BANGALORE UNIVERSITY

DEPARTMENT OF STUDIES IN SOCIAL WORK

Jnanabharathi, Bengaluru – 560 056

Regulations, Scheme of Examination

and

SYLLABUS

for

MASTER OF SOCIAL WORK (MSW)

Under the regulations governing the

Choice Based Credit System

For the two years (Four Semester)

Master Degree Programme in Social Work

Regulations, Scheme of Examinations and Syllabus for
MASTER OF SOCIAL WORK (MSW)
Under the regulations governing the Choice Based Credit System (CBCS-Semester
Scheme) of Bangalore University (effective from the academic year 2018-19)

I. OBJECTIVES OF THE COURSE:

❖ To provide opportunity and professional training to those desirous to take up the career as Professional Social Workers.

❖ To impart theoretical knowledge and to provide practice learning opportunities required to practice in a professional manner.

❖ To sensitize the trainees to involve themselves for the cause of poor, subaltern, under privileged and disadvantaged section of the society.

❖ To promote a sense of commitment and dedication to strive for equity, social justice social harmony and peace.

❖ To develop confidence among the trainees to feel themselves as change agents for social change and transformation.

❖ To equip trainees towards contribution to professional association, disaster, crisis management and rehabilitation.

II. TITLE OF THE COURSE: The title of the course shall be called 'Master of Social Work' leading to MSW Degree.

III. DURATION OF THE COURSE: The course, Master of Social Work Shall extend over a period four (4) semesters (two academic years).

IV. SEATS: No of seats for Master of Social Work will be 30.

V. MEDIUM OF INSTRUCTION: The Medium of Instruction shall be in English/ Kannada.

VI. ATTENDANCE: Each course (theory/practical) shall be treated as an independent unit for the purpose of attendance. A student shall attend a minimum of 75% of the total instruction hours in a course (theory/practical) including tutorials and seminars in each semester. There shall be no provision for condonation of shortage of attendance and a student who fails to secure 75% attendance in a course shall be required to repeat the semester.

VII. ELIGIBILITY FOR ADMISSION:

1. A candidate who has passed Bachelor's Degree in Social Work (BSW) OR Bachelors of Arts (BA) with 50% in aggregate of all subjects (45% for SC/ST candidates), of Bangalore University or any other university from India, considered as equivalent and eligible for admission of MSW course.

2. BSW and BA graduates are considered.

3. All other guidelines for admissions issued by the Bangalore University shall be followed.

VIII. DETAILS OF THEORY AND CONCURRENT FIELD PRACTICUM PATTERNS AND SCHEME OF EXAMINATIONS

SEMESTER I

Sl. No.	Paper Code	Title of the Paper	Instruction Hours per week	No of Credits	Duration of Examination (In Hours)	Marks		
						Internal Assessment	Semester end Exam.	Total
1	SWHCP-1.1	Introduction to Social Work and contemporary ideologies for social work profession	4	4	3	30	70	100
2	SWHCP-1.2	Social Science Perspectives for Social Work Practice	4	4	3	30	70	100
3	SWHCP-1.3	Working with Individuals-I	4	4	3	30	70	100
4	SWHCP-1.4	Working with Groups- II	4	4	3	30	70	100
5	SWHCP-1.5	Working with Community - III	4	4	3	30	70	100
6	SWSCP-1.6	Personal and Professional Growth	3	2	3	30	70	100
7	SWFWP-1.7	Social Work Field Practicum-I : Concurrent Field Work	8	4	Viva : Voce	15	35 Viva: Voce	50
		Grand Total:	**31**	**26**	**18**	**195**	**455**	**650**

