CENTRE FOR SOCIAL WORK
(Centre of Excellence)

Credit and Grading System as per National Education Policy-2020

Master of Social Work Syllabus (Semester wise)
Session 2022-23 Onwards

Prof. Rajendra Singh (Rajju Bhaiya) University, Prayagraj
Uttar Pradesh
Date – 25.07.2022

1. Preamble

The Master of Social Work course is a professional course which is comprised of class room teaching and field work practicum. This course is directed towards developing knowledge, skills and values through class room teaching-learning process, field training in real life situations and research on contemporary issues and concerns necessary improving and maintaining the functioning of individuals, groups, institutions and communities existing in the society. The course is strongly committed to create a diverse learning environment in which respect for dignity and worth of all human beings and understanding of diverse conditions are practiced.

2. Title of the Degree in Social Work

The nomenclature of the degree shall be Master of Social Work (After 2 years)

3. Affiliation

The proposed course shall be *governed* by the Centre for Social Work, Prof. Rajendra Singh (Rajju Bhaiya) University Prayagraj, Uttar Pradesh.

4. Vision

To produce trained social workers blended with professional competencies, so that they could be able to address the contemporary social issues and concerns to achieve wellbeing of people and bring about social change for social development.

5. Mission

To ensure that post graduate students (MSWs) have the required knowledge, skills, techniques, attitude, attribute and critical perspectives necessary for taking up the responsibilities at middle level management of social welfare and developmental services in the public, corporate and non-profit development sectors.

6. Course Objectives

1. Impart education and training in professional social work in order to create
    qualified personnel in social welfare and allied fields through culture-sensitive, eclectic and evidence-based participatory practice;
2. Develop knowledge, skills, attitudes and values appropriate to the social work profession;
3. Promote integration of theory and practice in the fields of social welfare and social policy;
4. Provide interdisciplinary collaboration for better understanding of human
    problems, systemic discrimination and marginalization, issues of social development and needed services.

7. Programme Outcomes: To make the student-

a. Able to understand education, training and employability in professional social work in order to create qualified personnel and provide manpower in development and allied fields,

b. Able to develop ethical approach, culture-sensitive, eclectic and evidence-based participatory practice at various levels;

c. Able to imbibe the basic and professional knowledge, skills, attitudes, ethics and values appropriate to the practices of social work profession;

d. Able to develop integration of theory and practice in the various fields of social work profession; and

e. Able to develop and improve skills in interdisciplinary collaboration for better understanding of social issues, social problems, issues of social development and needed services.

Specific Programme Outcomes

Professional social workers address contemporary social issues. concerns and challenges and work in the areas such as - local self-governance, rural development, development of scheduled castes and scheduled tribes, welfare of the persons with disabilities (both mental & physical), women and children, care for the aged, sex and child abuse, correctional administration, public health, drug addiction, poverty and unemployment, slum improvement, conflict-resolution, family & marriage counselling, labour welfare, corporate social responsibility, skilled and digital India and the likes. After successful completion of the Master of Social Work programme, students able to develop holistic approach towards the professional knowledge; skilled, empowered and gain insights with excellence in specific areas and also can get employment both in the public and private sector in the country and abroad an opportunity to be self-employed and starting own NGOs.

8. Eligibility Criteria

Admission to the Master of Social Work course shall be open to those aspirants having completed the graduation examination (10+2+3) or its equivalent. The eligibility criteria are as follows:

a. Any person with minimum 45% marks in the aggregate of graduation examination or its equivalent examination recognized by Prof. Rajendra Singh (Rajju Bhaiya) University, in any discipline shall be eligible to apply for this course.

b. Candidates belonging to SC/ST categories shall be allowed 5% relaxation in the eligibility requirement.

c. Reservation of seats for various categories shall be as per the State Government rules and regulations.

9. Admission Procedure

Admission procedure will take place as per the Prof. Rajendra Singh (Rajju Bhaiya) University, Prayagraj guidelines in this regard.

10. Pedagogy of the Course

Brain storming, case studies illustrations, interactive discussions, class instruction, individual & group conferences (students' seminars), visits, non-credit trainings, orientation programme, extension, field based assignments or experience sharing/field instruction/lectures by guest or visiting faculties and practitioners, exposure tours of information technology in teaching-learning process, skill workshops, opportunity to attend seminar and conferences, career guidance, induction/exit/follow-up meeting etc. constitute the pedagogy of the course.

11. Schedule for Theory Classes and Field Work Practicum

Three days for theory classes and three days for concurrent field work will be required in all the semesters. Concurrent field work shall be organized on Monday, Tuesday and Wednesday for Semester 1 & 2 of first year and Thursday, Fridays and Saturday for Semester 3 & 4 of second year. However, these field work days may be changed as per the convenience of the Department i.e. Centre for Social Work of PRSU and field work agencies and/or communities. During the theory classes, besides lectures, individual and group conferences (students' seminar) will be held regularly in the afternoons.

12. Field Work Practicum

Field work practicum is an essential component of this course as it is an integral part of social work education. Hence, every student is expected to attend the same, failing with he/she shall not be allowed to continue the course. Field work is a practical experience which is deliberately arranged for the students. In field work, field will be a situation (a social welfare/development agency or an open community) which offers avenues for students' interaction with client and client system, where they will apply social work methods, principles, skills and techniques under the guidance of faculty members and practitioners of the agencies.

12.1. Objectives and Tasks of Field Work Practicum (Semester-wise)

The field work practicum has been developed to achieve the following objectives:

Semester-1

Objectives:

a) Give exposure to the students to various social welfare & development programmes and services.

b) Develop sensitivity towards the needs, problems and issues affecting the life and living of individuals & families, groups and communities and level of their consciousness,

c) Develop an understanding of agency's structure, function, service delivery system etc. Community, its characteristics, structure, nature and identities of people, dynamics of relationships, resources and opportunities.

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

Tasks:

i.   Establish contact and develop rapport with the agency personnel and/or community people.
ii.   Get a self-orientation and prepare agency and/or community profile.
iii.   Regular reporting to all concerned persons, perform the assigned tasks and work with agency personnel, volunteers and/or community people.
iv.   Continuous self-assessment of field work experiences.

Semester-2

Objectives:

a) Imbibe the ethics and values of social work profession including attributes for the same.

b) Develop an ability to narrate the learning experiences, assessment of services & resources and participate in service delivery.

c) Practice the methods of working with individuals, groups and communities.

d) Develop capacity to prepare process/method-oriented records.

Tasks:

i. Explore, analyse and find out the causative factors of needs and/or problems of individuals & families, groups and communities.

ii. Integrate theoretical knowledge with field practice i.e, methods, principles, skills & techniques of social work etc.

iii. Make official correspondence on behalf of agency and/or community.

iv. Prepare records for all the processes involved.

Semester-3

Objectives:

a) Learn to mobilize client's beneficiaries to create awareness about needs, problems, rights, responsibilities etc. and motivate them to participate in their development and facilitate them to utilize the available services.

b) Coordinate the services provided by governmental and non-governmental organizations/institutions in meeting the felt needs of the clients/beneficiaries.

c) Learn to apply theoretical base i.e. principles, approaches and skills of social work while working in the field.

d) Develop sensitivity towards the issues related to social justice and human rights for marginalized groups.

Tasks:

i. Assist agency and/or community in programme planning and implementing the activities.

ii. Assess own performance and improve it accordingly. Make use of advocacy for the betterment of the individuals.

iii. Mobilize resources, raise funds and develop network with other institutions/organizations working in the neighbouring area.

Semester-4

Objectives:

a) Develop ability to organise and conduct research work at community or agency level along with the critical analyse of the service delivery system, problems and issues associated with of community or agency.

b) Develop ability to plan, organize and implement the activities within agency and/or community framework.

c) Develop ability to affect changes in improving service delivery by introducing innovations in practice.

d) Improve skills in communication and networking with other organizations.

Tasks:

i. Appropriate utilisation of power structure existent in surrounding area and local community leaders,

ii. Seek client's/beneficiary's and/or people's participation in utilizing agency and community services.

iii. Make use of practice-learning instructions given by faculty and agency supervisor.

iv. Perform team work in association with other institutions/organizations.

12.2. Components of Field Work Practicum

Field work practicum involves multiple learning pedagogies and activities. The components of field work practicum are:

(A) Observation Visits: Students of semester 1 & 3 will be given an opportunity to visit and observe various agency and/or community settings in order to know about the initiatives of governmental and non-governmental organizations towards contemporary social issues and concerns.

(B) Orientation Programme: A Five-day orientation programme will be organized at the commencement of the course of the semester-1 of first year and at the beginning of semester 3 of second year respectively before starting concurrent filed work. No student will be admitted after the commencement of the orientation programme. Orientation visits to welfare agencies and/or communities will be an integral part of the orientation programme. Attendance during orientation programme is compulsory which will be taken into consideration at the time of final assessment of field work done by the respective faculty supervisor/instructor.

(C) Concurrent Field Work: Concurrent field work will be required to be done simultaneously with class-room teaching of theory papers from the very beginning of the semesters (both odd and even) of first and second year and shall continue till the preparation leave before the commencement of the examinations, Two days in a week will be allotted to the students to perform concurrent field work. The students may be placed in social welfare agencies or open community settings to initiate and participate in the direct service delivery. A minimum of 15 hours (including report writing) per week of concurrent field work will be required for each student. On the basis of

14 weeks of field experience per semester, the students should accumulate 200 hours each semester or a total of 400 hours for two consecutive semesters in a year.

(D) Rural Camp: Five-day rural camp will be organized in collaboration with social welfare organizations (NGO*s/*VOs) for the students to provide exposure to the students about the socio-economic, political and cultural situations and problems of rural life. The rural camp will be organized under the guidance of the faculty members. Attendance of rural camp is compulsory. Besides, the performance, behaviour and learning reflection of each student during rural camp will be taken in to consideration at the time of final assessment of field work done by the respective faculty supervisor/instructor based on the reporting of Camp-in Charge.

E) Block Field Wo*r*k Internship Training: At the end of semester 2 of first year, students will be required to undergo six-week block field work*/*internship training in a social welfare agency or project or corporate house under CSR initiative as per their area of interests. It is treated more as pre-employment experience. The block field work agencies or projects will be selected with the consent*/*choice of students. A student must be placed under the supervision of professionally qualified social worker in the agency.

A student has to start the block field work on the date specified by the Department i.e. Centre for Social Work of PRSU in the placement letter. Any unreasonable delay in joining block field work*/*internship or discontinuation will be treated as misconduct. If a student leaves block field work internship agency without prior approval of agency and/or Department or if his/her performance is found to be unsatisfactory, then he*/*she will has to repeat the block field work/internship,

During block field work*/*internship, a student will be expected to submit weekly reports to the Field Work Unit of the Department in a prescribed manner. Leave will be allowed during the entire period of block field work*/*internship mainly on the ground of sickness. Successful completion of block field work*/*internship training is mandatory before the Master of Social Work degree can be awarded.

(F) Skill Workshop: The skill workshop is a platform in which the values, principles, methods, techniques, tools etc. are translated into practice skills, that is, 'learning by doing'. Through the experimental learning in the workshop, insights are acquired to develop the personal self and the professional self. The main aim of skill workshop is to build the confidence and strengthen knowledge, skills, aptitude and the attitudinal base of students through the workshops and special sessions. The activities that may be taken under skill workshop are: (i) Role Plays; (ii) Use of motivational songs and other interactive visual media; (iii) Preparation for street plays including script writing/street theatre; (iv) Simulation exercises; (v) Films screening; (vi) Practice of counselling techniques; (vii) Practice of participative techniques; (viii) Workshops on communication; (ix) Mock interviews; and (x) Strategic planning for advocacy.

(G) Study Tour: Study Tour will be organized in collaboration with social welfare organizations (NGO*s/*VOs) for the students to provide exposure to the students about the socio-economic, political and cultural situations and problems of Society. The study tour will be organized under the guidance of the faculty members. Attendance of study tour is compulsory. Besides, the performance, behaviour and learning reflection of each student during tour will be taken in to consideration at the time of final assessment of field work done by the respective faculty supervisor/instructor based on the reporting of Tour-in Charge.

Research Dissertation

In this part of the course students will be offered to learn research methodology and prepare a small dissertation. The purpose of the research work is to acquaint the student with the methods and Process of research, to make them intelligent and smart users of research work available and also to some extent, to help them to be a producer of a quality research. Each student of M.S.W. has to undertake a research project for investigating any social problem or issue. An effort is made to select subjects of interest to the students and which fall in their field of specialization.

12.3. Criteria for Selection of Field Work Agencies/Open Communities

Only Field Work Unit of the Department or agency or community itself personnel can initiate the process to become a field work setting. The following criteria will be used for screening and selecting organizations for field work as agency setting:

a. The agency's philosophy of service must be compatible with the values and ethics of the social work profession and the objectives of field work practicum.

b. The Agency must be willing to accept and follow the requirements of the Department for participation in the field work practicum.

c. The agency must provide experienced staff to act as field work supervisor/instructor and provide them with the time and resources necessary to fulfil his/her roles.

d. The agency must be willing to provide a comprehensive learning opportunity for the students including orientation and learning assignments.

In the field work practice learning with open communities, students will be directly placed in the open communities by the Field Work Unit of the Department under the supervision of a faculty member without any agency based programme. The Department should select a community for field work purpose on the following grounds:

i. The community should be responsive to the field practicum activities; and
ii. The people of the community should have proper acquaintance with educational institution and its supervisor.

The Field Work Unit of the Department should ensure the following before placing students in the open community:

i. Students should be properly briefed about the people of the community, its characteristics, structure, nature and identities of people, dynamics of relationships, resources etc.;
ii. Students should be given proper instructions in conducting and recording observation; and
iii. Students should be given information related to expected activities to be performed in the community.

12.4. Field Work Placement

Placement process will be initiated soon after admissions are over. The students of all the semesters of first and second year will be placed under the supervision/instruction of a faculty member of the Department. One or two students will be placed with a field work agency or in open community by the Department supervisor/instructor and a list of the same will be displayed accordingly. In the field work placement, preference of the students or faculty members for each other will not be entertained. During the placement process, each student is required to attend pre-placement counselling with his/her respective department supervisor/instructor. The following points should be taken into consideration during the field work placement:

i. Gender considerations;
ii. Agency's concerns/expectations about the placement; and
iii. Constraints of students such as - disability, language barrier etc.

iv. Placement of students under the department supervisors/instructor will be done as per following modalities:

a. Placement of students under the department supervisor/instructor should be done as per the standardized teacher-learner ratio prescribed under Model Curriculum;

b. Ratio of girls and boys students should be appropriately distributed among all the department supervisors/instructors;

c. Student should not repeat the department supervisor/instructor; and d. Equal numbers of students from each class should be given to all the department supervisors/instructors.

The field work agency or open community of the students will remain the same for two consecutive semesters of a year. However, if a change of field work agency or open community is needed, it should be done early in the beginning only in extreme circumstances for the betterment of student, agency or community and the Department. Any such change can be made after discussion in the departmental meeting. The students are not allowed to change a placement in any circumstances.

12.5. Field Work Supervision/Instruction

Supervision/instruction is the most significant aspect of field work practicum. Hence, in case of field work placement of students in agency settings, the department supervisors/instructors must strive to:

a) Prepare a schedule of individual conference with students;
b) Help the students in preparing learning plan;
c) Guide the students to develop maturity in dealing with different circumstances and learn to appreciate and respect multiplicity and diversity of society, culture and communities;
d) Help them to grow as professional social workers, conscious about the demands of the profession and develop capability to handle situations independently;
e) Take care of the progress of students and provide feedback to them about the performance;
f) Make periodic visits to agencies and or communities;
g) Check the field work reports of students and provide necessary guidelines to them regarding report writing;
h) Provide regular, timely and systematic inputs, and
i) Assessment of performance of students with a pass/fail recommendation.

In case of field work placement of students in open community settings, the following are some of the major responsibilities of Department supervisors/instructors:

i. Make communication for the arrangement of field work stating its objectives, request for cooperation and as follow-up measure, follow-up letter appreciating the cooperation given by the community;

ii. Conduct brief orientation session to students about the community to be visited for field work and guidelines of work done and recording;

iii. Creation of an overall environment of learning by doing' within the community; and

iv. Get in touch with the local community leaders and/or influential persons who will be responsible to look after the students and visit the community regularly.

Each student should get at least one hour of supervision∕instruction per week with the respective department supervisor/instructor. These hours of supervision∕instruction will be essentially calculated in total teaching hours of each faculty member as per the placement of students under him/her and the same should be essentially reflected in the departmental time table. Generally, three major method of supervision/instruction are: Individual Conference, Group Conference, and Agency and∕or Community Visits.

'Individual conference is a tutorial approach to field work supervision/instruction. It is a medium through which the department supervisor/instructor provides the individually planned educational experience, 'Group conference is organized with the intention to increase the knowledge of students by learning from experience of other students. It is held with a group of students with their respective supervisors/instructors. A schedule of group conference should be announced by the Field Work Unit of the Department well in advance. During the theory classes, besides lectures individual and∕or group conferences will be held regularly in the afternoons (preferably last two periods).

The department supervisors/instructors must get in touch with the field work agencies and/or open communities under their supervision/instruction by making regular visits in order to be vigilant on the students' field work tasks (at least one visit per month to each agency and/or community under their supervision∕instruction and more if necessary).

It is the responsibility of the department supervisor∕instructor to assess the students' performance with a pass∕fail recommendation.

12.6. Administration of Field Work Practicum

The administration of field work practicum will be ultimately responsibility of Field Work Unit of the Department headed by a Field Work Coordinator. Any official communication with the field work agencies, community people, students, parents etc. regarding all the aspects of field work programme will be done by the Field Work Coordinator. Field Work Coordinator should be nominated in the departmental meeting keeping in view the seniority aspect as priority. He/she will be responsible for organizing, implementing, coordinating, guiding, monitoring and evaluating the entire field work programme in consultation with and prior approval of Head of Department. The position of Field Work Coordinator shall be honorary and will be kept on rotating among the faculty members of the Department after three years interval.

12.7. Field Work *Attendance*

The students in this course are being trained to become professional social workers. They are expected to meet the following responsibilities related to attendance:

a. The Department expects from students to be regular and punctual in the field work. Only in special cases, there is a provision of leave of absence from field work on the grounds of sickness or important personal reasons. Leave from field work should generally be applied in advance.

b. A student is not required to attend field work on institutional holiday, however, it may be utilized as per the instructions of the department supervisor/instructor and all such days will be called additional field work.

c. Eighty five percent (85%) attendance in the concurrent field work is compulsory,

d. Attendance of all the components of field work i.e. orientation programme, individual conferences, group conferences, rural camp, skills workshops, special lectures and seminars is also compulsory.

e. In case, a student is unable to attend scheduled days of concurrent field work in a semester, he/she is expected to compensate the same and this option should be exercised with prior intimation to and approval of the department supervisor/instructor.

If the required hours of field work are not fulfilled and its components are not completed by any student by the end of the semester in which he/she is studying, an assessment of the performance of the student with a 'fail' recommendation will be issued by the respective department supervisor/instructor. After receiving 'fail' recommendation in the field work assessment, the student will be deemed to have failed in both theory and field work.

12.8. Submission of Field Work Records/Assignments

The students are expected to meet the following responsibilities related to submission of records/assignments:

a) To prepare and submit learning plan, agency/community profile in a timely and appropriate manner to the respective department supervisor/instructor.
b) To maintain a cumulative record of actual hours spent at the field work.
c) To complete and submit weekly records of concurrent field work along with log-sheet in a prescribed manner.
d) To prepare and submit records of observation visits, orientation programme, field visits, rural camp, skill development workshops etc. separately as prescribed by the Department,
e) To complete and submit field work self-assessment form after termination of field work for a semester.

12.9. Discipline at the Field Work

The students of social work are expected to behave with maturity, have respect for human beings, exhibit responsibility, decency and work towards maintaining the dignity and worth of individuals. Following acts may be treated as misconduct during the field work:

a. Frequently late at the field work without intimating department and agency supervisors/instructors;
b. Absent from field work and/or individual or group conference without intimating department and agency supervisor/instructor;
c. Frequently late in completion of task assigned by agency and/or the department;
d. Missing appointments with the clients or agency supervisor/instructor without intimation;
e. Exploiting clients or client's family;
f. Breaching client's confidentiality;
g. Initiating physical confrontation with a client, client's family members, agency supervisor/instructor, agency staff or community people;
h. Acting in a discriminatory manner towards clientele;
i. Falsifying documentation in agency records and field work reports;
j. Exploiting the agency/community by misuse of agency's/community's services/resources;
k. Engaging in behaviour that would constitute malpractice;

l. Engaging in abusive or degrading behaviour towards a client, client's family, agency supervisors/instructors, agency staff or community people; and

m. Exhibiting disruptive or harmful behaviour, acting in an unprofessional or inappropriate manner while at the field work such as - inappropriate display of emotions or immature behaviour.

If the complaint is received by the department supervisor/instructor against a student or if he/she feels or is confirmed that a student is involved in any of the above mentioned misconduct, then the procedure of disciplinary proceeding will be as follows:

i. Issuing show-cause notice to the student duly signed by respective department supervisor/instructor, Field Work Coordinator and Head of the Department/In charge;

ii. Receiving written explanation from the student;

iii. Holding inquiry into complaints by the Head of the Department/In-charge, Field Work Coordinator and respective department supervisor/instructor(if not satisfied with the explanation);

iv. Making decision for disciplinary action against the student including dismissal from the course; and

v. Issuing punishment order.

12.10. Assessment of Field Work Practicum

At the end of each semester (both odd and even) of first and second year, a field work assessment will be done both internally and externally. The students will submit all the reports to the respective department supervisors/instructors after the termination of field work. Students will have to prepare a field work self-assessment report and summary of work done as per the guidelines in a prescribed form and submit the same to the respective department supervisors/instructors. The department supervisors/instructors will also prepare the field work internal assessment report regarding the performance of the concerned students using the following parameters:

S.No.	Parameters	Reflections
	Parameters of Assessment of Field Work	
1.	**Personal Traits (0.5% weightage)**	Honesty, sincerity, ability to establish and maintain professional relationship with clients, agency staff, co workers etc.
2.	**Attendance (2.5 % weightage)**	Attentiveness in field work, individual & group conferences, submitting reports along with log-sheets, maintaining percentage of attendance in overall field work activities including orientation visits, orientation programme, concurrent field work, rural camp, block field work/internship, skill workshops, etc.
3.	**Theoretical Knowledge (1.0% weightage)**	Theoretical Knowledge Understanding about the fundamental concepts, philosophy, ethics & values, methods, principles, skills & techniques of social work etc.
4.	**Knowledge about agency/ Community**	Knowledge about Knowledge about agency and/or community, structure, Agency/Community

	(1.0%weightage)	functioning, policies, programmes & activities, services, clients, networking with other organizations etc.
5.	**Performance in the Field (2.0%Weightage)**	Identification and assessment of needs/problems; ability to integrate theoretical knowledge with field practice (i.e. methods, principles, skills, techniques) in accordance with learning plan; ability to utilize administrative skills etc.
6.	**Professional Development (1.0% weightage)**	Development of professional attitude towards assigned Development tasks, programme planning and management, decision making, ability to work within agency limitations, willingness to accept mistakes and ready to remove them with use of practice learning instructions, sense of responsibility and professional commitment, ability to adjust with co-workers, agency staff, clients and/or community people, ability to work co-operatively etc.
7.	**Quality of Reports (1.5% weightage)**	Clarity of learning plan, agency/community profile; Narration of incidences, presentation of facts, mode of presentation of facts, ability to observe and analysis of given situations, language and style of report writing etc.
8.	**Group Conference (Student's Seminar) (0.5% weightage)**	Group Conferences Quality of content of the group conference paper, (Student's Seminar) language, presentation style, clarity of the theme, tackling clarifications and level of participation etc.

