Department of Applied Social Sciences
Faculty of Education and Allied Sciences

M.J.P. Rohilkhand University, Bareilly, Uttar Pradesh
243006

Courses: Master in Social Work (MSW)
SYLLABUS
MASTER OF SOCIAL WORK

COURSE OBJECTIVES:

Master's degree in Social Work (MSW) is designed to teach, train and prepare human power with scientific temper, professional acumen, democratic attitude and secular values to manage social work agencies and run social welfare in the country. The goal is to prepare appropriate professionally trained social workers for the new socio-economic milieu in the country.

The main objective of the course is to train young men and women in the methods of social work. Social case work, social group work, community work, social action, social policy, planning and administration, social work, research and social welfare management.

It is aimed to give intensive field work training through 'Open Field Work', Agency based field work, rural/tribal/urban camps and study tours.

The goal of this study programme is to train persons who could professionally manage community development family and child welfare and work in medical and psychiatric settings, correctional administration apart from being specialists in social policy formulation, social work management and social work research.

The course design of Master of Social Work will be as under:

SEMIESTER - I
Course - I History And Philosophy of Social Work
Course - II Social Case Work
Course - III Social Group Work
Course - IV Social Science Concepts For Social Work –I
Course - V Methods of Social Research
Course - VI Field Work – I (Concurrent Field - Rural /Tribal Tour)

SEMIESTER – II
Course - VII Milieu of Social Work, Practice and Theories of Social Work
Course - VIII Community Work
Course - IX Behavioral Science Concept for Social Workers
Course - X Social Science Concepts For Social Work - II
Course - XI Human Rights, Social Justice and Social Work
Course - XII Field Work – II Concurrent and Camp- Urban / Rural / Tribal

SEMIESTER - III
Course - XIII Social Action
Course - XIV Social Policy, Social Planning and Social Administration
Course - XV Social Development
Course - XVI Rural and Tribal Development
Course - XVII Candidate has to opt Course (a) or (b) or (c)
Course (a) Medical and Psychiatric Social Work- I
(b) Social Work in Correctional Setting- I
(c) Social Work at Industry –I (Labour Welfare & Industrial Relation)
Course - XVIII Field Work III and Camp.

SEMIESTER - IV
Course - XIX Social Welfare Management
Course - XX Family and Child Welfare
### Course

- **XXI Candidate** has to opt Course (a) or (b) or (c) in accordance with his/her choice of Course XVII

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### DISSERTATION

Each student will have to complete the dissertation on a topic allotted to him/her. Three typed copies of the dissertation shall be submitted to Dean, Faculty of Education And Allied Sciences one month before the end of semester IV and they should accompany with a declaration by the student that it is her/his own work and that it has not been submitted anywhere else previously.

The dissertations will be examined by a Board of examiners consisting of Head, Department of Applied Social Sciences as convener, Dean Faculty of Education and Allied Sciences, an External examiner (appointed by the University), and Supervisor concerned.

### FIELD WORK

The Concurrent Field Work (I, II, III and IV) is a fully supervised activity. The modalities of supervision are Individual conferences, Group conferences and on-the-spot supervision. For these purposes every student will be placed under the supervision of a departmental teacher in Social Work. The cumulative field records would be submitted at the end of each semester which would be considered by the Board of Examiners consisting of Dean/or his her nominee, an External Examiner appointed by the University and the Supervisor concerned. The Rural Camp, will also be subject to evaluation along with the concurrent field work.

There will be arranged Tour to visit national/important agencies outside Bareilly. Block Field Work will be done after the Fourth Semester for twelve weeks where in students will be expected to work in an agency independently with minimum departmental supervision. Each student will keep comprehensive record of work done in the agency and submit reports as directed. A certificate of satisfactory completion of the Block Field Work will be required from the department/agency before the degree is awarded. It will be evaluated by a Board of Examiners constituted as for other Field Work examination/ evaluation.

### COMPREHENSIVE VIVA-VOCE

Each student will have to appear for Comprehensive Viva-Voce before the Board of Examiners Constituting of Head, Department of Applied Social Sciences and an External examiner appointed by the University. The examiners shall put questions related to any course of study of any Semester to the examinees.

### CONTINUOUS EVALUATION

I. One assignment from each course.

II. Tutorial/ Discussion/ Seminar/ Symposia

III. Participation in Co-Curricular Activities and good Behaviour and Conduct Students will be evaluated by departmental teachers on the above bases.
FIRST SEMESTER

COURSE I: HISTORY AND PHILOSOPHY OF SOCIAL WORK

OBJECTIVES:

This course aims at providing in depth knowledge of development of modern professional work from charity to organised welfare to contemporary professional activity of social work.

