

समाज कार्य में स्नातक
BACHLOR OF SOCIAL WORK (BSW)

पाठ्यक्रम/सत्र

: 2017 – 20

SYLLABUS/SESSION 2017-20
CBCS PAATERN



महात्मा गांधी फ्यूजी गुरुजी सामाजिक कार्य अध्ययन केंद्र
MAHATMA GANDHI FUJI GURUJI CENTRE FOR SOCIAL WORK

महात्मा गांधी अंतरराष्ट्रीय हिंदी विश्वविद्यालय, वर्धा (महाराष्ट्र)
MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA
WARDHA, MAHARASHTRA

समाज कार्य में स्नातक

अध्ययन आयोजन एवं मूल्यांकन पद्धति –

1. इस पाठ्यक्रम (बी.एस.डब्ल्यू) के लिए न्यूनतम 03 वर्ष तथा अधिकतम 04 वर्ष की अवधि निर्धारित है। यह पाठ्यक्रम कुल 120 क्रेडिट का है।
2. प्रश्नपत्र (Paper) के लिए पाठ्यचर्या (Course) शब्द का प्रयोग किया गया है। पाठ्यक्रम आधार (अनिवार्य एवं ऐच्छिक) तथा मूल (अनिवार्य एवं ऐच्छिक) पाठ्यचर्याओं में विभाजित है।
3. क्रेडिट पाठ्यचर्या के मूल्यांकन की इकाई है, जिसका मान-निर्धारण कार्य-दिवसों के बजाय वास्तविक शिक्षण/अध्ययन के घंटों पर किया गया है। कोर्स वर्क के लिए अनिवार्य और ऐच्छिक पाठ्यक्रमों में प्रत्येक पाठ्यचर्या 2 अथवा 4 क्रेडिट की होगी। पाठ्यचर्याओं का निर्धारण संबंधित अनिवार्य एवं ऐच्छिक में 2 और 4 क्रेडिट दोनों प्रकार की पाठ्यचर्या रखी गई हैं।
4. विभिन्न पाठ्यचर्याओं के मूल्यांकन के लिए सेमेस्टर की लिखित परीक्षा और आंतरिक परीक्षा के बीच 3:1 (75/25) का अनुपात होगा।

समाज कार्य में स्नातक के लिए परीक्षा प्रणाली (लिखित परीक्षा हेतु) इस प्रकार होगी :

(i)	दीर्घउत्तरीय/वर्णनात्मक	5 प्रश्नों में से 3 प्रश्न	प्रत्येक प्रश्न 15 अंक
(ii)	लघुउत्तरीय	6 प्रश्नों में से 4 प्रश्न	प्रत्येक प्रश्न 5 अंक
(iii)	बहुविकल्पीय	5 प्रश्न	प्रत्येक प्रश्न 2 अंक
...	...	...	कुल 75 अंक

अंकों का ग्रेड प्वाइंट/क्रेडिट प्वाइंट के रूपांतरण विश्वविद्यालय अनुदान आयोग के दिशा-निर्देशों की अनुरूपता में 10 प्वाइंट स्केल पर किया जाएगा।

BSW Syllabus Structure

Total Credit: 120 Credits

First Semester

FC01	Introduction To Computer	2 Credits
BSW CC01	Understanding Society	4credits
BSW CC02	Basic Understanding Of Human Behaviour	4credits
BSW EC01	Introduction To Social Problem	2 Credits
BSW EC02	Basics Of Social Work	2 Credits
BSW FC01	Concurrent Field Work	2 Credits
EC 01-001		2 Credits
EC 02-001	Elective Course- Mass-Communication	2 Credits

Second Semester

FC02	Introduction To Indian Constitution	2 Credits
BSW CC03	History And Ideology Of Social Work	4credits
BSW CC04	Introduction To Fields Of Social Work	4credits
BSW EC03	Gandhian Social Work	2 Credits
BSW EC04	Introduction To Political System	2 Credits
BSW FC02	Concurrent Field Work	2 Credits
EC 01-002	Elective Course- Anthropology	2 Credits
EC 02-002	Elective Course- Mass-Communication	2 Credits

Third Semester

FC03	Hindi Language	2 Credits
BSW CC05	Introduction To Social Case Work	4credits
BSW CC06	Introduction To Social Group Work	4credits
BSW EC05	Introduction To Economic Thought	2 Credits
BSW EC06	Introduction To Rural Development	2 Credits
BSW FC03	Concurrent Field Work	2 Credits
EC 01-003	Elective Course- Anthropology	2 Credits
EC 02-003	Elective Course- Mass-Communication	2 Credits

Fourth Semester

FC04	English Language	2 Credits
BSW CC07	Introduction To Community Organization	4credits
BSW CC08	Introduction To Human Resource Management	4credits
BSW EC07	Introduction To Social Action & Advocacy	2 Credits
BSW EC08	Introduction To Social Justice	2 Credits
BSW FC04	Concurrent Field Work	2 Credits
EC 01-004	Elective Course- Anthropology	2 Credits
EC 02-004	Elective Course- Mass-Communication	2 Credits

Fifth Semester

FC05	Introduction To Indian Culture	2 Credits
BSW CC09	Introduction To Social Work Research	4credits
BSW CC010	Introduction To Human Growth And Development	4credits
BSW EC09	Introduction To Social Policy	2 Credits
BSW EC10	Introduction To Social Planning	2 Credits
BSW FC05	Concurrent Field Work	2 Credits
EC 01-005	Elective Course- Anthropology	2 Credits
EC 02-005	Elective Course- Mass-Communication	2 Credits

Six Semester

FC06	Introduction To Human Right	2 Credits
BSW CC011	Social Welfare Administration	4credits
BSW CC012	Project Work + Viva	4+2 = 06credits
BSW EC11	Tools And Technique Of Communication	2 Credits
BSW EC12	Integrated Social Work Practice	2 Credits
EC 01-006	Elective Course- Anthropology	2 Credits
EC 02-006	Elective Course- Mass-Communication	2 Credits
	Total Credit	120

FC- Foundation Course

BSW CC- Bachelor of Social Work Core Course

BSW EC- Bachelor of Social Work Elective Course

BSW FC- Bachelor of Social Work Field Course

EC 01- Elective Course- Anthropology

EC 02- Elective Course- Mass-Communication

BSW CC01	Semester I	Understanding Society	4credits
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Unit I: Indian Society: Tribal Community; meaning, characteristics. Rural Community; meaning, characteristics. Urban Community; meaning, characteristics.

Unit II: Social Stratification, Social Mobility. Social Stratification; Meaning, definition, functions, dysfunction, caste. Social Mobility; Concept, meaning, class.

Unit III: Social Institution, Social control. Meaning, characteristics and functions of social institution.(Family; Marriage; Religion; Education; State). Social control; Meaning, Social control through social institution.

Unit IV: Sociological perspectives, Social Change. Functionalist perspective (Talcott Parsons), Conflict perspective (Karl Marx). Social Change; Meaning, definition, factors of social change (geographical, biological, cultural, technological)

Recommended Readings :

- Adinarayan, S. P. (1964) Social Psychology, New Delhi : Allied Publishers Pvt. Ltd.
- Ahuja, Ram. 1997, Social Problems in India, Rawat Publications.
- Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi :Commonwealth Publishers.
- Bhatnagar, Ved (1998) Challenges to India's Integrity : Terrorism, Casteism, Communalism, New Delhi : Rawat Publication.
- Bhusan, Vidya&Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad :KitabMahal.
- Bottomore, T.B., Sociology: A guide to problems and literature, George Allenand Unwin (India), Bombay, 1972.
- C N Shankar Rao, 2001, Sociology Primary Principles, S. Chand & Company Ltd.
- Collins. Inkeles, Alex,What is Sociology? Prentice-HallofIndia, New Delhi,1987.
- Daydar, Bhau;Sociology:Themesand Perspectives, ShriSahitya Kendra, Nagpur
- Desai, A. R. (1978, Reprinted 1994) Rural Sociology in India, Bombay : Popular Prakashan.
- Durkheim E., 1952, Suicide, London, Routledge, Book 3.
- Gandhi P. Jagadish (1982) Indian Economy – some issues, Institute of Social Sciences and Research, Vellore.
- Ghode R.N., and BhauDaydar, Sociology:Basicconcepts, S. SpectrumPublication, Nagpur.
- HarlambosMichael, MartinHolbornand Robin Heald, 2000, Sociology: Themes and Perspectives, Jayaram, N.,IntroductorySociology, Macmillan India,Madras, 1988.
- Johnson, HarryM., Sociology:ASystematic Introduction, Allied Publishers, NewDelhi,1995.
- Madan, G.R. 2002 (revised edition) Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd.
- MelvinM.Tumin, SocialStratification,Prentice-Hall,Inc., Englewood Cliffs, NewJersey.
- Merton, R., 1968, Social Theory and Social Structure, Free Press,