Source: Based on Verma, R.B.S. & Singh, Atul Pratap (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow, Uttar Pradesh: New Royal Book Company. p. 29 30.

Field work assessment marks (both internal and external) shall be awarded keeping in view the following break-up:

Basis	Marks
Field Work Internal Assessment (By Department Supervisors/Instructors)	75
Viva Voce (By External Examiner)	25
Total	**100**

(A) Field Work Internal Assessment: Field work internal assessment marks will be awarded by the respective department supervisors/instructors as per the performance of the students upon the above mentioned parameters of assessment of field work. While awarding field work internal assessment marks, the department supervisors/instructors should place reasons on record for awarding less than 45% marks or more than 75% marks to the students. The minimum marks required to pass in the field work will be forty (40%) percent including both internal & external marks.

(B)Viva Voce: Viva-Voce will be conducted by the Department i.e. Centre for Social Work of PRSU. Viva-voce will be held in the presence of External Examiner appointed by the PRSU.

12. Course Structure:

The Master of Social Work course is divided into two parts. Each part will be consisting of two semesters to be known as 'Odd Semester' and 'Even Semester which are as follows:

6. **Course Structure**

The course structure of the Master of Social Work programme shall be as under:

Semester-I

Course Number	Name of the Course			Maximum Marks		T/P	Credit	Remark (if Any)
				ICE (Internal Continuous Evaluation)	ETE (End-Term Examination)			
A160701T	Social Work Profession: Concept, Philosophy and Development			25	75	T	5	Core Course
A160702T	Social and Psychological Foundation of Social Work			25	75	T	5	Core Course
A160703T	Social Work Intervention with Individuals			25	75	T	5	Core Course
A160704T	Elective (Select any one)	A	Labour Welfare, Industrial Relations and Trade Unionism	25	75	T	5	Elective
A160705T		B	Health & Medical Social Work					
A160706T		C	Social Work Intervention with Family and Child					
A160707T		D	Rural, Urban and Tribal Community					
A160708T		E	Foundation of Criminology					
A160709P	Social Work Practicum (Select any one)		A. Community visit	25	75	P	4	Elective
A160710P			B. Institutional Allotment					
Semester Total							**24**	

Semester-II

Course Number	Name of the Course			Maximum Marks		T/P	Credit	Remark (if Any)
				ICE (Internal Continuous Evaluation	ETE (End-Term Examination)			
A160801T	Social Work Intervention with Groups			25	75	T	5	Core Course
A160802T	Social Work Intervention with Communities			25	75	T	5	Core Course
A160803T	Social Welfare Administration and Social Action			25	75	T	5	Core Course
A160804T	Elective (Select any one)	A	Human Resource Management	25	75	T	5	Elective
A160805T		B	Mental Health and Psycho-Somatic Factors of Health					
A160806T		C	Social Work Intervention with Women					
A160807T		D	Perspectives on Rural Community Development					
A160808T		E	Criminal Justice System					
A160809P	(Social Work Practicum) (Select any one)		A. Field Survey	25	75	P	4	Elective
A160810P			B. Institutional Allotment					
Semester Total							**24**	

Semester-III

Course Number	Name of the Course			Maximum Marks			Credit	Remark (if Any)
				ICE (Internal Continuous Evaluation)	ETE (End-Term Examination)	T /P		
A160901T	Social Work Research and Statistics			25	75	T	5	Core Course
A160902T	Human Rights and Social Justice			25	75	T	5	Core Course
A160903T	Counselling, Communication and Professional Competencies			25	75	T	5	Core Course
A160904T	Elective (Select any one)	A	Organizational Behaviour and Organizational Development	25	75	T	5	Elective
A160905T		B	Psychiatric Social Work and Personality Disorders					
A160906T		C	Social Work Intervention with Youth					
A160907T		D	Perspectives on Urban Planning and Urban Development					
A160908T		E	Penology and Correctional Administration					
A160909P	(Social Work Practicum) (Select any one)		A. Field Survey	25	75	P	4	Elective
A160910P			B. Institutional Allotment					
Semester Total							**24**	

Semester-IV

Course Number	Name of the Course			Maximum Marks		T/P	Credit	Remark (if Any)
				ICE (Internal Continuous Evaluation)	ETE (End-Term Examination)			
A161001T	Social Work: Emerging Issues and Recent Trends			25	75	T	5	Core Course
A161002T	Social Policy, Planning and Development			25	75	T	5	Core Course
A161003T	Elective (Select any one)	A	Labour Legislation and Social Security	25	75	T	5	Elective
A161004T		B	Community and Public Health					
A161005T		C	Social Work Intervention with Elderly					
A161006T		D	Social Work Intervention with Tribal Community					
A161007T		E	Human Rights and Criminal Justice System					
A161008R	Dissertation/Major Research Project			50	50	R	5	Master Thesis
A161009P	Block Placement/Internship			50	50	P	4	Internship
Semester Total							**24**	

Semester I

Name of the Course	:	**Social Work Profession: Concept, Philosophy and Development**
Course Number	:	A160701T
Course Objectives	:	To understand the fundamentals of social work, concepts related to social work and its professionalism. To learn the historical development of professional social work in India, UK and USA. To familiarize with the skills and roles of a professional social worker along with its methods and approaches in various settings.
Course Outcomes	:	Able to know the nature and development of professional social work in India and abroad. Able to know the principles, values, ethics, knowledge, attitudes, skills and techniques required by a professional social worker working in different settings. Able to explore and develop professionalism and the personal of professional social work practitioner.
Course Content		
Unit 1	:	**Introduction to Social Work** Social Work and Related Concepts: Social Service, Social Welfare, Social Reform, Justice Social Work: Meaning, Definitions, Objectives and Assumptions Social Work: Principles, Values and Philosophy
Unit 2	:	**Historical Development of Professional Social Work** History of Professional Social Work in UK & USA History of Professional Social Work in China and Japan History of Professional Social Work in India Voluntarism and Gandhian Social Work
Unit 3	:	**Methods and Approaches to Social Work** Unit of Social Work: Individual, Family, Group and Community Social Work Practice Methods: Direct Methods- Social Casework, Social Group Work, and Community Organization Social Work Practice Methods: Indirect Methods- Social Welfare Administration, Social Work Research, and Social Action
Unit 4	:	**Professional Social Work** Profession: Meaning, Definitions and Characteristics Professional Attributes in Social Work Skills for Social Work Professionals Role and Functions of Professional Social Workers
Unit 5	:	**Professional Social Work Practice** Social Work Intervention Levels: Micro, Meso and Macro Social Work Process: Intake, Assessment, Intervention, Evaluation, Termination and Follow up Major Associations of Professional Social Work : National- ASSWI, NAPSWI, ISPSW Major Associations of Professional Social Work : International- NASW, BASW, IASSW, IFSW

Core Readings:

- Bhattacharya, S. (2004). Social work: An integrated approach. New Delhi: Deep & Deep Publications
- Brenda Dubois and Kalra. (2002). Social-Work an Empowering Profession,
- Desai, Murli, 2006. Ideologies and social Work: Historical and Contemporary analyses, Rawat Publication, New Delhi
- Diwakar, V. D. (1991) Social Reform Movement in India, Mumbai: Popular Prakashan
- Gold Begg EM (1979). Ends and Means in Social Work, Allen and Unwin, London
- Heun, Linda R., Heun, Richard E. (2001) Developing Skills for Human Interaction, London : Charles E. Merrill Co
- Joyce, Lishman (1994) Communication in Social Work, New York: Palgrave
- Rao, MSA (1979) Social Movements in India, New Delhi : Vol. 1 and 2, Manohar
- Reamer & Fredric (2005) Social Work Values and Ethics, New Delhi : Rawat Publication
- Singh, D. K. and Bhartiya, A.K. (2010). Social Work: Concept and Methods. Lucknow: New Royal Book Company.
- Surendra Singh (Chief Editor) (2012): Encyclopedia of Social work in India. Lucknow: New Royal Book Company.
- Friedlander, Walter A. (1977) Concepts and Methods of Social Work, New Delhi: Prentice Hall of India Pvt. Ltd

Additional Readings:

- Batra, Nitin (2004) Dynamics of Social Work in India, Jaipur: Raj Publishing House
- Compton, B. R. (1980). Introduction to Social Welfare and Social Work. Illinois: The Dorsey Press.
- O" Hagan, Kieran, Kingsley, Jessica (2003) Competence in Social Work Practice- A Practical Guide for Professionals, London
- Rameshwari, Devi and Ravi Prakash (2000) Social Work Practice, Jaipur: Mangal Deep Publications
- Wadia, A. & Hormasji, N. (1968). History and Philosophy of Social Work in India (2nd ed). Bombay: Allied Publishers.

Name of the Course	:	**Social and Psychological Foundation of Social Work**
Course Number	:	A160702T
Course Objectives	:	To understand the society in its totality along with its concept and notions. · To develop an insight into human growth and personality development. · To understand the concept of Social Psychology.
Course Outcomes	:	Able to know about Society, its complexities, different institutions in it and the phenomena's that keep it going. Able to decipher the different personality traits and develop an understanding towards it. Able to understand the different theories of personality and develop the skills to apply the required therapy.
Course Content		

Unit 1	:	**Understanding Sociological Concept** Society, Community, and Social Groups Sociological Concepts: Caste, Class, Social Values, Norms, Culture, and Customs. Major Social Institutions: Family, Marriage and Religion
Unit 2	:	**Basic Notions of Society** Social Process: Concept, Features and Types Social Change: Concept, Theories and Factors Social Control: Concept, Features and Agencies
Unit 3	:	**Human Behaviour and Personality** Human Behaviour: Concept, Determinants and Types Stress, Frustration and Conflict, Coping and Defence Mechanism Personality Development: Concept, Definition, Types Prejudices, Biases and Stereotypes
Unit 4	:	**Orientation of Social Psychology** Learning and Motivation Emotional Development and Cognitive Development Leadership: meaning, definition, characteristics and types Attitude and Perception
Unit 5	:	**Theories and Therapeutic Approaches** Psychoanalytical Theory of Sigmund Freud, Eric Erikson's Theory of Psycho–Social Development Humanistic Theory of Personality: Roger and Maslow Behavioural Theories of Personality: Miller and Bandura

Core Readings:
- Ahuja, H. L. (2016). Macro Economics: Theory and Policy. Agra: S. Chand Publication
- Ahuja, H. L. (2016). Principle of Macro Economics. Agra: S. Chand Publication
- Ahuja, Ram (1997) Social Problem in India Jaipur: Rawat Publishers,
- Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi : Commonwealth Publishers
- Bhusan, Vidya & Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad : Kitab Mahal
- Clifford, Morgen and King, Richard (1975) Introduction to Psychology, New York : McGraw Hill Inc.
- Colman, James C. & Broen William E. (1972) Abnormal Psychology and Modern life, India: D. B. Taraporevala Sons.
- Dacey & Travers (1996). Human development: Across the lifespan. McGraw Hill
- Gandhi P. Jagadish (1982) Indian Economy – Some Issues, Institute of Social Sciences and Research,
- Vellore Gauba, O. P. (2000). An Introduction to Political Theory. Delhi: Macmillan
- Ghosh and Ghosh (2014). Public Finance. New Delhi: Prentice Hall
- Heywood, A. (2004). Political Theory- An Introduction. NY: Palgrave Macmillan
- Hurlock, E.B. : Developmental Psychology, A Life Span Approach (Tata McGraw-Hill, New Delhi, 1977)
- Hurlock, Elizabeth (1976) Personality Development, New Delhi: Tata McGraw Hill Publishing Co. Ltd.
- Jhingon, M. L. (2016). Macro Economics Theory. Delhi: Vrinda Publication.
- Jhingon, M. L. (2016). Micro Economics. Delhi: Vrinda Publication.
- Kapoor, A. C. (2009). Principles of Political Science. Delhi: S. Chand Publication.
- Koutsoyiannis, A., (1978) Modern Micro Economics. Palgrave Masgrav and Masgrav. (1989). Public Finance in Theory and Practice. US: McGraw Hill
- McConnel, James V., Understanding Human Behaviour, Holt Rinehart and Winston

- Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi: Sage Publication
- Morgan. K., Weisz. & Schopler. (1993). Introduction to psychology. New York: Tata McGraw Hill
- Norlin, J., Chess. W, Dale, O & Smith, R. (2003). Human behaviour and the social environment: social systems theory (4th Ed). Boston: Allyn Bacon
- Sherif, Muzafer and Sherif, Carolyn W. (1969) Social Psychology, New York: Harper and Row Singh, S. K. (1982). Public Finance in Theory and Practice. Delhi: S. Chand Publication.
- Singh, Yogendra (1997) Social Stratification & Change in India, New Delhi: Manohar Publication
- Srinivas, M.N. (1991) Indian Social Structure. New Delhi: Hindustan Publishing House.

Additional Readings:
- Adinarayan, S. P. (1964) Social Psychology, New Delhi: Allied Publishers Pvt. Ltd.
- Crawford, K. (2004). Social Work and Human Development: Transforming Social Work Practice. Exeter: Learning Matters
- D'souza, Anthony & D'souza, Alfred (1974) Population Growth and Human Development, New Delhi : Indian Social Institute
- Flippo, Osella and Katy, Gardner (2003) Contraventions to Indian Sociology, Migration Modernity and Social Transformation in South Asia, New Delhi : Sage Publication
- Gandhi P. Jagadish (1982) Indian Economy – some issues, Institute of Social Sciences and Research, Vellore Hall, C.S. and Lindzey, G. : Theories of Personality (Wiley New York,1978)
- Kuppuswamy, B. : Introduction to Social Psychology (Asia Pub. House, Bombay,1961)
- Madan, G.R. 2002 (revised edition) Indian Social Problems, Mumbai: Allied Publishers Pvt. Ltd
- Mahajan, G. (Ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press.
- Mangal, S.K. (1990) Psychology – An Introduction to Human Behaviour, Sterling Pub.Pvt.Ltd.
- Maslow, A. (1943). A Theory of Human Motivation. New York: Harper & Row Publication
- Morgen and King (1975) General Psychology, New Delhi: Tata McGraw Hill
- Murray H.A.(1938) Exploration in personality. N.Y. Oxford University Press
- Sarrasson & Sarasson (1996) Abnormal Psychology, New Delhi : Prentice Hall

Core Course

Name of the Course	:	**Social Work Intervention with Individuals**
Course Number	:	A160703T
Learner's Objectives	:	Developing in-depth knowledge of social case work and its application to filed. Understanding various approaches to social case work. Developing the social case work skills to be applied in different settings.
Learner's Outcomes		Able to develop in-depth knowledge of social case work and its application to filed. Able to understanding various approaches to social case work. Able to know the social case work skills to be applied in different settings.
Course Content		

Unit 1	:	**Understanding Social Casework** Historical Development of Social Casework. Social Casework: Meaning, Definition and Objectives. Social Casework: Assumptions, Values and Scope and Nature Social Casework Concepts: Person in Environment, Social Functioning, Social Role, Adjustment and Adaptation.
Unit 2	:	**Principles and Process of Social Casework** Social Casework: Client-Worker Relationship. Social Casework: Generic and Specific Principles Social Casework Components: Person, Problem, Place and Process. Social Casework Process: Intake, Study, Diagnosis, Treatment, Termination, Evaluation and Follow-up.
Unit 3	:	**Therapeutic Approaches to Social Casework** Diagnostic and Functional schools in Social Casework Social Casework Approaches: Psycho-Social, Psycho-Analysis, and Problem Solving Crisis and Family Intervention Approaches to Social Casework. Rational Emotive Therapy and Task Centred Approach in Social Casework.
Unit 4	:	**Tools and Techniques of Social Casework** Tools of Social Casework. Techniques of Social Casework: Interviewing, Perception, Counselling, Ego Strengthening and Insight Development Techniques of Social Casework: Re-assurance, Psychotherapy, Resource Mobilization. Techniques of Social Casework: Environmental Manipulation, Behaviour Modification, Communication, Home Visit and Referrals
Unit 5	:	**Skills and Practice of Social Casework** Skills of Social Casework Role of Professional Social Caseworker. Recording and Evaluation in Social Casework: Meaning, Definition, Nature and Types. Social Casework Intervention with Different Clients/Service Users.

Core Readings:
- Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.
- Fisher, J.(1978), Effective Casework Practice: an Eclectic Approach, New York: McGraw Hill
- Fuster, J.M. (2005). Personal Counselling, Better Yourself Books, Mumbai, Eleventh Edition.
- Hamilton, Gordon (2013) The Theory and Practice of Social Case Work, Rawat Publication, New Delhi
- Keats, Daphne (2002) Interviewing – A Practical Guide for Students and Professionals, New Delhi: Viva Books Pvt.Ltd
- Pearlman, H H. (1957). Social case work: a Problem Solving Process. Chicago: University of Chicago.
- Rameshwari Devi, Ravi Prakash (2004) Social Work Methods, Practics and Perspectives (Models of Casework Practice), Vol. II, Ch.3, Jaipur: Mangal Deep Publication
- Richmond, Mary (1970) Social Diagnosis, New York: Free Press
- Sainsbury, Eric. (1970). Social diagnosis in casework. London: Routledge & Kegan Paul.

- Timms, Noel. (1964). Case work: principles and practices. London: Routledge & Kegan Paul.
- Upadhayay, R K. (2003). Social Case Work: A therapeutic approach.Jaipur: Rawat Publications

Additional Readings:
- Dean, H., & Hepworth, R. H. (2010). Theory and skills in social work. New Delhi: Cengage Learning India Private limited
- Francis Joseph Turner (2011) Social work treatment: Interlocking Theoretical Approaches
- Garret, A (1949) Interviewing: Principles and Methods, New York, family Service Association of America
- Hamilton, G. (1946). Principles of social case recording. New York Columbia: University Press
- Kadushin, Alfred. (1990). The Social Work Interview. New York: Columbia University Press.
- Keats, Daphne (2002). Interviewing – a practical guide for students and professionals. New Delhi: Viva Books Pvt. Ltd.
- Mathew, Grace (1992) An Introduction to Social Case Work, TISS, Mumbai
- O" Hagan, Kieran, Kingsley, Jessica (2003) Competence in Social Work Practice- A Practical Guide for Professionals, London
- Schubert, M. (1982), Interviewing in Social Work Practice: an Introduction, CSWE
- Shulman, Lawrence. (1993). Interactional supervision. NASW Press.
- Thompson, Neil (2006 2nd Ed.) People Skills, New York: Palgrave Macmillan

Elective Course (Specialisation Based)

A. Labour Welfare, Industrial Relation and Trade Unionism

Name of Course	:	**Labour Welfare, Industrial Relation and Trade Unionism**
Course Number	:	A160704T
Learner's Objectives	:	To become familiar with the concepts of labour welfare and industrial relations. To know the role and contributions of trade unions and ILO. To understand the problems of labour in different settings and worker's participation and industrial social work.
Learner's Outcomes		Able to become familiar with the concepts of labour welfare and industrial relations. Able to know the role and contributions of trade unions and ILO. Able to understand the problems of labour in different settings and worker's participation and industrial social work
Course Content		
Unit 1	:	**Understanding Labour Welfare** Origin and Growth of Labour Welfare: Indian and Global Perspectives Labour Welfare: Concept, Meaning, Definition, Types, Need and Scope Labour Welfare: Approaches, Principles, Policy and Programmes Welfare Officer: Qualifications, Role and Functions

Unit 2	:	**Introduction to Industrial Relations** Industrial Relations: Concept, Meaning, Definition, Objectives and Scope and Approaches of Industrial Relations Reflectors and Determinants of Industrial Relations The Industrial Employment (Standing Orders) Act, 1946
Unit 3	:	**Understanding Trade Unionism and Collective Bargaining** Origin and Growth of Trade Unionism in India; Labour Movement in India and ILO Trade Union: Concept, Meaning, Definition, Objectives, Types and Functions, The Indian Trade Unions Act, 1926 Collective Bargaining: Concept, Meaning, Definition, Objective, Principles and Stages, Theories of Collective Bargaining Industrial Disputes: Concept, Meaning, Definition, Types, Causes and Consequences, Machinery for Settlement of Industrial Disputes, The Industrial Disputes Act, 1947
Unit 4	:	**Understanding Labour Problems** Labour: Meaning, Definition, Characteristics and Need Problems of Indian Labour: Types, Causes and Consequences Constitutional and Legal Provisions Related to Indian Working Class Special Categories of Indian Labour: Organized and Unorganized Labour, Bonded Labour, Women and Child Labour, Contract Labour, Agriculture Labour, Domestic Worker and Migrant Labour
Unit 5	:	**Worker's Participation and Industrial Social Work** Worker's Participation: Concept, Meaning, Definition and Objectives Worker's Participation in Management: Process, Strategies, Policy and Schemes Industrial Social Work: Concept, Meaning, Definition, Objectives Industrial Social Work: Provisions and Role of Social Worker

Core Readings:
- Agarwal, D., Dynamics of Labour Relations in India, Tata McGraw Hill Publishing Company.
- Ahuja, K. K. (1988) Industrial relations - Theory & Practice; New Delhi : Kalyani Publishers.
- Chand, K. V. (1989) Industrial relations, New Delhi : Ashish Publishing House.
- Chatterrjee N. N. (1984) : Industrial relations in India"s Developing Economy; Allied Book Agency.
- Fred Luthans. (2001). Organizational Behaviour. New Delhi: Mc.Graw-Hill.
- ILO: An Introductory Course in Teaching and Training Methods for Management Development. New Delhi: Sterling Publishers.
- Malik, Dipak, Indian Trade Unionism in Developmental Perspective, Commonwealth Publishers
- Mamoria, C.B., Dynamics of Industrial Relations, Mumbai: Himalaya Publishing House Mongia, J. N. (1976) Readings in Indian Labour & Social Welfare, Delhi : Atma Ram & Sons
- Puneka, Deodhar, and Sankaran, (2014) Labour Welfare, Trade Unionism and Industrial Relations Mumbai: Himalaya Publishers
- Pylee, M.v. , Worker's Participation in Management, New Delhi : Vikas Publications
- Reddy, R. Ram (1990) Industrial relations in India; New Delhi : Mittal Publications
- Tyagi, B. P. (1986) Labour Economics and Social Welfare, Meerut: Jai Prakash Nath & Co.
- Venugopal Rao, G., and Prasad Ram, Trade Unionism in India, Printwell

Additional Readings:
- Goswami, v.G., Labour and Industrial Law, Central Law Agency
- Malik, P.L., (2017) Industrial Law, Vol. 1 & 2, 25ᵗʰEd. Lucknow: Eastern Book Co.
- Mathur, D.C (1993) Personnel Problems and Labour Welfare, New Delhi: Mittal Publications.
- Mehrotra, S. N (1981 Ed3) Labour Problems in India; New Delhi : S. Chand and Co

➢ Pant, S. C. (1976) Indian Labour Problems; Allahabad: Chaitanya Publication House.
➢ Pratap, K. (1992) Rural Labour in India; Problems & Welfare Scheme; New Delhi: Deep & Deep Publications.
➢ Sarma, A.M. (2005), Aspects of Labour Welfare and Social Security, Mumbai: Himalaya Publishing House.
➢ Saxena, R. C. (1974) Labour Problems and Social Welfare; Meerut: K. Nath and Co.
➢ Sharma, A.M. (1994. Ed. 5th) Aspects of Labor Welfare & Social Security; Mumbai: Himalaya Publications.
➢ Yadav, L.B (ed.) (2000), Reading in Social and Labour Welfare. Lucknow: Institute for Sustainable Development.