SEMESTER II

Sl. No.	Paper Code	Title of the Paper	Instruction Hrs per week	No of credits	Duration of exam	Marks		
						Internal Assessment	Semester end Exam.	Total
1	SWHCP-2.1	Social Policy and Social Planning.	4	4	3	30	70	100
2	SWHCP-2.2	Research in Social work and application of Computers and Statistics.	4	4	3	30	70	100
3	SWHCP-2.3	Counseling: Theory and Practice.	4	4	3	30	70	100
4	SWHCP-2.4	Social Work Practice with Vulnerable, Marginalized and Under Privileged Sections of the Society.	4	4	3	30	70	100
5	SWSCP-2.5	Communication for Social Work Practice.	3	2	3	30	70	100
6	SWFWP-2.6	Social Work Field Practicum-II Concurrent Field Work.	8	4	Viva: Voce	30	70	100

7	SWFWP-2.7	Social Work Field Practicum-III: Social work Camp.	4	4	Viva: Voce	15	35	50
		Grand Total :	**31**	**26**	**15**	**195**	**455**	**650**

SEMESTER III

Sl. No.	Paper Code	Title of the Paper	Instruction Hrs per week	No of Credits	Duration of exam	Marks		
						Internal Assessment	Semester end Exam.	Total
1	SWHCP-3.1	Management of Service Organization	4	4	3	30	70	100
2	SWHCP-3.2	Social Legislation	4	4	3	30	70	100
3	SWHCP-3.3	Specialization (A/B/C)	4	4	3	30	70	100
4	SWHCP-3.4	Specialization (A/B/C)	4	4	3	30	70	100
5	OEP-NSS	Social Movements and Social Action	4	4	3	30	70	100
6	SWFWP-3.5	Social Work Field Practicum- IV : Summer Placement	4	2	Viva Voce	15	35	50
7	SWFWP-3.6	Social Work Field Practicum-V : Concurrent Field work	8	4	Viva Voce	30	70	100
		Grand Total :	**32**	**26**	**15**	**195**	**455**	**650**

❖ **OEP-NSS: Open Elective Paper for Non Social work Students.**
❖ **OEP to be offered by the other departments for social work students.**

SEMESTER IV

Sl. No.	Paper Code	Title of the Paper	Instruction Hrs per Week	No of credits	Duration of exam	Marks		
						Internal Assessment	Semester end Exam.	Total
1	SWHCP-4.1	Social Welfare Administration	4	4	3	30	70	100
2	SWHCP-4.2	Organizational Behaviour and Organizational Development	4	4	3	30	70	100
3	SWHCP-4.3	Social Work Intervention in Disaster Management	4	4	3	30	70	100
4	SWHCP-4.4	Specialization (A/B/C)	4	4	3	30	70	100
5	SWHCP-4.5	Project Work: Dissertation/Case Study	4	4	3	30	70	100
6	SWFWP-4.6	Social Work Field Practicum-VI : Concurrent Field work	8	4	Viva Voce	30	70	100
7	SWFWP-4.7	Social Work Field Practicum-VII : Block Placement	4	2	Viva Voce	15	35	50

| | | | Grand Total : | 32 | 26 | 15 | 195 | 455 | 650 |

Specialization (A/B/C) (For III and IV Semester)

Branch: A <u>Human Resource Management</u>

Sl. No.	Paper Code	Title of the Paper	Instruction Hrs week	No of Credits	Duration of exam	Marks		
						Internal Assessment	Semester end Exam.	Total
1	SWHCP-3.3	Human Resource Management and Development	4	4	3	30	70	100
2	SWHCP-3.4	Labour Legislations and Employee Welfare	4	4	3	30	70	100
3	SWHCP-4.4	Industrial Relations	4	4	3	30	70	100

Branch: B <u>Medical and Psychiatric Social Work</u>

Sl. No.	Paper Code	Title of the Paper	Instruction Hrs per week	No of Credits	Duration of exam	Marks		
						Internal Assessment	Semester end Exam.	Total
1	SWHCP-3.3	Social work intervention in Health care	4	4	3	30	70	100
2	SWHCP-3.4	Child and Family Centred Social Work	4	4	3	30	70	100
3	SWHCP-4.4	Medical and Psychiatric Social Work	4	4	3	30	70	100

