

**Department of Applied Social Sciences  
Faculty of Education and Allied Sciences**

**M.J.P. Rohilkhand University, Bareilly, Uttar Pradesh  
243006**

**Courses: Master in Social Work (MSW)**

**SYLLABUS**  
**MASTER OF SOCIAL WORK**

**COURSE OBJECTIVES:**

Master's degree in Social Work (MSW) is designed to teach, train and prepare human power with scientific temper, professional acumen, democratic attitude and secular values to manage social work agencies and run social welfare in the country. The goal is to prepare appropriate professionally trained social workers for the new socio-economic milieu in the country.

The main objective of the course is to train young men and women in the methods of social work. Social case work, social group work, community work, social action, social policy, planning and administration, social work, research and social welfare management.

It is aimed to give intensive field work training through 'Open Field Work', Agency based field work, rural/tribal/urban camps and study tours.

The goal of this study programme is to train persons who could professionally manage community development family and child welfare and work in medical and psychiatric settings, correctional administration apart from being specialists in social policy formulation, social work management and social work research.

The course design of Master of Social Work will be as under: -

**SEMESTER - I**

- Course - I History And Philosophy of Social Work
- Course - II Social Case Work
- Course - III Social Group Work
- Course - IV Social Science Concepts For Social Work –I
- Course - V Methods of Social Research
- Course - VI Field Work – I (Concurrent Field -Rural /Tribal Tour)

**SEMESTER – II**

- Course - VII Milieu of Social Work, Practice and Theories of Social Work
- Course - VIII Community Work
- Course - IX Behavioral Science Concept for Social Workers
- Course - X Social Science Concepts For Social Work - II
- Course - XI Human Rights, Social Justice and Social Work
- Course - XII Field Work – II Concurrent and Camp- Urban /Rural /Tribal

**SEMESTER - III**

- Course - XIII Social Action
- Course - XIV Social Policy, Social Planning and Social Administration
- Course - XV Social Development
- Course - XVI Rural and Tribal Development
- Course - XVII **Candidate has to opt Course (a) or (b) or (c)**
  - (a) Medical and Psychiatric Social Work- I
  - (b) Social Work in Correctional Setting- I
  - (c) Social Work at Industry –I (Labour Welfare & Industrial Relation)
- Course - XVIII Field Work III and Camp.

**SEMESTER - IV**

- Course - XIX Social Welfare Management
- Course - XX Family and Child Welfare

- Course - XXI Candidate has to opt Course (a) or (b) or (c) in accordance with his/her choice of Course XVII
- Course - (a) Medical and Psychiatric Social Work- II
- Course - (b) Social Work in Correctional Setting- II
- Course - (c) Social Work at Industry –II
- Course - XXII Dissertation & Viva
- Course - XXIII Field Work IV
- Course - XXIV Field Work V (Block Placement for twelve week after the semester examination)
- Course - XXV Comprehensive viva

**DISSERTATION**

Each student will have to complete the dissertation on a topic allotted to him/her. Three typed copies of the dissertation shall be submitted to Dean, Faculty of Education And Allied Sciences one month before the end of semester IV and they should accompany with a declaration by the student that it is her/his own work and that it has not been submitted anywhere else previously.

The dissertations will be examined by a Board of examiners consisting of Head, Department of Applied Social Sciences as convener, Dean Faculty of Education and Allied Sciences, an External examiner (appointed by the University), and Supervisor concerned.

**FIELD WORK**

The Concurrent Field Work (I, II, III and IV) is a fully supervised activity. The modalities of supervision are Individual conferences, Group conferences and on-the-spot supervision. For these purposes every student will be placed under the supervision of a departmental teacher in Social Work. The cumulative field records would be submitted at the end of each semester which would be considered by the Board of Examiners consisting of Dean/or his her nominee, an External Examiner appointed by the University and the Supervisor concerned. The Rural Camp, will also be subject to evaluation along with the concurrent field work.

There will be arranged Tour to visit national/important agencies outside Bareilly. Block Field Work will be done after the Fourth Semester for twelve weeks where in students will be expected to work in an agency independently with minimum departmental supervision. Each student will keep comprehensive record of work done in the agency and submit reports as directed. A certificate of satisfactory completion of the Block Field Work will be required from the department/agency before the degree is awarded. It will be evaluated by a Board of Examiners constituted as for other Field Work examination/ evaluation.

**COMPREHENSIVE VIVA-VOCE**

Each student will have to appear for Comprehensive Viva-Voce before the Board of Examiners Constituting of Head, Department of Applied Social Sciences and an External examiner appointed by the University. The examiners shall put questions related to any course of study of any Semester to the examinees.

**CONTINUOUS EVALUATION**

- I. One assignment from each course.
- II. Tutorial/ Discussion/ Seminar/ Symposia
- III. Participation in Co-Curricular Activities and good Behaviour and Conduct Students will be evaluated by departmental teachers on the above bases.

## **FIRST SEMESTER**

### **COURSE I: HISTORY AND PHILOSOPHY OF SOCIAL WORK**

#### **OBJECTIVES:**

This course aims at providing in depth knowledge of development of modern professional work from charity to organised welfare to contemporary professional activity of social work.

#### **1. HISTORICAL DEVELOPMENT OF SOCIAL WORK**

- Concepts of Social Work, Social Welfare, Social Reform, Social Services & Social Development.
- Social Service Tradition in Indian Culture.
- Indian Social Reform Movements: religious, social & political (19th & 20th century).
- Social Welfare in Post-Independence Period in India.

#### **2. SOCIAL WORK AS A PROFESSION**

- Common base of Social Work Practice.
- Nature, Goal and Functions of Professional Social Work.
- Basic assumptions and generic principles of Social Work.
- Review of present status and emerging trends of Social Work Practice.

#### **3. SOCIAL WORK PHILOSOPHY**

- Major influences on the Philosophy of Social Work Practice.
- Values in Social Work: Problems and Prospects of application.
- Social and Cultural factors influencing Social Work Philosophy in India.
- Gandhian Philosophy and Social Work.

#### **READINGS**

1. Ganguli, B. N., 1972: Gandhi's Social Philosophy, New Delhi: Vikas, New Delhi.
2. Divekar, V d (ed). 1991: Social Reform Movement in India, Bombay: Popular Prakashan
3. Morales, Armado & Sheaffer Brandford, 1989: Social Work a Profession of Many Faces (5<sup>th</sup>Edition), Boston : Alleya and Bacan
4. Nitto Dianma M. D. Neece C Aarom MC, 1990: Social Work, New Jersey : Prentice Hall
5. Piccard Betty, J., 1983: An Introduction to Social Work, Illinois : The Dorrey Press
6. Prasad, Rajeshwar;; Social Reforms : An analysis of Indian Society, Y.K. Publishers, Agra
7. Stenen, Shardlow (ed), 1989 :The Value of Change in Social Work, New York : Routledge
8. Speech & Harry, 1988: New Direction for Social Work Practice, New Jersey : Prentice Hall
9. Turner, F., 1974: Social Work Treatment, New York: Free Press.
10. Majumdar, R. C., 1965: British Paramountey and Indian Renaissance Part II, Bombay: Bhartiya Vidya Bhawan

## REFERENCES

1. Skidmore Rex; A Thackeray M G and Farley Introduction to Social Work 5th Edition New Jersey Prentice Hall, 1991.
2. Pathak, S. H; Social Justice, Prentice Hall, 1991.
3. Johnson, Norman; The Welfare State in Transition - The Theory and Practice of Welfare Pluralism, New York Harvester Wheatsheaf 1987.
4. Mullaly, Robert: Structural Social Work; Ideology Theory and Practice, Toronto McMillan
5. Lagan Mary & Lee Phill (ed); Radical Social Work Today London Urwin Hyman 1989.
6. The Indian Journal of Public Administration Vol XXXIII No. 3, July-September 1987.
7. Rao, V K R V; Gandhian Alternative to Western Socialism, New Delhi Bhartiya Vidya Bhawan 1958.
8. Charles K J; Total Development, New Delhi Vikas
9. Jacob, K K; Social Development (ed) Rawat 1994.