B. Health and Medical Social Work

Name of the Course	:	Health and Medical Social Work
Course Number	:	A160705T
Learner's Objectives	:	To understand the concept and approaches of medical social work. Developing an understanding about the roles of medical social worker in various indicators. To familiarize with the ethical and legal issues related to health and application of social work practice.
Learner's Outcomes	:	Able to understand the concept and approaches of medical social work. Able to develop an understanding about the roles of medical social worker in various indicators. Able to familiarize with the ethical and legal issues related to health and application of social work practice.
Course Content		
Unit-1	:	**Health and Diseases** Health : Concept, Components, Dimensions and Determinants and Indicators Health Status of India Communicable and Non-Communicable Diseases : Concept, Symptoms, Causes and Prevention Epidemiology of Communicable Diseases.
Unit-2	:	**Programme and Health Care Services** Health Care Services in India Primary Health Care: Concept, Issues of availability, affordability and accessibility to health care services in India. Health Policies and health care programmes in India Indigenous System of Medicine in India
Unit -3	:	**Health and Administration** Demography : Concept Census and its Impact on Health Reproductive and Child Health Occupational Health and Diseases Effect of Globalization in Health Care

Unit -4	:	**Understanding Medical Social Work** Medical Social Work: Meaning, Concept, Definition, Nature, Need and Scope. Historical History of Medical Social Work in UK, USA, India. Principles of Medical Social Work, Essential Skills of Medical Social Worker. Limitations of Medical Social Work
Unit-5	: : : :	**Application of Medical Social Work** Application of Medical and Psychiatric Social Work in Different Setting Mental Hospital, Child Guidance Clinics, Counselling Centres, Rehabilitation Centre and General Hospitals. Working with Schools for Mentally and Physically Challenged

Core Readings

- Das, N P Misra, P. K . Dose. Community Access Affect the Use of Health and Family Welfare Services in Rural India. 2001
- Dutta , P.K. Public Health and Social Aspect. New Delhi: Khanna Publications. 1998.
- Gillan, S. Essential Public Health. New Delhi Rawat Publications. 2007.
- Glasby, J. Understanding Health and Social Care. New Delhi Rawat Publications. 2007.
- Goldstein D., Expanding Horizons in Medical Social Work
- Goldstein D., Readings in the Theory and Practice in Medical Social Work
- Hetzel, Besils. Basic Health care in Developing Countries. New York: Oxford University Press. 1978
- K. Park, Textbook of Preventive & Social Medicine, Banarsidas Bhanot Publishers: Jabalpur India
- Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004.

Additional Readings:

- Mohd. Akram. Sociology of Health, New Delhi Rawat Publications. 2014.
- Oxfords textbook of Public Health Fifth edition Vol 1,2,3
- Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi.
- Sharon D.P., Social Work and Community Practice, Apple Academic Press 2011
- Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
- Surendra Singh, P.D. Mishra, Health and Disease: Dynamics and Dimensions, New Royal Book Company 2000

C. Social Work Intervention with Family and Children

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Name of Paper		Social Work Intervention with Family and Children
Course Number	:	A160706T
Learner's Objectives	:	Knowing the concept of family and child welfare and other concepts. · Understanding the various need and problems of children. · Familiarizing with provisions and Constitutional safeguards and interventions related to children.

Learner's Outcomes		· Able to know the concept of family and child welfare and other concepts. · Able to understand the various need and problems of children. · Able to familiarizing with provisions and Constitutional safeguards and interventions related to children.
Course Content		

Unit 1	:	**Introduction to Family** Family: Concept, Meaning, Definition, Function and Structure Nuclear Family : Merit, Demerit and Scope Joint Family : Merit, Demerit and Scope Extended Family Family Dynamics: Concept, Meaning, Definition and Theories Types of Family Problems: Family Violence, Family Conflicts, Working Parents, Single Parents
Unit 2	:	**Needs and Problems of Child Welfare** Developmental Issues: Infant Mortality and Morbidity, Reproductive and Child Health, Health of Adolescent Girls, Common Child Diseases, Nutritional Deficiencies Problems of Children: Child Labour, Child Trafficking, Child Beggar, Child Marriage, Child Prostitutes, Orphans Destitute Child, Street Child, Delinquent Child, Sexually Abused Child and Differently Abled Child HIV/AIDS Affected, Natural Calamities Affected, Violence Against Child, School Dropout, Enrolment and Gender Gap
Unit 3	:	**International and National Provisions** Child Rights: Concept, Objectives and Importance, UN Declaration on the Rights Constitutional Provisions, National Policy for Children, National Charter for Children, National Action Plan for Children. Services for Children: Developmental, Supportive, Protective, Child Rights Approach and Helplines Supportive Agencies: UNICEF, NIPCCD, CARA, CSWB, NCC and ICCW
Unit 4	: : : : :	**Policies and Programmes** Development Programmes: ICDS, MDM, Sabla Scheme, KGBV, IPSC, Sarva Siksha Abhiyan, Swadhar Grah, Child Labour (Prohibition and Regulation) Act,1986; Prohibition of Child Marriage Act, 2006 Hindu Adoption and Maintenance Act-1956; Right to Education Act-2009 The Protection of Children from Sexual Offences Act (*POCSO*), 2012; Juvenile Justices(Care and Protection of Children)Act,2000
Unit 5	:	**Intervention in Family and Child Welfare** Family Welfare: Concept, Objectives and Importance, Family Life Cycle : Concept, Role, and Challenges in Various Stages Family Life Education, Family Counselling and Family Welfare Programme in India. Child Welfare: Concept, Objectives, Role of Social Institutions: Parents, Family, Peer Group, and School and ECCE Concept, Needs, Objectives and Importance and School Social Work Social Work Intervention in the Field of Child Welfare, Development and Protection.

Core Reading:

➢ Bajpai, A. (2003). Child Rights in India – Law, Policy and Practice, Delhi: Oxford University Press. Swaminathan, M.(ed.)1998 The First Five years – A Critical Perspective on Early Childhood Care and Education in India, NewDelhi: Sage Publications.

➢ Boss, P.G. et al. (1993). Sourcebook of Family Theories and Methods: A Contextual Approach. Plenum.

➢ Davies Brett Martin, (2011). Social Work with Children and Families. New Delhi: SAGE Publication.

➢ Desai, M. (ed.) (1994). Family and Intervention: A Course Compendium, Bombay: TISS.

➢ Enakshi, G.T. (ed) (2002). Children in Globalising India – Challenging Our Conscience, New Delhi: HAQ Centre for Child Rights.

➢ Gandhi, A. (1990). School Social Work, New Delhi: Commonwealth Publishers

➢ Joshi, S. (1996). Child Survival, Health and Social Work Intervention, New Delhi: Concept Publishing Company.

➢ Kumari, V., Brooks, S.L. (2004). Creative Child Advocacy – Global Perspectives, New Delhi: Sage Publications.

➢ Maureen O'Loughlin, (2012). Social Work with Children and Families Third Edition, London: Steve O'Loughlin Published.

➢ Suruchi Thapar (2015). Women in the Indian National Movement Unseen Faces and Unheard Voices, 1930-42, Bjorkert Published

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

Zimmerman, S.L. (1995) Understanding Family Policy: Theories and Applications, London: Sage Publications.

Additional Readings:

➢ Alok S. K., (1992). Family Welfare Planning Reprint Edition, New Delhi: Inter India Publications

➢ Behera, D.K. 1998. Children and Childhood in Our Contemporary Societies. New Delhi: Kamla Raj Enterprises.

➢ Chowhury, A., et al., (2012). Family life education in India- Perspectives, Challenges and Application. Jaipur: Rawat Publication

➢ Behera, D.K. (2007). Childhoods in South Asia. New Delhi: Kamla-Raj Enterprises.

➢ Khasgiwala, A.1993. Family Dynamics: Social Work Perspectives, New Delhi: Anmol Publication.

➢ Kuppuswamy, B., (1990). Child Behaviour and Development. Delhi: Konark Publishers Pvt, Limited.

D. Rural, Urban and Tribal Community

Name of the Course	:	**Rural, Urban and Tribal Community**
Course Number	:	A160707T

Learner's Objectives	:	· To understand the basics of Rural, Urban, and tribal communities. To know the demographic and geographic distribution of communities. To gain knowledge on LSG bodies, legal enactments and democratic values.
Learner's Outcomes		· Able to understand the basics of Rural, Urban, and tribal communities. Able to know the demographic and geographic distribution of communities. Able to gain knowledge on LSG bodies, legal enactments and democratic values.
Unit 1	:	**Understanding Rural Community** Community: Concept, Meaning, Definition and Characteristics Rural Community: Historical Development, Socio-Economic and Political Aspects Socio-Cultural Dynamics: Caste, Class and Gender Rural Issues: Poverty, Indebtedness, Unemployment, Illiteracy
Unit 2	:	**Understanding Urban Community** Urban Community I: Concept, Meaning, Definition and Characteristics Urban Community II: Historical Analysis, Urban Community Development: Concept, Need and Urban Planning Urbanization: Emerging Trends, Factors, Consequences
Unit 3	:	**Understanding Tribal Community** Tribes: Concept, Meaning, Definition and Characteristics; Nomadic & De-Notified Tribes Tribal Community: Concept, Meaning, Definition, Characteristics and Problems of Tribal Community Social System of Tribes: Socio-Economic conditions; Cultural and Religious Aspects Demographic Structure of Tribal Community in India
Unit 4	:	**Constitutional Legal Enactment and Development** 73rd and 74th Constitutional Amendment and Other Important Provisions Structure, Function and Power of Local Self Governance POA Act 1989, PESA Act 1996 Scheduled Tribes and other Traditional Forest Dwellers Act 2006: Provisions, Objectives and Features
Unit 5	:	**Democratic Values** People Participation: Concept, Meaning, Definitions, Components and Principles Democratic Decentralization: Concept, Meaning, Definitions, Needs and Importance Resource Mobilization: Concept, Meaning, Definitions, Methods and Process Good Governance: Concept, Meaning, Definitions, Components and Principles

Core Reading:

➢ Ahluwalia Judge Isher (2017) Urbanisation in India: Challenges, Opportunities and the Way Forward,New Delhi, Sage Publication
➢ Bhowmick Pradeep Kumar (1994)Rural and Tribal Development Practices in India, New Delhi M.D. Publications Pvt. Ltd.. Copyright.
➢ Bhowmik, Debesh (2007) Economics of Poverty, New Delhi: Deep & Deep Publications Pvt. Ltd.
➢ Desai A.R. (1975), Society In India, New Delhi, Popular Prakashan
➢ Desai, A. R. (1978, Reprinted 1994) Rural Sociology in India, Bombay: Popular Prakashan
➢ Manis Kumar Rana (Ed). (1989). Tribal India: Problem Development Perspect. New Delhi: Gain Publishers.
➢ Misra, R.P. 1985 Rural Development (Vol 1 to 5). New Delhi: Concept Publishing Company
➢ Munda, Ram Dayal [Undated]: "Introduction" in Indigenous and Tribal Solidarity
➢ Reddy, N. G., (1986) : Rural Elite and Community Work. New Delhi: Chugh Publications.

- Sharma B. D. (1978). Tribal Development – The concept and the Fame.
- Singh, G. (2014). Panchayati Raj (Hindi). Lucknow: Rapid Book Service.
- Singh, K. (1999). Rural Development- Principles, Policies, and Management (2nd Edition), New Delhi: Sage Publications
- Verma, S.B., Sankaran, P.N., Shrivastwa, R.K. (2006) Rural Based Development Strategies, New Delhi : Deep & Deep Publications Pvt. Ltd
- Verma, S.B., Singh, U.P., Jiloka, S.K. (2006) Rural development Reforms, New Delhi: Deep & Deep Publications Pvt. Ltd.
- Verma, S.B., Singh, U.P., Kumar, R. (2006) Rural Development & Environment, New Delhi : Deep & Deep Publications Pvt. Ltd
- Yadav, C. S. (Ed.) (1986). Urban Planning and Policies - Part A, New Delhi: Concept Publishing Co.
- सामुदायिक संगठन : डॉ गुरनाम सिंह, रैपिड बुक सर्विस
- सामुदायिक संगठन एवं अभ्यासः आर.बी.एस वर्मा एवं अतुल प्रताप सिंह
- ग्रामीण समाजशास्त्रः राजेन्द्र कुमार शर्मा, एटलांटिक पब्लिशर्स एवं डिस्ट्रीब्यूटर्स
- नगरीय समाजशास्त्रः शारदा तिवारी, अर्जुन पब्लिशिंग हाउस
- ग्रामीण विकासः कटार सिंह, सेज पब्लिकेशन्स

Additional Readings:

- Alphan, H., (2003): Land Use Changes and Urbanization in Adana, Turkey, Land degradation and Development, Vol. 14, pp. 575-586.
- Anil, N. C., Jai Sankar, G., Jagannadha Rao, M., Prasad, I.V.R.K.V. and Sailaja, U., (2011): Studies on Land Use/Land Cover and Change Detection from Parts of South West Godavari District, A.P – Using Remote Sensing and GIS Techniques, J. Ind. Geophys, Union, Vol. 15(4), pp. 187-194.
- Batty, M. and Longley, P., (1986): The Fractal Simulation of Urban Structure, Environment and Planning A, Vol. 18, pp. 1143-1179.
- Bhagat, R. B., (2005): Urban Growth by City and Town Size in India, Paper to be presented in the annual meeting of Population Association of America to be held at Philadelphia, USA
- Bhaskar, P., (2012): Urbanization and Changing Green Spaces in Indian Cities (Case Study – City of Pune), International Journal of Geology, Earth and Environmental Sciences, Vol. 2 (2), pp. 148- 156.
- Bhattacharya. B(2010) Urbanization Urban Sustainability and the Future of Cities, □ Charasia, B.P. (1990).Scheduled Castes and Scheduled Tribes in India. Allahabad: Chugh Publications
- Cheng, J. and Masser, I., (2003): Urban Growth Pattern Modelling: A Case Study of Wuhan City, PR China, Landscape Urban Planning, Vol. 62, pp. 199-217.
- Comprehensive Mobility Plan for Pune city, (2008): Pune Municipal Corporation. URL:http://www.punecorporation.org/Mobility%20Plan.aspx

E. Foundation of Criminology

Name of the Paper	:	**Foundation of Criminology**
Course Number	:	A160708T

Learner's Objectives	:	Understanding the concept of crime, criminology and its relations to other social sciences. Familiarizing with criminal laws pertaining to vulnerable groups. · Acquiring knowledge about criminal typology and criminal psychology.
Learner's Outcomes		Able to understand the concept of crime, criminology and its relations to other social sciences. Able to familiarize with criminal laws pertaining to vulnerable groups. Able to acquire knowledge about criminal typology and criminal psychology.

Course Content

Unit 1	:	**Understanding Crime and Criminology** Crime, Criminology and Criminal Justice: Meaning, Definitions and Importance. Historical Development of Criminology, Nature and Scope of Criminology. Criminology's Relations with Social Sciences. Social Work Practice in the field of Criminology.
Unit 2	:	**Crime and Criminal Typology** Typology of Crimes: Crimes against Human Body and Crimes against Property. Crimes against Vulnerable Groups: Crimes against Women and Children. Economic Crimes: White Collar Crimes and Organized Crimes, Environmental Crimes, Cyber Crimes, Terrorism, Victimless Crimes, Hate Crimes, Honour Crimes. Criminal Typology: Adult Offenders and Juveniles in Conflict with Law, Habitual Offenders, Professional Offenders, Recidivist and Violent Offenders.
Unit 3	:	**Criminal Laws** Elements of Crime and Criminal Liability. General Exception: Necessity and Mistake, Infancy, Insanity and Intoxication, Right to Private Defence of Body, Right to Private Defence of Property. Cognizable and Non-Cognizable Offence: FIR, Investigation, Arrest and Charge Sheet- Custody, Remand and Bail, Compoundable and Non-Compoundable. Right to Accused (pre-sentence hearing Sec 235(2), 248(2), Fair/Speedy - Trial, Right against self-incrimination- Rights of Victims (Plea Bargaining and Victim Participation) - Free Legal Aid.
Unit 4	:	**Psychology and Crime** Criminal Psychology: Definition, Nature, and Scope. Criminal Behaviour: Definition, Symptoms, Psycho-Social and Biological Determinants of Crime. Mental Health and Criminal Behaviour: Psychopath, Drugs and Crime, Personality and Other Significant Mental Disorders. Psychology of Specific Criminals: Juvenile Delinquency, Serial Killers & Rampage Killers, Sex Offenders; Thrill Seeking criminals: Joy Riders, Hackers, Thrill Killers.
Unit 5	:	**Crime Statistics** Conceptual Analysis and Sources of Crime Statistics. Crime Statistics in India. Dark Figures of Crime (Hidden Crimes) and Victimization Survey. Uniform Crime Reporting Statistics (UCR) and National Crime Victimization Surveys (NCVS).

Core Readings:

➢ Ahmed Siddique, 1993, Criminology, Problems and Perspectives, III Edn. Eastern Book House, Lucknow.
➢ Bartal Curt R. 1999, Criminal Behavior: A Psychosocial Approach 5th Edition, Prebtuce Hall, New Delhi.
➢ Crime in India published by National Crime Record Bureau, Ministry of Home Affairs, Delhi
➢ Harry Elmer Barnes and Negley K. Teeters, 1966, New Horizons in Criminology, Prentice Hall, New Delhi.
➢ Kathuria, R.P, 2007, Law of Crimes and Criminology, Vinod Publishing House, Delhi.
➢ Kelkar RV 2001, Criminal Procedure, 4th Edition, Eastern Book Company.
➢ Mc Laughlin Eugene and Muncil John, 2001, The Sage Dictionary of Criminology, Sage Publication – London, Thousand Oaks, New Delhi.
➢ Morgan Clifford T, King Richard A, Weissz. John R, Schopler John 1986, Introduction to Psychology, 7th Edition Tata Mc Graw Hill Publications.
➢ Paranjape NV, 2002, Criminology and Penology, 2nd edition, Central Law Publication, Allahabad, U.P.
➢ Reid Sue Titus, 2006, Crime and Criminology, Mc Graw Hill Publishers

Name of the Paper	:	Social Work Practicum A. Community Visit B. Institutional Allotment
Core Course	:	A160709P and A160710P
Learner's Objectives	:	To understand the importance of Orientation Programme in the field of professional discipline. To know the importance of social work practicum in the social work profession. Developing the knowledge about the basics of field work and its documentation.
Course Outcomes		Able to understand the importance of Orientation Programme in the field of professional discipline. Table to know the importance of social work practicum in the social work profession.
Course Contents		
		Orientation Programme
		Observational Visits of Agencies (Five)
		Open Community Visit/ Skill Laboratory Workshop

Core Readings:
➢ Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.
➢ CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton
➢ Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York
➢ Madhukar Indira (2000) Guidance and Counselling, New Delhi: Authors Press
➢ Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row
➢ Singh, R. R. (1985). Field Work in Social Work Education. New Delhi: Printway India
➢ Subedar, I. S. (2001), Field Work Trinning in Social Work. New Delhi: Rawat Publication.
➢ Sudha Datar, et al. (2010). Skill Training for Social Workers: A Manual. New Delhi: Sage.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.
➢ Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company

Additional Readings:

➢ Delhi School Of Social Work ed. (1957) Field Work Supervision – Report of Seminar, New Delhi: Delhi School of Social Work
➢ Government of India (1987) Encyclopedia in Social Work, New Delhi: Publication Division (Social Welfare Ministry).
➢ Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication
➢ Kumar, S. (2002).Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.
➢ Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd
➢ O‟Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London
➢ Patri Vasantha (2001) Counselling Psychology, New Delhi : Authors Press ☐ Singh, R.R.ed. (1985) Field Work in Social Work Education, New Delhi : Concept Publishing Company.

