

Semester Based Curriculum

for

B.A. (Hons) Social Work

Rules, Regulations and Course Content

University of Delhi

Delhi

(2011-2012)

SEMESTER BASED UNDER-GRADUATE HONOURS
COURSES

Distribution of Marks & Teaching Hours

The Semester-wise distribution of papers for the B.A. (Honours), B.Com. (Honours), B. Com., B.Sc. (Honours) Statistics and B.Sc. (Honours) Computer Science will be as follows:

Type of Paper	Max. Marks	Theory Exam.	I.A.	Teaching per week
Main Papers	100	75	25	5 Lectures 1 Tutorial
Concurrent Courses	100	75	25	4 Lectures 1 Tutorial
Credit Courses for B.Sc.(Hons.) Mathematics	100	75	25	4 Lectures 1 Tutorial

- ❖ Size of the Tutorial Group will be in accordance with the existing norms.
- ❖ The existing syllabi of all Concurrent/Credit Courses shall remain unchanged.
- ❖ The existing criteria for opting for the Concurrent /Credit Courses shall also remain unchanged.

The schedule of theory papers and field work prescribed for six semesters is as follows:

Level	Course	Title of Papers	
Semester-1	SW 101	Beginnings of Social Work	
	SW 102	Fundamental of Social Work	
	SW 103	Sociology for Social Work	
	Field Work	Concurrent Field Work	
	Paper	Concurrent – Qualifying Language (College specific)	
Semester-2	SW 201	Basic Concepts in Psychology	
	SW 202	Contemporary Social Concerns	
	SW 203	Social Psychology	
	Field Work	Concurrent Field Work	
	Paper	Concurrent – Credit Language (College specific)	
Semester-3	SW 301	Working with Individuals	
	SW 302	Working with Groups	
	SW 303	Social Deviance and Social Problems	
	Field Work	Concurrent Field Work	
	Paper	Concurrent – interdisciplinary (College specific)	
Semester-4	SW 401	Community Organization	
	SW 402	Communication and Development	
	SW 403	Physical, Mental and Community Health	
	Field Work	Concurrent Field Work	
	Paper	Concurrent – Discipline Centered-I (College specific)	

Semester-5	SW 501	Social Policy and Social Development	
	SW 502	Social Legislation and Human Rights	
	SW 503	Social Action and Movements	
	SW 504	Areas of Social Work Practice-I	
	Field Work	Concurrent Field Work	
Semester- 6	SW 601	Social Welfare and Administration	
	SW 602	Research in Social Work	
	SW 603	Areas of Social Work Practice-II	
	SW 604	NGO Management	
	Field Work	Concurrent Field Work	
	Paper	Concurrent – Discipline Centered-II (College specific)	

Level : Semester I
Course : SW 101
Title of Paper : Beginnings of Social Work

Objectives:

1. Introducing students to History and Evolution of Social Work.
2. Apprising students on social work as a profession.

Course Content:

Unit I: Origin of Social Work

- Victorian Origin of Social Work
- Industrial Revolution and the World Wars, their impact on the society

Unit II: Development of Social Work Practice

- Evolution of Social Work in England and USA: English Poor Laws and Charity Organization Society, Settlement House Movement
- Beginning of Social Work Education and Contribution of Octavia Hill and Others

Unit III: Social Service Tradition and Reforms in India

- Social Service Tradition in India: Concept of Charity in Ancient and Medieval India, Dana-dharma, Zakat, etc.
- 19th Century Reformers and Reform Movements in India: Nature and Critique.

Unit IV: Development of Social Work in India

- Gandhian Social Service Tradition
- Voluntarism and History of Social Work Profession in India

Unit V: Emerging Trends in Social Work

- Contemporary debates and sites of practice: settings and interventions
- Impact of globalization on social work education and practice

Readings:

Banerjee, G.R.	2000	Papers on Social Work, Mumbai: T.I.S.S. (Unit I)
Dominelli, L.	2004	Social Work : Theory and Practice for a Changing Profession, UK: Polity. (Unit II)
Nair, T.K.	1981	Social Work Education and Social Work Practice in India, Madras: Association of Schools of Social Work. (Unit III & IV)
Wadia, A.R. (Eds.)	1968	History and Philosophy of Social Work in India, Mumbai: Allied Publisher Private Ltd. (Unit III & IV)
Compton, B.R.	1979	Social Work Processes, Illinois: The Dorsey Press. (Unit II)

Gore, M.S.	1965	Social Work and Social Work Education, New Delhi: Asia Publishing House. (Unit III & IV)
Healy, Karen	2000	Social Work Practices, London: Sage Publications. (Unit V)
Jacob, K.K.	1994	Social Work Education in India, N. Delhi: Himanshu Publications. (Unit IV & V)
Woodroffe, K.	2000	From Charity to Social Work - In England and the United States, London: Routeledge & Kegan Paul. (Unit I & II)

Level : Semester I
Course : SW102
Title of Paper : Fundamentals of Social Work

Objectives

1. Understand the basic concepts of social work.
2. Gain an understanding about contemporary ideologies of social work
3. Orient students about the recent trends and theoretical perspectives to social work practice

Course content:

Unit-I: Basic Concepts of Social Work

- Concept, definition, goals, scope and functions of professional social work
- Social service, social welfare, social reform, social development, social justice and social security

Unit-II: Values and Principles Social Work in Profession

- Assumptions, values, principles of social work
- Social work as a profession: Debates on professionalization

Unit III: Theoretical Perspectives to Social Work Practice

- Systems and ecological perspectives
- Role theory and communication theory
- Radical and Marxist approaches and emancipatory social work
- Integrated approach to social work practice and generalist social work practice

Unit IV: Contemporary Perspectives for Social Work

- Postmodernism: Relevance and significance of postmodern theory to social work
- Feminist perspectives: Critical theoretical perspective and implications for social work practices
- Multiculturalism: Critical debate within social work

Unit V: Social Work Engagements

- Social work with marginalized
- Empowerment and advocacy
- Role of professional social worker

Readings:

- | | | |
|---|------|--|
| Chambon, Adrienne .S; Irving, I; Epstein, L. (Eds) | 1999 | Reading Foucault for Social Work. New York: Columbia University Press (Unit IV) |
| Bradford,W. Sheafor, Charles, R. Horejsi, Gloria A. | 1997 | Techniques and Guidelines for Social Work, Fourth Edition. London; Allayn and Bacon, Viacom Company (Unit I) |
| Dasgupta,Sugata | 1964 | Towards a Philosophy of Social Work in India, New Delhi; Popular Book Services (Unit I) |
| Desai,Murli | 2002 | Ideologies and Social Work (Historical and Contemporary Analysis) Jaipur; Rawat Publication. (Unit I & II) |
| Diwakar,V.D. | 1991 | Social Reform Movements in India,Mumbai; Popular Prakashan. (Unit I) |
| Dobois,Brenda,Krogurnd,Kalra, Micky IIIrd Edition | 1999 | Social Work An Empowering profession,London;Allay & Bacon. (Unit I, II & V) |
| Charles,Guzzetta, Katz Arthur J. and English Recharad A | 1984 | Education for Social Work Practice, selected International Models, New York; Council on Social Work Education. (Unit II) |
| Desai,M. | 2000 | Curriculum Development on History of Ideology for Social Change and Social Work, Social Work Education and Practice Cell,Mumbai. (Unit IV) |
| Timms Noel & Timms,Rita | 1997 | Prespective in Social Work,London,Routledge & Kegan Paul. (Unit II, III & IV) |
| Skidmore,R.A. & others | 1991 | Introduction to Social Work, New Jersey,Prentice Hall (Unit I & II) |
| Friedlander,W. & Apte,Z | 1982 | Introduction to Social Welfare, Vth ed. New Delhi,Prentice Hall (Unit I & II) |
| Davies, Martin | 1981 | Essential Social Worker A Guide to Positive Practice, London,Heinemann (Unit I & II) |

Level : Semester I
Course : SW 103
Title of Paper : Sociology for Social Work

Objectives:

- Orient the students about the basic sociological concepts.
- Inculcate among students skills to understand and analyze social structure.