- Merton, R.K., 1938, Social Structure and Anomie, American Sociological Review.
- Merton, R.K., 1957, Social Theory and Social Structure. Free Press, Glencoe, New York.
- Misra, B.D., 1980, Introduction to the Study of Population, South Asian Publishers, New Delhi.
- Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi : Sage Publication.
- Puniyani, Ram (2003) Communal Politics : Facts Versus Myths, New Delhi : Sage Publication.
- Ritzer, George, 2000, Classical Sociological Theory, New York: McGraw Hill.
- Schaefer, Richard T. and Robert P. Lamm, Sociology, Tata-McGraw Hill, New Delhi, 1999.
- Singh, Yogendra : Ideology and Theory in Indian Sociology, New Delhi : Rawat Publication.
- Vaidya, N. S., Samajshastra, Vidya Prakashan, Ruikar Marg, Nagpur.
- Vivek, P.S., Sociological Perspectives and Indian Sociology, Himalaya Publishing House, Mumbai, 2002.

BSW CC02	Semester I	Basic Understanding Of Human Behaviour	4 credits
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Unit I: Introduction to Psychology Definition, Brief History, Branches of Psychology: Social, Abnormal, Child, Educational, Industrial, Clinical, Community, and Criminal. Methods of Psychology: Observation, Case- history, Survey, Questionnaire, Interview.

Unit II: Learning & Motivation Definition, Classical conditioning, Trial and error learning, Insight learning, Observational learning .Motivation: Definition, Motivational cycle, Types of motives, Motivational conflict and conflict resolution

Unit III: Memory and Personality Definition, Atkinson and Shiffrin model of memory, Types of Memory, Tests of retention: recall, retention and relearning .Improving memory. Forgetting: theories and causes of forgetting. Personality: Definition, Determinants of personality.

Unit IV: Understanding Psychopathology: Adjustment and maladjustment, Normality and abnormality Neurotic Disorders : Anxiety, OCD, Hysteria, Phobia –Symptoms and Etiology Psychotic Disorder : Schizophrenia, Mood disorders—Symptoms and Etiology

Recommended Readings :

- Baron,R.A.(1995)Psychology: The essential Science, New York Allyn and Bacon.
- Lefton , M.A.(1985)Psychology, Boston Allyn and Baron.
- Morgan ,C.T. & King, R.A.(1986)Introduction to Psychology, New York, McGrawhil
- Mangal, S. K. (2010)An Introduction to Psychology, Sterling Publisher Pvt. Ltd ISBN 9788120718401
- Mangal, S. K. (2013)General Psychology, Sterling Publisher Pvt. Ltd
- Ronald J. Comer, Fundamentals of Psychology 7th Edition
- Gerald Davidson, John Neale , Abnormal Psychology ISBN-13- 978111801849 ISBN-10-1118018494

BSW EC01	Semester I	Introduction To Social Problem	2 Credits
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Unit I: Social problem, Social disorganization. Social problem; Concept, characteristics, causes and types. Social disorganization; Concept, characteristics, causes. Population; Effects of population explosion.

Unit II: Poverty, Unemployment. Poverty; Meaning, relative poverty, poverty as a positive feedback system, causes, poverty- Marxian perspective. Unemployment; Meaning, types, causes.

Unit III: Domestic Violence, Suicide, Elderly problem. Domestic Violence; Meaning, causes. Suicide; Causes. Elderly; Problem of elderly.

Unit IV: Crime, Delinquency, Corruption. Crime; Concept, characteristics. White collar crime. Delinquency; Meaning, causes. Corruption; Meaning, causes.

Recommended Readings :

- Adinarayan, S. P. (1964) Social Psychology, New Delhi : Allied Publishers Pvt. Ltd.
- Ahuja, Ram. 1997, Social Problems in India, Rawat Publications.
- Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi : Commonwealth Publishers.
- Bhatnagar, Ved (1998) Challenges to India's Integrity : Terrorism, Casteism, Communalism, New Delhi : Rawat Publication.
- Bhusan, Vidya&Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad : Kitab Mahal.
- Bottomore, T.B., Sociology: A guide to problems and literature, George Allen and Unwin (India), Bombay, 1972.
- C N Shankar Rao, 2001, Sociology Primary Principles, S. Chand & Company Ltd.
- Collins Inkeles, Alex, What is Sociology? Prentice-Hall of India, New Delhi, 1987.
- Daydar, Bhau; Sociology: Themes and Perspectives, Shri Sahitya Kendra, Nagpur
- Desai, A. R. (1978, Reprinted 1994) Rural Sociology in India, Bombay : Popular Prakashan.
- Durkheim E., 1952, Suicide, London, Routledge, Book 3.
- Gandhi P. Jagadish (1982) Indian Economy – some issues, Institute of Social Sciences and Research, Vellore.
- Ghode R.N., and Bhau Daydar, Sociology: Basic concepts, S. Spectrum Publication, Nagpur.
- Harlambos Michael, Martin Holborn and Robin Heald, 2000, Sociology: Themes and Perspectives, Jayaram, N., Introductory Sociology, Macmillan India, Madras, 1988.
- Johnson, Harry M., Sociology: A Systematic Introduction, Allied Publishers, New Delhi, 1995.
- Madan, G.R. 2002 (revised edition) Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd.
- Melvin M. Tumin, Social Stratification, Prentice-Hall, Inc., Englewood Cliffs, New Jersey.
- Merton, R., 1968, Social Theory and Social Structure, Free Press,
- Merton, R.K., 1938, Social Structure and Anomie, American Sociological Review.
- Merton, R.K., 1957, Social Theory and Social Structure. Free Press, Glencoe, New York.
- Misra, B.D., 1980, Introduction to the Study of Population, South Asian Publishers, New Delhi.
- Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi : Sage Publication.
- Puniyani, Ram (2003) Communal Politics : Facts Versus Myths, New Delhi : Sage Publication.
- Ritzer, George, 2000, Classical Sociological Theory, New York: McGraw Hill.
- Schaefer, Richard T. and Robert P. Lamm, Sociology, Tata-McGraw Hill, New Delhi, 1999.
- Singh, Yogendra : Ideology and Theory in Indian Sociology, New Delhi : Rawat Publication.
- Vaidya, N. S., Samajshastra, Vidya Prakashan, Ruikar Marg, Nagpur.

- Vivek, P.S., Sociological Perspectives and Indian Sociology, Himalaya Publishing House, Mumbai, 2002

BSW EC02	Semester I	Basics Of Social Work	2 Credits
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UNIT-I : Concept of Professional Social Work: Concept, Definition, Objectives, Goals, Values, Principles and Code of Ethics. Ethical Responsibilities in Social Work, Scope of Professional Social Work, Attributes of Professional Social Worker.

UNIT-II: Evolution of Social Work: Evolution of Social Work, Social work in Ancient, Medieval, and Modern Period.

UNIT- III: Social Work and Related terms: Social Services, Social Welfare, Social Reforms & Charity. Social Security, Human Rights and Peoples' participation, Social Justice and Social development.

UNIT- IV: Development of Social Work Education in India: Evolution of social work education in India, Training in Social Work Education, Focus, Nature and Content of Social Work Education.

