis of Quantitative Data: Measure of central tendencies and dispersion	Mean mode and median. Range, mean deviation, standard deviation, quartile deviation and co-efficient of variation, merits and limitations of each, ANOVA.
V	Analysis of Quantitative Data: Correlation of data and Testing of data	Karl Pearson's coefficient, Spearman's coefficient of correlation. Test of hypotheses and its steps. Research hypotheses and null hypotheses- Type I error and type II error. Tests of chi-square, z and t and statistical application using SPSS.
VI	Research reports/ Dissertations	Planning outline of report, Editing for accuracy and neatness, standard formatting for referencing, footnotes and bibliography, dissemination of findings, preparing research abstract, book review.

LEARNING OUTCOME

1. Able to understand the various concepts of social research.
2. Able to understand the differences between the social work research and social research.
3. Able to form an idea of the methodological aspect of social work/social research.
4. Able to grasp the basic concepts of statistics.

SUGGESTED READINGS

▪ Alston, M.and Bowles, W. 2003 *Research for Social Workers,* Rawat Publications

▪ Bailey, D.K, 1987: *Methods of Social Research,* Free Press, New York

▪ Das, N. G, 2010: *Statistical Methods*. Vol I and II, Tata McGraw-Hill Publishing Co. New Delhi. (available as an e-book)

▪ Goode, J. and Hatt P.K., 1952: *Methods in Social Research,* McGraw Hill, New Delhi

▪ Jefferies, J. and Diamons, I., 2000: *Beginning Statistics- An Introduction for Social Scientists,* Sage, New Delhi

▪ Kothari, C.R. 2004 *Research Methodology* New Age International Publishers, New Delhi

▪ Kumar, R. 2011 *Research Methodology* Sage Publications, New Delhi

▪ Lal Das, D.K, 2007 *Practice of Social Research* Rawat Publications, New Delhi.

▪ Malhotra, O.P and Gupta S.K, 2009 *Elementary Statistics* S.Chand & Co. New Delhi

▪ May, Tim, 1997: *Social Research- Issues, Methods and Process,* Open University Press, Buckingham

▪ Mukherjee, Partha N. (ed), 2000: *Methodology in Social Research: Dilemma and Perspectives,* Sage, New Delhi

▪ Reichmann, W. J., 1981: *Use and Abuse of Statistics,* Penguin Books.

MSW SEMESTER-III

COURSE – SW/III/CC 13

URBAN AND RURAL COMMUNITY DEVELOPMENT

Time: 3 Hours   Full Marks: 100

Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:
- To understand the Rural and Urban community and its alignment with current development paradigm.
- To get insight into challenges of development endeavour and implications for social work practices.
- To understand the tribal problems in terms of social, economic and environmental problems.

COURSE CONTENT

UNIT	TITLE	CONTENT
1	Rural Development I Historical Evolution	Concept of Rural Development: Its meaning, Nature, Scope in the arena of Development. Gandhi's and Tagore's concept of Rural Development, Bhudaan, Firka Project, Marthandam
2	Rural Development II Contemporary Context	Integrated Rural Development Programme, Pradhan Mantri Gram Sadak Yojana, Desert Development Programme (DDP), Mahatma Gandhi National Rural Employment Guarantee Programme (MNREGP), National Health Mission (NHM), National Livelihood Mission (NLM), Chipko, Narmada Bachao Andolan, Water Harvesting of Anna Hazare at Ralegan Siddhi
3	Rural Administrative Set-up	Panchayati Raj: Its Structure and Functions and administration of services & programmes. 73rd Constitutional Amendment and its provisions.
4	Rural Economy	Concept and Nature of Rural Economy. Rural Finance: Role of Co-operatives, NABARD, Regional Rural Banks (RRB).
5	Urban Development	Meaning of Urban Development, Current trend of Urbanization process, its driving factor. Migration: Nature and Causes of migration from Rural area to Urban area. Jawaharlal Nehru National Urban Renewal Mission (JnNURM), Atal Mission for Rejuvenation and Urban Transformation (AMRUT)
6	Tribal Development	Tribal Development: Its Concept and Nature. Definition of Tribes. National Policy for Tribals, 2007, Land Alienation Act, 1859, Panchayat Extensions in Scheduled Areas(PESA),1996, National Forest Policy, 1988

LEARNING OUTCOME

1. Able to form aviewpoint over various contemporary rural development programmes in understanding their significance in national economy.

2. Able to conceptualize various challenges of rural and urban community and strategies to deal with it.

3. Able to analyse the role of national level policies for welfare of rural and urban community

4. Able to equip social work students with expertise to fight with menace in tribal areas

SUGGESTED READINGS

- Bhargawa, Gopal, 2001: Development of India's Urban, Rural and Regional Planning in 21st Century, Gyan Publishing, New Delhi.
- Desai, Vasant, 1991: Fundamentals of Rural Development, Rawat Publications, New Delhi.
- Prasad, B.K, 2003: Rural Development: Concept, Approach and Strategy, Sarup & Sons, New Delhi.
- Datt, Rudra & Sundharam, 2008: Indian Economy, S. Chand, New Delhi.
- Deogirikar, A.B, 2004: W.T.O and Indian Economy, ShriNiwas Publications, Jaipur.
- Desai, A.R, 1986: Agrarian Struggles in India after Independence, Oxford University Press, Delhi.
- Singh, K.S, 1994: The Scheduled Tribes, Oxford University Press, Delhi.
- Roy, Burman, 1975: Perspectives for Administration and Development of the Scheduled Tribes.
- Mascarentas, 1988: A Strategy for Rural Development, Sage Publication, Delhi.
- Diddee, Jayamala, 1993: Urbanization-Trends, Perspectives and Challenges, Rawat Publication, Jaipur.
- Thudipara, Jacob Z., 1993: Urban Community Development, Rawat Publication, Jaipur.
- Dubey, M.K, 2000: Rural and Urban Development in India, Commonwealth Publication, New Delhi.
- Gangrade, K.D, 1986: Social Work and Development, Northern Book Centre, New Delhi.
- Desai, Vasant, 2005: Rural Development in India, Himalya Publishing, New Delhi.
- Narwani, G.S, 2002: Training for Rural Development, Rawat Publication, New Delhi.
- Maheswari, S. 1995: Rural Development in India: A Public Policy Approach, Sage Publication, New Delhi.
- Rao, 1997: Urbanization, Migration and Economic Development, International Book House, Delhi.
- Singh, H. 1995: Administration of Rural Development in India, Sterling Publishers, New Delhi.
- Singh, K 1993: Rural Development, Principles, Policies and Management, Sage Publication, New Delhi.

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES
- Develop an understanding of the concepts of human resource development and management in formal organizations.
- Gain knowledge about different legislative measures for employee welfare and industrial relation.
- To develop an understanding of HRM process and methods in industry
- To acquaint and help students in understanding the concepts of human resource management in formal organizations and develop appropriate skills and competencies in managing human resources.
- To comprehend an understanding of HRM process and methods in industry.

COURSE CONTENT

UNIT NO.	UNIT TITLE	CONTENT
I	Concept of Human Resource Development & Management	Concept of HRD & HRM, Personnel Management and HRM, Functions of HRM, HR Planning to Superannuation –the process.
II	Labour Welfare & Industrial Relations	History and concept of Labour Welfare, ILO and Industrial Relations. Importance of Labour Welfare, approaches and parties to IR and Collective bargaining. Trade unionism. Concept, causes and prevention of Industrial Disputes. The Trade Union Act-1926. Industrial Disputes Act-1947. Industrial Employment (Standing Orders) Act-1946
III	Employee Development	Concepts and methods of Employee Development. Performance Management and appraisal, Retention, Integrating HR with Business Process.
IV	Labour Legislations and Social Security	Concept of Social Security. Salient features of, The Payment of Bonus Act-1965, The Payment of Gratuity Act-1972, The Workmen's Compensation Act-1923, The Employees' State Insurance Act-1948, The Employees Provident Funds (Misc. Prov.) Act-1952, The Equal Remuneration Act-1976, and The Maternity Benefit Act-1961.
V	Maintenance and Retention	Meaning and theories of Motivation, Motivation and Morale. Worker's Participation in Management. Leadership and Team Building. Communication in industry. Concept and approaches to discipline, Disciplinary action. Concept and sources of Grievances and Grievance handling procedures. Employee Counselling.
VI	Legislations and welfare of employees in industry	The Factories Act 1948, Role and functions of Labour Welfare Officer. Wage Legislations like the Minimum Wages Act-1948, The Payment of Wages Act-1936, The Payment of Bonus Act-1965.

