PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR

FACULTY OF INTERDISCIPLINARY STUDIES

MASTER OF SOCIAL WORK (MSW) Part II

ORDINANCE, REGULATIONS AND SYLLABUS
OF MSW Part II

With Effect From The Academic Year 2022-23

Regulations Governing the Choice Based Credit System for the Two Years Post Graduate Programme in Social Work (MSW)

M ASTER OF SOCIAL WORK (MSW) PROGRAMME

I. Specializations:

The MSW programme offers following four specialization in the beginning of the Third semester.
1. Group A : Human Resource Management (HRM)
2. Group B : Urban and Rural Community Development (URCD)
3. Group D : Family and Child Welfare (FCW)
4. Croup E : Medical and Psychiatric Social Work (MPSW)

Guidelines for choice of specialization in Second year MSW:

At the beginning of the third semester, an eligible student will apply for the Specialization he/she wants by writing an application in the prescribed format. It should be submitted to the concerned Department / college, where he/she is studying within stipulated time. The Department / college after receiving such applications scrutinize for eligibility of the students and allotment of specialization shall be based on his or her marks obtained in the first year MSW Programme (Total marks scored both in first and second semester) and clear passed in all courses (papers) . Also almost equal number of students shall be allotted to each specialization from among the students admitted to third semester.

II. Attendance:

Each course (theory, practical etc) shall be treated as an independent unit for the purpose of attendance. A student shall attend a minimum of 75% of the total instructions hours in a course including assignments and presentations in each semester. The students shall attend the class room lectures, activities and field work regularly. At least 75% attendance in each course(paper) is essential to appear for the exam.

III. Field Practicum (Field Work)

A distinctive feature of instructional programme in Social Work is the emphasis laid on Social Work Practicum. A student shall be placed in a Community / Organization / Industry to gain experience of working with the people at individual, intra-group, community and organizational levels during the first two semesters and in a setting appropriate to their specialization during the last two semesters of MSW programme.

A. Objectives of Field Practicum (Field Work)

1. To understand the agency as a system-its philosophy, thrust, objectives, structure and management of service / programmes.
2. Develop skills in documenting and utilizing community resources both governmental and voluntary.
3. To develop ability to work as a member of a team.
4. To make conscious use of professional values and ethics.
5. To develop enhanced practice skills and integrate learning.
6. Develop skills to analyze the impact of the wider social system on individuals, families, groups, communities and organizations.
7. Develop the ability to involve the client system in the problem solving process, utilizing skills of social work intervention.
8. Develop skills in documenting and utilizing community resources both governmental and voluntary.
9. Reinforce belief in the inherent strength of the people to meet their needs and resolve problems.

B. Field Practicum (Field Work) Rules and Regulations

Students placed in their respective organization or community for concurrently two days in a week and shall put in not less than 15 hours a week for field practice training. Students should complete minimum

20 Field Work Visits in Agency / Organization / Industry and or open community in each semester of MSW programme. In Semester III & Semester IV the students will practice their fieldwork in their respective specialization set up and should attend atleast one seminar / conference/ workshop and submit the certificate of participation or attendance of the same to their faculty supervisor .

The students are required to submit the hand written reports and a dairy in a structured format once a week to their respective faculty supervisors for evaluation and continuous guidance. The agencies are also expected to designate an agency supervisor, preferably a trained social worker to monitor the field work trainee at the agency level. The trainee shall take all the possible initiatives to participate in all the learning activities of the organization placed for training and shall attend the individual and group conferences regulating with regard to integration of theory and practice

Only those students who have put in a minimum of 75% attendance in field practicum are eligible to appear for the practicum examination (viva- voce). The viva-voce shall be jointly conducted by one internal and one external examiner selected from the panel of examiners and as approved by the University. A minimum of 50% of the marks shall be scored to pass in the field practicum assessment and viva-voce separately. The failed candidate in field practicum (Field Work) in any semester shall not be promoted in next Semester. They have to redo the field work by fulfilling all other requirements stipulated in this regard.

C. Field Practicum (Field Work) Modules and distribution of Marks

MSW	SEM	Field Work Core Components		Type of Assessment	Internal Marks	Maximum Marks	Minimum passing marks	Total
II	III	Field Work / Field Practicum	Field Work Practice	Internal Assessment	80	100	50	150
			Orientation Visits or Exposure Visits	Internal Assessment	20			
		Field Work Viva Voce		University Assessment	50	50	25	
II	IV	Field Work / Field Practicum	Field Work Practice	Internal Assessment	80	100	50	150
			Micro Study	Internal Assessment	20			
		Field Work Viva Voce		University Assessment	50	50	25	

D. Guidelines of Internal Assessment & University Assessment of MSW- II Field Work:

1. Internal assessment of MSW II SEM III Field Work (80 marks)

Sr No	Criteria	Marks allotted
1	Completion of visits allotted	20
2	Submission of Agency/community profile	10
3	Conducting activities as per the respective areas of specialization	10
4	Submission of reports in diary and journal along with sign of agency supervisor	20

5	Overall behavior and participation (IC/GC)	20
Total		**80**

2. University assessment of MSW II SEM III Field Work (Viva-voce) (50 marks)

Sr . No	Criteria	Marks allotted
1	Insights about agency/community	10
2	Applicability of social work methods in their respective areas of specialization	15
3	Evaluation of Field work reports	15
4	Presentation skills	10
Total		**50**

3. Internal assessment of MSW II SEM IV Field Work (80 marks)

Sr No	Criteria	Marks allotted
1	Completion of visits allotted	20
2	Knowledge about the areas of intervention and scope of respective specialization	10
3	Applicability of knowledge into practice	10
4	Submission of reports in diary and journal along with sign of agency supervisor	20
5	Overall behavior and participation (IC/GC)	20
Total		**80**

3. University assessment of MSW II SEM IV Field Work (Viva-voce) (50 marks)

Sr . No	Criteria	Marks allotted
1	Insights about agency/community	10
2	Applications of specialization knowledge & Skills in the field	15
3	Evaluation of Field work reports	15
4	Presentation skills	10
Total		**50**

❖ **Orientation visits / Exposure visits: (20 Marks)**

Every institution offering MSW programme shall organize a minimum of 4 orientation visits for the M.S.W. Part-I (in first semester) and for M.S.W. Part-II (in third semester) for students. For the M.S.W. Part-I agency visits to all specialization may have to be conducted. For the M.S.W. Part-II orientation visits / exposure visits should be organized to the organizations / industries related to their respective specialization within or outside city/ district / State. Students should submit the report of orientation visit / exposure visit to the concerned faculty coordinator.

Sr . No	Criteria		Marks allotted
1	Attendance per visit	4 x 2 marks	08
2	Participation during visit	4 x 2 marks	08
3	Reports of the visits	4x1 mark	04
Total			**20**

❖ **Micro study: (20 Marks)**

Micro study for one week is mandatory for the M.S.W. Part-II students. Micro study can be conducted in the specialization related agencies / industries / communities within or outside the city / district / state during 4th semester. Students should prepare micro study report and submit it to their faculty supervisor

Sr . No	Criteria	Marks allotted
1	Insight gained about the Organization or Community or Industry	05
2	Participation in micro study	08
3	Report/s of the visits	07
Total		**20**

IX. A) Research Project:

The research project offers students an opportunity to plan a study, prepare research tools, collect data in the field, analyze the data, and write up the project under the guidance of the faculty. The topic of research must be related to the area of social work/ specialization. Ethical norms and concerns in research, plagiarism policy of the institute and University, should be adopted. Two Bound copies of the Research project – synopsis and Research project – report, duly signed by the Research Guide and certified by the Head of the department / Institution should be submitted to the department / institute at least one week before the viva voce of III semester and IV semester respectively.

1. **Internal assessment of MSW- II SEM- III Research Project- Synopsis (Proposal) (50 marks)**

Sr No.	Criteria	Marks allotted
1	Finalization of Title	05
2	Problem Formulation (Introduction)	10
3	Review of literature	10
4	Research methodology	10
5	Finalization of tool/s	05
6	Interaction with guide and professional behaviour	10
	Total	50

2. **University assessment (Viva-Voce) of MSW- II SEM- III Research Project- Synopsis (Proposal) (50 marks)**

Sr No.	Criteria	Marks allotted
1	Knowledge about research topic and problem formulation	10
2	Identification of research gaps	10
3	Clarity about the research methodology	10
4	Presentation of Synopsis	10
5	Presentation skills	10
	Total	50

3. **Internal assessment of MSW- II SEM- IV Research Project- Report (50 marks)**

Sr No.	Criteria	Marks allotted
1	Data analysis and interpretation	10

2	Major findings, conclusion and suggestions	10
3	Report writing	10
4	Interaction with guide and following deadlines	10
5	Research aptitude and professional behavior	10
	Total	50

4. University assessment (Viva-Voce) of MSW- II SEM- IV Research Project- Report (50 marks)

Sr No	Criteria	Marks allotted
1	Codebook and master chart/memos	5
2	Results and discussions	15
3	Presentation of research project report	10
4	Content clarity	10
5	Presentation skills	10
	Total	50

IX. B) Term Paper:

A term paper is a research paper written by the student over an academic term. Term papers would be intended to describe an event, a concept, or argue a point related to social work in general and particularly on his/ her area of specialization/ elective. A term paper is a written assignment and original work discussing a topic in detail, primarily based on secondary data, and/or standards, norms prescribed by the center. Some common detailed standards would need to be collectively developed by the centers for assessment of research/term paper. Typed spiral or hard bound two copies of the term paper duly signed by the Research Guide and certified by the Head of the department / Institution should be submitted to the department / institute at least one week before the viva voce of III semester and IV semester respectively.

Completion and submission of the Research Dissertation/ term paper is a pre-condition for appearing at Semester IV Examination. In any case no extension will be permissible for submission.

1. Internal assessment of MSW- II SEM- III Term Paper (50 marks)

Sr No.	Criteria	Marks allotted
1	Finalization of Title	10
2	Introduction	10
3	Review of literature	10
4	Justification for selection of the topic	10
5	Interaction with guide and professional behaviour	10
	Total	50

2. University assessment (Viva-Voce) of MSW- II SEM- III Term Paper (50 marks)

Sr No.	Criteria	Marks allotted
1	Clarity about research topic	10
2	Justification for selection of Topic	10
3	Identification of Research gap through Review of literature	10
4	Knowledge of Research Methodology	10

5	Presentation skills	10
	Total	50

3. Internal assessment of MSW- II SEM- IV Term Paper (50 marks)

Sr No.	Criteria	Marks allotted
1	Results and Discussion	10
2	Suggestions/Recommendations/ Social Work Interventions	10
3	Presentation of Term Paper	10
4	Interaction with guide and following deadlines	10
5	Professional behavior	10
	Total	50

4. University assessment (Viva-Voce) of MSW- II SEM- IV Term Paper (50 marks)

Sr No	Criteria	Marks allotted
1	Results and discussions	10
2	Suggestions/Recommendations/ Social Work Interventions	10
3	Research aptitude	10
4	Content clarity	10
5	Presentation skills	10
	Total	50

X. Scheme of Examination and Assessment of Theory and Practical Examination:

1. **Each course (theory paper)** shall carry a maximum of 100 marks out of which 20 marks shall be for internal assessment and the remaining 80 marks shall be for University examination conducted at the end of each semester.

   Internal Assessment (Theory): The internal assessment of 20 marks shall be based on the following criteria

Sr. No.	Criteria	Marks Allotted
1.	Home Assignment or Presentation	05
2.	Unit test	05
3.	Attendance	05
4.	Class participation, attentiveness & overall behavior	05
	Total	**20**

2. **Viva-Voce of Field Practicum (Field work)**
At the end of each semester the viva-voce shall be jointly conducted by panel of two examiners out of which one is internal examiner (faculty member of social work department or colleges affiliated to PAH Solapur university) and one external examiner (faculty member of social work other than parent university). The panel of examiners selected for conducting viva-voce examination should be approved by the University.

3. Assessment of Research Project:
Research Project carries 100 marks and shall assessed by the faculty guide for 50 marks and by panel of two examiners (one internal examiner & another external examiner) for 50 marks during the viva voce examination conducted at the end of third and fourth Semester.

XI. Standard of passing:

Each Course (Paper) & Field Work shall constitute separate heads of passing.

1. Each Course (Theory Paper) consist of 100 marks
For passing in each semester, the candidate must get 40% of total marks in each theory paper in the examination conducted by university (UA- University Assessment) i.e. 32 marks out 0f 80 marks and should obtain 40 % of total marks in the internal assessment (CA – College Assessment) i.e. 08 marks out of 20 marks. There is separate head of passing for university examination as well as internal assessment

2. Field Practicum (Field Work) consist of 150 marks
For passing in the Field Work Practice (100 marks) and Field Work Viva-Voce (50 marks) in each semester, a candidate should obtain minimum 50% marks in each head i.e. minimum 50 marks in field work practice and 25 marks in field work viva voce separately.