1. HISTORICAL DEVELOPMENT OF SOCIAL WORK

- Social Service Tradition in Indian Culture.
- Indian Social Reform Movements: religious, social & political (19th & 20th century).
- Social Welfare in Post-Independence Period in India.

2. SOCIAL WORK AS A PROFESSION

- Common base of Social Work Practice.
- Basic assumptions and generic principles of Social Work.

3. SOCIAL WORK PHILOSOPHY

- Major influences on the Philosophy of Social Work Practice.
- Values in Social Work: Problems and Prospects of application.
- Social and Cultural factors influencing Social Work Philosophy in India.
- Gandhian Philosophy and Social Work.

READINGS

10. Majumdar, R. C., 1965:British Paramountey and Indian Renaissance Part II, Bombay: Bhartiya Vidya Bhawan
REFERENCES

8. Charles K J; Total Development, New Delhi Vikas

COURSE - II
SOCIAL CASE WORK
OBJECTIVES:

The goal of imparting this course in social casework is to impart theoretical knowledge of case work, an important method of social work. Students are also made acquainted with the therapeutic approaches in social case work so that while practicing clinical social work they may use these approaches efficiently.

1. INDIVIDUALS AND GROUPS
   - Individuals: importance and place in society
   - Group: importance and place in society
   - Understanding individuals and groups
   - Case work as methods of Social Work.

2. CASE WORK
   - Concept of Case Work: Components, Objectives and Principles.
   - Client-Worker Relationship
   - Techniques of Social Case Work - interviewing & recording
   - Social Case Work, counseling and psychotherapy.

3. THERAPEUTIC APPROACHES IN CASE WORK
   - Psychoanalytical
   - Psycho-social
   - Problem solving
   - Behaviour Modification
   - Crisis Intervention

READINGS

SOCIAL GROUP WORK

OBJECTIVES:

Social group work is a method of professional social work and this course aims at giving theoretical knowledge of components, principle, and practice of group work method.

1. GROUP WORK
   - Concept of Group Work assumptions, objectives and principles
   - Group dynamics and types of Groups - task, process and therapeutic
   - Stages in Group work process.

2. TECHNIQUES
   - Techniques of Group Work: Group discussion, programme planning, leadership and recording.

3. THERAPEUTIC APPROACHES IN GROUP WORK
   - Transactional Analysis
   - T. Groups
   - Gestalt
   - Group Therapy and Group Work.

READINGS

COURSE IV
SOCIAL SCIENCE CONCEPTS FOR SOCIAL WORK - I

OBJECTIVES:

Social work professional knowledge heavily depends on other social science concepts and theories, especially sociology, psychology, political science, criminology and education. This course attempts at giving some of these concepts to the students.

However, it is expected that the students will on their own, do extensive readings in this area.

1. KEY CONCEPTS IN UNDERSTANDING OF SOCIETY
   - Social structure - concept of status and role.
   - Social Values - Sources
   - Social Institutions - Marriage, Family, Religion and Education.

2. SOCIAL PROCESS
   - Culture: Related concepts and significance.
   - Socialisation: Concept and process.
   - Social stratification: Inequality and stratification; bases.
   - Theories of Stratification; Indian Caste System.

3. SOCIAL DISORGANISATION, SOCIAL MOVEMENTS AND SOCIAL CHANGE
   - Social Disorganisation: Concept and Process.
   - Social Movements: Concept and types.
   - Social Change: Theories of Change in Indian Context - concept of change with continuity & planned social change.

READINGS
12. Thio Alex., 1994: Sociology Harper & Row,
15. Engineer, A A (ed). Communal Riots in Post - Independent India
COURSE V

METHODS OF SOCIAL RESEARCH

OBJECTIVES:

Every profession grows only on the research endeavours done by the professionals, so is the case with social work profession also. The objective of this course is to apprise the students with statistics and social research methods.

SECTION - I

1. SOCIAL RESEARCH

Meaning, Nature, Need and Importance of Social Research; Difference between social research, social work research and science research.

2. TYPES OF SOCIAL RESEARCH

Descriptive Research; Historical Research, Experimental Research.

3. RESEARCH PROCESS

Selection of Research Problem; Survey of Related Literature; Aims of the Study; Formulation of Hypothesis; Data Collection; Analysis of Data; Findings, Interpretation and Conclusion.

4. POPULATION AND SAMPLE

Meaning, Need and Methods of Sampling: Probability and Non-Probability.

