MGM University

Chhatrapati Sambhajinagar

Name of Faculty – Social sciences and Humanities

Name of Institute – Institute of Social sciences

Name of Department – Social Work

Name of the Program –
 Master of Social Work(MSW) (PG)

CURRICULUM BOOKLET

(With effect from Academic year 2023-24)

MGM Campus, N-6, CIDCO, Chhatrapati Sambhajinagar – 431003, Maharashtra, India. mgmu.ac.in

MGM University

Chhatrapati Sambhajinagar

Contents

Programs offered by Department of Social Work

Undergraduate Programmes	Postgraduate Programmes	PhD Programmes	PG Diploma Programmes	Certificate Programmes
Bachelor of Social Work (BSW)	1)Master of Social Work(MSW) 2)Master of Public Health(MPH)	PhD in Social Work	**NIL**	**NIL**
Eligibility:12th Pass any Stream or Equivalent Duration: 3 /4 years	Eligibility: For MSW any Graduate For MPH: Candidate Possessing Degree from Medical Sciences or any Graduate having at least Two years of working experience in the field of Health Duration: 2 Years	Eligibility: Any PG in concerned Subject with 55% marks(50% relaxation to SC/ST) and PET/NET/SET examination Duration: minimum 3 Years	**NIL** **NIL**	**NIL** **NIL**

Name of Faculty: Social Sciences and Humanities
Name of the College/Institute/Department/School: **Social Work**
Name of the Programme: :(2 Years PG programme): **Master of Social Work (MSW)**
Programme Type (UG/PG): /Integrated Masters Program/Diploma/Certificate –**PG**   **Duration:** 02 Years (04 Semesters)

First Year - Semester I

Course Category	Course Code	Course Title	Nature of Course	No. of Credits	Teaching (Contact hrs/ week)		Evaluation Scheme (Marks)			Minimum Passing (Marks)		
					L	P	Internal	External	Total	Internal	External	Total
Major Mandatory	MSW55MML501	Foundation of Social Work-History, Philosophy, Ideology and Ethics	**Theory**	4	4		60	40	100	---	16	40
Major Mandatory	MSW55MML502	Social Work With Individuals	**Theory**	4	4		60	40	100	---	16	40
Major Mandatory	MSW55MML503	BSS and Human Growth / Development	**Theory**	2	2		30	20	50	---	8	20
Major Mandatory	MSW55MML504	Society in India- Structure, Culture and Social Issues	**Theory**	2	2		30	20	50	---	8	20
RM	MSW55RML501	Social Work Research	**Theory**	4	4		60	40	100	---	16	40
Major Elective	MSW55MEP501 OR MSW55MEP502	Social Work Practicum(Field work) Rural Immersion- (Workshops and project Assignments)-	**Practical**	4	-	16	100	--	100	40	--	100
Total Hrs / week =40				20					500			

Note:
Nature of Course : L- Lecture, P-Practical, S-Seminar, J-Project, I-Internship, D-Dissertation,
Course Category: MM-Major Mandatory, ME-Major Elective, OJT-On Job Training / Internship, FP-Field project, CEP-Community engagement and service, , RM-Research methodology, RP-Research project

Course Category	Course Code	Course Title	Nature of Course	No. of Credits	Teaching (Contact hrs/ week)		Evaluation Scheme (Marks)			Minimum Passing (Marks)		
First Year- Semester II												
					L	P	Internal	External	Total	Internal	External	Total
Major Mandatory	MSW55MML505	Social Work Practice with Groups	**Theory**	4	4		60	40	100	---	16	40
Major Mandatory	MSW55MML506	Social Work Administration	**Theory**	4	4		60	40	100	---	16	40
Major Mandatory	MSW55MML507	Practice Skills For Social Workers	**Theory**	4	4		60	40	100	---	16	40
Major Elective	MSW55MEL503 OR MSW55MEL504	Indian Constitution **or** Gandhian Concept of Social Work	**Theory**	2		2	30	20	50	---	8	20
OJT	MSW55JTP501	Social Work Practicum (Field Work)	**Practical**	4		16	100	--	100	40	--	100
OJT	MSW55JTP502	End Semester FW Viva	**Practical**	2		2	--	50	50	---	20	50
Total Hrs / week = 30												
Semester Credit Total				20					500			
First Year Credits Total				40								
Eligible for One Year (2 Sem.) PG Diploma (40 credits) after Four Year UG Degree												

Note:
Nature of Course : L- Lecture, P-Practical, S-Seminar, J-Project, I-Internship, D-Dissertation,
Course Category: MM-Major Mandatory, ME-Major Elective, OJT-On Job Training / Internship, FP-Field project, CEP-Community engagement and service, ,
RM-Research methodology, RP-Research project

Course Category	Course Code	Course Title	Nature of Course	No. of Credits	Teaching (Contact hrs/ week)		Evaluation Scheme (Marks)			Minimum Passing (Marks)		
First Year- Semester III												
					L	P	Internal	External	Total	Internal	External	Total
Major Mandatory	MSW55MML601	Social Policy & Social Legislation in India	**Theory**	4	4		60	40	100	---	16	40
Major Mandatory	MSW55MML602	Community Organization & Social Action	**Theory**	4	4		60	40	100	---	16	40
Major Mandatory	MSW55MML603	Community Projects : Planning, Monitoring and Evaluation	**Theory**	4	4		60	40	100	---	16	40
Major Elective	MSW55MEL604 **or** MSW55MEL605	Communication & Counseling Skills for Social workers **or** Working with Families: Interventions and Skills	**Theory**	4	4		60	40	100	---	16	40
Research Project	MSW55RPP601	Social Work Practicum(Community based Project work)	**Practical**			16	100	--	100	40	--	100
Total Hrs / week = 32				20					500			

Note:
Nature of Course : L- Lecture, P-Practical, S-Seminar, J-Project, I-Internship, D-Dissertation,
Course Category: MM-Major Mandatory, ME-Major Elective, OJT-On Job Training / Internship, FP-Field project, CEP-Community engagement and service, ,
RM-Research methodology, RP-Research project

First Year- Semester IV							*CD Specialization*					
Course Category	**Course Code**	**Course Title**	**Nature of Course**	**No. of Cre dits**	**Teaching (Contact hrs/ week)**		**Evaluation Scheme (Marks)**			**Minimum Passing (Marks)**		
					L	P	Internal	External	Total	Internal	External	Total
Major Mandatory	MSW55MML604	*Rural And Urban Community Development	**Theory**	4	4		60	40	100	---	16	40
Major Mandatory	MSW55MML605	*Development Economics	**Theory**	4	4		60	40	100	---	16	40
Major Elective	MSW55MEL606 **or** MSW55MEL607	Working with Excluded & Marginalized Groups (Girls/ women, SC's, ST's, LGBTQ & Minorities) **or** CSR-Organizational Behaviour & HRM	**Theory**	4	4		60	40	100	---	16	40
OJT	MSW55JTP601	Viva-Voce-Project work- Dissertation	Practical	2		2	--	50	50	---	20	50
OJT	MSW55JTP602	Field Work Practicum	Practical	2		2	--	50	50	---	20	50
Research Project	MSW55RPD601	Project Work-Dissertation-	**Project**	4	-	12	40	--	100	40	--	100
Total Hrs / week = 28									500			
Semester Credits Total				20								
Eligible for Two Years-4 Sem. PG Degree (80 credits) After Three Year UG Degree												

Note:
Nature of Course : L- Lecture, P-Practical, S-Seminar, J-Project, I-Internship, D-Dissertation,
Course Category: MM-Major Mandatory, ME-Major Elective, OJT-On Job Training / Internship, FP-Field project, CEP-Community engagement and service, , RM-Research methodology, RP-Research project

Second Year- Semester IV												
Course Category	Course Code	Course Title	Nature of Course	No. of Credits	Teaching (Contact hrs/ week)		Evaluation Scheme (Marks)			Minimum Passing (Marks)		
					L	P	Internal	External	Total	Internal	External	Total
OR *MPSW Specialization												
Major Mandatory	MSW55MML606	Social Work in Health Care: Interventions and Skills	L	4	4	0	60	40	100	0	16	40
Major Mandatory	MSW55MML607	Social Work in Mental Health	L	4	4	0	60	40	100	0	16	40
Major Elective	MSW55MEL608	Mental Health and Psychiatric Disorders	L	4	4	0	60	40	100	0	16	40
OR *HRM Specialization												
Major Mandatory	MSW55MML608	Labour Welfare and Labour Legislation	L	4	4	0	60	40	100	0	16	40
Major Mandatory	MSW55MML609	Human Resource and Personnel Management	L	4	4	0	60	40	100	0	16	40
Major Elective	MSW55MEL609	Industrial Relations and Trade Unionism	L	4	4	0	60	40	100	0	16	40
OR *FCW Specialization												
Major Mandatory	MSW55MML610	Family Centred Approaches in Social Work	L	4	4	0	100	0	100	0	16	40
Major Mandatory	MSW55MML611	Working with Children: Interventions and Skills	L	4	4	0	60	40	100	0	16	40
Major Elective	MSW55MEL610	Gerentological Social Work	L	4	4	0	60	40	100	0	16	40
Grand Total				80					2000			

- *Students will have the advantage of selecting any one group/Specialization mentioned above in Semester Four/The Institute will offer the Specialization group in accordanc/requirement.*

MGM University syllabus of Master of Social Work (Program) MSW
Semester- One

Course Work Title: Foundation of Social Work-History, Philosophy, Ideology and Ethics
Course Code: MSW55MML501 (MM Course)
Level: PG I Credits: 4 Marks: 100 (Internal 60:External 40)

Course Objective:

1) To Know the various Basic concept , terms and definition of professional Social Work
2) To Know the Historical development of professional social work Globally and in Indian Context
3) To Learn current trends and approaches of Social Work in India
4) To Learn about Principles, Values and Ethics of Social Work profession.
5) To Know Domains in Social Work education .

Course Outcome: By the end of the semester the Student will be able to:
   1) Understand the concepts of Professional Social work evolution.
   2) Understand History, perspectives and Fields of Social Work
   3) Develop an understanding about the core of Professional Social Work
   4) Its relevance to the Social Work Practice

Unit	Content	Hour
One	Concept of Professional Social Work	**10**
	- Meaning, concept and definition of Social Work - Objectives, Scope and Functions of Social Work - Approaches of Social Work (Welfare, Remedial/Therapeutic, Social Development and Conflict Oriented) Integrated role of Social worker - Role of Social Worker	
Two	Historical Development of Social Work Abroad and in Indian Context	**15**
	- Meaning of Voluntary and Professional Social Work - History of Social Work in U.S.A. - History of Social Work in U.K.	

	• History of Social Work in Europe and Asia Pacific Nations • Basic concepts relating to professional social work- Charity, Philanthropy, Social situations, Orphanage, Poverty, Squalor, war victims • Retrospect and Prospect of Social work education in India		
Three	Concepts in Social Work Practice		15
	• Social Work • Social Welfare • Social Service • Social Security • Social Defense • Social Development • Social Movement • Social Reform • Empowerment • Social Change • Social Action • Social Inclusion and Social Exclusion • Human Rights		
Four	Fields of Social Work		10
	• Family and Child Welfare • Medical and Psychiatric Social Work • Human Resource Management and Development • Criminology and Correctional Social Work • URTCD-Urban, Rural, Tribal Community Development		
Five	Perspectives of Social Work in India		10
	• Gandhian Ideology of Social Work • Phule Shahu Ambedkar Ideology of Social Work • Feminist Perspective • Subaltern Perspective(Dalit, Adivaasi and Minorities) • Charvak, Sufism, Buddhism, Warkari Sampradaya • Spirituality and Social Work		

References:

1 David Watson and Janice West ; Social Work Process and Practice: Approaches, Knowledge and Skills, Social Work and the Law in Scotland (co-edited)*, First published in 2006 by Palgrave Macmillan , Houndmills, Basingstoke, Hampshire RG21 6XS and 175 Fifth Avenue, New York, N.Y. 10010
2. Fook J. Social Work Critical Theory and Practice ; Sage Publications , New Delhi, 2002
3 Goldstein H. Social Work Practice : A Unitary Approach; University of South Carolina Press, Columbia 1973
4. Gray M. & Webb S. International Social Work Volume I : Welfare Theory & Approaches : Sage Publications,
London, 2010
5 Hepworth D.,Rooney R. & Larsen J. Direct Social Work Practice: Theory & Skills ; Wadsworth Publications; Califonia ,1990
6 Miley K., O' Melia M. & Oubois B. Generalist Social Work Practice, An Empowering Approach ; Allyn & Bacon, Boston; 1995
7 O' Neil Maria Joan The General Method of Social Work Practice; Prentice Hall , New Jersey; 1984
8 Pincus A. & Minhan A. Social Work Practice: Model & Method; F.E.Peacock Publishers, Inc.; Itasca 19

Recommended Readings :
1. Batra, Nitin (2004) Dynamics of Social Work in India, Jaipur : Raj Publishing House
2. Bhattacharya, Integrated Approach to Social Work in India, Jaipur : Raj Publishing House
3. Bradford, W. Sheafor, Charles, R. Horejsi, Gloria A. - Fourth Edition (1997) Techniques and Guidelines for Social Work,London : Allyn and Bacon, A Viacom Company
4. Dasgupta, Sugata (1964) Towards a Philosophy of Social Work in India, New Delhi : Popular BookServices
5. Desai, Murali (2002) Ideologies and Social Work (Historical and Contemporary Analysis), Jaipur : Rawat Publication
6. Diwakar, V. D. (1991) Social Reform Movement in India, Mumbai : Popular Prakashan
7. Dubois, Brenda, Krogsrud, Karla, Micky - Third Edition (1999) Social Work – An Empowering Profession, London : Allyn and Bacon
8. Feibleman, J.K. (1986) Understanding Philosophy - A Popular History of Ideas, New York : Souvenir Press
9. Fink, Arthur E., Wilson, Everett E. - Third Edition (1959) The Fields of Social Work, New York : Henry Holt and Company.
10. Friedlander, Walter A. (1977) Concepts and Methods of Social Work, New Delhi : Prentice Hall of India Pvt. Ltd.
11. Nair, T. Krishnan (1981) Social Work Education and Social Work Practice in India, Madras : ASSWI

Course Work Title: Social Work With Individuals
Course Code: MSW55MML502 (MM Course)
Level: PG II Credits: 4 Total Marks:100 (Internal 60:External 40)

Course Objective:
1) To Learn the Case Work method and its application in practice
2) Equip the learners with the theoretical knowledge of Case Work with individuals and families
3) To Learn the basic values, principles, skills, attitudes, techniques of social case work and developing an ability to establish and sustain a meaningful relationship with the client system.

