

Syllabus

Children's University, Gandhinagar
Department of social work
Master of social work syllabus (MSW) As Per C.B.C.S.
Year 2019-20

Semester-1

Subject	Course (Paper) Title	Credit	Internal Marks	External Marks	Total marks	40% Marks Required Passing in Internal	40% Marks Required Passing in External	Total (40%) Passing Marks Required (Internal + External)
MSWCC101	Nature and Development of Social Work	4	50	50	100	20	20	40
MSWCC102	Community organization	4	50	50	100	20	20	40
MSWCC103	Methods of Social Work	4	50	50	100	20	20	40
MSWEC104	Human Growth And Development	4	50	50	100	20	20	40
	OR							
MSWEC104 A	Social Work with family and children		50	50	100			
MSWIC105	Rural And Urban community Development	4	50	50	100	20	20	40
	OR							
MSWIC105	Communication Skill		50	50	100			
MSWP-106	Field Work Practicum	6	75	75	150	30	30	60
Total		26	425	575	850			

Name of program	Semester	Course Code	Subject Title	Credit	Internal Marks	External Marks	Total Marks
Master of Social Work	1	MSWCC101	Nature and Development of Social Work	4	50	50	100

➤ **Objective:-**

- To understand social work philosophy and inculcate values to work as human service professionals
- To appreciate the imperatives of becoming professional social worker
- To understand the context of emergence of social work as a profession
- To understand the nature of Social work practice in different settings

➤ **Course Contents:-**

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Introduction to Social Work Profession	<ul style="list-style-type: none"> • Concept, Definition and functions of Social Work • Professional Social Work : concept, goals and functions; its relationship with Voluntary action, Social services, Social reform, Social movement, Social welfare, Social development, and Human rights • Value base of social work profession; Principles of social work and their application in diverse socio-cultural settings • Methods of social work intervention 	Lectures, Assignment and Group discussion, Self-Study	25%

2	Historical Development of Social Work and Social Work as a Profession	<ul style="list-style-type: none"> • Development of social work education and profession in U.K., U.S.A. and Asia • Social reform and social reconstruction, Social service traditions, Socio-Religious Reform Movements in India • Contribution of Gandhi, Dr. B. R. Ambedkar, Mahatma Jyotiba Phule, Vinoba and significant others to social change • Evolution of Social Work Education in India; Current issues of Social Work Education in India • Development of Social Work Profession in India • Basic requirements of a profession: Present state of social work as a profession in India • Social work functions and roles of social workers • Competencies for social work practice • Code of ethics for social workers • Changing context for practice and emerging areas 	Lectures, Assignment and Group work	25%
3	Theoretical Perspectives for Social Work Practice	<ul style="list-style-type: none"> • Social movements and development perspectives <ul style="list-style-type: none"> ○ Child Advocacy Campaign ○ Campaign for Communal Harmony ○ Environmental Movements ○ Literacy and Basic Education • Social Movements <ul style="list-style-type: none"> ○ Dalit movements ○ Tribal movements ○ Women's movements 	Lectures, Presentation Group discussion	25%

- **Methods of Assessments: Examination & Assignments**

- **Reference Books:**

1. Desai, M. (2002). Ideologies and social work: Historical and contemporary analyse. Jaipur,: Rawat Publications
2. Sajid S. M., & Jain, R . (2018). Reflections on social work profession. New De lhi: Bloomsburry
3. Bhatt, S., & Singh, A . P . (2015). Social work practice: The changing context. The Readers Paradise, New Delhi, ISBN: 978-93-82110-43-9
4. Bhatt, S., & Pathare, S. (2014). Social work education and practice engagement. ISBN: 9788175417571(HB), 9788175417953(PB), Shipra Publications, New Delhi,
5. Nair, T. K (2015). Social Work Profession in India: An Uncertain Future. Niruta Publication
6. Diwekar, V. D. (ed.) (1991). Social reform movements in India: A historical perspective. Bombay: Popular Prakashan.
7. Gore, M. S. (1993). The social context of ideology: Ambedkar's social and political thought. New Delhi: Sage Publishing.

Name of program	Semester	Course Code	Subject Title	Credit	Internal Marks	External Marks	Total Marks
Master of Social Work	1	MSWCC-102	Community Organization	4	50	50	100

➤ **Course Objective:-**

- To understand and analyse community as a dynamic entity
- To comprehend the concept, context and strategies of community work
- To develop commitment to the cause of the people on the margins

➤ **Course Contents:-**

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Community as Dynamic Entity	<ul style="list-style-type: none"> • Understanding Community: Definitions, types, approaches and framework • Rural, urban and tribal communities - Forms and features • Community - Issues of identity, inclusion and exclusion [Social Identity by Kay Deaux; City University of New York] • Community dynamics: Caste, class, religion and gender 	Lecture, Assignment and Group discussion	25%
2	Community Work: Concept, Strategies and Principles	<ul style="list-style-type: none"> • Indigenous approaches to community work - Gandhi, Vinoba, Ambedkar and radical groups • Community work and community participation - Strategies and principles; Models and processes 	Lecture Assignment Case study and Self Study	25%

		<ul style="list-style-type: none"> • Designing community interventions - use of PLA, LFA, Problem analysis, Stakeholder analysis, Strategic planning etc. • The role of ideology in community work 		
3	The Context of Community Work	<ul style="list-style-type: none"> • Concept and critique of Social Capital and its relationship to the idea of community • Taking sides - community work as a political activity • Disempowered communities and the power of the state and other agencies • Professionalism and inculcation of ethics in community practice 	Lecture Assignment and Self study	25%
4	Civil Society Organizations and the Process of Community Work	<ul style="list-style-type: none"> • Ideological orientation of NGOs in their engagement with communities • Grassroots governance and community work • Good practices of community work- case illustrations • Sectoral thrust of community engagements by NGOs; health, education, microfinance and environment, etc. 	Lecture Assignment Self-study and group Work	25%

- **Methods of Assessments: Examination & Assignments**

Reference Books:-

1. Kirst-Ashman, K.K. & Hull, G.H.(eds.) 2001 Generalist Practice with Organizations and Communities. Belmont, CA: Wadsworth.
2. Biklen, D. 1983 Community Organizing: Theory and Practice. Englewood Cliffs, N. J.: Prentice Hall.
3. Kramer, R.M. & Specht, H. 1983 Readings in Community Organisation Practice. Englewood: Cliffs Prentice Hall Inc.
4. Ross, M. G. 1967 Community Organization. Theory, Principle and Practice, New York: Harper & Row.
5. Siddiqui, H.Y. 1997 Community Organisation in India. New Delhi: Harnam.
6. Hardcastle, D. A., Powers, P. R. & Wenocur, S. 2004 Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press.
7. Lee, J.A.B. 2001 The Empowerment Approach to Social Work Practice: Building the Beloved Community (2nd ed.). New York: Columbia University Press
8. Marie, W. 2005 The Handbook of Community Practice. Thousand Oaks: Sage Publications.
9. Weil, M. (ed,) 1996 Community Practice: Conceptual Models. New York: The Haworth Press Inc.
10. Etzioni, A. 1995 The Spirit of Community: Rights, Responsibilities and the Communitarian Agenda. London: Fontana Press.