3. Research Project
The research project consist of 100 marks out of which the Internal assessment of 50 marks at the institute / department level and the viva voce examination of 50 marks conducted by university at the end of third and fourth semester . A minimum of 50% of the marks (i.e. 25 marks) shall be scored by the candidate in the internal assessment and University assessment separately

4. Allowed To Keep Terms (ATKT) norms:
1. ATKT: Students who fail in any number of courses (papers) except fieldwork in the first semester will be allowed to keep terms in the second semester.

2. ATKT for the third semester: Students who fail in maximum of two papers including first and second semesters except fieldwork may be granted ATKT for the third semester.

3. ATKT for the fourth semester: Students who fail in maximum of two papers except fieldwork in the third semester will be allowed to keep terms in the fourth semester and may be granted ATKT, provided they have cleared all the papers of first and second semester including field work.

5. **Failure in Field Work:**
   1. A Student who has failed in Field Work Practice shall not be allowed to keep term. He or She shall be declared fail in the particular semester and can repeat the same process of field work practice and Field work viva voce in the next/subsequent semester. However, the chance is limited for only one attempt.
   2. If the student has passed in field work practice but due to some unavoidable circumstances he/ she was not able to attend the viva voce for that particular semester will be allowed in the next / subsequent semester but he or she has to appear for the field work viva voce of previous and present semester separately. However, the chance is limited for only one attempt.

6. Failure in the course (theory paper).
The candidates will be declared fail in the particular course (theory paper) if he or she fails to score 40 % of total marks in the internal assessment and he or she has to reappear for the same course in the

next / subsequent semester for the theory examination conducted by the university as well as submit all the assignments and or presentations related to the respective course for internal assessment.

7. **Revaluation:** In any case, there is will be no revaluation or moderation of field work or research project or internal assessment (CA) marks at the university level

XII Additional Specialization :

The student may reappear at the M.S.W. examination with additional specialization provided that he/she has passed the M.S.W. examination with earlier specialization. In Such cases, the student have to appear for the specialization Courses (papers) along with field Work and Viva-voce. However, such students shall not get class and shall not be awarded with another degree but he/she will get a certificate mentioning the result. This opportunity (Addition of group/specialization) will be given to the candidate up to only two years after his first degree of M.S.W.

XIII Award of degree

The degree of Master of Social Work shall not be conferred upon a candidate unless the candidate has passed in all the papers and in field work prescribed for the four semester examinations in accordance with the provision of present syllabus.

STRUCTURE OF M.S.W. PROGRAMME

Semester	Total no. of Course (Theory papers)	Research Project / Term Paper	Field Work (Practical)	Total
I	7	---	1	8
II	7	---	1	8
III	6	1	1	8
IV	6	1	1	8
	26	**02**	**04**	**32**

DISTRIBUTION OF MARKS AND CREDITS

Courses	Sem. I		Courses	Sem. II		Courses	Sem. III		Courses	Sem. IV		Total Marks	Total Credits
	Marks	Credits		Marks	Credits		Marks	Credits		Marks	Credits		
CC 1.1	100	4	CC 2.1	100	4	CC 3.1	100	4	CC 4.1	100	4	400	
CC 1.2.	100	4	CC 2. 2	100	4	CC 3.2	100	4	CC 4.2	100	4	400	
CC 1.3	100	4	CC 2.3	100	4	CC 3.3	100	4	CC 4.3	100	4	400	

CC 1.4	100	4	CC 2.4	100	4	CC 3.4 RP/ TP	100	4	CC 4.4 RP/ TP	100	4	400	**136**
CC 1.5 (FW 1.5)	**150**	**6**	CC 2.5 (FW 2.5)	**150**	**6**	CC 3.5 (FW 3.5)	**150**	**6**	CC 4.5 (FW 3.5)	**150**	**6**	600
DSE 1.1	100	4	DSE 2.1	100	4	DSE (HRM 1 URCD 1 FCW 1 MPSW 1)	100	4	DSE (HRM 4 URCD 4 FCW 4 MPSW 4)	100	4	400
DSE 1.2	100	4	DSE 2.2	100	4	DSE (HRM 2 URCD 2 FCW 2 MPSW 2)	100	4	DSE (HRM 5 URCD 5 FCW 5 MPSW 5)	100	4	400
	----	----		----	----	DSE (HRM 3 URCD 3 FCW 3 MPSW 3)	100	4	DSE (HRM 6 URCD 6 FCW 6 MPSW 6)	100	4	200
GE 1.1	100	4		100	4	SOC- 3.1 SOC-3.2	100	4		---	-----	200
Total	**850**	**34**		**850**	**34**		**850 + 50 =900**	**34 + 2 = 36**		**850**	**34**	**3400 + 50 =3450**

CC= Core Course = 88 CREDITS   **DSE= Discipline Specific Elective = 40 CREDITS**
GE = Generic Elective =8 CREDITS   **SOC = Skill Oriented Course = 2 Credits**
FW = Field Work / Field Practicum   **RP = Research Project / TP = Term pap**er

		MSW – II Sem – III				
Course Number	**Course Title**	**Credit**	**University Assessment**	**Internal Assessment**	**Marks**
	Core Course : All Core Courses are compulsory				
CC 3.1	Administration of Human Service Organization	4	80	20	100
CC 3.2	Project Management & Introduction to Communication	4	80	20	100
CC 3.3	Social Policy & Social Legislation	4	80	20	100
CC 3.4	Research Project – Synopsis(Proposal)/ Term Paper	4	50	50	100
CC 3.5	Field Work Practice	6	50	100	150
	Discipline Specific Elective : Opt 3 Courses from any one Specialization				
	Group A – Human Resource Management (HRM)				
DSE-HRM 1	Human Resource Development & Social Work in Industry	4	80	20	100
DSE-HRM 2	Human Resource Management & Industrial Relations	4	80	20	100
DSE-HRM 3	Labour Welfare & Labour Laws	4	80	20	100
	Group B – Urban and Rural Community Development (URCD)				
DSE-URCD 1	Governance & Rural Community Development	4	80	20	100
DSE-URCD 2	Urban & Rural Community Development- I	4	80	20	100
DSE-URCD 3	Social Work & Ecology	4	80	20	100
	Group D – Family and Child Welfare (FCW)				
DSE-FCW 1	Child Development	4	80	20	100
DSE-FCW 2	Family & Women Development	4	80	20	100
DSE-FCW 3	Social Work Intervention with Children, Youth & Elderly	4	80	20	100
	Group E - Medical and Psychiatric Social Work (MPSW)				
DSE-MPSW 1	Medical Social Work	4	80	20	100
DSE-MPSW 2	Preventive & Social Medicine- I	4	80	20	100
DSE-MPSW 3	Psychiatry & Mental Health –I	4	80	20	100

SKILL ORIENTED COURSE / ADD ON COURSE (Opt any one course from the 2 course below)

	MSW- II SEM -III				
SOC- 3.1	**Corporate Social Responsibility**	**2**	**30**	**20**	**50**
SOC- 3.2	**Women Empowerment**	**2**	**30**	**20**	**50**

	MSW – II Sem – IV				
	Core Course : All Core Courses are compulsory				
CC 4.1	Social Welfare Administration	4	80	20	100
CC 4.2	Project Implementation and Communication Media	4	80	20	100
CC 4.3	Social Planning and Social Legislations	4	80	20	100
CC 4.4	Research Project - Report / Term paper	4	50	50	100
CC 4.5	Field Work Practice	6	50	100	150
	Discipline Specific Course : Opt 3 Courses from any one Specialization				
	Group A – Human Resource Management (HRM)				

DSE-HRM 4	Human Resource Development & Corporate Social Responsibility	4	80	20	100
DSE-HRM 5	Human Resource Management & Trade Union	4	80	20	100
DSE-HRM 6	Social Security & Labour Laws	4	80	20	100
	Group B – Urban and Rural Community Development (URCD)				
DSE-URCD 4	Strategies and Trends in Rural Community Development	4	80	20	100
DSE-URCD 5	Urban & Rural Community Development- II	4	80	20	100
DSE-URCD 6	Disaster Management	4	80	20	100
	Group D – Family and Child Welfare (FCW)				
DSE-FCW 4	Child Welfare Services	4	80	20	100
DSE-FCW 5	Family Issues & Social Work Intervention	4	80	20	100
DSE-FCW 6	Social Work Intervention with Women & Differently Abled	4	80	20	100
	Group E - Medical and Psychiatric Social Work (MPSW)				
DSE-MPSW 4	Psychiatric Social Work	4	80	20	100
DSE-MPSW 5	Preventive & Social Medicine II	4	80	20	100
DSE-MPSW 6	Psychiatry & Mental Health II	4	80	20	100

<u>Syllabus of Master of Social Work (M.S.W.)</u>

<u>MSW Part – II Semester-III</u>

CC- CORE COURSE

CC- 3.1 Administration of Human Service Organization

Learning Objectives
- To orient students to basics of administration of Human Service Organization.
- To make students understand the management and administrative process of organizations
- To enable students to learn leadership skills

Unit	Title	Content	Teaching Learning Methodology
1.	Introduction to Administration	● Concept, definition, Nature, Scope and types of Administration ● Welfare Administration	Lecture & discussion
2.	Process of Administration	● Process of Administration, Goal setting, planning, supervision, recording and reporting in administration ● Delegation & decentralization	Lecture & discussion
3.	NGO management	● Growth of organizations as response to social needs ● Concept & definitions of NGO management	Lecture & discussion

		• Structure and functions of NGOs	
4.	Leadership	• Definition, functions and qualities of leader. • Leadership skills • Developing leadership skills • Crisis management skills • Team building process	Lecture & discussion
5.	Time Management	• Concept & importance of time management • Planning time and resources • Types of time-planning • Strategies for planning time • Setting goals and objectives	Lecture & discussion

References:

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Connors, Tract Dainer,1993	The Non-Profit Management Handbook: Operating policies and procedures, New York: John Wiley and Sons Inc.
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Drucker, P., 1990	Managing the Non-profit organizations, NY: Karper Collins
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Mohanty, M. and Singh, A.K., 2002	Volunteerism and government: Policy, programs and assistance, New Delhi: VANI
Slugter, G.P., 1998	Improving organizational performance, New Delhi: Sage Publications
Thomas, A. et al, 1998	Finding out fast: Investigative skills of policy and development, New Delhi: Sage

CC- CORE COURSE

CC- 3.2 Project Management & Introduction to Communication

Learning Objectives:
- To understand the concept of Project Formulation
- To gain the clarity about the Project Management

- To comprehend the meanings & importance of Communication

Unit	Title	Content	Teaching –Learning Methodology
1	Introduction to Project Management	- Concept & Significance of project management - Project Identification and steps in project identification - Objectives & Scope of project management - Characteristics of project management	Lecture & Experiential Sharing / assignments/ presentation
2	Process of project Management	- Project life cycle - Process of project management - Principals of Project Management - Approaches in project Management - Elements of project management – scope, time, budget, schedule, cost	Lecture & brain storming Session /assignments / presentation
3	Process of Project Planning	- Definition and concept of goal setting - Planning tools and estimation - Approaches to Risk Management - Preparation of project budget	Lecture & discussion Assignments/ presentation
4	Introduction to Communication	- Meaning & Definitions - Importance of Communication - Objectives of Communication - Functions of Communication - Elements of Communication - Process of communication	Games/ Lecture cum Demonstration / Assignments/ presentation
5	Classification of Communication	- Types of Communication - Advantages and Disadvantages of various type of Communication - Concepts of developmental Communication - Participatory Communication	Lecture, Group Discussion and Assignments/ presentation

References:

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2. Joseph Phillips, 2013, A Guide to the project Management Body of knowledge, project Management Institute, USA

3. David Olson, 2003, Introduction to information Systems Project Management Systems Approach 2nd Edition, The McGraw- Hill Company

4. Clifford Gray, Erik Larson, 2010, Project Management: The Managerial Process, Tata Mcgraw- Hill Education 4: Edition

5. William J.Seiler, Melissa L. Beall, 2010, Communication: Making Connection

6. Agarwal. N.P. & Mishra.B.K, 2007, Social and Quantitative aspects of Project Management, RBSA Publishers, Jaipur

7. Vasant Desai, Second Edition, 2004, Project Management, Himalaya Publishing House, Mumbai.

8. Krishna Mohan & Meera Banerji, Developing Communication Skills

9. Dr. Dhanraj Patil, Communication for Rural Development in India

10. Dr. B.C Punima & K.K.khandelwal, Project Planning & Control with PERT& CPM

11. N.P. Agarwal & B.K. Mishra   , Social and Quantitative Aspect of Project Management

CC- CORE COURSE

CC- 3.3 Social Policy and Social Legislation

Learning objective :
- To gain the clarity about Social Policy and Social Legislation
- To critically understand the importance & relevance of Social Legislation in Social work
- To understand the Legal Practices in Social Work

Unit	Title	Contents	Teaching -Learning Methodology
1.	Social Policy & Constitution	• Concept, meaning, characteristics, objectives of policy • Nature, scope assumptions, Different apporoaches , Determinates & sources • Relations between social Policy & Social development, components • Directive principles & values of State policy • Fundamental Rights & Human Rights, models & social policy	Lectures, Discussion, Seminars, workshops, Assignments
2.	Policies	• Policies Evaluation in India in a historical perspectives, • Process of social policy formulation • Latest policies concerning social welfare, Education, Health, women, children, senior citizens, backward classes,	Lecture Discussions Seminars workshops visits to concerned Dept.