Semester II

Core Course

Name of the Course	:	**Social Work Intervention with Group**
Course Number	:	A160801T
Learner's Objectives	:	· To familiarizing with basics of Social Group Work, group formation and dynamics. · To understanding the practical base of group work practice in various settings. · To understanding communities; leadership, role and responsibilities of a leader in group work.
Learner's Outcomes		· Able to familiarizing with basics of Social Group Work, group formation and dynamics. · Able to understanding the practical base of group work practice in various settings. · Able to know communities; leadership, role and responsibilities of a leader in group work.
Course Content		
Unit 1	:	**Understanding Group and Social Group Work** Group: Meaning, Definitions, Characteristics and Function Social Group Work: Meaning, Definition, Objectives and Principles Types of Groups in Social Group Work Social Group Work Models

Unit 2	:	**Approaches, Skills, Process and Group Dynamics** Approaches in Group work: Group Therapy, Gestalt Therapy, and Transactional Analysis. Skills and Techniques for Group Worker Group Work Process and Steps: Forming, Storming, Norming, Performing, Adjourning Group Dynamics: Group Conflict & Confrontation, Group Behaviour
Unit 3	:	**Group Work in Practice** Programme Planning in Group Work: Meaning, Definition Group Work Recording Group Work Monitoring and Evaluation Roles and Responsibilities of Group Worker.
Unit 4	:	**Leadership and Communication in Group Work** Leadership: Concept, Meaning, Definitions, Characteristics and Types Theories of Leadership Leadership in Group Work Communication and Decision Making in Group work.
Unit 5	:	**Social Group Work Intervention** Social Group Work Intervention with Women and Children Social Group work intervention with Persons with disabilities Social Group work intervention with Older Person Social Group work intervention at School Level

Core Readings:
➢ Daniel, L. (2007). Group Dynamics for Teams. Los Angeles: Sage Publication
➢ Doel, M. & Sawda, C. (2003). The Essentials of Group Worker. London: Jessica Kingsley

➢ Garvin Charles D; Gutierrez Lorraine M; Galinsky Maeda J (2007), Handbook of Social Work with Groups, Rawat, New Delhi,
➢ Gladdings ST, (2008), Groups a Counselling Specialty; Pearson, Merrill Prentice Hall, Ohio (GBU No. 158.35/GLA/12854)
➢ Hartford M. (1971): Groups in Social Work: New York: Columbus University Press
➢ Helen, N. & Kurland. R., (2001), Social Work with Groups (3rd ed). New York: Columbia University Press.
➢ Phillips, H. (1962). Essentials of Social Group Work Skills. New York: Associate Press
➢ Rameshwari Devi and Ravi Prakash. (2004). Social Work Methods, Perspectives and Practices. Mangal Deep Publications, Jaipur
➢ Siddiqui, H. Y. (2006): Group Work: Theories and Practice, New Delhi: Rawat
➢ Toseland, R.W. & Rivas, R., (1984), An Introduction to Group Work Practice. New York: MacMillian
➢ Trecker, H.B. (1970). Social Group Work-Principles and Practices. New York: Associate Press

Additional Readings:
➢ Barhard, (1975). The Use of Groups in Social Work Practice. USA: Routlede & Kegan Paul Ltd.
➢ Coyle, Grace, L. (1947). Group Experience and Democratic Values. New York: The Women's Press
➢ Douglas, T (1976): Group Process in Social Work – a Theoretical synthesis, New York: John Willy & Sons
➢ Klein J. (1967). The Study of Groups. London: Routledge and Kegan Paul Ltd
➢ Konopka, G. (1954). Group Work in Institution. New York: Associate Press
➢ Konopka, G. (1983) (3rd Ed.). Social Group Work: A Helping Process. New Jerse: Prentice Hall
➢ Ryland & Wilson,.(1949). Social Group Work Practice. USA: Houghton Mifflin Co.

Name of the Paper	:	**Social Work Intervention with Community**
Core Course	:	A160802T
Learner's Objectives	:	Developing an insight of community and its dynamics. Knowing about the practice, tools and techniques applied in community work. Understanding the essential skills and role of community work with different groups.
Course Outcomes		Able to understand the notions and dynamics of the community. Able to know the essential skills and role of community work with different groups. Develop the skills about the practice, tools and techniques applied in community work.
Course Content		
Unit 1	:	**Understanding of Community** Community: Concept, Meaning, Characteristics, and Elements Types of Community: Urban, Rural and Tribal Community Cooperation and Conflict Community Power Structure: Major Power Structures in Community
Unit 2	:	**Practice of Community Organization** Community Organization: Concept, Need, Features Goals and Models of Community Organization Community Organization: Strategies and Principles Approaches of Community Organization
Unit 3	:	**People's Participation in Community Organization** People's Participation: Concept, Objectives, Principles, Challenges Functions and Limitations of Community Worker Various approaches of people's participation Various Tools/Techniques for people's participation: PLA, RRA/PRA, and SARAR
Unit 4	:	**Working with Community** Basic Steps for community work: Need Identification, Resource Assessment, Action Plan, Mobilization, participation, monitoring and evaluation. Community Work with Marginalized Groups, Weaker and vulnerable Sections, Minorities and Tribes Community Development: Concept, Definition and inter-relationship between Community Development and Community Organization.
Unit 5	:	**Management of Community Conflict** Community Conflict: Meaning, Causes and Consequences Conflict Management Process: Strategies and Approaches Community Organizer's Role for an Empowered Community

Core Readings:
- Cox Fred (1987), Community Organization, Michigan: F.E. Peacock Publishers
- Gangrade K. D. (1971). Community Organization in India. Bombay: Popular Prakashan

➢ Hardcastle, David A., Stanley Wenocur, & Patricia Powers (1996), Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press
➢ Ledwith, M. (2005). Community Development a Critical Approach. New Delhi: Rawat Publications
➢ Ross, M. G. (1967). Community Organizations: Theory, Principles, and Practice. New York: Harper and Row Publishers
➢ Siddique, H. Y. (1997). Working with Communities – Introduction to community work. New Delhi: Hira Publications
➢ Somesh Kumar (2002) Methods for Community Participation: A Complete Guide for practitioners, New Delhi: Sage Publication (Vistaar)
➢ Yadav C.P. (2007). Encyclopedia of Social Work and Community Organization. New Delhi: Anmol Publications Pvt.
➢ Patil, A. R. (2013). Community Organization and Development. Delhi: PHI
➢ Singh, G. (2013). Samudayeek Sangthan (Hindi). Lucknow: Rapid Book Service.
➢ सामुदायिक संगठन : डॉ गुरनाम सिंह, रैपिड बुक सर्विस
➢ सामुदायिक संगठन एवं अभ्यासः आर.बी.एस वर्मा एवं अतुल प्रताप सिंह
➢ ग्रामीण समाजशास्त्रः राजेन्द्र कुमार शर्मा, एटलांटिक पब्लिशर्स एवं डिस्ट्रीब्यूटर्स
➢ नगरीय समाजशास्त्रः शारदा तिवारी, अर्जुन पब्लिशिंग हाउस
➢ ग्रामीण विकासः कटार सिंह, सेज पब्लिकेशन्स

Additional Readings

➢ B. Clinard. Marshal (1957). Slums and Community Development. New York: The Free Press

➢ Boraian, M. P. (2008). Community development: An Outreach Approach. New Delhi: Anmol Publications

➢ Clarke, Stephen J.G. (2000). Social work as Community Development: a Management Model for Social Change. England: Aldershot

➢ Dunham Arthur (1962) Community Welfare Organization: Principles and Practice, New York : Thomas Crowell

➢ Ramachandran, P. (1996). Towards an Understanding of People's Movements: History from Below. Institute for Community Organization Research

➢ Sanoff, Henry (2000) Community Participation Methods in Design and Planning, London : John Wiley and Sons

➢ Siddiqui, H. Y. (1984). Social work and social action. New Delhi: Harnam Publications.

Name of the Course	:	**Social Welfare Administration and Social Action**
Course Number	:	A160803T
Learner's Objectives	:	Developing an insight to social welfare administration, its mechanism and social welfare agencies. Familiarizing with laws related to social welfare administration. Understanding the concept of social action, social change and social movement.
Learner's Outcomes	:	Able to develop an insight to social welfare administration, its mechanism and social welfare agencies. Able to familiarize with laws related to social welfare administration. · Able to understand the concept of social action, social change and social movement.
Course Content		

Unit 1	:	**Introduction to Social Welfare Administration** Administration: Concept, Meaning, Definitions, Objectives Social Welfare Administration: Concept, Meaning, Definition, Objectives and Scope Principles and Features of Social Welfare Administration Mechanism of Social Welfare Administration: Decision Making, Communication, Good Governance
Unit 2	:	**Social Welfare Administration Agencies** Components of Social Welfare Administration-I: Planning, Organising, Staffing and Directing Components of Social Welfare Administration-II: Coordinating, Reporting, Budgeting, Evaluation and Feed Back Social Welfare Agencies: Concept, Meaning, Definitions and Types Organizational Structure and Functions of Social Welfare Agencies: Central and State
Unit 3	:	**Laws Related to Social Welfare Administration** The Registration of Societies Act, 1860 Charitable and Endowments Act, 1890 The Section Eight of Companies Act, 1956 Indian Trust Act, 1882
Unit 4	:	**Understanding Social Action** Social Action: Concept, Meaning, Definitions, Objectives, Principles and Strategies Approaches of Social Action: Paulo Freire, Saul Alinskey"s, Gandhian Approach, Radical Practice, Critical Approach Social Action: Pressure Groups, Networking, Mobilization and Management of People
Unit 5	:	**Introduction to Social Movements** Social Movement: Genesis, Features, Factors, Type and Stages Social Movements in India Environmental Movements in India Relationship between Social Movement, Social Action and Social Change

Core Readings:
- Alinsky Saul (1971) Rules for Radicals: A Practice Primer for Realistic Radicals, Vintage Books.
- Balsara Jal F., Perspectives on Social Welfare in India. Chand Co. Ltd., New Delhi. 1984
- Bhattacharya, S. (2006). Social Work Administration and Development. Jaipur: Rawat Publications
- Chowdhry, P.D., 1983, Social Welfare Administration. Delhi: Atma Ram Sons
- Goel, S.L. & Jain, R.K., 1988, Social Welfare Administration: Theory and Practice, (Vol. I & II). New Delhi: Deep and Deep Publications
- Patti, R.J., 2000, The Handbook of Social Welfare Management. Sage Publications
- Rao Vidya, Social Welfare Administration.Tata Institute of Social Sciences, Mumbai. 1987.
- Rao, MSA (1979) Social Movements in India, New Delhi: Vol. 1 and 2, Manohar
- Sachdeva, D. R., Social Welfare Administration in India. Allahabad, Kitab Mahal.1998
- Shrivasta, S. K (1988) Social Movements for development, Allahabad: Chugh Publications
- Siddique, H. Y. (1984). Social Work and Social Action. New Delhi: Harnam Publications
- Vedi, D. (1990-91). Social Reforms Movement in India: Historical perspective. India: Popular Prakashan.

Additional Readings:
- Beher A & Samuel J (2006) Social Watch in India: Citizens Report on Governance and Development, Pune: NCAS

- Friedlander, Walter, A. (1976). Concepts and Methods of Social Work. New Jersey: Prentice Hall
- Kuppuswamy, B. (2010). Social Change in India. New Delhi: Vikas Publishing House (P) Ltd.
- Ramachandran, P. (1996). Towards an Understanding of People's Movements: History from below. Institute for Community Organization Research.
- Somesh Kumar (2002) Methods for Community Participation: A Complete Guide for Practitioners, New Delhi: Sage Publication (Vistaar).
- UNDP (2001) The Monitoring and Evaluation Framework, UNDP, Toronto: , University of Toronto Press
- Wadia, A. & Hormasji, N. (1968). History and Philosophy of Social Work in India (2nd ed). Bombay: Allied publishers

Elective Courses

Name of Course	:	**Human Resource Management**
Course Number	:	A160804T
Learner's Objectives	:	· To understand the importance of human resource and its various applications of strategies in HRM. To develop knowledge and understanding about HRM. To develop skills of professionals in performance management and employee training.
Learner's Outcomes		· Able to understand the Importance of Human Resource and Its various applications of strategies in HRM. Able to develop knowledge and understanding about HRM. Able to develop skills of professionals in performance management and employee training.
Course Content		
Unit 1	:	**Understanding Human Resource Management** Human Resource Management: Concept, Meaning, Definition, Objectives and Scope Human Resource Management: Principles, Functions and Structure HR Manager: Essential Qualities, Core Competencies, Role and Functions of HR / Personnel Manager, Status of HR Manager in Industrial Organizations.
Unit 2	:	**Introduction to Human Resource Planning** Human Resource Planning: Meaning, Objectives Methods, Influencing Factors of HRP, HR Budgeting Recruitment: Meaning, Objectives, Types, Sources and Process Selection: Meaning, Objectives, Steps and Methods. Placement and Induction: Concept, Meaning, Definition, Objectives, Principles and Process
Unit 3	:	**Training and Appraisal System** Training: Concept, Meaning, Definition, Objectives, Types and Methods Performance Appraisal System: Meaning, Objectives, Needs, Process, and Tools, New Trends in PAS-360 Degree Method and Other Modern Techniques and Methods of PAS. Job Analysis: Concept, Meaning, Definition, Objectives, Need and Types Job Evaluation: Concept, Meaning, Definition, Objectives, Methods and Process

Unit 4	:	**Promotion, Transfer and Salary Administration** Promotion: Meaning, Definition, Objectives, Principles, Types, Transfer: Meaning, Definition, Objectives, Principles, Types Wage and Salary Administration: Policy, Types of Wages and Wage Boards Dearness Allowances: Concept, Method of Computing, DA and Consumer Price Index, Fringe Benefits and Perquisites.
Unit 5	:	**Human Resource Development** Human Resource Development: Concept, Meaning, Definitions and Objectives Human Resource Development: Principles, Functions and Role of HRD Manager HR Audit: Concept, Needs, Scope and Importance Approaches to Human Resource Audit

Core Readings:

- Aswathappa, K (2001) Human Resource Management, Text & Cases, New Delhi : Tata McGraw-Hill
- Batia, S. K. (2006) Human Resource Management, New Delhi : Deep & Deep Publication
- Botton, Trevor (2001) An Introduction to Human Resource Management, New Delhi : Infinity Books
- Deb Tapomoy. (2010). Human Resource Development. New Delhi: Anne Books
- Flippo, Edwin B. (1971) Principles of Personnel Management Ed. 4, Tokyo : McGraw Hill Publication
- Martin, John. (2010). Key Concepts in Human Resource Management. London: Sage Publications
- Memoria, C.B. (2202). Personnel Management, Mumbai: Himalaya Publishers
- Monappa, Arun & Saiyadain, Mirza, S. (1999) Personnel Management; New Delhi : Tata McGraw Hill
- Pareek, Udai. (2008). Training Instruments in HRD and OD. New Delhi: Tata Mc Graw-Hill
- Pattanayak, Biswajeet (2002) Human Resource Management, New Delhi : Prentice- Hall of India
- Rao, P.S. (2016) Essentials of *Human Resource Management* and Industrial Relations. Mumbai: Himalaya Publishers.
- Tripathi, P.C. (2010). Human resource Development. New Delhi: Sultan Chand & Sons
- VSP Rao Human Resource Management,Text & Cases, Excel Books

  Additional Readings:
- Akhilesh, K. B. and Nagaraj, D. R. Edu. (1990) Human Resource Management 2000, New Delhi: Wiley Eastern Ltd.
- Armstrong, Michael Baron, Angela (2006) Handbook of Strategic HRM, Mumbai : Jaico Publishing House
- Parth Sarathi. (2002). Planning, auditing and developing human resources. New Delhi: Manak Publications
- Pippa Riley. (2012). Human resource management. New Delhi: Viva Books Pvt., Ltd. \
- Premavathy, N. (2011). Human Resource Management and Development. Chennai: Sri Vishnu Publications
- Rao T.V. (1984). Performance Appraisal: Theory and Practice. New Delhi: AIMA-Vikas management series
- Rao T.V. et.al. (ed). (1997). Alternative Approaches and Strategies of HRD. Jaipur: Rawat Publications
- Tripathi, P. C. (1978) Personnel Management; Theory & Practice; New Delhi : Sultan Chand & Sons

Name of Course	:	**Mental Health and Psycho-Somatic Factors of Health**
Course Number	:	A160805T
Learner's Objectives	:	To develop understanding about health, disease and health care. Students will comprehend concepts related to health promotions and disease prevention to enhance health. To understand the concept and structure of health care in India.
Learner's Outcomes	:	Able to develop understanding about health, disease and health care. Able to know comprehend concepts related to health promotions and disease prevention to enhance health. Able to understand the concept and structure of health care in India.
Course Content		
Unit 1	:	**Psycho-Somatic Factors of Illness** Psycho-Somatic Illness: Concept, definitions Causes, Symptoms Psychosomatics Diagnosis, Treatment and Prevention Risk Factors of Psycho-Somatic Disorder Common Physical Diseases Mental Health Act 2017
Unit 2	:	**Mental Health and Psychiatric Assessment** Concept and Importance of Mental Health, Components of Mental Health, Models of Mental illness, Measures for Promoting Mental Health, changing trends in Mental Health Care **Psychiatric Assessment:** history taking and mental status examination, use of interviews, psycho-social and multi-dimensional assessment.
Unit 3	:	**Mental Health Problems among Vulnerable Groups** Mental Health Problems among Vulnerable Groups - children, adolescents, women, older persons, disadvantaged groups, disaster/war victims, individuals with physical illness.
Unit 4	:	**Therapies for Mental and Personality Disorders** Behaviour Therapy and Cognitive Behaviour Therapy Humanistic Experimental Therapy Family and Group Therapy Psychotherapy Psychodynamic Therapy
Unit 5	:	**Health And Extension Services** Health Extension Services In India Health Education, School Health Services, Health Insurance System Relationship Of Yoga And Health Application of Yoga in the Treatment of Physical Diseases

Core Readings:
- Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
- Park and Park, Textbook of Preventive & Social Medicine, Jabalpur: Banarsidas Bhanot Publishers

➢ Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi
➢ James F. Mckenzie, Robert R. Pinger, Jerome E. Kotecki, An Introduction to Community Health (Fifth edition) Jones and Bartlett Publisher, USA 2005.
➢ Carol Holtz, Global Health Care: Issues & Policies Jones and Bartlett Publisher, USA 2008.
➢ Surendra Singh, P.D. Mishra, Health and Disease: Dynamics and Dimensions, New Royal Book Company 2000
➢ Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004.

Additional Readings:
➢ Mohd. Akram. Sociology of Health, New Delhi Rawat Publications. 2014.
➢ Oxfords textbook of Public Health Fifth edition Vol 1,2,3
➢ Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi.
➢ Sharon D.P., Social Work and Community Practice, Apple Academic Press 2011
➢ Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi

Name of the Course	:	**Social Work Intervention with Women**
Course Number	:	A160806T
Learner's Objectives	:	· Understanding the status of women in different periods of history and current issues faced by women. · Familiarizing with the concept of women empowerment, feminism and its theories. · Understanding various provisions for the betterment of women in the country.
Learner's Outcomes		· Able to understand the status of women in different periods of history and current issues faced by women. · Able to familiarize with the concept of women empowerment, feminism and its theories. Able to know the various provisions for the betterment of women in the country.
Course Content		
Unit 1	:	**Introduction to Status and Wellbeing** Status of Women in India: Ancient, Pre-independence and Post-independence Era Glob Status of Women: Ancient, Medieval and Modern Perspectives Women's Wellbeing: Concept, Meaning and Scope Situational Analysis of Women in India - Educational, Health, Political, Economic and Legal
Unit 2	:	**Understanding Women Movements and Problems** Women Movements: Pre-independent, Post-independent, Current Women Movements. Feminism and its Theories: Liberal, Marxist, Radical and Socialist. Problems of Women: Sex Determination, Feticide and Infanticide, Sex Ratio and Mortality, Malnutrition and Health, Education, Early Marriage and Teenage Pregnancies. Women's Problems: Physical and Mental Health Problems, Dowry,

		Domestic Violence, Divorce, Desecration, Rape, Sexual Abuse, Sexual Harassment and Prostitution.
Unit 3	:	**Legal Framework for Women Justice** Special Provisions: Constitutional Provisions, IPC – Sections 498A, 302/304B, 354, 363-373, 376 and 509, The Special Marriage Act- 1954, Hindu Marriage Act-1956 Special Legislations: The Immoral Traffic (Suppression)Act, 1956, The Maternity Benefits Act, 1961, Dowry Prohibition Act 1961, The Equal Remuneration Act, 1976, Domestic Violence Act, 2005, The Family Court Act, 1954 Indecent Representation of Women (Prohibition) Act-1986, The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal Act-2013 Pre-natal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994, The Medical Termination of Pregnancy Act, 1971
Unit 4	:	**Empowerment and Social Work Intervention for Women** Women's Empowerment: Concept, Meaning, Definition, Objectives, Need and Scope Women's Empowerment: Forms, Principles, Indicators and Strategies Approaches and Models of Empowerment Women's Empowerment through Participation in Political and Decision Making Process, Socio-Economic Changes CEDAW, Role of NGOs in Women Empowerment, Social Work Intervention and Women Empowerment.
Unit 5	:	**Policies and Programmes for Women Empowerment** National Empowerment Policy for Women, 2001Specific Policies Related to Health, Nutrition, Education, Employment and Social Security for Working Women Structure, Functioning National Commission for Women, Central Social Welfare Board, and State Social Welfare Board, KGNM Trust. Empowerment Schemes: Beti Bachao Beti Padhao, One Stop Centre, STEP, Ujjwala, Swadhar, Mahila Shakti Kendra, Mahila E-Hatt, Working Women Hostel, Scheme for Relief and Rehabilitation of Victims of Rape, Help Line. Development Programmes: Mahila Samakhya, Rastriya Mahila Kosh Yojna, Balika Samridhi Yojna, Kishori Shakti Yojna, Janani Suraksha Yojna.

Core Readings:
- Agnes, Flavia (1999). Law and Gender Equality: The Politics of Women"s Rights in India. New Delhi: Oxford University Press.
- Agrawal, N. (2002). Women and Law in India. Women Studies and Development Centre. New Century Publication.
- Ahuja, R. (1997). Violence against Women. Guwahati: Eastern Book House.
- Ahuja, R. (1998). Women"s Organization and Social Network. Guwahati: Eastern Book House
- Djetrich, G. (1992). Reflections on the Women"s Movement in India- Religion, Ecology, Development, New Delhi: Horizon India Books.
- Goel, A. (2004). Organisation and Structure of Women Development and Empowerment. New Delhi: Deep and Deep Publication Pvt. Ltd.
- Karmakar, K.G. (1999). Rural Credit and Self-help Groups: Microfinance Needs and Concepts in India, New Delhi: Sage Publication
- Kumar, A. (2006). Women and Family Welfare Institute for sustainable Development, Lucknow, New Delhi: Anmol Publications Pvt. Ltd
- Naomi Neft & Ann D. Levine (1997). Where Women Stand – An International Report on the Status of Women in 140 Countries, New York: Random House.
- NIPCCD. (1988). Handbook of Policy and Related Document on Women in India, New Delhi: NIPPCD

- Raj, K.et al (1999). Encyclopaedia of Status and Empowerment of Women in India, New Delhi: Veena Publication
- Sahay Sushama (2010). Women and Empowerment: Approaches and Strategies Published by Discovery Publishing House, New Delhi
- Sen, Ilina (1990): A space within the struggle women"s participation in people"s movement, Kali for women, New Delhi
- Seth, Mira.(2001). Women and Development the Indian Experience, New Delhi: Sage Publication
- Verma, R. (1997). Family Courts in India: An Appraisal of Strengths and Limitation, New Delhi: Inter Indian Publications.