Name of program	Semester	Course Code	Subject Title	Credit	Internal Marks	External Marks	Total Marks
Master of Social Work	1	MSWCC-103	Methods of Social Work	4	30	70	100

Course Objective:-

- To understand the social work methods and its application in practice
- To equip learners with theoretical knowledge for work with individuals, group, community
- To develop competencies in learners to use the method in practice while working with individual group, community
- To equip learners with values and skills necessary for working with individuals group, community and families

Course Contents:-

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Social case in Brief	<ul style="list-style-type: none"> • Concept and definition of case work • Components of case work method • Principles of case work method • process of case work method 	Lecture Discussion with audio -visual aid Case-study	20%
2	Social group work in Brief	<ul style="list-style-type: none"> • Meaning, definition, of social group work • Stages and types of social group work • The role of social worker in the stage of social group • Method Group work History and development in the western countries and in India. 	Lecture Discussion with audio-visual aid	20%

3	Community organizations	<ul style="list-style-type: none"> • Definition Meaning and Characteristics of community Organization • Community meaning, Community Work, Community Development • Historical development of Community organizations in India • Community organization skills. 	Lecture Discussion with audio -visual aid Case-study	20%
4	Indirect method of social work	<ul style="list-style-type: none"> • Meaning ,definition and Concept • Social work research • Social welfare administration • Meaning of social action, history of social action in India, methods of social action, strategies of social action 		

➤ **Methods of Assessments: Examination &Assignments**

Reference Books:

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|---------------------------------|---|--|------------------------------------|
| 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 | |
| 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 | |

Name of program	Semester	Course Code	Subject Title	Credit	Internal Marks	External Marks	Total Marks
Master of Social Work	1	MSWEC-104 A	Human Growth and Development	4	30	70	100

- 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.

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Concept of Growth and Development	<ul style="list-style-type: none"> ➤ Principles, values of growth and Development ➤ Social work significance of development ➤ Child rearing practice, deprivation and development ➤ Heredity and Environment as factors affecting to development 	Lecture, Assignment and Group discussion	20%
2	Theories of Human Development	1. Freud's Theory of cognitive development	Lecture Assignment Case study and Self Study	20%

3	Women Welfare & Women Legislation	<ol style="list-style-type: none"> 1. Status of women 2. Domestic Violence Act 2005 3. Dowry Prohibition act - 1961 4. Prevention of harassment of work place – 2013 5. Hindu marriage act-1955 6. Indian penal code-1860 	Lecture Assignment and Self study	20%
4	Family welfare	<ol style="list-style-type: none"> 1. Family life cycle & family disorganization 2. Marital disharmony & Counseling 3. Family Cancelling 	Lecture Assignment Self-study and group Work	20%
5	Youth welfare	<p>➤ Meaning definition and concept of youth welfare</p> <p>Schemes and services for youth welfare</p>	Self-study, Group work, Presentation, Debate, Role play	20%

References:-

- Langa Kutumb ane sagapan sambandho, Pro A. G. Shah, J.K. Dave
Ananda Prakashan, Ahmedabad
Lagna Kutumb and Rakt Sambandho, Dr. Anil Vaghela
University Granth nirman board, Ahmedabad
- Manavshastra, Dr. Harshida Dave, Uni. Granth Nirman Board, Ahmedabad
- Bharatiya Samaj no Parichay Prof. A G. Shah, J. K. Dave Anada Prakashan, Ahmedabad
- Bharatiya Samaj ane Bharat ma Samajik Sansthao, Prof. A G Shah, Prof J K Dave, Anada Book Depo

Name of program	Semester	Course Code	Subject Title	Credit	Internal Marks	External Marks	Total Marks
Master of Social Work	1	MSWEC-104 B	Social Work with Family and children	4	30	70	100

- Understand normative and changing norms of the institution of family and variations in them with reference to the family social ecology.
- Understand the implications of family norms for the status of individuals and developmental opportunities in the family by age and gender.
- Encourage study of the process of family socialization and understand family norms, ecology and dynamics.
- Understand dynamics of family interactions and development in the context of family norms and family ecology.
- Develop skills in identifying the need for reforms in family norms and creating public awareness in this area.
- Develop skills in writing holistic family case studies and carrying out family need-assessment for identifying the areas of intervention.
- Develop positive attitude to support understanding the need of a healthy family unit.
- Child Development

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Theoretical and conceptual frameworks to study family	<ul style="list-style-type: none"> ➤ Origin and evolution of family and marriage ➤ Ideology of family rights and ➤ Ideology of family rights and responsibilities 	Lecture, Assignment and Group discussion	20%
2	Normative family functions and structure and changes	<ul style="list-style-type: none"> ➤ Normative family and marriage functions and structure, ethnicity and socio-economic background ➤ Social changes and changes in family and marriage functions and structure ➤ Implications for the family and its members 	Lecture Assignment Case study and Self Study	20%
3	Alternate family and marriage patterns and structure	<ul style="list-style-type: none"> ➤ Dual earner/career families ➤ Single parent families ➤ Female headed households ➤ Childless families ➤ Childless families ➤ Consensual unions ➤ Homosexual families 	Lecture Assignment and Self study	20%
4	Family socialization of child, family	<ul style="list-style-type: none"> ➤ Family interactions ➤ Family development/ family life cycle ➤ Status of women is ancient & modern times ➤ Various roles of women in society 		

5	Social work with children	<ul style="list-style-type: none"> ➤ 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 ➤ CPS Scheme 		
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References:-

- Desai, M. (ed.) 1994 Family and Intervention: A course Compendium, Bombay: Tata Institute of Social Sciences.
- Engels, F. 1944 Origin of the Family, Private property and the State. Bombay: People's Publishing House.
- Hartman, A. and laird, J. 1983 Family Centered Social Work Practice, new York : The Free Press
- India : Ministry of Welfare, 1994 India's Commitment to Family Well Being, An Overview of the Report of the national Seminars on the International Year of the Family, 1994. Bombay: Tata Institute of Social Sciences.
- Khasgiwala, A. 1993 Family 'Dynamics : Social Work Perspectives, New Delhi : Anmol
- Raju, M.L. and Krishna, G.R. (Eds.) 1996 Future of Indian Family Challenges for Social work Education, Tirupati : Sri Padmavati Mahila Visvavidyalam.
- Social Science, 1993 “Family Development”,54 (1)., Tata Institute of
- Mahila, Balako ane Kayado, B.M.Gandhi, Gopal M Pandya, S.B.D.Publication, 2008-09. f the Indian journal of social worker on :Mumbai: Tata Institute of social science
- Bal Aparadh ane Bharatiya nyay paddhati, Dr.Kaushik Raval, Raval Publication, Ahmedabad
Balako mate nyay no kayado, Prof.V.N. Pathan, New Popular Prakashan, Suraat
- The juvenile Justice, Prakash K Jani, Umesh A Trivedi, The New Gujarat Law House, Ahmedabad.