Branch: C <u>Community Development</u>

Sl. No.	Paper Code	Title of the Paper	Instruction Hrs per week	No of Credits	Duration of exam	Marks		
						Internal Assessment	Semester end Exam.	Total
1	SWHCP-3.3	Urban, Rural and Tribal Community Development	4	4	3	30	70	100
2	SWHCP-3.4	Project Formulation and Management	4	4	3	30	70	100
3	SWHCP-4.4	Social Change and Sustainable Development	4	4	3	30	70	100

IX. CONCURRENT FIELD PRACTICUM:

1. SWFWP-1.7: Social Work Field Practicum-I Concurrent field work (I Semester)

2. SWFWP-2.6: Social Work Field Practicum-II Concurrent field work (II Semester)

Objectives:

• To understand the agency as a system-its philosophy, thrust, objectives, structure and management of service / programmes.

• Develop skills in documenting and utilizing community resources both governmental and voluntary.

• To develop ability to work as a member of a team.

• To make conscious use of professional values and ethics.

• To develop knowledge on the socio-economic and cultural realities and their impact on the client system with specific focus on the marginalized groups.

• Develop skills to analyze the impact of the wider social system on individuals, families, groups, communities and organizations.

• Develop the ability to involve the client system in the problem solving process, utilizing skills of social work intervention.

• Develop skills in documenting and utilizing community resources both governmental and voluntary.

• Reinforce belief in the inherent strength of the people to meet their needs and resolve problems.

Process: Every institution offering MSW course is expected to identify a few Governmental and Nongovernmental organizations working in the following areas and establish the rapport. Correctional Social Work, Women and Child, Human Rights, Persons with Disability, Senior Citizens, Urban Poverty Alleviation, Sexual Minorities etc., keeping in view the student interest and the agency requirement a maximum of 2 students may be placed in an agency for concurrent field work programme, which will be done concurrently two days in a week. The students shall put in not less than 15 hours a week for field practice training. The concerned faculty members allotted for the agency has to supervise and monitor the field practice/ learning and they shall conduct both individual conference and group conference once in a week to promote integration of theory and practical. The students are required to submit the hand written reports and a dairy in a structured format once a week to their respective supervisors for evaluation and continuous guidance. The agencies are also expected to designate an agency supervisor, preferably a trained social worker to monitor the field work trainee at the agency level. The trainee shall take all the possible initiatives to participate in all the learning concerned activities of the organization placed for training.
During the II semester all the trainees are expected to undertake a minimum of 3 case studies, one group work intervention (Minimum 7 sessions) with the guidance of their supervisor.

Orientation Visit and Concurrent Fieldwork: Every institution offering MSW course is expected to organize a minimum of 10 visits for an orientation and 15 Concurrent Fieldwork to both Government and Nongovernmental organizations in the I semester of MSW course.

In the II semester minimum 25 visits of Concurrent Fieldwork has to be completed.

ASSESSMENT FOR SWFWP-1.7 : Social Work Field Practicum-I Concurrent field work (I Semester)

and

SWFWP-2.6: Social Work Field Practicum-II Concurrent field work (II Semester)

- Only those students who have put in a minimum of 75% attendance in field practicum I and complied with the guidelines provided are eligible to appear for the practicum examination (viva- voce).

- The assessment of the above field work practicum is based on the content, quality of the reports, agency feedback, Faculty supervisor feedback and the performance of the trainee in the viva- voce.

- The assessment of reports and viva-voce shall be jointly conducted by one internal and one external examiner or by two external examiners if there no internal examiners available selected from the panel of examiners and as approved by the Registrar (Evaluation).

- A minimum of 50% of the marks shall be scored to pass in the field practicum assessment and viva-voce excluding internals.

- The failed candidate in field practicum-I & II shall not be promoted further. They have to redo the field work along with the fresh batch of students, by fulfilling all other requirements stipulated in this regard.

