

SYLLABUS

For

2 YEARS MASTER OF SOCIAL WORK (MSW) PROGRAMME

(Revised Syllabus Approved by Academic Council)



*Dept. of
Social Work*

JUNE, 2019

UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA

Techno City, 9th Mile, Baridua, Ri-Bhoi, Meghalaya, 793101

Course Wise Content Details for Master of Social Work (MSW) Programme

1. First Semester

MSW 101 Social Work Profession: History and Ideology Marks: 30 + 70=100
Total Credits: 4

Objective: This course enables students to understand Social Work as a Profession and be familiar with the basic concepts which constitute important part of social work knowledge.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To become a professional practitioner of communication development tools

CO2: To advance the understanding of the concepts, goals, principles, programmes as well as methods and approaches of professional social work

CO3: To develop the concept of value, principle, ethics and model of social work

CO4: To understand the endorse different roles for bringing change in social work practice

CO5: To acquaint the basic concepts of Social Work

Course Contents:

Unit- I Introduction to Social Work

1.1 Concept-

- Social Work
- Social Service
- Social Reform
- Social Defence
- Social Welfare
- Social Action
- Social Policy

1.2 Relationship of social work with other social sciences.

1.3 Principles, objectives, Philosophy, Value, Assumptions, Code of Ethics and Scope of social work

1.4 Social Work as a profession, Social work process

Unit- II Histories and Ideologies of Social Work

2.1 History of social work in U.K, U.S.A and India:

- The Elizabethan Poor Law 1601
- Charity Organization Society 1869
- Settlement House Movement
- The poor Law commission of 1905,

2.2 India- Religio-Philosophical ideologies

- Ghandian philosophical foundation to social work in India

2.3 Indian Social reforms, social movements, state policies for development

2.4 Development of social work from charity to radical social work.

Unit- III Social Work Field and Methods

3.1 Fields of social work

- Family and child welfare
- Community development
- Human rights and child welfare, youth development
- Industrial social work
- Correctional administration
- Medical social work
- Psychiatric social work etc.

3.2 Methods of Social Work

- Case work
- Group work
- Community organization
- Social action
- Social work research
- Social welfare administration.

3.3 Field Work and its objectives

3.4 Intervention:

- Meaning
- Scopes
- Types of intervention.

Unit- IV Social Work Profession

4.1 Skills of social worker, Tools and Techniques, Role Played by social worker

4.2 Social work education and its growth

4.3 Professional Association

- Indian Association of Schools of Social Work
- National Association of professional Social Workers in India

Suggested Reading:

MSW 101 Social Work Profession: History and Ideology

Text Books:

1. Brenda Dubios and Karla (2002). Social-Work: An Empowering Profession. Keogsrud Miley
2. Bradford W. Sheafor and Charles (2006). Techniques and Guidelines for Social Work Practice. London: Allyn and Bacon
3. Bogo, Mario (2006). Social Work Practice: Concepts, Processes and Interviewing. Columbia University Press., Indian Reprint. New Delhi: Rawat Publications
4. Clack, G. & Asquith, S. (1985). Social Work and Social Philosophy. London: Routledge & Kogan Paul
5. Dasgupta, S. Ed. (1967). Towards a Philosophy of Social Works in India. New Delhi: Popular Book Service
6. Desai, Murli (2006). Ideologies and Social Work: Historical and Contemporary analyses. New Delhi: Rawat Publications
7. Friedlander, W.A. (1958). Concepts and Methods of Social Work. Englewood Cliffs: Prentice Hall
8. Ganguli, B.N. (1973). Gandhi's Social Philosophy. Delhi: Vikas Publishing House
9. Gore M.S. (1965). Social Work and Social Education. Bombay: Asia Publishing House
10. Gokhale, S.D. (1975). Social Welfare- Legend & Legacy. Bombay: Popular Prakshan
11. Skidmore, R.A & Thackeray, M.G. (1982). Introduction to Social Work Practice. New Jersey: Hall, Englewood, Cliffs
12. Desai, Murali (2004). Methodology of Progressive Social Work Education. New Delhi: Rawat Publications

First Semester

MSW 102 Human Growth & Psychological Development

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the importance of Psychology in Social Work practice

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand human behaviour and its dynamics in the context of self and others

CO2: To understand basic concepts and theories related to human behaviour

CO3: To have a basic understanding on mental health

CO4: To develop the practical related knowledge, skills and attitudes of Social Work through application of theories and concepts of human behaviour

CO5: To understand the biological influences on human growth and behaviors

Course Content:

UNIT I Human Growth and Development

1.1 Understanding Reproduction, Prenatal development, Human Growth & Development

1.2 Stages of human Development: Infancy to old age

1.3 Role of Heredity and Environment

- Concepts
- Mechanisms,

1.4 Principles of growth and development

UNIT II Basic Psychological Concepts

2.1 Basic concepts

- Emotions
- Sentiments
- Memory
- Creativity
- Aptitude
- Attitude
- Sensation and perception(nature, process and fact)

2.2 Motivation, needs, Drives and Motives theories and motives, Maslow's Hierarchy of Needs

2.3 Adjustment and Maladjustment

- Meaning and characteristics
- Adjustment at personal, social and other levels

2.4 Adjustment by trial and error

- Adjustment solution; stress, frustration and conflict and their consequence
- Typical adjustment mechanisms

UNIT III Theories of Personality

3.1 Personality

- Definition
- Determinants and Dynamics of personality

3.2 Theories of Personality

- Allport's Theory
- Humanistic theory of Rogers
- Freud's psychosexual theory
- Psycho-social theory of Erickson

3.3 Piaget's theory of Cognitive development

3.4 Classical conditioning and operant conditioning

UNIT IV Life span and Social Work Practice

4.1 Understanding the Indian concept of life span stages

4.2 Apply theory and knowledge of life span development to social work practice.

4.3 Relevance of social work practices in all stages of development, needs, tasks, problems and services

Suggested Reading

MSW 102 Human Growth & Psychological Development

Text Books:

1. Hurlock, E. B. (2002). Personality Development. New Delhi: Tata McGraw- Hill Education
2. Rayner, E. (2002). Human Development: An Introduction to the Psychodynamics of

Growth, Maturity and Ageing. New Delhi: Routledge

3. Sudbury, J. (2009). Human Growth and Development: An Introduction to Social Workers. Taylor and Francis
4. Kuppaswamy, B. (1961). Introduction to Social Psychology. Bombay: Asia Publishing House
5. Bisacre, M. & Carlisle, R. (1975). The Illustrated Encyclopedia of Human Development (Ed.). London: Marshall Govendish Books Ltd.,
6. Brophy, J.E. (1977). Child Development and Socialization. Chicago: Science Research Associations
7. Clifford, M. & King, R. (1975). Introduction to Psychology. New York: McGraw Hill Inc.
8. Hall, C.S. & Linzey, G. (1978). Theories of Personality. New York: Wiley
9. Hurlock, Elizabeth B. (1975). Development Psychology. (New Delhi: Tata McGraw-Hill Publishing Company
10. Coleman, James C. (1976). Abnormal Psychology and Modern Life. Bombay: D.B. Taraporevala sons and Co.,

First Semester

MSW 103 Basic Sociological Concepts

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the importance of Sociology in Social work practice and the relationship between Sociology and Social Work.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the basic components of society

CO2: To understand the social phenomenon

CO3: To build critical reflection and analysis about the different society

CO4: To capacitate and build skills for social work intervention at different levels

CO5: To acquaint the basic sociological concepts

Course Content:

UNIT I: Introduction to basic concepts

1.1 Understanding society

- Meaning
- Characteristics
- Differences
- Role and Status (Meaning and nature, Social status, Ascribed and achieved status)

1.2 Social structure and Function

- Elements of social structure
- Concept of function
- Social functions and Dysfunctions

1.3 Society and Culture

- Individual and society
- Hereditary and environment
- Socialization
- Elements of culture- symbols, language, norms, values, and artifacts

UNIT II: Social Norms and Values

2.1 Social groups

- Meaning and types, Primary and secondary groups, In group-out group and reference group)

2.2 Social norms and values

- Meaning and definition of both, functions and importance

2.3 Social conformity and Deviance

2.4 Social Control

- Meaning
- Definition
- Purposes
- Agencies of social control

UNIT III: Social stratification in Indian Society

3.1 Social institutions

- Marriage
- Family

- Kinship system
- Education system
- Economic System
- Political System
- Religion

3.2 Social classification and stratification of Indian society

- Tribe
- Caste
- Class
- Race
- Ethnicity
- Social mobility

3.3 Understanding Indian society, Composition of Indian society

UNIT IV: Social Problems and Social Change

4.1 Meaning and nature of social change (Global to local)

4.2 Theories and factors of social change

- Structuralism
- Functionalism
- Marxist

4.3 Social Problems in India and Northeast India

4.4 Social movements (Social movements in India)

Suggested Reading

MSW 103 Basic Sociological Concepts

Text Books:

1. Davis, K. (1969). Human Society. New York: The Macmillan
2. Gupta, D. (1997). Social Stratification (ed). New Delhi: Oxford University Press
3. Cohen, A.K. (1968). Deviance and Control. New Delhi: Prentice Hall India
4. Merton, R.K. (1968). Social Theory and Social Structure. New York: The Free Press
5. Uberoi, P. (1997). Family, Kinship and Marriage in India. New delhi: Oxford University Press

6. Ahuja, R. (1999). Society in India. Jaipur: Rawat Publications
7. Madan, G.R. (1994). Indian Social Problems, Vol. I and Vol. II. New Delhi: Allied Pub. Pvt. Ltd.,
8. Parsad, B.K. (2004). Social Problems in India. New Delhi: Anmol Publications
9. Singh, Y. (1997). Social Stratification in India. New Delhi: Manohar Publications
10. Shah, G. (2000). Social Movement in India: Review of Literature. New Delhi: Sage

First Semester

MSW 104 Working with Individuals

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand different approaches models in working with individuals in different situations.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the values, Principles and scope of Social Case Work and to develop the capacity to practice them

CO2: To understand and apply the approaches & models of Social Case Work practice in different settings

CO3: To develop an understanding of and an ability to adopt a multi-dimensional approach in assessment and interventions

CO4: To develop a holistic understanding of counseling as a tool for help

CO5: To develop a holistic understanding of counseling as a tool for help

Course Contents:

UNIT I: Social Casework as a method of Social Work

1.1 Social Case Work:

- Meaning, Definitions
- Scope, Purpose
- Historical Development
- Case work practice in India

1.2 Objectives of Social Case Work, Values, Philosophical Assumptions.

1.3 Principles of case work, components of case work

1.4 Case work process

UNIT II: Approaches and Models

2.1 Problem solving approach

2.2 Task centered approach

2.3 Person-in-environment

2.4 Crisis intervention

2.5 Application of these approaches to understand clients and their contexts

UNIT III: Tools, Techniques and skills

3.1 Tools

- listening, observation, Interview
- home visits, collateral contacts, referrals

3.2 Techniques in practice

- Ventilation
- emotional support
- action oriented support
- advocacy
- environment modification
- modeling
- role-playing
- confrontation

3.3 Case history taking

- Record keeping – Face sheet, Narrative, Process and Summary recording.