SECTION - II

5. MEASURES OF CENTRAL TENDENCY

Measures of Variability and Percentile.

6. NORMAL DISTRIBUTION CURVE:

Characteristics; Application: Determination of standard score from raw score; Determination of percent of cases between the given standard scores from the mean; Determination of standard scores from the mean against the given percentage; Determination of cases below the given standard scores; Determination of percent and number of cases scoring below/above a certain raw score;

7. CHI-SQUARE: MEANING AND ASSUMPTION; APPLICATION

Testing Deviation of Observed Frequencies from Expected Frequencies Against Equal Probability or Null-Hypothesis; Testing Deviation of Observed Frequencies from Expected Frequencies Against Normal Distribution Hypothesis; Testing Hypothesis or Independence when Observed Frequencies are given in 2*2 Contingency table.
8. CORRELATION: PRODUCT - MOMENT CORRELATION

Product-Moment Correlation (Ungrouped Data and Grouped Data (Scatter Diagram); Rank Differences Correlation Coefficient; Merits and Demerits: Biserial Correlation Coefficient; Point-Biserial Correlation Coefficient; Tetrachoric Correlation Coefficient; Phi-Coefficient.

Note: The candidates are required to attempt five questions in all selecting at least two questions from any section. The paper-setter will set ten questions in all i.e., five questions from each section. The statistical tables will be supplied to the candidates. The students are allowed to use Calculators in the examination.

REFERENCES


COURSE - VI

FIELD WORK - I

OBJECTIVES:

The nature of field work is 'Concurrent' and supervised. The objective of this supervised field work is to make the student to face social reality, correlate class-room learning with field exposure. Supervised Field work is one of the basic and important components of social work education.

Introduction: The practicum for the social work in curriculum is designed to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning, observation and analysis of the realities and experience participation in social intervention.

Besides, the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for understanding complex situations. Gradually, the learner is encouraged to move to being an independent worker.
The Broad objectives are: -

1. To develop skills of working with people such as analysis of social realities, understanding human behaviour, etc.
2. To develop the capacity to integrate theoretical knowledge with practice.
3. To develop appropriate values required for professional practice.

Content: - Concurrent field work 18 hours a week or two full working days in Community. Rural/Urban/Tribal Camp.: Two Weeks.

SECOND SEMESTER

COURSE - VII: MILIEU OF SOCIAL WORK, PRACTICE AND THEORIES OF SOCIAL WORK

OBJECTIVES:

This course aims at equipping the trainees in the background of voluntary action and role of the state in social welfare. The theoretical frame of social work is also given to students through this course.

I VOLUNTARY ACTION AND SOCIAL WORK
- Voluntary Action in India
- Review of Voluntary Action & relationship with governmental efforts.
- Govt. measures to strengthen Voluntary Action.
- Future of Voluntary Action.

II Definitions, Scope and objective and role of social worker in the field of-
- School Social Work
- Youth Welfare
- Woman welfare
- Welfare of weaker section (SC/ST/OBC)
- Welfare of physically and mentally challenged

III THEORIES IN SOCIAL WORK
- Systems Theory
- Marxist Theory
- Radical Theory
- Existential Theory
- Cognitive Theory

READINGS

REFERENCES

COURSE - VIII

COMMUNITY WORK

OBJECTIVES:
Community work is yet another method of professional social work, and the objective of this course is to impart theoretical knowledge of community work, and appreciation of its practice in the community.

Course Content

1. COMMUNITY WORK
   - Communities: Nature, types and characteristics
   - Community Work: Functions and objectives
   - Principles of Community Work
   - Components of Community Work

2. PROCESS OF COMMUNITY WORK
   - Identification of problem
   - Programme planning
   - Enlisting people’s participation
   - Formation of community groups
   - Organisation building
   - Evaluation and follow-up

3. STRATEGIES FOR COMMUNITY WORK
- Neighbourhood Development Approach
- Systems Approach
- Radical Approach
- Politics and Community Work

READINGS

COURSE - IX

Behavioral Science Concept for Social Workers

OBJECTIVES:
This course provides deep insights into Psychological processes, Personality, Adjustment and Maladjustment of individuals and foundations of human development, which are significant in modern social work practice.