Course Outcome: By the end of the semester the Student will be able to:
    1) Study the cases independently and develop the analytical ability
    2)Buildup client-worker relationship
    3)Understand the process of problem solving
    4)Develop the professional attitude

Unit	Contents	Hour
One	Historical Development of Social Case Work in India and abroad	15
	- The Almoners, Jane Addams, Ida cannon, Lydia Rappaport, Mary Richmond, Florence Hollis, H.H. Pearlman, Gauri Rani Bannerji, Grace Mathew - Introduction, Concept, definition and Meaning of Social Case Work - Principles of Social Case Work - Components of Social Case Work(Pearlmans-4 P's) - Role of Social case Worker - Skills and qualities of Case worker	
Two	Techniques of Working with Individuals and Clients	10

	- Intake Interview - Case work Interview - Home Visits - Recording and Its types - Case Worker client Relationship - Knowledge of Resources (Networking) - Communication(Verbal, Non-verbal, eye contact, Gestures, body language - Case presentation as tool of professional Development		
Three	Theories and Approaches of Social Case Work	15	
	- Psycho-social (Mary Richmond) - Supportive and Modificatory (Hamilton) - Problem Solving(Pearlman) - Crisis Intervention(Lynda Rappaport) - Classified Treatment(Florence Hollies) - Competence based Appraoch - Transaction Analysis - Holistic Approach		
Four	The process of Intervention with the Client System	10	
	- Case study - Continuous Assessment and Analysis - Psycho-social diagnosis - Intervention - Termination - Follow-up - Evaluation - Case Presentation based on field work practice		
Five	Essentialities of Case Work Practice	5	
	- Various Settings of working with Individuals and Families - Social case Work and Counseling-similarities and differences - Scope and Limitations of Case Work Method		
Six	Case studies of Eminent Social Workers	5	
	- Sundar Lal Bahuguna - Baba Amte - Medhatai Patkar		

| | • Rajendra Singh
 • Popatrao Pawar
 • Dr.Arole
 • Abhay Bang
 • Sindhutai Sapkal | |

References:

1.Aptekar, Herbert (1955) The Dynamics of Casework and Counseling, New York : Houghton Mifflin Co.

2. Babara, J. G. (1991) Beyond Case Work, London

3. Biestek, Felix (1968) The Casework Relationship, London : Unwin University Book

4. Fisher, Joe (1978) Effective Case Work Practice – An electric approach, New York : McGraw Hill

5. Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York

6. Government of India (1987) Encyclopedia in Social Work, New Delhi : Publication Division (Social Welfare Ministry)

7. Hamilton, Gordon (1970) The New York School of Social Work : Theory and Practice of Social Case Work, New York and London : Columbia University Press

8. Holis, Florence and Woods, Mary E. (1981) Casework – A Psychosocial Therapy, New York : Fandom House

9. Kadushin, Alfred (1990) The Social Work Interview, New York : Columbia University Press

10. Keats, Daphne (2002) Interviewing – A Practical Guide for Students and Professionals, New Delhi : Viva Books Pvt. Ltd.

11. Lishman, Joyce (1994) Communication in Social Work, New York : Palgrave Macmillan

12. Mathew Grace (1992) An Introduction to Social Case Work, Bombay : Tata Institute of Social Sciences

13. Nelson Jones, Richard, (1984) Practical Counseling and Helping Skills, London : Harper and Row

14. Nursten, Jean (1974) Process of Case Work, Pitman Publishing Corporation

15. O'Hagan, Kieran, Kingsley, Jessica (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London

16. Perlman, Helen Harris (1964) Social Case Work – A Problem Solving Process, London : University of Chicago Press

17. Rameshwari Devi, Ravi Prakash (2004) Social Work Methods, Practices and Perspectives(Models of Casework Practice), Vol. II, Ch.3, Jaipur : Mangal Deep Publication

18. Richmond, Mary (1970) Social Diagnosis, New York : Free Press

19. Sena, Fine & Glass, Paul H. (1966) The First Helping Interview Engaging the Client & Building Trust, New York : Sage Publications

Course Work Title: BSS and Human Growth / Development
Course Code: MSW55MML503 (ME Course)
Level: PG III Credits: 2 Total Marks:50 (Internal 30: External 20)

Course Objective:
1) To Know basic components of Human Growth and Development and factors affecting on Human Behavior
2) Learn the factors affecting on Human Development and Personality
3) Learn about the Human Life Span
4) To know the various processes of life span adjustment and mal-adjustment situations and its effect on Human Behavior

Course Outcome: By the end the of the Semester the Student will be able:

1)Understand the significance of life span and human development
2)Acquire the knowledge about the influencing factors of human behavior and psychological bases for development
3)Understand the maladjustment situations and basis of human behavior
4) Buildup the ability of conflict resolve and methods of Intervention

Unit	Contents	Hour
One	Basic Social Science Concepts	5
	• Meaning, Nature , Scope and basic concepts of Economics, Sociology, Anthropology, Psychology and their relevance with Social Work • Branches of Psychology	
Two	Human Growth, Development and Behavior	10
	• Principles of Human Growth • Factors of Human Growth and Development-Heredity,Environment,Intelligence,needs,Motivation,Emotions, Perceptions • Self, Learning • Concept and Factors of Human Behavior • Stages of Life Span	
Three	Psychology Theories of Human Development	5
	• Freud's Psycho-social-Analytical Theory • Eric Eriksons Psycho-social Theory • Piagets Cognitive Theory of Development	

Four	• Albert Ellis and his Behavioral Theory	
	Basis of Human Behavior ,Process of Adaptation, adjustment and maladjustment	**10**
	• Social Perception-Attitude, pre-juidices, biases, stereo typing, social norms, social structure • Group therapy, Group norms, group conformity, deviation, leadership • Social Life vs Public behavior vs Individual behavior • Social Norms and Culture • Concept of adaptation, adjustment and maladjustment • Concept of stress, depression and frustration • Concept of conflicts and coping mechanism • Defense Mechanism • Maladjustment situations/problems of Childrens, adolescents, youths, middle age, old age • Types and methods of psychological and Social Work Interventions	

References:
1. Colman, James C. & Broen William E. (1972) Abnormal Psychology and Modern life, India : D. B. Taraporevala Sons and Co. Pvt. Ltd.
2. Mangal, S. K. (2007) General Psychology, New Delhi : Sterling Publisher Pvt. Ltd.
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1. Bhattacharya Srinibas (1972) Psychometrics and Behavioural Research, New Delhi : Sterling (P) Ltd.
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3. Halleck, Seymour L. (1967) Psychiatry and the Dilemmas of Crime, New York : Harper & Row Publishers
4. Thibalt, John W., Kelle,y Harold H. (1961) The Social Psychology of Group, New York, London : John Wiley & Sons
5. Skinner Charles E. (1970) Educational Psychology, New Delhi : Prentice hall of India Pvt. Ltd.
6. Gilbreth, L. M. (2007) The Psychology Management, Intellectual Book Bureau
7. Fairweather George W. (1964) Social Psychology in Treating Mental Illness, Sydney : John Wiley & Sons
8. Berry, John W., Mishra R. C., Tripathi R. C. (2003) Psychology in Human and Social Development, London : Sage Publications
9. Newcomb, Theodore M., Rurner Ralph H., Conlerse Philipe (1952) Social Psychology, London : Routledge & Kegan Paul LTD
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16. Munn Norman (1955) The Evaluation and Growth of Human Behaviour, Boston : Houghton Mifflin Company
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19. Kimball Young (1960) Handbook of Social Psychology, London : Routledge and Kegan Paul Ltd.
20. John Radford, Ernest Govier (1987) A Textbook of Psychology, London: Sheldon Press
21. Bee Helen L., Mitchell Sandra K.(1984)The Developing Person : A Lifespan Approach, New York : Harper and Row Publishers
22. Shariff Iqbal (2006) Personality Development and Social Work, Jaipur: Raj Publishing House
23. Cameron Norman (1969) Personality Development and Psychopathalogy, Bombay : Vakils, Feffer and Simons Pvt.Ltd.
24. Bischof Ledbord J. (1970) Interpreting Personality Theories, New York : Harper International
25. Pervin Lowrence A. (1975) Personality: Theory, Assessment and Research, New York : Johnwiley and sons Inc
26.Gedam Avinash(2020), 'Social Worker's-Professional Personality Development Through Psychotherapies', Current Publication,Agra

Course Work Title: Society in India-Structure, Culture and Social Issues

Course Code: MSW55MML504 (MM Course)

Level: PG IV Credits: 4 Marks:100 (Internal 60:External 40)

Course Objective:

1) Know the sociological concepts and its importance to individual and society
2) Learn the scientific view and sensitization about social structure, stratification and social issues
3) Know the social structure, Institutions and social patterns
4) Learn the social issues, its impact and remedies

Course Outcome*: By the end the of the Semester the Student will be able to:*

1)Understand the relevance and basics of sociological concepts from the perception of social work profession
2)Understand the importance of various social approaches to understand the social situations
3)Develop understanding about social issues and intervention of social work
4) Understand Social Issues, Social Mobility, Social change, Functioning,Disorganization

Unit	Contents	Hour
One	Society and Culture	10
	• Meaning and definition of Society and Culture • Society as a system of social relationships • Concept of Culture, traditions, customs, values and norms • Socialization-meaning, theories of socialization • Process and agents of socialization • Social Processes • Social Work and Sociology	
Three	Social structure and Social Functioning	15
	• Meaning and definition of social structure • Social Institutions-Marriage, Family, Religion, Kinship, caste, class, occupation, economy, polity, education, legal system • Concept of social control, conformity and deviance, agents of social control • Social stratification in India- caste, class, culture, tag, tribe, Gender, issues related to Social stratification • Social Functioning- Patterns, Management, goal direction, adaptation and Integration • Social status, roles and social implications • Transition in Religious perspectives and its effect on communal harmony	
Four	Social Mobility and Social change	10
	• Nature and characteristics of social mobility • Types of social mobility • Factors contributing and restricting social mobility • Strategies of upward mobility • Concept, processes, agents of social change • Theories of social change • Social structure and anomy • Factors of social control • Social symbolism • Social work and social change	
Four	Social Disorganization	10
	• Meaning and concept of social disorganization • Social deviance • Types of disorganization • Social work intervention and social disorganization	

Five	Social Issues	15
	- Domestic Violence, divorce, dowry deaths ,suicides - Sex offences, Juvenile delinquency, child labor, child abuse - Concept of human trafficking and types - Communal violence - Addiction and its types - New trends of sexual abuse and exploitation - Cyber crime and women's exploitation - New trends in caste based discrimination - Caste politics	

References:

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2. Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi :Commonwealth Publishers

3. Bhatnagar, Ved (1998) Challenges to India's Integrity : Terrorism, Casteism, Communalism, New Delhi : Rawat Publication.

4. Desai, A. R. (1978, Reprinted 1994) Rural Sociology in India, Bombay : Popular Prakashan

5. Flippo, Osella and Katy, Gardner (2003) Contrivations to Indian Sociology , Migration Modernity and Social Transformation in South Asia, New Delhi : Sage Publication

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9. Puniyani, Ram (2003) Communal Politics : Facts Versus Myths, New Delhi : Sage Publication.

10. Shah, Ghanshyam (2001) Dalit Identity and Politics: Cultural Subordination and Dalit Challenge, New Delhi : Sage Publication.

11. Singh, Yogendra : Ideology and Theory in Indian Sociology, New Delhi : Rawat Publication

12. Vidya Bhusan & Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad : Kitab Mahal

General References :

1. Acharya, Shankar (2003) India's Economy – Some Issues and Answers, New Delhi : Academic Foundation

2. Chitambar, J. B. (1973) Introductory Rural Sociology, New Delhi : Wiley Eastern Limited

3. Dennis Lorraine Bratt (Third) Psychology of Human Behaviour for nurses, G. D. Makhiya, Delhi : India Offset Press

4. Doshi, S. L. & Jain, P. C. (1999) Rural Sociology, Jaipur : Rawat Publications

5. Hall, Calvin S., Lindzey Gardurs, Campbell, John B. (2007) Theories of Personality, National Print – 0– Pack

6. Joshi, J.M. (1979)Theory of Value, Distribution and Welfare Economics, New Delhi : Vikas Publishing House Pvt. Ltd.

7. L Dodge Fernald Psychology (Six perspectives), Harvard University, Sage Publication.

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1. Amartya Sen(2005) :The Argumentative Indian : Writings on Indian History, Culture and Identity, New
Delhi, Penguin Books, , xx, 409 p., $36. ISBN 0-713-99687-0. Details No. 41662.
2. Amartya Sen(2006). Identity and Violence : The Illusion of DestinyNew Delhi, Penguin Books, 2006, xx, 215 p., $20. ISBN 0-713-99938-1. Details No. 44798
3. Amartya Sen (2000) Development as FreedomNew Delhi, 2000, xvi, 366 p., tables, $31. ISBN 019565240-1.Details No. 15255
4. Amartya Sen and Jean Dreze Omnibus (2006) : Comprising Poverty and Famines, Hunger and Public Action, India: Economic Development and Social Opportunity. Reprint. New Delhi, Oxford University Press, , xiii, 922 p., tables, figs, map, $50 . ISBN 019-564831-5. Details No. 43895 5. Amartya Sen (1999): Commodities and Capabilities, ix, 89 p., tables, $11. ISBN 019565038-7 Details No. 14388
6. Amartya Sen (1999):On Ethics and Economics xv, 131 p., $11. ISBN 019562761-X. Details No. 14387
7. Bina Agarwal, Jane Humphries (2006) Capabilities, Freedom, and Equality : Amartya Sen's Work from a Gender Perspective/edited by and Ingrid Robeyns. New Delhi, Oxford University Press, , xiii, 553 p., $45. ISBN 0-19-5673-263. Details No. 44059
8. Jean Dreze and Amartya Sen India(2005) : Development and Participation/. New Delhi, Oxford University Press, xxvii, 512 p., tables, figures, $15 (pbk). ISBN 019-567857-5. Details No. 42041
9. Jean Dreze and Amartya Sen (1997): Indian Development : Selected Regional Perspectives/edited by, xx, 420 p., map, $39. Details No. 11942

Course Work Title: Social Work Research
Course Code: MSW55RML501 (RM Course)
Level: PG VII-Credits:4 Marks:100 (Internal 60:External 40)

Course Objective:
1Learn the knowledge of the scientific method of inquiry for the study of social phenomena 2. Know the research process and basic research skills 3. Know the knowledge of scales, notation, frequency distributions, measures of central tendency, measures of dispersion, and the normal distribution. 4. Read and analyze basic charts and graphs, contingency tables, and computer results 5. Explain, calculate, and interpret inferential statistics including probability, and hypothesis tests
Course Outcome: By the end the of the Semester the Student will be able to: 1)Understand the relevance and basics of Research concepts from the perception of social work profession 2)Understand the importance of various Research approaches to understand the social situations 3)Develop understanding about social issues and intervention of social work in relevance with the Social Work Research Methodology 4)Understand the Research Process, Statistical analysis of data and Interpretation

Unit	Contents	Hour
One	**Introduction to scientific Inquiry in Social Work**	10
	The scientific method- objectivity and subjectivity in scientific inquiry Research: Meaning, Definition, Types Philosophical worldviews – post positive, social construction, advocacy/participatory and pragmatic Social Research and Social Work Research Meaning and Scope of social work research Evidence based Practice: Research integrated practice in Social Work Strategies of inquiry – Quantitative, Qualitative and Mixed method designs or models	
Two	**Research Process**	**10**
	Formulation of Research Problem – Research Question Literature Review: Use of literature review, Steps in conducting literature review, Process of scoping review, Use of databases	

		Theory: Use of theory, theoretical framework, Definition of terms – Theoretical and Operational Variables – Meaning, Types ,Hypothesis – Meaning, Types	
Three		**Research Design**	10
		Problem formulation in research - problem identification, Pilot study, review of literature, defining the problem, objectives, concepts/constructs, variables, operational definition of variables, types and formulation of hypothesis Research Design: Meaning and definition of research design, components and types of research design - Exploratory, descriptive and experimental, social survey, Case study	
Four		**Sampling & Data Analysis**	**15**
		Sampling: Universe, advantages and disadvantages of sampling, sampling frame and unit, Types of Sampling,: Probability and non-probability sampling – types, techniques of selecting sample Sources of data: Primary and secondary Methods of Data Collection: Interviewing, Questionnaire, Observation and Focused Group Discussion. Tools for Data Collection: Interview schedule, Interview guide, Questionnaire, Pilot study, pre testing of tools. Data processing – editing, coding, classification, tabulation	
Five		**Research & Statistics**	15
		Statistics - uses and limitation of statistics in research, Measurement of variables, Measures of central tendency -mean, median, mode Measures of dispersion -range, mean deviation, standard deviation, quartile deviation Correlation: types, computation - Pearson's Coefficient of correlation, Spearman's Rank correlation. Test of hypothesis/ Use of SPSS in data analysis. Presentation of statistical data – tabular and graphic; Interpretation of statistical data, writing research report – components; writing research abstract, bibliography and references, use of APA format.	

