

MASTER OF SOCIAL WORK (MSW)

(Two years full time Post Graduate course)

Scheme of Examination

First Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY	CE+AA	PRACTICAL	MAX. MARKS
S 101	Ideology of Social Work	CC	75	25	-	100
S 102	Human Growth and Development	CC	75	25	-	100
S 103	Social Case Work	CC	75	25	-	100
S 104	Man and Society	CC	75	25	-	100
S 105	Practicum – I (Agency Visit)	CC	(75 Marks- Report on Agency Visit+ 25 Marks- Viva-Voce)			100
		TOTAL MARKS				500

Second Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY	CE+AA	PRACTICAL	MAX. MARKS
S 201	Social Group Work	CC	75	25	-	100
S 202	Social Work Research	CC	75	25	-	100
S 203	Social Action	CC	75	25	-	100
S 204	Social Problem	CC	75	25	-	100
S 205	Practicum – II (Group Work)	CC	(75 Marks- Report on Group Work + 25 Marks- Viva-Voce)			100
		TOTAL MARKS				500

Third Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY	CE+AA	PRACTICAL	MAX. MARKS
S 301	Social Policy and Planning	CC	75	25	-	100
S 302	Community Organization	CC	75	25	-	100
S 303	Social Welfare Administration	CC	75	25	-	100
S 304	Specialization (Any One) 1 Industrial Relation -I 2 Rural & Urban Development -I 3 Tribal Development –I 4 Medical and Psychiatric Social Work-I	CE	75	25	-	100
S 305	Practicum – III (Community Organization)	CC	(75 Marks-Report on Community Organization +25 Marks-Viva-voce)			100
		TOTAL MARKS				500

Four Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY	CE+AA	PRACTICAL	MAX. MARKS
S 401	Human Resources Management	CC	75	25	-	100
S 402	Labour Problems and Legislations	CC	75	25	-	100
S 403	Specialization (Any One) 1 Industrial Relation -II 2 Rural & Urban Development -II 3 Tribal Development –II 4 Medical and Psychiatric Social Work-II	CE	75	25	-	100
S 404	Block Placement	CC	(75 Marks- Report on Block Placement + 25 Marks- Viva-Voce)			100
S 405	Dissertation & Viva-voce	CC	(75 Marks- Dissertation + 25 Marks- Viva-Voce)			100
		TOTAL MARKS				500

MASTER OF SOCIAL WORK (MSW)

(Two years full time Post Graduate course)

Scheme of Examination

TOTAL CREDITS – 80

First Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY Credit	CE+AA Credit	PRACTICAL Credit	TOTAL Credit
S 101	Ideology of Social Work	CC	3	1	-	4
S 102	Human Growth and Development	CC	3	1	-	4
S 103	Social Case Work	CC	3	1	-	4
S 104	Man and Society	CC	3	1	-	4
S 105	Practicum – I (Agency Visit)	CC	(3 credits- Report on Agency Visit + 1 Credits-Viva-voce)			4
		TOTAL CREDITS				20

Second Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY Credit	CE+AA Credit	PRACTICAL Credit	TOTAL Credit
S 201	Social Group Work	CC	3	1	-	4
S 202	Social Work Research	CC	3	1	-	4
S 203	Social Action	CC	3	1	-	4
S 204	Social Problem	CC	3	1	-	4
S 205	Practicum – II (Group Work)	CC	(3 credits- Report on Group Work + 1 Credits-Viva-voce)			4
		TOTAL CREDITS				20

Third Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY Credit	CE+AA Credit	PRACTICAL Credit	TOTAL Credit
S 301	Social Policy and Planning	CC	3	1	-	4
S 302	Community Organization	CC	3	1	-	4
S 303	Social Welfare Administration	CC	3	1	-	4
S 304	Specialization – (Any one) 1 Industrial Relation -I 2 Rural & Urban Development -I 3 Tribal Development –I 4 Medical and Psychiatric Social Work-I	CE	3	1	-	4
S 305	Practicum – III (Community Organization)	CC	(3 credits- Report on Community Organization +1 Credits-Viva-voce)			4
		TOTAL CREDITS				20

Four Semester

PAPER CODE	NAME OF THE PAPER	COURSE	THEORY Credit	CE+AA Credit	PRACTICAL Credit	TOTAL Credit
S 401	Human Resources Management	CC	3	1	-	4
S 402	Labour Problems and Legislations	CC	3	1	-	4
S 403	Specialization – (Any one) 1 Industrial Relation -II 2 Rural & Urban Development -II 3 Tribal Development –II 4 Medical and Psychiatric Social Work-II	CE	3	1	-	4
S 404	Block Placement	-	(3 credits- Report on Block Placement +1 credits-Viva-voce)			4
S 405	Dissertation & Viva-voce	-	(3 credits- Dissertation + 1 credits- Viva-Voce)			4
		TOTAL CREDITS				20

MASTER OF SOCIAL WORK

FIRST SEMESTER

Paper S 101 Ideology of Social Work

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Meaning, Objectives, Values and Scope of Social Work, Principles and Philosophy of Social Work.
- Unit – II** Profession: Meaning and Elements, Professional code of ethics, Professional nature of Social Work.
Indian History of Social Work Profession, Emerging ideologies of professional social work in India, Historical development of social work in India, Similarities and difference between Social Work, Social Welfare and Social Service.
- Unit – III** Ideology of Social Work: Ideology of sustainable & people centred development, Ideology of Indian Constitution, Ideology of voluntary organization and voluntary action and Social Work practice;
- Unit – IV** Western History of Social Work Profession: History of Social Work in U.K. and USA.
- Unit – V** Socialism & Human right, Scope of Social Work in youth welfare, Women welfare, Child welfare family welfare.

References:

1. Archana, T- Social Advocay- Perspective of Social Work, Bombay: College of social work.
2. Bailey, R& Brake, M (1975)-Radical Social Work, Edward Arnold.
3. Banks, S (1975)- Ethics and Values in Social Work: practical Social Work Series, London: Macmillan.
4. Congress, EP.(1998)_Social Work and Ethics, Chicago: Nelson_ Hull Publishers.
5. Das Gupta, S. (E.d.) 1967 – Towards a Philosophy of Social Work in India, New Delhi: Popular Book Service.
6. Dewakar, V.D. (Ed.) (1991) - Social Reform Movements in India: A historical Perspective, Bombay: Popular Prakashan.
7. Encyclopedia of Social (1987) – Encyclopedia of Social Work in India, New Delhi: Ministry of Welfare, Govt. of India.
8. Encyclopedia of Social (1987) – encyclopedia of Social Work, Silver Spring, Maryland: National Association of Social Workers.
9. Gore, M.S. (1965) – Social Work and Social Work Education, Bombay: Asia Publishing House.

