SAURASHTRA UNIVERSITY

Re-Accredited Grade "A" by NAAC

FACULTY OF ARTS

SYLLABUS FOR
M.S.W. (SEM I TO IV)
(TWO YEAR FULL TIME COURSE)
(AS PER C.B.C.S.)
IN FORCE FROM JUNE-2016
SAURASHTRA UNIVERSITY
RAJKOT-360005 (GUJARAT)
Website :www.saurashtrauniversity.edu

O.M.S.W.-1

Three Year Graduate/Post Graduate Degree-holder of any discipline of this University or any other University recognized by this University as equivalent there to, with at Least48%of marks shall be eligible to appear in the admission to M.S.W. Semester – I.

No candidate will admitted to Semester-III course unless he passes in Semester-I Examination and has not failed in more than two theory Course of Semester-II examination in the relevant academic year.

O.M.S.W.-2

M.S.W. Degree program is of Two Academic Years duration consisting of four semesters, which will be require to complete within 4 years from the date of his/her first admission in the First Semester.

O.M.S.W.-3

M.S.W. two years (four semesters) Degree Program is a regular fulltime program and therefore admitted candidate can not join any other course of study without prior permission of the University.

O.M.S.W.-4

Medium of instruction & Examination shall be either Gujarati or English or Hindi as the case may be which will not be changed during the entire Degree Program.

O.M.S.W.-5

The Choice Based Credit System (CBCS) Program of the University is a comprehensive and continuous evaluation program and minimum attendance as per Ord. 98 is mandatory for the students. Non-Compliance of these requirements may amount in to rejection of the concerned term (Semester).

O.M.S.W.-6

The Head of Department/Director of Recognize Institute shall have to take appropriate measure against Ragging & Gender problems arising in the University Department. In case of occurrence of any such incident the violator shall be dealt with very seriously and appropriate stringent action be taken by the Head of Department/Director of Recognize Institute by observing principle of natural justice. The Head of Department/Director of Recognize Institute may appoint a committee to inquire in to the matter, which will also observe the principle of natural justice. The committee will submit its report to the Head of Department/Director of Recognize Institute who will forward the, same with his comment there upon to the University Registrar, for taking necessary action in the matter.

O.M.S.W.-7

If a candidate appearing in the University Semester End Examination fails to obtain minimum marks for passing in particular course he/she will be require to reappear in that course without keeping term for that semester. The candidate will have to reappear in the semester and examination by paying fresh examination fee along with an application form. Such a candidate when obtains minimum or more than minimum marks for passing in the course his/ her marks of reappearance will be carry forwarded for award of SGPA/CGPA.

O.M.S.W.-8

Admission granted by the University to any student shall be provisional till the enrolment/registration/enlistment is made by the University and in case of admission is granted on the bases of provisional eligibility certificate the conditions & instruction given by the University should be complied within the time limit fixed by the University or latest by the beginning of next semester otherwise term kept by the such a student will be forfeited and no fees on any account will be refunded.

O.M.S.W.-9

The Dissertation/project shall be on one of the course work approved by the committee of post-graduate teachers teaching in the department/Recognize Institute. The student will submit the same for approval to the Head of Post-Graduate Dept./Recognize Institute not later then the beginning of second semester. Such approval should normally be communicated to the student in well in advance by the P.G. Department/Recognize Institute. A supervisor shall also be appointed by the HOD & then the student will have to complete the dissertation under the guidance of the Supervisor.

O.M.S.W.-10

University has to adopt the reservation policy for admission.

O.M.S.W.-11

For admission the authority shall have to prepare and publish the meritorious merit list in the three fold as mentioned below.

(1) Candidate who have passed the qualifying examination from the Saurashtra University indicating category against each of the name in the last column such as General/S.T./S.C./S.E.B.C./P.H. etc.
(2) Candidate who have passed the qualifying examination from the other University situated in the State of Gujarat indicating General/S.T. /S.C./S.E.B.C./P.H. etc.
(3) Candidate who has passed the qualifying examination from University situated out of The Gujarat State.

Candidate who have passed National or State Level entrance test conducted by the competent authority should be given priority in admission.

O.M.S.W.-12

Where it is specifically provided in the syllabus of the course, the concern University Department/PG Centre may arrange study tour. It will be compulsion on part of student to join the same and on completion of tour he/she will be required to submit a report with completion study tour certificate to the University Department/Recognize Institute Time spent for the purpose will be considered for computation of term keeping requirement. The Department/PG Centre may arrange the tour by considering the nature/scope & other provision of the syllabus.

O.M.S.W.-13

Candidate from the govt.-semi-govt./Grant-in-aid Institution or other registered company or registered establishment provided their qualifications or recognized by the University as equivalent to graduation for this purpose, will also be eligible to apply for, admission.

It is Compulsory for every student of M.S.W. to appear in entrance exam to get admission and they will be called at counseling on the basis of merit. there is no passing standard in entrance exam.

O.M.S.W.-14

(i)   The total intake for this program is of 60 students, which shall be divided as under.
   (1) No. of Seats   General Category   45
   (2) No. of Seats   Management Category   15
      University has to adopt the reservation policy for admission.

(ii)   All general category candidates will be required to appear in entrance examination.

O.M.S.W.-15

All eligible candidates will be required to appear in the entrance test. The entrance test of 100 maximum marks shall comprise of Mental Ability, General Knowledge Subject.

All candidates appearing in entrance test will receive a call letter for counseling as per his/her merit.

O.M.S.W.-16

The proposal for interchange shall be submitted by the Department to the Vice-Chancellor who may approve the same subject to the approval of the concerned authorities of the University.

O.M.S.W.-17

Every student must take to fieldwork, Block Placement, Dissertation compilation certification from Principal/H.O.D. of the PG Center/Department and working Agency. These two certificates should join in the fieldwork, Block Placement, Dissertation. If student do not join certificate the student do not eligible for viva – voce.

R.M.S.W.-1

The examination will comprise of the following Special subject in the Faculty of Arts and a student will be require to select one on the bases of his/her special subject at Graduation examination of the following subject namely.
(1) Gujarati
(2) Hindi
(3) English
(4) Sanskrit
(5) History
(6) Political Science and public Administration
(7) Sociology
(8) Philosophy
(9) Psychology
(10) Geography
(11) Economics
(12) Library Science (B.L. &I. SC. /M.L. &I. SC.)
(13) Journalism (M.J.M.C.)
(14) Social Work (M.S.W./M.L.W.)
(15) Home Science (M.A. Home Science Gen.)

The following Degree courses are Within the preview of the Faculty of Arts B.J.M.C./M.J.M.C.,B.L.&L.Sc./M.L.&L.Sc., M.S.W./ M.L.W., M.A. (Home science)., The nature & scope of the course is designed to focus on sole & isolated special aspect of study area of the course. It's Ordinance & Regulations, Teaching and Examination schemes are also provided in the respective syllabus. However, other relevant Ordinances & Regulations of the Faculty of Arts shall also apply to these courses.

<u>**R.M.S.W.-2**</u>

The following are the subjects of semester-I to IV courses prescribed for the teaching examination of the M.S.W. full time two year's course.

Saurashtra University
Arts Faculty
Saurashtra University
Arts Faculty
Syllabus for Master Of Social Work
As Per C.B.C.S

Sr No	Level UG Or PG	Semester	Course Group Foundation Or Core Or Elective-1Or Electiv-2 Or Practical Or Project	Course (Paper) Title	Course (Paper No.)	Credit	Internal Marks	External Marks	Practical/ Viva Marks	Total marks	Course (paper) Unique Code
1	PG	1	Core	Social Work History Concept & As a Profession	1	4	30	70		100	1601510102010100
2	PG	1	Core	Methods of Social Work -I	2	4	30	70		100	1601510102010200
3	PG	1	Core	Methods of Social Work -II	3	4	30	70		100	1601510102010300
4	PG	1	Elective-1	Life Skills for Social Work Practice	4	4	30	70		100	1601510202010101
				OR							
5	PG	1	Elective-1	Computer Application in Social work	5	4	15	35	50	100	1601510202010102
6	PG	1	Inter Dis.	Field Work Practice in Social Work	6	4	30	70		100	1601510502010100
7	PG	1	Practical	**Field Work** Two Days in Week Agency Visit Report Writing-75 marks viva-voce-75 marks	7	6			150	150	1601510602010100

8	PG	2	Core	Social Work Research	8	4	30	70		100	1601510102020400
9	PG	2	Core	Rural Community &Panchayati Raj	9	4	30	70		100	1601510102020500
10	PG	2	Core	Human Resource Management	10	4	30	70		100	1601510102020600
11	PG	2	Elective-1	Social Defense &Correctional Services	11	4	30	70		100	1601510202020201
				OR							
12	PG	2	Elective – 1	Family Social Work	12	4	30	70		100	1601510202020202
13	PG	2	Inter Dis.	Human Rights & Justice System	13	4	30	70		100	1601510502020200
14	PG	2	Practical	**Field work (Rural Area)- Two Days in a week** Viva-Voce= 75 Marks Report Evaluation=75 Marks	14	6			150	150	1601510602020200
15	PG	2	Practical	**Rural/Tribal Camp** (Minimum 5 working Days) Viva-Voce= 25 Marks Report Evaluation=25 Marks	15	2			50	50	1601510602020300
16	PG	3	Core	Human Growth & Development	16	4	30	70		100	1601510102030700
17	PG	3	Core	Urban Development	17	4	30	70		100	1601510102030800
18	PG	3	Core	Industrial Relation & Labour Welfare	18	4	30	70		100	1601510102030900
19	PG	3	Elective-1	Politically Economy & Planning in India	19	4	30	70		100	1601510202030301
				OR							
20	PG	3	Elective – 1	Management of Development & Welfare Services	20	4	30	70		100	1601510202030302
21	PG	3	Elective - 2	Corporate Social Responsibilities	21	4	30	70		100	1601510302030101
				OR							
22	PG	3	Elective – 2	Disaster Management	22	4	30	70		100	1601510302030102

No	Level	Sem	Type	Course	No	C	IM	EM		TM	Code
23	PG	3	Practical	**Field work – Two Days in a week** (GO/NGO/Co-Op/Industry) (i) Viva-Voce= 75 Marks (ii) Report Evaluation=75 Marks	23	6			150	150	1601510602030400
24	PG	4	Core	Social Security & Relevant Law	24	4	30	70		100	1601510102041000
25	PG	4	Core	Environment & Population	25	4	30	70		100	1601510102041100
26	PG	4	Core	Medical Social Work	26	4	30	70		100	1601510102041200
27	PG	4	Elective-1	Social Work Personnel Training & Development	27	4	30	70		100	1601510202040401
				OR							
28	PG	4	Elective – 1	Management of NGO's	28	4	30	70		100	1601510202040402
29	PG	4	Elective - 2	Psychiatric Social Work	29	4	30	70		100	1601510302040201
				OR							
30	PG	4	Elective – 2	Social Entrepreneurship & Innovation	30	4	30	70		100	1601510302040202
31	PG	4	Practical	**Block Placement (30 Working Days)** Viva-Voce= 75 Marks Report Evaluation=75 Marks	31	6			150	150	1601510602040500
32	PG	4	Practical	**Dissertation** (i) Theory= 100 Marks (ii) Viva-Voce =100 Marks	32	8			200	200	1601510602040600

Abbreviations:

C=Credits   IM=Internal Marks   EM=External Marks   TM= Total Marks

CCT= Core Course   SO= Skill Oriented Course   ICT= Interdisciplinary Course

SS= Self Study Course   DP= Dissertation / Project Work   ECT = Elective Course

R.M,S,W,-3

      There shall be three core courses in each semester up to semester – II and three core courses in semester-III and IV at M.S.W. course. There shall be also one elective course up to semester – II, and there shall be two elective courses up to semester – III and IV. There shall also be Interdisciplinary course in semester-I and II. There shall be field work comprising of 650 marks as per R.M.S.W.-1 There shall also be a dissertation in semester-IV of 100 marks for theory and 100 marks for viva – voce. Each theory course shall be of 100 marks, (70 marks for external & 30 marks for internal). Therefore, the total marks for this program shall be of 2850 marks. The details of which are classified in the following way.

(1) M.S.W. – Semester – I

(i)Core Course	210	Marks of Three Core Courses (70*3)
(ii)Elective Courses	70	Marks of One Elective course (70*1)
(iii) Interdisciplinary Courses	70	Marks of One Interdisciplinary Courses (70*1)
(iv)Internal	150	of Each Theory Paper (30*5)
(v)Field Work	150	Marks to be obtained in the relevant Components
Total Marks	**650**	**Marks**

(2) M.S.W. – Semester – II

(i)Core Course	210	Marks of Three Core Courses (70*3)
(ii)Elective Courses	70	Marks of One Elective course(70*1)
(iii) Interdisciplinary Courses	70	Marks of One Interdisciplinary Courses(70*1)
(iv)Internal	150	of Each Theory Paper (30*5)
(v)Field Work	150	Marks to be obtained in the relevant & Components
Tribal Tour (Rural Camp)	50	Marks to be obtained in the relevant Components
Total Marks	**700**	**Marks**

(3) M.S.W. – Semester – III

(i)Core Course	210	Marks of Three Core Courses (70*3)
(ii)Elective Courses	140	Marks of Two Elective course (70*2)
(iii)Internal	150	of Each Theory Paper (30*5)
(iv)Field Work	150	Marks to be obtained in the relevant & Components

Total Marks	650	Marks

(4) M.S.W. – Semester – IV

(i)Core Course	210	Marks of Three Core Courses (70*3)
(ii)Elective Courses	140	Marks of Two Elective course (70*2)
(iii)Internal	150	of Each Theory Paper (30*5)
(iv)Block Placement 150		Marks to be obtained in the relevant & Components
(v) Dissertation	100	Marks (Research Report Writing)
Viva – Voce	100	Marks (Viva-Voce) Dissertation
Total Marks	**850**	**Marks**
Grand Total	**2850**	**Marks**

R.M.S.W.-4

M.S.W. Semester – II students shall have to participate in rural/tribal camp out of Saurashtra Region at their own cost. This tour is compulsory for every student and it is binding on him or her to submit a complete report their with rural/tribal camp completion certificate of the HOD/Principal guideline before concern examination after the completion of the rural/tribal camp

R.M.S.W.-5

Semester-1 students have to study field work as a subject and also appear theory exam Students of Semester-1/2/3 have to entertain field work in concern field two days in a week and semester four students have to undergo for thirty days Block placement is mandatory. She/he will have to go for the same for thirty days as per the directions of the Head of Department/Director of Recognize Institute. A student will be entitled to have his result only after presenting the certificate of having undergone a satisfactory block field work from the concerned institute .The certificate shall have to be obtained by the student on completion of his/her satisfactory block field work and the student will have to be submit the same to the Head of Department/Director of Recognize Institute.