3.4 Relationship in Social Case Work

UNIT IV: Application of Case Work

4.1 Social Case Work and Indian Social Condition

4.2 Application of Social Case work in Different Settings.

4.3 Roles of Case Worker

4.4 Self as a professional

Suggested Reading

MSW 104 Working with Individuals

Text Books:

1. Perlman, H.H. (1957). Social Case Work: A Problem Solving Process. Chicago: University of Chicago Press
2. Mathew, G. (1992). An Introduction to Social Case Work. Bombay: Tata Institute of Social Sciences
3. Hamilton, G. (2012). Theory and Practice of Social Casework (Second edition revised). New York: Columbia University Press
4. Fook, J. (1993). Radical Case Work: A Theory of Practice. Allen and Unwin
5. Bhattacharya, S. (2009). Social case work administration and development. New Delhi: Rawat Publications
6. Upashya, R. K. (2003). Social Casework: A therapeutic approach. New Delhi: Rawat Publications
7. Mujawar, W. R. & Sadar N. K. (2010). Field work training in social work. New Delhi: Mangalam Publications
8. Trevithick, P. (2000). Social work skills: A practice handbook. Open University Press
9. Segal, E.A. (2010). Professional Social work. New Delhi: Cengage Learning India Pvt. Ltd.,

First Semester

MSW 105 Development Communications and Professional Skills for Social Work

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand Social Work as a Profession and be familiar with the basic concepts which constitute important part of social work knowledge.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the concept of Personality Development

CO2: To understand and develop the skill of Time Management

CO3: To understand the concept of Communication in the context of Development

CO4: To gain expertise in the area of communication development

CO5: To become a professional practitioner of communication development tools

Course Content

Unit I Communication Development

1.1 Communication

- Concept
- principles and its significance

1.2 Effective and Efficient Communication

1.3. Communication Modes and Media

1.4 Barriers to communication

Unit II Motivation, Reinforcement and Work Performance

2.1 Motive, Motivation and Motivating

2.2 Maslow's Hierarchy of Needs

2.3 Reinforcement and its Strategies

2.4 Managerial Tools for Motivating Employees in Indian Organisations.

Unit III Media and its role

3.1 Mass Media:

- Television, Growth and changing focus of television in India, analyses, attitudes and values conveyed by TV programmes, strengths and limitations of TV as a tool for development;

3.2 Newspapers:

- Historical role of newspapers in development, current trends, letters to the editor, strengths and limitations of the press as a tool for development;

3.3 Radio:

- Growth of radio in India, analyses of development programmes on the radio, strengths and limitations of radio as a tool for development

3.4 Advertising:

- Analysis of Advertisements focusing on appeals, used and ethics involved

Unit IV Application of Media in Community

4.1 Application of Media in various Community Setting

4.2 ICT: Use of ICT in Development sector.

4.3 Poster Making, Developing of learning materials

Suggested Reading

MSW 105 Development Communications and Professional Skills for Social Work

Text Books:

1. Hergenhahn, B. R., & Olson., M. H. (2003). An Introduction to Theories of Personality. New Jersey: Prentice-Hall
2. McCorkie.S. & Reese. M.J. (2009). Personal Conflict Management: Theory and Practice. Pearson
3. Vroom, V.H. &Jago, A.G (1988). The New Leadership: Managing Participation in Organizations. New Jersey: Prentice-Hall.
4. Doctor, Aspie et al. (1984). Basic study in Mass Communication. Mumbai: Seth Publishers
5. Kumar, Keval (1991). Mass Communication in India. Mumbai: Jaico Publishing House
6. Mody, B. (1991). Designing Messages for Development Communication: An Audience Participation Based Approach. New Delhi: Sage Publications
7. Hoppe, Michael.H. (2006). Active Listening: Improve your ability and lead, Strategies. Atlantic
8. Melkote, Srinivas. (1991). Communication for Development in the Third World, Theory and Practice. New Delhi: Sage Publications
9. Stipek, D. J. (1993). Motivation to learn: From theory to practice. Boston: Allyn& Bacon
10. Coble, P. (2006). Communication Theories. Routledge

First Semester

MSW 106

Field Work

Marks: 70 + 30=10

Total Credits: 4

(Orientation Visits & Concurrent Field Work)

Objective: This course provide students the opportunity to work in a professional setting to

develop and demonstrate skills in social work, to integrate the theories and practices learned in and out of the classroom, to develop a sense of commitment to the social work profession and Code of Ethics, to develop an understanding of the diversity of a community population and the role of diversity in social work practice, to develop an understanding of how administrative processes and policies impact delivery of services, to develop professional relationships within the community to better understand local resources to benefit future clients, and to confirm personal interests and abilities in the social service field.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To acquire theoretical knowledge and develop the capacity to translate theory into practice

CO2: To understand of community situations using skills of observation, interaction and situation analysis

CO3: To develop of social work intervention skills

CO4: To acquire skills of systematic observation and develop a spirit of enquiry

CO5: To undertake learning within the reality of life

Contents:

- Orientation Visits (7) to various settings
- Concurrent Field Work (Rural/Urban open community Setting) 20 days

Second Semester

MSW 201 Working with Groups

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to develop the knowledge, competencies and values required by social work students while working with groups of people.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To engage with Individuals, Families, Groups, Organizations, and Communities

CO2: To substantively and affectively prepare for action with individuals, families, groups, organizations, and communities

CO3: To assess Individuals, Families, Groups, Organizations, and Communities

CO4: To intervene with Individuals, Families, Groups, Organizations, and Communities

CO5: To develop awareness about the specific characteristics of Group Work and its contributions as a method of social work intervention

Course Contents:

Unit-I: Introduction and History of Social Group Work

1.1 Social Group Work

- Definition, Concept

1.2 Historical development of group work, Group work Objectives and values

1.3 Group work Principles and Models of group work practice

1.4 Techniques and skills in group work ,Group worker: roles and functions

Unit-II: Group Dynamics and Group Development

2.1 Group dynamics

2.2 Decision-making and problem solving

2.3 Responsibilities of group leader

2.4 Stages of group Development: Forming, Storming, Norming, Performing and Adjourning

2.5 Theories of Social Group Work

Unit-III: Settings and Sites of Group Work

3.1 Group work with different groups- Children, persons with disability, youth, older

3.2 Roles of Group Worker in different setting

Unit-IV: Tools and Techniques in Group Work

4.1 Use of programme media

4.2 Group work recording

4.3 Self as professional

Suggested Reading

MSW 201 Working with Groups

Text Books:

1. Trecker, H.B.(1970). Social Group Work – Principles and Practices. New York: Association Press
2. Wilson, G. and Ryland, G.(1949). Social Group Work Practice. Boston: Houghton Mifflin Co.,

3. Siddiqui, H.Y. (2007). Social Group Work. New Delhi: Rawat Publications
4. Konopka, G. (1983). Social Group Work: A Helping Process (3rd Edn.). Prentice – Hall, Inc. J.J.
5. Douglas, T. (1976). Group Process in Social Work – a Theoretical synthesis. New York: John Willy & Sons
6. GOI. (1987). Encyclopedia of Social Work in India (Vol 1-4). New Delhi: Ministry of Information & Broadcasting,
7. Battacharya, Sanjay. (2010). Social Work an Integrated Approach. New Delhi: Deep & Deep Publications.
8. Gravin, Charles. D. Lorriae& M. Gulier. (2007). A Hand Book of Social Work with Groups .New Delhi: Rawat Publications
9. Jha, Jainendra Kumar. (2010). Encyclopedia of Social Work. New Delhi: Anmol Publications
10. Shaw, Marllin E. (2002). Group Dynamics. New Delhi: Tata – McGraw Hill

Second Semester

MSW 202 Community Organization and Social Action Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the community dynamics and develop intervention strategies for several issues in the community.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the concept of community organization and social action

CO2: To understand the concept need principles process and strategies of community work

CO3: To develop understanding of the different approaches and various models of community organization and social action with a special reference to Indian situation

CO4: To formulate macro interventions, advocate for and work collaboratively in change and capacity building processes

CO5: To understand the difference between community organisation and community development

Course Content

Unit I –Introduction and History of Communities

1.1 Definitions and understanding of communities, types of communities.

1.2 Analysing Community:

- Concept of community
- Structure& Functions
- Deconstruction of community
- Analysing Communities.

1.2 Community organization and community Development.

1.3 Changing communities

- Communities as sites of identity, inclusion and exclusion

1.4 The Indian Village as perceived by Phule, Ambedkar and Gandhi.

UNIT II- Models of Community Organization and Emerging Issues.

2.1 Understanding Community Organization Practice:

- Definition
- Values & principle and Ethics of Community organisation Practice

2.2 Models of Community organisation:

- Overview of Rothman
- Critique of Rothman Models
- Bidels& Bidels Models

2.3 Caste and class in the traditional village, the changing villages and emerging issues

2.4 Urbanization and Growth of slum Communities

2.5 The changing socio-demographic profile of cities and emerging issues

UNIT III: Approaches and structure of Community Organization

3.1 Approaches to community organisation

3.2 Community Dynamic

- Power Structure
- Relevance and Concept and types of leadership

3.3 Understanding conflicts in communities & strategies of conflict resolution

UNIT IV: Social Action

4.1 Social Action:

- Objective and scope, Principles
- Social action as method of social work

4.2 Rights-Based Approach and social action

4.3 Participatory rural appraisal (PRA)

4.4 Skills for Community Organization, Discussion of case studies in Community Organisation and Social Action

Suggested Reading

MSW 202 Community Organizations and Social Action

Text Books:

1. Ross, M.G. (1997). Community Organization: Theory, Principles and Practice. Harper and Row
2. Siddique, H.Y. (2006). Community and Social Action. Jaipur: Rawat Publication
3. Gore, M.S. (2009). Social Work and Social Work Education. Bombay: Asia Publishing House
4. Friedlander, W.A. (2010). Concepts and Methods of Social Work. Eaglewood Cliffs, Prentice Hall
5. Siddique, H.Y. (1984). Social Work and Social Action. New Delhi: Harnam Publications
6. Butcher, Hugh. & others. (1998). Community Groups in Action. London: Rutledge and Kegan Paul
7. Schneider, R.L. & Lester, L. (2001). Social Work Advocacy: A New framework for Action. Belmont/CA: Brooks/Cole
8. Desai, M. (2006). Ideologies and Social Work: Historical and Contemporary analyses. New Delhi: Rawat Publications
9. Chambers, R. (1992). Rural Appraisal: Rapid, Relaxed and Participatory. Sussex: Institute of Development Studies
10. GOI. (2010). Encyclopaedia of Social Work, Vol 1&2. New Delhi: Ministry of Welfare

Second Semester

MSW 203 Working with Vulnerable Groups

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to capacitate and build skills for social work intervention at different levels.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To be sensitized about different vulnerable groups

CO2: To be aware of the different programmes and policies for the vulnerable groups

CO3: To develop analytical skills while working with vulnerable groups

CO4: To build capacity for critical reflection and analysis of the issues pertaining to vulnerable groups of society

CO5: To develop skills for intervention at different levels

Course Contents

Unit-I Women and Special laws for protection of Women

1.1 Status and Identification of problems of women

- Conflict areas, migration, displacement, oppressive social and cultural customs.

1.2 Human rights and women rights

- International and national

1.3 Laws for protection of women:

- Maternity benefit Act(1961)
- Dowry Prohibition Act (1961)
- Equal Remuneration Act(1976)
- Medical Termination of Pregnancy Act (1976)
- Domestic Violence Act 2005
- Sexual harassment of women at workplace act.