3. SWFWP-2.7: SOCIAL WORK FIELD PRACTICUM-III: SOCIAL WORK CAMP

Objectives:
1. Understand the rural/tribal social system.
2. Understand the nature of government intervention in support of stakeholders in the region
3. Develop the capacity to critique the interventions of both the voluntary organizations and the governmental agencies.
4. Encourage group living, appreciate its value in terms of self development, interpersonal relationship, sense of organization, management and taking responsibility.
5. Acquire skills in planning, organizing, implementing the camp for example conscious use of time, communication skills, team spirit and handling relationships, conflicts and differences of opinion, decision making, evaluation, appreciation, sharing of resources, tasks, coping skills in problem situations, co-operation and co-ordination.

Process: The department has to identify a cluster of villages to undertake developmental initiatives keeping in view the methods of social work in general and working with communities in particular. The department has to organize required number of visits to the chosen cluster and select a village to organize the ten days rural camp. The village has to be identified well in advance so as to facilitate the faculty, in charge and the camp co-ordinator and the students to understand the community and its requirements of social work intervention. As a base for organizing the camp, pilot study has to be undertaken by the students under the supervision of the camp coordinator.

As far as organizing the camp the learners have to be fully involved in planning, organizing and implementing the programmes, while doing so the topmost priority has to be given to attain the above objectives of the camp. The social work educator shall motivate the learners to undertake social analysis of the community through observation, survey and other participatory approaches. The learner should be encouraged to take concrete task towards

meeting the basic/civic needs of the people, the tasks undertaken shall be based on people's participation. The learners shall submit a hand written individual report within 10 days after completion of the camp. The report shall consist the details from the initial stage to its completion.

ASSESSMENT OF SWFWP-2.7: SOCIAL WORK FIELD PRACTICUM-III
SOCIAL WORK CAMP. (II SEMESTER)

- Only those students who have participated themselves in all the activities from the initial stage to completion of the camp and complied with the guidelines provided are eligible to appear for the practicum assessment and viva-voce examination.
- The assessment of the above field work practicum is based on the contents of reports and the performance of the trainee in the viva-voce.
- The assessment of field practicum–III and viva-voce shall be jointly evaluated and conducted by one internal and one external examiner or by two external examiners if there is no internal examiners available, selected from the panel of examiners and as approved by the Registrar (Evaluation).
- A minimum of 50% of the marks shall be scored to pass in the field practicum-III excluding internals.
- The failed candidate in field practicum-III shall not be promoted to the third semester. They have to redo the rural camp along with the fresh batch of second semester students, by fulfilling all other requirements stipulated in this regard.
- There shall be individual and group conferences regulating with regard to integration of theory and practice.

4. SWFWP-3.5: SOCIAL WORK FIELD PRACTICUM-IV: SUMMER PLACEMENT

Objectives:

- To understand the vision, mission, nature of the organization.
- To understand the philosophy, policy, structure, programmes of the organization.
- To develop knowledge about the process of organization.
- To identify the strategies used by the organizations.

Process: After the completion of first year post-graduate programme (I and II Semester). Summer placement has to be undertaken for a period of two weeks, which is mandatory if students failed to do summer placement they have redo with the fresh batch. The trainee must not select the first year placement agency as his/her summer placement organization. Trainee should get involved with direct practice with the client system and with the ongoing management operations. After the completion of summer placement student has to submit his/her hand written reports to the concerned faculty supervisor within a week. A minimum of 50% of the marks shall be scored to pass in the field practicum assessment and Viva voce excluding internals.

- The assessment of field practicum - IV (Summer Placement) and viva-voce shall be jointly evaluated and conducted by one internal and one external examiner or by two

external examiners if there no internal examiners available selected from the panel of examiners and as approved by the Registrar (Evaluation).

5. **SWFWP-3.6: SOCIAL WORK FIELD PRACTICUM-V CONCURRENT FIELD WORK (III SEMESTER - ALL SPECIALIZATION)**
   AND
6. **SWFWP-4.6: SOCIAL WORK FIELD PRACTICUM-VI CONCURRENT FIELD WORK (IV SEMESTER - ALL SPECIALIZATION)**

Objectives:

1. To develop an understanding about Organization Vision, Mission, and Organization Structure.

2. To develop skills on integrated approach to problem solving, intervention skills, at the micro, mezzo and the macro levels of the systems.