Reference:

1. Cresswell, J.W. (2013). Research Design - Qualitative, Quantitative and Mixed
methods Approach (3 ed.). New Delhi: Sage Publications.
2. Webber, Martin. (2008), Evidence Based Policy and Practice in Mental Health Social
Work, Learning Matters Ltd., London.
3. Rubin, A, Babbie E (2010) Methods for Social work research. USA: Cengage learning
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5. Darin Weinberg, (2002). Qualitative Research Methods, UK : Blackwell Publishing
6. Irwin Epstein., (2010), Clinical Data Mining; Integrating Practice and Research.,
Oxford University press, USA.

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8. Kothari. C.R, (2004). Research Methodology. New Delhi: NAI Publishers.

9. Lakshmi Devi, (1997) Encyclopedia of Social Research. Vol I, II & III. New Delhi :
Anmol publications

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11. Liamputtong, P. (2013). Research Methods in Health : Foundations to Evidence-based
Practice. South Melbourne, Vic: Oxford University Press.

Sr.No.	Content	Course Code	Description
1.	JT- Social Work Practicum(Field work- Rural Immersion- Workshops and Assignments)- Major Elective for 100 Marks	MSW55MEP501 OR MSW55MEP502	Students will be placed in any social Agency/Organization/Community for fieldwork exposure and experience. This will be a fully Internal assessment Activity

Course Work Title: Indian Constitution-Human Rights, Advocacy and Social Justice **Course Code: MSW55MEL503(ME Course)** **Level: PG V Credits:2 Marks: 50(Internal 30:External 20)**

Course Objectives: 1) Know about the basic structure of Indian Constitution. 2) Know about an scientific insight about the constitutional and Human Rights 3Learn interventional understanding about the social advocacy and Social Justice
Course Outcome: By the end End of the Semester the Student will be able to: 1)Develop an understanding about the Constitution of India 2)Develop an understanding about the social advocacy and Social Justice 3)Understand the Fundamental Rights and Directive Principles of State Policy 4) Understand the role of Indian citizen

Unit	Contents	Hour
One	The Indian Constitution and Social Justice	**10**
	• Meaning, nature, scope of Political science and its relevance with Constitution and Social Work • The making of Indian Constitution • Objectives and Philosophy of Indian Constitution • Preamble of Constitution • Meaning, Nature and Scope of Social Justice	
Two	Fundamental Rights of Constitution	**5**
	• Right to Equality • Right to Freedom • Right against Exploitation • Right to Freedom of Religion • Right to education and cultural Rights • Right to constitutional Remedies	
Three	Directive Principle of State Policy and organs of Government	**5**

	- Social - Economical - Educational - International - Legislative system - Executive system - Judiciary system	
Four	Federalism and Decentralization, Human Rights and Social Advocacy	**10**
	- Division of Powers - Emergency provisions - Fifth and sixth schedules - Local self Government Meaning, definition, - nature and scope of Human rights - Meaning and scope of social advocacy - Importance and necessity of social advocacy - Universal declaration of Human Rights 1948 - The International Covenant on Civil and Political Rights	

References:

1. Acharya, Basu Durga Das :Introduction to the Constitution of India, New Delhi : Prentice Hall of India Pvt. Ltd., (7th.Edition)

2. Ahuja, Ram:Criminology, Jaipur : Rawat Publications

3. Biju, M. R (2005) Human Rights in a Developing Society, New Delhi : Mittal Prakashan

4. Diwan, Paras & Diwan, Peeyush (1994) Child and Legal Protection, New Delhi : Deep & Deep Publications.

5. Flavia (1997) Give us this Day, Our Daily Bread, Procedures and Case Law on Maintenance.

6. Gaikwad, P. E. (2004) Law Basic Concepts, Pune : YASHADA.

7. Galanter, Marc (1992) Law and Society in Modern India, Delhi :OxfordUniversity Press.

8. Gangrade, K. D. Social Legislation in India (Vol-1 & Vol.2), Delhi : Concept Publishing Company.

9. Gaur K. D. (2004) A Text Book on the Indian Penal Code, Delhi: Universal Law Publication Co.

10. Kant, Anjani (1997) Women and the Law, New Delhi : APH Publication Corporation.

11. Mathew, P. D. (1993) Constitution of India Simplified, New Delhi : Indian Social Institute.

12. Pradhan, V. P. The Indian Constitution, New Delhi :Ombudsman Publishing House, (1st Edition).

13. Prakash, Ravi Constitution of Fundamental Rights and Judicial Activism in India, Jaipur : Mangal Deep Publications

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15. Qureshi, M. A. (1992) Muslim Laws of Marriage, Divorce and Maintenance, New Delhi : Deep & Deep Publications.

16. Sastry, T. S. N. (2005) India and Human Rights, Delhi : Concept Publishing Company.

17. Saxena, D. R (1996) Law Justice and Social Change, New Delhi : Deep & Deep Pub.

18. Shah, Ghanshyam (1998) Social Justice- A Dialogue, Jaipur : Rawat Publication.

19. Sharma, S. S. (1993) Legal Aid to the Poor, New Delhi : Deep & Deep Publications

20. Siddiqi, Fatima E. & Ranganathan Sarala:Handbook on Women and Human Rights – A Guide for Social Activists (Part 1 & Part 2), New Delhi : Kanishka Publication.

21. Singh, Alka (1992) Women in Muslim Personal Law, New Delhi : Rawat Publications.

22. Singh, Shiv Sahai (1993) Unification of Divorce Laws in India.

23. South Asia Human Rights Documentation Centre (2006) Hand Book of Human Rights and Criminal Justice in India, New Delhi : Oxford University Press.

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2. Chitkara, M. G. (1993) Lok Adalat and the Poor- A Socio-conditional Study, New Delhi : Ashish Publishing House.

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8. Katare, P. H. & Barik, B. C. (Ed.) (2002) Development Deprivation and Human Rights Violation, Japer : Rabat Publication.

9. Khmer, A. R. B. (1998) The Maharashtra Project Affected Persons Rehabilitation Act 1986, Pune : CTJ Publications.

10. Paranjape, N. V.: Criminology and Penology, Central Law Publications.

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13. Srivastava, A. B. and Awasthi, R. K. (2002) Legal Services Authorities Act with Central & State Rules & Regulations, Allahabad : Law Publishers (India) Pvt. Ltd.

Course Work Title: Social Work Practice with Groups
Course Code: MSW55MML505 (MM-Core Course)
Level: PG VII Credits:4 Marks:100 (Internal 60:External 40)

Course Objectives:
1 Learn the meaning, types and contributions of different types of groups in one's life.   2. Learn the meaning and importance of group dynamics and group leadership.   3. Know the knowledge and skill in working with groups as a method of social work recognizing its history and scope as intervention method.   4. Learn the skill in recording the practice of Work with Groups   5. Learn practice of group work method in different settings adopting multi-dimensional approach
Course Outcome: By the End of the Semester the Student will be able to: 1)Develop an understanding about the Concepts related to the Social Group Work Method   2)Develop an understanding about the Group Dynamism & Group Work Models   3)Handle the Group and its activities independently   4) Understanding about the Group Functioning and Group Work Models

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Unit	Contents	Hour
One	**Introduction to Groups**	10
	Group: Definition, Characteristics; Types of groups: Open and Closed groups, Treatment groups (Re-socialization groups and therapeutic groups), Task oriented groups (forum, team and committees) and Developmental groups (self help groups, support groups and Training groups). Role of groups in development of the individual.	
Two	**Group Process**	10
	Concepts: Group formation, Group morale, Group norm Group Process: Bond, acceptance, isolation, rejection, conflict and control Stages of Group development; Subgroups - meaning and types Tools for assessing group interaction - Sociometry and Sociogram.	

		Role of individuals in group: Functional and non-functional roles.	
Three	**Group Dynamics**		10
		Group Dynamics: Communication and Interaction pattern, Group cohesiveness, Group control, Group culture Group Leadership –Concept – Theories – Types – Roles and Leadership skills – Participatory leadership training. Work with Groups: Meaning, Definition, Values, Principles and Objectives; Historical development, relevance and scope of Work with Groups.	
Four	**Group Work Process**		15
		Group Work Process- intake, study, goal/objective setting, interventions, termination, evaluation and follow up Program Development: meaning, Program as a tool; principles of program planning; program development process; program media Group communication methods :Lectures, forum, brain storming, guided discussion, case study, role play, demonstration, Social Media Group Work Recording: uses and types – Process (Verbatim, Narrative) and Summary.	
five	**Group Work Models**		15
		Group Work Models: Social, Remedial and Reciprocal Models. Scope of Group Work – Group Work practice in different settings with specific target groups: Educational settings, Health and Mental Health settings, Correctional settings, Community settings Group Worker – Role, skills and functions.	

Reference:

1. Trecker, H. B. (1972). Social Group Work: Principles and Practice. Associated Pub. House.
2. Konopka,Gisela, (1963). Social Group Work: Helping Process. Englewood Cliffs, N.J: Prentice Hall.
3. Charles, H. Zastrow, (2011). Social Work with Groups A Comprehensive Textbook. 8th Edition. USA: Brooks/Cole, Belmont.
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8. Hepworth & Larsen (2010). Direct Social Work Practice: Theory and Skills (8th Edition). Belmont, CA: Brooks/Cole/ Thompson.
9. Conyne Robert K, (1999). Failures in Group Work: How We Can Learn From Our Mistakes. Sage Publications.
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13. Erford, B. (2011). Group Work: Processes and Applications. Boston: Pearson

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Course Work Title: Social Work Administration

Course Code: MSW55MML506 (ME Course)

Level: PG VIII Credits:4 Marks 100(Internal 60:External 40)

Course Objective:

1. Learn the conceptual clarity on administration and management in Human Service Organizations
2. Learn the structure and functions of various organizations
3. Learn to Initiate, Manage, develop and evaluate the Organizations and their performance
4. Learn the skills in Service marketing and strategies
5. Learn Human Resource Management and HR development practices in Service Organizations

Course Outcome: By the End of the Semester the Student will be able to:

1)Develop an understanding about the Concepts related to the Social Work administration
2)Develop an understanding about the Managerial Skills
3) Develop Understanding about the Administrative Principles
4)Develop an Understanding about the Human Resource Management and Human Resource Development

Unit	Contents	Hour
One	**Administration and Management – Basic concepts**	10
	Administration, Elements of administration- POSDCORB; Public administration and Management; Principles of management; Strategic Management Organizational Management: Concept, Approaches to Organizational Management - Bureaucratic, Human Relations Model, System Theory, Theory X, Theory Y and Theory Z Social Welfare Administration (SWA) - Definition, nature and Scope. Social Welfare administration as a method of Social Work, The principles of SWA	
Two	**Administration and management of Human Service Organizations**	15

		Administration and management of Human Service Organizations Human Service Organization- meaning, characteristics; Types of Organizations; Voluntary Organizations and their functions; Registration of organizations- Societies Registration Act, Indian Trust Act and Non-profitable companies; Skill training in bye-law preparation and Memorandum of Association (MOA). NGOs and UN- Institutionalization and professionalization; NGOs in India- Indian NGOs, Models of NGO Intervention Administrative structure of Central and State Boards, Major program of Central and State Social Welfare Boards	
Three		**Organizational Behaviour and Organizational Development**	15
		Organizational Behaviour and Organizational Development Concept of Organizational Behavior; Motivational theories and basic understanding of their application in the work context Leadership; definition and importance of leadership; Theories of Leadership: Trait theory, Behavioral theories, contingency theories Organizational Culture: Components of Organizational Culture, Organization development process, approaches and strategies CSR- Philosophy and ethics of CSR Fund raising: techniques ,Social Marketing, Means of Social Marketing, Cause Related Marketing (CRM), Application of service marketing	
Four		**Human Resource Management (HRM)**	10
		Human Resource Management- Meaning and Definition, Nature and scope; Concepts of Personnel Management and HRM Human Resources Planning (HRP) Process- Manpower Estimation - Job analysis -job Description-Job Specification – Recruitment, Sources of Recruitment - Selection Process - Placement and Induction - Retention of Employees.Performance appraisal (PA) - concept and techniques of PA; Rewards; Employee motivation. Volunteerism promotion in NGOs	
Five		**Human Resource Development**	10
		Training- Types of training, training for need assessment, managing learning and development activities; Planning, organizing and evaluating training programs. Skill training: Developing training plan and evaluation scheme for service sector Employee welfare- Significance of employee welfare, welfare measures- statutory welfare benefits, voluntary (non-statutory) benefits and mutual welfare measures	

References:

1. Brunt, C. (2016). Human Resource Management in International NGOs: Exploring Strategy, Practice and Policy. London: Palgrave Macmillan UK.
2. Gaist, P. (2010). Igniting the Power Of Community: the Role of CBOs and NGOs in Global Public Health. New York: Springer.
3. Mullins, L. (2010). Management and Organisational Behaviour. Harlow: Financial Times Prentice Hall.

4. Chowdhary D.Paul.(1992). Social Welfare Administration. New Delhi: Atma Ram
5. Crowther, D. & Aras, G. (2008). Corporate Social Responsibility. Frederiksberg, Denmark: Book Boon.
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7. Goel S.L., Jain R.K., (1988). Social Welfare Administration: Theory and Practice. (Vol 1&2).New Delhi: Deep & Deep Publication.
8. Stoner, Freeman and Gilbert (2008). Management. New Delhi: PHI Learning Private Ltd.