Recommended Readings :

- Batra, Nitin (2004) Dynamics of Social Work in India, Jaipur: Raj Publishing House.
- Bradford, W. Sheafor, Charles, R. Horejsi, Gloria A. - Fourth Edition (1997)
- Techniques and Guidelines for Social Work, London : Allyn and Bacon, A Viacom Company.
- Dasgupta, Sugata (1964) Towards a Philosophy of Social Work in India, New Delhi: Popular Book Services.
- Desai, Murali (2002) Ideologies and Social Work: Historical and Contemporary Analysis, Jaipur: Rawat Publication.
- Diwakar, V. D. (1991) Social Reform Movement in India, Mumbai: Popular Prakashan.
- Dubois, Brenda, Krogstad, Karla, Micky - Third Edition (1999) Social Work – An Empowering Profession, London: Allyn and Bacon.
- Feibleman, J.K. (1986) Understanding Philosophy - A Popular History of Ideas, New York: Souvenir Press.
- Fink, Arthur E., Wilson, Everett E. - Third Edition (1959) The Fields of Social Work, New York: Henry Holt and Company.
- Friedlander, Walter A. (1977) Concepts and Methods of Social Work, New Delhi: Prentice Hall of India Pvt. Ltd.
- Nair, T. Krishnan (1981) Social Work Education and Social Work Practice in India, Madras : Association of School of Social Work in India
- Rameshwari, Devi and Ravi Prakash (2000) Social Work Practice, Jaipur: Mangal Deep Publications.
- Roy, Bailey and Phil, Lee (1982) Theory and Practice in Social Work, London: Oxford Pub. Ltd.
- Sheldon, B., & Macdonald, G., (2010) A Textbook of Social Work, London: Routledge.
- Singh, R.R. (1985) Field Work in Social Work Education, A Perspective for Human Service Profession, New Delhi : Concept Publishing Company.
- Wadia, A. R. (Ed.) (1961) History and Philosophy of Social Work in India, Bombay: II Allied Publisher Private Ltd.

BSW FC01	Semester I	Concurrent Field Work	2 Credits
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OBSERVATIONAL VISITS

The aim of Observational Visits is to provide an exposure to and understanding of the type of services provided by different social work agencies and development projects in response to the needs of their client system.

Requirements of Observational Visits:

A minimum of **five visits** should be organized during the first semester to settings.

Those students who remain absent from the observational visits shall forfeit the marks allotted. No other assignment shall be given to an absentee student in lieu of observational visits.

Skill Lab:

In addition to the observational visits the skill lab will be conducted related to various skills. This will include areas like personal and professional growth, understanding self, communication, reporting, developing leadership, and related social work skills.

BSW CC03	Semester II	History And Ideology Of Social Work	4credits
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Unit-1: Democracy as a concept- Meaning, types, features, strengths and limitations.

Unit-2: History and Development of Social Work in India and Abroad: Charity, Philanthropy, social situations,(Poverty, problems of immigrant, orphanhood, squalor, war victims etc) and Social reform movements, Remedial social work, Development-oriented social work, Social activism, Human Rights Perspective.

Unit-3 Perspectives of Social Work Practice in India : i. Ideological of social reform movements, advent of Missionary (Contemporary Missionaries), Gandhian, Fuji Guruji, Mahatma Jyotiba Phule, Chhatrapati Shahu, Dr. Babasaheb Ambedkar thoughts, Marxist perspectives, Feminist perspective, Subaltern perspectives (Dalit and Adivasi) and Post-modernism influence. ii. Social movements and development perspectives - Dalit movements, Tribal movements, Peasants movements, Working class movements, Naxalite movements, Women's movements, Environment and Ecological movements, Movements of project affected persons.

Unit-4: Some contemporary Ideologies- Nationalism, Feminism, Multiculturalism, Postmodernism,

Recommended Readings :

- Adams Robert (2010), The short Guide to Social Work, New Delhi: Rawat Publication, (Indian Reprint 2012)
- Charles H. Zastrow (2009) , Social Work with Groups, New Delhi: Rawat Publication, (Indian Reprint 2010)
- Desai Murali (1998) : Towards People's Centered Development; Social Work Education and Practice Cell (TISS)
- Desai Murli (2000): Curriculum Development on History of Ideologies for Social Change and Social work; Mumbai: Social Work Education and Practice Cell (TISS)
- Iyer, R., (1986), Moral and Political Writings of Gandhi, Vol. 3 Delhi: Oxford University Press.
- John Pierson(2011), Understanding Social Work , New Delhi: Rawat Publication, (Indian Reprint 2012)
- Narayana J., (19650, From Socialism to Survodaya Varanasi: Sarva Sewa Sangh
- Nanda B.R., (1985), Gandhi and His Critics, Delhi: Oxford University Press.
- Palkhiwala N.,(1986), Relavance of Gandhi, Dew Delhi: Gandhi Peace Foundation
- Parrish Margarete (2010), Social Work Perspectives on Human Behaviour, New Delhi: Rawat Publication, (First Indian Reprint 2012)
- Reichert Elisabeth (2003), Social Work and Human Rights, New Delhi: Rawat Publication
- Trevithick Pamela (2013), Social Work skills and Knowledge, New Delhi: Rawat Publication

BSW CC04	Semester II	Introduction To Fields Of Social Work	4credits
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Unit I .Introduction to Family and child welfare: Concept, meaning, scope, Institutions and Organisations,schemes, programmes and services for family and child welfare in India. Introduction to- Medical and Psychiatric Social Work and Health care: Concept, meaning, scope, Institutions and Organisations, schemes, programmes and services in health care system.Public Health.Mental, Emotional and spiritual Health, Different therapeutic approaches.

Unit II Introduction to Labour welfare and personnel management: Areas of Labour Welfare Administration: Concept, definition, and meaning of labour welfare, Importance of welfare for workers, major welfare programmes for labourers in India. Introduction to Criminology and Correctional Administration -Importance of Criminology and correctional administration: Definition, causes and classification of crime, strategies for prevention and control of crime in Indian context, introduction to criminal justice system.

Unit III .Introduction to community Development - Understanding about the Urban, Rural and Tribal community, Concept, meaning, scope, schemes, programmes and services in community development, prominent Institutions and Organizations,

Unit IV. Contemporary Fields of Social Work –School Social Work, Geriatric Social Work , Unorganised labour, Gender Justice, Disaster Management, Environment Protection,

Suicide Prevention, Human Trafficking, Trauma Management, Youth welfare and Development, Children in conflict, women and development.

Recommended Readings :

- Bhattacharya Sanjay: Social Work and Integrated Approaches; New Delhi Deep Publications.
- Choudhary D.Paul: Introduction to Social work Encyclopedia of Social work (1987) Encyclopedia of social Work in India; New Delhi, Publication division, Ministry of welfare

BSW EC03	Semester II	Gandhian Social Work	2 Credits
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BSW EC04	Semester II	Introduction To Political System	2 Credits
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UNIT-I: Structure of Governance: a. Indian Federalism: Features of Indian federalism, Strains and Tensions between the Centre and State. b. Union Government: President, Prime Minister and Cabinet Parliament-composition, powers and functions

UNIT-II: Process of Indian Democracy: a. Electoral Politics: Election commission and electoral process, Party System in India b. Pressure Groups, Interest Groups and Social Movements

UNIT-III: Issues in Indian Politics: a. Politics of identity and Representation- Caste, Class, Gender, Language, Religion and Region b. Development, communalism and violence, globalization, terrorism, radical politics

BSW FC02	Semester II	Concurrent Field Work	2 Credits
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OBSERVATIONAL VISITS

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A minimum of **five visits** should be organized during the first semester to settings.

Those students who remain absent from the observational visits shall forfeit the marks allotted. No other assignment shall be given to an absentee student in lieu of observational visits.

Skill Lab:

In addition to the observational visits the skill lab will be conducted related to various skills. This will include areas like personal and professional growth, understanding self, communication, reporting, developing leadership, and related social work skills.

BSW CC05	Semester III	Introduction To Social Case Work	4credits
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Unit-I : Introduction to Case Work Method: Meaning and concept of Social Case Work, Definition, Philosophical Assumptions, Values, objectives, importance of case work.

Unit-II: History: Historical Development of Case Work Method in India, USA and UK

Unit-III :Case Work as a Method: components of case work, phases in case work practice, role of case worker in case work practice, skills, techniques and tools of case work.