Course Content
1. HUMAN DEVELOPMENT
   - Determinants of Human development: Biological and Environmental
   - Principles and stages in development
   - Needs and developmental tasks in a life cycle
   - Emotional and behavioural Problems associated with development

2. PSYCHOLOGICAL PROCESSES
   - Perception: Determinants and Process
   - Learning: Principles and Types
   - Motivation: Types of motives, forces in motivation
   - Dynamics and social interaction

3. PERSONALITY
   - Determination & nature of personality
   - Theories of Personality, Traits And Types
4. ADJUSTMENT/MALADJUSTMENT
- Concept of normality and abnormality
- Socio-Cultural factors in personality disorganisation
- Major mental disorders - Neurosis, psychosis, personality

READINGS


COURSE X

SOCIAL SCIENCE CONCEPTS FOR SOCIAL WORK - II

OBJECTIVES:
Again, Social Science concepts for social work- II provide knowledge about contemporary social problems, contours of social deviance and measures of social control in the society.

Course Content

1. SOCIAL DEVIANCE AND CONTROL
   - Social deviance: Concept and causes
   - Social Control: Definition and agencies.
   - Crime and delinquency: Concept, their types and causes
   - Current Social Evils: Corruption and Nepotism

2. MAJOR SOCIAL CONCERNS OF INDIA TODAY
- Communalism: Majority and Minority Communalism, causative factors and implications for future
- Casteism: Origin; causes for continuation, the issue of Dalit assertion and caste Hindu response
- Regionalism: Concept and trouble-spots, the slogan of son of the soil
- Minorities: Types, their problems and prospects
- Gender Issues: Gender discrimination; situational analysis & future trends

3. OTHER MAJOR SOCIAL PROBLEMS
- Drug Addiction
- Alcoholism
- Prostitution

READINGS

7. Chandra, Bipin., 1984: Communalism in Modern India, Delhi: Vani Educational Books
8. Engineer, A.A. (ed): Communal Riots in Post-independent India
10. Galanter, Marc., 1984: Competing Equalities: Law and Backward Classes in India, New Delhi: OUP

COURSE – XI

HUMAN RIGHTS, SOCIAL JUSTICE AND SOCIAL WORK

OBJECTIVES:

Social work is intrinsically committed to human rights, social, economic and political justice, gender, caste and other related issues of equality. The objective of this course is to prepare students to participate in the debate of these issues, and dispense service, that foster human rights, equality and justice to people.

Course Content

- Rights for Children, Women, Scheduled Castes, Minorities & Indigenous People.

2.  
- Concept of Social Justice.
- Approaches to Social Justice (Marx, Gandhi, Frarie., Social Development).
- Human Rights situation and Social Justice concerns in Indian Society.
- Instruments for realising Human Rights.
- Role of Social Action Groups & NGO’s.

3.  
- Law Society & Social Change.
- Legal Aid, Problems & Services.
- Lok Adalats and Nyaya Panchayats.
- Public Interest Litigation, Advocacy and Social Action.

READINGS
7. Govt. of India, 1973 : Report of Legal Aid Committee,

COURSE-XII

FIELD WORK - II

OBJECTIVES:

Once again field work, completly supervised affords opportunities to students to work in communities/ with groups and meaningfully correlate theoretical knowledge with existing social situation.

Introduction: The practicum for the social work in curriculum is designed to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning, observation and analysis of the realities and experience of participation in social intervention.

Besides the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for complex situations. Gradually, the learner is encouraged to move to being an independent worker.

The Broad objectives are :-

1. To develop skills of working with people such as analysis of social realities, understanding human behaviour,
2. To develop the capacity to integrate theoretical knowledge with practice.
3. To develop appropriate values required for professional practice.

Content:- Concurrent field work 18 hours a week or two full working days in Community.

- Rural / Urban/ Tribal Camp: Two Weeks
- Tour

SEMESTER III:
COURSE- XIII
SOCIAL ACTION

OBJECTIVES:
Social action is the latest method in the basket of social work and its considered most revel event for the third world societies. For mega analysis and “Mass Action”. The goal of this course is to train social workers in social action and political Good-fit to solve mass problems of society.

COURSE CONTENT
1. SOCIAL ACTION
   Concept & Objective
   Principles
   Process for Social Action

2. CONTEMPORARY SOCIAL ACTION
   Environment: Narmada Bachao Andolan
   Gender: Self-Employed Women’s Association, Ahmedabad
   Livelihood: Bandha Multi Morcha

3. RELEVANCE OF SOCIAL ACTION
   Role of Social Action in Social Change and Social Control
   Significance of Social Action in Economic and Social Development

READINGS
COURSE XIV

SOCIAL POLICY, PLANNING AND SOCIAL ADMINISTRATION

OBJECTIVES:

Social policy is essential element of welfare and planning is crucial for resource allocation and social welfare programming. Policy and planning are also basic for social welfare administration and management. This course aims at providing basics of policy formulation, planning and implementation to the students.