R.M.S.W.-6

Each student will be required to prepare four assignments in each of the semester, failing which; his/her application for University Examination will not be entertained.

R.M.S.W.-7

A student who fails in the concerned field work or dissertation will not be admitted to higher semester courses and will be required to keep a fresh term of the concerned semester by paying fresh tuition and other fees.

R.M.S.W.-8   Norms for Passing

(1) It is compulsory to obtain a minimum 50% marks in each theory and Practical courses and Dissertation separately.

(2) Any Student failing in field work shall have to repeat the field work and will have to reappear in all subject examination. However, he/she entitled for a class/Grade.

(3) Candidate failing in maximum of two theory courses of the relevant semester will be allowed to seek admission to higher semester.

(4) A candidate who has not cleared Semester-I in all respects shall not be admitted to Semester-III and candidate who has not cleared Semester-II in all respects shall not be admitted to semester-IV.

(5) The result of the 3rd Semester will be declared after passing Semester – 1st -2nd and the result of the Semester-IV will be declared only after passing Semester – III examination.

(6) No class/Grade will be awarded up to First- Three Semester. Class will be awarded after passing the final semester (i.e. Semester-IV). Marks of Semester-I to III will be carried forward to semester-IV. Moreover, a consolidated class/Grade shall be awarded according to the respective rules.

(7) A candidate failing in three/or more Courses (Excluding field work) will have to Re-appear in the SEE as a whole examination candidate of the concerned Semester.

R.M.S.W.-9

The CBCS is not only student centric in the teaching-learning processes but also in their evaluation process. The evaluation process is divided into two parts under the CBCS. The first part-consists of Comprehensive Continuous Assessment (CCA) and the second part consists of the Semester End Examination (SEE). The division of marks between the two shall be 30:70 in the CBCS, the evaluation process shall follow the norm that the faculty, who teaches the course, shall conduct the Comprehensive Continuous Assessment (CCA). The concerned faculty shall be accountable for transparency and reliability of the entire evaluation of the student in the concerned Course.

9.1 **The framework for Comprehensive Continuous Assessment:**

Although assessment and evaluation process in CBCS is in continuous mode, for the purpose of finally letting the candidate know his/her progress periodically, an assessment is divided into four discrete components for reporting the scores to the student as earned by him or her. The details of the Comprehensive Continuous Assessment are summarized in the Table Below.

Component	Units covered In a course	Mode of Evaluation	Weigh tage	Period of Continuous assessment
1	1st 30%	Assignments	10%	First part of the semester. To be completed by 5th week
2	2nd 30%	MCQ Test	10%	Second part of the Semester. To be completed by 10th week
3	Remaining-40%	Seminar Presentation	10%	Third part of the semester. To be completed by 15th week
4	100%	Semester End Examination	70%	To be completed between 18th and 20th week

9.1.1. The CAC (College Advisory Council) shall announce policy for CCA for all the courses in the semester and the same are communicated to the students.

9.1.2. The continuous assessment of first part of the semester shall be completed during the 5th week of the semester.

9.1.3. The continuous assessment of second part of the semester shall be completed during the 10th week of the semester.

9.1.4. The continuous assessment of scores of third part of the Semester will be completed during the 15th week of the Semester.

9.1.5. In case a student fails to secure 12 out of 30 in the CCA (all three components taken together), he/she shall not be allowed to appear for the Semester end examination. The Principal of the College and the teacher concerned shall arrange for the re-test of such candidates.

9.1.6. The teacher concerned shall have the responsibility to make public the CCA marks immediately on the following day or within a week of the examination through the College Notice Board. The Principal shall send the consolidated statement of the course-wise marks of the CCA component to the Controller of Examination a week at lest before the Semester-End Examination.

**9.2	Semester End Examination (SEE)**

During the 18th to 20th week of the Semester, a semester-end examination shall be conducted.

The duration of the course (paper/subject) in Semester-End Examination shall be 2:30 hours per course. A question paper for Semester-End Examination shall not expect the student to reproduce the answers by memorizing the topics, but it shall rather examine the candidate's creativity, comprehension, problem solving ability, interpretation and awareness capabilities.

**9.3	final awarding of the Grades shall be completed latest by 24th week of the semester.**

The consolidated marks of all the students in CCA as forwarded by the Principals of the college and the marks secured by the candidates in the SEE shall be accordingly computed for the Grade and the announcement of the result.

Practical Examination:

Practical examination (wherever applicable) shall be conducted at the end of every semester.

The examination shall be conducted as per norms decided by the concerned authority of the University shall announce policy for the practical examination in advance and it shall be made known to the students also in advance.

There shall be no internal assessment test for practical/laboratory work.

Project/Dissertation work:

The Project Work and the Supervisor shall be assigned to the student by the concerned college well in advance.

9.4	Rules and the Procedure for granting Re-admission to the student shall be as under,

9.4.1	Who had no put in the required attendance in a course in the concern Program of a semester and thus detained, or

9.4.2	Who had not cleared the required number of Courses and thus detained; or

9.4.3	Who had not, after completing a semester continued the studies in the next immediate semester on personal/health grounds but desired to continue his/her studies after a short break; such a student shall be eligible to rejoin the Program from where he/she had left it subject to clause 9.4.5 & 9.4.6 A student who had put in not less than 40% of attendance in a semester and not registered for the examination shall be considered for the re-admission in the same semester.

9.4.4	A student who had put in not less than 40% of attendance in a semester and not registered for the examination shall be considered for the re-admission in the same semester.

9.4.5	The student, who after completing the first two semesters program. If opts out of the program, then he or she shall be eligible to rejoin the program, subject to the time period elapsed has not exceeded two years.

9.4.6 Such readmissions shall be granted by the Principal of the concerted college directly, subject to the fulfillment of the following conditions:
   a) The concerned teachers have granted the attendance of the Course in each semester.
   b) The student shall complete the Program within 4 years from the year of the original admission.
   c) No readmission shall be granted after the first four weeks of the semester in which he/she is seeking admission.

9.4.7 Readmission shall not be applicable to the Program in which admission is granted by a Central Admission Committee / college itself.

9.4.8 The Six-semester (three year) Program shall be completed by a student within 5 years from the date of enrolment.

Note: The provisional grade card will be issued at the end of every semester indicating the course completed successfully. Upon successfully completion of Bachelor Degree Program a final grade card, which shall consists of grades of all courses will be issued by controller of Examination of the University.

9.5   PROCEDURE FOR AWARDING THE GRADES

9.5.1 The computation for the Semester Grade Point Average (SGPA) and cumulative grade point average (CGPA) shall be as follows:

The raw marks scored by the student (CCA + SEE) shall be indicated as M.

The 'Grade Point' and the grade letter that shall be awarded to the student on the bases of the range in which M is found is given in the following Table:

Different Weightage Scales:
(For awarding grades to Combined, Internal and Semester End Exam Scores)

Different Scales			Grade	Grade Point
Combined	Internal	Semester End Exam		
90<X<=100	27<X<=30	63<X<=70	O	10
80<X<=90	24<X<=27	56<X<=63	A	9
70<X<=80	21<X<=24	49<X<=56	B	8
60<X<=70	18<X<=21	42<X<=49	C	7
50<X<=60	15<X<=18	35<X<=42	D	6
40<X<=50	12<X<=15	28<X<=35	E	5
Les than 40	Less than 12	Less than 28	F	4

Scale for Awarding Grades based on SGPA &CGPA:

	Semester End SGPA	Program End CGPA	Grade	Description
1	9.0<SGPA<=10	9.0<CGPA<=10	O	Outstanding
2	8.0<SGPA<=9.0	9.0<CGPA<=10	A	Upper Distinction
3	7.0<SGPA<=8.0	9.0<CGPA<=10	B	Distinction
4	6.0<SGPA<=7.0	9.0<CGPA<=10	C	First Class
5	5.0<SGPA<=6.0	9.0<CGPA<=10	D	Second Class
6	4.0<SGPA<=5.0	9.0<CGPA<=10	E	Passed
7	SGPA Less than 4.0	CGPA Less than 4.0	F	Failed

The Candidate who fails to obtain less than 40% raw marks in any individual paper/course shall have to clear the same in ensuing attempt and the marks of his/her previous attempt in which he/her have obtain more than 40% of marks will be carry forwarded for calculating his/her CGPA/SGPA & class.

9.5.2 The Semester Grade Point Average (SGPA) shall be based on aggregate marks of CCA and SEE.

If G is the grade point awarded to the candidate as described in the above table in a particular course and if Cr is the Credit Value for the course (for instance Cr=4) then the grade credit point (Gr Cr Pt.) in that paper is given by
Grade Credit Points (Gr Cr Pt.) = Credit of the course (Cr) x Grade secured in that course (G)

$$SGPA = \frac{\text{Sum of all Grade Credit Points secured each course of the relevant semester by the student}}{\text{Sum of Credits assigned to all Courses in this Semester}}$$

$$CGPA = \frac{\text{Sum of all Grade Credit Points of the entire Program}}{\text{Sum of Credit all semesters of the Program}}$$

The CGPA shall be expressed to an accuracy of three decimal digits.

The percentage equivalence shall be obtained by multiplying CGPA with 10.

R.M.S.W.-10
Faculty of Arts offers the following program in Post-Graduate Course.

Sr. No.	P.G. Department / P.G. Centre	Program
1	Department of Gujarati	M.A. Gujarati
2	Department of Hindi	M.A. Hindi
3	Department of English	M.A. English
4	Department of Sanskrit	M.A. Sanskrit
5	Department of History	M.A. History
6	Department of Political Science and Public Administration	M.A. Political Science and Public Administration
7	Department of Sociology	M.A. Sociology
8	Department of Philosophy	M.A. Philosophy
9	Department of Psychology	M.A. Psychology
10	Department of Economics	M.A. Economics
11	Department of Library Science	B.L.&I. SC./M.L. &I. SC.
12	Department of Journalism	M.J.M.C.
13	Department of Social Work	M.S.W./ M.L.W.
14	P.G. Centre of Geography	M.A. Geography
15	P.G. Centre of M.A. Home Science	M.A. Home Science (Gen.)

R.M.S.W.-11

In addition to the above Ordinances and Regulations, the provisions made in the detailed syllabus of the concerned Post Graduate Degree program mentioned in (R.M.A.-10) the above statement bearing No. 11 to 15 is also part of the above Ordinances & Regulations and therefore, such provisions as the admission requirement, teaching & examination schemes etc. are also requires to be implemented by all Concern so far there is no inconsistency with the above referred Ordinances & Regulations.

R.M.S.W.-12

Candidates must forward their applications for admission to University examination to the registrar on or before the prescribed date with a certificate of attendance duly signed by the Head of the Department along with the examination fees fixed by the University.

R.M.S.W.-13

Thirty percent internal evaluation shall be within the exclusive purview of the concerned Head of Department/Director of Recognize Institute /PG Centre which requires purity, transparency and accuracy in the evaluation & assessment of students. The benefits of reassessment scheme will not be made available to the students in this regards.

R.M.S.W.-14

There will be theory and practical examination (if prescribed in the syllabus) at the end of each semester. The viva voce examination will be conducted at the end of each semester.

FACULTY OF ARTS
MSW SEMESTER - 1

No	Name of Course	Semester	Foundation / Core / Ele.-1 / Ele.-2 / Inter Dis. / Practical / Project	Course Title	Paper No.	C	IM	EM	Prac. / Viva Marks	TM	Exam Duration	Unic Code
1	MSW	I	Core	Social Work History, Concept & As a Profession	1	4	30	70		100	2:30 Hours	
2	MSW	I	Core	Methods of Social Work-I	2	4	30	70		100	2:30 Hours	
3	MSW	I	Core	Methods of Social Work-II	3	4	30	70		100	2:30 Hours	
4	MSW	I	Elective-1	Life Skills for Social Work Practice	4	4	30	70		100	2:30 Hours	
				OR								
	MSW	I	Elective – 1	Computer Application in Social Work	5	4	15	35	50	100	1:30 Hours	
5	MSW	I	Inter Dis.	Field Work Practice in Social Work	6	4	30	70		100	2:30 Hours	
6	MSW	I	Practical	**Field work-Two days in a week** (Agency Visit) Viva-Voce= 75 Marks Report Evaluation=75 Marks	7	6			150	150		

FACULTY OF ARTS

Syllabus			
Subject :	**Master of Social Work**		
Course (Paper) No.	**01**	**Name:**	**Social Work History Concept and As a Profession**
Course (Paper) Unique Code	**Core**		1601510102010100
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group **Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project**	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	01	Core	4	30	70	-	100

Course Objective:

- Understand the history of evolution of social work profession, both in India and the west.
- Develop insights into the origin and development of ideologies/approaches to social change.
- Understand rationale, goals, ideals and ethics for social change.
- Develop skills to understand contemporary reality in its historical context.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Historical Development of Social Work**	➢ Historical background of Social work in U.K., U.S.A. and India. ➢ Social work history of Gujarat	Lectures, Assignment and Group discussion, Self-Study	20%

2	**Introduction of social work**	➢ Social work meaning, definition, nature, scope, objectives, goals, principle, value, functions, model, basic assumptions, ethics in social work	Lectures, Assignment and Group work	20%
3	**Concept of social work**	➢ Social welfare, social services, Social reform, and Social Development. ➢ Social work relation with other social science	Lectures, Presentation Group discussion	20%
4	**Social work profession**	➢ Social work of profession. Its nature, goal, and functions. ➢ Trends in social work Profession in India, field work and profession, problems faced by the social work profession in India.	Lectures, Assignment and Group work	20%
5	**Gandhi an Social work**	➢ Gandhi an thoughts and Approach ➢ Constructive Program ➢ Gandhi an and Professional Social work ➢ Philosophy of " sarvoday"	Lectures, Quiz, Group Presentation, Self Study	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Dr. Ravi Dhanani,	:	Introduction to Social Work
SangitaTej&TejaskarPande(2006),	:	What is Social Work
Director Publication Division,	:	Encyclopedia of Social Work 1 to 11
Walter A. Friedlander,	:	Concept and Methods of Social Work
Khinduka S.K.,	:	Social Work in India
Sinh, Surendra& Mishra P.D.,	:	SamajkaryaItihasDarshan or Pranali (Hindi)
Mishra P.D.,	:	Social Work Profession in India
Mishra P.D.,	:	Social Work : Philosophy and Methods
Khan A.J.,	:	Ideas and Issues in Social Work
Gokhale, S.D.,	:	Social Welfare: Legend and Legacy
Friendlander, W.A.,	:	Concept and Methods of Social Work
Maidment,	:	Practice skills in social work and welfare
Japnerdra Kumar,	:	Introduction to Social Work
P.D.Mishra(2003),	:	Person and Society, New Royal Book Co
Kasundra Umesh	:	Social work history concept as profession

