Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur (C.G.)

Scheme and Syllabus

of

M.S.W.

Program Code: MSWR125

Semester System for affiliated college
(As per LOCF and credit system)

w.e.f. 2023-2024

(As approved by AC and EC meetings held on 16.08.2023 and 18.04.2023 respectively)

Master of social work (Semester Pattern)
Scheme of Evaluation for Practicum/Field Work/Project/Dissertation (From Session 2023-24)

Semester – I	Practicum/Field work/Project/Dissertation	Marks Distribution		Total
		Internal Examiner	External Examiner (Report Evaluation/ Viva-voce)	
	Agency Visit	25	25	50
	Concurrent Field Work	25	25	50
	Total	50	50	100

Note :- A student required to spend a minimum of 6-8 Hour per week for field work.

Semester – II	Practicum/Field work/Project/Dissertation	Marks Distribution		Total
		Internal Examiner	External Examiner (Report Evaluation/ Viva-voce)	
	Rural Camp	25	25	50
	Internship	25	25	50
	Total	50	50	100

Note :- Rural Camp should be conducted for one week and Internship should be conducted for 15 days.

CQa .

Dr. Tara Sharma

Master of Social Work

Program Code: MSWR125

Regular	Course Code	Subject Name	Total Marks	
			Max	Min
MSW First Semester	MSW 101	Social Work History and Ideology	100	36
	MSW 102	Human Growth and Development	100	36
	MSW 103	Working with Individuals	100	36
	MSW 104	Working with Group	100	36
	MSW 105	Practicum/ Field work	100	40
		Subtotal	**500**	
MSW Second Semester	MSW 201	Social Work Research	100	36
	MSW 202	Social Policy Planning & Welfare Administration	100	36
	MSW 203	Working with Community	100	36
	MSW 204	Elective: NGO Management & Disaster Relief Services	100	36
	MSW 205	Elective: Communication for social work	100	36
	MSW 206	Elective: Sociology of social work	100	36
	MSW 207	Practicum/ Field work	100	40
		Subtotal	**500**	
Total			**1000**	

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Part A : Introduction				
Program: MSW- 125	Semester : I		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 101			
2.	Course Title	Social Work History and Ideology			
3.	Course Type	Theory			
4.	Pre-requisite (if any)				
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** - After studying this course, students will be able to understand the basic concept and philosophy of social work. - Students will understand the History and Ideology of social work, both in India and the west. - Students will have insights into the origin and development of Ideologies and Approaches to social work. - Students will develop Skills to understand contemporary reality in its historical context. - Students will understand the Professional social work, ethics, Social service, security, policy, Social movement and reform tradition in India.			
6.	**Credit Value**	04			
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**	

CQ.

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	Topics	Total Hours
I	Meaning, Objective, Value, Role, Field and Scope of Social Work. Functions of social work- welfare v/s development orientation. Concept and philosophy of social work.	12
II	Social work as a profession – professional image of social work in India, Reasons for the slow development of social work as professional in India. Social service, security, policy, and reform tradition in India – ancient period, medieval period, modern period.	12
III	Social movement – land reform, green revolution, dalit movement, sarvoday movement. Gandhian approach to social work.	12
IV	History of social work – England, U.S.A. and India.	12
V	Approaches and Model of social work – charity approach, welfare approach, system approach, developmental approach, radical approach, ecological approach and integrated approach, right based approach, empowerment approach.	12

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Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:
1. Singh, V.N. and Singh, Janmejay (2005) – Social Movements in India, Rawat publication.
2. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.
3. Pandey, Baleshwar (2018) – Principles and Methods of Social Work, Rawat Publications.
4. Chowdhari, Anil Kumar – Introduction to Social Work, J. P. H. Publications.
5. Joshi, Dr. Om Prakash – Social Change in India, Vishva Bharti Publications.
6. Mishra, P.D.– History, Philosophy and Methods of Social Work, New Royal Book Centre.

Reference Books:
1. Wadia, A.R.(1961) – History and Philosophy of social work in India, New Delhi Alied publishers.
2. Desai, Murali (2006) – Ideologies and social work- Historical and Contemporary Analyses, Rawat Publications New Delhi.
3. Diwakar, V.D. (1991) – Social Reform movements in India: A historical perspective, Bombay, popular prakashan.

E- Resources
1. https://aviskaar.sxccal.edu/Aviskaar/Aviskaar2021_Paper7.pdf
2. https://www.socialworkin.com/2022/01/history-of-social-work-in -united-kingdom.html
3. https://egyankosh.ac.in/bitstream/123456789/17108/1/unit-1.pdf
4. https://www.socialworkin.com/2022/01/nature-scope-goal-and-functions-of-html
5. https://onlinedegrees.unr.edu/blog/social-work-theories-and-methods/
6. https://www.britannica.com/topic/social-service
7. https://www.drishtiias.com/to-the-points/paper3/green-revolition
8. https://unacadmy.com/content/upsc/study-material/sociology/dalit-movement/
9. https://byjus.com/free-ias-prep/sarvodaya-movement/

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Part A : Introduction				
Program: MSW- 125	Semester : I		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 102		
2.	Course Title	Human Growth and Development		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • This course will develop understanding in the students about Human Growth and Development, all the physical and mental changes that take place from human birth to old age. • After studying this course, students will be able to understand the Care during Pregnancy and Child Birth – Physical, Psychological and Emotional Aspects. • This course provides students to the basic and conceptual knowledge about the Theories of Human Development; Freud's Psycho – Sexual Theory; Erickson's Psychosocial Theory, Alfred Adler's Theory, Kurt Lewin, Karl Rogers's theories. • This course also offers employment opportunities to the learners in the Women & Child development department, Hospitals, NGO's, Aanganbadi etc. • This course also helps to qualify the NET/JRF/SET and other competitive examinations.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

CQ.