Unit-IV: Principles and approaches of Social Case Work: Approaches: Problem solving approach, Family therapy approach, Crisis intervention approach, Functional approach, Behavior modification approach.

Recommended Readings :

- Bannerjee G.R.(1967), Concept of Being and Becoming in the Practice of social work, Mumbai: Tata Institute of Social Science.
- Bannerjee G.R. (1971), some Thought on Professional self in Social work, Indian Journal of Social work, Mumbai: Tata Institute of Social Science.
- Friendlander W.A. (1987), Concept and Methods of social work, Englewood cliffs, Prentice Hall.
- Fischer Joel, (1978), Effective Case Work Practice: An Eclectic Approach, New York: Mcgraw Hill book Co.
- Mathew G. (1987), Case Work in Encyclopedia of Social Work in India, Delhi: Ministry of Social Welfare
- Nursten J., (1974), Process of Case Work, GB: Pitman Publication
- Perlman H., (1957), Social Case Work: A Problem Solving Process, Chicago: University of Chicago.
- Pippins J. (1990) Developing Case Work Skills, Caliph: Sage Publication
- Richmond M.E., (1922), What is Social Case Work? An Introductory description, New York: Russell Sage Publication
- Timms N., (1964), Social Case Work Principles and Practice, London: Routledge and Kegan Paul.
- Timms N., (1972), Recording in Social Case Work , London: Routledge and Kegan Paul.

BSW CC06	Semester III	Introduction To Social Group Work	4credits
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Unit I- Working with Groups: Nature, types and Characteristics of Group, Definition of Group Work, Purpose and evolution of the method, Membership, Duration and phases in Group Work.

Unit II- Group Process and Dynamics: Process in groups and recreational, non-formal education, skill development group, leadership, isolation, decision making, communication, relationship, conflict, personal experiences, Bond, sub- group.

Unit III- Social Group Work as a Method: Objectives, Principle's, values of Group work, Transactional Analysis approach, Behaviour Modification Approach,. Humanitarian Approach. Role of Group Worker in various type of groups.

Unit IV- Skills, Techniques and Evaluation in Group Work: programme goals and principles, programme planning and Implementation, concept of development programme planning. Facilitation, leadership and leadership, development, simple recording, types and methods of evaluation.

Recommended Readings :

- Alissi A.S., (1980), Perspectives on Group Work Practice : A Book of Readings, New York: The Free Press.
- Balgopal P.R. and Vassil, (1983), Group in Social Work- An Ecological Perspective, New York: Macmilan Publishing Co. Inc.
- Brandler S. and Roman C.P., (1991) Group Work Skills and Strategies for Effective Interventions, New York: The Haworth Press.
- Brandler S. and Roman C.P., (1999) Group Work Skills and Strategies for Effective Interventions, New York: The Haworth Press.
- Charles H. Zastrow (2009) , Social Work with Groups, New Delhi: Rawat Publication, (Indian Reprint 2010)
- Garwin C. (1987), Contemporary Group Work, New York: Prentice- Hall inc.
- Kemp C.G. (1970), Perspectives on Group Process: School of social welfare, Albany: State University of New York.
- Konopka G. (1963), Social Group Work: A Helping Process: Englewood cliff. NJ , Prentice- Hall inc.
- Kurland R. & Salmon R. (1998), Teaching a Method in Working with Groups, Alexandria: Council on Social Work Education.
- Middleman R.R., (1968), The Non-verbal Method in working with groups.
- Northen H., (1969), Social Work with groups, New York: Columbia University Press.
- Pepil C.P. and Rothman B., Social Work with groups, New York: The Haworth Press
- Sundel M. Glasser P. Sarri R. Vinter, (1985), Individual Change Through Small Groups, New York: The Pree Press.
- Siddique H.Y., (2008) Group Work: Theories and Practice, Rawat Publication.
- Toselance R.W., (1984), An Introduction to Group Work Practice, New York: Macmilan Publication Co.
- TreckerHarleigh B. (1990), Social Group Work: Principles and Practice, New York: Association Ptness.

BSW EC05	Semester III	Introduction To Economic Thought	2 Credits
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UNIT- I: ECONOMICS AND ECONOMIC SYSTEM : Economics: Meaning, Definitions, Significance of economic concepts in social work, Basic Concepts: Factors of Production. Land, Capital and Organization, Economic Systems: Capitalism, Socialism, Mixed Economy: Definitions, Features, Advantages and Disadvantages

UNIT- II: INTRODUCTION TO ECONOMIC GROWTH AND DEVELOPMENT : Economic Growth & Development: Definition, Indicator of and Obstacles to Economic Development. Underdevelopment: Meaning, Characteristics & Causes, Millennium Development Goals,: Meaning and Indicators

UNIT-III: ECONOMIC PLANNING AND NATIONAL INCOME : Meaning, Concept, Need and Objectives of Economic Planning. Types of Planning – Merits and Demerits. Brief understanding of Five Year Plan, Concept and important aspect of National Income, Determinants of National Income

UNIT-IV : ECONOMY OF INDIA: Salient Features of Economy of India. Co-operative Movement – Progress, Problems & Prospectus. Role of Cooperative in Economic Development of India. Regional Imbalance Causes & Preventive Measures, Water Management concept and Importance, Globalization, Privatization and Liberalization: Meaning and Implications.

Recommended Readings :

- Misra & Puri, Advanced economic theory
- Mitchell A Seligson & John T Passe Smith Development & Underdevelopment - The political economy of global inequity:
- Agarwal A N Indian economy- Problems of development & planning
- Vaidyanathan A. ,India's economic reforms & development:
- Patel Surendra J ,Indian economy towards the 21st century:

BSW EC06	Semester III	Introduction To Rural Development	2 Credits
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Unit I: Introduction: Meaning, Characteristics and Types of Villages, , Present scenario of Rural Social Development, understanding concept of development, concept, nature and scope of rural Community Development, Social work with rural community.

Unit II: Rural Community and Ownership of Resources: Agriculture, Movable and immovable property, 7/12 document, land ownership, house ownership, concept of assets in rural community, Gender and ownership on resources. Community owned resources.

Unit III: Areas and Concerns–Livelihood (Employment, poverty, Food security, financial exclusions, agriculture) education , health , energy, environment, livestock, cropping pattern, and water sources.

Unit VI: Socio economic Development in the Rural Context: Gandhian approach to Rural Development, Measures of land reforms, Growth of infrastructure; Green revolution and white revolution; commercialization of Agriculture; Other sectors of rural employment and livelihood options : bamboo, cane, forestry, fisheries, rural industries, small scale industries; Natural resource management. (Water, Forest, Livestock, Land, Human resource.)

Recommended Readings :

- Schouten, T., & Moriarty, P. 2003 Community Water, Community Management. London: ITDG Publishing.
- Janvary, A., Redan, S. et al, (Eds.) 1995 State, Market and Civil Organisation: New Theories, New Practices and Their Implication for Rural Development. London: Macmillan Publishers.
- Etienne G. 1995 Rural Change in South Asia. New Delhi: Vikas Publishing House Pvt. Ltd.
- Hariss-white, B., & Janakrajan, S. 2004 Rural India. Facing the 21st Century. London: Anthem Press.

- Epstein, T.S. Suryanaraya, A.P., & Thimmegowda, T. 1998 Village Voices. Forty Years of Rural Transformation in South India. New Delhi: Sage Publications.
- Radhakrishna, R., Sharma, A.N. (Ed) 1998 Empowering Rural Labour in India Market, State and Mobilisation. New Delhi: Institute for Human Development
- Getubig, I.P., Johari, Y.M., & Thas, A.M.K. (Eds) 1998 Overcoming Poverty Through Credit. The
- Asian Experience on Replicating the Grameen Bank Approach. Kaula Lumpur: Asian and Pacific Development Centre.
- Shiva, V., & Bedi, G. (Eds) 2002 Sustainable Agriculture and Food Security: the Impact of globalisation. New Delhi: sage Publications
- Rao, H.Ch. 2005 Agriculture, Farm Size Rural Poverty Alleviation of India. New Delhi: Academic foundation.
- Habibullah, W. & Ahuja, M. 2005 Land Reforms in India: Computerisation of Land Records Vol. X. New Delhi: Sage Publications.
- Kumar, S. 2002 Methods for Community Participation: A Complete Guide for Practitioners. New Delhi: Vistaar Publications.
- Reddy, G.R., & Subrahmanyam, P. 2003 Dynamics of Sustainable Rural Development. New Delhi: Serials Publication.
- Desai, V. 1998 Rural Development (Vol 1 to 4). Bombay: Himalaya Publishing House.
- Misra, R.P. 1985 Rural Development (Vol 1 to 5). New Delhi: Concept Publishing Company.