Course Work Title: Gandhian Concept of Social Work and Contemporary Development Theories and Practices
Course Code: MSW55MEL504 ME Course) Level: PG IX Credits:2 Marks 50(Internal 30: External 20)
Course Objectives: 1. Get conceptual clarity on different theoretical aspects of development required for development focused social work practice. 2. Learn knowledge about the interrelationship of Economics and development in order to formulate programs and policies pertaining to economic development of individuals, groups and communities. 3. Know theoretical as well as practical knowledge about different strategies of social development. 4. Learn in depth knowledge on the Gandhian thoughts on Development. 5. Learn the knowledge on contemporary social work in global context and its implications for development. 6. Analyze and respond positively to the changes in the socio-political sphere from the professional social work perspective.
Course Outcome: By the End of the Semester the Student will be able to: 1)Develop an understanding about the Concepts related to the Development 2)Develop an understanding about the Gandhian concept of Social Work 3) Develop an understanding about the Approach of Development, and Strategies of Social Development 4) Develop an understanding about the International Social Work

Unit	Content	Hour
One	**Gandhian concept of Development**	5
	Gandhian Concept of Development, Gandhian Social Work, Swadeshi, Sarvodaya, Swaraj, Social Transformation through grass root level organizations,	
Two	**Concept, History and Ethics of Development**	5
	Development - Concept and definitions; Dimensions of development: Economic dimension, social dimension, human dimension, political dimension and cultural dimension of development; Distinction between Growth and Development; strategies of economic development; Inclusive Development: Meaning and concept, constitutional safeguards.	
Three	**Perspective/Approach of Development, Strategies of Social Development**	10
	Economic growth and Economic development, Human Development, Indicators of Human development: PQLI& HDI, Features of Underdevelopment and obstacles to Economic Development. Economics and Human Development Perspective, WW Rostow's stages of economic growth, Amartya Sen's Capability ApproachStrategies – Empowerment – Social, Economic,	

	Political, Cultural; Capacity building – Training, self-advocacy; Self-Reliance – Participation, Optimum Utilization of indigenous resources; Social Integration – Inclusive Development, equity as a means of equality, Income generation, Laisoning and Networking, Community development programs	
Four	**International Social Work**	10
	Concept of International Social Work: Theories and concepts basic to international social work; International relief and development: International social welfare organizations and its functions. Approaches to international social work – Global perspective, Human Rights perspective, Ecological perspective, Social Development perspective	

Reference:
1. Szirmai, A. (2005). Dynamics of Socio-Economic Development: an Introduction. Cambridge, UK New York: Cambridge University Press.
2. Chakravarty, S. (1989). Development Planning: The Indian experience. Delhi: Oxford University Press.
3. Gangrade, K. (2005). Gandhian approach to development and social work. New Delhi: Concept Publishing for Gandhi Smriti and Darshan Samiti.
4. Healy, L. (2008). International Social Work: Professional Action in an Interdependent World. New York: Oxford University Press.
5. Prigoff, A. (2000). Economics for Social Workers: Social Outcomes of Economic Globalization, with Strategies for Community Action. Australia Belmont, CA, USA: Brooks/Cole.
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8. Gangrade, K. (2008). Gandhian Perspective on Global Interdependence, Peace, and role of professional social work. Delhi: Authors Press.
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10. Dewett, K. (1966). Modern Economic Theory Micro and Macro Analysis. New Delhi: ShyamLal Charitable Trust sole distributors S. Chand.
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Course Work Title: Practice Skills for Social Workers	
Course Code: MSW55MML507 (MM Course)	
Level: PG X Credits:4 Marks 100(Internal 60: External 40)	
Course Objective: 1. Assess themselves using various self-assessment tools and thereby build their self-esteem, confidence and positive self-image 2. Develop empathy, critical and creative thinking and also learn to cope with emotions and stress 3. Work with groups using effective communication and other group skills 4. Write reports and documents based on EPAS competencies 5. Practice PRA in the community	
Course Outcomes: By the end of the Semester the Student will be able to: 1)Practice ethical and professional behavior 2)Recognize human rights and social, economic, and environmental justice 3) Engage in research based community practice 4)Engage, assess and intervene with organizations and communities 5) Reflect, evaluate and report the practice with organizations and community	

Unit	Contents	Hour
One	**Personal skills**	15
	Self assessment: Identifying one's strengths and weaknesses, Identity, Body image and values. Tools used: Identity circle, Keeping journal, Self performance appraisal, Self awareness questionnaires- Questionnaires on Learning styles, Interpersonal needs, Assertiveness, Big five personality Building self esteem and confidence, Setting values, Goal setting: Meaning of goal and goal setting, finding choices, Short term and long term, SMART goals Etiquettes: Personal and professional etiquettes and grooming, *SWOT* Analysis, *JOHARRY* Windows	
Two	**Life skills**	15
	Empathy: Value of Empathy, empathetic listening, understanding others' emotions, Techniques to enhance empathetic skills Creative thinking: Creativity vs Innovation, Need for creativity, Exploring one's creativity, Lateral thinking, Strategies to enhance creative thinking: Brainstorming, Mind map ,Critical thinking: Meaning, understanding one's critical thinking, Strategies to enhance	

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	critical thinking-Edward de Bono Six thinking hats; Creative vs Critical- Left and Right brain thinking ,Coping with emotions and stress- Understanding and expressing different feelings, Stress: meaning of stress, factors causing stress, effects of stress on body and mind, Coping strategies and relaxation	
Three	**Social / Group skills**	10
	Group formation: Ice breaking: Why and how? Ice breaking games, Group formation: group division games, Group dynamics techniques, trust building Decision making and problem solving in group: Three C model, Rational model; Individual vs Group decision making: Group decision rules; Conflict and negotiations Communication and Interpersonal relationship: Identifying communication barriers, Non-verbal Communication and Body Language, effective use of body language, Listening as an active skill, strategies for effective communication, feedback ,Presentation skills: Public speaking and oral presentations ,Technology-based Communication: Netiquettes: effective e-mail messages, power point presentation,	
Four	**Report writing and Documentation based on EPAS competencies, Participatory Rural Appraisal**	10
	Introduction to EPAS competency: Meaning, Components and Significance Documentation: Meaning, Purpose and Types- report, video, audio, newspaper report Report writing-Basics of report writing, Structure of a report, Types: Fieldwork report: writing objectives, activities, reflections, learning and evaluation; Activity reports; taking minutes of meeting, Participatory Rural Appraisal	
Five	**Participatory Rural Appraisal(PRA)**	10
	PRA- Meaning, Significance of participatory approach, PRA tools- Understanding different tools and its significance- Transect walk, Mapping, Seasonal calendar, Priority Matrix, Time trends, Venn diagram.	

References:

1. Sherfield, M.R. Montgometry, J. R. Moody, G.P. (2005). Cornerstone Developing Softskills (4thed). Pearson
2. Narayanaswamy, N. (2009).PRA: Principles, Methods and Application. Sage publication
3. WHO (1997). Life Skills Education for Children and Adolescents in Schools.
   Geneva: WHO.

Sr.no.	Content	Course Code	Description
1.	**OJT-End Semester VIVA-VOCE**	**MSW55JTP 502 (Marks 50)**	**End Semester Viva voce of Students based on their Field work exposure & experience**
2	**OJT- Social work Practicum(Field work)**	**MSW55JTP 501 (Marks 100)**	**Agency/Organization/Community Placement of students for Field work Practicum**
3	**FP- Project Based Data Analysis/Research Paper Publication**	PBD/RPP 55-1 (Optional)	**Students are supposed to carry out any small project based data analysis or publish a Research paper/article**

Semester Three

Course Work Title: Social Policy and Social Legislation in India
Course Code: MSW55MML601 (MM Course)
Level: PG XI Credits:4 Marks 100 (Internal 60: External 40)

Course Objective:
1) Identify the meaning and scope of social legislation and the process of formulating social policy 2)Know the knowledge of legislations related to woman and family, social defense, social security 3) Learn the laws for the marginalized 4) Learn the concept of human rights, legal aid provisions. 5) Know the role of social worker in right based interventions.

Course Outcomes: By the end of the Semester the Student will be able to:
 	
    1)Understand the Concepts related to the Social Policy and the Social Legislations
    2) Understand the Legal frame work
    3) Understand the legislations related to woman and family, social defense, social security
    4)Its applicability in the Field

Unit	Contents	Hour
One	**Social Policy in India**	10
	Meaning and scope of legislation, Kinds of Law-substantive, procedural, civil and criminal law; Indian Legal system, Process of legislation, judicial review. Social Policy-Significance, Social Policy development and Social Policy analysis Social Legislation – meaning, objectives, relation with social policy Indian constitution and Social legislation– Fundamental Rights, Fundamental duties, Directive Principles of State policy	
Two	**Legislations related to Women and Family**	10
	Marriage, Divorce, Dowry prohibition act 1961, child marriage; Succession and Laws of inheritance, maintenance. Women's Commission, Domestic Violence Act 2005 , family courts – objectives and Functioning Laws relating to child welfare and protection: Juvenile Justice Act 2000, POCSO 2012,	

	adoption of children, guardianship, Child Labour (Prohibition and Regulation) Act1986		
Three	**Social Defense and Social Security**		15
	Objectives of social defense, Indian Penal Code, CrPC; Role of Courts, Judiciary, Police and prisons, Rights related to arrest, detention and imprisonment, Significance and conditions of Probation and Parole, need for rehabilitation of ex-convicts ESI Act 1948, Workmen's Compensation Act 1923, Maternity Benefit Act 1961, Minimum Wages Act 1948, MGNREGA 2005, National Food Security Act 2013, Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act 2013, Lokpal and Lokayuktas Act 2013, Information Technology Act 2000, Consumer protection act 1986; Prevention of Corruption Act 1988, Prevention of Food adulteration Act (PFA) 1954		
Four	**Laws related to Marginalized Groups**		15
	Protection of civil rights act 1955, Immoral traffic prevention act 1986, Indecent representation of women(Prohibition) act 1986, Rights of persons with Disability act 2016, Maintenance and Welfare of Parents and Senior Citizens Act 2007 Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 ,Laws relating to health: Mental healthcare Act 2017, MTP 1971, Medical negligence,		
Five	**Legal Aid and Human Rights**		10
	Meaning, uses; Legal services Authorities; Lok Adalat, Public Interest Litigation – meaning, conditions, process RTI 2005 as a tool Concept of human rights, provisions in the constitution, UNDHR, National Human Rights Commission, Commission for child rights New generation laws and its implication to people (education, Health, Information) Role of a social worker in relation to social legislation and human rights issues – advocacy, campaign, lobbying, networking, educating, guiding, enabling		

Reference:1. Ahuja Sangeeta. (1997). People Law and Justice: A Case Book of Public-Interest Litigation. Orient Longman Vol.1
2. Gangrade K.D. (1978). Social Legislation in India Delhi: Concept Pub., Vol. I & II, 1. Diwan Paras; Peeyushi Diwan. (1996). Family Law (Hindus, Muslims, Christians, Parsis and Jews). Allahabad Law Agency
3. Matha P.D. (1986). Family Courts, New Delhi: Indian Social Insti.
4. Smith N.J. (1972). Brief Guide to Social Legislation, London: Methuen & Co.Ltd.

5. Tandon Mahesh Prasad; Tandon Rajesh. (1973). Questions and Answers on the Code of Criminal Procedure, Allahabad Law Agency, Allahabad,
6. Bare Acts of Respective Legislations

Course Work Title: Community Organization and Social Action

Course Code: MSW55MML602 (MM Course)

Level: PG XII Credits:4 Marks 100(Internal 60:External 40)

Course Objective:

1. Know the knowledge and skills for Community Organization and Social Action as methods of Social Work Practice.
2. Learn the skills about different community systems, strategies for organizing different types of communities and role of a community organizer.
3. Identify and differentiate various approaches, strategies and models used in community organization practice.
4. Learn skills for community practice in different social settings.
5. Get the knowledge of Social Action in the contemporary society

Course Outcomes:By the end of the Semester the Student will be able to:

1)Understand the Concepts related to the Community Organization and the Social Action Method
2) Understands the strategies and settings of Community Organization
3) Learn skills for community practice in different social settings
4) Its applicability in the Field

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Unit	Contents	Hour
One	**Understanding Community**	10
	Community- Definitions, Types of Communities - Rural, Urban, Tribal, Characteristics, Target Group; Social Analysis of community: Social System, Economic System, Political System, Cultural System, Legal System, Religious System, Value System, Consciousness, Social Problems, Dynamism, Functions of community. Leadership: the power structure of the community; the history of community organization in India.	

Two	Community Organization	10
	Concept, Definition, Objectives, Principles, community practice and community development, community organization as a primary method of social work. Phases of Community Organization - Community Relationship, Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification and continuation. Methods of Community Organization; Characteristics of a Good Community Organizer; Similarities and differences between community organization and community development. Methods applied in community practice - awareness creation, planning education, communication, participation, leadership, resources and community action.	
Three	Strategies in Community Organization Practice	15
	Models of Community Organization – Weil and Gamble's eight models of Community Practice. Approaches of Community Organization – Social work approach, The Political Activist Approach, Neighbourhood Maintenance / Community Development Approach. Strategies and techniques in community organization: PRA and related techniques, formation and capacity building of CBOs, capacity building of community level institutions (PRI, SHG), strategies for capacity building of the marginalized groups, committee formations, Organizing conferences, training programs, consultation, negotiation, leadership and cadre building and networking. Skills required in community organization practice; Role of Community Organizer.	
Four	Settings of Community Organization Practice	10
	Health, Education, Residential institutions, Livelihood and work, Natural resource management, Sustainable development, Working with tribal population, Working with rural and urban vulnerable communities, Displaced population and rehabilitation, Community organization in risk education and disaster response, Peace and peace building. Steps of Community Organization in various contexts. Empowerment of marginalized groups and communities - roles and practice skills; Research skills for community work.	
Five	Social Work and Social Action	15
	Social Action: Concept, Objectives, Social Work and Social Action, Principles of Social Action. Means of Social Action: Research and Collection of Data – Survey, Analysis and Assessment, Planning Solution, Meeting Key Persons, Groups and Agencies, Public Meetings, Discussions, Create Public Opinion, Awareness, Education, Use of Mass Media and Press Meeting for Propaganda, Use of Legislation and Enforcement of Legislation, Representation to the Authorities, Proposal to the Authorities, Coordinating the work of different groups and agencies, Implementing the Action and Reflection, Modification and Continuation. Strategies of Social Action: Campaign / Promotional Strategy, Collaborative Strategy, Pressure / Advocacy Strategy, Negotiate Strategy, Legal Suasion / Litigation Strategy, Conscientization Strategy, Human Relation Strategy, Political Organization Strategy,	

| | Economic Organization Strategy, Conflict Management Strategy, Situation Modification ,Strategy Social Problems and Social Action, Role of Social Worker in Social Action, Social Activists and Social Action Groups in India. | |

References:

1. Ross, M. G. (1955). Community Organization: Theory and Principles. New York: Harper and Row Pub.
2. Christopher, A.J, & William, A.T. (2009). Community Organization and Social Action. New Delhi: Himalaya publishing.
3. Rothman, J. (2001). Strategies of Community Interventions and Macro Practices (6th Ed.). Illinois: Peacock Publications.
4. Patil, A.R. (2013). Community Organization and Development: An Indian Perspective. New Delhi: PHI Learning.
5. Rubin, H.J, & Rubin, I.S (2008). Community Organizing and Development. New York: Pearson Publishers.
6. Gamble D.N, & Weil M (2010). Community Practice Skills: Local to Global Perspectives. New York: Columbia University Press.
7.Bennur Yusuf .& Gaikwad N.A.(2021),Social Work Practice in Community, Current Publications, Agra.