1. Social Policy, basic concepts, nature, scope and principle sources of social policy, social and welfare policy.
2. Planning:- concepts, scope principle process social policy and welfare planning, peoples participation in social planning.
3. Social planning machinery in India, central, state, district and block, Five year plan, social justice anti poverty programmes.
4. Social Administration; basic concept, meaning, scope and significance of social administration, function of social work administration, factors & skill, bureaucracy
5. Basic administrative process- organization, planning, policy formulation, communication, decision making, use and response of authority, co-ordination, Targeting, administration as a generic element in helping process, knowledge and skill from other process of social work application to administration.

READING

1. D. Paul Chaudhari- Samaj Kalyan Prashashen
2. Herbert Simon- Administrative Behaviour
3. M.P. Sharma-Public Administration Theory & Practice
5. Surendra Singh &P.D. Mishra- Samajik Niti, Niyojan Avam Prashashen.

REFERENCES:

COURSE XV

SOCIAL DEVELOPMENT

OBJECTIVES:

Development is a key word in modern context but it is also a controversial concept. This course aims at equipping the students in theoretical and pragmatic issues related with development so that they may be able to efficiently and confidently use social work practice to achieve developmental goals.

1. Basic concept, scope and indicators of social development, developing societies, the socio economic characteristics especially with reference to India. Social development and planning: economic growth, distribution of income: problems of lost and gains in economic development.

2. Development: Perspective & Theory, the classical school; Adam Smith, Ricardo, Malthus & Mill; Marxian school: Marx, Lenin & Mao, Gandhian Approach importance of models- goal oriented and system oriented.

3. Resources mobilization
   
   Taxation
   Domestic Savings
   Deficit Financing
   Barrowing

4. Psychological factors in development; importance of attitude, Beliefs in relation to social progress, leadership, public opinion, means and pattern of communication group- dynamics in relation to development

5. Political system as a factor affecting development, directive principles of state policy fundamental rights, social legislation as instrument of change and development, international assistance in development.

REFERENCES

1. Kulkarni P.P.; Social Development
2. Govt. of India: Five Years Plan Documents
C. M.S.: Some Aspects of Social Development, Theories of Value and Distribution Science, Adam Smith.

A.N. Agarwal & S.D. Singh- Economic of Underdevelopment


**READINGS**


**COURSE - XVI**

RURAL AND TRIBAL DEVELOPMENT

OBJECTIVES:

India is an agricultural society and more than 70 % people live in rural areas yet, the rural sector is maldeveloped. Although rural development/rural community organisation here is more than four decades old but villages are still backward. This course equips students in rural development theory and practice.

COURSE CONTENT:

1. CONCEPT OF RURAL DEVELOPMENT
   - Policies for Rural Development.
   - Agricultural Development Programme.
   - Community Development Programme
   - Determinants of Rural & Tribal Development.
2. DEVELOPMENT MODELS
   - Redirecting Investments
   - Basic Needs
   - Agrarian Reforms
   - Integrated Rural Development
   - Legislative Measures.

3. INNOVATIVE RURAL DEVELOPMENT PROJECTS
   - Green Revolution
   - Operation Flood I & II
   - Appropriate Technology
   - Rural Water Supply
   - Wastelands Development
   - Technology Missions

4. ORGANISATION FOR RURAL DEVELOPMENT
   - Organisation models
   - Designing an appropriate organization
   - Development administration
   - Voluntary organization
   - Peoples Participation

READINGS
9. Planning Commission - VIII Five Year Plan Govt. of India
COURSE – XVII

CANDIDATE HAS TO OPT EITHER (a), (b) OR (c)

There are two optional provided in this course.

PAPER-I  MEDICAL AND PSYCHIATRIC SOCIAL WORK- I

OBJECTIVES:

(i) Course III(a): Medical and psychiatric social work is practiced in medical/psychiatric institutions/ among medical and/ or psychiatric patients. Students are trained to deal with problems/clients with problems and do appropriate clinical social work either independently or in association with other professionals - psychiatrists, clinical psychologists, physicians, surgeons etc.

PAPER–I: MEDICAL AND PSYCHIATRIC SOCIAL WORK–I

I

- Concept of Health and Illness
- Nature and scope of social work practice in Medical Setting
- Growth of Medical Social Work in India
- Functions of medical social worker in hospitals and health and welfare settings use of social work techniques and methods in practice of medical social work.
- The concept and principle of teamwork, the contribution of medical social worker to the team.