10. Gangrade, K.D. – dimensions of Social work in India.
11. Ganguli, B.N. (1973) – Gandhi's Social Philosophy, Delhi: Vikas Publishing House.
12. Gokhale, S.D. (1975) – Social Welfare – Legend & legacy, Bombay: Popular Prakashan.
13. Jha, Jainendra Kumar (Ed.)(2001)- Encyclopedia of Social Work, 4 Vols, New Delhi: Anmol Publications Pvt. Ltd.
14. Karla Krogsrud Miley, Michael O' Melia, and Brenda L. Dubois (1995) – Generalist Social Work Practice: An Empowering Approach, Singapore: Allyn and Bacon.
15. Khan, A.J. – Ideas and Issues in Social Work.
16. Khinduka, S.K.- Social Work in India.
17. Konopka, G. & Linndeman, Edward G. – Social Work Philosophy.
18. Lamert Thagu're (1991) – Social Support System in Practice: A Generalist Approach, Annapolice: NASE.
19. Natrajan, A. – Century of Social Reforms in India.
20. Pathak – Social Welfare, New Delhi: Mac Millan.
21. Pincus, Allen & Anne Minaham, (1973)- Social work Practice: Model and Method, Illinois: F.E. Peacock Publishers Inc.
22. Rameshwari Deve & Ravi Prakash (2001) – Social Work Practice, Jaipur: Mangal deep Publication.
23. Reamer, F.G. (1995) – Social Work Values and Ethics, New York; Columbia University Press.
24. Shastri, R.R. (1966) – Social Work Tradition in India, Varanasi: Welfare Forum & Research Organization.
25. Tata Institute of Social Sciences Social Work Educators forum (TISSSWEF) 1997 – Declaration of Ethics for Professional Social Workers, The Indian Journal of Social work, 58 (2), 335-341.
26. Unnithan, T.K.N. (1979) – Gandhi and Social Change, Jaipur: Rawat Publications.
27. Wadia, A.R. – Gandhian Contribution to the Philosophy of Social Work (International Council on Social Welfare, Documentation centre series.)
28. Woodrofe, K. (1962) – From Charity to Social Work, London: Routledge & Kegan Paul.

Paper S 102 Human Growth and Development

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Life Span Development: Heredity and Environment- concepts, mechanisms, Concept of heredity and environments in shaping human behavior, Erikson and Freud theory of Development.
- Unit –II** Basic Psychology Process: Sensation and Perception- nature, process and fact, Attention, Perceptual set, Perceptual defense – Effects of motives and needs.
- Unit –III** Learning: Nature and theories- Classical conditioning, Operant conditioning, Observational learning, Application of learning principles in behavior theory (Dollard & Miller, Skinner)
- Unit –IV** Motivation: Concept, Theories of Motivation-Maslow, Herzberg
Personality Formulation and Human Behavior,
- Unit –V** Theories of Personality: Allport Theory, Dynamic theories,
Understanding individual behavior, Adjustment and Maladjustment,

References:

1. Kuppaswamy, B.S. – An Introduction to Social Psychology, Bombay; Media
2. Anastasi, A. (1987) – Psychological Testing, New York; Macmillan.
3. Davidoff, L.P. – Introduction to Psychology, Auckland: MC Graw Hill Inc. Book Co.
4. Hillgard, Arkinson & Arkinson – Introduction to Psychology, New Delhi: Mc Graw Hill Publications.
5. Kluckhohn, Murray & Schneider – Personality in Nature, society and Culture.
6. Kretch & Crutchfield, R.S. & Ballachey – Individual in Society, New York: Mc Graw Hill.
7. Munn, N.L. – Introduction to Psychology.
8. Munn, N.L. – Fundamentals of Human Adjustment. Promoters & Pub. Pvt. Ltd.
9. Walia, J.S. – Foundations of Educational Psychology, Paul Publishers.

Paper S 103 Social Case Work

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Meaning, Definition, Concept of Social Case work, Major Principle of Social Case Work, Components of Social Case Work.
- Unit –II** Process in Social Case Work: Psychosocial study, Assessment. Goal formation, Planning, Intervention, Evaluation, Termination, Follow up.
- Unit –III** Tools, Techniques and Skills of Social Case Work: interview, Home visit, Observation, Listening, Communication skills, Questioning, Recording.
- Unit –IV** Moral Support, Resource enhancement, Counseling, Rapport building, Case work relationship, Transference and Counter Transference.
- Unit –V** Application of Social Case Work in various settings: Family, Correctional services, Educational institutes, welfare setting, dd age,
Role of Social Case Worker as a change agent.

References:

1. Alissi, A.S. (1980) – Perspectives on Social Group Work Practice: A Book of Reading, New York: The Free Press.
2. Balgopal, P.R. & Vassil, T.V. (1983) – Groups in Social work – A Ecological Perspective, New York: Macmillan Publishing Co. Inc.
3. Banerjee, G. R. (1967) – Concept of Being and Becoming in the Practice of Social work, Indian Journal Of Social Work, Mumbai: TISS.
4. Bara, J.G. (1991) – Beyond Case work, London : Macmillan,
5. Brandler, S. & Roman, C.P. (1991) – Group work : Skills and Strategies for Effective Intervention, New York: The Haworth Press.
6. Garwin C. (1987) – Contemporary Group Work, New York: Prentice Hall Inc.
7. Hamilton, Godon – Principles of Social Case Recording, New York: Columbia University Press.
8. Robert, Robert W. & Nee Robert H. (Eds) – Theories of Social Case work, Chicago; University of Chicago Press.
9. Sena F. Fine and Paul H. Glass – The first Helping Interview Engaging the Client and Building Trust, New York: Sage Publication.
10. Sundel, M., Glasser, P., Sarri, R. and Vinter, R. (1985) – Individual Change through Small Groups, New York: The Free Press.
11. Timms, N. (1972) – Recording in Social Work, London: routledge and Kegan Paul.

