

**Department of Sociology & Social Work**  
**H.N.B. Garhwal Central University, Srinagar (Garhwal)**

**Course: Master of Social Work (M.S.W.)**

**Semester : Ist Semester**

Subject Code	Title of the Course	Credit	Maximum Marks		Total
			Theory	Internal Assessment	
<b>MSW/C001</b>	Basic Concept of Society	04	60	40	100
<b>MSW/C002</b>	Dynamics of Personality & Human Behaviour	04	60	40	100
<b>MSW/C003</b>	Theory and Practice of Social Work	04	60	40	100
<b>MSW/C004</b>	Social Welfare Services	03	60	40	100
<b>MSW/C005</b>	Practical based on Concurrent Field Work	03	60	40	100

**Semester : IInd Semester**

Subject Code	Title of the Course	Credit	Maximum Marks		Total
			Theory	Internal Assessment	
<b>MSW/C006</b>	Social Disorganisation and Contemporary Social Problems	04	60	40	100
<b>MSW/ C 007</b>	Methods of Social Work Intervention	04	60	40	100
<b>MSW/ C 008</b>	Basic Principles of Social Research	04	60	40	100
<b>MSW/ C 009</b>	Communication and Social Work Practice	03	60	40	100
<b>MSW/ C 010</b>	Practical Based on Concurrent Field Work	03	60	40	100

**Semester : IIIrd Semester**

Subject Code	Title of the Course	Credit	Maximum Marks		Total
			Theory	Internal Assessment	
<b>MSW/ C 011</b>	Social Policy, Planning and Development	03	60	40	100
<b>MSW/ C 012</b>	Social Welfare Administration and Social Action	03	60	40	100
<b>MSW/ C 013</b>	Social Statistics and Computer Application	03	60	40	100
<b>MSW/ E014</b>	Social Ecology Environment and Management	04	60	40	100
OR					
<b>MSW/ E015</b>	Development of Youth and Welfare of the Aged	04	60	40	100
<b>MSW/ E016</b>	Practical Based on Concurrent Field Work related to Ecology & Environment	05	60	40	100
OR					
<b>MSW/ E017</b>	Practical Based on Concurrent Field Work related to Youth Welfare and Aged	05	60	40	100

**Semester : IVth Semester**

Subject Code	Title of the Course	Credit	Maximum Marks		Total
			Theory	Internal Assessment	
<b>MSW/C018</b>	Counselling and Social Work Practice	03	60	40	100
<b>MSW/C019</b>	Human Resource Management	03	60	40	100
<b>MSW/C020</b>	Dissertation and Viva Voce	03	60	40	100

<b>Specialization Course:</b>					
<b>MSW/E021</b>	Rural Management	04	60	40	100
	<b>OR</b>				
<b>MSW/E022</b>	Industrial Relations and Personal Management	04	60	40	100
	<b>OR</b>		60	40	
<b>MSW/E023</b>	Medical and Psychiatric Social Work	04	60	40	100
	<b>OR</b>		60	40	
<b>MSW/E024</b>	Correctional Social Work	04	60	40	100
<b>MSW/E025</b>	Practical Based on Concurrent Field Work And Block Placement related to Rural Management	05	60	40	100
	<b>OR</b>				
<b>MSW/E026</b>	Practical Based on Concurrent Field Work And Block Placement related Industrial Relations and Personal Management	05	60	40	100
	<b>OR</b>				
<b>MSW/E027</b>	Practical Based on Concurrent Field Work And Block Placement related to Medical and Psychiatric Social Work	05	60	40	100
	<b>OR</b>				
<b>MSW/E028</b>	Practical Based on Concurrent Field Work And Block Placement related to Correctional Social Work	05	60	40	100

## **Master of Social Work (M.S.W.)**

### **Semester: Ist Semester**

#### **Course: MSW/C001, Basic Concept of Society.**

##### **Unit-I**

- Primary Concepts: Society, Community, Association, Institution.

##### **Unit-II**

- Basic Social processes: Co-operation, Competition, Conflict, Accommodation, Assimilation.

##### **Unit-III**

- Social Institutions: Marriage, family.
- Social Groups: Concept and Types.
- Social Control: Concept, forms, means and Agencies.

