



C.S.J.M. University, Kanpur

Master of Social Work

Course Structure

Program Objective:

After completion of the programme the learner would be able to

After completing 1st Sem: Certificate

After completing 2nd Sem: Diploma

After completing 4th Sem: Degree

The schedule of papers prescribed for various semesters and marks shall be as follows:

Distribution of Papers and Marks						
SEMESTER-1						
Course Code	Course Title	Category	End Sem. Exam	CIA	Total	Credits
S160701T	History, Philosophy & Theories of Social Work	CC	75	25	100	4
S160702T	Social Case Work & Social Group Work	CC	75	25	100	4
S160703T	Social Science Concept of Social Work	CC	75	25	100	4
S160704T	Social Work Research	CC	75	25	100	4
S160705P	Field Work Practicum		100		100	8
Total Marks			400	100	500	24

SEMESTER-2						
Course Code	Course Title	Category	End Sem. Exam	CIA	Total	Credits
S160801T	Community Organization & Community Development	CC	75	25	100	4
S160802T	Skills & Techniques of Field Work Practicum	CC	75	25	100	4
S160803T	Social Survey, Studies & Report Writing	CC	75	25	100	4
Electives (Students have to choose any one papers from electives)						
S160804T	Behavioral Science Concepts for Social Work	EC	75	25	100	4
S160805T	Communication & Counselling	EC				
S160806T	Gender & Society	EC				
S160807T	Environment & Sustainable Development	EC				
S160808P	Internship (Evaluated in 3 rd Semester)				--	--
S160809P	Field Work Practicum (Viva-Voce)		100	--	100	8
Total Marks			400	100	500	24

SEMESTER-3						
Course Code	Course Title	Category	End Sem. Exam	CIA	Total	Credits
S160901T	Social Welfare Administration & Social Action	CC	75	25	100	4
S160902T	Corporate Social Responsibility & Managerial Skills	CC	75	25	100	4
**Electives (Students have to choose any two papers from electives)						
S160903T	Industrial Relation & Human Resource Management-I	EC	75 + 75	25 + 25	100 + 100	4 + 4
S160904T	Rural & Urban Community Development-I					
S160905T	Medical & Psychiatric Social Work-I					
S160906T	Family & Child Welfare					
S160907T	Livelihood & Social Entrepreneurship-I					
S160908T	Public Health-I					
S160909P	Internship Evaluation (on the basis of 2 nd Semester)		100	--	100	4
S160910P	Field Work Practicum (Viva-Voce)		100	--	100	8
Total Marks			500	100	600	28

SEMESTER-4						
Course Code	Course Title	Category	End Sem. Exam	CIA	Total	Credits
S161001T	Social Policy, Planning & Development	CC	75	25	100	4
S161002T OR S161003T	Project Formation, Monitoring & Evaluation OR Human Rights & Social Justice	CC	75	25	100	4
**Electives (Students have to choose any two papers from electives)						
S161004T	Industrial Relation & Human Resource Management-II	EC	75 + 75	25 + 25	100 + 100	4 + 4
S161005T	Rural & Urban Community Development-II					
S161006T	Medical & Psychiatric Social Work-II					
S161007T	Family & Child Welfare-II					
S161008T	Livelihood & Social Entrepreneurship-II					
S161009T	Public Health-II					
S161010P	Dissertation (Evaluation & Viva-Voce)		100	--	100	4
S161011P	Field Work Practicum (Viva-Voce)		100	--	100	8

Total Marks		500	100	600	28
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Total credit of the programme – 104

Total marks – 2200

CC – Core Course

EC – Elective Course

LEVEL : Semester-1
PAPER CODE : S160701T
TITLE OF PAPER : History, Philosophy and Theories of Social Work
MARKS : 75

Objectives:

- Knowledge about concepts related to professional social work.
- Familiarize students with historical evolution of professional social work in India and global context.
- Knowledge about core values and philosophy of professional social work.
- Develop insights about and approaches to social work practice.

Course Contents:

Unit -1: Professional Social Work: Conceptual Understanding

Social Work and Related Concepts: Charity, Social Service, Social Reform, Social Welfare.
Social Work and Related Processes: Social Change & Social Development, Empowerment.
Impact of globalization on social work education and practice.

Unit -2: Professional Social Work: Historical Roots

Roots of Professional Social Work in England and America.
Origin and Development of Professional Social Work in India.
Associations of Professional Social Work in India and abroad.
International Social Work.

Unit -3: Professional Social Work: Philosophical Base

Influence of Western Philosophy on the Development of Professional Social Work.
Gandhian Philosophy of Social Service.
Voluntarism and History of Social Work Profession in India
Professional Social Work: Objectives, Methods and Core Skills.

Unit -4: Nature and Approaches

Values and Generic Principles of Professional Social Work.
Code of Ethics to Professional Social Work Practice.
Approaches to Social Work Practice
Systems and Ecological Perspectives to Social Work Practice.

Learning Outcomes:

Thorough understanding of fundamental concepts of social work profession in order to develop an insight about professional attitude and attribute.

Suggested Readings:

1. Allan, June; Pease, Bob; & Briskman, L., *Critical Social Work: An Introduction to Theories and Practice*, Jaipur: Allen & Unwin, NSW/Rawat Publications, 2003.
2. Bogo, Marion, *Social Work Practice: Concepts, Processes, and Interviewing*, Columbia University Press, 2006.
3. Compton, B. R., *Introduction to Social Welfare and Social Work: Structure, Function and Process*, The Dorsey Press, Irwin-Dorsey (Homewood, Ill, Georgetown, Ont.), 1980.
4. Coulshed, Veronica & Orme, Joan, *Social Work Practice* (4th Edn.), Palgrave Macmillan, 2006.
5. Derezotes, David S., *Advanced Generalist Social Work Practice*, Sage Pub., New Delhi, 2000.
6. Dubois, B. & Miley, K.K., *Social Work: An Empowering Profession*, Allyn and Bacon, London, 2005.
7. Higham, Patricia, *Social Work: Introducing Professional Practice*, SAGE, 2006.
8. Kulkarni, P.D., *The Indigenous Base of Social Work Profession in India*, IJSW, 54 (4), 2000.
9. Kumar, Hajira, *Social Work: An Experience and Experiment in India*, Gitanjali Publishing House, Delhi, 1994.
10. Lymbery, Mark; Postle, Karen, *Social Work: a Companion to Learning*, SAGE, 2007.
11. Midgeley, James, *Social Welfare in Global Context*, Sage Publications, New Delhi, 1997.
12. National Association of Professional Social Workers in India NAPSWI. (2015): *Code of Ethics for Professional Social Workers in India*. Available at: www.napswi.org
13. Parker, Jonathan; Bradley, Greta, *Social Work Practice: Assessment, Planning, Intervention and Review* (2nd Edn.), Learning Matters Ltd., 2007.
14. Pathak, S.H., *Social Welfare: An Evolutionary and Development Perspective*, MacMillan India Ltd., New Delhi, 1981.
15. Reamer, Frederic G., *Social Work Values and Ethics*, Columbia University Press, 2006.
16. Shastri, Raja Ram, *Social Service Tradition in India*, Welfare Forum & Research Organization, Varanasi, 1966.
17. Watson, Florence, *Integrating Theory and Practice in Social Work Education*, Jessica Kingsley Publishers Ltd., London, 2002.
18. Wilson, Kate; Ruch, Gillian; Lymbery, Mark; Cooper, Andrew, *Social Work: An Introduction to Contemporary Practice*, Pearson/Longman, 2008.

LEVEL	: Semester-1
PAPER CODE	: S160702T
TITLE OF PAPER	: Social Case Work and Social Group Work
MARKS	: 75

Objectives:

- Introduction of historical background, nature, principles and components of Social Case Work and Group Work.
- Understanding of process involved in the application of these methods in diverse settings.
- Development of skills and attitudes to work with individuals and groups.
- Enhancement of competencies to critically analyze the problems related to individuals and groups.

Course Content:

Unit -1: Working with Individuals: An Introduction

Development & Significance of Case Work in SW: Meaning, Objective, scope and Nature
Human Need, Problem Faced by Individuals and Families, Social Roles, Social Functioning.
Principles of Social Case Work.

Approaches to SCW: Psycho-social, Problem Solving, Task Centered Case Work.

Unit -2: Application of Social Case Work and Counseling

Social Case Work Tools: Listening, Observation, Interview, Home Visits.

Skills for Effective Practice: Communication Skills, Rapport Building, Resource Mobilization,
Social Case Work Process

Components and Phases of Intervention in case work practice.

Social Case Work Recording, Relevance in Indian Context

Unit -3: Understanding Group Behaviour

Social Group Work: Meaning, Objective and Characteristics

Group Dynamics: Determinants, Indicators and Outcomes

Specific Situations in Group Functioning: Sub Group Formation, Alliances, Coalitions and
Triangulations, Emergence of Conflict Situations

Decision Making, Group Discussion, Group Logistics and Problem Solving

Unit -4: Working with Groups

Historical Development, Principles of Group Work. Skills and Techniques of Group Work

Social Group Work Process: Forming, Norming, Storming, Performing and Adjourning,
Programme Planning, Development, Assessment.

Models of Social Group Work: Remedial, Developmental, Group Therapy, Transactional
Analysis and Gestalt Therapy.

Learning Outcome:

Understand the methodology, tools, techniques and skills of direct/primary methods required
for working with individuals, families and groups.

Suggested Readings:

1. Amnesty International USA. The Casework Manual: A Toolbox for Coordinators of Action Files, Cases, Dossiers, and Long-Term Campaigns. Palo Alto, Calif: Amnesty International USA Group 19, 1994.
2. Aptekar, Herbert H. The Dynamics of Casework and Counseling. Boston: Houghton Mifflin, 1955.
3. Biestek, Felix P. The Casework Relationship. Chicago: Loyola University Press, 1957.
4. Hepworth, Dean H., Ronald H. Rooney, Glenda D. Rooney, and Kim Strom-Gottfried. Direct Social Work Practice: Theory and Skills. Belmont, CA: Brooks/Cole, 2011.
5. Mathew, Grace. An Introduction to Social Casework. Bombay: Tata Institute of Social Sciences, 1992.
6. Perlman, Helen Harris. Social Casework: A Problem-Solving Process. [Chicago]: University of Chicago Press, 1957.
7. Pincus, Allen, and Anne Minahan. Social Work Practice: Model and Method. Itasca, Ill: F.E. Peacock, 1983.
8. Upadhyay, R. K. Social Casework: A Therapeutic Approach. Jaipur: Rawat Publications, 2003.
9. Woods, Mary E., and Florence Hollis. Casework: A Psychosocial Therapy. Boston; Toronto: McGraw-Hill, 2000.
10. Douglas, Tom 1972, Group Processes in Social Work, Chisestar Wiley.
11. Garvin, C., 1997, Contemporary Group Work (3rdEd.), Boston: Allyn and Bacon.
12. Henry, S., 1992, Group Skills in Social Work: A Four-dimensional Approach (2nd Ed.), Brooks/Cole Publishing Company, Belmont, CA.
13. Joseph Lassner, Kathleen Powell, Elaine Finnegan, 1987, Social Group Work: Competence and Values in Practice, Haworth Press, New York.
14. Northen, H. and Kurland, R., 2001, Social Work with Groups (3rd edition), Columbia University Press, New York.
15. Shulman, L., 2006, The Skills of Helping Individuals, Families, Groups, and Communities (Fifth edition)., Thompson., Belmont, CA.
16. Siddiqui, H.Y., 2008, Group Work: Theories and Practices, Rawat Publications, Jaipur.
17. Toseland, R.W. and Rivas, R.F., 2005, Introduction to Group Work Practice (5th edition), Allyn & Bacon., New York.
18. Urania Glassman, 2008, Group Work: A Humanistic and Skills Building Approach, Second Edition, Sage Publications.
19. Singh Sandeep Kumar and Kushwaha Rajesh, 2016, Conceptual Framework of Social Group Work, Shree Publishers & Distributors, New Delhi.