II

- Health policy and health care Infrastructure in India
- Social and emotional aspects of T.B., cancer, leprosy, STD, AIDS
- Modern concepts of preventive and social medicine and roots of medical social worker

III

- Modern concept of rehabilitation and role of medical social worker in the rehabilitation of physically handicapped person,
- The concept of family welfare planning the needs and objective of family welfare planning: measures of birth control, the role of medical social worker in family welfare planning
- Health for all, Alma Atta Declaration, Role of medical social worker in achieving the goals.

REFERENCES

1. Pathak, H.S: Medical Social Work in India
2. Banerjee, G.R.: Medical social services department
4. Dora Gold Stive: Theory & Practice of Medical Social Work
6. Chatterjee Meera 1988: Complementry Health Policy

READINGS
2. Blane, David, David, Burner, Eric: Health and Social Disorganization
3. Community Based Rehabilitation and Health Care Raptorial Services: WHO
5. Disability Prevention and Rehabilitation in Primary Health Care: WHO
6. Group at Risk (Tuberculosis): WHO
8. Social Work in Health Care: Dhooperper
9. Health Hospital and Community: D.S.Sharma

COURSE XVII (B) SOCIAL WORK IN CORRECTIONAL SETTINGS I

I.
- Basic Concept
- Criminology : nature & scope
- Definitions of crime & concept, Kinds of crime
- Extent of crime in society
- Evolution of criminology from a science of crime to a science of deviant behaviour

II.
- Dynamics of deviant behaviour. Its forms, truancy, vagracy, delinquency, crime, sex delinquency, white-collar crime, etc.
- Patterns of deviant behaviour
- Criminal behaviour as human behaviour

III.
- Extent of delinquency amongst children.
- Changing forms of crime and delinquency.
- Problem of crime causation, difficulties in causation studies, historical theories of crime and delinquency.
- Behavioural science approach to crime and delinquency.

IV.
- Etiology of crime, Biological and geographical factors: Psychological factors, ecological, personality & social factors.
- Special patterns of deviant behaviour as alcoholism, gambling prostitution
READINGS:

1. Palfrey, William V. : The evolution of Criminology
2. Mannheim, Herman : Pioneers in Criminology
4. Dequires, C.B. : Modern theories of criminology
5. Fox, V. : Introduction to criminology
6. Rao, Venugopal : Factors of crime in India
7. VEMA, S.C. : THE YOUNG DELINQUENT

COURSE - XVII (C)

SOCIAL WORK IN INDUSTRY - I

A. LABOUR ECONOMICS

Emergence of industrial working force, socio-economic characteristics of Indian labour, labour market- demand and supply of labour, meaning and importance of wages, minimize, fair and living wages, wage determination - wage determination by wage- board and compulsory adjudication, wage- determination by national bi-partite committees at the level of industry, wage differentials concept of deamess allowance and bonus national wages policy, payment of wages act 1936, minimum wages act 1948, payment of bonus act 1965.

B. INDUSTRIAL RELATIONS TRADE UNIONS

Concept of industrial relations, system & gandhian approaches to industrial relations, recent trends in industrial relations, govt. policy of industrial relations in context of recent industrial policy,. industrial disputes- meaning, causes and affects, stike loct out, ghero, retrendchment, lay off, closure and determination of services, Bi-partite approach to industrial relations- collective bargaining - meaning and approaches, distributive and integrative bargaining; workers participation in management - meaning development of schemes in India; reosons for failure tripartite approaches to industrial relations - arbitration, conciliation and adjudication, employers organisation, trade unions-meaning, approaches, structure, leadership and recognition, laws relating to industrial relations - trade union act 1926, industrial employment (standing orders) act 1946, industrial dispute act 1947.

C. LABOUR WELFARE

Labour welfare - meaning, approaches principles and agencies, emergence of institution of welfare officers in India, role and function of welfare officer, welfare officer as a social worker; welfare of rural labour, women labour bounded labour & child labour faction act 1948, personnel social work.

D. SOCIAL SECURITY


REFERENCES:

2. Baleshwar Pandey : Shram Prabhan sambandhon ki gatyakmakata
3. Baleshwar Pandey : Audyogik sambandh aur samuhik saudebaji
4. Baleshwar Pandey : Audyogic vivad aur unaka suljhao
5. Memoria C.B. : Industrial relations in India
FIELD WORK - III
OBJECTIVES;

The practicum for the special work curriculum is designed to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning, observation and analysis of the realities and experience participation in social intervention.