## COURSE - II

### SOCIAL CASE WORK

#### OBJECTIVES:

The goal of imparting this course in social casework is to impart theoretical knowledge of case work, an important method of social work. Students are also made acquainted with the therapeutic approaches in social case work so that while practicing clinical social work they may use these approaches efficiently.

#### 1. INDIVIDUALS AND GROUPS

- Individuals: importance and place in society
- Group: importance and place in society
- Understanding individuals and groups
- Case work as methods of Social Work.

#### 2. CASE WORK

- Concept of Case Work: Components, Objectives and Principles.
- Client-Worker Relationship
- Phases in Social Case Work Process.
- Techniques of Social Case Work - interviewing & recording
- Social Case Work, counseling and psychotherapy.

#### 3. THERAPEUTIC APPROACHES IN CASE WORK

- Psychoanalytical
- Psycho-social
- Problem solving
- Behaviour Modification
- Crisis Intervention

#### READINGS

1. Harris, F.J., 1970 : Social Casework, Nairobi : Oxford University Press
2. Timms, N., 1964 : Social Casework - Principles and Practice London: Routledge and Kegan Paul
3. Pearlman, H., 1957 : Social Casework: A Problem Solving Process Chicago : University of Chicago
4. Aptekar, H.R., 1955 : Dynamics of Casework and Counselling, New York: Houghton Mifflin, M S S
5. Biesteck, F.P., 1957 : The Casework Relationship London : George, Allen & Unwin
6. Farard, M.L.& N.K.Hunnybun. The Casework's use of Relationship, London: Tavistock

7. Fenlason, Anne., 1952 : Essentials in Interviewing, New York : Harper and Row
8. Nursten J., 1974 : Process of Casework,G B : Pitman
9. Roberts, Robert & Nee(Eds). Theories of Social Casework, Chicago : University of Chicago Press
10. Hoff, Lu Ann., 1978 :People of Crisis,Califf: Addison Wesley
11. Turner Francis (Ed)., 1974 : Social Work Treatment, New York: Free Press
12. Jetu, Derek & Others., 1972 :Behaviour Modification in Social Work, London : Wiley Inter Science

### **Course III**

#### **SOCIAL GROUP WORK**

##### **OBJECTIVES:**

Social group work is a method of professional social work and this course aims at giving theoretical knowledge of components, principle, and practice of group work method.

##### **1. GROUP WORK**

- Concept of Group Work assumptions, objectives and principles
- Group dynamics and types of Groups - task, process and therapeutic
- Stages in Group work process.

##### **2. TECHNIQUES**

- Techniques of Group Work: Group discussion, programme planning, leadership and recording.

##### **3. THERAPEUTIC APPROACHES IN GROUP WORK**

- Transactional Analysis
- T. Groups
- Gestalt
- Group Therapy and Group Work.

##### **READINGS**

1. Kanopka, G., 1963: Social Group work, New Jersey: Prentice Hall
2. Macavghan, N., 1978: Groupwork Learning and Practice, London: George Allen & Unwin
3. Northen, H., 1969: Social Work with Groups,New York: Columbia University Press
4. Ottoway, A.K., 1960: Learning through Group Experience New York: Routledge & Kegan Paul
5. Trecker, H.B., 1975: Social Groupwork, New York: Associated Press
6. Allissi, A.S., 1980: Perspective on Social Groupwork Practice: A Book of Readings, New York: The Free Press
7. Klein, A.F., 1970: Social Work Through Group Process, School of Social Welfare, state Univ. of New York, Albany
8. Balgopal, P.R. & Vassil, 1983: Group in Social Work - An Ecological Perspective, New York: MacMillan Pub. Co.
9. Toselane, R.W. Rivas, R.F., 1984: An Introduction to Group Work Practice, New York: Mac Millan Pub. Co.
10. Thomson, S & Kahn, J.H., 1970: Group Process as Helping Technique, Pergaman: Oxford

## **COURSE IV**

### **SOCIAL SCIENCE CONCEPTS FOR SOCIAL WORK - I**

#### **OBJECTIVES:**

Social work professional knowledge heavily depends on other social science concepts and theories, especially sociology, psychology, political science, criminology and education. This course attempts at giving some of these concepts to the students.

However, it is expected that the students will on their own, do extensive readings in this area.

#### **1. KEY CONCEPTS IN UNDERSTANDING OF SOCIETY**

- Social structure - concept of status and role.
- Social Values - Sources
- Social Institutions - Marriage, Family, Religion and Education.

#### **2. SOCIAL PROCESS**

- Culture: Related concepts and significance.
- Socialisation : Concept and process.
- Social stratification: Inequality and stratification; bases.
- Theories of Stratification; Indian Caste System.

#### **3. SOCIAL DISORGANISATION, SOCIAL MOVEMENTS AND SOCIAL CHANGE**

- Social Disorganisation: Concept and Process.
- Social Movements: Concept and types.
- Social Change: Theories of Change in Indian Context - concept of change with continuity & planned social change.

#### **READINGS**

1. Inkeles, A., 1982: What is Sociology? An Introduction, New Jersey: Prentice Hall
2. Worsely, P., 1972: Introducing Sociology, Harmondsworth : Penguin
3. Bottomore, T.B., 1962: Sociology: A Guide to Problems and Literature, Bombay : George Allen & Unwin
4. Srinivas, M.N., 1966: Social Change in Modern India, Bombay: Allied Publishers
5. Singh, Yogendra., 1973 :Modernisation of India Tradition; A Systematic study of Social Change, Delhi : Thomson Press
6. Haralambos, M., 1981 : Sociology : Themes and Perspectives Delhi : Oxford University Press.
7. ICSSR, 1974 : Towards Equality : Report of the Committee on the status of women in India, New Delhi :ICSSR.
8. Davis, K., 1969 : Human Society, Macmilan, New York.
9. Robertson, Ian., 1980 : Introduction to Sociology, New York.
10. Smelser, Neil J., 1993 Sociology, New Delhi : Prentice Hall of India
11. Mandcilbam, D.G., 1970 :Society of India (Vol. I & II) Bombay : Popular
12. Thio Alex., 1994 : Sociology Harper & Row,
13. Fanon Frantz., 1969 : Wretched of the Earth, London : Penguin
14. Chandra, Bipin., 1984 : Communalism in Modern India, Delhi : Vani Educational Books
15. Engineer, A A (ed). Communal Riots in Post - Independent India
16. Shukla, K S (ed), 1988: Collective Violence: Challenge and Purpose New Delhi: IIPA

17. Galanter, Marc. 1984: Competing Equalities: Law and Backward Classes in India. New Delhi: OUP
18. John, H.N., 1960: Sociology: A systematic Introduction London: Routledge & Kegan Paul
19. Merton, R.K., 1957: Social Theory and Social Structure, New York: The Free Press
20. Desai A.R.(ed), 1986: Agrarian Struggles in India After Independence, Delhi : OUP
21. 1983: 'Khaki Shorts and Saffron Flags' - Trout of the Time Series, Orient Longman

## **COURSE V**

### **METHODS OF SOCIAL RESEARCH**

#### **OBJECTIVES:**

Every profession grows only on the research endeavours done by the professionals, so is the case with social work profession also. The objective of this course is to apprise the students with statistics and social research methods.

#### **SECTION - I**

##### **1. SOCIAL RESEARCH**

Meaning, Nature, Need and Importance of Social Research; Difference between social research, social work research and science research.

##### **2. TYPES OF SOCIAL RESEARCH**

Descriptive Research; Historical Research, Experimental Research.