Course Content:

Unit I: Understanding Sociology

- Evolution of human society: Theories and approach, definition and characteristics
- Origin of Sociology as Social Science and its relationship with Social Work

Unit II: Outline to Social Thought

- Positivism
- Functionalism & Conflict
- Structuralism
- Post-Modernism

Unit III: Basic Sociological Concepts

- Social Groups and Community
- Association and Institution
- Social Structure: Role & Status
- Norms, Values and Culture: Meaning and Relationship with individual and society

Unit IV: Social Processes

- Assimilation, Cooperation, Competition and Conflict
- Socialization: Meaning and Agencies
- Social Control: Formal and Informal means of social control

Unit V: Social Realities and Concerns

- Social construction and social identity
- Social Stratification: caste and class, power and authority
- Social Mobility

Readings:

Berger, P.L. 1963 An invitation to Sociology: An Humanistic Perspective, Harmondsworth, Penguin. (Unit I)

- Bottommore, T.B. 1971 Sociology- A Guide to Problem and Literature, Bombay, George Allen and Unwin. (Unit-II)
- Davis, K. 1969 Human Society, New York, Macmillan
- Giddens, A. 1999 Sociology, Cambridge, Polity Press. (Unit II & III)
- Giddens, A., 2003 Capitalism and Modern Social theory, Cambridge, University Press (Unit II)
- Giddens, A., & Turner, J. 1987 Social Theory Today, Cambridge: Polity Press. (Unit II & IV)
- Gupta, D. (ed.) 1997 Social Stratification, Delhi, Oxford University Press
- Maclver & Page 1974. Society: An Introductory Analysis, Jaipur, Macmillan India Ltd. (Unit I, II & III)
- Shah, A. M. 1998 The Family in India: Critical Essays, Orient Longman (Unit III)
- Sharma, K. L. 1994 Social Stratification and Mobilty, Jaipur, Rawat Publications. (Unit IV & V)
- Sharma, K. L., ed. 1995 Social Inequality in India, Profiles of Caste, Class, Power and Social Mobility, Jaipur, Rawat Publications (Unit IV)
- Srinivas, M. N. 1980 Indian Social Structure, Delhi, Hindustan Publishing Co. (Unit III, IV & V)
- Srinivas, M. N. 2005 Social Change in Modern India, New Delhi, Allied Publishers. (Unit IV & V)
- Thio, Alex 1989 Introduction to Sociology, New York, Harper & Row Publishers (Unit I & II)

Level : Semester II
Course : SW 201
Title of Paper : Basic Concepts in Psychology

Objectives –

1. Understand the basic concepts and processes in psychology.
2. Develop critical understanding about personality development.
3. Acquire knowledge for applying concepts of psychology in social work.

Course Contents:

Unit I: Basic Psychological Processes

- Understanding Psychology for Social Work
- Learning
- Motivation
- Emotion
- Intelligence

Unit II: Growth and Development

- Meaning and Principles of growth and development
- Difference between growth and development
- Developmental Tasks

Unit III: Life Span Stages

- Prenatal Period
- Postnatal Period: Eric Erikson's stages of development
- Child rearing practices

Unit IV: Personality Development

- Concept of Personality
- Determinants of Personality: Role of Heredity and Environment in Personality Development

Unit V: Theories of Personality

- Freud: Psychoanalytical Theory
- B.F. Skinner: A Behaviouristic Learning Theoretical Approach to Personality
- Carl Rogers: Humanistic Theory

Readings:

Core Readings:

Hilgard, E.R and Others 1979 "Introduction to Psychology", New York, Harcourt Brace Jovanovich Inc. **(Unit-I)**

- Morgan and King 1979 “Introduction to Psychology”, New Delhi, 4th Edition Tata Mc Graw Hill, publishing company ltd. **(Unit-II)**
- E.R. Hilgard, R.C. Atkinson, 1979 “Introduction to Psychology”, New Delhi, **(Unit-III)**
- Elizabeth B. Hurlock 1976 “Personality Development”, New Delhi, Tata Mc Graw Hill Publishing Co. Ltd. **(Unit-IV)**
- Hall and Lindzey 1978 “Theories of personality”, New York, John Wiley and Sons.**(Unit IV, V)**
- Iqbal Shariff 2006 “Personality Development and Social Work, Raj Publishing House, Jaipur, India.**(UnitIV, V)**
- IN HINDI**
- Chowdhary Richa 2006 “Manovigyan Tatha Manovagyanik Prakriyaen” New Delhi, Radha Publication,Daryaganj. **(Unit-1,2,3,4,5,)**
- Chowdhary Richa 2010 “Viksatmak Manovigyan” New Delhi, Naman Prakashan, Daryaganj. **(Unit-II,III)**
- Jaiswal,Sitaram 1994 Samanya Manovigyan, Arya Book Depot, Karol - Bagh, New Delhi.**(Unit I, II & III)**

SUGESSTED READINGS—

- Mathur and Sharma 1995 “Health Hazards, Gender and Society”, Jaipur, Rawat.
- Morgan and King 1979 “Introduction to Psychology”, New Delhi, 4th Edition Tata Mc Graw Hill, publishing company ltd.
- Naidu,G.S and Nakhate V.S 1985 “Child Development Studies” in India Bombay, TISS.
- Elizabeth B. Hurlock 1976 “Personality Development”, New Delhi, Tata Mc Graw Hill Publishing Co. Ltd.
- E.R. Hilgard, R.C. Atkinson, 1979 “Introduction to Psychology”, New Delhi,
- R.L. Atkinson Mohan Primplani. Oxford & IBH Publishing Co. 66, Janpath.
- Skinner B F 1938 “The Behaviour Of Organism”, New York, Appleton-Country Crafts.

Level : Semester II
Course : SW 202
Title of Paper : Contemporary Social Concerns

Learning Objectives:

- Understand contemporary social concerns.
- Appreciate the role of social work in dealing with contemporary concerns.
- Develop an understanding in dealing with social concerns.

Contents:

Unit I: Understanding Social Problems

- Social Problems: Concept and Nature
- Types of Social Problems
- Social Work response to social problems

Unit II: Gender and Related concerns

- Understanding Gender
- Gender discrimination
- Gender based violence

Unit III: Vulnerable Groups

- Street and Working Children
- SC, ST, OBC and Minorities
- Differently Abled.