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**02**	**Name:**	**Methods of Social Work-I**
Course (Paper) Unique Code	**Core**		1601510102010200
External Exam Time Duration		**02:30 Hours**	

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	01	Core	4	30	70	-	100

Course Objective:

- Understand case work method and its contribution to social work practice.
- Develop capacity to understand and accept the uniqueness of individuals and groups.
- Appreciate the importance of groups in the life of an individual.
- Develop knowledge of the skills and techniques to be used by the social worker in groups and case work.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	The method and philosophy of case work and group work	➤ Concepts, objectives, component and principles, values of case work and group work. ➤ Philosophical assumption of case work and group work	Lecture, Assignment and Group discussion	20%
2	Tools and techniques of case work and group work	➤ Case work and group work tools observation, listening, interview, home visit, communication, repo building and recording	Lecture Assignment Case study and Self study	20%

		➢ Techniques of case work and group work. Resource mobilization, ➢ Fields of Social Group Work,		
3	Process of case work and group work	➢ Case work process : Intake, study, social diagnosis, treatment, termination and evaluation ➢ Social Group Work as a Scientific Method : Fact Findings, Diagnosis, Treatment ➢ Model of Group Work	Lecture Assignment and Self study	20%
4	Group Work Element	➢ Group work dynamics, member's behavior and leadership ➢ Program, Planning , Development ➢ Use of Program Media	Lecture Assignment Self-study and group work	20%
5	Importance of social worker in case work and group work	➢ Role of Social group worker in various setting. ➢ Role of social case worker in various setting ➢ Difference Between Case Work & Group Work	Self-study, Group work, Presentation, Debate, Role play	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Dr. Ravi Dhanani,	:	Main Methods of Social Work
SangitaTej&TejaskarPande(2006),	:	What is Social Work
Director Publication Division,	:	Encyclopedia of Social Work
Walter A Friendlander,	:	Concept and Methods of Social Work
Khinduka S.K.,	:	Social Work in India
SinhSurendra& Mishra P.D.,	:	SamajkaryaItihasDarshan or Pranali (Hindi)
Aptekar H.,	:	Dynamics of Case Work Counseling
Gentry, Martha,	:	Social Work Practices
Perlman, H.,	:	Social Case Work Skills
Timms, N.,	:	Social Case Work : Principles and Practice
Timms, N.,	:	Recording in Social Work
Turner, G.,	:	Social Work Treatment
Trecker, H.B.,	:	Social Group Work
Harford, M.,	:	Groups in Social Work
Kasundra Umesh	:	Method of Social work -I

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Syllabus			
Subject :	**Master of Social Work**		
Course (Paper) No.	**03**	**Name:**	**Methods of Social Work– II**
Course (Paper) Unique Code	**Core**		1601510102010300
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	01	Core	4	30	70	-	100

Course Objective:

- Understand the critical elements of community organization practice.
- Enhance critical understanding of the models and strategies for community organization practice.
- Develop attitudes conducive to participatory activities for a civil society.
- The students should enrich their knowledge about Social Welfare Administration Social Action, Community Organization, Social Defense, Integrated Social work practice. Human Rights, Social Justice, Empowerment.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Methods of Community Organization	➢ Concept, Nature, Meaning, Fields, Characteristics, Historical Background, Aims & Objectives, Basic Assumptions, Skill, Principles, Role of Community Organizer, Steps, Community Council &	Lecture and Assignment	20%

		Community Chest, Community Development & Community Organization.		
2	Social Action	➤ Concept, Meaning, Objectives, Principles, Strategies, Basic Elements, Nature, Model ➤ Social Action and Social Work	Lecture, Assignment, Group Work and Self Study	20%
3	Social Welfare Administration	➤ Meaning, Definitions, Scope and Process, Characteristics, Fields, Function, Principles ➤ Social Work and Social Welfare Administration	Lectures, Assignment, Group Work Self Study and	20%
4	Counseling	➤ Concept, Meaning, Types, Techniques, Process, Characteristics of Counselor	Lectures, Assignment	20%
5	Integrated Social Work Practice	➤ Integrated Social Work Practice Methods	Self-Study and discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Dr. Ravi Dhanani,	:	Main Methods of Social Work
Dr. Ravi Dhanani,	:	Secondary Methods of Social Work
Sachdeva, D.R.,	:	Social Welfare Administration
Specker Paul,	:	Principles of Social Welfare
Siddaqui K.Y.,	:	Social Work and Social Action
Narasimhan R.K.,	:	Human Rights and Social Justice
Mishra Pramod,	:	Human Rights : Global Issues
Mayo H. Jones D.,	:	Community Work
Peter, Baldock,	:	Community Work and Social Work
Gangradek D.,	:	Community Organization in India
B.KuppuSwamy,	:	Social Change in India
Roucek,	:	Social Controls
Maradiya Nisha	:	Method of Social work –II

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Syllabus			
Subject :	**Master of Social Work**		
Course (Paper) No.	**04**	**Name:**	**Life Skills For Social Work Practice**
Course (Paper) Unique Code	**Elective-1**		**1601510202010101**
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	01	Elective-1	4	30	70	-	100

Course Objective:

- To know the basics of life skills.
- To know emotions & Pranayama, Yoga, Meditation etc.
- To know thanking & coping skills.
- To know time management, study skills, Work ethics etc.
- To know and understand the effective communication & inter personal skills

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Basic of Life Skills	➢ Definition. ➢ Need and importance of life skills. ➢ Types of Life Skills. ➢ Methods of imparting Life Skills. ➢ Self Esteem and Self Efficacy.	Lecture Discussion with audio -visual aid Case-study	20%

		➢ Self-Awareness and empathy through SWOT Analysis. ➢ Positive Attitude towards oneself and others.		
2	Coping with emotions	➢ Emotional Intelligence & Empathy (Daniel Goleman). ➢ Handling Negative Criticism, Hurt feeling and Anger. ➢ Mind-Body relationship. ➢ Promoting wellness through Pranayama, Yoga, Meditation, Exercises and Recreation. ➢ Developing Spirituality and Life Purpose.	Lecture Discussion with audio-visual aid	20%
3	Thinking & Coping Skills	➢ Critical Thinking, Creative thinking, Problem solving & Decision Making, Coping with Stress. ➢ Negotiation skills. ➢ Managing diversity in cross cultural settings. ➢ Mind power & Memory power	Lecture Discussion with audio -visual aid Case-study	20%
4	Education	➢ Goal setting, Time Management, Study skills and memory techniques, Examination preparation. Career choice. ➢ Work Ethics – Reliability, Self presentation, Personal responsibility, sustaining motivation in work. ➢ Leadership skill. ➢ Team work with colleagues. ➢ Enhancing team performance.	Lecture Discussion with audio-visual aid	20%
5	Effective communication and inter personal skills	➢ Exploring peer relations, handling negative peer pressure. ➢ Managing relationship problems. ➢ Responsible sexual behavior. ➢ Handling stigma & discrimination. ➢ Assertive behavior. ➢ Etiquettes and Manners.	Lecture Discussion with audio-visual aid	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Atkinson, Jacqueline. 1993.	:	Better time Management.	:	New Delhi: Indus.
Clements, Phil, 1998.	:	Be positive, New Delhi	:	Kogam Page India Pvt. Ltd.
D'Souza, Anthony. 1995.	:	Leadership, Mumbai	:	Better Yourself Books.
Davar, S. Rustom. 1996.	:	Creative Leadership,	:	New Delhi: UBS Publishers Ltd.
Gupta, Seema. 2001.	:	Etiquette and Manners,	:	Delhi, PustakMahal.
Hasks, Hurt. 1995	:	Motivating People,	:	Delhi, PustakMahal.
Lyenger, BKS. 2005.	:	The Art of Yoga.	:	New Delhi: Harper Collins.
Pestonjee, D.M. 1999.	:	Stress and Coping 2nd Ed.	:	New Delhi: Sage Publications Ltd.
Sudha, Datar. 2010.	:	Skill Training for Social Workers.	:	New Delhi: Sage Publications Ltd.

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**05**	**Name:**	**Computer Application**
Course (Paper) Unique Code	**Elective-1**		1601510202010102
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	01	Elective-1	4	15	35	50	100

Course Objective:

- To know the fundamentals of the computer technology.
- To implement the computer technology and different aspects.
- To also know the e-mail technology and their uses in the communication system.
- To also know the technology web designing and their uses.
- To know and understand the increasing role of computer technology in the education world.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Computer Basic (Theory)	➢ Definition of Computer ➢ Block Diagram of Computer ➢ Characteristics of Computer ➢ Generation of Computer ➢ Types of Computer	• Lecture • Discussion with audio -visual aid • Case-study	20%

2	Computer Hardware, Memory & Storage Device (Theory)	➢ Input devices ➢ Output devices ➢ Different Types of Memory ➢ Different types of Storage Devices	• Lecture • Discussion with audio-visual aid		20%
3	Internet Concept (Theory)	➢ History of internet ➢ Types of internet connection ➢ The world wide web ➢ Internet browser ➢ E- mail and search engine	• Lecture • Discussion with audio- visual aid Case – study		20%
4	MS WORD-2007 (Practical) MS EXCEL-2007 (Practical)	➢ Introduction of Document Window ➢ Working with Files (Save, Rename, Save As, Close, Open, Print) ➢ Working with Text (Paragraph Setting, Margin Setting, Word Wrap, Alignment, Font Setting, Page Setting, Header & Footer) ➢ Insert Picture, Table ➢ Mail Merge ➢ Introduction of Excel Window ➢ Concept of Cell, Worksheet & Workbook ➢ Cell Formatting ➢ Excel Operators ➢ Types of Errors ➢ Absolute and Relative Reference ➢ Creation of Chart ➢ Different types of Functions date(), time(), today(), day(), month(), year(),abs(), fact(), mod(), ceiling(), floor(), power(),rand(), randbetween(), round(), sqrt(), sum(),count(), max(), min(), char(), left(), len(), lower(), mid(), proper(), replace(), right(), text(), trim(), upper(), value() , and(), or(), not(), if(), iferror(),	• Lecture • Discussion with audio-visual aid		20%
5	MS POWERPOINT (Practical)	➢ Introduction of Powerpoint Window ➢ Slide Design, Slide Animation, Slide Transition, Slide Interaction, Slide Show ➢ Insert Picture, animated files, sound, video	• Lecture • Discussion with audio-visual aid		20%

Methods of Assessments: Practical &Assignments

Reference Books:

Internet an Introduction   :   :   TMH
Computer Science   :   Balguruswami   :   THMS
Computer Fundamentals   :   P.K.Sinha   :   BPB Publication
Information Technology & MS-Access   :   Bharat & Co
Fundamental of IT for BCA   :   by young
World Wide Web Design with HTML   :   By C Xavier
Internet for Every One Techworld   :   By Leon
PC Software   :   R.K./Taxali
Computer Fundamentals   :   By P.K.Sinha

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Syllabus			
Subject :		**Master of Social Work**	
Course (Paper) No.	**06**	**Name:**	**Field Work Practice in Social Work**
Course (Paper) Unique Code		**Inter Dis.**	1601510502010100
External Exam Time Duration		**02:30 Hours**	

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	01	Inter Disciplinary	4	30	70	-	100

Course Objective:

- To develop professional attitude conducive to deal with human problems.
- To develop sensitivity towards the needs and problems of individuals and families.
- To develop skills to deal with human problems, skills in teamwork, skills in developing and maintaining rapport with individuals and agencies.
- To familiarize the students with professional role of social workers.
- To develop skills in report writing and use of supervision.
- To develop skills in facing professional social work teachers/instructors, participating in discussion and seeking guidance during individual and group conferences.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Concept of field work**	➢ Meaning and definition of field work ➢ Concept and objectives of field work ➢ Needs of field work	- Lectures, Interactions, Discussions	20%

		➤ Component of field work ➤ Areas of Field work practice in social work ➤ Problems facing in field work ➤ Report Writing		
2	**Rural & Urban field work**	➤ Meaning of rural & urban field work ➤ Problems of rural & urban Area ➤ Needs of rural & urban specialized fields ➤ Policy and practices in the schools ➤ Different tasks in rural & urban area which don by fieldworker ➤ Objective of the rural & urban field work training ➤ Procedure of field work training in the rural & urban community setting ➤ How to take helps of different GO, NGOs in rural & urban field work	- Lectures, Interactions, Discussions	20%
3	**Human Resource Development fields**	➤ Meaning of HRD fields ➤ Fields training in HRD administration ➤ Social work practices in industrial setting ➤ Problems faced by field worker in HRD filed ➤ Labor, Industrial & Other Problems	- Lectures, Interactions, Discussions	20%
4	**Other filed work setting – I (Family – Child – Youth – Old age Welfare)**	➤ Meaning & Objectives & Need of the Specialized Field ➤ Field work in Family Welfare – Child Welfare – Youth Welfare – Old age Welfare Institutions. ➤ Preliminary Preparation of Training of different Specialized Fields Setting ➤ Fieldwork Training In Suspicious area ➤ Organization Of Different Program in Field Setting ➤ Use of Social work Techniques	- Lectures, Interactions, Discussions	20%

5	Other filed work setting – II (Correctional administration, Welfare, Medical & Psychiatric &Social Work)	➢ Meaning & Objectives & Need of the Specialized Field ➢ Field work in Correctional –Medical – Psychiatric Institutions ➢ Preliminary Preparation of Training of different Specialized Fields Setting ➢ Fieldwork Training In Suspicious area ➢ Organization of Different Program in Field Setting ➢ Use of Social work Techniques	- Lectures, Interactions, Discussions	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Dr. IqbalSubhedar (2011)	:	Indigenous Fieldwork In Social Work, Current Publications
I.S. Subhedar (2009)	:	Fieldwork Training in Social Work, Rawat Publications
R. B. S. Verma&AtulPratap Singh (2011)	:	Handbook of Field Work Practice Learning In Social Work (Text& Cases) New Royal Book Co.
Pro.SurendraSingh & Pro. R.B.S. Verma (2001)	:	Fields of Social work in India, New Royal Book Co.
Ram Ahuja (1997)	:	Social Problems In India, Rawat Publications
K. K. Jocab (1992)	:	Social work Education : Problems & Prospects, Himanshu Publications
Abhay-Vijay-Prakash (2000)	:	Voluntary Organizations & Social Welfre, ABD Publishers
AkashGulalia (2008)	:	Social Work Practice, Mohit Publications
B. T. Lalwani	:	Field Instructions & Education, Current Publications
B. T. Lalwani (1999)	:	NGOs in Development, Rawat Publications
B. T. Lalwani (2007-08)	:	Medical Social Work, Current Publication
ShailajaNagendra (2005)	:	Social Work & Social Welfare, ABP Publishers
S. K. Son (2007)	:	Social Work Practices, Book Enclave
Dr. G. B. Baligar (2007)	:	Human Resource Management, Ashok Prakashan

UGC model curriculum prepared for the schools of social work.