Name of program	Semester	Course Code	Subject Title	Credit	Internal Marks	External Marks	Total Marks
Master of Social Work	1	MSWIC 105 A	Rural And Urban Community Development	4	30	70	100

Objectives:-

- Sensitize trainees to the need and problems of urban communities
- Develop a critical understanding in the trainees about the program of urban development
- Meaning of Urban And Rural Development
- To develop student's vision about Govt. Planning
- To understand the Governmental efforts for Rural, and Urban community
- To understand and analyze Governance issues i.e. local, regional state and national

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Rural Development	<ul style="list-style-type: none"> ➤ Concept, definition, objective and principles ➤ Schemes & policies of Rural Development ➤ Rural Community and Planning 	Lecture, Assignment and Group discussion	25%
2	Agencies for rural Development	<ul style="list-style-type: none"> ➤ Government / Semi Government , Organization, co-operative, intuitions ➤ Panchayati Raj(Gram Panchyat level) ➤ Importance of Government Policy for Rural Development 	Lecture Assignment Case study and Self Study	20%

3	Urban Development	<ul style="list-style-type: none"> ➤ Urbanization:- concept, causes, process characteristics of Urban ➤ Urban Society:- issues, problems ➤ Urbanization and need of Urban Planning ➤ Mechanism of Urban planning ➤ Urban planning and civics services ➤ Urbanization and its impact of social economic development authority in Gujarat 	Lecture Assignment and Self study	20%
4	Local Governance	<ul style="list-style-type: none"> ➤ Local Governance of urban Communities programmers for urban development ((Corporation, municipal corporation) ➤ Housing schemes in Gujarat ➤ Characteristics of town, city, Metropolitan city, Mega city. ➤ Municipal Corporation: Structure, Function, ➤ Authority & Power Social work undervaluation of micro and macro levels 	Lecture Assignment Self- study and group Work	20%

References:-

1. D. Paul Choudhary (19IV9)- Voluntary efforts in social welfare and development New Delhi,
2. Dahl,R. (1982) –Who Governs? New Haven: Yale University Press.
3. Goel S.L. & R.K. Jain (1988) Social welfare Administration (Vol.I-II) New Delhi Deep & Deep Publication.
4. Jacob K.K. (1989) Social Policy in India., Himalaya Publications, Udaipur
5. K.C. Shivaramkrishnan , A. Kundu And B.N. Singh Handbook of Urbanization inIndia by 2007,
6. Mishra,R. (1999)- Globalisation and the welfare state. London: Edward ElgaePublishing ltd.
7. Oxford University Press, New Delhi.
8. Pillai P Gopichandran, Rural Development in India, Pointer Publisher; New Delhi.Publisher Press.
9. Puri V.K. 1978 : Planning for Tribal Development Yojana.
10. R. Ramchandran , Urbanization and Urban Systems in India by Oxford University Press.
11. Sendoc Bull , 1979 : Role of Banks in Tribal Development II, 7 (5)
12. Sharma B.D. 1978: Tribal Development- The concept and the Fame.
13. Sharma B.D. 1981: Planning for Dispersed tribals, Kurukshetra.
14. Singh B. 1977 : Tribal Development at Cross Road : A Critique and a Plea, Man InIndia, July.
15. Sinha S.P. : Planned Change In Tribal Areas, Journal of Public Administration, 19 (3)July-Sept 1977.
16. Turner, M & Hulme, D. (1997) Governance Administration and Development :Making the State

17. Work. London: Macmillan

18. Yadav and Mishra 1980: Impact of the Tribal Development Programmes on Employment, Income and Asset Formation in Bastar (M.P.)

Name of program	Semester	Course Code	Subject Title	Credit	Internal Marks	External Marks	Total Marks
Master of Social Work	1	MSWIC 105 B	Communication Skill	4	50	50	100

Objectives:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Subject-Predicate & Its Dilation	The parts of speech& Its Importance, 1. Noun 2. Pronoun (Personal and Reflexive) 3. Adjective 4. Adverb (Time, place and Manner) 5. Preposition 6.Conjunction (Only 7. Articles & 8. Marks of Punctuation	Lecture, Assignment and Group discussion	25%
2	Coping with emotions	A-the Introduction to Tenses and the usage of Tenses with a functional approach B- Verb Pattern in Modern discourse (Main, Helping and	Lecture Assignment Case study and Self Study	25%

		Model		
3	Thinking & Coping Skills	Important Parts of Grammar in Effective Communication Skills Direct-Indirect Speech Active-Passive Voice Synonyms & Antonyms	Lecture Assignment and Self study	25%
4	Communication Quality	<ul style="list-style-type: none"> ➤ Communication Infrastructure ➤ Communication and Question solving method ➤ Quality of communication ➤ Listening skill in communication 	Lecture Assignment and Self study	25%

References:-

Semester-2

Children's University

Department of social work

Master of social work syllabus (MSW) As Per C.B.C.S

Course code	Course (Paper) Title	Credit	Internal Marks	External Marks	Total marks	40% Marks Required Passing in Internal	40% Marks Required Passing in External	Total (40%) Passing Marks Required (Internal + External)
MSWCC-201	Social Case work	4	50	50	100	12	28	40
MSWCC-202	Social Group Work	4	50	50	100	12	28	40
MSWCC-203	Research in social Work:Quantitative Approches	4	50	50	100	12	28	40
MSWEC-204 A	NGO Management	4	50	50	100	12	28	40
	OR							
MSWEC B - 204	Family Social Work		50	50	100			
MSWIC-205 A	Human Rights & Justice	4	50	50	100	12	28	40

MSWIC-205 B	Gender and Development		50	50	100			
MSWP-206 A	<u>Field work</u>	6	50	50	100	-----	60	60
MSWP-206 B	Rural Camp							
Total		26	450	450	800			

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	08	Name:	Social Case work
Course (Paper) Unique Code		Core	MSWCC- 201
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	02	Core	4	50	50	-	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	History and developme of social casework in U.K, U.S.A and India	<ul style="list-style-type: none"> ➤ Problems and fields of Social case working India 	Lecture and Assignment	20%
2	Social casework as a method of social work	<ul style="list-style-type: none"> ➤ Concept and definition ➤ Components of casework (Perimanc's model) ➤ Person, problem, place, process ➤ Principal of social case work practice ➤ Tools of working with Individuals and Families Intake Record case work interview ,home visit ,Recoding 	Lecture, Assignment, Group Work and Self Study	20%
3	The process of intervene with client system and target system	<ul style="list-style-type: none"> ➤ Study ➤ Continuous assessment and analysis ➤ Psycho-social diagnosis ➤ Intervention ➤ Follow-up ➤ Termination ➤ Limitation of method ➤ case worker –client relationship knowledge of resources networking communication verbal non verbal ,eye contact body language 	Lectures, Assignment, Group Work Self Study	20%
4	Method of Casework practice	<ul style="list-style-type: none"> ➤ Social diagnostic ➤ Problem solving ➤ Crisis intervention 	Lectures, Assignment	20%

		➤ Case presentation based on Field Experiences and casework reporting		
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Methods of Assessments: Examination & Assignments