##### **3. RESEARCH PROCESS**

Selection of Research Problem; Survey of Related Literature; Aims of the Study; Formulation of Hypothesis; Data Collection; Analysis of Data; Findings, Interpretation and Conclusion.

##### **4. POPULATION AND SAMPLE**

Meaning, Need and Methods of Sampling: Probability and Non- Probability.

#### **SECTION - II**

##### **5. MEASURES OF CENTRAL TENDENCY**

Measures of Variability and Percentile.

##### **6. NORMAL DISTRIBUTION CURVE:**

Characteristics; Application: Determination of standard score from raw score; Determination of percent of cases between the given standard scores from the mean; Determination of standard scores from the mean against the given percentage; Determination of cases below the given standard scores; Determination of percent and number of cases scoring below/above a certain raw score;

##### **7. CHI- SQUARE: MEANING AND ASSUMPTION; APPLICATION**

Testing Deviation of Observed Frequencies from Expected Frequencies Against Equal Probability or Null-Hypothesis; Testing Deviation of Observed Frequencies from Expected Frequencies Against Normal Distribution Hypothesis; Testing Hypothesis of Independence when Observed Frequencies are given in 2\*2 Contingency table.

## 8. CORRELATION: PRODUCT - MOMENT CORRELATION

Product-Moment Correlation (Ungrouped Data and Grouped Data (Scatter Diagram); Rank Differences Correlation Coefficient; Merits and Demerits: Biserial Correlation Coefficient; Point- Biserial Correlation Coefficient; Tetrachoric Correlation Coefficient; Phi-Coefficient.

**Note:** The candidates are required to attempt five questions in all selecting at least two questions from any section. The paper-setter will set ten questions in all i.e., five questions from each section. The statistical tables will be supplied to the candidates. The students are allowed to use Calculators in the examination.

### REFERENCES

1. Blalock H.M. and Blalock (Ed.) 1968) Methodology in Social Research, new york: Mc Graw Hill.
2. Chadha, N.R. and Shagal, P.R.L. (1984) Statistical Methods in Psychology, New Delhi: E.E.P.
3. Chter, B. (1967) Introduction to factor analysis, New Delhi. East-West Press.
4. Goode, W.J. and Hatt. R. (1952) Methods in Social Research New York: Mc Graw Hill.
5. Kerlinger, F.N. (1964) Foundations of Behavioral Research. New York, Rinehart and Winston.
6. Guilford, J.P. (1954) Psychometric Methods. New York: McGraw Hill.
7. Kurts, A. K. and Mayo, M.T. (1979) Statistical Methods in Education and psychology: Prinder velang.
8. Lindzey. G. and Aronson. E. (Ed.) (1975) The Handbook of Social Psychology. Vol. 2 New Delhi. Amerind Publishing Co.
9. Nunnally, J.C. (1976) Psychometric Theory, New York; Mc Graw
10. Runkel, P.J. and Mc Graw J.E. (1972) Research on Human Behaviour; A Systematic Guide to Methods, New York; Holt Rinehart and Winston.
11. Seigal. S. (1956) Non-parametric Statistics. New York: Mc Graw Hill.
12. Singh, A.K. (1986) Tests, Measurements and Research Methods in Behavioural Sciences, New Delhi, Tata Mc-Graw Hill.
13. Townsend, J.L. (1953) Introduction to Experimental Psychology and Social. New York; Mc Graw Hill.

### COURSE - VI

#### FIELD WORK - I

##### OBJECTIVES:

The nature of field work is 'Concurrent' and supervised. The objective of this supervised field work is to make the student to face social reality, correlate class-room learning with field exposure. Supervised Field work is one of the basic and important components of social work education.

**Introduction:** The practicum for the social work in curriculum is designed to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning , observation and analysis of the realities and experience participation in social intervention.

Besides, the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for understanding complex situations. Gradually, the learner is encouraged to move to being an independent worker.

The Broad objectives are: -

1. To develop skills of working with people such as analysis of social realities, understanding human behaviour, etc.
2. To develop the capacity to integrate theoretical knowledge with practice.
3. To develop appropriate values required for professional practice.

**Content:** -Concurrent field work 18 hours a week or two full working days in Community.  
Rural/ Urban/ Tribal Camp.: Two Weeks.

## **SECOND SEMESTER**

### **COURSE - VII: MILIEU OF SOCIAL WORK, PRACTICE AND THEORIES OF SOCIAL WORK**

#### **OBJECTIVES:**

This course aims at equipping the trainees in the background of voluntary action and role of the state in social welfare. The theoretical frame of social work is also given to students through this course.

#### **I VOLUNTARY ACTION AND SOCIAL WORK**

- Voluntary Action in India
- Review of Voluntary Action & relationship with governmental efforts.
- Govt. measures to strengthen Voluntary Action.
- Future of Voluntary Action.

#### **II Definitions, Scope and objective and role of social worker in the field of-**

- School Social Work
- Youth Welfare
- Woman welfare
- Welfare of weaker section ( SC/ST/OBC)
- Welfare of physically and mentally challenged

#### **III THEORIES IN SOCIAL WORK**

- Systems Theory
- Marxist Theory
- Radical Theory
- Existential Theory
- Cognitive Theory

#### **READINGS**

1. Bailey, R and Brake, M (ed),1976 :Radical Social Work,London : Edward Arnold
2. Chawdhary, D Paul, 1990 : Voluntary Efforts in Social Welfare and Development New Delhi : Sidhartha
3. Morales, Armado & Sheafer Brandford, 1989 :Social Work a Profession of ManyFaces(5th edition),

Boston Alleya and Bacan.

4. Neece C Aarom M.C., 1990 :New Jersey : Pranteice Hall
5. Piccard Betty, J., 1983 : An Introduction to Social Work, Illinois : The Dorrey Press
6. Stenen, Shardlow (ed), 1989 : The Value of Change in Social Work, New York : Routledge
7. Speech & Harry, 1988 : New Direction for Social Work Practice, New Jersey : Prentice Hall
8. Turner, F., 1974 :Social Work Treatment, New York : Free Press.
9. Majumdar, R. C., 1965 : British Paramountey and Indian Renaissance Part Ii, Bombay

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1. Pathak, S.H. Social Welfare, MacMillan 1984.
2. Johnson Norman. The Welfare State in Transition -The Theory and Practice of Welfare Pluralism, New York Harvester Wheatshed 1987.
3. Mullaly, Robert. Structural Social Work; Ideology Theory and Practice, Toronto McMillan
4. Lagan Mary & Lee Phill. (ed); Radical Social Work Today London Urwin Hyman 1989.
5. The Indian Journal of Public Administration Vol XXXIII No. 3, July - September 1987.
6. Charles K J. : Total Development New Delhi Vikas
7. Jacob, K. K. Social Development (ed) Rawat 1994.
8. Kumar, Hazira (1986): Theories of Social Work, Harnam, and New Delhi.

## **COURSE - VIII**

### **COMMUNITY WORK**

#### **OBJECTIVES:**

Community work is yet another method of professional social work, and the objective of this course is to impart theoretical knowledge of community work, and appreciation of its practice in the community.