Unit IV: Health Issues and Concerns

- Reproductive and Child Health
- HIV/ AIDS
- Stress and Mental Health

Unit V: Environment Disasters and Society

- Climate Change
- Global Warming
- Disasters

Readings:

Ahuja, Ram	1997	Social Problem in India, Jaipur, Rawat Publication. (Unit I)
Becker, H.S.	1966	Social Problems- A Modern Approach, New York, John Wiley & Sons (Unit I)

- Chandra, S. Sociology of Deviation in India, New Delhi, Allied Publisher. (Unit I)
- Madan, G. R. 1981 Indian Social Problems, New Delhi, Allied Publisher. (Unit II, III & IV)
- Merton, R. K. 1971 Contemporary Social Problems, Harcourt Brace Jovanovich, and Nisbet, New York. (Unit III, IV & V)
Robert A
- Rao, M.S.A. 1980 Urban Sociology, New Delhi, Manohar Publication. (Unit IV & V)

Level : Semester II
Course : SW 203
Title of Paper : Social Psychology

Learning Objectives:

1. To investigate the manner in which behaviour, feelings and thoughts are influenced.
2. To understand interpersonal and societal issues.

Unit I: Nature and Scope of Social Psychology

- Social Psychology: An introduction
- Methods of social psychology.
- Relevance of social psychology to social workers.

Unit II: Concepts in Social Psychology

- Social Perception
- Social Cognition
- Social Influence
- Interpersonal attraction

Unit III: Groups and Group processes

- Definition and Types of Groups
- Group development, Group dynamics
- Leaderships: Traits, styles and types

Unit IV: Social Attitudes

- Social attitudes: Definition, Features and formation, measurement and change.
- Prejudice and Discrimination
- Stereotypes

Unit V: Crowd Psychology and Aggression

- Crowd, mob psychology, dynamics of a crowd
- Aggression- Nature, Cause and Control

Readings:

- | | | |
|---|------|--|
| Aronson, E., Wilson, T.D., & Akert, R.M. | 2007 | Social Psychology (6 th Ed.) Prentice Hall, NJ. (Unit I,II,III,IV,) |
| Baron R.A., Branscombe N.R., Byrne D., Bhardwaj G | 2010 | Social Psychology (12 th Ed.) Pearson, Delhi. (Unit I,II,III,IV,V) |
| Baron, R.A & Byrne, D. | 2006 | Social Psychology (10 th Ed.) Pearson Education Inc., New Delhi. (Unit I,II,III,IV,V) |

Feldman, Robert, S.	2001	Social Psychology (3 rd Ed.) Prentice Hall, NJ. (Unit I,II,III,IV,)
Franzoi,S.	2009	Social Psychology(5 th Ed.) Mc Graw-Hill, New York. (Unit I,II,III,IV,)
Hogg, Michael A. and R. Scott Tindale (eds).	2002	Blackwell Handbook of Social Psychology: Group Process. Blackwell Publishing,. (Unit I,II,III,IV,)
Hogg. Michael A., Vaughan Graham M.,	1995	Social psychology An Introduction, 7 Grosvenor place, Brookvale, New South Wales, Australia. (Unit I,II,III,IV,)
Kuppuswami.B.	1994	Socialpsychology, Asia Publishing House, Bombay (Unit I,II,III,IV,)
Lippa,R.A.	1990	Social Psychology Wardsworth Publishers, California. (Unit I,II,III,IV,)
Lindgren H.C,	1962	Introduction To Social Psychology, John wiley and Sons (2 nd Edition),Ansari Road,Darya Ganj, New Delhi. (Unit I,II,III,IV,)
Myers,D.G.	2010	Social Psychology (10 th Edition) Mc Graw-Hill, New York. (Unit I,II,III,IV,)
Paliwal S.,	2002	Social Psychology, RBSA Publishers, Jaipur (Unit I,II,III,IV,)
Raven,B.H. & Rubin,J.Z.	1983	Social Psychology – John Wiley & Sons, New York. (Unit I,II,III,IV,)
Sharan A.K	1999	Social Psychology, Ajay Verma Commonwealth Publishers 4831/24, Prahlad Street, Ansari Road, Daryaganj. (Unit I,II,III,IV,)
Worchel S. & Cooper J.	1979	Understanding Social Psychology, The Dorsey Press, Illinois. (Unit I,II,III,IV,V)

Level : Semester III
Course : SW 301
Title of Paper : Working with Individuals

Objectives:

1. Understand social case work as a method of social work.
2. Develop abilities to critically analyze problems of individuals as well as families and factors affecting them.
3. Enhance understanding of the basic concepts, tools techniques skills and process.
4. Develop ability of establishing and sustaining a working relationship with the client.

Contents:

Unit I: Introduction to Social Case Work

- Concept of social casework: meaning, nature, objectives and importance
- Historical development of social case work
- Principles of social case work
- Components of social case work : person, problem, place and process

Unit II: Understanding Clients

- Basic human needs
- Types of problems faced by individuals and families
- Factors obstructing personality development of individuals
- Concept of social role and reasons for poor role performance

Unit III: Approaches to Social Case Work

- Task-centered approach
- Social-psychological approach
- Problem solving approach
- Integrated approach of practice

Unit IV: Tools, Techniques and Skills of Social Case Work

- Client-worker relationship and use of authority
- Case work tools: listening, observation, interview and home visits
- Skills of case work: communication, resource mobilization, rapport building and case work recording

Unit V: Process of Social Case Work Practice

- Phases of case work process: study, assessment, intervention, termination and evaluation
- Application of case work in different settings: family, hospital, mental health, schools and residential institutions.

Readings:

- Beistek, F.P. 1957 The Casework Relationship. Chicago: Loyola University Press.(Unit-IV)
- Hamilton, G. 1956 Theory and Practice of Social Casework. New York: Columbia University Press. (Unit-V)
- Mathew, G. 1992 An Introduction to Social Casework. Bombay: Tata Institute of Social Sciences.(Unit-II)
- Pearlman, H.H. 1957 Social Casework: A Problem Solving Process. Chicago: The University of Chicago Press.(Unit-II)
- Skidmore, R.A. & Thakhary, M.G. 1982 Introduction to Social Work. New Jersey: Prentice Hall. (Unit-I)
- Timms, N. 1964 Social Casework: Principles and Practice. London: Routledge and Kegan Paul.(Unit-I)
- Timms, N. 1972 Recording in Social Work. London: Routledge and Kegan Paul.(Unit-IV)
- Werner, H.D. 1965 A Rational Approach to Social Case Work. New York : Association Press.(Unit-III)
- Younghusband, E. 1966 New Development in Case Work. London: George Allen and Unwin.(Unit-III)

Level : Semester III
Course : SW 302
Title of Paper : Working with Groups

Objectives

1. Develop understanding of group work as a method of social work.
2. Gain knowledge about group formation and use of a variety of group approaches.
3. Develop knowledge, skills and techniques to be used by the social worker in groups.
4. Understanding group as an instrument of change.

