UGC's Centre for Advanced Studies in Social Work
Department of Social Work
University of Lucknow

Master of Social Work

Introduction

The Master of Social Work is a professional two year post graduate degree programme spread over in four semesters. The programme aims at to equip students to work as agents of change from grassroots up to policy level through class room teaching and field work practicum. It is a recognized qualification for professional positions in governmental and non-governmental, sectors. This degree prepares a student with knowledge, skills and aptitude required to work as a human resource manager, welfare officer, professional in development sector, rural and urban welfare and development experts, counsellor, medical officer in hospitals and similar other positions. Besides providing many opportunities in home country post graduate degree holders in social work are qualified to hold responsible positions in international organizations like UN, UNICEF, ILO, WHO etc. and as social work educator in universities and colleges of social work. The programme is strongly committed to create a diverse learning environment in which respect for dignity and worth of all human beings and understanding of diverse conditions are practiced.

Mission

The mission of the programme is to prepare competent man power capable of working as skilled and educated professionals to solve the problems of people in their day to day living and also to make the people learn to satisfy their unmet needs while ensuring ecological balance.

Vision

Through this programme, to stand in the first row of leading Social Work Institutions in the world which may prepare the professionals to find the permanent solutions of human problems in the fast changing and complex societal conditions in the 21st century.

Programme Objectives

a. Impart education, training and employability in professional social work in order to create qualified personnel and provide manpower in development and allied fields through ethical approach, culture-sensitive, eclectic and evidence-based participatory practice at various levels;

b. To help students develop knowledge, skills, attitudes and values appropriate to the practices of social work profession;

c. To stimulate and encourage integration of theory and practice in the fields of social work profession; and

d. To facilitate and provide interdisciplinary collaboration for better understanding of social issues, social problems, issues of social development and needed services.

Programme Outcomes

a. Able to understand education, training and employability in professional social work in order to create qualified personnel and provide manpower in development and allied fields,

b. Able to develop ethical approach, culture-sensitive, eclectic and evidence-based participatory practice at various levels;

c. Able to imbibe the basic and professional knowledge, skills, attitudes, ethics and values appropriate to the practices of social work profession;

d. Able to develop integration of theory and practice in the various fields of social work profession; and

e. Able to develop and improve skills in interdisciplinary collaboration for better understanding of social issues, social problems, issues of social development and needed services.

Programme Specific Outcomes

Professional social workers address contemporary social issues. concerns and challenges and work in the areas such as - local self-governance, rural development, development of scheduled castes and scheduled tribes, welfare of the persons with disabilities (both mental & physical), women and children, care for the aged, sex and child abuse, correctional administration, public health, drug addiction, poverty and unemployment, slum improvement, conflict-resolution, family & marriage counseling, labour welfare, corporate social responsibility, skilled and digital India and the likes. After successful completion of the Master of Social Work programme, students able to develop holistic approach towards the professional knowledge; skilled, empowered and gain insights with excellence in specific areas and also can get employment both in the public and private sector in the country and abroad an opportunity to be self-employed and starting own NGOs.

Programme Description

• **Degree:** Degree means Post Graduate degree.
• **Title of the Degree:** The title of the degree shall be **'Master of Social Work'** abbreviated as MSW.
• **Duration of the Programme:** Duration of the Master of Social Work course shall be of two academic years spread in four semesters.

The programme shall be consist 100 credits over four semesters in two academic sessions including 14 Core Courses (60 Credits) including Social Work Practicum and Research Based Dissertation, 6

Discipline Specific Courses (24 Credits), 2 Generic / Open Elective/ MOOC Courses (8 Credits), 2 Ability/ Skills Enhancement/ Value Added/ MOOC Courses (8 Credits). Each student is required to complete Internship/Block Placement/ Co- Curricular /Extra Curricular and Field Exposer Visit (non-credits) as part of this programme.

Pedagogy of the Programme

During the two years Master of Social Work, lecture cum discussion, brain storming, case study analysis and discussion, interactive/facilitated discussions, class instruction, individual & group conferences (students' seminars), visits, non-credit trainings, orientation programme, extension, field based assignments or experience sharing/field instruction/lectures by guest or visiting faculties and practitioners, exposure tours of information technology in teaching-learning process, skill workshops, opportunity to attend seminar and conferences, career guidance, induction/exit/follow-up meeting etc. will constitute the pedagogy of the course.

In addition, the Department will organize seminars, workshops, cultural programmes, special lectures etc. for the students to develop professional competencies among them.

Admission Procedure: Admission of the students to the **Master of Social Work** Programme will be done University rules.

Eligibility Criteria

Admission to the **Master of Social Work** programme will be open to the applicants having a Bachelor Degree in any discipline from this University or from any other statuary recognized University. The eligibility criteria for admission are as follows -

- Any person with minimum 45% marks in the aggregate of graduation examination or its equivalent examination recognized by University of Lucknow in any discipline shall be eligible to apply for this course,
- Candidates belonging to SC/ST and Persons with Disability categories shall be allowed 5% relaxation in the eligibility requirement, and
- Reservation of seats for various categories shall be as per the State Government/University rules and regulations.

Number of Seats

There are One Hundred Four (104) seats in Master of Social Work Programme. Forty Four (44) seats are in Regular Mode and remaining 60 seats are in Self-Financing Programme. Admission to the Programme will be done through merit once the seat to the regular programme are full, candidates to admitted to SF ProgrammeAt the time of admission, the top 44 selected merit holder candidates will get admission in regular mode and other will get admission in self-financing mode accordingly.

Fee Structure

The fees structure as decided by University will be applicable.

Structure of MSW Programme

Semester	Core Course (CC)	Discipline Specific Course (DSE)	Generic/Open Elective Course (GE/OE) / MOOC	Ability Enhancement/ Skills Enhancement / Value Added Course / MOOC	Non-Credit Internship / Extra / Co-Curricular Activities	Total
1st Semester	04	01	--	01	Excellent/ Good / Fair (to be awarded)	06
2nd Semester	04	01	--	01		06
3rd Semester	03	02	01	--		06
4th Semester	03	02	01	--		06
Total	14	06	02	02		24

Credit Structure of MSW Programme

Semester	Core Course (CC)	Discipline Specific Course (DSE)	Generic/Open Elective Course (GE/OE) / MOOC	Ability Enhancement/ Skills Enhancement / Value Added Course / MOOC	Non-Credit Internship/ Extra / Co-Curricular Activities	Total
1st Semester	16	04	--	04	Excellent/ Good / Fair (to be awarded)	24
2nd Semester	16	04	--	04		24
3rd Semester	12	08	04	--		24
4th Semester	16	08	04	--		28
Total	60	24	08	08		100

Semester Wise Programme Structure

Semester I

Course	Course Code	Title of the Course	Credits	Marks		
				CIA	Theory	Total
Core Course						
CC 101	SWPCPD	Social Work Profession: Concept, Philosophy and Development	04	30	70	100
CC102	SPFSW	Social and Psychological Foundation of Social Work	04	30	70	100
CC 103	SWIC	Social Work Intervention with Communities	04	30	70	100
CC 104	SWP	Social Work Practicum (Orientation, Observational Visits of Agency and Rural Camp or Open Community Visit)	04	30	70	100
Discipline Specific Elective Course (Select any ONE)						
DSEC101 A	HRSJ	Human Rights and Social Justice	04	30	70	100
DSEC 101 A	DD	Dynamics of Development				
Ability Enhancement / Skills Enhancement / Value Added Course / MOOC (Select Any ONE)						
SEEC 101 A	DSPC	Development of Self and Professional Competencies	04	30	70	100
SEEC 101 B	PMMIL	Programme Media and MIL				
MOOC 101 C	MOOC	Approved by Department or University or UGC				

Semester II

Course	Course Code	Title of the Course	Credits	Marks		
				CIA	Theory	Total
Core Course						
CC 201	SWII	Social Work Intervention with Individuals	04	30	70	100
CC 202	SWIG	Social Work Intervention with Groups	04	30	70	100
CC 203	RSW	Research for Social Worker	04	30	70	100
CC 204	SWP	Social Work Practicum - Concurrent Field Work	04	30	70	100
Discipline Specific Elective Course (Select any ONE)						
DSEC 201 A	ECDM	Disaster Management	04	30	70	100
DSEC 201 B	GD	Gender Analysis and Mainstreaming				
Ability Enhancement / Skills Enhancement / Value Added Course / MOOC (Select Any ONE)						
SEEC 201 A	CCS	Counseling and Communication Skills	04	30	70	100
SEEC 201 B	PLE	Public Legal Education				
MOOC 201 C	MOOC	Approved by Department or University or UGC				

Semester III

Course	Course Code	Title of the Course	Credits	Marks		
				CIA	Theory	Total
Core Course						
CC 301	SWASA	Social Welfare Administration and Social Action	04	30	70	100
CC 302	SSW	Statistics in Social Work	04	30	70	100
CC 303	SWP	Social Work Practicum - Concurrent Field Work and Field Exposer Visit	04	30	70	100
Discipline Specific Course (Select any ONE Specialization)						
Human Resource and Industrial Relations						
DSEC 301 A	LWIRTU	Labour Welfare, Industrial Relations and Trade Unionism	04	30	70	100
DSEC 301 B	HRM	Human Resource Management	04	30	70	100
Health Care and Health Management						
DSEC 301 C	MSWEIRH	Medical Social Work and Ethical	04	30	70	100
DSEC 301 D	HDHC	Health, Disease and Health Care	04	30	70	100

		Family Centered Social Work				
DSEC 301 E	SWIFC	Social Work Intervention with Family and Child	04	30	70	100
DSEC 301 F	SWIW	Social Work Intervention with Women	04	30	70	100
		Community Centered Social Work				
DSEC 301 G	RUTC	Rural, Urban and Tribal Community	04	30	70	100
DSEC 301 H	PRCD	Perspectives on Rural Community Development	04	30	70	100
		Criminal Justice Social Work				
DSEC 301 I	FC	Foundation of Criminology	04	30	70	100
DSEC 301 J	CJS	Criminal Justice System	04	30	70	100
		Generic/ Open Elective Course/ MOOC (Select Any ONE)				
GE/OEC 301 A	HSD	Human and Social Development				
GE/OEC 301 B	CSRSE	Corporate Social Responsibility and Social Entrepreneurship	04	30	70	100
MOOC 401 C	MOOC	Approved by Department or University or UGC				

Semester IV

Course	Course Code	Title of the Course	Credits	Marks		
				CIA	**Theory**	**Total**
		Core Course				
CC 401	SWEIRT	Social Policy, Social Planning and Social Inclusion	04	30	70	100
CC 402	SPSPSI	Social Work Practicum- Concurrent Field Work	04	30	70	100
CC 403	SWP	Research Based Dissertation	08	50	150	200
		Discipline Specific Course (Select any ONE Specialization)				
Human Resource and Industrial Relations						
DSEC 401 A	OBOD	Organizational Behaviour and Organizational Development	04	30	70	100
DSEC 401 B	LLSS	Labour Legislation and Social Security	04	30	70	100

Health Care and Health Management						
DSEC 401 C	PSWPD	Psychiatric Social Work and Personality Disorders	04	30	70	100
DSEC 401 D	CPH	Community and Public Health	04	30	70	100
Family Centered Social Work						
DSEC 401 E	SWIY	Social Work Intervention with Youth	04	30	70	100
DSEC 401 F	SWIE	Social Work Intervention with Elderly	04	30	70	100
Community Centered Social Work						
DSEC 401 G	PUPUD	Perspectives on Urban Planning and Urban Development	04	30	70	100
DSEC 401 H	ADTC	Administration and Development of Tribal Community	04	30	70	100
Criminal Justice Social Work						
DSEC 401 I	PCA	Penology and Correctional Administration	04	30	70	100
DSEC 401 J	HRCJS	Human Rights and Criminal Justice System	04	30	70	100
Generic/ Open Elective Course/ MOOC (Select Any ONE)						
GE/OEC 401 A	PNM	Project and NGO Management				
GE/OEC 401 B	RSAW	Research Skills and Academic Writings	04	30	70	100
MOOC 401 C	MOOC	Approved by Department or University or UGC				

Course Details

In the first year i.e. during the first two semesters of Master of Social Work Programme, it shall be mandatory for all students to study eight (8) Core Courses including Social Work Practicum, two (2) Discipline Specific Elective Courses, two (2) Value Added (Ability/Skills Enhancement/MOOC) Elective Courses. Four (4) Core Courses including Social Work Practicum, one (1) Discipline Specific Elective Course and one (1) Value Added (Ability/Skills Enhancement/MOOC) Elective Course shall be taught during the 1st Semester and the remaining shall be taught in the 2nd Semester.

In the second year i.e. during the 3rd and 4th semesters of Master of Social Work Programme, it shall be mandatory for all students to study seven (06) Core Courses including Social Work Practicum and Research Based Dissertation, four (4) Discipline Specific Specialization Based Elective Courses and two (2) Generic (Open/MOOC) Elective Courses. Three (03) Core Courses including Social Work Practicum, two (2) Discipline Specific Specialization Based Elective Courses, one (1) Generic (Open/MOOC)

Elective Course shall be taught during the 3rd Semester and remaining four (04) core courses including Social Work Practicum and Research Based Dissertation, shall be taught during 4th Semester.

In the second year i.e. during the 3rd and 4th semesters of Master of Social Work Programme, it shall be mandatory for all students to opt Discipline Specific Specialization Based Elective Courses.

Social Work Practicum

a. In addition to the theory papers, there shall be Social Work Practicum during each of the four semesters. The contents of Social Work Practicum shall vary from semester to semester, as indicated in the programme structure. Concurrent Field Work Practicum (CFWP) shall be conducted at the social work agency/ organization recognized for such purposes by the training Institution. Concurrent Field Work Practicum shall be conducted during two days (15 clock hours) in a week, for 15 weeks during each semester.

b. During the 3rd and 4th Semesters concurrent field work practicum shall be performed in an agency which is relevant to the Elective Group opted by the student.

c. A weekly individual conference of at least 30 minutes per student, related to field work of each student, shall be conducted by the field work teacher/supervisor. In addition, the supervisor may also conduct group conference twice in a month, of students placed under his/her supervision. The student shall be required to maintain a record of such individual and group conferences. Concurrent Field Work shall be evaluated internally by the assigned Field Work Teacher/Supervisor, during each semester.

d. Independent passing in Social Work Practicum is mandatory for passing each Semester. Those who fail in Social Work Practicum shall be required to repeat and pass Social Work Practicum of that particular Semester, before being promoted to the next Semester.

a. It shall be mandatory for each student to appear for an External Viva Voce in Social Work Practicum in each Semester. Such external viva voce shall be conducted by an external examiner who is appointed by Board of Studies of the Department. A student who fails to appear for the external viva voce shall not be eligible to pass the each Semester.

b. Organizing the evaluation of students after completion of their social work practicum of each semester shall be the responsibility of the Department. As far as social work practicum is concerned, during the each semester, there shall be internal evaluation by Internal Faculty supervisor and External Evaluation and/or viva voce shall be conducted by an external examiner appointed by the Board of Studies of the Department.

c. During each semester, the students should be evaluated using the field work documents and observation and assessment of the Faculty Supervisor, using appropriate evaluation formats. The concerned supervisor is required to certify that the student has completed all the components of the Social Work Practicum.

d. After the faculty supervisor certifies that the student has completed all the components of the Social Work Practicum, the head of the Department shall certify that the student is fit to appear for viva voce.

e. After the evaluation is over, the marks shall be sent to the University by the head of the Department, as per University norms.

f. The documents related to field work and field work evaluation shall be preserved by the institution for period of minimum one year after completion of the course.

Social Work Practicum activities and assessment marks (both internal and external) shall be awarded keeping in view the following break-up –

Semester	Code	Description	Hours	Assessment Marks		
				Internal	External	Total
1st Semester	SWP104	Orientation Programme	10 days x 7.5 hrs. = 75	10	70	100
		Observational Visits of Agencies (Five)	10 days x 7.5 hrs. = 75	10		
		Open Community Visit/ Skill Laboratory Workshop	10 days x 7.5 hrs. = 75 hrs.	10		
		Total	**225 hrs.**	**30**	**70**	
2nd Semester	SWP204	Agency Based Concurrent Fieldwork	15 week x 15 hrs	30	70	100
		Total	**225 hrs.**	**30**	**70**	
3rd Semester	SWP304	Agency Based Concurrent Fieldwork and Field Exposer Visits	**25 days x 7.5 hrs. = 187.5 hrs. and 5 days x 705 hrs. = 37.5 hrs.**	30	70	100
		Total	**225 hrs.**	**30**	**70**	
4th Semester	SWP404	Agency Based Concurrent Fieldwork	15 week x 15 hrs	30	70	100
		Total	**225 hrs.**	**30**	**70**	

Research Based Dissertation

a. In addition to theory courses and Social Work Practicum, each student shall be required to undertake an independent research work and prepare a dissertation based on primary data, during the 4th Semester. The topic of such research dissertation shall be relevant and shall be finalized only after the Department approves the same.

b. Each student shall be supervised in their research dissertation by faculty member from the Department. No faculty member shall be permitted to supervise more than fifteen (15) MSW

students, in their research dissertation, in an academic year. Periodic individual conference, related to research dissertation of each student, shall be conducted by the field work teacher/supervisor. The teacher/supervisor may also conduct group conference, of students placed under his/her supervision.

c. Each student shall be required to take part in Class Room Presentations in the context of research dissertation. Assignments regarding such presentations shall be related to the research methodology and tools of research being developed by the student. The student who fails to take part in such class room presentations shall forfeit the marks earmarked for such activity.

d. Such dissertation shall be based on quantitative or qualitative research methods. However, a mixed-method approach, making use of both quantitative and qualitative data is also permissible. The sample size for quantitative research shall not be less than 50 respondents. Not less than 225 hours shall be spent by the student for such research dissertation. Independent passing in Research Dissertation is mandatory for passing the 4th Semester.

e. It shall be mandatory for each student to appear for an External Viva Voce in Research Dissertation during the 4th Semester. Such external evaluation and viva voce shall be conducted by an external examiner appointed by the Board of Studies of the Department.

Research Dissertation assessment marks (both internal and external) shall be awarded keeping in view the following break-up –

Semester	Code	Basis	Marks	Total Marks
4th Semester	RBD	**Internal**		**200**
		Periodic Individual Conference	15	
		Periodic Group Conference	15	
		Class Room Presentation	20	
		External		
		Dissertation Evaluation	100	
		Dissertation Based Viva Voce	50	

Internship / Block Placement

Internship is mandatory and non-credit one of the important components of social work practicum, wherein after the completion of the required field work, an opportunity is provided to the learner to strengthen his/her skill and knowledge base in his/her area of interest. Internship / Block Placement aims to provide an opportunity to experience day-to-day work in a social work setting. The learner gets involved with direct practice with the client system and with the ongoing management operations of the setting. It also enables learners to integrate learning and generate newer learning by participating in the intervention processes over a period of 4 weeks (one month) continuously, in a specific agency. Internship / Block Fieldwork is provided at the end of the two-year programme, after the end of the examinations of the fourth semester of the post graduate programme. Although it is an optional activity, all students should be encouraged to take up Internship / Block Placement.

The student shall be placed in an agency of their choice, which could be a non-government organization, government organization, social movement, or advocacy group depending upon the students' choice as far as possible, after they complete the 4th Semester.

A student has to start the Internship / Block Placement on the date specified by the Department in the placement letter. Any unreasonable delay in joining Internship / Block Placement or discontinuation will

be treated as misconduct. If a student leaves Internship / Block Placement agency without prior approval of agency and/or Department or if his/her performance is found to be unsatisfactory, then he/she will has to repeat the Internship / Block Placement. However, it shall be obligatory on the part of the department, where the student is pursuing his/her studies, to issue a certificate to those students who successfully complete such Internship / Block Placement to that effect, provided the student produces such internship completion certificate which is issued by the agency.

Schedules for Theory Classes and Social Work Practicum

Per week four days shall be engaged for theory classes and two days for concurrent field work (social work practicum) in all the semesters. Concurrent field work shall be organized on Monday and Tuesday for 1st and 2nd Semesters and Thursday and Friday for 3rd and 4th Semesters. However, these field work days may be changed as per the convenience of the Department i.e. UGC's Centre for Advanced Studies in Social Work, Department of Social Work, University of Lucknow and field work agencies and/or communities. During the theory classes, besides lectures, individual and group conferences (students' seminar) will be held regularly in the Department.

Evaluation Criteria

- The medium of instruction shall be English and/or Hindi and University of Lucknow permits the students to write examination answer books in English or Hindi and no other language subjects.
- Examinations shall be conducted at the completion of all units in each paper of a semester as per the academic/examination calendar notified by the University of Lucknow.
- Each theory paper will be valued for 100 marks, out of which 70 marks will be for end-semester written examinations and 30 marks are for Continuous Internal Assessment (CIA).
- For Continuous Internal Assessment (CIA), the schedule of conduct of written unit test, presentation sessions and/or submission of written assignment will be announced among the students well in advance by each respective faculty member. After completion of internal assessment, the related records including award lists should be submitted in the Department as pers University norms.
- For Social Work Practicum 100 per cent attendance shall be compulsory.

For Continuous Internal Assessment (CIA) in each paper, the following method will be followed:

Continuous Internal Assessment (CIA)		
S. No.	**Components**	**Marks**
1.	Written Unit Test	15 marks
2.	Presentation and Hand Written Submission of Assignment	10 marks
3.	Attendance*	05 marks
	Total	**30 marks**

* Note: As far as the marks of attendance for internal assessment is concerned, below 75% = 0 marks; From 75% to below 85% = 1 mark; From 80% to below 85% = 2 marks; From 85% to below 90% = 3 marks; From 90% to below 95% = 4 marks; and 95% and above = 5 marks shall be awarded.

Core Course –1ˢᵗ Semester

Title of Course	**:**	**Social Work Profession: Concept, Philosophy and Development**
Core Course	**:**	CC101
Course Code	**:**	SWCPD
Level	**:**	1ˢᵗ Semester
Year	**:**	First
Course Objectives	**:**	• To understand the fundamentals of social work, concepts related to social work and its professionalism. • To learn the historical development of professional social work in India, UK and USA. • To familiarize with the skills and roles of a professional social worker along with its methods and approaches in various settings.
Course Outcomes	**:**	• Able to know the nature and development of professional social work in India and abroad. • Able to know the principles, values, ethics, knowledge, attitudes, skills and techniques required by a professional social worker working in different settings. • Able to explore and develop professionalism and the persona of a professional social work practitioner.
Course Content		
Unit 1 **1.1** **1.2** **1.3** **1.4**	**:**	**Introduction to Social Work** Social Work and Related Concepts: Social Work, Social Service, Social Welfare, Social Reform, Social Change, Social Development, Social Justice and Human Rights Social Work: Meaning, Definitions, Objectives and Assumptions Social Work: Principles, Values and Philosophy Social Work and its Relation to Other Social Sciences
Unit 2 **2.1** **2.2** **2.3** **2.4**	**:**	**Historical Development of Professional Social Work** History of Professional Social Work in UK History of Professional Social Work in USA History of Professional Social Work in India Voluntarism and Gandhian Social Work
Unit 3 **3.1** **3.2** **3.3** **3.4**	**:**	**Methods and Approaches to Social Work** Unit of Social Work: Individual, Family, Group, Community and Society Social Work Practice Methods: Direct Methods- Social Casework, Social Group Work, and Community Organization Social Work Practice Methods: Indirect Methods- Social Welfare Administration, Social Work Research, and Social Action Approaches to Social Work Practice: Right Based, Ecological, Integrated and Radical
Unit 4 **4.1** **4.2** **4.3** **4.4**	**:**	**Professional Social Work** Profession, Professionalism and Professionalization: Meaning, Definitions and Characteristics Professional Attributes in Social Work Skills for Social Work Professionals Role and Functions of Professional Social Workers

Unit 5	:	Professional Social Work Practice
5.1		Social Work Intervention Levels: Micro, Meso and Macro
5.2		Social Work Process: Intake, Assessment, Intervention, Evaluation, Termination and Follow up
5.3		Major Associations of Professional Social Work : National- ASSWI, NAPSWI, ISPSW
5.4		Major Associations of Professional Social Work : International- NASW, BASW, IASSW, IFSW

Core Readings:

➢ Bhattacharya, S. (2004). Social work: An integrated approach. New Delhi: Deep & Deep Publications

➢ Brenda Dubois and Kalra. (2002). Social-Work an Empowering Profession, Keogsrud Miley

➢ Desai, Murli, 2006. Ideologies and social Work: Historical and Contemporary analyses, Rawat Publication, New Delhi

➢ Diwakar, V. D. (1991) Social Reform Movement in India, Mumbai: Popular Prakashan

➢ Gold Begg EM (1979). Ends and Means in Social Work, Allen and Unwin, London

➢ Heun, Linda R., Heun, Richard E. (2001) Developing Skills for Human Interaction, London : Charles E. Merrill Co

➢ Joyce, Lishman (1994) Communication in Social Work, New York: Palgrave

➢ Rao, MSA (1979) Social Movements in India, New Delhi : Vol. 1 and 2, Manohar

➢ Reamer & Fredric (2005) Social Work Values and Ethics, New Delhi : Rawat Publication

➢ Singh, D. K. and Bhartiya, A.K. (2010). Social Work: Concept and Methods. Lucknow: New Royal Book Company.

➢ Surendra Singh (Chief Editor) (2012): Encyclopedia of Social work in India. Lucknow: New Royal Book Company.

➢ Friedlander, Walter A. (1977) Concepts and Methods of Social Work, New Delhi: Prentice Hall of India Pvt. Ltd

Additional Readings:

➢ Batra, Nitin (2004) Dynamics of Social Work in India, Jaipur: Raj Publishing House

➢ Compton, B. R. (1980). Introduction to Social Welfare and Social Work. Illinois: The Dorsey Press.

➢ O' Hagan, Kieran, Kingsley, Jessica (2003) Competence in Social Work Practice- A Practical Guide for Professionals, London

➢ Rameshwari, Devi and Ravi Prakash (2000) Social Work Practice, Jaipur: Mangal Deep Publications

➢ Wadia, A. & Hormasji, N. (1968). History and Philosophy of Social Work in India (2nd ed). Bombay: Allied Publishers.