#### **Course Content**

1. **COMMUNITY WORK**
  - Communities : Nature, types and characteristics
  - Community Work : Functions and objectives
  - Principles of Community Work
  - Components of Community Work
2. **PROCESS OF COMMUNITY WORK**
  - Identification of problem
  - Programme planning
  - Enlisting people's participation
  - Formation of community groups
  - Organisation building
  - Evaluation and follow-up
3. **STRATEGIES FOR COMMUNITY WORK**

- Neighbourhood Development Approach
- Systems Approach
- Radical Approach
- Politics and Community Work
- 

## **READINGS**

- 1 Biddle, W W & Biddle L J.,1965 : The Community Development Programme, New Delhi : Amerind
- 2 Peter Baldock, 1974 : Community Work and Social Work, London : Rutledge & Kegan Paul
- 3 Ridgeway, Cecilia, 1983 : The Dynamics of Small Group, New York : St. Martin Press
- 4 Kramer, R M & Specht, Hary, 1983 : Readings in Community Organisation Practice, New Jersey : Prantice Hall
- 5 Lees, Ray, 1972 : Politics and Social Work, London : Routledge & Kegan Paul
- 6 Paul Curno (ed), 1978 : Political Issues in Community Work, London : Routledge & Kegan Paul
- 7 Study Group on Community work, 1973 :Current Issues in Community Work London : Routledge & Kegan Paul
- 8 Bicklew, Douglas P., 1983 :Community Organising, New York : Prentice Hall
- 9 Ross, Murray, G., 1955 :Community Organisation: Theory Principles and Practice, New York : Harper & Row
- 10 Dunham, A., 1958 : The Community Welfare Organisation New York : Thomas Y Gromwell
- 11 Gangarade, K D., 1971: Community Organisation in India, New Delhi: Popular Prakashan

## **COURSE - IX**

### **Behavioral Science Concept for Social Workers**

#### **OBJECTIVES:**

This course provides deep insights into Psychological processes, Personality, Adjustment and Maladjustment of individuals and foundations of human development, which are significant in modern social work practice.

#### **Course Content**

##### **1. HUMAN DEVELOPMENT**

- Determinants of Human development: Biological and Environmental
- Principles and stages in development
- Needs and developmental tasks in a life cycle
- Emotional and behavioural Problems associated with development

##### **2. PSYCHOLOGICAL PROCESSES**

- Perception: Determinants and Process
- Learning: Principles and Types
- Motivation: Types of motives, forces in motivation
- Dynamics and social interaction

##### **3. PERSONALITY**

- Determination & nature of personality
- Theories of Personality, Traits And Types

- Culture and Personality

-

#### 4. **ADJUSTMENT/MALADJUSTMENT**

- Concept of normality and abnormality
- Socio-Cultural factors in personality disorganisation
- Major mental disorders - Neurosis, psychosis, personality

#### **READINGS**

1. Morgan, C.T. & King R.A., 1979 : Introduction of Psychology, New York: McGraw Hill
2. D.L. Shepard, 1977 : Psychology - Science of Human Behaviour, SRA
3. Munn, N.L., 1969 : Introduction to Psychology Boston: Houghton Mifflin
4. Hurlock, E., Erickson, E.H., 1963 : Child Growth and Development Childhood and Society, New York: Norton
5. Murrau, T.R., 1979 : Comparing Theory of Child Development, Belmont; Wordsworth Pub.
6. Krech, D., Crutonfke, D., 1962 : Individual in Society, New York : McGraw Hill
7. Kuppuswamy, B., 1961 : An Introduction to Social Psychology, New York: Asia Publishing House
8. Sherif, M And Sherif, C.M., 1964 : Reference Groups, New York: Harper
9. Lindzey, G. and Aronson, E., 1983 : Hand Book of Social Psychology, Vol I-IV New Delhi: Addison Wesley Naroso
10. Lindzey, G. Hall, C.S. and Monoseritz, M., 1973 : Theories of Personality, New York: John Wiley
11. Young, K., 1969 : Hand Book of Social Psychology London: Routledge Kegan Paul
12. Coleman, J.C., 1981 : Abnormal Psychology and Modern Life, Bombay: Taraporevala
13. Marfatia, J.C., 1963 : Psychiatric Problems of Children, Bombay: Popular Prakashan
14. Anne, Anastasi, 1961 : Psychological Teetings, Collier MacMillan

#### **COURSE X**

#### **SOCIAL SCIENCE CONCEPTS FOR SOCIAL WORK - II**

##### **OBJECTIVES:**

Again, Social Science concepts for social work- II provide knowledge about contemporary social problems, contours of social deviance and measures of social control in the society.

##### **Course Content**

#### **1. SOCIAL DEVIANCE AND CONTROL**

- Social deviance: Concept and causes
- Social Control: Definition and agencies.
- Crime and delinquency: Concept, their types and causes
- Current Social Evils: Corruption and Nepotism

#### **2. MAJOR SOCIAL CONCERNS OF INDIA TODAY**

- Communalism: Majority and Minority Communalism, causative factors and: implications for future
- Casteism: Origin; causes for continuation, the issue of Dalit- assertion and caste Hindu response
- Regionalism: Concept and trouble-spots, the slogan of son of the soil
- Minorities:Types, their problems and prospects
- Gender Issues: Gender discrimination;situational analysis & future trends

### 3. OTHER MAJOR SOCIAL PROBLEMS

- Drug Addiction
- Alcoholism
- Prostitution

### READINGS

1. ICSSR., 1974 : Towards Equality: Report of the Committee on the status of women in India, New Delhi : ICSSR
2. Robertson, Ian., 1980 : Introduction to Sociology, NewYork
3. Seelser, Neil J., 1993 : Sociology New Delhi: Prentice Hall of India
4. Mandcilbam, D.G., 1970 : Society in India (vol. I & II) Bombay: Popular
5. Thio Alex., 1994 : Sociology, Harper & Row
6. Fanon Frantz, 1969 : Wretched of the Earth, London: Penguin
7. Chandra, Bipin., 1984 : Communalism in Modern India, Delhi: Vani Educational Books
8. Engineer, A.A. (ed) : Communal Riots in Post-independent India
9. Shukla, K.S. (ed);1988 : Collective Violence: Challenge and Purpose, New Delhi: IIPA
10. Galanter, Marc., 1984 : Competing Equalities: Law and Backward Classes in India, New Delhi; OUP
11. Marton, R.K., 1957 : Social Theory and Social Structure,New York: The Free Press
12. Desai, A. R. (ed); 1985: Agrarian Struggles in India After Independence, Delhi: OUP
13. 1983: "Khaki Shorts and Saffron Flags" -trout of the Time Series, Orient Longman
14. Haralambos, M., 1981 : Sociology: Themes and Perspectives Delhi: Oxford University Press

### COURSE – XI

#### HUMAN RIGHTS, SOCIAL JUSTICE AND SOCIAL WORK

##### OBJECTIVES:

Social work is intrinsically committed to human rights, social, economic and political justice, gender, caste and other related issues of equality. The objective of this course is to prepare students to participate in the debate of these issues, and dispense service, that foster human rights, equality and justice to people.

##### Course Content

1.
  - Concept of Human Rights.
  - U.N. Declaration of Human Rights.
  - Indian constitution - Fundamental Rights & Directive Principles.

- Rights for Children, Women, Scheduled Castes, Minorities & Indigenous People.
- 2.
- Concept of Social Justice.
  - Approaches to Social Justice (Marx, Gandhi, Frarie., Social Development).
  - Human Rights situation and Social Justice concerns in Indian Society.
  - Instruments for realising Human Rights.
  - Role of Social Action Groups & NGO's.
- 3.
- Law Society & Social Change.
  - Social Legislation, Nature & Scope.
  - Legal Aid, Problems & Services.
  - Lok Adalats and Nyaya Panchayats.
  - Public Interest Litigation, Advocacy and Social Action.

## READINGS

1. Arnold L & Roberts W., 1979 : Diversity and Social Justice, Melbourne : Proceedings of Seminar
2. Gandhi, P.K. : Social Action Through Law., Partnership for Action New Delhi : Concept Publishing Co.,
3. Aranha, T. : Social Advocacy - Perspective of Social Work.
4. Desai, A E (Ed.) : Violation of Democratic Rights in India Vol. I
5. Methew, P.D. : Legal Aid Series, Delhi : Indian Social Institute.
6. Singh, L.M. : Law & Poverty; Cases and Materials, Bombay
7. Govt. of India, 1973 : Report of Legal Aid Committee,
8. Saraf, D.N., 1986 : Social Policy, Law and protection of Weaker Sections of Society, Lucknow : Eastern Book Co.
9. Gangarade, K.D., 1978 : Social Legislation in India, Concept Publishing House
10. Iyer Krishna, V.R., 1987 : Social Justice Sunset or Dawn, Lucknow : Eastern Book Co.,
11. Gajendragadkar., P.B. : Law, Liberty & Social Justice, Bombay : Asia Publishing House
12. Runciman, W. : Relative Deprivation and Social Justice, Penguin : Harmonds Worth.