##### **Unit-IV**

- Socialization: Concept, Theories and Agencies.
- Social Stratification: Caste and Class

#### **Books Recommended:**

1. Davis, K. – Human Society.
2. Gillin & Gillin – Cultural Sociology
3. Gorton, P.B. and Hunt, C.C. – Sociology
4. Haralambos, M – Sociology: Themes and Perspectives
5. Johnson, H.M. – Sociology: A Systematic Introduction.
6. Maclver, R.M. and Page, C.H. – Society; An Introductory
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#### **Course: MSW/C002, Dynamics of Personality & Human Behaviour.**

##### **Unit-I**

- Personality: Concept, Stages of Development with special reference to Indian Concept of life span, Types, Determinants.
- Heredity and Environment theories of Personality: Sigmund freud, Carl Jung, Alfred Alder, Allport.

##### **Unit-II**

- Basic Socio-Psychological processes: Sensation, Perception, Attribution, Learning and Socialization.
- Motivation, Attitudes, Belief, Prejudices, Sterio-Types.

### **Unit-III**

- Human Behaviour: Concept and Determinants Refelcctors.
- Behavioural problems in different stages of personality development.
- Adjustment: Concept, Characteristics, Factors.
- Leadership: Concept, Types and Functions.

### **Unit-IV**

- Concept of Normalcy and Abnormalcy.
- Defence Mechanism
- Etiology of Abnormal Behaviour.
- Symptoms of Abnormal Behaviour.
- Types of Abnormal Behaviour: Psychosis and Psychoneurosis.
- Management of Mental disorder.

### **Books Recommended:**

1. Anasasi, A – Psychological testing.
2. Baites, P.B. – Life span development & Behaviour.
3. Cofeman – Abnormal Psychology.
4. Davidoff, L.L. – Introduction to Psychology.
5. Halls, G.S. & Lindzey, G – Theories of Personality
6. Kretch & Crutchfield – Theory & Problem of Social Psychology.
7. Kuppuswami, B. – An Introduction to Social Psychology.
8. Qamar Hasan – Applied Psychology – Indian Perspective.
9. Szasz, Thomas – The Myth of Mental illness.
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### **Course: MSW/C003, Theory and Practice of Social Work.**

#### **Unit-I**

- Social Work: Concept, Objectives, Nature, Scope & Charactristic.
- Basic Concepts of Social Work: Social Security, Social Reform, Social Service and Social Development.
- Social Work and Other Social Sciences.

#### **Unit-II**

- History of Social Work in U.K.
- History of Social Work in U.S.A.
- History of Social Work in India.

### **Unit-III**

- Motives & Principles of Social Work.
- Social Work as a Profession.
- Philosophy and Basic Values of Social Work.
- Social Work Education, Training and Knowledge.

### **Unit-IV**

- Models Applied in Social Work.
- Role of Voluntary Social Agencies in Social Work.
- Radical Social Work.

### **Books Recommended:**

1. Chowdhry, D. Paul – Introduction to Social Work.
2. Congress, E.P. – Social Work Values and Ethics.
3. Desai, M. – Curriculum Development on History of Ideologies for Social Change and Social Work.
4. Find, A.E. – The Field of Social Work.
5. Govt. of India – Encyclopedia of Social Work in India.
6. Khinduka, S.K. – Social Work of India.
7. Mishra, P.D. – Social Work: Philosophy and Methods.
8. Singh, Surendra and Soodan, K.S. (eds.) – Horizons of Social Work.
9. Tata Institute of Social Sciences: Declaration of Ethics for Professional Social Works, IJSW (1997) Vol. 58 No. 2.
10. Wadia, A.R. – History and Philosophy of Social Work.
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### **Course: MSW/C004, Social Welfare Services.**

#### **Unit-I**

- Concept of Social Welfare.
- Welfare State.
- Growth and Development of Social Welfare Services in India.

#### **Unit-II**

- Social Welfare Services Under the Five Year Plans.
- Social Welfare Agencies: Government and Non Government Organizations.

#### **Unit-III**

- Central Social Welfare Board: Structure and Functioning.
- Administration of Social Welfare Services in India.
- Social Legislation in a Welfare State with Special reference to India.