LEVEL : Semester-1
PAPER CODE : S160703T
TITLE OF PAPER : Social Science Concepts for Social Work
MARKS 75

Objectives:

- Developing understanding about basic sociological concepts.
- Comprehension of the social processes
- Understand the problems of weaker sections and minorities
- Get acquainted with the concepts and causes of the social problems in India

Course Contents:

Unit -1: Basic Concepts

Meaning and characteristics of society, community, social groups
Social institutions – Marriage, family, religion, education
Culture, Traditions, Customs, Values and norms

Unit -2: Social Processes

Social stratification – Functionalist and Conflict theories,
Caste and Class Social Processes – Social change and theories, Socialization- Meaning and theories Social
Disorganization and deviance – concepts and causes

Unit -3: Weaker Section & Minorities

Weaker section – Scheduled caste and scheduled tribes, their problems and prospects
Other Backward Classes and Caste, The Mandal Commission Report and its outcome
Women and gender discrimination
Minorities – Types and problems associated with them

Unit -4: Social Problems & Intervention

Social problems in India – Poverty, Unemployment, Corruption, Drug addiction - Concepts and causes
Governmental and Non-governmental intervention in social problems
Role of the social worker in identifying social problems and development of appropriate strategies

Learning Outcomes:

Know the society, its structure & institutions, various social processes, weaker sections and their problems and have an overview of the various social problems in India.

Suggested Readings:

1. Giddens, Anthony. (1999). Sociology. Cambridge: Policy Press.
2. McIver, R.M., Charles H. Page. (1974) Society – An Introductory analysis, Macmillan India Limited, New Delhi
3. Mandelbaum, David G. (1995). Society in India. Bombay: Popular Prakashan, Bombay
4. Gisbert, Pascual, S.J. (2010) Fundamentals of Sociology, orient Blackowan Private Limited, New Delhi
5. Haralambos, M. with R. M. Heald (1980) Sociology – Themes and Perspectives, Oxford University Press, New Delhi
6. Ahuja, Ram (1993) Indian Social Systems, Rawat Publications, Jaipur
7. Ahuja Ram (2016) Social Problems in India, Rawat Publications, Jaipur

LEVEL : Semester-1
PAPER CODE : S160704T
TITLE OF PAPER : Social Work Research
MARKS 75

Objectives:

- Familiarize students with the nature of social science research and its application in social work.
- Learn the research process and develop abilities to prepare research design and strategies.
- Develop competency in conceptualizing, designing and implementing research.
- Learn the process of data collection, its processing, analysis & interpretation

Course Contents:

Unit -1: Introduction to Research in Social Work

Social Research: Meaning and Purpose, Scientific Method: Meaning, Characteristics, Steps. Objectivity
Social Work Research: Concept, Meaning, Definition, Nature, Purpose, Scope, Steps.
Qualitative Research and Quantitative Research
Role and Responsibilities of the researcher

Unit -2: Planning for Research

Hypothesis: Meaning, Types and Significance
Research Design: Meaning, Significance, and Types.
Sampling: Universe & Sample, Sampling importance, characteristics, types of Sampling, General Considerations in Determining a Sample Size, Limitations of Sampling.

Unit -3: Data Collection, Its Management

Sources of data: Primary and Secondary
Methods of Data Collection: Interview, Observation and Case Study.
Data Collection Tools: Interview & Observation Guide, Interview Schedule, Questionnaire.
Processing of Data, Analysis and Interpretation.

Unit -4: Statistics and Computer application

Statistics: Meaning, Concept, Importance and Scope
Measures of Central Tendency: Mean, Median and Mode.
Measures of Dispersion: Mean Deviation and Standard Deviation
Correlation, Chi- Square Test,
Use and limitations of Statistics in Social Work.
Use and needs of computer in Research, Use of SPSS

Learning Outcome:

Understand the application of scientific methods of research in expanding knowledge base of social work.

Suggested Readings:

1. Coolidge, Frederick L. 2000. Statistics: A Gentle Introduction. New Delhi: Sage Publications.
2. Foster, J.J. 1998. Data Analysis Using SPSS for Windows: A Beginners Guide. New Delhi: Sage Publications.
3. Goode, W. J. and Hatt, P.K. 1952. Methods in Social Research. New York: MacGraw Hill.
4. Grinnel, Richard M.; Unrau, Yvonne A. 2005. Social Work Research and Evaluation: Quantitative and Qualitative Approaches. New Delhi: Oxford University Press.
5. Gupta, S. P. 2006. Statistical Methods. New Delhi: Sultan Chand & Sons.
6. Hinton, Perry R. 2004. Statistics Explained: A Guide for Social Science Students, London: Routledge.
7. Hugh, Mc Laughlin. 2007. Understanding Social Work Research. New Delhi: Sage Publications.
8. Kerlinger, F. N. 1988. Foundation of Behavioural Research. Bombay: Himalayan Publication.
9. Kirk, Stuart A. 1999. Social Work Research Methods: Building Knowledge for Practice. Washington, D.C.: NASW Press.
10. Mukherjee, Ramkrishna. 1983. Classification in Social Research. Albany: State University of New York Press.
11. Polansky, Norman A. 1975. Social Work Research: Methods for the Helping Professions. Chicago: University of Chicago Press.
12. Ramachandran, P.; Naik, R. D. 1987. Research in Social Work, In Encyclopedia of Social Work in India (Vol. 2, pp. 386-394), New Delhi: Ministry of Social Welfare, Government of India.
13. Rubin, Allen; Babbie, Earl R. 2011. Belmont: Brooks/Cole Cengage.
14. Siegel, Sidney; Castellan, N. John. 1988. Nonparametric Statistics for the Behavioural Sciences. New York: McGraw Hill.
15. Kushwaha Rajesh and Singh Sandeep Kumar, 2016, Samajik Shodh avam Samaj Karya Shodh, University Publication, New Delhi.
16. Trochim, William; Donnelly, James P. 2008. The Research Methods Knowledge Base. Mason, Ohio: Atomic Dog/Cengage Learning.

LEVEL : Semester-2
PAPER CODE : S160801T
TITLE OF PAPER : Community Organization and Community Development
MARKS 75

Objectives:

- Develop a conceptual understanding of community and community power dynamics.
- Develop understanding of community organization as a method of social work.
- Develop skills in the use of various techniques and models of C.O.
- Promote attitude conducive to participatory practice in practice of community organization.

Course Contents:

Unit -1: Understanding Community Dynamics

Concept of Community: Sociological & Practitioners' Perspectives, Elements & Functions.
Dynamics of Community: Religion, Caste, Class and Gender Relations; Power Structure, Conflict and Control.

Urban, Rural and Tribal Communities: Characteristics, Structure and Functions.

Unit -2: Introducing Community Organization

Concept of C.O.: Meaning, Nature, Evolution, Characteristics, Principles.

Community Development: Concept, Aims & Objectives and Basic Elements.

Community Organization, Community Work and Community Development

Unit-3: Processes of Community Practice

Models: Locality Development, Social Planning, Social Action, Alinsky Model

Indigenous Approaches to Community Work - Gandhi, Vinoba, Tagore.

Stages of Community Organization Process: Identification of Needs and Problems, Programme Planning, Resource Mobilization, Implementation of Programme, Networking, Evaluation and Follow-up.

Attitudes, Roles and Skills of a Community Worker.

Unit -4: Participatory Techniques in Development

People's Participation in Community Organization: Use of PRA, PLA, LFA,

Problem Analysis, Stakeholder Analysis and Strategic Planning.

Limitations of Participatory Methods.

Learning Outcome:

Understand the methodology, tools, techniques and skills to work directly at macro level in the society.

Suggested Readings:

1. Giddens, Anthony (1993): Sociology. Polity Press. London.
2. Bottommore, T.B. (1971): Sociology: A Guide to Problem and Literature, George Allen and Unwin, Bombay.
3. Dunham Arthur (1962): Community Welfare Organization: Principles and Practice. New York: Thomas Crowell.
4. Gangrade, K.D. (1971): Community Organization in India. Mumbai: Popular Prakashan.
5. Khinduka, S.K. & Coughlin, Bernard (1965): Social Work in India. New Delhi: KitabMahal.
6. Kumar, Somesh (2002): Methods for Community Participation: A Complete Guide for Practitioners. New Delhi: Sage Publication (Vistaar).
7. Lee, Judith (2001): The Empowerment Approach to Social Work Practice: Building the Beloved Community. Columbia Press.
8. Ross, M.G. (1967): Community Organization. Theory, Principles and Practice. New York: Harper & Row.
9. Siddiqui, H.Y. (1997): Community Organization in India. New Delhi: Harman.
10. Verma, R.B.S. & Singh, Atul Pratap (2015): Samudayik Sangathan Evam Abhyaas. Lucknow: New Royal Book Company (Hindi).
11. Verma, R.B.S., Singh, Atul Pratap & Verma, Jitendra Kumar. (Eds.) (2016): Community Engagement, Social Responsibility and Social Work Profession: Emerging Scope and Prospects. New Delhi: AlterNotes Press.
12. Weil, Merie (2005): Handbook of Community Practice. New Delhi: Sage.

LEVEL	: Semester-2
PAPER CODE	: S160802T
TITLE OF PAPER	: Skills and Techniques of Field Work Practicum
MARKS	75

Objectives:

- Add value in strengthening knowledge and skills, bringing uniformity and high quality standards in practice learning.
- Build confidence and develop aptitude and attitudinal base of the students.
- Develop sensitivity towards self-awareness, self-development, goal setting and time management.

Course Contents:

Unit 1: Field Work Practicum

Social Work Practicum: Concept, Meaning, Nature, Importance and Scope Roles and Expectations in Social Work Practicum

Understanding perception, self-awareness and sensitivity

Goal setting and time management

Ethical concerns: Sense of responsibility, professional commitment and good conduct at field work

Unit 2: Planning for Field Work Practice

Field work learning plan and strategic planning for specific programmes,

Components of Field Work Practice

Thematic learning modules for targeted populations

Social & resource mapping and use of participative techniques

Unit 3: Documentation of Various Components of Field Work

Orientation, concurrent and block field work records

Group/Student conference paper: Preparation and presentation records, field based assignments and records of rural camps

Unit 4: Essential Skills and Techniques and Guidelines for direct practice

Social Assessment report, Mapping client conditions,

Identifying client strengths, assessing clients coping strategies and ego defence.

Field work practice in Corporate Sector, Donor Agencies and NGOs, Individuals, Family and Community, Medical, Psychiatry and Child Care

Learning Outcomes:

Conceptual clarity about various skills and techniques of field work practice in order to utilize them more effectively in real life situation during practice.

Suggested Readings:

1. CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton.
2. Dave, Indu. (1983). The Basic Essentials of Counselling. New Delhi: Sterling Publishers Pvt. Ltd.
3. Hastakshep: Advocacy Manual. (2007). New Delhi: Pairvi (Hindi).
4. Jackson, Adrian J. (1995). Leadership Circles from Participatory Learning and Action (PLA). London: IIED.
5. Kumar, S. (2002). Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.
6. Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd.
7. Sudha Datar, et al. (2010). Skill Training for Social Workers: A Manual. New Delhi: Sage.
8. Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.
9. Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company.

LEVEL	: Semester-2
PAPER CODE	: S160803T
TITLE OF PAPER	: Social Survey, Studies and Report Writing
MARKS	75

Objectives:

- Familiarize students with the nature of survey research method and its application in social work.
- Learn the process and develop abilities to data collection.
- Develop competency in report writing, review of literature.
- Learn the process of tables & figures and result analysis.

Course Contents:

Unit 1: Survey Method and Survey Design

Concept of survey method, Survey research tools

Advantages and weaknesses of survey method

Stages in survey research, formulation of research questions

Sampling design in survey method (sampling elements, population, sampling ratio, sampling frame etc.)

Unit 2: Techniques of data collection and Issues in Survey Research

Techniques – self-administered questionnaire, face-to-face interview, telephonic interview, internet survey, structured observation etc.

Issues in data survey instruments – reliability and validity

Problems and issues in executing survey research

Ethical issues in survey research

Unit 3: Report Writing

Report writing – concept and purpose

Major section in report – title, authors' name, institutional affiliation, running head etc.

Abstract, introduction to research report, general guidance to write introduction

Review of literature – purpose and sources, types of literature, writing process

Methodology – purpose and procedure

Unit 4: Result Analysis, Discussion and Summary

Definition, description of results, Tables and figures, Discussion

Summary and Conclusion – guidelines for writing a summary, process for paraphrasing and summarizing, strategies for writing effective conclusion

References in research reports – format, process of writing, electronic sources

Footnote, general guidelines to write references

Learning Outcomes:

Conceptual clarity about various skills and techniques of survey methods and report writing in practice.