## COURSE-XII

### FIELD WORK - II

#### OBJECTIVES:

Once again field work, completely supervised affords opportunities to students to work in communities/ with groups and meaningfully correlate theoretical knowledge with existing social situation.

**Introduction:** The practicum for the social work in curriculum is designed to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning, observation and analysis of the realities and experience of participation in social intervention.

Besides the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for complex situations. Gradually, the learner is encouraged to move to being an independent worker.

The Broad objectives are :-

1. To develop skills of working with people such as analysis of social realities, understanding human behaviour,

- etc.
- 2. To develop the capacity to integrate theoretical knowledge with practice.
- 3. To develop appropriate values required for professional practice.

**Content :-**Concurrent field work 18 hours a week or two full working days in Community.

- **Rural / Urban/ Tribal Camp: Two Weeks**
- **Tour**

### **SEMESTER III:**

#### **COURSE- XIII**

#### **SOCIAL ACTION**

#### **OBJECTIVES:**

Social action is the latest method in the basket of social work and its considered most revel event for the third world societies. For mega analysis and “Mass Action”. The goal of this course is to train social workers in social action and political Good-fit to solve mass problems of society.

#### **COURSE CINTENT**

##### **1. SOCIAL ACTION**

Concept & Objective

Principles

Process for Social Action

##### **2. CONTEMPORARY SOCIAL ACTION**

Environment: Narmada Bachao Andolan

Gender: Self-Employed Women’s Association, Ahmedabad

Livelihood: Bandha Multi Morcha

##### **3. RELEVANCE OF SOCIAL ACTION**

Role of Social Action in Social Change and Social Control

Significance of Social Action in Economic and Social Development

#### **READINGS**

1. Lees, Ray (1972): Politics and Social Work, London: Routledge & Kega Paul.
2. Paul Curno(ed)(1978): Political Issues in Community Work, London: Routeledge & Kegan Paul.
3. Study Group on Community Work (1973): Current Issues in Community Work, London: Routeledge & Kegan Paul.
4. Stroup, H.H.(1952):Community Welfare Organization New York: Harper & Row
5. Smeller, N.J.(1963):Theory of Collective Behaviour New York: Free Press.
6. Siddiqui, H.Y.(1984): Social Work and Social Action New Delhi: Harnam
7. Gandhi, P.K.: Social Action Through Law.

## **COURSE XIV**

### **SOCIAL POLICY, PLANNING AND SOCIAL ADMINISTRATION**

#### **OBJECTIVES:**

Social policy is essential element of welfare and planning is crucial for resource allocation and social welfare programming. Policy and planning are also basic for social welfare administration and management. This course aims at providing basics of policy formulation, planning and implementation to the students.

1. Social Policy, basic concepts, nature, scope and principle sources of social policy, social and welfare policy.
2. Planning:- concepts, scope principle process social policy and welfare planning, peoples participation in social planning.
3. Social planning machinery in India, central, state, district and block, Five year plan, social justice anti poverty programmes.
4. Social Administration; basic concept, meaning, scope and significance of social administration, function of social work administration, factors & skill, bureaucracy
5. Basic administrative process- organization, planning, policy formulation, communication, decision making, use and response of authority, co-ordination, Targeting, administration as a generic element in helping process, knowledge and skill from other process of social work application to administration.

#### **READING**

1. D. Paul Chaudhari- Samaj Kalyan Prashashen
2. Herbert Simon- Administrative Behaviour
3. M.P. Sharma-Public Administration Theory & Practice
4. Kulkarni P.P.- Social Policy & Social Development in India.
5. Surendra Singh & P.D. Mishra- Samajik Niti, Niyojan Avam Prashashen.

#### **REFERANCES:**

1. Edwards & Sharkawsky., 1979 :The Policy Predictment : Making and Implementing Public Policy, New Delhi : Allied
2. Mac Pherson., 1986 : Social Policy in the Third World:The Social Dilemma of under development, New Delhi : Select Book
3. Benyoussef, A & Chrisian, B., 1977 : Health Service Deliversy in Developing Countries: international Social Science Journal, 29(3)
4. United Nations., 1970 : Social Welfare Planning in the context of National Development Plan, NU, U.N.
5. Ditto, D M & Dye Thomas R., 1983 : Social Welfare : Politics and Public Policy, New Jersey: Prentice Hall
6. Prasad, Rajeshwar:;Social Administration: An analysis of a State, Jain Book Depott., New Delhi.
7. Friendmann et al, 1987 : Modern Welfare States : A ComparativeView of Trends and Prospects, Worcester : Wheatsheaf.
8. Marshal, T.H., 1965 : Social Policy,London : Hutchinson
9. Michael Hill & Glean Bramley, 1986 :Analysis of Social Policy, Oxford : Basil Blackwell
10. Jenicins, W.I., 1978 : Policy Analysis : A Political and Organisational Perspective, London : Martin Robertson

11. Weale,A., 1983 : Political Theory and Social Policy London : MacMillan
12. Titmuss, R.M., 1963 : Essays on the Welfare State,II ed. London : George Allen & Unwin
13. Titmuss, R.M., 1973 : The Gift Relationship, Harwordsworth : Penguin
14. Titmuss, R.M., 1974 : Social Policy : An Introduction, London : George Allen
15. Titmuss, R.M. : Essays on the Welfare State
16. Gough, I., 1979 : The Political Economy of the Welfare State, London : MacMillan
17. Piven, F.F.& Cloward R.A., 1972 : Regulating the Poor, London : Tavistock
18. Lowi T.A., 1972 : Four Systems of Policy, Politics & Choice, Public Admn. Review, 32
19. Austin, D.M.. 1983 : The Political Economy of Human Services, Policy & Politics II(3)
20. Hall, P et al., 1975: Change, Choice and Conflict in Social Policy, London : Hernemann

## **COURSE XV**

### **SOCIAL DEVELOPMENT**

#### **OBJECTIVES:**

Development is a key word in modern context but it is also a controversial concept. This course aims at equipping the students in theoretical and pragramtic issues related with development so that they may be able to efficiently and confidently use social work practice to achieve developmental goals.

1. Basic concept, scope and indicators of social development, developing societies, the socio economic characteristics especially with reference to India.Social development and planning: economic growth, distribution of income: problems of lost and gains in economic development.
2. Development: Perspective & Theory, the classical school; Adam Smith, Ricardo, Malthus & Mill; Marxian school: Marx, Lenin & Mao, Gandhian Approach importance of models- goal oriented and system oriented.
3. **Resources mobilization**
  - Taxation
  - Domestic Savings
  - Deficit Financing
  - Barrowing
4. Psychological factors in development; impotence of attitude, Beliefs in relation to social progress, leadership, public opinion, means and pattern of communication group- dynamics in relation to development
5. Political system as a factor affecting development, directive principles of state policy fundamental rights, social legislation as instrument of change and development, international assistance in development.