Paper S 104 Man and Society

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Social system and relationship: Social structure, Meaning, Processes, Customs, Values, Indian culture, Social status and role, Religion.
- Unit –II** Social change: Meaning, Pattern, Processes, Factors. Process in India- sanskritization, westernization, modernization.
- Unit –III** Social control: meaning, forms, functions and agencies. Social differentiation and social stratification: meaning, factors, caste and class.
- Unit -IV** Social processes: Assimilation, Acculturation, Cooperation, Competition and conflict- meaning and importance.
- Unit –V** Social deviation: Meaning, Definition and Concept, Characteristics of Social deviation, Causes of deviation, Forms of deviation, Social change and Social deviation.

Referances:

1. Bottomore, T.B. – Sociology: A Guide to Problems and Literature, London: George Allen and Unwin.
2. Broom, Leonard Charles M. Bonjean & Dorothy, H. Broom (1990) – Sociology, Belmont: Wadsworth Publication Co.
3. Day, P.R. – Sociology in Social work Practice, London: Mac Millan Co.
4. Debe, S.C.- Indian Village, London: Routledge and Kegan Paul.
5. Johnson, H.M.- Sociology; A Systematic Introduction, Bombay: Allied Publication Pvt. Ltd.
6. Kluckhorn & Murray – Personality in Nature, Society and Culture.
7. Kuppuswamy, B.-Social Change in India.
8. MacIver, R.M. & Page. C.H. – Society: An Introductory Analysis, Madras: Mac Millan India, Ltd.
9. Majumdar, D.N. – Races and Cultures in India, Bombay: Asia Publisher Ltd.
10. Srinivas, M.N. Social Change in Modern India, Bombay : Allied Publishers.
11. Srinivas, M.N. (1996) – Village, Caste, Gender and Methods (Essay in Indian Social Anthropology) Delhi: Oxford University Press.
12. Gupta, Sharma, Sociology, Sahitya Bhavan Publication.

Max. Marks: 100

Paper S 105 PRACTICUM –I (Agency Visit)

MASTER OF SOCIAL WORK
SECOND SEMESTER

Paper S 201 Social Group Work

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course Content -

- Unit –I** Social Group Work: Meaning, Process, Purpose, Need, Development of Group work in individual and communities.
- Unit –II** Characteristics of Group formation, Goal and Principle in social group work, Factors, formulation and identification of problems of Group work
- Unit –III** Models of group work: Social goal model, Remedial model, Reciprocal model, Developmental model.

Social group work, Programmes Concept and principles, Programme Planning- Skills and Action.
- Unit –IV** Group dynamics: Group process: Planning, Forming, Exploration, Performing, Assessment, Termination/Ending. Interaction, Leadership, Isolation, Decision making, Conflicts, Communication, Relationship.
- Unit –V** Evaluation of Group Work: Importance of evaluation, and problem solving process ,achievements.

References:

1. Brandler, S. & Roman, C.P. (1991) – Group work: skills and Strategies for Effective Intervention, New York: The Haworth Press.
2. Carret, A.- Interviewing: its Principles and Methods, New York, FWA.
3. Freidlander, W.A. (1978) – Concepts and Methods of Social work, Englewood Cliffs: Prentice Hall
4. Graland, J.A. (ED) (1992) – Group work, New York: Prentice Hall Inc.
5. Grawin C. (1987) – Contemporary Group Work, New York: Prentice Hall Inc.
6. Hamilton, Godon – Principles of Social Case Recording, New York: Columbia University Press.

Paper S 202 Social Work Research

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course Content:

- Unit –I** Social Work Research: Meaning, Concept, Scope, Importance, Purpose and relevance for social work practice;
Social phenomenon and meaning, characteristics;
- Unit –II** Objective, Hypothesis and Action plan;
Research design: meaning and types;
- Unit –III** Methods of study: Panel Study, PRA, Group discussion.
Sampling: meaning, types and utility and considerations in the determination of sample size;
Data Collection- Sources, Method, Technique and Tools- Questionnaire, Interview schedule;
- Unit –IV** Use of Statistics in Social Science Research. Determination, Analyses and Technique, mean, median, mode, chi test, Correlation;
Introduction to Spss.
- Unit –V** Data Processing, Tabulation, Interpretation and Technique of Presentation.
Report writing- Importance, Steps, Process and intervention in Social Work.

References:

1. Blaikie, Norman (1993)- Approaches in Social Enquiry, Cambridge: Polity Press.
2. Crabtree, B.F. and Miller, W.L. (Eds) (2000)-Doing Qualitative Research, New Delhi: Sage publications.
3. Denzin, Norman, K. and Lincoln, Y.S. (Eds)(2000)-Handbook of Qualitative Research, (2nd Edition), New Delhi: sage publications.
4. Mannheim, Henry L. (1977)- Sociological Research: Philosophy and Methods, Illinois: The Dorsey press.
5. Marshall, Catherine and Rossman, G.B. (1999)- Designing Qualitative Research, 3rd Edn, New Delhi: Sage Publications.
6. Mukherjee, Partha N. (Ed.) (2000)- Methodology in Social Research: Dilemma and Perspectives, New Delhi: Sage Publications.
7. Ramchandra, P. (1990)- Issues in Social Work Research in India, Bombay: Institute for Community Organization Research.
8. Reid, William J. and Smith, Andrew D.-Research in Social Work, New York: Columbia: University Press.

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10. Society for Participatory Research I Adia (1885) – Participatory Research: an Introduction, Participatory Research Network Series, No.3, New Delhi: PRIA.
11. Yin, Robert K. (1994) – Case Study Research: Design and Methods, New Delhi: Sage Publications.
12. Coolidge, Frederick L. (2000) – Statistics: A Gentle Introduction Introduction, New Delhi: Sage Publications.
13. Dhesnadaysl, R. – Computer Sciences, Vol, I, New Delhi: Tata McGraw Hill Publishing Co.
14. Elhance, D.N., Elhance, Veena & Agrawal, B.M. (1996) – fundamentals of
15. Field, Andy (2000) – Discovering Statistics Using SPSS for Windows: Advance Techniques for Beginning, New Delhi: Sage Publications.
16. Foster, J.J. (1998) – Data Analysis Using SPSS Windows: A Beginner's Guide, New Delhi: Sage Publications.
17. Gahan, Celis and Hannibal, Mike (1998)- Doing Qualitative Research using QSR, NUD, IST, New Delhi: Sage Publications.
18. Gupta, S.P. – Statistical Methods, New Delhi: Sultan Chand & Sons.
19. Jefferies, J. and Diamons, I. – Beginning Statistics: An Introduction for Social Scientists, New Delhi: Sage Publication.
20. Reichman, W.J. (1981) – Use and Abuse of Statistics: Penguin. Statistics, Allahabad: Kitab Mahal.
21. Tabnsnbaum, Robert S. – Computing in the Humanities and Social Sciences, Vol.- I, Fundamentals, Rockvile, Maryland Computer Sciences Press.