Title of Course	:	**Social and Psychological Foundation of Social Work**
Core Course	:	CC102
Course Code	:	SPFSW
Level	:	1st Semester
Year	:	First
Course Objectives	:	• To understand the society in its totality along with its concept and notions. • To develop an insight into human growth and personality development. • To understand the concept of Social Psychology.
Course Outcomes	:	• Able to know about Society, its complexities, different institutions in it and the phenomena's that keep it going. • Able to decipher the different personality traits and develop an understanding towards it. • Able to understand the different theories of personality and develop the skills to apply the required therapy.
Course Content		
Unit 1 1.1 1.2 1.3	:	**Understanding Sociological Concept** Society, Community, and Social Groups Sociological Concepts: Caste, Class, Social Values, Norms, Culture, and Customs. Major Social Institutions: Family, Marriage and Religion
Unit 2 2.1 2.2 2.3	:	**Basic Notions of Society** Social Process: Concept, Features and Types Social Change: Concept, Theories and Factors Social Control: Concept, Features and Agencies
Unit 3 3.1 3.2 3.3 3.4	:	**Human Behavior and Personality** Human Behavior: Concept, Determinants and Types Concept of: Stress, Frustration and Conflict, Coping and Defense Mechanism Personality Development: Concept, Definition, Types and Determinants Rumors and Social Affects, Prejudices, Biases and Stereotypes
Unit 4 4.1 4.2 4.3 4.4	:	**Orientation of Social Psychology** Learning and Motivation: Concept and Theories Emotions and Cognitive Development Leadership: Concept and Types Attitude and Perception: Concept and Significance
Unit 5 5.1 5.2 5.3	:	**Theories and Therapeutic Approaches** Psychoanalytical Theory of Sigmund Freud, Eric Erikson's Theory of Psycho–Social Development Humanistic Theory of Personality: Roger and Maslow Behavioral Theories of Personality: Miller and Bandura

Core Readings:

➢ Ahuja, H. L. (2016). Macro Economics: Theory and Policy. Agra: S. Chand Publication

➢ Ahuja, H. L. (2016). Principle of Macro Economics. Agra: S. Chand Publication

➢ Ahuja, Ram (1997) Social Problem in India Jaipur: Rawat Publishers,

- Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi : Commonwealth Publishers
- Bhusan, Vidya & Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad : Kitab Mahal
- Clifford, Morgen and King, Richard (1975) Introduction to Psychology, New York : McGraw Hill Inc.
- Colman, James C. & Broen William E. (1972) Abnormal Psychology and Modern life, India: D. B. Taraporevala Sons.
- Dacey & Travers (1996). Human development: Across the lifespan. McGraw Hill
- Gandhi P. Jagadish (1982) Indian Economy – Some Issues, Institute of Social Sciences and Research, Vellore
- Gauba, O. P. (2000). An Introduction to Political Theory. Delhi: Macmillan
- Ghosh and Ghosh (2014). Public Finance. New Delhi: Prentice Hall
- Heywood, A. (2004). Political Theory- An Introduction. NY: Palgrave Macmillan
- Hurlock, E.B. : Developmental Psychology, A Life Span Approach (Tata McGraw-Hill, New Delhi, 1977)
- Hurlock, Elizabeth (1976) Personality Development, New Delhi: Tata McGraw Hill Publishing Co. Ltd.
- Jhingon, M. L. (2016). Macro Economics Theory. Delhi: Vrinda Publication.
- Jhingon, M. L. (2016). Micro Economics. Delhi: Vrinda Publication.
- Kapoor, A. C. (2009). Principles of Political Science. Delhi: S. Chand Publication.
- Koutsoyiannis, A., (1978) Modern Micro Economics. Palgrave
- Masgrav and Masgrav. (1989). Public Finance in Theory and Practice. US: McGraw Hill
- McConnel, James V., Understanding Human Behaviour, Holt Rinehart and Winston
- Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi: Sage Publication
- Morgan. K., Weisz. & Schopler. (1993). Introduction to psychology. New York: Tata McGraw Hill
- Norlin, J., Chess. W, Dale, O & Smith, R. (2003). Human behavior and the social environment: social systems theory (4th Ed). Boston: Allyn Bacon
- Sherif, Muzafer and Sherif, Carolyn W. (1969) Social Psychology, New York: Harper and Row
- Singh, S. K. (1982). Public Finance in Theory and Practice. Delhi: S. Chand Publication.
- Singh, Yogendra (1997) Social Stratification & Change in India, New Delhi: Manohar Publication
- Srinivas, M.N. (1991) Indian Social Structure. New Delhi: Hindustan Publishing House.

Additional Readings:

➢ Adinarayan, S. P. (1964) Social Psychology, New Delhi: Allied Publishers Pvt. Ltd.

➢ Crawford, K. (2004). Social Work and Human Development: Transforming Social Work Practice. Exeter: Learning Matters

➢ D'souza, Anthony & D'souza, Alfred (1974) Population Growth and Human Development, New

➢ Delhi : Indian Social Institute

➢ Flippo, Osella and Katy, Gardner (2003) Contraventions to Indian Sociology, Migration Modernity and Social Transformation in South Asia, New Delhi : Sage Publication

➢ Gandhi P. Jagadish (1982) Indian Economy – some issues, Institute of Social Sciences and Research, Vellore

➢ Hall, C.S. and Lindzey, G. : Theories of Personality (Wiley New York,1978)

➢ Kuppuswamy, B. : Introduction to Social Psychology (Asia Pub. House, Bombay,1961)

➢ Madan, G.R. 2002 (revised edition) Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd

➢ Mahajan, G. (Ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press.

➢ Mangal, S.K. (1990) Psychology – An Introduction to Human Behaviour, Sterling Pub.Pvt.Ltd.

➢ Maslow, A. (1943). A Theory of Human Motivation. New York: Harper & Row Publication

➢ Morgen and King (1975) General Psychology, New Delhi : Tata McGraw Hill

➢ Murray H.A.(1938) Exploration in personality. N.Y. Oxford University Press

➢ Sarrasson & Sarasson (1996) Abnormal Psychology, New Delhi : Prentice Hall

Title of Paper	:	Social Work Intervention with Community
Core Course	:	CC 103
Course Code		SWIC
Year	:	First
Level	:	1st Semester
Learner's Objectives	:	• Developing an insight of community and its dynamics. • Knowing about the practice, tools and techniques applied in community work. • Understanding the essential skills and role of community work with different groups.
Course Outcomes		• Able to understand the notions and dynamics of the community. • Able to know the essential skills and role of community work with different groups. • Develop the skills about the practice, tools and techniques applied in community work.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	:	**Understanding of Community** Community: Concept, Meaning, Characteristics, and Elements Types of Community: Urban, Rural and Tribal Community Community Dynamics: Caste, Class, Religion, Cooperation and Conflict Community Power Structure: Major Power Structures in Community
Unit 2 2.1 2.2 2.3 2.4	:	**Practice of Community Organization** Community Organization: Concept, Need, Features and Process Goals and Models of Community Organization Community Organization: Strategies and Principles Approaches to Community Organization: Welfare Approach and Development Approach
Unit 3 3.1 3.2 3.3 3.4	:	**People's Participation in Community Organization** People's Participation: Concept, Objectives, Principles, Methods, Process and Challenges Roles, Functions and Limitations of Community Worker Various approaches to enlist to people's participation in community organization. Various Tools/Techniques for people's participation: PLA, RRA/PRA, and SARAR
Unit 4 4.1 4.2 4.3 4.4	:	**Working with Community** Basic Steps for community work: Need Identification, Resource Assessment, Action Plan, Mobilization, participation, monitoring and evaluation. Community Work with Women, Marginalized Groups, Weaker and vulnerable Sections, Minorities and Tribes Community Leadership: Formal and Informal Community Development: Concept, Definition and inter-relationship between Community Development and Community Organization.
Unit 5 5.1 5.2 5.3 5.4	:	**Management of Community Conflict** Community Conflict: Meaning, Nature, Severity, Causes and Consequences Role and Continuation of Different Power Groups in Community Conflict and Factionalism Conflict Management Process: Steps, Strategies and Approaches Community Organizer's Role for an Empowered Community

Core Readings:

➢ Cox Fred (1987), Community Organization, Michigan: F.E. Peacock Publishers

➢ Gangrade K. D. (1971). Community Organization in India. Bombay: Popular Prakashan

➢ Gangrade, K.D (1971) Community Organization in India, Mumbai: popular Prakashan.

➢ Hardcastle, David A., Stanley Wenocur, & Patricia Powers (1996). Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press

➢ Ledwith, M. (2005). Community Development a Critical Approach. New Delhi: Rawat Publications

➢ Ross, M. G. (1967). Community Organizations: Theory, Principles, and Practice. New York: Harper and Row Publishers

➢ Siddique, H. Y. (1997). Working with Communities – Introduction to community work. New Delhi: Hira Publications

➢ Somesh Kumar (2002) Methods for Community Participation: A Complete Guide for practitioners, New Delhi: Sage Publication (Vistaar)

➢ Yadav C.P. (2007). Encyclopedia of Social Work and Community Organization. New Delhi: Anmol Publications Pvt.

➢ Patil, A. R. (2013). Community Organization and Development. Delhi: PHI

➢ Singh, G. (2013). Samudayeek Sangthan (Hindi). Lucknow: Rapid Book Service.

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Additional Readings

➢ B. Clinard. Marshal (1957). Slums and Community Development. New York: The Free Press
➢ Boraian, M. P. (2008). Community development: An Outreach Approach. New Delhi: Anmol Publications
➢ Clarke, Stephen J.G. (2000). Social work as Community Development: a Management Model for Social Change. England: Aldershot
➢ Dunham Arthur (1962) Community Welfare Organization: Principles and Practice, New York : Thomas Crowell
➢ Ramachandran, P. (1996). Towards an Understanding of People's Movements: History from Below. Institute for Community Organization Research
➢ Sanoff, Henry (2000) Community Participation Methods in Design and Planning, London : John Wiley and Sons
➢ Siddiqui, H. Y. (1984). Social work and social action. New Delhi: Harnam Publications.

Title of Paper	:	Social Work Practicum
Core Course	:	CC 104
Course Code	:	SWP 1
Year	:	First
Level	:	1st Semester
Learner's Objectives	:	• To understand the importance of Orientation Programme in the field of professional discipline. • To know the importance of social work practicum in the social work profession • Developing the knowledge about the basics of field work and its documentation.
Course Outcomes		• Able to understand the importance of Orientation Programme in the field of professional discipline. • Table to know the importance of social work practicum in the social work profession. • Develop the knowledge about the basics of field work and its documentation.
Course Contents		
		Orientation Programme
		Observational Visits of Agencies (Five)
		Open Community Visit/ Skill Laboratory Workshop

Core Readings:

➢ Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.

➢ CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton

➢ Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York

➢ Madhukar Indira (2000) Guidance and Counselling, New Delhi: Authors Press

➢ Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row

➢ Singh, R. R. (1985). Field Work in Social Work Education. New Delhi: Printway India

➢ Subedar, I. S. (2001), Field Work Trinning in Social Work. New Delhi: Rawat Publication.

➢ Sudha Datar, et al. (2010). Skill Training for Social Workers: A Manual. New Delhi: Sage.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company

Additional Readings:
➢ Delhi School Of Social Work ed. (1957) Field Work Supervision – Report of Seminar, New Delhi: Delhi School of Social Work

➢ Government of India (1987) Encyclopedia in Social Work, New Delhi: Publication Division (Social Welfare Ministry).

➢ Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication

➢ Kumar, S. (2002).Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.

➢ Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd

➢ O'Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London

➢ Patri Vasantha (2001) Counselling Psychology, New Delhi : Authors Press

➢ Singh, R.R.ed. (1985) Field Work in Social Work Education, New Delhi : Concept Publishing Company.

Discipline Specific Elective Course – 1st Semester

Title of Course	:	**Human Rights and Social Justice**
DSE Course	:	DSEC101A
Course Code	:	HRSJ
Level	:	1st Semester
Year	:	First
Course Objectives	:	• To understand human rights and identify the inequalities existing in the society with special reference to the Indian context. • To understand the different theories of human rights. • To learn the concept of Social Justice and the vulnerable sections affected by it.
Course Outcomes	:	• Understand a clear insight of the human rights philosophy and provisions at the national and inter-national level. • Able to know the importance social justice as a core value of social work profession and also the injustices existing in society and measures to mete it. • Able to analyze the inequalities and mal treatment of people at the minutest level in society.
Course Content		
Unit 1 **1.1** **1.2** **1.3** **1.4**	:	**Introduction to Human Rights** Human Rights: Concept, Sources and Classification (Natural, Moral and Legal) Basic Concept: Values, Dignity, Liberty, Equality, Justice, Unity & Diversity, Inherent, Inalienable, Universal and Individual First and Second Generations of Human Rights Third and Fourth Generations of Human Rights
Unit 2 **2.1** **2.2** **2.3** **2.4**	:	**History and Philosophy of Human Rights** Human Rights History: International Perspective Human Right Movements in India: National Freedom Movement, Dalit and Women's Movements Theory and Philosophy of Human Rights: Natural Right Theory, Liberal and Positivist Theory and Marxist Theory.
Unit 3 **3.1** **3.2** **3.3** **3.4**	:	**Human Rights in India** Constitutional Provisions and Laws related to Human Rights National and State Human Rights Commission: Structure and functions Violation of Human Rights: Social, Political and Economic Dimensions Factors of and Consequences for Violation of Human Rights
Unit 4 **4.1** **4.2** **4.3** **4.4**	:	**Understanding Social Justice** Social Justice: Concept, Meaning, Definition and Features Approaches and Philosophy of Social Justice Constitutional and Legal Provisions for social justice Role and Functions of Civil Society Organization for Social Justice
Unit 5 **5.1** **5.2**	:	**Social Justice Provisions** Social Justice for Vulnerable Sections: Minority and SC/ST Social Justice for Vulnerable Sections: Slum Dwellers and Indigenous

5.3		Population Schemes for Social Justice and Empowerment

Core Readings:

- Alcock, P., A. Erskine and M. May (eds.). (1998). The Student's Companion to Social Policy. Oxford: Blackwell/ Social Policy Association

- Baxi, U. (2002), The Future of Human Rights. Oxford University press, New Delhi

- Borgohain, B. (1999), Human Rights – Social Justice and Political Challenges. Kanishka Publishers, New Delhi

- Desrochers, J. (1987), India's Search for Development and Social Justice: Analysis of Indian Society, The Development Debate. CSA Publications, Bangalore

- Gangrade, K.D.1008. Social Legislation in India Vol. 1 & 2, Concept Publishing Co. New Delhi.

- Iyer, Krishna V.K.2007. Social Justice; Sunset or Dawn. Eastern Book Company, Lucknow,

- Kothari S. & Sethi H (Ed) 2001. Rethinking Human Rights, Lokayan.

- Lyer V.R.K. (1980). Some Half-Hidden Aspects of Indian Social Justice, Eastern Book Co., Lucknow.

- Lyer V.R.K. 2011. Justice in Words and Justice in Deed for Depressed Classes, Indian Social Institution, New Delhi.

- Mahajan, G. (ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press

- Naseema, C. (2002), Human Rights Education: Conceptual and Pedagogical aspects. Kanishka Publishing House, New Delhi

- Nirmal, C.J. (1999) Human Rights in India – Historical, Social and Political Perspectives. Oxford University Press, Delhi

- Rehman, K. (2002), Human Rights and the Deprived. Commonwealth publishers, New Delhi

- Subramaniam, S (2007) Human Rights- International Challenges, Manes Publications, New Delhi.

- Waghmare, B,S, (2001), Human Rights – Problems and Prospects. Kalinga Publications, Delhi.

Additional Readings:

- Hallen G.C. 2007 Dynamics of Social Security, Rastogi Publication: Meerut.
- Hughes, G. and G. Lewis (eds.). (1998). Unsettling Welfare: The Reconstruction of Social Policy. Routledge, London
- Hungama For Change. (2012). The Hungama Survey Report– 2011. Naandi: Hyderabad
- Ife, J. (2001), Human Rights and Social Work: Towards Rights-based Practice. Cambridge University Press, UK

Title of Course	:	**Dynamics of Development**
DSE Course	:	DSEC101B
Course Code	:	DD
Level	:	1st Semester
Year	:	First
Course Objectives	:	• To familiarize with the concept of development and its related concepts • To understand the various components of economic, social and political development. • To understand development in the global context
Course Outcomes	:	• Learn the features of development and underdevelopment. • Able to critically analyze development in the different spheres – economic, social, political and global • Get a better understanding of the interdependence of different nations on each other for development.
Course Content		
Unit 1 1.1 1.2 1.3	:	**Introduction to Development** Development: Concept, Characteristics, Objectives and Types, Elements and Dimensions, Difference Between Development, Growth and Progress. Underdevelopment: Meaning, Concept and Characteristics, Factors and Challenges of Underdevelopment. Developed and Developing Societies: Meaning and Characteristics.
Unit 2 2.1 2.2 2.3	:	**Economic Development** Economic Development: Concept, Meaning, Objectives, Determinants and Indicators. Theories of Indian Economic Development: Evolutionary Theory, Modernization Theory, Dependency Theory Models of Indian Economic Development: Gandhian Economic Model, Human Capital Model and Political Economy of Development.
Unit 3 3.1 3.2 3.3	:	**Social Development** Social Development: Concept, Meaning, Objectives, Indicators, and MDGs and SDGs Social Development: Models, Strategies and Relation to Social Work Social Exclusion and Inclusive Development Role of State, Civil Society and Social Worker in Social Development.
Unit 4 4.1 4.2 4.3	:	**Political Development** Political Development: Meaning, Concept, Features; Political Decay, Political Instability Relationship Between Socio-economic and Political Development Role of Civil Society in Political Development
Unit 5 5.1 5.2 5.3	:	**Global Development** Global Development: Meaning, Concept and Significance Promoters and Barriers to Globalization Models of Global Development: Liberalization, Privatization and Globalization

Core Readings:

- Ahuja, H. L. (2016). Macro Economics: Theory and Policy. Agra: S. Chand Publication
- Ahuja, H. L. (2016). Principle of Macro Economics. Agra: S. Chand Publication
- Ahuja, Ram (1997) Social Problem in India Jaipur: Rawat Publishers,
- Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi : Commonwealth Publishers
- Bhusan, Vidya & Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad : Kitab Mahal
- Gandhi P. Jagadish (1982) Indian Economy – Some Issues, Institute of Social Sciences and Research, Vellore
- Gauba, O. P. (2000). An Introduction to Political Theory. Delhi: Macmillan
- Ghosh and Ghosh (2014). Public Finance. New Delhi: Prentice Hall
- Heywood, A. (2004). Political Theory- An Introduction. NY: Palgrave Macmillan
- Jhingon, M. L. (2016). Macro Economics Theory. Delhi: Vrinda Publication.
- Jhingon, M. L. (2016). Micro Economics. Delhi: Vrinda Publication.
- Kapoor, A. C. (2009). Principles of Political Science. Delhi: S. Chand Publication.
- Koutsoyiannis, A., (1978) Modern Micro Economics. Palgrave
- Masgrav and Masgrav. (1989). Public Finance in Theory and Practice. US: McGraw Hill
- Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi: Sage Publication
- Singh, S. K. (1982). Public Finance in Theory and Practice. Delhi: S. Chand Publication.
- Singh, Yogendra (1997) Social Stratification & Change in India, New Delhi: Manohar Publication
- Srinivas, M.N. (1991) Indian Social Structure. New Delhi: Hindustan Publishing House.

Additional Readings:
- Flippo, Osella and Katy, Gardner (2003) Contraventions to Indian Sociology, Migration Modernity and Social Transformation in South Asia, New Delhi : Sage Publication
- Gandhi P. Jagadish (1982) Indian Economy – Some Issues, Institute of Social Sciences and Research, Vellore
- Mahajan, G. (Ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press

Skills Enhancement /Open Elective Course –1st Semester

Title of Course	:	**Development of Self and Professional Competencies**
SEE Course	:	SEEC 101A
Course Code	:	DSPC
Level	:	1st Semester
Year	:	First
Course Objectives	:	• Develop an insight of self, factors affecting its development and significance of self. • Knowing the various attributes of a professional personality and personality assessment techniques. • Understanding professional knowledge, capacity building and team building as competencies of professional social work practice.
Course Outcomes	:	• Able to get a clear view of the self and the factors responsible in building it. • Develop the professional practices and skills. • Able to apply the professional competencies of social work in the field of practice.
Course Content		
Unit 1	:	**Understanding Self**
1.1	:	Meaning and Concept of Self, Self Esteem, Self-Image and Self-Acceptance, Significance of Understanding Self.
1.2	:	Factors Affecting Self: Attitudes, Values, Experiences and Reactions of Self to Various Life Situations: Achievements, Frustrations, Failures, Crisis.
1.3	:	Achievement Orientation and Striving Behaviour, Understanding one's own Emotions and Self-Defeating Behavior
Unit 2	:	**Self-Development and Attitude**
2.1	:	Self-Development: Concept and Need, Differences between Real Self and Ideal Self, and Self as 'being' and 'becoming', Setting Goals for Self-Development
2.2	:	Distinguishing the Personal and the Professional Self, Understanding and Internalization of Professional Values and Value Conflicts.
2.3	:	Attitudes: Honesty and Integrity, Sense of Responsibility and Commitment, Punctuality, Acceptance of Self and Others, Sensitivity and Respect, Life Long Learning.
Unit 3	:	**Techniques and Attributes of Professional Personality**
3.1	:	Transactional Analysis and SWOT Analysis
3.2	:	Johari Window, Mirror Reflection Techniques, Six Thinking Hats Technique
3.3	:	Qualities and Traits: Ethical Values and Decision Making, Appropriate Professional
	:	Habits, Self-Control and Professional Behavior, Multi-Tasking Abilities
Unit 4	:	**Professional Knowledge and Skills**
4.1	:	Professional Knowledge Relevant to Practice: Creativity, Priority Setting and Time Management
4.2	:	Public Speaking: Planning, Preparation and Presentation; Professional Ethics and Ethical Practices
4.3	:	Stress and Burnout in Professional Practice: Causes and Impact of Stress, Stress management, Techniques for coping with Stress and Preventing Burnout
4.4	:	Skills for Effective Interpersonal Relationships: Listening, Observation, Use of Appropriate Language, Facilitation, Responding, Written Communication Skills
Unit 5	:	**Professional Competencies**
5.1	:	Capacity Building: Concept, Process, Importance, Adult Learner and Principles of Adult Learning
5.2	:	Team Building: Concept, Meaning, Process, Significance, Role of Effective Team

5.3	:	Building. Training: Concept, Methods, Need Assessment, Setting Objectives and Designing Training Content, Training Cycles, Training Methodologies, Tools and Techniques, Qualities of Trainer, Evaluation of Training
5.4	:	Documentation: Concept, Types, Process and Importance, Writing for Publication, Types of Administrative Reports.

Core Readings:

➢ Aswathappa, K. (2001). Human Resource & Personal Management (Text & Cases). New Delhi: Tata McGraw Hill

➢ Beckett, C. (2002). Human Growth and Development. New Delhi: Sage Publication

➢ Crawford, Karen and Janet Walker. (2010). Social Work and Human Development, UK: Learning Matters Pvt Ltd. (3rd Edition)

➢ Davis, Martin (Ed.) (2002) Companion to Social Work, USA: Blackwell Publishers Ltd.

➢ Heun, Linda R., Heun, Richard E. (2001) Developing Skills for Human Interaction, London : Charles E. Merrill Co

➢ Hurlock, Elizabeth (1976) Personality Development, New Delhi :Tata McGraw Hill Publishing Co. Ltd

➢ O'Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London

➢ Parth Sarathi. (2002). Planning, Auditing and Developing Human Resources. New Delhi: Manak Publications.

➢ Reamer & Fredric (2005) Social Work Values and Ethics, New Delhi: Rawat Publication

Additional Readings:

➢ Butin, D. (2010). Service-learning in theory and practice. USA: Palgrave Macmillan

➢ Hogan, R., Johnson, J. & Briggs S. (1997). Handbook of Personality Psychology. San Diego: Academic Press

➢ Mangal, S. K. (2007). General Psychology, New Delhi: Sterling Publisher Pvt. Ltd

➢ Michael, B. Hunsaker, F.G. & Dawson E.J. (1994). Human Communication (3rd ed). New Delhi: Sage

➢ Pervin, L.A. John, O.P. (ed.) (1999). Handbook of Personality: Theory and Research New York: The Guilford Press

➢ Philip Priestley, Jasmes McGuire (1983) Learning to Help, London : Tavistock Publication Ltd

➢ Sehgal, Seema (2006) Handbook on Competency Mapping, New Delhi : Sage Publications

Title of Course	:	**Programme Media and MIL**
SEE Course	:	SEEC 101 B
Course Code	:	PMMIL
Level	:	1st Semester
Year	:	First
Course Objectives	:	• To understand the concept of programme media and its importance in social work practice. • To understand various types of programme media and their use in the realm of social work practice. • To understand competencies required by social workers for addressing social issues using media and information literacy.
Course Outcomes	:	• Able to understand the concept of programme media and its significance in social work practice. • Able to effectively use programme media in social work practice. • Able to understand how knowledge of media and information literacy is helpful for social workers for critically attending social issues.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	:	**Basics of Programme Media** Programme Media: Meaning, Concept and Purpose. Programme Media: Characteristics and Significance in Social Work. Uses of Programme Media. Scope of Programme Media.
Unit 2 2.1 2.2 2.3 2.4	:	**Types of Programme Media** Types of Programme Media: Advertisement, Flip Chart, Flash Cards, Art and Craft. Types of Programme Media: Group Discussion, Talks, Interactive Games, Theatre and Drama, Mime, Singing, Story-Telling Application of Program Media in Various Settings. Programme Media: Role in Creating Propaganda and Public Opinion.
Unit 3 3.1 3.2 3.3 3.4	:	**Essentials of Programme Media** People-Centred Approach to Programme Media. People/Target Group Participation in Social Work Programme. Basic Principles of Programme Media. Role of Social Worker: Planning Programme Media Activities.
Unit 4 4.1 4.2 4.3 4.4	:	**Skills for Programme Media** Self-Awareness Organizing Planning Listening
Unit 5 5.1 5.2 5.3 5.4	:	**Media and Information Literacy** Media: Concept, Components and Importance. Information and Digital Literacy: Concept, Components and Importance. Forms of Media, Information and Digital Literacy: Print & Audio–visual. Similarities, Differences and Inter-linkage between Media, Information Literacy and Digital Literacy.

Core Readings:

- Brown, A. 1994, Group Work, 3rd ed., Ashgate publishing limited, England. Cortright,
- Chen, hueyTsyh (20050, Practical Programme Evaluation- Assessing and Improving
- Gulley, Halbert E. 1972, Discussion, Conference and group process, 2nd ed., Amerind Publishing Co. Pvt. Ltd., New Delhi
- Phillips, Helen U. 1962 Essentials of group work skills, Association press, New York.
- Planning, Implementation and effectiveness, Sage Publication, California
- R. & Hinds, G. 1959, Creative Discussion, TheMacmillian Company, New York.
- Trecker, Harleigh B. 1970, Social Group Work- Principles and practices, Association Press, New York.
- Wholey Joseph S.,Hartry, Harry P.,and New comer Kathryn E (2004), Hand Book of Practical Programme evaluation, 2nd edn., Jossey- Bass , A Wiley Imprint
- Wilson, G. & Ryland, G. 1949, Social Group Work Practice, Houghton Mifflin Company, The Riberside Press Cambridge.

Additional Readings:

- http://unesco.mil-for-teachers.unaoc.org/modules/module-1/unit-3/
- Barker, A. (2010), Improve your communication skills, The Sunday Times, Second Edition.
- Lata, P., Kumar, S. (2010), Communicate to Conquer, PHI Learning Private Ltd. New Delhi.
- Nalini Vittal : Communication for Rural Development in India: some facts, Hyderabad HIRD.
- Schram willur : Mass communication Urban. (A university of illness press)
- Tunitall. J (ED): Media Sociology: Reader London constable.
- Singh K.N & Singh S.N –Effective communication media for Rural Audiences (Bombay: Dharmmal Morarji Chemical C0.Ltd.,)
- Developing Communication Skills, Krishna Mohan Meera Banerji, Birla Institute of Technology and Science, Pilani, 1990.
- Rayudu C.S., Communication, Himalaya Publishing House, Mumbai.
- Singh U.K. Sudarasan K.N., Broadcasting Education, Discovery Publishing House, New Delhi.