		• Policies related to Urban, Rural Tribal Development, Persons with Disabilities	
3.	Introduction to Social legislation	• Concept & definitions of social legislation • Nature and meanings of social legislation • Social Justice - concept & meanings	Lecture Discussion Assignments
4.	Legal Practices in social work	• Public Interest Litigation (PIL), writ Petition, first information Report (FIR), Legal aid system • Right to Information Act-2005 • Right to Education Act 2009 • Protection of children from sexual offence (POCSO) Act, 2012 • The sexual Harassment of women at workplace (Prevention, Prohibition & Redressed) Act-2013.	Lectures, Discussion, Seminars, workshops, Assigments visits to concern Dept.
5.	Important provisions & relevance of Legislative Provisions	• Hindu Adoption & Maintenance Act-1956. • Dowry Prohibition Act-1961. • Maharashtra Mathadi, Hamal & other Manual workers (Regulations of Employment & welfare) Act-1969. • Child labour Prohibitions & Regulation Act-1986 • The Juvenile Justice (Care & Protection) Act-2000 • Domestic violence Act-2006 • The Maintenance & welfare of Parents & Senior Citizen (MWPSC) Act-2007	Lectures, Discussion, Seminars, workshops, Assignments visits to concern Dept.

References:

A.K. Bhartiya and D.K. Singh	Social Policy in India New Royal Book Company, Lucknow
Kohli A.S.	Human Right and Social Work
David C. Marsh	Introducing Social Policy, Routledge and Keganpaul
P.N. Sharma and C. Shastri	Social Planning, Print House Lucknow
Jose Kananaikil	Seventh Plan and Development of Weaker Sections, Indian Social Institute, New Delhi
Gangarde	Social Legislation Volume I and II
Basu D. D	Indian Constitution

CC- CORE COURSE

CC- 3.4 Research Project- Synopsis (Proposal)

Learning objective :

- To get exposure to the field of research
  - To understand the basic concepts of social work research
- To understand the importance of research in social work.

Unit	Title	Content	Teaching Leaning Methodology
1.	Submission of Synopsis	• Submission of title Review of literature • Chapter writing - Introduction, Review of Literature, Research Methodology • Preparation of tools for data collection • Finalization of tools	Discussion / Seminar

Guidelines For Research Project- Synopsis (Proposal):

1. Title:

It should be clear, abstract and should not exceed 13 to 15 words (It should not be in a sentence form).

2. Introduction:

It should cover theoretical background of the subject, present status of the subject matter as reflected in current literature and magnitude and extent of the research problems shall be explained..

3. Review of literature:

Refer standard national journals, books and surf internet to accumulate the studies related to theme of the study. Present the studies in a precise manner. Minimum of *twenty plusstudies*is to be referred for this chapter.

4. Methodology:

➢ **Significance of study :** Based on reviews explain the importance and need of study. Explain the rationale and context for the present study theme.

- ➢ **Scope of the study:** Geographic area the study covered and conceptual understanding of the study be explained very clearly.
- ➢ **Objectives:** State clearly the objectives of the study *(4 to 6 objectives)* Ex.: To study the socio-economic background of the respondents
- ➢ **Hypotheses:** Formulate hypotheses of the study *(2 to 5 hypotheses).*
- ➢ **Operational definitions:** Explain the meaning of each of the concepts and terminologies used in the study. Define the concept in the context of the present study.
- ➢ **Research design**: Explain whether the study is descriptive, diagnostic, exploratory, and experimental or intervention.
- ➢ **Universe and Sample**: Universe and sample of the study be explained very systematically. The sample size should be normally proportionate to the universe of study.
- ➢ **Sources of data collection:** Explain both Primary (i.e. Interview Schedule / Questionnaire) as well as secondary (Journal / internet reference) source of data collection of the present study.
- ➢ **Methods of data collection**: Interview method, observation method, focused group discussion (FGD) method.
- ➢ **Tools of data collection**: Interview schedule, questionnaire, psychological or educational scales, FGD format.

5. **Pilot Study:** For Pretesting and finalization of the tools of data collection.

References:

1. Bailey Kenneth D. 1987 Methods of Social Research, New York' the Free Press.
2. Blakikie, Norman 1993 Approaches in Social Enquiry, Cambridge: Polity Press.
3. Blalock, H.M. And Blalock, a.M. (Eds),1968, Methodology in social Research, New York : McGraw – Hill.
4. Crabtres, B.F. and Miller W.L. 1978 Understanding Social research an Introduction, Boston: Allwyn and Bacon.
5. Denzin, Norman, K. & Lincoln, Y.S. (Eds.) 2000, Handbook of Qualitative research (IInd eds.) New Delhi : Sage Publication.
6. Social research : Issues, Methods & Process, Buckingham Open University Press.
7. Silverman, David, (Eds.) 1997 Qualitative Research, new Delhi : Sage Publication.
8. Society for Participatory Participatory Research : 1995 An Introduction, Participatory Research in Asia, Research Network Series, No.3, New Delhi PRIA.

Discipline Specific Elective : Opt 3 Courses from any one Group

Group I

DSE- HRM -1 Human Resource Development & Social Work in Industry

Learning Objectives:
- To understand the concept of human resource development and social work in indust
- To gain clarity about the process of HRD
- To make understand the use of social work methods in industry

Unit	Title	Content	Teaching- Learning Methodology
1	Introduction to Human Resource Development	• Concept, definition, scope & Objectives • Components of HRD, Principles of HRD, Functions of HRD. • HRD for organizational effectiveness • New trends in HRD	Lecture / Discussion / Presentation / Assignment
2	Training and Development	• Concept, Scope, Importance &Types. • Objectives of Training and Development • Management Development and Executive Development. • Role of HR Dept. in training & development	Lecture / Discussion / Presentation / Assignment
3	Role and Functions of HRD Manager	• Role of HRD Manager • Functions of HRD Manager • Role of HRD manager in industry (manufacturing). • Role of HRD manager in service sector like banking, IT – Industries etc.	Lecture / Discussion / Presentation / Assignment
4	Human needs	• Meaning, Concept of human needs • Maslow theory • Employee morale • Emotional intelligence	Lecture / Discussion / Presentation / Assignment
5	Social work methods and intervention issues	• Issues of Intervention: absenteeism, addiction, indebtness, alcoholism, employee turnover etc. • Application of proper social work method for intervention • Role of social worker in industry • Need of counselling in industry	Lecture / Discussion / Presentation / Assignment

References:

1. Chopra, R.K. (2001) Management of Human Resource, (Text & Cases), Katab Mahal, Allahadbad.

2. Kandula, S.R.: Strategic (2001) : Human Resource Development, Prentice Hall Publication, Delhi.

3. Maheshwari, B. L and Sinha D. P., Ed. (1991): Management of Change Through Human Resources Development; Tata MCG raw Hill pub. Com. Ltd., New Delhi

4. Rao, T. V. Ed. (2006): Alternative Approaches and Strategies of HRD, Rawat Publications. Jaipur

5. Rao, T. V. (1996): Human Resources Development; Sage Pub, New Delhi.

6. Rao, T. V. (1991): Readings in Human Resource Development; Oxford& IBH Publication Com. Pvt. Ltd. New Delhi

7. Sheikh, A.M. (1999): Human Resource Development and Management, S. Chand & co., Delhi.

8. Dayal, Ishwar (1993): Designing HRD Systems, Concept Publication Com., New Delhi

9. Sinha Debotosh(2007): Aspects of Industry and Occupational Social Work Abhijeet Publications, New Delhi.

DSE- HRM - 2 Human Resource Management & Industrial Relations

Learning Objectives:
• To understand concept of human resource management and practices
• To develop knowledge of human resource management
• To understand the concept of industrial relations and its importance

Unit	Title	Content	Teaching Learning Methodology
1	Introduction to Human Resource Management	• Nature, Concept, Definition, Scope • Principles of Human Resource Management, • Functions of Human Resource management • Historical Growth • New trends in HRM	Lecture / Discussion / Presentation / Assignment
2	Human Resource Planning	• Concept, Objectives, Process & Forecasting of Human Resource • Job Analysis, Job Description and Job Specification, Job rotation, Promotion • Work Study concept • Recruitment, Selection, Placement • Induction	Lecture / Discussion / Presentation / Assignment
3	Wage & Salary Administration	• Meaning, Concept of wage, salary • Methods of Wage Payments • Types of Wages • Wage Policy for Industrial Development	Lecture / Discussion / Presentation / Assignment
4	Industrial Relations	• Definition, Concepts, Objectives, Scope • Factors of Good Industrial Relations • Role of Government, Management and Trade Union in Industrial Relations • International Labour Organization (ILO), India Labour Conference (ILC)	Lecture / Discussion / Presentation / Assignment
5	Industrial relation machinery	• Workers Participation in Management; • Concept & Importance of Works Committee,	Lecture / Discussion / Presentation /

		Joint Management Councils • Conciliation, Mediation, Voluntary arbitration, Industrial and National Tribunal • Collective Bargaining • Domestic Enquiry Procedure, Show Cause Notice, charge sheet, Punishments	Assignment

References:

1) Pundar D. Deodhar, S. B. Shankaran S., "Labour Welfare Trade Unionism and Industrial Relations, Himalaya Publishing House, Mumbai.

2) Garry Dessler (2003), Human Resource Management", Practice Hall of India Pvt. Ltd., New Delhi

3) Dr. S. S. Khanka, (2003)"Human Resource Management", S. Chand and Company Ltd., New Delhi

4) Varma M, Agrawal R. (1991) Personnel Management and Industrial Relations. Forward Book New Delhi

5) Subba Rao P. (2004), Essentials of Human Resource Management and Industrial Relations, Himalaya Publishing House, Mumbai

6) Mamoria C. B. (203) Personnel Management. Himalaya Publishing House, Mumbai.

7) Mamoria C. B (2003) Dynamics of Industrial Relations. Himalaya Publishing House, Mumbai

8) Dawar R. S.(1995). Personnel Management and Industrial Relations. Vikas publishing House pvt. Ltd., New Delhi

DSE- HRM - 3 Labour Welfare & Labour laws

Learning Objectives:
• To understand the concept of labour welfare and labour laws
• To understand the welfare programmes for labours
• To understand the labour codes

Unit	Title	Content	Teaching Learning Methodology
1	Introduction of Labour Welfare	• Definition, Nature, Concept, Objectives, Scope Philosophy • Principles of Labour Welfare • History of Labour Welfare, Introduction of Directive Principle of State Policy: Article 39, 41 to 43 • National Policy in Labour Welfare • Central and State Machinery of Labour Welfare in India	Lecture / Discussion / Presentation / Assignment
2	Types of Labour Welfare	• Intramural, Extramural Labour Welfare Facilities • Statutory & Non-Statutory Welfare Measures	Lecture / Discussion / Presentation /

		• Voluntary Labour Welfare Measures • Functions, Role of Welfare Officer	Assignment
3	Welfare and quality of life	• Workers' Education: History of workers education, concept, goals and organizations. • Quality of Work Life: meaning and indicators of quality work life • Programmes and Strategies for enriching QWL. • Employees engagement: Concept, activities and recent trends	Lecture / Discussion / Presentation / Assignment
4	Legal provisions on Occupational Health and safety	• History of Labour Laws • Overview of Labour Codes • The Occupational Safety, Health and Working Conditions Code 2020	Lecture / Discussion / Presentation / Assignment
5	Legal provisions on Wage and Salary, Bonus	• Meaning of wages, concept of bonus • Concept of Minimum Wages, Equal remuneration • Code on Wages 2019	Lecture / Discussion / Presentation / Assignment

References:

1. Kumar, Shiv (1994) Labour Welfare & Incentive Plans in Industries; Radha Publications, New Delhi

2. Laldas, D. K. (1991) Personnel Management industrial relations & Labour Welfare; Y. K. Publishers, Agra

3. Moorthy, M. V. (1982 Ed.2.) : Principles of Labour Welfare; Oxford & IBH Publishing Co., New Delhi

4. Mustafa, M. (1990) Labour Problems & Welfare; Deep & Deep Publications, New Delhi

5. Punekar S. D. etc. (1994) :Labour Welfare, Trade Unionism and IR; Ed. 5. Himalaya Publication, Mumbai

6. Rao, Manju (1995) Labour Welfare Policy in India, Printwell, Jaipur

7. Sarma, A. M. (1997) Aspects of Labour Welfare and Social Security, Himalaya Publishing House, Mumbai

8. Sharma, A.M. (1990) Welfare of Special Categories of Labour; TISS, Mumbai

9. Singa, Ram Chandra (1989)Labour Welfare administration in India; Deep & Deep Publication, New Delhi

10. Srivastava, K. D. (1982) Law relating to trade unions in India, Ed. 2, Eastern Book Com., Lucknow

11. Vaid, K. N. (1970) Labour Welfare in India; Shri Ram Centre for IR & HR, New Delhi

12. Government Gazetteer (2019, 2020). Labour Code. Government of India.

<h1 style="text-align:center">Group II</h1>

<h2 style="text-align:center">DSE- URCD-1 Governance & Rural Community Development</h2>

Learning Objectives:
- To orient the students about the concept of rural community development
- To enable the students to understand the needs & problems of rural community in India
- To comprehend the students about concept & importance of democratic decentralization

Unit	Title	Contents	Teaching Learning Methodology
1.	Rural Community Development	• Meaning & types of rural community • Concept & definition of rural community development • Principles of rural community development • Problems in Rural Community Development	Lecture by using audio-visual aids / Assignments
2.	Programmes for Rural Development	• Saint Gadgebaba Gram, Swachata Abhiyan, Swajaldhara, Jalswarajya, • Dairy, Goatry, Piggery, Bee-keeping, • Seri-culture, Horti-culture, Fishery, Vermi-culture, • Green revolution, Blue revolution, • White revolution • Rural Employment: EGS, JRY, SGSRY, NREGA,DRDA	Lecture / Seminar
3.	Democratric Decentralization & Panchayat Raj	• Concept, objectives & historical development of Panchayat Raj • Recommendation and suggestion of different committees – • Balwantrai Mehta Committee, Ashok Mehta Committee • Naik Committee, P.B.Patil committee	Lecture/ Tutorial
4.	73rd Amendment for rural development	• 73rd Amendment to the constitution of • India • 3 tier system of Panchyat Raj Importance of Gram Sabha and its issues. • Right to Information Act	Lecture / Role Play

5.	Cooperative movements in India	• Concept , characteristics & Types of • cooperatives • History of cooperative movements in India, • Impact of Liberalization, • Privatization,and Globalization (LPG) • on cooperatives • Land reform in Maharashtra,	Lecture/ Discussion Assignment

References:

1. Andre Betille, 1974: Six Emays in Comparative Sociology, OUP, New Delhi

2. Mahajan, Gurpreet, 1998: Democracy, Difference and Social Justice (Delhi : Oxford University Press)

3. Berch, Barbarous, Ed, 1992: Class, State and Development in India 1,2,3 and 4 Chapters, Sage, New Delhi.

4. Desai A.R., 1977, Rural Sociology in India, Mumbai: Popular, pp.269-336,425- 527.

5. Desai A.R., 1986, Agrarian Struggles in India after Independence: Oxford University Press , 1986 pp.129-189.

6. Janzsany, Indus,et al., 1992, The State of World Rural Poverty: An Inquiry Into its causes and consequences: New York, University Press, pp-1-50.

7. Mencher, J.P., 1983: Social Anthropology of Peasantry Part III, OUP. Omvedt, Gail, 1987, Land Caste & Politics, Delhi: Department of Political Science, Delhi Univ.

8. Shanin T., 1971, Peasantry: Delineation of a Sociological Concept. 180-200.

9. Thorner, A., 1982, Semi-Feudalism or Capitalism, Contemporary Debate on Classes and Mode of Production in Economic and Political Weekly, Vol.X911, nos.49-51, Dec.11,23.

10. Thorner, Daniel and Thorner Alice, 1962: Land and Labour in India, Asia Publications, Bombay

DSE- URCD-2 Urban & Rural Community Development- I

Learning Objectives:
• To acquaint with the knowledge of urban and tribal life style.
• To gain clarity of urban and tribal problems and development programs.
• To comprehend the importance of therapeutic approaches in modern urban community development setting

Unit	Title	Contents	Teaching Learning Methodology
1	Urban community	• Concept, Definition, nature, features and scope. • Objectives and need of urban community development • City: meaning ,types and characteristics • Urban Slums: its meaning and characteristics	Lecture and discussion
2	Urban Social Institutions & problems	• Marriage, family, caste, class, education, recreation, housing, slums, health, sanitation, crime & economic institutions. • Effects of Urbanization, Modernization and • Environmental change	Lecture and discussion
3	Tribal community development	• Meaning, concept, features and problems of tribal. • Objectives and need of tribal community development • Approaches to urban and Tribal community development	Lecture and discussion
4	Urban local self government and Administration	• Historical development of Municipal government. • Forms/Types of urban local self government. • Municipal administration and authorities-Structure and functions. • Bombay Municipal Act, 1956 • 74th amendment act, 1992	Lecture and discussion
5	Policies and programs for Urban community Development	• Policies and programs related to slums development • Policies related to urban development • Urban development schemes: SJSRY; • Jawaharlal Nehru National Urban Renewal • Mission ,National Urban Information System, • Public Health Programs; etc	Lecture and discussion

References:

Herbert Risley	The People of India, Delhi, Orient Books, 1969
G. S. Ghurye	The Scheduled Tribes; Popular, 1963

D. N. Mazumdar	Races and Cultures of India, Bombay, Asia, 1985
D. N. Mazumdar	Introduction to Social Anthropology, Bombay, Asia, 1967. T. N. Madan
Marshall D. Sahlins	Tribesmen; New Jersey, Prentice-Hall, 1968.
P. Gisbert	Tribal India, Bombay, Rawat, 1978.

DSE- URCD-3 Social Work & Ecology

Learning Objectives:
• To understand the concept of Ecology and environment.
• To gain the role clarity of ecology for Social Work.
• To critically understand green social work.

Unit	Title	Content	Teaching Learning Methodology
1	Ecology	• Ecology Meaning, Concept, Definition of Ecology and Environment • Importance of environmental studies and public awareness. • Food chain, food web, energy • pyramid. Green social work	Lecture and discussion
2	Human And Environment	• Inter relatedness of human life, • Living organism and environment • Environment and lifestyle • Current issues of environment	Lecture and Assignments
3	Natural Resources and Diversity	• Forest, Land, Water, pollution sources • Ill effect on human health and control measures of different types of pollution: soil, water, air, noise. • Waste matter disposal: recycling, renewal, problems and issues • Utilization of appropriate technology for waste matter disposal and treatment.	Lecture , Seminar, Presentations
4	Organization and their roles	• Role of Government, NGOs, people initiatives, individual initiatives, State, • National, International treaties and agreements related to environment protection and prevention	Lecture, Assignments and discussion

5	Environmental Movements	• Work with interdisciplinary team for environmental protection and preservation. Environmental • Movements in India and Maharashtra • Different groups of environment working online filing petition for environmental care.	Lecture and discussion

References:

D.K.Asthana and Meera Asthana	Environmental Studies, S. Chand New Delhi
Chary S.N. and Vyasulu (Eds)	Environmental Management, an Indian perspective. McMillan India Ltd.
Dix J.H.	Environmental pollution: Atmosphere land, water and noise, Wiley chichester
Duffus. J.H	Environmental Pollution. John Wiley,N.Y.
C.M.Chakarwarty	Ecology and Environmental Biology, Swastik Publisher and Distributors, Delhi
S.Gaur and Chandrashekar	Global Environmental Concerns, book Enclave, Jaipur.

Group III

DSE FCW -1 Child Development

Learning Objectives:
• To get orientation about the child growth and stages of development
• To develop holistic and multidisciplinary perspectives of Child Development.
• To gain clarity about the various problems of Children

Unit	Title	Content	Teaching Learning Methodology
1.	Child growth	• Need of Pre-natal care • Need of Post-natal care • Role of family in child growth.	Lecture/ Discussion

2.	Immunization	• Nature, types & Importance of Immunization • Types of Communicable & non-communicable diseases • Common childhood diseases	Lecture/ Presentations/ Assignments
3.	Stages of development	• Concept of developmental stages • Physical development, • Motor development, • Speech development, • Emotional development, • Intellectual development • Social development	Lecture/ Role Play / Assignments
4.	Child behavior & Child psychology	• Concept, definition, nature & • Importance of child psychology • Types of Behavioral problems among children	Lecture/ Seminar Discussion
5.	Problems of children	• Child trafficking • Child labour • Children infected by HIV • Street children • Child abuse • Children in conflict with law • Children in institutions	Lecture/ Role Play/ Assignemnt

References:

Berk Laura, E, 1966	Child development, Prentice Publications
Bhalla, M. M. (1985)	Studies in Child Care, Delhi : Published by NIPCCD
Bossare, James H. S. (1954)	The Sociology of Child Development, New York : Harper & Brothers
Dolly Singh, 1995	Child development, Kanishka Publishers
Elizabeth Hurlock , 1981	Child Development , McGraw International Publishers.
Gredericson, 1987	Child and his welfare, Hazel Publications
Govt. of India, 1987	Encylopaedia of social work, New Delhi
Kuppuswamy, B., 1995	Child behavior and development
Kumar, R., 1988	Child development in India, Vol. I & II, Ashis publishers

Kavita Koradia, Darshan Narang, 2010	Status of Child and Welfare organizations, Aavishkar Publishers,
Helen Bee	Child Development
G.S. Kewalramani, 1992	Child abuse, Rawat Publications
Rashmi Agarwal, 1999	Street children, New Delhi: Shipra Publications
Paul Chaudhray, 1980	Child welfare and child development, : Atma Ram & Sons Publishers
Prachi Kanhai, 2001	Child development & disability
Pandya, K. C. (1988)	Element of Child Development, New Delhi : Kalyani Pub.
Pimpley, P. N., Singh K. P., A. Mahajan (1989)	Social Development Process & Consequences, Jaipur : Rawat Publication

DSE FCW-2 Family & Women Development

Learning objectives:

- Develop the capacity to understand the conceptual & theoretical understanding of marriage, family and women
- Understand the changing norms of social system and developmental opportunities through its cycle.
- Understand the concept and issues of women development.

Unit	Title	Content	Teaching- Learning Methodology
1	Conceptual understanding and theories of family	- Concept and definition of Family - Family as social institution - Family Roles and Functions - Family Life cycle - Family structures - Theories related to family	Lecture/ presentation/ Assignment
2	The Impact of Socio Economic changes on family	- Family in Transition: - Impact of Industrialization Urbanization, Modernization & Globalization on Family Life	Lecture/ Discussion/ Assignments
3.	Conceptual understanding, theories and propositions of marriage	- Concept and definitions of marriage - Marriage as social Institution - Ancient marriage forms - Contemporary marriage forms - Selection criteria for marriage	Lecture /Seminar

| 4. | Alternate family patterns | • Dual earner , Single Parent
• Female headed , Childless Family
• Step family
• Live in relationships
• Homosexual families | Lecture/ Discussion/ Presentations |
| 5. | Gender & women Development | • Concept of gender
• Concept, Concerns & Issues regarding women development
• Gender as a system , Institutional support to gender system
• Issues related to Women Development
• National & International policies and programmes for women Development | Lecture/ Assignments |

References:

Abha Gupta & Smita Sinha, 2005	Empowerment of Women, Language & other Facets
Asok Mitra, 2000	India's Population Control
Brenda Dubois & Karla Miley, 1992	Social Work: An Empowering Profession,
D'Souza, Anthony, 1975	Happiness in Marriage
Klein .D. M and White. J.M, 1996	Fa**mily Theory: An Introduction
Khasgiwala A, 1993	Family Dynamics-Social Work Perspective
M. Shenoy, 2007	Domestic Violence, Issues & Perspectives
Nimkoff & Mayer F 1978	Marriage and Family
Ram Ahuja, 2003	Violence against Women
Suhasini Mahapatra, 2006	Women & Welfare
Abha Gupta & Smita Sinha, 2005	Empowerment of Women, Language & other Facets

DSE FCW-3 Social Work Intervention with Children, Youth & Elderly

Learning Objectives:
• To orient the students about the concept of of child parenting & school social work
• To enable the students to understand the needs & problems of youth
• To comprehend the students about concept & scope of Geriatric social work