Additional Readings:
- Avasti, Abha & Srivastava, A. K. (2001). Modernity Feminism and Women Empowerment, Jaipur: Rawat Publication.
- Baxamusa, Ramala, Subramanian, Hema (1992). Assistance for Women's Development from National Agencies – Employment Progress, Bombay: Popular Prakashan
- Datar, Chaya (1993). The Struggle Against Violence, Calcutta: Stree Vani
- International Journal of Gender & Women's Studies (IJGWS)
- Mazumdar vina, (2012) Education, Equality and Development: Persistent Paradoxes in Indian Women"s History, New Delhi: Pearson Publication
- Raj, K.et al (1999). Encyclopaedia of Status and Empowerment of Women in India, New Delhi: Veena Publication
- Singh, S. and Srivastava, S. P. (2010). Encyclopaedia of Social Work, 4th Edition. Lucknow: NRBC

Name of Course	:	**Perspectives on Rural Community Development**
Course Number	:	A160807T
Learner's Objectives	:	To understand the basic concept and problems related to rural development. To gain knowledge about different approaches and models of rural development. · To familiarize with administration, policies, programs and different agencies working for the development of rural community.
Learner's Outcomes	:	Able to understand the basic concept and problems related to rural development. Able to gain knowledge about different approaches and models of rural development. Able to familiarize with administration, policies, programs and different agencies working for the development of rural community.
Unit 1	:	**Introduction to Rural Development** Rural Development: Concept, Meaning, Definition and Need Theories of Rural Development Problems and Issues of Rural Development in India : Poverty, Unemployment, Health and Sanitation, Illiteracy, Social Inequality Problems Related to Agriculture Steps taken at World Level: IMF, UNICEF, WORLD BANK

Unit 2	:	**Approaches of Rural Development** Approaches to Rural Development: Concept, Meaning, Definitions, and Types Strategies to Rural Development: Concept, Meaning, Definitions, Types- Growth Oriented, Spatial Planning, Integrated, Holistic and Participatory Various Experiments for Rural Reconstruction: Gandhian Constructive Programmes and Tagore"s Sriniketan Model, Etawah Pilot Project Recent Rural Development Models: Result Based Monitoring System (RBM/PIME), PURA.
Unit 3	:	**Rural Planning and Marketing** Rural Planning: Concept, Features, Objectives, Significance and Barriers Rural Planning under the Five Year Plans and NITI Ayog Agrarian Economy and Rural Marketing: Concept, Meaning, Definitions, Need and Significance
Unit 4	:	**Programs and Agencies for Rural Development** Rural Development: Role of Cottage and Village Industries Role of Cooperatives in Rural Development Rural Employment Programmes and Poverty Alleviation: Mid-Day- Meal Programme, MGNREGA, Sarva Shiksha Abhiyan, Skill Development Programme, Digital India, DDU, GKY Rural Development Agencies: CAPART, NIRD, NABARD and Rural Cooperatives
Unit 5	:	**Rural Development Administration and Sustainable Rural Development** Rural Development Administration: Concept, Meaning, Definitions and Importance Rural Development Administration: Structure, Functions Sustainable Rural Development: Concept, Need and Significance

Core Readings:
- Arora, R.C., (s1979) Integrated Rural Development, New Delhi, S. Chand & Sons.
- Das H.H. (1990), Introduction to Panchayati Raj and Community Development in India. Delhi: Kalyani Publishers
- Franda, Marcus, Small is Politics: Organisational Alternatives in India's (1979), Rural Development, New Delhi: Wiley Eastern Limited.
- Gehlawat, J.K., and Kant, (1988). Strategies for Rural Development, New Delhi: Arnold Publishers
- Ghosh, D.K. (1994). People's Participation in Rural Development: Need and Scope, Participation Governance, New Delhi
- Kumar, A. (Ed.) (2000). New Approach in Rural development. New Delhi: Anmol Publication,
- Mathur, B. L. (1996) Rural Development and Co-operation. Jaipur: RBSA Publishers
- Mishra, S.N., New Horizons in Rural Development Administration, Mittal
- Mukherjee, Amitava,(1995) Participatory Rural Appraisal, New Delhi: Vikas Publishing House,
- Neale Walter (1990) Developing Rural India: Policies, Politics and Progress, New Delhi: Allied Publishers.
- Prasad, K.N., (1991), India's Rural Problems, New Delhi: Concept Publishing Company.
- Ranjees Shalini, (2003).Panchayati raj in India. New Delhi: Deep & Deep Publication
- Sarmah, S.K. (1977) Integrated rural development. New Delhi: Abhinav Publishers.
- Singh, G. (2014). Panchayati Raj (Hindi). Lucknow: Rapid Book Service.
- Singh, Mohinder (1992) Rural Development in India: Current Perspectives, New Delhi: Intellectual Publishing House.

Additional Readings:
- Commissioners Conference on Community Projects, Summary Records, New Delhi, the CPA, 1953.
- Committee on Plan Project, Report of the Team for the study of CD and NES,

- Government of India, Census of India, 2001, Published by the office of the Registrar General and Census Commissioner, India
- India, Ministry of Community Development, Jawaharlal Nehru on Community Development, Report, New Delhi, The Ministry,
- India, Ministry of Food and Agriculture, Report of the Grow More Food Enquiry Committee, New Delhi, the Ministry, 1952.
- India, Planning Commission, Community Project Administration, Second Development
- Ministry of Rural Development, Government of India, Annual Report 2009-2010.
- Ministry of Rural Development, Government of India, Transferring Rural India Programmes for Change 2000-2001.New Delhi, 1957.
- Pai Pandikar, V.A. and Sud Arun (1986) Rural Industrialisation, New Delh: ,Oxford & IBH Publications Private Limited.
- Patel Usha & Patel Amrit, Potential of Rural Industries (A Case of Handicrafts), Bombay: Northern Book Centre.
- Sundaram, J.D. (1992) Rural Industrial Development, New Delhi: Vora & Company Publishers Private Limited.
- UNDP, Human Development Report, 1990-91
- UNESCO, Meeting of Experts on the Institutional Problem of Participation in Strategies of IADP, September, 1998.

Name of the Course	:	**Criminal Justice System**
Course Number	:	A160808T
Learner's Objectives	:	· Knowing the criminal justice and police system with criminal laws pertaining to vulnerable groups. Acquiring knowledge about judicial and prosecution system in India. Familiarizing with prison system and its various approaches.
Learner's Outcomes	:	· Able to Know the criminal justice and police system with criminal laws pertaining to vulnerable groups. Able to Acquire knowledge about judicial and prosecution system in India. Able to familiarize with prison system and its various approaches.
Course Content		
Unit 1	:	**Introduction to Criminal Justice System** Criminal Justice System: Meaning, Purpose and Social Relevance. Legislative Process and Criminal Justice System. National and International Perspective. Accusatorial and Inquisitorial Systems of Criminal Justice System.
Unit 2	:	**Police System** Historical Perspective of Police system in India and Police Act. Present Indian Police Administration and Structural Organisation. Functions and Role of the Police and Criticism of the Police. Role of Professional Social Worker in Police System.

Unit 3	:	**Judicial System**
		Judicial Administration in India: Presiding Officer, Prosecutor and Defence Counsel & Modern Judicial Systems: Fast Track Court, Juvenile Justice Board, Special Court.
		Fundamental Elements in Judicial Functioning: Due Process, Speedy Trials and Access to Justice.
		Alternative Dispute Resolution System (ADRS): Arbitration, Mediation and Counselling, Lok Adalats.
		Judicial Administration: Modernization and Reforms.
Unit 4	:	**Prosecution System**
		Meaning, Purpose, Relevance and Need of Prosecution System.
		Prosecution Organization in the States.
		Need for Independent Prosecution Agency.
		Relationship between Prosecution and Criminal Justice System.
Unit 5	:	**Prison System**
		Prison and Prison Organization: Meaning, Structure and Functions of Prison Organization.
		Types of Prisons and Correctional Institutions in India.
		Modernization of Prisons in India; Reformation and Rehabilitation approach in Prisons.
		Role of Professional Social Worker in Correctional Institutions.

Core Readings:

- Ahuja Ram, 2000, Criminology, Rawat Publications, Delhi.
- Banerjee,D, 2005, Central Police Organizations Part I and Part II, Allied Publishers Pvt. Ltd.
- Chaturvedi J.C, 2006, Penology and Correctional Administration, Isha Books Delhi. Guharoy Jay Tilak, 1999 Role of Police in Changing Society APH Publications.
- Gupta, Anand Swarup, 2007, Crime and Police in India, Sahitya Bhavan, Agra.
- Justice Malimath Committee on Criminal Justice Reforms, Universal Law Publication 2003.
- K. Padmanabhaiah Committee Police Reforms, 2001.
- Mehrajud-din Mir. 1984, Crime and Criminal Justice System in India, Deep and Deep Publications, New Delhi.
- Paranjape NV, 2012, Criminology and Penology with Victimology, Central Law Publications, Allahabad
- Reid, Sue Titus, 2006, Crime and Criminology. Mc. Graw Hill Publishers.
- Sharma, P.D., 1985, Police and Criminal Justice Administration in India. Uppal Publishing House in Delhi.
- Shweta, 2009, Crime, Justice and Society. MD Publications
- Srivastava Aparna, 1999, Policing in the 21st Century, Indian Institute of Police Administration.

Name of the Course	:	**Social Work Practicum** **A.Field Work Survey** **B. Institutional Allotment**
Course Number	:	A160809P and A160810P
Learner's Objectives	:	· To know the Agencies" nature, functions and staffing pattern. · To understand the areas of working of agencies and client's system. · Developing the knowledge about the various fields related to social work

		practice
Course Outcomes		Able to know the Agencies nature, functions and staffing pattern. Able to understand the areas of working of agencies and client's system. Able to developing the knowledge about the various fields related to social work practice
Course Contents		
		Agency Based Concurrent Field Work
		Field Exposer Visits

Core Readings:
- Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.
- CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton
- Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York
- Madhukar Indira (2000) Guidance and Counselling, New Delhi: Authors Press
- Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row Singh, R. R. (1985). Field Work in Social Work Education. New Delhi: Printway India
- Subedar, I. S. (2001), Field Work Trinning in Social Work. New Delhi: Rawat Publication.
- Sudha Datar, et al. (2010). Skill Training for Social Workers: A Manual. New Delhi: Sage.
- Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.
- Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company
Additional Readings:
- Delhi School Of Social Work ed. (1957) Field Work Supervision – Report of Seminar, New Delhi: Delhi School of Social Work
- Government of India (1987) Encyclopedia in Social Work, New Delhi: Publication Division (Social Welfare Ministry).
- Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication
- Kumar, S. (2002).Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.
- Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd
- O‟Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London
- Patri Vasantha (2001) Counselling Psychology, New Delhi : Authors Press
- Singh, R.R.ed. (1985) Field Work in Social Work Education, New Delhi : Concept Publishing Company.

Core Readings:
- Andal, N. (1998) Communication Theories and Models, Mumbai: Himalaya Publishing House.

- Corey, G. (2005). Theory and Practice of Counselling and Psychotherapy. California: Brooks/Cole.
- Dave, Indu. (1983). The Basic Essentials of Counselling. New Delhi: Sterling Publishers Pvt. Ltd.
- Fossard Estade (2005) Writing and Producing Radio Drama, Delhi: Sage Publication.
- Jain Rashmi (2003) Communicating Rural Development (Strategies and Alternatives), Jaipur: Rawat Publication.
- Lakshmi, K. S. (2000) Encyclopedia of Guidance & Counselling. Vol. 1 & 4. Delhi, Mittal Publications.
- Lindon, J. & Lindon, L. (2000). Mastering Counselling Skills. London: Macmillan. Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd
- Narula, Uma (2006) Handbook of Communication Models, New Delhi: Atlantic Publishers and Distributors
- Patri, Vasanta (2001): Counseling Psychology, New Delhi, Authors Press.
- Young, M.E. (1992). Counselling Methods and Techniques: An Eclectic Approach. New York: Macmillan.

Semester – III

Name of Course	:	**Social Work Research and Statistics**
Course Number	:	A160901T
Course Objectives	:	To understand the concept of social work research, its method and approaches. To know of quantitative-qualitative data, methods of data collection and data analysis. To acquire knowledge of basic statistical concepts, applications, and data presentations. To understand the use and application of descriptive and inferential statistics. · To familiarize with the application of SPSS and Strata in the field of social work research.
Course Outcomes	:	Able to understand the concept of social work research, its method and approaches. Able to develop knowledge of quantitative-qualitative data, methods of data collection and data analysis. Able to acquire knowledge of basic statistical concepts, applications, and data presentations. Able to develop the skills of use of descriptive and inferential statistics. Able to familiarize with the application of SPSS and Strata in the field of social work research.
Course Content		
Unit 1	:	**Understanding Research** Meaning of Research, Scientific Research, Social Research and Social Work Research Basic Elements of Social Research: Concept and Constructs, Fact and Theory, Variables, Relation and Association, Research Questions, Operational Definitions, Census and Survey. Approaches to Social Research: Qualitative, Quantitative and Mixed

Unit 2	:	**Preparation of Research** Formulation and Selection of Research Problems Review of Literature: Meaning, Purpose, Stages and Presentation Hypotheses : Meaning, Definition, Importance, Characteristics, Types Research Design: Meaning and Dimensions Sampling Design: Meaning, Types, Determination in Error; Universe and Sample
Unit 3	:	**Understanding Data Processing** Sources of Data Collection Methods and Tools of Qualitative Data Collection Methods and Tools of Quantitative Data Collection Data Analysis Writing Research Report
Unit 4	:	**Statistical Analysis** Statistical Measures: Measures of Central Tendency: Mean, Median, Mode; Measures of Variability: Mean Deviation, Standard Deviation; Correlation-Product Moment Correlation (ungrouped and grouped data), Spearman's rank correlation; Simple Regression; Test of Significance -'t' test and Chi-square test, F Test.
Unit 5	:	**Computer Applications in Social Sciences** Computer Applications in Social Sciences: Definition of Computer- Types of Computer, Anatomy of Computer, Brief History of Computer, Computer generations, Spread Sheets, Statistical Package MS Word, MS Excel and PowerPoint Presentation

Core Readings:

- Ahuja, Ram (2001) Research Methods, Jaipur: Rawat Publications.
- Alston, M. Bocoles, W. (Indian Edition 2003) Research for Social Workers-An Introduction to Methods, Jaipur : Rawat Publications
- Burns, R.B. (2000), Introduction to Research Methods. New Delhi: Sage Publications
- Kothari, C. R. (2004 2nd edition reprint) Research Methodology: Methods & Techniques, New Delhi, New Age International
- Laldas D.K. (2000), Practice of Social Research: Social Work Perspective. New Delhi: Rawat Publications
- Mikkelsen, Britha (2005) Methods for Development Work and Research- A New Guide for Practitioners, New Delhi: Sage
- Rubin, Allen & Babbie Earl (4th Ed. 2001) Research Methods for Social Work, USA: Wadsworth, West, Brooks/Cole and Schirmer
- Sarantakos, Sotirios (2005) Social Research, New York: Palgrave Macmillan.
- Sharma, B. A. V., Prasad, R. D. & Satyanarayana, C. (2002) Research Methods in Social Sciences, New Delhi: Sterling.
- Sharma, K. R. (2002) Research Methodology, Jaipur: National Publishing House
- Bajpai, S.R. (1999), Methods of Social Survey and Research. Kitab Ghar, Kanpur.
- Blalock Jr., H.M. (1960), Social Statistics. McGraw Hill Book Company, Inc. New York □ Coolidge, Frederick, (2000), Statistics: A Gentle Introduction. Sage Publication, New Delhi □ Elifson, K., & Runyon, R. (1990). Fundamentals of Social Statistics (2nd ed.). McGraw-Hill, New York
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- George, D. & Mallery, P. (2006). SPSS for Windows Step by Step: A simple Guide and Reference (Sixth Edition). Pearson Education Inc. New Delhi
- Gupta C.B. (1980), An Introduction to Statistical Methods. Ram Prasad and Sons , Agra
- Jackson, W. (1988), Research Methods: Rules for Survey Design and Analysis. Prentice Hall Canada Inc. Ontario

- Lal Das, D.K. (2000), Practice of Social Research. Rawat Publications, Jaipur
- Nicola, B., Richard, K. & Rose Mary, S.(2003), SPSS for Psychologists: A Guide to Data Analysis Using SPSS for Windows, Palgrave Macmillan
- Rubin, A. & Babbie, E. (2001), Research Methods for Social Work (4ᵗʰ Ed.). Wadsworth, California
- Siokin, R.M. (1955), Statistics for Social Sciences. Sage Publications, New Delhi

Additional Readings:
- Babbie, E. (ed) (2004). The Practice of Social Research, Thomson Wadsworth, Belmont (USA)
- Denzin, N.K., Lincoln, Y.S. (ed), 1994, Handbook of Qualitative Research. Sage Publications, New Delhi.
- Gillham, Bill (2000) Case Study Research Methods. London: Continuum
- Jacob, K. K. (1965) Methods & Fields of Social Work in India, Bombay: Asia Publishing
- Krishnaswamy, O. R. (1993) Methodology for Research in Social Science, Himalaya, Bombay
- Kumar, Ranjit. (2005). Research Methodology. New Delhi: Pearson Education
- Ramchandran, P. (1968) Social Work Research and Statistics, Bombay: Allied Publishers.
- Rubin, Allen & Babbie Earl (4th Ed. 2001) Research Methods for Social Work, USA: Wadsworth, West, Brooks/Cole and Schirmer.
- Sharma, K. R. (2002). Research Methodology, Jaipur: National Publishing House.
- Wilkinson, T.S. & Bhandarkar, P. L. (1984) Methodology and Techniques of Social Research, Bombay: Himalaya.
- Anastas, J.W. (1999), Research Design for Social Work and The Human Services (2ⁿᵈ ed.). Columbia University Press, New York
- Crano, W.D. & Brewer, M.B. (2002), Principles and Methods of Social Research. New Jersey: Lawrence Erlbaum Associates.
- Duane, R.M., Thomas, S., & Cornell, R.D.(1986), Applied Social research – A tool for the human services. Holt, Rinehart and Winston Inc. Fortworth
- Gupta, C.B. (1995): Introduction to Statistical Methods. Vikas Pub. House, New Delhi
- Gupta, S.P. (1997): Statistical Methods. Sultan Chand and Sons, New Delhi
- Montcalm, D. & Royse, D. (2002), Data Analysis for Social Workers. Allyn and Bacon, London
- Weinback, R.W. & Rubin, A. (eds.) (1987), Teaching Social Work Research: Alternative Programs and Strategies. Council on Social Work Education, New York
- Welkowitz, J., Ewey, R. B., & Cohen, J. (1991). Introductory Statistics for the Behavioral Sciences. Harcourt Brace Jovanovich Publications, New York

Name of the Course	:	**Human Rights and Social Justice**
Course Number	:	A160902T
Course Objectives	:	To understand human rights and identify the inequalities existing in the society with special reference to the Indian context. To understand the different theories of human rights. To learn the concept of Social Justice and the vulnerable sections affected by it.

Course Outcomes	:	Understand a clear insight of the human rights philosophy and provisions at the national and inter-national level. Able to know the importance social justice as a core value of social work profession and also the injustices existing in society and measures to mete it. Able to analyse the inequalities and mal treatment of people at the minute level in society.

Course Content

Unit 1	:	**Introduction to Human Rights** Human Rights: Concept, Sources and Characteristics and Classification Basic Concepts I: Values, Dignity Liberty, and Equality Basic Concepts II: Justice, Unity and Diversity
Unit 2	:	**History and Philosophy of Human Rights** Human Rights History National and International Perspectives First and Second Generations of Human Rights Third and Fourth Generations of Human Rights Human Right and Social Movements in India
Unit 3	:	**Human Rights in India** Constitutional Provisions and Laws related to Human Rights National Human Rights Commission: Structure and functions State Human Rights Commission: Structure and functions Causes and Consequences for Violation of Human Rights
Unit 4	:	**Understanding Social Justice** Social Justice: Concept, Meaning, Definition and Features Philosophy of Social Justice Constitutional and Legal Provisions for social justice Role and Functions of Civil Society Organization for Social Justice
Unit 5	:	**Social Justice Provisions** Social Justice for Vulnerable Sections: Minority and SC/ST Social Justice for Vulnerable Sections: Women, Child, Aged, Differently Abled and Youth Schemes for Social Justice and Empowerment

Core Readings:
➢ Alcock, P., A. Erskine and M. May (eds.). (1998). The Student‟s Companion to Social Policy. Oxford: Blackwell/ Social Policy Association
➢ Baxi, U. (2002), The Future of Human Rights. Oxford University press, New Delhi
➢ Borgohain, B. (1999), Human Rights – Social Justice and Political Challenges. Kanishka Publishers, New Delhi
➢ Desrochers, J. (1987), India‟s Search for Development and Social Justice: Analysis of Indian Society, The Development Debate. CSA Publications, Bangalore
➢ Gangrade, K.D.1008. Social Legislation in India Vol. 1 & 2, Concept Publishing Co. New Delhi.
➢ Iyer, Krishna V.K.2007. Social Justice; Sunset or Dawn. Eastern Book Company, Lucknow,
➢ Kothari S. & Sethi H (Ed) 2001. Rethinking Human Rights, Lokayan.
➢ Lyer V.R.K. (1980). Some Half-Hidden Aspects of Indian Social Justice, Eastern Book Co., Lucknow.
➢ Lyer V.R.K. 2011. Justice in Words and Justice in Deed for Depressed Classes, Indian Social Institution, New Delhi.

- Mahajan, G. (ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press
- Naseema, C. (2002), Human Rights Education: Conceptual and Pedagogical aspects. Kanishka Publishing House, New Delhi
- Nirmal, C.J. (1999) Human Rights in India – Historical, Social and Political Perspectives. Oxford University Press, Delhi
- Rehman, K. (2002), Human Rights and the Deprived. Commonwealth publishers, New Delhi
- Subramaniam, S (2007) Human Rights- International Challenges, Manes Publications, New Delhi.
- Waghmare, B,S, (2001), Human Rights – Problems and Prospects. Kalinga Publications, Delhi.