Core Course – 2nd Semester

Title of Paper	:	Social Work Intervention with Individuals
Core Course	:	CC 201
Course Code		SWII
Year	:	First
Level	:	2nd Semester
Learner's Objectives	:	• Developing in-depth knowledge of social case work and its application to filed. • Understanding various approaches to social case work. • Developing the social case work skills to be applied in different settings.
Learner's Outcomes		• Able to develop in-depth knowledge of social case work and its application to filed. • Able to understanding various approaches to social case work. • Able to know the social case work skills to be applied in different settings.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Understanding Social Casework** Historical Development of Social Casework as a Method of Social Work. Social Casework: Meaning, Definition and Objectives. Social Casework: Assumptions, Values and Scope. Social Casework Concepts: Need, Social Environment, Person in Environment, Social Functioning, Social Role, Adjustment and Adaptation.
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Principles and Process of Social Casework** Social Casework: Client-Worker Relationship. Social Casework: Generic and Specific Principles Social Casework Components: The Person, The Problem, The Place and The Process. Social Casework Process: Intake, Study, Diagnosis, Treatment, Termination, Evaluation and Follow-up.
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Therapeutic Approaches to Social Casework** Schools of Social Casework: Diagnostic and Functional. Social Casework Approaches: Psycho-Social, Psycho-Analysis, Problem Solving. Eclectic, Crisis and Family Intervention Approaches to Social Casework. Rational Emotive Therapy and Task Centered Approach in Social Casework.
Unit 4 4.1 4.2 4.3 4.4	: : : : : 	**Tools and Techniques of Social Casework** Tools of Social Casework: Use of Self, Use of Authority, Use of relationship, Use of Interaction and Programme Planning and Development. Techniques of Social Casework: Interviewing, Clarification, Reality Perception, Counseling, Ego Strengthening and Insight Development Techniques of Social Casework: Re-assurance, Psychotherapy, Resource Mobilization, Psycho-Drama, Techniques of Social Casework: Environmental Manipulation, Behavior Modification, Communication, Home Visit and Referrals
Unit 5 5.1 5.2 5.3 5.4	: : : : :	**Skills and Practice of Social Casework** Skills of Social Casework: Introducing, Listening, Speaking, Observation and Expression of Attitude. Role of Professional Social Caseworker. Recording and Evaluation in Social Casework: Meaning, Definition, Nature and Types. Social Casework Intervention with Different Clients/Service Users.

Core Readings:

➤ Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.

➤ Fisher, J.(1978), Effective Casework Practice: an Eclectic Approach, New York: McGraw Hill

➤ Fuster, J.M. (2005). Personal Counselling, Better Yourself Books, Mumbai, Eleventh Edition.

➤ Hamilton, Gordon (2013) The Theory and Practice of Social Case Work, Rawat Publication, New Delhi

➤ Keats, Daphne (2002) Interviewing – A Practical Guide for Students and Professionals, New Delhi: Viva Books Pvt.Ltd

➤ Pearlman, H H. (1957). Social case work: a Problem Solving Process. Chicago: University of Chicago.

➤ Rameshwari Devi, Ravi Prakash (2004) Social Work Methods, Practics and Perspectives (Models of Casework Practice), Vol. II, Ch.3, Jaipur: Mangal Deep Publication

➤ Richmond, Mary (1970) Social Diagnosis, New York: Free Press

➤ Sainsbury, Eric. (1970). Social diagnosis in casework. London: Routledge & Kegan Paul.

➤ Timms, Noel. (1964). Case work: principles and practices. London: Routledge & Kegan Paul.

➤ Upadhayay, R K. (2003). Social Case Work: A therapeutic approach.Jaipur: Rawat Publications

Additional Readings:

➤ Dean, H., & Hepworth, R. H. (2010). Theory and skills in social work. New Delhi: Cengage Learning India Private limited

➤ Francis Joseph Turner (2011) Social work treatment: Interlocking Theoretical Approaches

➤ Garret, A (1949) Interviewing: Principles and Methods, New York, family Service Association of America

➤ Hamilton, G. (1946). Principles of social case recording. New York Columbia: University Press

➤ Kadushin, Alfred. (1990). The Social Work Interview. New York: Columbia University Press.

➤ Keats, Daphne (2002). Interviewing – a practical guide for students and professionals. New Delhi: Viva Books Pvt. Ltd.

➤ Mathew, Grace (1992) An Introduction to Social Case Work, TISS, Mumbai

➤ O' Hagan, Kieran, Kingsley, Jessica (2003) Competence in Social Work Practice- A Practical Guide for Professionals, London

➤ Schubert, M. (1982), Interviewing in Social Work Practice: an Introduction, CSWE

➤ Shulman, Lawrence. (1993). Interactional supervision. NASW Press.

➤ Thompson, Neil (2006 2nd Ed.) People Skills, New York: Palgrave Macmillan

Title of Paper	:	Social Work Intervention with Group
Core Course	:	CC 202
Course Code		SWIG
Year	:	First
Level	:	2nd Semester
Learner's Objectives	:	• To familiarizing with basics of Social Group Work, group formation and dynamics. • To understanding the practical base of group work practice in various settings. • To understanding communities; leadership, role and responsibilities of a leader in group work.
Learner's Ooutcomes		• Able to familiarizing with basics of Social Group Work, group formation and dynamics. • Able to understanding the practical base of group work practice in various settings. • Able to know communities; leadership, role and responsibilities of a leader in group work.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : :	**Understanding Group and Social Group Work** Group: Meaning, Definitions, Characteristics, Types and Functions Social Group Work: Meaning, Definition, Objectives and Principles Types of Groups in Social Group Work: Open and Closed, Therapeutic, Task Oriented, Developmental Social Group Work Models: Remedial, Social Goal and Reciprocal
Unit 2 2.1 2.2 2.3 2.4	: : :	**Approaches, Skills, Process and Group Dynamics** Approaches in Group work: Group Therapy, Gestalt Therapy, and Transactional Analysis. Skills and Techniques for Group Worker Group Work Process and Steps: Forming, Storming, Norming, Performing, Adjourning Group Dynamics: Group Conflict & Confrontation, Group Behavior
Unit 3 3.1 3.2 3.3 3.4	: : : :	**Group Work in Practice** Programme Planning in Group Work: Meaning, Definition, Component, Process. Group Work Recording: Meaning, Objectives, Types, Process and Techniques. Group Work Monitoring and Evaluation: Meaning, Objectives and Methods. Roles and Responsibilities of Group Worker.
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Leadership and Communication in Group Work** Leadership: Concept, Meaning, Definitions, Characteristics and Types Theories of Leadership Leadership in Group Work Communication and Decision Making in Group work.
Unit 5 5.1 5.2 5.3 5.4	: : : : :	**Social Group Work Intervention** Social Group Work Intervention with Women and Children Social Group work intervention with Persons with disabilities Social Group work intervention with Older Person Social Group work intervention at School Level

Core Readings:
➤ Daniel, L. (2007). Group Dynamics for Teams. Los Angeles: Sage Publication
➤ Doel, M. & Sawda, C. (2003). The Essentials of Group Worker. London: Jessica Kingsley Pub

➢ Garvin Charles D; Gutierrez Lorraine M; Galinsky Maeda J (2007), Handbook of Social Work with Groups, Rawat, New Delhi,

➢ Gladdings ST, (2008), Groups a Counseling Specialty; Pearson, Merrill Prentice Hall, Ohio (GBU No. 158.35/GLA/12854)

➢ Hartford M. (1971): Groups in Social Work: New York: Columbus University Press

➢ Helen, N. & Kurland. R., (2001), Social Work with Groups (3rd ed). New York: Columbia University Press.

➢ Phillips, H. (1962). Essentials of Social Group Work Skills. New York: Associate Press

➢ Rameshwari Devi and Ravi Prakash. (2004). Social Work Methods, Perspectives and Practices. Mangal Deep Publications, Jaipur

➢ Siddiqui, H. Y. (2006): Group Work: Theories and Practice, New Delhi: Rawat

➢ Toseland, R.W. & Rivas, R., (1984), An Introduction to Group Work Practice. New York: MacMillian

➢ Trecker, H.B. (1970). Social Group Work-Principles and Practices. New York: Associate Press

Additional Readings:
➢ Barhard, (1975). The Use of Groups in Social Work Practice. USA: Routlede & Kegan Paul Ltd.
➢ Coyle, Grace, L. (1947). Group Experience and Democratic Values. New York: The Women's Press

➢ Douglas, T (1976): Group Process in Social Work – a Theoretical synthesis, New York: John Willy & Sons

➢ Klein J. (1967). The Study of Groups. London: Routledge and Kegan Paul Ltd

➢ Konopka, G. (1954). Group Work in Institution. New York: Associate Press

➢ Konopka, G. (1983) (3rd Ed.). Social Group Work: A Helping Process. New Jerse: Prentice Hall

➢ Ryland & Wilson,.(1949). Social Group Work Practice. USA: Houghton Mifflin Co.

Title of Course	:	**Research for Social Worker**
Core Course	:	CC 203
Course Code	:	RSW
Level	:	2nd Semester
Year	:	First
Course Objectives	:	• To understand the concept of social work research, its method and approaches. • To know of quantitative-qualitative data, methods of data collection and data analysis. • To understand the analysis of data and report writing and significance to research.
Course Outcomes	:	• Able to understand the concept of social work research, its method and approaches. • Able to develop knowledge of quantitative-qualitative data, methods of data collection and data analysis. • Able to know the analysis of data and report writing and significance to research.
Course Content		
Unit 1 **1.1** **1.2** **1.3** **1.4**	:	**Understanding ResearchI** Social Research: Meaning, Characteristics, Dimensions and Steps Social Work Research: Meaning, Objectives and Process Basic Elements of Social Research: Concept and Constructs, Fact and Theory, Variables, Relation and Association, Research Questions, Hypotheses and Operational Definitions, Census and Survey.
Unit 2 **2.1** **2.2** **2.3**	:	**Understanding Research II** Approaches to Social Research: Qualitative, Quantitative and Mixed Formulation and Selection of Research Problems Review of Literature: Meaning, Purpose, Stages and Presentation
Unit 3 **3.1** **3.2** **3.3**	:	**Preparation of Research** Research Design: Meaning and Dimensions Sampling Design: Meaning, Types, Determination in Error; Universe and Sample Measurement in Social Research
Unit 4 **4.1** **4.2** **4.3**	:	**Qualitative and Quantitative Data** Sources of Data: Meaning and Classification Methods and Tools of Qualitative Data Collection Methods and Tools of Quantitative Data Collection
Unit 5 **5.1** **5.2** **5.3**	:	**Analysis of Data and Report Writing** Processing of Data Hypotheses Testing Writing Research Report

Core Readings:

➢ Ahuja, Ram (2001) Research Methods, Jaipur: Rawat Publications.

➢ Alston, M. Bocoles, W. (Indian Edition 2003) Research for Social Workers-An Introduction to Methods, Jaipu : Rawat Publications

➢ Burns, R.B. (2000), Introduction to Research Methods. New Delhi: Sage Publications

➢ Kothari, C. R. (2004 2nd edition reprint) Research Methodology: Methods & Techniques, New Delhi, New Age International

- Laldas D.K. (2000), Practice of Social Research: Social Work Perspective. New Delhi: Rawat Publications

- Mikkelsen, Britha (2005) Methods for Development Work and Research- A New Guide for Practitioners, New Delhi: Sage

- Rubin, Allen & Babbie Earl (4th Ed. 2001) Research Methods for Social Work, USA: Wadsworth, West, Brooks/Cole and Schirmer

- Sarantakos, Sotirios (2005) Social Research, New York: Palgrave Macmillan.

- Sharma, B. A. V., Prasad, R. D. & Satyanarayana, C. (2002) Research Methods in Social Sciences, New Delhi: Sterling.

- Sharma, K. R. (2002) Research Methodology, Jaipur: National Publishing House

Additional Readings:

- Babbie, E. (ed) (2004). The Practice of Social Research, Thomson Wadsworth, Belmont (USA)
- Denzin, N.K., Lincoln, Y.S. (ed), 1994, Handbook of Qualitative Research. Sage Publications, New Delhi.

- Gillham, Bill (2000) Case Study Research Methods. London: Continuum

- Jacob, K. K. (1965) Methods & Fields of Social Work in India, Bombay: Asia Publishing

- Krishnaswamy, O. R. (1993) Methodology for Research in Social Science, Himalaya, Bombay

- Kumar, Ranjit. (2005). Research Methodology. New Delhi: Pearson Education
- Ramchandran, P. (1968) Social Work Research and Statistics, Bombay: Allied Publishers.

- Rubin, Allen & Babbie Earl (4th Ed. 2001) Research Methods for Social Work, USA: Wadsworth, West, Brooks/Cole and Schirmer.

- Sharma, K. R. (2002). Research Methodology, Jaipur: National Publishing House.

- Wilkinson, T.S. & Bhandarkar, P. L. (1984) Methodology and Techniques of Social Research, Bombay: Himalaya

Title of Paper	:	Social Work Practicum
Core Course	:	CC 204
Course Code	:	SWP 2
Year	:	First
Level	:	2nd Semester
Learner's Objectives	:	• To know the Agencies' nature, functions and staffing pattern. • To understand the areas of working of agencies and client's system. • Developing the knowledge about the basic skills and application of methods of social work.
Course Outcomes		• Able to know the Agencies' nature, functions and staffing pattern. • Able to understand the areas of working of agencies and client's system. • Develop the knowledge and insight about the basic skills and application of methods of social work.
Course Contents		
		Agency Based Concurrent Field Work

Core Readings:

➢ Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.

➢ CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton

➢ Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York

➢ Madhukar Indira (2000) Guidance and Counselling, New Delhi: Authors Press

➢ Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row

➢ Singh, R. R. (1985). Field Work in Social Work Education. New Delhi: Printway India

➢ Subedar, I. S. (2001), Field Work Trinning in Social Work. New Delhi: Rawat Publication.

➢ Sudha Datar, et al. (2010). Skill Training for Social Workers: A Manual. New Delhi: Sage.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company

Additional Readings:
➢ Delhi School Of Social Work ed. (1957) Field Work Supervision – Report of Seminar, New Delhi: Delhi School of Social Work

➢ Government of India (1987) Encyclopedia in Social Work, New Delhi: Publication Division (Social Welfare Ministry).

➢ Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication

➢ Kumar, S. (2002).Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.

➢ Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd

➢ O'Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London

➢ Patri Vasantha (2001) Counselling Psychology, New Delhi : Authors Press

➢ Singh, R.R.ed. (1985) Field Work in Social Work Education, New Delhi : Concept Publishing Company.

Discipline Specific Elective Course – 2nd Semester

Title of Course	:	**Disaster Management**
DSE Course	:	DSEC 201A
Course Code	:	DM
Level	:	2nd Semester
Year	:	First
Course Objectives	:	• To develop an understanding of the nature, types and effects of Disasters and how to manage it • To learn the process and techniques of working with Communities in disaster preparedness and mitigation • To understand the Roles and Responsibilities of the different organizations in society in case of disasters
Course Outcomes	:	• Able to apply social work knowledge and skills for rebuilding of communities and societies devastated by disasters. • Able to organize and participate in community pre-disaster planning and management. • Able to learn to plan and develop interventions focused on vulnerable groups. • Develop acquire skills in identifying and responding to wide range of emotional and psychological problems in post-disaster situations.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	:	**Introduction to Disaster** Disaster: Concept, Meaning, Definition, Characteristics and Types Causes and Consequences of Disaster Disaster Cycle: An Overview of Stages and Phases Disasters: Physical and Socio-economic Impacts
Unit 2 2.1 2.2 2.3 2.4	: : : :	**Disaster Management** Concept, Meaning, Definition, Method and approaches Major natural disaster in India: Cyclone Vardah 2016, Uttrakhand flood 2013, The Indian Ocean Tsunami, 2014, Gujarat–Bhuj Earthquake -2001, Kedar Nath - 2013 Major man-made disaster in India: Kanishka Bombing 1985, Parliament Attack, 2001, Mumbai terrorits attack, Godhara communial riot, Bhopal Gas Tragedy, 984 Vulnerability Analysis and Risk Analysis
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Disaster Management Policy in India** Historical Perspective, Concept, Meaning and Definitions Historical Perspective, Concept, Meaning and Definitions Disaster Management Act 2005 Emergency Management System
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Institutional Mechanisms for Disaster Management in India** National Disaster Management Authority and its Structure and Functions State Disaster Management Authority and its Structure and Functions District Levels Disaster Management Agencies Legal Provisions for Natural/ Man -made Disaster Prevention and Mitigation: National Green Tribunal Act 2010, Central Pollution Control Board, Terrorism Prevention Act 2004
Unit 5 5.1 5.2 5.3	: : : :	**Disaster Prevention and Rescue Operation** Public Awareness: Household, Community, Workplace, Educational Institutions Level Capacity Development Training to Local Bodies

5.4	:	Trauma Care, Psycho-Social Care, Counselling. Role of Media & ICT

Core Readings:

- Ahmad Aijazuddin, 2009, Glography of South Asian Subcontinent, Concept Publication Company, New Delhi.
- An Overview on Natural & Man-made Disasters and their Reduction, R K Bhandani, CSIR, New Delhi
- Bryant Edwards (2005): Natural Hazards, Cambridge University Press, U.K.
- Carter, W. Nick, 1991: Disaster Management, Asian Development Bank, Manila.
- Coppola D P, 2007. Introduction to International Disaster Management, Elsevier Science (B/H), London.
- Disaster Management Act 2005, Publisher by Govt. of India
- Disaster Preparedness Kit, American Red Cross
- Disasters in India Studies of Grim Reality, Anu Kapur & Others, 2005, 283 pages, Rawat Publishers, Jaipur
- Encyclopedia of Disaster Management, Vol I, II and IIIL Disaster Management Policy and Administration, S L Goyal, Deep & Deep, New Delhi, 2006
- Encyclopedia of Disasters – Environmental Catastrophes and Human Tragedies, Vol. 1 & 2, Angus M. Gunn, Greenwood Press, 2008
- Goel, S.L. Ram Kumar: Disaster Management, New Delhi: Deep & Deep Publications Pvt. Ltd.
- Kasperson, J.X., R.E. Kasperson, and B.L. Turner III (Eds.), 1995, Regions at Risk: Comparisons of Threatened Environments, United Nations University Press, Tokyo
- Kumar Arun, 2008, Global Disaster Management, SBS Publishers and Distributers Pvt. Ltd., New Delhi.
- Management of Natural Disasters in developing countries, H.N. Srivastava & G.D. Gupta, Daya Publishers, Delhi, 2006
- Rai Nishith, Mishra Anjuli, 2007, Sustainable Urban Management, New Royal Book Company, Lucknow.
- Salpekar Aradhna, Rudra Tanmay, 2010, Capacity Building for Disaster Management, Jnanada Prakashan, New Delhi.
- Salpekr Aaradhna, Sharma Kadambari, 2010, Disaster Management and Development Interphase, Jnanada Prakashan, New Delhi.
- Sharma Kadambari, Chiranjeev Avinash, 2010, Disaster Management in India, Jnanada Prakashan, New Delhi.
- Singh Mahendra, 2008, Natural Calamities in India, Satyam Publishing House, New Delhi.
- Talwar Arun Kumar, Juneja Satish, 2009, Natural Disaster Management, Common Wealth Publishers, New Delhi.
- Talwar Arun Kumar, Juneja Satish, 2009, Tsunami Disaster Management, Common Wealth Publishers, New Delhi.
- Talwar Kumar Arun, Juneja Satish, 2009, Drought Disaster Management, Common Wealth Publishers, New Delhi.

➢ Talwar Kumar Arun, Juneja Satish, 2009, Flood Disaster Management, Common Wealth Publishers, New Delhi.

➢ Trivedi Priya Ranjan, Rai Rahul, 2010, Disaster and Human Extinction, Janada Prakashan, New Delhi.

Additional Readings:

➢ Manual on Natural Disaster Management in India, M C Gupta, NIDM, New Delhi

➢ National Disaster Management Policy, 2009, GoI

➢ Natural Disasters, David Alexander, Kluwer Academic London, 1999

➢ Publications of National Disaster Management Authority (NDMA) on Various Templates and Guidelines for Disaster Management

➢ Roy, P.S. (2000): Space Technology for Disaster management: A Remote Sensing & GIS Perspective, Indian Institute of Remote Sensing (NRSA) Dehradun.

➢ Sahni, Pardeep et.al. (eds.) 2002, Disaster Mitigation Experiences and Reflections, Prentice Hall of India, New Delhi.

➢ Sharma, R.K. & Sharma, G. (2005) (ed) Natural Disaster, APH Publishing Corporation, New Delhi.

➢ Singh Satendra (2003): Disaster Management in the Hills, Concept Publishing Company, New Delhi.

➢ Sinha Prabhas C: Disaster Relief, Rehabilitation & Emergency Humanitarian Assistance, SBS Publishers & Distributors Pvt. Ltd.

➢ Taori, K (2005) Disaster Management through Panchayati Raj, Concept Publishing Company, New Delhi.

➢ World Disasters Report, 2009. International Federation of Red Cross and Red Crescent, Switzerland

Title of Course	:	Gender Analysis and Mainstreaming
DSE Course	:	DSEC 201 B
Course Code	:	GAM
Level	:	2nd Semester
Year	:	First
Course Objectives	:	• To understand the concept, theories and indicators of gender. • To develop understanding about the issues and problems relate gender. • To know the gender analysis, framework models and gender mainstreaming.
Course Outcomes	:	• Able to understand the concept, theories and indicators of gender. • Able to develop understanding about the issues and problems relate gender. • Able to know the gender analysis, framework models and gender mainstreaming.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	:	**Understanding Gender and Development** Gender: Concept, Meaning, Definition and Types; Sex and Gender Theories of Gender and Development: WID, WAD and GAD Approaches to Gender and Development: Welfare, Equity, Anti-Poverty, Efficiency and Empowerment Gender Measuring Indicators: GDI, GEM, and HDI
Unit 2 2.1 2.2 2.3 2.4	:	**Gender related Issues and Problems** Issues related to Gender Balance: Female Feticide, Gender Gap, Stereotypes and Stigma Issues related to Gender based Violence: Physical, Verbal, Indecent Representation and Psychological Issues related to Harassment: Physical, Verbal, Sexual and Economical Issues related to Wage Gap: Employment, Labour Wage and Conditions
Unit 3 3.1 3.2 3.3 3.4	:	**Gender Analysis and Framework Models** Harvard Model and Moser Model of Gender Analytical Framework Longwe Model, Gender Analysis Matrix Framework and Social Relation Approach Framework Gender Analysis: Distribution of Resources and Opportunities Gender Analysis: Constraints and Power
Unit 4 4.1 4.2 4.3 4.4	:	**Gender Mainstreaming** Gender Mainstreaming: Concept, Meaning, Definitions and Objectives Gender Mainstreaming: Principles, Strategies and Tools Gender Mainstreaming: National and International Initiatives Gender Mainstreaming: Important Case Studies of best practice
Unit 5 5.1 5.2 5.3 5.4	:	**Developmental Programs and Provisions** Constitutional Safeguards related to Gender Mainstreaming Legal Safeguards related to Gender Mainstreaming Policies and Programmes related to Gender Mainstreaming Statutory Bodies for Women: National and State level

Core Readings:

➢ Agnes, Flavia (1999) Law and Gender Inequality – The Politics of Women's Rights in India, New Delhi: Oxford University Press.

➢ Argawal, Bina. 1994. "Gender and Command Over Property: A Critical Gap in Economic Analysis and Policy in South Asia." World Development 22 (10): 1455-1478.

➢ Collins, Jane. 1993. "Gender, Contracts and Wage Work: Agricultural Restructuring in Brazil's Sao Francisco Valley." Development and Change 24:Pp.53-82.

➢ Kabeer, Naila. 2005. "Gender Equality and Women's Empowerment: A Critical Analysis of the Third Millennium Development Goal." Gender and Development 13, 1:13-24.

➢ Mahila Chetna Manch (Undated) Navigating Gender in Development of Water and Sanitation in Urban Areas, UN HABITAT.

➢ Meena Acharya and Puspa Ghimre., (2005). Gender Indicators of Equality, Inclusion and Poverty Reduction: Measuring Programme/Project Effectiveness. *Economic and Political Weekly*. Vol 40 No. 44 and 45 October 29 – November 04

➢ Pandey, A K. (2004). Gender Equality Development and Women Empowerment, Anmol Publications Pvt. Ltd, New Delhi.

➢ Vernooy, Ronnie (2006), Social and Gender Analysis in Natural Resource Management, Sage Publications, New Delhi.

Additional Readings

➢ Amy S. Wharton. (2005). "The Sociology of Gender: An Introduction to Theory and Research". (KeyThemes in Sociology) Blackwell Publishing, UK, Indian Reprint,Kilaso Books, New Delhi.

➢ Devaki Jain and Pam Rajput (Ed). (2003). "Narratives from the Women"s Studies Family: Recreating Knowledge, Sage, and New Delhi.

➢ Jasbir Jain (Ed). (2005). "Women in Patriarchy: Cross Cultural". Rawat Publications, Jaipur.

➢ KumkumSangari and SudeshVaid."Recasting Women: Eassy in Colonial History".

➢ Lerner, Gerda. (1986). "The Creation of Patriarchy". Oxford University Press, New Delhi.

➢ Maithreyi Krishna Raj. (1986). "Women Studies in India: Some Perspectives". Popular Prakasham, Bombay.

➢ Mala Khullar, (Ed). (2005). "Writing the Women"s Movement: A Reader". Zubaan, Kali for Women, New Delhi.

➢ Mies, Maria. (1980). "Indian Women and Patriarchy". Concept Publishing Company, New Delhi.

Skills Enhancement /Open Elective Course –2nd Semester

Title of Course	**:**	Counselling and Communication Skills
SEE Course	**:**	SEEC 201 A
Course Code	**:**	CCS
Level	**:**	1st Semester
Year	**:**	Second
Course Objectives	**:**	• To Understand the concept of counselling its stages, types, tools and competencies of a counsellor. • Acquiring knowledge about communication, its process and various aspects. • To Familiarize with the roles and skill that are essential for counselling and communication for social workers.
Course Outcomes	**:**	• Able to develop an empathetic nature, skills and competencies required to deal with human beings in of need of counseling. • Able to understand the whole process of communication and its significance along with the problems encountered • Able to utilize communication in enhancing their counselling skills as a social worker
Course Content		
Unit 1	**:**	**Introduction to Counselling**
1.1	**:**	Counselling: Concept, Meaning, Definitions, Characteristics and Objectives
1.2	**:**	Counselling: Needs, Types and Principles
1.3	**:**	Counselling Related Concepts: Guidance, Psychotherapy, Advice and Instruction
1.4	**:**	Tools and Techniques of Counselling
Unit 2	**:**	**Patterns related to Counselling**
2.1	**:**	Process and Related Fields in Counselling
2.2	**:**	Counselling Situations: Developmental, Preventive, Facilitative, Crisis Intervention
2.3	**:**	Treatment Approaches in Counselling: Psychoanalytical, Person Centered and Gestalt Therapy.
2.4	**:**	Ethical Issues and Obstacles in Counselling
Unit 3	**:**	**Communication**
3.1	**:**	Communication: Concept, Meaning, Definitions, Characteristics Need, and Levels
3.2	**:**	Types of Communication: Formal, Informal, Interpersonal, Intrapersonal, Group and Masses
3.3	**:**	Components and Process of Communication
3.4	**:**	Problems in Communication: Communicator Related, Receiver Related, Channel Related and Environment Related.
Unit 4	**:**	**Development Communication**
4.1	**:**	Development Communication: Concept, Meaning, Definitions, Characteristics and Scope
4.2	**:**	Classification of Development Communication: Behavior Change Communication, Information Education Communication, Participatory Communication and ICT
4.3	**:**	Communication Planning: Need and Steps in Communication Planning
4.4	**:**	Role of Communication Planner in Communication Planning
Unit 5	**:**	**Role of Communication in Social Work**
5.1	**:**	Mass Communication and Mass Media
5.2	**:**	Communication with Individual and Groups
5.3	**:**	Effective Counselling Skills for Social Worker
5.4	**:**	Effective Communication Skills for Social Worker

Core Readings:

➢ Andal, N. (1998) Communication Theories and Models, Mumbai: Himalaya Publishing House.

