Master of Social Work (Syllabus) 2020-2022

Syllabus~~2018~~

~~Syl)abus~~

School of Social ~~Sciences~~Science

Devi Ahilya Vishwavidyalaya, Indore

4

MSW. Syllabus 2020-2022

Sr. No.	Paper Code	Nomenclature of paper	credits	Sr.
	SSSA-SOI	Introduction to social welfare (Core)	4	1 2
	SSSA-S03	Development Psychology fundamentals of hum an growth and behaviour (Core) Introduction to contemporary society (Core)	3	
	SSSA-SOS		4	3
3 4	SSSA-S07	Methods of working with people-I social work with rou s (Core)	4	4
6	SSSA-S21	Computer A lication (skill Develo ment)	3	
7	SSSA-S23	Social work practicum (Ability Enhancement)	4	
8	SSSA-SSI	Comprehensive viva voce (Virtual Credit)	4	
		Total	26	

Sr. No.	Paper Code	Nomenclature of paper	credits
1	SS5A-502	Fields of social work in India (Core)	4
2	SS5A-504	Health and behavioural problems (Core)	4
3	SS5A-506	Methods of working with people —II (Social case work) (Core)	4
4	SS5A-524	Social Welfare Administration (Elective)	3
5	SS5A-526	Social work research and statistics (Ability Enhancement)	3
7	SS5A-528	Social work practicum (Ability Enhancement)	4
8	SS5A-552	Comprehensive viva voce (Virtual Credit)	4

		Total	26

III Semester

Sr. No	Paper Code	Nomenclature ~~of paper~~ofpapcr	Credits
	SS5A.601		
	SS5A-603		
1	SS5A.621		
~~1~~2	~~MSW-301~~	Social ~~policy and~~policvand legislation in India (Core)	3
~~2~~	~~MSW-302~~	~~Community organization~~Communit or anization and Social action (Core)	3
3	~~MSW-303~~	~~Social work research and statistics (art-II) (Core)~~Gender Studies Elective)	3
4	~~MSW-304~~SS5A-623	~~Specialization paper Group (~~S ecialization a er Grou (A, B, C)(Elective~~)~~	3
5	~~MSW-305~~SS5A-625	~~Specialization paper Group (~~S ecialization a er Grou A, B, C)(Elective~~)~~	3
6	~~MSW-306~~SS5A-627	Summer Internship~~(Project~~ Report & Presentation (Skill Develo ment)	~~2~~3
7	~~MSW-307~~SS5A-629	Social work ~~practicum~~racticum (Ability Enhancement)	4
8	SS5A-651	Comprehensive viva- voce (Virtual Credits)	4
		Total	~~25~~26

I V Semester

~~Sr~~sr. No.	Paper Code	Nomenclature of paper	Credits
1	~~MSW-401~~SS5A-602	Social development (Core)	3
2	~~MSW-402~~SS5A-604	Indian social problems (Core)	3
~~3~~4	~~MSW-403~~SS5A-622	~~Social Counselling (Generic~~ Specialization paper (Grou A, B, C) (Elective)	3
5	SS5A-624	Specialization paper (~~Grou A, B, C~~) (Elective)	3
6	~~MSW-405~~ SS5A-626	~~Specialization paper (Grou A,B,C)~~MOOC Course or elective generic from other discipline(Elective Generic)	~~3~~2
~~6~~7	~~MSW-406~~SS5A-628	Dissertation (Project work)	~~6~~4
~~7~~8	~~MSW-407~~SS5A-630	Social work practicum (Ability Enhancement)	4
9	SS5A-652	Comprehensive viva- voce (Virtual Credit)	4
		Total	~~29~~26

Specialization groups

Group A Labour welfare and human resource management

(IIIA) Labour, industry and social work

(III B) Labour legislations

(~~I VA~~OVA) Industrial relations and trade unionism (IV B)

Management of human resources

Group B Community development

(III A) Rural community development

(III B) ~~t 'rban community~~Urban community development

(IV A) ~~Th•ibal~~Tribal community development

(I VB) Community development and management

Group C Medical and psychiatric social work

(III A) Medical and psychopathology and assessment of psychiatric disorders.

(III B) Interventions in psychiatric disorders

~~(I VA) Health welfare administration~~

~~(IV B) Medico psycho social work intervention~~

M.S.W. SEMESTER-I

PAPER: 1 INTRODUCTION TO SOCIAL WELFARE

Unit-I Concept of social welfare

~~l. Social welfare: concept, need and objectives~~

~~2.   Philosophy of social welfare and social work~~

~~3.   Social welfare in historical perspective~~

~~4.   Financial management of social welfare services.~~

Unit-II Social welfare and related terms

~~l.. Social planning and social administration 2. Social reforms 3. Social security~~

~~4 . Social action 5. Social justice 6. Social and welfare services~~

~~7. Social legislation 8. Human rights 9.Empowerment Unit-III~~

~~Professional social work an introduction~~

~~1 .The concept of professional social work-~~
~~alignment of scientific and humanitarian~~
~~motives for promoting social~~
~~welfare~~

hods of soc

2. 'I he basic principles and values of professional social work D. Evolution of professional social work in UK, USA,
4. Evolution of professional social work in India.

Unit-IV Social work as a profession

l. Nature and characteristics of a profession

2. Career prospects in social work.
3. Professional status of social work in India
4. Ethos, code of ethics for social workers, social work literature.

nit-V Methods of social work

l Primary and secondary — met
2. Interface between professional and voluntary social work
3. Social work in pre- Gandhian and post-Gandhian era. and Gandhian Charter of social reconstruction
4. Involvement and contribution of social workers in national development

Required Readings:

1. Friedlander, WA ., 1959 — Introduction to Social welfare ,New York Prentice Hall. Government of India: Social Welfare in India ,New Delhi, Planning Commission 1980
2. Shastri. Rajaram ,1972 — Samaj Karya, Varanasi: Kalyan Tatha Siksha Sansthan
3. Pathak,S ., 1981 — Social welfare, New Delhi: Mac Millan India.
4. Kulkarni, PI), ., MC Nanavati 1998 — NGOs in the Changing Scenario, New Delhi: Uppal Publishing House
5. Surendra Singh 2012 — Encyclopedia of Social work in India: New Royal Book Company, Lucknow.
6. Sanjay Bhatacharya: Publications, 2008 — Introduction to Social Work Deep and Deep New Delhi
7. Desai M ., 2002 — Curriculum Development on History of Ideologies for Social Change and Social Work, TISS Mumbai
8. Banks, S ., 1995 — Ethics and Values in Social Work, Macmillan Press Ltd, London

PAPER 2 DEVELOPMENTAL PSYCHOLOGY & FUNDAMENTALS OF HUMAN GROWTH & BEHAVIOUR

Unit I: Mental health & psychology

1. Psychology : definitions and fields

2. Mental Health : meaning, definitions. characteristics
3. Normal & abnormal behavior : meaning, characteristics
4. Human development : heredity and environment

Unit Il: Mental hygiene

1. Meaning, definition and scope of mental hygiene
2. Characteristics and importance of mental hygiene
3. Aims of mental hygiene
4. Principles of mental hygiene
5. Programme of mental hygiene

t nit Ill: Developmental stages

1. Developmental stages I : prenatal, infancy
2. Developmental stages Il : babyhood. childhood
3. Developmental stages Ill : puberty, adolescence, adulthood.
4. Developmental stages Ill : middle age, old age.

Unit IV: Personality development

1. Psycho-sexual development theory: Sigmund Freud
2. Psycho-social development theory: Erick Erickson
3. Defense mechanism
4. Perspectives of psychopathology

Unit V: Social psychology

1. Nature and scope of social psychology
2. Attitude: nature and measurement of attitude prejudice and discrimination
3. Communication: concept, methods, skills in communication, major obstacles
4. Mass communication, public opinion, propaganda, fashion, social facilitation crowd behavior.

Required Readings:

lurlock. li.B. 1977

Morgan, C. T. New 1993

Hall, C.S. and Lindzey, G. 1978

4. Page, J.D. 1991

5. Jayaswal, S.R.

1968

6. Maslow,A.H 1943

7. McGregor,D. 1960

8. McClelland D.C. 1975

9. Murray ILA. 1938

10. Robinson,A.J. 1972

11. Sashkin,M 1981

Kuppuswamy, B. 1961

13. Baron , R. A. and ltd.,

Byme, D. 2000 : A Theory of human motivation, psychological review

14.Rao N. S.

. Developmental psychology, a life span approach ,Tata McGraw-Hill, New Delhi,

. The human side of enterprise. N.Y. McGraw-Hill

. Power: The inner experience. N.Y. Irvington

. Exploration in personality. N.Y. Oxford University Press

: Introduction to psychology 7th edition ,Tata McGraw-Hill,

. The 1972 annual handbook for group facilitators. San Diego, CA: pfeiffer & Company • The 1981 annual handbook for group facilitators. San Diego, CA: pfeiffer & Company

Delhi

:Introduction to social psychology, asia pub. house, Bombay.