Additional Readings:

- Hallen G.C. 2007 Dynamics of Social Security, Rastogi Publication: Meerut.
- Hughes, G. and G. Lewis (eds.). (1998). Unsettling Welfare: The Reconstruction of Social Policy. Routledge, London
- Hungama For Change. (2012). The Hungama Survey Report– 2011. Naandi : Hyderabad
- Ife, J. (2001), Human Rights and Social Work: Towards Rights-based Practice, Cambridge University Press, UK

Name of the Course	:	Counselling, Communication and Professional Competencies
Course Number	:	A160903T
Course Objectives	:	Develop an insight of self, factors affecting its development and significance of self. Knowing the various attributes of a professional personality and personality assessment techniques. Understanding professional knowledge, capacity building and team building as competencies of professional social work practice.
Course Outcomes	:	Able to get a clear view of the self and the factors responsible in building it. Develop the professional practices and skills. Able to apply the professional competencies of social work in the field of practice.
Course Content		
Unit 1	:	**Understanding Self** Meaning and Concept of Self, Self Esteem Self-Image and Self-Acceptance Real Self and Ideal Self. Factors Affecting Self: Attitudes, Values, Experiences and Reactions of Others Various Life Situations: Achievements, Frustrations, Failures, Crisis and Self-Defeating Behaviour
Unit 2	:	**Techniques and Attributes of Professional Personality** Transactional Analysis and SWOT Analysis Johari Window, Mirror Reflection Techniques, Six Thinking Hats Ethical Values and Decision Making, Appropriate Professional Habits, Self-Control Multi-Tasking Abilities Professional Knowledge Relevant to Practice: Creativity, Priority Setting and Time Management

Unit 3	:	**Introduction to Counselling** Counselling: Concept, Meaning, Definitions, Characteristics and Objectives Counselling: Types and Principles Counselling Related Concepts: Guidance, Psychotherapy, Advice Tools and Techniques of Counselling Treatment Approaches in Counselling: Psychoanalytical, Person Centred and Gestalt Therapy. Ethical Issues and Obstacles in Counselling
Unit 4		**Communication** Communication: Concept, Meaning, Definitions, Characteristics Types of Communication: Formal, Informal, Interpersonal, Intrapersonal, Transpersonal Components and Process of Communication Mass Communication and Mass Media Barriers of Communication
Unit 5		**Development Communication and Role of Social Work in Communication** Development Communication: Concept, Meaning, Definitions, Characteristics and Scope Effective Counselling Skills for Social Worker Effective Communication Skills for Social Worker

Core Readings:

- Aswathappa, K. (2001). Human Resource & Personal Management (Text & Cases). New Delhi: Tata McGraw Hill
- Beckett, C. (2002). Human Growth and Development. New Delhi: Sage Publication
- Crawford, Karen and Janet Walker. (2010). Social Work and Human Development, UK: Learning Matters Pvt Ltd. (3rd Edition)
- Davis, Martin (Ed.) (2002) Companion to Social Work, USA: Blackwell Publishers Ltd.
- Heun, Linda R., Heun, Richard E. (2001) Developing Skills for Human Interaction, London : Charles E. Merrill Co
- Hurlock, Elizabeth (1976) Personality Development, New Delhi :Tata McGraw Hill Publishing Co. Ltd
- O"Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London
- Parth Sarathi. (2002). Planning, Auditing and Developing Human Resources. New Delhi: Manak Publications.
- Reamer & Fredric (2005) Social Work Values and Ethics, New Delhi: Rawat Publication
- Andal, N. (1998) Communication Theories and Models, Mumbai: Himalaya Publishing House.
- Corey, G. (2005). Theory and Practice of Counselling and Psychotherapy. California: Brooks/Cole.
- Dave, Indu. (1983). The Basic Essentials of Counselling. New Delhi: Sterling Publishers Pvt. Ltd.
- Fossard Estade (2005) Writing and Producing Radio Drama, Delhi: Sage Publication.
- Jain Rashmi (2003) Communicating Rural Development (Strategies and Alternatives), Jaipur: Rawat Publication.
- Lakshmi, K. S. (2000) Encyclopedia of Guidance & Counselling. Vol. 1 & 4. Delhi, Mittal Publications.
- Lindon, J. & Lindon, L. (2000). Mastering Counselling Skills. London: Macmillan. Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd
- Narula, Uma (2006) Handbook of Communication Models, New Delhi: Atlantic Publishers and Distributors
- Patri, Vasanta (2001): Counseling Psychology, New Delhi, Authors Press.

➤ Young, M.E. (1992). Counselling Methods and Techniques: An Eclectic Approach. New York: Macmillan.

Additional Readings:
➤ Butin, D. (2010). Service-learning in theory and practice. USA: Palgrave Macmillan
➤ Hogan, R., Johnson, J. & Briggs S. (1997). Handbook of Personality Psychology. San Diego: Academic Press
➤ Mangal, S. K. (2007). General Psychology, New Delhi: Sterling Publisher Pvt. Ltd
➤ Michael, B. Hunsaker, F.G. & Dawson E.J. (1994). Human Communication (3ʳᵈ ed). New Delhi: Sage
➤ Pervin, L.A. John, O.P. (ed.) (1999). Handbook of Personality: Theory and Research New York: The Guilford Press
➤ Philip Priestley, Jasmes McGuire (1983) Learning to Help, London : Tavistock Publication Ltd
➤ Sehgal, Seema (2006) Handbook on Competency Mapping, New Delhi : Sage Publications

Elective Course (Specialisation Based)

Name of Course	:	**Organizational Behaviour and Organizational Development**
Course Number	:	A160904T
Learner's Objectives	:	Building an insight to organizational behaviour. Understanding the concept of employee morale, motivation and employee counselling. Knowing the organizational structure and communication.
Learner's Outcomes		Able to build an insight to organizational behaviour. Able to understand the concept of employee morale, motivation and employee counselling. Able to know the organizational structure and communication.
Course Content		
Unit 1	:	**Introduction to Organizational Behaviour** Organizational Behaviour: Evolution, Concept, Meaning, Definitions, Objectives Organizational Behaviour: Models, Approaches Industrial Psychology: Meaning, Definitions, Nature, Objectives and Scope
Unit 2	:	**Understanding Employee Morale and Decision Making** Employee Morale: Meaning, Importance, Measures and Techniques of promoting morale in the Organization. Motivation: Meaning, Definitions and Importance, Positive and Negative Motivation, Theories of Motivation. Attitude: Concept, Meaning, Definitions and Importance and Theories Employee Counselling- Concept, Need, Methods and Techniques and Its Application in Industrial Setting.

Unit 3	:	**Introduction to Organizational Structure and Development** Organizational Development: Meaning, Definitions, Characteristics, Objectives, Process and Techniques. Organizational Development Interventions: Team Building, Survey feedback, Grid Training, MBO, T-Group Training, Sensitivity Training and Effectiveness of Training. Organizational Structure: Meaning, Definition, Nature, Forms and Formation of Organizational Structure. Organizational Change, Organizational Climate and Organizational Innovations.
Unit 4	:	**Introduction to Organizational Communication** Organizational Communication: Meaning, Component, Significance and Skills of Effective Communication. Principles of Communication, Process of Communication and Barriers in Organizational Communication. Types of Organizational Communication, Models of Organizational Communication: Shannon and Weaver, Berlo, Schramm, Bearnlund, Interactive/Convergence, Constructionist and Linear.
Unit 5	:	**Issues and Problems** Occupational Stress: Concept, Stressors, Impact on Employee and Employer, Stress Management. Industry and Society: Industry as a Part of Social System, Socio- Cultural Environment in Industry, Social Problems and Issues in Industry Impact of Industrialization, Urbanization and LPG.

Core Readings:
- Ahuja K.K. (1990). Organizational Behaviour, New Delhi: Kalyani Publication.
- Davis. Keith (1997). Organizational Behaviour. New Delhi: Anmol Publication.
- Diwan, Parag and Aggarwal, L. N. (2002). Business Communication, New Delhi: Excel Books.
- Jitendra. M.D. (1998). Organization Communication. New Delhi: Rajat Publication
- Khanka.S.S (2000) : Organizational Behavior, New Delhi: Kitab Mahal Publication Ltd. Luthans,F. (2006). Organizational Behaviour, 11Ed, New Delhi: Tata McGraw Hill
- Mc Shane, S.L. & Von Glinow, M.A. (2000.) Organizational Behavior, New Delhi: Tata McGraw Hill.
- Robbins, P. (2010). Essential of Organizational Behaviour, 10 Ed, New Delhi: PHI
- Sudha. G.S. (2003), Management Concepts and Organizational Behaviour. Jaipur: RBSA
- Tyagi. Archana (1997), Organizational Behavior. New Delhi: Excel Books.

Additional Readings:
- Bhat, S. (2001)Management and Behavioural Process, Text and Cases, Mumbai: Himalaya Publishers
- Dwivedi R.S. (1995). Human Relations and Organizational Behaviour, New Delhi: MacMillan.
- Kalia H.L.: Industrial and Organizational Psychology, (2006) Volume I & II, New Delhi: Kalpaz Publication.
- Koontz & O 'Donnell, Essentials of Management, New Delhi: Tata McGra
- Shukla. M. (1996): Understanding Organizations, Organizational Theory & Practice, New Delhi: Prentice Hall of India.
- Sudha. G.S. (2003). Management Concepts and Organisational Behaviour. Jaipur: RBSA Publishers
- Wexley C Kenneth (1988) Organizational Behaviour and Personnel Psychology, Delhi: Surjeet Publication.

Title of Paper	:	**Psychiatric Social Work and Personality Disorders**
Course Number	:	A160905T
Learner's Objective	:	Understanding the concept and application of psychiatry social work. To get familiar with counselling, psychotherapy and transactional analysis. Familiarizing the students about importance of positive thinking and how it can guide one to solve personality problems and experience self- development.
Learner's Outcomes		Able to understand the concept and application of psychiatry social work. Able to familiar with counselling, psychotherapy and transactional analysis. Able to understand about importance of positive thinking and how it can guide one to solve personality problems and experience self- development.
Course Content		
Unit-1	:	**Introduction to Psychiatry Social Work** Psychiatry Social Work: Concept, Meaning and Definitions Psychiatric Social Work –Retrospect and Prospect Scope of Psychiatric Social Work Role and Duties of Psychiatric Social Worker
Unit-2	:	**Understanding Abnormal Behaviour** Abnormal Behaviour: Meaning, concept, Causes and Symptoms of Abnormal Behaviour. Major Mental Disorders: Psychosis-Schizophrenia, Paranoia, Manic Depression, Autism Minor Mental Disorders: Psychoneurosis: Anxiety, Depression, Hysteria, And Obsessive Compulsive Disorder, Phobia, Illusions, Delusion and Hallucination Practice of Psychiatric Social Work: Role and Functions.
Unit -3	:	**Personality Disorders and Community Psychiatry** Personality Disorders: Concept, Meaning, Definitions and Determinants Types of Personality Disorders: Schizoid, Narcissistic, Anti-Social, Borderline, Avoidance, Dependent. Treatment of Personality Disorders Psychotic Disorder
Unit -4	:	**Community Mental Health** Community Psychiatry: Concept, Objective Principles, History and Relationship between Psychology and Psychiatry, Community Mental Health: Concept, Meaning, Definitions and Determinants, Objective Community Mental Health Related Problems
Unit- 5	:	**Psychiatric Social Work Intervention** Major Approaches in Psychiatric Social Work Geriatric Psychiatry; Psychiatric Rehabilitation Practice of Psychiatric Social Work in Different Settings I: Family Service Agencies, Child Welfare Agencies, School Settings, Practice of Psychiatric Social Work in Different Settings II: Correctional Institutions, General Hospital Settings, De-addiction Centres,

Core Readings:
- Goldstein D., Expanding Horizons in Medical Social Work
- Goldstein D., Readings in the Theory and Practice in Medical Social Work

➢ Sharon D.P., Social Work and Community Practice, Apple Acdemic Press 2011
➢ Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
➢ K. Park, Textbook of Preventive & Social Medicine, Banarsidas Bhanot Publishers Jabalpur India
➢ Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi
➢ Verma, R. Psychiatric Social Work in India. New Delhi: Sage Publications. 1992.
➢

Name of the Course	:	**Social Work Intervention with Youth**
Course Number	:	A160906T
Learner's Objectives	:	Understanding the concept of youth welfare and characteristics of Indian Youth. Familiarizing with the policies and programs for the welfare of youth. Developing knowledge about various intervention areas and strategies for dealing with problems of Youth.
Learner's Outcomes		· Able to understand the concept of youth welfare and characteristics of Indian Youth. Able to familiarize with the policies and programs for the welfare of youth. Able to develop knowledge about various intervention areas and strategies for dealing with problems of Youth.
Course Content		
Unit 1	:	**Understanding Youth Welfare and Development** Youth: Concept, Meaning, Definition and Characteristics Youth Welfare: Concept, Meaning, Definitions, Characteristics, and Model of Youth Work Youth Development: Concept, Meaning, Definitions, Characteristics and Influencing Factors, Inter-generational Conflicts; Youth Power Youth as a Change Agents in Socio-Political Movements, Role of Youth in Nation Building, Youth as Social Capital, Youth as a Partner of Development
Unit 2	:	**Needs and Problems of Youth Development** Developmental Needs: Socialization of Youth, Education, Employment, Motivation and Sensitization, Development of Self-Identity. Problems Faced by Youth: Educated Unemployment, Alienation, Addiction, Violence and Crime, Suicide, Youth Unrest, Sexuality-High Risk Behaviour, Sexual Preferences and Variance. Problems of Youth in Rural and Urban Settings: Absence of Facilities for Healthy Recreation, Alcoholism and Drug Dependency among Youth, Youth and Pornography, Youth and Migration. Exploitation of Youth**:** Exploitation of Youth for Communalism, Terrorism and Naxalism, Trafficking of Girl Youth, Role of Youth against the Social Evils.

Unit 3	:	**Policies and Programs for Youth Development** Policies for Youth Development: National Policy for Youth, Sports Policy, Education Policy, Employment Policy and HRD Policy. Administrative Structure: Youth Welfare Administration at Central, State and District Levels, National Commission for Youth. Schemes for Youth Development: Nehru Yuva Kendra Sangathan, National Youth Corps, National Programme for Youth & Adolescent Development, International Cooperation, Youth Hostels. Development Programmes: Assistance to Scouting & Guiding Organisations, National Discipline Scheme, National Young Leaders Programme, National Service Scheme.
Unit 4	:	**Institutional Guidance and Employment for Youth** Rajiv Gandhi National Institute of Youth Development (RGNIYD) YMCA, YWCA, Employment and Career Guidance Youth and Entrepreneurship: Meaning of self-employment and Entrepreneurship, Areas of Self-employment for Urban and Rural youth, developing Entrepreneurial Capabilities among youth Youth Action, Youth and Media, Youth Counselling, Youth in the Context of Globalization
Unit 5	:	**Intervention with Positive Youth Development** Conceptual Understanding Positive Youth Development: Competencies, Character, Confidence Community Engagement Framework for Youth Development: Factors, Promoting and hindering Youth engagement Social Work for Empowerment of Youth, Role of Social Workers in Youth Development Peace Building Role of GOs, NGOs and Civil Society

Core Reading:
➢ Agenda Jayaswal (1992) Modernization & Youth in India, Jaipur & New Delhi: Rawat Publications.
➢ Ahuja, Ram (1996) Youth & Crime, Jaipur & New Delhi: Rawat Publications.
➢ Altbach, Philip G. (1970) The Student Revolution – A Global Analysis, Bombay: Lalvani Publishing House.
➢ Anthony, A. D"souza (1979) Sex Education & Personality development, New Delhi: Usha Publication.
➢ Baja, Premed Kumar (1992) Youth Education & Unemployment, New Delhi: Hashish Publishing
➢ Choudhary, D. Paul(1985)Child Welfare & Development, New Delhi, Atma Ram & Sons. Chowdhari, D. Paul (1967) Handbook of social welfare (Fields of social work), New Delhi: Atmaram & Sons.
➢ Chowdhry, D.P.1988 Youth Participation and Development, Delhi: Atma Ram & sons
➢ Engene Morris, C (1956). Counselling with Young People, New York: Association Press. Erik H. Erikson (1965). The Challenge of Youth, Doubleday and Com. Inc, New York
➢ Pandey, Rajendra (1984). Sociology of Youth, Banglore, New Delhi, Jalandhar: Sterling Publisher Pvt. Ltd.
➢ Peter, K. Manning, Marcello (1972). Youth & Sociology Truss, New Jersey: Prentice Hall, Inc. Englewood Cliffs.
➢ Reddy, N. Y. (1988). Value & attitudes of Indian Youth, Jammu, New Delhi: Light and Life Publishers
➢ S. P. Agnihotri, (1992). National Employment Programmes in India, Allahabad: Chugh Publications

➢ Saraswati, S. (1988). Youth in India, New Delhi: Indian Council of Social Science, Research
➢ Simhadri Yedla C. (1992). Global Youth, Peace and Development, Delhi: Ajanta Publication
➢ Sirdharam, K. V. (1981). Indian Journal of Youth Affairs, New Delhi: Vishwa Yuvak Kendra

Additional Readings:
➢ Bill Whyte, 2008 Youth justice in practice: Making a difference (Social Work in Practice Series) Bristol University Press UK, Policy Press
➢ Dahama, O. P. & Bhatnagar, O.P. (1994) Education & Communications for Development Delhi: Oxford IBH for Youth Development reading material, (89-90) Hyderabad: NIRD,
➢ Mohit Chakrabharti (1997) Value Education: Changing Perspectives Delhi,Kanishka Pub. National Service scheme – Social Service Opportunities for Students in Slum Areas, Delhi School of Social Work.
➢ Perspective in Social Work – Journal of College of Social Work, Nirmala Niketan, Vol. XI No. 1, 96 Mumbai.
➢ Profile of Social Welfare & Development in India (1983): New Delhi: M. H. Publication

Title of Paper	:	**Perspectives on Urban Planning and Urban Development**
Course Number		A160907T
Learner's Objectives	:	· Understand the basics of Urban community and Urban Planning. Know the demographic and geographic distribution of communities. Gain knowledge on LSG bodies and legal enactments, Geographical Information System.
Learner's Outcomes		· Able to understand the basics of Urban community and Urban Planning. ·Able to know the demographic and geographic distribution of communities. Able to gain knowledge on LSG bodies and legal enactments, Geographical Information System.
Unit I	:	**Understanding Urban Planning** Rural Urban Planning: Concept, Meaning, Definitions, Characteristics, Needs and Importance Methods and Approaches to Urban Planning Urban Social Problems: Pollution, Crime, Accidents, Prostitution, Drug Addiction and Housing Urban Social problems: Human Trafficking, Juvenile Delinquency and Urban Traffic problems
Unit II	:	**Slum Dwellers and Urban Development** Slums: Concept, Meaning, Definitions, Characteristics and Factors Slum Clearance Board, Policy and Programs for Slum Dwellers Urban Development: Concept, Meaning, Definitions, Objectives and Models Urban Development Policies and Programmes

Unit III	:	**Understanding Urban Community Development** Origin of Urban Community Development Urban Community Development: Concept, Meaning, Need and Objectives Urban Development Planning: Town and Country Planning Act and Nagar-Palika Act Urban Development Planning: Urban Land Ceiling Act.
Unit IV	:	**Legal Framework** History of Local Self Government 74th Amendments in the Constitution: Structure and Functions Municipal Government Composition: Structure and Problems in Municipal administration. Metropolitan Development Authority: Programmes and Limitations
Unit V	:	**Geographical Information System** Geographic Information System: Concept, Meaning, Definitions and Nature Geographic Information System: Process and Methods Application of Geographic Information System in Urban development and Administration Limitations in using Geographic Information System.

Core Reading:

- Arup (1994) Urbanization, slums, informal sector employment and poverty, B.R. Pub.
- Asthana M. and Ali, Sabir, (2003) Urban Poverty in India, New Delhi: Mittal Publication
- Berger Alan S. (1978). The City: Urban Communities and Their Problems Publication USA, WCB
- Bhattacharya.B (2010) Urbanization Urban Sustainability and the Future of Cities Bose Ashish 1978 India''s Urbanization 1901 – 2000 New Delhi: Tata McGraw Hill Publishing company
- Cherunilam, Francis (1984): "Urbanization in Developing Countries", Bombay: Himalaya Publishres.
- Clinard, Marshell B (1970) Slums and Community Development, The Free press, New York.
- Cole Earle William (1958) Urban Society: A College Textbook in Urban Sociology, Mifflin Houghton,
- Diddee, Jayamala (1993) Urbanisation - Trends, perspectives and challenges, Rawat Pub.Jeipur.
- Francis Cherunilam 1984 Urbanization in Developing Countries. Mysore Himalya Publishing House
  - Gneneshwar, V Urban Policies in India, Paradoxes and Predicaments Habitat International 19(3)
  - Hegade, O. P. Urbanisation in India 1981-91 Emerging Trends Patterns and Issues, Habitat International 19(3)
  - Jal F. Bulsara 1984 Perspectives on Social welfare in India. New Delhi. S. Chand and company.
  - Kundn, Allrban (1994) Development and Urban Research in India, New Delhi: Khanal Publication.
  - Kundu, Amitabh et. al., (2006): Handbook of Urbanization, New Delhi: Oxford University Press.
  - Leonard Broom 1977 Sociology New York Mcgraw Hill Publishing company
  - Mathur, Om Prakash (2005): "Globalization and Urban Development", Berlin Heidelberg: Springer Publication.
  - Mohan, R. (1996): "Urbanization in India: Patterns and Emerging Policy Issues", in Josef Gugler (ed.) The Urban Transformation of the Developing World, Oxford: Oxford University Press.