Suggested Readings:

- 1.** Moser, C. A. and G. Kalton 1973. Survey Methods in Social Investigation. The English Language Book Society: London.
- 2.** de Vaus, D.A. 1986. Surveys in Social Research. George Allen and Unwin: London.
- 3.** Young, P. V. 1988. Scientific Social Surveys and Research. New Delhi: Prentice Hall.
- 4.** Aldridge, Alan. And Levine, Ken. 2001. Surveying the Social World - Principles and Practice in Survey Research. open University Press: Buckingham.
- 5.** Fink, Arlene. 1995. The Survey Hand Book. Sage Publications: Thousand Oaks.
- 6.** Cohen, Louis and Manion, Lawrence. 1994. Research Methods in Education. Routledge: London and New York.
- 7.** Madan, T. N. 2004. In Pursuit of Anthropology. IN V. K. Srivastava (ed) Methodology and Fieldwork. Oxford University Press: New Delhi.
- 8.** Mukherji, P. N. 2000. Methodology in Social Research; Dilemmas and Perspectives. Sage Publications: New Delhi.
- 9.** Murdock, G.P. 1940. The Cross-Cultural Survey. American Sociological Review.
- 10.** Singh, AK. (2009). Test Measurements and Research Methods in Behavioural Sciences (Fifth Edition). Bharti Bhawan Publishers & Distributors.
- 11.** Publication Manual of the American Psychological Association (6th edition, 2009). American Psychological Association. Washington, DC.

LEVEL	: Semester-2
PAPER CODE	: S160804T
TITLE OF PAPER	: Behavioral Science Concepts for Social Work
MARKS	75

Objectives:

- Learning about the major concepts and theoretical perspectives in psychology.
- Understanding the nature and development of human behavior in socio-culture concept.
- Enabling Students to understand the different theories.
- Imparting concepts related to social psychology.

Course Contents:

Unit -1: Human Growth and Development

Human Growth and Development: Concept, Meaning and Characteristics
Life Span perspective: Stages of Development-from Conception to Old age
Factors of human Development: Heredity & Environment
Determinants of human development

Unit -2: Human Personality and Behavioral Problems

Personality: Concept, Definition, Characteristics and Theories
Problems, Types and Determinants of personality
Normal & Abnormal Behavior: Meaning & Characteristics
Behavioral problems: Coping Mechanism, Defense Mechanism, Stress & Frustration
Behavioral Disorder: Pain Disorder, Sleep Disorder & Psycho-Sexual Disorders etc.

Unit-3: Social Psychology

Social Psychology: Nature, Scope Methods of studying Social Behavior
Motivation, Learning, Perception
Attitude: Nature, Formation and Measurement.
Leadership

Unit-4: Therapeutic Approaches

Psycho-Sexual Development Theory: Sigmund Freud
Psycho-Social Development Theory: Erick Erickson
Psycho analytic Therapy, Client-Centered Therapy
Cognitive Development Theory: Jene Piagets

Learning Outcomes:

Understanding of psychological concepts, and their application in order to deal with dynamics of human behavior.

Suggested Readings:

1. Baron, R.A. & Byrne, D., Social Psychology (8th Edition), Prentice Hall, New Delhi, 1998.
2. Bron, Rober A.; Byrne, Donn, Social Psychology, Allyn and Bacon, Boston, 1997.
3. Hall, C.S.; Lindsay, G. & Campbell, J.B., Theories of Personality, John Willey & Sons, Inc. New York, 1998.
4. Hilgard Ernest R., Atkinson, Rital, Introduction to Psychology, Harcourt Brace Jovanovich Inc. New York, 1979.
5. Hurlock, E.A., Developmental Psychology, Lifespan Approach, Tata McGraw Hill, New Delhi, 1994.
6. Hurock, Elizabeth B., Child Development, McGraw Hill Book Company, London, 1978.
7. Loid, Dodge Farnald, Psychology - Six Perspectives, Sage Publication, New Delhi, 2007.
8. Maluccio, A.N., Pine, B.A. & Tracy, E.M., Social Work Practice with Families and Children, Columbia University Press, New York, 2002.
9. Mansead, A.S.R.; Strobe W. (Ed.), The Blackwell Reader in Social Psychology, Oxford: Blackwell, 1997.
10. Morgan, C.T.; King, R.A.; Welsz, J.R. & Schopler, J., Introduction to Psychology (7th Ed.), Tata McGraw Hill Publication Company Limited, New Delhi, 2003.
11. Myers, David G., Psychology, W H Freeman & Co., 2006.
12. Nevid Jeffrey S., Psychology: Concepts and Applications, Houghton Mifflin Co., 2007.
13. Rathus Spencer A., Psychology: Concepts and Connections, Wadsworth Publishing Company, 2006.
14. Robinson, Lena, Psychology for Social Workers, Routledge, London, 1995.
15. Sharma, Rajendra K. & Sharma, Rachna, Social Psychology, Atlantic Publishers, 2007.
16. William, James, Principles of Psychology, Cosimo Inc., New York, 2007.

LEVEL : Semester-2
PAPER CODE : S160805T
TITLE OF PAPER : Communication and Counselling
MARKS 75

Objectives:

- Acquire knowledge about the basic principles and processes of communication
- Understand communication skills for social workers
- Develop an understanding of counselling
- Impart knowledge about approaches and types of counselling

Course Contents:

UNIT -1: Communication for Development

Communication: Concept, Meaning, Definitions, Nature & Characteristics
Communication Process, Components, Significance and Steps
Methods, Channels & Principles of Communication
Barriers of Communication, Types of Communication

UNIT -2: Communication Skills for Social Workers

Generic Skills of a Communicator
Verbal Skills-Presentation at Seminars, workshop and Conferences
Social Networks and Blogs
Role of Social Media in Education

UNIT-3: Introduction to Counselling

Counselling: Concept, Meaning, Definitions & Characteristics
Counselling Process, Needs, Stages, and Goals
Generic Skills of a Counsellor
Counselling: Theories
Ethical Principles for Counsellors
Problems of Counsellors

UNIT-4: Types of Counselling

Individual and Group Counselling
Couple and family Counselling
Clinical Counselling
Helpline Counselling

Learning Outcome:

Understanding on the basic principles and processes of communication and develop an understanding of counselling.

Suggested Readings:

- 1.** Rao, V.S.P. and P.S. Narayana, 1987. Principles and Practice of Management, Konark Publishers Private Limited; New Delhi.
- 2.** Keval J.Kumar (1981), Mass Communication in India, Jaico Publishing House, Bombay. Gary Dessler, Communication, Prentice-Hall of India Private Limited, New Delhi, 2005.
- 3.** Srinivas R. Kandula, Human Resource Management - Communication in Practice – with 300 Model, Techniques and Tools, Prentice-Hall of India Private Limited, New Delhi, 2003.
- 4.** Koonta, H. and Weihrich, H., Management, McGraw-Hill Book Company, New York, 1988.
- 5.** Gibson, R. L. & Mitchell, M. H. (2005). Introduction to Counseling and Guidance. Sixth edition. Prentice Hall of India, New Delhi.
- 6.** Nelson, Jones. R. (2009). Introduction to Counselling Skills. Third edition, Sage Publications.
- 7.** Corey, G. (2001). Theory and Practice of Counseling and Psychotherapy. Sixth edition. Thomson Brooks.
- 8.** Sanders, D. & Wills, F. (2005). Cognitive Therapy, An Introduction. Second Edition. Sage Publications.
- 9.** Geldard, K. & Geldard, D. (2003) Counselling Skills in Everyday Life. Palgrave publications.
- 10.** MacLeod, J. (2005). An Introduction to Counselling. Sage Publications.
- 11.** Sharma, Ramnath and Sharma, Rachna (2010). Guidance and Counselling in India. Atlantic publishers, New Delhi.
- 12.** Ray Woolfe, Shjeelagh Strawbridge, Barbara Douglas and Windy Dryden (2010) (Eds). Handbook of Counselling Psychology. Sage Publications, NY.

LEVEL	: Semester-2
PAPER CODE	: S160806T
TITLE OF PAPER	: Gender & Society
MARKS	75

Objectives:

To enable students to use feminist methodology of thinking about society, especially in the context of rural India.

Course Contents:

Unit –1: Introduction to Women’s Studies

Key concepts in Gender studies.
Need, Scope and challenges of Women’s Studies
Need for Gender Sensitization.
Women’s Movements – global and local
National Committees and Commissions for Women.

Unit –2: Women, Work and Employment

Concept of Work – Productive and non–productive work– Use value and market value.
Gender Division of Labor Mode of Production–Women in organized and unorganized sector.
New Economic Policy and its impact on Women’s Employment

Unit –3: Gender and Entrepreneurship

Factors contributing to Entrepreneurship, Small Enterprises, women in agri-business
Gender and emerging Technology – Impact.
Self-help Groups and Micro Credit.
Gender mainstreaming, Gender budgeting, planning and Analysis

Unit –4: Women Empowerment and Development

Empowerment-Concept and indices: Gender Development Index(GDI), Gender Inequality Index (GII), Global Gender Gap Index (GGGI)
Women and leadership– Panchayati Raj
Role of NGOs and Women Development

Learning Outcomes:

Students will be able students to use feminist methodology of thinking about society.

Suggested Readings:

1. John, Mary. 2008. *Women Studies in India: A Reader*. Penguin Books.
2. Kannabiran, Vasanth and K. Kannabiran. 2003. 'Caste and Gender: Understanding Dynamics of Power and Violence', in Anupama Rao (ed.): *Gender & Caste* (249-60). Delhi: Kali for Women. Sen, A. 1990. 'Gender and Cooperative Conflicts', in Irene Tinker (ed.): *Persistent Inequalities* (123-49). New York: Oxford University Press.
3. Mazumdar, V and Sharma, K. 1990. 'Sexual Division of Labour and the Subordination of Women: A Reappraisal from India', in Irene Tinker (ed.): *Persistent Inequalities* (185- 97). New York: Oxford University Press.
4. Chakravarti, U. 1995. 'Gender, Caste, and Labour', *Economic and Political Weekly*, 30(36): 2248-56.
5. Kapadia, K. 1996. *Siva and Her Sisters: Gender, Caste, and Class in Rural South India*. Delhi: Oxford University Press. (Part 3). 30.
6. Chowdhry, P. 1997. 'Enforcing Cultural Codes: Gender and Violence in Northern India', *Economic and Political Weekly*, 32(19):10119-28.
7. Boserup, E. 1974. *Women's Role in Economic Development*, New York: St. Martin's Press. (Part I)
8. Sharma, U. 1980. *Women, Work and Property in North West India*, London: Tavistock.

LEVEL	: Semester-2
PAPER CODE	: S160807T
TITLE OF PAPER	: Environment and Sustainable Development
MARKS	75

Objectives:

- Understand the environmental impact assessment (EIA)
- Acquire knowledge about Identify and explore impact assessment fields and approaches.
- Develop the skill to evaluate the issues and problems in environmental assessment from the perspective of process, methods, and EIA's goals.
- Impart knowledge about to practice EIA that examines the environmental consequences of development actions.

Course Contents:

Unit-1:

Environmental Impact Assessment: Introduction, Concept, Significance, Comprehensive and Rapid EIA, Strategic Environmental Assessment, TOR, EIA methodologies.

Unit-2:

Environmental Impact Assessment of Major and Minor Development Project: Industries, Mining, Thermal Power Plants, Atomic Power Station, Transport, Tourism and Bricks etc. Predictions and Assessment of Impact on Air, Water and Noise Pollution

Unit-3:

Life Cycle Assessment for Environmental Management, Environmental Management System Standard

Environmental Audit: Introduction, Concepts

Waste Audit, Cost Benefit Analysis, Environmental Design

Unit-4:

Sustainable Development: Meaning concept and strategies

Impact of climate change on environmental degradation

Major challenges of sustainable development in Indian scenario

Arth summit and Stock Holmes summit

Learning Outcomes:

Students will be able to Explain the concepts about the environmental impact assessment (EIA), Identify and explore impact assessment fields and approaches.