#### **Unit-IV**

- Social Welfare and Development Programmes: Child Development, Youth Development, Women's Empowerment, Welfare of the Aged, Handicapped, Welfare of Backward Classes with special reference to Scheduled Castes/Scheduled Tribes, Labour Welfare.

#### **Books Recommended:**

1. Chowdhry, D.Paul – Social Welfare Administration.
2. Government of India – Encyclopaedia of Social Work in India (Selected Chapters).
3. Shastri, Rajaram – Social Service Tradition in India.
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**Course : MSW/C005, Practical Based on Concurrent Field Work. (Observation visit to ten Social Work/ Welfare Agencies, 12 hours per week).**

**Semester : IInd Semester**

**Course : MSW/C006, Social Disorganisation & Contemporary Social Problems.**

#### **Unit-I**

- Social Disorganisation: Concept, Causes, Approaches & Types.

#### **Unit-II**

- Concept of Social Problems.
- Contemporary Indian Social Problems; Alcoholism and Drug Addiction Dowry, Prostitution, Casteism, Communalism, Corruption, Poverty and Unemployment.

#### **Unit-III**

- Juvenile delinquency and Crime; Concept, Theories, Prevention and Control.
- Changing factors of Crime, White-Collar Crime and Organised Crime.

#### **Unit-IV**

- Violence; Forms, Theories and Control Strategies.
- Social defense; Concept and Scope.

#### **Books Recommended:**

1. Ahuja, R. – Social Problems in India.
2. Government of India – Encyclopedia of Social Work in India (Selected Chapters).
3. Mowrer – Disorganization – Personal and Social.
4. Mohan, Brij – India's Social Problems.

5. Pandey, Rajendra – Social Problems of Contemporary India.
6. Sushil Chandra – Sociology of Deviation in India.
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**Course : MSW/C007, Methods of Social Work Intervention.**

### **Unit-I**

- Historical Development of Social Case Work.
- Social Case Work: Meaning, Components, Objectives, Principles, Techniques, Processes, Elements & Recording.

### **Unit-II**

- Steps & Basic Assumption of Social Case Work.
- Worker-Client Relationship in Social Case Work & Principles.
- Approach To/Theories of Social Case Work.

### **Unit-III**

- Historical Development of Social Group Work.
- Social Group Work: Meaning, Objectives, Principles, Processes, Skill and Role of Group Worker.
- Programme, Planning and Development, Recording & Evaluation.

### **Unit-IV**

- Community Organization: Meaning, Objectives, Steps, Assumption, Principles, Models and Strategies.
- Community Organization at different levels.
- Professional Organiser-Role and Skills.
- Development of Democratic leadership.

### **Books Recommended:**

1. Aliss, A.S. – Perspectives of Social Group Work.
2. Bristol, M. – Handbook on Social Case Recording.
3. Brager, G. & Spechet H. – Practice of Community Organization.
4. Conway, R.S. & Fisher, Jog – Effective Case Work Practice.
5. Gentry, Martha – Social Work Practice.
6. Gangrade, K.D. – Community Organisation in India.
7. Harris, F.J. – Social Case Work.
8. Perlman, H. – Social Work Skills.
9. Rothman, B. & Ross, M.G. – Community Organisation: Theory and Practice.

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**Course : MSW/C008, Basic Principles of Social Research.**

**Unit-I**

- Concept and Scope of Social Research, Social Research types and Significance.
- Steps in Scientific Method.
- Selection and Formulation of Research Problem.

**Unit-II**

- Research Design; Concept, Significance and Types.
- Hypothesis: Concept, Types and Significance.
- Sources of Data: Documentary and Field; Primary and Secondary.
- Sampling: Concept, Types and Techniques.

**Unit-III**

- Methods of Data Collection: Questionnaire Schedule Interview, Observation and Case Study.
- Social Survey, Types and Importance.

**Unit-IV**

- Processing of Data.
- Analysis and Interpretation of Data.
- Report Writing.

**Books Recommended:**

1. Johoda, etal. – Research Methods in Social Relations.
2. Young, Pauline V. – Scientific Social Surveys and Research.
3. Moser, A.S. – Survey Methods in Social Investigations.
4. Galtung, Johan – Social Research Methods.
5. Polansky, N.A. – Social Work Research.
6. Lal Das, D.K. – Practice of Social Research.
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**Course : MSW/C009, Communication and Social Work Practice.**

**Unit-I**

- Communication: Concept and Definition, Components, Significance, Steps, Channels, Methods, Barriers.
- Principles and Skills.