3. To carryout tasks in relation to service delivery and programme management.

4. Develop the ability to make innovative contributions to the organization's functioning.

5. Gain confidence to represent the profession in interdisciplinary teams, and integrate theory or classroom training in to practice.

6. Develop the capacity to utilize instructions for enhancing and integrating field practices and professional growth.

7. To practice self-evaluation and research to test effectiveness of specific aspects of intervention.

Process: Every institution offering MSW course is expected to identify agency on the basis of specialization a few Industrial Organizations, Corporate initiatives (CSR), Hospitals, Urban and rural development initiatives (Projects / Programmes / awareness campaigns, etc) undertaken by Govt. departments, Autonomous Organizations, Industrial settings and Non Governmental Organizations concerned with employee welfare, social development, health in general and mental health in particular, urban, rural, tribal development, health and sanitation, empowerment of the under privileged, Human Rights, Correctional services, Social advocacy, literacy, social evils etc.,

Keeping in view the student specialization, availability of the opportunities and the agency requirement a maximum of 2 students may be placed in an agency for concurrent field work programme, which will be done concurrently 2 days in a week. The students shall put in not less than 15 hours a week for field work learning. The concerned faculty members assigned for the agency has to guide, supervise and monitor the field work training and they shall conduct both individual conference and group conferences once in a week on the fixed day and time to promote an effective training. The students are required to submit the fieldwork reports once a week on fixed day and time to their respective supervisors for evaluation and continuous guidance. The agencies are also expected to designate an agency supervisor, preferably a trained social worker to monitor the field work trainee at the agency.

ASSESSMENT OF SWFWP-3.6 & 4.6: SOCIAL WORK FIELD PRACTICUM-V & VI CONCURRENT FIELD WORK (III & IV SEMESTER)
- Only those students who have put in a minimum of 75% attendance in field practicum and complied with the guidelines provided are eligible to appear for the practicum assessment and viva-voce examination.

- The assessment of the above field work practicum is based on the content, quality of reports and the performance of the trainee in the viva-voce.

- The assessment of field practicum –V & VI, viva-voce shall be jointly conducted by one internal and one external examiner or by two external examiners if there no internal examiners available, selected from the panel of examiners and as approved by the Registrar (Evaluation).

- A minimum of 50% of the marks shall be scored to pass in the field practicum viva voce excluding internals.

- The failed candidate in field practicum - V & VI, shall not be promoted. They have to redo the field work along with the fresh batch of third and fourth semester students, by fulfilling all other requirements stipulated in this regard.

7. **SWFWP-4.7: SOCIAL WORK FIELD PRACTICUM-VII: BLOCK PLACEMENT**

The above practicum has to be organized immediately after the completion of IV semester theory examinations. This programme is to be design for the learner to integrate theory and practice to enhance competencies of social work practice to get accustomed in the profession.

Objectives:
1. To develop enhanced practice skills and integrate learning.
2. To develop greater understanding of reality situations through involvement in day to day work of the organization.
3. Develop appreciation of other's efforts and develop sensitivity to the gaps found in the programme.
4. Enhance awareness of self in the role of a professional social worker.

Process: A learner must be placed in a setting for a period of four weeks, where a qualified social worker is part of the agency and willing to provide required guidance to the student. Both way matching of previous field work experience during the III & IV semester and the nature of the organization chosen for the block placement is very much essential. The trainee has to submit a comprehensive and a consolidated report to the department on a weekly basis. The department has to designate a faculty member to be the coordinator of the placement programme.

ASSESSMENT OF SWFWP-4.7:
SOCIAL WORK FIELD PRACTICUM-VII: BLOCK PLACEMENT
- Only those students who have carried out the training for the entire four weeks without any absence and complied with the guidelines provided and submit the reports within the stipulated time are eligible to appear for the practicum examination.
- The assessment of the above field work practicum is based on the quality of participation in the process of the placement content, quality of reports and the performance of the trainee in the viva-voce.
- The students should posses a training completion certificate at the time of Viva voce.
- The assessment of field practicum–VII and viva-voce shall be conducted by one internal and one external examiner or by two external examiners if there no internal examiners available selected from the panel of examiners and as approved by the Registrar (Evaluation).
- A minimum of 50% of the marks shall be scored to pass in the field practicum viva-voce excluding internals.