BSW FC03	Semester III	Concurrent Field Work	2 Credits
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Concurrent Field Work Practicum shall be conducted at a social work agency/ organization recognized for such purposes by the training Institution. Concurrent Field Work Practicum shall be conducted during two days a week, **15 days** during each semester. Each student shall be supervised in their Concurrent Field Work Practicum by a social worker from the agency and an approved social work teacher from the affiliated Institute/ College. During this period the students is expected to do one case work, one group work under the supervision of agency and field work supervisor.

A weekly individual conference of at least 25 minutes per student, related to field work of each student, shall be conducted by the field work supervisor. In addition, the supervisor may also conduct group conference, of students placed under his/her supervision. The student shall be required to maintain a record of such individual and group conferences. Concurrent Field Work shall be evaluated internally by the assigned Field Work Supervisor, during each semester.

It shall be mandatory for each student to appear for an Internal Viva Voce in Social Work Practicum at the end of Semester. Such internal viva voce shall be conducted by an internal examiner who is appointed by the director of the MGFCSW. A student who fails to appear for the internal viva voce shall not be eligible for upcoming Semester.

BSW CC07	Semester IV	Introduction To Community Organization	4credits
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Unit I: Understanding Community: Concept of Community, Functions of Community. Social Work perspective of Community.

Unit II: Community organization as a method of Social Work: Define Community Organization. Community Development & Community Organization. Principles of Community Organization. Rothman's model of Community Organization. Concepts: Power structure, Empowerment, Community participation, Role of Community Organizer (As Guide, Enabler, Expert, Therapist)

Unit III: Strategies/Tools in Community organization: Advocacy, Participatory Rural Appraisal (PRA), Participatory Rapid Assessment, Public Interest Litigation (PIL), Community Meeting, Cadre Building, Training, Action Plan. Data Bank

Unit IV: Skills in Community organization: Information Gathering. Community Profiling Observation & Analytical Skill, Listening & Responding Skill, Conflict Resolution, Evaluation. Process Recording, Documentation in Community work.

Recommended Readings :

- Arora R.K. (Ed.) 1979 People Participation in Development Process : Essays in honour of B. Mehta, Jaipur: the HCM State Institute of Public Administration
- Banmala (1987) Community Organization, Nagpur: Indian Institute of Youth Welfare.
- Batten, T.R. 1962 The non-Directive Approach in Group and Community Work, London : Oxford University Press.
- Brager, G. and Specht, H. 1969 Community Organization, New York: Columbia University press.
- Batten, T.R. 1965 The Human Factor in community Work, London: Oxford University Press.
- Christopher A.J. & Community Organization & Social Action, New Delhi, Himalaya Publishing House.
- Dandavate, M. 1977 Marx and Gandhi, Bombay: Popular Prakashan Pvt. Ltd.
- Dayal, R. 1960 Community Development Programme in India, Allahabad: Kitab Mahal Publishers.
- Gandhi M.K. 1958 Sarvodaya (The Welfare of all), Ahmedabad : Navjivan Publishing House.
- Gangrade K. D. 1971 Community Organization in India, Bombay : Popular Prakashan.
- Kulkarni V.V (2014) Social Work and Community Organization, Agra, Current Publications.
- Kulkarni V.V (2014) Community Organization Process and Social Work, Agra, Current Publications.
- Kulkarni V.V (2014) Dimensions of Community Work, Agra, Current Publications.
- Kulkarni V.V (2014) Dynamics of Community Organization and Social Work, Agra, Current Publications.

- Lal, A.K. 1977 Politics of Poverty: a study of bonded labour, New Delhi :ChetanaPublications.
- Moya H., Jones D. 1974 Community Work, London: Routledge and Kegan Paul.
- McMiller, W. 1945 Community Organisation for social welfare, Chicago: University of Chicago Press.
- Murphy, C. G. 1954 Community Organisation Practice, Boston: Houghton Mifflin Co.
- National Conference on Community Organisation, Paper presented at the 88th Annual Forum of the National Conference on Social Welfare. New York: Columbia University Press.
- Patnaik, U. and Chains of Servitude, Bondage and Slavery in India. Madras
- Dingwaney, M. 1985 Sangam Books Pvt. Ltd. Polson and Sanderson, 1979 Rural Community Organisation, New York: John Wiley and Sons.
- Ramchandra Raj, G. 1974 Functions and Dysfunctions of social Conflict, Bombay: Popular Prakashan.

BSW CC08	Semester IV	Introduction To Human Resource Management	4credits
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Unit I: Human Resource Development: HRD Concept, objectives & goals; HRD subsystem, principles, policies and practices; functions of HRD; Role of HRD managers: Role & functions of HRD manager, role & challenges before HRD managers.

Unit II: Performance Management: Merit Rating and Performance Appraisal Systems: Meaning, objectives, need, process, importance, tools and modern techniques of merit rating and performance appraisal.

Unit III: Organizational development & Management by Objectives: Concept and scope of OD Historical perspective of OD, theory and practice of OD, learning & growth, organizational culture.

Unit VI: Human Resource Audit & Employees Training: Concept of HR audit, nature, scope, need & significance, approaches to HR audit. Meaning of training, education and development, identification of training needs, types and methods of training- Lecture, Case-study, Role-play, management games, use of Audio-Visual Aids, essentials of good training programme, importance of T & D activities in the organization, role of motivation in training of trainers and trainees, training evaluation. Recent trends in Employees training programme. Designing effective HRD training programme; Skills of effective trainer.

Recommended Readings :

- Abel, M. (1989): Human Resources Development. Institute of Social Science & Research.
- Chhabra, T. N. (2005): Human Resource Management, Delhi: D.R. & Co.
- Chopra, R.K. (2001): Management of Human Resource, (Text & Cases), Allahabad : Kitab Mahal.
- Dale, h. Besterfield (2001) : Total Quality Management, Delhi : Pearson Education Asia.
- Dayal, Ishwar (1993) : Designing HRD Systems, New Delhi : Concept Publication Com.
- Ian, Beardwell & Len, Holden (1996): Human Resource Management: A Contemporary Perspective, New Delhi: Macmillan.
- John, Story (1997): Human Resource & Change Management, (International Cases), Delhi: Efficient Printer.
- Kandula, S. R. (2001): Human Resource Development, Delhi: Prentice Hall Publication.
- Maheshwari, B. L & Sinha D. P., (Eds.) (1991): Management of Change Through Human Resources Development; New Delhi: Tata MCG raw Hill pub. Com. Ltd.
- Maier, Noiman R : Principles of Human Relations.
- Nagpal, C. S. & Mittal, A. C. (1993) : HRD, New Delhi : Anmol Publications
- Nayak, A.K., (Ed.) (1996) : HRD Management, New Delhi : Common Wealth Publication
- Rao, T. V. (Ed.) (2006): Alternative Approaches and Strategies of HRD, Jaipur : Rawat Publications.
- Rao, T. V. (1996): Human Resources Development; New Delhi: Sage Publications.
- Rao, T. V. (1991): Readings in Human Resource Development; Oxford & IBH Publication Co. New Delhi
- Sheikh, A.M. (1999) Human Resource Development and Management, S. Chand & Co. Delhi.
- Thomas, L. W & J David, Humger (2002): Strategic Management & Business Policy, Delhi: Pearson Education Asia.

BSW EC07	Semester IV	Introduction To Social Action & Advocacy	2 Credits
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Unit I: Social Action as a method of Social Work: Definition & Concept of Social Action, Principles of Social Action, Importance of Social Action in Social Work Practice.