## **Unit-II**

- Models and Theories of Communication.
- Forms of Communication: Formal and Informal, Intrapersonal and Inter-personal.
- Verbal/oral and Non-Verbal/Written.

## **Unit-III**

- Directions in Communication: Vertical, Horizontal and Diagonal.
- Media: Representation/Documentation of Reality with special Reference to weaker sections Assessment and Impact.
- Methods and Techniques of Designing and Conducting Campaign.

## **Unit-IV**

- Media Scene in India: Print and Audio-Visual, Effective writing for Media; Press and framing of events, documenting reality, Press-Conference, Press notes.
- Public Relation and crisis Management; Role of Media in perception of crisis; Communication Management in Public relation campaign and crisis-prevention; use of puppets, songs, folk lore, street theatre, posters, logos, exhibitions etc.

### **Books Recommended:**

1. Brown, James W. et. al. (1985) – AV Instruction Technology: Media and Methods, New York; Mcgraw-Hill.
2. Dennis, E.E. and Merrill, John, C. – Basic Issues in Mass-Communication.
3. Gandhi, V.P. – Media and Communication today.
4. Jitendra, M.D. – Organizational Communication.
5. Kutnar, K. – Mass Communication in India.
6. Meikote, Srinivas, R – Communication for Development in the Third World.
7. Moody, Bella – Designing Messages for Development Communication.

**Course : MSW/C010, Practical Based on Concurrent Field Work. (Orientation visits of 10 Agencies 12 hrs. per week).**

### **Semester : IIIrd Semester**

**Course : MSW/C011, Social Policy, Planning and Development.**

## **Unit-I**

- Social Policy; Concept, Aims, Objectives and fields.
- Inter relation between Social Policy, planning and Development.
- Social Policy and Indian Constitution.
- Approaches and Models of Social Policy.

- The Process of Social Policy Formulation.

## **Unit-II**

- Social Planning; Concept, Objectives, Scope, Models, Interrelationship between Social and Economic Planning.
- Social Planning in India: Five Years Plans.
- Social Planning and Social Change.
- Factors to Development of Planning in India.

## **Unit-III**

- Development; Positive and Negative Dimensions.
- Social Development; Concept, Models and Theories.
- Historical and Social Context of Development in India.

## **Unit-IV**

- Sustainable Development; Concept, Strategies, Critical issues.
- Salient Features of Social Development, Thoughts of Gandhi, Vinoba and Jai Prakash Narayan.
- Gandhi and Professional Social Work. Approaches to Social Development; Similarities and Differences.

### **Books Recommended:**

1. Chakraborty, S. – Development Planning – Indian Experience.
2. Dandekar, V.M. (1994) – Role of Economic Planning in India.
3. Ghosh A. – Planning in India: The Challenges for the Nineties.
4. Jacob, K.K. (ed.) – Social Policy in India.
5. Kulkarni, P.D. – Social Policy in India.
6. Kumar, Hajira – Social Work, Development and Sustainable Development.
7. Srivastava, S.P. (ed.) – The Development debate; Critical Perspectives.
8. UNDP – Human Development Report.
9. World Bank – World Development Report.
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### **Course : MSW/C012, Social Welfare Administration and Social Action.**

#### **Unit-I**

- Social Welfare Administration; Concept, Nature, Objectives, Characteristics and Principles.
- Social Welfare Administration; Policy Making and Planning.

## Unit-II

- Problems of Social Welfare Administration in India.
- Function of Social Welfare Administration.
- Central Social Welfare Board.

## Unit-III

- Social Action; Concept, Objectives, Principles, Strategies.
- Model of Social Action.
- Forms of Social Action.
- Eradication of Major Social evils – Dowry, Child Marriage, Child Prostitution, Child Labour, Domestic Violence.

## Unit-IV

- Mobilization and Organization of People; Problems and Approaches.
- Levels, Methods and Importance of Social Action.
- Social Advocacy and Use of Social Action in Social Work.