Besides, the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for complex situations. Gradually, the learner is encouraged to move to being an independent worker.

The Broad objectives are:-
1. To develop skills of working with people such as analysis of social realities, understanding human behaviour, etc.
2. To develop the capacity to integrate theoretical knowledge with practice.
3. To develop appropriate values required for professional practice.

Content:- Concurrent field work for 18 hours a week or two full working days in Community Work.
- Rural/Urban/Tribal Camp : 2 weeks.
- Concurrent field work 18 hours a week or two working days will be through an agency placement in any area of practice other than community.

FOURTH SEMESTER
COURSE – XIX
SOCIAL WELFARE MANAGEMENT
OBJECTIVES

In the modern management milieu social welfare, social services need to be professionally managed. This course aims at imparting knowledge and dexterity in social welfare management.

I. Introduction:

Basic concept, social welfare, administration, history of social welfare in India, principles of social welfare management, social welfare administration at different levels in India, central, state, district and block.

II. ORGANISATIONAL ASPECT OF SOCIAL WELFARE AGENCIES.

- Organisation of social welfare agencies.
- Nature of organisational behaviour of welfare agencies.
- Personnel policies for welfare agencies, group work strategies in social welfare agencies.

III. MANAGEMENT OF A SOCIAL WELFARE AGENCY

- Concept & importance of management of welfare agency.
- Manpower planning of welfare agencies.
- Monitoring and evaluation in social welfare agencies.

IV. NON GOVERNMENTAL AGENCIES OF SOCIAL WELFARE.
Central social welfare board:; policies and programmes.


READINGS:

1. Pathalic Shankar, Social Welfare "An Evolutionary and development perspective"
2. Dube, S.N. - Administration of Social Welfare Programme in India
3. Chowdhary, D. Paul - "Profile of Social Welfare and Development in India"
5. Jaganathan V. - Social Administration in developing countries
6. India International Centre - Social Administration in developing countries.

COURSE - XX

FAMILY & CHILD WELFARE

OBJECTIVES:
This course aims at preparing professional social workers who may have competence in dealing with family and child welfare.

FAMILY & CHILD WELFARE

I. Concept, objectives and scope of family welfare, women welfare, Historical development of services for family. Programmes in the area of family. Family welfare and development services in the area of health, education and employment.


III. Family welfare and its implication for social work practice National policy on children, UNICEF ICDS (Integrated Child development scheme)

IV. Planning, organisation and administration of family & child welfare services, services organized through governmental and non-governmental agencies in India. National and international and international agencies working for family & child welfare.

V. 'Exceptional children. Those with physical, social, emotional and mental handicaps'.

READINGS.

2. Govt. of India, Ministry of Social welfare: Profile of the child in India. Policies. & Programmes (New Delhi).
3. Hartman, Am & Lard : Family centered social work practice
4. Srinivasan K &. Others : Dynamics of population & family welfare (Himalaya Publishing House New Delhi)
5. D. Paul Choudhary - Bal Kalyan Ki Roop Rekha
COURSE - XXI

Candidate has to offer one of the following courses compatible to his choice of course.

A. MEDICAL AND PSYCHIATRIC SOCIAL WORK - II

OBJECTIVES:
   (i) Course III (a): Medical and psychiatric social work is practiced in medical/psychiatric institutions/ among medical and / or psychiatric patients. Students are trained to deal with problems/clients with problems and do appropriate clinical social work either independently or in association with other professionals - psychiatrists, clinical psychologists, physicians, surgeons etc.

1. - Social Work in field of Mental health.
   - Concept of Mental health, factors in mental health.
   - Community mental health.
   - Community psychiatry.

2. - Present Mental health problems and mental health care service in India.

3. - Dynamics of Abnormal behaviour.
   - Classification of abnormal behaviour.
   - Neuroses & Psychoses.
   - Character disorder, Sexual disorder
   - Child and adolescent psychiatric disorder
   - Alcoholism, Drug addiction.

4. - Meaning and scope of psychiatric social work.
   - Development of Psychiatric social work in India and abroad.
   - Psychiatric social work in different settings.
   - Psychotherapy meaning types & Techniques

READINGS
1. Alfred, Dean et. al : The social setting of Mental health.
2. Jum C. Numally, J.R. : Popular conception of Mental health their development and changes.
4. B. Mohan : Social Psychiatry in India

B. Social Work in Correctional Setting II

1.
- Penology - Meaning & Scope
- Development of penological thought - theories of punishment, types of punishment
- Changing pattern of punishment in relation to social, political, judicial & philosophical factor.
- Methods & objectives of correction, prison system in the 19th & 20th centuries, Administration of prison.