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	**Topics**	**Total Hours**
I	Concept of development – Meaning, Process, Growth, Maturation, Basic Human needs, Difference between Growth and Development.	12
II	Personality – Meaning, Definition, structure, Dynamics & Determinants. Motivation & Behavior ; Stress & Modes of Adaptation, Factors Influencing personality Development: Heredity Environment and Process of socialization of the child.	12
III	Theories of Human Development; Freud's Psycho – Sexual Theory; Erickson's Psychosocial Theory, Alfred Adler's Theory, Kurt Lewin, Karl Rogers's theories.	12
IV	Human Growth and development: Stage I Prenatal Development; Care during Pregnancy and Child Birth – Physical, Psychological and Emotional aspects of : Infancy Birth and Birth Hazard; Concept of Early Childhood Care and Development (ECCD)- Neonatal care, Breast Feeding and Supplementary food, Effect of Malnourishment, Health Care of infant & immunization, Early Childhood Stimulation and Deprivation, Effective Parenting and ECCD; Personality Development During Oral, Anal, Oedipal and Latency Stages of Life Cycle.	12
V	Human Growth and Development: Stage II – Puberty, Adolescence, Adulthood and Middle age, Old age; Physical, Emotional, Social and Intellectual Characteristics and change during Developmental Stages; Personality Structure (Id, Ego and Super Ego); Socio – cultural Factors affecting development, stress and Crises, Reaction to Stress and crisis; Tasks to be accomplished in each stage of Development.	12

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Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:
1. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.
2. Singh, B.K. – Child development in India, adhyayan publication & distributer, Delhi.
3. Babel, Dr. Basantilal – Women and Child law, central law agency.
4. Solanki, Dr. M.K. (2020) – Human Development, Sahitya Bhawan Publication.
5. Agrawal, Dr. Neeta & Tripathi, Dr. Aakansha (2017) – Human Development, Agrawal publication.
6. Sapra, Dr. Rekha (2015) – Human Development an introduction, Hindi book center.

Reference Books:
1. Kali, R.V. and Cavanangh, J.C.(1996) – Human Development, Pacific Grove, CA: Publishing Company.
2. Kakar, S. (1979) – Indian Childhood, Cultural Ideals and Social Reality, Delhi: Oxford University Press.
3. Sigelman, C.K. and Shaffer, D.R. (1995) – Life- span Human development, Pacific Grove, CA: Brooks Cole Publishing Company

E- Resources
1. https://ddceutkal.ac.in/Syllabus/MSW/PAPER-3pdf
2. https://www.geektonight.com/personality-in-organisational-behavior-defination-determinants-nature/
3. https://www.sagepub.com/sites/default/files/upm-binaries/666092_Wong_Chapter_2_.pdf
4. https://study.com/learn/lesson/theories-human-growth-development.html
5. https://www.sciencedirect.com/topics/medicine-and-dentistry/freudian-theory
6. https://www.verywellmind.com/eriksons-stages-of-psychosocial-development-2795740
7. https://www.simplypsychology.org/alfred-adler.ht,l
8. https://whatfix.com/blog/lewins-change-model/
9. https://www.structural-learning.com/post/carl-rogers-theory
10. https://hi.triangleinnovationhub.com/5-stages-personality-development-explained

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Part A : Introduction				
Program: MSW- 125	Semester : I		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 103		
2.	Course Title	Working with Individuals		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • Students will be able to understand Social Casework as a Method of Social Work, and appreciate its place in social work practice. • Students will be able to understand the values and Tools of working with Individuals and Families. • Students will develop ability to critically analyze problems of individuals and families and factors affecting them. • Students will increase the basic concepts, tools and techniques in working with individuals and families in problem- solving and in developmental work. • It will develop to appropriate skills and attitudes to work with individuals and families.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	**Topics**	**Total Hours**
I	**Social Casework as a Method of Social Work** Concept and Definitions, Components of casework (Perlman's model) Person- client, significant other and collaterals; Problem- need, impaired social functioning; Place- agency, objectives, functions, policies and resources; Process- casework intervention. **Principles of Social Casework Practice** Begin where the client is, Individualization, Purposeful expression of feelings, Controlled emotional involvement, Acceptance, Non- Judgmental attitude, Client self-determination, Confidentiality.	12
II	**Tools of working with Individuals and Families** Intake- record/sheet and the intake interview (client engagement), Casework interview, Home visit- collateral contacts. Recording and its types – narrative, process, problem oriented record keeping (PORK), Subjective – objective assessment plan (SOAP), Case worker – client relationship, Knowledge of resources (networking), Communication – verbal, non- verbal, eye contact, body language. Case presentation as tool of professional development.	12
III	**The process of intervention with client system and target system** Study, Continuous assessment and analysis, psycho- social diagnosis, Intervention, Termination, Follow- up; Case presentation Based on field work practice **Essentials of Working with Individuals and Families** Skills for working with individuals and families, Techniques for working with individuals and families, Qualities in the caseworker.	12
IV	**Models of Casework Practice** Social diagnostic (Richmond), Supportive and modificatory (Hamilton), Problem solving(Perlman), Crisis intervention (Rapp port), Classified Treatment Method (Floence Hollies), Competence based approach (ElleenGrabrill)	12
V	**Approaches :** Functional, behavior modification and task centered. Psycho-analytical Approach, problem-solving Approach, Psycho- social Approach; Crisis Intervention; Team Work Approach **Scope of Casework in Practice** Working with individuals and families in primary and secondary settings, Social casework & counseling – similarities and differences, Limitations of the method	12

Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:
1. Mishra, Dr. Prayagdeen (2013) – Social personal service work, Uttar Pradesh Hindi Sansthan, Lucknow.
2. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.
3. Hamilton, Gordon (2013) –Theory and Practice of Social Case Work, Rawat publication.
4. Upadhyay, R.K.(2010) – Social Casework, Rawat publications.
5. Chalise, Ananta (2021) – Social Casework Practice, Jupiter Publication.

Reference Books:
- Sahni, Bhavya Kumari (2020) – Case work and counseling: Working with Individuals, Shri Chakradhar Publication (pvt) Ltd.

E- Resources:
1. https://www.sweducarebd.com/2017/03/social-casework-method.html
2. https://www.socialworkin.com/2019/12/principles-of-social-case-work.html
3. https://socialwork.pk/tools-in-social-casework/
4. https://csrd.edu.in/web/wp-content/uploads/2019/01/G5-unit-5b-models.pptx
5. https://www.bdu.ac.in/schools/social-sciences/social-work/docs/studymaterials/Social_Case_Work_Practice_or_Working_with_Individuals_UNIT_IV.pdf
6. https://article1000.com/similarities-differences-case-work-counseling/
7. https://www.socialworkin.com/2022/12/4-components-of-social-case-work.html

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Part A : Introduction				
Program: MSW- 125	Semester : I		Year: 2023-2024	w.e. f. : 2023-2024
1.	Course Code	MSW- 104		
2.	Course Title	Social Group work : Theory and Practice		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • Students will get the knowledge of Values and Ethics in Group Work practice, Problem solving and Role of social Worker, Techniques and Skills in Social Group Work. • Students will learn the process of documentation, supervision and team building. • This course will develop awareness about the specific characteristics of Group work and its contributions as a method of social work intervention. • Student will gain knowledge about group formation and Models and Approaches of social group work. • Develop understanding of concepts, dynamics and small group theory in relation to all types of groups, e.g. family, staff, committee, long-term client group.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

COa.

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	Topics	Total Hours
I	**Introduction of Social Group work practice** Social Group Work: Meaning, Definition, Characteristics, Type, significance, Purpose, Principles and Structure. Values and Ethics in Group Work practice	12
II	Group Processes: Group Formation Process- steps and Importance; Worker's Skills in Identifying and Understanding these Processes; Group Dynamics: Bond, Sub – Group, Leadership, Isolation, Guided Group Interaction, decision Making, Conflict, Communication, and Relationship & Cohesion.	12
III	Models and Approaches of social group work.	12
IV	Techniques and Skills in Social Group Work : Program Planning: Concept, Principles, Skills; Techniques for Effective Work/Problem solving, Role of Social Worker in Social Group Work.	12
V	Recording and Termination Phase: Recording in Social Group Work, Principles, structure, Type of recording. Evaluation- Type of evaluation; Need for Termination of Intervention, Type of Termination; skills required of Social Group Work in this phase.	12

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Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:
1. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.
2. Mishra, Dr. Prayagdeen (2017) – Social Group work, Uttar Pradesh Hindi Sansthan, Lucknow.
3. Mishra, P.D. & Mishra, Rohit(2013) – Social Group Work, New Royal Book company, Lucknow.
4. M.D. Dr. Pradeep (2021) – Social Group Work Theory & practice, Notion press.
5. Siddiqui, H.Y. () – Group work theory & practice, Rawat publication.