### Books Recommended:

1. Arora's R.K. (ed.) 1979 – People's Participation in Development Process: Essays.
2. Chowdry, D. Paul – Social Welfare Administration.
3. Goel, Jain, R.K. – Social Welfare Administration. Theory and Practice (Vol. 1&2).
4. Sachdeva, D.R. – Social Welfare Administration.
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### Course : MSW/C013, Social Statistics and Computer Application.

## Unit-I

- Statistics: Meaning, Uses and Limitations, Use of Statistics in Social Work Research.
- Measures of Central Tendency.
- Measures of Correlation.

## Unit-II

- Data Summarization & Analysis of Data.
- Graphical Representation & Diagrammatic Presentation of Data.

### **Unit-III**

- Use of Computer in Research.
- Use of Computer in the Different Fields of Social Work (eg. Industry, Medical and Psychiatry, Rural Development and Practice of Social Work Methods).

### **Unit-IV**

- Uses of SPSS Package in Data Analysis for Social Work.

### **Books Recommended:**

1. Cochran, W.E. – Sampling Techniques.
2. Gupta, S.P. – Statistical Methods.
3. Mac, Millan, W. – Statistical Methods for Social Workers.
4. Mueller and Schuessler – Statistical Reasoning in Sociology.
5. Siegals, Nonparametric Statistics for the Behavioural Sciences, Mc-Graw Hill, Book Company New York, 1956.

### **Course : MSW/E014, Social Ecology, Environment and Management.**

#### **Unit-I**

- Social Ecology: Meaning, Elements; Nexus between Ecology and Environment; Ecology and Development.
- Problems of Ecological Imbalances: Deforestation, Detribalization, Migration and Depopulation, loss of Flora and Fauna, Pollution and Health Hazards.

#### **Unit-II**

- Environment, Natural Resources and life Style; Environment Management – Maintaining, Improving and Enhancing; Current Issues of Environment Displacement.
- International Treaties and Agreements Relating to Environment Conservation.

#### **Unit-III**

- Law Relating to Environment Protection: Forest Conservation Act.
- Environment Protection Act.  
Water (Prevention and Control of Pollution) Act.  
Air (Prevention and Control of Pollution) Act.

#### **Unit-IV**

- Role of Non-Government Organisations in Environment Protection.
- Environment Movements in India.

### **Books Recommended:**

1. Agarwal, S.K. – Industrial Environment: Assessment and Strategy.

2. Burch, W.R. (1987) – Human Ecology and Environment Management.
3. Guha, R. (2000) – Social Ecology.
4. Krishna, M. (1995) – Air Pollution and Control.
5. Mukherjee, R.K. – The Ecological outlook in Society, A.J.S. Vol. 32.
6. Ryding, S.O. (1992) – Environmental Management Handbook.
7. Sapru, R.K. (Ed.) (1987) – Environmental Management in India Vol. II.
8. Sharma, P.D. (1995) – Ecology and Environment.
9. Singh, J.S. & Chaturvedi, O.P. (1981) – Ecology, Environment and Development.
10. Vandana, Shiva (1991) - The Violence of the Green Revolution.
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**OR**

**Course : MSW/E015, Development of Youth and Welfare of the Aged.**

**Unit-I**

- Concept and Characteristics of Youth.
- Emerging Patterns of Youth Culture in Contemporary Indian Society.
- Inter-generation Conflicts.
- Needs and Problems of Youth in Rural and Urban Settings Educated Unemployed Youth in India.
- Youth Unrest and Crime.

**Unit-II**

- National Policy of Youth.
- National Commission on Youth.
- Development of Youth in India : Nehru Yuva Kendra, Balika Mandal, NCC, Employment and Guidance Services, Youth Counselling.

**Unit-III**

- Status and Role of Aged in India.
- Demographic Characteristics of the Aged Population : Longevity, Physical and Mental Health.
- Issues of Neglect, Abuse, Violence and Abandonment of the Aged.

**Unit-IV**

- National Policy and Legislative Provisions for the Aged.
- Schemes for the Welfare of the Aged : Institutional Care, Day Care and Medi-care Unit.

- Preparation for Old Age, Retirement Planning Raising Family and Community Awareness about the Problems of Ageing and the Aged.
- Participation of Senior Citizens in Socio-economics Development.