Reference Books:-

- [1]. Banerjee, G. R. : Concept of Being & Becoming in the Practice of Social Work, Indian Journal of Social Work, Mumbai
- [2]. Banerjee, Gauri Rani (1973) Papers on Social Work - An Indian Perspective, Bombay : Tata Institute of Social Sciences
- [3]. Buboia and Miley (1999) Social Work - An Empowering Profession, London : Allyn and Bacon
- [4]. Choudhary, D. Paul (2000) Introduction of Social Work, Delhi : Atmaram & Sons
- [5]. Davies, Martin (2002) Companion to Social Work, Oxford, UK : Blackwell Ltd.
- [6]. Dealing, Alan, Longam (1993) The Social Welfare Work Book, U.K.
- [7]. Feltham, Colin, Dryden, Windy (2005) Dictionary of Counseling, Mumbai : I.K. International Pvt. Ltd.
- [8]. Friedlander, W. A. (1978) Concepts & Methods of Social Work, New Delhi : Prentice Hall International Inc.
- [9]. Institute of Sustainable Development Encyclopedia in Social Work, New Delhi : Anmol Prakashan
- [10]. Mc Mohan M.O., (1996) Social Work Practice, London : Allyn Bacon
- [11]. Reading, Hugo (1996) Dictionary of Social Sciences, New Delhi : Atlantic Publishers and Distributors
- [12]. Skidmore, Rex, Thackeray, Milton, O. William, Farley (1983) Introduction to Social Work, New Jersey : Prentice Hall
- [13]. Upadhyay, R. K. (2003) Social Case Work, Jaipur & New Delhi : Rawat Publications

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	09	Name:	Social Group work
Course (Paper) Unique Code		Core	MSWCC-202
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	02	Core	4	50	50	-	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	Understanding Concepts Of Social Group Work	<ul style="list-style-type: none">➤ Concept➤ History & development of social group work➤ Definition and objectives.➤ Characteristics and principles of group work.➤ Importance of group in human life cycle➤ Process of social group work.	Lecture and discussion	20%

2	Social Group Work as Method	<ul style="list-style-type: none"> ➤ Fields of social group work. ➤ Types of social group work. ➤ steps of group formation ➤ Stages of group development. ➤ Role of social group worker in different stages of group development ➤ Skills of social group worker.. 	Lecture andclass-roomexercisesAttend meetingsas an observer,participate intraining	20%
3	Group Process and Dynamics	<ul style="list-style-type: none"> ➤ Concept, principles importance and implementation of programme ➤ Use of techniques and tools in group work. ➤ Conflict Resolution. ➤ Fish Bowe technique.. 	Lecture, examine a specific program, formation as in classexercise	20%
4	Recording & Evolution in Social Group Work.	<ul style="list-style-type: none"> ➤ Principles and importance of recording in social group work. ➤ Types of recording ➤ Importance of evaluation in social group work. ➤ Types of evaluation. ➤ Methods of evaluation ➤ Recommended reading 	Lecture discussion skills for developing a press note	20%
5	Roles of social work in rural development	<ul style="list-style-type: none"> ➤ 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:-

- [14]. Bhatt R.M. (1960) Records of Group Work Practice in India, Baroda University : Baroda
- [15]. Delhi School of Social Work (1958) Field Work Records in Group Work and Community organization, London : Tavistock Publication
- [16]. Doel, Mark & Sawda, Catherine (2003) The Essentials of Group Worker, London : Jessica Kingsley Pub.
- [17]. Douglas, Tom (1976): Group Process in Social Work - a Theoretical Synthesis, New York, John Wiley & Sons
- [18]. Douglas Tom (1978) Basic Group Work, London : Tavistock Publication
- [19]. Barhard (1975) The Use of Groups in Social Work Practice, USA : Routledge & Kegan Paul Ltd.
- [20]. Klein Josphine (1967) The Study of Groups, London :Routledge and Kegan Paul Ltd
- [21]. Konopka Gisela (1954) Group Work in Institution, New York : Associate Press
- [22]. Konopka Gisela (1983 3rd Ed.), Social Group Work a Helping Process, New Jersey : Prentice Hall
- [23]. Northen, Helen (1969) Social Work with Groups, New York : Columbia University Press
- [24]. Northen, Helene, Roberts (1976) Theory of Social Work with Groups, New York : Columbia University Press
- [25]. Phillips, Helen (1962) Essentials of Social Group Work Skills, New York : Associate Press
- [26]. Reid E. Kenneth (1996) Social Work Practice with Groups - A Clinical Perspective, USA Brook/Cole Publishing Company
- [27]. Ryland and Wilson (1949) Social Group Work Practice, USA : Houghton Mifflin Co.
- [28]. Trecker, Herleigh (1955) Group Work-Foundations & Frontiers, New York : Whiteside & William Marrow & Co
- [29]. Trecker, Herleigh (1970) Social Group Work-Principles and Practices, New York : Associate Press

Syllabus			
Subject :		Master of Social Work	
Course (Paper) No.		10	Name: Reserch in Social Work:Quantitative Approaches
Course (Paper) Unique Code		Core	MSWCC-203
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	02	Core	4	50	50	-	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	Research Methods for Social Work and Constructing Quantitative Research Design	<ul style="list-style-type: none"> • Scientific method: Nature and characteristics, application of scientific method to the study of social phenomena. • Social Research and Social Work Research: Meaning, nature and its significance • Steps in research process • Research designs: Types of research designs (Exploratory, Descriptive, Experimental, and Quasi experimental designs). 	Lecture observation Discussion	20%

		<ul style="list-style-type: none"> Sampling design: Universe and Sample, rationale, importance, characteristics and types of sampling, general considerations in the determination of sample size, sampling error and non-sampling error, limitations of sampling 		
2	Data Collection and Management	<ul style="list-style-type: none"> Sources of data: Primary and secondary Methods and tools of quantitative data collection Data processing, data analysis and interpretation Writing research reports: Presentation and styles of referencing, citing and paraphrasing 	Group Class Assignment and Discussion	20%
3	Basic Statistics	<ul style="list-style-type: none"> Basic statistical concepts: variables, data, population, sample and parameter/statistic. Hypothesis: Meaning and formulation of hypothesis, sources, types, attributes of a good hypothesis, significance of hypothesis in social work research. Steps in testing hypothesis, concept of degree of freedom, level of significance. Type I and II errors in hypothesis testing. Process of statistical enquiry: collection, classification, presentation, analysis and interpretation of data. 	Lecture Discussion	20%

4	Descriptive and Inferential Statistical Methods	<ul style="list-style-type: none"> • Descriptive statistics: Measures of central tendency (mean, median, mode), Measures of dispersion (range, mean deviation, standard deviation, coefficient of variation), Measures of correlation (Product Moment Correlation and regression analysis) • Inferential Statistics: Parametric (test of difference of means of two samples) and Non-Parametric statistical tests (test of association of attributes and Rank correlation coefficient) 	Lecture Discussion	20%

Methods of Assessments: Examination & Assignments

Reference Books:-

Rubin, A. & Babbie, E. 2001 Research Methods for Social Work (4th Ed.). California: Wadsworth.
 Reid, W.J. & Smith, A.D. 1981 Research in Social Work. New York: Columbia University Press.
 Bailey, K.D. 1982 Methods of Social Research. New York: The Free Press.
 Burns, R.B. 2000 Introduction to Research Methods. New Delhi: Sage Publications.