: Theories of personality , Wiley, New York

. Social psychology, 8 th edition , prentice hall of India pvt.

New Delhi.

: Abnormal psychology, Tata McGraw-Hill, New Delhi

. Counseling and guidance , Tata McGraw-Hill, New Delhi

: Guidance and counseling : an elective approach, Lucknow

1991

M.S.W. Syllabus 2018

I Semester

Sr. No	Paper Code	Nomenclature of paper	credits
1	MSW-101	Introduction to social welfare (Core)	3
2	MSW-102	Development Psychology & Fundamentals of human growth and behaviour(Core)	3
3	MSW-103	Introduction to contemporary society (Core)	3
4	MSW-104	Methods of working with people I social work with groups (Core)	3
5	MSW-105	Social communication & Personality Development (Soft Skills)	2
6	MSW106	Computer Application (Core)	2
7	MSW-107	Social work practicum (Ability Enhancement)	4
8		Comprehensive viva voce (Virtual Credit)	4

		Total	24

Sr. No	Paper Code	Nomenclature of paper	credits
1	MSW-201 MSW-202	Fields of social work in India (Core) Health and behavioural problems (Core)	3
3	MSW-203	Methods of working with people – II (Social case work) (Core)	3
4	MSW-204	Social work research and statistics (part-I) (Core)	3
5	MSW-205	Social Welfare Administration (Core)	3
6	MSW-206	Gender Studies(Generic - elective)	3
	MSW-207	Social work practicum (Ability Enhancement)	4

	Total	26
8	Comprehensive viva voce (Virtual Credit)	4

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PAPER: 4 METHODS OF WORKING WITH PEOPLE-I
(Social Work with Groups)

Unit I Understanding concepts of group work
1. Concept of group and its importance in human life cycle, types of groups
2. Concept, and characteristics of social group work
3. History and development of social group work in west and in India

Unit Il Social group work as a method of social work
1. Theories and models in social group work
2. Values and distinctive principles of social group work
3. Role of group worker
4. Social group work in different fields
5. Group work in institutional settings
6. Understanding individual in the group process and group as a totality

nit Ill Social group work process and programmes
1. Steps or process of group formation
2. Stages / phases in group development
3. Factors affecting group development and role of social worker in different
4. Stages of group development
5. Concept and importance of programme in group work practice
6. Programme planning, development and implementation process

nit IV Skills, techniques, recording and evaluation in social group work
1. Skills of group worker for group development, programme planning, and programme implementation
2. Recording in group work: principles and types of recording, techniques of recording observation, sociogram.
3. Evaluation in group work importance of continuous evaluation in group work, types and methods of evaluation nit V Group process and dynamics
1. Social processes in group work
2. Leadership and its development in group work process
3. Communication in group
4. Group Dynamics: group bond, group conflict, confrontation, apathy and group control

Groups in social work, An ecological perspective, Macmillan publishing company. inc., New York

Szegested Readings

1. Balgopal. P.R and . Vassil,T.V 1983   Papers in social work, Tata institute of social science, Bombay
Banerjee, G.R :1973

Bhatt R.M: Records of social group work practice in India, Baroda university Baroda
1 960

PAPER 3 INTRODUCTION TO CONTEMPORARY INDIAN SOCIETY

UNIT I: Conceptual & theoretical perspectives to understand society

1. Society: nature, approaches, functions, theories of society (evolutionary, cyclical, conflict and systems theories).
2. Social group: concept & characteristics of primary group, secondary group, reference group.
3. Culture: concept of culture, traditions, customs, values and norms
4. Indian culture vs Western culture.

U NIT Il: Social system

1. Social system & sub system: structure & function, classification of system.
2. Social institutions: family, marriage, kinship, property (present trends).

UNIT 111 Social process of contemporary society

1. Social structures: status & role.
2. Social process: meaning and kinds of social interaction, socialization, cooperation, conflict, assimilation, social control.

tAIT IV: Polity & Economy of Contemporary Society

1. State: elements, role and functions.
2. Democratic government & process.
3. The nature of economic development, classification of developing countries,
4. Liberalization, privatization and globalization (L.P.G.) and its impact on contemporary society.

U NIT V: Social stratification and social change in contemporary society

1. Social stratification: its implications and relevance in contemporary society.
2. Social change: concept, factors and dimensions of change.
3. Theories of social change in India: sanskritization, westernization, modernization, secularism.
4. Reservation, its pros and cons and impact on contemporary society.

Saooested Readings   6.   Shankar Rao, C.N.

                                                       2005
1. Ahuja , Ram 1997   . Social problem in India ,Rawat publishers, Jaipur
2. Madan, GR 1981
3.   Reddy, KS   . Indian social problems, Allied publishers, New Delhi
           1 997
4.   Vasant , Moon   . Poverty and unemployment, Anmol publishers. New Delhi
           2002
5.   Ghanshyam, Shah   . Growing up untouchable in India, Sage publication, New
           2010   Delhi
4.   Joshi, Sandeep   . Dalit identity and politics,Sage publications, New Delhi
           1 999
5.   Betei le   . IRDP and poverty alleviation, Rawat publications, Jaipur
           2002   : A sociology, New Delhi: Oxford.

N.   : Sociology, S. Chand and company Ltd., New Delhi:

: Sociology, S. Ch
Singh, Surendra (ed):
2012
Friedlander W.A (ed.) :

MC, 1958
6   Garvin, Charles D. et al (eds.)2008
Johnson, F.P. 2003

s.   Konopka Gisela

1963
9.   Mirza,A
1983

10.   Siddiqui,   H.   Y. publications, 2008
Trecker. Harleigh B 1955 Wilson, Gertrude and Gladvs Ryland 1949 Gopelwar, B.

2007
Ryland and Wilson . Co. 1949

Semester I
Encyclopedia of social work in India Vol.2 and 4 published by New Royal book company, New Delhi
Concepts and methods of social work, Prentice Hall Englewood Cliffs, N.J.
Handbook of social work with groups, Rawat Publications, New Delhi.

Group theory and group skills, Beston Mass: Reorson/

Allyn and Bacon
Social group work: A helping process, Prentice Hall Englewood Cliffs, N.J.

Samaj karya (Hindi) Edit by Dr..Kripal Singh ,Sadanand, Nimmi Shrivastava,Navjyoti scientific publication:Lucknow

Group Work: theories and practices, Rawat New Delhi.

Social group work principles and practices, New York association press

Social group work practice. Boston: Houghton Mifflin co.

Social group work, Indian Institute of youth welfare

Social group work Practice, USA: Houghton Mifflin

Paper V Social Communication & Personality Development

zit I

FROIEWORK TO BUSINESS COMMUNICATION :

Communication, Process of communication, Principles of effective communication, and objectives of business communication, Physical, Mechanical and Psychological to commun ication lit 2

TYPES AND FORMS OF COMMUNICATION:

Verbal, Non-verbal, Formal, Informal, Internal, External and communication networks, listening — types and Essentials of effective listening, Development of intrapersonal and skills for Personal effectiveness.

üTICULATION AND DRAFTING:

& how to articulate , techniques for better articulation. Rpepk clearly & distinctly. Basic . & its drafting, o! complaint It titers & project reports.
-release.

Unit-4

EMIANCEMENT SKILLS / EMPLOYABILITY SKILLS:

Effective presentation skills: body language, eye contact, gesticulation, use of audio visual aids, Handling audience, conduct during presentation Interview skills: types of interview, preparing for an how to handle stress interview, attire for an interview, learn how to say No, positive & tricks, have an effective brain storming session.

Unit-5

PRATICAL EXERCISES

Sooken exercises listen & repeat and tongue twister, Group discussions, Mock meetings & interviews, ?xsentations on a technical topic, role plays, Confidence building exercises, and submission of e orts prepared. Note: At least five cases should be discussed in the class.

Saegested readings

Business Communication — K.K.Sinha, Galgotia Publishing Company, Latest Edition
Business Communication — Chhabra.T.N. , Sun India Publication, 2005
Business Communication — ParagDiwan, Excel Books, Latest Edition
Essentials of Business Communication — Rajendra Pal, Sultanchand Publication, 2000
Business Communication – R.K.Madhurkar,Vikas Publishing House Pvt. Limited, Lat

Semester I
Paper: VI

COMPUTER APPLICATIONS: THEORY AND PRACTICAL t

nit I: Introduction to computer

Evolution of computer, definition of computers, block diagram of computer, characteristics of computers, advantage and limitation, elements of computer, classification of computer. Van Neuman architecture , computer language. internet and its introduction.

nit II: Memory and devices

1. Devices: input device, output device, storage device.
2. Memory: Introduction, types of memory, RAM & ROM. ait III: Operating system:

Definition, meaning, functions and types of ()S, process, Introduction to DOS, »,indows, application software and its types.

zit IV: MS word:

MS Word & Word Processing : meaning and features of word processing adxantages and applications of word processing - parts of MS word application indow toolbars creating, saving and closing a document opening and editing a document - moving and copying text text and paragraph formatting. applying bullets and numbering find and replace - insertion of objects, date and time, headers, footers and page breaks auto correct spelling and grammar checking , mail merge : meaning, purpose and advantages creating merged letters, mailing labels, envelops and catalogues- working with tables format painter.