**Books Recommended:**

1. Ahluwalia, B. – Youth in Revolt.
2. Ahuja R. – Sociology of Youth Sub-Culture.
3. Batten, R.R. – Human Factors in Youth Work.
4. Berstein, S- Youth under Strees.
5. Chandra, S. – Tension in the Youth.
6. Dandekar, K. – The Elderly in India.
7. Desai, M. and Siva Raju – Gerontological Social Work in India.
8. Irudaya, Rajan, et al. – Indian Elderly : Asset or Liability.
9. Khan, M.Z. – Elderly in Metropolis.
10. Krishna, P. and Mahadevan, K. (eds.) – The Elderly Population in the Developing World : Policies, Problems, and Perspectives.
11. Singhivi, L.M. (ed.) – Youth Unrest – Conflict of Generation.

**Course : MSW/E016, Practical Based on Concurrent Field Work related to Ecology & Environment.**

**Or**

**Course : MSW/E017, Practical Based on Concurrent Field Work related to Youth Welfare and Aged.**

**Semester : IVth Semester**

**Course : MSW/C018, Counselling and Social Work Practice.**

**Unit-I**

- Counselling: Meaning, Definition, Needs, Goals, Principles & Methods.
- Steps, Approaches and Models: Western and Indigenoues.
- Counseling Process, Stages of Counselling and Counseling Situations.

**Unit-II**

- Individual Counseling: Client as a person, Voluntary and Non-Voluntary, Expectations, Behavior.
- Marriage, Family and Group Counselling.

### **Unit-III**

- Techniques of Counselling: Initiating Contact, Intake, Report, Establishing Structure, Interaction, Attending Behavior, Observation, Responding, Rating and its Interpretation.
- Counselling in Social Service Organisation: Government and Non-Government.

### **Unit-IV**

- Counselling in Social Work Practice; Social Worker as a Counselor.
- Problems of Counsellors.
- Recent trends in Counselling.
- Training for Counselling.

### **Books Recommended:**

1. Butter, C and Joyce, V. (1998) – Counselling Couples in Relationships, An Introduction to the Relate Approach.
2. Caranagh, M.E. – The Counselling Experience: A Theoretical and Practical Approach.
3. Dava, Indu (1983) – The basic essentials of Counselling.
4. Dryden, W. – Key Issues for Counseling in Action.
5. Dryden, W. – Counseling in Practice.
6. Noonan, E. and Spring, L. (Eds.) (1992) – The Making of a Counselor.
7. Pepinsky, H.B. & Pepinsky, P.N. (1954) – Counseling Theory and Practice.
8. Oldfield, S. – Counselling Relationship.
9. Rao, Narayan – Counselling Psychology.

### **Course : MSW/C019, Human Resource Management.**

#### **Unit-I**

- Concept of HRM and HRD, its objectives, Scope and Principles.
- Principles of organization: Hierarchy, unity of command, authority, co-operation, span of control, supervision, delegation, centralization, de-centralisation.

#### **Unit-II**

- Inter-relationship between HRM and HRD.
- Policies for Employee upliftment.
- Maintaining Discipline, Disciplinary Procedure, Positive aspect of Discipline; Domestic Enquiry, Discharge and Dismissal, Resignation, Retirement.

#### **Unit-III**

- Theories of Organisation: Theory of scientific Management, the bureaucratic theory, the classical theory, the human relations theory.

- Man Power Planning, Selection, Induction, Training, Promotion and Transfer.
- Job Analysis, Job Evolution, Performance Appraisal, Career Planning and Development, Discipline, Wages and Salary Administration.

#### **Unit-IV**

- Training & Development; Establishment of Training needs Strategies, Training Inputs, Evolution of Training Needs, Training Methodology.
- Collective Bargaining and Worker's Participation in Management, Industrial Relationship and Model Grievance Redressal Procedure, Causes of Indiscipline & Procedures of Disciplinary Action.