Course Work Title: Communication and Counseling Skills for Social Workers

Course Code: MSW55MEL604 (MM Course)
Level: PG 13 Credits: 4 Marks 100(Internal 60: External 40)

Course Objective:

Learn the Skills in practice of counseling
2. Learn the skills in assessment of clients
3 Learn the skills in Intervention Techniques of Counseling
4. Practice Group Therapy
5. Practice motivation interviewing**.**

Course Outcomes: By the end of the Semester the Student will be able to:

1)Understand the Concepts related to the Counseling Techniques and Practice
2) Understand the Assessment Skills
3)Understand the Group Therapy
4)Practice its Therapies and Its applicability in the Field

Unit	Contents	Hour
One	**Overview of Counseling Process and Counseling Skills**	15
	Counseling: Concept, types, Scope of counseling as a technique in social case work practice An overview of Counseling Process: Attitudes and skills required at various stages ,Counseling Micro skills: Physical attending and nonverbal skills, listening, questioning skills, Reflection and responding skills, Empathy ,Interviewing Skills	
Two	**Assessment in Counseling**	15
	Understanding and use of various tools of assessment Social Assessment report Understanding the individual: Testing and non-testing techniques – critical events timeline, life cycle matrix, client strengths, coping strategies and ego defences, role performance, self-concept, bio-physical functioning, social functioning**,** Knowing the family: Tools for assessing families – Genogram, Ecomap, family assessment Knowing the environment: Tools for assessment: social network map, grid	
Three	**Intervention Techniques of Counseling**	10
	Intervention Techniques of Counseling Formulation of intervention objectives, Intervention Techniques: Solution Focused, Behavioral, Cognitive Behavioral, Relaxation Techniques, Mindfulness.	
Four	**Therapy in Groups**	10
	Group Therapy- Concept, process, therapeutic factors CBT Model of Group Therapy: Coping skills, relaxation, cognitive restructuring, use of various tools.	
Five	**Motivation Interviewing**	10
	Motivation Interviewing: Concept, principles, use of OARS, change talk, managing resistance, working with ambivalence, negotiation of a treatment plan	

References:1. Cournoyer, B. (2011). The Social Work Skills Workbook. Belmont, CA: Brooks/Cole, Cengage Learning.
2. Quick, E. (2012). Core Competencies in the Solution-focused and Strategic Therapies: Becoming a Highly Competent Solution-focused and Strategic Therapist. New York: Brunner-Routledge.
3. Sank, L. & Shaffer, C. (1984). A Therapist's Manual for Cognitive Behavior Therapy in Groups. Boston, MA: Springer US.

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5. Miller, W. & Rollnick, S. (2002). Motivational Interviewing: Preparing People for Change. New York: Guilford Press.
6. Rosengren, D. (2009). Building Motivational Interviewing Skills: a Practitioner Workbook. New York: Guilford Press.
7. Arkowitz, H., Miller, W. & Rollnick, S. (2015). Motivational Interviewing in the Treatment of Psychological Problems. New York: The Guilford Press.
8. Bieling, P., McCabe, R. & Antony, M. (2006). Cognitive-behavioral Therapy in Groups. New York: Guilford Press.
9. Cognitive Behavioral Therapy (CBT) Worksheets, Handouts, and Self-help Resources. (n.d.) Retrieved from. https://psychologytools.com/download-therapy-worksheets.html
10.Gedam Avinash & Bennur Yusuf (2020) 'Communication Skills For Social Workers', Current Publications, Agra

Course Work Title: Community Projects : Planning, Monitoring and Evaluation
Course Code: MSW55MML603 (ME Course)

Level: PG 14 Credits:4 Marks 100 (Internal 60:External 40)

Course Objective:

1) Demonstrate understanding of a systematic approach to participatory programplanning.
2) Assess the changing trends in participatory program planning approach in government and NGOs.
3) Demonstrate skills in participatory program planning process
4) Demonstrate analytical skills in financial management and administration of project
5) Demonstrate analytical skills in monitoring and evaluation of project.

Course Outcomes: By the end of the Semester the Student will be able to:

1)Understand the various techniques of preparing the Community Development proposals and its applicability
2) Understand the Participatory frame work of Planing
3) Improve the Analytical Skills and participatory approach
4)Practice its applicability in the Field

Unit	Contents	Hour
One	**Participatory Frame of Program Planning**	10
	Participatory Frame of Program Planning Definition of program planning, levels and stages of participation Conditions for facilitating participation in development Role of voluntary organizations in promoting participation in development, participatory approach by government through decentralized planning, CSR Projects-concept and models Project-Definition and Components of Project Proposal	
Two	**Steps in Participatory Program Planning (PPP)**	15

	Steps in Participatory Program Planning (PPP) Identifying need and need assessment- PRA/PLA for identifying people's needs, Determining priorities, Assessing feasibility, Identifying preferred solution, Specifying goals and objectives, Preparing action plan. Concept of Logical Framework Analysis and Result Based Management		
Three	**Financial Management of the Project**		10
	Financial Management-Concept and paradigms, Budgeting, Need for Social cost-benefit analysis, Accounting and Record keeping in a Project, Preparation of accounts for auditing-records needed, Rules regarding foreign contributions-FCRA, Fund raising methods for local financial participation in the project.		
Four	**Administration of the Project**		10
	Management of the personnel-HRP, Selection, Placement, Induction, Human Resource Training and Development, Performance appraisal of the Personnel. Role of Intermediary Organization in the administration of the project, Role of target constituency in administration Preparing procedures and rules for the efficient functioning of the organization		
Five	**Monitoring and Evaluation of Project**		15
	Monitoring and Evaluation – Concept, purpose Project Scheduling –Gantt Charts, Program Evaluation and Review Technique(PERT) and Critical Path Method(CPM) Logical Framework as a tool in Monitoring and Evaluation Mid-term and Impact Evaluation Social Audit as an evaluation tool, Designing Evaluation guidelines Criteria for evaluation: achievement of physical targets, utilization of benefits, people's participation, educative value, technical aspects, deviation from the original plan, procedural accuracy, accounting procedures, costs, supervision efficiency, public relation		

References:

1. Chandra, P.(2014). Projects: Planning, Analysis, Selection, Implementation, and Review, Tata McGraw Hill Pub. Co. Ltd.
2. Moorthy, R. V. (2002). Project Management. Masters Publication
3. Roy, Sam, M. (2002), Project Planning and Management, Focusing on Proposal Writing. The Catholic Health Association of India
4. Vasant, Desai (2013). Project Management Delhi : Himalaya Pub. House,
5. Choudhury, S (1988). Project Management. New Delhi: Tata McGraw Hill
6. Lock, Dennis. (1997). Handbook of Project Management. Delhi : Jaico Publishing House
7. Mohsin, M . (1997).Project Planning and Control. Vikas Publishing House Pvt. Ltd.,

Course Work Title: Working with Families: Interventions and Skills

Course Code: MSW55MEL605 (ME Course)

Level: PG 15 Credits:2 Marks 50 (Internal 30: External 20)

Course Objective:

1. Learn Function as a family counselor and a family therapist.
2. Learn Intervene with families with various needs.
3. Learn family life education program for various categories of families.
4. Learn practice behaviors appropriate and necessary to be effective.
5. Learn Intervene with families in need of professional support.

Course Outcomes: By the end of the Semester the Student will be able to:

1)Develop the ability of Intervention skills and techniques while working with the Families
2) Develop an ability of working on the family issues and the problems
3) Understanding about the Family Life Education
4) Practice Social Work Interventional Skills
4) applicability in the Field

Unit	Contents	Hour
One	**Phases of Family Social Work**	5
	Family Social Work Intervention: Concept and approaches Family Social Work: phases of Family Social Work - Beginning phase -Assessment phase – Goal, Setting and Contracting - Intervention phase - Behaviour change - Evaluating outcome	
Two	**Family Assessment**	5
	Family Assessment: Concept, purpose and Context of assessment Steps in Family assessment, general models, Family Assessment interview, Criteria for assessing family functioning, Areas of family assessment- Family history, problems, family internal functioning, family life cycle, family ecological environment Assessing parenting skills- level of attachment, transmission of a moral code, absence of rejection, continuity of care Techniques of Family assessment- Interview, Observation, Visual techniques-	

		Genogram, Ecomap; Quantitative assessment tools- Interview schedules, scales	
Three	**Family Life Education (FLE)**		10
	Family Life education: Meaning, Characteristics; FLE as Prevention, Education and Collaboration strategy Family Education and content areas: Internal Dynamics of Families, Development changes, Human Sexuality, Family planning, interpersonal relations, family resource management, Parental education Family life education for various life cycles of families: developing contents of FLE for Newly married, Families with young children, families with adolescent children, Families with adult children, Families with aged couples Family life education: content delivery and modes of communication		
Four	**Family Counseling and Family Therapy, Intervening with Psychosocial Issues in families**		10
	Family Counseling: Pre-marital counseling, marital counseling, family counseling Family counseling and family therapy: Differences Family therapy : Individual Psychology and Systemic Family therapy frameworks Therapeutic strategies and intervention used in- Psycho-dynamic Approaches (Nagi), Systems Approach (M. Bowen), Experiential approaches (Carl Whitaker), Structural Approach, Communication Approaches, Strategic Approaches (Milan), Behavioral Cognitive Approaches. Post –modern approaches: SFT, Therapeutic Conversation, FGC Intervening with Psychosocial Issues in families Intervening with Psychosocial issues in the families: Addiction, addiction, mental illness, behavior disorders, disability and chronic illness, domestic violence / IPV, separation and divorce, poverty, abuse, crime and isolation		

References:

1. Collins, D.Jordan,Cathleen, Coleman,Heather (1999). An Introduction to Family Social Work.Illinois: F.E.Peacock Publishers

2. Corcoran, J. (2003). Clinical Applications of Evidence-Based Family Interventions. Oxford New York: Oxford University Press.
3. Wetchler, J. & Hecker, L. (2015). An Introduction to Marriage and Family Therapy. New York, NY: Routledge/Taylor & Francis Group.
4. Becvar, D. & Becvar, R. (2013). Family Therapy: a Systemic Integration. Boston: Pearson Education.
5. McClennen, J. (2010). Social Work and Family Violence: Theories, Assessment, and Intervention. New York, NY: Springer.
6. Nelson, T. (2010). Doing Something Different: Solution-Focused Brief Therapy Practices. New York: Routledge.
7. Sharry, J. (2004). Counselling Children, Adolescents and Families: a Strengths-based Approach. London Thousand Oaks, Calif: SAGE Publications.Parsis and Jews). Allahabad Law Agency.
9) Matha P.D., (1986). Family Courts, New Delhi : Indian Social Institute.
10) Smith N.J., (1972). Brief Guide to Social Legislation, London: Methuen & Co.Ltd.
11) Official Website of Ministry of law and Justice -http://lawmin.nic.in/

Sr.no	Content	Course code	Description
1	JT- Social Work Practicum Marks 100	MSW55RPP601	The students will be placed in any social agency/organization/community for field work exposure and experience. This is fully external learning activity This is aSocial Work Practicum(Community based Project work) Activity

Semester Four

Course Work Title: CSR- Organizational Behavior and Human Resource Management
Course Code: MSW55MEL607 (MM Course)
Level: PG 18 Credits:4 Marks 100 (Internal 60: External 40)
Course Objectives: 1) Learn the concept of Corporate Social Responsibility and the Organizational Behaviour 2) Learn the individual dimensions of Organizational Behaviour 3) Know the knowledge and skills in Group Behaviour 4) Know the knowledge of Organizational development in the practice 5) Learn the skills in HR practices
Course Outcomes: By the end of the Semester the Student will be able to: 1)Understand the role of Social Work Practitioners in CSR and the Importance of OB 2) Understand the various dimensions of Individual Behavior in an organizational Setting 3) Understand the Human Resource Policies and the Practices 3) Practice Social Work Interventional strategies and its applicability in the Field

Unit	Contents	Hour
One	**CSR and Basics of Organizational Behaviour (OB)**	15
	Meaning/concept and scope of CSR, Models of CSR, Social Work and CSR Organizational Behaviour – Definition, Contributing fields to OB, Behaviour model for organizational efficiency, Organizational components that needs to be managed Challenges and Opportunities for OB Developing an OB Model-Inputs, process and outcomes Role of social Work professional in managing OB	

Two	Individual dimensions of Organizational Behavior	15
	Personality – definition – determinants – personality traits – types -personality attributes influencing OB Job satisfaction – meaning – measuring job satisfaction – determinants – effect of job satisfaction on employee performance, Quality of work life Motivation – Concepts and Application, Definition, Early and Contemporary theories, Stress Management -Individual and Organizational strategies Employee engagement programs in CSR- designing and evaluating employee engagement, socialization and CSR engagements	
Three	Foundations of Group Behaviour	10
	Defining and classifying groups, stages of group development, Group properties- Roles, norms, status, size, cohesiveness and diversity Group Decision making and its' techniques, Types of teams, creating effective teams, turning individuals into team players Leadership, Types; Finding and creating effective leaders, Ethics of behaving politically, Conflict process and negotiations	
Four	Organizational Culture, Organizational Development and CSR	10
	Corporate Culture, Components of OC, Creating a sustainable and value based Organizational Climate, CSR and Organizational Culture Organizational Development- Introduction, developing ethical and pro-active organizations, developing learning organizations, Objective of OD program, CSR and organizational Development	
Five	Human Resource Policies and practices	10
	Selection practices-International variations in selection practices Training and development programs-Types, methods and evaluation Performance evaluation-Purpose, methods, providing performance feedback, international variations in performance appraisal Role of Social Work professionals in HRM	

References:1. Robbins, S. P., & Judge, T. (2007). Organizational Behavior. Upper Saddle River, N.J: Pearson/Prentice Hall.
2. Kondalkar,V.G. (2007).Organizational Behavior. New Age International Publishers, New Delhi
3. Ahuja K.K.(1990) Organizational Bahaviour,Kalyani Publication,New Delhi
4. Ghosh P.K. & ghorpade M.B.(1991) Industrial and Organizational Psychology,Himalaya Publishing House,Bombay
5.Khanna S.S.(2000) Organizational Behaviour,Kitab Mahal Publication,New Delhi
6. Maier(Norman R.F.)(1955) Psychology in Industry, Houghten Mifun,Co,Bostan
7. Pareek Udai: Organizational Behaviour
8. Roger M.G. Organizational Behaviour
9. Roger Courtwright,Michael Collins(2001) The Handbook For Managing Yourself Infinity Book,New Delhi
10. Shukla K.C. Tara Chand (2005) Industrial Psychology,Commonwealth Publication,New Delhi
11.Bennur Yusuf(2019), 'Horizons of Corporate Social Responsibility',Current Publications,Agra