Unit II: Social Action & Social Movement in India: Definition of Social Movement, Philosophy & Norms of Social Movement, Structure of Social Movement, Social Movement for Social Change

Unit III: Social Action in Practice: (With reference to i. Goals of Social Action, ii. Strategies & Tools used iii. Leadership Pattern iv. Structure of Movement. v. Impact) 1. Devaji Tofa Mendha (Lekha) ('Amchya Gavati Amhich Sarkar') 2. Mahatma Jyotiba Fule (Women's Education & Farmer's issue) 3. Dr. Babasaheb Ambedkar (Social Justice) 4. Anna Hajare (Right To Information) 5. Medha Patkar (Narmada Bachao Andolan)

Unit IV:Models & Tools of Social Action:Different Models of Social Action.Tools of Social Action. Role of Social Worker

Unit V:Models Social Action &Advocacy : Concept of advocacy as a tool; Strategies for Advocacy, Campaigning, and Lobbying; Use of media and public opinion building in advocacy; and Coalition and Network building; Linking up protest movements with development work.

Recommended Readings :

- Moorthy V.(1966) 'Social Action' Bombay, Ashia Publication.
- Vasudeva (1966) 'Social Action' Bombay, Ashia Publication.
- Siddiqui H.Y. (1984) Social Work and Social Action, Harnam Publication, New Delhi.
- NCAS (2000) Fearless Minds: Rights Based Approach to organizing and Advocacy, Pune: National Centre for Advocacy.
- Rao,MSA (1979) Social Movements in India, New Delhi: Vol.I& II, Manohar Publication.
- Shrivastava S. K. (1988) Social Movement for development, Allahbad, Chugh Publications.
- Shyamlal (2010) Studies in Social Protest, Jaipur: Rawat Publications.
- Somesh Kumar (2002) Methods for Community Participation: A complete guide for practitioners, New Delhi: Sage publications (Vistaar)
- VohraGautam (1990) Altering Structure: Innovative Experiments at the grassroots, Mumbai: Tata Institute of Social Sciences.
- Lauders J (2010) Civil Rights Movement & the Logic of Social Change, Jaipur: Rawat Publications.
- Social Action: A quarterly Review of Social trends and Social Action Trust,Delhi Seminar, New Delhi

BSW EC08	Semester IV	Introduction To Social Justice	2 Credits
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Unit I: Introduction to Social Justice and Ethics as a Field of Study, Theories of Social Justice and Ethics (Secular and Religious)

Unit II: Theologies of Social Justice and Ethics & Issues in Social Justice and Ethics

Unit III: Contexts of Social Justice and Ethics: Local Justice and Global Justice &Methods of Social Justice and Ethics

Recommended Readings :

- Aranha T., Social Advocacy- Perspective of Social Work, Bombay: College of Social Work
- Bhanti R. (1993), Social Policy and development in RajstanUdaypur: Himanshu Publication
- Bulmer M. etl., (1989), The Goals of Social Policy, London: Unwin Hyman.
- Hebsur R.K. (ed), Social Intervention for Justice, Bombay: TISS
- Desai A.E. (ed), (1986), Violation of Democracrac in India, Vol. No. 1

- Government of India, (1973) Report of The Legal Aid Committee.
- Iyer V.R.K., (1980), Some Half Hidden aspect of Indian Social Justice, Lucknow: Eastern Book Company.
- Iyer V.R.K., (1984), Justice in World and Justice in Deed for Depressed classes, New Delhi: Indian Social Institute.
- Iyer V.R.K., (1981), Law Versus Justice: Problem and Solution, New Delhi: Deep and Deep.
- Iyer V.R.K., (1980), Justice and Beyond, New Delhi: Deep and Deep.
- Kulkarni P.D., (1979), Social Policy and Social Development in India, Madras: Association of School of Social Work in India.
- Khanna H.R. (1980) The Judicial System, New Delhi: II P.A.
- Madison B.Q. (1980), The meaning of Social Policy, London: Croom Helm.
- Mathur K. Bjorkman, Top policy makers in India, New Delhi: Concept Publishing Co.
- Mullard M., and Spiker (1998), Social Policy in a Changing society, London: Routledge
- Peak K.J., (1998) Justice Administration- Police, Courts and Correction, New Jersey: Prentice Hall
- Rastogi P.N. (1992), Policy Analysis and Problem- Solving for Social System, New Delhi: Sage Publication.

BSW FC04	Semester IV	Concurrent Field Work	2 Credits
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Concurrent Field Work Practicum shall be conducted at a social work agency/ organization recognized for such purposes by the training Institution. Concurrent Field Work Practicum shall be conducted during two days a week, **15 days** during each semester. Each student shall be supervised in their Concurrent Field Work Practicum by a social worker from the agency and an approved social work teacher from the affiliated Institute/ College. During this period the students is expected to do one case work, one group work under the supervision of agency and field work supervisor.

A weekly individual conference of at least 25 minutes per student, related to field work of each student, shall be conducted by the field work supervisor. In addition, the supervisor may also conduct group conference, of students placed under his/her supervision. The student shall be required to maintain a record of such individual and group conferences. Concurrent Field Work shall be evaluated internally by the assigned Field Work Supervisor, during each semester.

It shall be mandatory for each student to appear for an Internal Viva Voce in Social Work Practicum at the end of Semester. Such internal viva voce shall be conducted by an internal examiner who is appointed by the director of the MGFCSW. A student who fails to appear for the internal viva voce shall not be eligible for upcoming Semester.

BSW CC09	Semester V	Introduction To Social Work Research	4credits
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Unit I: Social Work Research- Meaning, Scope and importance of social work research; salient features of Qualitative and Quantitative research,

Unit II: Research Methodology: Steps of social research, Research Design, Sampling Design, Data collection –formulation of tool, sources and methods of data collection, data processing –introduction to SPSS, use of Excel,

Unit III: Data Presentation and Report writing- Frequency tables, univariate, bivariate and multivariate tables: Graphical Presentation of data: bar graphs, pie diagrams, histograms, polygons and line graphs, Research report writing

Unit IV: Statistical Tools- percentage, ratio, proportions; Measures of Central Tendency: their computation, use, relative strengths and limitations.

Recommended Readings :

- Abu-bader S, Using Statistical Methods in Social Work Practice: Rawat Publication Delhi
- Ackoff R.L., (1962), Scientific Method: Optimizing Applied Research Designs, New York: John Wiley and Sons.
- Anderson J. et al, (1970), Thesis and Assignment Writing, New Delhi: Wiley Eastern Limited
- Ahuja Ram,(2003), Research Methods, (2nd Eds.) New Delhi: Rawat Publication
- Allen Rubin, Earl Babbie, (2011), Methodology for Social Work Research, Cengage Learning India Private Limited by Brooks Cole
- Alston Margaret & Bowles, (2003), Research For Social Workers: An Introduction to Methods, (2nd Eds.) Jaipur and New Delhi: Rawat Publication
- Babbie E. (2014), Practice of Social Research: Jaipur and New Delhi: Rawat Publication
- BagechiKanakKanti(Ed),(2007), Research Methodology in Social Sciences: A Practical Guide, Delhi: Abhijeet Publication.
- Bailey Kenneth D. (1987), Methods of Social Research, New York : The Free Press
- Blaikie Norman (1972), Approaches in Social Enquiry, Cambridge: Polity Press
- Coolidge Frederick L. (2000), Statistics: A Gentle Introduction, New Delhi: Sage Publication
- Crabtree B.F. and Miller W.L. (Eds.), (2000), Doing Qualitative Research, New Delhi: Sage Publication
- Denzin Norman K. & Lincoln Y.S. (Eds.), (2000), Handbook of Qualitative Research,(2nd Eds.) New Delhi: Sage Publication
- Goode W.J. & Halt P.K. (1981), Methods in Social Research, Singapore: McGraw Hill Book Company, International Edition.
- Jain GopalLal, (2011), Research Methodology: Methods, Tools and Techniques, (2nd Eds.) Jaipur (India): Mangal Deep Publication
- Jefferies J. and Diamons I. (2000), Beginning Statistics : An Introduction For Social Scientist, New Delhi: Sage Publication
- Lal Das and Bhaskarn (2008) Research Methods for Social Work: Rawat Publication Delhi
- Lal Das D.K., (2011) Designs of Social Research : Rawat Publication Delhi,Rawat Publication Delhi
- Lal Das D.K., Practice of Social Research: Social Work Perspective,