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	11	Name:	NGO MANAGEMENT
Course (Paper) Unique Code	Elective-1		MSWEC-204
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	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	Conceptual Framework and Historical Development	➤ Basic concepts and definitions of : NGOs, Voluntary action, voluntary organization, civil society organizations	Lecture, Assignment and Group discussion	20%
2	Initiating and Managing NGO	<ul style="list-style-type: none"> ➤ Formation of By-laws ➤ Registration of NGO ➤ Record keeping, documentation, budgeting, accounting and auditing ➤ Capacity Building, Training and Development ➤ Organizational behavior 	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	Basic Statistics	<ul style="list-style-type: none"> • Basic statistical concepts: variables, data, population, sample and parameter/statistic. • Hypothesis: Meaning and formulation of hypothesis, sources, types, attributes of a good hypothesis, significance of hypothesis in social work research. Steps in testing hypothesis, concept of degree of freedom, level of significance. Type I and II errors in hypothesis testing. • Process of statistical enquiry: collection, classification, presentation, analysis and interpretation of data 	Lecture Assignment and Self study	20%
4	Descriptive and Inferential Statistical Methods	<ul style="list-style-type: none"> • Descriptive statistics: Measures of central tendency (mean, median, mode), Measures of dispersion (range, mean deviation, standard deviation, coefficient of variation), Measures of correlation (Product Moment Correlation and regression analysis) • Inferential Statistics: Parametric (test of difference of means of two samples) and Non-Parametric statistical tests (test of association of attributes and Rank correlation coefficient) 	Lecture Assignment Self-study and group work	20%

5	Prison Reforms & Role of Social worker	<ul style="list-style-type: none"> ➤ 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%
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Methods of Assessments: Examination & Assignments

Reference Books:-

- **Levis, David & Ravichandran, N. 2008 NGO And Social Welfare Administration New Research Approaches, Jaipur: Rawat Publication.**
- **Mukherjee, K.K. 1999 A Guide Book for Strengthening Voluntary Organizations. Ghaziabad: Gram Niyojan Kendra.**
- **Padaki, V. & Vaz, M. 2004 Management Development And Non Profit Organization. New Delhi: Sage Publication.**

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	12	Name:	Family Social Work
Course (Paper) Unique Code	Elective-1		MSWEC-204 B
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	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	<ul style="list-style-type: none">➤ 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 in family	<ul style="list-style-type: none">➤ Status of women in ancient & modern times➤ Various roles of women in society➤ Policies & programs for women empowerment➤ Female faceted: What is female faceted? What's step given by Govt. & NGO in this field.	Lecture, Assignment, Group Work and Self Study	20%
3	Social work with children	<ul style="list-style-type: none">➤ 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	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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

Engles, F. 1944

Hartman, A. and

Laird. J. 1983

Khasgiwala, A. 1993

Tata Institute of

Social Science, 1993

Tata Institute of

Social Science. 1995

:Family and Intervention: A Course compendium,

:Origin of the Family, Private Property and the State,

:Family Centered Social Work Proactive,

:Family Dynamics: Social Work Perspective,

:Special Issue of The Indian Journal of social Work on
“Family Development”, 54 (1).,

:Special Issue of the Indian journal of social worker on
“the Family”, 56(2).

:Bombay: Tata Institute of Social Science

:Bombay: Peoples publishing house.

:New York: The Free Press.

:New Delhi: Anmol.

:Mumbai: Tata Institute of social sciences.

: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	MSWIC-205 A
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	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	<ul style="list-style-type: none"> ➤ . The concept, meaning, historical development of human rights. ➤ Approaches to human rights ➤ Human principles, guiding principles of state policy ➤ Fundamental Rights ➤ Civil and political rights Economic, cultural, social right 	Lecture Assignment Case study and Self study	20%
2	Human rights of some groups	<ul style="list-style-type: none"> ➤ Human rights of women ➤ Human rights of children ➤ Human rights of minorities ➤ Human rights of prisoners and accused ➤ Human rights for the disabled ➤ Environment and human rights 	Lecture Assignment Case study and Self study	20%
3	Efforts to protect human rights in India.	<ul style="list-style-type: none"> ➤ Complaint in Uno ➤ National and State Human Rights Commission ➤ Proceedings in the Supreme Court or the High Court ➤ Legal system ➤ National Minority Commission Act (1992) ➤ National Women Commission (1990) ➤ Functions of the National Human Rights Commission ➤ Matters needed to protect human rights 	Lecture Assignment Case study and Self study	20%

4	Human Rights and the Laws of India, The Role of a Social Worker in Human Rights and Social Law	<ul style="list-style-type: none"> ➤ Fetal Testing Prohibition Act (1971) ➤ Child Prohibition Act (1929) ➤ Dowry Restrictions Act (1961) ➤ 4 Equal labor law ➤ Child Labor Restrictions Act (1993) ➤ Right to Information (2005) ➤ Right to Education ➤ The Role of a Social Worker in Human Rights and Social Law 	Lecture Assignment Case study and Self study	20%
5	Social Legislation & Justice Systems & Role of Social Worker	<ul style="list-style-type: none"> ➤ 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 ➤ Role of Social Worker in Human Rights & Social Legislation 	Lecture Assignment Case study and Self study	20%

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, Ian, 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.

Syllabus								
Subject :		Master of Social Work						
Course (Paper) No.		14	Name:	Field Work Practium				
Course (Paper) Unique Code			Practical	MSWP-206 A				
External Exam Time Duration								
Name of Program	Semester	Course Group		Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Elective-1/ Practical/	Core/ Elective-2/ 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	<ul style="list-style-type: none"> ➤ 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

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	15	Name:	Rural Camp
Course (Paper) Unique Code		Practical	MSWP 206 B
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

Semester-3
Children's University
Department of social work
Master of social work syllabus (MSW) As Per C.B.C.S

Course code	Course (Paper) Title	Credit	Internal Marks	External Marks	Total marks	40% Marks Required Passing in Internal	40% Marks Required Passing in External	Total (40%) Passing Marks Required (Internal + External)
MSWCC301	SocialWelfare Administratiton	4	50	50	100	12	28	40
MSWCC302	Social Action and & Social Envirment	4	50	50	100	12	28	40
MSWCC303	Human Behavior	4	50	50	100	12	28	40
MSWEC304 A	Counselling SocialWork	4	50	50	100	12	28	40
	OR							
MSWEC304 B	Correctional Soial Work		50	50	100			
MSWIC 305 A	Social Work Practice with Mental Helth	4	50	50	100	12	28	40
	OR							
MSWIC305 B	Disaster Management		50	50	100			
MSWP306	Field Work Practicum	6	50	50	100	-----	60	60
Total			400	400	800			

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	16	Name:	SocialWelfare Administratiton
Course (Paper) Unique Code		Core	MSWC-301
External Exam Time Duration	02:30 Hours		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Elective-1/ Practical/ Project					
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	Community as Dynamic Entity	<ul style="list-style-type: none"> ➤ Understanding Community: Definitions, types, approaches and framework ➤ Rural, urban and tribal communities - Forms and features ➤ Community - Issues of identity, inclusion and exclusion [Social Identity by Kay Deaux; City University of New York] ➤ Community dynamics: Caste, class, religion and gender 	Lecture Observation discussion	20%
2	Community Work: Concept, Strategies and Principles	<ul style="list-style-type: none"> ➤ Indigenous approaches to community work - Gandhi, Vinoba, Ambedkar and radical groups ➤ Community work and community participation - Strategies and principles; Models and processes ➤ Designing community interventions - use of PLA, LFA, Problem analysis, Stakeholder analysis, Strategic planning etc. ➤ The role of ideology in community work 	Group class Assignment discussion	20%
3	The Context of Community Work	<ul style="list-style-type: none"> ➤ Concept and critique of Social Capital and its relationship to the idea of community ➤ Taking sides - community work as a political activity ➤ Disempowered communities and the power of the state and other agencies ➤ Professionalism and inculcation of ethics in community practice 	Lecture Observation	20%