➢ Corey, G. (2005). Theory and Practice of Counselling and Psychotherapy. California: Brooks/Cole.

➢ Dave, Indu. (1983). The Basic Essentials of Counselling. New Delhi: Sterling Publishers Pvt. Ltd.

➢ Fossard Estade (2005) Writing and Producing Radio Drama, Delhi: Sage Publication.

➢ Jain Rashmi (2003) Communicating Rural Development (Strategies and Alternatives), Jaipur: Rawat Publication.

➢ Lakshmi, K. S. (2000) Encyclopedia of Guidance & Counselling. Vol. 1 & 4. Delhi, Mittal Publications.

➢ Lindon, J. & Lindon, L. (2000). Mastering Counselling Skills. London: Macmillan.

➢ Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd

➢ Narula, Uma (2006) Handbook of Communication Models, New Delhi: Atlantic Publishers and Distributors

➢ Patri, Vasanta (2001): Counseling Psychology, New Delhi, Authors Press.

➢ Young, M.E. (1992). Counselling Methods and Techniques: An Eclectic Approach. New York: Macmillan.

Additional Readings:

➢ Feltham, Colin, Dryden, Windy (2005) Dictionary of Counselling, Mumbai: I.K. International Pvt. Ltd.

➢ Horton, I. & Varma, V. (1997). The Needs of Counsellors and Psychotherapists. New Delhi: Sage Publications Ltd.

➢ Mark, Doel and Shardlow, Steven M. (2005) Modern Social Work Practice, England: Ashgate Publishing Ltd.

➢ Melkote, Srinivas (2nd edition 2003) Communication for Development in the Third World, New Delhi: Sage Publications.

➢ Menon, Mridula, Gandhi, Ved Prakash (1997) Media and Communications- Vol. I. (New Information Order): New Delhi: Kanishka Publishers/Distributors.

➢ Mishra, Vijaya (1991) Communication Dynamics, Aurangabad: Kirti Prakashan.

➢ Mody, Bella (1991) Designing Messages for Development Communication, New Delhi: Sage Publication.

➢ Nair, K. S., White, Shirley (1993) Perspectives on Developmental Communication, New Delhi: Sage Publication

➢ Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row.

➢ Srivastava, M. (2009). News, Communication and Information. Lucknow: NRBC

➢ Srivastava, M. (2009). Suchna, Sanchar Evam Samachar. Lucknow: NRBC

Title of Course	:	**Public Legal Education**
SEE Course	:	SEEC 201 B
Course Code	:	PLE
Level	:	**2nd Semester**
Year	:	**First**
Course Objectives	:	• To learn about legal literacy and its related concepts. • To understand the judicial and legal system in India and its operational Instruments. • To understand the laws and acts on various important issues affecting the social system.
Course Outcomes	:	• Able to develop an insight on social legislations and its scope in relation to Indian Constitution. • Able to understand the judicial and legal system in India and its operational Instruments. • Able to explore the roles of social worker in dealing with legal issues at various levels
Course Content		
Unit 1 1.1 1.2 1.3	:	**Introduction to Judicial System** Judicial System: Structure of Courts Judicial Process: Substantive and Procedural Laws National Commissions for: Women, Minorities, SC, ST and BC
Unit 2 2.1 2.2 2.3	:	**Indian Legal System** Social Welfare Legislation Constitutional Mechanism: Legislative, Executive and Judiciary Legal Services Authorities Act and Right to Legal Aid
Unit 3 3.1 3.2 3.3	:	**Understanding Legal Literacy I** Legal Literacy: Concept, Meaning, Definitions, Need and Importance Related Concepts: Legal Consciousness, Legal Mobilization, Legal Socialization and Legal Empowerment. Democratic Awareness through Legal Literacy
Unit 4 4.1 4.2 4.3	:	**Understanding Legal Literacy II** Lok Adalats: Purpose and Legal Provisions Legal Aid: Concept and History Legal Aid Schemes and Programmes
Unit 5 5.1 5.2 5.3	:	**Laws and Acts** Personal Laws in India: Pluralism and Democracy Laws relating to Dowry, Cyber Crime, and Environmental Laws Right to Information Act 2005, Consumer Protection Act 1986

Core Readings:

➢ Gangrade, K.D. (2008). Social Legislation In India Vol. 1 & 2, Concept Publishing Co. New Delhi.

➢ Govt. of India, (2003). Report of the Legal Aid Committee, New Delhi.

➢ Indian Social Institute (1992) Legal Education Series (no l-34), Indian Social Institute, Delhi.

➢ Mohapatra, A.R. (2001), Public Interest Litigation and Human Rights in India. Radha Publications, New Delhi

➢ Sankaran, K. and Singh, U.K. (2008) (eds). Towards Legal Literacy: An Introduction to Laws in India, London: Oxford University Press.

➢ Singh, Sujan (2010) Legal Aid-Human Rights to Equality, Deep and Deep, Publication, Delhi.

Core Course - 3rd Semester

Title of Paper	:	Social Welfare Administration and Social Action
Core Course	**:**	CC 301
Course Code	:	AMSWSA203
Year	:	First
Level	:	3rd Semester
Learner's Objectives	:	• Developing an insight to social welfare administration, its mechanism and social welfare agencies. • Familiarizing with laws related to social welfare administration. • Understanding the concept of social action, social change and social movement.
Learner's Outcomes		• Able to develop an insight to social welfare administration, its mechanism and social welfare agencies. • Able to familiarize with laws related to social welfare administration. • Able to understand the concept of social action, social change and social movement.
Course Content		
Unit 1	:	**Introduction to Social Welfare Administration**
1.1	:	Administration: Concept, Meaning, Definitions, Characteristics and Objectives
1.2	:	Social Welfare Administration: Concept, Meaning, Definition, Objectives and Scope
1.3	:	Principles and Functions of Social Welfare Administration
1.4	:	Mechanism of Social Welfare Administration: Decision Making, Communication, Good Governance
Unit 2	:	**Social Welfare Administration Agencies**
2.1	:	Components of Social Welfare Administration-I: Planning, Organising, Staffing and Directing
2.2	:	Components of Social Welfare Administration-II: Coordinating, Reporting, Budgeting, Evaluation and Feed Back
2.3	:	Social Welfare Agencies: Concept, Meaning, Definitions and Types
2.4	:	Organizational Structure and Functions of Social Welfare Agencies: Central and State
Unit 3	:	**Laws Related to Social Welfare Administration**
3.1	:	The Registration of Societies Act, 1860
3.2	:	Charitable and Endowments Act, 1890
3.3	:	The Section Eight of Companies Act, 1956
3.4	:	Indian Trust Act, 1882
Unit 4	:	**Understanding Social Action**
4.1	:	Social Action: Concept, Meaning, Definitions, Objectives, Principles, Assumptions, Strategies and Steps
4.2	:	Approaches of Social Action: Paulo Freire, Saul Alinskey's, Gandhian Approach, Radical Practice, Critical Awareness
4.3	:	Social Action: Pressure Groups, Networking, Mobilization and Management of People
4.4	:	Social Action as Method of Social Work, Advocacy as Strategy of Social Action.
Unit 5	**:**	**Introduction to Social Movements**
5.1	:	Social Movement: Genesis, Features, Factors, Type and Stages
5.2	:	Social Movements in India
5.3	:	Environmental Movements in India
5.4	:	Relationship between Social Movement, Social Action and Social Change

Core Readings:

➢ Alinsky Saul (1971) Rules for Radicals: A Practice Primer for Realistic Radicals, Vintage Books.

➢ Balsara Jal F., Perspectives on Social Welfare in India. Chand Co. Ltd., New Delhi. 1984

➢ Bhattacharya, S. (2006). Social Work Administration and Development. Jaipur: Rawat Publications

➢ Chowdhry, P.D., 1983, Social Welfare Administration. Delhi: Atma Ram Sons

➢ Goel, S.L. & Jain, R.K., 1988, Social Welfare Administration: Theory and Practice, (Vol. I & II). New Delhi: Deep and Deep Publications

➢ Patti, R.J., 2000, The Handbook of Social Welfare Management. Sage Publications

➢ Rao Vidya, Social Welfare Administration.Tata Institute of Social Sciences, Mumbai. 1987.

➢ Rao, MSA (1979) Social Movements in India, New Delhi: Vol. 1 and 2, Manohar

➢ Sachdeva, D. R., Social Welfare Administration in India. Allahabad, Kitab Mahal.1998

➢ Shrivasta, S. K (1988) Social Movements for development, Allahabad: Chugh Publications

➢ Siddique, H. Y. (1984). Social Work and Social Action. New Delhi: Harnam Publications

➢ Vedi, D. (1990-91). Social Reforms Movement in India: Historical perspective. India: Popular Prakashan.

Additional Readings:

➢ Beher A & Samuel J (2006) Social Watch in India: Citizens Report on Governance and Development, Pune: NCAS

➢ Friedlander, Walter, A. (1976). Concepts and Methods of Social Work. New Jersey: Prentice-Hall

➢ Kuppuswamy, B. (2010). Social Change in India. New Delhi: Vikas Publishing House (P) Ltd.

➢ Ramachandran, P. (1996). Towards an Understanding of People's Movements: History from below. Institute for Community Organization Research.

➢ Somesh Kumar (2002) Methods for Community Participation: A Complete Guide for Practitioners, New Delhi: Sage Publication (Vistaar).

➢ UNDP (2001) The Monitoring and Evaluation Framework, UNDP, Toronto: , University of Toronto Press

➢ Wadia, A. & Hormasji, N. (1968). History and Philosophy of Social Work in India (2nd ed). Bombay: Allied publishers

Title of Course	:	Statistics for Social Workers
Core Course	:	CC 302
Course Code	:	SSW
Level	:	3rd Semester
Year	:	Second
Course Objectives	:	• To acquire knowledge of basic statistical concepts, applications, and data presentations. • To understand the use and application of descriptive and inferential statistics. • To familiarize with the application of SPSS and Strata in the field of social work research.
Course Outcomes	:	• Able to acquire knowledge of basic statistical concepts, applications, and data presentations. • Able to develop the skills of use of descriptive and inferential statistics. • Able to familiarize with the application of SPSS and Strata in the field of social work research.
Course Content		
Unit 1 1.1 1.2 1.3	: : : :	**Understanding Statistics** Statistics: Meaning, Definitions, Characteristics, Functions and Limitations Basic Concepts of: Statistical Investigation, Data, Qualitative and Quantitative Variables, Population and Sample, Descriptive and Inferential Statistics Data Presentation: Frequency Distribution, Stem & Leaf, Diagrammatic and Graphic
Unit 2 2.1 2.2 2.3	: : : :	**Measures of Central Tendency** Central Location: Mean, Median and Mode Dispersion: Range, Interquartile Range, Standard Deviation and Coefficient of Variance Distribution: Skewness and Kurtosis
Unit 3 3.1 3.2 3.3 3.4	:	**Introduction to Non-Parametric Test** Non-Parametric Test: Meaning, Characteristics, Advantages and Disadvantages One Sample Run Test, The Sign Test, Mann-Whitney U Test The Kruskal-Wallis H Test, Rank Correlation, Chi Square Wilcoxon Rank Test, The Kolmogorov-Smirnov Two Sample Test
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Introduction to Parametric Test** Parametric Test: Meaning, Characteristics, Advantages and Disadvantages t Test, ANOVA z Test for Large Sample, f Test Regression and Correlation Coefficient
Unit 5 5.1 5.2	: : :	**SPSS and Strata** Introduction and Application of SPSS in Social Work Research Use of Strata in Social Work Research

Core Readings:

➢ Bajpai, S.R. (1999), Methods of Social Survey and Research. Kitab Ghar, Kanpur.

➢ Blalock Jr., H.M. (1960), Social Statistics. McGraw Hill Book Company, Inc. New York

➢ Coolidge, Frederick, (2000), Statistics: A Gentle Introduction. Sage Publication, New Delhi

➢ Elifson, K., & Runyon, R. (1990). Fundamentals of Social Statistics (2nd ed.). McGraw-Hill, New York

➢ Garrett, H.E. (1966). Statistics in Psychology and Education (10th Indian reprint). Vakils Feffer and Simons Ltd. Bombay

➢ George, D. & Mallery, P. (2006). SPSS for Windows Step by Step: A simple Guide and Reference (Sixth Edition). Pearson Education Inc. New Delhi

➢ Gupta C.B. (1980), An Introduction to Statistical Methods. Ram Prasad and Sons , Agra

➢ Jackson, W. (1988), Research Methods: Rules for Survey Design and Analysis. Prentice Hall Canada Inc. Ontario

➢ Lal Das, D.K. (2000), Practice of Social Research. Rawat Publications, Jaipur

➢ Nicola, B., Richard, K. & Rose Mary, S.(2003), SPSS for Psychologists: A Guide to Data Analysis Using SPSS for Windows, Palgrave Macmillan

➢ Rubin, A. & Babbie, E. (2001), Research Methods for Social Work (4th Ed.). Wadsworth, California

➢ Siokin, R.M. (1955), Statistics for Social Sciences. Sage Publications, New Delhi

Additional Readings:

➢ Anastas, J.W. (1999), Research Design for Social Work and The Human Services (2nd ed.). Columbia University Press, New York

➢ Crano, W.D. & Brewer, M.B. (2002), Principles and Methods of Social Research. New Jersey: Lawrence Erlbaum Associates.

➢ Duane,R.M., Thomas, S., & Cornell, R.D.(1986), Applied Social research – A tool for the human services. Holt, Rinehart and Winston Inc. Fortworth

➢ Gupta, C.B. (1995): Introduction to Statistical Methods. Vikas Pub. House, New Delhi

➢ Gupta, S.P. (1997): Statistical Methods. Sultan Chand and Sons, New Delhi

➢ Montcalm, D. & Royse, D. (2002), Data Analysis for Social Workers. Allyn and Bacon, London

➢ Weinback, R.W. & Rubin, A. (eds.) (1987), Teaching Social Work Research: Alternative Programs and Strategies. Council on Social Work Education, New York

➢ Welkowitz, J., Ewey, R. B., & Cohen, J. (1991). Introductory Statistics for the Behavioral Sciences. Harcourt Brace Jovanovich Publications, New York

Title of Paper	:	**Social Work Practicum**
Core Course	:	CC 303
Course Code	:	SWP 3
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	• To know the Agencies' nature, functions and staffing pattern. • To understand the areas of working of agencies and client's system. • Developing the knowledge about the various fields related to social work practice
Course Outcomes		• Able to know the Agencies' nature, functions and staffing pattern. • Able to understand the areas of working of agencies and client's system. • Able to developing the knowledge about the various fields related to social work practice
Course Contents		
		Agency Based Concurrent Field Work
		Field Exposer Visits

Core Readings:

➢ Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.

➢ CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton

➢ Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York

➢ Madhukar Indira (2000) Guidance and Counselling, New Delhi: Authors Press

➢ Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row

➢ Singh, R. R. (1985). Field Work in Social Work Education. New Delhi: Printway India

➢ Subedar, I. S. (2001), Field Work Trinning in Social Work. New Delhi: Rawat Publication.

➢ Sudha Datar, et al. (2010). Skill Training for Social Workers: A Manual. New Delhi: Sage.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company

Additional Readings:

➢ Delhi School Of Social Work ed. (1957) Field Work Supervision – Report of Seminar, New Delhi: Delhi School of Social Work

➢ Government of India (1987) Encyclopedia in Social Work, New Delhi: Publication Division (Social Welfare Ministry).

➢ Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication

➢ Kumar, S. (2002).Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.

➢ Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd

➢ O'Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London

➢ Patri Vasantha (2001) Counselling Psychology, New Delhi : Authors Press

➢ Singh, R.R.ed. (1985) Field Work in Social Work Education, New Delhi : Concept Publishing Company.

Discipline Specific Specialization Elective Course – 3rd Semester

Human Resource and Industrial Relations

Title of Paper	:	Labor Welfare, Industrial Relation and Trade Unionism
DSE Course	:	DSEC 301 A
Course Code	:	LWIRTU
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	• To become familiar with the concepts of labour welfare and industrial relations. • To know the role and contributions of trade unions and ILO. • To understand the problems of labour in different settings and workers' participation and industrial social work.
Learner's Outcomes		• Able to become familiar with the concepts of labour welfare and industrial relations. • Able to know the role and contributions of trade unions and ILO. • Able to understand the problems of labour in different settings and workers' participation and industrial social work
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Understanding Labor Welfare** Origin and Growth of Labor Welfare: Indian and Global Perspectives Labour Welfare: Concept, Meaning, Definition, Objectives, Types, Need and Scope Labour Welfare: Approaches, Principles, Policy and Programmes Welfare Officer: Qualifications, Role and Functions
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Introduction to Industrial Relations** Industrial Relations: Concept, Meaning, Definition, Objectives and Scope Evolution and Approaches of Industrial Relations Reflectors and Determinants of Industrial Relations The Industrial Employment (Standing Orders) Act, 1946
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Understanding Trade Unionism and Collective Bargaining** Origin and Growth of Trade Unionism in India; Labor Movement in India and ILO Trade Union: Concept, Meaning, Definition, Objectives, Types and Functions, The Indian Trade Unions Act, 1926 Collective Bargaining: Concept, Meaning, Definition, Objective, Principles and Stages, Theories of Collective Bargaining, Essentials for Sound Collective Bargaining Industrial Disputes: Concept, Meaning, Definition, Types, Causes and Consequences, Machinery for Settlement of Industrial Disputes, The Industrial Disputes Act, 1947
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Understanding Labor Problems** Labour: Meaning, Definition, Characteristics, Need and Significance Problems of Indian Labour: Types, Causes and Consequences Constitutional and Legal Provisions Relating to Indian Working Class Special Categories of Indian Labour: Organized and Unorganized Labour, Bonded Labor, Women and Child Labor, Contract Labor, Agriculture Labor, Domestic Worker and Migrant Labour
Unit 5 5.1 5.2 5.3 5.4	: : : : :	**Workers' Participation and Industrial Social Work** Workers' Participation: Concept, Meaning, Definition, Objectives, Need and Importance Workers' Participation in Management: Process, Strategies, Policy and Schemes Industrial Social Work: Concept, Meaning, Definition, Objectives and Scope Industrial Social Work: Provisions and Role of Social Worker

Core Readings:
- Agarwal, D., Dynamics of Labour Relations in India, Tata McGraw Hill Publishing Company.
- Ahuja, K. K. (1988) Industrial relations - Theory & Practice; New Delhi : Kalyani Publishers.
- Chand, K. V. (1989) Industrial relations, New Delhi : Ashish Publishing House.
- Chatterrjee N. N. (1984) : Industrial relations in India's Developing Economy; Allied Book Agency.
- Fred Luthans. (2001). Organizational Behaviour. New Delhi: Mc.Graw-Hill.
- ILO: An Introductory Course in Teaching and Training Methods for Management Development. New Delhi: Sterling Publishers.
- Malik, Dipak, Indian Trade Unionism in Developmental Perspective, Commonwealth Publishers
- Mamoria, C.B., Dynamics of Industrial Relations, Mumbai: Himalaya Publishing House
- Mongia, J. N. (1976) Readings in Indian Labour & Social Welfare, Delhi : Atma Ram & Sons
- **Puneka, Deodhar, and Sankaran, (2014)** Labour Welfare, Trade Unionism and Industrial Relations Mumbai: Himalaya Publishers
- Pylee, M.v. , Worker's Participation in Management, New Delhi : Vikas Publications
- Reddy, R. Ram (1990) Industrial relations in India; New Delhi : Mittal Publications
- Tyagi, B. P. (1986) Labour Economics and Social Welfare, Meerut: Jai Prakash Nath & Co.
- Venugopal Rao, G., and Prasad Ram, Trade Unionism in India, Printwell

Additional Readings:
- Goswami, v.G., Labour and Industrial Law, Central Law Agency
- Malik, P.L., (2017) Industrial Law, Vol. 1 & 2, 25th Ed. Lucknow: Eastern Book Co.
- Mathur, D.C (1993) Personnel Problems and Labour Welfare, New Delhi: Mittal Publications.
- Mehrotra, S. N (1981 Ed3) Labour Problems in India; New Delhi : S. Chand and Co
- Pant, S. C. (1976) Indian Labour Problems; Allahabad: Chaitanya Publication House.
- Pratap, K. (1992) Rural Labour in India; Problems & Welfare Scheme; New Delhi: Deep & Deep Publications.
- Sarma, A.M. (2005), Aspects of Labour Welfare and Social Security, Mumbai: Himalaya Publishing House.
- Saxena, R. C. (1974) Labour Problems and Social Welfare; Meerut: K. Nath and Co.
- Sharma, A.M. (1994. Ed. 5th) Aspects of Labor Welfare & Social Security; Mumbai: Himalaya Publications.
- Yadav, L.B (ed.) (2000), Reading in Social and Labour Welfare. Lucknow: Institute For Sustainable Development.

Title of Paper	:	**Human Resource Management**
DSE Course	:	DSEC 301 B
Course Code	:	HRM
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	• To understand the importance of human resource and its various applications of strategies in HRM. • To develop knowledge and understanding about HRM. • To develop skills of professionals in performance management and employee training.
Learner's Outcomes		• Able to understand the Importance of Human Resource and Its various applications of strategies in HRM. • Able to develop knowledge and understanding about HRM. • Able to develop skills of professionals in performance management and employee training.
Course Content		
Unit 1 **1.1** **1.2** **1.3** **1.4**	: : : : :	**Understanding Human Resource Management** Human Resource Management: Concept, Meaning, Definition, Objectives and Scope Human Resource Management: Principles, Functions and Structure Personnel Policies: Meaning, Objectives, Need and Relevance HR Manager: Essential Qualities, Core Competencies, Role and Functions of HR / Personnel Manager, Status of HR Manager in Industrial Organizations.
Unit 2 **2.1** **2.2** **2.3** **2.4**	: : : : :	**Introduction to Human Resource Planning** Human Resource Planning: Meaning, Objectives Methods, Influencing Factors of HRP, HR Budgeting and Importance. Recruitment: Meaning, Objectives, Types, Sources and Process Selection: Meaning, Objectives, Steps and Methods. Placement and Induction: Concept, Meaning, Definition, Objectives, Principles and Process
Unit 3 **3.1** **3.2** **3.3** **3.4**	: : : : :	**Training and Appraisal System** Training: Concept, Meaning, Definition, Objectives, Need, Types and Methods Performance Appraisal System: Meaning, Objectives, Needs, Process, Tools, New Trends in PAS-360 Degree Method and Other Modern Techniques and Methods of PAS. Job Analysis: Concept, Meaning, Definition, Objectives, Need and Types Job Evaluation: Concept, Meaning, Definition, Objectives, Methods and Process
Unit 4 **4.1** **4.2** **4.3** **4.4**	: : : : :	**Promotion, Transfer and Salary Administration** Promotion: Meaning, Definition, Objectives, Principles, Types, Criteria, Do's and Dont's of Promotion Transfer: Meaning, Definition, Objectives, Principles, Types and Criteria Wage and Salary Administration: Policy, Types of Wages and Wage Boards Dearness Allowances: Concept, Method of Computing, DA and Consumer Price Index, Fringe Benefits and Perquisites.
Unit 5 **5.1** **5.2** **5.3** **5.4**	**:** : : : :	**Human Resource Development** Human Resource Development: Concept, Meaning, Definitions and Objectives Principles, Functions and Role of HRD Manager Human Resource Development: Principles, Functions and Role of HRD Manager HR Audit: Concept, Needs, Scope and Importance Approaches to Human Resource Audit

Core Readings:

- Aswathappa, K (2001) Human Resource Management, Text & Cases, New Delhi : Tata McGraw-Hill
- Batia, S. K. (2006) Human Resource Management, New Delhi : Deep & Deep Publication
- Botton, Trevor (2001) An Introduction to Human Resource Management, New Delhi : Infinity Books
- Deb Tapomoy. (2010). Human Resource Development. New Delhi: Anne Books
- Flippo, Edwin B. (1971) Principles of Personnel Management Ed. 4, Tokyo : McGraw Hill Publication
- Martin, John. (2010). Key Concepts in Human Resource Management. London: Sage Publications
- Memoria, C.B. (2202). Personnel Management, Mumbai: Himalaya Publishers
- Monappa, Arun & Saiyadain, Mirza, S. (1999) Personnel Management; New Delhi : Tata McGraw Hill
- Pareek, Udai. (2008). Training Instruments in HRD and OD. New Delhi: Tata Mc Graw-Hill
- Pattanayak, Biswajeet (2002) Human Resource Management, New Delhi : Prentice- Hall of India
- Rao, P.S. (2016) Essentials of *Human Resource Management* and Industrial Relations. Mumbai: Himalaya Publishers.
- Tripathi, P.C. (2010). Human resource Development. New Delhi: Sultan Chand & Sons
- VSP Rao Human Resource Management,Text & Cases, Excel Books

Additional Readings:

- Akhilesh, K. B. and Nagaraj, D. R. Edu. (1990) Human Resource Management 2000, New Delhi: Wiley Eastern Ltd.
- Armstrong, Michael Baron, Angela (2006) Handbook of Strategic HRM, Mumbai : Jaico Publishing House
- Parth Sarathi. (2002). Planning, auditing and developing human resources. New Delhi: Manak Publications
- Pippa Riley. (2012). Human resource management. New Delhi: Viva Books Pvt., Ltd.
- Premavathy, N. (2011). Human Resource Management and Development. Chennai: Sri Vishnu Publications
- Rao T.V. (1984). Performance Appraisal: Theory and Practice. New Delhi: AIMA-Vikas management series
- Rao T.V. et.al. (ed). (1997). Alternative Approaches and Strategies of HRD. Jaipur: Rawat Publications
- Tripathi, P. C. (1978) Personnel Management; Theory & Practice; New Delhi : Sultan Chand & Sons

Health Care and Health Management

Title of Paper	:	**Medical Social Work and Ethical Issues**
DSE Course	:	DSEC 301 C
Course Code	:	**MSWEI**
Learner's Objectives	:	• To understand the concept and approaches of medical social work. • Developing an understanding about the roles of medical social worker in various indicators. • To familiarize with the ethical and legal issues related to health and application of social work practice.
Learner's Outcomes	:	• Able to understand the concept and approaches of medical social work. • Able to develop an understanding about the roles of medical social worker in various indicators. • Able to familiarize with the ethical and legal issues related to health and application of social work practice.
Course Content		
Unit-1 **1.1** **1.2** **1.3** **1.4**	: : : : :	**Understanding Medical Social Work** Medical Social Work: Meaning, Concept, Definition, Nature, Need and Scope. Principles of Medical Social Work, Essential Skills of Medical Social Worker. Limitations of Medical Social Work. Historical Background of Medical Social Work in UK, USA, India.
Unit-2 **2.1** **2.2** **2.3** **2.4**	: : : : :	**Approaches to Medical Social Work** Organization and Adjustment of Medical Social Work. Approaches in Practicing Medical Social Work- Preventive, Curative and Rehabilitative. Development and Rights Based Approaches in Practicing Medical Social Work. Prospects and Retrospect of Medical Social Work.
Unit -3 **3.1** **3.2** **3.3**	: : : :	**Medical Entomology & Insecticides** Medical Entomology: Concept, Arthropod Borne Diseases, Arthropod Control Vector Borne Diseases: Classification, Mode of Transmission and Methods of Vector Control Insecticides: Classification, Modes of Action, Application and Toxicity
Unit -4 **4.1** **4.2** **4.3** **4.4**	: : : : :	**Ethical Issues Related to Health** Ethics in Health Care: Concept, Need and Importance. Medical Ethics, Medical Negligence, Medical Evidence, Laws of Tort, Legal Liabilities and Remedies. Laws Applicable to Medical Practices and Hospitals- Consumer Protection Act 1986, Drug and Cosmetic Act, 1940. PCPNDT Act 1994, Medical Termination of Pregnancy Act 1971, Transplantation of Human Organ Act, 1994.
Unit-5 **5.1** **5.2** **5.3**	: : : :	**Application of Medical Social Work** Application of Medical and Psychiatric Social Work in Different Setting Mental Hospital, Child Guidance Clinics, Counseling Centers, Rehabilitation Centre and General Hospitals. Working with Schools for Mentally and Physically Challenged, Blood Banks, Eye Banks, Health Camps

Core Readings

➤ Das, N P Misra, P. K . Dose. Community Access Affect the Use of Health and Family Welfare Services in Rural India. 2001

➤ Dutta , P.K. Public Health and Social Aspect. New Delhi: Khanna Publications. 1998.