Reference Books:

E- Resources:
1. https://www.socialworkin.com/2019/11/social-group-work-concept-definition-meaning.html
2. https://www.socialworkin.com/2019/11/Principles-of-social-group-work.html
3. https://www.studocu.com/in/document/sree-sankaracharya-university-of-sanskrit/social-work-in-education/values-and-principles-group-work/40449985
4. https://egyankosh.ac.in/bitstream/123456789/58769/1/Unit4.pdf
5. https://www.cram.com/essay/Values-And-Ethics-In-Group-Work/FKSQH9G644X
6. https://unacademy.com/content/kerala-psc/study-material/social-work/social-group-work-process/#:~:text=The%20%E2%80%9CGroup%20work%E2%80%9D%20process%20is, of%20the%20group%20work%20process.
7. https://www.socialworkin.com/2019/11/group-process-in-social-group-work.html
8. https://www.socialworkin.com/2019/11/Models-of-social-group-work.html
9. https://www.egyankosh.ac.in/bitstream/123456789/50431/1/Block-2.pdf
10. https://www.socialworkin.com/2019/11/social-group-work-skills.html#:~:text=Skills%20establishing%20purposeful%20relationship,effect%20on%20the%20professional%20basis.
11. https://article1000.com/skills-techniques-group-work/
12. https://www.sweducarebd.com/2018/08/recording-in-social-group-work.html
13. https://www.socialworkin.com/2021/04/evolution-of-social-group-work.html

Part A : Introduction				
Program: MSW- 125	Semester : I		Year: 2023-2024	w.e. f. : 2023-2024
1.	Course Code	MSW- 105		
2.	Course Title	Agency visit & concurrent Field work		
3.	Course Type	Practical		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • The Students will get to know about the working methods of NGO's. Student will develop the skills of how to act in the real work area. • To develop work plan in consultation with agency supervisor. • To continue practicing the methods of working with individuals and groups. • To identify and utilize human, material and financial resources • To develop process – oriented skills of working with individuals, families and groups with special reference to social support system.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 25+25=50** **External Marks:25+25=50**		**Min Passing Marks : 40**

Part B : Content of the Course	
Topics	**Description**
Agency visit	As per convenience
Concurrent Field Work	A Student is required to spend a minimum of 6-8 hour per week for field work.

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Master of Social Work

Program Code: MSW- 125

Semester	Course Code	Subject Name	Total Marks	
			Max	Min
MSW First Semester	MSW 101	Social Work History and Ideology	100	36
	MSW 102	Human Growth and Development	100	36
	MSW 103	Working with Individuals	100	36
	MSW 104	Working with Group	100	36
	MSW 105	Practicum/ Field work	100	40
		Subtotal	**500**	
MSW Second Semester	MSW 201	Social Work Research	100	36
	MSW 202	Social Policy Planning & Welfare Administration	100	36
	MSW 203	Working with Community	100	36
	MSW 204	Elective: NGO Management & Disaster Relief Services	100	36
	MSW 205	Elective: Communication for social work	100	36
	MSW 206	Elective: Sociology of social work	100	36
	MSW 207	Practicum/ Field work	100	40
		Subtotal	**500**	
Total			**1000**	

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Part A : Introduction				
Program: MSW- 125	Semester : II		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 201		
2.	Course Title	Compulsory : Social Work Research & Statistics		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • Understand major research strategies, meaning, scope and importance of social work research. • Develop ability to conceptualize, formulate and conduct simple research projects. • Develop skills for use of library and documentation services for research. • This course provides orientation to the basic and fundamentals of the research methodology and methods of social sciences. • By studying this course, learners will adopt scientific outlook and approach of logical inquiries of Social issues.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

CQa.

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	Topics	Total Hours
I	Social Research: Meaning, Objectives & Scope, scientific Method: Concept & Characteristics, Distinction between Social Research & Social Work Research, Type of Social Research – Basic, Applied, Action & Evaluation, Steps in Social Work Research.	12
II	Research Design : Meaning & Type ; Hypotheses: Meaning & Type, Source of data Collection; Primary & Secondary – Observation, Interview, Case Study & Survey;	12
III	Tools of Data Collection; Interview schedule, Questionnaire, Focused Group Discussion & Scales (Bogardus; Likert, Thurston & Sociometric scales), Sampling Techniques: Meaning & Type; Data processing: coding, classification and tabulation	12
IV	Research Report – Contents; Qualities of a good research report, Diagrammatic & Graphic presentation of data (bar chart, pie chart, histogram, polygons, ogive), Application of Computer in Social Work Research.	12
V	Use of Statistics in SWR: Concept, Purpose and Scope of Statistics in SWR; Measures of Central Tendency, Mean, Median & Mode; Measures of Dispersion; Range, Standard Deviation, Mean Deviation, Quartile Deviation ; Correlation; Karl Person & Spearman's Coefficient.	12

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Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:

1. Sharma, Virendra Prakash(2007) – Research Methodology, Panchsheel Prakashan.
2. Mukarjee, Dr. Ravindranath(1996)- Social Research and Statistics, Vivek Prakashan.
3. Baghel, Dr. D.S.(1999) – Social Research, Sahitya Bhawan Publication.
4. Mahajan, Dr. Dharmveer, & Mahajan Dr. Kamlesh(2005)- Methodology of Social Research, Vivek Prakashan.
5. Madan, Dr. G.R.(2005) – Sociology of Change and Development, Vivek Prakashan.
6. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.

Reference Books:

1. Bose, Pradeep Kumar (1995) – Research Methodology.
2. Young P.V.(1977) – Scientific Social Surveys Research Prentice Hall, New Delhi.
3. Weber, M.(1974) –The Methodology of Social Sciences Free Press – Chicago.
4. Bailey, K.D.(1979) – Methodology of Social Research, (Macmillan Free Press, London)
5. Mukherjee, P.N.(2000) – Methodology in Social Research (Dilemma and perspectives Essays in Honour of Radhakrishna Mukharjee) safe, New Delhi.