1.4 Women empowerment policies and programs for poverty alleviation, economic empowerment

- SHGs

- CEDAW
- Gender budgeting
- National and state commissions for women,

1.5 Social work intervention with women (Institution and Non-institution)

Unit- II: Children and Special laws for protection of children

2.1 Status and Identification of problems of children

2.2 Human rights and children rights

- International and national

2.3 Laws for protection of children:

- Child Labour Act(1987)
- Children's Act(1960)
- Juvenile Justice (care and protection) Act 2000
- Prohibition of Child Marriage Act 2006
- Right to Education Act 2009
- Protection of children from sexual offences Act (POSCO), JJ Act 2015
- UNCRC etc

2.4 Social work intervention for children (Institutional and Non- institutional)

Unit-III Physically challenged and Laws for protection of Physically challenged

3.1 Status and identification

- Physically challenged (Physical, MR, HI, VI)

3.2 Human Rights and physically challenged rights- International and national

3.3 Laws for protection of physically challenged.

3.4 National and state commissions for physically challenged

3.5 Social work intervention (Institutional and Non-institutional).

Unit- IV Constitutional Provisions and interventions for SCs/STs and religious minority

4.1 Status and identification of Communities under SCs/STs and religious minority

4.2 Laws for protection of SCs/STs and religious minority

- Civil rights

- SC/ST Atrocities Act (1989)
- 5th and 6th Schedule, PESA

4.3 Programmes and Provisions for SCs/STs and religious minority.

4.4 Social work intervention (Institutional and Non-institutional)

Suggested Reading

MSW 203 Working with Vulnerable Groups

Text Books:

1. Cohen, L.G. & Spencier, L.J. (2003). Assessment of children and youth with special needs. Boston: Allyn and Bacon
2. Desai, K.G. (1982). Ageing in India. Bombay: TISS Series 52
3. Desai, M.M. and Khetani, M.D. (Editors. Morton, I.T. Seicher, Daniel Thursz and Joseph L.). (1979). Intervention Strategies for the Aged in India” In Reaching the Aged- Social Services in Forty-four countries. London: Beverly Hills
4. Hancock, B. L. (1990). Social Work with Older People. New Jersey: Prentice-Hall
5. Dutta R K. (2003). Crime against Women. New Delhi: Reference Press
6. Glicker, M.D & Sechrest, Dale K. (2003). The Role of the Helping Professions in treating the victims and perpetrators of Violence. New York: Allyn and Bacon
7. Roy, S. (2010). Women in Contemporary India: Realities and Perspectives. New Delhi: Akansha Publication
8. Beckett, C. (2003). Child Protection: An Introduction. New Delhi: Sage Publications
9. Rose, S.R. & Fatout, M. (2003). Social Work Practice with Children and Adolescent. Boston: Allyn & Bacon
10. Joshi, S.C. (2006). Child Labour: Issues, Challenges and Laws. New Delhi: Akansha Publishing House
11. Bhattacharya, S. (2008). Social Work Interventions and Management. New Delhi: Deep & Deep Publication
12. Jagan, K. (2008). Development of Scheduled Castes and Scheduled Tribes in India. Cambridge Scholars Pub
13. Giridhar, G. (1992). Constitutional provisions for the scheduled castes and the scheduled

tribes. Himalaya Publication House

14. Jagan, K. (2009). Occupational Mobility among SCs. Cambridge Scholars Pub
15. Munice, J. (2009). Youth and Crime. Sage Publication
16. Jacober, A.E. (2011). The Adolescent Journey: An Interdisciplinary Approach to Practical Youth. InterVarsity Press
17. Kant, A. (1997). Women and the Law. APH Publication Co.
18. Bhasin, K. & Khan, S.N. (1986). Gender Basics- Feminism and its relevance in South Asia. Women Unlimited
19. Siddqui, H.Y. (1997). Working with Communities. Hira Publications

Second Semester

MSW 204 Human Rights, Para Legal education and Social Work Practice

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand human rights, value human rights, and take responsibility for respecting, defending, and promoting human right

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To develop the understanding of law and legal system of India

CO2: To develop the understanding of human right and social justice

CO3: To get knowledge of constitutional and statutory provisions for different section of society

CO4: To understand the importance of human rights in social work

CO5: To develop awareness of how human rights can be translated into social and political reality

Course Contents

Unit I Human Rights and Duties

1.1 Human rights:

- Concept, Characteristics, Civil, Political & Cultural Rights
- Historical development, generations of human rights
- International Bill of Rights

1.2 Human Rights in India:

- Evolution of the concept of Human Rights
- Constitution of India and Human Rights: Fundamental Rights and DPSP
- The Protection of Human Rights Act, 1993

Unit II Social Justice

1.3 Social Justice:

- Concept, meaning and scope,

1.4 Thoughts of Miller, Rawls and Karl Marks. Sen

1.5 Issues of social Justice in Indian society, Inequality: social, Political and Economic.

Unit III Social Legislation

3.1 Law-Definition and need, Social Legislation:

- Meaning, needs and scope
- Social legislation as an instrument for social control, social change, social justice, social defense and social reform.

3.2 Legislation relating to women:

- Domestic Violence
- Dowry, Indecent representation
- Sexual Harassment at workplace

3.3 Legislation relating to Children:

- Juvenile Justice
- Child Labour, Right to education
- Child marriage
- Immoral Trafficking
- Aged and Person with Disabilities

Unit IV Para Legal Education and social work intervention

4.1 Meaning of Para legal education, concept of :

- Family Courts
- Lok Adalats
- Legal Aid
- Public Interest Litigation
- Legal Service authority (National and State)
- Right To Information

- Bail
- FIR
- Parole
- Prison justice,

4.2 Role of NGO:

- Role of NGO in promotion and protection of rights of women, children and other weaker section of the society, Advocacy, Campaign, Lobbying, Networking.

4.3 Role of Social Worker:

- Social Work and Human Rights, Right based intervention

Suggested Reading

MSW 204 Human Rights, Para Legal education and Social Work Practice

Text Books:

1. Singh, S. (2010). Legal Aid-Human Rights to Equality. Delhi: Deep and Deep, Publication
2. Subramaniam, S. (2007). Human Rights- International Challenges. New Delhi: Manes Publications
3. Gangrade, K.D. (2008). Social Legislation In India Vol. 1 & 2. New Delhi: Concept Publishing Co.,
4. Bhattacharji, A. (1997). Social Justice and the Indian Constitution. Simla Indian Institute of Advanced Studies
5. Ife, J. (2001). Human Rights and Social Work: Towards Rights-based Practice. UK: Cambridge University Press
6. Nirmal, C.J. (1999). Human Rights in India – Historical, Social and Political Perspectives. Delhi: Oxford University Press
7. Gupta, H.N. (2006). Social Security Legislation for Labour in India. Delhi: Deep and Deep Publication
8. Iyer, Krishna V.K. (2007). Social Justice; Sunset or Dawn. Lucknow: Eastern Book Company
9. Uperdra, B. (2012). Perspectives in Development; Law, the Crises of Indian Legal

System. New Delhi: Vikas Publication

Second Semester

MSW 205 Social Policy, Planning and Development

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the concept, content and process of social development and understand the different models of Social Development

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To develop a critical understanding of the nature and sources of social policy

CO2: To understand the major ideologies which influence social policy, planning and development

CO3: To understand the different models of social development

CO4: To develop the ability to conceptualize the different approaches of development

CO5: To be aware different approaches of development

Course Contents

Unit I: Social Policy

1.1 Meaning and Objectives of Social Policy

1.2 Sources of Social Policy

1.3 Models of Social Policy

1.4 Factors Influencing Policy Formulation

Unit 2: Social Planning

2.1 Meaning, Objectives and Process of Social Planning

2.2 Strategies in Social Planning

2.3 Social Planning in India: Centre, State, District and Block

2.4 Planning Commission, National Development Council, Programme Evaluation Organization, The Committee on Plan Projects.

2.5 Understanding Govt. Policies: Population Education and Health

Unit 3: Strategies of Social Development

3.1 Concept and Indicators of Social Development

3.2 Approaches and Strategies : Growth and Equity, Minimum Needs, Quality of Life

3.3 Models of Social Development

3.4 Basic Needs of Social Development

3.5 Dilemmas of Development

Unit 4: Approaches to Development

4.1 Sustainable development: Meaning & Concept, Evolution, Components, Factors,

4.2 Innovative Approaches

4.3 Gandhian Approach to Development

4.4 Human Development Approach

4.5 Role and scope of Social Work in Social Policy, Planning and Social Development

Suggested Reading

MSW 205 Social Policy, Planning and Development

Text Books:

1. Jacob, K.K. Social Development Perspectives. Himanshu Pub.
2. Kulkarni, P.D. & Nanavaty, M.C. Social Issues in Development. Uppal Publishing House.
3. Lavalette, Michael; Pratt, Alan (eds.) Social Policy: A Conceptual and Theoretical Introduction, (2nd edition). London: Sage Publications
4. Lewis, Gail; Gewirtz, S. Clarke, J (eds.) Rethinking Social Policy. London: Sage Publications Inc.,
5. Meadows, Donnell H. The Limits to Growth. New York: University Brooks
6. Midgley, J. Social development: the developmental perspective in social welfare. Delhi: Sage
7. Midgley, James; Livermore, M The Handbook of Social Policy. London: Sage Publications,
8. Mullard, M. and Spicker, P. Social Policy in a Changing Society. New York: Routledge & Kegan Paul
9. Pathak, S. Social Welfare : An Evolutionary and Developmental Perspective. Delhi: Mac Millan India
10. Patton, C.V.; Sawicki, D.S. Basic Methods of Policy Analysis and Planning. New Jersey: Prentice Hall Inc.,

11. Rogers, Peter P.; Jalal, Kazi F.; Boyd, John A. An Introduction to Sustainable Development Earthscan.
12. Sharma, P.N. and Shastri, C. Social Planning : Concepts and Techniques. Lucknow: Print House
13. Singh, Mohinder. Social Policy and Administration in India. M.D. Publications Pvt. Ltd.
14. Singh, R.R. (Ed.) Whither Social Development. Delhi: ASSWI
15. Titmus, R.M. Social Policy. London: George Allen & Unwin.

Second Semester

MSW 206

Field Work

Marks: 70 + 30=100

Total Credits: 4

Objective: This course enables students to personally affirm the validity of content presented in the classroom. The progressive, reciprocal relationship between theory and conceptual frameworks and practice becomes a dynamic in the teaching-learning process of field instruction.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To acquire theoretical knowledge and develop the capacity to translate theory into practice

CO2: To understand the practical implication of the methods of social work

CO3: To capture the complex issues of social exclusion at the grass root level

CO4: To develop appropriate strategies for Social Work interventions at different levels

CO5: To develop problem solving skills

Contents:

- Concurrent field work (25 days): Open community/organization
- Rural Education camp (5 to 7 days):Rural area

Third Semester

MSW 301

Social Work Research

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the introductory concepts and related knowledge and to understand the relevance of social work research.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To develop scientific approach to human inquiry

CO2: To develop understanding of social work research and its importance

CO3: To develop understanding of simple statistical tools and to learn to use

CO4: To develop the ability to carry out a research study

CO5: To be able to apply research tools into practice

Course Content:

UNIT I Introduction

1.1 Social Work Research:

- Meaning and purpose of research

1.2 Philosophy and theory in social work research

1.3 Ethical issues inherent in all phases of the social work research process

1.4 Use of research in social work

UNIT II Research Design

2.1 Research questions and hypotheses; Problem formulation, identifying research variables and its attributes

2.2 Research design:

- Universe, Sampling
- Sampling fundamentals (Types of sampling designs Probability-based techniques, Non-probability sampling)
- Tools: Guidelines for asking questions, Questionnaire construction, Interview Schedule

2.3 Data collection, Data processing, analysis and interpretation, Report writing

2.4 Quantitative and qualitative research

UNIT III Statistical Tools

3.1 Measures of central tendency:

- Mean
- Median
- mode

3.2 Statistical tools:

- Frequency Distributions

- Normal Distribution, Percentage, Ratios and Proportions
- Measures of Dispersion: range, quartile deviation, mean deviation, standard deviation; hypothesis testing, Chi-square test, T test; interpretation of findings.