Paper S 203 Social Action

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course Content:

- Unit –I** Social Action: Introduction, Definition, Concept of Social Action, Essential components of Social Action.
- Unit –II** Historical development of Social Action in India and the west. Social Activists in India: Anna Hazare, Medha Patkar, Sunderlal Bahuguna, Rajendra Singh, Radha Bhatt.
- Unit –III** Models of Social Action : Elitist Social Action Model, Popular Social Action Model, Gandhian Model of Social Action.
- Unit –IV** Strategies and skills in Social Action: Planning Strategies, Managerial/Mobilization Strategies.
- Unit –V** Scope and Relevance of Social Action, Social Action as a method of Social Work, Social Movement- SEWA, Chipko Movement, Narmada Bachao Movement, RTI.

References:

1. Siddiqui, H.Y. - Social Work and Social Action, New Delhi: Harnam Publication.
2. Pathak. S. – Social Welfare , New Delhi : Macmillan.
3. Moorthy, M.V. – Social Action, Bombay : Asia Publishing House.
4. Chowdhary, D.Paul.- Introduction of Social Work, New Delhi : Atma Ram and Sons.

Paper S 204 Social Problems

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course Content:

- Unit –I** Structural Problems: Juvenile delinquency, Beggary, Dowry, Casteism, Regionalism Communalism, Linguistic problem.
- Unit –II** Gender Problem: Women Empowerment, Sex discrimination, Property rights, Domestic violence, Education, Sexual Harassment at workplace.
- Unit –III** Rural Problems: Landless labour, Rural migration, Bonded labour.
- Unit –IV** Urban Problems: Slum housing, Child labour, Prostitution, Pollution.
- Unit –V** Newly emerged problem: Leadership factionalism, Media culture and ethnicity nation- building.

References:

- 01 Hutton J.H., (1983) : Caste in India, Oxford University Press, Bombay.
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Master of Social Work (PREVIOUS)

Max. Marks : 100

Paper S 205

Practicum – II

(Group Work)

MASTER OF SOCIAL WORK

THIRD SEMESTER

Paper S 301 Social Policy and Planning

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Concept of Social Policy, Social Welfare Policy and Economic Policy and their Interrelationship, Social Policy and Constitutional Provisions, Achievements.
- Unit –II** Process of Social Policy Formulation, Contribution of Research, Role of Interest groups, Problem of conflict of interests and its solutions, Evolution of Social Policies in Different Sectors.
- Unit –III** Social Planning: Concepts of Social and Developmental Planning, Scope and Goal, Planning for Social Services.
- Unit –IV** Machinery and Process of Planning: Levels of Social Planning- Centre, State, District and Block Levels, NITI Ayog- Organization, Structure and Functions, Coordination between Centre and State needs for Decentralization; Panchayat Raj and People Participation;
- Unit –V** Objective of Growth and Social Justice with the special reference to the areas of Health, Education, Family Welfare and Social Welfare, Anti-poverty programmes and Advocacy.

Referances:

1. Bandyopadhyay, D. (1997) – People's Participation in Planning Kerala Experiment, Economic & Political Weekly, Sept. 24 2450-54.
2. Bose, A.B. – social Welfare planning in India, New Delhi: ECAEF (Mimeo.)
3. Bulmer, M. et. Al. (1989) – The Goals of Social Policy, London: Union Hyman.
4. Chakraborty, S. (1987)- Development Planning- Indian Experience, Oxford: Claredon Press.
5. Dandekar, V.M. (1994)- Role of Economic Planning in the 1990s & Beyond, Economic and political Weekly, Vol. XXIX, No. 24 1457- 1464.
6. Dagupta, N.B., J.L. Raina, H.M. Jauhari & Others – Nehru's Planning in India New Sehli; Concept Publication Co.

7. Ganapathy, R.S. & others (1985)- Policy and Policy Analysis in India, Dehli: Sage Publications. Gosh, A. (1992)- Planning in India; the Challenge for the Nineties, New Dehli: Sage Publications.
8. Jhingan, M.L. _ The Economics of Development & Planning, New Delhi: Konark Publishers Pvt. Ltd.
9. Kulkarani, P.D.- Social Planning in India, Bombay: TISS.
10. Kulkarni, P.D. (1982) – Social Policy and India, Bombay: TISS.
11. Kulkarni, P.D. (1979) – Social Policy and Social Development in India, Madras: Association of Schools of Social Work in India.
12. Roy, Sumit (1994)- Social Policy: The Means and Ends Question, Indian Journal of Pubkic Administration, Vol. 1.1, jan-March,
13. Rastogi, P.N. (1992) Policy Analysis and Problm- Solving for Social Systems, New Dehli: Sage Publications.
14. Sumit (1997)- Globalization, Structural Change and Poverty, Economic and Political Weekly, Aug. 16-23, 2117- 2132.
15. Seth, M.L. (1998)- Theory & Practice of Economic Planning, New Delhi: S. Chand & Pvt. Ltd. Visvaavarya, M.- Reconstructing India, London: P.S. King.

Paper S 302 Community Organization

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

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|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Community Organization: Meaning, Scope, Purpose; Principles. Steps of Community organization-Study, Assessment, Action, Monitoring and Evaluation.
- Unit –II** Models of Community Organization-System , Function, Structure and Strategy (Public interest mobilization, Dealing with authorities, Bargaining, Collaborating Problem Solving, Educating, Persuasion and Campaign, Protests and Demonstration).
- Unit –III** Community Power Structure, Dimensions of Power Relevant to Community Organization.
- Unit –IV** Concept of Empowerment, Barriers and Cycle of Empowerment, Gender Empowerment, Youth Empowerment, Community Leadership.
- Unit -V** Role and Skills of Community Organizer. Advocacy in Community Organization.