Contents:

Unit I: Introduction to Social Group Work

- Social groups: meaning, characteristics, types and significance
- Concept of group work: Evolution, characteristics and objectives
- Basic values and principles of group work
- Models of group work practice

Unit II: Groups Processes and Dynamics

- Group behavior
- Communication and interaction pattern
- Group cohesion & conflict

Unit III: Development of the Group

- Stages of group work: planning, beginning, middle and ending phases
- Use of programme as a tool: importance, principles and elements.
- Role of group worker in different stages of group work practice

Unit IV: Skills and Techniques of Social Group Work

- Group work skills: facilitation, analytical thinking, leadership and recording in group work
- Techniques of group work: group counseling group discussion, group decision-making, role play, programme media and group sessions

Unit V: Social Group Work in Different Settings

- Application of group work with different groups: children, adolescents elderly persons, women and persons with disability
- Areas of group work practice: Health education, substance abuse, schools, labour welfare, juvenile delinquency

Readings:

- Balgopal, P.R.& Vassil, T.V. 1983 Groups in Social Work: An Ecological Perspective. New York: Macmillan.(Unit-I)
- Brown, Allan 1994 Group Work. Hampshire: Ashgate.(Unit-I)
- Douglas, T. 1972 Group Processes in Social Work: A Theoretical Synthesis. Chicester: Johan Wiley & Sons.(Unit-II)
- Geoffrey, L.G. & Ephross, P.H. 1997 Group Work with Population at Risk. New York: Oxford University Press.(Unit-V)
- Konopka, G. 1963 Social Group Work: A Helping Process. Englewood Cliffs: Prentice.(Unit-II)
- Toseland, R.W. & Rivas, R. 1984 An Introduction to Group Work Practice. New York: MacMillian.(Unit-III)
- Trecker, H.B. 1972 Social Group Work: Principles and Practices. New York: Association Press.(Unit-IV)
- Wilson, G. & Ryland, G. 1949 Social Group Work Practice. Cambridge: Houghton Mifflin Company.(Unit-I)

Level : Semester III
Course : SW 303
Title of Paper : Social Deviance and Social Problems

Objectives:

1. Understand the concept of social deviance and social change.
2. Identify the major factors contributing to the emergence of social problems.
3. Understand the role of social worker in dealing with the social problems

Course Content

Unit I: Social Deviance

- Concept of social conformity and deviance
- Theories of social deviance

Unit II: Social Change

- Social change: Concept and factors
- Theories of social change

Unit III: Violence in Indian Society

- Concept and nature of violence in Indian society
- Communal violence
- Violence against children

Unit IV: Social Problems

- Drug addiction, HIV/AIDS, beggary, prostitution, and suicide
- Environmental degradation
- Displacement and development

Unit V: Social Defence

- Social defence: Concept, nature, and scope
- Areas of Social defence, Policies and Programmes
- Social defence services in India
- Social defence and voluntary organisations

Readings:

- Baig, M. A. A. 1996 Environment, Law and Justice, Regency Publications, New Delhi
- Bhattacharya, S. 2003 Social Defence: An Indian Perspective. Regency Publications, New Delhi. (Unit V)
- K. Clinard, M. B. 1963 Sociology of Deviant Behaviour Holt, Rinehart and Winston Inc., Holt. (Unit I)
- Cohen, A. K. 1968 Deviance and Control, Prentice Hall India, New Delhi

- Domenech, J. 1981 Violence and its causes, UNESCO, Paris. (Unit I & II)
M. et. Al.
- Giddens, A. & 1987 Social Theory Today, The Polity Press, Cambridge. (Unit
Turner, J. (eds.) I)
- Helfer, M. E. 1997 The Battered Child, University of Chicago Press, U.S.A.
(Unit III)
- Madan, G. R. 1981 Indian Social Problems, Allied Publishers, New Delhi.
(Unit IV)
- Mann, J. 1992 AIDS in the world: A Global Report, TISS, Mumbai.
(Unit III)
- Singh, R. 1988 Collective Violence: Genesis and Response, IIPA, New
Delhi. (Unit III)
- Thomas, G. 1992 AIDS in the world: A Global Report, TISS, Mumbai.
(Unit IV)
- Thukral, E. G. 1992 Big Dams, Displaced People: River of Sorrow, River of
change, Sage Publications, New Delhi. (Unit IV).

Level : Semester IV
Course : SW 401
Title of Paper : Community Organization

Objectives:

- To develop understanding regarding community organization as a method of social work
- To understand the critical elements of community organization practice
- To enhance critical understanding of the models and strategies for community.

Course Content:

Unit- I Understanding Community

- Concept of community: Sociological, cultural and social work
- Perspective of community- geographical and functional community
- Functions of community.
- Historical Development of community work.

Unit- II Community organization as a Practice

- Concept of Community Work, Community Organization and Community Development
- Principles of community organization.
- Processes in community organization- steps and applications.
- Models of community organization and its application.

Unit III Strategies in Community Organization

- Strategies and techniques in Community Organization
- Role of community Organizer

Unit IV Community Dynamics

- Understanding community power structure.
- Empowerment and capacity building through communities.
- People's participation.

Unit V: Application of Community Organization.

- Community Organization with rural and urban communities.
- Community Organization with vulnerable Communities.

Readings:

- | | | |
|------------------------------------|------|--|
| Cox Fred | 1987 | Community Organization, Michigan: F.E. Peacock Publishers (Unit I) |
| Dhama, O.P. & Bhatnagar, O.P. | 1994 | Education and Communication for Development New Delhi: Oxford & IBG Pub. CO. Pvt. Ltd. (Unit III) |
| Dunham Arthur | 1962 | Community Welfare Organization: Principles and Practice, New York: Thomas Crowell (Unit II) |
| Gangrade, K.D. | 1971 | Community Organization in India, Mumbai: popular Prakashan (Unit IV) |
| Khinduka, S.K. & Coughlin, Bernard | 1965 | Social Work in India, New Delhi: Kitab Mahal (Unit V) |
| Milson Fred | 1973 | An Introduction to Community Work, Rutledge & Kegan Paul, New Delhi: London OXFORD & IBH Publishing Co. Pvt. Ltd (Unit III) |
| Riss, Murray & Lappin, Ben | 1967 | Community Organization: Theory, Principles and Practice, New York: Harper & Row (Unit I) |
| Somesh Kumar | 2002 | Methods for Community Participation: A complete guide for practitioners, New Delhi: Sage Publication (Vistaar) (Unit I) |
| Korten, David C. | 1980 | Community Organization and Rural Development: A Learning Process Approach, Public Administration Review, Vol. 40 No. 5 (Sep-Oct, 1980), pp. 480-511. (Unit IV) |
| Lee Judith | 2001 | The Empowerment Approach to Social Work Practice: Building The Beloved Community, Columbia Press (Unit IV) |
| Vettivel, Surendra | 1992 | Community Participation: Empowering the Poorest: Role of NGOs, New Delhi: Vetri Publishers (Unit IV) |
| Ross, M.G. | 1967 | Community Organization. Theory, Principle and Practice, New York: Harper & Row (Unit V) |
| Siddiqui, H.Y. | 1997 | Community Organization in India. New Delhi: Harnam (Unit I) |

Level : Semester IV
Course : SW 402
Title of Paper : Communication and Development

Objectives:

1. Understand communication in the context of development
2. Acquire skills in effective communication
3. Enhance the capacities in application of development communication tools.

Unit I: Understanding Communication

- Communication: concept, significance, principles, process.
- Forms of communication: Verbal, non-verbal and written
- Development Communication
- Communication in Social Work Profession

Unit II: Connecting Self and Communication

- Self Awareness in communication
- Listening- stages, functions, barriers
- Improving communication competence

Unit III: Effective Communication

- Types of Communication: Intrapersonal, Interpersonal, group communication and mass Communication
- Barriers in Communication
- Communication as a tool for social development

Unit IV: Mass Communication

- Traditional and modern means of mass communication
- Propaganda and public opinion
- Role of mass communication in social change

Unit V: Communication for Development Practice

- Information Education and Communication - relevance, types, effective usage
- IEC and Development Practice
- Participatory communication: group discussion, focus group discussion

Readings:

Gamble, T.K. & Gamble, M	2002	'Communication Works'. McGraw Hill. (Unit I)
Knapp, M.L. & Miller, G.R.	1985	'Handbook of Interpersonal Communication'. Sage Publications. (unit I & II)
Melkote, Srinivas	1991	'Communication for Development in the Third World, Theory and Practice' Sage Publications.