#### **REFFERENCES**

1. Kulkarni P.P.; Social Development
2. Govt. of India: Five Years Plan Documents

3. Crore M.S.: Some Aspects of Social Development, Theories of Value and Distribution Science, Adam Smith.
4. A.N. Agarwal & S.D. Singh- Economic of Underdevelopment
5. Gunar Myrdal- Asian Drama- An Inquiry into Poverty of Nations Vol I, II, III
6. J.F. Janes & R.S. Pandey- Social Development- Conceptual Methodological and Policy Issues

## READINGS

1. Kurien C.T., 1978 : Poverty Planning & Social Transformation.,New Delhi: Allied
2. Dewett, R.K., 1989 :Modern Economic Theory., New Delhi: S. Chand
3. Gupta & McConnell., 1987 : Introduction to Macro Economics, New Delhi: Tata McGraw Hill
4. Bhatia, H.L., 1978 : Public Finance, New Delhi: Vikas
5. Prest, A.R., 1973 : Public Finance in Underdeveloped Countries. New Delhi:Vikas
6. Blow Strom & Hettne, 1984 : Development Theory in Transition,New Jersey: Vikas
7. ILO- ARTEP., 1992 : Social Dimensions of Structural Adjustment in India.Geneva: ILO.
8. Das, D.K., 1993 :Structural Adjustment of Structural Economy., New Delhi: Deep & Deep
9. Thungan, M.L., 1994 : The Economics of Development & Planning, Delhi: Konark
10. Calssen, R., 1994 : Does Aid Work,New York: Clarendon- Oxford.
11. Roll., 1990 : A Theory of Economic Thought London: Faser
12. Ekon Walter., 1979 : An Introduction to Development Eco, G.Britain: ELBS
13. Allen & Thomas., 1992 : Poverty & DEvelopment in 1990's, U.K.: OVP
14. Myrdal G., 1970 : An Approach to the Asian,New York: Vintage
15. Myrdal G., 1970 : The Challenge of World Poverty,England: Harmondworth
16. SAARC., 1992 : Report of The Independent Asian Commission on Poverty Alleviation, Kathmandu: SAARC
17. Chelliah, R., 1960 : Fiscal Policy in Underdeveloped Countries, London: George Allen

## COURSE - XVI

### RURAL AND TRIBAL DEVELOPMENT

#### OBJECTIVES:

India is an agricultural society and more than 70 % people live in rural areas yet, the rural sector is maldeveloped. Although rural development/rural community organisation here is more than four decades old but villages are still backward. This course equips students in rural development theory and practice.

#### COURSE CONTENT:

##### 1. CONCEPT OF RURAL DEVELOPMENT

- Policies for Rural Development.
- Agricultural Development Programme.
- Community Development Programme
- Determinants of Rural & Tribal Development.

## **2. DEVELOPMENT MODELS**

- Redirecting Investments
- Basic Needs
- Agrarian Reforms
- Integrated Rural Development
- Legislative Measures.

## **3. INNOVATIVE RURAL DEVELOPMENT PROJECTS**

- Green Revolution
- Operation Flood I & II
- Appropriate Technology
- Rural Water Supply
- Wastelands Development
- Technology Missions

## **4. ORGANISATION FOR RURAL DEVELOPMENT**

- Organisation models
- Designing an appropriate organization
- Development administration
- Voluntary organization
- Peoples Participation

## **READINGS**

1. Katar Singh, 1986 :Rural Development,New Delhi: Saga
2. Desai, D.K., 1983 : Management in Rural Development,New Delhi: Oxford
3. Mehta, S.R., 1984 : Rural Development Policies & Programmes, New Delhi: Saga
4. Uphoff, Norman T (Ed), 1983 : Rural Development and Local Organisation in Asia-3: south East Asia, Delhi: McMillian
5. Desai, A.R., 1990 : Rural Sociology in India,Bombay: Popular Prakashan
6. Maheshwari, S.R., 1990 : Rural Development in India New Delhi: Saga
7. Jain, L.C. et al, 1985 : Grass without Roots: Rural Development under Government Auspices, New Delhi: Saga
8. Khanna, B.S., 1991: Rural Development in South Asia (vol 1 & 2) New Delhi: Deep and Deep Publications
9. Planning Commission - VIII Five Year Plan Govt. of India

## **COURSE – XVII**

**CANDIDATE HAS TO OPT EITHER (a), (b) OR (c)**

**There are two optional provided in this course.**

### **PAPER-I MEDICAL AND PSYCHIATRIC SOCIAL WORK- I**

#### **OBJECTIVES:**

(i) Course III(a): Medical and psychiatric social work is practiced in medical/psychiatric institutions/ among medical and/ or psychiatric patients. Students are trained to deal with problems/clients with problems and do appropriate clinical social work either independently or in association with other professionals - psychiatrists, clinical psychologists, physicians, surgeons etc.

#### **PAPER-I: MEDICAL AND PSYCHIATRIC SOCIAL WORK-I**

##### **I**

- Concept of Health and Illness
- Nature and scope of social work practice in Medical Setting
- Growth of Medical Social Work in India
- Functions of medical social worker in hospitals and health and welfare settings use of social work techniques and methods in practice of medical social work.
- The concept and principle of teamwork, the contribution of medical social worker to the team.

##### **II**

- Health policy and health care Infrastructure in India
- Social and emotional aspects of T.B., cancer, leprosy, STD, AIDS
- Modern concepts of preventive and social medicine and roots of medical social worker

##### **III**

- Modern concept of rehabilitation and role of medical social worker in the rehabilitation of physically handicapped person.,
- The concept of family welfare planning the needs and objective of family welfare planning: measures of birth control, the role of medical social worker in family welfare planning
- Health for all, Alma Atta Declaration, Role of medical social worker in achieving the goals.

#### **REFERENCES**

1. Pathak, H.S: Medical Social Work in India
2. Banerjee, G.R.: Medical social services department
3. Banerjee, G.R.: The Sick Child
4. Dora Gold Stive: Theory & Practice of Medical Social Work

5. Park & Park: Text Book of Preventive & Social Medicine.
6. Chatterjee Meera 1988: Complementary Health Policy

## READINGS

1. Kumar Girish. Samaj Kalyan Ke Kshetra.
2. Blane, David, David, Burner, Eric: Health and Social Disorganization
3. Community Based Rehabilitation and Health Care Raptorial Services: WHO
4. Social Work in Medical Setting (vol. III ) Encyclopedia of Social Work: Government of India
5. Disability Prevention and Rehabilitation in Primary Health Care: WHO
6. Group at Risk (Tuberculosis): WHO
7. The World Health Report 1996: WHO
8. Social Work in Health Care: Dhoorper
9. Health Hospital and Community: D.S.Sharma
10. Health, Family Planning and Social Welfare: A.S. Kholi, S.R.Sharma

## COURSE XVII (B) SOCIAL WORK IN CORRECTIONAL SETTINGS I

### I.

- Basic Concept
- Criminology : nature & scope
- Definitions of crime & concept, Kinds of crime
- Extent of crime in society
- Evolution of criminology from a science of crime to a science of deviant behaviour

### II.

- Dynamics of deviant behaviour. Its forms, truancy, vagracy, delinquency, crime, sex delinquency, white-collar crime, etc.
- Patterns of deviant behaviour
- Criminal behaviour as human behaviour

### III.

- Extent of delinquency amongst children.
- Changing forms of crime and delinquency.
- Problem of crime causation, difficulties in causation studies, historical theories of crime and delinquency.
- Behavioural science approach to crime and delinquency.

### IV.

- Etiology of crime, Biological and geographical factors: Psychological factors, ecological, personality & social factors.
- Special patterns of deviant behaviour as alcoholism, gambling prostitution

## **READINGS:**

1. Palfrey, William V. : The evolution of Criminology
2. Mannheim, Herman : Pioneers in Criminology
3. Cressy, D.R. : Criminology.
4. Dequires, C.B. : Modern theories of criminology
5. Fox, V. : Introduction to criminology
6. Rao, Venugopal : Factors of crime in India
7. VEMA, S.C. : THE YOUNG DELINQUENT

## **COURSE - XVII (C)**

### **SOCIAL WORK IN INDUSTRY - I**

#### **A. LABOUR ECONOMICS**

Emergence of industrial working force, socio-economic characteristics of Indian labour, labour market- demand and supply of labour, meaning and importance of wages, minimize, fair and living wages, wage determination - wage determination by wage- board and compulsory adjudication, wage- determination by national bi-partite committees at the level of industry, wage differentials concept of dearness allowance and bonus national wages policy, payment of wages act 1936, minimum wages act 1948, payment of bonus act 1965.