LEARNING OUTCOME

1. Able to understand the basic concepts of human resource management.

2. Gain an understanding of labour legislations in India

3. Able to relate social work interventions with employee welfare in industries

SUGGESTED READINGS

- Armstrong, M., 2001: Handbook of Human Resource Management Practice (9th ed). : Kogan Page, London

- Aswathappa, K., 1999: *Human Resource and Personnel Management*, Tata McGraw Hill Publishing Company Ltd., New Delhi

- Bolaria, B. S. and Bolaria, R. E., 1994: *International Labour Migration*, Oxford University Press, Delhi

- Chauhan, S. S., 1993: *Labour Welfare Administration in India*, Kanishka Publishers, Delhi

- International Labour Organisation, 1995: *Worker's Access to Education*, A Worker Education Guide, Geneva.

- Jhabvala, R, and Subrahmanya, R. K.A, 2000: *The Unorganized Sector*, Sage, New Delhi

- Joshep, Jerome, 2004: *Industrial Relations Towards a Theory of Negotiated Connectedness*, Sage, New Delhi

- Lal Das, D.K., 1991: *Personnel Management, Industrial Relations and Labour Welfare*, Y. K. Publishers, Agra

- Mallick, P.L., 2002: *Industrial law,* Lucknow Eastern Book Company

- Mamoria, Mamoria and Gankar, 2000: *Dynamics of Industrial Relations,* Himalaya Publishing House, Nagpur.

- National Commission on Labour, New Delhi, 2001: *Report of the Study Group on Umbrella Legislation for the Workers in the Unorganized Sector.*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Review of Laws.*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Skill Development, Training and Workers' Education.*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Social Security*

- National Commission on Labour, New Delhi, 2002: *Report of the Study Group on Women and Child Labour.*

- Pareek, U and Rao, T. V., 1992: *Designing and Managing H R Systems,* Oxford and IBH Publishing, New Delhi

- *Peter, F. Drucker, 1970: The Practice of Management, Allied Publiahers, New Delhi.*

- Rao, T. V, 1996: *Human Resource Development Experiences, Intervention and Strategies*, Sage, New Delhi

- Saini, Debi S.: *Human Resource Strategy and Workplace Pluralism*, Management and Change, Vol 3., No. 1.

- Saini, Debi S, 1994: *Redressal of Labour Grievances, Claims and Disputes*, New Delhi, Oxford and IBM.

- Salaman, Michael, 1998: *Industrial Relations – Theory and Practice*, Prentice Hall, London.

- Stalker, P., 1994: *The Work of Strategies: A Survey of International Labour Migration*, ILO, Geneva
- Taylor, F.W., 1911: *The Principles of Scientific Management,* Harper and Brothers Publishers, New York.
- Verma, Pramod and Mookherjee, Surya, 1982: *Trade Unions in India*, Oxford and IBM Publishing Co., New Delhi.

MSW SEMESTER - III
SW/III/0E 01
HUMAN RIGHTS, ADVOCACY AND ACTIVISM

Time: 3 Hours   Full Marks: 50
Credits: 2   [Internal Assessment-10, Exam-40]

OBJECTIVES
1. Understand the concept of Human Rights, its evaluation at the International level as well as in India and impact of the society.
2. Develop ability to understand areas of Human Rights and acquaintance with Human Rights machinery and their functions.
3. To acquire competency to apply knowledge of human rights and social legislation in social work practice

COURSE CONTENT

UNIT NO	UNIT TITLE	CONTENT
I	Concept and Historical Perspective of Human Rights	Concept and meaning of Human Rights. Classification of Rights : Natural, Moral and Legal Rights, Three Generations of Human Rights (Civil and Political Rights; Economic, Social and Cultural Rights; Collective/Solidarity Rights)
II	Evolution of Human Rights	Journey from Magna Carta to the Universal Declaration of Human Rights (Magna Carta; The united States Declaration of Independence; The French Declaration of the Rights of Man and the Citizen; United States Bill of Rights; Geneva Convention of 1864; Universal Declaration of Human Rights, 1948. International Bill of Rights (Significance of Universal Declaration of Human Rights,
III	Human Rights and the Law	Human Rights and the U.N. Charter; International Covenant on Civil and Political Rights; and the International Covenant on Economic, Social and Cultural Rights , International Covenant on Civil and Political Rights, Theories of Human Rights, Human Rights and the Constitution of India.
IV	Advocacy and Activism	Concept of advocacy and activism, Concept of Public Interest litigation and Social Action, Networking, Campaigning, Role of Advocacy and Role of Social Action in promotion of human rights. Social Work profession and Human Rights
V	Human Rights, NGO's and Social Work	Role of Indian NGO's in furthering Human Rights, Amnesty International, Human Rights and Social Justice; Public Litigation, Legal Aid, Lok Adalat, Institutional mechanism for human rights in India, Role of National Human Rights Commissions – National Commission for women-National Commission for Minorities- National Commission for SC&ST, National Commission for the disabled National Commission for the protection of the rights of the child.

VI	Human Rights Violation	Human Rights violations in India; Difficulty in promotion of Human Rights. National Human Rights Machinery: Ombudsman, Human Rights Commission, The Protection of Human Rights Act.1993. Case studies on HR violations and Actions.

LEARNING OUTCOME

1. Able to understand the introductory concepts relating to human rights
2. Gain an insight in to the role of NGOs and social work in human rights advocacy and activism.
3. Able to understand the issues relating to human rights violation

SUGGESTED READINGS

1. AjitBhattacharji, 1997,Social Justice and the Indian Constitution, Simla Indian Institute of Advanced Studies.

2. Basuttil J. &Blsekburn R., 1997, Human Rights for the 21st Century, London Prentic Hall.

3. Ferguson, L et al 2004, Globalization, Global Justice and Social Work, London: Routledge T&F.

4. Government of India, 1987,Encyclopedia of Social Work in India (Vol 1-4), New Delhi: Ministry of Information & Broadcasting.

5. Jaiswal P.S. &Jaiswal N., 1996, Human Rights and the Law, New Delhi, Aplt Publishing Corporation.

6. John S, 2001,(Ed.) Struggle for Survival: A resource book on the status and rights of the Adivasi communities in India, Pune: National Centre for Advocacy Studies.

7. PanditV,l 2000, Fearless Minds: Advocacy Resource Book, Pune: National Centre for Advocacy Studies. 8. Pathak B., 1997, Social Justice and Development of Weaker Section, New Delhi, Inter India Publication

MSW SEMESTER-III

COURSE – SW/III/OE 02

SOCIAL EXCLUSION AND INCLUSIVE POLICIES

Time: 3 Hours   Full Marks: 50

Credits: 2   [Internal Assessment-10, Exam-40]

OBJECTIVES

- To develop an understanding on very concept of marginalized sections, factors for their exclusion

- obtain ideas on some important laws, legislation, policies and welfare programmes for them so that learners can develop a correct attitude on the area while working with them.