Suggested Readings:

1. Judith, P. 1999. Handbook of Environmental Impact Assessment. Blackwell Science.

2. Marriott, B. 1997. Environmental Impact Assessment: A Practical Guide. McGraw-Hill, New York, USA.-N.S.
3. Raman, A.R. Gajbhiye, S.R. Khandeshwar: Environmental Impact Assessment, Wiley.
4. Benard A Omoyeni, Principles and Application of Environmental Impact Assessment (EIA) Publisher: Benard an Omoyeni.
5. Andrew Chadwick, John Glasson, Riki Therivel, Introduction to Environmental Impact Assessment, publisher Routledge.
6. Environmental Impact training manual <https://www.iisd.org/learning/eia/wp-content/uploads/2016/06/EIA-Manual.pdf>
7. Peter Wathern, Environmental Impact Assessment - Theory and Practice, Publisher: Taylor & Francis Ltd
8. John Twidell and Tony Weir: Renewable Energy Resources
9. N. K. Bansal : Non-Conventional Energy Resources
10. K.C. Kothari, D.P.Ranjan: Renewable energy sources and emerging Technology
11. G.D. Rai: Non-Conventional Energy sources, Khanna Publisher

LEVEL : Semester-3
PAPER CODE : S160901T
TITLE OF PAPER : Social Welfare Administration and Social Action
MARKS 75

Objectives:

- Understand administration as method of social work
- Acquire knowledge about the basic principles and processes of administration
- Develop an understanding of social action as a method of social work.
- Impart knowledge about approaches and techniques of social action.

Course Contents:

Unit -1: An Introduction to Social Welfare Administration

Social welfare administration: Concept, Nature, Principles and Changing Context
Social Welfare Administration and Related Concepts: Social Administration, Social-Service Administration, Social Security Administration, Social Agency Administration, Public Administration.

Unit -2: Elements of Administration

Planning & Organizing; Directing, Coordination; Decision-Making; Staff Recruitment, Training and Development; Record Keeping & Documentation; Budgeting; Communication; Public Relations; Monitoring and Evaluation.

Unit -3: Structures and Processes of Social Welfare Administration

Administrative Structures (GO): Central, State and Local Levels.
Administrative Structures of NGOs Engaged in Welfare and Development Service
Sustainability of Welfare and Development Programmes: Phasing-out, Transferring Ownership and Informed & scheduled Termination.
Fund Raising, Grants-in-Aid, Resource Mobilization, Social Marketing

Unit -4: Social Action

Concept, Meaning, Models, Strategies.
Relationship between Social Action, Social Movement and Social Change
Advocacy and Public Interest Litigation (PIL): Steps and Processes

Learning Outcome:

Understanding of social welfare administration in order to get an insight about service delivery system and fundamental concepts for application of social action in addressing to the contemporary social issues and challenges.

Suggested Readings:

1. Lawler, J & Bilson, A social work Management and Leadership: Managing Complexity with Creativity, Routledge, London, 2010.
2. Atwater, Pierce, Problems of Administration in Social Work, University of Minnesota Press, 2009.
3. Bhattacharya, Sanjai, Social Work Administration and Development, Rawat Publications, Jaipur, 2006.
4. Goel, S.L. & Jain, R.K., Social Welfare Administration Organization and Working, Vol-I & II, Deep and Deep Publication Pvt. Limited, New Delhi, 1998.
5. Kohli, A. S., Administration of Social Welfare, Anmol Publication Pvt. Ltd., 1997.
6. Pandey, S. K., Social Welfare Administration, Mahaveer and Sons, New Delhi, 2007.
7. Patti, Rino, J., Social Welfare Administration: Managing Social Programmes in a Development Context, Prentice Hall, 1983.
8. Skidmore, Rex Awtin, Social Work Administration: Dynamics Management and Human Relationship, Prentice Hall, 1990.
9. Gandhi, P.K., Social Action through Law: Partnership Through Law, Concept, 1985.
10. Kothari, M., Development and Social Action, Routledge and Kegan Paul, London, 2005.
11. Siddiqui, H.Y., Social Work and Social Action, Hanam, New Delhi, 1984.
12. Freire, P., Pedagogy of the Oppressed, Penguin Books, New Delhi, 1997.
13. Mooorthy, M.V., Social Action, Asia Publishing House, Bombay, 1966.
14. Rao, M.S.A., Social Movements in India, Manohar Publications, New Delhi, 1984.
15. Scott, A.C., Ideology and New Social Movements, Unwin Hyman, London, 1991.
16. Verma R. B. S. Introduction to Social Administration, Shipra Publications, New Delhi, 2015.
17. Verma R. B. S., Samajik Prashashan Ka Parichay, Rapid Book Co., Lucknow, 2016.

LEVEL : Semester-3
PAPER CODE : S160902T
TITLE OF PAPER : Corporate Social Responsibility (CSR) and Managerial Skills
MARKS 75

Objectives:

- To develop understanding on Corporate Social Responsibility
- To create better understating about New CSR Law under Company Act, 2013.
- To acquire the skills and competencies required to undertake effective planning and implementation of the CSR Agenda
- Develop an understanding of Basics of Management Skills
- Understand Managerial Qualities and Management Problems

Course Contents:

Unit – 1: Corporate Social Responsibility

Origins and Levels of Corporate Social Responsibility

What is CSR, Classification of CSR

Models of CSR

Business Ethics: Corporate Social Responsibility

Unit – 2: Corporate Social Responsibility Law 2013

The new CSR law under Company Act 2013

Formation of Committee, Selection of Directors, Annual Reporting of CSR spend

CSR Project Planning, Strategy, Budgeting, Need Analysis

CSR & MDGs: Health, Education, Empowerment, Environment, Livelihood Generation

Unit – 3: Basics of Management Process & Skills

Management Process

Models of effective Management

Manager's Rules

Management Skills: Development of Self Awareness, managing personal stress, improving employee performance through Motivation, Delegating & Making decisions, Managing Conflict, Managing Communication

Unit – 4: Managing Organizational Change

Organizational Issues in developing countries

Common Management problems

Problems faced by Managers in developing countries

Finding solution, Managerial qualities & characteristics

Learning Outcome:

Understanding of new CSR law's service delivery system and fundamental concepts in addressing to the contemporary social issues and challenges. And better understanding basic managerial skills.

Suggested Readings:

1. Griffin, J.; Mahon, J., "The Corporate Social Performance and Corporate Financial Performance Debate", Business and Society 36, 1997.
2. Bansal, P.; Roth, R., "Why Companies Go Green: A model of Ecological Responsiveness", The Academy of Management Journal 43, 2000.
3. Mishra, R.K. (2002). Restructuring of State Level Public Enterprise. Institute of Public Enterprise.
4. Corporate Governance Putting Investors First: Scott C. Newquist with Max B. Russel, Jaico books.
5. Drucker, Peter F. (1981) Management Tasks, Responsibilities and Practices, Allied Publishers Private Limited: New Delhi.
6. Hersey P. and Blanchard K.H. (1980) Management of Organizational Behaviour: Utilizing Human Resources, Third Edition, Prentice Hall of India (Pvt.) Ltd.: New Delhi.
7. Newman, William H. Summer, Charles E. and Warren, E. Kirby (1974) The Process of Management Concepts, Behaviour and Practice, Prentice Hall of India: New Delhi.
8. Lanzarus, R.S., & Folkman, S. Stress, Appraisal and Coping. New York: Springer, 1984.
9. Lehrer; Paul M.; David H. (FRW) Barlow, Robert L. Woolfolk, Wesley E. Sime (2037). Principles and Practice of Stress Management, Third Edition.
10. Gouri Srivastava and Mona Yadav, (2002): Module on Integrating Life Skills with Education at Elementary Stage, NCERT, New Delhi.
11. Pareek 11. (1982). Managing conflict and collaboration. New Delhi: Oxford IBH/
12. Robbins, S.P. (2001). Organizational behaviour. New Delhi: Pearson Education/

ELECTIVE PAPERS

LEVEL : Semester- 3

PAPER CODE : S160903T

TITLE OF PAPER : Industrial Relations and Human Resource Management – I

MARKS 75

Objectives:

- Impart knowledge about concept, principles and functions of HRM.
- Develop competence among students regarding human resource management.
- Knowledge about concept and importance of labour welfare.
- Give working knowledge about social security laws.
- Explain the importance and concept of social security.

Course Contents:

Unit -1: Introduction to HRM

Definition, Significance, Evolution, Objectives, Scope, Principles.

HRM and the Related Concepts: Personnel Management, Human Resource Development (HRD), Qualities of HR Manager

Forecasting Requirement, Sources of Manpower Supply, Job Analysis, Recruitment and Selection, Induction and Placement, Transfer, Promotion, Training and Development.

Unit -2: Functions of HRM

Motivation and Morale of Employees: Concept, Significance, Advantages, Theories of Motivation.

Job Evaluation: Meaning, Significance, process.

Performance Appraisal: Objectives, Methods, Performance Counseling and Potential Appraisal.

Unit -3: Labour Welfare and Legal Framework Related to Labour Welfare

Concept, Objectives, Scope, Importance, Historical Development of Labour Welfare in India.

Approaches to Labour Welfare, Status and Duties of Labour Welfare Officer (LWO) in India.

Legal Framework: Constitutional Provisions, Factories Act, 1948; Plantations Labour Act, 1951; and Mines Act, 1952.

Unit -4: Social Security and Laws

Concept, Importance and Forms, Policies, Programmes.

Legal Perspectives of Social Security in India.

The Employees State Insurance Act, 1948; The Employees Provident Fund and Miscellaneous Provisions Act, 1952; The Unorganized Workers Social Security Act, 2008; The Workmen Compensation Act, 1923; and Payment of Gratuity Act, 1972.

Learning Outcome:

Gaining knowledge about labour welfare and social security and the existing systems in India. Understanding of fundamental concepts& functions of HRM and their application.

Suggested Readings:

1. Kohli, A.S. & S.R. Sharma, labour welfare and social security, Anmol publications PVT LTD, New Delhi.
2. Agrawal, S.L., Labour Relations Law in India, Macmillan Company, Indian Limited, Delhi, 1978.
3. Bhatanagar, Deepak, Labour Welfare and Social Security Legislation in India, Deep and Deep Publication, 1984.
4. Gangrade, K.D., Social Legislation in India (Vol, I and II), Concept Publication, New Delhi, 1978.
5. Giri V.V., Labour Problems in Indian Industry, Asia Publishing House, London, 1972.
6. Mamoria S. & Mamoria C.B., Labour Welfare, Social Security and Industrial Peace in India, Kitab Mahel, Allahabad, 1983.
7. Mathur, J.S., Indian Working Class Movement, Central Book Depot, Allahabad, 1984.
8. Moorth, M.V., Principle of Labour Welfare, Gupta Brothers, Vishkapattanam, 1968.
9. Bunkre, S.D., Devedhar, S. B. & Shankaran, S., Labour Welfare, Trade Unionism and Industrial Relations, Himalaya Publishing House, Bombay, 1996.
10. Watson, Tony, Sociology, Work in Industry, Fifth Edition, Routledge, 2008.
11. Singh, Surendra, Swades Evam Videsh Main Samajik Suraksha (Three Vol.), U.P. Hindi Granth Academy, Lucknow, 1976. (Hindi)
12. Sharma, A.M., Aspects of Labour Welfare and Social Security, Himalaya Publishing House, Bombay, 1991.
13. Gokale, Jagdish, Social Security: A Fresh Look at Policy Alternative, University of Shicogo, 2010.
14. Jagdeesan, G., Workforce Welfare and Social Security in India, ICFAI University Press, 2009.
15. Subramanya, R.K.A., Evolution and Status of Social Security Systems in India, Social Security Association of India, 1995.
16. Midgley, James & Mitsuhiro, Hosaka, Grassroots Social Security in Asia: Mutual Aid, Micro-Insurance and Social Welfare, Routledge Research on Public and social Policy in Asia, Routledge, 2011.
17. Verma, R.B.S. & Singh. Atul Pratap. (2013). Shram Kalyan Evam Samajik Suraksha. Lucknow: New Royal Book Company (Hindi).
18. Filippo, Edwin B; Personnel Management, McGraw Hill, New Delhi, 1987.
19. Frank, Wendal, Human Resource Management, Third Edition, All India Publishers and Distributors, Chennai, 1997.
20. Yodar, Dale et al., Handbook of Personnel Management and Labour Relations, McGraw Hill Book Company, New York, 1958.