3.3 MS Word, Excel

3.4 SPSS

UNIT IV Research Proposal Writing

4.1 Develop the Introduction, problem statement, research questions or hypothesis

4.2 Develop the Literature review

4.3 Develop the Research design

4.5 Presenting the research proposal

Suggested Reading

MSW 301 Social Work Research

Text Books:

1. Laldas D.K. (2000). Practice of Social Research: Social Work Perspective. New Delhi: Rawat Publications
2. Young, Pauline V. (1982). Scientific Social Surveys and Research. New Delhi: Prentice-Hall of India Pvt. Ltd.,
3. Goode, W.J. & Hatt, P.K. (1952). Methods in Social Research. New York: McGraw Hill Book Company, Inc.,
4. Wilkinson, T.S. and Bhandarkar, P.L. (1984). Methodology and Techniques of Social Research. Bombay: Himalaya publishing House
5. McMillan, W. (1952). Statistical methods for Social workers. Chicago: University of Chicago press
6. Gupta, S.P. (1984). Statistical Methods. New Delhi: Sultan chand & Sons
7. Podgett, D. (1998). Qualitative Methods in Social Work Research. Challenges and Rewards. New Delhi: Sage Publications
8. Bruce, B. L. (1995). Qualitative Research Methods for the Social Sciences. Boston: Allyn and Bacon

9. Montcalm, D. & Royse, D. (2002). Data Analysis for Social Workers. London: Allyn and Bacon
10. Crano, W.D., & Brewer, M.B. (2002). Principles and Methods of Social Research. New Jersey: Lawrence Erlbaum Associates

Third Semester

MSW 302

Social Welfare Administration

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students will draw an understanding of Social Welfare Administration and will be equipped with legal and managerial skills for NGO management..

Course Outcomes: The Successful completion of this course shall enable the student:

- CO1: To develop an insight into the concept and process of social welfare administration
- CO2: To understand the structure & functions of social welfare administration organization
- CO3: To understand the basic administrative processes and practices in India
- CO4: To understand the management of Non Governmental Organization
- CO5: To develop Project proposal writing skills

Course Contents:

Unit-I Introduction

1.1 Conceptual understanding of Social Welfare, Social Services, and Social Work

1.2 Social welfare administration

- Definition
- Features
- Scope
- principles;

1.3 Administrative processes

1.4 Welfare administration at central and state levels

- Central Social Welfare Board and State Social Welfare Boards, roles and functions

Unit-II Welfare Agencies

2.1 Welfare agencies such:

- Indian Council for Child Welfare (ICCW)
- YMCA
- YWCA
- Indian Red Cross Society - Roles & functions;

2.2 Role of voluntary agencies/NGOs in promotion of social welfare

Unit-III Introduction to NGO and CSR

3.1 Non-Governmental Organization

- Basics and History
- Types and Activities of NGOs;

3.2 Trust and Society

- Differences and Formations
- Registration procedure for NGOs
- Tax Reliefs under various Acts;

3.3 Corporate Social Responsibility; Social Marketing and Social Entrepreneurship

3.4 Major national and international NGOs,

Unit-IV Legal Procedure, Proposal Writing and Monitoring and Evaluation of NGO

4.1 Documents required for forming a Trust and a society, Contents of a Trust Deed;

4.2 Registration

- Indian Registration Act
- Contents of the Memorandum of Association and Bye Laws of the Society

4.3 Proposal Writing, Funding Activities and Project Documentation;

4.4 Monitoring and Evaluation of NGOs.

Suggested Reading

MSW 302 Social Welfare Administration

Text Books:

1. Goel, S.L. & Jain, R.K. (1988). Social Welfare Administration: Theory and Practice. (Vol. I & II). New Delhi: Deep and Deep Publications
2. Skidmore, R.A. (1994). Social Work Administration: Dynamic Management and Human

Relationships. Pearson Education

3. Kohli, A.S. & Sharma, S.R. (1996). Encyclopedia of Social Welfare and Administration. Vol. 1 to 7. New Delhi: Anmol Publishing Pvt. Ltd.,
4. Chowdhry, P.D. (1983). Social Welfare Administration. Delhi: Atma Ram Sons
5. Chandra, S. (2001). Non-Governmental Organizations: Structure, Relevance and Function. New Delhi: Kanishka Publishers
6. Patti, R.J. (2000). The Handbook of Social Welfare Management. Sage Publications
7. Dadarwala, N.H. (2005). Good Governance and Effective Boards for Voluntary/Non-profit Organisations. New Delhi: CAP
8. PRIA. (2000). Defining Voluntary Sector in India: Voluntary Civil or Non-profit. New Delhi: PRIA
9. Padaki, V. & Vaz, M. (2004). Management Development and Non-profit Organizations. New Delhi: SAGE
10. Drucker, P.F. (1992). Managing the Non-Profit Organization: Principles and Practices. Harper Business

Third Semester

MSW 303 (A) Environment, Livelihoods and Sustainable Development

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the concept of community development and the concept of environment, livelihood and sustainable development with relation to social work practice.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand concepts of community development, ecology and environment

CO2: To advance the understanding of sustainable community development, its dimensions and sustainable livelihoods

CO3: To understand the inter-relationships among ecology, environment, livelihoods and sustainable development

CO4: To identify the social work intervention strategies for various environmental issues

CO5: To formulate intervention strategies for sustainable development

Course Content

Unit I: Community Development

1.1 Concept, definition, history & objectives of Community Development; Community development resources, Community capacity building; Community Development process, Community Development skills;

1.2 Community Resource Mobilization

1.3 Common Problems in Community Development;

1.4 Methods and approaches in community development

Unit II: Ecology & Environment in Community Development

2.1 Concepts, structure and functions of ecology and environment; Human ecology, hunger; Traditional ecological knowledge and sustainable resource use;

2.2 Community rights over natural resources, Social ecology and Socio-ecological analyses of community problems;

2.3 Environmental issues

- Industrial pollution
- Climate change
- Disaster and CBDP and CBDM
- Environmental inequality
- Environmental movements

Unit III: Livelihoods

3.1 Concept and definition; Livelihood assets – natural resources, technologies, skills, knowledge and capacity, health status, access to education, sources of credit, networks of social support;

3.2 Common property resources (CPRs) – concept and definition;

3.3 Livelihoods and environment, Man-environment relationships for livelihoods in NE India.

3.4 National Livelihood Missions – Objectives, goals and strategies

Unit IV: Sustainable Development

4.1 Concepts of sustainable development, sustainability, equity & social justice and sustainable livelihoods and indicators of sustainable development.

4.2 Measuring Sustainability:

- Context, Techniques and indices

4.3 National policies and strategies for sustainable development;

Suggested Reading

MSW 303 (A) Environment, Livelihoods and Sustainable Development

Text Books:

1. Coates J. (2004). Ecology & Social Work: Towards a New Paradigm. New York: Paul & Company Public Consortium
2. Gadgil, M. & Guha, R. (1995). Ecology & Equity: The Use and Abuse of Nature in Contemporary India. London: Routledge
3. Mahajan, V., Datta, S. & Thakur, G. (2001). A Resource Book for Livelihood Promotion. Hyderabad: BASIX
4. Phansalkar. (2003). Livelihoods: Promoting Livelihood Enhancement. Mumbai: Sir Dorabji Tata Trust
5. Hussein, K. & Nelson, J. Sustainable Livelihoods and Livelihood Diversification. IDS Working Paper 69. Sussex: Institute of Development Studies
6. Kulkarni, P.D. (2000). Social Issues and Development. New Delhi: Uppal Publishing House
7. Singh S. (1991). Social Development in India. New Delhi: Radha Publishers
8. Kumar, H. (1997). Social Work, Social Development and Sustainable Development. New Delhi: Regency Publications
9. Gore, M.S. (2001). Social Aspects of Development. Delhi: Rawat Piblication
10. Gangrade, K.D. (2001). Working With Communities at Grass roots Level. New Delhi: Radha Publications

Third Semester

MSW 303 (B) Family Dynamics and Welfare

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand family dynamics and various social work intervention strategies for family welfare.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the nature, functions, roles and changing pattern of the family system

CO2: To advance the understanding and knowledge on developmental tasks and family dynamics

CO3: To understand the theories and methods of social work practice

CO4: To develop a broad understanding of the various family welfare services and Social work Interventions

CO5: To use appropriate interventions in family settings

Course Content:

Unit I Introduction to Family

1.1 Defining Families:

- Characteristics
- Family Rituals
- Family Traditions
- Family Routines

1.2 Family Dynamics and Functions, Conflicts and Violence

1.3 Diversity of families: Nuclear family, Joint family, Extended family, Single parents, Younger parents and Foster families.

Unit II Theories

2.1 Family Systems Theory

2.2 Structural Theories

2.3 Social Exchange Theories

2.4 Family Development Theory

Unit III Social Institution and Family

3.1 Definition, Types of Marriage, Working parents, Division of labor in Families

3.2 Feminist and Gender Perspective of Families, Impact of Urbanization / Modernization on marriage stability and Parenting

3.3 Parent Child Relationship, Family Stress and Sibling Rivalry

3.4 Institutions for family Welfare:

- Ministry of Health and Family Welfare
- National Institute of Health and Family Welfare
- National Rural Health Mission
- Planning Commission
- Family Courts
- Legal Service Authority
- INGOS' and NGOS' role in empowering families.

Unit IV Social Work interventions

4.1 Social Work interventions for Families:

- Families living in Poverty
- Families of prisoners
- Families with persons living with disability
- Migrant families
- Families of victims of Domestic violence and Transgender families,

4.2 Therapies

- Structural family therapy
- Milan systems therapy
- Solution Focused Therapy
- Narrative therapy

4.3 Methods of Social Work interventions:

- Genogram of the family
- the Flow Chart
- Eco Map
- Pathways plans
- Diary Sheet

- Home Visits.

Suggested Reading

MSW 303 (B) Family Dynamics and Welfare

Text Books:

1. Chakrabarthy K. K. (1994). The Indian Family. (ed). New Delhi: Manav Sangrahalaya
2. Desai, Murli. (1994). Family and intervention: A course compendium. Mumbai: TISS
3. De-Souza, A. (1978). Children in India, Critical issues in Human Development. New Delhi
4. Goel, M. (1997). Marital disputes and Counseling Methodology, Vol.1. New Delhi: APH Publishing Corporation
5. Khan, M.Z. (1991). Trends in Family Welfare Planning. New Delhi: International Publishers
6. Tiwari, S. (2000). Health and Family Welfare. Delhi: Anmol Publications Pvt. Ltd
7. Hartmen, A. & Laird, J. (1985). Family centered Social Work Practice. London Free Press
8. Patel, T. (2005). The Family in India: Structure and Practice. Delhi:Sage Publications
9. Mathur, Hari Mohan. (1992). The family welfare programmes in India. (ed). New Delhi: Vikas publishing house
10. McCurdy Karen & Jones, Elizabeth. (2000). Supporting Families: Lessons from the Field. USA: Sage Publications

Third Semester

MSW 303 (C) Human Resource Management and Occupational Social Work

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the overall environment and its impact on the nature, structure and development of organizations in corporate, public and voluntary sectors in the context of social work profession.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the concept of human resource management and occupational social work

CO2: To gain knowledge on social work orientation on corporate culture, particularly as it relates to social issues in the workplace

CO3: To acquire the skills of comprehending a multi-stakeholder perspective in viewing workplace issues

CO4: To formulate Social Work intervention strategies in HRM

CO5: To understand policies and procedures involved in establishing and maintaining human service organizations

Course Contents:

Unit I Human Resource (HR) Approach in Management

1.1 Value of work, Management

- Meaning
- Definition
- Nature and Principles of management – Henry Fayol, Principles of Scientific Management, F. W. Tylor, Management vs. Administration,

1.2 Human Resource approach, System approach in the workplace.

Unit II Human Resource Management (HRM) and Corporate Ethics

2.1 Human Resource Management (HRM), Human Resource Development (HRD) and Personnel Management (PM)

- Meaning
- Definition
- Scope
- Differences
- Strategic Human Resource Management (SHRM)
- Difference between HRM and SHRM
- Business strategy
- Organizational capability
- Corporate ethics
- Corporate Strategy

- Recent trends in HR and Competencies of HR professional in Business Organizations

Unit III Human Resource (HR) Planning and Industrial Relations (IR):

3.1 Planning of HR and POSDCORB.

3.2 Industrial relations

- Changing nature of the Indian workplace
- Needs and problems of employees and special groups in the workplace
- Workplace conflict
- Gender sensitivity
- Disability management
- Diversity management
- Spirituality in the workplace.