#### **Books Recommended:**

1. Agnihotri, Vidyasagar (1970) – Industrial Relation in India.
2. Dwivedi, R.S. (1985) – Management of Human Resource.
3. D.M. – Human Resource Development; The India Experience.
4. Doherty – Personal Management and Industrial Relation in India.
5. Flippo, E.B. (1981) – Principles of Personal Management (Vth Ed.).
6. Koontz, H. and Others – Essentials of Management.
7. Luthans, F. – Organisational Behavior.
8. Moorthy, M.V. – Human Resource Management – Psycho-Sociological Social Work approach.
9. Rao, Sudha P. – Human Resource Management – Environment Influence.
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#### **Course : MSW/C020, Dissertation and Viva-Voce.**

#### **Note:**

1. Practical based on Concurrent Field Work in Ist, IInd & IIIrd Semester will be conducted by One External & One Internal examiner appointed by the University.
2. Practical based on concurrent Field Work and Block Placement in IVth Semester will be conducted by the Internal & External examiner appointed by the University. Same board of examiners shall also evaluate the Dissertation Work of the Student and also conduct the Viva-Voce examination.

#### **Specialization Course:**

#### **Course : MSW/E021, Rural Management.**



### **Unit-I**

- Characteristics Features of Indian Rural Community.
- Rural Institution : Family, Marriage and Caste, Caste Panchayat.
- Panchayati Raj Institution: Village Panchayat, Kshetra Panchayat & Zila Panchayat.

### **Unit-II**

- Managerial Economic and Rural Marketing.
- NGO, Project Management and Local Governance.
- Rural Entrepreneurship Development, Rural Financing, Cooperative Management, Strategic Growth Perspective.
- Natural Resource Management, Environment & Right to Information Act.

### **Unit-III**

- People's Participation in Rural Development.
- Role of District Rural Development Agency (D.R.D.A.).
- Role of District Planning & Development Committee (D.P.D.C.).
- Role of Co-Operative, Commercial Bank.
- National Bank for Agriculture and Rural Development (N.A.B.A.R.D.).
- Role and Function of Block Development Officer.

### **Unit-IV**

- Rural Development Programases.
- Land Ownership and Land reforms in India.
- Rural Planning and Reconstruction.

### **Books Recommends:**

1. Beteille, Andre – Caste and Power.
2. Chaturvedi, T.N. – Panchayati Raj : Selected Articles.
3. Desai, A.R., Introduction and Rural Sociology in India-Society of Agriculture and Economics.
4. Government of India – Panchayat Raj at a Glance.
5. Mishra, S.N. – Rural Development Planning: Design and Methods.
6. Malcolm Moseley – Rural Development: Principles and Practice.
7. Singh, Katar – Rural Development: Principles, Policies and Management.
8. T. Satpathy and R.K. Pany – Rural Banking.
9. Yerram, Raju B. – Commercial Banks and Rural Development: Issues and Trends.

**OR**

**Course : MSW/E022, Industrial Relation's And Personal Management.**

**Unit-I**

- Industrial Relations: Concept, Objectives, Scope, Important Determinant and Reflectors, Various Approaches to Industrial Relations.
- Industrial Relations Policy in India.

**Unit-II**

- Industrial Disputes: Concept, Causes and Magnitude.
- Industrial Disputes Act, 1947.

**Unit-III**

- Collective Bargaining: Concept, Objectives, Principles, Forms & Methods.
- Participative Management: Concept, Objectives & Scope.
- Approaches to Participation.
- Current Scheme of Worker's Participation in Management in India and Quality Circle.

**Unit-IV**

- The Problems and Practice of Welfare and its Administration in Industrial Setting, Scope, Practices, Gaps and Suggestions.
- Social Security Meaning, Different Methods and Philosophies of Social Security.
- Compensation and Salary Administration.
- Labour Legislation in India – The Factories Act, 1948. The Minimum wages Act, 1948. The Payment of Wages Act, 1936. The Contract Labour (Regulation And Abolition) Act, 1970. The Workman's Compensation Act, 1923. The Meternity Benefit Act, 1961.
- The Industrial Employment (Standing Orders) Act, 1946.

**Books Recommends:**

1. Birg Ivan (1970) – Industrial Sociology.
2. Hallen, G.C. (1967) – Dynamics of Social Security.
3. Memoria, C.B. – Dynamic of Industrial Relations.
4. Monappa, Arun – Industrial Relations.
5. Punekar, S.D. and Others – Labour Welfare, Trade Unionism and Industrial Relations.
6. Singh, Surendra – Industrial Relations and Personnel Management in India.