➤ Gillan, S. Essential Public Health. New Delhi Rawat Publications. 2007.

➤ Glasby, J. Understanding Health and Social Care. New Delhi Rawat Publications. 2007.

➤ Goldstein D., Expanding Horizons in Medical Social Work

➤ Goldstein D., Readings in the Theory and Practice in Medical Social Work

➤ Hetzel, Besils. Basic Health care in Developing Countries. New York: Oxford University Press. 1978

➤ K. Park, Textbook of Preventive & Social Medicine, Banarsidas Bhanot Publishers: Jabalpur India

➤ Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004.

Additional Readings:

➤ Mohd. Akram. Sociology of Health, New Delhi Rawat Publications. 2014.

➤ Oxfords textbook of Public Health Fifth edition Vol 1,2,3

➤ Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi.

➤ Sharon D.P., Social Work and Community Practice, Apple Academic Press 2011

➤ Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi

➤ Surendra Singh, P.D. Mishra, Health and Disease: Dynamics and Dimensions, New Royal Book Company 2000.

Title of Paper	:	**Health, Disease and Health Care**
DSE Course	:	DSEC 301 D
Course Code	:	HDHC
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	• To develop understanding about health, disease and health care. • Students will comprehend concepts related to health promotions and disease prevention to enhance health. • To understand the concept and structure of health care in India.
Learner's Outcomes	:	• Able to develop understanding about health, disease and health care. • Able to know comprehend concepts related to health promotions and disease prevention to enhance health. • Able to understand the concept and structure of health care in India.
Course Content		
Unit 1	:	**Introduction to Health**
1.1	:	Health: Basic Concepts, Meaning, Definitions, and Positive Health
1.2	:	Changing Concepts of Health
1.3	:	Dimensions of Health, Interdependence of Dimensions of Health
1.4	:	Concept of Wellbeing, Health Responsibility, Health and Development
Unit 2	:	**Determinants and Indicators of Health**
2.1	:	Determinants of Health, Spectrum of Health
2.2	:	Indicators of Health: Concept, Meaning, Definitions, Characteristics and Types
2.3	:	Mortality Indicators of Health and Morbidity Indicators of Health
2.4	:	Nutritional Status Indicators, Health Care Delivery Indicators
Unit 3	:	**Understanding Disease**
3.1	:	Disease: Concept, Meaning, Definitions, and Spectrum of Disease
3.2	:	Classification of Diseases: Communicable and Non-communicable
3.3	:	Factors Responsible for Disease: Physical, Biological, Environmental, Socio-Cultural and Other Factors
3.4	:	Modes of Transmission of Diseases; Levels of Prevention and Modes of Intervention
Unit 4	:	**Epidemiological concept and Epidemiology of Communicable diseases**
4.1	:	Basic Concepts of Epidemiology
4.2	:	Epidemiology of Communicable Diseases : Measles, Chicken Pox, Diphtheria, Tetanus, Pertussis, Plague
4.3	:	Acute Respiratory Infections, Tuberculosis, Rabies, Diarrhea Diseases, Polio Myelitis, Hepatitis, Typhoid, Cholera
4.4	:	HIV/ AIDS, RTI/STI, Malaria, Filaria,
Unit 5	:	**Introduction to Health Care**
5.1	:	Health Care: Concept, Meaning, Definitions, Evolution and Health Committees
5.2	:	Primary Health Care: Concept, Meaning, Definitions, Components, and Importance
5.3	:	Levels of Health Care: Sub Centre, PHC, CHC, District Hospitals etc.
5.4	:	Health Care System in India: Centre, State and District Level

Core Readings:
➤ Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
➤ Park and Park, Textbook of Preventive & Social Medicine, Jabalpur: Banarsidas Bhanot Publishers
➤ Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi

- James F. Mckenzie, Robert R. Pinger, Jerome E. Kotecki, An Introduction to Community Health (Fifth edition) Jones and Bartlett Publisher, USA 2005.
- Carol Holtz, Global Health Care: Issues & Policies Jones and Bartlett Publisher, USA 2008.
- Surendra Singh, P.D. Mishra, Health and Disease: Dynamics and Dimensions, New Royal Book Company 2000
- Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004.

Additional Readings:

- Mohd. Akram. Sociology of Health, New Delhi Rawat Publications. 2014.
- Oxfords textbook of Public Health Fifth edition Vol 1,2,3
- Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi.
- Sharon D.P., Social Work and Community Practice, Apple Academic Press 2011
- Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi

Family Centered Social Work

Title of Paper	:	Social Work Intervention with Family and Children
DSE Course	:	DSEC 301 E
Course Code	:	SWIFC
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	• Knowing the concept of family and child welfare and other concepts. • Understanding the various need and problems of children. • Familiarizing with provisions and Constitutional safeguards and interventions related to children.
Learner's Outcomes		• Able to know the concept of family and child welfare and other concepts. • Able to understand the various need and problems of children. • Able to familiarizing with provisions and Constitutional safeguards and interventions related to children.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Introduction to Family** Family: Concept, Meaning, Definition, Function and Characteristics Family Types: Nuclear Family, Joint Family and Extended Family Family Dynamics: Concept, Meaning, Definition and Theories Family Problems: Family Violence, Family Conflicts, Working Parents, Single Parents
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Needs and Problems of Child Welfare** Developmental Issues: Infant Mortality and Morbidity, Reproductive and Child Health, Health of Adolescent Girls, Common Child Diseases, Nutritional Deficiencies Problems of Children: Child Labour, Child Trafficking, Child Beggar, Child Marriage, Child Prostitutes, Orphans Destitute Child, Street Child, Delinquent Child, Sexually Abused Child and Differently Abled Child HIV/AIDS Affected and Infected, Natural Calamities Affected, Violence Against Child, School Dropout, Enrollment and Gender Gap
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**International and National Provisions** Child Rights: Concept, Objectives and Importance, UN Declaration on the Rights of The Child and Other Initiatives. Constitutional Provisions, National Policy for Children, National Charter for Children, National Action Plan for Children. Services for Children: Developmental, Supportive, Protective, Child Rights Approach and Helplines Supportive Agencies: UNICEF, NIPCCD, CARA, CSWB, NCC and ICCW
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Policies and Programmes** Development Programmes: ICDS, MDM, Sabla Scheme, KGBV, IPSC, Sarva Siksha Abhiyan, Swadhar Grah, Child Labour (Prohibition and Regulation) Act,1986; Prohibition of Child Marriage Act, 2006 Hindu Adoption and Maintenance Act-1956; Right to Education Act-2009 The Protection of Children from Sexual Offences Act (*POCSO*), 2012; Juvenile Justices(Care and Protection of Children)Act,2000

Unit 5	:	**Intervention in Family and Child Welfare**
5.1	;	Family Welfare: Concept, Objectives and Importance, Family Life Cycle, family Life Education, Family Counselling and family Welfare Programme in India.
5.2	:	Child Welfare: Concept, Objectives, Needs, Scope and Significance and Child Development.
5.3	:	Role of Social Institutions: Parents, Family, Peer Group, and School and ECCE-Concept, Needs, Objectives and Importance and School Social Work
5.4	:	Social Work Intervention in the Field of Child Welfare, Development and Protection, Role of Professional Social Worker in Different Settings of Child Welfare.

Core Reading:

➢ Bajpai, A. (2003). Child Rights in India – Law, Policy and Practice, Delhi: Oxford University Press. Swaminathan, M.(ed.)1998 The First Five years – A Critical Perspective on Early Childhood Care and Education in India, NewDelhi: Sage Publications.
➢ Boss, P.G. et al. (1993). Sourcebook of Family Theories and Methods: A Contextual Approach. Plenum.
➢ **Davies Brett Martin,** (2011). Social Work with Children and Families. New Delhi: SAGE Publication.
➢ Desai, M. (ed.) (1994). Family and Intervention: A Course Compendium, Bombay: TISS.
➢ Enakshi, G.T. (ed) (2002). Children in Globalising India – Challenging Our Conscience, New Delhi: HAQ Centre for Child Rights.
➢ Gandhi, A. (1990). School Social Work, New Delhi: Commonwealth Publishers.
➢ Joshi, S. (1996). Child Survival, Health and Social Work Intervention, New Delhi: Concept Publishing Company.
➢ Kumari, V., Brooks, S.L. (2004). Creative Child Advocacy – Global Perspectives, New Delhi: Sage Publications.
➢ Maureen O'Loughlin, (2012). Social Work with Children and Families Third Edition, London: Steve O'Loughlin Published.
➢ Suruchi Thapar (2015). Women in the Indian National Movement Unseen Faces and Unheard Voices, 1930-42, Bjorkert Published
➢ TISS. (1994). Enhancing the Role of Family as an Agency for Social and Economic Development. Mumbai: Unit for Family Studies, TISS.
➢ Zimmerman, S.L. (1995) Understanding Family Policy: Theories and Applications, London: Sage Publications.

Additional Readings:
➢ Alok S. K., (1992). Family Welfare Planning Reprint Edition, New Delhi: Inter India Publications
➢ Behera, D.K. 1998. Children and Childhood in Our Contemporary Societies. New Delhi: Kamla-Raj Enterprises.
➢ Chowhury, A., et al., (2012). Family life education in India- Perspectives, Challenges and Application. Jaipur: Rawat Publication
➢ Behera, D.K. (2007). Childhoods in South Asia. New Delhi: Kamla-Raj Enterprises.
➢ Khasgiwala, A.1993. Family Dynamics: Social Work Perspectives, New Delhi: Anmol Publication.
➢ Kuppuswamy, B., (1990). Child Behaviour and Development. Delhi: Konark Publishers Pvt, Limited.

Title of Paper	:	**Social Work Intervention with Women**
DSE Course	:	DSEC 301 F
Course Code	:	SWIW
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	- Understanding the status of women in different periods of history and current issues faced by women. - Familiarizing with the concept of women empowerment, feminism and its theories. - Understanding various provisions for the betterment of women in the country.
Learner's Outcomes		- Able to understand the status of women in different periods of history and current issues faced by women. - Able to familiarize with the concept of women empowerment, feminism and its theories. - Able to know the various provisions for the betterment of women in the country.
Course Content		
Unit 1	:	**Introduction to Status and Wellbeing**
1.1	:	Status of Women in India: Ancient, Pre-independent and Post-independent Era
1.2	:	Global Status of Women: Ancient, Medieval and Modern Perspectives
1.3	:	Women's Wellbeing: Concept, Meaning and Scope
1.4	:	Situational Analysis of Women in India - Educational, Health, Political, Economic and Legal
Unit 2	:	**Understanding Women Movements and Problems**
2.1	:	Women Movements: Pre-independent, Post-independent, Current Women Movements.
2.2	:	Feminism and its Theories: Liberal, Marxist, Radical and Socialist.
2.3	:	Problems of Women: Sex Determination, Feticide and Infanticide, Sex Ratio and Mortality, Malnutrition and Health, Education, Early Marriage and Teenage Pregnancies.
2.4	:	Women's Problems: Physical and Mental Health Problems, Dowry, Domestic Violence, Divorce, Desecration, Rape, Sexual Abuse, Sexual Harassment and Prostitution.
Unit 3	:	**Legal Framework for Women Justice**
3.1	:	Special Provisions: Constitutional Provisions, IPC – Sections 498A, 302/304B, 354, 363-373, 376 and 509, The Special Marriage Act, 1954, Hindu Marriage Act, 1956
3.2	:	Special Legislations: The Immoral Traffic(Supression)Act, 1956, The Maternity Benefits Act, 1961, Dowry Prohibition Act 1961, The Equal Remuneration Act, 1976,
3.3	:	Domestic Violence Act, 2005, The Family Court Act, 1954
	:	Indecent Representation of Women (Prohibition) Act-1986, The Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal Act-2013
3.4	:	Pre-natal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994, The Medical Termination of Pregnancy Act, 1971
Unit 4	:	**Empowerment and Social Work Intervention for Women**
4.1	:	Women's Empowerment: Concept, Meaning, Definition, Objectives, Need and Scope
4.2	:	Women's Empowerment: Forms, Principles, Indicators and Tools, Strategies, Approaches and Models of Empowerment
4.3	:	Women's Empowerment through Participation in Political and Decision Making Process, Socio-Economic Changes and Women's Empowerment in the Era of Globalization
4.4	:	CEDAW, Role of NGOs in Women Empowerment, Social Work Intervention and Women Empowerment.

Unit 5	:	**Policies and Programmes for Women Empowerment**
5.1	:	National Empowerment Policy for Women, 2001Specific Policies Related to Health, Nutrition, Education, Employment and Social Security for Working Women
5.2	:	Structure, Functioning and Role of: National Commission for Women, Central Social Welfare Board, and State Social Welfare Board, KGNM Trust.
5.3	:	Empowerment Schemes: Beti Bachao Beti Padhao, One Stop Centre, STEP, Ujjwala, Swadhar, Mahila Shakti Kendra, Mahila E-Hatt, Working Women Hostel, Scheme for Relief and Rehabilitation of Victims of Rape, Help Line.
5.4	:	Development Programmes: Mahila Samakhya, Rastriya Mahila Kosh Yojna, Balika Samridhi Yojna, Kishori Shakti Yojna, Janani Suraksha Yojna.

Core Readings:

➢ Agnes, Flavia (1999). Law and Gender Equality: The Politics of Women's Rights in India. New Delhi: Oxford University Press.

➢ Agrawal, N. (2002). Women and Law in India. Women Studies and Development Centre. New Century Publication.

➢ Ahuja, R. (1997). Violence against Women. Guwahati: Eastern Book House.

➢ Ahuja, R. (1998). Women's Organization and Social Network. Guwahati: Eastern Book House

➢ Djetrich, G. (1992). Reflections on the Women's Movement in India- Religion, Ecology, Development, New Delhi: Horizon India Books.

➢ Goel, A. (2004). Organisation and Structure of Women Development and Empowerment. New Delhi: Deep and Deep Publication Pvt. Ltd.

➢ Karmakar, K.G. (1999). Rural Credit and Self-help Groups: Microfinance Needs and Concepts in India, New Delhi: Sage Publication.

➢ Kumar, A. (2006). Women and Family Welfare Institute for sustainable Development, Lucknow, New Delhi: Anmol Publications Pvt. Ltd

➢ Naomi Neft & Ann D. Levine (1997). Where Women Stand – An International Report on the Status of Women in 140 Countries, New York: Random House.

➢ NIPCCD. (1988). Handbook of Policy and Related Document on Women in India, New Delhi: NIPPCD

➢ Raj, K.et al (1999). Encyclopaedia of Status and Empowerment of Women in India, New Delhi: Veena Publication

➢ Sahay Sushama (2010). Women and Empowerment: Approaches and Strategies Published by Discovery Publishing House, New Delhi

➢ Sen, Ilina (1990): A space within the struggle women's participation in people's movement, Kali for women, New Delhi

➢ Seth, Mira.(2001). Women and Development the Indian Experience, New Delhi: Sage Publication

➢ Verma, R. (1997). Family Courts in India: An Appraisal of Strengths and Limitation, New Delhi: Inter Indian Publications.

Additional Readings:

➢ Avasti, Abha & Srivastava, A. K. (2001). Modernity Feminism and Women Empowerment, Jaipur: Rawat Publication.

- Baxamusa, Ramala, Subramanian, Hema (1992). Assistance for Women's Development from National Agencies – Employment Progress, Bombay: Popular Prakashan
- Datar, Chaya (1993). The Struggle Against Violence, Calcutta: Stree Vani
- International Journal of Gender & Women's Studies (IJGWS)
- Mazumdar vina, (2012) **Education, Equality and Development: Persistent Paradoxes in Indian Women's History, New Delhi:** Pearson Publication
- Raj, K.et al (1999). Encyclopaedia of Status and Empowerment of Women in India, New Delhi: Veena Publication
- Singh, S. and Srivastava, S. P. (2010). Encyclopaedia of Social Work, 4th Edition. Lucknow: NRBC

Community Centered Social Work

Title of Paper	:	**Rural, Urban and Tribal Community**
DSE Course	:	**DSEC 301 G**
Course Code	:	RUTC
Year	:	Second Year
Level	:	3rd Semester
Learner's Objectives	:	• To understand the basics of Rural, Urban, and tribal communities. • To know the demographic and geographic distribution of communities. • To gain knowledge on LSG bodies, legal enactments and democratic values.
Learner's Outcomes		• Able to understand the basics of Rural, Urban, and tribal communities. • Able to know the demographic and geographic distribution of communities. • Able to gain knowledge on LSG bodies, legal enactments and democratic values.
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Understanding Rural Community** Rural Community: Concept, Meaning, Definition and Characteristics Rural Community: Historical Development, Socio-Economic and Political Aspects Socio-Cultural Dynamics: Caste, Class and Gender Rural Issues: Poverty, Indebtedness, Unemployment, Illiteracy
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Understanding Urban Community** Urban Community I: Concept, Meaning, Definition and Characteristics Urban Community II: Historical Analysis, Philosophy and Significance Urban Community Development: Concept, Need and Urban Planning Urbanization: Emerging Trends, Factors, Social Dimensions and Social Consequences
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Understanding Tribal Community** Tribes: Concept, Meaning, Definition and Characteristics; Nomadic & De- Notified Tribes Physical Habitat of Tribal People Tribal Community: Concept, Meaning, Definition, Characteristics and Problems of Tribal Community Social System of Tribes: Socio-Economic conditions; Cultural and Religious Aspects
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Constitutional Legal Enactment and Development** 73rd and 74th Constitutional Amendment and Other Important Provisions Structure, Function and Power of Local Self Governance POA Act 1989, PESA Act 1996 Scheduled Tribes and other Traditional Forest Dwellers Act 2006: Provisions, Objectives and Features
Unit 5 5.1 5.2 5.3 5.4	: : : : :	**Democratic Values** People Participation: Concept, Meaning, Definitions, Components and Principles Democratic Decentralization: Concept, Meaning, Definitions, Needs and Importance Resource Mobilization: Concept, Meaning, Definitions, Methods and Process Good Governance: Concept, Meaning, Definitions, Components and Principles

Core Reading:

➢ Ahluwalia Judge Isher (2017) Urbanisation in India: Challenges, Opportunities and the Way Forward, New Delhi, Sage Publication

➢ Bhowmick Pradeep Kumar (1994)Rural and Tribal Development Practices in India, New Delhi M.D. Publications Pvt. Ltd.. Copyright.

➢ Bhowmik, Debesh (2007) Economics of Poverty, New Delhi: Deep & Deep Publications Pvt. Ltd.

➢ Desai A.R.(1975), Society In India, New Delhi, Popular Prakashan

➢ Desai, A. R. (1978, Reprinted 1994) Rural Sociology in India, Bombay: Popular Prakashan

➢ Manis Kumar Rana (Ed). (1989). Tribal India: Problem Development Perspect. New Delhi: Gain Publishers.

➢ Misra, R.P. 1985 Rural Development (Vol 1 to 5). New Delhi: Concept Publishing Company

➢ Munda, Ram Dayal [Undated]: "Introduction" in Indigenous and Tribal Solidarity

➢ Reddy, N. G., (1986) : Rural Elite and Community Work. New Delhi: Chugh Publications.

➢ Sharma B. D. (1978). Tribal Development – The concept and the Fame.

➢ Singh, G. (2014). Panchayati Raj (Hindi). Lucknow: Rapid Book Service.

➢ Singh, K. (1999). Rural Development- Principles, Policies, and Management (2nd Edition), New Delhi: Sage Publications

➢ Verma, S.B., Sankaran, P.N., Shrivastwa, R.K. (2006) Rural Based Development Strategies, New Delhi : Deep & Deep Publications Pvt. Ltd

➢ Verma, S.B., Singh, U.P., Jiloka, S.K. (2006) Rural development Reforms, New Delhi: Deep & Deep Publications Pvt. Ltd.

➢ Verma, S.B., Singh, U.P., Kumar, R. (2006) Rural Development & Environment, New Delhi : Deep & Deep Publications Pvt. Ltd

➢ Yadav, C. S. (Ed.) (1986). Urban Planning and Policies - Part A, New Delhi: Concept Publishing Co.

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Additional Readings:

➢ Alphan, H., (2003): Land Use Changes and Urbanization in Adana, Turkey, Land degradation and Development, Vol. 14, pp. 575-586.

➢ Anil, N. C., Jai Sankar, G., Jagannadha Rao, M., Prasad, I.V.R.K.V. and Sailaja, U., (2011): Studies on Land Use/Land Cover and Change Detection from Parts of South West Godavari District, A.P – Using Remote Sensing and GIS Techniques, J. Ind. Geophys, Union, Vol. 15(4), pp. 187-194.

➢ Batty, M. and Longley, P., (1986): The Fractal Simulation of Urban Structure, Environment and Planning A, Vol. 18, pp. 1143-1179.

➢ Bhagat, R. B., (2005): Urban Growth by City and Town Size in India, Paper to be presented in the annual meeting of Population Association of America to be held at Philadelphia, USA

➢ Bhaskar, P., (2012): Urbanization and Changing Green Spaces in Indian Cities (Case Study – City of Pune), International Journal of Geology, Earth and Environmental Sciences, Vol. 2 (2), pp. 148- 156.

➢ Bhattacharya. B(2010) Urbanization Urban Sustainability and the Future of Cities,

➢ Charasia, B.P. (1990).Scheduled Castes and Scheduled Tribes in India. Allahabad: Chugh Publications

➢ Cheng, J. and Masser, I., (2003): Urban Growth Pattern Modelling: A Case Study of Wuhan City, PR China, Landscape Urban Planning, Vol. 62, pp. 199-217.

➢ Comprehensive Mobility Plan for Pune city, (2008): Pune Municipal Corporation. URL:http://www.punecorporation.org/Mobility%20Plan.aspx

Title of Paper	:	**Perspectives on Rural Community Development**
DSE Course		DSEC 301 H
Course Code	:	PRCD
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	• To understand the basic concept and problems related to rural development. • To gain knowledge about different approaches and models of rural development. • To familiarize with administration, policies, programs and different agencies working for the development of rural community.
Learner's Outcomes	:	• Able to understand the basic concept and problems related to rural development. • Able to gain knowledge about different approaches and models of rural development. • Able to familiarize with administration, policies, programs and different agencies working for the development of rural community.
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Introduction to Rural Development** Rural Development: Concept, Meaning, Definition, Need and Characteristics Theories of Rural Development Problems and Issues of Rural Development in India : Poverty, Unemployment, Health and Sanitation, Illiteracy, Social Inequality Problems Related to Agriculture
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Approaches of Rural Development** Approaches to Rural Development: Concept, Meaning, Definitions, and Types Strategies to Rural Development: Concept, Meaning, Definitions, Types- Growth Oriented, Spatial Planning, Integrated, Holistic and Participatory Various Experiments for Rural Reconstruction: Gandhian Constructive Programmes and Tagore's Sriniketan Model, Etawah Pilot Project Recent Rural Development Models: Result Based Monitoring System (RBM/PIME), PURA.
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Rural Planning and Marketing** Planning: Concept, Significance and Process Rural Planning: Concept, Features, Objectives, Significance and Barriers Rural Planning under the Five Year Plans and NITI Ayog Agrarian Economy and Rural Marketing: Concept, Meaning, Definitions, Need and Significance
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Programs and Agencies for Rural Development** Rural Development: Role of Cottage and Village Industries Role of Cooperatives in Rural Development: A Critical Appraisal Rural Employment Programmes and Poverty Alleviation: Mid-Day-Meal Programme, MGNREGA, Sarva Shiksha Abhiyan, Skill Development Programme, Digital India, DDU, GKY Rural Development Agencies: CAPART, NIRD, NABARD and Rural Cooperatives
Unit V 5.1 5.2 5.3 5.4	: : : : :	**Rural Development Administration and Sustainable Rural Development** Rural Development Administration: Concept, Meaning, Definitions and Importance Rural Development Administration: Structure, Functions and Significance Sustainable Development : Concept, Meaning, Definition and Goals Sustainable Rural Development: Concept, Need and Significance

Core Readings:

➢ Arora, R.C., (s1979) Integrated Rural Development, New Delhi, S. Chand & Sons.

➢ Das H.H. (1990), Introduction to Panchayati Raj and Community Development in India. Delhi: Kalyani Publishers

➢ Franda, Marcus, Small is Politics: Organisational Alternatives in India's (1979), Rural Development, New Delhi: Wiley Eastern Limited.

➢ Gehlawat, J.K., and Kant, (1988). Strategies for Rural Development, New Delhi: Arnold Publishers

➢ Ghosh, D.K. (1994). People's Participation in Rural Development: Need and Scope, Participation Governance, New Delhi

➢ Kumar, A. (Ed.) (2000). New Approach in Rural development. New Delhi: Anmol Publication,

➢ Mathur, B. L. (1996) Rural Development and Co-operation. Jaipur: RBSA Publishers

➢ Mishra, S.N., New Horizons in Rural Development Administration, Mittal

➢ Mukherjee, Amitava,(1995) Participatory Rural Appraisal, New Delhi: Vikas Publishing House,

➢ Neale Walter (1990) Developing Rural India: Policies, Politics and Progress, New Delhi: Allied Publishers.

➢ Prasad, K.N., (1991), India's Rural Problems, New Delhi: Concept Publishing Company.

➢ Ranjees Shalini, (2003).Panchayati raj in India. New Delhi: Deep & Deep Publication

➢ Sarmah, S.K. (1977) Integrated rural development. New Delhi: Abhinav Publishers.

➢ Singh, G. (2014). Panchayati Raj (Hindi). Lucknow: Rapid Book Service.