Unit IV Occupational Social Work and/ in HRM

4.1 Occupational Social Work:

- Meaning, scope and nature
- Employee Assistance Programmes- Training and Development, models, services, current trends and scope in India
- Role of social workers in Industrial Settings.

Suggested Reading

MSW 303 (C) Human Resource Management and Occupational Social Work

Text Books:

1. Nalini, R. (2011). Social work and the workplace. New Delhi: Concept Publications
2. Rao, Subba. (2000). Personal & Human Resource Management. Himalaya Publishing House, New Delhi
3. Aswathappa, K. (2001). Human Resource & Personal Management (Text & Cases). Tata McGraw Hill Publishing Company Limited, New Delhi
4. Mamoria C.B. & Gankar S.V. (2002). Personal Management (Text & Cases). Himalaya Publishing House, New Delhi
5. Mor Barak, E. M., & Bargal, D. (Eds.). (2000). Social services in the work Place: Repositioning occupational social work in the new millennium. New York: The Haworth Press, Inc

6. Rao T.V. & Pereira D.F., Recent Experience in Human Resource Development, Oxford & IBM Publishing Co, New Delhi.
7. Sheikh A.M. (2003). Human Resource Development & Management, S. Chand & Company, New Delhi.

Third Semester

MSW 304(A) Rural Community Development Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to develop an all-inclusive understanding of socio economic condition of rural community.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the socio economic condition of rural community

CO2: To understand the approaches to rural development

CO3: To develop skills in working with rural communities and development agencies

CO4: To identify Social work Intervention strategies in rural community development

CO5: To develop the knowledge and practice of distributive justice and equalization of opportunities in the rural community

Course Contents:

Unit I Rural Community

1.1 Community:

- Meaning
- Types
- Characteristics
- Dynamics,

1.2 Rural Community:

- Meaning
- Characteristics
- Types of Villages

- Scope of studying the rural community and its relation to social work:

1.3 Problems of Rural community

- Poverty
- Illiteracy
- Financial exclusions
- Unemployment
- Problems related to agriculture, health, energy and water.

Unit-II Rural Community Development

2.1 Community Development:

- Concepts
- Definition
- Objectives and Principles

1.4 Origin and development:

- Rural Community Development in India with reference to five years plan policy

1.5 Early Experiments:

- Sriniketan
- Marthandom
- Gurgaon
- Pilot projects: Etawah project, Nilokheri experiment, Firka scheme

Unit-III Theories and Approaches of Rural Development

3.1 Theories of Community Development:

- Micro-Macro community development theory,

3.2 System theory, Modernization Theory, Dependency theory

3.3 Rural development approach:

- Spatial Planning approach
- Multipurpose approach
- Integrated development approach
- Area development approach
- Multilevel district planning approach
- Target group approach

3.4 Gandhian Model of Rural Development;

Unit-IV local self-governance and services and schemes for rural development

4.1 Panchayati Raj Institution:

- Background
- 73rd Constitutional amendment Act
- Structure, Feature and Function of PRI,

4.2 Role and function of Council for Advancement of Peoples Action and Rural Technology(CAPART), National Institute for Rural Development (NIRD), National Bank for Agriculture and Rural Development (NABARD) Regional Rural Bank (RRB), Rural Co-operatives and SHGs, Recent Rural Development Schemes and Projects

4.3 Role of community development worker

- Application of social work methods in rural development
- Role of NGOs

Suggested Reading:

MSW 304(A) Rural Community Development

Text Books:

1. Robinson, J. W. & Green G. P. Introduction to Community Development: Theory, Practice, and Service-Learning. SAGE Publications
2. Jain, S. C. (1967). Community development and panchayati raj in India. Allied Publishers.
3. Siddiqui, H.Y. (1997). Working with Communities: A Introduction to Community Work. New Delhi, Hira Publications
4. Mukerji, B. (1961). Community Development in India. Orient Longmans
5. Singh, K. (2009). Rural Development: Principles, Policies and Management. SAGE Publications
6. Jain, S.C. (2005). Rural Development. Concept Publishers
7. Singh, K. (1986). Rural Development, Principles, Policies and Management. New Delhi, Sage Publication.

8. Venkata, R. K. (1998). Rural Development in India- Poverty & Development. Himalaya Publishing House.
9. Palanithurai, G. (2002). Dynamics of New Panchayati Raj System in India: Panchayati raj and multi-level planning. Concept Publishing Company
10. Sharma, R. (2005). Grass-Root Governance: Changes And Challenges In Rural India. Rawat Publications, Jaipur

Third Semester

MSW 303 (B) Child and Childhood in India: Theories, Perspectives and Issues

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the theories, perspectives and issues of childhood in India.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the psychological definitions of child and childhood.

CO2: To understand the different factors that influence development and behavior of children

CO3: To understand the different issues children face in society

CO4: To understand the different approaches to child rights

CO5: To develop an ability to critically analyze the programmes and policies for children

Course Content:

UNIT I Introduction to Child and Childhood

1.1 Understanding child and childhood

- childhood development
- Scope of child development
- Meaning and Importance of different stages of growth and Development .

1.2 Heredity and Environment

- Salient features of different stages in life

- Factors influencing Growth and

1.3 Development - principles of child development.

UNIT II Theories on Child development

2.1 Language Theories

2.2 Emotional Theories

2.3 Learning Theories

2.4 Psycho-Social Theories

2.5 Personality Theories

2.6 Moral Theories

UNIT III Working with children with from rights based perspectives

3.1 Issues of children

- Social
- Cultural
- Economic and political with reference to UNCRC guidelines

3.2 Developmental Issues

- Education
- Play
- Social and cultural

3.3 Survival Issues

- Human rights
- Female feticide
- Infant mortality
- Nutritional rights
- Immunization rights
- Crime against children etc.

3.4 Protection Issues

- Child marriage
- child trafficking
- gender discrimination
- children in armed conflict
- child labour

- child prostitution etc

3.5 Participation Issues

- Children's parliament
- Balpanchayats
- childrens' forums/associations etc.

UNIT IV Child Rights Policy and Programmes

4.1 Constitutional rights

- brief overview of child rights

4.2 National and state child policies in India

- National Policies for Children
- National Action Plan for Children
- Commissions for Protection of Child Rights
- Juvenile Justice(care and protection) of child rights Act, 2000, 2015
- Adoption and Maintenance Act, Central Adoption and Regulatory Agency (CARA guidelines).

4.3 UN Conventions and declarations

4.4 Government and non-government services

- Rajiv Gandhi National Creche Scheme for children of working mothers, aganwadis/balwadis, day-care centres, crèches etc

Suggested Reading

MSW 303 (B) Child and Childhood in India: Theories, Perspectives and Issues

Text Books:

1. Bajpai, A. (2005). Child Rights in India: Policy and Practice. USA: Oxford University Press
2. Hurlock, E. B. (1968). Child development. New Delhi: Tata McGraw Hill

3. Cohen, L.G. & Spencier, L.J. (2003). Assessment of children and youth with special needs. Boston: alley and Bacon
4. Venkatesan, S. (2005). Children with developmental disabilities: a training guide for parents, teenagers and caregivers. New Delhi: Sage
5. Pachaury, D.K. (1999). Children and Human Rights. New Delhi: A.B.H. Publishing Corporation
6. Chaturedi, T.N. (1979). Administration for Child Welfare. New Delhi: Indian Institute of Pub
7. Asch, M. (2000). Principles of Guidance and Counselling. New Delhi: Sarup & Sons
8. Maluccio, A.N., Pine, B.A. & Tracy. E.M. (2002). Social Work Practice with Families and Children. New York: Columbia University Press
9. Enakshi, G.T. (2002). Children in Globalizing India- Challenging out Conscience (ed). New Delhi: HAQ Centre for Child Right
10. Berk, L.E. (1999). Child Development (Third Ed). New Delohi: Prentice Hall of India

Third Semester

MSW 304 (C)

Labour Legislations and Welfare

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand about developments of labour legislation and its importance.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To become a professional practitioner of communication development tools

CO2: To advance the understanding of the laws relating to Industrial Relations, Social Security, Employment exchange and trainees

CO3: To understand grievance and the procedures of handing grievances

CO4: To understand laws relating to protection, regulation and welfare of labours

CO5: To understand the development and the judicial setup of Labour law

Course Contents:

Unit I Introduction

1.1 Importance of Labour Legislations in India and its Objectives.

1.2 Principles of Labour Legislations ,Labour in Indian Constitution.

1.3 Laws relating to working conditions

- Factories Act 1948
- Shops & Establishment Act
- Contract Labor (Abolition & Regulation) Act 1970
- The Plantations Act 1951
- The Indian Mines Act 1952.

Unit II Protective Provision for Workers

2.1 Wages ,Bonus and Social Security

2.2 Laws relating to Wages

- The Minimum Wages Act 1948
- The Payment of Wages Act 1936
- Equal Remuneration Act 1976
- Payment of Bonus Act 1965.

2.3 Laws relating to Social Security

- Employees Provident Fund Act 1952
- Employees State Insurance Act 1948
- Workmen's Compensation Act 1923
- Payment of Gratuity Act 1972
- Maternity Benefit Act 1961.

Unit III Labour Welfare and related laws

3.1 Importance of Labour Welfare, Scope of Labour Welfare Activities, Theories of Labour Welfare and Importance of Labour Welfare in India.

3.2 Laws relating to employment, service conditions, Employee Relations

- The Industrial Disputes Act 1947

- Trade Unions Act 1926
- Industrial Employment (Standing Orders) Act 1946.

Unit IV Grievance and Discipline handling

4.1 Grievances & Discipline

4.2 Grievance- Causes / sources of Grievances- Grievance procedure- A model Grievance

4.3 Procedure- Grievance redressal machineries- Gender sensitivity - Sexual Harassment at Work places- preventive steps-procedures in dealing with the Complaints

Suggested Reading

MSW 304 (C) Labour Legislations and Welfare

Text Books:

1. Garg, K.C. Sharma, Mukesh; Sareen, V.K. (2002). Commercial And Labour Laws, Kalyani publishers, Ludhiana
2. Mathur .A.S. (1968). Labour Policy and Industrial Relations in India. Ram Prasad, Agra
3. Babu, Sharath and Rashmi, Shetty. (2007). Social Justice and Labour Jurisprudence. SAGE Publication. New Delhi.
4. Yadav, L.B.(ed.). (2000). Reading in Social and Labour Welfare. Institute For Sustainable Development, Lucknow
5. Akbas, S. (1983). Industrial Social Work: Influencing the System at the Workplace. Dinerman, M.(Ed.) Social Work in a Turbulent World, Silver Spring, MD: NASW
6. Straussner, S.L.A. (1990). Occupational Social Work Today. New York: The Haworth Press
7. Saini, D.S. & Khan, S.S. (2000). Human Resource Management Perfective for the New Era. New Delhi: Response Books.
8. Mor Barak, M.E. & Bargal, D. (ed.) (2000). Social Services in the Workplace: Repositioning Occupational Social Work in the New Millennium. New York: The Haworth Press Inc.
9. Papola, T. S. & Sharma, A. N. (1999). Gender and Employment in India. New Delhi, Vikas Publishing House
10. Malik, P.L. (2000). Industrial Law Vol. I & II. Lucknow: Eastern Book Company

Third Semester

MSW 305 Dissertation

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to develop deeper knowledge, understanding, capabilities and attitudes in the various field of social work practice.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the basic concept of Social Work Research

CO2: To have an in-depth understanding on research methods

CO3: To identify the issues that must be addressed

CO4: To develop written and oral presentation skills

CO5: To develop a research proposal

Contents:

- Research Proposal Writing.
- Presenting the Research proposal.