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Syllabus			
Subject :		**Master of Social Work**	
Course (Paper) No.	**07**	**Name:**	**Field Work (Agency Visit)**
Course (Paper) Unique Code		**Practical**	1601510602010100
External Exam Time Duration			

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	01	Practical	6	-	-	150	150

Course Objective:

- To develop professional attitude conducive to deal with human problems.
- To develop sensitivity towards the needs and problems of individuals and families.
- To develop skills to deal with human problems, skills in teamwork, skills in developing and maintaining rapport with individuals and agencies.
- To familiarize the students with professional role of social workers.
- To develop skills in report writing and use of supervision.
- To develop skills in facing professional social work teachers/instructors, participating in discussion and seeking guidance during individual and group conferences.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Practical**	➢ Agency Visit (GO, NGO, Company) (Twice in a week) Minimum 20 visit	Field work practice	20%

Methods of Assessments: Viva Voce

FACULTY OF ARTS   MSW SEMESTER - II

No	Name of Course	Semester	Foundation / Core /Ele.-1 / Ele.-2 / Inter Dis. / Practical / Project	Course Title	Paper No.	C	IM	EM	Prac. / Viva Marks	TM	Exam Duration	Unic Code
1	MSW	II	Core	Social Work Research	8	4	30	70		100	2:30 Hours	
2	MSW	II	Core	Rural Community &Panchayati Raj	9	4	30	70		100	2:30 Hours	
3	MSW	II	Core	Human Resource Management	10	4	30	70		100	2:30 Hours	
4	MSW	II	Elective-1	Social Defense &Correctional Services	11	4	30	70		100	2:30 Hours	
				OR								
	MSW	II	Elective – 1	Family Social Work	12	4	30	70		100	2:30 Hours	
5	MSW	II	Inter Dis.	Human Rights & Justice System	13	4	30	70		100	2:30 Hours	
6	MSW	II	Practical	**Field work (Rural Area)- Two Days in a week** Viva-Voce= 75 Marks Report Evaluation=75 Marks	14	6			150	150		
7	MSW	II	Practical	**Rural/Tribal Camp** (Minimum 5 workingDays) Viva-Voce= 25 Marks Report Evaluation=25 Marks	15	2			50	50		

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	Syllabus		
Subject :	**Master of Social Work**		
Course (Paper) No.	**08**	**Name:**	**Social Work Research**
Course (Paper) Unique Code	**Core**		1601510102020400
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	02	Core	4	30	70	-	100

Course Objective:

- Teach the basic concepts and procedure of quantitative, qualitative and participatory research methods for understanding social work research.
- Inculcate understanding of the significance of using basic concepts and procedures of social work research for the improvement of social work practice.
- Develop student's ability to conceptualize and conduct simple research projects.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Foundation of Research**	➢ Concept of Social Work Research ➢ Social Science Research, Types and Methods of Research, Characteristics ➢ Steps for Research	Lecture and Assignment	20%

		➢ Concept of Research Design, Type of Research Design and Steps of Research Design		
2	**Literature, Planning and Sampling**	➢ Literature : Need for Reviewing Literature, What to Review and for What Purpose, Literature Search Procedure ➢ Planning : Planning Process, Selection of a problem for research, Formulation of selected problem, Hypothesis, Variable ➢ Sampling : concept, characteristics of good sample, Methods of sampling, Sampling and Non-sampling Errors	Lecture, Assignment, Group Work and Self Study	20%
3	**Data Collection**	➢ Meaning and Importance of Data ➢ Types of Data ➢ Tools of Data, Sources of Data ➢ Pilot Study : Need, Meaning, Functions ➢ Pre-test : Need, Purposes, Procedure	Lectures, Assignment, Group Work Self Study	20%
4	**Processing of Data**	➢ Coding and Classification of data ➢ Tabulation ➢ Presentation with Graph/Chart/Diagrams	Lectures, Assignment	20%
5	**Statistical Analysis and Report Writing**	➢ Measures of central tendency – Mean, Median, Mode. ➢ Measures of dispersion – Standard Deviation. Testing of hypothesis – Chi-square test, T-test, Correlation....... ➢ Use of computer for Social Work Research, SPSS. Reporting : Format and reference ➢ Documentation : Footnotes, Types of Footnote and Bibliography ➢ Report Writing, Importance of Report Writing, Research Report Format, Abbreviations used in Research Report	Self-Study and discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

- Ackoff, R.l. 1962 : Scientific Method: Optimising applied Research Designs, New York: John wiley and Sons.

- Anderson, J. et al. 1970 : Thesis and Assignment Writing, New Delhi: Wiley Eastern Limited
- Bailey, Kenneth, D. 1987 : Methods of social research, New York: the free press.
- Crabtress, B.F. and miller, w.l. (eds.) 2000 : Doing qualitative research, New Delhi: Sage Publications.
- Cranstein, A. and Phillips, W.R. 1978 : Understanding social research an introduction, Boston: allwyn and bacon.
- Denzin, Norman, K and Lincoln, Publications. : Handbook of Qualitative Research (2nd ens.), New Delhi: Sage Publications.
- Geltung, J. 1967 : Theory and Methods of Social Research, Landon: George Allen and Unwin.
- Goode.W.J and Hatt P.K. 1952. : Methods in social Research, Tokyo: McGraw Hill. Kogakusha.
- May, Tim. 1997 : Social Research:Issues, Methods and Process, Buckingham: Open University Press.
- Padgeet, Deborach, K. 1988 : Qualitative methods in Social Work Research, New Delhi: Sage Publication.
- Reid, William J.and smith, Andrey D.1981 : Research in Social Work, New York: Columbia University Press.
- Rosenberg, M. 1968 : The Logic of survey Analysis, New York: Basic Books.
- Rubin, A. and Babbie, K. 1993 : Research Methods for social Work, California: Brooks Cole Publishing Co.
- Shaw,LAN & Lishman, Joyce.(Eds.) 1999 : Evaluation and Social work Practice, New Delhi: Sage Publication
- Silverman, David (Eds.) 1997 : Qualitative Research, New Delhi: Sage Publications.
- Society for participatory Research in Asia.1995. Network Series, And No.3 New Delhi: PRIA. : Participatory Research: An Introduction, Participatory Research
- Yin, Robort, K 1994 :Case Study Research: Design and Methods, New Delhi: Sage Publications
- Mardiya Nisha : Social Work Research

FACULTY OF ARTS

Syllabus

Subject :		Master of Social Work	
Course (Paper) No.	09	Name:	Rural Community And Panchayati Raj
Course (Paper) Unique Code	Core		1601510102020500
External Exam Time Duration	02:30 Hours		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	02	Core	4	30	70	-	100

Course Objective:

- Develop an understanding of rural communities
- Acquire knowledge about the contribution of Government & Non-government Organizations to rural development
- Develop an understanding of the functions of panchayati Raj Institutions with particular reference to Gujarat
- Obtain knowledge about the application of social work in rural development programs.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Indian Rural Community**	➢ Community: Meanings & Types. ➢ Rural Community Development. ➢ Rural Community concept and Characteristics. ➢ Indian village: Meanings & Characteristics. ➢ Analysis of Indian village (Physics, Ecological, Social Economic)	Lecture anddiscussion	20%

2	**Problems of Rural community**	➢ Rural society and poverty – Historical Perspective. ➢ Issues faced by the Rural poor such as indebtedness, Bound labour, Low wages, Unemployment, Underemployment and other forms of exploitations. ➢ Migration, land alienations and cast conflict.	Lecture andclass-roomexercisesAttend meetingsas an observer,participate intraining	20%
3	**Rural Social Institutions &Panchayati Raj**	➢ Rural development administration: Local Self-government. ➢ Panchayati Raj institution history & background. ➢ Gram panchayat : Concept or Strcture and function ➢ Talukapanchayat: Concept, Structure and Powers. ➢ District panchayat: Concept, Structure and Powers.	Lecture, examine a specific program, formation as in classexercise	20%
4	**Policies & Program of Rural development**	➢ Government programr since independence and their impact of rural community. ➢ Community based organization. ➢ Program and projects by implementation by government (Like E-gram yojna, Indira awasyojna, Kishanmitrayojna, etc.)	Lecture discussion skills for developing a press note	20%
5	**Roles of social work in rural development**	➢ Roles of Voluntary agency. ➢ N.G.O. in rural development. ➢ Role of social worker in rural community development	Lecture discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

- Chodhari D. Paul. 1983,   :   Social Wefare Administration, Atma Ram and Sons, Delhi
- Goel. S. I. and Jain R.K. 1988   :   Social Welfare Administative: Theory and Practice, Deep and Deep Publication
- Government of India   :   Evalution of Social Welfare Probrammes, Encyclopedia of Social Work, vol-1, pg.297-310
- Siddiqueh.y.   :   Social Work and social Action, Harman Publication
- Garains. 1998   :   Organizational effectiveness of NGOs, University Book House-1998
- Haiman.a   :   Professional Management and Practice, Eurasia Publications, Delhi
- Lauffer.a.1977   :   Grtting the resources you need, Sage Publications, new delhi
- Lauffer.a.1977   :   Understanding your social agency, Sage Publications, new delhi
- Slavin.m 1978   :   Social administration, The Doresy press,
- wenier.m 1982   :   Human Service Management, The Haworth Press, linois

FACULTY OF ARTS

Syllabus

Subject :	**Master of Social Work**		
Course (Paper) No.	**10**	**Name:**	**Human Resource Management**
Course (Paper) Unique Code	**Core**		1601510102020600
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	02	Core	4	30	70	-	100

Course Objective:

- The students should enrich their knowledge about
- To familiarize the students with basic concept of personal management and H.R.D.
- To sensitize students to the various facets of managing people.
- To create understanding of the various policies and practices of human resource management

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	HRM & Personnel Management	➢ Definition , concept and Scope ,Nature and Principal of Human Resource management ➢ HRM objective ,Paradoxes in HRM ,Evolution of HRM ➢ Role of Personnel Management in Organization ➢ Different between Personal Management and HRM	Lecture observation Discussion	20%

		➤ Change and Challenges of HRM		
2	HRM functions, International Bodies and HRM	➤ Human Resource Planning ➤ Analyzing work & Designing Job ➤ Recruiting Human Resources ➤ Selecting Human Resource ➤ Indicting and Planning new Hires ➤ Training , Development and Career Management ➤ Appraising and Managing Performance ➤ Incentives and performance-based Payments ➤ Motivation , Empowering Employees ➤ Bodies in The Development of HRM ➤ The ILO Standards , The Human Rights Commission's Impact , UNO's Impact	Group Class Assignment and Discussion	20%
3	Performance Appraisal & Compensatory Packages	➤ Definitions and Objectives Performance Appraisal , methods of Performance Appraisal ,Limitations of Performance Appraisal ➤ Wage and Salary Administration Mode and Methods of Payments ➤ Other Allowances , Perks ,Incentive and bonus ,	Lecture Discussion	20%
4	Human Relations and Human Utilization	➤ Concept of Human Relations , Human Relation and Industrial Relations ,dynamics of inter relations ➤ SWOT Analysis Practical implementation of Organization	Lecture Discussion	20%
5	**Workers of theorganized andunorganized sector**	➤ Definitions & characteristics of organized and unorganized sector workers. ➤ Problems of unorganized sector workers ➤ Competency Mapping ➤ 5-'S' House Keeping	Lecture discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

- C.B.Memoria : Personnel Management
- Dr.S.P.Shah&Dr.J.B.Thakore : Human Resource Mgt. & Industrial Relations
- Rudrabasauraj : Dynamics of Personnal& Organization Theory & Behavior
- N.D.Kapoor : Industrial Laws
- BiswanahGhosh : Human Resource Development & Management
- R.C.Saxena : Labour Problems & Social Welfare
- V.V.Giri : Labour Problems in Indian Industry, [in gujarati]
- Dr. GirishThakkar : Udhyog nu arthshastra-2
- P.R.Shinha& M.S. Indubala 1992 : Labour and social welfare, bhartibhavan pub., patna
- Dr. Baleshwar Panday 1983 : Shramprabandhsabhandhokigatyatmkta, lakhanauw
- Edwin Flippo : Personnel Management
- C.B.Memoria : Personnel Management
- C.B.Memoria : Dynamics of Ind.Relations
- Kasundra Umesh : Human Resource Management

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	11	Name:	Social Defense& Correctional Services
Course (Paper) Unique Code	Elective-1		1601510202020201
External Exam Time Duration	02:30 Hours		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	02	Elective-1	4	30	70	-	100

Course Objective:

- To equip the students with the knowledge of advanced theoretical information on causes of juvenile delinquency.
- It will prepare the students to enrich and sharpen methods of intervention and practice skills.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Social Defense:**	➢ Concept and its historical development, services and program in India Crime and its Consequence.	Lecture, Assignment and Group discussion	20%
2	**Criminal Justice: System, Process and Perspectives**	➢ Social defense legislations: Introduction to Indian Penal Code (IPC), Criminal Procedure Code (Cr. P.C.), Prison Act, Juvenile Justice Act, Anti beggary Act, Immoral Traffic Prevention Act (ITPA), Child Labour Act, Laws relating to	Lecture Assignment Case study and Self study	20%

		atrocities against women and drug-abuse etc. Problem of Juvenile Delinquency, destitution, child abuse and child labour; female criminality and atrocities against women; youth deviance, alcoholism, drug-abuse, beggary, sex trade etc.		
3	**Institutional Correctional Services:**	➢ Prisons, remand homes, observation homes, special schools, beggar homes, rescue homes, short-stay homes, protective homes, half-way homes, deaddiction centers.	Lecture Assignment and Self study	20%
4	**De-Institutionalization Correctional Services:**	➢ Probation, parole, adoption, fosters care, sponsorship, child guidance, family counseling, crises intervention centers, neighborhood and self-help groups etc. ➢ Aftercare, rehabilitation and re-integration of offenders Victim ology – functionaries Role of Social Work in institutional, non-institutional services and program, Voluntary organizations and community participations in crime prevention Role of Judiciary and police in crime prevention: Need for co-ordinated holistic approach to crime prevention and promotion of peace.	Lecture Assignment Self-study and group work	20%
5	**Prison Reforms & Role of Social worker**	➢ Prison Reform and prison system in India. ➢ Prisoner Reform & Rehabilitation ➢ Role of Social worker in the field of Correction & Crime	Lecture Assignment Self-study and group work	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Menefee Singh, Algred.	:	Andrea The Urban Slum,	:	Manohar, Delhi, 1980, De Souza,
Neshla (ed.)	:	Atrocities Against Women,	:	Herman Publishing House, New Delhi, 1997.
Ahuja Ram,	:	Youth and Crime ,	:	Rawat Publication, Jaipur, 1996
Tandon, R.K. and Sudarshan, K. N.	:	Child Prostitution,	:	APH Publishing Corporation, New Delhi
Hampton, Robert L. And Associates (eds.)		Family Violence: Prevention and Treatment,	:	Sage, New Delhi, 1993
Chakrabarti, N.K. (ed.)	:	Administration of Criminal Justice (Vol. 1),	:	Deep and Deep Publication, New Delhi, 1997
Lavania, M.M. and Jain, Shashi K.	:	Social Problems in Contemporary India,	:	Research Publication, New Delhi, 1997
Mohan, Brij,	:	India's Social Problems		
Hassinat, Mohammad,	:	M. Leisure and Crime,	:	Rawat Publications, Jaipur, 1997
Reckless, W.C.,	:	Crime Problem, Vakils,	:	Feffer and Simons, Bombay, 1987
Teeters N.K. and Barnes H. E.,	:	New Horizons in Criminology,	:	Prentice-Hall, New York, 1996
Chang, D.H.	:	Criminology – A Cross-Cultural Perspective (Vol. 1),	:	Vikas Publishers, Delhi, 1976
Bhattacharya, S.K.	:	Social Defence: An Indian Perspective,	:	Manas Publications, Delhi, 1985
Siddique A.	:	Criminology,	:	2nd Ed. Eastern Book Co., Lucknow, 1983
Chadha, K.,	:	Indian Jail: A Contemporary Document,	:	Vikas, New Delhi, 1983
Jeya Singh, J.V.	:	Deviant Children,	:	Visuthamby Publishers, Madras, 1987
Shekar, Sanobar,	:	the Delinquent and the Educational Process,	:	TISS, Bombay, 1987
Khan, M.Z.,	:	Work by Jail Inmates, Inter – India,	:	Pub., New Delhi, 1978
Sarkar, Chandran,	:	Juvenile Delinquency in India – At Etrological Analysis,	:	Daya Publishing House, Delhi
Maradiya Nisha	:	Correctional Social Work		

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	12	Name:	Family Social Work
Course (Paper) Unique Code	Elective-1		1601510202020202
External Exam Time Duration	02:30 Hours		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	02	Elective-1	4	30	70	-	100

Course Objective:

- To understand family as a social group its functioning and role in development of individual.
- To acquaint with the various welfare programs for members of the family.
- Develop an understanding of issues and problems at family level and acquire skills in handling them.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Importance of family**	➢ Theoretical & conceptual frame work to study family ➢ Origin & evolution of family & marriage ➢ Normative family functions, structure & changes. ➢ Normative marriage function ➢ Alternative family & marriage patterns ➢ Family problems-courses	Lecture, Assignment, Group Work and Self Study	20%

2	**Importance of women is family**	➢ Status of women is ancient & modern times ➢ Various roles of women in society ➢ Policies & programs for women empowerment ➢ Female faceted: What is female facetted? What's step given by Govt. & NGO is this field.	Lecture, Assignment, Group Work and Self Study	20%
3	**Social work with children**	➢ What is child? ➢ Need of children in world and India ➢ Constitutional safeguards for children in India, national policy for children ➢ Rights of child ➢ The justice system in India ➢ Institutions for juvenile offender ➢ Prevention of juvenile delinquency	Lecture, Assignment, Group Work and Self Study	20%
4	**Social work with youth**	➢ What is youth? ➢ Needs of youth physical intellectual, emotional social & religious needs ➢ Specific behavioral problems, drug abuse, low self-esteem, carriers, conflict, conflicts in selecting a partner ➢ Role of youth in social change.	Lecture, Assignment, Group Work and Self Study	20%
5	**Gerontological Social work**	➢ Gerontology definition & scope. ➢ The issues pertaining to elderly health, occupation, income, retirement naming, Family support, property right ➢ Care setting for elderly: General hospital, day care centers hobby centers & facilities for homeless elderly, elder helpline, senior citizen forum. ➢ government schemes & legislation	Lecture, Assignment, Group Work and Self Study	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Desai, M. (ed.) 1994	:Family and Intervention: A Course compendium,	:Bombay: Tata Institute of Social Science
Engles, F. 1944	:Origin of the Family, Private Property and the State,	:Bombay: Peoples publishing house.
Hartman, A. and Laird. J. 1983	:Family Centered Social Work Proactive,	:New York: The Free Press.
Khasgiwala, A. 1993	:Family Dynamics: Social Work Perspective,	:New Delhi: Anmol.
Tata Institute of Social Science, 1993	:Special Issue of The Indian Journal of social Work on "Family Development",54 (1).,	:Mumbai: Tata Institute of social sciences.
Tata Institute of Social Science. 1995	:Special Issue of the Indian journal of social worker on "the Family", 56(2).	:Mumbai: Tata Institute of social sciences.

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work			
Course (Paper) No.	**13**	**Name:**	**Human Rights And Justice System**	
Course (Paper) Unique Code	**Inter Dis**		1601510502020200	
External Exam Time Duration	**02:30 Hours**			

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	02	Inter Disciplinary	4	30	70	-	100

Course Objective:

- To gain knowledge about human rights & social legislation.
- To understand the mechanism for protecting human rights in India.
- To acquire competency to apply knowledge of human rights and social legislation in social work practice.
- To know social justice system in India.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Human Rights and Duties: Conceptual Perspectives**	➤ Concepts: Human Rights, Duties, Human Dignity. ➤ Notion & Classification of Rights: Natural, Moral and Legal Right. ➤ Three generations of human rights: Civil & Political rights, Economic, Social Cultural rights Collective/Solidarity rights.	Lecture Assignment Case study and Self study	20%

		➢ Human rights movements: Historical evolution of human rights at international & Nation level.		
2	**International Perspective to Human Rights**	➢ International Concern for Human Rights. ➢ Universal Declaration of Human Rights. ➢ International Covenant on Economic Social and Cultural Rights.	Lecture Assignment Case study and Self study	20%
3	**Mechanism for Protecting Human Rights in India**	➢ National & State Human Rights Commission. ➢ Statutory Mechanism for Human Rights: Legislative, Executive & Judiciary. ➢ Statutory Mechanisms for Women, Children, Scheduled Castes & Schedule Tribes, Minorities, Differently Able, Displaced. ➢ Socio, Economic, Political, and Administrative Constrains in Enforcements.	Lecture Assignment Case study and Self study	20%
4	**Human Rights Violation & Constitutional Remedies in India**	➢ Violation of Human Rights in family, Disadvantaged Groups, Women & Children, Minorities, Scheduled castes, Scheduled Tribes, Other Backward Castes, Displaced and Custodial Violence. ➢ Role of Regional, National and International Non-Government Organizations in Promoting Human Rights.	Lecture Assignment Case study and Self study	20%
5	**Social Legislation &Justice Systems & Role of Social Worker**	➢ Meaning & Scope ➢ Family Courts, Lok Adalats, The Legal Aid, Public Interest Litigation ➢ Right To Information Act (2005) ➢ Right to Education (RTE) ➢ Justice Systems in India	Lecture Assignment Case study and Self study	20%

		➢ Role of Social Worker in Human Rights & Social Legislation		

Methods of Assessments: Examination &Assignments

Reference Books:

Bajwa G.S. and D.K. Bajwa, :   Human Right in india: Implementation and violations :   (New Delhi: D.K. Publishers. 1996).

Brownlie, lan, ed.,   :   Basic Documents on Human Rights   :   (Oxford: Clarendon press, 1983), B020672

Lyer, V.R. Krishna,   :   Human Rights and Inhuman Wrongs   :   (New Delhi: D.K. Publishers, 1996). B017600

Kothari, Smitu and Harsh Sethi,   Rethinking Human Rights   :   (1991). B015464

Misra, Shailendra,   :   Police Brutality: An Analysis of Police Behaviour :   (New Delhi: Vikas, 1986). B012080

Sanjaoba, N,   :   Human Rights in the New Millennium   :   (New Delhi: Manas Publications, 2000)

Mohanti,   :   M.M. and others Rights   :   (New Delhi: Sage Publication, 1998). B016614

Ashish Kumar Das.,   :   Human Rights in India .   :   (Sarup and Sons. New Delh, 2004)

Das A.K.,   :   Human Rights in India,   :   (Sarup& Sons. New Delhi, 2004)

Susan C. Mapp.,   :   Human Rights & Social Justice in a Global World, :   (Oxford University Press, New Delhi, 2008)

Dossier,   :   Human Rights in Commission, Legal Resources for Social Action, Chennai.

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work			
Course (Paper) No.	**14**	**Name:**	**FIELD WORK**	
Course (Paper) Unique Code		**Practical**	1601510602020200	
External Exam Time Duration				

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	02	Practical	6	-	-	150	150

Course Objective:

- To develop an understanding of community (Structure, Needs, Self-Help Etc.)
- To develop ability and skills to effect changes in individual, group & community situation and trying out innovation in practice.
- To develop capacity for planning, organizing and evaluating different community program.
- To develop the skills to undertake mini scientific study (survey) on social problems.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION
1	RURAL AREA 2 Days in Week	➢ Visit The Particular Village ➢ To Take The Basic Information About The Village ➢ Find Out The Problems Of Village Community (Education, Health, Population, Poverty, Unemployment, Sanitation Etc.) ➢ To Take The Visit Of Government Agency (Panchayat Office, Primary School, Gram Panchayat Etc.) ➢ To Know About Ngo Which Is Working In The Village ➢ To Know The Working Systems Of Government In The Village ➢ To Know About Various Schemes Of Government ➢ Arrange The Programs For The Rural Community , Use Various Methods Of Social Work

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	Syllabus			
Subject :	**Master of Social Work**			
Course (Paper) No.	**15**	**Name:**	**Rural / Tribal Camp**	
Course (Paper) Unique Code	**Practical**		1601510602020300	
External Exam Time Duration				

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	02	Practical	2	-	-	50	50

Course Objective:

- To develop an understanding of community (Structure, Needs, Self-Help Etc.)
- To develop an understanding of Agency set up
- To develop ability and skills to effect changes in individual, group & community situation and trying out innovation in practice.
- To develop capacity for planning, organizing and evaluating different community program.
- To develop the skills to undertake mini scientific study (survey) on social problems.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION
1	Rural/Tribal Camp (Minimum 5 working Days)	Rural/ Tribal camps with a duration of 5 working days - provide opportunities to experience rural life, analyze rural dynamics, and observe the functioning of local, Self-government and voluntary organizations. This experience aids peer participation in planning for activities for own group and those for local people. It also helps develop skills to carry out, evaluate, and report the experience. -

Method of Assessments : Viva Voce

FACULTY OF ARTS
MSW SEMESTER – III

No	Name of Course	Semester	Foundation / Core / Ele.-1/ Ele.-2 / Inter Dis. / Practical / Project	Course Title	Paper No.	C	IM	EM	Prac. / Viva Marks	TM	Exam Duration	Unic Code
1	MSW	III	Core	Human Growth & Development	16	4	30	70		100	2:30 Hours	
2	MSW	III	Core	Urban Development	17	4	30	70		100	2:30 Hours	
3	MSW	III	Core	Industrial Relation & Labour Welfare	18	4	30	70		100	2:30 Hours	
4	MSW	III	Elective-1	Politically Economy & Planning in India	19	4	30	70		100	2:30 Hours	
				OR								
	MSW	III	Elective – 1	Management of Development & Welfare Services	20	4	30	70		100	2:30 Hours	
5	MSW	III	Elective - 2	Corporate Social Responsibilities	21	4	30	70		100	2:30 Hours	
				OR								
6	MSW	III	Elective – 2	Disaster Management	22	4	30	70		100	2:30 Hours	
7	MSW	III	Practical	**Field work – Two Days in a week** (GO/NGO/Co-Op/Industry) Viva-Voce= 75 Marks Report Evaluation=75Marks	23	6			150	150		

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**16**	**Name:**	**Human Growth And Development**
Course (Paper) Unique Code	**Core**		1601510102030700
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	03	Core	4	30	70	-	100

Course Objective:

- Develop an overall understanding of the principles of growth, their relevance and application to behavior at various phases in the span.
- Understand interactional nature of growth and development at various stages in the life span and impact of cultural aspects.
- Develop sensitivity towards needs, development tasks and health status along with need for development programs for the same.
- Apply the information of growth, development in social work practice in general and to individuals, groups and communities in particular.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Concept of Growth and Development**	➤ Principles, values of growth and Development ➤ Social work significance of development ➤ Child rearing practice, deprivation and development	Lecture Observation discussion	20%
2	**Theories of Human Development**	➤ Freod's Theory of cognitive development	Group class Assignment	20%

			discussion	
3	**Indian Theory of cognitive development**	➤ Understanding Indian Concept of Life ➤ Stages of life ➤ Indian concept of development	Lecture Observation	20%
4	**Human Development**	➤ Social and psychological aspects ➤ Lifestyle effects ➤ Youth in Indian society	Observation through posters films by discussion	20%
5	**Human growth and development**	➤ Concept Nature and Importance ➤ Relevance to social work practice/ exploration program Development needs tasks, health, problems and services. Relevance to social work practice across the stages of development	Lecture, discussion, observation, interview	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Bbltesp.b. (1978)   :   Life span development and behavior,   :   Academic Press inc.
Chowdaryd.p.(1992),   :   Aging and Aged,   :   Inter-India Publication
Kail R.V. &Cavnangh(1996),   :   Human Development,   :   Pacific Grove Publishing co.
Kakar.s (1979),   :   Identity and Adulthood,   :   Oxford University
Magmesson d. and allen(1983), :   Human Development,   :   Academic Press inc.
Dash and Dash,   :   The Psychology of Poverty,   :   Sage Publication, New Delhi
Gore,m,s,   :   Aging and the future of the human being, :   Indian Journal of Social Work 210/219
Kaplan.p.s.(1988),   :   The Human Obysey: Life span development, :   St. Paul, West Publishing Company
Smolack,l(1993),   :   Adult Development,   :   New jersey prentice hall
Kapur,m(1955),   :   Mental Health of India Children,   :   Sage Publication, New Delhi