OR

Course Work Title: Working with Excluded and Marginalized Groups (Girls/women, SC's, ST's, LGBTQ & Minorities)
Course Code: MSW55MEL606(MM Course)   **Level: PG 19 Credits:4 ; Total Marks: 100(Internal 60: External 40)**
Course Objectives: 1. Learn insight into the causes, needs and situations of differently abled persons.   2. Learn the concept of social marginalization, its causes and impact on individual, family and community.   3. Know insights into the situation of aged in India.   4. Know the provisions for all the three groups through policies, legislation, schemes and programs of government and NGO initiatives.   5. Learn the competencies in various levels and types of interventions with all the three Groups**.**
Course Outcomes: By the end of the Semester the Student will be able to: 1) Understand the issues and the Problems of the Excluded groups and its Interventional Strategy   2) Understand the various dimensions of Individual Behavior leading to the issues   3) Understand the Human Disorganization   4) Practice Social Work Interventional strategies and its applicability in the Field

Unit	Contents	Hour
One	**Concept of special groups , Work with marginalized group**	15
	Significance of working with special groups. Classification of special groups –Differently abled, marginalized groups, senior citizens, LGBT Types – economically marginalized, socio-politically marginalized (castes andtribals), displaced, refugees, disaster affected.- Causes, needs of these groups. Attitudes of the society and obstacles inintegration.- Government policies, legislations for social justice, programs and schemes for these groups, Human Rights perspective, role of NGOs and activist groups	
Two	**Work with differently abled**	15
	Types – Sensory impairment – visual and hearing, orthopaedically disabled,cerebral palsy, mentally challenged, slow learners, children with specific learning disabilities, autism.- Causes, prevention and management.- Implications for individual, family and society- Societal and family attitudes and impact on individual.- Approaches of working with differently abled – ameliorative, therapeutic, developmental, supportive, preventive, rehabilitation- integration and inclusion, right-based approach.- International contribution in change of ideology, national policy, national councils, legislations, government machinery for development of differently abled.	
Three	**Work with Tribals**	15
	Tribal development & five years plan : achievement & failures - Reasons. Tribal welfare schemes & it's implementation process. Role	

	of Bureaucracy to implement Tribal welfare schemes. Tribal Development Policy & Role of government, research Institutes, social worker and local leader. 8. Role of local self government in tribal development & PESA. Tribal development & Voluntary organization, Banks .	
Four	**Work with Women's, LGBTQ and Minorities**	15
	Concept of Gender, Gender budget, Gender Equality, Gender discrimination, Issues and Problems of Women's, Significance and role of Commission on women at Central and state, Concept of LGBT, Social status and Issues of LGBT community, Historical and Current perspectives, Legislative measures for LGBT(Kerala, Tamilnadu & other states)Issues and Problems of Minority community, welfare provisions for Minorities, Social work intervention	

References:

1. Biswas, Manju (1950) Mentally Retarded and Normal Children – A Comparative Study of Their Family Conditions, New Delhi : Sterling Publisher Pvt; Ltd
2. C. Naseema (2002) Human Rights Education, New Delhi,Kanishaka Pub.
3. Desai, Arvindrai (1990) Helping the Handicapped – Problems & Prospects, New Delhi : Ashish Publication
4. Kale, Tebbett (2006) Management of Cerebral Palsy, New Delhi : Sage Publication
5. Kar, Chintamani(1992) Exceptional Children – Their Psychology & Education,New Delhi, Sterlin Pub
6. Karna, G. N. : United Nations and the Rights of disabled persons study of Indian perspective.
7. Mohanty, M. (2001) Class, Caste, Gender, New Delhi : Sage Publication
8. Parikh,Kirit , Radhakrishna R.: India Development Report 2004 – 05,New Delhi,Oxford Univ. 9. Patil, Trivedi (2000) Refugees & Human Rights, New Delhi : Authors Press
10. Phillips, Judith et al : Social Work with Older People (4th edition) New York , Palgrave McMillian
11. Sahu, Binod Kumar : Education of the Exceptional Children ,New Delhi,Kalyani Pub.
12. Shah, Ghanashyam et al (2001) Dalit Identity & Politics, New Delhi : Sage Publication 13. Sharma, M. L., Dak, T. M. (1987) Ageing in India, New Delhi.
14. Sirohi Anand (2005) Encyclopedia of Social Welfare Modern Perspective on Social Work, New Delhi ; Dominant Publication
15. Timothy, Brubaker (1990) Family Relationships in Later Life, California : Sage Publication
16. Bogaert, M. V. D. and others: Training Tribal Entrepreneures : an experiment in social change, Social change, 5, (1-2), June, 1975.
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19. National Institute of Community, Integrated Tribal Development, Hyderabad, Proceedings of a seminar held at NICD, May, 1975.
20. Orissa, Tribal and Rural Development Department, Dec., 1975, Bhuvaneshwar : Seminar on Integrated Tribal Developments projects.
21. Pandey, G. : Government's Approach to tribals Development: Some rethinking, Prashasanika, (1), 56-68, 1979.
22. Patel, M. L. (ed.) : Agro-economic problems of tribal India, Bhopal, Progress Publishers, 1972.
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26. Sharma, K. S. : Agro-Forest based industries for accelerated growth of tribals, Indian Cooperative Review, Jan., 1975.
27. Vidyarthi, L. P. (ed.) : Tribal Development and its Administration, New Delhi, Concept, 1981.

Course Work Title: Rural And Urban Community Development
Course Code: MSW55MML604 (ME Course)

Level: PG 21Credits:4 Marks 100 (Internal 60: External 40)

Course Objectives:
1. Know the knowledge of the concepts of rural and urban community development and the strategies and approaches for Rural and Urban Development.
2. Learn the knowledge of the problems and issues of people in Rural/Urban settings in India and the various Governmental interventions in these settings.
3 Learn the knowledge about the administrative functioning of rural and urban local self-governments (LSG) and cooperative institutions and its contribution towards Rural and Urban Development.
4. Acquire relevant skills of working with rural and urban communities.
5. Know the knowledge about the role of Civil Society and NGOS in Rural and Urban Development

Course Outcomes: By the end of the Semester the Student will be able to:

1)Understand the issues and the Problems of the *Rural /Urban Communities*
 2) Understand the various dimensions of *Interventional Strategy thereon*
3) Understand the various approaches of Human Development
4) Practice Social Work Interventional strategies and its applicability in the Field

Unit	Content	Hour
One	**Introduction to Rural and Urban development**	10
	Rural Development: Meaning, Concept, Principles, approaches evolution of rural development, basic elements, development and change, rural economy – size and structure, role of agriculture sector, role of non- agriculture sector, measures and determinants of rural development, challenges and opportunities. Early experiments of rural development. Urban Development: Meaning, Concept – urbanism and urbanisation, principles, indicators of urban development, Theories of urbanisation; Urban Development Models of India. Concept of sustainability and sustainable development, indicators of non-sustainable development.	
Two	**Rural/Urban Problems and Management**	15
	Rural and urban problems: rural poverty, unemployment, food security, problems of tribal communities Metropolitan Growth: Scale and Complexity and its impact on national development. Growth of urban slums, migration, urban disorganization, unemployment and underemployment, urban housing, Street Families, Street Children, social deviance – crime,	

		delinquency, trafficking, flesh trade, problems of migrants, and labourers in the unorganized sector. Urban traffic problems and solutions - Solid Waste Management, Pollution Control, Metro rail projects, Road safety systems, Infrastructure development, Urban housing problems & Housing schemes, Town planning, Slum clearance board, Functions of slum clearance Board, Programs for slum dwellers, Smart Cities and Model Villages.	
Three	**Rural and Urban Development Administration**		10
		Analysis of 73rd and 74th constitution amendment act. Concept of decentralized governance in India, Panchayati Raj Institutions – structure and administration. National and State Ministries of Rural and Urban Development; Urban Development Authorities at State and District Level - structure and functions; NIRD, SIRD Local Self Government and Urban Development; Models of urban development in India. Public Private Partnership (PPP) for urban development. Rural and Urban development through Community Based Organisations -Self-Help groups – Model Villages, NGOs, Co-operative Societies, Micro-credit Institutions.	
Four	**Rural and Urban Development Programs**		10
		Rural Development Programs – MGNREGA, PMGSY, DDU-GKY, NSAP, NRLM, PMAYG, SAGY and other ongoing programs of the Ministry. Urban Development Programs – Smart cities, AMRUT, SWATCH BHARAT MISSION, HRIDAY, NULM, PMAY, RAY, Urban Transport and other ongoing programs of the Ministry.	
Five	**Civil Society, NGOs and Rural/Urban Development**		15
		Concepts - State, democracy and civil society; non-governmental organizations and not-for-profit organizations. New Social Movements and Civil Society, Non-governmental organizations, Non-party political formations, Civil society and social capital, Civil society and political society. Theory of voluntarism and voluntary action for empowerment of rural communities, NGO interventions in rural/urban development, local initiatives and leadership in empowering rural communities. Role of NGOs and voluntary agencies, in the management of urban services– Sewage, Garbage and energy – privatization of these services. Role of civil society organizations in Urban Community Development; Intervention of Corporate in urban problems.	

References:

1. Singh, K. (1999). Rural Development: Principles, Policies, and Management. New Delhi Thousand Oaks, Calif: Sage.
2. Das, A. (2007). Urban Planning in India. Jaipur: Rawat Publications.
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4. Bhose, J. (2003). NGOs and Rural Development: Theory and Practice. New Delhi: Concept Pub. Co.
5. Goel, S. & Dhaliwal, S. (2004). Slum Improvement Through Participatory Urban-based Community Structures. New Delhi: Deep & Deep Publications PVT Ltd.
6. Nath, V. & Aggarwal, S. (2007). Urbanization, Urban Development, and Metropolitan Cities in India. New Delhi: Concept Pub. Co.
7. Tripathy, S. (1998). Co-operatives for Rural Development. New Delhi: Discovery Pub. House

Course Work Title: Development Economics

Course Code: MSW55MML605 (ME Course)

Level: PG 22 Credits:4 Marks 100 (Internal 60: External 40)

Course Objectives:

1. Learn the theories of economic development.
2. Know economies of Urban Rural and Tribal areas from a Human Development Perspective
 3. Learn Urban, Rural, Tribal economic problems in the context of globalization
4. Know the relevance and problems of cooperatives in the current context

Course Outcomes: By the end of the Semester the Student will be able to:

1)Understand the theories of the Development
 2) Understand the various Economies
3) Understand the various approaches of Human Development and the Global Context
4) Practice Social Work Interventional strategies and its applicability in the Field of the Economy
5) *Understand the concept of the Development Economics*

Unit	Contents	Hour
One	**Rural And Urban Economy, Concept of Development**	15
	Rural & Urban Economy in the context of- land, labour, capital, technology and economic infrastructure, Concept and meaning of Development – Basic Elements and Dimensions	

	Theories & Models of development– in the context of Indian economic Development		
	Evolutionary Theory, Modernization Theory, Dependency Theory, Gandhian Economic model of Rural Development,		
	Human Capital Model of Development The political economy of development		
Two	**Economic Development in Rural Context**		15
	1. Agrarian Economy – importance, problems		
	2. Measures of land reforms,		
	3. Green revolution, Subsistence to commercialization of Agriculture, White Revolution,		
	4. Agrarian Policies in the Current Context – Rural Credit Policy, Agricultural Price Policy		
	5. Commoditization of land and alienation from land.		
	6 Other sectors of rural employment: forestry, fisheries, artisans, rural industries		
	7. Globalization & Agriculture – WTO, GATT, TRIPS, Patent and intellectual property rights, its Impacts, emerging issues and challenges, subsistence to commercialization of Agriculture		
	8.Farmers organizations, associations and movements		
	9 sectors of rural development: forestry, fisheries, rural industries		
Three	**Economic Development in the Urban Context**		10
	1. Industrialization and Employment generation		
	2. Informal and formal sectors in work		
	3. Infrastructure facilities – Road, Energy, Finance		
	4. MIDC policy - kind of industries and its present situation,		
	5. Economic Development and its impact on cities – its production, distribution and present shift		
	6 Globalization and Urban economy- NAMA, GATS, impacts on basic services		
Four	**Economic Development and Human Development**		10

	1. Measurement of Human Development	
	2. Economic Development and Social opportunities	
	3. Economic inequality & poverty	
Five	**Diversities and social exclusion**	10
	Diversities and social exclusion People Centered Approaches in Economic Development A) Cooperation – Meaning, objective, principles - Types of cooperatives – Area wise, sector wise - Role of cooperatives in empowering the poor and marginalized. - Contemporary challenges facing cooperatives in country B) Farmer Producer Companies	

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4) Gandhi,J.S.(ed) Law and Social Change, Jaipur: Rawat Publications
5) Iyer,Krishna V.R.(1975) Social Mission of Law, New Delhi: Orient Longman
6) Jaswal, Paramjit S. & Jaswal Nishtha (1993) Human Rights and the Law, New Delhi: A.P.H.Publication Corporation
7) Joshi, Ra,: The Indian Constitution and its working, New Delhi, Orient Longman(Third Ed.)
8) Katare P.H. & Barik B.C.(ed)(2002) Development Deprivation and Human Rights Violation, Japer: Rawat Publication
9) Khmer, A.R.B.(1998) The Maharashtra Project Affected Persons Rahabilitation Act 1986,Pune: CTJ Publications
10) Paranjape N.V.: Criminology and Penology, Central Law Publications
11) Sharma R.N. Fundamental Rights, Liberty and Social Order, New Delhi: Deep and Deep Publications
12) Singh M.P. The Constitution of India: Delhi Law House
13) Srivastava A.B. and Awasthi R.K.(2002) Legal Services Authorities Act with Central & State Rules and Regulations, Allahabad: Law Publishers(India) Pvt. Ltd
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Sr.no.	Content	Course Code	Description
1	RP-Project work Dissertation	MSW55RPD601	Students are required to do one Dissertation/Research Project work based on any social issue/Problem
2	RP-Dissertation Viva-voce	MSW55JTP602	Viva voce based on students Dissertation/Research Project work by external Examiners
3	JT-Social Work Practicum-4(FP)	MSW55JTP602	Students are placed in any social agency/organization/community for field work activity/exposure/experience
4	FP-Viva-Voce-Field Work	VIVA55-FW/optional	Viva voce of students based on their field work exposure/experience

Specialization: Group B-Medical and Psychiatric Social Work (MPSW)

<u>Course Work Title:</u> **Social Work in Health Care: Interventions and Skills**
<u>Course Code: MSW55MML606 (MM Course)</u>
<u>Level: PG 23 Credits:4 100(Internal 60: External 40)</u>
<u>Course Objective:</u> 1. Learn the basic concepts of disease and nutrition 2. Learn various communicable and non-communicable diseases 3. Know the scope of social work practice in health. 4. Know the knowledge and skills of interventions medical social work practice. 5. Learn knowledge and skills of interventions in prevention of diseases and promotion of health
<u>Course Outcomes</u>: By the end of the Semester the Student will be able to: 1) *Understand the role of Social Work Practitioners in the Health Sector* 2) Understand the various Health Issues 3) Understand the various approaches of Human Health Development in Global Context 4) Practice Social Work Interventional strategies and its applicability in the Field of the Health

Unit	Contents	Hour
One	**Basic Concepts**	10
	Overview of Human Anatomy-major systems and functions Natural history of diseases, Ice-berg concept of disease. International Classification of Diseases Nutrition and Health: Food and nutrition, Deficiency diseases related to proteins, fats, carbohydrates and Vitamins Problems of malnutrition in India - preventive and management measures	
Two	**Communicable and Non-communicable diseases**	15
	Incidence, Prevalence, etiology, symptoms, treatment and prevention of major Communicable and Non Communicable diseases Communicable diseases: Respiratory infections: Covid-19(Corona Viruses),Chickenpox, Measles, Mumps, Diphtheria, Tuberculosis Intestinal infections: Poliomyelitis, Hepatitis, Cholera, Acute Diarrhoeal diseases, Typhoid. Arthropod - infections: Dengue Syndrome, Malaria, Filariasis. Zoonotic diseases: Rabies, Plague, Japanese encephalitis. Surface infections: Tetanus, Leprosy, STD, HIV/ AIDS. Non communicable diseases: Coronary Heart Diseases, Hypertension, Stroke, Cancer, Diabetes, Obesity, Blindness.	
Three	**Health and Medical Social Work: An Overview**	10
	Meaning, Definition, Historical development and Scope of Medical Social Work. Illness and its effects on the individual, family and community. The role and functions of Medical Social Worker in various health issues and settings. Competencies and roles of medical social workers, standards of social work practice in health settings The multidisciplinary team approach in health.	
Four	**Social Work Practice in Health**	15
	Theories of health behaviour Physical and mental health- interactions, assessment and intervention Care planning process: Care planning frameworks, components of care plan Methods of social work in health care settings: Case Work and Group Work Practice of: Grief Counseling, Motivation interviewing, discharge planning, case	

	management, crisis intervention, Group Therapy Social Work Practice in: Oncology, Chronic diseases, end of life care, palliative care, maternal and child health etc.	
Five	**Interventions in Health Promotion and Prevention**	**10**
	Role of Social worker in prevention of disease and promotion of Health, Workplace health and wellness programs Health Education: meaning, importance, principles and components of Health Education, design of health education program, Behavior Change Communication strategies.	