Third Semester

MSW 306 Field Work Practicum

Marks: 70 + 30=100

Total Credits: 4

Objective: This course provide students the opportunity to work in a professional setting to develop and demonstrate skills in social work, to integrate the theories and practices learned in and out of the classroom, to develop a sense of commitment to the social work profession and Code of Ethics, to develop an understanding of the diversity of a community population and the role of diversity in social work practice, to develop an understanding of how administrative processes and policies impact delivery of services, to develop professional relationships within the community to better understand local resources to benefit future clients, and to confirm personal interests and abilities in the social service field.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To enhance skills for practice in specific situations, specific problems and issues

CO2: To have a broad understanding on the organisational behaviour and functioning in administrative as well as in the field

CO3: To identify issues of the society and develop self awareness and skills in the learning process

CO4: To understand the role of agency in addressing current social realities

CO5: To gain knowledge and skills for working in corporate sectors

Contents:

- Concurrent Field Work 20 to 25 days in any set up
- Study tour for 7 to 10 days

Third Semester

MSW 307(MDC) Management of Non- Governmental Organization

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the concept and management of Non Governmental sector.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To draw an understanding of NGO Sector

CO2: To develop basic legal and managerial skills for NGO management

CO3: To understand the concept of project management

CO4: To be able to develop a project proposal

CO5: To understand the concept of CSR

Course Content

Unit I Basic Concept

1.1 Introduction to Non- Government Organization

- History of NGOs in the West and India

1.2 Types and Activities of NGOs

- Self Benefiting
- Service Oriented
- Advocacy
- Others
- Networking etc.)

1.3 Social Audit:

- Importance and its applicability for PRI.

Unit II Procedures for Establishment of an NGO

2.1 Emerging trends in NGO sector.

2.2 Societies Registration Act 1860,

- Memorandum of Association and Bye-Laws
- Tax relief under various Acts
- The Foreign Contribution (Regulation) Act, 1976 (FCRA)

2.3 Formation of Trust and Society, Differences between the Trust and Society

2.4 Legal Procedures for establishment of an NGO

Unit III Social Entrepreneurship, Fund Raising and CSR

3.1 Social Entrepreneurship:

- Concept, Sustainability of Social Enterprise

3.2 Difference Between For Profit Entrepreneurs and Not For Profit Entrepreneurs

3.3 Funding Raising

3.4 Introduction to Corporate Social Responsibility, Importance of CSR, Key Issues in CSR

3.5 Role of NGO's & civil societies in CSR.

Unit IV Human Resources Management (HRM) and Organisational Behaviour (OB) in NGO's

4.1 HRM, Concepts ,Objectives, Policies and Scope

4.2 Job Design and analysis

4.3 Job Evaluation

4.4 OB and Organisational Culture & Climate.

4.5 Concept of Leadership

4.6 Motivation and Work Performance

Suggested Reading

BSW 602 Management of Non- Governmental Organization

Text Books:

1. Allison, M. & Kaye, J. (2005). Strategic planning for Non-profit Organisations: A Practical guide and workbook. John Wiley & Sons.
2. Kotler, Philip, Roberto, Ned & Lee, Nancy. (2002). Social Marketing: Improving the Quality of Life. California: Sage Publications, pp. 111- 156
3. Chiang Pei-heng. (1981). Non-Governmental Organizations at the United Nations. Identity, Role and Function. New York: Praeger
4. Dadarwala, N.H. (2005). Good Governance and Effective Boards for Voluntary/Non-profit Organisations. New Delhi: CAP
5. PRIA . (2000). Defining Voluntary Sector in India: Voluntary Civil or Non-profit, New Delhi: PRIA
6. PRIA . (2001). Historical Background of Non-profit Sector in India. New Delhi: PRIA
7. Bryson, J.M. (2004). Strategic Planning for Public and Nonprofit Organizations: A Guide to Strengthening and Sustaining Organizational Achievement. Jossey-Bass
8. Weinbach, R.W. (2002). The Social Worker as Manager: A Practical Guide to Success. Allyn& Bacon
9. Drucker, P.F. (1992). Managing the Non-Profit Organization: Principles and Practices. Harper Business
10. Pynes, J.E. (2004). Human Resources Management for Public and Non profit

Organizations. Jossey- Bass

Fourth Semester

MSW 401 Introduction to Disabilities

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the concept of disabilities and the roles of social worker in working with the challenged.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the conceptual differences between the terms ‘impairment’, ‘disability’, ‘handicap’ and ‘challenged’ and understand the concept of classification and labeling

CO2: To analyze the factors that influence prevalence of disabilities

CO3: To develop knowledge about the various disabling conditions associated with the challenged.

CO4: To understand the social work intervention mechanisms for the challenged

CO5: To formulate intervention strategies while working with the challenged

Course Content

Unit I Concept, Classification and Characteristics of the challenged

1.1 Impairment, Disability and Handicap:

- Concept and Definition.

1.2 Classification of disabilities/ challenged.

1.3 Prevalence of disabilities/challenged in India and North East India.

1.4 Characteristics and behavioural manifestations of children with various disabilities/ challenged

Unit II: Development in the Education of the Challenged

2.1 Historical perspectives and Constitutional obligations regarding the disabled/ challenged.

2.2 Recommendations/Suggestions of the National Policy on Education (1986) and Programme of Action (1992) for the disabled/challenged.

2.3 Centrally sponsored scheme of Integrated Education for the Disabled (IED)/ challenged and the Role of State level agencies –DPEP Projects.

2.4 National Institutes and Schools for Children with severe handicaps/ challenged.

Unit III: Identification and Assessment of the challenged and Other Behavioural Activities

3.1 Identification and assessment of functional disabilities and differential diagnosis.

3.2 Educational Implications of the challenged and Programme Planning.

3.3 Adaptations in Curricular and Co-curricular programme activities and transaction.

3.4 Adaptations in Behavioral Activities

Unit IV: Role of Various Agencies and social work intervention

4.1 Role of Non-Government, National and International agencies in the education of the challenged

4.2 Role of parents and community in rehabilitation of the challenged children

4.3 Role of special schools and inclusive schools in the education of the challenged

4.4 Social work intervention strategies for the different categories of the challenged

Suggested Reading

MSW 401 Introduction to Disabilities

Text Books:

1. Hallahan, D.P & Kauffman, J.M. (1991) Exceptional children: Introduction to special education, Allyn & Bacon, Boston.
2. Smith, D.D & Luckasson, R (1992) Introduction to Special Education: Teaching in an age of challenges, Allyn & Bacon, Boston.
3. Berdine, W.H & Blackhurst, A.E.(1985) An Introduction to Special Education. Little Brown & Company, Boston.
4. Kundu C.L. (Ed.) (2000), Status of Disability in India 2000, New Delhi.
5. Richard A Culatta, James R. Tompkins, Culatta, R.A, Tompkins James R.(1999) Fundamentals of Special Education, What Every Teacher Needs To Know, Merrill Prentice.Hall Inc.NJ 07458
6. William I Gardner (1997), Gardner, William I Learning and Behavioural Characteristics

of Exceptional Children and Youth. Allyn and Bacon-M-02210.

7. Batshaw, M.L. and Parret, Y.M.m (1986) Children with handicaps. A medical primer. London: Paul Brookes.
8. NIMH (1988). Mental Retardation – A manual for multi rehabilitation workers.
9. Clarke, A.N. Clarke, A.D.B. & Berg, J.M. (1985) Mental deficiency. The changing outlook (4th Edition) London: Methuen Co.
10. Batra, Sushma. Social Integration of the Blind: New Delhi, Concept Publishing Company, 1981.
11. Bhat, Usha, Physically Handicapped in India-Growing National Problem. Bombay: Popula Book Depot, 1963
12. MacMillan, D.L., Mental Retardation in School and Society. Boston: Little Brown and Co Inc., 1977.
13. Mehta, D.S.(1993). Hand Book of Disabled in India, New Delhi: Allied Publishers Pvt. Ltd
14. Thurlow, Martha L. et. al. Testing students With Disabilities. Crown Press Inc., Thousand Oaks (California), 1998.
15. Uday Shanker, Exceptional Children. New Delhi: Sterling Publishers, 1976.

Fourth Semester

MSW 402 Community Health and Social Work Practice Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understanding health and its dimensions and the scope of social work in health care settings.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the concept of health and its importance

CO2: To develop an understanding on health care, public health and community

CO3: To understand the importance of health in the development context

CO4: To understand the concept of health system, programmes and policies in India

CO5: To know the various Intervention strategies in delivering care towards the community

Course Contents:

UNIT I: INTRODUCTION TO HEALTH AND HEALTH EDUCATION

1.1 Concepts and Definitions on Health, Dimensions on Health:

- Physical, Mental, Spiritual, Emotional, Vocational and Others

1.2 Determinants and Indicators of Health

1.3 Alma Ata Declaration, Millennium, Sustainable Development Goals, Health as Human Right

1.4 Health and gender

UNIT II: An Introduction to Disease and Social Medicine

2.1 Concept of Disease

2.2 Communicable and Non Communicable Disease, Common Disease In India

2.3 Population Medicine, Public Health, Preventive Medicine, Social Medicine

2.4 Alternative system of health:

- Yoga
- Homeopathy
- Unani
- Aryurvedu
- Siddha
- Naturopathy

UNIT III: Health System, Programmes and Policies

3.1 Health care system in India

3.2 National health policy, Reproductive Child Health, National Rural Health Mission

3.3 HIV/AIDS In India and Northeast India

UNIT IV: Intervention Strategies & Role of Social Work In The Field Of Health

4.1 Health communication:

- Information
- Education
- Motivation
- Persuasion
- Counselling
- Raising Morals
- Health Development

4.2 Social work intervention in medical and psychiatric settings

4.3 Role of social worker in health care delivery system:

- Psychosocial Assessment
- Family Education & Crisis Intervention
- Counselling For Individuals
- Couples & Families
- Information & Referral Services

Suggested reading

MSW 402 Community Health and Social Work Practice

Text Books:

1. Park, K. (2009). Preventive and Social Medicine. Banarsidas Bhanot Publishers, Jabalpur
2. Allot, M. (1998). Understanding Health and Social Care. Sage, New Delhi
3. Atkinson, P. (1995). Medical Talk and Medical Work. Sage, New Delhi
4. Barker, C. (1996). The Health Care Policy Process, Sage, New Delhi

5. Bracht, N. (2009). Health Promotion at the Community Level, Sage, New Delhi
6. Mahajan, B.K. (2010). Text Book of Social and Preventive Medicine, Jaypee Brothers Medical Publishers
7. Drinka, T.J.K. & Clark, P.G. (2000). Health Care Teamwork: Interdisciplinary Practice and Teaching. Westport, CT: Auburn House
8. Jerrold, R.Brandell, (2010). Theory & Practice in Clinical Social Work. Sage Publication, New Delhi
9. Dasgupta, M. & Lincoln, C.C. (1996). Health, Poverty and Development in India. Oxford University Press, New Delhi
10. McLeod, E., & Bywaters, P. (2000). Social Work, Health and Equality. Routledge. London