- The failed candidates have to re do the programme along with the fresh batch of students of IV semester.

8. **Specialization:**
   1. All Institutions shall offer all specialization.
   2. No specialization shall have less than 25% (twenty five percent) class strength.
   3. Students have to decide the specialization based on their capabilities and interest, the faculty need to provide needed counseling for the same. The institution may evolve its own transparent mechanism by which students can select specialization.
   4. In situation, where it is not resolved by above mentioned methods, specialization shall be allotted based on I semester marks strictly on the basis of "merit cum choice" basis.
   5. The specialization has to be allotted / chosen before the end of II semester and the same shall be notified to students and to chairman BOS in social work. To enable in examination related work.

9. **Pattern of Question Paper:** The pattern of question paper consists three parts and each part will carry the below said Marks.

Part: A   **(5 x 5 = 25)**
   1. There will be 8 questions and out of which 5 questions needs to be answered.
   2. Each question carry 5 marks.
   3. Answer to each questions should not exceed 300 words.

Part: B   **(10 x 3 = 30)**
   1. There will be 5 questions and out of which 3 questions needs to be answered.
   2. Each question carry 10 marks.
   3. Answer to each questions should not exceed 600 words.

Part: C   **(15 x 1 = 15)**
   1. There will be one compulsory question.
   2. Compulsory question carry 15 marks.
   3. Answer should not exceed 900 words.
      Likewise the semester end examination will be carried for 70 marks and the internal marks would be for 30 marks.

PAPER CODE: SWHCP – 1.1
**TITLE OF THE PAPER: INTRODUCTION TO SOCIAL WORK AND
CONTEMPORARY IDEOLOGIES FOR SOCIAL WORK PROFESSION**

Objectives:

- Understand the history and evolution of social work profession both in India and West.

- Understand the importance of professional values and ethics in both micro and macro social work practice.

- Examine the various ideological influences on social work profession.

- Develop skills to understand the contemporary reality in its historical context.

- Understand self as a part of own environment and explore own assumptions, ideals, values to develop sensitivity to marginalized sections and vulnerable groups in the society.

Unit–I : Basic Concepts

Social Work, Social Service, Social Welfare, Social Security, Social Policy, Social Planning, Social Development.
Social Work as a profession **-** Goals, Values, principles and ethics of Social Work Practice, Herbert Bisno's Philosophy on social work.

Unit–II : Evolution of Social Work in the West (UK and USA) and India

- Beginning of social work: Organized and Scientific Charity, Settlement House Movement, Elizabeth Poor Law.
  Medieval period: Judeo-Christian Ideologies, Secularism, Protestantism.
  Modern period: Darwinism, Utilatitarianism, Marxism, Liberalism, Socialism, Welfare state, Democracy.

- Interface between professional and voluntary Social Work, Attributes of a professional social worker.

- Evolution of Social Work in India:
  Ancient period: Vedic, Vedantic and non-Vedic ideologies, Spirituality.
  Medieval period: Bhakti and Sufi Movements, Sikhism
  Modern period: Christianity in India, Hindu reform movements, Dalit movements, Sarvodaya movement. Gandhian and ambedkar ideology.
  Social Work Professional Organizations: Origin, Objectives, members, status, critical analysis.

Unit–III : Contemporary Ideologies for Social Work Profession

- Civil Rights.
- Human Rights.
- Social Justice.
- Neo-liberalism and globalization.
- Feminism.
- Resurgence of civil society.
- Multiculturalism.
- Sustainable and people centered development.

- Ideology of non-governmental organizations.

Unit–IV: Fields of Social Work practice and professional Organization
- Medical and Psychiatric Social Work.
- Human Resources Management and Development.
- Correctional Social Work.
- Family and Child Welfare.
- Urban, Rural and Tribal Community Development.
- Ecology and Environment.
- Disaster / Crisis Management and Rehabilitation.
- Geriatric Social Work.