➢ Singh, Mohinder (1992) Rural Development in India: Current Perspectives, New Delhi: Intellectual Publishing House.

Additional Readings:

➢ Commissioners Conference on Community Projects, Summary Records, New Delhi, the CPA, 1953.

➢ Committee on Plan Project, Report of the Team for the study of CD and NES,

➢ Government of India, Census of India, 2001, Published by the office of the Registrar General and Census Commissioner, India

➢ India, Ministry of Community Development, Jawaharlal Nehru on Community Development, Report, New Delhi, The Ministry,

➢ India, Ministry of Food and Agriculture, Report of the Grow More Food Enquiry Committee, New Delhi, the Ministry, 1952.

➢ India, Planning Commission, Community Project Administration, Second Development

➢ Ministry of Rural Development, Government of India, Annual Report 2009-2010.

➢ Ministry of Rural Development, Government of India, Transferring Rural India Programmes for Change 2000-2001.

➢ New Delhi, 1957.

➢ Pai Pandikar, V.A. and Sud Arun (1986) Rural Industrialisation, New Delh: ,Oxford & IBH Publications Private Limited.

➢ Patel Usha & Patel Amrit, Potential of Rural Industries (A Case of Handicrafts), Bombay: Northern Book Centre.

➢ Sundaram, J.D. (1992) Rural Industrial Development, New Delhi: Vora & Company Publishers Private Limited.

➢ UNDP, Human Development Report, 1990-91

➢ UNESCO, Meeting of Experts on the Institutional Problem of Participation in Strategies of IADP, September, 1998.

Criminal Justice Social Work

Title of Paper	:	Foundation of Criminology
DSE Course		DSEC 301 I
Course Code	:	FC
Year	:	Second
Level	:	3rd Semester
Learner's Objectives	:	• Understanding the concept of crime, criminology and its relations to other social sciences. • Familiarizing with criminal laws pertaining to vulnerable groups. • Acquiring knowledge about criminal typology and criminal psychology.
Learner's Outcomes		• Able to understand the concept of crime, criminology and its relations to other social sciences. • Able to familiarize with criminal laws pertaining to vulnerable groups. • Able to acquire knowledge about criminal typology and criminal psychology.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Understanding Crime and Criminology** Crime, Criminology and Criminal Justice: Meaning, Definitions and Importance. Historical Development of Criminology, Nature and Scope of Criminology. Criminology's Relations with Social Sciences. Social Work Practice in the field of Criminology.
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Crime and Criminal Typology** Typology of Crimes: Crimes against Human Body and Crimes against Property. Crimes against Vulnerable Groups: Crimes against Women and Children. Economic Crimes: White Collar Crimes and Organized Crimes, Environmental Crimes, Cyber Crimes, Terrorism, Victimless Crimes, Hate Crimes, Honour Crimes. Criminal Typology: Adult Offenders and Juveniles in Conflict with Law, Habitual Offenders, Professional Offenders, Recidivist and Violent Offenders.
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Criminal Laws** Elements of Crime and Criminal Liability. General Exception: Necessity and Mistake, Infancy, Insanity and Intoxication, Right to Private Defence of Body, Right to Private Defence of Property. Cognizable and Non-Cognizable Offence: FIR, Investigation, Arrest and Charge Sheet- Custody, Remand and Bail, Compoundable and Non-Compoundable. Right to Accused (pre-sentence hearing Sec 235(2), 248(2), Fair/Speedy - Trial, Right against self-incrimination- Rights of Victims (Plea Bargaining and Victim Participation) - Free Legal Aid.
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Psychology and Crime** Criminal Psychology: Definition, Nature, Purpose and Scope. Criminal Behaviour: Definition, Symptoms, Psycho-Social and Biological Determinants of Crime. Mental Health and Criminal Behaviour: Psychopath, Drugs and Crime, Personality and Other Significant Mental Disorders. Psychology of Specific Criminals: Juvenile Delinquency, Serial Killers & Rampage Killers, Sex Offenders; Thrill Seeking criminals: Joy Riders, Hackers, Thrill Killers.

Unit 5	:	Crime Statistics
5.1	:	Conceptual Analysis and Sources of Crime Statistics.
5.2	:	Crime Statistics in India.
5.3	:	Dark Figures of Crime (Hidden Crimes) and Victimization Survey.
5.4	:	Uniform Crime Reporting Statistics (UCR) and National Crime Victimization Surveys (NCVS).

Core Readings:

➢ Ahmed Siddique, 1993, Criminology, Problems and Perspectives, III Edn. Eastern Book House, Lucknow.

➢ Bartal Curt R. 1999, Criminal Behavior: A Psychosocial Approach 5th Edition, Prebtuce Hall, New Delhi.

➢ Crime in India published by National Crime Record Bureau, Ministry of Home Affairs, Delhi

➢ Harry Elmer Barnes and Negley K. Teeters, 1966, New Horizons in Criminology, Prentice Hall, New Delhi.

➢ Kathuria, R.P, 2007, Law of Crimes and Criminology, Vinod Publishing House, Delhi.

➢ Kelkar RV 2001, Criminal Procedure, 4th Edition, Eastern Book Company.

➢ Mc Laughlin Eugene and Muncil John, 2001, The Sage Dictionary of Criminology, Sage Publication – London, Thousand Oaks, New Delhi.

➢ Morgan Clifford T, King Richard A, Weissz. John R, Schopler John 1986, Introduction to Psychology, 7th Edition Tata Mc Graw Hill Publications.

➢ Paranjape NV, 2002, Criminology and Penology, 2nd edition, Central Law Publication, Allahabad, U.P.

➢ Reid Sue Titus, 2006, Crime and Criminology, Mc Graw Hill Publishers

Title of Paper	:	Criminal Justice System
DSE Course		DSEC 301 J
Course Code	:	CJS
Year	:	Second
Level	:	3rdSemester
Learner's Objectives	:	• Knowing the criminal justice and police system with criminal laws pertaining to vulnerable groups. • Acquiring knowledge about judicial and prosecution system in India. • Familiarizing with prison system and its various approaches.
Learner's Outcomes	:	• Able to Know the criminal justice and police system with criminal laws pertaining to vulnerable groups. • Able to Acquire knowledge about judicial and prosecution system in India. • Able to familiarize with prison system and its various approaches.
Course Content		
Unit 1	:	**Introduction to Criminal Justice System**
1.1	:	Criminal Justice System: Meaning, Purpose and Social Relevance.
1.2	:	Legislative Process and Criminal Justice System.
1.3	:	National and International Perspective.
1.4	:	Accusatorial and Inquisitorial Systems of Criminal Justice System.
Unit 2	:	**Police System**
2.1	:	Historical Perspective of Police system in India and Police Act.
2.2	:	Present Indian Police Administration and Structural Organisation.
2.3	:	Functions and Role of the Police and Criticism of the Police.
2.4	:	Role of Professional Social Worker in Police System.
Unit 3	:	**Judicial System**
3.1	:	Judicial Administration in India: Presiding Officer, Prosecutor and Defence Counsel & Modern Judicial Systems: Fast Track Court, Juvenile Justice Board, Special Court.
3.2	:	Fundamental Elements in Judicial Functioning: Due Process, Speedy Trials and Access to Justice.
3.3	:	Alternative Dispute Resolution System (ADRS): Arbitration, Mediation and Counselling, Lok Adalats.
3.4	:	Judicial Administration: Modernization and Reforms.
Unit 4	:	**Prosecution System**
4.1	:	Meaning, Purpose, Relevance and Need of Prosecution System.
4.2	:	Prosecution Organization in the States.
4.3	:	Need for Independent Prosecution Agency.
4.4	:	Relationship between Prosecution and Criminal Justice System.
Unit 5	:	**Prison System**
5.1	:	Prison and Prison Organization: Meaning, Structure and Functions of Prison Organization.
5.2	:	Types of Prisons and Correctional Institutions in India.
5.3	:	Modernization of Prisons in India; Reformation and Rehabilitation approach in Prisons.
5.4	:	Role of Professional Social Worker in Correctional Institutions.

Core Readings:

➢ Ahuja Ram, 2000, Criminology, Rawat Publications, Delhi.

➢ Banerjee,D, 2005, Central Police Organizations Part I and Part II, Allied Publishers Pvt. Ltd.

➢ Chaturvedi J.C, 2006, Penology and Correctional Administration, Isha Books Delhi.

➢ Guharoy Jay Tilak, 1999 Role of Police in Changing Society APH Publications.

➢ Gupta, Anand Swarup, 2007, Crime and Police in India, Sahitya Bhavan, Agra.

➢ Justice Malimath Committee on Criminal Justice Reforms, Universal Law Publication 2003.

➢ K. Padmanabhaiah Committee Police Reforms, 2001.

➢ Mehrajud-din Mir. 1984, Crime and Criminal Justice System in India, Deep and Deep Publications, New Delhi.

➢ Paranjape NV, 2012, Criminology and Penology with Victimology, Central Law Publications, Allahabad

➢ Reid, Sue Titus, 2006, Crime and Criminology. Mc. Graw Hill Publishers.

➢ Sharma, P.D., 1985, Police and Criminal Justice Administration in India. Uppal Publishing House in Delhi.

➢ Shweta, 2009, Crime, Justice and Society. MD Publications

➢ Srivastava Aparna, 1999, Policing in the 21st Century, Indian Institute of Police Administration.

Generic Elective / Open Elective Course 3ʳᵈ Semester

Title of Course	**:**	**Human and Sustainable Development**
OE/GE Course	**:**	OE/GEC 301 A
Course Code	**:**	SWCPD
Level	**:**	3ʳᵈ Semester
Year	**:**	Second
Course Objectives	**:**	• To learn about human development, its approaches and its various indicators. • To enable an understanding of the scope and relevance of environmental social work. • To understand the importance and role of Sustainability in the development process.
Course Outcomes	**:**	• Able to get clear view of human development as a people centered approach and its various dimensions • Able to develop critical understanding of the two way relationship between environment and development. • Able to understand clarity on the contemporary issues related with sustainable development.
Course Content		
Unit 1 **1.1** **1.2** **1.3** **1.4**	**:** **:** **:** **:** **:**	**Introduction to Human Development** Human Development: Concept, Meaning and Objectives History and Philosophy of Human Development UNDP and Human Development Indicators: HDI, IHDI, MPI and GII Physical Quality Life Index (PQLI), Disability Adjusted Life Years (DALYs) and Social Capability Index
Unit 2 **2.1** **2.2** **2.3** **2.4**	**:** **:** **:** **:** **:**	**Approaches to Human Development** Human Development in India MDGs for 2015 and Human Development Human Development Approaches: Commodity based System and Utility Approach, Basic Needs Approach, Quality of Life Approach, Capability Approach, Human Capital and Human Security.
Unit 3 **3.1** **3.2** **3.3** **3.4**	**:** **:** **:** **:** **:**	**Sustainable Development** Sustainable Development: Concept, Meaning, Definitions, Goals and Objectives Sustainable Development: Components, Values and Principles, Pre-requisites and Dimensions of Sustainable Development Conventions on Sustainable Development
Unit 4 **4.1** **4.2** **4.3** **4.4**	**:** **:** **:** **:** **:**	**Environment and Sustainability** Environment: Concept and Components; Environment Degradation: Global Warming, Climate Crisis and Socio-Economic Impact Environment Management: Concept, Meaning, Definitions, Objectives and Approaches Constitutional Provisions for Environment Protection and NEP, 2006 Environmental Conservation Programs in India.
Unit 5 **5.1** **5.2** **5.3** **5.4**	**:** **:** **:** **:** **:**	**Sustainable Development in the Current Context** Indicators of Sustainable Development Contemporary Challenges to Sustainable Development Current Debates on Sustainable Development; Development and Sustainability Initiatives for Sustainable Development: Global, Regional, Civil Society and Community Based.

Core Readings:
- Booth, D.(1994), Rethinking Social Development: Theory, Research and Practice. Harlow: Orient Longman.
- Bulmer, M et al. (2009), The Goals of Social Policy, Unwin Hymen, London.
- Dereze Jean and Amartya Sen, (1999), Indian Development(Oxford University Press, New Delhi
- Dreze and Sen (2006), India: Development and Participation, OUP, New Delhi
- Encyclopedia of Social Sciences.
- Gore. M.S.(2005), Some Aspects of Social Development, Bombay: TISS.
- Govt. of India,(,2007), Encyclopedia of Social Work in India, Ministry of Welfare : New Delhi.
- Kumar, H (1997), Social Work, Social Development and Sustainable Development (Regency Publications, New Delhi
- Madan, G.R. (1973), Indian Social Problems, Allied Publishers: New Delhi.
- Midgley, J (1995) Social Development: The Developmental Perspective in Social Welfare. New Delhi: Sage Publications.
- Rao, BD (ed). (1998), World Summit for Social Development, Discovery Publications, N Delhi.
- Rao, P.K,(2000), Sustainable Development, Economic and Policy, Blackwell Publisher, Oxford, UK
- Sharma SL (ed) (2006), Development: Socio-Cultural Dimensions, Rawat Publications, Jaipur.

Additional Readings:
- Boase AB: Social Welfare Planning in India (Bangkok, ESCAPE,1970)
- Chakravarty, S, (1987), Development Planning: An Indian Experience. Oxford: Clarendon Press.
- Jacob KK, (1992), Social Development Perspective.
- Kulkarni, PD, (2000), Social Issues and Development. Uppal Publishing House, New Delhi
- Rastogi, PN (1992), Policy Analysis and Problem-solving for Social Systems, Sage Publications, N Delhi.
- Sapru RK: Development Administration (Deep and Deep Publications, New Delhi-1989)
- Singh,S, (1991), Social Development in India. Radha Publishers, New Delhi
- Sinha RK and Das DK, (2000), Development Paradigms: Indian Development Experience. Deep and Deep Publishers, New Delhi

Title of Course	:	**Corporate Social Responsibility and Entrepreneurship**
OE/GE Course	:	OE/GEC 301 B
Course Code	:	CSRE
Level	:	3rd Semester
Year	:	Second
Course Objectives	:	• To understand the concept and theoretical framework CSR. • To know the stakeholder of CSR and the role of social worker. • To gain the clarity on the contemporary issues related CSR with entrepreneurship.
Course Outcomes	:	• Able to understand the concept and theoretical framework CSR. • Able to know the stakeholder of CSR and the role of social worker. • Able to develop the clarity and gain knowledge on the contemporary issues related CSR with entrepreneurship.
Course Content		
Unit 1 **1.1** **1.2** **1.3**	: : : :	**Introduction to CSR** History and Evolution of CSR: India and International Context CSR: Concept , Meaning, Definitions, Need and Scope CSR: Components, Key Drivers, Principles and Approaches
Unit 2 **2.1** **2.2** **2.3**	: : : :	**Models, Theories and Stakeholder** Models of CSR: Ackerman's Model, The Pyramid Model, Circle Model, Concentric Circles Model and Stakeholder Model Theories of Corporate Social Responsibility Stakeholders Engagement: Role of NGOs in Developing CSR, Community Involvement, Interaction in a multi- Stakeholders Context
Unit 3 **3.1** **3.2** **3.3**	: : : :	**CSR Ethics and Policies** Ethical Philosophies, Corporate Behavior, Corporate Reputation Performance Evaluation: Social Accounting, Aspects of Performance, Environmental Audit, Measurement of Performance, Evaluation of Performance CSR Policies: Preparation ,Process of Policy Formulation, Factor Influencing CSR
Unit 4 **4.1** **4.2** **4.3**	: : : :	**Globalization and CSR** Globalization Affects CSR, Corporate Failure Implementing CSR: CSR in Market Place, CSR in Ecological environment Social Impact Assessment, CSR Audit, Role of Civil Society and Role of Social Worker in CSR
Unit 5 **5.1** **5.2** **5.3** **5.4**	: : : : :	**Entrepreneur** Entrepreneur: Concept, Meaning, Definitions and Types Entrepreneurship: Concept, Meaning, Definitions and Types; Social Enterprise Social Entrepreneurship: Concept, Meaning, Definitions, Characteristics and Sources Models and Success Stories of Social Entrepreneur

Core Readings:

➢ Agarwal, S. (2008). Corporate Social Responsibility in India. New Delhi: Sage Publication.
➢ B.S.Rathore & S.K.Dhaneja , ' Entrepreneurship in the 21st Century', Rawat Publications,1999
➢ Baxi, C. (2005). Corporate Social Responsibility: Concepts and Cases: The Indian experience. New Delhi, India: Excel Books.
➢ Bhattacharya, D. Corporate Social Development: A Paradigm shift. New Delhi: Concept publishing company

➢ Bradshow, T. and Vogel, D. (1981). Corporation and their Critiques; Issues and Answer to the Problems of Corporate Social Responsibility. New York: McGraw Hill Book Company

➢ Brigette Burger, 'The Culture of Entrepreneurship', Tata Mc-Graw Hill, Latest Edition.

➢ Crane, A. (2008). Corporate Social Responsibility: Readings and Cases in a Global Context. London: Routledge.

➢ David Crowther (2005), International Dimensions of CSR Vol. II, The ICFAI University Press, Hyderabad

➢ David H.Holt , ' Entrepreneurship new venture creation', Prentice Hall India, Latest Edition.

➢ Dr, Aruna Kaulgad , ' Entrepreneurship Management', Thomson Learning,2003

➢ Garg, Kamal C A (2019). Corporate Social Responsibility. New Delhi: Bharat Law House Pvt. Ltd.

➢ Gupta, C.B., & Srinivasan, N.S., Entrepreneurial Development in India, 5th edn., Sultan Chand, Reprint 2004, New Delhi.

➢ Hisrich Peters, 'Entrepreneurship',Tata Mc -Graw Hill, 1998 7. Lalitha Nagarajan, 'Self-help group in rural development', Dominant Publishers,2002

➢ PJ Mathews (2012): Making a Difference – CSR Initiatives Taken by NTPC Ltd, Tata McGraw-Hill, New Delhi

➢ S.S.Khanka , 'Entrepreneurial development' , S.Chand, Latest Edition.

➢ Satish Taneja, S.L.Gupta, Entrepreneurship Development – New venture creation', Galgotia Publishing company, 2001

➢ Sumati Reddy (2005), Corporate Citizenship: The Social Aspects, The ICFAI, University Press, Hyderabad

➢ Visser, W. (2007). The A to Z of Corporate Social Responsibility a Complete Reference Guide to Concepts, Codes and Organisations. Chichester, England: John Wiley & Sons.

➢ Werther, W., & Chandler, D. (2006). Strategic Corporate Social Responsibility: Stakeholders in a Global Environment. Thousand Oaks: SAGE Publications.

Additional Readings:

➢ Blowfield, Michael, and Alan Murray, Corporate Responsibility, Oxford University Press.

➢ Corporate Social Responsibility in India - Sanjay K Agarwal

➢ Corporate Social Responsibility: An Ethical Approach - Mark S. Schwartz

➢ Corporate Social Responsibility: Concepts and Cases: The Indian - C. V. Baxi, Ajit Prasad

➢ Francesco Perrini, Stefano, and Antonio Tencati, Developing Corporate Social Responsibility-A European Perspective, Edward Elgar. University of Delhi.

➢ Growth, Sustainability, and India's Economic Reforms – Srinivasan

➢ Handbook of Corporate Sustainability: Frameworks, Strategies and Tools - M. A. Quaddus, Muhammed Abu B. Siddique

➢ Handbook on Corporate Social Responsibility in India, CII.

➢ Innovative CSR by Lelouche, Idowu and Filho

➢ Mallin, Christine A., Corporate Governance (Indian Edition), Oxford University Press, New Delhi.

➢ Sharma, J.P., Corporate Governance and Social Responsibility of Business, Ane Books Pvt. Ltd, NewDelhi.
➢ Sharma, J.P., Corporate Governance, Business Ethics & CSR, Ane Books Pvt Ltd, New Delhi.
➢ The World Guide to CSR - Wayne Visser and Nick Tolhurst

Core Course – 4th Semester

Title of Paper	:	**Social Policy, Social Planning and Social Inclusion**
Core Course	**:**	**CC 401**
Course Code	:	SPSPSI
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Building an insight to social policy and social planning. • Understanding the concept of welfare state and social justice as prime focus of social legislations. • Familiarizing with laws pertaining to vulnerable groups.
Learner's Outcomes	:	• Able to build an insight to social policy and social planning. • Able to understand the concept of welfare state and social justice as prime focus of social legislations. • Able to familiarize with laws pertaining to vulnerable groups.
Course Content		
Unit 1	**:**	**Introduction to Social Policy**
1.1	:	Social Policy: Concept, Meaning, Definition, Characteristics and Objectives,
1.2	:	Determinants, Sources, Principal and Values of Social Policy
1.3	:	Social Policy Approaches: The Logical Positivist Approach, The Phenomenological Approach, The Participative Approach and Normative Approach
1.4	:	Policy Making: Perspectives, Theories and Models
Unit 2	**:**	**Understanding Social Policy**
2.1		Social Policy and Related Concepts: Public Policy, Economic Policy and Social Welfare Policy
2.2		Policy Implementation and Evaluation: Concept and Techniques
2.3		Social Policy Relating to Social Issues: Nutrition, Drinking Water, Health, Housing and Habitat
2.4		Social Policy Relating to Vulnerable Groups: Children, Women, Senior Citizens, Youth and Backward Classes
Unit 3	**:**	**Introduction to Social Planning**
3.1	:	Social Planning: Concept, Meaning, Definition, Objectives, Principles and Scope
3.2	:	Social Planning: Models, Process and Functions
3.3	:	Approaches to Social Planning: Sectoral Planning Approach, Area Development Approach and Integrated Development Approach.
3.4	:	Levels of Social Planning: Micro, Meso and Macro
Unit 4	**:**	**Understanding Social Planning**
4.1	:	Social Planning Components: Spatial, Economic, Social and Administration
4.2	:	Concept of Planned Development and Central Planning and NITI Ayog.
4.3	:	Contributions of Five Year Plans in Social Planning
4.4	:	Major Pitfalls of Social Planning, Social Planning and Social Change
Unit 5	**:**	**Social Inclusion and Economic Planning**
5.1	:	Social Inclusion: Concept, Meaning, Definitions, Objectives and Importance
5.2	:	Dimensions and Various Aspects of Social Inclusion
5.3	:	Social Inclusion and Social Group
5.4	:	Policies and Programmes Related to Social Inclusion

Core Readings:

- Adams, Robert (2002), Social Policy for Social Work, Palgraved Mac-Millan, Basingstock
- Ahmad Shamshad and Nafees Ansari (2005), "Planning Commission: Fifty Five Years of Planned Development and Social Sector", Indian Journal of Public Administration, Vol LL 03, July-Sept 2005
- Antony, M. J., (2000): Social Action through Courts: Landmark Judgments in Public interest Litigation, New Delhi: Indian Social Institute.
- Bhartiya, A. K. (2010). Introduction to Social Policy. Lucknow: NRBC
- Bhartiya, A. K., and Singh, D. K. (2010). Social Policy in India. Lucknow: NRBC
- Biju, M. R (2005) Human Rights in a Developing Society, New Delhi: Mittal Prakashan
- Bowring, F. (2000). Social Exclusion: Limitations of the Debate. Critical Social Policy, 20, 307-330
- Daly, M. (2006). Social Exclusion as Concept and Policy Template in the European Union. Belfast, UK: Queen's University.
- Foster, J. (2000). Social Exclusion, Crime and Drugs. Drugs: Education, Prevention and Policy, 7, 317-330.
- Foster, J. (2000). Social exclusion, crime and drugs. Drugs: Education, Prevention and Policy, 7, 317-330.
- Gangrade, K. D. Social Legislation in India (Vol-1 & Vol.2), Delhi: Concept Publishing Company.
- Gaur, K.D. (2002): Criminal Law, Criminology and Criminal Administration. New Delhi: Deep and Deep Publications.
- Hill, M. (2003). Understanding Social Policy. Oxford. Blackwell Publishing
- Horsell, C. (2006). Homelessness and Social Exclusion: A Foucauldian perspective for social workers. Australian Social Work, 59, 213-225.
- Jacob, K.K. (Ed.) (1992) Social Development Perspectives, Udaipur: Himanshu Publications.
- Kabra Kamal Nayan (2004) Development Planning In India: Exploring an Alternative Approach Indian Institute of Public Administration, New Delhi
- Kenyon, S. (2003). Understanding social exclusion and social inclusion. Municipal Engineer, 156, 97-104.
- Kulkarni, P. D. 1979 Social Policy and Social Development in India, Madras: Association of Schools of Social Working India
- Labonte, R. (2004). Social Inclusion/Exclusion: Dancing the Dialectic. Health Promotion International, 19, 115-121
- Rastogi P. N. (1992) Policy Analysis and Problem-solving for Social Systems, Sage Publications, New Delhi.

Additional Readings:

- Crocker, J., Major, B., & Steele, C. (1998). Social Stigma. In D. T. Gilbert, S. T. Fiske, & G. Lindzey (Eds.), The hand-book of Social Psychology (Vol. 2, 4th ed., pp. 504-553). Boston, MA: McGraw-Hill.
- Crowther, C. (2002). The Politics and Economics of Disciplining an Inclusive and Exclusive Society. Social Policy Review, 14, 199-225
- Gaur K. D. (2004) A Text Book on the Indian Penal Code, Delhi: Universal Law Publication Co.

➢ Gillies, V. (2005). Meeting Parents Needs? Discourses of "support" and "inclusion" in family policy. Critical Social Policy, 25, 70-90.

➢ Goffman, E. (1963). Stigma: Notes on the management of spoiled identity. Englewood Cliffs, NJ: Prentice Hall.

➢ Jones, E. E., Farina, A., Hastorf, A. H., Markus, H., Miller, D. T., & Scott, R. A. (1984). Social stigma: The psychology of marked relationships. New York, NY: Freeman.

➢ Kort, F. (1986). The politics of ostracism. Ethology and Sociobiology, 7, 367-377.

➢ Koskenniemi, M. (2009). International law as sociology: French "solidarism" 1871-1950. In M. Koskenniemi (Ed.), The gentle civilizer of nations: The rise and fall of international law 1870–1960 (pp. 266-352). Cambridge, UK: Cambridge University Press.

➢ Mahajan, G. (Ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press

➢ Midglet James O. (2008) The Handbook of Social Policy, University of California.

➢ Mohanty Manoranjan (Ed) (2004) Class, Caste and Gender, Sage Publication, New Delhi.

➢ Sharma P. N. (1993), Social Planning: Concepts and techniques, Print house, Lucknow

➢ Sharma, Arvind (2005), Reservation and Affirmative Action, Sage Publications, New Delhi.

➢ Shukla, B. M. (1998): Law and Social Welfare. New Delhi: Rawat publications.

➢ Strang, H., & Braithwaite, J. (2001): Restorative Justice and Civil Society. Cambridge University Press.

➢ UNDP (2007/8) Human Development Report. Fighting climate change: Human Solidarity in a Divided World, UNDP, and New York.

Title of Paper	:	Social Work Practicum
Core Course	:	CC 402
Course Code	:	SWP 4
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• To know the Agencies' nature, functions and staffing pattern. • To understand the areas of working of agencies and client's system. • Developing the knowledge about the various fields related to social work practice
Course Outcomes		• Able to know the Agencies' nature, functions and staffing pattern. • Able to understand the areas of working of agencies and client's system. • Able to developing the knowledge about the various fields related to social work practice
Course Contents		
		Agency Based Concurrent Field Work

Core Readings:

➢ Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.