LEVEL : Semester- 3
PAPER CODE : S160904T
TITLE OF PAPER : Rural & Urban Community Development – I
MARKS 75

Objectives:

- Develop an understanding about rural communities.
- Gain knowledge about Panchayati Raj institutions.
- Develop an understanding to relate the role of Panchayati Raj institutions with rural reconstruction.
- Overview of the concept of livelihood and related issues.
- Understand the role of professional for sustainable livelihoods.

Course Contents:

Unit -1: Rural Community & Panchayat Raj Institutions

Indian Rural Community: Concept, Characteristics, Nature & Significance

Pachayati Raj Institutions: Evolutions, Concept and Significance (73rd and 74th amendment of PRI)

Functional Aspect of Panchayati Raj Institutions: Financial, Political and Administrative.

Problems faced by Panchayati Raj Institutions in Rajasthan.

Unit -2: Panchayat Raj Systems

Gram Sabha: Concept, Significance, Structure, functions and powers of Gram Sabha.

Village Panchayat: Kshetra Panchayat and Zila Panchayat

Unit-3: Livelihood

Concept, Meaning & Indicators, Livelihood Resources;

Micro-Finance, Micro-Credit, Micro-Enterprise, Self Help Group, Livelihood and Gender Mainstreaming, Impact of Globalization and Climate Change on Livelihood.

Unit-4: Governance Issues

Planning and Implementation of Programs and Projects.

Social Audit, Micro Level Development Planning, Social Work Practice & Sustainable Livelihood.

Learning Outcome:

Knowledge about structure and functioning of Panchayati Raj Institutions. Development of knowledge about livelihood conception, processes and governance.

Suggested Readings:

1. Acharya, S. S. Sustainable Agriculture and Rural Livelihoods, New Delhi: Indian Council of Social Science Research, 2006.
2. Ashley, Carolina, Daniel Start, and Rachel Slater. Understanding Livelihoods in Rural India: Diversity, Change and Exclusion. [London, England]: Overseas Development Institute, 2003.
3. Baumann, Pari, and Subir Sinha. Linking Development with Democratic Processes in India: Political Capital and Sustainable Livelihoods Analysis. London: Overseas Development Institute, 2001.
4. Das, S. K., Watershed Development and Livelihoods: People's Action in India. New Delhi: Routledge, 2008.
5. Datta, Sankar, & Vipin Sharma. State of India's Livelihood: The 4 P Report. Thousand Oaks, Calif: SAGE, 2010.
6. Deshingkar, Priya, & Daniel Start. Seasonal Migration for Livelihoods in India: Coping, Accumulation and Exclusion. London: Overseas Development Institute, 2003.
7. Deshingkar, Priya, & John Farrington. Circular Migration and Multi locational Livelihood Strategies in Rural India. New Delhi: Oxford University Press, 2009.
8. Farrington, John. Policy Windows and Livelihood Futures: Prospects for Poverty Reduction in Rural India. New Delhi: Oxford University Press, 2006.
9. Menon, Ajit, Singh, Praveen, Shah, Esha, Lele, Sharachchandra & Suhas Paranjape. Community-Based Natural Resource Management Issues and Cases in South Asia. New Delhi: SAGE India, 2007.
10. Sinha, F. Microfinance Self-Help Groups in India - Living up to Their Promise? Jaipur: Rawat Publications, 2009.
11. Institute of Social Sciences, Status of Panchayat Raj in the States and Union Territories in India, Concept Publishing, New Delhi, 2001.
12. Dantawal, M.L. (Eds.), Social Change through Voluntary Action, Sage, New Delhi, 1998.
13. Maheshwari, S., Rural Development in India: A Public Policy Approach, Sage, Delhi, 1995.
14. Singh, H, Administration of Rural Development in India, Sterling Publishers, New Delhi.
15. Desai, A.R. (ed) Rural Sociology in India, Popular Prakashan, Bombay, 1978.
16. Desai, V. Rural Development (VOL.I), Himalaya Publishing House, Mumbai, 1988.
17. Jacob, K.K. Social Development Perspectives.
18. Kulkarni, P.D. Social Policy and Social Development in India, Association of Schools of Social in India, Madras, 1973.
19. Hebsur, R.K. (ed) Social Intervention for Justice, Tiss, Bombay.

LEVEL	: Semester- 3
PAPER CODE	: S160905T
TITLE OF PAPER	: Medical and Psychiatric Social Work – I
MARKS	75

Objectives:

- Understand concept of health as important aspect of social and human development.
- Develop understanding of health care services and programmes in the country.
- Gain knowledge about community health interventions.
- Familiarize about relevance, domain and nature of social work practice in different health settings.
- Know about importance of national health programs.

Course Contents:

Unit-1: Health, Diseases and Programmes

Health: Concept, Meaning and Definitions, Determinants, Dimension & Indicators of Health
Diseases: Communicable and Non-Communicable: Concept, Symptoms, Causes and Prevention

National Health Programme in India: Malaria Eradication Programme, T.B., STD, HIV/AIDS and Immunization programme.

Unit-2: Medical Social Work

Importance of Social Work in Medicare.

Role of Social Workers in Institutional Health Care Team

Community. Psychiatric Rehabilitation

Unit-3: Health Service and System in India

Health Services in India: Structure and functions

Health system at the Central Level

Health Management at the State Level

Health Management at the District Level

Unit-4: Community Health

Community Health: Concept, Definition, Scope and Programmes

Community Primary healthcare: concept, issues of availability, affordability and accessibility to health care services in India.

Learning Outcome:

Develop competencies to work within health and medical social work setting.

Suggested Readings:

1. Dhooper, S. Social Work in Health Care in the 21st Century, Sage, New Delhi, 1997.
2. Park, K., Textbook of Preventive and Social Medicine, Ms Banarasidas Bharat, New Delhi, 1995.
3. Bhasin, U., People Health and Diseases: The Indian Scenario, Kamala Raj Enterprise, New Delhi, 1994.
4. German, C.B., Social Work Practice in Health Care: An Ecological Perspective, The Free Press, New York, 1993.
5. Mclead, E. & Bywales, P., Social Work, Health and Equity, Routledge, London, 2000.
6. Goldstein, D., Readings in Theory and Practice in Medical Social work.
7. Goldstein, D. Expanding Horizons in Medical Social work.
8. Singh, Surendra & Misra, P.D., Health and Disease: Dynamics and Dimensions, New Royal Book Company, Lucknow, 2001.
9. Pathak, S. H., Medical Social Work, Chapter 25 in Vadia, AR, (ed.), History and Philosophy of Social Work in India, Allied Publisher, Bombay, 1968.
10. Bajpai, P. K. (Ed.), Social Work Perspectives on Health, Roawat Publication, Jaipur, 1998.
11. Mshine, Judith (ed.), Psychotherapy and Training in Clinical Social Work, Gardner Press, New York, 1980.
12. Jordon, William. The Social Worker in Family Situation, Routledge and Kagan Paul, London, 1972.
13. Humble, Stephen and Unell Judith (Ed.), Self Help in Health and Social Welfare, Routledge, London, 1989.
14. Butrym, Zofia and Horder, John, Health, Doctors and Social Workers, Routledge and Kagan Paul, London, 1981.

LEVEL	: Semester- 3
PAPER CODE	: S160906T
TITLE OF PAPER	: Family and Child Welfare – I
MARKS	75

Objectives:

- Understand gender as a social construct and its application to understand various Social Phenomena.
- Develop familiarity with Social problem related to gender.
- Develop social work practice skills of working with family and gender related problems.
- Understand constitutional and legal safeguards available to women.
- Know the legislations pertaining to women empowerment.

Course Contents:

Unit -3: Family Types and Problems

Family: Meaning, Concept, Nature, Types, Functions and Patterns.

Family Problems: Types, Causes and Consequences.

Family as a Client System and Family Counseling.

Family Court Act.

Unit -2: Gender Disparity and Violence

Basic Concepts: Sex and Gender

Gender Disparity: Education, Health, Property, Employment and Livelihood.

Gender Based Violence: Domestic Violence, Female Feticide & Infanticide, Sexual Exploitation.

Gender Based Crime: Women Trafficking, Rape, Child Marriage, Dowry Death.

Unit-1: Women Empowerment and Legislative Provisions

Women Empowerment: Meaning, Concept, Status and Role of Women in India.

Legislation Pertaining to Women: Dowry Prohibition Act, 1961; Immoral Traffic (Prevention) Act, 1956; Medical Termination of Pregnancy Act, 1971; The Protection of Women from Domestic Violence Act, 2005; and The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act. 2013.

Unit -4: Intervention and Social Work Practice

Intervention: Legal Measures, Social Welfare Services and Government and Non-Government Initiatives.

Family in Social Work Practice.

Relevance of Gender Studies in Social Work.

Learning Outcome:

Gaining knowledge to response to gender and family related problems as per prescribed social work interventions. Knowing the concept of legislative provisions & policies related to women.

Suggested Readings:

1. Desai, Murli. 1994. Family and Intervention: A Course Compendium. Mumbai: TISS.
2. Joshi, S. 1996. Child Survival, Health and Social Work Intervention. New Delhi: Concept Publishing.
3. Krishna, S. 2004. Livelihood and Gender. New Delhi: Sage Publications.
4. Maluccio, Anthony N. & Pine, Barbara A.; Tracy, Elizabeth M. 2002. Social Work Practice with Families and Children. New York: Columbia University Press.
5. Mathur, K. 2004. Countering Gender Violence. New Delhi: Sage Publications.
6. McKenry, Patrick C. & Price, Sharon J. 2005. Families and Change Coping with Stressful Events and Transitions. Thousand Oaks: Sage Publications.
7. Petr, Christopher G. 1998. Social Work with Children and Their Families: Pragmatic Foundations. New York: Oxford University Press.
8. Pilcher, J.; Whelehan, I. 2004. 50 key Concepts in Gender Studies. New Delhi: Sage Publications.
9. Singh, Awadhesh Kumar & Singh, Atul Pratap. (2016). Domestic Violence in India: Perspectives, Nature and Impact. New Delhi: Serials Publications.
10. TISS. 1994. Enhancing the Role of Family as an Agency for Social and Economic Development. Mumbai: Unit for Family Studies, TISS.
11. Desia, N. and Krishanaraj, M., Women and Society in India, Ajanta Publishers, Delhi, 1987.
12. Dubey, Leela & Palkiwala, J. (Eds.), Structure and Strategies: Women, Work and Family, Sage Publication, New Delhi, 1990.
13. Govt. of India, Report of the Committee on the Status of Women in India Towards Equality, Ministry of Education and Welfare, 1974.
14. Srivastva, Sushma, Women Empowerment, Commonwealth Publishers, New Delhi, 2008.
15. Verma, R.B.S., H.S. Verma and Nadeem Husnain, Study of Women's Problematic in India, Sereals Publications, New Delhi, 2009.
16. Kalyani, Menon Sen, A-K-Shiv Kumar, Women in India- How Free? How Equal? Report Commissioned by the Office of Resident Coordinator in India, U.N., 2001.
17. Purushothaman, S. The Empowerment of Women in India- Grass Roots Women's Networks and the State, Sage Publications, New Delhi, 1998.
18. Krishna, S. (Ed.) Livelihood and Gender, Sage Publication, New Delhi, 2004.

LEVEL	: Semester-3
PAPER CODE	: S160907T
TITLE OF PAPER	: Livelihood and Social Entrepreneurship - I
MARKS	75

Objectives:

- Overview of the concept of livelihood and related issues.
- Understand policy initiatives and their implication for/impact on livelihoods of vulnerable populations.
- Understand the Social Entrepreneurship.
- Inculcate attitudes and skills appropriate to meet the challenge and secure livelihood to large poor Populations.

Course Contents:

Unit-1: Livelihood

Concept, Meaning & Indicators,
Livelihood Resources;
Right and Entitlements of Livelihoods: Conditions, Opportunities
Problems and Prospects.

Unit-2: Grass-Root Initiatives

Micro-Finance, Micro-Credit, Micro-Enterprise, Self Help Group,
Impact of Globalization
Impact of Climate Change on Livelihood.

Unit 3: Social Entrepreneurship

Concept of Social Industrialization
Gandhian Approach to Rural Industrialization
Impact of Industrialization in Rural India
Concept, Characteristics and Types of Entrepreneurship
Problems and Perspectives of Entrepreneurship in India

Unit 4: Community Entrepreneurship

Community Based Organizations (CBOs)
Integration of CBOs with PRIs
Role of CBOs in Sustainable Development

Learning Outcomes:

Able to understand the concept and theoretical framework of livelihood.