COURSE CONTENT

UNIT NO	TITLE	CONTENT
1	Understanding Society & Marginalized Groups	Understanding Indian Society and caste system. Analyze various marginalized groups: Dalits, Tribal, OBCs, Sexual Minority, and PWDs etc. Different theoretical perspectives: System Theory and Conflict Theory
II	Social exclusion discourse	Discourses of exclusion: The Redistributive Discourse (RED), The Moral under Class Discourse (MUD), The Social Integrationist Discourse (SID) etc. Factors influencing exclusion.
III	India as an inclusive country	India as welfare state and inclusive country. Indian Constitution as guardian of safeguarding rights of Marginalized. Important Laws & Legislations to protect marginalized (SC, ST, PWDs):The SCs & STs Prevention of Atrocities Act 1989, The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act 2006, The Rights Of Persons With Disabilities **Act**, 2016, etc.
IV	Social Inclusion Initiatives: affirmative action and welfare programmes. Social Work Theories	Protective Discrimination Policy. Welfare and development Programmes for SC, ST, OBC and PWDs. Important Bodies for ensuring social justice: National Human Rights Commission, National Commission for Scheduled Castes, National Commission for Scheduled Tribes, National Commission for Other Backward Classes. Social Work theories and inclusion: Radical to Critical; Anti-Oppressive Practices; Right Based Approaches.

LEARNING OUTCOME

• Able to learn the concept and aspects of public health

• Able to understand various dimensions of healthcare services and programmes.

• Gain different perspectives on health and social development and also the response of

the social work profession.

REFERENCES:
- Dominellie, L. 1997. Anti Racist Social Work, New York, Palgrave Macmillan
- David Howe. 2000. A Brief Introduction to Social Work Theory, New York Palgrave Macmillan Fransis J. Turner 1986. Social Work Theories. Oxford University Press
- Khan, M. A. (1980). *Scheduled Castes and their states in India.* New Delhi, Uppal Publication.
- K.S. Singh. (1994). *The Scheduled Tribes*, Oxford University Press, Delhi

- Muthuswamy & Brinda. (2015). *Swamy's Compilation on Reservation & Concession for Scheduled Castes, Scheduled Tribes and Other Backward Classes*, Swami Publishers Ltd, New Delhi.
- Malcolm Payne. 2005. Modern Social Work Theory. New York, Palgrave Macmillan
- Mullaly R. 2003. Structural Social Work. Oxford University Press, Toronto
- Webb, S. A. 2006. Social Work in a Risk Society. Palgrave Macmillan

MSW SEMESTER-III

COURSE – SW/III/OE 03

SUSTAINABLE LIVELIHOOD PRACTICES

Time: 3 Hours   Full Marks: 50
Credits: 2   [Internal Assessment-10, Exam-40]

OBJECTIVES:

- To understand the Sustainable livelihood in current development paradigm.

- To briefly explore various approaches of Sustainable livelihood.

- To carve-out association of various stakeholders with Sustainable livelihood.

COURSE CONTENT:

UNIT	TITLE OF UNIT	CONTENT
1	Introduction to Concept	Concept of Sustainable livelihood: Its meaning, Nature and Origin, Food Security and livelihood.
2	Framework	Livelihood Assets, Vulnerability context, Resilience, livelihood and Agrarian changes, Physical Capital, Natural Capital.
3	Strategies for Sustainable livelihood	Tourism, Agricultural intensification, livelihood diversification, Disaster Risk Reduction, Inclusion of Biodiversity and ecosystem, livestock management.
4	Analysis for Sustainable livelihood	Micro-Planning, Participatory Rural Appraisal, Rapid Rural Appraisal, Stakeholder analysis, Sub-sector analysis.
5	Institutional Intervention	Role of Government and NGO in Sustainable livelihood, NABARD, NDDB, Cooperatives.
6	Role of Social Work	Development Planning, Community mobilization, Advocacy and Social Action for Sustainable livelihood.

LEARNING OUTCOME

- Able to understand the importance and different dimensions of Sustainable livelihood in the present situation.

- Develop familiarity with different approaches of Sustainable livelihood considering natural resource management as essential strategy.

- Able to comprehend the role of different stake holders in promotion and management of Sustainable livelihood.

SUGGESTED READINGS:

- Susanna Davis, (1996): *Adaptable Livelihoods: Coping with Food Security in the Malian Sahel*, London: Macmillan.

- Morse, Stephen, McNamara, Nora (2013): *Sustainable Livelihood Approach: A Critique of Theory and Practice*. Springer.

- Carney (2002): *Sustainable Livelihoods Approaches: progress and possibilities for change*, DFID, London.

- Ashley, Caroline and Diana Carney (1999): *Sustainable livelihoods: Lessons from early experience.* DFID, London.

- Chambers, Robert (1995): *Poverty and Livelihoods: Whose Reality Counts?* IDS Discussion Paper 347, IDS, Brighton, UK.

- Ellis, Frank (1999): *Rural Livelihood Diversity in Developing Countries: Evidence and Policy Implications.* ODI Natural Resource Perspectives No.40, ODI, London.

- Scoones, Ian (1998): *Sustainable Rural Livelihoods: A framework for analysis.* IDS, Working Paper 72, IDS, Brighton, UK.

- Marsh, R.(2003): *Working with Local Institutions to Support Sustainable Livelihoods*, Rural Development Division, FAO, Rome, Italy.

- Stephen Morse, Nora McNamara (2013): *Sustainable Livelihood Approach: A Critique of Theory and Practice*, Springer.

- Vishwambhar Prasad Sati (2013): *Towards Sustainable Livelihoods and Ecosystems in Mountain Regions*, Springer.

- Kiah Smith (2014): Ethical Trade, Gender and Sustainable livelihoods: Women Smallholders and ethicality in Kenya, Routledge.

- H.S Shylendra and Uma Rani (2005): *Diversification and sustainable rural livelihood*, Concept Publishing.

MSW SEMESTER-III
SW/III/SC 01
COMMUNITY HEALTH AND SOCIAL WORK

Time: 3 Hours
Full Marks: 100

Credits: 4
[Internal Assessment-20, Exam-80]

OBJECTIVES

- To help the students to develop an understanding of the concept of community health.

- To help students gain knowledge about family and environmental health.

- To help students gain an understanding on health care expenditures and emerging issues in community health.

COURSE CONTENT

UNIT	COURSE TITLE	COURSE CONTENTS
I	Introduction to Community Health	Understanding the concept of community health; difference between community health and public health; historical overview of community health programmes in India; present scenario and challenges in community health programmes in India.
II	Family Health	Family Planning: concept and methods; ante-natal and post-natal care; historical overview of family planning programmes in India; issues of morbidity and mortality at family and community levels.
III	Health Education for Communities	Health Education: concept, contents, principles, approaches to health education, models of health education; voluntary sector and health education at community level: an overview.
IV	Enviornmental Health	Concept of environmental health; water: water pollution and water purification methods; safe drinking water situation in West Bengal and in India; sanitation: concept, methods of waste disposal, historical overview of sanitation programme in India; Swachh Bharat Abhiyaan.
V	Health Care Expenditure and Privatization of Health Care	Comparitive understanding on per capita health expenditure: Asian view and Global view; review of expenditure on health in Five Year Plans; overview on privatization of healthcare; out of pocket expenditure; RSVY: an overview.
VI	Some Emerging Issues on Health in Community	Occupational health; traditional systems of medicines (TSMs); rights of patients; hospital environment; pharmaceutical industries and drug patenting.

LEARNING OUTCOME

1. Able to understand the concepts relating to community health in India

2. Able to understand health eduvation needs and role of social workers

3. Gain an insight into emerging issues in the health sector

SUGGESTED READINGS

D'Costa,G.A, Vaidya, R & Naik, D. (2007), *Healthcare and Rights of Patients*, New Delhi: VHAI.

Park, K. (2005), *Textbook of Preventive and Social Medicine* (18th ed.), Jabalpur: Barnarsidass Bhanot Publications.