V: VIS excel:

Features of MS excel ‑ spread sheet / worksheet, workbook, cell, cell pointer, cell address etc., ‑ parts of MS excel window ‑‑‑ saving, opening and closing workbook ‑ insertion and deletion of worksheet ‑‑‑ entering and editing data in worksheet ‑ cell range ‑‑‑ formatting ‑‑‑ auto fill ‑‑ formulas and its advantages ‑‑‑ references : relative, absolute and mixed ‑‑ functions: meaning and advantages of functions, different types of ‑‑‑ functions available in excel ‑‑‑ templates ‑charts ‑‑‑‑ graphs ‑sorting, filtering. ‑‑‑ validation,
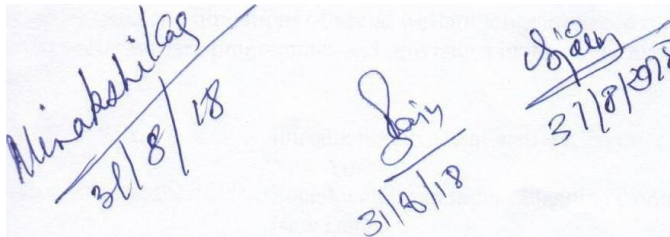
VI: MS power point:

Features, advantages and application of Ms Power point — parts of MS power point *indow — menus and tool bars — creating presentations through auto content wizard, zmplates and manually — slide show — saving, opening and closing a presentation —inserting, editing and deleting slides — types of slides - slide views- formatting —+ sertion of objects and charts in slides- custom animation and transition.

sess & PPT Presentation

Readings

Madan .	Information technology by, Taxmann allied services (P) Ltd. Information technology for management by, Tata Mc Graw Hill education Pvt. Ltd.
Ramesh Behl :	
and Vž rews Leon	;— Fundamentals of information technology. (Text Book) by, Vikas publication

M.S.W 11 SEMESTER
PXPER: 1 FIELDS OF SOCIAL WORK IN INDIA

nit-I Fields of social work

1 Family and child welfare

Welfare of the scheduled castes and scheduled tribes and other backward classes

Medical and psychiatric social work
Community development-rural and urban

Welfare of the physically and mentally challenged

t nit-II Fields of social work

AQlfare of the women, orking with adolescents Welfare of youth
iVelfare of the aged (Gerontology)
School social work
Social work in disaster situation Social defence

t.žbour welfare and personnel management zit-III Voluntary action for social work in India
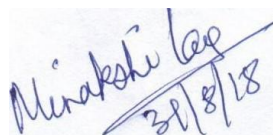
Voluntary action: voluntary efforts for social welfare in India

Role and contributions of NGOs in social welfare

Scope, need and limitations for voluntary welfare programmes in India

1+1 V Sarvodaya movement in India

Social welfare and sarvodaya movement in India Sanodaya ideology of

reconstruction of society žfistory of sarvodaya movement in India–Gandhian and post Gandhian era

2)iftèrences and similarities between Gandhian constructive work and professional ••zial work.

riz V State action for social welfare in India

Concept of the welfare state and the Indian constitution (relevant portions)

•te action: scope, need and limitations of social welfare programmes in India. account of social welfare programmes and provisions in five year plans Readings:

l. Friedlander, WA:Introduction to social welfare, Prentice Hall, 1959 New York

Government of India:Social welfare in India , Planning Commission, 1980 New Delhi

3. Shastri, Rajaram:Samaj karya, kalyan tatha siksha sansthan, 1972 Varanasi

4. Pathak.S:Social welfare. Mac Millan India. New Delhi 1981

5. Kulkarni, PD and:NGOs in the changing scenario: Uppal MC Nanavati 1998 publishing house New Delhi

6. Surendra Singh (Chief Editor): Encyclopedia of social work in India: New Royal 2012 book company, Luck-now

HEALTH, BEHAVIOUR AND BEHAVIOURAL PROBLEMS

PAPER.2

zit l: Health & illness
Unit I: Heal

1. Meanir Meaning and definition of health Meaning and definition of illness
2. Meanir

Dimensions of health

Determinants of health

5. Indicators of health nit Il: Theories of human behaviour

Unit II: The

1. Memory
2. Emotion Intelligence, Emotional intelligence — concept and practices Motivation
3. Emotic
4. Learning

zit Il l: Personality
Unit III: Pe

1. Meanir Meaning and definition of personality
2. Allport Allport•s personality traits: criteria, conclusion and types
3. Deterr Determinants of personality u pes of personality
4. Types Personality test: projective techniques, personality inventories
5. Person

Unit IV - M

1. Mental
2. Psycho
3. Counse
4. Field o

Unit V- Beh

1. Stress
2. Etiolog
3. Mental
4. Mental

IV - Mental retardation & intervention

Mental retardation: causes & types

P»chotherapies: overview of major therapies

Counseling: definition, areas Field
of counselling

V - Behavioural problems

Stress : etiology, bodily changes & coping strategy

Etiological factors of mental illness: biological, psychological and social factors

Mental illness: neurosis, psychosis and personality development

'dental and behavioral disorder : ICI)-10

Readings

kuppuswamy, B.:

1961

Baron , R. A. and :2000
D.

Euriock, E.B.:1977

Morgan, C.T.:1993

£211, C.S. and:

G. 1978

:

:

1991

Introduction to
social psychology
, Asia pub. house,
Bombay

Social
psychology, 8 th
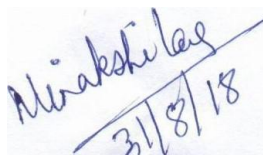
edition, Prentice hall of India Pvt.Ltd., New Delhi

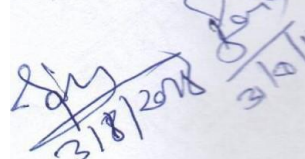Developmental psychology, A life-span approach, Tata
McGraw-Hill, New Delhi

Introduction to psychology
7th edition, Tata
McGrawHill, New Delhi
Theories of personality,
Wiley New York,

Abnormal psychology, Tata McGraw-Hill,
Hill, New Delhi

New Delhi

7. Jayaswal, S.R.
1968
8. Maslow,A.H.
1943
9. McGregor,D.
1960
10. McClelland,D.C.
1975
11. Murray H.A
1938
12. Robinson,A.J.
1972
13. Sashkin,M
1981
14. Rao N. S.
1991

:Guidance and counseling : an elective approach

Lucknow

:A Theory of human motivation, psychological review

:The human side of enterprise. N.Y. McGraw-Hill

:Power:the inner experience. N.Y.lrvington

:Exploration in personality. N.Y. Oxford university press

:The 1972 annual handbook for group facilitators. San Diego, CA: Pfeiffer & company

:The 1981 annual handbook for group facilitators. San Diego, CA: Pfeiffer & Company

:Counseling and Guidance , Tata McGraw-Hill, New Delhi

PAPER: 3 METI
(S

Unit I Social case w
1. Concept, nee
2. Case work : h
3. Importance o
with other me
4. Social case w

Unit II Basics of soc
1. Components
2. Basic concept
3. Causes of inte
4. Professional s

Unit III Social case
1. Principles of
2. Phases of soci
social diagnos
3. Techniques o
4. Client-casewo

Unit IV Essentials o
1. Interviewing:
2. Specific skill
3. Specific inter
4. Recording in
5. Principles of

3 METHODS OF WORKING WITH PEOPLE 11
(Social Case Work)

I •Rial case work as a method of social work: Introduction need and objectives of social casework

"Ork : historical development in west and India
• ortance of social case work as a method of social work and its relationship other methods of social work case work and other therapeutic methods

Basics of social case work

Co:nponents of case work

Bes;.c concepts in social work: ego, social role, stress and adaptation
C =ses of interpersonal adjustment problem
—o:esyonal self

work theory

>znciples of social case work practice of social case work- study. continuous assessment and analysis. psychodiagnosis, intervention, follow-up, termination,

...xhniques of intervention

Cüent-casework relationship

Essenti
als of practice
concept and types
Sxcific skills and basic rules of interviewing

Sxcific interviewing problems

Recording in social case work: concept, purpose and types

Unit V Case work practice in India

1. Scope and practice of social case work in ~~different~~ ~~settings~~
2. Limitations of social case work practice in ~~India~~
3. Social case work: retrospect and prospect ,
4. Changing context of practice and future ~~challenges~~