- ➢ Mohanty B (1993). Urbanization in Developing Countries, New Delhi: Concept Publishing Company
- ➢ Muttagi P.K. 1989 Urban Development. Bombay: Tata institute of Social sciences.
- ➢ Noble G. Allan 1997 India Urbanization New Delhi. Tata McGraw Hill Publishing Company
- ➢ Rajesh, Slums as Urban villages, Rawat Pub. Jeipur, 1994. Vibhooti, Shukla (1988): Urban
- ➢ Ramachandran, R. (1992): "Urbanization and Urban System in India", New Delhi: Oxford University Press.
- ➢ Rao Pratap M. (2012) Urban Planning: Theory & Practice 1st Edition New Delhi: CBS Publisher
- ➢ Ravindra Prasad D. 1989 Urban Renewal. New Delhi: Sterling Publishers.
- ➢ Sihng K. & Steinberz F (eds. 1996) Urban India in Crisis, New Delhi: New Age Publishers.
- ➢ Singh, A. M. & A. De Souza, (1990) Then Urban Poor Slum and Pavement Dwellers in the Major Cities of India, New Delhi: Manohar Publication.
- ➢ Singh, Shamsher, (1991) Urban Planning Development, New Delhi,
- ➢ Thudipara, Jacob (2007) (second edition) Urban Community Development, Jaipur: Rawat Publications.
- ➢ Thudipara, Jacob Z.(1993) Urban Community Development, Rawat Pub., New Delhi. Gill,
- ➢ Urbanisation and Urban System in India, Oxford University Press, New Delhi. Mitra,

Additional Readings:
- ➢ Jensen, J. T. and Keys, G., (2003): Mapping Urban History, International Association for History and Computing"s XVth Conference, Tromso, Dennmark.
- ➢ Davis, Kingsley (1951), "The Population of India and Pakistan", New Jersey: Princeton University Press.
- ➢ Dutta, A. (1999): "Institutional Aspects of Urban Governance", in Mathur, O. P. (ed.) India: the Challenge of Urban Governance, National Institute of Public Finance and Policy, New Delhi.
- ➢ Jaybhaye, R., Mundhe, N. and Dorik, B., (2014): Site Suitability for Urban Solid Waste Disposal Using Geoinformatics: A Case Study of Pune Municipal Corporation, Maharashtra, India, International Journal of Advanced Remote Sensing and GIS, Vol. 3(1), pp. 769-783.
- ➢ Jensen, J. R. (2005): Introductory Digital Image Processing: A Remote Sensing Perspective, New Jersey: Prentice-Hall.
- ➢ Jensen, J. R. and Cowen, D. C., (1999): Remote Sensing of Urban/Suburban Infrastructure and Socioeconomic Attributes, Photogrammetric Engineering Remote Sensing, Vol. 65(5), pp. 611- 622.
- ➢ Jensen, J. R., (1983): Urban/Suburban Land Use Analysis, Manual of Remote Sensing, Second Edition, ASP, Falls Church, pp. 1571-1666.
- ➢ Jha, R., Singh, V. P. and Vatsa, V., (2008): Analysis of Urban Development of Haridwar, India, Using Entropy Approach. KSCE, Journal of Civil Engineering, Vol. 12(4), pp. 281-288.
- ➢ Jilani, T., (2002): State of Solid Waste Management in Khulna City, Unpublished Undergraduate thesis, Environmental Science Discipline, Khulna University Khulna, pp. 25-85.
- ➢ Johnson, M. P., (2001): Environmental Impacts of Urban Sprawl: A Survey of the Literature and Proposed Research Agenda, Environ Plan A, Vol. 33, pp. 717-735.
- ➢ Journal of the Urban Planning and Development Division, Volume 108, Issue1
- ➢ Mathur Om Prakash (1992), Asia"s" Urban Transition: a Broad Based Survey of Emerging Issues, Working Paper No.29, New Delhi: NIPFP.

- Mathur, O. P. (1999), "Fiscal Innovations and Urban Governance" in Mathur, O. P. (ed.) India: the Challenge of Urban Governance, National Institute of Public Finance and Policy, New Delhi
- Mohan Rakesh and Shubhagato Dasgupta (2005). The 21st Century: Asia Becomes Urban, Special Articles, Economic and Political Weekly, 40(3): 213223(January, 15).

Penology and Correctional Administration

Name of the Course	:	Penology and Correctional Administration
Course Number	:	A160908T
Learner's Objectives	:	· Understanding the concept, nature and theories of penology and punishment · Familiarizing with corrections rules and regulations · Acquiring knowledge about institutional and community-based corrections
Learner's Outcomes		· Able to understand the concept, nature and theories of penology and punishment · Able to familiarize with corrections rules and regulations · Able to acquire knowledge about institutional and community-based corrections

Course Content		
Unit 1	:	**Introduction to Penology** Penology: Definition, Nature and Scope. Punishment: Definition, Nature and Scope and Types. Theories of Punishment: Retributive Theory, Preventive Theory, Deterrence Theory and Reformation Theory. Evolution of Correctional Philosophy: Medical Model and Rehabilitation Model.
Unit 2	:	**Corrections: Acts, Procedures and Rules** Prisons Act, Prisoners Act, Transfer of Prisoners Act, Juvenile Justice (Care and Protection) Act, 2000. Uttar Pradesh Prison Manual. Various Prison Reforms Committees and Commissions. Model Prison Manual and U.N. Standard Minimum Rules for Treatment of Prisoners.
Unit 3	:	**Institutional Corrections** Institutionalization; Prisonization: Meaning and Purpose, Prison sub-culture, Prison Routine- Prison Adalat. Classification System of Correctional Institutions: Adult Institutions, Juvenile Institutions, Women Institutions, Open Prisons. Reformation and Rehabilitation Programs: Counselling Programs, Vocational Training Programs, Educational Programs and Recreational Programs. Issues and Challenges Faced by Correctional Social Worker.
Unit 4	:	**Community Based Corrections** Probation: Concept and Scope of Probation in India. Probation of Offenders Act: Probation Procedures: Pre-sentence Investigation Report Revocation of Probation Etc. Parole: Meaning and Scope; Provisions and Rules. Alternative Community based Correctional Approaches in other Countries.

Unit 5	:	**Recent Trends in Corrections** Role of Voluntary Agencies in Treatment of Offenders. Vocational Training and Work Programme. After Care and Rehabilitation: Need, Importance and Services. Pre-release and Premature Release.

Core Readings:

- Ahmed Siddique, 1993. Criminology, Problems and Perspectives, III Edn., Eastern Book Company, Lucknow.
- Bhattacharya S.K., 1986, Probation system in India, Manas Publications, New Delhi. Devasia, V.D & Leelamma Devasia, 1992. Criminology, Victimology and Corrections, S.B.Mangia for Ashish Publishing House, New Delhi.
- Ghosh, S., 1992, Open Prisons and the Inmates, Mittal Publications, New Delhi.
- Goswami, B.K. 1980, Critical Study of Criminology and Penology, Allahabad Agency, Allahabad.
- Mulla Committee Report on Prison Reforms, 1983. Govt. Of India.
- Naresh Kumar, 1986, Constitutional Rights of Prisoners, Mittal Publishers, New Delhi.
- Paranjepe, N.V., 2002, Criminology and Penology, Central Law Publications, Allahabad.

Name of Course	:	**Social Work Practicum** **A.** Field Survey **B.** Institutional Allotment
Course Number	:	A160909P and A160910P
Learner's Objectives	:	To know the Agencies nature, functions and staffing pattern. To understand the areas of working of agencies and client's system. Developing the knowledge about the various fields related to social work practice
Course Outcomes		Able to know the Agencies nature, functions and staffing pattern. Able to understand the areas of working of agencies and client's system. Able to developing the knowledge about the various fields related to social work practice
Course Contents		
		Agency Based Concurrent Field Work
		Field Exposer Visits

Core Readings:

- Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.
- CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York
- Madhukar Indira (2000) Guidance and Counselling, New Delhi: Authors Press

- Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row
- Singh, R. R. (1985). Field Work in Social Work Education. New Delhi: Printway India
- Subedar, I. S. (2001), Field Work Trinning in Social Work. New Delhi: Rawat Publication. Sudha Datar, et al. (2010).
- Skill Training for Social Workers: A Manual. New Delhi: Sage. Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.
- Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company

Additional Readings:
- Delhi School Of Social Work ed. (1957) Field Work Supervision – Report of Seminar, New Delhi: Delhi School of Social Work
- Government of India (1987) Encyclopedia in Social Work, New Delhi: Publication Division (Social Welfare Ministry).
- Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication
- Kumar, S. (2002).Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.
- Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd
- O' Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London
- Patri Vasantha (2001) Counselling Psychology, New Delhi : Authors Press
- Singh, R.R.ed. (1985) Field Work in Social Work Education, New Delhi: Concept Publishing Company.

Semester IV

Name of the Course	:	**Social Work: Emerging Issues and Recent Trends**
Course Number	:	A161001T
Learner's Objectives	:	· To familiarize with all aspects water, sanitation and hygiene. · To understanding the concept, problems and challenges faced by LGBTQ. · To know the waste management and population planning methods, approaches and management procedures.
Learner's Outcomes		Able to familiarize with all aspects water, sanitation and hygiene. Able to understand the concept, problems and challenges faced by LGBTQ. Able to know the waste management and population planning methods, approaches and management procedures.
Course Content		
Unit 1	:	**Water Sanitation and Hygiene** WASH: Concept, Meaning Definition, Purpose Component: Water, Environmental Hygiene, Personal Hygiene and Sanitation Impact on Health, Hygiene related Diseases, Factor influencing WASH Practices WASH in Institutional Settings

Unit 2	:	**LGBTQ** LGBTQ: Concept, Meaning, Definition, Terminology History Status of LGBTQ: National and International Level Problems and Challenges faced by LGBTQ Policies and Programmes
Unit 3	:	**Human Trafficking** Human Trafficking: Concept, Meaning, Definition and Forms Causes and Consequences of Human Trafficking Legislative Framework: Laws and Policies Rehabilitation and Professional Aspects
Unit 4	:	**Waste Management** Waste: Concept, Meaning, Definition, Sources and Composition Process and Types of Waste: Municipal Solid Waste, Hazardous Waste and Radioactive Waste Waste Management Models and Approaches Treatment of Waste
Unit 5	:	**Population Planning** Population: Concept, Meaning, Definitions and Characteristics Determination of Population Dynamics Status of Population Growth; National Population Policy 2000 Population Planning and Programmes

Core Readings:

➢ Bales K and soodalter R (2009) the slave next door : Human trafficking and slavery in America today
➢ Bernat, F.P(2011) Human Sex trafficking . Oxon , Enland : Routledge
➢ Gender Issues in water and sanitation Programmes- Lessons from India edited by Aiban A.cronin New Delhi , Pradeep K Mehta and Anjali Prakash ; New Delhi Sage Publication
➢ H. Slephanie and Simon R. (2013) Human trafficking around the world: Hidden in plain sight
➢ Keith F.(2002). Handbook on Solid waste Management MCgraw Hill
➢ Lee M(2007) Human trafficking. London: Routledge
➢ Lloyd R (2012) Girls like us : fighting for a world where girls are not for sale :A Memoir
➢ WASH handbook for teachers and facilitators UNICEF publication. https://www.unicef.org/publications/files/CFS_WASH_E_web.pdf
➢ Water Sanitation and Hygiene (WASH) in school UNICEF.
➢ https://reliefweb.int/sites/reliefweb.int/files/resources/wash_handbook_-_english_version.pdf
➢ Water, Sanitation and Hygiene (WASH) Guidelines Swiss Red Cross. file:///C:/Users/a%20k/Downloads/wash_guidelines_2014_en%20(2).pdf
➢ Winter Dyk J., perin, B. and Reichel P.(2012) Human trafficking : Exploring International nature, concern and complexities. Boca Ration: CRC press.
➢ Agnes, Flavia (1999) Law and Gender Inequality – The Politics of Women‟s Rights in India, New Delhi: Oxford University Press.
➢ Weinstein and Pillai (2017). Demography the Science of Population. Jaipur: Rawat Book Publications
➢ Srinivasan (2017). Population Concerns in India: Shifting Trends, Policies and Programmes.New Delhi: Sage Publications

Additional Readings:

- Agrawal, Namita (2002) Women and Law in India, Women Studies and Development Centre, December, New Century Publication.
- Meena Acharya and Puspa Ghimre., (2005). Gender Indicators of Equality, Inclusion and Poverty Reduction: Measuring Programme/Project Effectiveness. *Economic and Political Weekly*. Vol 40 No. 44 and 45 October 29 – November 04
- Neshla (1997): Atrocities Against Women. New Delhi: Harman Publishing House.
- Pandey, A K. (2004). Gender Equality Development and Women Empowerment, Anmol Publications Pvt. Ltd, New Delhi.
- Prabhas C. Sinha: Disaster Mitigation: Preparedness. Recovery & Response, SBS Publishers & Distributors Pvt.Ltd.
- Sinha Prabhas C: Disaster Management Process Law & Strategy, SBS Publishers & Distributors Pvt. Ltd.
- Sinha Prabhas C: Disaster Relief, Rehabilitation & Emergency Humanitarian Assistance, SBS Publishers & Distributors Pvt. Ltd
- Upadhyay, Lalit (2007) Women in Indian Politics, Panchculla: Better Books.
- Vernooy, Ronnie (2006), Social and Gender Analysis in Natural Resource Management, Sage Publications, New Delhi.

Name of Course	:	Social Policy, Planning and Development
Core Course	:	A161002T
Learner's Objectives	:	Building an insight to social policy and social planning. Understanding the concept of welfare state and social justice as prime focus of social legislations. To learn about social, sustainable and human development, its approaches, objectives and its various indicators.
Learner's Outcomes		Able to build an insight to social policy and social planning. Able to understand the concept of welfare state and social justice as prime focus of social legislations. Able to get clear view of social, sustainable and human development as a people centred approach and its various dimensions.
Course Content		
Unit 1	:	**Introduction to Social Policy**
		Social Policy: Concept, Meaning, Definition , Objectives, Determinants and Sources, Social Policy Approaches Social Policy: Theories and Models
Unit 2	:	**Understanding Social Policy**
	:	Social Policy and Related Concepts: Public Policy, Economic Policy and Social Welfare Policy
	:	Policy Implementation and Evaluation
	:	Social Policy Relating to Social Issues: Health, Education, Housing, Environment, Unemployment, Poverty
	:	Social Policy Relating to Vulnerable Groups: Children, Women, Senior Citizens, Youth, Backward Classes and Differently Abled

Unit 3	:	Introduction to Social Planning
		Social Planning: Concept, Meaning, Definition, Objectives, and Scope Social Planning: Models, Process and Functions Approaches to Social Planning: Sectorial Planning Approach, Area Development Approach and Integrated Development Approach. Levels of Social Planning: Micro, Meso and Macro
Unit 4	:	Understanding Social Planning
		Social Planning Components: Spatial, Economic, Social and Administration Concept of Planned Development and NITI Ayog. Contributions of Five Year Plans in Social Planning Major Pitfalls of Social Planning, Social Planning
Unit 5	:	Dimension of Development
	:	Development : Concept, Meaning, Objectives and Indicators Human Development UNDP and Human Development Indicators and Social Capability Index Sustainable Development: Goals and Conventions

Core Readings:

- Adams, Robert (2002), Social Policy for Social Work, Palgraved Mac-Millan, Basingstock
- Ahmad Shamshad and Nafees Ansari (2005), "Planning Commission: Fifty Five Years of Planned Development and Social Sector", Indian Journal of Public Administration, Vol LL 03, July-Sept 2005
- Antony, M. J., (2000): Social Action through Courts: Landmark Judgments in Public interest Litigation, New Delhi: Indian Social Institute.
- Bhartiya, A. K. (2010). Introduction to Social Policy. Lucknow: NRBC
- Bhartiya, A. K., and Singh, D. K. (2010). Social Policy in India. Lucknow: NRBC
- Biju, M. R (2005) Human Rights in a Developing Society, New Delhi: Mittal Prakashan
- Bowring, F. (2000). Social Exclusion: Limitations of the Debate. Critical Social Policy, 20, 307-330
- Daly, M. (2006). Social Exclusion as Concept and Policy Template in the European Union. Belfast, UK: Queen"s University.
- Foster, J. (2000). Social Exclusion, Crime and Drugs. Drugs: Education, Prevention and Policy, 7, 317-330.
- Foster, J. (2000). Social exclusion, crime and drugs. Drugs: Education, Prevention and Policy, 7, 317-330.
- Gangrade, K. D. Social Legislation in India (Vol-1 & Vol.2), Delhi: Concept Publishing Company.
- Gaur, K.D. (2002): Criminal Law, Criminology and Criminal Administration. New Delhi: Deep and Deep Publications.
- Hill, M. (2003). Understanding Social Policy. Oxford. Blackwell Publishing
- Horsell, C. (2006). Homelessness and Social Exclusion: A Foucauldian perspective for social workers. Australian Social Work, 59, 213-225.
- Jacob, K.K. (Ed.) (1992) Social Development Perspectives, Udaipur: Himanshu Publications.
- Kabra Kamal Nayan (2004) Development Planning In India: Exploring an Alternative Approach Indian Institute of Public Administration, New Delhi
- Kenyon, S. (2003). Understanding social exclusion and social inclusion. Municipal Engineer, 156, 97-104.
- Kulkarni, P. D. 1979 Social Policy and Social Development in India, Madras: Association of Schools of Social Working India
- Labonte, R. (2004). Social Inclusion/Exclusion: Dancing the Dialectic. Health Promotion International, 19, 115-121

- Rastogi P. N. (1992) Policy Analysis and Problem-solving for Social Systems, Sage Publications, New Delhi.

Additional Readings:

- Crocker, J., Major, B., & Steele, C. (1998). Social Stigma. In D. T. Gilbert, S. T. Fiske, & G. Lindzey (Eds.), The hand-book of Social Psychology (Vol. 2, 4th ed., pp. 504- 553). Boston, MA: McGraw-Hill.
- Crowther, C. (2002). The Politics and Economics of Disciplining an Inclusive and Exclusive Society. Social Policy Review, 14, 199-225
- Gaur K. D. (2004) A Text Book on the Indian Penal Code, Delhi: Universal Law Publication Co.
- Gillies, V. (2005). Meeting Parents Needs? Discourses of "support" and "inclusion" in family policy. Critical Social Policy, 25, 70-90.
- Goffman, E. (1963). Stigma: Notes on the management of spoiled identity. Englewood Cliffs, NJ: Prentice Hall.
- Jones, E. E., Farina, A., Hastorf, A. H., Markus, H., Miller, D. T., & Scott, R. A. (1984). Social stigma: The psychology of marked relationships. New York, NY: Freeman.
- Kort, F. (1986). The politics of ostracism. Ethology and Sociobiology, 7, 367-377.
- Koskenniemi, M. (2009). International law as sociology: French "solidarism" 1871-1950. In M. Koskenniemi (Ed.), The gentle civilizer of nations: The rise and fall of international law 1870–1960 (pp. 266-352). Cambridge, UK: Cambridge University Press.
- Mahajan, G. (Ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press
- Midglet James O. (2008) The Handbook of Social Policy, University of California.
- Mohanty Manoranjan (Ed) (2004) Class, Caste and Gender, Sage Publication, New Delhi.
- Sharma P. N. (1993), Social Planning: Concepts and techniques, Print house, Lucknow
- Sharma, Arvind (2005), Reservation and Affirmative Action, Sage Publications, New Delhi.
- Shukla, B. M. (1998): Law and Social Welfare. New Delhi: Rawat publications.
- Strang, H., & Braithwaite, J. (2001): Restorative Justice and Civil Society. Cambridge University Press.
- UNDP (2007/8) Human Development Report. Fighting climate change: Human Solidarity in a Divided World, UNDP, and New York.

Elective Course (Specialisation Based)

Name of Course	:	**Labour Legislation and Social Security**
Course Number	:	A161003T
Course Code	:	LLSS
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	Understand labour legislation and the different areas of legislation. Gain knowledge about labour legislation and develop skills to deal with legislative function. Improve insight about social security and various legislative functions.

Learner's Outcomes		Able to understand labour legislation and the different areas of legislation. Able to gain knowledge about labour legislation and develop skills to deal with legislative function. Able to improve insight about social security and various legislative functions.
Course Content		
Unit 1	:	**Understanding Growth of Protective Labour Legislation** Labour Legislation: Meaning, Need, Principle and Scope, Growth of Labour Legislation in India before and after Independence. Factory Act 1948: Objectives and Salient Features Mines Act, 1952: Salient Features, Objectives and Provisions. Plantation Act, 1951: Salient Features, Objectives and Provisions.
Unit 2	:	**Industrial Relation Legislations** Apprentice Act, 1961: Salient Features, Objectives and Provisions. The Contract Labour (Regulation and Abolition) Act, 1970: Salient Features, Objectives and Provisions. The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959
Unit 3	:	**Determination of Wage and Bonus** Payment of Wages Act, 1936: Salient Features, Objectives and Provisions. Minimum Wages Act, 1948: Salient Features, Objectives and Provisions. The Payment of Bonus Act, 1956: Salient Features, Objectives and Provisions.
Unit 4	:	**Understanding Social Security** Social Security: Concept, Objectives, Types and Scope Social Security Provisions for Organized and Unorganized Sector The Workmen's Compensation Act, 1923 The Maternity Benefits Act, 1961.
Unit 5	:	**Social Security Provisions** The Employee State Insurance Act, 1948, The Employee's Provident Funds and Miscellaneous Provisions Act, 1952 The Payment of Gratuity Act, 1972 and New Pension Scheme and Family Pension Scheme.

Core Readings:
- Balchandani, K. R. (1977) Labour & Industrial Laws, Mumbai : Jeevan Deep Prakashan Shintre, V. P. (1979) Hand Book on Labour Laws : Labour Law Agency, Bombay
- Ajay Bhola, J.N. Jain. (2009). Modern industrial relations and labour laws. Regol Publications.
- Arun Monappa. (1989). Industrial relations. New Delhi: Tata Mcgraw-Hill
- BD Singh. (2010). Industrial relations and labour laws. New Delhi: Excel Books Publications
- Gaur.L. (1986). Trade Unionism and industrial relations. New Delhi: Deep and Deep
- Malik, P.K (2017). Industrial Laws, Vol. 1 & 2. 25th Ed. Lucknow: Eastern Book Company Jain J.N. (2009). Modern industrial relations and labour laws. New Delhi: Regal Publications
- Mamkootam Kuriakose. (1982). Trade unions myth and reality. New Delhi: Oxford University Press.

Additional Readings:
- Singh, B.D. (2010). Industrial relations and labour laws. New Delhi: Excel books
- Tripathi, P. C. & Gupta, C. B. (1990) Industrial Relations & Labour Laws, New Delhi: Sultan Chand & Sons
- Srivastava, K. D. (1982) Law Relating to Trade Unions in India, Ed. 2, Lucknow : Eastern Book Com
- Saiyed, I. A. (2001) Labour Laws, Mumbai : Himalaya Publishing House
- Giri,V.V. (1959). *Labour problems in Indian industry*. Bombay: Asia publishing house. Punekar S. D. etc. (1994): Labour Welfare, Trade Unionism and IR; Ed. 5. Himalaya Publication, Mumbai
- Chakrabarti, B. K. (1974) Labour Laws of India, Calcutta : International Law Book Centre
- Kumar, H. L. (1996) Employers rights under Labour Laws, Delhi: Universal Law Pub. Co.

Name of Course	:	**Community and Public Health**
Course Number	:	A161004T
Learner's Objective	:	To familiarize with the concept community health & public health Developing an understanding about health planning and New horizons of public health. To get introductory knowledge about various health programmes in India and International health organizations
Learner's Outcomes		Able to familiarize with the concept community health & public health Able to Develop an understanding about health planning and New horizons of public health. Able to get introductory knowledge about various health programmes in India and International health organizations
Course Content		
Unit 1		**Introduction to Community and Public Health** Community Health: Concept, Definition, Brief History, Factors Public Health : History, Concept, Definition, Objectives, Principles and Approaches Public Health Administration Social Health, Population and Health, Community Diagnosis.
Unit 2	:	**Health Planning and Health Care** Health Planning in Health Care Health for All Sustainable Development Goals: Targets and Achievements. Telemedicine: New Horizons in Public Health National Health Mission, AYUSH, Medical Tourism.
Unit 3	:	**Relevant Health Programmes** Polio Eradication Program, RNTCP (Tuberculosis), Universal Immunization Programme - Objectives, Initiatives and Achievements. Vector Borne Disease Control Program, Diarrhoea Management Programme: Objectives, Initiatives and Achievements. Sexually Transmitted Disease and HIV/AIDS Control Program. Programmes Related to Control and Prevention of Non-communicable Diseases.