Rao, M. (Ed.). (1999), *Disinvesting In Health: The World Bank's Prescriptions for Health*, New Delhi: Sage Publications

Smolenske, J. and Hear, F.B. (Nd), *Principles of Community Health*.

Voluntary Health Association of India (1992), *State of India's Health*, New Delhi: VHAI.

Werner, D. (1992), *Where there is no Doctor-A Health GuideBook*, New Delhi: VHAI.

COURSE - SW/III/SC 02

PERSONS WITH DISABILITY AND SOCIAL WORK

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

- Gain an understanding of disability, types of disability and its causes.
- Develop an understanding of the needs and problems of persons with disability.
- Understand the contexts of social work intervention in the field of disability and develop skills in counselling and rehabilitation of persons with disability.
- Gain knowledge about various policies and programmes for prevention of disability and rehabilitation of persons with disability.

COURSE CONTENT

UNIT	TITLE	CONTENT
1	Concepts related to disability	Concepts of disability, Impairment and handicap. Causes of disability and the need for prevention. Models of disability, Health promotion-specific protection. Early detection and disability limitations.
2	Types and Extent of Disability in India	Various types and magnitudes of disability in India, the demographic profile and the recent trend of Person with disability Description of various type of disability
3	Problems of PWDs	Individual level and societal level, general and specific; Vulnerability of PWDs: Persons with multiple disabilities, Benchmark disability Persons with severe and profound disability,
4	National Policies and Legislations	Mental Health care Act 2017, National Rehabilitation Council of India Act, 1992, the persons with disabilities (Equal opportunities, Protection of Rights and Full participation) act, 1995, Un Convention on the rights of person with disabilities, National Policy for Persons with disabilities 2006, Rights of Persons with disabilities Act, 2016 etc.
5	Programmes and Services	Policies and Programmes, Institution Based Programmes and services and Community Based Rehabilitation Programmes; Government organizations: RCI, National Trust, National Institutes under Ministry of Social Justice and Empowerment, Social Welfare Department, NGOs intervention
6	Social Work Interventions	Interventions at the family, community level, institutional level; social work intervention with reference to different groups: children, adult, women, elderly with disability. Advocacy, networking

LEARNING OUTCOME

1. Able to know the basic concepts related to disability.

2. Able to gain knowledge on the policies and legislation related to disability in India

3. Inculcate social work intervention knowledge related to disability

SUGGESTED READINGS

Alper, S. Schloss, P and Schloss, C, 1994: Families of the students with Disabilities Consultation and Advocacy, Allyn and Bacon, Boston.

Bhambhani, M. (1999). The burden of woman with Disabilities. Action Aid Disability News, 1 and 2, 22–24.

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Hans, A and Patri, A, 2002: Women and Disability, Sage, New Delhi.

Harper, M and Momm, W, 1992: Self Employment for Disabled People, ILO, Geneva.

Hegarty, Seamus and Alur, Mithu, 2002: Education and Children with Special Needs From Segregation to Inclusion, Sage, New Delhi.

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Puri, Madhumita and Abraham, George, 2004: Handbook of Inclusive Education for Educators, Administrators and Planners within Walls, without boundaries, Sage, New Delhi.

Sapey, B, 1998: Social Work with Disabled People, Macmillan Hampshire.

Shetty, L, 1998: Social Work with Mentally Disabled Children and their parents, TISS, Mumbai.

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Venkatesan, S, 2004: Children with Developmental Disabilities, Sage, New Delhi.

Werner, David, 1994: Disabled Village Children-A Guide for community workers, Rehabilitation workers and Families, Voluntary Health Association in India, New Delhi.

World Health Organization, 1980: International Classification of Impairments, Disabilities and Handicaps, WHO, Geneva.

CRIME AND CORRECTIONAL ADMINISTRATION

Time: 3 Hours   Full Marks: 100

Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:
- To orient the learners to various theoretical aspects of crime and criminality.
- To familiarize the learners with various correctional institutions and social work interventions.

COURSE CONTENT:

UNIT NO	TITLE	CONTENT
1	Concept of Crime	Concept of Crime, Crime Statistics and major factors of crime, Theoretical framework of analysing crime: classical, neo-classical and positive theories. Physiological, Psychological theories and sociological theories.
2	Juvenile Delinquency	Meaning of the Concept, nature and Incidence, Characteristics, types, treatment, prevention: institutional services for juvenile delinquents, juvenile justice system, children in conflict with law
3	Social Work Practice in Correctional Institutions	Pre-release preparation, Under-trial prisoners: Remand/Observation homes, Certified/Approved Schools, Open institutions, special homes. Social work in institutional setting for juvenile
4	Victims pr survivors and crime	Victimology-Concept and implications for practice, Recent developments. Victims of crimes-genocide, homicide, physical assault, rape, molestation, domestic violence, crimes against children, elderly. Victims of political crimes. Social work with victims of cyber and political crimes, POCSO
5	Probation, Parole and Aftercare (PPA)	Origin and development of Probation, parole and aftercare-principles, statutory basis and organization of PPA. Pre-sentence investigation report, pre-parole report, eligibility criteria, Probation and parole prediction, probation and parole conditions, supervision and revocation. Recommendations of the Advisory committee on Aftercare. Role of welfare/Probation officers in probation, parole and aftercare.
6	Social Defence	Concept, Definition and objective of social defense. Institutional set-up of social defense in India, components of social defense. Classification, positivism in social defense. Restorative justice-an alternative to retributive justice. Social defense and implications for social work.

LEARNING OUTCOME

1. Able to understand the concepts of crime and juvenile delinquency

2. Recognize the need and issues of social work practice in different correctional settings

3. Able to learn the various Probation, Parole and Aftercare provisions and the comcept of social defense

MSW SEMESTER-IV
SW/IV/CC 15
MENTAL HEALTH AND SOCIAL WORK

Time: 3 Hours
Credits: 4

Full Marks: 100
[Internal Assessment-20, Exam-80]

OBJECTIVES:

- To help the students to develop an understanding of the concept of mental health.

- To help students to gain knowledge about the etiology, epidemiology of different diseases, physical as well as mental consequences and their implications for social work practice.

- To enable students to gain awareness about the mental health policy and planning.

- To help students to develop an understanding of skills required of a social worker in the field of mental health.

COURSE CONTENTS

UNIT	TITLE	CONTENTS
1	Introduction to Mental Health and Mental Illness: Psychiatric Social Work	History and concept of mental health, mental illness and psychiatric social work; stakeholders in psychiatric social work practice; consequences of mental health problems.
2	Mental Hygeine	Meaning, definition and scope of mental hygiene; characteristics and importance of mental hygiene; aims of mental hygiene; principles of mental hygiene; programme of mental hygiene.
3	Causes and Treatment of Mental Illness	Major and Minor Mental Illnesses, DSM V classification of disorders- classification of major mental disorders- aetiology, Classification, Symptoms, and Treatment.
4	Community Mental Health	Global situation, concept and objectives of community mental health; history and approaches to community mental health programmes in India; community mental health and NGOs; present challenges in India.
5	Programmes and Policies for Mental Health	Global Conventions; Mental Health Care Act, 2017 National Mental Health Programme, Policy on Mental Health 2016
6	Application of Psychiatric Social Work	Role of social worker in improving mental health – prevention, treatment and promotion; use of various therapies in mental health; practice of psychiatric social work in different settings like family and child welfare agencies, schools, correctional institutions, hospitals, deaddiction centres, etc.

LEARNING OUTCOME

- Able to develop an understanding of the concept of mental health.

- Able to gain knowledge about the etiology, epidemiology of different diseases, physical as well as mental consequences and their implications for social work practice.

- Able to gain awareness about the mental health policy and planning.

- Able to develop an understanding of skills required of a social worker in the field of mental health.