➢ CIDT. (2001). Participation, Learning and Action. Walsall: University of Wolverhampton

➢ Garrett, Annett (1972) Interviewing – Its Principles and Methods, Family Service Association of America, New York

➢ Madhukar Indira (2000) Guidance and Counselling, New Delhi: Authors Press

➢ Nelson Jones, Richard, (1984) Practical Counselling and Helping Skills, London: Harper and Row

➢ Singh, R. R. (1985). Field Work in Social Work Education. New Delhi: Printway India

➢ Subedar, I. S. (2001), Field Work Trinning in Social Work. New Delhi: Rawat Publication.

➢ Sudha Datar, et al. (2010). Skill Training for Social Workers: A Manual. New Delhi: Sage.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2010). Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company.

➢ Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company

Additional Readings:

➢ Delhi School Of Social Work ed. (1957) Field Work Supervision – Report of Seminar, New Delhi: Delhi School of Social Work

➢ Government of India (1987) Encyclopedia in Social Work, New Delhi: Publication Division (Social Welfare Ministry).

➢ Kadushin, Alfred Harkness, Daniel (2005) Supervision in Social Work, New Delhi: Rawat Publication

➢ Kumar, S. (2002).Methods for Community Participation: A Complete Guide for Practitioners. London: ITDG Publishing.

➢ Narayana Rao, S. (2002). Counselling and Guidance. Tata McGraw-Hill Publishing Company Ltd

➢ O'Hagan, Kieran, et al (2003) Competence in Social Work Practice – A Practical Guide for Professionals, London

➢ Patri Vasantha (2001) Counselling Psychology, New Delhi : Authors Press

➢ Singh, R.R.ed. (1985) Field Work in Social Work Education, New Delhi: Concept Publishing Company.

Title of Paper	:	**Research Based Dissertation**
Core Course	:	CC 403
Course Code	:	RBD
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• To develop ability to initiate and conduct research. • To develop the research skills of identifying and selecting a research area and preparing research proposal. • To develop skills of doing literature review and steps of research methodology. • To be familiarised with the process of data analysis and report writing. • To understand ethical consideration of research.
Course Outcomes		• Able to understand how to initiate and conduct research. • Able to understand the research skills of identifying and selecting topic for research • Able to understand skill of doing literature review and data collection and accompanying drawbacks. • Able to understand different steps in conducting research and associated limitations. • Able to do data analysis and report writing. • Able to understand ethics involved in research
Course Contents		
		Research Based Dissertation

Semester	Code	Particular	Marks	Total Marks
4th Semester	RBD	**Internal**		200
		Periodic Individual Conference	15	
		Periodic Group Conference	15	
		Class Room Presentation	20	
		External		
		Dissertation Evaluation	100	
		Dissertation Based Viva Voce	50	

Core Readings:

➢ Gupta, S.C., 2012, Fundamentals of Statistics, 7th revised ed., Himalaya Publishing House, New Delhi.
➢ Kothari, C. R., 2004, Research Methodology –Methods and Techniques, 2nd ed.,
➢ Kumar, R., 2006, Research Methodology, 2nd ed., Pearson Education, New Delhi.
➢ Laldas, D. K., 2000, Practice of Social Research, Rawat Publication, New Delhi.
➢ Nicholas Walliman, 2004. Your Undergraduate Dissertation: The Essential Guide for Success (SAGE Study Skills Series). 1 Edition. SAGE Publications Ltd.
➢ University of Warwick, 2010. Dissertation Guidelines for Undergraduate Study. Available: http://www2.warwick.ac.uk/study/cll/currentstudents/undergraduatemodules/ce302dissertation/dissertation_guidelines_2010.pdf.

Discipline Specific Specialization Elective Course – 4th Semester

Human Resource and Industrial Relations

Title of Paper	:	Organizational Behavior and Organizational Development
DSE Course		DSEC 401 A
Course Code	:	OBOD
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Building an insight to organizational behaviour. • Understanding the concept of employee morale, motivation and employee counselling. • Knowing the organizational structure and communication.
Learner's Outcomes		• Able to build an insight to organizational behaviour. • Able to understand the concept of employee morale, motivation and employee counselling. • Able to know the organizational structure and communication.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Introduction to Organizational Behavior** Organizational Behavior: Evolution, Concept, Meaning, Definitions, Objectives Organizational Behavior: Dimensions, Models, Approaches and Importance Industrial Psychology: Meaning, Definitions, Nature, Objectives and Scope Practical Application in Industrial Setting
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Understanding Employee Morale and Decision Making** Employee Morale: Meaning, Importance, Measures and Techniques of promoting Morale in the Organization. Motivation: Meaning, Definitions and Importance, Positive and Negative Motivation, Theories of Motivation. Attitude: Concept, Meaning, Definitions and Importance and Theories Employee Counseling- Concept, Need, Methods and Techniques and Its Application in Industrial Setting.
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Introduction to Organizational Structure and Its Development** Organizational Development: Meaning, Definitions, Characteristics, Objectives, Process and Techniques. Organizational Development Interventions: Team Building, Survey feedback, Grid Training, MBO, T-Group Training, Sensitivity Training and Effectiveness of Training. Organizational Structure: Meaning, Definition, Nature, Forms and Formation of Organizational Structure. Organizational Change, Organizational Climate and Organizational Innovations.
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Introduction to Organizational Communication** Organizational Communication: Meaning, Component, Significance and Skills of Effective Communication. Principles and Process Organizational Communication and Barriers in Organizational Communication. Types of Organizational Communication, Organizational Communication and its Challenges. Models of Organizational Communication: Shannon and Weaver, Berlo, Schramm, Bearnlund, Interactive/Convergence, Constructionist and Linear.

Unit 5	:	**Issues and Problems**
5.1	:	Occupational Stress: Concept, Stressors, Impact on Employee and Employer, Stress
5.2	:	Management.
		Industry and Society: Industry as a Part of Social System, Socio-Cultural Environment
5.3	:	in Industry, Social Problems and Issues in Industry
		Impact of Industrialization, Urbanization and LPG.

Core Readings:

➢ Ahuja K.K. (1990). Organizational Behaviour, New Delhi: Kalyani Publication.

➢ Davis. Keith (1997). Organizational Behaviour. New Delhi: Anmol Publication.

➢ Diwan, Parag and Aggarwal, L. N. (2002). Business Communication, New Delhi: Excel Books.

➢ Jitendra. M.D. (1998). Organization Communication. New Delhi: Rajat Publication

➢ Khanka.S.S (2000) : Organizational Behavior, New Delhi: Kitab Mahal Publication Ltd.

➢ Luthans,F. (2006). Organizational Behaviour, 11Ed, New Delhi: Tata McGraw Hill

➢ Mc Shane, S.L. & Von Glinow, M.A. (2000.) Organizational Behavior, New Delhi: Tata McGraw Hill.

➢ Robbins, P. (2010). Essential of Organizational Behaviour, 10 Ed, New Delhi: PHI

➢ Sudha. G.S. (2003), Management Concepts and Organizational Behaviour. Jaipur: RBSA

➢ Tyagi. Archana (1997), Organizational Behavior. New Delhi: Excel Books.

Additional Readings:

➢ Bhat, S. (2001)Management and Behavioural Process, Text and Cases, Mumbai: Himalaya Publishers

➢ Dwivedi R.S. (1995). Human Relations and Organizational Behaviour, New Delhi: MacMillan.

➢ Kalia H.L.: Industrial and Organizational Psychology, (2006) Volume I & II, New Delhi: Kalpaz Publication.

➢ Koontz & O 'Donnell, Essentials of Management, New Delhi: Tata McGraw Hill

➢ Shukla. M. (1996): Understanding Organizations, Organizational Theory & Practice, New Delhi: Prentice Hall of India.

➢ Sudha. G.S. (2003). Management Concepts and Organisational Behaviour. Jaipur: RBSA Publishers

➢ Wexley C Kenneth (1988) Organizational Behaviour and Personnel Psychology, Delhi: Surjeet Publication.

Title of Paper	:	**Labour Legislation and Social Security**
DSE Course		DSEC 401B
Course Code	:	LLSS
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Understand labor legislation and the different areas of legislation. • Gain knowledge about labor legislation and develop skills to deal with legislative function. • Improve insight about social security and various legislative functions.
Learner's Outcomes		• Able to understand labor legislation and the different areas of legislation. • Able to gain knowledge about labor legislation and develop skills to deal with legislative function. • Able to improve insight about social security and various legislative functions.
Course Content		
Unit 1 **1.1**	: :	**Understanding Growth of Protective Labor Legislation** Labor Legislation: Meaning, Need, Principle and Scope, Growth of Labor Legislation in India before and after Independence.
1.2	:	Factory Act: Objectives and Salient Features, Factory Act, 1948.
1.3	:	Mines Act, 1952: Salient Features, Objectives and Provisions.
1.4	:	Plantation Act, 1951: Salient Features, Objectives and Provisions.
Unit 2	:	**Industrial Relation Legislations**
2.1	:	Apprentice Act, 1961: Salient Features, Objectives and Provisions.
2.2	:	The Contract Labor (Regulation and Abolition) Act, 1970: Salient Features, Objectives and Provisions.
2.3	:	The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959
Unit 3	:	**Determination of Wage and Bonus**
3.1	:	Payment of Wages Act, 1936: Salient Features, Objectives and Provisions.
3.2	:	Minimum Wages Act, 1948: Salient Features, Objectives and Provisions.
3.3	:	The Payment of Bonus Act, 1956: Salient Features, Objectives and Provisions.
Unit 4	:	**Understanding Social Security**
4.1	:	Social Security: Concept, Objectives, Types and Scope
4.2	:	Social Security Provisions for Organized and Unorganized Sector
4.3	:	The Workmen's Compensation Act, 1923
4.4	:	The Maternity Benefits Act, 1961.
Unit 5	:	**Social Security Provisions**
5.1	:	The Employee State Insurance Act, 1948,
5.2	:	The Employee's Provident Funds and Miscellaneous Provisions Act, 1952
5.3	:	The Payment of Gratuity Act, 1972 and
5.4	:	New Pension Scheme and Family Pension Scheme.

Core Readings:
➤ Balchandani, K. R. (1977) Labour & Industrial Laws, Mumbai : Jeevan Deep Prakashan
➤ Shintre, V. P. (1979) Hand Book on Labour Laws : Labour Law Agency, Bombay
➤ Ajay Bhola, J.N. Jain. (2009). Modern industrial relations and labour laws. Regol Publications.

➢ Arun Monappa. (1989). Industrial relations. New Delhi: Tata Mcgraw-Hill

➢ BD Singh. (2010). Industrial relations and labour laws. New Delhi: Excel Books Publications

➢ Gaur.L. (1986). Trade Unionism and industrial relations. New Delhi: Deep and Deep

➢ Malik, P.K (2017). Industrial Laws, Vol. 1 & 2. 25th Ed. Lucknow: Eastern Book Company

➢ Jain J.N. (2009). Modern industrial relations and labour laws. New Delhi: Regal Publications

➢ Mamkootam Kuriakose. (1982). Trade unions myth and reality. New Delhi: Oxford University Press.

Additional Readings:

➢ Singh, B.D. (2010). Industrial relations and labour laws. New Delhi: Excel books

➢ Tripathi, P. C. & Gupta, C. B. (1990) Industrial Relations & Labour Laws, New Delhi: Sultan Chand & Sons

➢ Srivastava, K. D. (1982) Law Relating to Trade Unions in India, Ed. 2, Lucknow : Eastern Book Com

➢ Saiyed, I. A. (2001) Labour Laws, Mumbai : Himalaya Publishing House

➢ Giri,V.V. (1959). *Labour problems in Indian industry*. Bombay: Asia publishing house.

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

➢ Chakrabarti, B. K. (1974) Labour Laws of India, Calcutta : International Law Book Centre

➢ Kumar, H. L. (1996) Employers rights under Labour Laws, Delhi: Universal Law Pub. Co.

Health Care and Health Management

Title of Paper	:	**Psychiatric Social Work and Personality Disorders**
DSE Course		DSEC 401 C
Course Code	:	PSWPD
Year	:	Second
Level	:	4th Semester
Learner's Objective	:	• Understanding the concept and application of psychiatry social work. • To get familiar with counseling, psychotherapy and transactional analysis. • Familiarizing the students about importance of positive thinking and how it can guide one to solve personality problems and experience self- development.
Learner's Outcomes		• Able to understand the concept and application of psychiatry social work. • Able to familiar with counseling, psychotherapy and transactional analysis. • Able to understand about importance of positive thinking and how it can guide one to solve personality problems and experience self- development.
Course Content		
Unit-1 1.1 1.2 1.3 1.4	: : : : :	**Introduction to Psychiatry Social Work** Psychiatry Social Work: Concept, Meaning and Definitions Psychiatric Social Work –Retrospect and Prospect Scope of Psychiatric Social Work Role and Duties of Psychiatric Social Worker
Unit-2 2.1 2.2 2.3 2.4	: : : : :	**Understanding Abnormal Behaviour** Abnormal Behaviour: Meaning, concept, Causes and Symptoms of Abnormal Behaviour. Major Mental Disorders: Psychosis-Schizophrenia, Paranoia, Manic Depression, Involution Melancholia. Minor Mental Disorders: Psychoneurosis: Anxiety Reaction, Hysteria, Neurasthenia, Obsession and Compulsion, Phobia. Practice of Psychiatric Social Work: Role and Functions.
Unit -3 3.1 3.2 3.3 3.4	: : : : :	**Personality Disorders and Community Psychiatry** Personality Disorders: Concept, Meaning, Definitions and Determinants Types of Personality Disorders: Schizoid, Schioztypal, Narcissistic, Anti-Social, Borderline, Avoidance, Dependent and Obsessive: Compulsive Treatment of Personality Disorders Community Psychiatry: History, Principles, Features, Relationship between Psychology and Psychiatry,
Unit -4 4.1 4.2 4.3 4.4	: : : : :	**Community Mental Health** Community Mental Health: Concept, Meaning, Definitions and Determinants Community Mental Health: Cause and Symptoms Community Mental Health Related Issues and Problems Mental Health Care Act, 2017
Unit- 5 5.1 5.2 5.3 5.4	: : : : :	**Psychiatric Social Work Intervention** Major Approaches in Psychiatric Social Work Geriatric Psychiatry; Psychiatric Rehabilitation Practice of Psychiatric Social Work in Different Settings I: Family Service Agencies, Child Welfare Agencies, School Settings, Practice of Psychiatric Social Work in Different Settings II: Correctional Institutions, General Hospital Settings, De-addiction Centres,

Core Readings:

- Goldstein D., Expanding Horizons in Medical Social Work
- Goldstein D., Readings in the Theory and Practice in Medical Social Work
- Sharon D.P., Social Work and Community Practice, Apple Acdemic Press 2011
- Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
- K. Park, Textbook of Preventive & Social Medicine, Banarsidas Bhanot Publishers Jabalpur India
- Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine CBS Publishers, New Delhi
- Verma, R. Psychiatric Social Work in India. New Delhi: Sage Publications. 1992.

Title of Paper	:	**Community and Public Health**
DSE Course		DSEC 401 D
Course Code	:	CPH
Year	:	Second
Level	:	4th Semester
Learner's Objective	:	• To familiarize with the concept community health & public health • Developing an understanding about health planning and New horizons of public health. • To get introductory knowledge about various health programmes in India and International health organizations
Learner's Outcomes	:	• Able to familiarize with the concept community health & public health • Able to Develop an understanding about health planning and New horizons of public health. • Able to get introductory knowledge about various health programmes in India and International health organizations
Course Content		
Unit 1 **1.1** **1.2** **1.3** **1.4**	: : : : :	**Introduction to Community and Public Health** Community Health: Concept, Definition, Brief History, Factors Affecting Health of Community. Public Health: Meaning, Concept, Definition and Objectives. Changing Concepts in Public Health. Social Health, Family Medicine, Population and Health, Community Diagnosis.
Unit 2 **2.1** **2.2** **2.3** **2.4**	: : : :	**Health Planning and Health Care** Health Planning in Health Care: Concepts, Health Committees, Planning Cycle. Health for All, Millennium Development Goals: Targets and Achievements. New Horizons in Public Health: Sustainable Development Goals, Telemedicine etc. National Health Mission, AYUSH, Medical Tourism.
Unit 3 **3.1** **3.2** **3.3** **3.4**	: : : : :	**Relevant Health Programmes** Polio Eradication Program, RNTCP (Tuberculosis), Universal Immunization Programme - Objectives, Initiatives and Achievements. Vector Borne Disease Control Program, Diarrhoea Management Programme- Objectives, Initiatives and Achievements. Sexually Transmitted Disease and HIV/AIDS Control Program. Programmes Related to Control and Prevention of Non-communicable Diseases.
Unit 4 **4.1** **4.2** **4.3** **4.4**	: : : : :	**Understanding International Organizations** Structure, Objective and Services of International Health Organizations -World Bank, WHO, UNICEF, UNFPA, UNDP. FAO, ILO, USAID, RED CROSS, Care- Structure, Objectives and Services Voluntary Health Organizations in India. International Health Regulations.
Unit 5 **5.1** **5.2** **5.3** **5.4**	: : : : :	**Public Health and Nutrition** Public Health Nutrition**:** Concept, Meaning, Definition, Brief History Micronutrient Deficiency Disorders: Prevalence and Risk Factor Undernutrition: Global and Indian Prevalence of Undernutrition, Risk Factors Consequences Obesity: Prevalence and Risk Factors- Physical Activity and Inactivity, Screening of those at Nutritional Risk, Life Style Diseases

Core Readings:

- Carol Holtz, Global Health Care:Issues & Policies Jones and Bartlett Publisher, USA 2008.
- F. Douglas Scutchfield, C. William Keck, Principles of Publics Health Practice.
- G.R. Krishnamurthy, A.K. Singh, S. K. Bajpai- Indian Health Scenario (Perspectives and Dimensions) Serial Publication.
- Imrana Qadeer-Public Health in India (2011) Danish Books.
- J. S. Mathur- A Comprehensive Textbook of Community Medicine, CBS Publisher and Distributors 2008
- James F. Mckenzie, Robert R. Pinger, Jerome E. Kotecki, An Introduction to Community Health (Fifth edition) Jones and Bartlett Publisher, USA 2005.
- K. Park, Textbook of Preventive & Social Medicine, Banarsidas Bhanot Publishers Jabalpur India.
- Kumar R. Social and Preventive Health Administration, New Delhi: Ashish Publications. 1992.
- Mary Jane Schneider, Introduction to Public Health, Jones and Bartlett Publisher, USA 2004
- Oxfords textbook of Public Health Fifth edition Vol 1,2,3
- Piyush Gupta, O.P. Ghai, Textbook of Preventive & Social Medicine New Delhi: CBS Publishers,
- Sundar Lal, Adarsh, Pankaj, Textbook of Community Medicine (Preventive & Social Medicine), CBS Publishers, New Delhi
- Surendra Singh, P.D. Mishra, Health and Disease: Dynamics and Dimensions, Lucknow: New Royal Book Company. 2000

Family Centered Social Work

Title of Paper	:	Social Work Intervention with Youth
DSE Course		DSEC 401 E
Course Code	:	SWIY
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Understanding the concept of youth welfare and characteristics of Indian Youth. • Familiarizing with the policies and programs for the welfare of youth. • Developing knowledge about various intervention areas and strategies for dealing with problems of Youth.
Learner's Outcomes		• Able to understand the concept of youth welfare and characteristics of Indian Youth. • Able to familiarize with the policies and programs for the welfare of youth. • Able to develop knowledge about various intervention areas and strategies for dealing with problems of Youth.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Understanding Youth Welfare and Development** Youth: Concept, Meaning, Definition and Characteristics Youth Welfare: Concept, Meaning, Definitions, Characteristics, and Model of Youth Work Youth Development: Concept, Meaning, Definitions, Characteristics and Influencing Factors, Inter-generational Conflicts; Youth Power Youth as a Change Agents in Socio-Political Movements, Role of Youth in Nation Building, Youth as Social Capital, Youth as a Partner of Development
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**Needs and Problems of Youth Development** Developmental Needs: Socialization of Youth, Education, Employment, Motivation and Sensitization, Development of Self-Identity. Problems Faced by Youth: Educated Unemployment, Alienation, Addiction, Violence and Crime, Suicide, Youth Unrest, Sexuality-High Risk Behaviour, Sexual Preferences and Variance. Problems of Youth in Rural and Urban Settings: Absence of Facilities for Healthy Recreation, Alcoholism and Drug Dependency among Youth, Youth and Pornography, Youth and Migration. Exploitation of Youth: Exploitation of Youth for Communalism, Terrorism and Naxalism, Trafficking of Girl Youth, Role of Youth against the Social Evils.
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Policies and Programs for Youth Development** Policies for Youth Development: National Policy for Youth, Sports Policy, Education Policy, Employment Policy and HRD Policy. Administrative Structure: Youth Welfare Administration at Central, State and District Levels, National Commission for Youth. Schemes for Youth Development: Nehru Yuva Kendra Sangathan, National Youth Corps, National Programme for Youth & Adolescent Development, International Cooperation, Youth Hostels. Development Programmes: Assistance to Scouting & Guiding Organisations, National Discipline Scheme, National Young Leaders Programme, National Service Scheme.

Unit 4	:	**Institutional Guidance and Employment for Youth**
4.1		Rajiv Gandhi National Institute of Youth Development (RGNIYD) YMCA, YWCA,
4.2	:	Employment and Career Guidance
	:	Youth and Entrepreneurship: Meaning of self-employment and Entrepreneurship, Areas of Self-employment for Urban and Rural youth, developing Entrepreneurial
4.3		Capabilities among youth
	:	Youth Action, Youth and Media, Youth Counselling, Youth in the Context of Globalization
Unit 5	:	**Intervention with Positive Youth Development**
5.1	:	Conceptual Understanding Positive Youth Development: Competencies, Character, Confidence, Conection and Caring
5.2	:	Community Engagement Framework for Youth Development: Factors, Promoting and hindering Youth engagement
5.3	:	Social Work for Empowerment of Youth, Role of Social Workers in Youth Development
5.4	:	Peace Building Role of GOs, NGOs and Civil Society

Core Reading:

➢ Agenda Jayaswal (1992) Modernization & Youth in India, Jaipur & New Delhi: Rawat Publications.

➢ Ahuja, Ram (1996) Youth & Crime, Jaipur & New Delhi: Rawat Publications.

➢ Altbach, Philip G. (1970) The Student Revolution – A Global Analysis, Bombay: Lalvani Publishing House.

➢ Anthony, A. D'souza (1979) Sex Education & Personality development, New Delhi: Usha Publication.

➢ Baja, Premed Kumar (1992) Youth Education & Unemployment, New Delhi: Hashish Publishing

➢ Choudhary, D. Paul(1985)Child Welfare & Development, New Delhi, Atma Ram & Sons.

➢ Chowdhari, D. Paul (1967) Handbook of social welfare (Fields of social work), New Delhi: Atmaram & Sons.

➢ Chowdhry, D.P.1988 Youth Participation and Development, Delhi: Atma Ram & sons

➢ Engene Morris, C (1956). Counselling with Young People, New York: Association Press.

➢ Erik H. Erikson (1965). The Challenge of Youth, Doubleday and Com. Inc, New York

➢ Pandey, Rajendra (1984). Sociology of Youth, Banglore, New Delhi, Jalandhar: Sterling Publisher Pvt. Ltd.

➢ Peter, K. Manning, Marcello (1972). Youth & Sociology Truss, New Jersey: Prentice Hall, Inc. Englewood Cliffs.

➢ Reddy, N. Y. (1988). Value & attitudes of Indian Youth, Jammu, New Delhi: Light and Life Publishers

➢ S. P. Agnihotri, (1992). National Employment Programmes in India, Allahabad: Chugh Publications

➢ Saraswati, S. (1988). Youth in India, New Delhi: Indian Council of Social Science, Research

➢ Simhadri Yedla C. (1992). Global Youth, Peace and Development, Delhi: Ajanta Publication

➢ Sirdharam, K. V. (1981). Indian Journal of Youth Affairs, New Delhi: Vishwa Yuvak Kendra

Additional Readings:

➢ Bill Whyte, 2008 Youth justice in practice: Making a difference (Social Work in Practice Series) Bristol University Press UK, Policy Press

➢ Dahama, O. P. & Bhatnagar, O.P. (1994) Education & Communications for Development Delhi: Oxford IBH

➢ For Youth Development reading material, (89-90) Hyderabad: NIRD,

➢ Mohit Chakrabharti (1997) Value Education: Changing Perspectives Delhi,Kanishka Pub.

➢ National Service scheme – Social Service Opportunities for Students in Slum Areas, Delhi School of Social Work.

➢ Perspective in Social Work – Journal of College of Social Work, Nirmala Niketan, Vol. XI No. 1, 96 Mumbai.

➢ Profile of Social Welfare & Development in India (1983): New Delhi: M. H. Publication

Title of Paper	:	**Social Work Intervention with Elderly**
DSE Course		DSEC 401 F
Course Code	:	SWIE
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Understanding the concept of elderly and gerontology background. • Familiarizing with the issues and available provisions related to elderly. • Gaining knowledge about the skills and strategies of social work intervention with the aged.
Learner's Outcomes		• Able to understand the concept of elderly and gerontology background. • Able to familiarize with the issues and available provisions related to elderly. • Able to gain knowledge about the skills and strategies of social work intervention with the aged.
Course Content		
Unit 1 1.1	: :	**Introduction to Elderly** Elderly: Concept, Definitions, Characteristics, Meaning and Definition of Gerontology, Evolution of Gerontological Social Work in India.
1.2	:	Demographical Profile of the Elderly at National and International Level.
1.3	:	Psychological and Sociological Theories of Ageing.
1.4	:	Changing Roles, Power and Status of Elderly and Guiding Principles of Working with Elderly.
Unit 2 2.1	: :	**Needs and Problems Faced by Elderly** Status of Elderly in Different Family Types in India, Issues of Neglect, Abuse, Violence and Abandonment and Changing Family Norms
2.2	:	Physical, Mental, Sexual, Emotional Economic, Social and Spiritual Aspects of issues in Elderly.
2.3	:	Mental Health Consequences of Ageing: Anxiety, Depression, Suicide Tendencies and Dementia.
2.4	:	Issues Related to Social Security, Pension, Housing, Division of Property and Caring for the Elderly.
Unit 3 3.1	: :	**Provisions Regarding Welfare of Elderly** Constitutional and Legal Safeguards for Elderly and International Concerns.
3.2	:	National Policy on Older Person, 1999,
3.3	:	Maintenance and Welfare of Parents and Senior Citizen Act, 2007
3.4	:	Supportive Roles of National and International Organizations, Facilitative Role of Civil Society and Community Based Approached in Age Care.
Unit 4 4.1	: :	**Services to Older Persons** Intervention in Improving Well-being and Quality of Life
4.2	:	Counselling and Guidance Services for Preparation of Old Age
4.3	:	Lifestyle Management and Retirement Plan Programme, Grief Counseling.
4.4	:	Livelihood and Family Related Interventions, Community services, Self- help/support Groups of the Elderly as well as Care Givers, Institutional Services for the Elderly.
Unit 5 4.1	: :	**Intervention with Elderly** Government Welfare Programmes and Schemes for Older Person
4.2	:	Role of Not-for-Profit Organization and Community Groups towards older person
4.3	:	Role of Social Work Profession in Caring for Elderly,
4.4	:	Social work Intervention in Hospice and Palliative Care

Core Reading:

➢ Butler, Robert Lewis, Myrna (1982) Ageing & Mental Health, London: C. V. Mosby Com Publication.