E- Resources:

1. http://prasko17.blogspot.com/2016/01/definition-scope-social-research.html?m=1
2. https://educerecentre.com/scientific-method/
3. https://www.voxco.com/blog/types-of-social-research/
4. https://www.questionpro.com/blog/research-design/#:~:text=Research%20design%20is%20the%20framework,up%20their%20studies%20for%20success.
5. https://leverageedu.com/blog/research-design/
6. https://byjus.com/physics/hypothesis/
7. https://www.questionpro.com/blog/data-collection-methods/#:~:text=Some%20common%20data%20collection%20methods,experiments%2C%20and%20secondary%20data%20analysis.
8. https://www.simplilearn.com/what-is-data-collection-article#:~:text=What%20are%20data%20collection%20tools,observation%2C%20surveys%2C%20and%20questionnaires.
9. https://byjus.com/maths/sampling-methods/#:~:text=In%20Statistics%2C%20the%20sampling%20method,be%20subdivided%20into%20two%20groups.
10. https://www.lkouniv.ac.in/site/writereaddata/siteContent/202003271604164717neeraj_jain_Graphical_Representation.pdf
11. https://egyankosh.ac.in/bitstream/123456789/63507/2/Unit-16.pdf
12. https://www.techtarget.com/whatis/definition/scientific-method
13. https://www.achieveriasclasses.com/social-survey

Part A : Introduction				
Program: MSW- 125	Semester : II		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 202		
2.	Course Title	Compulsory : Social Policy Planning & Welfare Administration		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • This course Creates an understanding among the student about the Major Social Welfare Policies, structure & functions of The Planning Commission in India, Participants in administration, Social Welfare Administration, Basic Administration process: POSDCORB. • Acquire skills in critical analysis of social policies and development plans. • Develop an understanding of social policy in the perspective of national goals stated in the Constitution, particularly with reference to Fundamental Rights and the Directive Principles of State Policy. • Develop the capacity to identify linkages among social needs, problems, development issues and policies. • Gain Knowledge of policy analysis and the policy formulation process.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

CO.

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	Topics	Total Hours
I	Social Policy: Concept and Scope; objectives; Sources; approaches and models of social policy. Major Social Welfare Policies: National Policies on Education, Housing, Environment, Disabled and Displaced persons.	12
II	Social Planning: Concept; objectives; scope and limitations of Social Planning. Planning as an Instrument of Social Policy. The Planning Commission of India: its structure & functions.	12
III	Participants in administration – the community, the board, the chief executive, the staff and the beneficiaries.	12
IV	Social Welfare Administration: Concept & Scope; Need and objectives. SWA & other concepts: Public Administration, Social Administration and Social Work administration	12
V	Basic Administration process: POSDCORB. Social Welfare Administration in India: At the Central Level: Structure, Functioning, Jurisdiction of the central ministries of Social Justice and Empowerment.	12

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Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:
1. Bhartiya, A.K. & Singh, D.K. (2009) – Social Policy in India, New Royal Book Company.
2. Singh, Dr. V.C.(2022)– Development Planning and Policies, Sahitya Bhavan Publication.
3. Lavanya, Dr. M.M. - Development Policies and Planning, Research publication.
4. Bhattacharya, Sanjay(2006) – Social Work Administration & Development, Rawat Publication.
5. Roy, Sanjay (2016) – Social Welfare Administration : Development and prospects, Discovery publication pvt. Ltd.
6. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.

E- Resources:
1. https://egyankosh.ac.in/bitstream/123456789/87464/1/Unit-1.pdf
2. https://www.socialworkin.com/2021/08/Social-Planning-policy-objectives.html
3. https://www.socialworkin.com/2023/05/the-scope-and-challenges-of-social.html
4. https://heinonline.org/HOL/LandingPage?handle=hein.journals/intsocwk3&div=25&id=&page=
5. https://unacademy.com/content/railway-exam/study-material/polity/structure-of-the-planning-commission/
6. https://rtuassam.ac.in/online/staff/classnotes/files/1624632976.pdf
7. https://www.mbaskool.com/business-concepts/marketing-and-strategy-terms/2443-posdcorb.html

Dr. Tara Sharma

Part A : Introduction				
Program: MSW- 125	Semester : II		Year: 2023-2024	w.e. f. : 2023-2024
1.	Course Code	MSW- 203		
2.	Course Title	Compulsory : Working With Community/ Community Organization		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • This course develops the skills and understanding of working with the community and community organization in the student. • Here the curriculum makes the student aware of the form, feature and issues of rural, urban and tribal community. • This course introduces students to Approaches and models of community organization. • Student can learn and be aware about the social action, community development problem of community leadership • This course develops in Students understanding of how communities can be developed.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

CQ.