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**OR**

**Course : MSW/E023, Medical and Psychiatric Social Work.**

**Unit-I**

- History of Medical and Psychiatric Social Work.
- Medical Social Work: Concept, Scope, Principles, Approaches & Skills.
- Socio-Psycho-Somatic Study of Illness & Diagnosis.
- Role of Medical Social Worker in Various Medical Settings.

**Unit-II**

- Psychiatric Social Work: Concept of Mental Health and Mental Illness.
- Stress and Stress Related Diseases.
- Psycho-Somatic Diseases.
- Mental Health Act, 1987.
- Role of Psychiatric Social Worker in the Mental Hospital.

**Unit-III**

- Hospital Organisation – Hospital Staff and Position of Medical Social Worker in the Hospital.
- Hospital Management.
- Counselling and Psychotherapy.
- Family Therapy and Group Therapy.

**Unit-IV**

- Infections and Communicable Diseases – Typhoid, Leprosy, Tetanus, Diphtheria, Cholera, Malaria, Small Pox, AIDS, STD, Tuberculosis, Cancer.
- Cardiac Illness.
- Common Diseases and their Treatment.

**Books Recommended:**

1. Adelson, D. and Kallts, L.B. (ed.) – Community Psychology and Mental Health.
2. Alfred, Deon – The Social Setting of Mental Health.
3. Goldstein, D. – Expanding Horizons in Medical Social Work.
4. Huessey, H.R. – Mental Health with Limited Resources.

5. Juggi, O.P. – Mental Tension and the Causes.
6. Mohan, B. – Social Psychiatry in India.
7. Todd, Joan – Social Work with Mentally Subnormal.
8. WHO – Social Dimensions of Mental Health.

**OR**

**Course : MSW/E024, Correctional Social Work.**

**Unit-I**

- Correctional Social Work: Concept, Scope and Techniques.
- Application of Social Work Methods in the Institutional and Non-Institutional Correctional Setting.
- Dilemmas of Custody – Corrections Mix.

**Unit-II**

- Corrections: A Component of the Criminal Justice System.
- Community based Corrections: Probation, Parole and After-Case.
- Group Counselling and Group therapy in Correctional Institutions.

**Unit-III**

- Problems of Trained Social Workers in Correctional Settings.
- Future of Correctional Social Work: Trends and Perspective.
- Social Case Work in Correctional Settings, Case Conferences, Role of Other experts in the Correctional Work.
- Follow up and rehabilitation of Criminals.
- Social Work with Women Criminal and Social Work with Habitual Offenders.
- Social Work with Suicides.

**Unit-IV**

- Legal forms Work of Corrections in Institutional Settings: Prison Act, 1894; and Prisoners Act, 1900. Juvenile Justice (Care and Protection) Act, 2002.
- Legal Fram Work of Community – Based Corrections, Probation of Offenders, Act, 1958. Rules for Parole and Pre-Mature Release of Prisoners.

**Books Recommended:**

1. Bhattacharya, S.K. – Social Defense in India.
2. Bhusan, Vidhya – Prison, Administration in India.
3. Dativ, R.N. – Prison and Society.
4. Johnson, E.H. – Crime, Corrections and Society.
5. Srivastava, S.P. – The Probation System.

6. Srivastava, S.P. – Juvenile Justice in India.
7. Srivastava, S.P. – The Indian Prison Community.
8. Srivastava, S.P. – Role of Social Workers in the Prevention of Crime, and Treatment of Offenders, Social Defense.

**Course : MSW/E025, Practical based on Concurrent Field Work and Block Placement related to Rural Management.**

**OR**

**Course : MSW/E026, Practical based on Concurrent Field Work and Block Placement related to Industrial Relations and Personal Management .**

**OR**

**Course : MSW/E027, Practical based on Concurrent Field Work and Block Placement related to Medical and Psychiatric Social Work.**

**OR**

**Course : MSW/E028, Practical based on Concurrent Field Work and Block Placement related to Correctional Social Work.**

**Note:**

1. Practical based on concurrent Field Work and Block Placement in IVth Semester will be conducted by the Internal & External examiner appointed by the University. Same board of examiners shall also evaluate the Dissertation Work of the Student and also conduct the Viva-Voce examination.