Unit	Title	Content	Teaching Learning Methodology
1	Introduction to Child Parenting	• Demographic trends of children in India. • Problems of girl child • Concept of child parenting • Interventions in parenting	Lecture/ Interaction with practitioners
2	Policy Intervention for Children	• Affirmative actions of State for the development of children • Policies and programs for children of marginalized and disadvantaged sections of society • National organizations working for child rights International agencies working for promoting & protecting of rights of the children	Lecture by using Audio visual aids
3.	School Social Work	• Concept & scope of School Social Work • Learning and communication disorders • Interventions in improving the behavior of children • Promoting child friendly education system	Lecture/ Role Play
4.	Youth development	• Concept & scope • Needs & Problems of youth • Youth development-policies and programs • NGOs working for the development of youth in India	Lecture/ Focus Group Discussions
5.	Geriatric social work	• Concept & scope of geriatric social work • Needs of elderly • Problems of Aged in Indian perspectives– Physical, Economical, Social & psychological Practice models in the care and rehabilitation of elderly: NGOs working for elderly.	Lecture/ Discussion/ Assignment

References:

1. Carol Rippey Massat, 2002, School Social Work Journal, published by Lyceum Book, Chicago

2. Stephen F Hamilton, 2004, The Youth Development Handbook, *SAGE Publications, Inc*

3. Kim John Payne and Lisa M. Ross , Simplicity Parenting: Using the Extraordinary Power of Less to Raise Calmer, Happier, and More Secure Kids

4. Chetan Bhagat, 2012What Young India Wants, Rupa publications India. New Delhi

5. Thomas G. Moeller. 2001, Youth Aggression and Violence: A Psychological Approach, Lawrence Erlbaum Associates,

6. Kathy Sexton-Radek; Robert Schleser, 2005, Violence in Schools: Issues, Consequences, and Expressions, Praeger,

7. Gorman-Smith, Deborah, May 2012, Violence Prevention and Students with Disabilities: Perspectives from the Field of Youth Violence Prevention Behavioral Disorders, ,

8. Richard A. Posner, 1995, Aging and Old Age, University of Chicago Press

9. Elizabeth H. Ketchner, 2002, Gerontological Social Work Practice: Issues, Challenges, and Potential, The Haworth Press, Incorporated.

10. Harry R. Moody, Religion, Spirituality, And Aging: A Social Work Perspective (Journal of Gerontological Social Work) (Journal of Gerontological Social Work), Taylor & Francis Group

Group IV

DSE- MPSW- 1 Medical Social Work

Learning Objectives:
- To understand the development of medical and psychiatric social work profession
- To understand the historical context for medical and psychiatric social work
- To gain clarity about the role and functions of medical and psychiatric social worker
-

Unit	Title	Contents	Teaching Learning Methodology
1	Medical social work	• Historical development of medical social work • Concept & definition • Need of medical social work to India • Current scenario of medical social work	Lecture/ Discussion
2	Patient and environment	• Concept of patient • Patient as a person • Multiple factors like social, emotional, cultural, economic and political influencing the patient • Hospitalization process • Legal provisions in hospitalization and treatment	Lecture/ Presentation

3	Hospital: Concept & types of hospitals	- Historical development of hospitals as agencies of health care delivery - System of hospital - Goals, structure and functions - Organization and management of medical social work department (social service dept) in hospitals	Lecture/ Discussion ' Seminar
4	Medical Social worker	- Emergence of medical social worker role - Role, functions and tasks of medical social worker - in different departments of hospital - Public relations - Staff development - Training and supervision in medical social work Limitations, difficulties and challenges faced by medical social worker	Lecture/ Assignments
5	Treatment Approaches	- Concept - Multidisciplinary approach: Its emergence - Rehabilitation of medical and psychiatric patient Identifying needs of attendants of medical and psychiatric patients - Understanding the concept of disease burden in medical and psychiatric setting	Lecture/ Discussion

References

B. T. Lawani 2011	Medical Social Work
Fergusion, T. & Machpail, A.N.	Hospital and Community
French I.	Psychiatric social work
Herbert, S. Strean	The social worker as psychotherapist
Johnson, J.L. & Grant, G. (Ed)	Medical social work, New York: Peason, Allyn & Bacon
Mary Richmond, 1917	Social Diagnosis
Pathak, S.H.	Medical social work in India
Poornyn Paul, 2003	Micro-skills and theoretical foundations for professional helpers, New York: Allyn & Bacon
Ratna Verma, 1991	Psychiatric social work in India
Seligman, L. 2004	Technical and conceptual skills for mental health professionals, New Jersey: Herrill Prentice Hall
Sphry, L., Carlson, J. & Diane Jose, 2003	Becoming an effective therapist, New York: Allyn & Bacon

Zastrow Charles, 1985	The practice of social work, Illinois: Dorsey Press

DSE- MPSW-2 Preventive & Social Medicine- I

Learning Objectives:
- To understand the concept of disease and health from different perspectives
- To get orientation to preventive medicine and health systems
- To understand the role of environment in the promotion of health
- To orient to the public health system

Mo No.	Module Name	Contents	Teaching Learning Methodology
1	Introduction to health	- Meaning, definition and concept of health and disease - Indicators of health - Modes of transmission of diseases - Levels of prevention of disease - Modes of intervention - Host defences	Lecture/ Discussion
2	Epidemiology Of the disease	- Concept of epidemiology - Meaning of communicable diseases - Types of communicable diseases: - Respiratory infections, intestinal infections, mosquito borne diseases, STDs, HIV/AIDS - Meaning of non-communicable diseases - Types of non-communicable diseases: - Hospital acquired infection, coronary heart diseases, stroke, cancer, diabetes, obesity, accidents etc.	Lecture/ Assignments
3	Occupational and Environmental diseases	- Concept of occupational and environmental diseases - Occupational hazards : Physical, chemical, biological, mechanical and psychosocial Environmental sanitation: Water contamination and pollution, Air pollution, Drainage and sanitation, - Food hygiene, Housing and ventilation Prevention and control of occupational and environmental diseases	Lecture/ Seminar, Discussion

4	Health care services and health care	• Public sectors: Village, block and district levels • Urban health care infrastructure in India • Public health care programs in India Private sectors: Family physicians, private hospitals	Lecture/ Assignments
5	Health and nutrition	• Concept of nutrition • Nutritional requirements • Problem of malnutrition in India • Social aspects in nutrition • Balanced diet	Lecture/ Discussion

References

Amar Jesani, 1996	NGOs in Rural health care, FRCH
Bajpai P.K., 1998	Social work perspectives on health, Jaipur: Rawat Publications
Gracious Thomas, NP Sinha, Jhonson Thomas, 1997	AIDS, Social Work and Law, Jaipur: Rawat Publications
Jaypee brothers, 1988	Community health workers, WHO
K. Park	Textbook of preventive social medicine
National Institute of Health and Family Welfare	National health programmes series Vol. 1 & 2
Pivrie, Dennis & Dalzell Ward, 1965	A textbook of health education, Tavi Stock Publications
WHO, 1974	Modern management methods and the organization of health services, Geneva
Yashpal Bedi	A Handbook of hygiene and public health
Yesudian, CAK, 1991	Primary health care, Mumbai: TISS

DSE – MPSW-3 Psychiatry & Mental Health- I

Learning Objectives:
- To get exposure to the field of psychiatry
- To understand the magnitude of psychiatric morbidity and disorders
- To under the concept and scope of community mental health

Unit	Title	Contents	Teaching Learning Methodology
1	Introduction to Psychiatry and Classification	• Definition & scope of psychiatry • Growth of psychiatry • Dynamics of normal and abnormal behavior • Biological, psychological and sociological factors in abnormal behavior • DSM & ICD classification of mental disorders	Lecture/ Presentation
2	Disorders and Psychiatric Assessment	• History taking • Psychiatric interviewing: contents, types, techniques, skills • Mental state examination • Neurosis & psychosis • Neurotic disorders ,Anxiety disorders • Obsessive Compulsive Disorder • Life style obsessions: • Body Dysmorphic Disorder (BDD) • Compulsive Shopping Disorder (CSD)	Lecture/ Seminar Discussion
3	Childhood Disorders	• Prevalence, Etiology, Manifestations, Diagnosis, Treatment and Rehabilitation of Attention deficit hyperactive disorder • Feeding and eating disorders of infancy • Elimination disorders • Dyslexia • Communication disorders • Learning disorders • Behavior problems • Scholastic issues • Psycho-somatic disorders	Lecture/ Role Play /Assignments
4	Disorders of Adolescence and Adulthood	• Prevalence, Etiology, manifestations, diagnosis, treatment and rehabilitation of Personality disorders • Sexual disorders • Chemical dependence • Psychosomatic disorders , Schizophrenia • Manic Depressive Psychosis	Lecture/ Discussion

5	Geriatric disorders	• Concept of geriatrics • Meaning of geriatric social workers • Alzheimer disorders • Cognitive and behavioral problems of elderly • Dementia and related disorders	Lecture/ Assignments

References

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Butcher, J.N., Mineka.S.,2007	Abnormal psychology, New York: Pearson Allyn & Bacon
Caplan, G. 1964	Principles of Pre. Psychiatry, New York: Basic Books Inc.
Coleman James	Abnormal psychology and modern life
First Michael B., 1995	Diagnostic and statistical manual of mental disorders, New Delhi: Jay Pee Brothers
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Neha Sharma Bajpai,2008	It is a woman thing!, The Week, June, 8., pp. 36-46
Prior, 1996	Social organization of mental illness, New Delhi: Sage
Prior, P.M., 1999	Gender and mental health, New Delhi: McMillan Publications
Suinn Richard, M., 1975	Fundamentals of behavior pathology, New York: John Wiley & Sons

SKILL ORIENTED COURSE

SOC- 3.1   CORPORATE SOCIAL RESPONSIBILITY

Learning Outcomes:

1. To emphasis understanding of Corporate Social Responsibility

2. To develop a critical awareness and analysis of Corporate Social Responsibility.

3. Emphasis on developmental aspects of Corporate Social Responsibility

4. Understand the legal framework, project management, impact assessment of CSR

Unit No.	Title of Unit	Title of Subunits	Credit
I	Concept of Corporate Social Responsibility (CSR)	• Concept, meaning, ideologies, philosophy, characteristics, scope of CSR • CSR in Indian context, CSR policies, activities and focus areas • CSR changing trends and perspectives	0.5
II	Business Strategy and Social Responsibility	• Traditional corporate philanthropy and Social Responsibility Model • Company's reputation, brand and trust building through a strategic approach • CSR as a valuable tool to understand sustainability, CSR an agent for change and support the development of strategies	0.5
III	Organisational Governance and CSR, Legal Framework of CSR	• Social responsibilities of companies, Good Governance and its need (Transparency/ Accountability/ Stakeholder concerns.), The board and CSR Committee Structure, Role of CSR committee • Developing corporate policy to protect Human Rights and ensure Social Inclusion, emphasis on meeting the MDG's (Millennium Development Goals) • Company law's CSR legal provisions, rules and regulations, mandatory compliance and its implications	0.5
IV	CSR Project Management and Impact assessment	• Survey/ research, project designing/ development for CSR project management. • Project implementation plans, Project management, monitoring and evaluation • Assessment - tools, parameters, indicators to measure the impact of CSR activities, Impact analysis	0.5

Evaluation System of the course

Sr, No	Course Nature	Particulars	Marks
1.	Theory	Theory exam at the end of the course	30
2.	Practical	Assignments /Presentation	10
		Report writing on the CSR Project of an Industry	10
	Total Marks		**50**

References:

1. Benabou, R. & Tirole, J. (2010). Individual and corporate social responsibility Economica, 77(305). (https://www.tandfonline.com)
2. Bagnoli, M., & Watts, S. G. (2003). Selling to social responsible consumers: Competition and the private provision of public goods. Journal of Economics and Management Strategy , 12(3), 419–445.
3. C.V. Baxi&Ajit Prasad (2005), Corporate Social Responsibility - Concepts & Cases: The Indian Experience, Excel Books, New Delhi
4. Das, S.K, and S. K. Chaudhury (ed.)"Practices of CSR in Banking Sector in India: An Assessment of Corporate Governance & Sustainability, Discovery publishing House Pvt. Ltd, New Delhi, 2012.
5. David Chandler and William B. Werther, "Strategic Corporate Social Responsibility: Stakeholders, Globalization, and Sustainable Value Creation", Sage Publcation, New Delhi, July 2010.
6. PJ Mathews (2012): Making a Difference – CSR initiatives taken by NTPC Ltd, Tata McGraw-Hill, New Delhi
7. Sumati Reddy (2004), Corporate Social Responsibility: The Environmental aspects, The ICFAI University Press, Hyderabad
8. FICCI Report. (2014). Organizing for Success on Corporate Responsibility: The Path to High Performance. Accenture, FICCI.
9. Agarwal, S. (2008). Corporate Social Responsibility in India. Sage Publishers.
10. Premlata., Agarwal, A. (2013). Corporate Social Responsibility: An Indian Perspective. Journal of Business Law and Ethics.
11. Sarkar, J., Sarkar, S. (2015). Corporate Social Responsibility in India - An Effort to Bridge the Welfare Gap. Indira Gandhi Institute of Development Research.
12. Patra, P., Behar, A. (2015) Implications of corporate social responsibility on civil society in India State of Civil Society Report.
13. Project Guru, Importance of corporate social responsibility to societies, May 18, 2012, available at

    https://www.projectguru.in/publications/importance-of-corporate-social-responsibility-to-societies
14. INDIA CSR, 20% increase in actual CSR spends in FY 2017, July 9, 2017, available at

    http://indiacsr.in/20-increase-in-actual-csr-spend-in-fy-2017.