Fourth Semester

MSW 403(A) Tribal Community Development

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the social science perspective available for the study of tribal communities.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To acquire an understanding of the social science perspective available for the study of Tribal Community

CO2: To develop respect and recognition for tribal as equal contributors in development

CO3: To acquire knowledge about tribal problems

CO4: To develop understanding of governmental initiatives towards upliftment of tribal's in India

CO5: To acquire knowledge on various approaches to tribal community development

Course Contents

Unit I Basic Concept

1.1 Tribal society:

- Concepts
- Definition
- Characteristics
- Kinship and descent

1.2 Social structure

- Marriage
- Family
- Community

1.3 Classification of Tribes in India

1.4 Tribal Society in North East India

Unit II Problem of Tribal Community

2.1 Distribution of tribal population in India

2.2 Major and indigenous tribes in India

2.3 Tribal Problems:

- Land Alienation
- Indebtedness
- Poverty
- Migration,
- Isolation

2.4 Approaches to solve tribal problems:

- Assimilation
- Integration
- changing land reform in tribal areas

Unit III Movements

3.1 Tribal Movements in India:

- Agrarian Movements
- Santhals movement
- TanaBhagat movement
- Brisadal movement

- Naxalbari movement-1967
- Bodo and Naga movement,

3.2 Tribal reform:

- Social
- Economic
- Political

3.3 Social change in tribal India, Modern factors of tribal transformation

3.4 Tribal upliftment measures

- Protective
- Mobilization
- Developmental

Unit IV Programmes and Services

4.1 Government Policies and programmes since Independence and their Impact on Tribal Societies,

4.2 Constitutional Provisions:

- Indian Constitution: V &VI Schedule
- Protective legislations
- New strategy for Tribal development
- Tribal sub-plan

4.6 Programs of NGO's and their Impact on Tribal Societies.

4.7 Social work intervention: scope and role of social worker

Suggested reading

MSW 403(A) Tribal Community Development

Text Books:

1. Bhattacharjee, J.B. (1998). Sequences of development in North-East India. Delhi: B.R. Publications
2. Moonis, R. & Ahmad, A. (1990). An atlas of Tribal India. New Delhi: Concept Publishing
3. Ghurye, G.S. (1963). The Scheduled Tribes. Bombay: Popular Prakashan Pvt. Ltd
4. Chaudhuri, B.(ed). (1982). Tribal development in India: Problems and Prospects. New

Delhi: Inter-India Publications

5. Ahuja, A.K. (2009). Welfare and Tribal Development and Administration. New Delhi: Rawat Publications
6. Burman, B.K. (1994). Tribes in Perspective. New. Delhi: Rawat Publications
7. Mahanti, N. (1994). Tribal Issues: A non-conventional Approach. New Delhi: Inter-India Publications
8. Haimendorf, C. (1994). Tribes in India. New Delhi: Oxford University Press
9. Sharma, K.L. (2001). Reconceptualising Caste, Class and Tribe. New Delhi: Rawat Publications
10. Patnaik, S.M. (2011). Culture, Identity & Development. New Delhi: Rawat Publications

Fourth Semester

MSW 403(B) Women Centric Social Work Practice

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the scope of women centric in social work practice.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To develop a critical understanding of 'Women' as a vulnerable group

CO2: To develop an understanding of social systems that affects women's position

CO3: To understand the struggle to restore women's position in the society

CO4: To develop skills and understanding of social work intervention pertinent to Women's welfare and development

CO5: To understand feminism and its relevance in contemporary era

Course Content:

Unit- I Introduction

1.1 Patriarchy and Women: Patriarchy in India and Northeast India

1.2 Feminism:

- Liberal
- Marxist
- Radical and Socialist Feminism
- Relevance of feminism
- Feminism and Social Work Practice

1.3 Present status of women in India

- Education
- Health/Reproductive health
- Employment
- Violence against Women
- Political Participation

Unit- II Women's Movement and the state

2.1 Women's Movement in India

- CEDOW
- Nationalist Movement
- Towards Equality Report

2.2 Theories of Development

2.3 National and International programme and policies for women

- Role of the Department of Women and Child Development\
- National Commissions and Committees on Women

Unit- III Social and Political Participation

3.1 History of Voluntary Organization in India

- All India Women's Conference
- Young Women Christian Associations
- Indian Association for Women's Studies
- National Federation for Women

3.2 Role of Voluntary Organizations and Empowerment of Women

3.3 Panchayati Raj and Women's Political Participation in India

Unit –IV Laws and Social Work Intervention

4.1 Personal Laws and Labour Laws related to women, Legal Protection for Women:

- Family Court, Police and Judiciary

4.2 Anti-Rape Law, Dowry Prohibition Act, Sexual Harassment in the work place, Indecent Representation of Women (Prohibition) Act 1986

4.3 Feminist Social Work, Social Work intervention and mechanisms

Suggested reading

MSW 403(B) Women Centric Social Work Practice

Text Books:

1. Ahuja, (1998). Women's organization and Social Network. Guwahati: Eastern Book House
2. Ahuja, (1997). Violence against Women. Guwahati: Eastern Book House
3. Cook, Rebecca. (1994). Human Rights of Women: National and International Perspectives. Philadelphia, University of Pennsylvania Press
4. NIPCCD. (1988). Handbook of Policy and related document on women in India. New Delhi, NIPPCD
5. Verma, R. (1997). Family courts in India: An appraisal of strengths and limitation. New Delhi: Inter Indian Publications
6. Raj, K.et al. (1999). Encyclopedia of status and Empowerment of Women in India. New Delhi: Veena Publication
7. Karmakar, K.G. (1999). Rural credit and self-help groups: Microfinance needs and concepts in India. New Delhi Sage Publication
8. Joshi, P. (1988). Gandhi on women. Ahmedabad: Navjeevan Publishing House
9. Walby, S. (1990). Theorizing Patriarchy. Cambridge, Basil Blackwell Ltd

10. ICCSSR. (1975). Status of women in India: Synopsis of the Report of National Committee on the status of women. New Delhi: Allied Publication

Fourth Semester

MSW 403(C) Organizational Behaviour

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand about organizational behaviour, its objective and importance.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand the knowledge and skills in dealing with human behaviours in the workplace

CO2: To develop an understanding of Organizational Behaviour

CO3: To develop appropriate skills and competencies in managing human resources

CO4: To understand the Processes and concerns of Employee Development

CO5: To develop the understanding of workforce diversity, Personality differences and to manage diversity

Course Contents:

Unit-I Introduction

1.1 Organization Behaviour :

- Definition
- Scope and Approaches
- Organizational Components
- Classical and modern approaches to Management
- Human Relations movement and Behavioral systems approach to OB

Unit-II Dimensions of Organisational Behaviour

2.1 Personality predispositions and managerial effectiveness:

2.2 Reinforcement and motivation

- Meaning of Motivation
- Objective of Motivation
- Traditional Theories of work Motivation
- McGregor's Theory
- Two Factor Hygiene Maintenance Theory and Herzberg-Vroom's Expectancy.

2.3 Leadership

- Definition and characteristics
- Classification of leadership
- Qualities of a leader
- Leadership styles and Theories of Leadership

Unit-III Organisational Change and Culture

3.1. Organizational change:

- Forces of change
- Resistance to change and Managing planned change
- Approaches to organizational change and Innovation
- Managing the innovation process and Creating a culture for innovation.

3.2 Organizational Culture

- Nature of culture
- Cultural dimensions (Mechanistic & organic, Authoritarian, participative, sub-culture, dominant culture, strong & weak culture) - Key cultures : Power culture, people/person culture. Task culture, role culture

Unit-IV Organisational Development

4.1 Organizational Development:

- Definition
- Scope and Characteristics
- Diagnostic phase: Techniques used in the diagnostic process
- OD interventions-Team Building
- Survey feedback and Grid Training.

Suggested reading

MSW 403(C) Organizational Behaviour

Text Books:

1. Blump M.I. & Naylor I. C. (1968). Industrial Psychology -Theoretical & Social Foundation. Harper Row Publishers, New York.
2. Chatterji N. R. (1969). Industrial Psychology. Sudha Publication, New Delhi
3. GangadharaRao, M., and Rao, VSP, and Narayana, P.S. (1987). Organizational Behaviour. Konark Publishing Pvt. Ltd., New Delhi
4. Gosh &Ghorpadhe, (1985). Industrial Psychology, Himalaya Publishing House, Bombay
5. Hersey, Paul and Kenneth Blanchard, (1988). Management of Organizational Behavior: Utilizing Human Resources. Prentice-Hall, Englewood Cliffs, New Jersey
6. Luthans, Fred, (1990). Organizational Behaviour. Tata McGraw Hill, New York.
7. Maslow, Abraham, (1943). Motivation & Personality. Harper & Row Publication, New York
8. Robbins, Stephen P. et al (2001). Organizational Behaviour. Prentice-Hall, New Jersey
9. McCormick, Ernest J., and Joseph Tiffin, (1974). Industrial Psychology. Prentice-Hall, Inc., Englewood Cliffs, New Jersey
10. Maslow, Abraham, (1943). A Theory of Human Motivation. Harper & Row Publication, New York

Fourth Semester

MSW 404 (A) Urban Community Development

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to develop an in-depth understanding of governmental initiatives towards upliftment of the urban areas in India.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To acquire an understanding of the social science perspective available for the study urban communities

CO2: To develop analytical skills in assessing problems associated with communities and understanding the steps in problem solving

CO3: To acquire knowledge and impact of various approaches to Urban community development

CO4: To understand Social work Intervention strategies in urban community development

CO5: To develop analytical skills in assessing problems associated with communities and understanding the steps in problem solving

Course Contents:

Unit-I Basic concepts

1.1 Urban Community:

- Meaning
- Characteristics
- classification of urban area,

1.2 Urbanization

- Meaning
- Factors
- Emerging trends

1.3 Urban Social Problems:

- Drug addiction
- Sex workers
- Juvenile Delinquency
- Urban Poverty
- Urban Employment
- Urban Settlement & Housing
- Urban pollution
- pavement dwelling and street vendors
- waste management and transport

Unit-II Society in Urban Area

2.1 Urban Social System:

- Changing pattern of family
- Marriage
- Social Stratification and other forces of social change

2.2 Occupation pattern of urban area and Urban informal Sector

2.3 Rural urban migration:

- causes and Consequences

2.4 Urban Slums:

- Origin and development of slum
- Issues: Socio-Psychological Issues of Slum Dwellers
- Effect of Industrialization and Globalization on Slum
- clearance board: Functions & Administration structure

Unit-III Urban Community Development and Administration

3.1 Urban Community Development

- Definition, Objectives and Historical Development,

3.2 Principles, Approaches, methods and indicators of urban community development

3.3 Welfare extension projects of Central Social Welfare Board; Urban development planning:

Town and Country Planning Act 1971

3.4 Urban Local Self Governance:

- 74th Constitutional Amendment Act, Structure and functions
- Challenges, People's participation in urban development

Unit-IV Programme and Services

4.1 United Nation's Centre for Human Settlement (UNCHS), Urban Basic Services Programmes (UBSP); Housing and Urban Development Corporation (HUDCO) and JNNURM, National Urban Livelihood Mission (NULM) and NitiAyog

4.2 Problems in implementation of Urban Community Development Programmes.

4.3 Role of Community Development Worker, Role of NGOs, Application of Social Work method in Urban Development

Suggested reading

MSW 404 (A) Urban Community development

Text Books:

1. Sihng K. & Steinberz F (eds.). (1996). Urban India in Crisis, New Age Publishers, New Delhi

2. Ronnan, Paddison. (2001). Handbook of Urban Studies. Sage India
3. Mohanty, B. (1993). Urbanization in Developing Countries. Concept Publishing Company, New Delhi
4. Asthana M. and Ali, Sabir. (2003). Urban Poverty in India, Mittal Publication, New Delhi
5. Sandhu, R.S (ed.) (2003). Urbanization in India: Sociological Contribution. New Delhi: Sage Publications.
6. Nagpal, H. (1994). Modernization and Urbanization in India. Jaipur: Rawat Publications
7. Safa, I.H. (1982). Towards a Political Economy of Urbanization in Third world Countries. Delhi: Oxford University Press
8. Padaki, V. & Vaz, M. (2003). Institutional Development in Social Interventions. New Delhi: Sage Publications.
9. Gupta, K.R. (2004). Urban Development Debates in the New Millennium Vol. I and Vol. II. New Delhi : Atlantic Publishers and Distributors
10. Thakur, B. (ed.) (2005). Urban and Regional Development in India: Vol I. New Delhi: Concept Publishing Company.