References:

1. Arora, RK. (Ed.) 1979 – People's Participation in Development Process: Essays
2. Bhattacharya, S. (2001) – Social Work: An Integrated Approach, New Delhi: Deep and Deep Publications Pvt. Ltd.
3. Gangrade, K.D. (1971) – Community Organization in India, Bombay: Popular Prakashan, honour of B. Mehta, Jaipur: The HC.M. State Institute of Public Administration.
4. Ross, Murray G. (1955) – Community Organization : Theory, Principles and Practice, New York: Harper and Row.
5. Sengupta, P.R. – Community Organization Process in India.
6. Siddiqui, H.Y. (1984) – Social Work and Social Action: A Development Perspective, New Delhi: Herman Publications.
7. Siddiqui, H.Y. (1997) – Working with Community: An Introduction to Community work, New Delhi: Hira Publication.
8. Dr. A.R. Singh – Hariyana Acadmy.
9. Social Work – G.R. Madan

Paper S 303 Social Welfare Administration

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Administration : Concept, Social Welfare Administration, scope, meaning, Elements, of Administration;
- Unit –II** Participants in Administration: the community, the board, the chief executive, the staff and the beneficiaries.
- Unit –III** Basic administration process: personnel administration, communication, decision making, authority, coordination, budgeting, office management, public relation and evaluation.
- Unit –IV** Development of welfare organization, Registration, legal status, Financial resources;

Principles.
- Unit –V** Public welfare administration, Concept. Area, Aim, Public welfare and Social welfare relationship & Distinctions.

References:

1. Dr. Sanjoy Rory - Social welfare administration: Discovery publishing nowe Pvt. Ltd. 2013
2. Chaudhari, D. Paul (1983) – Social Welfare Administration, Delhi: Atma Ram & Sons.
3. Goel, B.B.- Project Management: A Development Perspective, New Delhi: Deep & Publication.
4. Goel, S.L. & Jain R.K. (1988) –Social Welfare Administration: Theory and Practice, Vol.-I&II, New Delhi: Deep and Deep Publication.
5. Goyal, C.P. & Pandey, B. – Karmik Prabandh Siddhant Avam Vyavahar.
6. Patti, R. (1983) – Social Welfare Administration in India , Eaglewood Cliffs: Prentice – Hall.
7. Sachdeva, D.R. (1992-93) – Social Welfare Administration, Allahabad: Kitab Mahal.
8. Sharma, M.P. – Public Administration in Theory and Practice.
9. Shastri, Raja Ram (1970)- Samaj Karya, Lucknow, Uttar Pradesh, Hindi Samiti, Suchana Vibhag.

10. Siddiqui, H. Y. (Ed.) 1983 – Social Work Administration, Dynamic Management and Human Relationship, New Jersey: Prentice-Hall.
11. Simon, Herbert A. (1955) – Administration, New Jersey: Prentice-Hall.
12. Trecker, H.B. (1977) – Social Work Administration Principles and Practices, New York:
13. Arora, RK. (Ed.) 1979 – People's Participation in Development Process: Essays
14. Barger, G. and Specht, H. (1969) – Community Organization, New York: Columbia University Press.
15. Batten, T.R. (1965) – The human factor in Community Work, London: Oxford University Press.
16. Bhattacharya, S. (2001) – Social Work: An Integrated Approach, New Delhi: Deep and Deep Publications Pvt. Ltd.
17. Gangrade, K.D. (1971) – Community Organization in India, Bombay: Popular Prakashan, honour of B. Mehta, Jaipur: The HC.M. State Institute of Public Administration.
18. Ross, Murray G. (1955) – Community Organization : Theory, Principles and Practice, New York: Harper and Row.
19. Sengupta, P.R. – Community Organization Process in India.
20. Siddiqui, H.Y. (1984) – Social Work and Social Action: A Development Perspective, New Delhi: Herman Publications.
21. Siddiqui, H.Y. (1997) – Working with Community: An Introduction to Community work, New Delhi: Hira Publication.

Paper S 304 Specialization

I. Industrial Relation -I

Maximum Mark-75

Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Globalization , Liberalization, Privatization, Industrial policy .
- Unit –II** Industrial relations- concept, system approach; Gandhian approach to industrial relations; factors affecting industrial relations-work culture, industrial conflicts and cooperation, right to manage and social justice; recent trends in industrial relations:
- Unit –III** Trade Unionism: historical development in India; objectives, structure and functioning of trade unionism; recognition and management of trade unions, security and social responsibility of trade unions.
- Unit –IV** Industrial disputes-meaning, causes and effects; historical development of industrial disputes in India;
- Unit –V** Industrial disputes – strike, lock-out and gherao: concept, types, causes and effects; retrenchment, lay off, closure, termination of services;

References:

1. Agnihotri, Vidyasagar (19970) – Industrial Relations in India, Delhi.
2. Agrawal, D.V. (1982) – Industrial Relations & Collective Bargaining, New Delhi: Deep & Deep Publications.
3. Agrawal, R.D. (1970) – Dynamics of Labour Management Relations, New Delhi: Tata Mc Graw Hill.
4. Arya, P.P. (1982) – Labour Management Relations in Public Sector Undertaking, New Delhi: Deep & Deep Publications.
5. Chatterjee, N.N. (1984) – Industrial Relations in India's developing Economy, Calcutta: Allied Book Agency.
6. Dovar Rustoms – Personel Management and Industrial Relations in India,
7. Dnlop, J.T. (1958) – Industrial Relations Systems, New York: Henry Hall & Co.,
8. Flanders Allen (1975) – Management & Unions, London: Fabers & Fabers.
9. Kudchetkar, L.S. (1979) – Aspect of Personnel Management and Industrial elations, New Delhi: Tata Mc Graw Hill.
10. Memoria, C.B. (1983) – Dynamics of Industrial Relations in India, Bombay: Himalaya Publishing House.
11. Monga, M.L. (1986) – Industrial Relations and Labour Laws in India, New Delhi: Deep & Deep Publication.
12. Verma, Promod, Management of Industrial Relations, New Delhi: Oxford & IBHJ Publishing Co.

Paper S 304 Specialization I

II. Rural & Urban Development – I

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Rural Society : Meaning and distinctive Characteristics, Rural Society in India as Agrarian and Peasant Structure. Caste System in Rural India : Characteristics, Merits and Demerits.
- Unit –II** Problems of Rural India : Rural Poverty, Land Less Labour, Emigration of People, Agrarian Unrest and Reproductive & Child Health. Role of Social Worker in eradication of these Problem.
- Unit –III** Nature and Scope of Community Development, Community Development and Democratic Decentralization. Rural Community Development- Nature, Assumption and Philosophy.
- Unit –IV** History of Rural Community Development Programs, Rural Community Development Programme and its methods. Effects of CDP. Local Self Government and its needs, function. History of Panchayat Before and After 73rd Constitution Amendment.
- Unit -V** Organisation Analysis of Panchayati Raj Institutions in India & Administrative Problems of PRIs. Empowerment of People and Panchayati Raj Institutions.