SKILL ORIENTED COURSE

SOC- 3.2   WOMEN EMPOWERMENT

Learning Outcomes:

- Gain clarity in the concept women empowerment
- Understand the theoretical and practical knowledge about women empowerment.
- Comprehend the necessity of empowerment of women.
- Gain knowledge and exposure to the various organizations working for women empowerment

Unit No	Title of Unit	Title of Sub units	Credits
1	Conceptualizing Women Empowerment	• Concept & need of women Empowerment • Equality and Empowerment: India's Commitments • Dimensions of Women Empowerment –Educational, Economical Socio-cultural, familial / Interpersonal, Legal, Political, Psychological	0.5
2	Initiatives for women empowerment	• Concept of Women & Development • National Initiatives for Empowerment of Women • International Conventions for Protection of Women Rights • NGOs working for the emancipation of women at National and International level	0.5
3	NABARD	• National Bank for Agriculture & Rural Development, Bank linkage programmes, Size of SHGs, Characteristics, opening & Saving bank account, Quantum of loan, • Documentation, presence of Defaulters in SHGs, Grading of SHGs for Bank finance, Rate of Interest, voluntary savings, Thrift, purpose of bank loan, cash credit/overdraft for SHG, • Improving Risk Mitigation system Building second tier Institution, Training & capacity Building Programme, Theory and Practices	0.5

4	MAVIM, DRDA, NULM	• Mahila Arthik Vikas Mahamandal, Maharashtra State-Nodal agency History – Role for women empowerment, Projects, Schemes training, activities, Administration, Theory and Practices	0.5
		• District Rural Development Agency- Concept, Functions and Services	
		• National Urban Livelihood Mission- Concept, Mission, functions and service/programmes	

Evaluation System of the course

Sr, No	Course Nature	Particulars	Marks
1.	Theory	Theory exam at the end of the course	30
		Assignments / Presentation	10
		Report writing on any of organization working for women empowerment	10
	Total Marks		**50**

References:
1) Society & women empowerment - M.C. Behera (with Aparna Chutia) – 2018- ISBN 978-93-87436-15-2 Nation Press, New Delhi.
2) Group Work – Theories and practices – H.Y. Siddiqui – 2016 – Rawat Publication, Jaipur, ISBN 978-81-316-0171-6.
3) NABARD – www.nabard.org
4) MAVIM – www.mavimindia.org
5) Empowerment for Women –M. L. Nar saiah – 2004, Discovery Publication House New Delhi.
6) www.rural.nic.in
7) www.nulm.gov.in
8) **www.startupindia.gov.in**
9) **Mohua.gov.in**

MSW Part – II Semester-IV

CC- CORE COURSE

CC- 4.1 Social Welfare Administration

Learning Objectives
- To orient students to the basics of welfare administration .
- To enable students to know the civil society and legal issues about administration
- To make students understand about the administration of organizational effectiveness

Unit	Title	Content	Teaching Learning Methodology
1.	Human Resource Development	• Meaning, concept of human resource development • Training : Need and importance, Principles • Performance Appraisal: Concept, Purpose, importance, process, methods	Lecture & discussion
2.	Administration of Organizational Effectiveness	• Concept, Characteristics of organizational effectiveness • Basic managerial skills • Effective Decision Making • Effective Communication • Ethics in Management	Lecture, Assignments, & discussion
3.	Civil society and corporate governance	• Meaning & concept of civil Society • Management Information System (MIS) • Community monitoring • Developing Creative Work environment	Lecture & discussion
4.	Legal matters In Administration	• Society Registration Act, 1960 • Bombay Public Trust Act, 1950 • 80-G procedures	Lecture, Assignments & discussion
6.	Financial Administration	• Meaning & concept of financial Administration • Sources of finance • Budgeting, Principles of Budgeting • Auditing and Inspection • Fund Raising • Mobilization of community Resources	Lecture, Seminar & discussion

References:

Bechkard, R. 1969	Organizational development: Strategies and models, Reading: Addiron Wisley
Chandra, Snehlata, 2001	Non-governmental organizations: Structure, Relevance and Functions, New Delhi: Kamishaka Publishers
Connors, Tract Dainer,1993	The Non-Profit Management Handbook: Operating policies and procedures, New York: John Wiley and Sons Inc.

Kramer, R., 1981	Voluntary organizations and the welfare state, Berkeley
PRIA, 1990	Manual on financial management and accounts keeping for voluntary organizations, New Delhi: Society for Participatory Research in Asia
Drucker, P., 1990	Managing the Non-profit organizations, NY: Karper Collins
Kandaswamy, 1986	Governance and financial management in Non-profit organizations – A reference manual, New Delhi: Caritas India
Mohanty, M. and Singh, A.K., 2002	Volunteerism and government: Policy, programs and assistance, New Delhi: VANI
Slugter, G.P., 1998	Improving organizational performance, New Delhi: Sage Publications
Thomas, A. et al, 1998	Finding out fast: Investigative skills of policy and development, New Delhi: Sage

CC- CORE COURSE

CC- 4.2 Project Implementation & Communication Media

Learning Objectives:
- To understand the concept of Project Development
- To gain the knowledge about the Project Implementation
- To get acquainted with various Communication Media

Unit	Title	Content	Teaching- Learning Methodology
1	Process of Project Development	- Aspects of Project Feasibility analysis - Technical analysis - Financial analysis - Social cost benefit analysis - Market analysis	Lecture & discussion Assignments /presentation
2	Project Implementation	- Concept of importance of Project Implementation - Significance of project monitoring - Concept of project evaluation - Types of evaluation - Qualities of good evaluator	Lecture & discussion/ Brainstorming/ Assignments/ presentation
3	Organizational Communication	- Meaning and Concept of Organizational Communication - Need & importance of Organizational Communication - Principals for effective Organizational Communication - Leadership style and Communication - Essentials of effective Leadership Communication - Role & task of Communication Planner	Lecture/ Brainstorming Assignments/ presentation

4	Communication Media	• Audio-Visual media: Meaning and importance • Selection Criteria for Medias • Principals & guidelines for AV media • Visual Media : Tables, Charts, Graphs, Posters, Photographs, Flip Charts, Power Point presentation • Folk Media: Puppetry, Folk Songs, Folk Dances, Bhajan- kirtan, other Traditional Media • Mass Media: Film, TV Radio and press • Internet and Social Networking sites /Social Media	Lecture/ Brainstorming Assignments/ presentation
5	Professional Written Communication	• Features of written Communication • Importance of professional Writing • Writing formal reports • Writing Research Paper / article • Writing notices, agenda, Minutes • Writing BusinessCorrespondence • Writing Social Correspondence	Lecture, Tutorials & Presentations Presentation

References:

1. D. Little International,1998, Handbook on management of Project Implementation: a practical guide for Implementers of ADB-supported projects, Asian Development Bank

2. Sherry Devereaux Ferguson,1999 , Communication Planning: An Integrated Approach, SAGE Publications

3. Peter K. Manning, 1992, Organizational Commutation, Library of Congress cataloging, Handbook of organizational communication, An Interdisciplinary Perspective SAGE Publications,

1. Agarwal.N.P & Mishra.B.K,2007, Social and Quantitative aspects Project Management,RBSA publisher,jaipur

2. Vasant Desai, Second Edition, 2004, Project Management, Himalaya Publishing House, Mumbai.

3. Mittal A.C & Sharma B.S, 2006, Project Managemant, Vista International Publishing House,Delhi

4. R.K.Gupta, 2007, Encyclopedia of Journalism And Mass Communication, K K Agencies, Delhi

5. Nafisa Rizvi, 2011, Politics of change, The express Tribune, International Newyork times.

CC- CORE COURSE

CC- 4.3 Social Planning and Social Legislations

Learning objective :
- To understand the concept of Planning Commission in India
- To gain the role clarity of Social Planning and Social Legislations in Social work
- To critically understand the importance of various legislations in India

Unit.	Title	Contents	Teaching learning Methodology
1.	Social Policy & Social Planning	• Concept of Social developmental planning • Scope of social planning to achieve the goals, planning for development.	Lectures, Discussion, Assignments
2.	Planning Commission in India	• Planning is Instrument of social Policy • Five years plans- Introduction, objectives & Plans years • Planning Commission (Niti Aayog)- National Institution for Transforming India-2015.	Lectures, Discussion, Assignments
3.	Welfare Schemes & Programmes	• Health , Family, Education, Women, • Person with Disabilities (Divyangjan) • Backward classes, old age persons Children and Youth • Urban, Rural , Anti-poverty alleviation programmes, MGNREGA programmes.	Lectures, Discussion, Assignments Presentation Workshop Assignment
4.	Health Related Legislations	• The Epidemic Diseases Act-1897 • The Conception & pre-natal Diagnostic Techniques Act-1994 • The Mental Health Act.-2017 • The Consumer Protection Act-2019	Lecture Discussion seminars Workshop Assignment
5.	Community Developmental Related legislation	• The Environment Protection Act 1986 • 73rd & 74th constitutional amendment Act 1992 (Panchayat Raj) • The Protection of Human Rights Act 1993 • Corporate Social Responsibility (CSR) as per companies Act-2013 • The Street Vendors (Protection of Livelihood & Regulation of Street Vending) Act 2014.	Lecture, Discussion Presentation seminars Workshop Assignment

References :

A.K. Bhartiya and D.K. Singh	Social Policy in India New Royal Book Company, Lucknow
Pradeep Saxena	Public Policy Administration and Development University of Rajasthan, Jaipur
Alfred J. Kahn	Theory and Practice of Social Planning, Russell Sage Foundation, New York.
Professional Publication	Various Bare Acts
Basu D D	Indian Constitution

CC- CORE COURSE

CC- 4.4 Research Project- Report

Learning Objectives:
- To get students acquainted with the process of writing the project report
- To get students oriented with statistical and analytical skills.

Unit	Title	Content	Teaching Learning Methodology
1.	Data Processing & Data Analysis	➢ Data Collection ➢ Data Editing ➢ Coding ➢ Preparation of Master Chart ➢ Transfer of data to SPSS/ MS Excel ➢ Classification &Tabulation ➢ Data analysis & Interpretation	SPSS Demo / MS Excel Demo/ Discussion
2.	Report Writing	➢ Introduction ➢ Review of Literature ➢ Methodology ➢ Data Analysis & Interpretation ➢ Major Findings, Conclusions & Suggestions	Seminar / Discussion

Guidelines for Chapter Scheme in Research Project Report

Chapter	Chapter title	Chapter content
I	Introduction	Give theoretical background of the theme of the study. Concepts related to the theme of the study shall be explained with clarity. Magnitude and extent of the research problems shall be explained.

II	Review of Literature	State the abstract form of the research studies. The research studies extracted from the journals, books and internet shall be written precisely.
III	Methodology	Rationale and context of the theme of the study shall be explained. Complete research design has to be stated with precision.
IV	Data Analysis and Interpretation	Tables generated from the SPSS package has to be presented in the tabular form with univariate and bivariate analysis. The presented tables needs to be interpreted.
V	Major Findings, Conclusion and Suggestions	Major findings of the study shall be explained. Based on the findings of study, inferences may be drawn and correspondingly suggestions/ interventions may be proposed.
	Appendix	• Bibliography • Interview schedule/ Observation schedule/ Questionnaire / Psychological scale

General Instruction Regarding Research Project Report: Research project report topics and data collection work may be partially linked to concurrent fieldwork practice of M.S.W. Part-I and Part – II to strengthen the research practice in fieldwork. The research project report work may be planned for two years' period of the student.