Suggested Readings

1. Aptekar, Herbert   :   The dynami
   1955   Houghton M
2. Banerjee, Gauri Rani :   Papers on sc
   1973   Tata institu
3. Biestek, Felix Paul   :   The casewo
   1957   Loyala
4. Dominelli, Lena,   :   Social work
   2004   profession,
5. Dr. Surendra Singh(Ed.) :   Encyclopedi
   2012   Royal book
6. Francis Joseph Turner :   Social work
   2011   approaches,
7. Garret, A   :   Interviewing
   1949   family servi
8. Hamilton, Gordon   :   The theory a
   1951   Columbia ui
   Hepworth,
9. Dean H. and   :   Direct socia
   9th Ronald H. Rooney,   ed , Brooks
   Glenda D. Rooney,
   Kim Strom-Gottfried
   Jo Ann Larsen
   2012
10. Hollis, Florence   :   Casework: /
    1964   house, Toro
11. O' Hagan, Kieran   :   Competence
    Kingsley, Jessica   guide for pro
    2003
12. Rameshwari Devi,   :   Social work
    Ravi Prakash   2004   (Models of
                                Man
13. Mathew, Grace   :   An Introduc
    Mumbai 1992
14. Roberts,R.W. and   :   Theories of
    Nee.R.H. 1970   Cl

Enciples of recording

Herbert:The dynamics of casework and counselling,

Houghton Mifflin Co., New York

:

Papers on social work- An Indian perspective, I ata institute of social sciences, Bombay

:   The casework relationship, university press, Loyala
Social work: theory and practice for a changing profession, polity press, U.K.
Encyclopedia of social work in India Vol. 4 1

Royal book company, New Delhi

:

Social work treatment: Interlocking theoretical approaches,

Interviewing: principles and methods, family service association of america, New York The theory and practice of social case work,

Columbia university press, New York

irect social work

practice: theory and

skills, ed , Brooks/Cole, cengage learning,USA

-to -Ann Larsen

Casework: A psychosocial theory, random house, Toronto

Competence in social work practice- A practical guide for professionals, London

Social work methods, practice and perspective (Models of casework practice), Vol.ll, Ch.3.

Mangal deep publication, Jaipur.

An Introduction to social case work, TISS.

Theories of social case. The university of Chicago

PAPER: 4 SOCIAL WORK RESEARCH & STATISTICS (PART I)

Unit- I Research:

I Research: nature and concept and characteristics of scientific method and social phenomenon and definition of research scope and importance of research

II Types and concepts used in research of research: historical, descriptive, analytical, experimental, interdisciplinary, action and evaluative research.

used in research: variables, attributes, universe, sample, hypothesis, measurement, control

Ill Problem formulation and hypothesis testing

formulation: Identifying probable issues for research, selecting specific issue. formulation of objectives. clarifying the objective.

and relevance of hypothesis formulation and testing: level of significance, o: freedom, type I type 2 error.

Unit- IV

Data collection and analysis and tools of data collection: observation and interview schedule, and secondary methods of data collection. design: probability and non- probability recessing and analysis, interpretation and report writing

Unit –V Research design

concept, meaning and importance of research design e: research design:

design: after only, before-after, ex-post facto experimental design

: xxrimental design: exploratory, descriptive and diagnostic

Suggested Readings

:Issues in social work research in India, Tata institute of social sciences, New Delhi

Frederick:Statistics: A gentle introduction -Sage publication, New Delhi

:Methods of social survey and research, Kitab ghar, Kanpur

:Practice of social research, Rawat publications, Jaipur

:Methods in social research, Mc Graw Hill, New

York
:Scientific social surveys and research, Prentice hall of India, New Delhi

:An introduction to statistical methods (Ram

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PAPER: 5   SOCIAL WELFARE ADMINISTRATION

l. Basic concepts: social administration, social welfare administration and public administration

Social welfare administration in India

l . Principles of social welfare administration

Social welfare planning in India

Social welfare administration at different levels in India: central. state, district and block

Project formulation an implementation

Registration of a society and trust and related Laws
Personnel policies and administration: recruitment, selection, training, promotion etc

4. Supervision and staff development t nit-IV

Organization: meaning and importance

Organizational structure in social welfare agency.

Difference and linkages between public administration and social welfare administration.

Concept and importance of management
Manpower planning
Monitoring and evaluation in social welfare agencies

1. Fundamentals of financial accounting: Meaning and definition of accounting. need necessity of accounting, accounting principles.

2. Financial management of non-profit organizations

tr ested Readings:

Koontz, et al.:Essentials of management.

Stoner, et al.:
Management.

Hall, et al.:Human   resource management.

Walkert, Y.W.:Human resource planning.

Moorthy, M. V.:Human resource management psychosociological and social work approach.

Formburn et al:Strategic human resource planning.

Sineh. P.N.:Developing and managing human resources. Gupta. R:Implementing human resource development.

Mitechel, T.R.and larson:J R. people in organization.

Xewsterm and davis:Organizational behavior human behavior at

Replace Women term Gender.

Paper: 6 Gender Studies

Concept and need for Women's Studies — Scope of Women's Studies Women's Studies as an academic discipline. .

Women's Movements — Pre-independent, Post-independent and Current women's movements.

National Committees and Commissions for Women — Government. Organizations for Women Department of Women and Child Development, Programmes, Policies, Welfare scheme

Indian Constitution and provisions relating to women.

Liberal Feminism
Marxist Feminism
Radical Feminism
Socialist Feminism

Women's Education — Gender bias in enrolment — Curriculum content — Dropouts. Gender Division of Labour — Mode of Production — Women in organized and unorganized sector.

New Economic Policy and its impact on Women's Employment

XVomen and Environment — Basic Concept of Ecofeminism
Women Development approaches in Indian Five Year Plans

Panchayati Raj — Political Role and Participation
U x and Women Development- International Funding Agencies.

1 Beteille, Andre. 1974. Social Inequality, New Delhi: (DUP

Beteille, Andre. 1992. Backward Classes in Contemporary India, New Delhi: (DUP Berreman. G.D. 1979. Caste and Other Inequalities: Essays in Inequality. Meerut: IA)lklore Institute.

Dube, Leela. 1997. Women and Kinship. Comparative Perspectives on Gender in South and Southeast Asia. New Delhi: Sage Publications.

Gadgil, Madhav and Guha, Ramchandra. 1996. Ecology and Equity: The use and Abuse of Nature in Contemporary India. New Delhi. OUP

6. Gill. S.S. 1998. The Pathology of Corruption. New Delhi: Harper Collin Publishers. Guha, Ranjit. 1991. Subaltern Studies. New York: (DUP

7. Inden, Ronald. 1990. Imaging India, Oxford: Brasil Black ward Kothari, Rajani (Ed.). 1973. Caste in Indian Politics, Lewis, Oscar. 1966. 'Culture of Poverty". Scientific American Vol. Il & V, No.4, pp. 19-

PAPER

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MSW 111 SEMESTER

1 SOCIAL POLICY AND SOCIAL LEGISLATION IN INDIA

Concepts

Concepts: Policy, public policy, public welfare, social policy, economic policy, social welfare policy, affirmative action, protective discrimination, distributive and
2. redistributive justice

Social policy in India: processes and actors

Sources of policy: Indian constitution- fundamental rights and directive principles of state policy,

Overview of the basic structure of the Indian political system- legislature, judiciary and executive

Policy formulation process, role of various actors in policy formulation:international organizations (UN, W.T.O, World Bank), pressure groups, lobbies, advocacy networks, academic and research organization, industry and market forces; role of social workers Judicial activism

Legal provisions for special groups
Rights of the disadvantaged and the constitution

Legal provisions for women
Legal provisions for persons with disability Legal provisions for children

Legal aid, social advocacy and role of social worker
Legal aid and government initiatives

Social advocacy and public interest litigation

Rights of the disadvantaged: impediments and role of professional social workers in legal aid and legal assistance

Social legislation
Law and social activism: consumer protection and right to information, orotection against child abuse.

Social legislation as an instrument of social change.

Readings

Alcock, P., A. Erskine,The student's companion to social and M. May (eds.).- policy, Oxford blackwell/ social policy

1998   association

Hill, M.:Understanding social policy, Oxford.

2003 blackwell publishing hughes, social policy, Routledge, London

G. and G. Lewis (eds.).:Unsettling welfare: The reconstruction of
social po

1998.   social po icy, Routledge. London

4. Mahajan, G. (ed.):Democracy, difference and social justiceuniversity press, New Delhi, Cambridge

5. Meena Acharya and Ghimre. Gender indicators of equality, poverty reduction: measuring 2005 project and programme/ political weekly. Vol 40 No. 44 November 04 inclusion and Puspa effectiveness. economic and 45 October 29

6. Mishra, R.:Globalization and the welfare state. 1999 Northampton:

7. Edward Elgar Watson, S. :Engendering social policy. Milton Keynes L. Doyal. iversity press. 1999

8. Denny, David :Social policy and social work. 1998 Oxford: cl

9. Gail, L.. G. Sharon and Rethinking social policy, (ed). 2000 university press in association v,ith London. ope J. Clarke publications.