SUGGESTED READINGS

Bhatia, M.S.(2007), *Mental Disorders- Misconceptions and Realities,* New Delhi: NBT.
Colman, J. C. and William, B. E. (1972), *Abnormal Psychology and Modern life,* India: D. B. Taraporevala Sons and Co. Pvt. Ltd.

Davidoff, L. (1981), *Introduction to Psychology*, New Delhi: Tata McGraw Hill- Edition.

Francis, A. (2014), *Social Work in Mental Health: Context and Theories for Practice,* New Delhi: Sage.

Francis et al. (2014*), Advancing Social Work in Mental Health through Strengths-Based Practice,* Brisbane-Australia: Primrose Hall Publishing Group.

Francis et al. (2015), *Social Work Practice in Mental Health: Cross-Cultural Perspectives,* New Delhi: Allied Publishers Pvt Ltd.

Gardner, M. (1964), *An Introduction to Psychology*, Calcutta: Oxford and IBH Publishing.
Mane, P. and Gandevia, K.Y. (1993), *Mental Health in India: Issues & Concerns*, Bombay: TISS.

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Mangal, S. K. (2007), *General Psychology,* New Delhi: PHI Private Limited.

Murthy, R.S. (2000), *Mental Health in India (1950-2000),* Bangalore: PAMH.

Palmer, S. (2004), *Introduction to Counselling and Therapy: The Essential Guide*, New Delhi: Sage Publications.

Pilgrim, D. (2014), *Key Concepts in Mental Health,* New Delhi: Sage.

Verma, R. (1991), *Psychiatric Social Work in India*, New Delhi: Sage.

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:

- Help students develop an understanding of counseling as a tool for helping people.
- Develop attitude and values for proper investment of self in counselling work.
- Help students gain knowledge about various approaches in counselling and develop the appropriate skills in counselling.
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COURSE CONTENT:

UNIT NO	UNIT TITLE	CONTENT
I	Counselling as a method of Helping	Concept ,Definition and Goals of Counselling, The Phases of the Counselling Process (Relationship Building,ProblemAssessment,GoalSetting,Intervention, and Termination and Referral), Characteristics of an Effective Counsellor, Challenges as faced by a Counsellor
II	Skills and Techniques of Counselling	Techniques -- Listening, Responding, Goal setting, Exploration and Action, Psychodrama, Role play Skills--Acceptance,RapportBuilding.Listening, Empathy, Genuineness, Unconditional positive regard,Concreteness,Questioning,Leading,Reinforcing ,Reflection of Feelings, Summarising, Counsellor Self-Disclosure, Issues of Confidentiality Transparency
III	Counselling Approaches	Psychoanalysis, Client Centred, Existential, Rational Emotive Therapy, Behaviour Modification Therapy
V	Counselling of Special Groups -	Counselling for HIV/AIDS, Substance Abuse, Elderly People, Persons with Disabilities, Trafficked Women and Children
VI	Various Avenues of Counselling Interventions	Crisis Counselling, Post Trauma Stress Management , Use of Psychological Tests, Yoga, Music and Spirituality
VI	Ethics in counselling	Need for Ethical Standards, Rights of Client, Transference and Counter transference in Counselling Practices, Research in Counselling

LEARNING OUTCOME

1. Able to gain an overview of various uses of counselling in different settings.

2. Able to learn counseling practices in various settings in a very scientific manner so that human resource may be more productive

3. Able to understand the techniques of an effective counselling.

SUGGESTED READINGS:

- Ackerman, Nathan W., 1994: *Treating the troubled Family*, Basic Books, New Jersy.

- Bond, Tim, 2000: *Standards and Ethics for Counselling in Action*, Sage, London.

- Colledge, Roy, 2002: *Mastering Counselling Theory*, Palgrave, Macmillan, New York.

- D' Ardenne and Mathani, Aruna, 1999: Transactional Counselling in Action, Sage, New Delhi.

- Felthan, C. and Horton, I (ed.); 2006: *The Sage Handbook of Counselling and Psychotherapy*, Sage, London.

- Geldard, Kathrya and Geldard, David, 2004: (2nd edition), *Counselling Adolescents; The Proactive Approach*, Sage, London.

- Nelson-Jones, R., 2006: *Theory and Practice of Counselling and Therapy*, Sage, London.

- Nichols, Michael P., 2007: *The Essentials of Family Therapy*, Pearson Education Inc. Boston.

- Scott, Miclhael J. 2001: *Counselling for Post-Traumatic Stress Disorder*, Sage, London.

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:

- Develop an understanding of social policy in the perspective of the national goals as enumerated in the Constitution of India.
- Develop capacity to critically examine polices which have an important bearing on social development and social work practice.
- Develop an understanding of the significance of planning policy for social welfare and the process of policy formulation.

COURSE CONTENT:

UNIT NO.	UNIT TITLE	CONTENT
I	Introduction to Social Policy	Meaning, characteristics, objectives, scope and models of social policy; determinants of social policy; issues of social policy based on Indian Constitutional provisions-Directive Principles of State Policy and Fundamental Rights.
II	Social Policy and Other Policies	Social policy versus public policy, social policy versus economic policy, social policy versus social welfare policy, how do social workers use social policy in their practice?
III	Social Planning	Concept, goals and principles of social planning; distinction between social planning and economic planning; social planning in India (Five Year Plans); problems of social planning in India; prerequisites for success of social planning.
IV	Process of Social Planning	Union and State level planning process; Planning Commission and NITI Aayog; planning process at organizational level: SWOT Analysis, Logical Framework Analysis.
V	Policy Formulation	Need and process of policy formulation in India, different political ideologies in policy formulation, role of civil society institutions in social policy formulation.

VI	Social Policy in India	Meaning of social exclusion and marginalization, impact of globalization in this context; social policies related to different disadvantaged groups such as aged, women, children, girl child, child labourer, persons with disability, SCs/STs, OBCs, etc.

LEARNING OUTCOME

1. Able to understand the concepts of social policy and its linkage with other policies

2. Able to understand the concepts of social planning and its formulation

3. Gain an insight into the aspect of social policy in India

SUGGESTED READINGS:

Adamas, R. (2002), *Social Policy for Social Work*, Singapore: Palgrave Macmillan.
Beldock, J. M. et al.(ed.), (1999), *Social Policy*, Oxford: Oxford University Press.
Bharadwaj, R. and Nadkarni, (1992), *Planning for Social and Economic Development*, New Delhi: Sage.
Bhartiya, A.K., (2009), *Introduction to Social Policy*, Lucknow: New Royal Book Company.
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Bochel, H. and Daly, S. (2005), *Social Policy*, London: Routledge.
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Chakraborty, Sukhomoy, (1987), *Development Planning: The Indian Experience*, New Delhi: Oxford University Press.
Cunningham, J. and Cunningham, S. (2012), *Social Policy and Social Work- An Introduction,* New Delhi: Sage.
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Hill, M. and Hupe, P. (2014), *Implementing Public Policy,* New Delhi: Sage.
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Kabra, Kamal Nayan, (1997), *Development Planning in India,* New Delhi:Sage.
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Spicker, P. (2010), *Social Policy – Themes and Approaches*, Jaipur: Rawat.
Titmus, R.M., (1986), *Commitment to Welfare,* London: Allen and Unwin.

MSW SEMESTER IV
COURSE – SW/IV/ CC 18
S O C I A L   D E V E L O P M E N T

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES:

- Critically understand the concept, content and process of social development
- Identify linkages between social needs and development
- Locate strategies necessary for social development and reinforce values of social justice and equality

COURSE CONTENTS:

UNIT NO.	UNIT TITLE	CONTENT
I	Introduction to Social Development	Global social conditions and the concept of social development, dynamics with economic development. Overview of United Nations Millennium Development Goals.
II	Issues in Social Development	-Growth and Equity -Quality of Life -Minimum Needs
III	Measuring social development	-Definition, Utility, Types, Problems in Construction of Social Indicators, the Human Development Index (HDI).
IV	Social Work and Social Development	Social Development Approach to Social Work. Role of social work in social development with particular significance in the context of globalization, Developmental social work, key practice skills and investment strategies.
V	Selected development approaches	-A Rights Based Approach to Development -Human Development Approach
VI	Problems of Social Development in India	Poverty, unemployment, illiteracy, population growth, corruption, terrorism.