4	Civil Society Organizations and the Process of Community Work	<ul style="list-style-type: none"> ➤ Social and psychological aspects ➤ Ideological orientation of NGOs in their engagement with communities ➤ Grassroots governance and community work ➤ Sectoral thrust of community engagements by NGOs; health, education, microfinance and environment, etc. 	Observation through posters films by discussion	20%
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Methods of Assessments: Examination & Assignments

Reference Books:

11. Kirst-Ashman, K.K. & Hull, G.H.(eds.) 2001 Generalist Practice with Organizations and Communities. Belmont, CA: Wadsworth.
12. Biklen, D. 1983 Community Organizing: Theory and Practice. Englewood Cliffs, N. J.: Prentice Hall.
13. Kramer, R.M. & Specht, H. 1983 Readings in Community Organisation Practice. Englewood: Cliffs Prentice Hall Inc.
14. Ross, M. G. 1967 Community Organization. Theory, Principle and Practice, New York: Harper & Row.
15. Siddiqui, H.Y. 1997 Community Organisation in India. New Delhi: Harnam.
16. Hardcastle, D. A., Powers, P. R. & Wenocur, S. 2004 Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press.
17. Lee, J.A.B. 2001 The Empowerment Approach to Social Work Practice: Building the Beloved Community (2nd ed.). New York: Columbia University Press
18. Marie, W. 2005 The Handbook of Community Practice. Thousand Oaks: Sage Publications.
19. Weil, M. (ed,) 1996 Community Practice: Conceptual Models. New York: The Haworth Press Inc.
20. Etzioni, A. 1995 The Spirit of Community: Rights, Responsibilities and the Communitarian Agenda. London: Fontana Press.

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	17	Name:	Social Action and Social Movement

Course (Paper) Unique Code	Core	MSWCC-302
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:

- 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	Welfare and Development Organisations	<ul style="list-style-type: none"> ➤ Social welfare administration: Meaning, history, principles and changing context ➤ Concept, nature and types of organizations-role of development organisations in society-nature of welfare and development services. ➤ Distinction between social welfare administration, public administration and social security administration ➤ Registration of welfare agencies, Laws relating to societies, trusts and non-profit organisations. 	Lecture & Discussion	20%
2	Components of Administration	<ul style="list-style-type: none"> ➤ Planning and Organizing, Direction, coordination and supervision, Staff recruitment, training and development ➤ Recording, documentation & Budgeting ➤ Public relations and networking ➤ Monitoring and evaluation 	Lecture & Discussion	20%
3	Strategies and Mechanisms of Administration	<ul style="list-style-type: none"> ➤ Decision-making process-forms and types ➤ Role of communication in administration- nature, importance, models and modalities ➤ Role description and functioning, role accountability ➤ Sustainability of programmes-Phasing-out and termination 	Lecture & Discussion	20%
4	Urban development policy & programs	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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%
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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 UnwinLtd 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 Economic 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:	Human Behavior & Social Enviroment
Course (Paper) Unique Code		Core	MSWCC-303
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	Understanding Community -1	<ul style="list-style-type: none">➤ Understanding Community➤ Types of Community➤ Function of Community	Lecture Observation Discussion	20%
2	Community organization	<ul style="list-style-type: none">➤ Concept➤ Definition of Community organization	Lecture, Discussion	20%
3	Strategies and Mechanisms of Administration	<ul style="list-style-type: none">➤ Decision-making process-forms and types➤ Role of communication in administration- nature, importance, models and modalities➤ Role description and functioning, role accountability➤ Sustainability of programmes-Phasing-out and termination.	Lecture Discussion	20%
4	Fund Raising and Resource Mobilization	<ul style="list-style-type: none">➤ Grants-in-aid: origin, purpose, scope, principles and procedures➤ Resource mobilisation: sources and management➤ Financial administration-Regulatory and legislative framework (FCRA)➤ Social marketing: Principles, philosophy, process and models	Lecture Discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:-

1. Goel, S.L. & Jain, R.K. 1988 Social Welfare Administration: Theory and Practice, (Vol. I & II). New Delhi: Deep and Deep Publications.
2. Chowdhry, P.D. 1983 Social Welfare Administration. Delhi: Atma Ram Sons.
3. Jablin, F.M., Putnam, L.L., Roberts, K.H. & Porter, L.W. (eds.) 1987 Handbook of Organizational Communication: Interdisciplinary Perspectives. Newbury Park, CA: Sage.
4. Patti, R.J. 2000 The Handbook of Social Welfare Management. Sage Publications.
5. Skidmore, R.A. 1994 Social Work Administration: Dynamic Management and Human Relationships. Pearson Education.
6. Chandra, S. 2001 Non-Governmental Organizations: Structure, Relevance and Function. New Delhi: Kanishka Publishers
7. Rao, V. 1987 Social Welfare Administration. Bombay: Tata Institute of Social Sciences.
8. Lewis, J.A., Lewis M.D., Packard, T.R., & Souflee, F. 2000 Management of Human Service Programs. Pacific Grove, CA.: Books/Coles.
9. Banerjee, G. 2002 Laws Relating to Foreign Contributions in India. New Delhi: Commercial Law Publications.
10. Kotler, P. 1999 Social Marketing: Improving the Quality of Life. Delhi: Sage Publications.

Syllabus			
Subject :		Master of Social Work	
Course (Paper) No.		19	Name: Counselling Practices
Course (Paper) Unique Code		Elective-1	MSWEC 304 A
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 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., Narinder Kaur 1994:	:	GATT Implication of Dunkel proposal,	:	New Delhi: Anmol Publication.
Chakraborty Bimal 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, 7 th ed.,	:	New Delhi: Vikas Publication Home.

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	20	Name:	Correction Social Work
Course (Paper) Unique Code		Elective-1	MSWEC 304 B
External Exam Time Duration	02:30 Hours		

Name of Program	Semester	Course Group	Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Elective-1/ Practical/ Core/ Elective-2/ 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 voluntary 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 and initiate as well as develop new programs.
- Develop ability to analyse the practices applied in specific setting.

Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Deviant behavior	<ul style="list-style-type: none">➤ Deviant behavior – aspects and perspectives of deviance, new values and social control of deviant behavior.➤ Criminology as a science. History of criminology, conservative, mainstream and radical criminology.	Lecture and discussion	20%
2	Crime & Criminals	<ul style="list-style-type: none">➤ Concept, definition, types and classification of crime and criminals➤ Understanding of the concepts of crime, types and various➤ classifications of crime and criminals..	Lecture and classroom exercises Attend meetings as an observer, participate in training	20%
3	Criminal Theory	<ul style="list-style-type: none">➤ Causes of criminals behavior, early theories of crime, sociological and psychological theories➤ History of corrections, theories of punishment	Lecture, examine a specific program, formation as in class exercise	20%
4	Treatment	<ul style="list-style-type: none">➤ 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	<ul style="list-style-type: none"> ➤ Unit of work, time allotment, workload, responsibility, coordination ➤ Staff-client relation ➤ Teamwork, Supervision, Directing, Monitoring, Evaluation ➤ Conflict Resolution ➤ Public Relation 	Lecture discussion	20 %
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Methods of Assessments: Examination &Assignments

Reference Books:-

- (1) Ahuja, R. Criminology, Rawat publication, Jaipur.
- (2) Anju Bajpai And Pk Bajpai Female Criminality in India, Rawat publication, Jaipur. Kornhauser, R. (1978). Social Sources of Delinquency. University of Chicago Press.
- (3) Ramakant, P. 2006 Handbook of Criminology, dominant Publishers and distributors, New Delhi.
- (4) Ronald L. Akers and Christine S. Sellers Criminological theories: introduction, evaluation, and application, Rawat publication, Jaipur.
- (5) Goyal, Sunil and Sangita Goyal.2007 Criminology, RBSA Publishers, Jaipur
Mahajan, S. 2004 Criminology and Penology, Arjun Publishing house, New Delhi. 64
- (6) Sinh. R. A. P. 2009 Criminology, Panchshil Prakashan, Jaipur

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	21	Name:	Corporate Social Responsibilities
Course (Paper) Unique Code		Elective-2	MSWIC-305
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	<ul style="list-style-type: none"> ➤ Corporate Social Responsibility : Concept and Issue ➤ Historical Perspective of CSR 	Discussion based on personal experience and lecture	20%

2	Model of CSR	<ul style="list-style-type: none"> ➤ CSR Models ➤ CSR : From Philanthropy to Public Private People Partnership 	Discussion based on practice and lecture	20%
3	Business Ethics of CSR	<ul style="list-style-type: none"> ➤ Functions of CSR ➤ Different Business Ethics of CSR ➤ Role of CSR 	Discussion demonstration program planning	20%
4	Corporate Governance	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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.
Cherunilam Francis	:	Business Environment.
Baxi CV and Prasad Ajit	:	CSR Concept and Cases : The Indian Experience, Excel Books, New Delhi

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	22	Name:	Disaster Management
Course (Paper) Unique Code		Elective-2	MSWIC305
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:	<ul style="list-style-type: none">➤ 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:	<ul style="list-style-type: none">➤ 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:	<ul style="list-style-type: none">➤ 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:	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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

Assistance 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

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	23	Name:	Field Work
Course (Paper) Unique Code		Practical	MSWP-306
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	03	Practical	6	-	-	150	150

Course Objective:

- To develop professional attitude conducive 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
	GO/NGO/CO-OP/INDUSTRY 2 Days in Week	<ul style="list-style-type: none"> - 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 INDUSTRIES, KNOW ABOUT H.R. FUNCTIONS, TRAINING, LABOUR LEGISLATION & I.R, ETC.

Method of Assessments : Viva Voce

Semester-4

Children's University

Department of social work

Master of social work syllabus (MSW) As Per C.B.C.S

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Syllabus			
Subject :		Master of Social Work	
Course (Paper) No.	24	Name:	Human Resource Management
Course (Paper) Unique Code		Core	MSWCC 401
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	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	Introduction to Human Resource Management	<ul style="list-style-type: none"> ➤ Need for Labour Legislations, Indian Perspective ➤ Labour Laws and Rapid Changing Industrial scenario ➤ Implementation of Labour Laws ➤ Role of ILO. National Labour Commissions 	Lecture discussion	20%
2	Laws on Working Conditions & Dispute	<ul style="list-style-type: none"> ➤ The Factories Act, 1948 . ➤ Industrial Dispute Act, 1947 	Lecture discussion	20%
3	Laws on Wages	<ul style="list-style-type: none"> ➤ The Minimum Wages Act, 1948 ➤ The Payment of Wages Act, 1936 ➤ The Payment of Bonus Act, 1965 ➤ The Equal Remuneration Act, 1976 	Lecture discussion	20%
4	Laws on Social Security	<ul style="list-style-type: none"> ➤ The Workmen's Compensation Act, 1923 ➤ The Employee's State Insurance Act, 1948 ➤ The Employee's State Insurance Act, 1948 ➤ The Payment of Gratuity Act, 1972 	Lecture discussion	20%

- **Methods of Assessments: Examination & Assignments**

Reference Books:-

- Industrial & Labour Laws – S. P. Jain
- Labour laws for Managers – B.D. Singh
- Industrial Relations, Trade union and Labour
- Labour and Human Resource Management Forms and Precedents, by S.D Puri and Sundeep Puri, Snow White Pub, Mumbai (4th Edn, 2011.)

- Labour Laws for Everyday made easy; S.D .Puri and Sundeep Puri, Snow White Pub, Mumbai.(3rd edn, 2011.

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	25	Name:	Labour law
Course (Paper) Unique Code		Core	MSWCC- 402
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	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	Introduction to Labour Legislations	<ul style="list-style-type: none">➤ Need for Labour Legislations, Indian Perspectiv➤ Labour Laws and Rapid Changing Industrial scenario➤ Implementation of Labour Laws➤ Role of ILO. National Labour Commissions	Lecture Assignment and discussion	20%
2	Laws on Working Conditions & Dispute	<ul style="list-style-type: none">➤ The Factories Act, 1948➤ Industrial Dispute Act, 1947➤ The Payment of Wages Act, 1936➤ The Payment of Bonus Act, 1965➤ The Equal Remuneration Act, 1976	Lecture Assignment and Group work	20%
3	Laws on Wages	<ul style="list-style-type: none">• The Minimum Wages Act, 1948• The Payment of Wages Act, 1936• The Payment of Bonus Act, 1965• The Equal Remuneration Act, 1976	Lecture Assignment Group Work and Self Study	20%

4	Laws on Social Security	➤ 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:-

- Industrial and Labour Law – P. L. Maliki.
- Industrial Law – J. K. Bareja
- Industrial & Labour Laws – S. P. Jain
- Labour laws for Managers – B.D. Singh
- Industrial Relations, Trade union and Labour
- Labour and Human Resource Management Forms and Precedents, by S.D Puri and Sundeep Puri, Snow White Pub, Mumbai (4th Edn, 2011.)
- Labour Laws for Everyday made easy; S.D .Puri and Sundeep Puri, Snow White Pub, Mumbai.(3rd edn, 2011.)