10. Jayati Ghosh.:Globalisation, export oriented 2002 employment for policy: A case scientist. Vol. women and social study of India, social 30, No.1 1/12. 1999 university press.

11. Kennet, P.:Comparative social policy. London

12. Khadria B (ed.).:India migration report 2009. Nev. 2009 international studies project. migration and

PXPER 2 COMMUNITY AND SOCIAL ACTION

ORGANIZATION

PAPER

mit Communities in India

Concept of community, its structural and functional

Rural community: nature. structure and problems

Unit I: aspects
1.
2.
3.
4.
5. problems

3. Urban community: nature and problems

4. Tribal community: tribal culture and

5. Community power structure

11.• Community organization

l. Concept and aims of community organization

Historical development of community organization

Principles of community organization

Unit II:
1.
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111.• Community organization process

1. Steps in community organization process community organizer

2. Models of community organization.

Unit III
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Role and skills of

IV: Community organization and social action types, process and models of social action.

trends in social action and social movements. and social change.

Leadership: types and functions
Importance of leadership in community organization

Community development development: concept, philosophy and methods community development

Urban community development community development

relations and advertising
Introduction to IMC, role of advertising, public relation, word of mouth and social marketing in social cause and NGO promotion.

concept, campaign, message and strategy. relations concept, tools, concept and significance.

: Organizing for community action, Sag New Delhi

: Social wok and social action , Harmar New Delhi

: Strategies of community organization, Peacock publications, Illinois

: Community organization in action, A New York

Wayne:Community organization for social welfare ,The university of Chicago press, Chicago

: Rural development in India, Sage publications, New Delhi

V=5eshwari Shivram • Rural development in India, Sage publications, New Delhi

: India's developing villages, Print ho

:Undertaking programme evaluation, Sage publications New Delhi

:Slums and community development, The free press, New York

:Working with communities Hira publication, New Delhi

SPECIALIZATI...
PAPER: 1(GROU...

Unit- I
1. Industrial
2. Impact of
3. Productiv
4. Productiv

Unit- II
1. Working
2. Industrial
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Unit- III
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2. Concept
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Unit- IV
1. Social sec
2. Social wo
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4. Present tr

Unit- V
1. Concept,
2. Philosoph
3. Agencies
4. Role of tr

Suggested Readings
1. Saxena R.C. 1971
2. Pillai M.K. 1986
3. Pant S.C. 1986
4. Moorthy M.V. 1981
5. Mehrotra S.N. 1981
6. Malik PL 1989
7. Bhagolilwal, T 1981

:Indian labour problems, Allahabad law agency, Allahabad

:Principles of labour welfare, Oxford and 11311 publications co, New Delhi
:Labour problems in India, S chand and company Ltd..
New Delhi
:Industrial Law, Eastern book company, Lucknow

TN and.Shram artha shastra evam audhoik sambhavana, Sahitya bhavan, Agra

Meenakshi ...
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',PER: 2 (GROUP A) LABOUR LEGISLATIONS

l: Introduction
l. Need and scope of labour legislation
Labour administration at central and state levels
3. Importance of labour legislation in SW

Il: Wage laws
l. Pavment of wages act, 1936 *.
Minimum wages act. 1948

3. Pavment of bonus act, 1965

Ill: Social security legislations
1. E.S.I. act, 1948

XVorkmen's compensation act, 1923

Maternity benefit act, 1961
Employees provident and misc. act, 1971 Payment
of gratuity act, 1972

: Legislations regarding working conditions
The factories act, 1948

The mines act, 1952
Ihe plantation labour act 195 1
Sexual harassment at work place

Leeislation regarding industrial relations
1 sdustrial employment (standing orders) act 1964

Indian trade union act 1926
Industrial disputes act, 1947

Industrial relation act, 1961

Radings
Labour problems and social welfare, New academic
publishers. Jallandhar

Labour and industrial laws. Allahabad law agency,
Allahabad
Indian labour problems ,Allahabad law agency,

Allahabad
Principles of labour welfare, Oxford and IBH publications
co, New Delhi

Labour problems in India, S chand and company Ltd.,
New Delhi
Industrial law eastern book company, Lucknow

Shram artha shastra evam audhoiksambhavana, sahitya
sahitya

Premlata   bhavan, Agra

ECIALIZATION GROUP 'B' COMMUNITY DEVELOPMENT

APER:1 (GROUP B) RURAL COMMUNITY DEVELOPMENT

Unit-I

Community development: its need, principles and methods

Historical development and early experiments in rural community development India

Unit II

Origin of panchayati raj administration in India

Role of panchayati raj in rural development.

Structure of panchayati raj system at the district, block and village levels

Functions of panchati raj system, gram sabha and social audit. Problems of panchayati raj institutions

Structure and functions of community development at district, block and village levels.

Training for rural development functionaries in India Rural community development programmes in India.

Concept, philosophy and principles of extension education

Institutional framework for rural development: Ministry of rural development, National institute of rural development , District rural development agency, , XABARD, Council of advancement of people's action and rural technology CAPART)

'.00s and their role in community development

Recent trends in voluntary sector regarding rural development

of social advocacy, pressure groups and public interest litigation in communitN

2=1011.

Suggested Readings

Vehta R Shiv : Rural development in India, Sage publications, New Delhi

V±eshwari Shivram : Rural development in India, Sage publications, New Delhi

VA žan GR : India's developing villages, Print house India, Lucknov.

Q :man Leonard : Undertaking programme evaluation, Sage publications New Delhi

Clinard Marshal B : Slums and community development, The free press. New
1957 York

Siddiqui HY : Working with communities, Hira publications, New
1977 New Delhi

Gangrade KD , Radha
2001

Working with communities, publications, New Delhi

d : Asset building and community development Sage
publications, New Delhi

Ramaconda Patil: Community organization and development, PI Il with
learning private limited, New Delhi 1-10001, India com
munit
ies at grass roots level, Radha
: Functioning of panchayti raj system, Rawat publishers, Sisodia (Editor), Jaipur

Singh:Encyclopedia of Social work in India: New royal book company, Lucknow

(GROUP B) URBAN COMMUNITY DEVELOPMENT

Concept, causes, process and significances, urbanization and

Community in India: Nature, characteristics and mtýor problems.

Community Development: Need, concept, objectives and approaches.

Community Development in India: Historical perspectives, policies and

for urban community development, nature, problems. community development in India's five year plans.

India: Growth, types, major characteristics and problems: Approaches for their improvement.

and functions of urban local self government - Municipal corporation. cantonment boards and 74 [th] amendment of municipal etc.

agencies of urban community development in India. Department of town planning, housing board, city development authority, HIJDCO,

Education and its component in the programme of National literacy

Leonard:Undertaking programme evaluation, Sage 1 983 publications, New Delhi

B:Slums and community development ,The

1957   free Press New York

Working with   communities, Hira
publications,
New Delhi

PAPER: 3 SOCIAL WORK RESEARCH AND STATISTICS   PART -II

Unit I Social work research
1. Social work research: nature, objectives, scope and status in India
2. Social survey: types, social survey and research, social welfare survey
3. Cost effective analysis

Unit II Qualitative research
1. Qualitative research: case study and content analysis
2. Scales: attitude measurement scales, sociometry, projective techniques.

Unit III Social statistics-I
1. Graphic and diagrammatic presentation
2. Measures of central tendency: mean, median and mode

Unit IV Social statistics-II
1. Measures of dispersion: range, quartile deviation.
2. Measurement of deviation: standard deviation and coefficient of variation

Unit V Social statistics-III
1. Measures of correlation: Karl-Pearson's correlation and rank correlation
2. Test of association: chi-square and test of difference: t-test. application of SPSS

Suggested Readings

1.	Ramchandran P 1990	:	Issues in social work research in India , Tata institute of social sciences, New Delhi
2.	Coolidge, Frederick 2000	:	Statistics: A gentle introduction, Sage publication, New Delhi
3.	Bajpai, SR 1999	:	Methods of social survey and research, Kitab Ghar, Kanpur
4.	Lal Das DK 2000	:	Practice of social research, Rawat publications, Jaipur
5.	Goode and Hatt 1957	:	Methods in social research, Mc Graw Hill, New York
6.	Young, Pauline 1968	:	Scientific social surveys and research, Prentice hall of India, New Delhi
7.	Gupta CB 1980	:	An Introduction to statistical methods, Ram Prasad and sons , Agra

Unit III: Mental

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III Social statistics-I
Graphic and diagrammatic presentation

IV Social statistics-II

V Social statistics-III

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York

and behavioral disorders I

Symptomatology: sign and symptoms of major mental disorders.