➢ Dhillon, Paramjeet Kaur (1992) Psycho Social Aspects of Ageing in India, Delhi: Concept Publication.

➢ Gurumurthy, K. G. (1998) The Aged in India, New Delhi: Reliance Publishing House.

➢ Hooyman, N. R., & Kiyak, H. A. (2011). The Growth of Social Gerontology. In Social Gerontology: A Multidisciplinary Perspective (9th ed., pp. 3-42). Boston, MA: Pearson Education.

➢ Ian, S. (2000). The Psychology of Ageing. Jessica Kingsley Publish.

➢ Kane, M., Lacey, D., & Green, D. (2009). Investigating Social Work Students' Perceptions of Elders' Vulnerability and Resilience. Social Work in Mental Health, 7(4), 307-324.

➢ Min, J. W. (2005). Cultural Competency: A Key to Effective Future Social Work with Racially and Ethnically Diverse Elders. Families in Society, 86(3), 347-358

➢ Moody, H.R. (2009). The Moral Economy of Retirement. Generations, 33(3), 27-33.

➢ Morgan. K., Weisz. & Schopler. (1993). Introduction to Psychology. New York: Tata McGraw Hill

➢ Phillips, Judith et al : Social Work with Older People (4th edition) New York , Palgrave McMillian

➢ Shah. V.P.(1993),The Elderly in Gujarat,(Project report),Ahmadabad: university, Department of Sociology

➢ Sharma, M. L., Dak, T. M. (1987) Ageing in India, New Delhi.

➢ Timothy, Brubaker (1990) Family Relationships in Later Life, California: Sage Publication

➢ Wang, D., & Chonody J. (2013). Social Workers' Attitudes toward Older Adults: A Review of the Literature. Journal of Social Work Education, 49(1), 150-172.

Additional Readings:

➢ Brubaker Timothy (1990) Family Relationships in Later Life, California : Sage Publication

➢ Ginn, Jay., and Arber, Sara., (1991). Gender, Class and Income Inequalities in Later Life. The British Journal of Sociology.; 42(3), Sept: 369-396.

➢ Medicare Anonmyous Social Security Bulletin, 2005 Research Library, Core. 35.

➢ Moneer Alam, (2004). "Ageing, Old Age Income Security and Reforms: An Exploration of Indian Situation", Economic and Political, Weekly, 14th August.

➢ Nair, P.S., (1989-90) "Aging Social Economics; Health Status of the Elderly in Asia: A Case Study in Rural Indian ", Journal of Social Research, vol. 32 & 33 (1 & 2).

➢ P.C. Sikligar, (2002). "Social Security for Rural Poor A Conceptual Frame Work Indian Journal of Public Administration", vol. XL VIII, No. 3 July-September.

➢ Pravin Visaria, (2001). "Demographics of Ageing in India", Economic and Political Weekly, June 2.

➢ Rajan, S.I., Mishra and Sarma, (1995). An agenda for National Policies on Aging in India, Research and Development Journal, vol. 1 (2).

➢ Rajeev Ahuja (2003). "Old-Age Income Security for the Poor", Economic and Political Weekly, September 13,

➢ Ramamurti P.V., Jamuna D., (Ed.), (2004). Hand Book of Indian Gerontology, New Delhi: Serials Publications.

➢ S. Irudaya Rajan, Gayathri Balagopal (2017). Elderly Care in India: Societal and State Responses New Delhi: Springer Publication.

➢ Suresh Chandra, (2001). Hale & Hearty Every After Fifty, Delhi: Pustak Mahal,

➢ Tattwamas Paltasingh (2015). Caring for the Elderly: Social Gerontology in the Indian Context New Delhi SAGE India

➢ Vijaykumar S., (1991). Family Life and Socio-Economic Problems of the Aged, Delhi: Ashish Publishing House.

➢ Vineeta Pai, (2000). Coping with Retirement, NESCO Club. Naganur: Karnataka, India.

Community Centered Social Work

Title of Paper	:	**Perspectives on Urban Planning and Urban Development**
DSE Course		DSEC 401 G
Course Code	:	PUPUD
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Understand the basics of Urban community and Urban Planning. • Know the demographic and geographic distribution of communities. • Gain knowledge on LSG bodies and legal enactments, Geographical Information System.
Learner's Outcomes		• Able to understand the basics of Urban community and Urban Planning. • Able to know the demographic and geographic distribution of communities. • Able to gain knowledge on LSG bodies and legal enactments, Geographical Information System.
Unit I **1.1** **1.2** **1.3** **1.4**	: : : : :	**Understanding Urban Planning** Urban Planning: Concept, Meaning, Definitions, Characteristics, Needs and Importance Methods and Approaches to Urban Planning Urban Social Problems: Pollution, Crime, Accidents, Prostitution, Drug Addiction and Housing Urban Social problems: Human Trafficking, Juvenile Delinquency and Urban Traffic problems
Unit II **2.1** **2.2** **2.3** **2.4**	: : : : :	**Slum Dwellers and Urban Development** Slums: Concept, Meaning, Definitions, Characteristics and Factors Slum Clearance Board, Policy and Programs for Slum Dwellers Urban Development: Concept, Meaning, Definitions, Objectives and Models Urban Development: Programmes: Policies and Programmes
Unit III **3.1** **3.2** **3.3** **3.4**	: : : : :	**Understanding Urban Community Development** Origin of Urban Community Development Urban Community Development: Concept, Meaning, Need and Objectives Urban Development Planning: Town and Country Planning Act and Nagar-Palika Act Urban Development Planning: Urban Land Ceiling Act.
Unit IV **4.1** **4.2** **4.3** **4.4**	: : : : :	**Legal Framework** History of Local Self Government 74th Amendments in the Constitution: Structure and Functions Municipal Government Composition: Structure and Problems in Municipal administration. Metropolitan Development Authority: Programmes and Limitations
Unit V **5.1** **5.2** **5.3** **5.4**	: : : : :	**Geographical Information System** Geographic Information System: Concept, Meaning, Definitions and Nature Geographic Information System: Process and Methods Application of Geographic Information System in Urban development and Administration Limitations in using Geographic Information System.

Core Reading:

➢ Arup (1994) Urbanization, slums, informal sector employment and poverty, B.R. Pub.

➢ Asthana M. and Ali, Sabir, (2003) Urban Poverty in India, New Delhi: Mittal Publication

➤ Berger Alan S. (1978). The City: Urban Communities and Their Problems Publication USA, WCB

➤ Bhattacharya.B (2010) Urbanization Urban Sustainability and the Future of Cities

➤ Bose Ashish 1978 India's Urbanization 1901 – 2000 New Delhi: Tata McGraw Hill Publishing company

➤ Cherunilam, Francis (1984): "Urbanization in Developing Countries", Bombay: Himalaya Publishres.

➤ Clinard, Marshell B (1970) Slums and Community Development, The Free press, New York.

➤ Cole Earle William (1958) Urban Society: A College Textbook in Urban Sociology, Mifflin Houghton,

➤ Diddee, Jayamala (1993) Urbanisation - Trends, perspectives and challenges, Rawat Pub.Jeipur.

➤ Francis Cherunilam 1984 Urbanization in Developing Countries. Mysore Himalya Publishing House

➤ Gneneshwar, V Urban Policies in India, Paradoxes and Predicaments Habitat International 19(3)

➤ Hegade, O. P. Urbanisation in India 1981-91 Emerging Trends Patterns and Issues, Habitat International 19(3)

➤ Jal F. Bulsara 1984 Perspectives on Social welfare in India. New Delhi. S. Chand and company.

➤ Kundn, Allrban (1994) Development and Urban Research in India, New Delhi: Khanal Publication.

➤ Kundu, Amitabh et. al., (2006): Handbook of Urbanization, New Delhi: Oxford University Press.

➤ Leonard Broom 1977 Sociology New York Mcgraw Hill Publishing company

➤ Mathur, Om Prakash (2005): "Globalization and Urban Development", Berlin Heidelberg: Springer Publication.

➤ Mohan, R. (1996): "Urbanization in India: Patterns and Emerging Policy Issues", in Josef Gugler (ed.) The Urban Transformation of the Developing World, Oxford: Oxford University Press.

➤ Mohanty B (1993). Urbanization in Developing Countries, New Delhi: Concept Publishing Company

➤ Muttagi P.K. 1989 Urban Development. Bombay: Tata institute of Social sciences.

➤ Noble G. Allan 1997 India Urbanization New Delhi. Tata McGraw Hill Publishing Company

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➤ Ramachandran, R. (1992): "Urbanization and Urban System in India", New Delhi: Oxford University Press.

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➤ Jensen, J. T. and Keys, G., (2003): Mapping Urban History, International Association for History and Computing's XVth Conference, Tromso, Dennmark.

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➤ Jensen, J. R. and Cowen, D. C., (1999): Remote Sensing of Urban/Suburban Infrastructure and Socioeconomic Attributes, Photogrammetric Engineering Remote Sensing, Vol. 65(5), pp. 611-622.

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➤ Mohan Rakesh and Shubhagato Dasgupta (2005). The 21st Century: Asia Becomes Urban, Special Articles, Economic and Political Weekly, 40(3): 213223(January, 15).

Title of Paper	:	**Administration and Development of Tribal Community**
DSE Course		DSEC 401 H
Course Code	:	ADTC
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Understand the basics of Tribal communities. • Know the demographic and geographic distribution of Tribal communities. • Develop an insight to the various problems related to Tribal Development
Learner's Outcomes		• Able to understand the basics of Tribal communities. • Able to know the demographic and geographic distribution of Tribal communities. • Able to develop an insight to the various problems related to Tribal Development
Unit I	:	**Understanding Tribal Development**
1.1	:	Tribal Development: Concept, Meaning, Definition, Characteristics and Needs
1.2	:	Approaches and Perspectives to Tribal Development: Assimilation and Integration; Environmental, Gandhian Perspectives, MADA and Mini MADA
1.3	:	Tribal Development Model: WADI, WAYANOD and Tribal Sub-plans
1.4	:	Tribal Development Movement in India
Unit II	:	**Problems and Issues of Tribal Development:**
2.1	:	Social Problems: Social Exploitation, Migration, Communication, Illiteracy, Early Marriage Challenges in relation to Culture and Traditions
2.2	:	Economic Problems: Poverty, Unemployment, Bonded Labour, Surface Transport Roads and Land alienation
2.3	:	Political Problems: Tribal Power Structure, Challenges of Development Projects, Land Mafia and Displacement, Challenges of Unity and Faction
2.4	:	Health Problems: Malnutrition, Sickle Cell Disease, Skin Diseases, Safe Drinking Water and Sanitation, Women's Health, HIV/AIDS
Unit III	:	**System and Administrative Development**
3.1	:	Tribal Economic System: Tribal and Forest Economy, Forest Goods, Goods Exchange Method (BARTER), Joint Forest Management
3.2	:	Tribal Political System: Traditional and Current Power structure and Impact of 73rd Amendment
3.3	:	Administrative Structure: Structure and Functional Mechanism at Central, State and District
3.4	:	National Commission for Scheduled Tribes, Tribal Cooperative Marketing Development Federation of India, Tribal Research Institute
Unit IV	:	**Policies and Programmes**
4.1	:	Tribal Development Policy in India
4.2	:	Tribal Development Programmes: IRDP, JRY, PMRY, TRYSEM, VKY, Eklavya Model Residential School Programme
4.3	:	Role of Bureaucracy and NGO in the Implementation of Tribal Welfare Scheme
4.4	:	Role of Five Year Plans and NITI Ayog in Tribal Development
Unit V	:	**Social Work Intervention with Tribal Community**
5.1	:	Social Work Intervention Strategies for Tribal Communities
5.2	:	Application of Social Work Methods and Role of Social Worker
5.3	:	Ethics adopted to Solve Tribal Problems
5.4	:	Role of Voluntary Agencies in Rural and Tribal Development

Core Readings:

- Puttaraja(2018) policies and Programmes for tribal Development in India, Germany: Lamnert Academic Publication.

- Raha.M.K.,coomar.P.C.(2004) Tribal India :Problem, Development Prospect, New Delhi: Gyan Publication House.

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- Thomas K.Jhon.(2005)Human Rights of Tribals, New Delhi: Isha Book Publication.

- Thripathy,S.N. (Ed) (1998). Tribals in India: The Changing Scenario. New Delhi: Discovery Publishing House.

- Tiwari, S.K. (1998). Antiquity of Indian Tribes. New Delhi: Sarup and Sons Publications.

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Additional Readings:

- Govt. of India (1983). Reports of the Commissioner for Scheduled Castes & Scheduled Tribes. New Delhi: Ministry of Home Affairs

- Gupta G.P, Usha Singh (2007) Changing Character of Tribal Enviornment. Jaipur: Ritu Publication, 2007

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- Panwar, Ramesh (2011) Tribes and the Indian Society: An Impact of Tribal Development. Signature Books International,

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Criminal Justice Social Work

Title of Paper	:	**Penology and Correctional Administration**
DSE Course		DSEC 401 I
Course Code	:	PCA
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Understanding the concept, nature and theories of penology and punishment • Familiarizing with corrections rules and regulations • Acquiring knowledge about institutional and community-based corrections
Learner's Outcomes		• Able to understand the concept, nature and theories of penology and punishment • Able to familiarize with corrections rules and regulations • Able to acquire knowledge about institutional and community-based corrections
Course Content		
Unit 1	:	**Introduction to Penology**
1.1	:	Penology: Definition, Nature and Scope.
1.2	:	Punishment: Definition, Nature and Scope and Types.
1.3	:	Theories of Punishment: Retributive Theory, Preventive Theory, Deterrence Theory and Reformation Theory.
1.4	:	Evolution of Correctional Philosophy: Medical Model and Rehabilitation Model.
Unit 2	:	**Corrections: Acts, Procedures and Rules**
2.1	:	Prisons Act, Prisoners Act, Transfer of Prisoners Act, Juvenile Justice (Care and Protection) Act, 2000.
2.2	:	Uttar Pradesh Prison Manual.
2.3	:	Various Prison Reforms Committees and Commissions.
2.4	:	Model Prison Manual and U.N. Standard Minimum Rules for Treatment of Prisoners.
Unit 3	:	**Institutional Corrections**
3.1	:	Institutionalization; Prisonization: Meaning and Purpose, Prison sub-culture, Prison Routine- Prison Adalat.
3.2	:	Classification System of Correctional Institutions: Adult Institutions, Juvenile Institutions, Women Institutions, Open Prisons.
3.3	:	Reformation and Rehabilitation Programs: Counselling Programs, Vocational Training Programs, Educational Programs and Recreational Programs.
3.4	:	Issues and Challenges Faced by Correctional Social Worker.
Unit 4	:	**Community Based Corrections**
4.1	:	Probation: Concept and Scope of Probation in India.
4.2	:	Probation of Offenders Act: Probation Procedures: Pre-sentence Investigation Report Revocation of Probation Etc.
4.3	:	Parole: Meaning and Scope; Provisions and Rules.
4.4	:	Alternative Community based Correctional Approaches in other Countries.
Unit 5	:	**Recent Trends in Corrections**
5.1	:	Role of Voluntary Agencies in Treatment of Offenders.
5.2	:	Vocational Training and Work Programme.
5.3	:	After Care and Rehabilitation: Need, Importance and Services.
5.4	:	Pre-release and Premature Release.

Core Readings:

- Ahmed Siddique, 1993. Criminology, Problems and Perspectives, III Edn., Eastern Book Company, Lucknow.
- Bhattacharya S.K., 1986, Probation system in India, Manas Publications, New Delhi.
- Devasia, V.D & Leelamma Devasia, 1992. Criminology, Victimology and Corrections, S.B.Mangia for Ashish Publishing House, New Delhi.
- Ghosh, S., 1992, Open Prisons and the Inmates, Mittal Publications, New Delhi.
- Goswami, B.K. 1980, Critical Study of Criminology and Penology, Allahabad Agency, Allahabad.
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- Naresh Kumar, 1986, Constitutional Rights of Prisoners, Mittal Publishers, New Delhi.
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Title of Paper	:	**Human Rights and Criminal Justice System**
DSE Course		DSEC 401 I
Course Code	:	PCA
Year	:	Second
Level	:	4th Semester
Learner's Objectives	:	• Acquiring knowledge about human rights, police and judiciary. • Understanding the salient features of correctional administration and prisons. • Knowing the victims related principles, rights and legal procedures.
Learner's Outcomes		• Able to acquire knowledge about human rights, police and judiciary. • Able to understand the salient features of correctional administration and prisons. • Able to know the victims related principles, rights and legal procedures.
Course Content		
Unit 1	:	**Indian Perspective on Human Rights**
1.1	:	Human Rights: Meaning, Nature and Definition.
1.2	:	Indian Constitution and Human Rights: Preamble of Constitution, Meaning: Rule of Law, Due Process of Law.
1.3	:	Fundamental Rights: Part III of the Constitution, Directive Principles of State Policy- Part IV of Constitution, Fundamental Duties Established in Indian Court.
1.4	:	National Human Rights Commission (NHRC) in India, State Huma Rights Commission in India and Human Rights NGOs.
Unit 2	:	**Human Rights and Police**
2.1	:	Human Rights in Policing: Rights of Arrested, Accused Persons- Rights of Person under Preventive Detention.
2.2	:	Law Enforcement and Human Rights(HRs) Violations: Illegal Detention and Torture in Custody – Fake Encounter Killing.
2.3	:	Benefits of Practicing in Human Rights in Policing.
2.4	:	UN Convention Against Torture- Code of Conduct for Law Enforcement Officers.
Unit 3	:	**Human Rights and Judiciary**
3.1	:	Human Rights in Court: Right to Bail- Bail on personal Bond – Other Instances where Bail must be Granted.
3.2	:	Right Guaranteed for a Fair Trial - Free Legal Aid.
3.3	:	Cases to be Tried by Women Judges- In Camera Trial.
3.4	:	Writ of Habeas Corpus – Right to Appeal.
Unit 4	:	**Human Rights and Correctional Administration**
4.1	:	Human Rights in Correctional Administration: Rights of Prisoners- Rights of Juveniles in Conflict with Law in India.
4.2	:	Human Rights Violations in Prisons: Problem of Under-trial Prisoners in Rights Perspective.
4.3	:	Social Work Mandate for Human Rights: General Principle in the NASW, 2000A.
4.4	:	United Nations Standard Minimum Rules for the Treatment of Prisoners.
Unit 5	:	**Human Rights of Victims**
5.1	:	United Nations Declaration on the Basic Principles of Justice to Victims of Crime and Abuse of Power, 1985- A Human Rights Perspective.
5.2	:	Rights of Victims and Witness: Representation by a Lawyer of Choice- Recording Statement of Rape Victim - Right to Appeal by the Victim.
5.3	:	Rights Based Treatment of Victims in the Administration of Justice.
5.4	:	Compensation to Victims of Crime and Abuse of Power: When a Person is a Victims of Police Brutality – When a Person is Victim Someone other than the Police; Victim Compensation Scheme - Sec 357 A CrPC.

Generic Elective / Open Elective Course - 4th Semester

Title of Course	:	**Project and NGO Management**
GE/OE Course	:	GE/OEC 401 A
Course Code	:	PNM
Level	:	4th Semester
Year	:	Second
Course Objectives	:	• To familiarize with all aspects of Project management, Project Planning and the risks encountered • To understanding the concept and approaches of Resource Management • To Learn NGO registration and management process
Course Outcomes	:	• Able to understand the skills and techniques of managing projects along with its risks and delays • Able to know the mechanism and approaches of resource management • Develop the knowledge on different dimensions of NGO formation and management
Course Content		
Unit 1	:	**Basics of Project Management**
1.1	:	Project Management: Concept, Meaning, Definitions, Need, Philosophy and Principles
1.2	:	The Project Life Cycle; Impact of Delays in Project Completion
1.3	:	Role and Responsibilities of Project Manager
Unit 2	:	**Project Planning**
2.1	:	Project Planning: Concept, Meaning, Definitions, Need and Process
2.2	:	Roles and Responsibilities of Team Work
2.3	:	Work Break Down Structure
Unit 3	:	**Project Risk Management and Project Performance**
3.1	:	Risk, Risk Management and Steps in Risk Management – Risk Identification, Risk Analysis and Reducing Risk
3.2	:	Project Performance Measurement and Evaluation; Benefits and Challenges of Project Performance Measurement and Evaluation
3.3	:	Project Quality Management; Controlling Project and Project Proposal Writing-Components and Steps
Unit 4	:	**NGO Management**
4.1	:	NGO: Concept, Meaning, Definitions, Functions and Types
4.2	:	Legal/ Statutory Obligations: 12-A, 80-G, FCRA and Others.
4.3	:	The Societies Registration Act 1860, Charitable and Religious Trusts Act 1920
Unit 5	:	**Understanding Resource Mobilization**
5.1	:	Resource Mobilization: Concept, Meaning, Definitions, Types of Resources and Resource Allocation
5.2	:	Mechanism of Resource Mobilization: Foreign Versus Domestic; Approaches of Local Resource Mobilization and Issues Encountered
5.3	:	Role of Resource Mobilization in Economic Growth and Development

Core Readings:

➢ Chandra, P. Projects, Planning, Analysis, Selection, Implementation and Review, Tata Mc. Graw Hell Publishing Co. Ltd. 4th Edition.
➢ Berkun, S. The Art of Project Management O'reilly Publication.

➢ Burke, R. Project Management, John Willey & Sons, England.

➢ Sharma K.R., Project Management National Publishing House.

➢ Mukherjee, A. Participating Learning Action. Concept Publishing Company, New Delhi.

➢ Vellivel, S.K. Participation and Sustainable Development: Theory and Practice in Government and NGO's Vetri Publishers, New Delhi.

➢ Pruthi, R.K. Establishing and Managing Global Civil Society, Arise Publishers & Distributors, New Delhi.

➢ Goel, O.P. (Ed.) Strategic Management and Policy Issues of NGO's Isha Books, New Delhi.

➢ Sarkar, A.K., NGO's the New Lexicon of Health Care, Concept Publishing Company, New Delhi.

Title of Course	:	Social Work: Current Issues and Recent Trends
GE/OE Course	:	GE/OEC 401 B
Course Code	:	SWCIRT
Level	:	4th Semester
Year	:	Second
Learner's Objectives	:	• To familiarize with all aspects water, sanitation and hygiene. • To understanding the concept, problems and challenges faced by LGBTQ. • To know the waste management and population planning methods, approaches and management procedures.
Learner's Outcomes		• Able to familiarize with all aspects water, sanitation and hygiene. • Aable to understand the concept, problems and challenges faced by LGBTQ. • Able to know the waste management and population planning methods, approaches and management procedures.
Course Content		
Unit 1 1.1 1.2 1.3 1.4	: : : : :	**Water Sanitation and Hygiene** WASH: Concept, Meaning Definition, Purpose, Needs and Scope Component: Water, Environmental Hygiene, Personal Hygiene and Sanitation Impact on Health, Hygiene related Diseases, Factor influencing WASH Practices WASH in Institutional Settings, Case Studies and Best Practices
Unit 2 2.1 2.2 2.3 2.4	: : : : :	**LGBTQ** LGBTQ: Concept, Meaning, Definition, Terminology, and History Status of LGBTQ: National and International Level Problems and Challenges faced by LGBTQ Policies and Programmes; LGBTQ Pride Walk
Unit 3 3.1 3.2 3.3 3.4	: : : : :	**Human Trafficking** Human Trafficking: Concept, Meaning, Definition and Forms Causes and Consequences of Human Trafficking Legislative Framework: Laws and Policies Rehabilitation and Professional Aspects
Unit 4 4.1 4.2 4.3 4.4	: : : : :	**Waste Management** Waste: Concept, Meaning, Definition, Sources and Composition Process and Types of Waste: Municipal Solid Waste, Hazardous Waste and Radioactive Waste Waste Management Models and Approaches Treatment of Waste
Unit 5 5.1 5.2 5.3 5.4	: : : : :	**Population Planning** Population: : Concept, Meaning, Definitions and Characteristics Determination of Population Dynamics Status of Population Growth; National Population Policy 2000 Population Planning and Programmes

Core Readings:

➢ Bales K and soodalter R (2009) the slave next door : Human trafficking and slavery in America today

➢ Bernat, F.P(2011) Human Sex trafficking . Oxon , Enland : Routledge

➢ Gender Issues in water and sanitation Programmes- Lessons from India edited by Aiban A.cronin New Delhi , Pradeep K Mehta and Anjali Prakash ; New Delhi Sage Publication

➢ H. Slephanie and Simon R. (2013) Human trafficking around the world: Hidden in plain sight

➢ Keith F.(2002). Handbook on Solid waste Management MCgraw Hill

➢ Lee M(2007) Human trafficking. London: Routledge

➢ Lloyd R (2012) Girls like us : fighting for a world where girls are not for sale :A Memoir

➢ WASH handbook for teachers and facilitators UNICEF publication. https://www.unicef.org/publications/files/CFS_WASH_E_web.pdf

➢ Water Sanitation and Hygiene (WASH) in school UNICEF. https://reliefweb.int/sites/reliefweb.int/files/resources/wash_handbook_-_english_version.pdf

➢ Water, Sanitation and Hygiene (WASH) Guidelines Swiss Red Cross. file:///C:/Users/a%20k/Downloads/wash_guidelines_2014_en%20(2).pdf

➢ Winter Dyk J., perin, B. and Reichel P.(2012) Human trafficking : Exploring International nature, concern and complexities. Boca Ration: CRC press.

➢ Agnes, Flavia (1999) Law and Gender Inequality – The Politics of Women's Rights in India, New Delhi: Oxford University Press.

➢ Weinstein and Pillai (2017). Demography the Science of Population. Jaipur: Rawat Book Publications

➢ Srinivasan (2017). Population Concerns in India: Shifting Trends, Policies and Programmes.New Delhi: Sage Publications

Additional Readings:

➢ Agrawal, Namita (2002) Women and Law in India, Women Studies and Development Centre, December, New Century Publication.

➢ Meena Acharya and Puspa Ghimre., (2005). Gender Indicators of Equality, Inclusion and Poverty Reduction: Measuring Programme/Project Effectiveness. *Economic and Political Weekly*. Vol 40 No. 44 and 45 October 29 – November 04

➢ Neshla (1997): Atrocities Against Women. New Delhi: Harman Publishing House.

➢ Pandey, A K. (2004). Gender Equality Development and Women Empowerment, Anmol Publications Pvt. Ltd, New Delhi.

➢ Prabhas C. Sinha: Disaster Mitigation: Preparedness. Recovery & Response, SBS Publishers & Distributors Pvt.Ltd.

➢ Sinha Prabhas C: Disaster Management Process Law & Strategy, SBS Publishers & Distributors Pvt. Ltd.

➢ Sinha Prabhas C: Disaster Relief, Rehabilitation & Emergency Humanitarian Assistance, SBS Publishers & Distributors Pvt. Ltd

➢ Upadhyay, Lalit (2007) Women in Indian Politics, Panchculla: Better Books.

➢ Vernooy, Ronnie (2006), Social and Gender Analysis in Natural Resource Management, Sage Publications, New Delhi.