Suggested Readings:

1. Acharya, S. S. Sustainable Agriculture and Rural Livelihoods, New Delhi: Indian Council of Social Science Research, 2006.
3. Baumann, Pari, and Subir Sinha. Linking Development with Democratic Processes in India: Political Capital and Sustainable Livelihoods Analysis. London: Overseas Development Institute, 2001.
4. Baumann, Pari. Sustainable Livelihoods and Political Capital: Arguments and Evidence from Decentralisation and Natural Resource Management in India. London: Overseas Development Institute, 2000.
5. Bhargava, Pradeep, and Radhey Shyam Sharma. Countering Uncertainties, Strategies for Sustainable Livelihoods: An Assessment of Impact of Poverty Reduction Programmes on the Poor in Rajasthan. Jaipur: Institute of Development Studies, 2002.
10. Deshingkar, Priya, & John Farrington. Circular Migration and Multilocal Livelihood Strategies in Rural India. New Delhi: Oxford University Press, 2009.
11. Farrington, John. Policy Windows and Livelihood Futures: Prospects for Poverty Reduction in Rural India. New Delhi: Oxford University Press, 2006.
12. Fernando, Jude L. Microfinance: Perils and Prospects. London: Routledge, 2006.
13. Hulme, David & Thankom Arun. Microfinance: A Reader. London: Routledge, 2009.
14. Menon, Ajit, Singh, Praveen, Shah, Esha, Lele, Sharachchandra & Suhas Paranjape. Community-Based Natural Resource Management Issues and Cases in South Asia. New Delhi: SAGE India, 2007.
15. Moser, Caroline O. N., & Anis A. Dani. Assets, Livelihoods, and Social Policy. Washington, DC: World Bank, 2008.
16. Shiva, Vandana, and Kunwar Jalees. Roti, Kapda Aur Makaan: How Ten Years of WTO Have Robbed the Ordinary Indian of Lives, Livelihoods, and Basic Needs. New Delhi: Navdanya/RFSTE, 2006.
17. Sinha, F. Microfinance Self-Help Groups in India - Living up to Their Promise? Jaipur: Rawat Publications, 2009.
18. Sudmeier-Rieux, Karen. Ecosystems Livelihoods and Disasters: An Integrated Approach to Disaster Risk Management. Gland: The World Conservation Union (IUCN), 2006.
19. N. Narayana Samy – Participatory Rural Appraisal: Principles, Methods & Application
20. Community Based Enterprises & Rural Development

LEVEL	: Semester-3
PAPER CODE	: S160908T
TITLE OF PAPER	: Public Health-I
MARKS	75

Objectives:

- To understand the concepts and development of public health and community medicine.
- To understand the dimension of community medicine and public health and their application in the health care of the community.

Course Contents:

Unit -1: Introduction to Health

Basic Concepts of health, Definition, Positive health, Spectrum of health
Dimensions of Health
Health and Development

Unit -2: Introduction to Public Health

Public Health: Meaning, Concept, Definition, Objectives,
Changing concepts in public health
Current Status of public health in India
Challenges to public health

Unit-3: Process of Development of Public health

Rise of Public Health,
Sanitary Awakening
Germ theory of disease,

Unit -4: Health Care of the community

Health Care: Concepts, Levels, and Salient Features of Health Committees of National levels
Health for All, Millennium Development Goals,
Sustainable Development Goals,
Concept of National Health Mission

Learning Outcome:

- o Students would have learned the concept of ancient medicine.
- o Students would have learned the concept and development of public health.
- o Students would have clear understanding of dimensions of medicine and health care.

References:

- K. Park, Textbook of Preventive & Social Medicine, BanarsidasBhanot Publishers Jabalpur India
- Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi
- SundarLal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
- Carol Holtz, Global Health Care:Issues& Policies Jones and Bartlett Publisher, USA 2008.
- F. Douglas Scutchfield, C. William Keck, Principles of Publics Health Practice.
- G.R. Krishnamurthy, A.K. Singh, S. K. Bajpai- Indian Health Scenario (Perspectives and Dimensions) Serial Publication.
- ImranaQadeer-Public Health in India (2011) Danish Books.
- J. S. Mathur- A Comprehensive Textbook of Community Medicine, CBS Publisher and Distributors 2008
- James F. Mckenzie, Robert R. Pinger, Jerome E. Kotecki, An Introduction to Community Health (Fifth edition) Jones and Bartlett Publisher, USA 2005.
- Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004
- Oxford Textbook Of Public Health Fifth Edition, Volume 2- Methods Of Public Health, Roger Detel, R.Beaglehole, M.A. Lansung, Martin Gulliford, Oxforduniversity Press 2009
- Oxfordtextbook Of Public Health Fifth Edition (Volume 3-The Practice Of Public Health) , Roger Detel, R.Beaglehole, M.A. Lansung, Martin Gulliford, Oxforduniversity Press 2009
- The New Public Health , Second Edition, Theodore H. Tulchinsky, Elena A. Varavikova 2009 , Academic Press
- Oxford Textbook Of Public Health Fifth Edition, Volume 2- The Scope Of Public Health, Roger Detel, R.Beaglehole, M.A. Lansung, Martin Gulliford, Oxford University Press 2009

LEVEL	: Semester-4
PAPER CODE	: S161001T
TITLE OF PAPER	: Social Policy Planning and Development
MARKS	75

Objectives:

- Develop critical understanding of nature and sources of social policy and planning.
- Study of social policies, plans and programmes so as to be able to interpret, enforce and challenge them.
- Gain Knowledge of policy analysis and the policy formulation process.
- Develop insight into and appreciation of the reliance of social policy and social development to social work practical as also sustainable development.

Course Contents:

Unit-1: Social Policy

Concept, Meaning, Objectives, Scope and Models.
Process of Social Policy Formulation.
Social Policy and Constitution.

Unit-2: Social Planning

Meaning, Concept, Objectives, Scope and Models.
Inter-Relationship between Policy Planning and Development.
Social Planning under Five Year Plans.
Machinery and Process of Social Planning in India.

Unit-3: Important Social Policies

Social Policy Related to Women, Children, Youth, Aged, Education, Health, Housing and Family Welfare in India.
Social Planning and Social Change, Major Pit-Falls in Social Planning in India.

Unit-4: Social Development

Concept, Meaning, Criteria.
Factors of Development: Economic, Social, Cultural and Political.
Models of Development: Capitalism, Socialism and Mixed Economy.
Social Development: Concept: Dimensions, Strategies & Indicators.
Millennium Development Goals (MDGs) Sustainable Development Goals (SDGs)

Learning Outcome:

Familiarizing with the concepts and processes of social policy, planning & development and their significance for social work practice.

Suggested Readings:

1. Baldock, John. Social Policy. Oxford: Oxford University Press, 2012.
2. Blakemore, Kenneth, and Edwin Griggs. Social Policy An Introduction. Maidenhead: Open University Press, 2007.
3. Blau, Joel, and Mimi Abramovitz. The Dynamics of Social Welfare Policy. New York: Oxford University Press, 2010.
4. Gore, M. S. Social Aspects of Development. Jaipur: Rawat Publications, 1985.
5. Hill, Michael James, and Zoe Irving. Understanding Social Policy. Chichester: Wiley-Blackwell, 2009.
6. Jacob, K. K. Social Development Perspectives. Udaipur: Himanshu Publications, 1992.
7. Kulkarni, P. D., and Meher C. Nanavatty. Social Issues in Development. New Delhi: Uppal, 1997.
8. Lavalette, Michael, and Alan Pratt. Social Policy: A Conceptual and Theoretical Introduction. London: SAGE, 2004.
9. Meadows, Donella H., Jørgen Randers, and Dennis L. Meadows. The Limits to Growth: The 30-Year Update. White River Junction, Vt: Chelsea Green Pub. Co, 2004.
10. Midgley, James. Social Development: The Developmental Perspective in Social Welfare. London: Sage, 1999.
11. Midgley, James, and Michelle Livermore. The Handbook of Social Policy. Los Angeles: Sage, 2009.
12. Mullard, Maurice, and Paul Spicker. Social Policy in a Changing Society. London [u.a.]: Routledge, 1998.
13. Pathak, Shankar. Social Welfare: An Evolutionary and Developmental Perspective. Delhi: Macmillan, 1981.
14. Patton, Carl V., and David S. Sawicki. Basic Methods of Policy Analysis and Planning. Englewood Cliffs, NJ: Prentice Hall, 1993.
15. Poon, Jessie P. H., Kenneth Button, and Peter Nijkamp. Social Planning. Cheltenham, UK: Edward Elgar Pub, 2006.
16. Rogers, Peter P., Kazi F. Jalal, and John Arthur Boyd. An Introduction to Sustainable Development. London: Earthscan, 2009.
17. Sharma, P. N., and C. Shastri. Social Planning Concepts and Techniques. Lucknow: Print House (India), 1984.
18. Singha, Roy & Debal, K. Social Development and the Empowerment of Marginalised Groups: Perspectives and Strategies. Thousand Oaks, CA: Sage Publications, 2001.
19. Singh, Mohinder. Social Policy and Administration in India. New Delhi: M D Publications, 1996.
20. Singh, Rishi Ram. Whither Social Development? Delhi: Association of Schools of Social Work in India, 1995.
21. Titmus, R.M. Social Policy: An Introduction. London: Taylor & Francis. 1974.
22. Singh, Awadhesh Kumar & Singh, Atul Pratap. Social Development: Perspective, Issues and Dimensions for India, New Delhi: Global Research Publications, 2012.
23. Singh, Atul Pratap & Arun Kumar Singh. Social and Human Development. Lucknow: New Royal Book Company, 2010.

LEVEL	: Semester-4
PAPER CODE	: S161002T
TITLE OF PAPER	: Project Formation, Monitoring & Evaluation
MARKS	75

Objectives:

- Develop understanding on project formulation and their concept & objectives.
- Study of planning and organizing, accountability in projects.
- Gain Knowledge of monitoring and checking the project progress.
- Develop insight into evaluation and process.

Course Contents:

Unit – 1: Project Formulation

Project - concept, aims, Characteristics and Principles.

Development Projects - Steps in the process

Making Plans and the planning process, Project Cycle

Basic Elements of Project's Strategy of Intervention

Techniques - Action Research and P.R.A.

Unit – 2: Planning and Organizing

Writing the proposal.

Project Impact and Developing Action steps.

Identifying support and resource needs

Organizing - Need, Objective and process

Group structure and linking with external agencies.

Unit – 3: Monitoring

Checking the projects progress and Meaning

Main domains of information required in monitoring system.

Barriers to effective follow up, Problem solving approaches.

Monitoring Indicators, Effective follow-up process.

Monitoring at different Phases.

Unit – 4: Evaluation

Concept, Purpose, Types of Evaluation

Difference between Monitoring and Evaluation

Stages, methods and Techniques of evaluation

Aspects of Evaluation, The Evaluation process.

Logical Framework Approach in Evaluation

Learning Outcome:

Familiarizing with the concepts and processes of project formulation, monitoring and evaluation and their implication for social work practice.

Suggested Readings:

1. Choudhary, S. (1988) Project Management, New Delhi: Tata McGraw Hill.
2. Harrison, EL. (1992), Advance Project Management, Metropolitan, New Delhi.
3. Prasanna Chandra (1988), Projects, Preparation, Appraisal, Budgeting and Implementation, Tata McGraw Hill, New Delhi.
4. United Nations Industrial Development Organization (1998), Manual for Evaluation of Industrial Projects, Oxford and IBH New York.
5. Casley, D.J., & Lury, D.A (1987), Monitoring and evaluation of agriculture and rural development projects, Johns Hopkins University Press (published for the World Bank), Baltimore and London.
6. Reider Dale, (2004), Evaluation Development Programmes and Projects, Sage Publication, Delhi.
7. Chaimers, James (2002), How to managing projects, Jaico Publishing House, Mumbai.
8. Davis-Case, D. and P Grove (1990), The Community Tool Box: The Idea, Methods, and Tools for Participatory Assessment, Monitoring and Evaluation in Community Forestry, FAO, Rome.
9. Gosling, Louisa and Mike Edwards (1995), Toolkits: A Practical Guide to Assessment, Monitoring, Review and Evaluation. Save the Children, London.
10. Jody Zall Kusek and Ray C. Rist (2004), Ten steps to a results-based monitoring and evaluation system: a handbook for development practitioners, D.C: World Bank, Washington.
11. World Bank (2004), Monitoring & Evaluation: Some Tools, Methods and Approaches, Washington, DC: World Bank.
12. Mukherjee, Amitava, (2004), Participatory learning and action: monitoring and evaluation and participatory monitoring and evaluation: essays in Honour of Robert Chambers, Concept Publishing Company, New Delhi.
13. Anees, Arul (2000), Process Evaluation of Rural Development Programmes, Authors Press, Delhi.
14. Venkateswarlu, K and Raman, K.V. 1993. Project Management Techniques for R&D in Agriculture. Sterling Publishers Pvt.Ltd., New Delhi.