Organic mental disorder

Psychoactive substance use disorder

Schizophrenia, schizotypal and delusional disorder

Neurotic stress related and somatoform disorder Disorder of adult personality and behaviour

IV : Mental and behavioral disorders II

Pain disorders

Child psychiatry

Geriatric psychiatry

Sleep disorders

Disorders of eating

Psycho-sexual disorders

ur V : Mental & behavioral disorders Ill

Mood (affective) disorders

Dissociative disorders

Adjustment and impulse disorders

Disorders related to women
Psychiatric sequel of physical disorders

Psychiatric
emergencies

1994

9. Bancyjee, G. R.:

10. French, L.M.
1940

1. Park, K.:
2000

Textbook of reventive and socia: medicine, 20ᵗ
Edition. M/S Banarsi Bharot
National health policy, New Delhi
State of India's health, VHAI, New

Lok Sabha
Secretarine:

3. Voluntary health
association : Of India
1991

4. Carson,
R.C.Butcher,J.N. :
Mineka. S. 1998
World health
organization:

6. Gelder,M. Gath, D. :

1996

Talboot . LA.
Hales, R.E.

1994

Pathak, S. H.:
KD
Radha publications, New Delhi
Gray Paul and

Sage Anna Haines

Singh Encyclopedia
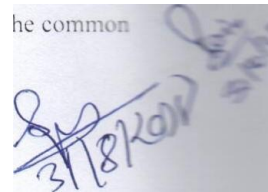
Delhi
Abnormal psychology and modern life,
longman, New York
ICD-IO, AITBS, New
Delhi Oxford text book
of psychiatry, Oxford
university press, London
Textbook of psychiatry,
The americzz psychiatry
press, Jaypee brother, I)e Medical social
work, Delhi school of social work Social service
department : Its organization and functions, TISS.
Bombay
Psychiatric social work, The common wealth
fund. New York

Working with communities at grass roots level.

Asset building and community development,

publications, New Delhi
Ramagonda Patil Community
organization and development, PHI learning
private limited, New Delhi
of social work in India: New royal book

M. :
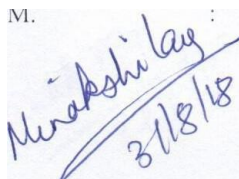
company, Lucknow

Jacob Urban community development, Rawat publications, Jaipur

Ghanshyam Social movements and the state, Sage publications. New Delhi

Marina Metropolitan city government in India, Sage publications, New Delhi

Hans Social work in urban India, Rawat publications, Jaipur

Ram Nigam Bharatiya sahakarita andholan, Sahitya niketan prakshan, Kanpur

ECIXLIZATION GROUP   MEDICAL AND
PSYCHIATRIC WORK

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Surend Historical development of MPS W and psychiatry: major milestones
7 012   Definition of medical social work and psychiatric social work

Psychiatric examination: principles of psychiatric interviewing, case history taking
and mental status examination

audipara

. 07   Classification of mental and behavioral disorders: ICD-IO and DSM - IV. Etiology:
        bio-psycho-social factors in psychiatric disorders.
kahah
2000
Pinto   Biology of behaviour
2000
Nagp   Receptors
2007
knand   Effectors
1966
        Nervous system
        Central nervous system

        Autonomic nervous system

        Reflex actions

        ons

(GROUP C) PSYCHOPATHOLOGY AND ASSESSMENT
OF PSYCHIATRIC DISORDERS

History

1 1. Verma, R.   Psychiatric social work in India, Sage
   1 991   publisher, New Delhi,
12. Baquer, A.   Disability : challenges vs responses, New
   1997   Delhi

xPER 2 (GROUP C) INTERVENTIONS IN PSYCHIATRIC
2üSORDERS

I : Social work methods and MPSW intervention
l. Social group work in field of MPS W
        2.   Social case work in field of MPS W
        3.   Community organization and MPS W
        4.   Social action in the field of MPS W: need and milestones
        5.   Social work researches in the field of MPS W: need and major
    researches
        6.   Social welfare administration for the field of MPSW

II: Psychiatric social work intervention

Community psychiatry : history, principle, feature and programs in community
mental health

2. National mental health act - 1987
3. National mental health program of India
4. Role of psychiatric social worker as family educator of mental illness & mental retardation.
5. Epilepsy: causes, types and treatment of epilepsy. social impact of epilepsy.
6. Child guidance clinic: need, structure, programs.

ill: Psychometry

Intelligences tests : W A I S, W I SC & Bhatia battery

2. Adjustment test : llugl bell test
3. Personality test : 16 PF test, draw & person test
4. Psychiatric scales to measure depression, anxiety status
5. Projective tests: TAT, Rorschach ink blot test.

Counselling skills for MPS W

l. Meaning, philosophy, definition, & features of counselling.

Concepts related to counselling : guidance, advice, direction and instruction

Principles, techniques, process and stages of counselling

Types of counselling: family, marital, educational, career and vocational, deaddiction and industrial counselling.

Application of counselling in different setting like correctional institution. industrial, family welfare center, child welfare center.

6. Function, qualities and skills required for MPSW in counselling

MSW IV SEMESTER
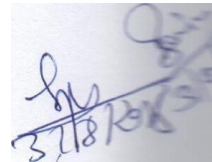
SOCIAL DEVELOPMENT

Caozept of social development and indicators of social development
Ieologies and models of social development Problems of social development in India

Social development alternatives and social work

Brief account of social development programs and provisions in India's five year plans of social services: education, health and social welfare.

Development
Alternative models of social development

Deselopment planning and the constitution: directive principles of state policy and dexelopment as envisioned by the constitution of India Planning commission and planning process

Role of elected bodies in development

Problems of planning in India

2k'.elopment administration: concept and fields Problems and prospects of development administration

20'.erty and its socio-economic and political consequences

Welfare economic and social development

Role of International organizations in promoting social development

NGOs and social development

Changing strategies and trends in voluntary development organizations Social empowerment.

Social Entrepreneurship: concept and practice

Suggested Readings
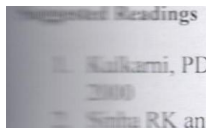
1. Kulkarni, PD 2000 : Social issues and development, Uppal publishing house.

2. Sinha RK and New Delhi : experience, deep and deep publishers, New Delhi

RK and Das DR : Development paradigms; Indian development Social development in India, Radha publishers, New Delhi

: Social work, social development and sustainable development, regency publications, New Delhi

33 (Ed.) : World submit for social development

: India 2020, V

kalam, : Viking penguin India, New Delhi

Unit V   Psychotherapies

Client centered therapy

Psychoanalytical psychotherapy

Behaviour therapy

Occupational therapy, family therapy Chemotherapy, electro convulsive therapy Psychodrama, crises card, weightage grid etc.

Suggested Reading:

Carson, R C.Butcher,J .N.:Abnormal psychology and modern life, Hingman and Mineka, S New York

Talboot LA. Hales, R.E.:Textbook of psychiatry, The American psychiatry press, Jaypee brother, Delhi

French, L.M. 1940 :Psychiatric social work, The common wealth fund, New York

_ rz health Organization:ICD-IO, AITBS, New Delhi
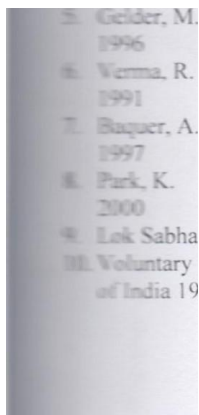
5. Gelder, M. 1996 : M. Gath, D.:Oxford text book of psychiatry, Oxford university press London,

6. Verma, R. 1991 : Psychiatric social work in India. Sage publisher. New Delhi

7. Baquer, A. 1997 : Disability : challenges vs responses, New Delhi

8. Park, K. 2000 : Textbook of preventive and social medicine, 20th edition (M/S Banarsidas Bharot.)

9. Lok Sabha : Sabha Secretarine:National health policy, New Delhi health association:State of India's health .VHAI, New Delhi

10. Voluntary of India 19 : 1991

Kumar YS 1998 : Social aspects of development, Rawat publications, New Delhi

Dereze Jean,:Indian development, Oxford university press, New Amartya Sen 1999 Delhi
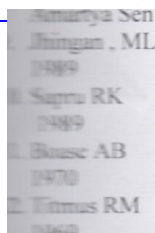
Jhingan , ML 1989 : Vikas ka arth shasthra avam ayojan, Konark publishes pvt. ltd, New Delhi

Sapru RK 1989 : Development administration. Deep and deep publications, New Delhi

Bouse AB 1970 : Social vselfare planning in India, Bangkok, ESCAPE

Titmus RM 1969 : Commitment to welfare, George allen and unwin, London

2.INDIAN SOCIAL PROBLEMS

Unit-E Indian social problems

1 Social changes and social problems- concept, factors and theories

2 Problems of structural change. casteism, communalism and youth interest-

III Problems of social system

! Inequality, illiteracy, unemployment, Over population, child labour.

Thi: Problems of inequality

I Poverty: causes, factors, extent, consequences, theories, measures. impact on society.

Malnutrition: causes, factors, extent, consequences, theories, measures. impact on society

Backwardness: concept, impact on society

Gender inequality: concept, impact on society

IV: Problems of social deviance

l. Crime, delinquency, immoral-trafficking AIDS, beggars and suicide.