#### **B. INDUSTRIAL RELATIONS TRADE UNIONS**

Concept of industrial relations, system & gandhian approaches to industrial relations, recent trends in industrial relations, govt. policy of industrial relations in context of recent industrial policy,, industrial disputes- meaning, causes and affects, stike loct out, ghero, retrenchment, lay off, closure and determination of services, Bi-partite approach to industrial relations- collective bargaining - meaning and approaches, distributive and integrative bargaining; workers participation in management - meaning development of schemes in India; reasons for failure tripartite approaches to industrial relations - arbitration, conciliation and adjudication, employers organisation, trade unions-meaning, approaches, structure, leadership and recognition, laws relating to industrial relations - trade union act 1926, industrial employment (standing orders) act 1946, industrial dispute act 1947.

#### **C. LABOUR WELFARE**

Labour welfare - meaning, approaches principles and agencies, emergence of institution of welfare officers in India, role and function of welfare officer, welfare officer as a social worker; welfare of rural labour, women labour bonded labour & child labour facton act 1948, personnel social work.

#### **D. SOCIAL SECURITY**

Meaning & scope of social security, social assistance & social insurance, legal provision for social security in India-workmen compensation act 1923, employers provident fund act 1952, e.s.i. act 1948, maturity benefit act 1961.

## **REFERENCES:**

1. Baleshwar Pandey : bharat men shram kalyan.
2. Baleshwar Pandey : Shram Prabhan sambandhon ki gatyakmakata
3. Baleshwar Pandey : Audyogik sambandh aur samuhik saudebaji
4. Baleshwar Pandey : Audyogic vivad aur unaka suljhao
5. Memoria C.B. : Industrial relations in India

76. Shri Ram Centre for industrial relations: Industrial relations in coming decades, New Delhi.

Mishra S.N. : Labour Laws

8. Meharatra S.N. : Labour Problem in India

9. Mishra K.K. : Labour welfare in Indian industries.

### **COURSE – XVIII**

#### **FIELD WORK - III**

##### **OBJECTIVES;**

The practicum for the special work curriculum is designed to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning, observation and analysis of the realities and experience participation in social intervention.

Besides, the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for complex situations. Gradually, the learner is encouraged to move to being an independent worker.

The Broad objectives are :-

1. To develop skills of working with people such as analysis of social realities, understanding human behaviour, etc.
2. To develop the capacity to integrate theoretical knowledge with practice.
3. To develop appropriate values required for professional practice.

**Content:-** Concurrent field work for 18 hours a week or two full working days in Community Work.

- Rural/Urban/Tribal Camp : 2 weeks.
- Concurrent field work 18 hours a week or two working days will be through an agency placement in any area of practice other than community.

### **FOURTH SEMESTER**

#### **COURSE – XIX**

##### **SOCIAL WELFARE MANAGEMENT**

##### **OBJECTIVES**

In the modern management milieu social welfare, social services need to be professionally managed. This course aims at imparting knowledge and dexterity in social welfare management.

#### **I. Introduction :**

Basic concept, social welfare, administration, history of social welfare in India, principles of social welfare management, social welfare administration at different levels in India, central, state, district and block.

#### **II. ORGANISATIONAL ASPECT OF SOCIAL WELFARE AGENCIES.**

- Organisation of social welfare agencies.
- Nature of organisational behaviour of welfare agencies.
- Personnel policies for welfare agencies, group work strategies in social welfare agencies.

#### **III. MANAGEMENT OF A SOCIAL WELFARE AGENCY**

- Concept & importance of management of welfare agency.
- Manpower planning of welfare agencies.
- Monitoring and evaluation in social welfare agencies.

#### **IV. NON GOVERNMENTAL AGENCIES OF SOCIAL WELFARE.**

- Central social welfare board:, policies and programmes.
- National Bank for Rural Development, association of voluntary agencies for rural development United Nation International Children Education Fund, International Labour Organisation.

## **READINGS:**

1. Pathalic Shankar, Social Welfare "An Evolutionary and development perspective"
2. Dube, S.N. - Administration of Social Welfare Programme in India
3. Chowdhary, D. Paul - "Profile of Social Welfare and Development in India"
4. Bose, A.B. - Social Welfare Planning in India.
5. Jaganathan V. - Social Administration in developing countries
7. India International Centre - Social Administration in developing countries.

## **COURSE - XX**

### **FAMILY & CHILD WELFARE**

#### **OBJECTIVES:**

This course aims at preparing professional social workers who may have competence in dealing with family and child welfare.

#### **FAMILY & CHILD WELFARE**

##### **I.**

Concept, objectives and scope of family welfare, women welfare, Historical development of services for family. Programmes in the area of family. Family welfare and development services in the area of health, education and employment.

##### **II.**

Concept, Philosophy & Objectives of child welfare. Programmes in the area of child welfare, child welfare & development programmes- Day Case centre, creches, recreational programmes Institution for destitutes, orphans, institute for physically mentally handicapped. Child Welfare Boards. Child Development schemes.

##### **III.**

Family welfare and its implication for social work practice National policy on children, UNICEF ICDS (Integrated Child development scheme)

##### **IV.**

Planning, organisation and administration of family & child welfare services, services organized through governmental and non-governmental agencies in India. National and international and international agencies working for family & child welfare.

##### **V.**

`Exceptional children. Those with physical, social, emotional and mental handicaps'.

## **READINGS.**

1. Chaturvedi T.N. : Administration for Child Welfare.
2. Govt. of India, Ministry of Social welfare: Profile of the child in India. Policies. & Programmes (New Delhi).
3. Hartman, Am & Lard : Family centered social work practice
4. Srinivasan K &, Others : Dynamics of population & family welfare (Himalaya Publishing House New Delhi)
5. D. Paul Choudhary - Bal Kalyan Ki Roop Rekha
6. Kapadia, K.M., 1955 : Marriage and family in India. New Delhi: Oxford University Press
7. Augustine John S. (Ed.), 1982 : The Indian Family in Transition Delhi, Vikas Publishing House Pvt. Ltd.
8. Mobel Fonseca., 1980 : Family and Marriage in India. Jaipur: Sachvi.
9. Shah, A.M., 1973 : The Household Dimension of the family in India, New Delhi - Orient Longman.
10. Corper, David Allen Lane 1971 : The death of the family, London: The Penguin Press

11. Mannoehis Tomy & Pelith, W., 1975: Families Under Stress, London: Routledge and Kegan Paul
12. NIPCCD., 1984 : Perspective plan on Child Development (1980-2000) New Delhi - NIPCCD
13. Kadushin, Alfred, 1980 : Child Welfare Services, New York: McMillan Publishing.
14. Stewart Macpherson, 1987: Five Hundred Million Children London: Wheatsheaf Books Ltd.
15. Raina, B.L., 1988 : Population Policy, Delhi: B.R. Publishing Corporation.
16. Gore, M.S., 1985 : Social Aspects of Development, Jaipur, Rawat.

### **COURSE - XXI**

Candidate has to offer one of the following courses compatible to his choice of course.

#### **A.**

#### **MEDICAL AND PSYCHIATRIC SOCIAL WORK - II**

##### **OBJECTIVES:**

(i) Course III (a): Medical and psychiatric social work is practiced in medical/psychiatric institutions/ among medical and / or psychiatric patients. Students are trained to deal with problems/clients with problems and do appropriate clinical social work either independently or in association with other professionals - psychiatrists, clinical psychologists, physicians, surgeons etc.