LEARNING OUTCOME

1. Able to understand the concepts relating to social development

2. Able to link the concepts of social work and social development

3. Gain an understanding of the different approaches in social development

4. Able to understand the various social problems in India

SUGGESTED READINGS:

- Caporaso, J. and Levine, D.1992.*Theories of Political Economy*. Cambridge University Press. UK
- Amy Conley, "Social Development, Social Investment, and Child Welfare." Chap. 2 in Midgley and Conley, pp. 31-54.
- Correll, D. (2008). The politics of poverty and social development. International Social Work, 51(4), 453-466.

- Hayami, Y and Godo, Y 2006. *Development Economics* (Third edition), OUP (Indian Edition)

- Issues of *Economic and Political Weekly*, *Social Development*, *Frontline*, *Yojana* and other relevant journals and magazines. Newspaper reading compulsory.

- Nancy Giunta, "Productive Aging and Social Development." Chap. 3 in Midgley and Conley, pp. 55-70.

- Kolstad, C. 2000. *Environmental Economics*. OUP.

- Meier, G and Rauch, J 2006. *Leading issues in Economic Development*, OUP (Indian Edition)

- Roestenburg, W. & Oliphant, E. (2012). Community based juvenile offender programs in South Africa: Lessons learned. Journal of Community Practice, 20(1-2), pp. TBD.

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- James Midgley, "The Theory and Practice of Developmental Social Work," in Midgley & Conley, pp. 3-30.

- Lightfoot, E. & Kalomo, E. (2010). The interplay of population aging and HIV/AIDS on social development in southern Africa: The case of Namibia. Social Development Issues, 32(1): 1-15.

- Oommen, T. K., 2004: *Nation, Civil Society and Social Movements: Essays in Political Sociology*, Sage, New Delhi

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- Peet, R. 2005. *Theories of Development*. Rawat Publications. New Delhi.

- Ray, D 2003. *Development Economics*, OUP, New Delhi.

- Stoesz, David; Guzzetta, Charles; and Lusk, Mark (1999). "An Integrative Model of Development," Chapter 14 in International Development, pp. 242-260.

- Ray, R. and Katzenstein, M. 2006. *Social Movements in India- Poverty, power and politics*. UP, New Delhi.

- Sen, R.K. 1998. *Market Capitalism and Socialism*. IIDS & The New Book Stall, Kolkata

- Singha Roy, D.K.(ed) 2003. *Social Development and the Empowerment of the Marginalized Groups-Perspectives and Strategies*. Sage. New Delhi.

- Thirlwall, A.P. 2005. *Growth and Development*. ELBS

- Todaro, M. 2005. *Economic Development in the Third World*. Orient Longman, New Delhi.

- UNDP, *Human Development Reports*, World Development Reports.

- United Nations. United Nations Millennium Development Goals.
  http://www.un.org/millennium/declaration/ares552e.pdf

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

- To develop an ability to use social work methods in conjunction with managerial principles of NGOs.
- To gain knowledge related to administration of NGOs.
- To get an understanding of management procedures of development agencies and their project formulation strategies.

COURSE CONTENT

UNIT	TITLE	CONTENT
1	Concept of NGO	Definition, Classification of NGOs-Rights-based organization, Faith based organizations, History of NGOs in India. Types of NGOs
2	Formation of NGO	Preparation of Bye laws, Memorandum of Association (MOA), Registration under Indian Societies Registration Act 1860, Foreign Contribution Regulation Act (FCRA), 2000
3	Components of Management	POSDCORB, Fundraising, Communication, SWOT Analysis.
4	Project Management	Project identification, Project Proposal writing, Funding and Resource mobilization, Report writing.
5	Administration of NGO	Concept of Administration, Central Social Welfare Board, State Social Welfare Board and NGOs
6	Mainstreaming & Networking	Coordination between National level NGOs like SEWA, PRADAN, Networking between NGOs and Government bodies.

LEARNING OUTCOME

1. Able to manage Non-governmental organizations from both theoretical and operational points of view.
2. Able to know funding and managerial aspects of NGO.
3. Gain an insight into networking and liasioning between various social service organizations.
4. Able to know the modalities for formation of NGO.

SUGGESTED READINGS:

- Bhavesh M. Patel (2000): *Project Management*, Vikas Publishing House Pvt.Ltd., New Delhi.

- Clark, John, (1991): *Voluntary Organisations: Their Contribution to Development*. London, Earth Scan.

- Dharmarajan, Shivani (2007): *NGO as Prime movers*, Kaniska Publication, NewDelhi.

- Eade Deborah and Literingen Ernst.(eds.) (2006): *Debating development-NGOs and the Future*, New Delhi: Rawat.
- Ginbery, Leon. H (2001): *Social Work Evaluation - Principles and Methods*, Singapore, Allyn and Bacon.
- Haltlas R.G.G and Sandra C.Mckee (2003): *Practical Project Management*, Pearson Education.
- Joy. P.K. (1994): *Total Project Management*, Macmillan India Limited.
- Kandasamy, M.(1998): *Governance and Financial Management in Non–Profit Organizations*. New Delhi: Caritas India.
- Kumar, A (2003): *Social Change through NGOs*, New Delhi, Anmol Publishers.
- Levis, David and Ravichandran N (2008): *NGO and Social Welfare Administration: New Research Approaches*, Jaipur, Rawat Publication.
- Levis, David (2001): *The Management of Non-Governmental Development Organization: An Introduction*, London, Routledge.
- Mukherjee, Neela (1995): *Participatory Rural appraisal and Questionnaire Survey*, New Delhi: Concept publication.
- Nagarajan. K (2001): *Project Management*, New age international (P) Ltd. New Delhi.
- Narayan. B (1999): *Project Management*, A.P.H Publishing Corporation, New Delhi.
- Prasanna Chandra (2002): *Projects: Planning, Analysis, Financing, Implementation and Review*, Tata MCGraw Hill publishing Company Ltd, New Delhi.
- Shaghil M, Mushtaque M. (1993): *Project Formulation concept and Approaches*, Print Well, Jaipur.
- Vasant Desai (1997): *Project Management*, Himalaya publishing house, Mumbai.

Time: 3 Hours   Full Marks: 50
Credits: 2   [Internal Assessment-10, Exam -40]

OBJECTIVES:

- To develop an understanding of the extent of prevalence of alcohol and substance abuse.
- To gain insight into the manifestations of the problem of alcohol and chemical dependency in the society.
- To acquire relevant information on the methods of working with alcohol and substance abusers and develop the skills of counselling and intervention.

COURSE CONTENT:

UNIT	TITLE	CONTENT
I	Basic Concepts related to Substance Abuse	Concept of substance Abuse. Types of substance abuse and causes of substance abuse among adolescents, teenagers, adult and women.
II	Prevalence of Substance Abuse	Nature and Extent of the problem of substance abuse in India.
III	Effects of Substance Abuse	Effects of substance abuse on individual, family, community and work place.
IV	Problem of Substance Abuse	Physical complications related to substance abuse-assessment of different drug and substances.
V	Management and Care	Management and treatment of alcohol, substance and chemical dependent. Methods of intervention like Yoga therapy, art therapy, music therapy, group therapy, occupational therapy etc. Alcohol Anonymous, Narcotic anonymous, Family anonymous.. After care service for sobriety and recovery relapse prevention.
VI	Policies, and Role of Social Workers	Prohibition in India. The Narcotics Drugs and Psychotropic Substance Abuse Act, 1985.. Role of Social workers in the area of prevention and rehabilitation of alcohol and substance abuser.