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	Topics	Total Hours
I	Community; Sociological Concept of Community; Community in a Social Work Perspective. Rural, urban and Tribal Community: Form, Features and Issues.	12
II	Community Power structure: Concept; Type; Dimensions Relevant to Community Practice. Community Leadership: Meaning; Role; and Problems of Community Leadership.	12
III	Community organization: Meaning, Objective, Principles and Historical Development. Process in Community Organization; Community Development: Meaning: Meaning, Characteristics and Relationship with Community Organization. Program Development: Process, Strategy and Problems.	12
IV	Approaches, Models and Skills of Community Organization; Role of Community Organizer in Community Setting. Evaluation: Concept, Type, Methods and Barriers in Program Evaluation.	12
V	Social Action: Meaning, Objectives, Principles, Strategies, and Approaches, Role of social worker as Social Activist: Campaigning, People's Participation, Negotiating and Legislative Promotion.	12

Dr. Tara Sharma

Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:
1. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.
2. Choudhri, Anil kumar – Social Work Interdisciplinary with Community Organizations, JPH Publication.
3. Varma, R.B.S. & Singh Atul Pratap – Community Organization and Practice, New Royal Book Company Lucknow.
4. Singh, Dr. A. N. & Varma, S. L. – Community Organization, Hariyana Sahitya Akadmi Panchkula.
5. B.S.W.E.- Social Work Intervention with Community and Institutions, Neeraj publication.

E- Resources:
1. https://www.studocu.com/in/document/jamia-millia-islamia/sociology-of-development-and-globalization/the-concept-of-community/21293299
2. https://www.sociologygroup.com/community-meaning/
3. https://www.mgkvp.ac.in/Uploads/Lectures/32/2576.pdf
4. https://www.shaalaa.com/question-bank-solutions/write-short-note-problems-of-urban-community-major-urban-problems_210120
5. https://www.shaalaa.com/question-bank-solutions/write-short-note-problems-of-rural-community-problems-of-indian-rural-community_210119
6. https://unacademy.com/content/upsc/study-material/indian-society/tribal-problems-in-india/
7. https://www.yourarticlelibrary.com/society/indian-society/8-main-features-of-tribal-communities-in-india/39240
8. https://www.sociologydiscussion.com/community/urban-community-important-features-of-urban-community/2282
9. https://www.socialworkin.com/2021/08/what-is-rural-society-and-its-features.html
10. https://www.mgkvp.ac.in/Uploads/Lectures/32/2531.pdf
11. https://egyankosh.ac.in/bitstream/123456789/17218/1/Unit-1.pdf
12. https://www.playerasdeportivas.com/sdbv5/what-are-the-characteristics-of-community-development
13. http://cheamu.blogspot.com/2012/05/role-of-community-organiser-in.html?m=1

Dr. Tara Sharma

Part A : Introduction				
Program: MSW- 125	Semester : II		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 204		
2.	Course Title	Elective : NGO Management & Disaster Relief Services		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • Creates an understanding among the student about the NGO registration, Management, program management, financial resource management. • This course also offers employment opportunities to the learners in the governmental & Non- governmental organization & Industry etc. • Student can get the knowledge of concept, type, impact prevention & management of disaster. • Student can learn and aware about need for Ngo's & disaster relief services. • Develops an understanding of how to apply disaster relief services and concepts to understand environmental& disaster issues.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

CO.

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	Topics	Total Hours
I	Need for welfare and development organizations and their response to societal needs; civil society: concept, functions and limitations; civil society and welfare state; auspices of social welfare services – Governmental and non- Governmental : nature, structure , roles and functions; social welfare services :	12
II	Registration of non – governmental organizations under relevant laws – Firms and Societies Act, Co-operative Society Act and Charitable Trust Act – salient features, provisions and limitations; registrations, process and procedures, constitution, rules and regulations, goals; executive boards and committees;	12
III	Project proposals based on needs and resources; program management; Financial resource management – sources of finance, fund, budgeting and control ; Social auditing, accountability and transparency; understanding conflict, conflict resolution and creating positive climate.	12
IV	Disaster and Development; Disaster – meaning, disaster and level of development; classification / Types of disaster: natural disaster- famine, draught, floods, storms, cyclones, earthquakes; manmade disaster – riots, biological warfare, industrial, military insurgency, eviction; Impact of disaster: physical, economical, spatial, psycho- social;	12
V	Disaster management: pre disaster – prevention, preparation and education; actual disaster short term & long term plan, stress and trauma search, relief, recovery and restoration, resource mobilization; post disaster – rehabilitation and mitigation of negative effects; Intervening Parties: Government organization, voluntary organizations, local groups, community participation, social workers;	12

Dr. Tara Sharma

Part C- Learning Resource
Text Books, Reference Books, E- Resources

Text Books:
1. Abraham, Anita (2015) – Formation and management of NGO's Non- Governmental Organization, Universal Law publication.
2. Kumar, Rajesh (2019) – NGO's in Disaster management, Indian books and periodicals.
3. Chandra, Suresh & Trollope, Anne Karen(2015) – Non- Governmental Organization Origin and development, Rawat publication.
4. Prasad, Brij Kishore, (2010) – Role of NGO's in disaster management, Sumit Enterprises Publication.
5. Pandey, Tejaskar & Pandey, Ojaskar (2015) – Social Work, Bharat Book Center.