Report Size: Minimum 50 pages and above, times new roman letter, font size: 12, Space: 1.5, Justified alignment, page layout Left 2 cm, Right, Top & Bottom 1.5 cm

References:

1. Anderson J.et al 1970 Thesis and Assignment Writing, New Delhi : Wiley Eastern Ltd
2. Blalock H.M. 1972 Social Statistics, New York McGraw Hill.
3. Field, Andy. 2000 Discovering Statistics Using SPSS for windows: AdvancedTechniques for Beginning, New Delhi : Sage Publications.
4. Foster J.J. 1998 Data Analysis Using SPSS for windows : A beginner's Guide,New Delhi Sage Publications.
5. Mukherji, Partha N. (eds),2000, Methodology in Social Research : Dilemma and perspective, New Delhi Saga Publications
6. Padgett, Deborah, K. 1988, Qualitative Methods in Social work Research, New Delhi Saga Publications
7. Ramchandran, P. 1990 Issues in Social work research in India, Bombay : Institute for community Organization Research.
8. Reichman, W.J. 1981 Use and Abuse of Statistics, Penguin

Discipline Specific Elective : Opt 3 Courses from any one Group

Group I

DSE- HRM -4 Human Resource Development & Corporate Social Responsibility

Learning Objectives:
• To understand development aspects of human resources in the context of industry
• To understand the concept of industrial psychology, organisational behaviour
• To understand the corporate social responsibility perspectives, guidelines, initiatives in India

Unit	Title	Content	Teaching Learning Methodology
1	HRD Sub systems and quality management	• Bench Marking • 5S • Six Sigma • ISO	Lecture / Discussion / Presentation / Assignment
2	Industrial Psychology and Organisational Behaviour	• Meaning, concept of Industrial psychology • Meaning, concept of Organisational Behaviour • Theories of Motivation • Job satisfaction	Lecture / Discussion / Presentation / Assignment
3	Competency Mapping and Organizational development	• Employees Competency mapping: Meaning and Indicators of Competency • Concept of Organizational development • organizational culture • Process and Intervention strategies in OD	Lecture / Discussion / Presentation / Assignment
4	Corporate Social Responsibility	• Concept, meaning, basic elements, haracteristics and scope of CSR • The contemporary view, traditional corporate philanthropy and Social Responsibility Model • Emerging Perspectives of CSR • CSR Policy and guidelines, Legal frame work, rules and regulations, Company Act 2013 - relevant provisions of CSR.	Lecture / Discussion / Presentation / Assignment
5	CSR and community development	• CSR and community development issues and challenges • Role of Corporate Sector- in Community development • CSR project for sustainable development • CSR Initiatives in India	Lecture / Discussion / Presentation / Assignment

References:

1. Rao, T. V. (1991): Readings in Human Resource Development; Oxford& IBH Publication Com. Pvt. Ltd. New Delhi

2. Sheikh, A.M. (1999) Human Resource Development and Management, S. Chand & co. Delhi.

3. Singh (2014) Industrial Psychology, McGraw Hill, India

4. Gupta B C (2014), A Textbook of Organisational Behaviour: With Text and Cases, S Chand & Co Ltd, New Delhi

5. C.V. Baxi & Ajit Prasad (2005), Corporate Social Responsibility - Concepts & Cases: The Indian Experience, Excel Books, New Delhi

6. PJ Mathews (2012): Making a Difference – CSR initiatives taken by NTPC Ltd, Tata McGraw-Hill, New Delhi

7. Rossall J. Johnson (1971), Executive Decisions: Human Element Factors, Mgmt. Functions, Social Responsibility, D.B. TaraporevalaSons & Co. (P) Ltd, Bombay

8. S.C. Dubey (1979), Public Services and Social Responsibility, Vikas Publishing House (P) Ltd, New Delhi

9. Sumati Reddy (2004), Corporate Social Responsibility: The Environmental aspects, The ICFAI University Press, Hyderabad

DSE- HRM - 5 Human Resource Management & Trade Union

Learning Objectives:
- To Understand the importance of Human Resource Management in industry
- To understand various applications of strategic HRM.
- To develop knowledge about trade union

Unit	Title	Content	Teaching Learning Methodology
1	HR Audit, Research	• HR Audit and Research: Meaning, Objectives, Scope • Importance of HR Audit • Need of HR Audit • HR Research: meaning, Scope, methods	Lecture / Discussion / Presentation / Assignment
2	Performance Management system	• Meaning, Concept of performance management system • Individual development plan • Performance Standards, Measures, reporting of progress, Improvement Process • Types of PMS, Managerial Effectiveness	Lecture / Discussion / Presentation / Assignment
3	Performance Appraisal	• Meaning, Objectives • Approaches & Methods • Strategies to improve Performance • New Trends in Performance Appraisal	Lecture / Discussion / Presentation / Assignment
4	Trade Union	• Meaning, Concept and Objectives of Trade Unions • Origin, Growth and	Lecture / Discussion / Presentation /

		Trade Union Movement in India	Assignment
		• Unionization of Trade Unions in India • Trade Unions after Globalization, Privatization and Liberalization	
5	Management of Trade Union	• Registration, Structure, Functions of Trade union • Problems of Trade union, Social Responsibility of Trade Unions • Current trends and challenges before unions • Role of Trade Union in Employee Grievance Procedure	Lecture / Discussion / Presentation / Assignment

Reference:

1. Varma M, Agrawal R. (1991) Personnel Management and Industrial Relations. Forward Book Depot

2. Subba Rao P. (2004), Essentials of Human Resource Management and Industrial Relations, Himalaya Publishing House, Mumbai

3. Mamoria C. B. (203) Personnel Management. Himalaya Publishing House, Mumbai.

4. Mamoria C. B (2003) Dynamics of Industrial Relations. Himalaya Publishing House, Mumbai

5. Dawar R. S.(1995). Personnel Management and Industrial Relations. Vikas publishing House pvt. Ltd.

6. Masihi, Edwin J.(1985), Trade Union leadership in India; New Delhi : Ajantha Publication

7. Mustafa, M. (1990), Labour Problems & Welfare; New Delhi : Deep & Deep Publications

8. Punekar S. D. etc. (1994), Labour Welfare, Trade Unionism and IR; Ed. 5. Himalaya Publication Mumbai

9. Vaed, K. H. (1962) Growth and Practice of Trade Unionism; Delhi School of Social Work, Delhi

10. Verma, Pramod and Mookherjee (1982) Trade Unionism in India, Oxford and IBH Publication, New Delhi

11. Bhattacharya D.K. (2011) Performance Management Systems and Strategies, Pearson Education India

12. Garry Dessler (2003), Human Resource Management", Practice Hall of India Pvt. Ltd., New Delhi

13. Dr. S. S. Khanka, (2003) "Human Resource Management", S. Chand and Company Ltd., New Delhi

14. Varma M, Agrawal R. (1991) Personnel Management and Industrial Relations. Forward Book Depot., New Delhi

15. Dawar R. S.(1995). Personnel Management and Industrial Relations. Vikas publishing House pvt. Ltd., New Delhi

DSE- HRM - 6 Social Security & Labour Laws

Learning Objectives:
- To understand social security of industrial workers in India
- To Develop an insight of employee welfare programme and its relevance to work culture and productivity.
- To understand the Codes on Social Security and Industrial Relations

Unit	Title	Content	Teaching Learning Methodology
1	Social Security	• Social security: Meaning, concept & Objectives • History, policies and programmes • Importance of social security measures in labour welfare • Industrial accidents - causes, effect, prevention	Lecture / Discussion / Presentation / Assignment
2	Aspects of Labour Welfare	• Recreation, Transport Services, Industrial Housing • Administration & Management of Canteen, Crèche, Consumer Cooperatives and Credit Societies • Problems concerning Industrial Labour in India • Maharashtra Labour Welfare Board	Lecture / Discussion / Presentation / Assignment
3	Challenges before Employees	• Changing concept of employee-Worker, employee and human resources • Needs and Challenges of new working class • Response of welfare system • Employees Assistance programmes.	Lecture / Discussion / Presentation / Assignment
4	Legal provisions on Social Security	• The Code on Social Security 2020	Lecture / Discussion / Presentation / Assignment
5	Legal provisions on Industrial Relations	• The Industrial Relations Code 2020	Lecture / Discussion / Presentation / Assignment

References:
1. Kumar, Shiv (1994) Labour Welfare & Incentive Plans in Industries; Radha Publications, New Delhi

2. Laldas, D. K. (1991) Personnel Management industrial relations & Labour Welfare; Y. K. Publishers, Agra

3. Moorthy, M. V. (1982 Ed.2.) Principles of Labour Welfare; Oxford & IBH Publishing Co., New Delhi

4. Mustafa, M. (1990) Labour Problems & Welfare; Deep & Deep Publications, New Delhi

5. Punekar S. D. etc. (1994) :Labour Welfare, Trade Unionism and IR; Ed. 5. Himalaya Publication, Mumbai

6. Rao, Manju (1995) Labour Welfare Policy in India, Printwell, Jaipur

7. Sarma, A. M. (1997) Aspects of Labour Welfare and Social Security, Himalaya Publishing House, Mumbai

8. Sharma, A.M. (1990) Welfare of Special Categories of Labour; TISS, Mumbai

9. Singa, Ram Chandra (1989)Labour Welfare administration in India; Deep & Deep Publication, New Delhi

10. Srivastava, K. D. (1982) Law relating to trade unions in India, Ed. 2, Eastern Book Com, Lucknow

11. Vaid, K. N. (1970) Labour Welfare in India; Shri Ram Centre for IR & HR, Delhi

12. Government Gazetteer (2020). Labour Code. Government of India.

Group II

DSE- URCD-4 Strategies and Trends in Rural Community Development

Learning Objectives:
- To orient the students about the various approaches in rural community development
- To enable the students to understand the importance of extension education in rural setup
- To comprehend the students about the challenges in developing cottage industries for rural development

Unit	Title	Contents	Teaching Learning Methodology
1.	Initiatives for rural Development	• Government initiatives for rural community development • NGOs initiatives for rural development. • People's participation as an instrument for rural development. • Role of Financial Institutions	Lecture by using audio visual aids / Assignment
2.	Rural development through 5 year Plan	• Concept & process of five year Planning. • Provisions for Rural Dev. • through different five years plan.	Focus Group Discussion / Lecture

3.	Approaches in rural development	• Review of rural reconstruction experiments- preindependent and post-dependent • Traditional govt. Approach • Developmental Approaches and Important schemes for village development (Water, Housing, Sanitation, Transport, SHGs, etc).	Lecture / Discussion
4.	Extension Education	• Concept & objectives of extension education • Importance of extension education. • Methods of extension education. • Individual, Group and Mass approach in extension education.	Seminar / Role Play/ Lecture
5.	Cottage Industries	• Meaning and Need of Small scale Cottage Industries. • Opportunities and Challenges in development of Small scale Cottage Industries.	Lecture / Tutorial

References:

Herbert Risley	The People of India, Delhi, Orient Books, 1969.
D. N. Mazumdar	Introduction to Social Anthropology, Bombay, Asia,
Govt. of India	Report on Development of Backward Hill Areas, Planning Commission
Rastogi A. K.	Rural Development Strategy, Wide vision, Jaipur
Verma S. B.	Rural Management, Deep & Deep Publications Pvt. Ltd. New Delhi
Gopal Lal Jain	Rural Development
K. Singh	Social Work Theory and Practice
Gyani Jeevandeep	Rural Economics
P.S. Grewal	Rural Economics
O.P. Dhama	Community Development and Extension Education

Vasant Desai	A study of Rural Economics
Baidyanath Hisra	Poverty, Unemployment and Rural Development
A. R.Desai	Rural Sociology
Vinod Kumar Lawania	Rural Development in India :
Abdul Aziz	Poverty Alleviation in India

DSE- URCD-5 Urban & Rural Community Development- II

Learning Objectives:

• To acquaint with the knowledge of urban and tribal life style.

• To gain clarity of urban and tribal problems and development programs.

• To comprehend the importance of therapeutic approaches in modern urban community development setting

Unit	Title	Contents	Teaching Learning Methodology
1	Social Processes and Tribal Society	• Socio-cultural barriers and promoters and promoters of change and development • Processes of culture contact, acculturation, assimilation, conflict and diffusion	Lecture and discussion
2	Problems of Tribal Communities	• Alienation, migration, Social mobility, displacement, • Cultural exposure, exploitation, • Cultivation and agriculture Indebtedness • Developmental projects and politicization.	Lecture and discussion
3	Policies, Programs, Strategies and problems in Tribal	• Fifth and Sixth Schedule Sub-Plan strategy Funding under Article 275 (1) • Development of hill and backward areas • Integrated Tribal Development Projects • Minimum Needs Programme • Working of tribal development agencies • Empowerment through Panchayati Raj Institutions	Lecture and discussion

4	Policies affecting Tribes	• Forest policy, cooperatives, legal aid, • Land Ownership and tenure, • Production, marketing and consumption credit, tribal artisans	Lecture and discussion
5	NGOs, civil society and corporate sector	• NGOs working for urban development • Corporate sector working for urban development • Role of urban civil society in urban development, Community participation; • Urban micro-planning and other NGOs	Lecture and discussion

References:

Author	Books and Publication
W.G. Archer	Tribal Land and Justice; new Delhi Concept, 1984.
P.R. Gurdon	The Khasis; Delhi, Cosmos, 1975.
Amir Hasan	Tribal Administration in India; Delhi
Romesh Thappar(Ed)	Tribe Caste and Religion in India, New Delhi, Macmillan,1977.
K.S. Singh (Ed).	Tribal Movements in India, Vols. I and II, New Delhi, Manoher, 1982.
F.G. Bailey	Tribal Caste and Nation; Bombay, …1960

DSE- URCD-6 Disaster Management

Learning Objectives:
• To understand the concept of disaster management.
• To gain the role clarity of disaster management and Social Work.
• To critically understand Disaster management.