References:

1. Gehlert, S. & Browne, T. (2006). Handbook of Health Social Work. Hoboken, N.J: Wiley.

2. Lloyd, M. (2010). A Practical Guide to Care Planning in Health and Social Care. Maidenhead, England: Open University Press.

3. Park, K. (2015). Park's Textbook of Preventive and Social Medicine. India: Bhanot Publishers.

4. Cockerham William C (2000). Medical Sociology, Prentice Hall

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Course Work Title: Social Work in Mental Health
Course Code: MSW55MML607 (MM Course)
Level: PG 24 Credits:4 Marks 100 (Internal 60: External 40)

Course Objectives:

1. Know the roles and responsibilities of Clinical Social worker in various settings
2. Learn various Social case work models and approaches to deal with psychosocial problems of the clients
3. Acquire the skills and competencies of Cognitive Behavioural assessment and intervention
4. Acquire the skills and competencies of Cognitive Analytic assessment and intervention
5. Know the knowledge and skills of interventions in dealing with families and groups

Course Outcomes: By the end of the Semester the Student will be able to:

1) *Understand the role of Social Work Practitioners in the mental Health Sector*
 2) Understand the various Mental Health Issues
3) Understand the various approaches of Human Health Development in Global Context
4) Practice Social Work Interventional strategies and its applicability in the Field of the Mental Health
5) *Understand the role of Social Work Practitioners in the Mental Health Sector and its Interventional Skills*

Unit	Contents	Hour
One	**Introduction to Psychiatric Social Work, Social Work Mental Health Services**	15
	History of Psychiatric Social Work. Role and functions of Psychiatric Social worker The Mental Hospital as a social system, General Hospital Psychiatry, Day Care Centres, Partial hospitalization, Therapeutic community Community Psychiatry: Role of the Psychiatric Social Worker in Community Mental Health, Child and Adolescent Clinics Guidance Clinics, Epilepsy Clinics, Geriatric Clinics. Leadership in Mental Health; Reflective practitioner, Evidence based practice and Theory of Change model of developing the intervention	
Two	**Models of Social Work in Mental Health**	15
	Different models of social case work practice in the area of Mental Health; Psychoanalytic model, Behavioral Model, Psychosocial Model, General Systems Model, Humanistic and Existential model, Indian Philosophical model Social Case Work Approaches; Psycho Dynamic Approach, Problem Solving Approach, Behavioral Approach,	

	Functional Approach and Crisis Intervention Approach		
Three	**Therapeutic Approach: Cognitive Behavior Therapy (CBT)**	**10**	
	The development and principles of cognitive behavioral treatment: - Clinical applications of behavioural principles, Integration of cognitive behavioural approaches. CBT style, Structure of CBT, Cognitive behavioural assessment: - Goals and measurements in cognitive behavioral assessment, Preliminary cognitive behavioral formulation and goal setting, Dysfunctional thoughts - Core beliefs, Rules for living, Negative Automatic Thoughts CBT Models for various disorders:- Nature, cognitive models, process and techniques for treatment of persons with Anxiety, Phobic disorders, obsessional disorders, Depression, Marital Problems, Sexual Dysfunctions - Eating Disorders, Sleep Disorders, Sexual Dysfunction		
Four	**Therapeutic Approach: Cognitive Analytic Therapy (CAT)**	**10**	
	Scope and focus of CAT :-CAT as an integrated Therapy, The main features of CAT ,Theoretical model of CAT, Childhood development and CAT model of therapeutic change; normal and abnormal development of the self, models of individual development ; psychoanalytic models, attachment theory and cognitive therapy ,Assessment of patients: - major concepts in Psychotherapy file- Traps, Dilemmas and Snags, personality structure, repertory Grid, Psychotherapeutic formulation, Sequential Diagrammatic Reformulation in CAT, Reformulation - diagrammatic reformulation, Therapy relationship- transference and counter transference, Termination- good bye letter ,CAT in various conditions and contexts:- The treatment of personality disorders, Depression, Psychosis		
Five	**Social Work Interventions with Family and Groups**	**10**	
	Family Therapy-History, Concepts and Techniques - Different Models of Family Therapy ,Sex Therapy: Individual and couple sex therapy, techniques, current approaches in sex therapy ,Group therapy in Psychiatric Setting Rehabilitation of Chronic Mental Patients		

References:

1. Sadock, B., Kaplan, H. & Sadock, V. (2000). Comprehensive Textbook of Psychiatry. Hagerstwon: Lippincott Williams & Wilkins
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12. World Health Organization, (1986) Prevention of Mental, Neurological and Psychosocial Problems

Course Work Title: Mental Health and Psychiatric Disorders

Course Code: MSW55MEL608 (ME Course)

Level: PG 25 Credits:4 Marks 100(Internal 60:External 40)

Course Objectives:

1. Acquire knowledge of the concept of mental health and psychopathology
2. Know the knowledge and skills of assessment in mental health settings.
3 Know the knowledge of clinical psychopathology.
4. Learn the nature, causes, types and treatment of mental health disorders in children, adolescents and adults.
5. Learn the knowledge of Socio-Cultural Factors influencing mental health

Course Outcomes: By the end of the Semester the Student will be able to:

1) *Understand the role of Social Work Practitioners in the mental Health Sector*
 2) Understand the various Mental Health Issues
3) Understand the various approaches of Human Health Development in Global Context
4) Practice Social Work Interventional strategies and its applicability in the Field of the Mental Health
5) *Understand the role of Social Work Practitioners in the Mental Health Sector and its Interventional Skills*

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Unit	Contents	Hour
One	**Mental Health and Psychopathology**	**10**
	Concept of mental health–Characteristics of mentally healthy person, positive mental health ,Normality and abnormality Psychopathology: Disorders of perception, thought, speech, memory, emotion, consciousness & Motor disorders. Classification of psychological disorders– History, Need, and types, psychosis and neurosis Introduction to ICD 10 and DSM V, ICF – Overview of diagnostic guidelines	

Two	Psychiatry and Psychiatric Assessment	15
	Psychiatry - History and Growth of Psychiatry, Traditional and Modern attitude towards psychiatric illness. Public mental health agendas Assessment in psychiatry: Psychiatric interviewing - Content, types Case history recording – components and implications of demographic factors, family history, personal history, premorbid personality, life situation and various aspects of mental status examination, diagnostic formulation.	
Three	Neurotic and Behavioural Syndrome	15
	Prevalence, etiology, clinical manifestation, course and outcome and different treatment modalities of: Neurotic, stress-related and somatoform disorders – Phobia, Obsessive Compulsive Disorder, Panic Disorder, Generalized Anxiety Disorder, Dissociative Disorder, Somatoform Disorder Social - Cultural factors in psychiatric disorders with special reference to India. Transcultural psychiatry - culture bound syndromes. Behavioural syndrome associated with physiological disturbances and factors- Eating Disorders, Sleep Disorders, Sexual Dysfunction	
Four	Psychological Disorders: Organic, Personality and Childhood	10
	Prevalence, etiology, clinical manifestation, course and outcome and different treatment modalities of: Organic Disorders – Dementia, Delirium Epilepsy, degenerative disorders Alcohol and Substance Abuse Personality Disorders: Psycho climbing, Paranoid, Histrionic, Anxious-avoidant, Types and manifestations of Anti-social personality Childhood Disorders: Specific Learning Disability, Pervasive Developmental Disorder, Hyperkinetic Disorders, Conduct Disorder, Emotional Disorders, Mental retardation	
Five	Schizophrenia and Mood Disorders	10
	Prevalence, etiology, clinical manifestation, course and outcome and different treatment modalities of: Schizophrenia, schizotypal and delusional disorders Mood [affective] disorders – Mania and Depression	

References:

1. Sadock, B., Kaplan, H. & Sadock, V. (2000). Comprehensive Textbook of Psychiatry. Hagerstwon: Lippincott Williams & Wilkins.

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Semester Four –Group C-(Human Resource Management Specialization-(HRM)

Course Work Title: Labour Welfare and Labour Legislation

Course Code: MSW55MML608 (MM Course)
Level: PG 2 Credits:4 Mark 100(Internal 60: External 40)

Course Objectives :
1) Learn labour legislation & areas of intervention.
2) Learn labour administration and mechanisms.
3) Learn the skills to deal with legislative functionaries

Course Outcomes: By the end of the Semester the Student will be able to:

1) *Understand the role of Social Work Practitioners in the Labour Welfare sector and the Labour Legislations*
 2) Understand the various Labour Issues
3) Understand the various approaches of Labour Welfare and the Labour Legislations
4) Practice Social Work Interventional strategies and its applicability in the Field of the HRM
5) *Understand the role of Social Work Practitioners in the Industrial Sector and its Interventional Skills*

Unit	Content	Hour
One	**Growth of labour legislation in India**	5
	Historical perspective, Philosophy under-lying labour legislation before and after Independence. Review of Labour Administration in India.	
Two	**Protective Legislation**	10
	The Factories Act 1948, The Apprentices Act 1961, The Contract labour (Regulation and Abolition) Act 1970. The Mathadi Workers Act The Mines Act 1952 The Plantation act 1951 The Bombay Shops and Establishment Act 1948.	
Three	**Social Security and Welfare legislations**	15

	The Workmen"s Compensation Act 1923, The Maternity Benefit Act 1961, The E S I act 1948, The E P F act 1952 Family Pension Scheme 1971, 1995 and recent pension Scheme. The Payment of Gratuity Act 1972, The Maharashtra Labour Welfare Fund Act 1953.	
Four	**Wage Legislation**	10
	The Payment of Wages Act 1936, The Minimum Wages Act 1948, The Payment of Bonus Act 1956.	
Five	**Environment Protection related legislation**	20
	The Environment Protection Act 1986- salient features, definition, occupier, handling of hazardous substance offences by companies and penalties Air Pollution Act 1987: Salient Features, definition, occupier, air pollution, chimney,Approval fuel, emission, power and functions of central and state board. Offences by companies procedure of penalties.Water Pollution Act 1974: Salient features- definition – sewage effluent, trade effluent, out – let system. Power and functions of central and state boards, offences by companiesand penalties and procedures. (Latest amendment may be considered while teaching these laws) Case studies: Selected case studies, case laws on above topics-protective legislations, ESI, EPF, Wage, IR, Environment protection.)	

References:
1. Chakrabarti, B. K. (1974) Labour Laws of India, Calcutta : International Law BookCentre
2. Goswami, V. G. (1986) Labour & Industrial Law, Allahabad : Central Law Agency
3. Jain, S. P. & Agrawal, Simmi (1997) Industrial & Labour Law, Delhi : Dhanpat Rai & Co.Pvt; Ltd.
4. Kumar, H. L. (1996) Employers rights under Labour Laws, Delhi : Universal LawPublishing Co. Pvt; Ltd.
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6. Saiyed, I. A. (2001) Labour Laws, Mumbai : Himalaya Publishing House
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23. Tripathi, P. C. & Gupta, C. B. (1990) Industrial Relations & Labour Laws, New Delhi :Sultan Chand & Sons
24. Varghese, V. G. (1987) Industrial Jurisprudences, Mumbai : Tiss

Course Work Title: Human Resource and Personnel Management

Course Code: MSW55MML609 (MM Course)
Level: PG 27 Credits:4 Mark 100(Internal 60: External 40)

Course Objectives :
1. Know the importance of Human Resource in industry and various applications of strategic HRM.
2. Learn an insight of various policies, practices, importance and relevance of HRM.
3. Learn the knowledge and understanding about functions of PM/HRM.