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		Syllabus		
Subject :		Master of Social Work		
Course (Paper) No.	17	Name:	Urban Development	
Course (Paper) Unique Code		Core	1601510102030800	
External Exam Time Duration		02:30 Hours		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	03	Core	4	30	70	-	100

Course Objective:

- Sensitize trainees to the need and problems of urban communities
- Develop a critical understanding in the trainees about the program of urban development

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Urban Community**	➢ Urban community meaning and needs ➢ Urbanization: Concept characteristics, causes and responsible factors. ➢ Characteristics of town, city, Metropolitan city, Mega city. ➢ A smart city, A modern concept of modern India its needs and classification. ➢ Urbanization and its impact of social economic development.	Lecture & Discussion	20%

2	**Urban problems its effects**	➢ Urbanization and social problems. ➢ Environment problems (Air, Soli, Noise, Pollution...) ➢ Crime – accidents – prostitution – human pollution, etc. ➢ Slims and effect problems in India cities.	Lecture & Discussion	20%
3	**Urban development**	➢ Urban community development and urban development. ➢ Origin of urban development ➢ Housing and urban development corporation. ➢ Major urban development authority in Gujarat. ➢ Municipal Corporation: Structure, Function, Authority & Power.	Lecture & Discussion	20%
4	**Urban development policy & programs**	➢ Road safety systems & Road transport services project (BRTS in various city of India) ➢ Ring road, programr, Town planning, Market place development, fly over connectivity. ➢ Housing schemes in Gujarat ➢ Various government schemes runs in urban area.	Lecture &Discussion	20%
5	**Social services role in urban development**	➢ Involvement of social worker in urban community development. ➢ Need for N.G.O. in urban community. ➢ Social work undervaluation of micro and macro levels	Lecture & Discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Aziz Abdual : Urban Poor and Urban Informal Sector, :Ashish Publishing House, New Delhi, 1984

Bharadwai, R.K. :Urban Development in India , :National Book Trust New Delhi,1962

Bose Ashish :Studies in India's Urbanization (1901 to 1971), :Tata McGraw Hill,New Delhi,1973

Cullingworth,J.B. : Problems of Urban Society Vol 1 :The Social Framework of planning,London- George Allen and Unwin Ltd 1973

Desai A.R. and pillai, S.D. (Eds) : Slums and Urbanization,popularPrakashan, :Bombay.

Diddee,Jaymala and RangaswamyVimla (Eds) : Urbanization – Trends Perspectives and Challenges, :Rawat publications, Jaipur 1993

Gangrade, K.D. : Community Organization in India, :popular Prakashan, Bombay, 1971

House Peter : The Urban Environment System., :Sage publications, London, 1973

Institute of Economics Growth : India's Urbanization,1901-2001, part Two concepts, Definitions and Sources of Data, 2nd Edition, Studies in Demography, No.10

Kramer, R.M. and Specht, :H. Readings in Community Organization practice, Englewood Cliffs: Prentice-Hall 1983.

FACULTY OF ARTS				
Syllabus				
Subject :		**Master of Social Work**		
Course (Paper) No.	**18**	**Name:**	**Industrial Relation & Labour Welfare**	
Course (Paper) Unique Code		**Core**	1601510102030900	
External Exam Time Duration		**02:30 Hours**		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	03	Core	4	30	70	-	100

Course Objective:

- The Legal system pertaining to labour – management relations require careful study by students of labour welfare.
- To make students understand the importance of industrial relation.
- To familiar the students about the role in IR System.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Industrial Relation-1**	➤ Introduction of Industrial Relation ➤ Definition of Industrial Relation, ➤ Content of Industrial Relation ➤ Objectives of Industrial Relation ➤ Participants/Variables in Industrial Relation ➤ Aspects of Industrial Relation ➤ Industrial Relation Strategy	Lecture Observation Discussion	20%

2	**Industrial Relation-2**	➢ Industrial Relation Program ➢ Scope of Industrial Relation Work ➢ Importance of Peaceful IR ➢ Collective Bargaining 　- Role of Collective Bargaining 　- Workers' Participation in Collective Bargaining	Lecture, Discussion	20%
3	**Trade Union-1**	➢ Definition and Characteristics of Trade Union ➢ Principles of Trade Unionism ➢ Objectives & Functions of a Trade Union ➢ Trade Union Movement in India ➢ Growth of Trade Union Movement ➢ Federations of Trade Unions ➢ Features and Weakness of Trade Unionism ➢ Recommendations of the National Commission on Labour	Lecture Discussion	20%
4	**Labour Welfare**	➢ Definition & Concept of Labour Welfare ➢ Aims, Objectives, Value & Motivation of Labour Welfare ➢ Principles, Theories of Labour Welfare ➢ Statuary & Non-Statuary Measure in India ➢ Function & Role of Labour Welfare Officer	Lecture Discussion	20%
5	**Industrial Dispute**	➢ Definition of Industrial Dispute ➢ Types of Industrial Dispute ➢ Effect of Industrial Dispute ➢ Internal & External Industrial Dispute Procedure ➢ Authority under act 1947	Lecture Discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Punekar S.D.(1978)   :   Labour Welfare, Trade Unionism and Industrial Relation,   :Himalaya Publication House, Bombay

VenkatRatnam, C.S. (2001), :   Globalisation and Labour-management Relation   :Sage Publication response books,
                                                                                                                                         New Delhi.

Mathur, D.C. (1993),   :   Personnel Problems and Labour Welfare,   :Mittal Publications, New Delhi

Sinha, (2004),   :   Industrial Relation, Trade Unions, and Labour Legislation.

Sivarethinamohma, (2010), :   Industrial Relations &Labour Welfare : Text and Cases

Singh P.N.,   :   Employee Relations Management

Paul Edwards (2003),   :   Industrial Relations: Theory & Practice, Vol.1   :   By John Wiley & Sons

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work	
Course (Paper) No.	**19**	**Name:** **Politically Economy & Planning in India**
Course (Paper) Unique Code	**Elective-1**	1601510202030301
External Exam Time Duration	**02:30 Hours**	

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	03	Elective-1	4	30	70	-	100

Course Objective:

- Understand political and economic system and processes
- Examine concept of democracy and constitution foundations of Indian State.
- Understand planning and its impact on various areas.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Political Economy**	➤ Relevance of understanding political and economic systems and processes	Lecture	20%
2	**Economics, politics and Power**	➤ Basic economic and political concepts : State, power, government, authority, socialization, political culture, legitimacy, needs, demand, supply, resources, production, distribution, consumption	Lecture and discussion	20%

3	**Democracy as a Concept**	➤ Concept of Democracy: Meaning, types, features, merits and demerits. Role and functions of political parties, pressure groups and opinion	Lecture and discussion	20%
4	**Constitutional foundations of India State**	➤ Salient features of Indian constitution unitary and federal features] ➤ Composition, powers and functions of Indian Govt. ➤ Legislative, Executive, Judiciary	Lecture and discussion	20%
5	**Economic Development and Planning in India**	➤ Concept of economic development : Meaning, determinants of economic development in India ➤ Economic Planning : Meaning, objectives of Indian Planning, Five Year Plans, Planning under the new economic Policy ➤ The new economic trends in India: The context of reforms liberalization, privatization, globalization	Lecture and discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Ackerman Frank (ed.) 1997   :   Human well-being and economic gains,   :   Washington: DC, Island Press.

Aggarwal, Ashish 1994   :   GATT and the developing countries,   :   New Delhi: Mohit Publication.

Batra G.S., NarinderKaur 1994:   GATT Implication of Dunkel proposal,   :   New Delhi: Anmol Publication.

ChakrabortyBimal 1996   :   The U.N. and the Third World shifting paradigm,   :   New Delhi: Tata McGraw Hill Publishing Copro.

Chatterjee, Partha. 1997   :   State and Politics in India,   :   Delhi: Oxford University Press

Ghosh, B.N. 1993   :   Poverty & underdevelopment,   :   New Delhi: Deep and Deep Publication

Guhan, S. (ed.) 1997   :   Corruption in India,   :   New Delhi: Vision Book House.

Gupta, D.C. 1972   :   Indian Government and Politics, 7th ed.,   :   New Delhi: Vikas Publication Home.

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**20**	**Name:**	**Management Of Development And Welfare Services**
Course (Paper) Unique Code	**Elective-1**		1601510202030302
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	03	Elective-1	4	30	70	-	100

Course Objective:

- Understand the overall environment and its impact on the nature, structure and development of the organization in corporate, public and vouluntary sectors in the context of social work profession.
- Understand policies and procedures involved in establishing and maintaining human service organizations, need for change.
- Acquire skills to network and participate in the management of resources-human , material, environmental and network.
- Develop skills to participate in management of programs as a part of the interdisciplinary team andintiate as well as develop new programs.
- Develop ability to analyses the practices applied in specific setting.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Services, Organization**	➢ Development and Welfare Organizations Response to Social Needs	Lecture anddiscussion	20%

		➤ Role of State Voluntary and Corporate Sector. ➤ Civil Society meaning, Principles, functions Characteristics		
2	**Services and their delivery**	➤ Types of Services, Organizational Characteristics ➤ Management Process : Vision of Planning, Organization, directing, staffing co-operation, evaluation ➤ Establishment, registration, different types of legislation, legal status, constitution. ➤ Financial Resources : Organizational budget, sources of finance, fund raising, records, audit ➤ Financial resources: organizational budget, sources of finance, fund raising records, audit.	Lecture and class-room exercises Attend meetings as an observer, participate in training	20%
3	**Organizational Climate and management processes**	➤ Program management : long term, short term and documentation ➤ Project proposal : meaning, need, importance, steps to prepare project proposal ➤ Project management	Lecture, examine a specific program, formation as in class exercise	20%
4	**Policies and practices**	➤ Policies and practices for personnel in organization: ➤ Volunteers, professionals, para-professionals ➤ Communication in an organization-essential components, types, barriers, Decision making levels and methods	Lecture discussion skills for developing a press note	20%
5	**Work Processes tasks**	➤ Unit of work, time allotment, workload, responsibility, coordination ➤ Staff-client relation ➤ Teamwork, Supervision, Directing, Monitoring, Evaluation ➤ Conflict Resolution ➤ Public Relation	Lecture discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Chodhari D. Paul. 1983, : Social Wefare Administration, : Atma Ram and Sons, Delhi

Goel. S. I. and Jain R.K. 1988: Social Welfare Administative: Theory and Practice, : Deep and Deep Publication

Government of India : Evalution of Social Welfare Probrammes, : Encyclopedia of Social Work, vol-1, pg.297-310

Siddiqueh.y. : Social Work and social Action, : Harman Publication

Garains. 1998 : Organizational effectiveness of NGOs, : University Book House-1998

Haiman.a : Professional Management and Practice, : Eurasia Publications, Delhi

Lauffer.a.1977 : Grtting the resources you need, : Sage Publications, new delhi

Lauffer.a.1977 : Understanding your social agency, : Sage Publications, new delhi

Slavin.m 1978 : Social administration, : The Doresy press,

wenier.m 1982 : Human Service Management, : The Haworth Press, linois

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**21**	**Name:**	**Corporate Social Responsibilities**
Course (Paper) Unique Code	**Elective-2**	1601510302030101	
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	03	Elective-2	4	30	70	-	100

Course Objective:

- Understand the structure and curriculum of Corporate Social Responsibility.
- Enhance skills in use of participatory educational technology.
- Develop an attitude to acquire self as a facilitator.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Concept of CSR**	➢ Corporate Social Responsibility : Concept and Issue ➢ Historical Perspective of CSR	Discussion based on personal experience and lecture	20%

2	Model of CSR	➤ CSR Models ➤ CSR : From Philanthropy to Public Private People Partnership	Discussion based on practice and lecture	20%
3	Business Ethics of CSR	➤ Functions of CSR ➤ Different Business Ethics of CSR ➤ Role of CSR	Discussion demonstration program planning	20%
4	Corporate Governance	➤ Corporate Governance : Concepts and Hallmarks ➤ Corporate Governance – Norms in India : CII Code and Kumar Mangalam Birla Report	Discussion demonstration program planning	20%
5	Trends and Challenges in CSR	➤ Different Kind of Trends in CSR ➤ Challenges of CSR	Discussion demonstration program planning	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Bedi Suresh 2006	:	Business Environment, : Excel Books, New Delhi
Reddy Sumathi (2004)	:	Corporate Social Responsibility – The Environmental Aspects ICFAI University 2004
Ray Subhasis (2004)	:	Corporate Social Responsibility – Cases ICFAI University Press
Reddy Sumathi (2004)	:	Corporate Social Responsibility – Contemporary Insight, ICFAI University Press
Kotler Philip, Nancy Lee (2005),	:	Corporate Social Responsibility, John Wiley and Sons Inc, USA
Reddy Sumathi, Stefan Seuring,	:	CSR Sustainable Supply Chains.
CherunilamFrancis	:	Business Environment.
Baxi CV and Prasad Ajit	:	CSR Concept and Cases : The Indian Experience, Excel Books, New Delhi

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work	
Course (Paper) No.	**22** **Name:**	**Disaster Management**
Course (Paper) Unique Code	**Elective-2**	1601510302030102
External Exam Time Duration	**02:30 Hours**	

Name of Program	Semester	Course Group		Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project						
Master of Social Work	03	Elective-2		4	30	70	-	100

Course Objective:

- Understand key concepts, theories and approaches of disaster management with specific reference to Indian context
- Develop skills to analyse factors contributing to disaster
- Develop an understanding of the process of disaster management
- Develop an understanding of the social worker's role in the team for disaster management

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Disasters:	➢ Concept, types and impact - Famine, floods, cyclones, hurricanes, warfare, earthquake, volcanoes ➢ Traditional and modern disaster threats and care factor, classification of disasters ➢ Disaster management - Definition and concept ➢ Approaches to disaster management, importance and relevance of disaster management in the present environmental scenario, cases studies of disaster management.	Lecture Assignment Case study and Self study	20%
2	Disaster and Social Work Intervention:	➢ Scope of disaster related intervention, intervention during disaster impact stage, trauma counseling and crisis intervention, post disaster management, damage assessment and long term rehabilitation and reconstruction, networking and co-ordination between government, NGOs, donor agencies, local bodies, police, military etc.	Lecture Assignment Case study and Self study	20%
3	Disaster Prevention and Preparedness:	➢ Vulnerability analysis, hazard mapping, community based disaster preparedness programs, training for CBDP, preparedness for post-disaster emergency response and long term rehabilitation, organization and planning, logistics ➢ Resource utilization, specialized skills and training needs; public awareness and education ➢ First-aid training, civil defense training.	Lecture Assignment Case study and Self study	20%

4	Institutions and Instruments in Disaster Response:	➢ International decade for natural disaster reduction and UN resolutions, administration of relief in India - National, state, district and local levels ➢ Disaster elated legislations and policies ➢ national and international donor agencies ➢ NGOs, mental health institutions in disaster management and relief.	Lecture Assignment Case study and Self study	20%
5	Role of Social Worker in Disaster Management	➢ Role of Social Worker in Disaster Management ➢ Role of Government Institutions, NGO's, Society, NSS,	Lecture Assignment Case study and Self study	20%

Methods of Assessments: Examination &Assignments

Reference Books:

IFRC, 2005 World Disaster Report

Birnabaum, F, "Crisis intervention after a Natural Coplon, J and Scharff, T 1973 Disaster", Social Case Work, Vol. 54, No. 9, 545-551

Blaufard H and Levine J 1967 "Crisis intervention in an Earthquake",Social Work, Vol.17, No.4, 16-19

Brahme S and Gole P, 1967 Deluge in Poone, Poone: Asia Publishing House

Chen, L 1973 Disaster in Bangladesh: Health Crisis in a Developing Nation, New York, Oxford University Press.