Syllabus			
Subject :		Master of Social Work	
Course (Paper) No.	26	Name:	Social Work with Differently abled
Course (Paper) Unique Code		Core	MSWCC-403
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	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	Health Concept	<ul style="list-style-type: none">➤ Determinative components for Health➤ Main Aspects of Health –Physical , Mental, Social , Emotional , Spiritual➤ Importance of Health➤ Over view of social work practice in the field of health	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	Medical social work	<ul style="list-style-type: none">➤ Concept , Definition and field Area of Medical social work➤ Historical Development of Medical social work in India➤ Role of social work in Hospital➤ Importance of Medical social worker	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	Skill and Method	<ul style="list-style-type: none">➤ Skill of medical social worker➤ Preventive and social treatment➤ Importance of Prevention of social medicine in community➤ Methods of Health Education Role of Medical social worker	Lecture Assignment Group Work and Self Study	20%
4	Maternal and child health.	<ul style="list-style-type: none">➤ 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	<ul style="list-style-type: none"> ➤ 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 %
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➤ **Methods of Assessments: Examination & Assignments**

Reference Books:-

- Dora Goldstine (1955) Reading in Theory and Practice of Medical Social Work. Psychosomatic Approach Is Health Care.
- Minefield (1986) Patient Are people New York Publication
- Patak(2006)Medical Social Work In India, New Age Publication, New Delhi
- B.C. Rai(2010)Health Education And Hygiene.
- Devdhar N.S (1999) Tame ane Tamaru Arogy, (Gujarati) Pustak Mahal Delhi
-
- www.nimhans.ac.in/
- http://archive.india.gov.in/hindi/sectors/health_family/index.php?id=13
- <http://gu.vikaspedia.in/health/aaeabeaa8ab8abfa95-a86ab0acba97acdaaf/aaeabeaa8ab8abfa95-ab0acba97>
- <http://gu.vikaspedia.in/health/aaeabeaa8ab8abfa95-a86ab0acba97acdaaf/ab8acda95abfa9dacbaabacdab0ac7aa8abfa86>
- <http://gu.vikaspedia.in/health/aaeabeaa8ab8abfa95-a86ab0acba97acdaaf/aa4aa3abeab5-a85aa8ac7-aaeaa8acbaaaa9aabeab0>
- <http://gu.vikaspedia.in/health/aaeabeaa8ab8abfa95-a86ab0acba97acdaaf/aaeabeaa8ab8abfa95-aacac0aaeabeab0ac0>
- Training Module for Mental Health Worker,, Govt. of India.
- □ Patel Neela(2016) Health care and Social Work Practice Part I,II,III, BAOU,Ahmedabad
- □ Nayak Arpan(2016) Health care and Social Work Practice Part IV, BAOU,

Syllabus

Subject :	Master of Social Work		
Course (Paper) No.	27	Name:	Corporate Social Responsibility
Course (Paper) Unique Code	Elective-1	MSWEC 404 A	
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.
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Course Contents:

UNIT	UNIT TITLE	DESCRIPTION	TEACHING METHOD	WEIGHTAGE OF PAPER
1	Introduction to CSR	<ul style="list-style-type: none"> ➤ Concept and Philanthropy & Charity' ➤ Meaning and Importance of CSR ➤ Evolution of CSR in India ➤ Principles and Ethics and CSR 	Lecture & Discussion	20%

2	Approaches of CSR	<ul style="list-style-type: none"> ➤ The Triple Bottom-line Approach ➤ Obstructionist ➤ Defensive ➤ Accommodative & Proactive ➤ CSR Provisions under Companies Act, 2013Companies (Corporate Social Responsibility Policy) Rules, 2014 ➤ The Role of Business in Society ➤ Different stakeholders, differen perspectives 	Lecture & Discussion	20%
3	Operationalisation of CSR	<ul style="list-style-type: none"> ➤ CSR Provisions under Companies Act, 2013 ➤ Companies (Corporate Social Responsibility Policy) Rules, 2014 ➤ The Role of Business in Society ➤ Different stakeholders, different perspectives 	Lecture & Discussion	20%
4	Issues & Challenges in CSR	<ul style="list-style-type: none"> ➤ Environmental and Social issues ➤ Labour and related issues ➤ Ethical and Governance issues ➤ Challenges of CSR 	Lecture & Discussion	20%

Methods of Assessments: Examination &Assignments

Reference Books:-

- Grayson D., Hodges A. (2004). Corporate Social Responsibility- Seven Steps to Make Corporate Social Responsibility Work for Your Business. UK: Greenleaf Publishing Limited
- Narang R.K. (2009).Corporate Social Responsibility-Replicable Models on Sustainable Development. NewDelhi: TheEnergy & Resources Institute.
- William B Werther, Jr, David Chandler, 2010 Strategic Corporate Social Responsibility, Stakeholders in a Global Environment, Second Edition, SAGE Publications, New Delhi
- Sanjay K Agarwal (2008), Corporate Social Responsibility, SAGE Publications, New Delhi
- David E Hawkins, 2006, Corporate Social Resonsibility , Palgrave Macmillan, New York
- Raman Mullerat (2011), The Corporate Governance of the 21st Century, Aspen Publishers, UK
- Wayne Visser (2014), Transforming Corporate Social Sustainability and Responsibility, Springer Heidelberg, New York, London
- Ataur Rahman Belal (2008), Corporate Social Responsibility in Developing Counties, Ashgate Publishers. UK.

Syllabus								
Subject :		Master of Social Work						
Course (Paper) No.		28	Name:	Corporate Social Responsibility				
Course (Paper) Unique Code			Elective-1	MSWEC-404				
External Exam Time Duration			02:30 Hours					
Name of Program	Semester	Course Group		Credit	Internal Mark	External Mark	Practical Viva mark	Total marks
		Foundation/ Elective-1/ Practical/ Project	Core/ Elective-2/					
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	<ul style="list-style-type: none">➤ 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	<ul style="list-style-type: none">➤ Registration and Establishment of NGOs Societies Act, Trust Act, Company's Act (Sec.25), By laws 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.	Group class Assignment and discussion	20%
3	Project Identification And Budgeting	<ul style="list-style-type: none">➤ 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	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	29	Name:	Field work practicum
Course (Paper) Unique Code		Elective-2	MSWIC-405
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-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	<ul style="list-style-type: none"> ➤ 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%

		<ul style="list-style-type: none"> ➤ Personality disorder Symptoms and treatment ➤ Alcoholic and substance abuse related disorder Symptoms and treatment ➤ Different types of drugs Barbiturates, cocaine, Heroin, Steroids. Their Symptoms and treatment 		
2	Types of psychological methods or treatment	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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	<ul style="list-style-type: none"> ➤ 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 Horizons in Medical Social Work, Chicago : The University of Chicago Press

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

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

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	30	Name:	Social Entrepreneurship And Innovation
Course (Paper) Unique Code		Elective-2	MSWIC405
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-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	<ul style="list-style-type: none">➤ Definition of Social Entrepreneurship➤ Role of Social Entrepreneur.	<ul style="list-style-type: none">• Lecture• Discussion With audio-visual aid	20%
2	Theories	<ul style="list-style-type: none">➤ New theories of Social Entrepreneurship➤ Theories of Action/Agency	<ul style="list-style-type: none">• Lecture• Discussion With audio-visual aid	20%
3	Qualities of innovation	<ul style="list-style-type: none">➤ meaning & concept of innovation➤ Definitions of innovation➤ Qualities of social	<ul style="list-style-type: none">• Lecture• Discussion With audio-visual aid	20%
4	Innovation	<ul style="list-style-type: none">➤ concept of innovation➤ Different types of innovation➤ correlates of innovation	<ul style="list-style-type: none">• Lecture• Discussion With audio-visual aid	20%
5	Innovation	<ul style="list-style-type: none">➤ Rural innovation➤ Entrepreneur in economic Theory	<ul style="list-style-type: none">• 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

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	31	Name:	Block Placement
Course (Paper) Unique Code		Practical	MSWP406
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	04	Practical	6	-	-	150	150

Course Objective:

- To develop professional attitude conducive 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	<ul style="list-style-type: none"> - 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

Syllabus			
Subject :	Master of Social Work		
Course (Paper) No.	32	Name:	Dissertation
Course (Paper) Unique Code	Practical		MSWP 406
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	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