- Mukherji Partha N. Eds. (2000), Methodology in Social Research: Dilemma and Perspectives New Delhi: Sage Publication
- Murray R. Spiegel, Schiller J.J. and Shriniwasan R. Alu,(2011), Probability and Statistics, (2nd Eds.) New Delhi: Tata McGraw Hill Education Private Limited.
- Ramchandran P. (1990) Issues in Social Work Research in India, Bombay: Institute for Community Organization Research.
- Robin A and Babbio K. (1993) Research Methods for Social Work, California : Books Cole Publishing Co.
- Whittaker A (2009) Research Skills for Social Work: Rawat Publication, Delhi
- Zina O'Leary (2004), The Essential Guide to Doing Research, New Delhi: Vistaar Publication

BSW CC010	Semester V	Introduction To Human Growth And Development	4credits
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Unit 1- Life Span Development-introduction, assumptions of life span perspective. Role of heredity and environment in development. Principles of Development, distinction between growth and development, Stages of development

2. Theories of Human Development: Freud's Psycho-Sexual Development theory; Erickson's psycho-social Development theory, Maslow's Self Actualization theory, Bronfenbrenner's ecological approach.

3. Stages of development- Infancy –emotional and cognitive development, Childhood- Language development and social development. Adolescence-Physical, Sexual and emotional development, Search for identity. Adulthood- Vocational and Marital adjustment. Old Age: problems.

4. Developmental Disorders- symptoms, Etiology and management-Conduct Disorders , Behavioural problems, ADHD and Learning Disability. Alzheimer's disease and Dementia

Recommended Readings :

- Baltes P. B. (1978), ed., Life Span Development and Behaviour, New York , Academic Press
- Bronfenbrenner U. (1979) The Ecology of Human Development , Cambridge ,Harvard University Press
- Chowdhary D.P. (1992) Aging and aged ,New Delhi, Inter India Publications
- Hurlock, Elizabeth (2001) Developmental Psychology –A life Span Approach, New Delhi ,Tata McGraw Hill Publishing Co. Ltd.
- Hurlock, Elizabeth (1976) Personality Development, New Delhi :Tata McGraw Hill Publishing Co. Ltd.
- Siegleman C.K and Shaffer D.R. (1995), Life Span Human Development, California, Brooks/Cole Publishing company
- Santrock J.W. (2006) Life Span Development, 4th ed., University of Texas, McGraw Hill 8-

BSW EC09	Semester V	Introduction To Social Policy	2 Credits
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Unit I- Social Policy: Concept of Social Policy, Relationship between social policy and social development, value underlying social policy, the fundamental rights, duties and directive principles of State Policy in Indian Constitution.

Unit II- Social Policy and development: Social policy and Social Work Intervention, importance of social policies for development of marginalised and vulnerable groups.

Unit III- Social Legislation: Concept, need, importance and objectives of social legislations, role of public hearing for the formulation of social legislation.

Unit IV-Introduction to Legal Safeguards (Introduction, salient features and only main Provisions) : Criminal procedure code 1972 (Amendment), Indian Penal Code, UN declaration of Human Rights 1948, Public Interest Litigation, Free Legal Aid Services; Lok-Adalat, Mediation, Right to Information Act 2005, right to Education Act 2009, The Lokpal and Lokayukata Act 2013, Protection against Domestic Violence Act 2005, Juvenile Justice Act 2002 (Amendment)

Recommended Readings :

- Aranha T., Social Advocacy- Perspective of Social Work, Bombay: College of Social Work
- Bhanti R. (1993), Social Policy and development in Rajasthan Udaipur: Himanshu Publication
- Bulmer M. etl., (1989), The Goals of Social Policy, London: Unwin Hyman.
- Hebsur R.K. (ed), Social Intervention for Justice, Bombay: TISS
- Desai A.E. (ed), (1986), Violation of Democratic in India, Vol. No. 1
- Government of India, (1973) Report of The Legal Aid Committee.
- Iyer V.R.K., (1980), Some Half Hidden aspect of Indian Social Justice, Lucknow: Eastern Book Company.
- Iyer V.R.K., (1984), Justice in World and Justice in Deed for Depressed classes, New Delhi: Indian Social Institute.
- Iyer V.R.K., (1981), Law Versus Justice: Problem and Solution, New Delhi: Deep and Deep.
- Iyer V.R.K., (1980), Justice and Beyond, New Delhi: Deep and Deep.
- Kulkarni P.D., (1979), Social Policy and Social Development in India, Madras: Association of School of Social Work in India.
- Khanna H.R. (1980) The Judicial System, New Delhi: II P.A.
- Madison B.Q. (1980), The meaning of Social Policy, London: Croom Helm.
- Mathur K. Bjorkman, Top policy makers in India, New Delhi: Concept Publishing Co.
- Mullard M., and Spiker (1998), Social Policy in a Changing society, London: Routledge
- Peak K.J., (1998) Justice Administration- Police, Courts and Correction, New Jersey: Prentice Hall
- Rastogi P.N. (1992), Policy Analysis and Problem- Solving for Social System, New Delhi: Sage Publication.

BSW EC10	Semester V	Introduction To Social Planning	2 Credits
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Unit I: Social Planning: Concept of social planning –Scope of social planning-the popular restricted view as planning for social services and the wider view as inclusive of all sectoral planning to achieve the goals of social development-Indian planning in a historical perspective-The Constitutional position of planning in India. The legal status of the Planning Commission-Coordination between Centre and State, need for decentralization-Panchayat Raj, people participation.

Unit II: Social Development : The Concept-Defining social development–Elements of Development- Current debates of development–Process of Modernization and Social Development -Approaches to development- Development indicators, Human Development Index, Millennium Development Goals, Social Exclusion and Inclusive Development.

Recommended Readings :

- Bandyopadhyay, D. 1997 "People's Participation in Planning: Kerala Experiment", Economic and Political Weekly, Sept. 24, 2450-54.
- Bhanti, R. 1993 Social Policy and Development in Rajasthan, Udaipur: Himanshu Publications.
- Bulmer, M. et. al., 1989 The Goals of Social Policy. London: Unwin Hyman.
- Chakraborty, S. 1987 Development Planning - Indian Experience, Oxford: Clarendon Press.
- Dandekar, V. M. 1994 "Role of Economic Planning in India in the 1990s & Beyond", Economic and Political Weekly, Vol. 29, No. 24, 1457-1464.
- Desai, V. 1988 Rural Development (Vol.1) Mumbai: Himalaya Publishing House.
- Ganapathy, R. S. and Public Policy and Policy Analysis in Others 1985 India, Delhi: Sage Publications.
- Ghosh, A. 1992 Planning in India: The Challenge for the Nineties, New Delhi: Sage Publications.
- Government of India Five Year Plan Documents (latest), New Delhi.
- Hebsur, R. K. (Ed.) Social Intervention for Justice, Bombay: TISS.
- International Labour Office. 1973 Multinational Enterprises and Social Policy, Geneva, ILO.
- Kulkarni, P. D. 1979 Social Policy and Social Development in India, Madras: Association of Schools of Social Work in India.
- Kulkarni, P. D. 1952 Social Policy in India, New York: McGraw-Hill Book Company.
- Kulkarni, P. D. 1975 Social Policy in India, Bombay, Tata Institute of Social Sciences.
- Madison, B. Q. 1980 The Meaning of Social Policy, London: Croom Helm.
- Macpherson, S. 1982 Social Policy in the Third World, New York: John Wiley and Sons.
- Mathur, K. Bjorkman Top Policy Makers in India, New Delhi: Concept Publishing Co.
- Mishra, R. 1977 Society and Social Policy, London: Macmillan Ltd.
- Mukherjee, N. 1993 Participatory Rural Appraisal: Methodology and Applications, New Delhi: Concept Publishers.
- Planning Commission of India. 2000 Karnataka Human Development Report, Academic Foundation, New Delhi.