References:

1. Rural Sociology – SL Doshi, P.C. Jain - Rawat publication
2. Rural development, principles, policies and management – Kartar Sing – Sage publication
3. Community organization and development and Indian perspective – ASHA Rama Gonda Patil, PHI learning
4. Panchayati Raj Administration and rural development – Tulsi Jain – Book lead publisher

Paper S 304 Specialization I

III. Tribal Development-I

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Meaning & Concept of scheduled Tribe. Different approaches to tribal development ; Demographic details of Indian tribes.
- Unit –II** Tribal Society: Nature and Features of tribal communities Kinship, Social structure, Marriage, Family and Community production and Distribution at the Household and Societal Level.
- Unit –III** Tribals and 'Forest' : An overview of Forest policies affecting the tribal livelihood, Nistar Rights, Forest Management; Forest Act, upto 2006.
- Unit –IV** Institutions in the area of Tribal Development : Anthropological survey of India; Tribal commission; National Scheduled Tribal finance and Development Corporation; Tribal Cooperative Marketing Development Federation of India (TRIFED)
- Unit –V** Constitutional Provisions of Scheduled Tribes: The Panchayat (Extension to the Scheduled Areas) Act, 1996 Scheduled fifth & sixth.

References:

1. Tribal development in India – Govinda Chandra Rath – The Contemporary Debate
2. Tribal development in India – Chandhuri B.(ed)
3. Tribal movements in India – Vol I and Vol II – Sing K.S. (ed)
4. Tribal development ; Past efforts and new Challenges- Singh J.P. Vyas M.N.

Paper S 304 Specialization I

IV. Medical and Psychiatric Social Work-I

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- | | |
|-----------|--|
| Unit –I | Concept of Health and illness, Indicators of Health, Psycho Social and Cultural Determinants of Health, Application of Social Work Methods in Health Setting. |
| Unit –II | Concept and Nature of Medical Social Work, Historical Development of Social Work in India and Abroad. Scope of Medical Social Work-Child Guidance Clinic, HIV/AIDS clinic/Cancer Hospital, OPD, ICU. |
| Unit –III | Definition, Concept, Principles of Team Work in Medical Setting, Rehabilitation of Physically Handicapped Person (dcvyang) |
| Unit –IV | Health Care Services in India Health Infrastructure (Primary Health Centre, Community Health Centre, District Hospitals-Concept and issues of availability) |
| Unit –V | Communicable and Non Communicable Diseases in India, National, Health Programmes in India, Health Education and Social Work Practice. |

References:

- Park & Park (2006) : 'Text book of Social & Preventive Medicine', Bhanot Publications, Jaipur.
- Kishore J.(2006) : 'National Health Programmes of India', Century Publication, New Delhi.
- Dhooper Sujeet Singh : 'Social Work in Health care in the 21st Century' Sage Publication, New Delhi.
- Pathak H.S. (1968) : 'Medical Social Work, Encyclopedia of Social Work-Vol. II', Medical Social Work, Ministry of Welfare Govt. of India.
- Parveen, Shaila (2010) : 'HIV/AIDS, Attitude & Problems', Manak Publication, New Delhi.
- Srivastava, Akhileshwar : 'I keft d fpdR l k dk mnHko ,o fodk l*] mRRkj 1983 in'k fgUnh lLFku] y[kuÅA
- dek j fxjh'k] 1996 % ^ l e k t d k ; d k {k=*] mRr j in'k fgUnh lLFku] y[kuÅA
- Singh, Surendra (2012) : 'Encyclopedia of Social Work in India' (5 Volumes), Lucknow, New Royal Book Company.

- J.Kishore (2008) : National Health Programme of India, Century Publication, New Delhi.

Max. Marks : 100

Paper S 305

**PRACTICUM - III
(Community Organization)**

MASTER OF SOCIAL WORK

FOURTH SEMESTER

Paper S 401 Human Resource Management

Maximum Mark-75

Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Definition, concept, Philosophy and principles of Human Resource Management, Importance and Scope of HRM, HRM process; qualities of a Human Resource Manager, Deference between Personnel Management and HRM.
- Unit –II** Human Resource Planning: Meaning, concept and scope of Human Resource Planning; Assessing the current Human Resource and future Requirements, Implication of future demand and supply of Human Resources.
- Unit –III** Employee Motivation : Concept, importance and principles of Motivation. Theories of Motivation, Maslow's Theory of Hierarchy of needs. Macgregor's X and Y theory, Herzberg's two factors theory, Vroom's expectancy valence Theory.
- Unit –IV** Leadership: Concept and importance, Human Resource Management. Advantages and Disadvantages
- Unit –V** Blake and Mouton Managerial Grid, Rensis – Likert's System of Management, Raddin's Three Dimension Model. Organizational behavior.

References:

1. Agrawal, R.D. (1970) – Dynamics of Labour Management Relations, New Delhi: Tata Mc Graw Hill.
2. Arya, P.P. (1982) – Labour Management Relations in Public Sector Undertaking, New Delhi: Deep & Deep Publications.
3. Flanders Allen (1975) – Management & Unions, London: Fabers & Fabers.
4. Kudchetkar, L.S. (1979) – Aspect of Personnel Management and Industrial elations, New Delhi: Tata Mc Graw Hill.
5. Verma, Promod, Management of Industrial Relations, New Delhi: Oxford & IBHJ Publishing Co.

Paper S 402 Labour Problems and Legislations

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Concept and evolution of human rights, Labour Problems: Introduction, Historical background of labour Problems in India;
- Unit –II** Important Labour Legislations: Objective of the Laws- Payment of Wages Act, 1936; Minimum wages Act, 1948; Workmen's Compensation Act, 1923; Employee's State Insurance Act, 1948 and Rules, The Payment of gratuity Act 1972 with Amendments, Employee's Provident Fund Act, 1952, The Equal Remuneration Act
- Unit –III** Social Work and Labour welfare, Some Important Labour Leaders
- Unit –IV** ILO and Indian Labour; International Labour organization- its structure, functions, objectives, ILO Standards of working and living conditions of labour, Conventions and recommendations, Important Recommendations of various National commissions of Labour in India.
- Unit –V** Problems of working conditions organized labour in public and private sector industries.