Course Outcomes: By the end of the Semester the Student will be able to:

1) *Understand the role of Social Work Practitioners in the HRPM*
 2) Understand the various Labour Issues and Personnel Management
3) Understand the various approaches of Labour Welfare and the Labour Policies
4) Practice Social Work Interventional strategies and its applicability in the Field of the HRM
5) *Understand the role of Social Work Practitioners in the Industrial Sector and its Interventional Skills*

Unit	Content	Hour
One	**Human Resource, Personnel Policies**	10
	Work organization, People at Work, Human factor in Management,importance of Human Resource in industry, Hawthorne studies, Human Relations, Movement, evolution of HRM in India, Personnel Management / Human Resource Management: Definition, objectives, goals,scope, principles, importance of PM/HRM, changing concept of HRM, Functions of PM/HRM: Form and structure of PM/HRM department, changing forms,specific functions and role of PM/ HR department in modern industrial organizations, Role of Personnel/ HR Manager: Essential qualities, core competencies, role, Functionsand importance of Personnel Managers/ H R managers in industrial organizations Changing role and emerging challenges before HR managers in the context of SHRM	
	Meaning, objectives & contents of personnel policies, principles &essentials of sound personnel policies, developing of personnel policies. Role & importance of personnel policies in managing human resource.	
Two	**Human Resource Planning**	15

	Meaning, need, objectives, short-term & long term planning, prerequisites, process and importance of HRP, factors influencing and methods of HRP.Recruitment, Selection, Placement & Induction: Meaning, objectives, types, internal & external sources of recruitment and process of recruitment. Selection process, criteria,steps & methods, importance of systematic and scientific selection procedures, modern practices of recruitment and selection adopted by various organization. Placement- basic principles, criteria & process of placement. Induction -meaning, objectives and importanceof induction program, new approaches	
Unit no. Three	**Promotions and Transfer, Wage and Salary administration**	15
	Meaning, goals, principles, policies, criteria/ parameters, types,essentials & salient features of sound promotion and transfer policies. Demotion,discharge, dismissal and lay-off policy and practices, reasons, terms & conditions. Job-Analysis, Job - Description, Job-Specification, Job Design, Job-Evaluation, -meaning, tools & techniques, methods and their importance, Various aspects of wage & salary administration,peculiarities and structure of ideal wage & salary policy, concept of dearness allowance,method of computing D A and Consumer Price Index, Fringe benefits and perk- perquisites,Piece-rate and Time- rate wage system, modern criteria & methods of payment of wageand salaries/ pay package. Financial and non-financial Incentives, Incentive schemes and its impact on the employees" performance and the work	
Four	**Strategic Human Resource Management**	10
	Concept and nature of strategy and strategicmanagement, strategic management process, implementation, evaluation and importanceof SM, role HRM in strategy formulation, contingency or structural approach to strategy.Focus area: 7- „C" of SHRM- culture, competency building, career planning, coaching,consultant role, and communication and compensation management	
Five	**Application of MIS**	10
	Application of MIS and computers in HR system: Meaning, scope, available software its applications and limitations of computers and software in HR system. Case studies: Selected case studies on above topics- HRM/PM, SHRM, role and functions of HRM/ HR manager, Personnel Policies, MIS.	

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Course Work Title: Industrial Relations and Trade Unionism
Course Code: MSW55MEL609 (ME Course)
Level: PG 28 Credits:4 Marks 100(Internal 60: External 40)

Course Objectives :

1. Learn a comprehensive understanding about trade unionism and industrial relations perspective.
2. Know the intervention strategies and role of government.
3. Learn an understanding about the various factors influencing the industrial relations

Course Outcomes: By the end of the Semester the Student will be able to:

1) *Understand the role of Social Work Practitioners in the sector of Trade unionism and Industrial relations*
 2) Understand the various Labour Issues
3) Understand the various approaches of Labour Welfare and the Industrial Disputes
4) Practice Social Work Interventional strategies and its applicability in the Field of the Industrial Relations
5) *Understand the role of Social Work Practitioners in the Industrial Sector and its Interventional Skills*

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Unit	Contents	Hour
One	**Concept, Philosophy & History of Trade Unionism**	10
	Growth & Development of Trade Unionism in India – Historical Retrospect. Labour Movement in India and abroad Philosophy & ideology of labour movement, phases, trends and growth of labour movement in India and abroad	
Two	**Trade Unionism**	10
	Meaning, Types, structure & functions of Trade Union, Associations, Federation & Confederation, Local, Regional, National & International Level Unions, Growth & Development of Central organization of workers in India, their membership& policies. Union's Role in – Job Security, Wage Determination, LabourWelfare, Workers education, Productivity, & Economic Development, Trade Union's New Role in Environment Protection & Safety Promotions, Trade Unionism in Relation to Law, Politics, Public Opinion & the State, Trade Unions and its interface with technology & market, Social Responsibility under taken by Trade unions.	
Three	**ILO & Indian labour movement and Globalization**	10
	ILO - its structure, functions & role in labourmovements and industrial development, future of labour movement Globalization & its impact on Unionism : Employers and Workers Right, HumanRights, Global economy, Labour market, domestic labour laws. Current trends in employers association and changing role of unions in global economy, employees welfare and overall industrial development in India.	

Four	Industrial Relations	10
	IR Concept, philosophy, evolution, principles, key elements, scope, nature and importance of I. R. in industrial development in India ,Role of Government, Trade- Unions and Employees in developing harmonious relationships in industries, I R and policies related to employers and employees. Industrial Discipline, disciplinary action & enquiry procedures: Meaning, principles, goals, tools of industrial discipline, causes of indiscipline, principles and procedure of disciplinary action, drafting disciplinary action letters, Show - Cause Notice, Charge -sheet, domestic enquiry, principle of natural Justice, code of discipline and its implementation. Grievance handling procedures and practices in Industries:Meaning, goals, principles, process, methods, model grievance handling procedures	
Five	Industrial Disputes	20
	Meaning, nature, scope and etiology of Industrial Disputes and Industrial conflicts. Strikes, Lock-outs, Closure, Go-slow and other forms and types of Industrial Disputes. Prevention & Dispute Settlement Mechanisms: Preventive measures- byGovernment, employer, employee and union. Voluntary measures & StatutoryMachinery for settlement of industrial disputes in India, conciliation, arbitration andadjudication. Role of personnel and I.R manager and other plant level officers in promoting I.R. Critical review of dispute settlement machinery in India, Mechanisms of I R: Negotiation and Collective bargaining, productivity bargaining, multi-union bargaining, patterns of negotiation, bargaining relationship – process ,procedures, subject matter, legal and psychological aspects of collective bargaining, its advantages and limitations, Workers Participation in Management.- Meaning, objectives, need, principles, various forms & levels, critical evaluation of WPM/ participative management schemes in India. (Case Studies: Selected case studies on above topics- strikes, lock-outs lay-off, retrenchment, conditions of work, closure termination, discharge and dismissal, theft, breech of conduct, settlement, charter of demands, go slow, domestic enquiry, role and functions of Trade Unions, TU and IR, IR policies and practices, Industrial Disputes, Settlement of disputes, Globalization and TU, WPM.)	

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3. Dhingra O. P. and Chellappa, H V. V. Ed. Cases in Industrial relations; Shri. Ram Centrefor Industrial Relation
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Academic Book Centre

Semester Four: Group D-Family and Child Welfare Specialization(FCW)

Course Work Title: Working with Children: Interventions and Skills

Course Code: MSW55MML611 (MM Course)
Level: PG 29 Credits:4 Mark 100(Internal 60: External 40)

Course Objectives:
1. Learn the knowledge of child Mental Health and child development
2. Learn the knowledge and differentiate childhood disorders
3. Choose and apply assessment tools work with different categories of children.
4. Know the skills to work with children
5. Formulate intervention plan at various levels and apply them

Course Outcomes: By the end of the Semester the Student will be able to:

1) Understand the Concepts related to the Child Welfare and skills required for the Trainee Social Workers

2) Understand the various Issues of Children

3) Understand the various approaches of Child Welfare

4) Practice Social Work Interventional strategies and its applicability in the Field of the Child Welfare

5) Understand the role of Social Work Practitioners in the Child Welfare and its Interventional Skills

Unit	Contents	Hour
One	Mental Health of Child	15
	Mental Health: Concept definition, dimensions and phases of Mental Health, Models of Mental Health, Promotion of mental health among children: Health promotion approach, prevention frame work in mental health, Child development: significant themes underlying child development, Distinct areas of development: Physical, temperamental, cognitive, social, emotional, moral and psychosexual. Mental health issues related to child development.	
Two	Psychiatric disorders among Children's	10
	Over view of :Mental retardation, specific developmental disorder, Pervasive Developmental Disorder, Hyperkinetic Disorders, Learning disability, Conduct Disorder, Tic disorders, Enuresis and encopresis, Speech disorders, Habit disorders, Elective (Selective) Mutism, Separation Anxiety Disorders, Phobic anxiety disorders of childhood	

Three	**Professional Social work and children**	15
	Evolution of social work with children, Eight Pragmatic Perspectives in Social Work with Children, Ecological-developmental framework For helping children Process of helping children: Engagement and Assessment process, frame work for assessment, Assessment tools: Interviewing, supportive techniques, home visits, collateral contacts and referrals. Mental Status Examination, eco map, Genogram, Child Behavior Checklist (CBCL)creative writings, Developmental history form, Assessment of risk and protective factor, Projective techniques Intervention: Models of intervention: Child centered intervention, integrated child and family model, Group work with Children Intervention with children in need of care and protection, children in conflict with law, children in abuse, children in family affected by illness and death, children of substance abused parents Children with disability : Early detection of childhood disabilities, CBR	
Four	**School Social Work**	10
	An Ecological–Developmental Framework for Practice in the Schools, standards for professional practice in schools The Role and Function of the School Social Worker, Uncovering Problems and Working within the System, School Social Work with Children in different age groups, group work in school setting, Mental health services in schools, linking community, home and school, special education	
Five	**Working with children: Skills and Methods**	10
	Methods of helping: Values and principles, Key factors for working with children: Legal context, agency context, place to work, knowledge, skills, relationship, honesty, Genuineness, warmth and empathy Skills: Skills in Behaviour modification techniques, play and relaxation therapy, Skills to work with individual and group, use of creative activities, family group conferences, Skills in Advocacy and campaigning for children.	

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Course Work Title: Family Centred Approaches in Social Work **Course Code**: **MSW55MML610 (MM Course)** **Level: PG 30 Credits: 4 Mark 100 (Internal 60: External 40)**	

Course Objectives:
1. Learn the professional knowledge of Working with families
2. Analyze, evaluate and formulate strategies for working with families
3. Identify the suitable perspectives in working with families depending on the nature and scope of the family
4. Learn & Conceptualize family Social Work and its processes

Course Outcomes: By the end of the Semester the Student will be able to:

1) Understand the Concepts related to the Family Welfare and skills required for the Trainee Social Workers
2) Understand the various   Issues of the family
3) Understand the various approaches of Family   Welfare
4) Practice Social Work Interventional strategies and its applicability in the Field of the Family Welfare
5) Understand the role of Social Work Practitioners in the family Welfare and its Interventional Skills

Unit	Contents	Hour
One	**Family :A Social Institution, Approaches and Perspectives of family**	**20**
	Family: Meaning, Definition, characteristics and functions, qualities of successful families Marriage: Meaning, definition Changing trends in Marriage and family	
	Family Systems Perspective, Family Developmental Perspective, symbolic interaction framework, Structural/functional framework, exchange framework, feminist perspective, strengths based perspectives Lifespan Approach to Family- Characteristics, goals, needs, tasks and problems of each stage in the family life cycle. Variations affecting the life cycle Parenting: Definition, Types and skills for effective parenting	
Two	**Family Dynamics**	**10**
	Family Dynamics: Concept, Characteristics and significance Models for understanding family Dynamics: The Mc Master Model of Family functioning, Structural Approach, The Beavers Model, Triaxial Scheme, The Circumplex Model	
Three	**Family issues and their implications .**	**10**
	Psychosocial issues and their implications on Children, Women and the elderly: addiction,	

	mental illness, behaviour disorders, disability and chronic illness, domestic violence / IPV, separation and divorce, poverty, abuse, crime and isolation	
Four	**Social Work Interventions**	10
	Family Social Work: Meaning, Definition, Assumptions - Principles, Significance and Historical development of family Social Work	
Five	**Qualities of Social Worker**	10
	Qualities needed for a family Social Worker, dysfunctional behaviours to avoid in Family Social Work Family empowerment practices in Social Work: meaning, concept and characteristics Social Work practice in Family Counseling Centers, Family Courts, Adoption and Foster Care Agencies	

References:
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Course Work Title: Gerentological Social Work

Course Code: MSW55MEL610 (ME Course)

Level: PG 31 Credits:4 Mark 100 (Internal 60; External 40)

Course Objectives:
 1. Define and describe concepts in working with elderly and recognize the rights of elderly.
2. Learn the theories of ageing and issues and needs relating to ageing.
3. Learn the policies, laws and programs for the elderly.
4. Learn the skill in assessing, intervening and working with elderly and their families
5. Formulate community based rehabilitation programs for the needed elderly and their families

Course Outcomes: By the end of the Semester the Student will be able to:

1) Understand the Concepts related to the Gerontology and skills required for the Trainee Social Workers

2) Understand the various Issues of the Elderly

3) Understand the various approaches of Elderly Welfare

4) Practice Social Work Interventional strategies and its applicability in the Field of the Elderly Welfare

5) Understand the role of Social Work Practitioners in the Gerontology and its Interventional Skills

Unit	Contents	Hour
One	**Concept and Perspectives of Ageing**	**10**
	Concepts: Adult development and Ageing; Physical, social and emotional changes; quality of life of older adults and their families; Personal, social, vocational and marital adjustments; interests and activities; Spirituality and elderly; ageism; dying, death and bereavement. Situational analysis of elderly: Global and Indian scenario. Active Ageing: Meaning, determinants and approaches to active ageing Healthy Ageing: meaning, definition, components, core principles of healthy ageing; key factors that influence healthy ageing.	
Two	**Theories and Issues of Ageing**	**10**
	Psychosocial theories of ageing: Activity Theory; Continuity Theory and Disengagement Theory Issues relating to ageing: living arrangements and family context; Care giving; institutionalization and residential care; abuse and neglect of the elderly; health and wellbeing; Economic situation and livelihoods; Dementia and related issues; rights of the elderly; issues relating to death and dying (euthanasia, organ donation, rights of the dead etc). Disability in ageing: intrinsic capacity and functional ability; loss of functional ability and care dependence; key environmental risks Retirement and preretirement: work ability of elderly, methods to prolong working life, preparing for retirement.	
Three	**Elderly Policies and Programs**	**15**
	International policies and provisions for the elderly: U N Principles for Older persons (1991); The UN Madrid Declaration (2002); WHO active – ageing policy framework. Constitutional provisions and policies for older persons in India; National Policy for Older Persons (1999), the Maintenance and Welfare of Parents and Senior Citizens Act 2007. Central and State Govt programs for older persons-Legal aid, Social Security measures, programs by voluntary sector. Programs - community based programs - awareness programs about ageing, Continuing educational Programs for the elderly, self help groups, training of older persons as volunteers, community based services: day care centres, home/ family based services, telephone help lines, and information and referral services; counseling and aid to older persons; Bereavement counseling. Age – friendly initiatives: indicators in promoting age friendliness of cities, Age – friendly initiatives of Government and NGOs: age – friendly cities,	
Four	**Social Work and Gerentology**	**10**
	Definition of Gerentological Social Work Gerentological Social Work Process: Psychosocial Assessment; Interventions – older adults and their families; Advocacy and Empowerment oriented social work programs. Interdisciplinary team practices in elderly care Role and skills of social worker in dealing with elderly and their families Leadership in health promotion and ageing, Social work practice with the elderly - challenges and issues ,Modes of Practice Intervention with older adults: Cognitive – Behavioural interventions; Psychodynamic Psychotherapy; Reminiscence and Life Review; Strength – Based and Solution - Focused Approaches.	
Five	**Social Work Interventions : Elderly with special needs**	**15**
	Working with older adults with special needs – Elderly with chronic physical and health conditions; Older adults with mental health issues; Social work practice in long term residential care; Social work practice disabled, neglected and abandoned elderly; Social work practice in Community settings; Social work practice in geriatric care management settings; dementia special care units in residential care; Social work practice in Palliative care and end – of – life care. Psychotherapeutic and psychosocial interventions with neglected elderly, elderly with depression, interventions for preventing social isolation and loneliness, interventions to increase physical activity, primary care - based interventions and Intervention for caregivers.	

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