- Rao, V. 1994. "Social Policy: The Means and Ends Question" Indian Journal of Public Administration, Vol.50, No.1, Jan.-March, 1994.
- Rastogi, P. N. 1992 Policy Analysis and Problem-solving for Social Systems, New Delhi: Sage Publications
- Roy, Sumit. 1997 "Globalization, Structural Change and Poverty", Economic and Political Weekly, Aug. 16-23, 2117 - 2132.
- Singh, R. R. (Ed.) 1995 Whither Social Development? New Delhi: ASSWI. UNDP Human Development Reports, Oxford University Press.

BSW FC05	Semester V	Concurrent Field Work	2 Credits
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Concurrent Field Work Practicum shall be conducted at a social work agency/ organization recognized for such purposes by the training Institution. Concurrent Field Work Practicum shall be conducted during two days a week, **15 days** during each semester. Each student shall be supervised in their Concurrent Field Work Practicum by a social worker from the agency and an approved social work teacher from the affiliated Institute/ College. During this period the students is expected to do two case work, one group work under the supervision of agency and field work supervisor.

A weekly individual conference of at least 25 minutes per student, related to field work of each student, shall be conducted by the field work supervisor. In addition, the supervisor may also conduct group conference, of students placed under his/her supervision. The student shall be required to maintain a record of such individual and group conferences. Concurrent Field Work shall be evaluated internally by the assigned Field Work Supervisor, during each semester.

It shall be mandatory for each student to appear for an External Viva Voce in Social Work Practicum at the end of Semester. Such external viva voce shall be conducted by an external examiner who is appointed by the director of the MGFGCSW. A student who fails to appear for the external viva voce shall not be eligible for upcoming Semester.

BSW CC011	Semester VI	Social Welfare Administration	4credits
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UNIT I Social Welfare Administration: Concept & Process of social welfare and models of social welfare. Concept, Purpose, Principles and Significance of social welfare administration. Structure, functions of Department of Social Justice & Special Assistance (Government of Maharashtra), Concept of Local Self Government.

UNIT II Social Justice and Welfare Organization: Concept and Definition of Social Justice, Meaning, concept and Significance of Welfare Organizations, welfare programmes, Societies Registration Act, 1860, Bombay Public Trust Act, 1950.

UNIT III Social Policy and Management of Agency: Definition & meaning of social Policy, Concept and scope of POSDCORB, Fund Raising, Resource Mobilization, Monitoring & Evaluation, Social Audit.

UNIT IV Project Proposal: Guidelines, Structure and format of Project Proposal. Salient features of Research project and funding project.

Recommended Readings :

- Choudhari, D. Paul (1983) Social Welfare Administration, Delhi: Atma Ram and Sons.
- Goel, S. L. And Jain, R. K. (1988) Social Welfare Administration: Theory and Practice, Vol. I and II, New Delhi: Deep and Deep Publications.
- Government of India: Evaluation of Social Welfare Programmes, Encyclopedia of Social Work. Vol. 1, 297 - 310.
- Kapoor, K. K. (1986) Directory of Funding Organizations, Delhi: Information and News Network.
- Lauffer, A. (1977) Getting The Resources You Need, New Delhi: Sage Publications.
- Lauffer, A. (1977) Understanding Your Social Agency, London: Sage Publications.
- Luthans, Fred.(1990) Organizational Behavior, Boston, Irwin Mcgraw Hill.
- PRIA. (1990) A Manual On Financial Management - An Accounts Keeping For Voluntary Organizations, New Delhi: Society For Participatory Research In Asia
- Sachdeva, D. R. (1998) Social Welfare Administration in India, Allahabad, KitabMahal.
- Siddiqui, H. Y. (1984) Social Work and Social Action, New Delhi: Hamam Publications.

BSW CC012	Semester VI	Project Work + Viva	6+2 = 08credits
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Introduction:

This component is to equip the learner to acquire skills to read, utilize, evaluate, organize and carry out small research projects to develop and improve services.

Objectives:

To develop research skills. For example exercises pertaining to explication of concepts, variables and indicators; sampling: preparing simple tools for collecting data; interviewing; observation; recording of responses and observations; coding of data; graphical and tabular presentation of data use of simple statistical tools, bibliography and report writing

Detailed guidelines for Group Research Project:

- I) Each group formed by the MGFGCSW for the purpose of Group Research Project shall comprise of Minimum Two and Maximum Four Students.
- II) Each Group Research Project shall be supervised by the approved faculty supervisor.(A teacher who shall not be below the rank of a Assistant Professor recognized by the MGAHV, Wardha)
- III) Group Research Project shall have conducted on the Social Work Practicum days prescribed by the MGFGCSW.

IV) Each Group Research Project shall have the work-load of four clock hour per group per week.

V) The Subject of Group Research Project should be related to the broad areas indicated under the Core Domain, Supportive Domain, Interdisciplinary Domain and Elective Domain of Social Work Education.

VI) One copy of the bound Group Research Project should be submitted together with a certificate from the research guide, to the MGFGCSW before the ten days of the end of the sixth semester term.

BSW EC11	Semester VI	Tools And Technique Of Communication	2 Credits
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Unit-I:Communication fundamentals :- Meaning of Communication, Importance of communication in social work practice; communication process, principles of communication process; Barriers in communication.

Unit- II : Mode of communication :- Mode of communication – oral and written; Formal and informal; Non-verbal communication; communication through meetings and public speaking; communication through Electronic and print media.

Recommended Readings :

- Lishman, Joyce (1994) Communication in Social Work, New York : Palgrave MacMillan.
- Dhama, O. P & Bhatnager, O.P. (1994) Education and Communication for Development New Delhi: Oxford & IBG Pub. Co. Pvt; Ltd.
- Alvia A Goldberg, Carl Lason (1975) Group Communication: Discussion Process and Application, New Jersey : Prentice Hall, Inc, Eaglewood Cliffs.
- Beryl, Williams (1977) Communicating Effectively, New Delhi: Sterling Publications.
- Chopra, BS. KS. (1987) Leadership for Indian Manager, Pune: Times Research Foundation.
- Crispin Cross P. (1974) Interviewing and Communication, Bostan : Routledge and Kegen Paul

BSW EC12	Semester VI	Integrated Social Work Practice	2 Credits
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Unit I. Conceptual Framework of Integrated social work: Concept of Integrated social work. Need, Importance and Essential elements of Integrated social work practice.

UnitII. Integrated social work practice: Client system, the problem, Process and phases in integrated social work Practice (induction, core and ending phase)

Unit III. Approaches to integration: Systems approach, Ecological approach and holistic approach, Empowering approach.

Unit IV: Integrated Social Work in Practice: Biodiversity, Disaster Management, Environment, Jal-Jungle-Jameen and Unconventional Energy Sources.

Recommended Readings :

- Barbork G.A. (1972), The Divine plan, Adyar, Chennai, India: The Theosophical Publication House (Third ed.)
- Bartlett, Harriett.(1970), The Common Base of Social Work Practice, National Association of Social Workers, 2 Park Avenue, New York, N.R.
- Connaway Ronda S. and Gentry Martha E. (1988) Social Work Practice, New Jersey: Prentice Hall
- Goldstein, Howard .(1973), Social Work Practice: A Unitary Approach, Columbia: University of South Carolina Press.
- Johnson Louise C.1983 A Generalist Approach, (Third ed) Boston: Allyn and Bacon.
- Lippit,R. J. Watson, and B. Westley.(1958) The Dynamics of Planned Change, New York: Harcourt, BraceWorld
- Parsons Ruth, J., Jorgensen J.D.HernandezSantos H.(1994), The Integration of Social Work Practice, California: Brooks Cole.
- Pincus, Allen and Minaham.(1973), Social Work Practice : Model and Method, Illinois: F.E. Publishers inc
- specht,Harry and Peacock Anne, Integrating Social Work Methods, London: Georgw Allen and Unwin.
- Swamy Chinmayananda(2000),AtmaBodha-A Commentary of Swami Chinmayan MumbaiCentral Chinmaya Mission Trust – 400 027: pg: 22-38.
- Uberoi N.K (ed) (1995), Professional Competency in Higher Education,Center for Professional Development in Higher Education,University of Delhi, Delhi
- Younghusband,E.(1967), Social Work and Social Values, Vol.III, Lodon: George Allen and Unwin.