: Ensironmental pollution and social media

1. Environment pollution: causes, factors, extent, consequences. theories.

Environmental protection measures, impact on society.

3. Positive and negative impact of social media (internet. face book. social media, television, cinema, mobile etc.)

Readings:-

3 zomore, T.B — Society: A guide to problems and literature, London. Rutledge and Kegan Paul

c:e nson, H.M. — Sociology :A systemic introduction Bombay, Allied

Minakshi Tae
31/8/18

AM., Rapee R., Carroll L., (2006) Treating Anxiety Disorders in Children with
: Zh Functioning Autism Spectrum Disorders: A Controlled Trial

Tantam, D. , (2000) Psychological Disorder in Adolescents and Adults with
Asperger Syndrome 2000 -4 - 1 - 47

<PECIALIZATION (GROUP A) HUMAN RESOURCE MANAGEMENT
PAPER: 1 (GROUP: A) INDUSTRIAL RELATIONS AND TRADE

nit -1: Industrial relations

l. Introduction to industrial relations- concept, evolution, principles, key actors

2. Nature and importance of industrial relations in industrial development of India.

3. Industrial conflict: concept, nature, and industrial disputes, strikes, lockouts, closure, go-slow and other forms

t ait -II: Mechanism for preventing and settling industrial disputes

l. Collective bargaining: concept, process, subject matter, legal and psychological aspects of collective bargaining, its advantages and limitation

2. Workers participation and management- meaning, objectives, need, various forms and levels, critical evaluation of WPM/ participative management schemes in India

3. Tripartite approach in industrial relations: ILO, its structure and functions and role in labour movement and industrial development,

4. Methods for resolving industrial disputes: negotiation: conciliation, voluntary arbitration and adjudication.

zit -111: Trade Unionism

l . Growth and development of trade unionism in India- Historical retrospect

2. Trade union- meaning, types, and functions of trade union

3. Role of unions in job security, wage determination, workers education, productivity and economic development

4. Trade union and its new role in environment protection and safety promotions, social responsibility of trade unions.

5. Globalization and its impact on unionism- global economy, labour market and domestic laws, current trends in employers association and changing role of unions in global economy.

employees welfare and overall industrial development

PAPER: 2 (GROUP A) MANAGEMENT OF

HUMAN RESOURCE

l. Concept and approaches to management
Concept and evolution of HRM as a profession

HR Dept.: Structure and functions I
luman resource planning

t nit Il: Human resource functions

Recruitment and selection

Placement and induction

Compensation and reward

4. Internal mobility and attrition.

HRI): Conceptual framework

Systems and sub systems

Strategies and emerging trends

4. Potential and performance appraisal Training
and development

ait IV: Organizational behavior

0B: Concept, components and organizational culture and climate.

Monotony and fatigue
Accidents and accident proneness

t nit V: The future of HRM

l. Human audit and research

2. Managing change and challenges
3. Globalization and the future of HRM
4. Application of social work skills to HRM

Readings

Arnold and Feldman • Organizational behaviour, Mc graw hill co., Nev. Delhi

Bhatia SK • Personnel management and industrial relations. Deep and
deep publications. New Delhi

l)yal Ishwar • Management training in organizations, Prentice hall o:India pvt ltd,.
4. Dwivedi RS • Management of human resource, Oxford and IBH publishing co, New Delhi
5. Flippo EB • Principles of personnel management, MC graw hill book company, New York
Lai Das DK • Personnel management. industrial relations and labour welfare, Y K publishers,

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1. Ar
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4. Dw
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5. Fli]
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6. Lal
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7. 7. Mamoria CB • Bharatiya shram samasyaen, Sahitya Bhavan, Aera Punekar,SD and
   1976
   Deodhar • Industrial relations, Himalayan publishing housy. industrial discipline: Causes of

Agra

indiscipline, disciplinary action and enquiry procedures drafting disciplinary action letters

show cause charge sheet, principles of natural justice resolution concept of grievance,

causes/ sources of grievances. of grievance procedure. model grievance procedure the

machinervre.zedure and essence

Communication and counseling: introduction to managerial communication. characteristics of effective communication, obstacles of IR manager in promoting and managing healthy IR, self development ef managers as counsellors, development of counselling skills, Social work E-:enention in industry.

aspects in industry: Social responsibility of organization, evolution. philosophy, principles, CSR developmental projects   goals and implementation. critical analysis of CSR approach, roles of Social workers HR professionals in helping industry discharge its social obligations. ethical projects, social auditing.

Leadership- meaning and characteristics, types of leadership, traits of effective leadership, impact of effective leadership on organisation.
Total quality management meaning of quality orientation to customer satisfaction and scope of TQM and TQC, basics and imperatives of TQMtangible and intangible benefits of TQM, roads blocks in implementation of leadership issues, total employee involvement, 5S concept Job satisfaction, motivation and morale.

Feldman   : Organizational behavior , Mc graw hill co., New Delhi

. Personnel management and industrial relations   Deep and deep publications, New Delhi
. Management training in organizations, Prentice hall of India pvt. Ltd.
: Management of human resource, Oxford and IBH publishing co., Nevs Delhi
. Principles of personnel management , MC graw hill. Book company, New York
. Personnel Management, Industrial relations and labour welfare, Y K publishers, Agra
. Bharatiya shram samasyaen, Sahitya bhavan, Agra and

Deodhar: Industrial relations, Himalayan publishing

house, Bombay

. Developing and managing human resource, Suc publications, Bombay

: Labour management relations in India, Asia publish house, Bombay

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Bombay

Singh PN • Developing and managing human resource, Suchandra publications, Bombay

10. Subramaniam KN : Labour management relations in India, Asia publishing house, Bombay

11. Verma Pramod and : Trade unions in India, Oxford and IBH Publishing Mukerjee. Surya house. New Delhi

2. Tripathi PC & Reddy PN : Principles of management, Tata McGraw hill publishing company limited, New Delhi

SPECIALIZATION (GROUP B) COMMUNITY DEVELOPMENT

-1 (GROUP B): TRIBAL COMMUNITY DEVELOPMENT

Definition of tribe, concept of tribal society, Population strength of tribes in India & their geographical distribution, list of major tribes in India in M.P. Main characteristics of tribal society in India.

Family. marriage, kinship, sub-division, clan organization, values Social & religious taboos in tribal society

Pattern of intra tribal relations interaction among tribes & non tribes modern phoenix. Tribal economy special reference to shifting cultivation.

Tribal political system, emerging political status, constitutional & legislative measures.

Review of administrative machinery policies & programmes for tribal welfare special reference to India's five year plan.

Social political movement among the tribes of India.
Cultural change — Tribal culture change.

Tribal women   exploitation & health ward
status.

Suggested Readings:

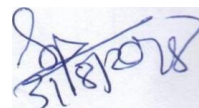1. Bose, N.K.:Tribal life in India.
   Elwin, Verrier:New deal for tribal India.
   Dubey, S.N.and:Administration of policy and programs for backward Murdia, Ratna
   classes in India.
4. Mamoriya, C.B.:Tribal demography.
5. Majumdar, DN.:The affairs of tribes.
6. Revankar, R.CJ.:The Indian constitution: A case study of backward classes
   MacIver, R.M. and H.c.

   5. Davis, K   .:Society - an introductory analysis, London, Macmillan.
      1973   page
   6. Madan, G.R.   .:Indian social problems, vol. I and II Bombay. Allied
      1962   publishers
   7. Ahuja, Ram   .:Manav samaj Allahabad, Kitab mahal
      1992

                         .:Samajik vightan (2 volumes) Mussori, Saraswati sadan

                         .:Social problems in India, Jaipur, Rawat publications

Paper- 3 Social Counselling (Generic Elective)

Unit-I
Counselling: Concept and Relevance to Social Work
Historical Growth of Counselling in India and Abroad

Unit-II
Assumptions/Principles of Counselling -r
stage in the Counselling Process.
C. Counselling Skills.

Unit-III
Therapeutic approaches and theories to counselling I:
approach Humanistic approaches
Client/Person centred approach

Unit-IV
Therapeutic approaches and theories to counselling II:
Existential approach
Cognitive approaches
Behavioural approach

Unit-V
Family Counselling: Premarital/marital, Family Planning, abortion and HIV/AIDS.
Educational Counselling: Scholastic backwardness, emotional disturbance, problems of
zo!escence, Sex education etc.
Vocational Counselling: Career guidance, Job adjustment, and placement etc.
Industrial Counselling interpersonal conflict etc.
De-addiction counselling

Suggested Readings:

1. Anderson S., Mc
   Syndrome Behavio
   293-303

2. Audet LR., Shub

ù Industrial Counselling: Absenteeism, accidental proness, Occupational stress,

Anderson S. , Morris L, (2006), Cognitive Behaviour Therapy for People with Asperger
S%ndrome Behavioural and Cognitive Psychotherapy , Volume 34 , Issue 03 , Jul 2006 , pp

Audet I R.. Shub N.. (2007) Contact and the Phenomena of Autism, Gestalt Review 2007

7. Ghurye, G.S.The scheduled tribes.
8. Dubey, S.C.:Tribal Heritage of India.
9. Governemnt of India:Report of the parliamentary committee on scheduled castes and tribes.
10. Governement of India: Annual report of the commissioner of scheduled castes
and tribes.