References:

1. Agrawal, S.L. (1978)- Labour Legislations Laws in India, Delhi: The MCMillan Co., India.
2. Banchandani, K.R. (1981) – Industrial Law, Mumbai: Himalaya Publishing House (2nd) I.L.O. (1957)- Elements of Industrial Law, New Delhi: Sultan Chand & Sons,
3. Kapur, D.N. (1979)- Elements of Industrial Law. New Delhi : Sultan Chand & Sons.
4. Malik, P.L. (1977)- The Industrial Laws, Lucknow: Eastern Book Co. (12th ed.)
5. Mishra, C.M.- Shramik Vidhian.
6. Mishra, S.N.& Misra, R.K.(1999)- Sharma Avam Audyogik Vidhi, Allahabad: Allahabad Law Agency Publications.
7. Singh, Indrajeet- Shramik Vidhian.
8. Srivastava, D.K. (1988)- Industrial Disputes Act 1947, Lucknow: Eastern Book Co. (5th Ed.).
9. Srivastava, S.C.(1983)- Industrial Relations Machinery, New Delhi: Deep and Publications.
10. Zaheeruddin, (1985)- Labour Welfare Laws and Working Conditions in India, New Delhi: Deep & Deep Publications.

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Bi- partite approach to settlement of industrial disputes; bi- partite negotiation; collective bargaining – meaning and approaches, distributive and integrative bargaining;
- Unit –II** Worker’s participation in management- meaning, different levels of participation; types of participation – work committee, joint management council,
Ethical approach to settlement of industrial disputes- code of discipline, code of conduct; grievance procedure;
- Unit –III** Tri-partite approach to settlement of industrial disputes: conciliation – meaning, historical perspectives and functioning of conciliation; role of trade unions, state and employers organization in performance of conciliation machinery;
- Unit –IV** Arbitration- meaning, scope and effectiveness;
- Unit –V** Court of Enquiry – meaning, scope and effectiveness;
Adjudication- meaning, machinery- labour court, industrial tribunal and national tribunal;

References:

1. Codhi, T.S. (1992) – Industrial Relations in Community Decades, New Delhi: Sri Ram Centre for Industrial Relations,
2. Myers, C.A and Kanappan, S. (1970)- Industrial Relations in India, Bombay: Asia Publishing House.
3. Memoria, C.B. – Industrial Relation in India
4. Pigors, P. & Myers, C.A. – Personnel administration.
5. Rao, M.M. (1985) – Labour Management Relations and Trade Union Leadership, New Delhi: Deep & Deep Publications.
6. Robbins, Stephen P.- Organizational Behaviour: Concepts, Controversies and Applications, (6th Ed.)
7. Sahab Dayal (1980) – Industrial Relations System, New Delhi: Sterling Publishers Pvt. Ltd.
8. Sinha, G.P. & Sinha, P.R.N. (1986) – Industrial Relations and Labour Legislation, New Delhi: Oxford and I.B. Id., (2nd Ed)
9. Sri Ram Centre for Industrial Relations- Dispute and Labour Management Relations in India, New Delhi: Deep & Deep Publications,

10. Srivastave, S.C. (1985) – Industrial Relations and Labour Laws, New Delhi: Deep & Deep Publications,
11. Agrawal, R.D. (1982)- Dynamics of Personnel Management in India, New Delhi: Tata McGraw Hill Publishing Co.,
12. Beach, Dale S.- Personnel: the Management of people work. Cooperation Ltd,(6th Ed.)
13. Chatterji, N.N. (1978)- Management of personnel in Indian Enterprises, Calcutta: Allied Book Agency,
14. Davai, Rustam R. (1980)- The Management Press. Bombay: Progressive
15. Drucker, Peter F. – Management- Tasks, Responsibilities and Practices.
16. Dwivedi, R.S. (1985)- Management of Human Resource. New Delhi: Oxford and I.B.H.,
17. Flipppo, E,B, (19810- Principles of Personnel Management, (5th Ed.0
18. Ghosh, P._ Personnel Administration in India.
19. Memoria C.B. (1988)- Personnel Management, Mumbai : Himalaya Publishing House, (6th Ed.)
20. Molappa Arun & Saiyadain Mirja (1979)- Personnel Management. New Delhi: Tata McGraw_ Hill Publishing Co.
21. Pareekh Udai & Rao, T.V. (1981)- Designing and Management of Human Resource System, New Delhi: Oxford & I.B.H.,
22. kPogess Paul & Myers, Myers, C.A. (1981)- Personnel Administration, Tokyo: Mc Graw Hill, (9th Ed.)
23. Prasad, Lallan (1973)- Personnel Management and Industrial Relations in Public Sector, Bombay: Progressive Corporation,
24. Rao, Subha P. Human Resource Management- Environmental Influence, Allahabad: CHugh Publication,
25. Reunett Roger (1981)-Managing Personnel and Performance, London: Business Book,
26. Rudra Vasava Raj, M.H. (1979)- Dynamic Personnel Administration, Bombay: Himalaya Publishing House, 2nd Ed,

Paper S 403 Specialization

II. Rural & Urban Development – II

Maximum Mark-75
Minimum Mark -30

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Meaning and distinctive Characteristic of Urban Society. Growth of Cities in India; Causes and Consequences. Types of Urban Centers and the Characteristics.
- Unit –II** Problems of Cities: Unemployment, Urban Poverty, Health and hygienic Environmental Problems- Nature and Eradication.
- Unit –III** Slum and Poor Housing : Nature, Causes, Consequence. Slum Clearance Role of Social Worker in Solving Problems of Slum dwellers and Slum Improvement.
- Unit –IV** Urban Community Development: Need and Origin. Urban Communication Development: concept, Aims and objective. Approaches in Urban Community Development.
- Unit –V** Methods and Programmes of Urban Community Development. Urban Community Planning : Meaning methods and Programmes, factors affecting planning, Problems of Planning.