LEARNING OUTCOME

1. Able to understand the basic concepts relating to substance abuse
2. Gain an insight in to the situation, effects and problems relating to substance abuse
3. Able to link the role of social workers in dealing with issues of substance abuse

SUGGESTED READINGS:

- Gladding, Samuel. T, 1995: Family Therapy: History, Theory and Practice, Printice Hall, New Jersey.
- Durrant, Russel and Thakur, Jo, 2003: Substance Use and Abuse, Cultural and Historical Perspectives, Sage, Thousand Oaks.
- Jordon Catheleen, 2003: Clinical assessment for Social Worker (2nd edition) Lyceum Books, Chicago.
- Merchant, Y.A and Dorkings, P.D, 1994: Narcotics, An In-depth study of Drug Abuse, Information, Rehabilitation and Research Centre.
- Mangal, S.K, 1989: Abnormal Psychology, Sterling Publishers Pvt. Ltd, New Delhi.
- Musak, Douglas N, 1992: Drugs and Rights, Cambridge University Press, London.
- O'Hare Thomas, 2009: Essential Skills of Social Work Practice, Lyceum Book, Chicago.
- Park, K, 1995: Textbook of Preventive and Social Medicine, M/S Banarasi Das, Jabalpur.
- Perkinson, Robert R, 2003: The Alcoholism and Drug Abuse Patient Workbook, Sage, Thousand Oaks.
- Rasmussen, Sandra, 2000: Addiction Treatment, Sage, Thousand Oaks.
- TTRCRF, 1992: Alcoholism and Drug Dependency: Issues and Treatment Procedure in Aftercare. An advanced Master Guide for Professionals, T.T Ranganathan Clinical Research Foundation, Madras.
- Velleman, Richard, 2001: Counselling for Alcohol Problems, Sage, London.
- VHAI, 1986: A Rational Drug Policy: Problems, Perspectives and Recommendations, Voluntary Health Association of India, Delhi.
- Walrond Skinner Sw, 1977: Family Therapy Treatment of Natural System, Routledge & Kegan Paul, London.

Time: 3 Hours   Full Marks: 50
Credits: 2   [Internal Assessment-10, Exam -40]

OBJECTIVES

1. To generate discussion on the inter relationship of ecology, environment and human society

2. To understand the environmental issues, their management and the affirmative actions

3. To study social movements and the associations/organisations concerned with environmental issues

4. To understand the integration of social work with ecology and environment

COURSE CONTENT

UNIT NO	UNIT TITLE	CONTENT
I	Basic Concepts	Human relations to Ecology, Environment and Society Changing patterns- from survival needs to emerging consumerism Perspective on environment- Marxist, Technocentrist and Functional Indian thought and Environment-traditional and Gandhian perspectives on environment Concept of natural resources, resources and reserves, Various types of natural resources.
II	Development Process and Environment	Development Processes and Environment: Technology, Industrialization, Urbanization and Globalization- their impact on Environment Commercialization of Agriculture, changing land use patterns and the rural society Construction of Dams and its consequences- Displacement, Relocation and Rehabilitation; Deforestation and Ecological Imbalance
III	Environmental Issues	Pollution of Natural Resources: Air, Soil and Water Population, Sanitation, Housing, Encroachments over Common Property Resources and environment; Energy crisis and Rural Poverty Waste matter - disposal, recycling, renewal: problems and issues Effects of environment on human culture, food habit, livelihood and health

IV	Affirmative Action and Management	State and the environment preservation, Rio Summit and its implications, government policies and programmes related to environment, panchyats and environment
		Legislations related to environment- needs and importance
		Initiatives for environment protection and management- civil society organisations, international and national organizations
		Environment management: role of traditional, state controlled, people controlled and jointly managed systems
V	Environmental Movements	Ecological movements: Global level, people's initiatives to save their environment- Chipko Movement, Save Forests Movement, Save Ganga Movement, Mitti Bachao Andolan, Movements against big dams- Narmada and Tehri, Eco farming-natural farming efforts
		Role of environmental activists: Vangari Mathai, Vandana Shiva, Medha Patkar, Sunder Lal Bahuguna and Arundhaty Roy.
VI	Environmental Consciousness and Social Work	Women, youth and conservation of environment; Environmental education and awareness at primary and secondary levels, Environmental education for students, tribal, rural and urban people.
		Social work initiatives at different levels-different roles of social workers in protection and management of environment

LEARNING OUTCOME

- Able to develop familiarity with various concepts related to ecology, their inter relationships and different environmental issues affecting human society.

- Able to understand global initiatives for environmental preservation especially the ecological movements, the role of their leads and strategies adopted.

- Able to comprehend of the integration of social work in addressing environmental issues.

SUGGESTED READINGS

1. Arnold, D. and Guha, R. (1999). (eds.), Nature, Culture, Imperialism; Essays on the Environmental History of South Asia, Delhi, OUP
2. Gadgil, M. and Guha, R. (1995). Ecology and Equity; the use and Abuse of Nature in Contemporary India, Penguin, Delhi
3. Gadgil, M. and Guha, R. (1994). This fissured Land: An ecological History of India, OUP, Delhi

4. Goldsmith, E. And Hildyard, N. (ed.) the Social and Environmental Effects of Large Dams; Vol. I-III (Overview, Case studies and Bibliography), Wadebridge Ecological Centre U.K.
5. Guha, R. (1991). The Unquiet woods, Ecological Change and Peasant Resistance in the Himalayas, OUP, Delhi
6. Hermath S.R. Krishnan B.J., All about Convention on Biological Diversity (CBD).
7. Krishna, S. (1996). Environmental Politics; People's lives and Developmental Choices, Sage, Delhi
8.   Mres, M. and Shiva, V. (1993). Eco-feminism, Delhi
9. Owen, D.F. (1980). What is Ecology, Oxford University Press
10. Shiva, V. (1993). Minding our Lives, Women from South and North Reconnect Ecology and Health, Kali ,Delhi.

MSW SEMESTER –IV
PAPER-SW/IV/OE 06
CARE AND MANAGEMENT OF ELDERLY

Time: 3 Hours   Full Marks: 50
Credits: 2   [Internal Assessment-10, Exam-40]

OBJECTIVES:

- Gain an understanding of the demographic changes and develop perspective on population of ageing.
- Develop sensitivity to the needs and problems of elderly. Gain knowledge about the policies and programmes for elderly.
- Gain an understanding of the role of social worker in working with elderly and develop required skills.

COURSE CONTENT

UNIT NO	UNIT TITLE	CONTENT
I	Ageing and aged	Meaning and definition of aged; Socio-Cultural, Economic, Legal and Residential needs of elderly. Demographic profile- concepts of geriatric and gerontology.
II	Rural Elderly	Differences between rural and urban elderly in terms of composition, social background, problems faced and significance for social work practice.
III	Elderly and Physical Health	Physical problems encountered by elderly.
IV	Elderly and Mental Health	Dementia, Alzheimer's disease, derelium-concept, meaning, causes, types, prognosis and treatment-role of caregivers.
V	Elderly Abuse	Concept, meaning, causes, types and implications for social work practice.
VI	Social Work with Elderly	Contexts of intervention and methods of intervention. Developmental programmes for elderly.