2 (GROUP B): COMMUNITY DEVELOPMENT
AND
MANAGEMENT

l. Manpower planning, recruitment, selection, placement and induction Performance appraisal

1. SWOT analysis for development organizations

2. Strategy development and strategy implementation

Organizational effectiveness through capacity building

Communication theories and practices
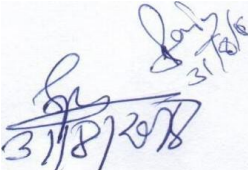
2. Components of communication
3. Factors affecting communication of messages

4. Communication practices adopted for extension activities

Project planning and logical framework analysis

Goal setting, formulation of objectives, identification of strategies and acti\ities
Monitoring and evaluation of programs.

Defining conflict and crisis.

Conflict and crisis management

Ways of dealing with conflict and crisis in organizations.

Change in organization, change approaches, change process, the role and skills of change agent.

Saooested Readings:

)rucker P   : Managing the non profit organizations, Harper collins, New 1 990

2.   Brody Ralph   : Effectively managing human services organizations, Sage 2001   publications, New Delhi

3.   Filipo EB   • Principles of personnel management. Mc graw hill book co 1996

4.   Luthans Fred   • Organizational Behavior, Mc graw hill New Delhi

5. Pareek Udai

6. Robin P Stephen 2008

7. French, Wendell

TV

9. Singh,Anup and
                Rajan K Gupta

10. Ramnarayan,S and Rao, TVI 998
. Motivating for organizational roles, Rawat publications, Jaipur

. Organizational behavior, prentice hall of India. New Delhi

5. Parc
   1993
6. Rob
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7. Frer
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8. Rao,
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9. Sing
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Unit- II:

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Unit- III:

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:Organizational development, Prentice hall of India, New Delhi

Oxford and IBH, New Delhi

: Designing and developing organizations for tomorrow , Sage publications, New Delhi

: Readings in human resource development ,

: Organizational development: Sage publications, New Delhi

SPECIALIZATION (GROUP: C)
MEDICAL AND PSYCHIATRIC SOCIAL WORK
1 (GROUP: C) HEALTH WELFARE ADMINISTRATION

•it I: Health services in community

Mother and child health services and immunization programs in India.

2. Methods of family planning, social, cultural & religious factors influencing acceptance of family planning.
3. School health programme: need & organization of health programmes in school.
4. Nutrition and nutritional diseases & preventive measures
5. CSR practices and MPS W (case studies)
6. Meaning and evolution of social medicine, preventive medicine and community medicine.

nit- Il: Human body

l. Structure and functioning of five receptors

2. Heart, circulation, diseases and management
3. Digestion system and stomach diseases
4. Bone and muscles
5. Reproductive system
6. Respiratory system

111.• MPSW intervention in hospital I

Economic assistance to poor patients through MPS W intervention

2. MPS W as patient welfare officer
3. Multidisciplinary approach in hospital: meaning, advantages and mechanism.
4. MPS W department in hospitals: need, structure and administration.
5. Medical sociology

Minakshi Lad
31/8/18

2 (GROUP: C) MEDICO PSYCHO SOCIAL WORK INTERVENTION

nit I — Health policy and program

Millennium development goals

1. The people's charter on health
2. Health status of India
3.
4. Health vision 2020 I lealth indicators nit -Il: Health administration

Health in five year plans, outlay, programs and achievements.

1.
2. National health policy in India - 2002
3. Information, education & counselling services
4. HIV/AIDS: etiology, epidemiology, psycho-social impact, MPSW intervention, U.N.'s agenda on HIV/AIDS and human rights of HIV/AIDS patients.

zit —Ill: Disaster management

Global warming and MPSW intervention

Common health problems resulting from disaster, epidemics.

National emergency preparedness plan : disaster management

Xatural disaster case studies: flood (Bombay, Behar), tsunami (Japan, India) earthquake (Bhuj-Kach).

Manmade disaster case studies: nuclear dis. (Hiroshima- Nagasaki, Chernobyl), industrial dis. (Bhopal gas tragedy) and terrorism attack (9/1 1, Bombay).

IV: Forensic medicine

The Protection of Human Right Act 1993

The Medical Termination of Pregnancy Act 1 971 and M TP Rules And Regulation

The Pre Conception and The Pre Natal Diagnostic Techniques Act 1994

The Bio Medical Waste(Management and Handling) rule 1998 PWD Act 1995, RCI Act 1992, National Trust Act

The Transplantation of Human Organ Act

1994 lit V: National & international health organization

National organization

Govt. organization - AllH & PH, AllMS, NIMHANS, lips, IRCS

Non organization - VHAI, HKNS, SISS, NSI, Prayas

International Organization
Govt. organization. : IJN.WHO, UNICEF, W 10, ICO, UNHCR

Regional organization.: Common wealth nations, SAARC, ASEAN, I)FII). INDIA,

CSAID, NORAD, CIDA, DANIDA, JICA

t nit IV.• MPS W intervention in hospital ——— II

l. Major cases, diagnosis, treatment and MPS W intervention in the departments & units of: cardiology, gastroenterology, pediatrie, dermatology, ophthalmology, diabetes,

2.   Major cases, diagnosis, treatment and MPSW intervention in the departments & units of: burn, cancer, I.C.U, 0.11.1], I.C.C.U, obesity', thalasemic, blood bank,
3.   MPS W intervention in seven types of disabilities.
4.   MPS W services for : chronic, acute, terminal ill, palliative care patients

t nit V ——— Health welfare

l. Current budget allocation for health welfare: central govt.

2.   Current budget allocation for health welfare: M.P. govt.
3.   Medical & psychiatric social work practices in India
4.   Medical & psychiatric social work practices in western countries

ugge.sted Readings:

Verma, R. :1991   6.   Carson, R.C. Butcher, LN. and Mineka, 1998
Baquer, A. :1997
3. Park, K., M/S: 7.   Talboot. LA. Hales, R.E: 1994
Banarsidas Bharot
                            Pathak, S. H.   :
2002   9.   Banerjee, G. R. functions
                            10. French, L.M.   :
Lok Sabha Secretarine: 1 940
    5.   Voluntary Health:
Association of India   11. World health Organization:
1991   2002
                            12. Gelder,M. Gath, D.:

7.

Sugge

1. 1996
2. Psychiatric social work in India, Sage publisher, New Delhi
3.
4. Disability : challenges vs. responses, New Delhi
5.
6. Textbook of preventive and social medicine. 20th edition
7. National health policy, New Delhi
8. State of India's health, VHAI, New Delhi,
9.
10.

Abnormal psychology and modern life, Longman, New York

Textbook of psychiatry, The American psychiatry press,

Jaypee brother , Delhi,

Medical social work, Delhi school of social work
Social Service Department : Its organization and

TISS, Bombay
Psychiatric social work, The

York
ICD IO AITBS, New Delhi

Oxford text book of psychiatry, Oxford university press

London

Talboot . LA. :Hales, R.E 1999 Pathak, S. H. :Banerjee, G. R. :functions,
-4 French, L.M.
1940
Verma, R. 1991
6 Baquer, A.
1997
Park, K.
2000
Lok Sabha

Secretarine

Voluntary health
Association of India 1991
-.0 Carson, R.C.Butcher LN. and Mineka, S.

Textbook of psychiatry. The American psychiatry press, Jaypee brother , Delhi
Medical social work, Delhi school of social work
Social service department : its organization and
TISS, Bombay
. Psychiatric social work, The common wealth fund, New

Non Govt. organization.: UICC, IUAT, NLR, CARE, Help age, Rotary international, action aid, Al green peace, Oxfam, save the children

sted Readings:
common wealth fund, New

York

- Psychiatric social work in India, Sage publisher, New Delhi

- Disability : challenges vs responses, New Delhi

: Textbook of preventive and social medicine, 20th edition (M/S Banarsidas Bharot.
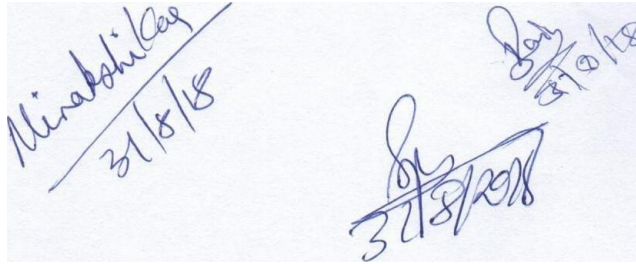
: National health policy, New Delhi

: State of India's health, VHAI, New Delhi

: Abnormal psychology and modern life, Longman, New

York

1998

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