Gangrade, K.D and Challenge and Response, Delhi: RechnaDhadde S, 1973 Publication.

Grossman, L 1973 "Train Crash: Social Work and Disaster Services" Social Work Vol.18, No.5, 38- 44

Hoff, A 1978 "People in Crisis", Understanding and Helping, California: Addison Wesley Publishing Company.

Joint Assistantance Centre 1980 Natural Disaster, New Delhi: AdhyatmaSadhana Kendra

Lindomann, E 1944 "Symptomology and Management of Acute Grief", American Journal of Psychiatry, Vol. 101, pp.141-148

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work			
Course (Paper) No.	23	Name:	Field Work	
Course (Paper) Unique Code	Practical		1601510602030400	
External Exam Time Duration				

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	03	Practical	6	-	-	150	150

Course Objective:

- To develop professional attitude conductive to deal with human problem
- To develop sensitivity towards the needs and problems of individuals and families.
- To develop capacity for observation and analyzing social realities.
- To develop an understand to organization set-up of an Institute.
- To develop an understand to functions of an institute.
- To development the understanding of the role of social workers in different settings.
- To develop process oriented skills in working with individuals, families and groups with special reference to social support system.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION
1	GO/NGO/CO-OP/INDUSTRY 2 Days in Week	- TO KNOW ABOUT VARIOUS GO AND NGO. - TO UNDERSTAND THE STRUCTURE AND FUNCTION OF AGENCY Urban Authority D.R.D.A (District Rural Development Agency), HOSPITAL,MUNICIPAL CORPORATION,NAGAR PALIKA,AND VARIOUS DEPARTMENTS OF GOVERNMENT WHICH ARE RELATED TO SOCIAL PROGRESS) - TO GET INFORMATION ABOUT GO'S AND NGO'S WORKING SYSTEM - TO KNOW ABOUT VARIOUS PROJECTS OF NGOS - USE VARIOUS METHODS OF SOCIAL WORK - TO UNDERSTAND THE STRUCTURE OF INDUSTIRES, KNOW ABOUT H.R. FUNCTIONS, TRAINING, LABOUR LAGISLATION & I.R, ETC.

Method of Assessments : Viva Voce

FACULTY OF ARTS
MSW SEMESTER - IV

No	Name of Course	Semester	Foundation / Core / Ele.-1/ Ele.-2 / Inter Dis. / Practical / Project	Course Title	Paper No.	C	IM	EM	Prac. / Viva Marks	TM	Exam Duration	Unic Code
1	MSW	IV	Core	Social Security & Relevant Law	24	4	30	70		100	2:30 Hours	
2	MSW	IV	Core	Environment & Population	25	4	30	70		100	2:30 Hours	
3	MSW	IV	Core	Medical Social Work	26	4	30	70		100	2:30 Hours	
4	MSW	IV	Elective-1	Social Work Personnel Training & Development	27	4	30	70		100	2:30 Hours	
				OR								
	MSW	IV	Elective – 1	Management of NGO's	28	4	30	70		100	2:30 Hours	
5	MSW	IV	Elective - 2	Psychiatric Social Work	29	4	30	70		100	2:30 Hours	
				OR								
6	MSW	IV	Elective – 2	Social Entrepreneurship & Innovation	30	4	30	70		100	2:30 Hours	
7	MSW	IV	Practical	**Block Placement (30 Working Days)** Viva-Voce= 75 Marks Report Evaluation=75Marks	31	6			150	150		
8	MSW	IV	Practical	**Dissertation** (i) Theory= 100 Marks (ii) Viva-Voce =100 Marks	32	8			200	200		

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Syllabus

Subject :		Master of Social Work	
Course (Paper) No.	24	Name:	Social Security & Relevant Law
Course (Paper) Unique Code	Core		1601510102041000
External Exam Time Duration	02:30 Hours		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	04	Core	4	30	70	-	100

Course Objective:

- In a rapidly industrializing country like India, Balancing the conflicting interest of Labor and Capital is not a delicate task that's why they need social security.
- For the social security, some of the laws are made; through it students can get rapid knowledge

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Social Security**	➢ Definition & Objective of Social Security ➢ Evolution of Social Security ILO, Structure, Function & Impact of ILO on Indian Labour Legislation ➢ Social Security in Developing Countries ➢ Social Security for Unorganized Sector ➢ Labour Policy : Concept, Principle ➢ Labour Commission in India	Lecture discussion	20%
2	**Labour Law-1**	➢ Factories Act-1948 ➢ Bombay Industrial Relation Act-1947	Lecture discussion	20%

		➤ Industrial Dispute Act-1926		
3	**Labour Law-2**	➤ Payment of Bonus Act-1965 ➤ Payment of Wages Act-1948 ➤ Contract Labour (abolition & regulation) act-1970 ➤ Employees' Provident Fund & Miscellaneous ➤ Provision Act-1952 ➤ Apprentice Act-1961	Lecture discussion	20%
4	**Labour Law-3**	➤ Trade Union Act-1926 ➤ Workman's Compensation Act-1923 ➤ Payment of Gratuity Act-1972 ➤ Minimum Wages Act-1961 ➤ Model Standing Orders(Gujarat State) and Industrial Employment (Standing Order) Act-1946	Lecture discussion	20%
5	**Labour Law-4**	➤ Maternity Benefit Act-1961 ➤ Child Labour (Regulation & Abolition) Act-1986 ➤ Bombay Labour Welfare Fund Act-1953 ➤ ESIC Act-1948 ➤ Employment Exchange (Notification)	Lecture discussion	20%

Methods of Assessments: Examination &Assignments

Malik , P.L.(2001)	:	Industrial Law, Vol, 1 & 2	:	Easter Book Company
Malhotra,	:	The Law of Industrial Disputes (1988)		
ILI,	:	Labour Law and Labour Relations, Parts II,IV,VI,VII,IX and XI		
Misra S.N.	:	Labour and Industrial Laws (1997),	:	Central Law Publications, Allahabad.
Robert A. Gorman,	:	Basic Text on Labour Law,	:	Ch. 23,24,25 (1976)

Relevant Portions of the Report of the National Commission on Labour-2002-1991-1067 Academic Foundation, New Delhi

Chaturvedi R.G. (1997),	:	Law and Procedure of Department Enquiries and Disciplinary Actions.		
S.C. Shrivastava (1985),	:	Social Security and Labour Laws.		
Raval K.C. (1999)	:	The Bombay Shops and Establishments Act, 1948, BharatiSahityaSangh Ltd, Mumbai-40		
Davies, Paul and Freedland, Mark (1983),	:	Labour and the Law,	:	Stevens & Cons Ltd., London.
Memoria C.B.(1966)	:	Labour Problems and Social Welfare in India,	:	KitabMahal, Allahabad
P.S.Patel, (2009),	:	MajurKaydaniSaralSamjuti,	:	SanketLaw Book Seller, Fifth Edition.

FACULTY OF ARTS

Syllabus			
Subject :	**Master of Social Work**		
Course (Paper) No.	**25**	**Name:**	**Environment And Population**
Course (Paper) Unique Code	**Core**		**1601510102041100**
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group **Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project**	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	04	Core	4	30	70	-	100

Course Objective:

-   Understand characteristics, determinants of population growth.
-   Examine population policy, plan and initiatives.
-   Understand inter-relatedness of human life, living organisms and environment.
-   Examine utilization and management of resources.
-   Develop skills to participate in activities related to the two areas.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Characteristics of population:	➤ Population, determinants of growth. Global concerns - Characteristics of Indian Population – Distribution by age, sex, literacy and occupation – Fertility trends - Birth and death ratio. ➤ Population Policy, World Action Plan, population Policy of India- Implementation	Lecture Assignment and discussion	20%

		> Initiatives – Government and NGO.		
2	Family Planning:	> Objectives, scope, methods, Implementation, mechanisms and progress. > Concept and Scope of Population education, family life education, sex education, and family planning education. > Population and Environment: > Interrelatedness of human life, living organisms > Environment and natural resource – Environment, lifestyle, degradation. > Environment management, maintaining, improving, enhancing – Current issues of Environment.	Lecture Assignment and Group work	20%
3	Environmental Ethics: Issues And Possible Solutions	> Resource consumption patterns and the need for their equitable utilization > Equity – Disparity in the Northern and Southern countries > Urban – rural equity issues > The need for Gender Equity > Preserving resources for future generations > The ethical basis of environment education and awareness > The conservation ethic and traditional value systems of India	Lecture Assignment Group Work and Self Study	20%
4	Natural Resources and Diversity:	> Utilization and management – Forest, land, water, air, energy sources - Pollution - Sources, treatment, prevention - Soil, water, air, noise - Waste matter - disposal, recycling, renewal, problems, issues – programs for forest, land and water management.	Lecture Assignment Group Work and Self Study	20%
5	Environment Protection Laws and Role of Social Worker:	> Acts related to environmental protection – Forest conservation-Water pollution – Standards and tolerance levels – Unplanned urbanization-Environmental movements in India - Role of NGOs in Environmental issues – Government agencies in environmental protection – Social work initiatives at different levels.	Lecture Assignment and Group Work	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Cassen, R.H 1978 : India Population, Economy and Society, London: Macmillan.

Family planning Association Family planning Counseling Guide, of India Population Reports Service Series J.N 35 and 36

Fisher, W.F 1997 : Towards Sustainable Development (Struggling over India's Narmada River), New Delhi: Rawat Publications.

Gadgil, and Guha. 1997 : This Fissured Land – An Ecological History of India: :Delhi: Oxford University Press.

Klieinman.R (Ed.) 1998 : Family Planning Handbook for Doctors, :Hertford: IPPF

Krishna. M. 1995 : Air Pollution and Control, :Kakinada: Kaushal and Co.

Miller, Jr. Tyler, : G and Living in the Environment, California: Armstrong. 1982 Wordsworth International Group.

Mohan, R. 1985 : "Urbanization in India's Future", : Population and Development Review, Vol.11(4)

Oxford, 1987 : Our Common Future, Delhi : Oxford University Press.

Prasad, R.K : Population Planning, Policy and Programs, :New Delhi: Deep and Deep Publications.

Reddy, Laxmi, M.V.1994 : Population Education, :New Delhi: Asish Publication.

Ryding, S.O. 1992 : Environmental Management Handbook, :Ahmedabad: IOS Press.

Sapru, R.K (Ed.) 1987 : Environment Management in India, Vol. II, New Delhi: :Ashish Publishing House

Satapathy, N. 1998 : Sustainable Development (An Alternative Paradigm), :Ahmedabad: Karnavati Publications.

Seshadri and Pandey, : J (Eds.) Population Education, A Natural Source :1991 Book, New Delhi: NCERT.

Erach Bharucha : Text book for environmental studies :U.G.C. New Delhi

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Syllabus

Subject :	Master of Social Work			
Course (Paper) No.	**26**	**Name:**	**Medical Social Work**	
Course (Paper) Unique Code	**Core**		1601510102041200	
External Exam Time Duration	**02:30 Hours**			

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	04	Core	4	30	70	-	100

Course Objective:

- The basics of medical social work.
- Different medical systems and changing perspective of health care.
- Aware about public health programs.
- Role of medical social worker in dealing with patients.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Physiology and anatomy**	➢ Physiology and anatomy Various systems ➢ Epidemiology of various diseases approaches for treatment, prevention, rehabilitation and management of various health problems. ➢ Communicable & Non-Communicable Disease	Lecture, Assignment Group Work and Self Study Audio visual presentation of human anatomy and physiology by expert Visit at Govt. Medical college PSM Dept.	20%

2	**Health concepts and public health**	➢ Changing concepts of health and health care ➢ Over view of social work practice in the field of health ➢ Concepts of public health, it's need , and objectives ➢ Structure of health care centers in India ➢ National Health Policy ➢ Personnel Hygiene & Environment Hygiene	Group Work and Self Study Visit at PHC CHC DISTRICT TB CENTER, CIVIL HOSPITAL Visit at Govt. Medical college Preventive and social medicine Dept.	20%
3	**various health methods and medical social work**	➢ Various health methods, Institutional, Non-Institutional, Government and Non-Government services for health. ➢ Concept & History of Medical Social Work ➢ Methods of Medical Social Work ➢ Approaches and Principles of Medical Social Work ➢ Role of Medical Social Worker	Lecture Assignment Group Work and Self Study	20%
4	**Maternal and child health.**	➢ Maternal and child health, family welfare programs, reproductive health, population dynamics and population policy ➢ Role of International NGOs in Health	Lecture Assignment Group Work and Self Study Visit at Gov. children hospital Visit at institute of mentally retarded children	20%
5	**communities health problems and communities health education**	➢ Health social work in communities: identifying health problems and services ➢ Approaches to work in community ➢ Occupational Health, School health, nutritional problems. ➢ Health education & Communication	Lecture, Assignment Group Work and Self Study Visit of community health center Visit of various industries to study of occupational health diseases	20%

Methods of Assessments: Examination &Assignments

Reference Books:

TejaskarPandey and Ojaskar Pandey,2006   :   Social work,   :   Bharat book Centre, Lacknow.
Jerry L.Casebook: :   Medical Social Work (Allyn& Bacon Casebook Series)
Joan Beder   :   Hospital Social Work   : The Interface of Medicine and Caring
Kearney, N and Skehill, C (2005)   :   Social work in Ireland   : Historical perspective Institute of Public Administration.
Berder J. (2006)
Hospital Social Work:The interface of medicine and caring Routlege:New York
Arya, Subhash (1990)   :   Infant & Child Care,   :   New Delhi Vikas Publishing House Pvt, Ltd.
Fait Hollis F. (1961)   :   Health & Fitness for modern Living, Boston   :Allyn and Bacon, Inc.
Parthasarthy C. (1998)   :   Mother & Child Care, HARAMAND, B. Swarajalaxmi New Delhi :HarAnand publication
Pvt, Ltd. McKenzie, J. Neiger B.   :   Thackeray, R. (2009).
World Health Organization, (1998)   :   List of Basic Terms Health Promotion Glossary (pp.4) Retrieved May 1, 2009 from.