II.
- Daily routine of prison: educational, vocational, recreational and health service in prisons.
- Prison labour, change in the concept of labour, wage system, prison security, classification of prisons.

III.
- Special Institution for women, youth and children, mentally deficient and mentally sick - all with reference to Indian practice.
- Scope of case work and group work to prisons & other correctional Institute.

IV.
- Relationship between society in welfare state as a part of the total correctional programme. Judicial system, its objectives, role in correctional and preventive programmes: the important legal provisions and procedure, the role of lawyers, community probation workers and police in judicial administration.

READINGS:
1. The punishment response
2. Orland, Leonard - Prisons - Houses of darkness
3. Gillin, John Lewis - Criminology and penology
4. Bhusan, Vidya - Prison Administration in India
12. Khan, M.Z., 1985 : Work by Jail inmates, New Delhi : Inter - India

C. SOCIAL WORK IN INDUSTRY-II

I PERSONNEL MANAGEMENT
Meaning of personnel management human resource management as a new area of personnel managements, development of personnel managements in India- labour officer, welfare officer, personnel officer and human, recourse development manager, status & role of personnel officer, functions of personnel management - recruitment, selection application glance, psychological test and interviews, performance appraisal meaning and management development, disciplinary procedure communication manpower, planning, grievance handling.

II ORGANISATIONAL BEHAVIOUR
organization meaning and concept; theories of organization- classical theories, characteristics theory, theory and contergency theory , organization as a technical system meaning of organisational behaviour; human relations in industry; different approaches to human relations; human relations in industries; different approaches to human relations- contribution of entro mayo; Renis likert, Duglus Mac-groger; Toristock. Institute and crises analysis; organizational process.
III HUMAN RESOURCE DEVELOPMENT

Concept of human recourse system and human resource development theoretical contribution to the concept to human resources, techniques of HRD qualities of work life, formal system of individual development- training and management development, pollution appraisal and career development, counseling for development; job enrichment & role effectiveness, transactional analysis.

IV INDUSTRIAL PSYCHOLOGY

Planning & scope of industrial psychological; jobs & works & analysis fatigue & monetary, jobs satisfaction. Moral & Efficiency

REFERENCE

1. Baleshwar, Pandey & C.P. Goyal; K Armik; Prabandh Sidhant Avam Byavahar
2. Balsehwar Pandey: Sangathantmak Byawahar
3. Memoria C.B: Personnel Management in India

COURSE - XXII:

DISSERTATION

OBJECTIVES:

Dissertation has manyfold functions: use of research methods; fieldwork (for collection of primary data but which is also complimentary to other prescribed Field work), raganisation, analysis/interpretation and presentation of data in other words excercise in Report Writing.

The students will be induced to select their field of research, topic/problem, library work etc. from the second semester but the process will end in IV semester in the shape of a Report. The dissertation may also be in the form of group project.

COURSE XXIII

FIELD WORK - IV

OBJECTIVES:

The practicum for the special work curriculum is designe to provide a variety of opportunities to develop and enhance skills. Opportunities range from those that aid learning, observation and analysis of the realities and experience participation in social intervention.

Besides, the tasks are so organised as to help the learner acquire beginning skills, enrich those already acquired, and enhance these for complex situations. Gradually, the learner is encouraged to move to being an independent worker.

The Broad objectives are :-

1. To develop skills of working with people such as analysis of social realities, understanding human behaviour, etc.
2. To develop the capacity to integrate theoretical knowledge with practice.
3. To develop appropriate values required for professional practice.

Content :- Concurrent field work for 18 hours a week or two full working days in Community Work.

- Rural/Urban/ Tribal Camp : 2 weeks.
- Concurrent field work 18 hours a week or two working days will be through an agency placement in any area of practice other than community.
COURSE - XXIV: BLOCK PLACEMENT:

FIELD WORK V

OBJECTIVES:

Field Work - V: Block placement is non-supervised or least supervised social work field work by the faculty. However, the supervision by the agency head is there to help the learner. In this module the basic objective is to offer opportunities to the student to become capable of independent social work practice.

This field work –twelve weeks placement has to be done after IVth Semester examination in an agency/institution/department.

COURSE - XXV:

COMPREHENSIVE VIVA - VOCE

OBJECTIVES:

Comprehensive viva-voce is so designed so as to test the overall comprehension, value orientation, Field work experiences etc. of the students through viva-voce tests and field work reports/diaries.