References:

1. Human geography – Majid Hyssain – Rawat publication
2. Urbanization and its environmental – Aray and Abbasi (1995) Impacts.
3. Mitra, Arup (1994) – B.R. publication – Urbanisation, Slums, informal sector, employment and poverty.
4. Urbanisation and Urban system in India – Ramchandrar – Oxford university press, New Delhi
5. Urban planning development – Singh, Shamsheer (1991) New Delhi
6. Urban Community Development – Tudipara, Jacob Z (1993) – Rawat Publication

Paper S 403 Specialization

III. Tribal Development–II

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Problems of Tribal Communities : Land alienation, Malnutritional deaths, Displacement & Migration, Naxalite Menace, Atrocities against tribals, Pseudo Tribals.
- Unit –II** Voluntary organizations role in Tribal Development, social work intervention for Tribal Development.
- Unit –III** Tribal Welfare Policies, Economic Policies, Social development planning.
- Unit –IV** Scope of social planning for Tribal Development, inter relation between social development & economic development of tribal.
- Unit –V** Impact of Panchayati Raj, Women Empowerment, Tribal Education, Tribal Communication, Power structure, Tribal communication & leadership, Participation, Voting, Tribal Social Structure.

References:

Paper S 403 Specialization

IV. Medical and Psychiatric Social Work – II

Note – Scheme of Examination

- | | | |
|---|---|-----------|
| 1 | 05 Short Answered questions (Covering 5 Units)
(Not more than 100 words) -5 Marks each =05×5 | =25 Marks |
| 2 | 05 long Answered questions of 10 Marks each
With internal choice of one question from each unit
(Not more than 500 words) -10 Marks each =05×10 | =50 Marks |

Course content:

- Unit –I** Concept of Mental Health and Illness Components of Mental Health. Historical evolution of Psychiatric Social Work in India and Abroad
- Unit –II** Normal and Abnormal Behaviors- Concept, Definition, Psychoses, Neuroses, (Mood Disorder, Schizophrenia, Stress related somatoform, Psychoactive Substance use disorder)
- Unit –III** Meaning and Definition- Objectives scope and limitations of Psychiatric Social Work, Application of Social Case Work, Group Work and Community Organization in Psychiatric setting.
- Unit –IV** National Mental Health Programmes Mental Health Act-1987, Community Mental Health Care and therapeutic Community.
- Unit –V** Role of Psychiatric-Social Work or in the a field of Social-Work in India Rehabilitation and Support Programme for Mental Patients,

References:

- 01 French, Louris Meredith (2005) : Psychiatric social work, the common wealth fund, New York.
- 02 Jones, Maxwell (1990) : The Therapeutic Community, Basic Books, New York.
- 03 Verma, Ratna (1991) : Psychiatric Social Work in India, Sage Publication, New Delhi.
- 04 Masserman, Jules H.et.al (1973) : Hand Book of Psychiatric Therapies, Jasan Aaronson Inc.
- 05 Denzin, Norman K. (1987) : Treating Alcoholism-an alcoholic anonymous approach, Sage Publication.
- 06 Dickson, Clifford Martha (1981) : Social Work Practice with the Mental retarded, Collier MacMillan.
- 07 Singh H.G. (1977) : Psycho Therapy in India, National Psychological Association.

- 08 Skinner, Sue Warlond (1981) : Development in Family Therapy, Routledge & Kegin Paril, London.
- 09 Gordon, Paul, L.& Lendz R.J. (1977) : Psychological treatment of chronic mental Patients, Harward Unipress, London.
- 10 Kaplan Harold, et.al. (1980) : Comprehensive text book of psychiatry, Williams & Willkins, Vol I, II & III.
- 11 Mullre, Alfred H. (1979) : Psycho Therapy, London press, Midstone.
- 12 Garland, Margaret (1983) : The other side of Psychiatric care, MacMillan.
- 13 Callucutt, J.W. (1983) : Social Work and Mental Health, New York: The free press Lecca, P.J. (eds).
- 14 Ahuja, Niraj & Jyapee : A short textbook of Psychiatry, Medical Publishers Brothers (2002) (p) Ltd, New Delhi.
- 15 Mane Purnima & : Mental Health in India Issues and Concerns ,
- 16 Y.Gandevia Katy (1993) Tata Institute of Social Sciences, Bombay.
- 17 Feld, Harry Gottes (1979) : Abnormal Psychology- Community Mental Health Perspective , Library of Congress, London.
- 18 Weinburg, S. Kirson (1952) : Society and Personality Disorders, prentice Hall Inc.

Max. Marks : 100

Paper S 404 Block Field Work
(Block Placement)

Max. Marks : 100

Paper S 405 Dissertation & Viva-voce

Span of Time, Mode of evaluation & allocation of Marks, for various activities.

Field Work

A student is required to spend a minimum of six to eight hours per week for field work including following activities, during various spans of time.

Practicum – I (Agency visits-10 Agencies)

All the activities under, practicum – I shall be carried out during the first semester.

Practicum – II (Group Work)

Group Work activities shall be organized during second semester.

Practicum – III (Community Organization)

Activities under practicum – III shall be conducted & completed, during the third semester. It shall be carried out, during the third semester, under concurrent supervision of trained faculty, and for duration of four weeks. Twenty four days in a week and 280 hours in each semester have to be spent by the students in field work.

Recording, Reporting and Evaluation of the Practical

The students are required to write a weekly fieldwork report, in duplicate and retain one copy with them as a record each student will submit a summary report of fieldwork. duly examined by supervisor, at the end of respective semester (two weeks before the commencement of semester exam). The supervisor will also submit a detailed evaluation report of each student. However, in case of summer placement, students are required to submit a report, within two weeks of the commencement of third semester's classes

Block Placement-

Each student should be placed in an agency for – sixth days during fourth semester for internship.

Dissertation –

Each Student shall be required to do a dissertation, on a theme to be decided in consultation with competent faculty & will have to submit a report, two weeks before the commencement of fourth semester's exam.

Evaluation of the dissertation & viva-voce –

Evaluation of all be reports (Field work reports & dissertation comprehensive viva-voce exam shall be done by a board of examiners, Including.)

- (i) Internal examiner.
- (ii) External examiner.

(head of department shall be the convener of board)

*Evaluation of reports for Practical – I & II, Shall be done, During Third Semester,

*Reports of Practical III & dissertation shall be evaluated, at the end of fourth semester.

Marks shall be awarded by all be examiners jointly & in a manner prescribed below:

- Maximum Marks allocated to practical I, II & III respectively, shall be one hundred (50) for each ingredient of practical.
- Max Marks allocated to dissertation & Viva-Voce respectively, shall be fifty (50), for each event,

Allocation of marks for theory papers.

(This type of Marks allocation shall be applicable to semester system only)

- Max Marks for each theory paper shall be sixty.
- Out of seventy five, there shall be an internal assessment of fifteen & sixty marks for external evaluation (15:60)