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**27**	**Name:**	**Social Work Personnel Training & Development**
Course (Paper) Unique Code	**Elective-1**		1601510202040401
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	04	Elective-1	4	30	70	-	100

Course Objective:

- Understand the structure and curriculum of Social Work Education in India and its ideological framework.
- Identify and develop skills in curriculum designing for training social work personnel at different levels.
- Enhance skills in use of participatory educational technology.
- Develop an attitude to equip self as a facilitator/trainer.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Training for personnel	➢ Need for training personnel ➢ Structure of social work education curriculum in relation to the changing	Lecture & Discussion	20%

2	Principles of learning and training levels	➢ The adult learner and principal of adult learning ➢ Levels of social work training, motivation and training needs at different levels ➢ Practice learning instructional process, educational and supportive aspects objective orientation learning and instructor learning and instructor learner relationship ➢ Principal and process of curriculum designing ➢ Education technology methods and tools	Lecture & Discussion	20%
3	Training program design	➢ Designing, implementing and evaluating training programs for social work personal ➢ Social work practice learning instruction	Lecture & Discussion	20%
4	Staff Development	➢ Staff development: in service short term and continuing education at different levels.	Lecture & Discussion	20%
5	Training Effectiveness	➢ Enhancing trainer ➢ Effectiveness: Facilitation skills	Lecture & Discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Asian and pacific association Social work profession :   Reflection and future directions, Mumbai : TISS for social work education (APASWE 1994)

Baldwin j. and Williams, H. 1988   :   Active learning: A trainer's guide, England: Blackwell Education.

Barer-Stein T., Draper J. 1988   :   The Craft of Teaching Adults.

Bertche, H. 1988   :   Staff Development in human service organizations new jersey: Prentice hall inc.

BournerT.M.V.and Race, P. 1993   :   Workshops that wor, Londo: McGrawHill

Burnard, P. 1989   :   Teaching interpersonal skills: A Handbook of Experiential learning for health professionals, Landon: Chapman and hall.

Draper, J.   :   Adult Education: A focus for the social Sciences.

Elkins. D. 1978   :   Teaching people to love themselves, new york: Grouth Associates.

JAcob, K.(ed) 1994   :   Social work education in India, Retrospect and Prospect, Delhi   : Himanshu Publications

FACULTY OF ARTS

Syllabus

Subject :	Master of Social Work			
Course (Paper) No.	**28**	**Name:**	**Management Of NGO's**	
Course (Paper) Unique Code		**Elective-1**	1601510202040402	
External Exam Time Duration		**02:30 Hours**		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project					
Master of Social Work	04	Elective-1	4	30	70	-	100

Course Objective:

- On successful completion of the course the students would enrich their knowledge about the structure development and establishment of NGOs.
- contents of project identification, budgeting, and funding
- Project personnel empowerment and monitoring and evaluation.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Non-Governmental Organizations**	➢ Non-Governmental Organizations Concept, Meaning, Need, Classifications, Structure, Functions, Philosophies, Principles, Significance, Strategies ➢ Role of NGOs, Historical Development of NGOs in India.	Lecture Observation discussion	20%
2	**Establishment Of NGOs**	➢ Registration and Establishment of NGOs Societies Act, Trust Act, Company's Act (Sec.25),By laws	Group class Assignment and discussion	20%

		Preparation and Legal status of NGO. Monitoring Mechanism adopted by Governments- FCR Act. Administration Policy Making		
		➢ Membership Classification Aims and objectives of the Executive Committee, Officer Bearers and Governing Counsel and Rights Power and Duties.		
3	**Project Identification And Budgeting**	➢ Project Identification and Feasibility studies/Base Line Surveys project formulation planning and policy-making, strategy Formation ➢ preparation of project proposals and project Implementation Budgeting Meaning Steps and Important Items in Budget Resource Mobilization ➢ central and stage Government Assistance and other Assistance Fund Raising Meaning, Techniques and Income Generation Programs (IGP) Financial Management Financial Collaboration between Funding Organization and Non-profit Organizations.	Discussion of nature program and education problem based Lecture	20%
4	**Funding Of NGOs**	➢ Funding Sources of Funding Government Grants, Foreign Aid, Donations, Membership fees and NGOs Contribution ➢ Project Approach to Funding Criteria and Conditionality ➢ Managing Relationships with Donors, Working with Governments, Aspects of Financial Management relevant for NGOs and Networking Strategies.	Observation through posters films by discussion	20%

5	**Project Personnel Empowerment And Monitoring And Evaluation**	➢ Training Meaning Need, Importance purpose significance and Training Needs; NGO functions in different Fields Health Rural Development Child Health and Welfare Women Welfare Youth Welfare and Aged Welfare ➢ Role of NGOs in Administering the Social Welfare programs ➢ project Evaluation and Monitoring Aims Objectives Purpose and Creating ➢ Management Information System project Appraisal Meaning and Techniques Logical Frame Analysis (LFA) participatory Rural Appraisal (PRA) principles, Methods of PRA and Network Analysis	Lecture discussion interview	20%

Methods of Assessments: Examination &Assignments

Reference Books:

Clark, John, 1991 Voluntary Organisations: Their Contribution to Development London Earth Scan.

Dorothea Hilhorbt, 2003 The real world of NGOs Discourses Diversity and Development Zed Books Ltd.

Drucker, peter, 1993   :   Managing the NGO principles and practices New Delhi Macmillan publication

Ginberg Leon H 2001   :   Social work Evaluation principles and Methods Singapore Allyn and Bacon

Julie Fisher, 2003   :   Governments NGOs and the political Development of the Third World jaipurRawat publications

Kandasamy M. 1998   :   Governments and Financial Management in Non-Profit Organizations New Delhi Caritas India

Kapoor K.K. (Ed) 1986   :   Directory of Funding Organizations New Delhi Informations and News Network

Kumar A. 2003   :   Social change through NGOs New Delhi Anmol publications

Lawant B.T. 1999   :   NGOs in Development Jaipur Rawat publications

Mukherjee Amitara (Ed)1995:   participatory rural Appraisal Methods and Applications in Rural planning New Delhi Vikas publishing Co.

Mukherjee K.K. and Voluntary Organizations Some perspectives Mukherjee Sutapa, 1986 Hyderabad Gandhi peace Centre.

Mukherjee Neela, 1995   :   participatory Rural Appraisal and Questionnaire Suvey New Delhi

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Syllabus

Subject :		Master of Social Work	
Course (Paper) No.	29	Name:	Psychiatric Social Work
Course (Paper) Unique Code	Elective-2	1601510302040201	
External Exam Time Duration	02:30 Hours		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	04	Elective-2	4	30	70	-	100

Course Objective:

- This subject divided in three sub-areas, and understanding creates in depth of psychiatry problems and management.
- Concept of mental health and changing concept of mental health, psychiatric problems as per D.S.M.
- Global, national and state level functionary to reduce mental health problems.
- Concept, Role, Skill, therapy and polices. Methodology of psychiatric social worker.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**concept of mental health and mental disorders**	➤ Concept of mental health . ➤ Types of psychiatry illness as per D.S.M.-IV and I.C.D ➤ Child Mental disorder and mental Retardation ➤ Schizophrenia Symptoms and treatment	Lecture Assignment Case study	20%

		> Personality disorder Symptoms and treatment > Alcoholic and substance abuse related disorder Symptoms and treatment > Different types of drugs Barbiturates, cocaine, Heroine, Steroids. Their Symptoms and treatment		
2	**Types of psychological methods or treatment**	> Treatment for the mentally ill patients-chemotherapy Anti psychotic drugs, anti depressant – ECT – psychosurgery > Psychotherapy (Supportive and Reconstructive) > Behavior therapy > client centered therapy > yoga and meditation	Lecture Assignment Case study	20%
3	**Mental health legislation and policies**	> Mental health legislation and policies of mental health in India. > Movement of human right for mental ill (international and national level) > Mental health act. (only overview)	Lecture Assignment and Self study and Group work	20%
4	**Role of psychiatric social work. concept and present scope**	> Role of psychiatric social worker in half way homes – day care center – child guidance clinic – community health programs > Ethics of psychiatric social work > Role of psychiatric social worker in patients and rehabilitation	Lecture Assignment and debate	20%
5	**present mental health care services**	> Changing concept of mental health. > Training of psychiatric social work in India. > Identification of needs and related service in India.	Lecture Assignment Self study	20%

Methods of Assessments: Examination &Assignments

Reference Books:

CharuSarma. 2005

Clinical psychology,   :   Sublime Publication, Jaipur.

Bhatia M. S. (2000) :   Essentials of psychiatry

Gorey   :   Theory and Practice of counselling and psychotherapy

Government of India :   National mental Health Program for India, Ministry of Health and Family Welfare

Irwin G Samson   :   Abnormal psychology

Kaplan   :   Synopsis for comprehensive of psychiatry

Handbook of Psychotherapy and Religious Diversity.Washington D.C.   :   American Psychological Association.

Dora, Gold Stien (1954)   Expanding Horisons in Medical Social Work, Chicago : The University of Chicago Press

Rukadhikar A., Rukadhikar P. (2007)   :   Mental disorders and You, Miraj : Psychiatric Centr

Varma, Ratna ((1991)   :   Psychiatric Social Work in India, New Delhi : Sage Publication

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**30**	**Name:**	**Social Entrepreneurship And Innovation**
Course (Paper) Unique Code	**Elective-2**	1601510302040202	
External Exam Time Duration	**02:30 Hours**		

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	04	Elective-2	4	30	70	-	100

Course Objective:

- The objective of this course is to teach students different concepts regarding social entrepreneurship and innovation.
- The points is to introduce students to different of entrepreneurship in detail.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	**Introduction**	➢ Definition of Social Entrepreneurship ➢ Role of Social Entrepreneur.	• Lecture • Discussion With audio-visual aid	20%
2	**Theories**	➢ New theories of Social Entrepreneurship ➢ Theories of Action/Agency	• Lecture • Discussion With audio-visual aid	20%

3	**Qualities of innovation**	➢ meaning & concept of innovation
		➢ Definitions of innovation
		➢ Qualities of social
			• Lecture
			• Discussion
			  With audio-
			  visual aid
				20%

4	**Innovation**	➢ concept of innovation
		➢ Different types of innovation
		➢ correlates of innovation
			• Lecture
			• Discussion
			  With audio-
			  visual aid
				20%

5	**Innovation**	➢ Rural innovation
		➢ Entrepreneur in economic
		  Theory
			• Lecture
			• Discussion
			  With audio-
			  visual aid
				20%

Methods of Assessments: Examination &Assignments

Reference Books:

Enterprising nonprofits   : a toolkit for Social entrepreneurs ;   Wiley e Book ;

Social Entrepreneurship   : New Models of sustainable social change   :   By:- Alex Nicholls; Oxford University Press

How to change the world Social Entrepreneurs and the power of new Ideas   :   By : David Bornstein – Oxford Press

The New Social Entrepreneurship What awaits social entrepreneurial Ventures ? :   Edited By : Francesco Perrini ; Published By : Edward Elgar Publishing Ltd.

Entrepreneurship As social Change – A third Movements in Entrepreneurship Book :   Edited By :- ChirsSteyaert and Daniel Hjorth ; Edward Elgar Publishing Limited

Social Entrepreneurship   : A modern Approach to social value Creation   ; Arthur C. Brooks ;

Principles of labourWelfare .....   M.V. Murthy.

Human Resource Management – GargyDessler&Bijuvarkkery Prentice Hall India/Pearson Education.-2003 Eleventh Edition.

Human Resource Management – Chandra prasnna, Pearson education, second edition 2006.

Human Resource Management – John M. Ivancewitch – Tata Mcgraw Hill Ninth Edition

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Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	**31**	**Name:**	**Block Placement**
Course (Paper) Unique Code	**Practical**		1601510602040500
External Exam Time Duration			

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	04	Practical	6	-	-	150	150

Course Objective:

- To develop professional attitude conductive to deal with human problem
- To develop sensitivity towards the needs and problems of individuals and families.
- To develop capacity for observation and analyzing social realities.
- To develop an understand organization set-up of Institute.
- To develop an understand functions of an institute.
- To development the understanding of the role of social workers in different settings.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION
1	GO/NGO/CO-OP./INDUSTRY 30 Working Days	- Enables learners integrate learning & generate newer learning by participating in the intervention processed over a period of Five weeks continuously, in a specific agency - (GO/NGO/CO-OP./INDUSTRY) & know about specific agency

Methods of Assessments: Viva-Voce

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Syllabus

Subject :		Master of Social Work	
Course (Paper) No.	32	Name:	Dissertation
Course (Paper) Unique Code		Practical	1601510602040600
External Exam Time Duration			

Name of Program	Semester	Course Group Foundation/ Core/ Elective-1/ Elective-2/ Practical/ Project	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
Master of Social Work	04	Practical	8	-	-	200	200

Course Objective:

- To develop an understanding of scientific approach to human inquiry in comparison to native or common sense approach in various aspects and process.
- To develop an ability to see the linkages between theory, research and practice and understand their essential role in enriching on another.
- To develop an understand to prepare a how to do research.
- To develop the ability to conceptualize, formulate and conduct simple research projects.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION
1	RESEARCH PROJECT	- To select social subject and make a research proposal and then do a research.

Methods of Assessments: Viva-Voce