SUGGESTED LITERATURE:

1. Antony, A. Vass (1996)   New directions in social work-social work competencies - core knowledge values and skills, New Delhi: sage publications.
2. Banks, S. (1995)   Ethics and values in social work; practical social work series, London: Macmillan press Ltd.
3. Connaway,R.S & Gentry,M.E.   Social work practice, New Jersey; Prentice Hall.
4. Dasgupta, S. (ed)   Towards philosophy of social work in India, New Delhi; popular book service.
5. Desai, M. (2000)   curriculum development on history of ideologies for social change and social work, Mumbai.
6. Encyclopaedia of social work in India   Vol. 1, 2, 3. Director, publication division, ministry of information and broadcasting, New Delhi.
7. Gilbert, Neil et al, (1990)   An introduction of social work practice, New Jersey; Prentice Hall.
8. Gore, M.S. (1993)   Social context of Ideology; Ambedkar's social and political thought, New Delhi: sage publications.
9. Gangrade, K.D. (1976)   Dimensions of social work in India, Marwah, New Delhi.
10. Hajira, Kumar, (1995)   Theories in social work practice, New Delhi: Friends Publication, India.
11. Hugman, R & Smith, O (Eds).   Ethical issues in social work.
12. Kinduka, S.K., (1965)   Social Work in India, Sarvodaya Sahitya Samaj, Rajastan.
13. Natarajan, S, (1962)   A century of social reform in India, Bombay: Asia publishing house.
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15. ಮರುಳ ಸಿದ್ದಯ್ಯ ಹೆಚ್.ಎಂ. (2008)   ಸಮಾಜಕಾರ್ಯ ಸಮಗ್ರ ಸಂಪುಟ 1: ಅರಿವಿನ ಆಳ, ಸತ್ಯಶ್ರೀ ಪ್ರಿಂಟರ್ಸ್, ಪ್ರೈ, ಲಿ., ಬೆಂಗಳೂರು, ಕರ್ನಾಟಕ, ಭಾರತ.
16. ಮರುಳ ಸಿದ್ದಯ್ಯ ಹೆಚ್.ಎಂ. (2008)   ಸಮಾಜಕಾರ್ಯ ಸಮಗ್ರ ಸಂಪುಟ 2: ಅನುಷ್ಠಾನದ ಹರವು, ಸತ್ಯಶ್ರೀ ಪ್ರಿಂಟರ್ಸ್, ಪ್ರೈ, ಲಿ., ಬೆಂಗಳೂರು, ಕರ್ನಾಟಕ, ಭಾರತ.
17. ಗಂಗಾಧರ ರೆಡ್ಡಿ ಎನ್ & ರಮೇಶ್ ಎಂ. ಹೆಚ್. 2017   ವ್ಯಕ್ತಿಗತ ಸಮಾಜಕಾರ್ಯ ಪರಿಚಯ, ನಿರುತ ಪ್ರಕಾಶನ, ಬೆಂಗಳೂರು
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work in India   committee, New Delhi.

PAPER CODE: SWHCP – 1.2 TITLE OF THE PAPER: SOCIAL SCIENCE PERSPECTIVE FOR SOCIAL WORK PRACTICE

Objectives :
- **To develop an understanding of basic concepts relevant to social sciences.**
- **To acquire knowledge and ability to understand the social structure.**

Unit –I : Introduction to Sociology
- Definitions, nature and scope of sociology.
- Society, Community, Groups, Associations and Institutions: meaning, definitions and characteristics.
- Social Institutions - Marriage, Family, Religion and Caste - meaning, definitions, types and characteristics.

Unit -II : Socialization, Social Change, Social Control and Social Stratification
- Socialization: Meaning, Definition, Types and the Process of Socialization; Role of Socialization in Human Life.
- Social Change: Meaning, Definition, forms of Social Change
- Social Control: Meaning, Definition, Formal and informal social control.
- Social Stratification: Class and caste as system of social stratification, Socio economic Transformation of caste.