Unit 4	:	**Understanding International Organizations** International Health Organizations - WHO, UNICEF, UNFPA, UNDP. FAO, ILO, USAID, RED CROSS, WORLD BANK Structure, Objectives and Services of Voluntary Health Organizations in India. International Health Regulations.
Unit 5	:	**Public Health and Nutrition** Public Health Nutrition**:** Concept, Meaning, Definition, Deficiency Disorders: Prevalence and Risk Factor Under nutrition: Global and Indian Prevalence of Under nutrition, Risk Factors and Consequences Obesity: Causes, Symptoms, Prevalence and Risk Factors

Core Readings:

- Carol Holtz, Global Health Care: Issues & Policies Jones and Bartlett Publisher, USA 2008.
- F. Douglas Scutchfield, C. William Keck, Principles of Publics Health Practice.
- G.R. Krishnamurthy, A.K. Singh, S. K. Bajpai- Indian Health Scenario (Perspectives and Dimensions) Serial Publication.
- Imrana Qadeer-Public Health in India (2011) Danish Books.
- J. S. Mathur- A Comprehensive Textbook of Community Medicine, CBS Publisher and Distributors 2008
- James F. Mckenzie, Robert R. Pinger, Jerome E. Kotecki, An Introduction to Community Health (Fifth edition) Jones and Bartlett Publisher, USA 2005.
- K. Park, Textbook of Preventive & Social Medicine, Banarsidas Bhanot Publishers Jabalpur India.
- Kumar R. Social and Preventive Health Administration, New Delhi: Ashish Publications. 1992.
- Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004
- Oxfords textbook of Public Health Fifth edition Vol 1,2,3
- Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine New Delhi: CBS Publishers,
- Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
- Surendra Singh, P.D. Mishra, Health and Disease: Dynamics and Dimensions, Lucknow: New Royal Book Company. 2000

Family Centred Social Work

Name of the Paper	:	**Social Work Intervention with Elderly**
Course Number	:	A161005T
Learner's Objectives	:	· Understanding the concept of elderly and gerontology background. · Familiarizing with the issues and available provisions related to elderly. · Gaining knowledge about the skills and strategies of social work intervention with the aged.

Learner's Outcomes		· Able to understand the concept of elderly and gerontology background. · Able to familiarize with the issues and available provisions related to elderly. · Able to gain knowledge about the skills and strategies of social work intervention with the aged.
Course Content		
Unit 1	:	**Introduction to Elderly** Elderly: Concept, Definitions, Characteristics, Meaning and Definition of Gerontology, Evolution of Gerontological Social Work in India. Demographical Profile of the Elderly at National and International Level. Psychological and Sociological Theories of Ageing. Changing Roles, Power and Status of Elderly and Guiding Principles of Working with Elderly.
Unit 2	:	**Needs and Problems Faced by Elderly** Status of Elderly in Different Family Types in India, Issues of Neglect, Abuse, Violence and Abandonment and Changing Family Norms Physical, Mental, Sexual, Emotional Economic, Social and Spiritual Aspects of issues in Elderly. Mental Health Consequences of Ageing: Anxiety, Depression, Suicide Tendencies and Dementia. Issues Related to Social Security, Pension, Housing, Division of Property and Caring for the Elderly.
Unit 3	:	**Provisions Regarding Welfare of Elderly** Constitutional and Legal Safeguards for Elderly and International Concerns. National Policy on Older Person, 1999, Maintenance and Welfare of Parents and Senior Citizen Act, 2007 Supportive Roles of National and International Organizations, Facilitative Role of Civil Society and Community Based Approached in Age Care.
Unit 4	:	**Services to Older Persons** Intervention in Improving Well-being and Quality of Life Counselling and Guidance Services for Preparation of Old Age Lifestyle Management and Retirement Plan Programme, Grief Counseling. Livelihood and Family Related Interventions, Community services, Self help/support Groups of the Elderly as well as Care Givers, Institutional Services for the Elderly.
Unit 5	:	**Intervention with Elderly** Government Welfare Programmes and Schemes for Older Person Role of Not-for-Profit Organization and Community Groups towards older person Role of Social Work Profession in Caring for Elderly, Social work Intervention in Hospice and Palliative Care

Core Reading:
- Butler, Robert Lewis, Myrna (1982) Ageing & Mental Health, London: C. V. Mosby Com Publication.
- Dhillon, Paramjeet Kaur (1992) Psycho Social Aspects of Ageing in India, Delhi: Concept Publication.
- Gurumurthy, K. G. (1998) The Aged in India, New Delhi: Reliance Publishing House.
- Hooyman, N. R., & Kiyak, H. A. (2011). The Growth of Social Gerontology. In Social Gerontology: A Multidisciplinary Perspective (9th ed., pp. 3-42). Boston, MA: Pearson Education.

- Ian, S. (2000). The Psychology of Ageing. Jessica Kingsley Publish.
- Kane, M., Lacey, D., & Green, D. (2009). Investigating Social Work Students' Perceptions of Elders' Vulnerability and Resilience. Social Work in Mental Health, 7(4), 307-324.
- Min, J. W. (2005). Cultural Competency: A Key to Effective Future Social Work with Racially and Ethnically Diverse Elders. Families in Society, 86(3), 347-358
- Moody, H.R. (2009). The Moral Economy of Retirement. Generations, 33(3), 27-33.
- Morgan. K., Weisz. & Schopler. (1993). Introduction to Psychology. New York: Tata McGraw Hill
- Phillips, Judith et al : Social Work with Older People (4th edition) New York , Palgrave McMillian
- Shah. V.P.(1993),The Elderly in Gujarat,(Project report),Ahmadabad: university, Department of Sociology
- Sharma, M. L., Dak, T. M. (1987) Ageing in India, New Delhi.
- Timothy, Brubaker (1990) Family Relationships in Later Life, California: Sage Publication Wang, D., & Chonody J. (2013). Social Workers" Attitudes toward Older Adults: A Review of the Literature. Journal of Social Work Education, 49(1), 150-172.

   Additional Readings:
- Brubaker Timothy (1990) Family Relationships in Later Life, California : Sage Publication
- Ginn, Jay., and Arber, Sara., (1991). Gender, Class and Income Inequalities in Later Life. The British Journal of Sociology.; 42(3), Sept: 369-396.
- Medicare Anonmyous Social Security Bulletin, 2005 Research Library, Core. 35.
- Moneer Alam, (2004). "Ageing, Old Age Income Security and Reforms: An Exploration of Indian Situation", Economic and Political, Weekly, 14th August.
- Nair, P.S., (1989-90) "Aging Social Economics; Health Status of the Elderly in Asia: A Case Study in Rural Indian ", Journal of Social Research, vol. 32 & 33 (1 & 2).
- P.C. Sikligar, (2002). "Social Security for Rural Poor A Conceptual Frame Work Indian Journal of Public Administration", vol. XL VIII, No. 3 July-September.
- Pravin Visaria, (2001). "Demographics of Ageing in India", Economic and Political Weekly, June 2.
- Rajan, S.I., Mishra and Sarma, (1995). An agenda for National Policies on Aging in India, Research and Development Journal, vol. 1 (2).
- Rajeev Ahuja (2003). "Old-Age Income Security for the Poor", Economic and Political Weekly, September 13,
- Ramamurti P.V., Jamuna D., (Ed.), (2004). Hand Book of Indian Gerontology, New Delhi: Serials Publications.
- S. Irudaya Rajan, Gayathri Balagopal (2017). Elderly Care in India: Societal and State Responses New Delhi: Springer Publication.
- Suresh Chandra, (2001). Hale & Hearty Every After Fifty, Delhi: Pustak Mahal,
- Tattwamas Paltasingh (2015). Caring for the Elderly: Social Gerontology in the Indian Context New Delhi SAGE India
- Vijaykumar S., (1991). Family Life and Socio-Economic Problems of the Aged, Delhi: Ashish Publishing House.
- Vineeta Pai, (2000). Coping with Retirement, NESCO Club. Naganur: Karnataka, India.

   Community Centred Social Work

Name of the Paper	:	**Social Work Intervention with Tribal Community**

Course Number	:	A161006T
Learner's Objectives	:	· Understand the basics of Tribal communities. · Know the demographic and geographic distribution of Tribal communities. · Develop an insight to the various problems related to Tribal Development
Learner's Outcomes		· Able to understand the basics of Tribal communities. · Able to know the demographic and geographic distribution of Tribal communities. · Able to develop an insight to the various problems related to Tribal Development

Unit I	:	**Understanding Tribal Development** Tribal Development: Concept, Meaning, Definition, Characteristics and Needs Approaches and Perspectives to Tribal Development: Assimilation and Integration; Environmental, Gandhian Perspectives, MADA and Mini MADA Tribal Development Model: WADI, WAYANOD and Tribal Sub-plans Tribal Development Movement in India
Unit II	:	**Problems and Issues of Tribal Development:** Social Problems: Social Exploitation, Migration, Communication, Illiteracy, Early Marriage Challenges in relation to Culture and Traditions Economic Problems: Poverty, Unemployment, Bonded Labour, Surface Transport Roads and Land alienation Projects, Land Mafia and Displacement, Challenges of Unity and Faction Health Problems: Malnutrition, Sickle Cell Disease, Skin Diseases, Safe Drinking Water and Sanitation, Women's Health, HIV/AIDS
Unit III 3	:	**System and Administrative Development** Tribal Economic System: Tribal and Forest Economy, Forest Goods, Goods Exchange Method (BARTER), Joint Forest Management Tribal Political System: Traditional and Current Power structure and Impact of 73rd Amendment Administrative Structure: Structure and Functional Mechanism at Central, State and District National Commission for Scheduled Tribes, Tribal Cooperative Marketing Development Federation of India, Tribal Research Institute
Unit IV	:	**Policies and Programmes** Tribal Development Policy in India Tribal Development Programmes: IRDP, JRY, PMRY, TRYSEM, VKY, Eklavya Model Residential School Programme Role of Bureaucracy and NGO in the Implementation of Tribal Welfare Scheme Role of Five Year Plans and NITI Ayog in Tribal Development
Unit V	:	**Social Work Intervention with Tribal Community** Social Work Intervention Strategies for Tribal Communities Application of Social Work Methods and Role of Social Worker Ethics adopted to Solve Tribal Problems Role of Voluntary Agencies in Rural and Tribal Development

Core Readings:

➢ Puttaraja(2018) policies and Programmes for tribal Development in India, Germany: Lamnert Academic Publication.
➢ Raha.M.K., Coomar.P.C.(2004) Tribal India: Problem, Development Prospect, New Delhi: Gyan Publication House.
➢ Sita Toppo. (1979). Dynamics of Tribal Development in India. New Delhi: Classical Publishers.
➢ Smith Howard Dean (2000) Modern Tribal Development, New York: Rowman and Littlefield.
➢ Soundra Pundian .M, (2001) Tribal Development: A Case study, New Delhi: Anmol Publication.
➢ Sujatha, K. (1976). Educational Development among Tribes. New Delhi: South Asian Publishers Pvt. Ltd.
➢ Sukant, K. Chaudary & Somendra Mohan Patnaik. (2008). Indian Tribes and Main Stream. New Delhi: Rawat Publications.
➢ Surya Kumari,C.(1990). Tribal Development and Financial Institutions in India. Allahabad. ☐ Tara Patel. (1984). Development of Education among Tribal Women. Delhi: Mittal Publications.

➢ Thomas K.Jhon.(2005)Human Rights of Tribals, New Delhi: Isha Book Publication
➢ Thripathy,S.N. (Ed) (1998). Tribals in India: The Changing Scenario. New Delhi: Discovery Publishing House.
➢ Tiwari, S.K. (1998). Antiquity of Indian Tribes. New Delhi: Sarup and Sons Publications.
➢ Varrier Elwin. (1973). The Aboriginals. Bombay: Oxford University Press.
➢ Vedamani Manuel, N. (1973). Studies in Education. Thiruvananthapuram. University of Kerala.
➢ Verma.M.M(1996) Tribal Development in India, New Delhi: Mittal Publication.
➢ Vidyarthi, L.P. (Ed). (2005). Applied Anthropology in India. New Delhi: Kitab Mahal.
➢ Vidyuth Joshi. (Ed.) (1998). Tribal Situation in India. New Delhi: Rawat Publication.

Additional Readings:

➢ Govt. of India (1983). Reports of the Commissioner for Scheduled Castes & Scheduled Tribes. New Delhi: Ministry of Home Affairs
➢ Gupta G.P, Usha Singh (2007) Changing Character of Tribal Enviornment. Jaipur: Ritu Publication, 2007
➢ Khurana, G.K. (1978). Approach to Education of Scheduled Tribes. The Education Quarters. Vol. XX. No. 1
➢ Madan, T.N. (1952). The Education of Tribal India. Eastern Anthropologist. 5:4, PP. 179-82. Panwar, Ramesh (2011) Tribes and the Indian Society: An Impact of Tribal Development. Signature Books International,
➢ Sharma,K.R.(1983). Teaching the Tribal Chidren. Educational Quarterly.Vol.XXV,No .4. P. 26.
➢ Vidhyarthi, L.P. (1955). Education in Tribal Bihar. Man in India. Vol. 35, No.1, Ranchi: PP. 39-45.

Name of the Course	:	**Human Rights and Criminal Justice System**
Course Number	:	A161007T
Learner's Objectives	:	· Acquiring knowledge about human rights, police and judiciary. · Understanding the salient features of correctional administration and prisons. · Knowing the victims related principles, rights and legal procedures.
Learner's		· Able to acquire knowledge about human rights, police and judiciary.

Outcomes		· Able to understand the salient features of correctional administration and prisons. · Able to know the victims related principles, rights and legal procedures.

Course Content

Unit 1	:	**Indian Perspective on Human Rights** Human Rights: Meaning, Nature and Definition. Indian Constitution and Human Rights: Preamble of Constitution, Meaning: Rule of Law. Fundamental Rights,Directive Principles of State Policy , Fundamental Duties Established in Indian Court. National Human Rights Commission (NHRC) in India, State Huma Rights Commission in India and Human Rights NGOs.
Unit 2	:	**Human Rights and Police** Human Rights in Policing: Rights of Arrested, Accused Persons- Rights of Person under Preventive Detention. Law Enforcement and Human Rights(HRs) Violations: Illegal Detention and Torture in Custody – Fake Encounter Killing. Benefits of Practicing in Human Rights in Policing. UN Convention Against Torture- Code of Conduct for Law Enforcement Officers.
Unit 3	:	**Human Rights and Judiciary** Human Rights in Court: Right to Bail- Bail on personal Bond – Other Instances where Bail must be Granted. Right Guaranteed for a Fair Trial - Free Legal Aid. Cases to be Tried by Women Judges- In Camera Trial. Writ of Habeas Corpus – Right to Appeal.
Unit 4	:	**Human Rights and Correctional Administration** Human Rights in Correctional Administration: Rights of Prisoners- Rights of Juveniles in Conflict with Law in India. Human Rights Violations in Prisons: Problem of Under-trial Prisoners in Rights Perspective. Social Work Mandate for Human Rights: General Principle in the NASW, 2000A. United Nations Standard Minimum Rules for the Treatment of Prisoners.
Unit 5	:	**Human Rights of Victims** United Nations Declaration on the Basic Principles of Justice to Victims of Crime and Abuse of Power, 1985- A Human Rights Perspective. Rights of Victims and Witness: Representation by a Lawyer of Choice- Recording Statement of Rape Victim - Right to Appeal by the Victim. Rights Based Treatment of Victims in the Administration of Justice. Compensation to Victims of Crime and Abuse of Power: When a Person is a Victims of Police Brutality – When a Person is Victim Someone other than the Police; Victim Compensation Scheme - Sec 357 A CrPC.

Core Readings

➢ Baxi, U. (2002), The Future of Human Rights. Oxford University press, New Delhi
➢ Borgohain, B. (1999), Human Rights – Social Justice and Political Challenges. Kanishka Publishers, New Delhi
➢ Desrochers, J. (1987), India"s Search for Development and Social Justice: Analysis of Indian Society, The Development Debate. CSA Publications, Bangalore
➢ Gangrade, K.D.1008. Social Legislation in India Vol. 1 & 2, Concept Publishing Co. New Delhi.

- Iyer, Krishna V.K.2007. Social Justice; Sunset or Dawn. Eastern Book Company, Lucknow, ☐ Kothari S. & Sethi H (Ed) 2001. Rethinking Human Rights, Lokayan.

- Lyer V.R.K. (1980). Some Half-Hidden Aspects of Indian Social Justice, Eastern Book Co., Lucknow.

   Additional Readings

- Mahajan, G. (ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press
- Naseema, C. (2002), Human Rights Education: Conceptual and Pedagogical aspects. Kanishka Publishing House, New Delhi
- Nirmal, C.J. (1999) Human Rights in India – Historical, Social and Political Perspectives. Oxford University Press, Delhi
- Rehman, K. (2002), Human Rights and the Deprived. Commonwealth publishers, New Delhi
- Subramaniam, S (2007) Human Rights- International Challenges, Manes Publications, New Delhi.
- Waghmare, B,S, (2001), Human Rights – Problems and Prospects. Kalinga Publications, Delhi.

Master Thesis

Name of the Course	:	**Dissertation/ Major Research Project**
Course Number	:	A161008R
Learner's Objectives	:	· To develop ability to initiate and conduct research. · To develop the research skills of identifying and selecting a research area and preparing research proposal. · To develop skills of doing literature review and steps of research methodology. · To be 70amiliarized with the process of data analysis and report writing. · To understand ethical consideration of research.
Course Outcomes		· Able to understand how to initiate and conduct research. Able to understand the research skills of identifying and selecting topic for research Able to understand skill of doing literature review and data collection and accompanying drawbacks. Able to understand different steps in conducting research and associated limitations. · Able to do data analysis and report writing. · Able to understand ethics involved in research
Course Contents		

Description		In addition to theory courses and Social Work Practicum, each student shall be required to undertake an independent research work and prepare a dissertation based on primary data, during the 4th Semester. The topic of such research dissertation shall be relevant and shall be finalized only after the Department approves the same.
		b. Each student shall be supervised in their research dissertation by faculty member from the Department. No faculty member shall be permitted to supervise more than fifteen (15) MSW students, in their research dissertation, in an academic year. Periodic individual conference, related to research dissertation of each student, shall be conducted by the field work teacher/supervisor. The teacher/supervisor may also conduct group conference, of students placed under his/her supervision.
		Each student shall be required to take part in Class Room Presentations in the context of research dissertation. Assignments regarding such presentations shall be related to the research methodology and tools of research being developed by the student. The student who fails to take part in such class room presentations shall forfeit the marks earmarked for such activity.
		Such dissertation shall be based on quantitative or qualitative research methods. However, a mixed-method approach, making use of both quantitative and qualitative data is also permissible. The sample size for quantitative research shall not be less than 50 respondents. Not less than 225 hours shall be spent by the student for such research dissertation. Independent passing in Research Dissertation is mandatory for passing the 4th Semester.
		It shall be mandatory for each student to appear for an External Viva Voce in Research Dissertation during the 4th Semester. Such external evaluation and viva voce shall be conducted by an external examiner appointed by the Board of Studies of the Department.
Internal	:	Dissertation assessment marks (both internal and external) shall be awarded keeping in view the following break-up –
		Periodic Individual Conference
		Periodic Group Conference
		Class Room Presentation
External		Dissertation Evaluation
		Dissertation Based Viva Voce

Core Readings:

- Gupta, S.C., 2012, Fundamentals of Statistics, 7th revised ed., Himalaya Publishing House, New Delhi.
- Kothari, C. R., 2004, Research Methodology –Methods and Techniques, 2nd ed.,
- Kumar, R., 2006, Research Methodology, 2nd ed., Pearson Education, New Delhi.
- Laldas, D. K., 2000, Practice of Social Research, Rawat Publication, New Delhi.
- Nicholas Walliman, 2004. Your Undergraduate Dissertation: The Essential Guide for Success (SAGE Study Skills Series). 1 Edition. SAGE Publications Ltd.
- University of Warwick, 2010. Dissertation Guidelines for Undergraduate Study. Available: http://www2.warwick.ac.uk/study/cll/currentstudents/undergraduatemodule s/ce302dissertatio n/dissertation_guidelines_2010.pdf.

Name of Course	:	**Block Placement / Internship**
Course Number	:	A161009P
Learner's Objectives	:	· The learner use her/ his skills and knowledge in the area of interest and understand the day today activity in a social work field · The learner develops to integrate learning and generate newer learning by participation through intervention process · The learner acquiring the knowledge about the direct practice with the client system.
Learner's Outcomes	:	The learner able to use her/ his skills and knowledge in the area of interest and understand the day today activity in a social work field · The learner able to developed to integrate learning and generate newer learning by participation through intervention process · The learner able to acquire the knowledge about the direct practice with the client system.
Description	:	Internship is mandatory one of the important components of social work practicum, wherein after the completion of the required field work, an opportunity is provided to the learner to strengthen his/her skill and knowledge base in his/her area of interest. Summer Internship / Block Placement aims to provide an opportunity to experience day-to-day work in a social work setting. The learner gets involved with direct practice with the client system and with the on-going management operations of the setting. It also enables learners to integrate learning and generate newer learning by participating in the intervention processes over a period of **4 weeks (one month)** continuously, in a specific agency. Internship / Block Fieldwork are provided at the end of 3rd semester, after the end of the examinations of the 3rd semester of the post graduate programme. Although it is an optional activity, all students should be encouraged to take up Internship / Block Placement. The student shall be placed in an agency of their choice, which could be a non-government organization, government organization, social movement, or advocacy group depending upon the students" choice as far as possible, after they complete the 3rd Semester. A student has to start the Summer Internship / Block Placement on the date specified by the Department in the placement letter. Any unreasonable delay in joining Summer Internship / Block Placement or discontinuation will be treated as misconduct. If a student leaves Internship / Block Placement agency without prior approval of agency and/or Department or if his/her performance is found to be unsatisfactory, then he/she will has to repeat the Internship / Block Placement. However, it shall be obligatory on the part of the department, where the student is pursuing his/her studies, to issue a certificate to those students who successfully complete such Internship / Block Placement to that effect, provided the student produces such internship completion certificate which is issued by the agency.