Unit	Title	Content	Teaching Learning Methodology
1	Disasters	• Definition and content, vulnerability and disaster preparedness. • Education and awareness • Types of disaster, (natural draught, floods, cyclones, earthquakes, manmade famine, riots, eviction, industrial,	Lecture and discussion

2	Impact of Disaster	• Physical Impact • Ecconomical Impact • Ppsycho-social impact	Lecture and Assignment
3	Disaster management Cycle	• Pre-disaster, prevention, preparation and education, Aactual disaster, short term, long term plan, Relief work, • Post disaster rehabilitation and mitigation of negative effects	Lecture and Presentation
4	Issues Involved	• Policy issues, politics of aids, • Gender issues in disaster, • prime-minister relief fund for disaster management.	Lecture and Role Play
5	Intervening agencies and their role	• Government organization, • Voluntary agencies local groups, • Social workers in disaster management.	Lecture and Assignment

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Chary S.N. and Vyasulu (Eds)	Environmental Management, an Indian perspective. McMillan India Ltd.
Dix J.H.	Environmental pollution: Atmosphere land, water and noise, Wiley Chichester
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Ramana Murthy	Disaster Management, Dominant Publisher and Distribution, New Delhi.
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Group III

DSE FCW -4 Child Welfare Services

Learning Objectives:
- To understand the situation of children in India
- To know the child related laws and policies
- To know the Schemes and programmes for children

Unit	Title	Content	Teaching Learning Methodology
1.	Child welfare policies	• Concept of child welfare • Constitutional provisions for children • National policy for children, 1974 • National policy on education, 1986 • National policy on child labor,1987 • National plan of action for children 2005	Lecture/ Assignment Discussion
2.	Commission for protection of child rights	• National human rights commission • National commission for protection of the rights of the children	Lecture/ Role play
3.	Child rights	• Child prostitution, • Child pornography • Millennium Development Goals • CHILDLINE Services	Lecture/ Presentation
4.	Laws related to children	• The pre-natal diagnostic techniques (regulation & prevention of misuse) act, 1994 • Juvenile justice act (care & protection of children) 2000 • Child labour (prohibition & regulation) act, 1986 • Sex determination & foeticide Act	Lecture/ Assignment
5	Schemes & programmes for child protection	• Adoption, foster care and Sponsorship • Child Guidance Clinic • ICDS • National crèche scheme • Integrated program for • street children	Lecture/ Discussion

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Dolly Singh, 1995	Child development, Kanishka Publishers
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Govt. of India, 1987	Encylopaedia of social work, New Delhi
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Kavita Koradia, Darshan Narang, 2010	Status of Child and Welfare organizations, Aavishkar Publishers,
Helen Bee	Child Development
G.S. Kewalramani, 1992	Child abuse, Rawat Publications
Ghathia, Joseph (1999)	Child Prostitution in India, New Delhi : Concept Publishing Company
Rashmi Agarwal, 1999	Street children, New Delhi: Shipra Publications
Paul Chaudhray, 1980	Child welfare and child development, : Atma Ram & Sons Publishers

DSE FCW-5 Family Issues & Social Work Intervention

Learning objectives*:*
- Understand and analyse policies and programs related to family and women development
- Acquire knowledge and skills regarding family intervention
- Understand various legislations

Unit	Title	Content	Teaching- Learning Methodology
1	Family Life Education	• Concept and significance, definition of family life education (FLE) • Sexual Health education • Role of family: school, peer group, mass media and religion in family life education	Lecture/ Discussion/ Presentation/ assignments
2	Population Policy and women development	• Profile of Indian population • Fertility rates in India • Male, Female sex ratio • Demographic status of women and women development • Population policy of India	Lecture/ Discussion/ Presentation/ assignments
3.	Crisis and Violence in families and impact on women	• Familial violence and abuse (Domestic Violence) • Types of abuse/ violence • Marital breakdown: Definitions, determinants of breakdown • Desertion, divorce & separation • Impact of violence on members of family • Social work response to abuse and violence	Lecture/ Discussion/ Presentation/ assignments
4	Family, marriage and laws	• The Hindu Marriage Act, 1955 • Special marriage Act, 1954 • The Dowry Prohibition Act, 1961 • The Domestic Violence Act 2005 • Family Court	Lecture/ Discussion/ Presentation/ assignments
5	Family, women and Human Rights	• Ideology of family and women rights • National & State's Family and Women development programmes • Human Rights and women and family rights • Role of social work in protecting rights of women & family	Lecture/ Discussion/ Presentation/ assignments

References:

Abha Gupta & Smita Sinha, 2005	Empowerment of Women, Language & other Facets
Asok Mitra, 2000	India's Population Control
Brenda Dubois & Karla Miley, 1992	Social Work: An Empowering Profession,
D'Souza, Anthony, 1975	Happiness in Marriage
Klein .D. M and White. J.M, 1996	Family Theory: An Introduction
Khasgiwala A, 1993	Family Dynamics-Social Work Perspective
M. Shenoy, 2007	Domestic Violence, Issues & Perspectives

Nimkoff & Mayer F 1978	Marriage and Family
Ram Ahuja, 2003	Violence against Women
Suhasini Mahapatra, 2006	Women & Welfare

DSE FCW-6 Social Work Intervention with Women & Person with Disability

Learning Objectives:
- To sensitize the students about gender & dynamics of patriarchy
- To develop an understanding among students about the holistic approach for women empowerment
- To make the students acquainted with issues & problems of person with disability
- To imbibe upon the students about the importance of counselling

Unit	Title	Content	Teaching Learning Methodology
1.	Gender & Women Development	- Concept of development of women - Gender and women development - Patriarchy and women structure in India - Demographic trends of women in India	Lecture / Role Play
2.	Women empowerment	- Concept & scope of women empowerment - Indicators of women empowerment NGOs' initiatives towards women empowerment. - Emergence of Feminist Social Work	Lecture / Assignment
3.	Policy Intervention for women	- Affirmative actions of state for women - development - Policies and programs for women - National commission for women - International Conventions for protection of women against exploitations	Lecture/ Focus Group Discussions
4.	Interventions with people with disability	- Affirmative actions of state for people with disability - Needs & Problems of the people with disability - Policies and programs for people with disability - NGOs' initiatives towards people with disability	Lecture / Tutorial

5.	Counseling & Pre marital counselling	• Counseling: Concept & Meaning • Importance of Counselling • Crisis intervention • Pre marital counselling & Family Counselling	Lecture/ Workshop

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2. Vina Mazumdar, 2012, EDUCATION, EQUALITY AND DEVELOPMENT Persistent Paradoxes in Indian Women's Hisoty Sage publication, New Delhi.

3. Kumud Sharma, C.P. Sujaya, TOWARDS EQUALITY Report of the Committee on theStatus of Women in India, Raigad publication

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5. Malavika Karlekar , 2006, visualizing Indian Women, 1875-1947, Oxford UniversityPress, New Delhi.

6. Lotika Sarkar, Kumud Sharma, 2002, Between Tradition, Counter Tradition And Heresy,Rainbow Publishers.

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8. John McLeod, 2013, An Introduction to Counselling, open university press McGraw hill education.

9. Jonathan Ingrams, Counselling...? Me?: 2007, A Guide to the Talking Therapies.

10. Charles J O'Leary,1999, Counselling Couples and Families, A Person-Centred, Sage publication.

Group IV

DSE- MPSW- 4 Psychiatric Social Work

Learning Objectives:
*   To understand the development of psychiatric social work profession
*   To understand the historical context for psychiatric social work
*   To gain clarity about the role and functions of psychiatric social worker
*   To acquaint with the therapeutic approaches in psychiatric setting

Unit	Title	Contents	Teaching Learning Methodology
1	Psychiatric social work	• Definition & meaning • Growth of psychiatric social work in India and	Lecture/

		abroad	Assignment
		• Need for psychiatric social work • Relationship with other disciplines like clinical psychology, psychiatry, occupational therapy etc.	
2	Psychiatric social worker	• Emergence of psychiatric social Work • Role, functions and tasks of psychiatric social worker in hospital • Public relations and Staff development • Training and supervision in psychiatric social work • Limitations, difficulties and challenges faced by psychiatric social worker	Lecture/ Discussion
3	Counseling and behavior therapies	• Counseling: Meaning, need, and application at individual and group level • Premarital & family counseling • Crisis intervention • Behavior therapy: Extinction, Systematic • Desensitization, Aversion therapy, Assertiveness therapy, and evaluation of behavioral therapy	Lecture/ Workshop
4	Cognitive and humanistic therapies	• Cognitive behavioral therapy: REBT, stress inoculation therapy • Humanistic experiential therapies: Client centered therapy, Existential therapy, Gestalt therapy, • Marital therapy, Family therapy	Lecture/ Presentation
5	Application of therapies	• Child guidance clinic • School social work • Family and Community conflict • Disaster and violence management: PTSD, depression, panic, phobia, xenophobia etc. Examination management: Stress, anxiety, fear	Lecture/ Assignment

References

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Francis Turner	Social Work Treatment vol.1 and 2.
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Mary Richmond, 1917	Social Diagnosis
Pathak, S.H.	Medical social work in India
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DSE- MPSW-5 Preventive & Social Medicine- II

Learning Objectives:
- To understand the concept of disease and health from different perspectives
- To get orientation to preventive medicine and health systems
- To understand the role of environment in the promotion of health
- To understand practically the legal provisions in health institutions

Unit	Title	Contents	Teaching Learning Methodology
1	Population Program	- Definition and scope of family planning - Health aspects of family planning - Small family norm - Contraceptive methods: Spacing methods and terminal methods - Sociology of family planning - Evaluation of family planning	Lecture/ Discussion
2	Preventive Medicine	- Maternal and child health services - Antenatal care, Intra-natal care, Postnatal care - Growth and development, Growth chart - Child health problems , Under-Fives clinics - Rights and national policy for children - School health services - Health problems of aged	Lecture/ Assignment

3	Care and Rehabilitation	• Concepts and principles of care and rehabilitation • Ethical issues in care and rehabilitation Care and rehabilitation of the disaster affected people • Governmental and non- governmental and International initiatives in care and rehabilitation • Intervention in care and rehabilitation at individual, family and community level	Lecture/ Role Play
4	Health education and health promotion	• Concept, definition of health education and health promotion • Scope, Objectives and Principles of health education • Approaches to health education • Health education in various settings: school, workplace, hospitals, institutions & community Communication and use of media in health education • Scope of health promotion: Individual and community	Lecture/ Seminar
5	Legal aspects of health	• Relevance and scope of medico-legal information for social workers • Procedures in medico-legal practices: Courts of enquiry, witness, evidence, oral examinations, • certificates, professional secrecy • Dying declaration • Medico-legal offences: Assault, harassment, accident, homicide, suicide, sexual offences • Relevant provisions of health legislations: MTP Act • Sex determination, Food and drug adulteration act	Lecture/ Presentation

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K. Park	Textbook of preventive social medicine
National Institute of Health and Family Welfare	National health programmes series Vol. 1 & 2

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Yashpal Bedi	A Handbook of hygiene and public health

DSE – MPSW-6 Psychiatry & Mental Health- II

Learning Objectives:
- To get exposure to the field of psychiatry
- To understand the magnitude of psychiatric morbidity and disorders
- To under the concept and scope of community mental health

Unit	Title	Contents	Teaching Learning Methodology
1	Mental health	- Definition, components, constituent factors - Characteristics of positive mental health - Scope of mental health - Perspectives of mental health - Prevalence of common mental health problems	Lecture/ Discussion
2	Mental health and law	- Indian Lunacy Act, 1912 - Mental Health Act, 1986 - Mental Health Policy and program - Mental Health Care Bill - Forensic psychiatry	Lecture/ Assignment
3	Community mental health	- Concept & scope - Prevention of mental illness: Primary, Secondary & Tertiary level - Disaster mental health management: PTSD, Panic, Phobia, Depression etc. - Mental health education - Civil society and mental health	Lecture/ Prsentation

4	Mental health education	• Concept & scope • Need & importance • Promotion of mental health education • Models of mental health education	Lecture/ Discussion/ Seminar
5	Practice models	• NGOs working for positive mental health • Model experiments in mental health • Half-way homes • Therapeutic communities , De-addiction centers • Child guidance clinics, Family counseling centers • Crisis intervention centers	Lecture / Assignment

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