		(Unit III)
Owen, Hargie	2006	'The Handbook of Communication Skills'. Routledge. (Unit III)
Treholm, Sarah	1993	'Thinking through Communication: AN Introduction to the Study of Human Communication'. Allyn & Bacon. (Unit IV)
Thompson, Neil	2003	'Communication and Language: A Handbook of Theory and Practice' Palgrave. Macmillan. (Unit II & III)
Morreale, Spitzberg & Barge	2001	"Human Communication: Motivation, Knowledge and Skills' Wadsworth, Thomson Learning. (Unit III & IV)
Narula, Uma	2006	'Handbook of Communication: Models, Perspective, Strategies'. Atlantic. (Unit II)
Narula, Uma	2006	'Dynamics of Mass Communication: Models, Perspective, Strategies'. Atlantic. (Unit IV)

Level : Semester IV
Course : SW 403
Title of Paper : Physical, Mental and Community Health

Objectives:

1. Develop an understanding about dimensions of health
2. Gain knowledge about physical, mental and community health
3. Develop skills to work with health setting.

Unit 1: Understanding Health

Concept and dimensions: Physical, Mental and Community health
Indicators of health
Changing concepts in Public Health

Unit II: Health and Disease

- Types of diseases: communicable, non-communicable and life style diseases
- Impact of disease on individual and community
- Prevention and control of disease

Unit III: Mental Health and Society

- Mental health, mental illness, mental disorders
- Understanding normality and abnormality
- Mental health care system

Unit IV: Health Care policies and Programmes

- Major health policies
- Trends in health care programmes
- Reproductive and child health programmes

Unit V: Social Work Response to Public Health

- Occupational health
- Environment and health
- Social work profession-roles and responsibilities

Readings:

Park, K.	1994	Preventive and Social Medicine, Banarasidas Bhanot Publishers, Jabalpur. (Unit I& II)
Mahajan, Guppy,	1991	Preventive and Social Medicine, Jaypee Brothers, New Delhi. Unit I & II).

Christie, AB.	1980	Infectious Diseases: Epidemiology and Clinical Practice, Churchill Livingstone, London. (Unit II & III)
Ghosh, B.N.,	1959	A Treatise on Hygiene and Public Health, 14th edition, Scientific Publishing Co., Calcutta. (Unit I, II & III)
Kawta, K	1963	Environmental Sanitation in India, Lucknow Publishing House, Lucknow. (Unit III & IV)
Lankenster, T	1992	A Setting Up Community Health Programme: A Practical Approach for Use in Development Countries, London, Macmillan (Unit IV & V)
GOI	1991	Integrated Nutrition Education, A Handbook, Food and Nutrition Board, Department of Food, Ministry of Food and Civil Supplies. (Unit IV & V)
Ramachandras L dharamlingam	1990	Health Education: A New Approach, Vikas Publishing House Pvt., Ltd. (Unit V)
Carson, R.C. and Butcher, J.N	1996	Abnormal Psychology and Modern Life, New York, Harper Collins. (Unit I & II)

Level : Semester V
Course : SW 501
Title of Paper : Social Policy and Social Development

Objectives:

1. Understand the concept, process, indicators and determinants of social development.
2. Develop capacity to formulate strategies necessary for social development.

Unit I: Understanding Social Policy

- Social policy: Concept and significance
- Social policy and social welfare policy
- Models of Social Policy
- Social Policy of India

Unit II: Introduction to Social Development

- Concept of Social Development
- Theories of Development
- Models of Social Development

Unit III: Perspectives on Social Development

- Perspectives on social development: Gandhi, Vinoba and Ambedkar.
- Approaches and strategies – Growth with equity, minimum needs and quality of life.
- Political economy of social structure, change and development.

Unit IV: Understanding Human Development

- Human Development
- Indicators of Human Development
- Models of Human Development

Unit V: Contemporary Concerns Related to Social and Human Development

- Globalization, human development, sustainable development and social work.
- Problems of social and human development in India.
- Overview of Human Development Reports with special reference to India.

Readings:

- | | | |
|----------------|------|---|
| Gore, M.S. | 1973 | Some Aspects of Social Development, Bombay, TISS. (Unit I) |
| Kulkarni, P.D. | 1979 | Social Policy and Social Development in India, Madras, ASSWI. (Unit I & II) |

Pathak, S.	1981	Social Welfare: An Evolutionary and Developmental Perspective, Delhi, MacMillan India. (Unit II & III)
Kulkarni, P.D.	1965	Social Policy in India, Bombay, Tata Institute of Social Sciences. (Unit III & IV)
Kulkarni, P.D. & Nanavatty, M.C	1997	Social Issues in Development, Delhi, Uppal Publications. (Unit V)
Midgle, James	1995	Social Development, Delhi Sage Publications. (Unit IV)
Booth, David	1994	Rethinking Social Development, London, Longman. (Unit III)
Titmus Richard M.	1974	Social Policy, London, George Allen & Unwin Ltd.(Unit I)
Chileote, Ronald H.	1984	Theories of Development and Under Development, London, West View Press. (Unit II)
Singh, R.R	1995	Whither Social Development, New Delhi, ASSWI. (Unit III & IV)
Bhat K.S. ed,	2008	Towards Social Development, Delhi, Rawat Publications. (Unit II, III & IV)
Spicker Paul	2010	Social Policy Themes and approaches, Delhi Jaipur, Rawat Publications. (Unit I)
Drez Jean and Sen Amartya	2007	Indian Development, New Delhi, Oxford University Press. (Unit IV)

Suggested Readings

1. Midgle, James, Social Development, Delhi Sage Publications, 1995.
2. Titmus Richard M. Social Policy, London, George Allen & Unwin Ltd., 1974.
3. Sharma, P.N. & Shastri C., Social Planning, Lucknow, Print House (India) 1984.
4. Singh, R.R., Whither Social Development? New Delhi, ASSWI, 1995.
5. Bhat K.S. ed, Towards Social Development, Delhi, Rawat Publications, 2008.
6. SACHS Jeffry D., The End of Poverty, London, Delhi Penguin Books, 2005.
7. UNDP, Human Development, Report 2010, Delhi, Oxford University Press, 2011.
8. ICSD, Social Development Issues, Lombard IL, International Consortium for Social Development, 2006, Volume 28, 2006 Number 3.
9. Sen Amartya, The Idea of Justice, London, Penguin Books, 2009.
10. Crrie Bob, The Politics of Hunger in India, Chennai, MacMillan India Ltd. 2005.
11. Drez Jean and Sen Amartya, Indian Development, New Delhi, Oxford University Press, 2007.

12. Narayan Deepa, ed, Empowerment and Poverty Reduction, New Delhi, Rawat Publication, 2005.
13. Markandey Kalpana and Simhandri S. Globalization, Environment and Human Development, Jaipur and Delhi, Rawat Publications, 2011.
14. Government of India, INDIA-2010, Delhi Publications Division, Govt. of India, 2011.
15. Haggard Stephen and Kaufman Robert R. Development, Democracy and Welfare States, Jew Jersey, U.a. Princeton University, Press, 2008.
16. Spence Michael and Buckley Robert M. Urbanization and Growth, Delhi & Jaipur Rawat Publications, 2010.
17. SINGH, Sheobehal, Sociology of Development, Delhi & Jaipur, Rawat Publications, 2010.
18. Introduction Marks Stephen P. Harward University, "The Right to Development A Primer" Centre for Development and Human Rights, London & Delhi, Sage Publications, 2004.