LEARNING OUTCOME

1. Able to understand the concept of geriatric science and gerontology

2. Able to form an idea about the role of social workers with the elderly

3. Able to form an undersanding of the government policies and programmes reling to the elderly

SUGGESTED READINGS :

- Dandekar, Kumudini , 1997: The Elderly in India, Sage, New Delhi.
- Desai, Murli & Siva, Raju , 2000: Gerentological Social Work in India – Some Issues & Perspectives , B.R. Publishing, Delhi.
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- Featherstone , Mike & Andrew , Wernick 2008: Image of Ageing , Rutledge II, London
- Khan, M.Z.: 1997: Elderly in Metropolis, Inter-India Publishers, New Delhi.
- Kunkel, Suzanne, 2001: Ageing-the Social Context, Pine Forge Press, New York.
- Krishnan, P and Mahadevan, K. (ed.), 1992: The Elderly population in the Developing World: Policies, Problems & Perspective, B.R. Publishing, New Delhi.
- Marshall, Mary, 1983: Social Work with Old-People, the Macmillan Press Ltd.
- Rao, SR., 2003: "Health & living arrangements of the elderly in India " in K.B. Pathak 7 Others (ed.), 2003: Dynamics of Populations & Family Welfare, Himalaya Publications , Mumbai
- Reddy, L.K., 2004: "Health & Attitude towards health among the elderly" in Vinod Kumar (ed.): Ageing-Indian Perspective & Global Scenario, All India institute of Medical Sciences, New Delhi.

CORPORATE SOCIAL RESPONSIBILITY AND SOCIAL WORK

Time: 3 Hours   Full Marks: 100

Credits: 4   [Internal Assessment-20, Exam-80]

OBJECTIVES

1. To understand the concept of CSR theories and approaches
2. To investigate the different facets of CSR , sectors of activities
3. To analyse the reporting and extent of disclosures by companies and extent of development of social entrepreneurship in India

COURSE CONTENT

UNIT	TITLE	CONTENT
1	Corporate Social Responsibility	Concept of CSR, Dimensions, Evolution of CSR globally and in India, Benefits of CSR, CSR under Company's Act 2013, Relevance of CSR in today's world
2	Theories of CSR	Pyramid Theory, Shareholder Theory, Stakeholder Theory, Triple Bottom-line Theory
3	Different Facets of CSR	Corporate Governance Corporate Citizenship, Corporate Sustainability, Business Ethics and CSR
4	CSR Initiatives and Best Practices in India	CSR in the field of Health, Education, Livelihood Generation and Environmental Protection
5	CSR Reporting and Accountability	Essence of CSR Reporting and Disclosure, Social Accountability of Business, Role Govt and NGOs in CSR Activities.
6	Successful CSR Models	Models of CSR, TATAs, Aditya Birla Group, Reliance Foundation,Azim Premji Foundation, ITC ,HUL etc.-Models in the Public sector like ONGC, SAIL, NTPC etc.- concept of Public Private Partnership (PPP)

LEARNING OUTCOME

1. Able to understand the theoretical aspects of corporate social responsibility

2. Able to gain an insight into the CSR initiatives in India
3. Able to learn the CSR reporting and accountability

SUGGESTED READINGS:

1) Agrawal Sanjay K Corporate Social Responsibility, Sage Publications, New Delhi.

2) Katamba David, Zipfel Christoph and Haag David, Principles of Corporate Social Responsibility (CSR): A Guide for Students and Practicing Managers in Developing and Emerging Countries, Strategic Book Publishing.

3) CII-PwC Handbook on Corporate Social Responsibility in India

4) Taxmann Companies Act 2013, Taxmann Publications Pvt. Ltd.

5) Cohen Elaine, CSR for HR: A Necessary Partnership for Advancing Responsible Business Practices

6) Kotler Philip and Nancy Lee, Corporate Social Responsibility: Doing the Most Good for Your Company and Your Cause, Wiley Publications.

7) Epstein Marc, Measuring and Improving Social Impacts: A Guide for Nonprofits, Companies, and Impact Investors

8) Sapru R K, Public Policy: Formulation, Implementation and Evaluation

9) Benn & Bolton, (2011). *Key concepts in corporate social responsibility*. Australia: Sage Publications Ltd.

10) Bradshaw, T. and D. Vogel. (1981). *Corporations and their critics: Issues and answers to the problems of corporate social responsibility.* New York: McGraw Hill Book Company

11) Brummer, J.J. (1991). *Corporate Responsibility and Legitimacy: An interdisciplinary analysis.* Westport, CT: Greenwood Press.

12) Cannon, T. (1992). *Corporate responsibility* (1st ed.) London: Pitman Publishing

13) Crane, A. et al., (2008). *The Oxford handbook of corporate social responsibility*. New York: Oxford University Press Inc.

14) Ellington. J. (1998).*Cannibals with forks: The triple bottom line of 21st century business.* New Society Publishers

MSW SEMESTER - IV

COURSE - SW/IV/SC 06

POPULATION AND DEVELOPMENT

Time: 3 Hours   Full Marks: 100
Credits: 4   [Internal Assessment-20, Exam-80]

Objectives

- Understand why demographic data is essential to understand an economy.
- Draw inter-relationships between demography and development.
- Understand the need and significance of effective population policies and their implementation.
- Familiarise them with the human development indices.

Unit	Title	Contents
1.	**Population and Development:**	Concepts - Difference and similarities between Demography and Population Sciences - Methods of Demographic Data Collection: Primary and Secondary sources of data collection (census, vital statistics, sample survey, dual reporting system – SRS, Data from national health program/disease surveillance, hospital statistics, police records, remand homes etc.).
2.	**Population Composition**	Sex composition, Age structure Population pyramids - Demographic transition (Fertility and fertility control; Mortality). Demographic dividend (Concept, scope and applications). Migration (types, factors & consequences).
3.	**Population and Development Debate**	Theory of Thomas Malthus – Population Bomb – The Ultimate Resource.
4.	**Population Policy (2002)**	Objectives, Strategies, legislation, public support, commissions, funding, motivational and promotional measures.
5.	**Human Development**	Concepts of development and measures: limitations of per capita income as an indicator of development; emphasis on equality, Lorenz curve and Gini coefficient; towards human centered development-welfare approach, investment in human capital approach, physical quality of life index (PQLI); human development index (HDI), gender development index (GDI), Concepts and Measures of Poverty, human poverty index (HPI); concept of sustainable development; concepts of social development, social capital and social change. .
6	**Sustainable Development**	Brudtland Commission , Paris Declaration, Environment and Sustainability, Millennium Development Goals and Sustainable Development Goals

LEARNING OUTCOME

- Understand the concept of population and development
- Develop understanding towards understanding population composition, demography, migration theories
- Develop ability to identify population policy, legislation and promotional measures.
- Develop knowledge of human development and various parameters and indices of development
- Understand sustainable development and link social work effectively to it

Readings

Agarwala, S. N. (1972). *India's Population Problem*. Bombay: Tata McGraw Hill Co.

Agnihotri, S. B. (2000). *Sex ratio in Indian Population: A Fresh Exploration*. New Delhi: Sage

Bogue, D. J. (1971). *Principles of Demography*. New York: John Wiley.

Bose, A. (1996). *India's Basic Demographic Statistics*. New Delhi: B. R. Publishing Corporation.

Chenery, H. and Srinivasan, T. N. (Eds.). (1989). *Hand Book of Development Economics* (Vol. 1 and 2). Amsterdam: Elsevier.

Choubey, P. K. (2000). *Population Policy in India*. New Delhi: Kanishka Publications.

Coale, A. J. and Hoover. E. M. (1958). *Population Growth and Economic Development in Low Income Countries : A Case Study of India's Prospects*. Princeton: Princeton University Press.

Gulati, S. C. (1988). *Fertility in India : An Econometric Study of a Metropolis*. New Delhi: Sage.

Simon, J. L. (1992). *Population and Development in Poor Countries*. Princeton: Princeton University Press.

Srinivasan, K. (1998). *Basic Demographic Techniques and Applications*. New Delhi: Sage.

Srinivasan, K. and Shariff, A. (1998). *India: Towards Population and Demographic Goals*. New Delhi: Oxford University Press.

Sryrock, H. et. al. (1973). *The Methods and Materials of Demography*. Washington, D. C.: US Department of Commence.

United Nations. (1973). *The Determinants and Consequences of Population Trends* (Vol. 1). New York: UNO Publications.