1.
  - Social Work in field of Mental health.
  - Concept of Mental health, factors in mental health.
  - Community mental health.
  - Community psychiatry.
2.
  - Present Mental health problems and mental health care service in India.
  - Policies and legislations related to mental health in India and their Implication. Mental health Act. 1986.
3.
  - Dynamics of Abnormal behaviour.
  - Classification of abnormal behaviour.
  - Neuroses & Psychoses.
  - Character disorder, Sexual disorder
  - Child and adolescent psychiatric disorder
  - Alcoholism, Drug addiction.
4.
  - Meaning and scope of psychiatric social work.
  - Development of Psychiatric social work in India and abroad.
  - Psychiatric social work in different settings.
  - Psychotherapy meaning types & Techniques

##### **READINGS**

1. Alfred, Dean et. al : The social setting of Mental health.
2. Jum C. Numally, J.R. : Popular conception of Mental health their development and changes.
3. Coleman, J.C. : Abnormal Psychology and Modern life.
4. B. Mohan : Social Psychiatry in India
5. Lowery : Psychiatry for Social Workers.
6. Lois, Meraditch French : Psychiatry social work.
7. Berkman, Tessie, D. : Practice of Social Workers in Psychiatric Hospitals and Clinics.
8. Gold berg, David and Huxley peter : The pathway of psychiatric care 1980.
9. Chaterjee, Meera : Implementing Health policy.
10. Brown : Psychodynamic of abnormal behaviour.
11. Drake : Abnormal psychology.
12. Govt. of India : Mental Health Act, 1986.

#### **B.**

#### **Social Work in Correctional Setting II**

##### **I.**

- Penology - Meaning & Scope
- Development of penological thought - theories of punishment, types of punishment
- Changing pattern of punishment in relation to social, political, judicial & philosophical factor.
- Methods & objectives of correction, prison system in the 19th & 20th centuries, Administration of prison.

## II.

- Daily routine of prisons' - educational, vocational, recreational and health service in prisons.
- Prison labour, change in the concept of labour, wage system, prison security, classification of prisons

## III.

- Special Institution for women, youth and children, mentally deficient and mentally sick - all with reference to Indian practice
- Scope of case work and group work to prisons & other correctional Institute

## IV.

- Relationship between society in welfare state as a part of the total correctional programme. Judicial system, its objectives, role in correctional and preventive programmes : the important legal provisions and procedure, the role of lawyers, community probations workers and police in judicial administration.

### READINGS:

1. The punishment response
2. Orland, Leonard - Prisons - Houses of darkness
3. Gillin, John Lewis - Criminology and penology
4. Bhusan, Vidya - Prison Administration in India
5. Basu, D.D., 1979 : Criminal Procedure Code, New Delhi : Prentice Hall of India.
6. Balrnes H.E. & Teeters N.K., 1966 : New Horizon in Criminology New Delhi : Prentice Hall of India.
7. Clinard, M.B., 1963 : Sociology of Deviant Behaviour New York : Holt, Rinehart and Winston.
8. Dahir, R.N., 1978 : Prison as Social System, Bombay : Popular Prakashan
9. Giallombardo, R., 1983 : Juvenile Delinquency, New York : John Willey.
10. Khan, M.Z., 1981 : Dacoity in Chambal Valley, New Delhi : National Publishing House.
11. Khan, M.Z., 1985 : Work by Jail inmates, New Delhi : Inter - India
12. Kaldate, S.V., 1982 : Society, Delinquent and Juvenile Court, New Delhi : Ajanta Publication
13. Min. of Welfare, 1987 : Encyclopedia of Social Work, New Delhi : The Free Press.
14. Shastri, R., 1967 : Kautila's Arthshastra, Mysore : Mysore Printing & Publ. House
15. Srivastava, S.P., 1987: the Probation System, Lucknow : Print House
16. Srivastava, E.H. & Cressy, D.R., 1968 : The Indian Prison Community, Bombay : The Times of India,
17. Sykes, G.M., 1978 : Criminology, New York : Harcourt Brace Janovich
18. Venugopal Rao, S., 1983 : Crime in Our Society, New Delhi : Vikas

## C.

### SOCIAL WORK IN INDUSTRY-II

#### I PERSONNEL MANAGEMENT

Meaning of personnel management human resource management as a new area of personnel managements, development of personnel managements in India- labour officer, welfare officer, personnel officer and human, recourse development manager, status & role of personnel officer, functions of personnel management - recruitment, selection application glance, psychological test and interviews, performace appraisal meaning and management development, disciplinary procedure communication manpower, planning, grievance handling.

#### II ORGANISATIONAL BEHAVIOUR

organization meaning and concept; theories of organization- classical theories, characteristics theory, theory and contingency theory , organization as a technical system meaning of organisational behaviour; human relations in industry; different approaches to human relations; human relations in industries; different approaches to human relations- contribution of entro mayo; Renis likert, Duglus Mac-groger; Toristock. Institute and crises analysis; organizational process.

### III HUMAN RESOURCE DEVELOPMENT

Concept of human resource system and human resource development theoretical contribution to the concept to human resources, techniques of HRD qualities of work life, formal system of individual development- training and management development, pollution appraisal and career development, counseling for development; job enrichment & role effectiveness, transactional analysis.

### IV INDUSTRIAL PSYCHOLOGY

Planning & scope of industrial psychological; jobs & works & analysis fatigue & monetary, jobs satisfaction. Moral & Efficiency

### REFERENCE

1. Baleshwar, Pandey & C.P. Goyal, K Armik; Prabandh Sidhant Avam Byavahar
2. Balsehwar Pandey: Sangathantmak Byawahar
3. Memoria C.B: Personnel Management in India
4. Gred Lecthan: Oranisationl Behaviour.
5. Lakmani Pardani: Oranisationl Behaviour.
6. Ghosh P.K.S. Gurupada M.B. Industrial Psychology
7. Parekh Udai & Rao T.V.: Designing and Managing Human Resources.
8. Mamoria, C.B. & Mamoria, S.: Dynamics of Industrial Relation in India, Himalaya Publishing House, Delhi.

### COURSE - XXII:

#### DISSERTATION

#### OBJECTIVES:

Dissertation has manifold functions: use of research methods; fieldwork (for collection of primary data but which is also complimentary to other prescribed Field work), roganisation, analysis/ interpretation and presentation of data in other words excercise in Report Writing.

The students will be induced to select their field of research, topic/ problem, library work etc. from the second semester but the process will end in IV semester in the shape of a Report. The dissertation may also be in the form of group project.

### COURSE XXIII

#### FIELD WORK - IV

#### OBJECTIVES:

The practicum for the special work curriculum is desigine to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning , observation and analysis of the realities and experience participation in social intervention.

Besides, the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for complex situations. Gradually, the learner is encouraged to move to being an independent worker.

The Broad objectives are :-

- 1 To develop sk1ills of working with people such as analysis of social realities, understanding human behaviour, etc.
2. To develop the capacity to integrate theoretical knowledge with practice.
3. To develop appropriate values required for professional practice.

**Content** :-Concurrent field work for 18 hours a week or two full working days in Community Work.

- Rural/ Urban/ Tribal Camp : 2 weeks.
- Concurrent field work 18 hours a week or two working days will be through an agency placement in any area of practice other than community.

**COURSE - XXIV: BLOCK PLACEMENT:**

**FIELD WORK V**

**OBJECTIVES:**

Field Work - V: Block placement is non-supervised or least supervised social work field work by the faculty. However, the supervision by the agency head is there to help the learner. In this module the basic objective is to offer opportunities to the student to become capable of independent social work practice.

This field work –twelve weeks placement has to be done after IVth Semester examination in an agency/ institution/ department.

**COURSE - XXV:**

**COMPREHENSIVE VIVA - VOCE**

**OBJECTIVES:**

Comprehensive viva-voce is so designed so as to test the overall comprehension, value orientation, Field work experiences etc. of the students through viva-voce tests and field work reports/diaries .