Fourth Semester

MSW 404(B) Working with Families: Children, Youth and Aged Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to develop an in-depth understanding about children, youth and aged.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand issues pertaining to children, youth and aged in India and Northeast India.

CO2: To know the national and international rights of children, youth and aged.

CO3: To understand the different laws and various government programmes related to children, youth and aged.

CO4: To understand the different laws and programmes for the vulnerable groups.

CO5: To acquire skills for working with families

Course Content:

Unit I: Issues pertaining to Children, Welfare Policy, Programmes and Acts

1.1 Demographic profile of children in India and Northeast India

1.2 Issues pertaining to children

- Street child
- Destitute
- Abandoned
- Orphaned
- child labor
- child trafficking
- HIV/AIDS affected and infected children
- child beggar
- child prostitution
- special problems of girl child.

1.3 Government programs & services for children:

- National Policies for children, JJ Act 2016
- ICDS
- ICPS

- SSA
- Operation Blackboard
- Mid-Day meal
- Beti Bachao Beti Pado
- Kishori Shakti Yojana
- Girl Child Saving Scheme
- Udisa
- UJAWALA.

Unit II: Issues pertaining to Youth and Welfare Policy, Programmes and Acts

2.1 Demographic profile of youth in India and Northeast India

2.2 Issues pertaining to youth

- substance abuse
- identity crises
- violence
- unemployment(shifting economy)
- single parent household
- teen pregnancy
- HIV/AIDS
- armed conflicts
- disability
- education

- inter-generational relationships.

2.3 Government programmes & services for youth:

- National Youth Policy 2014
- National Programme for Youth and Adolescent Development (NPYAD)
- Nehru Yuva Kendra Sangathan (NYKS)
- Rajiv Gandhi National Institute of Youth Development (RGNIYD)
- Pradhan Mantri Kausal Vikas Yojana
- SAKSHAM
- SABLA.

Unit III: Issues to Aged and Welfare Policy, Programmes and Acts

3.1 Demographic profile of Aged and Welfare policy

- Programmes and Acts

3.2 Government programmes & services for aged

- Constitutional Provisions
- National Social Assistance Programme (NSAP)
- Indira Gandhi Old Age Pension Scheme (IGNOAPS),
- Maintenance and Welfare of Parents and Senior Citizens Act, 2007.

Unit IV: Social work intervention with children, youth and aged

4.1 Family-centered Social work

- family therapy
- problem solving approach, and developmental approach,

4.2 Counseling

- Concept, meaning, definition
- Types, and stages of counseling
- Theories on Counseling
- Skills of counseling
- Counseling settings– marriage/couple, HIV/AIDS, substance abuse, education/career, sexual abuse, children, aged, youth.

Suggested reading

MSW 404(B) Working with Families: Children, Youth and Aged

Text Books:

1. Cohen, L.G. & Spencier, L.J. (2003). Assessment of children and youth with special needs. Boston: Allyn and Bacon
2. Hurlock, Elizabeth B. (1968). Child Development. New Delhi: Tata McGraw Hill Pub: Com; Ltd
3. Kumari, V. (2004). The Juvenile Justice System in India: From Welfare to Rights. Oxford University Press
4. Choudhury, Aparjita. Carson & Carson, (2006). Family life Education in India, Perspectives, Challenges and Applications. Rawat Publication: Jaipur
5. Chaturvedi, T. N. (1979). Administration for Child Welfare. New Delhi: Indian Institute of Pub
6. Bajpai Asha, (2005). Child Rights in India, Policy and Practice, Oxford University Press, US
7. Verma, R.S. (2000). Human rights: Burning issues of the world, Volumes I, II and III. Radiant Publishers, Delhi
8. Bhattacharya, S. (2008). Social Work Interventions and Management. Deep & Deep Publication, New Delhi

9. Venkatesan, S. (2005). Children with developmental disabilities: a training guide for parents, teachers and caregivers. New Delhi, Sage Publications
10. Desai, K.G. (1982). Ageing In India, Bombay, TISS Series 52.
11. Desai, M.M. and Khetani, M.D. (Editors. Morton, I.T. Seicher, Daniel Thursz and Joseph L.) (1979). Intervention Strategies for the Aged in India” In Reaching the Aged- Social Services in Forty-four countries. Vigilantge, Beverly Hills/London; Sage Publications,
12. Hancock, B. L. (1990). Social Work with Older People, New Jersey: Prentice-Hall.
13. Rose S R & Fatout M. (2003). Social Work Practice with Children and Adolescent, Boston: Allyn & Bacon

Fourth Semester

MSW 404 (C) Industrial Relations and Corporate Social Responsibility

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the concept of human behavior at workplace and gain the knowledge for increasing self-effectiveness and tackling the behavior of group, individual and of organization.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To understand about Industrial relations

CO2: To understand the concept of Corporate Social Responsibilities

CO3: To know about the labour unions and welfare measures

CO4: To know about the social work intervention for IR and CSR activities

CO5: To develop entrepreneurial approach and skill sets to contribute for socio-economic development

Course Contents:

Unit-I Introduction

1.1 Definition

- concept, scope and Significance of industrial relations

1.2 Approaches to Industrial Relations

1.3 Industrial Relation System.

Unit-II Managing Grievance

2.1 Managing of Employee Grievance

2.2 Causes of Industrial Disputes, Forms of Disputes, Methods of Settlement of Industrial Disputes, Employee Discipline.

Unit-III Trade Union and Workers Participation in Management

3.1 Definition, concept, and objectives of trade unions.

3.2 Growth of Trade unionism in India

- major Trade Union movements in India

3.3 The Concept of Collective Bargaining, Negotiating Technique and Skills.

3.4 Workers participation in Management:

- Concept, objective, importance
- forms of participation
- limitations to workers participation

Unit-IV CSR Practice

4.1 Concept of Corporate Social Responsibilities

4.2 CSR in India

- Benefits of a CSR programme
- Clause 135 of Companies Act 2013,

4.3 CSR Planning and Strategies

4.4 CSR case studies.

Suggested reading

MSW 404 (C) Industrial Relations and Corporate Social Responsibility

Text Books:

1. Memoria, C. B. (1999). Dynamic Of Industrial Relationship in India. Bombay: Himalaya.
2. Sharma, A. M. (1984). Industrial Relations Conceptual And Legal FrameWork .

Bombay: Himalaya

3. Srivathsava, V. (1998). Industrial relations and Labour Laws. New Delhi: Vikas
4. SubbaRao, P. (1999). Essentials of Human resource and Industrial Relations. New Delhi, Himalaya
5. Subramainan, K. N. (1967). Labour Management Relations In Tamil Nadu. Madras: Book Agency.
6. Tripathi, P.C. (2005). Personnel Management and Industrial relations. New Delhi, Sulatanchand and Sons.

Fourth Semester

MSW 405 Dissertation

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to develop deeper knowledge, understanding, capabilities and attitudes in the various field of social work practice.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To critically and systematically integrate knowledge

CO2: To have a deeper knowledge in the area of study

CO3: To understand and apply theoretical frameworks to the chosen area of study

CO4: To develop written and oral presentation skills

CO5: To analyze and present research findings

Fourth Semester

MSW 406

Field Work Practicum

Marks: 70 + 30=100

Total Credits: 4

Objective: This course provide students the opportunity to work in a professional setting to develop and demonstrate skills in social work, to integrate the theories and practices learned in and out of the classroom, to develop a sense of commitment to the social work profession and Code of Ethics, to develop an understanding of the diversity of a community population and the role of diversity in social work practice, to develop an understanding of how administrative processes and policies impact delivery of services, to develop professional relationships within

the community to better understand local resources to benefit future clients, and to confirm personal interests and abilities in the social service field.

Course Outcomes: The Successful completion of this course shall enable the student:

CO1: To their perspective on welfare and developmental projects

CO2: To understand the agency as an organization, its structure, functions and sources of funding

CO3: To develop practice skills appropriate to problem solving process and apply them in direct service

CO4: To understand the overall service delivery system and its administration in the greater society

CO5: To gain knowledge and skills for working in corporate sectors

Contents:

- Block Placement for 30-35 days in a particular organization

Fourth Semester

MSW 407 (MDC) Community Organizations and Community Development

Marks: 30 + 70=100

Total Credits: 4

Objective: This course enables students to understand the different approaches and various models for community organization and social action with a special reference to Indian situation.

Course Outcomes: The Successful completion of this course shall enable the students

CO1: To understand the concept of Community

CO2: To understand the basic component of community

CO3: To understand the Community Dynamics

CO4: To develop a strategy to work in the Community

CO5: To understand the concept, needs, principles, process and strategies of community work

Course Content:

Unit I Community Organization

1.1 Community and Formal Organization:

- Concept and Types

1.2 History: West and India

1.3 Community Organization Approaches and Models

1.4 Principles of Community Organization, Skills for Community Organizer

1.5 Community Organization and Community Development

Unit II Community Development

2.1 Concept of Rural Community and their programs & Policies

2.2 Concept of Urban Community and their programs & Policies

2.3 Concept of Tribal Community and their programs & Policies

Unit III Community Dynamics

3.1 Community Dynamics:

- Social Conflict: Causes and Management of Conflict

3.2 Community Power Structure and Relevance

3.3 Leadership in the Community

Unit IV Strategies of Community Work

4.1 Steps and Strategies in Community Work

4.2 Participatory Techniques:

- PRA, RRA, PLA

4.3 Community Resource Mobilization: Case Studies

4.4 Role of Community Worker and Intervention

Suggested Reading

MSW 407 (MDC) Community Organizations and Community Development

Text Books:

1. Alison, G. & Marilyn, T. (2011). The Short Guide to Community Development. Jaipur: Rawat Publications
2. Siddiqui, H.Y. (2006). Working with Communities: An Introduction to Community Work.

New Delhi: Hira Publications

3. Frieland, W.A (2010). Concepts and Methods of Social Work. Englewood Cliffs: Prentice Hall.
4. Ross, M.G. (1997). Community Organization: Theory, Principles and Practice. Harper and Row
5. Chambers, R. (2002). Rural Appraisal: Rapid, Relaxed and Participatory. Sussex: Institute of Development Studies
6. Ministry of Welfare, GOI. (2010). Encyclopedia of Social Work, Vol, 1&2. New Delhi: Ministry of Welfare, GOI
7. Mukherji, B. (1961). Community Development in India. New Delhi: Orient Longman
8. Siddiqui, H.Y. (1997). Community Organization in India. New Delhi: Harnam
9. Hardcastle, D.A., Powers, P.R. & Wenocur, S. (2004). Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press
10. Weil, M. (1996). Community Practice. Conceptual Models(ed). New York: The Haworth Press. Inc.