LEVEL	: Semester-4
PAPER CODE	: S161003T
TITLE OF PAPER	: Human Rights and Social Justice
MARKS	75

Objectives:

- Understand concept of human rights and theories
- Know about instruments of human rights
- Know the concept of social justice
- Familiarize with instruments of social justices

Unit -1: Human Rights: Theoretical Introduction

Human Rights: Concept, Theories, Principles and Need & Significance.

Unit -2: Instruments of Human Rights

UN Declaration of Human Rights, Human Rights and Indian Constitution, Human Rights Act-1993, National Human Rights Commission and State Human Rights, Commission. Social Work and Human Rights.

Unit - 3: Social Justice: Conceptual Introduction and Instrument

Social Justice: Concept, Philosophy, Features and Forms

Instruments of Social Justice: Constitutional Base of Social Justice, Positive and Protective Discrimination, Public Interest Litigation and Rights to Information.

Unit-4: Legislation & Social Work Intervention

Child, Elderly, Women Empowerment, Disability, SC/STC, Minorities and Weaker Section.

Learning Outcome:

Knowledge about concept and instruments of human rights and social justice.

Suggested Readings:

1. Amnesty International. 1993. Human Rights in India. New Delhi: Vistaar Publications.
2. Baxi, U. 2002. The Future of Human Rights, New Delhi: Oxford University press.
3. Chandra, A. 2000. Human Rights Activism and Role of NGO's, Delhi: Rajat Publications.
4. International Federation of Social Workers. 1994. Human Rights and Social Work: A Manual for Schools of Social Work and the Social Work Profession, Berne: International Federation of Social Workers.
5. Iyer, V.R.K. 1980. Some Half Hidden Aspects of Indian Social Justice. Lucknow: Eastern Book Company.
6. Mahajan, G. (ed.). 1998. Democracy, Difference and Social Justice. New Delhi: Cambridge University Press.
7. Naseema, C. 2002. Human Rights Education: Conceptual and Pedagogical aspects, New Delhi: Kanishka Publishing House.
8. Nirmal, C.J. 1999. Human Rights in India – Historical, Social and Political Perspectives, Delhi: Oxford University Press.
9. Saraf, D.N. (Eds.). 1984: Social Policy, Law and Protection of Weaker Sections of Society. Lucknow: Eastern Book Company.
10. Singh, A.K., Singh, Atul Pratap & Krishna, G.R. 2011. Towards Inclusive Development: Perspectives, Approaches and Strategies for India. New Delhi: Serials Publications.
11. Verma, R.B.S. & Singh, Atul Pratap. 2012: Inclusive Development in India, New Royal Book Company, Lucknow.
12. Basu, D.D. Introduction to the constitution of India, New Delhi: Prentice Hall, 2008, 18th Edition.

ELECTIVE PAPERS

LEVEL : Semester- 4

PAPER CODE : S161004T

TITLE OF PAPER : Industrial Relations and Human Resource Management – II
MARKS 75

Objectives:

- Know about the concept trade union and its role in industrial organization.
- Provide knowledge about collective bargaining and redressal of industrial conflict.
- Give knowledge about concept and importance of industrial relations.
- Understand the concept and need for labour legislation.
- Provide working knowledge of labour laws.

Course Contents:

Unit -1: Trade Union and Collective Bargaining

Concept, Objectives, Functions.

History of Trade Union Movement in India, Legal Provisions and Organization,

Trade Unions Act, 1926;

Collective Bargaining: Definition, Objectives, Principles, Forms.

Unit -2: Industrial Relations and Industrial Conflict

Concept, Objectives, Scope, Approaches

Industrial Employment Standing Order Act, 1946; Industrial Disputes Act, 1947.

Industrial Conflict: Meaning, Approaches and Style of Managing Industrial Conflict.

Grievance: Meaning, Grievance Redressal Procedure, Workers' Participation in Management: Concept and Practices.

Unit -3: Labour Legislation and Labour Laws

Labour Legislations: International Labour Organization, Structure and Functioning, Impact of ILO on Indian Labour Legislations.

Wage and Salary Administration.

Payment of Wages Act, 1936; Minimum Wages Act, 1948; Payment of Bonus Act, 1965.

Unit -4: Laws Related to Deprived and Disadvantaged Sections of the Society

Maternity Benefit Act, 1961; Equal Remuneration Act, 1976; Child Labour (Prohibition & Regulation) Act, 1986, Contract Labour (Regulation and Abolition) Act, 1970.

Learning Outcome:

Acquaintance with trade unions, industrial relations, collective bargaining, industrial conflict and working knowledge of labour laws.

Suggested Readings:

1. Frank, Wandel, L., Organisational Development, California Management Review, Winter, 1962.
2. Davis, Keith, The Essence of Personnel Management and Industrial Relations, prentice Hall of India Pvt. Lim., New Delhi, 1983.
3. Fisher, Cynthia, Schoenfeldt, Human Behaviour at Work, Tata McGraw Hill, New Delhi.
4. Jaygopal, R., Human Resource Development; Concptual Analysis and Strategies, Sterling Publishers Pvt. Ltd., New Delhi, 1990.
5. Norman, M., Psychology in Industry, Harper and Company, London, 1960.
6. Prasad, L. M., Organisational Behaviour, S. Chand and Company, New Delhi, 1996.
7. Rudrabasavalag, M.N., Human Factors in Administration, Himalaya Publication, Bomaby, 1984.
8. Shani, P. and Sharma K.K., Organisational Behavior, Deep and Deep Publication, New Delhi, 1988.
9. Broom, V.H. and Grant L., Organisational Behaviour and Human Performance, Wiley, New York, 1969.
10. Veid, K.N., Labour Welfare in India, Sri Ram Center for Industrial Relations, New Delhi, 1970.
11. Sharma, A.M., Aspects of Labour Welfare and Social Security, Himalaya Publishing House, Bombay, 1991.
12. Tyagi, B.P., Labour Economics and Social Welfare, Jay Prakash and Company, Meerth, 1976.
13. Tripath, P.C., Personnel Management and Industrial Relations, S. Chand and Company, 1989.
14. Mamoria, C.B. and Mamoria S., Dynamics of Industrial Relations in India, Himalaya Publishing House, Bombay, 1989.
15. Verma, R.B.S. & Singh, Atul Pratap (2006). Udyogon Mein Anushasnatmak Prakriya. Lucknow: New Royal Book Company (Hindi).

ELECTIVE PAPERS

LEVEL	: Semester- 4
PAPER CODE	: S161005T
TITLE OF PAPER	: Rural & Urban Community Development – II
MARKS	75

Course Objectives:

- Know about issues related to urbanization.
- Understand about concept, objectives and approaches to community development.
- Acquaint with urban growth, management and urban poor.
- Acquire knowledge of local self-governance.

Course Contents:

Unit-1: Urbanization

Concept, Causes and Consequences of Urban Poverty and Livelihood Issues.

Migration: Concept, causes and Consequences.

Slums and Housing: Conditions, issues & concerns.

Natural Resource Management in Urban Communities.

Unit-3: Urban Local Self Governance

Local Self Governance (74th Amendment): Concept and Significance, Constitutional and Legal Status, Structure and Functions of Nagar Nigam, Nagar Palika, Nagar Mahapalika, Town Area and Cantonment Board.

Unit 4: Urban Poor and Social Work Intervention

Urban Poor: Present status and characteristics, challenges for the urban poor: food security, housing, health, education and social security, Impact globalization and urbanization on the urban poor. Role of social workers & Social Work Intervention

Unit-1: Urban Planning and Development

Concept, Need, Approaches and Problems.

Master Plan: Contents, Methods and Techniques.

National Urban Renewal Mission: Vision, Scope and Status.

District Urban Development Authority (DUDA): Structure, Functions, Status.

Urban Development Programmes in Uttar Pradesh.

Learning Outcome:

Develop the ability to address the issues and concerns related to urban people. Know the aspects and dimensions related to urban policy, planning and development.

Suggested Readings:

1. Kasambi, M., Urbanization and Urban Development in India, ICSSR, New Delhi, 1994.
2. Roy, P. & Das Gupta, S, Urbanization and Slums, Har Anand Publication, New Delhi, 1995.
3. Thakur, B. (Ed.), Urban and Regional Development in India, Vol-1, Concept Publishing Company, New Delhi, 2005.
4. Kundu, A, In the Name of Urban Poor, Sage Publication, New Delhi, 1993.
5. Misra, G.K. & Narain, K. (Eds.), Development Programmes for Urban Poor Indian Institute of Public Administration, New Delhi, 1989.
6. Prakasa, Rao, V.L.S., Urbanisation in India; Spatial Dimensions, Concept Publishing Company, Delhi, 1983.
7. Ramcharan, R., Urbanisation and Urban Systems in India, Delhi Qxford University Press, Bombay, 1989.
8. Aziz, Abdul, Poverty Alleviation in India, Ashish Publishing House, New Delhi, 1994.
9. Turner, Roy (Ed.), India's Urban Future, Oxford University Press, Bombay, 1962
10. Verma, S.S., Urbanization and Regional Development in India, Chugh Publications, Allahabad, 1994.
11. Diddee, Jaymala & Rainaswami, Vamla (Eds.), Urbanisation; Trends, Perspectives and Challenges, Rawat Publications, Jaipur, 1993.
12. Kusambi, M., Urbanization and Urban development in India, ICSSR, New Delhi, 1994.
13. Thakur, B. (Ed.), Urban and Regional Development in India, Vol-I, Concept Publishing Company, New Delhi, 2005.
14. Narain, K., (Eds.), Development Programms for Urban Poor, Indian Institute of Public Administration, New Delhi.
15. Bharadwaj, R.K., Urban Development in India, National Book Trust, New Delhi, 1962
16. Singh, Rani Sundra, Urban Planning in India, Ashish Publishing House, New Delhi, 1979.
17. Culling Worth, I.B., Problems of Urban Society, Vol-I, The Social Frame Work of Planning, George Allen and Unwin Ltd, London, 1973.
18. D'souza, Victor S, Urban Development in India, in Encyclopedia of Social Work in India, Ministry of Welfare, Govt. of India, 1987.
19. Ghosh, A, Planning in India: The Challenge for the Nineties, Sage Publications, New Delhi, 1992.
20. Lindblom, C.E., The Policy Making Process, Prentice Hall, New Jersey, 1980.
21. Yadav, C.S. (Ed), Urban Planning and Policies- Part A, Concept Publishing Co, New Delhi, 1986.
22. Upadhyay, S.B., Urban Planning, Printwell, Jaipur, 1992.

**ELECTIVE
PAPERS**

LEVEL	: Semester- 4
PAPER CODE	: S161006T
TITLE OF PAPER	: Medical and Psychiatric Social Work – II
MARKS	75

Objectives:

- Develop skills and attitudes required for the practice of Psychiatric Social Work.
- Understand concept and dimensions of mental health.
- Understand the relevance of social work interventions in mental health.
- Gain Knowledge about different types of psychotic and psycho-neurotic disorders.

Unit-1: Psychiatric Social Work

Psychiatry: Meaning, Nature, Scope, Significance, Social Psychiatry and Community
Psychiatric Social Work: Concept and Historical Development.
Social work Intervention as Psychiatric Social Work.
Practice of Psychiatric Social Work: Role and Functions.

Unit -2: Mental Health

Mental Health: Concept, Meaning, Definitions & Characteristics
Mental Health Problems in India
Mental Health Services in India

Unit -3: Psycho-Neurotic Disorders

Psychoneurotic Disorders: Anxiety, neurosis, hysterical reactions, phobia reaction, obsessive-compulsive reaction and neurotic depression,
And role of psychiatric social worker.