Level : Semester V
Course : SW 502
Title of Paper : Social Legislation and Human Rights

Objectives:

1. Develop insights into the history and evolution of human rights discourse.
2. Understand legislative provisions involved in establishing and maintaining human rights.
3. Delineate the role of professional social workers in legal aid, legal assistance and social advocacy.

Course Content

Unit 1: Understanding Human Rights

- Human Rights: Introduction
- Three Generations of Human Rights: Positioning Social Work
- Social Movements & Human Rights in India
- Social Ideals of Indian Constitution: Fundamental rights and duties

Unit 2: Social Justice and Human Rights

- Approaches to Social Justice (Marx, Gandhi, Friere).
- Human Rights and Social Justice Concerns in Indian Society.
- Universal Human Rights: Covenant on Civil, Political, Economic, Social and Cultural Right
- Rights of Migrant workers and Refugees.

Unit 3: Social Legislation and Social Change

- Social Legislation, Nature and Scope.
- Law, Society and Social Change
- Emerging Issues and concerns of lesbians, gays, bi-sexuals, trans-gendered (LGBT)
- Legal and public advocacy, PIL, legal literacy, free legal aid and RTI

Unit 4: Legal Provisions-I

- Legal Provision for women regarding marriage, dowry, and domestic violence
- Legal provision for marginalized groups in the Indian society: SC/ST/OBC and Minorities people
- Legal Provision for disable and elderly people, children, and commercial sex workers
- Statutory bodies-National Human Rights Commission, National Commission for Women, National Commission for Minorities, National Commission for SC/ST.

Unit 5: Mechanism and Strategies of Social Work practice

- Human Rights perspective in social work practice: ethnic sensitive practice, feminist practice, social work with diverse groups
- Laws and social advocacy
- Human rights activism and civil society initiatives in India

Readings:

- | | | |
|--|------|---|
| Freeman, M. | 2002 | Human Rights: An Interdisciplinary Approach. Cambridge Polity Press (Indian Reprint, 2003). |
| Kohli, A.S. (Ed). | 2004 | Human Rights and Social Work: Issues, Challenges and response. Kanishka Publishers, New Delhi. (Unit I & V) |
| Naseema, C. | 2002 | Human Rights Education: Conceptual and Pedagogical aspects. Kanishka Publishing House, New Delhi. (Unit II & III) |
| Centre for Development of Human Rights | 2004 | The Right to Development: A primer, Centre for Development of Human Rights. Sage Publications, New Delhi. |
| Reichert, E | 2003 | Social Work and Human Rights: A Foundation for Policy and Practice. Columbia University Press, New York (Unit I) |
| Nirmal, C.J. | 1999 | Human Rights in India-Historical, social and political perspectives, Oxford University Press. (Unit II) |
| Parker, J | 2004 | Effective Practice Learning in Social Work. Learning Matters Ltd, Southernhay East U.K (Unit V) |
| Conmoyer, B | 1996 | The Social Work Skills Workbook. Brooks/Cole Publishing Company, California (Unit V) |
| Raju, C.B | 2006 | Social Justice & The Constitution of India, Serials Publications, New Delhi |
| Chandra, A. | 2000 | Human Rights Activism and Role of NGO's. Rajat Publications, Delhi (Unit V) |
| Mohapatra, A.R | 2001 | Public Interest Litigation and Human Rights in India. Radha Publication, New Delhi (Unit III) |
| Rehman, K | 2002 | Human Rights and the Deprived. Commonwealth Publishers, New Delhi |
| Janusz, S & Volodin, V. (ed) | 2001 | A Guide to Human Rights: Institutions, Standards, Procedures. UNESCO Publishing, Paris |

Level : Semester V
Course : SW 503
Title of Paper : Social Action and Movements

Objectives:

1. Familiarize s with conceptual issues in defining social action and social movements.
2. Provide an over view of evolution of social action as method in social work.
3. Acquaint students with various theoretical perspectives on social movement.

Course Content:

Unit I: Understanding Social Action

- Social action: Concept, meaning, scope and strategies
- Models of social action
- Social action and social change

Unit II: Social Work and Social Action

- History of Radical Social Work Practice
- Settlement House Movement and Anti-oppressive Social work practice
- Critical Social work and Structural Social Work practice

Unit III: Perspectives of Social Action

- Concept of conscientisation and critical awareness
- Paulo Friere and Saul Alinsky's contribution to Social Action

Unit IV: Social Movements and Social Change

- Social Movements: Concept, nature and Components
- Classification of Social Movements
- Old and New Social Movements, Characteristics of New Social Movements

Unit V: Social Movement in India

- Overview of Social Movements in India
- Peasant Movements, Labour movements, Women's movements, Dalit movements, Tribal movements, Environmental Movements

Readings:

Khinduka, S.K & Coughlin, B,J	1975	A Conceptualization of Social Action. The Social Review, 49 (1)1-14. (Unit I)
Powell, F	2001	The Politics of Social Work. London: Sage Publications. (Unit II)
Freire, P	1970	Pedagogy of the Oppressed. New York:

- Mullaly, R.P. and Mullaly.B. 1998 Continuum. (Unit II)
Structural Social Work: Ideology, Theory, and Practice. New York: Oxford University press. (Unit II)
- Reisch, M & Andrews J. 2002 The Road Not Taken: A History of Radical Social Work in The United States. New York: Brunner-Routledge. (Unit II)
- Alinsky, S. 1972 Rules for Radicals. New York: Random House
- Shah,G. 2002 Social Movements and the State. New Delhi: Sage. (Unit IV)
- Shah,G 2004 Social Movements in India: A Review of Literature, New Delhi: Sage Publication. (Unit IV & V)
- Siddique, H.Y. 1984 Social Work and Social Action, New Delhi : Harnam Publications. (Unit I, II & III)
- Siddiqui, H.Y. 1997 Analysis of Literature of Social Action. Indian Journal of Social Work, 58(2), 212-232. (Unit II & III)
- Singh,R. 2001 Social Movements, Old and New: A Post-Modernist Critique . New Delhi: Sage. (Unit IV & V)
- Laird, S 2007 Anti-Oppressive Social Work. New Delhi: Sage. (Unit II)
- Bailey,R and Brake.M. 1975 Radical Social Work, London: Edward Arnold. (Unit II)
- Langan, M. Lee, P. (Eds). 1989 Radical Social Work Today. Boston: Unwin Hyman. (Unit II)

Level : Semester V
Course : SW 504
Title of Paper : Areas of Social Work Practice -1

Objectives:

- Develop an understanding of the areas of social work practice.
- Develop skills required for professional social work practice.

Course Content:

Unit I: Social Work with Family and Child

- Changing patterns of family in India
- Needs and problems of families
- Needs and challenges for children,
- Family and child welfare polices and programmes in India.
- Emerging role of social workers in dealing with families and children in difficult circumstances

Unit II: Social Work with Youth

- Problems of youth in contemporary society
- Youth and youth welfare (Major polices and Programmes), factors influencing development of youth
- Youth and Leadership, Role of youth in nation building, Role of social workers in working with youth in difficulties.