E- Resources:
1. https://home.olemiss.edu/~gg/paperhtm/civlsoct.htm
2. https://www.telegraphindia.com/west-bengal/civil-society-and-its-limitations/cid/1281419
3. https://www.sagepub.com/sites/default/files/upm-binaries/52625_ch_9.pdf
4. https://www.geeksforgeeks.org/role-and-functions-of-ngos/
5. https://www.lawinsider.com/dictionary/social-welfare-services
6. https://vakilsearch.com/ngo-registration-online-process
7. https://howtoapplyforgrants.com/resources/financial-management-for-ngos/
8. https://egyankosh.ac.in/bitstream/123456789/25884/1/Unit-16.pdf
9. https://www.careerpower.in/types-of-disaster.html
10. https://www.physio-pedia.com/Disaster_Management

Dr. Tara Sharma

Part A : Introduction				
Program: MSW- 125	Semester : II		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 205		
2.	Course Title	Elective : Communication for Social Work		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • Understand the need and scope of communication in various fields of social work. • Develop the skills to conceptualize, make and use a range of communication media. • Develop the confidence and skills in communicating for public outreach. • Students will learn about the communication skills of social worker. • After studying this course students will be able to learn the use of communication tools and techniques.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	**Topics**	**Total Hours**
I	**Introduction to Communication for Development** 1. Need of communication in development 2. Levels and types of communication in social work - Formal and informal, Interpersonal, Group, Mass. 3. Problems in communication - Communicator related, Receiver related, Channel related, Environment related.	12
II	**Communication for Development – approaches, strategies and techniques** 1. Concept and scope of development communication 2. Behaviour Change Communication and Information Education Communication 3. Participatory Communication	12
III	**Use of Communication Media in Practice** **1. Visual Media** a. Types : Posters, Charts, Photos, Bulletin Board, Transparencies, Power Point Slides, Graphs b. Steps for making and presenting visual media c. Skills in developing visual media *2. Audio – Visual & Mass Media* a. Using Audio – Visual and Mass Media (Films/Film Clips/Video and Slogans) in advocacy, mobilization and campaigns b. Alternate Media – Street Theatre, Folk Media, Social Songs c. New Media – Web technology, Social Networks and Blogs	12
IV	**Communication Planning** a. Need of planning for effective communication b. Steps in communication planning c. The communication planner and roles	12
V	**Communication skills for social workers** 1. Verbal skills– presentations at seminars/conferences, public speaking 2. Writing skills : News briefs, news release, field based feature stories, letters to the editor 3. Interface with the media – Press conferences, Radio/TV interviews and News bites, conceive ideas and scripts for productions on social issues.	12

Part C- Learning Resource
Text Books, Reference Books, E- Resources

Recommended Readings :

1. Andal, N. (1998) Communication Theories and Models, Mumbai : Himalaya Publishing House.
2. Fossard Estade (2005) Writing and Producing Radio Drama, Delhi : Sage Publication.
3. Jain, Rashmi (2003) Communicating Rural Development (Strategies and Alternatives), Jaipur : Rawat Publication.
4. Kuppuswamy, B. (1976) Communication and Social Development in India, New Delhi : Sterling Publishers.
5. Melkote, Srinivas (2nd edition 2003) Communication for Development in the Third World, New Delhi : Sage Publications.
6. Menon, Mridula, Gandhi, Ved Prakash (1997) Media and Communications- Vol. I. (New Information Order): New Delhi : Kanishka Publishers/Distributors.
7. Mody, Bella (1991) Designing Messages for Development Communication, New Delhi : Sage Publication.
8. Nair, K. S., White, Shirley (1993) Perspectives on Developmental Communication, New Delhi : Sage Publication.
9. Narula, Uma (2006) Handbook of Communication Models, New Delhi : Atlantic Publishers and Distributors
10. Narula, Uma (revised edition 1999) Development Communication : Theory and Practice, New Delhi : Har-Anand Publication Pvt. Ltd.
11. Singhal, Arvind, Rogers, Everett M.: India's Information Revolution, New Delhi : Sage Publication.
12. White, Shirley A. (2nd Ed. 2002) The Art of Facilitating Participation, New Delhi : Sage Publication.
13. Ahuja, Pramila, Ahuja, G. C. (1993) How to listen better, New Delhi : Sterling Publishers Pvt., Ltd.
14. Bettinghous, Erwin P. (1973) Persuasive Communication, New York : Holt, Rinehart and Winston, Inc.
15. Alvia A Goldberg, Carl Lason (1975) Group Communication : Discussion Process and Application, New Jersey : Prentice Hall, Inc, Eaglewood Cliffs.
16. Crispin Cross P. (1974) Interviewing and Communication, Bostan: Routtedge and Kegen Paul
17. Davas, Rustam (1993) Creative Leadership, New Delhi : UBS Publishers
18. Davis, Martin (2002 Ed.) Companion to Social Work, USA: Blackwell Publishers Ltd.
19 Heun, Linda R., Heun, Richard E. (2001) Developing Skills for Human Interaction, London : Charles E. Merrill Co.
20. Kumar, Niraj (1998) Management Communication Today, New Delhi: Classical Publishing Company