Unit-4: Psychotic Disorders

Psychotic Disorders: Classification and symptoms of psychosis, Schizophrenic reaction, Paranoid reaction, manic-defensive reaction, and other psychotic reactions.

Learning Outcome:

Gain knowledge about mental health as well as social work intervention in psychiatric problems.

Suggested Readings:

1. Dube, S. Mental Health Problems of Social Disadvantaged, Tata Mcgraw Hill Publishing company, New Delhi, 1983.
2. Horwitz A.M.& Scheilt, T.L.(Eds.), A Handbook for the Study of Mental Health Social Contexts Theories and Systems, Cambridge University Press, cambridge, 1999.
3. Sadock, B.J and Sadock , V.A. (Eds.), Comprehensive Textbook of Psychiatry, Eibesh Edvon Lippincott William And Wilkens Philadelphia, 2005.
4. 6. Gottlieb, B.H., Social Support Strategies, Guidelines for Mental Health Practice, Sage Publications, New Delhi, 1983.
5. 7. Sahni, A., Mental Health Care in India. Diagnosis, Treatment and Rehabilitation Indian Society of Health Administrators, Bangalore, 1999.
6. 8. Mane, P. & Gandevia, K.Y., (Eds.), Mental Health in India: Issues and Concerns Tata Institute of Social Sciences, Bombay, 1993.
7. Callicut, J.W. & Lecca, P.J. (Eds.), Social Work and Mental Health, The Free Press, New York, 1983.
8. Verma, Ratna, Psychiatric Social Work in India, Sage publications, New Delhi, 1991.
9. World Health Organization (WHO), The ICD-10 Classification of Mental and Behavioural: Clinical Descriptions and Diagnostic Guidelines, World Health Organization, 1992.
10. Friedlander, W.A., Introduction to Social Welfare (Chapter 12: Social Work in Medical and Psychiatric Settings), Prentice-Hall of India, New Delhi, 1967.
11. Stroup, H. H., Social Work: An Introduction to the Field (Chapter 9: Psychiatric Social Work), Eurasia Publishing House, New Delhi, 1960.
12. Todd, F., Joan, Social Work with Mentally Subnormal, Routledge and Kegan Paul, New York, 1967.
13. Mishne, Judith, Psychotherapy and Training in Clinical Social Work, Gardner Press, New York, 1980.
14. Stream, Herber, S., Psychoanalytic Theory and Social Work Practice, Free Press: New York, 1979.
15. Maner, Joshuao, The Therapeutic Community with Chronic Mental Patents, S. Kargar, 1971.
16. Towle, Chorlotte, Social Case Records form Psychiatric Clinics with discussion notes, University of Chicago Press, Chicago, Illinois 1941.
17. Varma, R.B.S. (Ed.) Teaching Material in Social Work, New Royal Book Company, Lucknow, 2010.

LEVEL : Semester- 4
PAPER CODE : S161007T
TITLE OF PAPER : Family and Child Welfare – II
MARKS 75

Objectives:

- Understand the significance of child development and right of children.
- Gain knowledge about legal safeguards related to children.
- Familiarize with policies, programmes and services related to children.
- Develop skills of working with children.
- Develop an understanding of aged and sensitization about issues related to aged.
- Develop concern and Interest in working with aged.

Course Contents:

Unit -1: Child Welfare and Development

Child Welfare: Concept, Need, Significance, Philosophy and Issues.

Needs of Children: Physical, Psychological, Social and Emotional Problems in the Fulfillment of Different Needs.

Child Development: Meaning and Significance

Children in Vulnerable Situation: Children with Disabilities, Trafficking of children, Street and Working Children and Child Prostitution.

Unit-2: Legislative Framework Rights of the Children

United Nations Convention on the Rights of Children.

Constitutional Provisions Regarding Children.

Juvenile Justice Act, Child Labour Act (Prohibition and Regulation) Act, POSCO Act, Child Development and Protection Policies and Programmes in India.

Unit-3: Children and Social Work Practice

Social Work Intervention in the Field of Child Welfare Development and Protection Role of Social Worker in Different Settings of Child Welfare Development and Protection.

Unit -4: Policy and Legal Perspective Related to Aged

Aged: Concept, Problems of the Aged - Social, Emotional, Physical and Adjustment.

New Perspectives on the Care of the Aged.

National Policy and Legislative Provisions for the Aged.

Maintenance and Welfare of Parents and Senior Citizens Act, 2007.

Learning Outcome:

Gain knowledge about child welfare, development and protection as well as social work intervention in this area and understanding of concepts, problems, policies and programmes related to aged.

Suggested Readings:

1. Berry, Juliet, Social work with Children, Routeledge and Kegan Paul, London, 1972.
2. Kapur, Arun, Transforming Schools and Empowering Children, Sage, London, 2007.
3. Berk, Laura E, Child Development (3rd Ed), Prentice Hall of India, New Delhi,1999.
4. Kumar, Ram. (Ed.), Child Development in India, Vol.I and II, Ashish Publishing House, New Delhi,1988.
5. Goonesekere, Savitiri, Children Law and Justice, UNICEF, Sage Publication, New Delhi, 1998.
6. Mandal, B.B., Child and Action Plan for Development, Mittal Publication, New Delhi,1990.
7. Singh, Dolly, Child Rights and Social Wrongs; An Analysis of Contemporary Realities, Vol-I, II & III, Kanishka Publishers, and Distributors, New Delhi.
8. Pachauri, S.K. Children and Human Rights, A.B.H. Publishing Corporation, New Delhi,1999.
9. Bajpai, A., Child Rights in India- Law Policy and Practice, Qxford Univerisity Press, Delhi,2003.
10. Enakshi, G.T. (Ed.) Children in Globlising India- Challenging out Conscience, HAQ Center for Child Rights, New Delhi,2002.
13. Peter, G.G., Social Work with Children and their Families, Pragmatic Foundations (2nd Ed.), Oxford University Press, New York, 2004.
11. Maluccio, A.N. Pine, B.A. and Tracy, E.M, Social Work Practice with Families and Children, Columbia University Press, New York, 2002.
12. Kumari, V. & Brooks, S.L., Creative Child Advocacy- Global Perspectives, Sage Publications, New Delhi,2004.
13. Greene, Roberia, Rubin, Social Work with Aged and their families, Aldine Transaction, 2000.
14. Hinller, Susan, Basow, Georgia, M. Aging the Individual and Society, Wads Worth Publishing 1998.
15. Moody, Hary, R, Aging; Concepts and Controversies, Pine Forge Press, 2006.
16. Robin, Mears & Smita, Randall, The development of Welfare Services for Elderly People, Routhledge, 1985.
17. Madrid, Paulhing, The New Logic of Social Security Reform, Politics and Pension Privatization in Latin America, Stanford University, 1999.
18. World Bank, Avesting The Old Age Crisis, Policies to Protect the old and promote Growth, World Bank Publications, 1994.

LEVEL	: Semester-4
PAPER CODE	: S161008T
TITLE OF PAPER	: Livelihood and Social Entrepreneurship - II
MARKS	75

Objectives:

- To understand the concept and theoretical framework of Livelihood and
- To know the Social Entrepreneurship.
- To gain the clarity on the contemporary issues related to entrepreneurship.

Course Contents:

Unit-1: Livelihood Mapping

Tools, Techniques and Subsector Analysis.

Livelihood Analysis: Portfolio, Sustainability, Stakeholder analysis, Market linkages and Social Entrepreneurship.

Livelihoods Promotion by Different Agencies, livelihood Programs in India. Challenges in Livelihood Promotion.

Unit-2: Governance Issues

Planning and Implementation of Programs and Projects.

Social Audit, Micro Level Development Planning, & Sustainable Livelihood.

Unit-3: Entrepreneur

Entrepreneur: Concept and Meaning

Definitions and Types of Entrepreneur

Entrepreneurship: Concept and Meaning

Definitions and Types of Entrepreneurship

Unit-4: Social Enterprise

Social Enterprise

Social Entrepreneurship: Concept, Meaning, Definitions, Characteristics and Sources

Models and Success Stories of Social Entrepreneur

Learning Outcomes:

Able to develop the clarity and gain knowledge on the contemporary issues related with entrepreneurship.

Suggested Readings:

1. Das, S. K., Watershed Development and Livelihoods: People's Action in India. New Delhi: Routledge, 2008.
2. Datta, Sankar, & Vipin Sharma. State of India's Livelihood: The 4 P Report. Thousand Oaks, Calif: SAGE, 2010.
3. Deshingkar, Priya, & Daniel Start. Seasonal Migration for Livelihoods in India: Coping, Accumulation and Exclusion. London: Overseas Development Institute, 2003.
4. Ellis, Frank. Rural Livelihoods and Diversity in Developing Countries. Oxford: Oxford University Press, 2000.
5. B.S.Rathore & S.K.Dhaneja , "Entrepreneurship in the 21st Century", Rawat Publications, 1999
6. Brigitte Burger, "The Culture of Entrepreneurship", Tata Mc-Graw Hill, Latest Edition.
7. David H.Holt , "Entrepreneurship new venture creation", Prentice Hall India, Latest Edition.
8. Dr, Aruna Kaulgad , "Entrepreneurship Management", Thomson Learning,2003
9. Gupta, C.B., & Srinivasan, N.S., Entrepreneurial Development in India, 5th edn., Sultan Chand, Reprint 2004, New Delhi.
10. Hisrich Peters, „Entrepreneurship",Tata Mc -Graw Hill, 1998 7. Lalitha Nagarajan, „Self-help group in rural development", Dominant Publishers,2002
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12. Satish Taneja, S.L.Gupta, Entrepreneurship Development – New venture creation", Galgotia Publishing company, 2001

LEVEL	: Semester-4
PAPER CODE	: S161009T
TITLE OF PAPER	: Public Health-II
MARKS	75

Objectives:

- To understand the history of medicine and holistic concept health and diseases.
- To understand the various levels of prevention and intervention.
- Students will comprehend concepts related to health promotions and disease prevention to enhance health.
- Students will know and understand the most common health risks and importance of protecting themselves and surroundings from diseases.

Course Contents:

Unit -1: Determinants and Indicators Health

Determinants of Health

Indicators of Health: Concept characteristics and types, Mortality Indicators, Morbidity indicators

Indices used in measurement of health Indicators

Difficulties in Measurement of Health Indicators

Unit -2: Health System Reforms

Changing concepts of health in new millennium

Assessing health needs

Health as investment

Cashless health insurance

Unit-3: Immunization and Disinfection

Concept and definition of immunization,

Universal Immunization Programme,

Vaccination-concept and definition

Unit-4: Pollution and Health

Pollution Indicators and Prevention-Air, Water, Noise

Radiations – Hazards and Prevention

Meteorology – Effect on Health

Housing Standards

Learning Outcome:

- o Students would get knowledge about the holistic concept health and diseases.
- o They would also develop understanding about various levels of prevention and intervention and it is important that you always protect yourself and surrounding from diseases.

References:

- 1- SundarLal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
- 2- K. Park, Textbook of Preventive & Social Medicine, BanarsidasBhanot Publishers Jabalpur India
- 3- Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi
- 4- James F. Mckenzie, Robert R. Pinger, Jerome E. Kotecki, An Introduction to Community Health (Fifth edition) Jones and Bartlett Publisher, USA 2005.
- 5- Carol Holtz, Global Health care:Issues& Policies Jones and Bartlett Publisher, USA 2008
- 6- Surendra Singh, P.D. Mishra, Health and Disease: Dynamics and Dimensions, New Royal Book Company 2000
- 7- Oxford Textbook Of Public Health Fifth Edition, Volume 2- Methods Of Public Health, Roger Detel, R.Beaglehole, M.A. Lansung, Martin Gulliford, Oxforduniversity Press 2009
- 8- Oxford textbook Of Public Health Fifth Edition (Volume 3-The Practice Of Public Health), Roger Detel, R.Beaglehole, M.A. Lansung, Martin Gulliford, Oxforduniversity Press 2009
- 9- The New Public Health, Second Edition, Theodore H. Tulchinsky, Elena A. Varavikova 2009 , Academic Press
- 10- Oxford Textbook Of Public Health Fifth Edition, Volume 2- The Scope Of Public Health, Roger Detel, R.Beaglehole, M.A. Lansung, Martin Gulliford, Oxford University Press 2009
- 11- Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004