Unit 3: Social Work with Differently Abled

- Understanding Disability: Concept, Types, needs, problems and causative factors at the individual and societal level.
- Major Polices and programmes for differently abled in India.
- Services provided by voluntary and governmental organizations, Institutional care Vs. Community Based Rehabilitation and Inclusion.
- Role and challenges of Social Worker in dealing with people with special needs.

Unit 4: Social Work with Women

- Women and society: Challenges to identity and status
- Problems of Tribal, Rural and Urban Women;
- Legislations and Programmes
- Role of social workers in empowerment of women

Unit 5: Social Work in Education

- Education, Socialization and Social Work
- Flag-ship education programmes in India: Sarva Shiksha Abhiyan and Right to Education, Non-Formal Education, Adult Education.
- Working in schools to deal with school phobia, depressed, grieving, suicidal students, school community collaborative initiatives and home visiting
- Historical overview of School Social work in India, Role of professional organizations. Challenges in school social work practice

Readings:

Hartman, A. and Laird	1983	Family Centered Social Work Practice, New York Free Press (Unit-1)
Tata Institute of Social Sciences.	1994	Enhancing the role of family as an agency for Social and Economic Development (Unit-1)
Gore, M.S.	1980	Organization and Family change, Popular Prakashan, Bombay (Unit-1)
Rapp-Pagliecei, L.A., Dulmus, C.N. & Wodarski, J.S. (Eds)	2003	Handbook of Prevention Interventions for children and Adolescents, New York, John Wiley & Sons.. (Unit-1)
Pecora, P., Whittaker, I., Maluccio, A., Barth, R.P. and Plotnick, R.D.	2000	The Child Welfare Challenge: Policy, Practice, and Research, Aldine de Gruyter, New York (Unit-1)
Rani, A.	1986	Children in difficult situation in India-A Review, TISS. Bombay (Unit-1)
Singh, R.R.	1987	Social Care of Child in Delhi: Policy, Programme and Process, Department of Social Work, University of Delhi. (Unit-1)
Fuchs, E. (ed.)	1976	Youth in a Changing World: Cross Cultural Perspectives on Adolescence, Mouton Publishers, Paris (Unit-2)
Pandey, R.	1984	Sociology of Youth, Sterling Publication, New Delhi (Unit-2)
Oliver	1993	Social Work-Disabled People and Disabling Environment, Jessica Kingsley Publishers, London (Unit-3)
The Gazette of India	1995	The persons with Disabilities-(equal opportunities, protection of rights and full participation), Act.1995. (Unit-3)
Samnta, R.K.	2005	Rural Women; Issues, opportunities and Approaches, B.K. World of Books. (Unit-4)
Rahman, Z.	2007	Empowerment of Rural Indian Women Study of Uttarakhand, Kalpaz Publications, New Delhi (Unit-4)
Allen- Meares, P	2007	Social Work Services in Schools (5 th Edition), Boston: Pearson (Unit-5)
Gandhi, A.	1990	School Social Work in India, Common Wealth Pubs. New Delhi (Unit-5)

Level : Semester VI
Course : SW 601
Title of Paper : Social Welfare Administration

Objectives:

1. Understand concept, principles and components of social welfare administration.
2. Develop understanding of social welfare administration as a method of social work profession.
3. Acquire competence in social welfare and development services.

Course Content:

Unit I: Social Welfare Administration an Introduction

- Concept and nature of social welfare administration
- History of social welfare administration
- Principles of social welfare administration

Unit II: Structures and Processes

- Central and state welfare boards
- Processes in Social Welfare Administration

Unit III: Components in Welfare Administration

- Registrations of Welfare Organization
- Resource Mobilization, Grant-in-aid
- Fund raising

Unit IV: Organization of Human Services

- Establishment of human service organization
- Management of human service organization
- Decision making processes
- Role of Communication in administration

Unit V: Emerging Trends in Welfare Administration

- Practice of Social Welfare Administration in different settings.
- Social welfare Administration as an instrument of Social Change

Readings:

- | | | |
|--------------------------|------|---|
| Connaway R.S. & Gentry | 1988 | Social Work Practice, New Jersey M.E. Prentice Hall. (Unit I) |
| Goel, S.L. and Jain, R.K | 1988 | Social Welfare Administration, Vol. I and II, New Delhi Deep Publications. (Unit I) |
| Jagannadham, C | 1978 | Administration and social change, New Delhi, Uppal Publishing House. (Unit I) |

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|--|------|--|
| Reed, Ella W. ed., | 1961 | Social Welfare Administration, New York, Columbia University Press. (Unit I) |
| Siddiqui H.Y. | 1990 | Social Welfare in India New Delhi Harnam Publications. (Unit I) |
| Louise C. Johnson.,
Charles L. Schwarth | 1994 | Social Welfare A Response to Human Need, Allyn and Bacon, London. (Unit I) |
| Louise C. Johnson | 1994 | Social Work Practice : A Generalist Approach (4 th Edn) Allyn and Bacon, London. (Unit I) |
| Karla, K. M. : Michael
O'Melia: Brenda L.
DuBois | 1995 | Generalist Social Work Practice: An Empowering Approach) (Allyn and Bacon, London. (Unit I) |
| Specht, Harry and Anne
Vickery | 1977 | Integrating Social Work Methods, George Allen and Unwin. (Unit I) |
| Gupta, N.S. | 1979 | Principles and Practice of Management, New Delhi: Light and Life Publications. (Unit II I) |
| Kabra, K.N. | 1977 | Planning Process in a District New Delhi: India Institute of public Administration. (Unit III) |
| Sachdeva, D.R. | 1993 | Social Welfare Administration in India, Allahabad, Kitab Mahal. (Unit IV & V) |

Level : Semester VI
Course : SW 602
Title of Paper : Research in Social Work

Objectives:

- Familiarize students with the nature of social science research and its application in the study of social phenomena.
- Help students learn the research process and develop abilities to prepare research design.
- Learn the process of Data collection, organization, presentation, analysis and report writing.

Course Content:

Unit I: Research as Scientific Method

- Basics of Research: Meaning, definition, nature, types of research- Basic and applied, application of research in social sciences,
- Social science research and social work research : Meaning, nature, significance and difference
- Ethics of social research

Unit II: Research Process

- Formulation of research problem
- Review of literature
- Hypotheses: concept, meaning and process of formulation
- Research design: exploratory, descriptive, experimental

Unit III: Sampling framework and data collection

- Concept of universe, sample, sampling unit and source list
- Types of sampling frame – Probability and non-probability
- Sources of data (primary and secondary), Methods of data collection(interview, observation, case study and focus group discussion)
- Tools of data collection- interview schedule, interview guide, questionnaire, observation guide,

Unit IV: Data Management, Presentation and Report Writing

- Data processing: editing and coding
- Data organization and presentation – tabular and graphical, Data analysis and interpretation
- Writing research reports

Unit V: Basic Statistics

- Science of statistics- concept, definition, functions and limitations
- Descriptive statistics – measures of central tendency (mean, median, mode), Measures of dispersion (range, mean deviation, standard deviation, coefficient of variation)

Readings:

Laldas, D. K.,	2005	Design of Social Research, Rawat Publication, New Delhi. (Unit II)
Kothari, C. R.,	2004	Research Methodology –Methods and Techniques, 2 nd ed., New Age International (P) Ltd., New Delhi. (Unit I)
Kumar, R.,	2006	Research Methodology, 2 nd ed., Pearson Education, New Delhi (Unit I)
Ramachandram, P.	1990	Issues in Social Work Research in India, TISS, Bombay. (Unit I)
Rubin, A. & Babie, E	2001	Research Methods for Social Work, 4 th ed., Wadsworth, USA (Unit III)
Wilkinson & Bhandarkar	1992	Methods and Techniques of Social Research, 9 th revised ed., Himalayan publishing house, New Delhi (Unit IV)
Burns, R.B.	2000	Introduction to Research Methods, Sage Publications, New Delhi (Unit III)
Goode, W.J. & Hatt, P.K.	1952	Methods in Social Research, McGraw Hill Book Company, Inc., New York (Unit I)
Selltiz, C., Wrightsman, L.S. & Cook, S.W.	1976	Research Methods in Social Relations, Holt, Rinehart and Winston, New York (Unit I)
Blalock Jr., H.M.	1960	Social Statistics. McGraw Hill Book Company Inc, New York. (Unit V)
Siokin, R.M.	1955	Statistics for Social Sciences, Sage Publications, New Delhi (Unit V)
Gaur, A.S. & Gaur, S.S.	2006	Statistical Methods for Practice and Research, Response Books, New Delhi. (Unit V)
Gupta, S.P.	2002	Statistical Methods 31st revised ed., Sultan Chand & Sons, New Delhi (Unit V)
Hill, T. & Lewicki, P.	2007	Statistics Methods and Applications, Statsoft, Tulsa (Unit V)
Lomex, R.G.	2007	An Introduction to Statistical Concept 2nd ed., Psychology Press (Tylor & Francis group), USA (Unit V)

Level : Semester VI
Course : SW 603
Title of Paper : Areas of Social Work Practice-II

Objectives:

- Develop an understanding of the different areas of social work practice.
- Develop skills to work with various areas of social work practice.

Course Contents:

Unit I: Scheduled Castes, Scheduled Tribes and Other Underprivileged Groups

- Problems of scheduled castes and scheduled tribes
- Crimes against scheduled castes and scheduled tribes
- Social Legislations, reservation policy and welfare programmes related to scheduled castes, scheduled Tribes, and other backward classes

Unit II: Ecology and Social Work

- Environment and ecology: relationship with people and society
- Development and its impact on environment, Economic liberalization in global context
- Environmental movements and people's initiative
- Legislation to protect and promote environment

Unit III: Community Development

- Concept of community development
- Historical perspective of community development
- Rural and urban community development programmes
- Panchayati raj and 73rd and 74th constitutional amendment
- Cooperatives and rural development

Unit IV: Social Work in Industry

- Concept of labour welfare, personnel management, Human Resource management, Industrial Relation
- Occupational Social Work
- Trade unions-objectives and Functions, Growth of trade union movement in India
- Use of methods of social work in industry
- Role of social worker in industry

Unit V: Social Work in Correctional Settings

- Introducing social defence and criminal justice system
- Social defence legislations in relation to correctional services

- Institutional and non-institutional correctional services
- Community participation and voluntary organizations in crime prevention

Readings:

Beteille, Andre	1992	The Backward Classes in Contemporary India, Delhi, Oxford (Unit I)
Sharma, B.D	1984	Tribal Development, New Delhi, Prachi Prakashan (Unit I)
Tripathy, R.B	1994	Dalits: A sub Human Society. New Delhi. Ashish Publishing House (Unit I)
Desai, Vasant	1988	Rural Development, Himalaya publishing House, Mumbai (Unit II)
Maheswari, S.P	1985	Rural Development in India, Sage, NewDelhi (Unit II)
Singh, Kartar	2008	Rural Development, Sage, New Delhi (Unit II)
Desai vandana	1995	Community Participation and Slum Housing, A study of Mumbai, Sage, New Delhi (Unit I)
Biju, M.K.	1998	Dynamics of New Panchayatiraj System, Kaniska Publication
Memoria, C.B. & Memoria, Satish	1983	Labour Welfare, Social Security and Industrial peace in India, Allahabad, Kitab Mahal (Unit V)
Singh Surendra	1977	Industrial Relations and personnel management in India, Lucknow, Jyostna Publications (Unit V)
Stransser, S.L.A	1990	Occupational Social Work. New York, Hawarth Press. (Unit I)
Jacob, K.K	1987	Personnel management in India, Udaipur, Himanshu Publications. (Unit V)
Sharma, A.M.	1981	Aspects of Labour Welfare and Social Security, Bombay, Himalaya Publishing House.
Gadgil, E. & Guha , Ramchandran	1995	Ecology and Equity : The Use and Abuse of Nature in Contemporary India , Penguin, Delhi
Bhattacharya	1985	Social Defence: an Indian Perspectives, Manas Publication, Delhi.
Owen D.F.	1980	What Is Ecology , Oxford University Press, Oxford

Level : Semester VI
Course : SW 604
Title of Paper : NGO Management

Objectives:

1. Develop an understanding of non-governmental organizations
2. Acquire skills and competence in managing NGOs

Course Content:

Unit I: Conceptual Framework and Historical Development

- Basic concepts : NGOs, Voluntary action, voluntary organization, civil society organisations
- Historical development of NGOs in India

Unit II: Initiating an NGO

- Formation of By-laws
- Registration of NGO

Unit III: Managing NGO.

- Record keeping, documentation, budgeting, accounting and auditing
- Staffing
- Capacity Building, Training and Development
- Organizational behaviour

Unit IV: Resource Mobilization and management

- Mobilizing human and material resources
- Fund raising and Grant-in-aid

Unit V: Project planning and execution

- Formulation of project proposals
- Project implementation
- Project appraisal -Social, Technical and Financial
- Project Monitoring and Evaluation
- Documentation

Readings:

PRIA	2000	Defining Voluntary Sector in India: Voluntary Civil or Non-profit, New Delhi: PRIA (Unit I)
PRIA	2001	Historical Background of Non-profit Sector in India, New Delhi PRIA (Unit I)

Levis, David & Ravichandran, N.	2008	NGO And Social Welfare Administration New Research Approaches, Jaipur: Rawat Publication. (Unit II)
Levis, David	2001	The Management of Non Governmental Development Organization an Introduction, London : Rout ledge. (Unit II & V)
Edwards, Michael	2002	The Earthscan Reader on NGO Management, London: Alan Fowler. (Unit II & III)
Dadrawala, N.H.	2004	The Art of Successful Fund Raising, New Delhi: CAP (Unit IV)
Mukherjee, K.K.	1999	A Guide Book for Strengthening Voluntary Organizations. Ghaziabad: Gram Niyojan Kendra. (Unit I & II)
Mukherjee, S. Padaki, V. & Vaz, M.	2004	Management Development And Non Profit Organization. New Delhi: Sage Publication (Unit IV)
Goel, S.L. & Jain, R.K.	1988	Social Welfare Administration: Theory and Practice, (Vol. I & II). New Delhi: Deep and Deep Publications. (Unit II,III,IV & V)
Robbins, S.P. & Sanghi, S.	2005	Organizational Behaviour. Delhi: Pearson Educations. (Unit V)
Jackson, J	1989	Evaluation for Voluntary Organizations. Delhi: Information and News Network. (Unit III)
Coley, S.M. & Scheinberg, C.A.	1990	Proposal Writing (Sage Human Services Guides). New Delhi: Sage Publications (Unit III)
Chandra, S.	2001	Non-Governmental Organizations: Structure, Relevance and Function. New Delhi: Kanishka Publishers (Unit I & II)