Part A : Introduction				
Program: MSW- 125	Semester : II		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 206		
2.	Course Title	Elective : Sociology of Social Work		
3.	Course Type	Theory		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • After studying this course students will be able to understand the sociological concepts and it's important to individual and society. • Student will get the knowledge of scientific insight about the social structure, stratification and issues related to cast, class and gender. • Understand the social institutions and its importance and its changing pattern in society. • Develop the understanding of issues and challenges related to social concern and its impact on society. • This course exposes student to social change		
6.	Credit Value	04		
7.	Total Marks	**Internal Marks: 20** **External Marks:80**		**Min Passing Marks : 36**

Part B : Content of the Course		
Total No. of Lectures – 60 hours		
Unit	Topics	Total Hours
I	**Orientation to Sociological concepts** 1. Society and Social Structure. 2. Culture, traditions, customs, values and norms. 3. Socialization meaning, stages and theories of socialization.	12
II	**Social Systems and Social Institutions** 1. Marriage, kinship and family as a social institutions and their changing structure and patterns 2. Religion : Major theoretical perspectives (Marxist, Functionalist and Weberian) 3. Secularization and new religious consciousness	12
III	**Social Stratification and Social Change** 1. Caste, class, gender 2. Social Change - Factors, theories and their impact 3. Social Mobility – concept, types and factors	12
IV	**Social Disorganization and Deviance** 1. Concepts of Social disorganization and social deviance 2. Sociological theories of deviance	12
V	**Social Concerns** 1. Family Discords - domestic violence, divorce, dowry deaths and suicide 2. Crime, Juvenile Delinquency 3. Aging,	12

Dr. Tara Sharma

Part C- Learning Resource
Text Books, Reference Books, E- Resources

Recommended Readings :

1. Adinarayan, S. P. (1964) Social Psychology, New Delhi : Allied Publishers Pvt. Ltd.
2. Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi : Commonwealth Publishers
3. Bhatnagar, Ved (1998) Challenges to India's Integrity : Terrorism, Casteism, Communalism, New Delhi : Rawat Publication.
4. Desai, A. R. (1978, Reprinted 1994) Rural Sociology in India, Bombay : Popular Prakashan
5. Flippo, Osella and Katy, Gardner (2003) Contributions to Indian Sociology , Migration Modernity and Social Transformation in South Asia, New Delhi : Sage Publication
6. Gandhi P. Jagadish (1982) Indian Economy – some issues, Institute of Social Sciences and Research, Vellore
7. Madan, G.R. 2002 (revised edition) Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd.
8. Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi : Sage Publication
9. Puniyani, Ram (2003) Communal Politics : Facts Versus Myths, New Delhi : Sage Publication.
10. Shah, Ghanshyam (2001) Dalit Identity and Politics: Cultural Subordination and Dalit Challenge, New Delhi : Sage Publication.
11. Singh, Yogendra : Ideology and Theory in Indian Sociology, New Delhi : Rawat Publication
12. Vidya Bhusan & Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad : Kitab Mahal

General References :

1. Acharya, Shankar (2003) India's Economy – Some Issues and Answers, New Delhi : Academic Foundation
2. Chitambar, J. B. (1973) Introductory Rural Sociology, New Delhi : Wiley Eastern Limited
3. Dennis Lorraine Bratt (Third) Psychology of Human Behaviour for nurses, G. D. Makhiya, Delhi : India Offset Press
4. Doshi, S. L. & Jain, P. C. (1999) Rural Sociology, Jaipur : Rawat Publications
5. Joshi, J.M. (1979)Theory of Value, Distribution and Welfare Economics, New Delhi : Vikas Publishing House Pvt. Ltd.
6. L Dodge Fernald Psychology (Six perspectives), Harvard University, Sage Publication.
7. Lal, Shyam & Saxena, K.S. (1998) Ambedkar and Nation Building, New Delhi : Rawat Publication
8. Morgan, Clifford T., King, Rechard A. Weisz, John R. (2006) Introduction to Psychology, New Delhi : Tata McGraw Hill Publishing Company Ltd

Part A : Introduction				
Program: MSW- 125	Semester : II		Year: 2023-2024	w. e. f. : 2023-2024
1.	Course Code	MSW- 207		
2.	Course Title	Compulsory : Rural Camp & Internship		
3.	Course Type	Practical		
4.	Pre-requisite (if any)			
5.	Course Learning. Outcomes (CLO)	**At the end of course, the students will be able to:** • The Students will know about the working methods of NGO's. Students will develop the skills of how to act in the real work area. • To develop work plan in consultation with agency supervisor. • To continue practicing the methods of working with individuals and groups. • To identify and utilize human, material and financial resources • To develop process – oriented skills of working with individuals, families and groups with special reference to social support system.		
6.	**Credit Value**	04		
7.	**Total Marks**	**Internal Marks: 25+25=50** **External Marks: 25+25=50**		**Min Passing Marks : 40**

Part B : Content of the Course	
Topics	**Description**
Rural camp	Rural camp should be conducted for one week
Internship	Internship should be conducted for 15 days

CQ.

Dr. Tara Sharma