Unit -III : Social Foundations of Human Behaviour
- Definitions Nature and Scope of Psychology, application of psychology.
- Human Behavior - Definitions Nature and Scope.
- Personality Development - Meaning, Factors affecting and contributing personality development.
- Attitude : Meaning, Concept, nature of attitude, Formation of attitude, Theories of attitude.
- Motivation : Meaning, Concept and its characteristics, frustration, conflict, adjustment and maladjustment.

Unit -IV: Life Span Development
- Meaning, Concept, principles and stages of development
- Characteristics of Pre-Natal, Post-Natal, Infancy, Babyhood, Puberty, Adolescents, Adulthood, Middle Age and Old Age.

SUGGESTED LITERATURE:

1.   Ahuja R. (1993)   Indian Social System, Vedam Book House, Jaipur.
2.   Madan, G.R.   Indian Social Problems, Vol-1
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16. Farganis, James, ed. (2011) Readings in social theory : the classic tradition to post modernism (6th ed.) New York, N.Y.: McGraw Hill. ISBN 978-0-07-811155-6.

PAPER CODE: SWHCP – 1.3
PAPER TITLE: WORKING WITH INDIVIDUALS - I

Objectives :

* Understand casework as a method of social work and appreciate it's place in social work practice.

* Understand the values and principles of working with individuals and families.

* Develop the ability to critically analyze the problems of individuals and families and factors affecting them.

* Understanding of the basic concepts, tools and techniques in working with individuals and families, in problem-solving and in developmental work.

Unit-I: Evolution and Principles of Social Case Work

* Meaning, Concept and Definitions of Social Case Work.

* Evolution of social case work in the West and in India.

* Philosophical assumptions and values of social casework.

* Principles: Individualization, Acceptance, Non-Judgmental Attitude, Purposeful expression of Feelings, Client Self Determination, Controlled emotional involvement and Confidentiality.

Unit-II: Components, Process, Tools and Techniques of Social Case Work

* Components: Person, Problem, Place and Process.

* Process: Intake, Study, Assessment (Diagnosis), Treatment (Intervention), Evaluation, Termination and Follow-up.

* Tools and Techniques of Social Case Work: Interview, Home visit, Observation, Listening, Use of self with awareness, Communication and Rapport Building.

* Recording in Social Case Work: Purpose, Types and Principles of Recording.

Unit-III: Theories and Approaches of Social Case Work

* Psychoanalytic Theory, Crisis Theory, Family Intervention Approach, Behavioural Modification Theory, Transactional Analysis, Functional Theory, Problem-solving Theory, Rational Emotive Theory, Psycho-social Theory.

Unit -IV: Primary and Secondary Settings

* Primary Settings – Application of methods in family, women and child welfare settings, marital counseling centers.

   Secondary Settings – school social work, medical and psychiatric settings, correctional institutions and industry.

- Role of Social Case Worker: Enabler, Facilitator, Social Therapist, Resource Mobilizer and Guide.

SUGGESTED LITERATURE:

1. Banerjee, G. R. 1967 — "Concept of Being and Becoming in the Practice of Social Work'', Indian Journal of Social Work, Mumbai: Tata Institute of Social Sciences.
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15. Perlman, H.H. 1957 — Social Case Work: A Problem Solving Process, Chicago. The University of Chicago Press.
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PAPER CODE: SWHCP – 1.4
TITLE OF THE PAPER: WORKING WITH GROUPS - II

Objectives :

- To understand and acquire knowledge of Group Work.

- To understand Group Work as a method of Social Work Practice.

- To understand and use the skills of Group Work in different setting and situations.

- To understand Group Work models and theories.

Unit-I : Introduction to Social Group Work

- The Concept, Meaning and Definitions of Social Group and Social Group Work

- Evolution of Social Group Work in the West and in India.

- Types, Significance, Characteristics and Classifications of Social Group.

- Social Group Work as a method of Social Work.

Unit-II : Principles, Theories and models of Social Group Work

- Principles of Social Group Work Practice **-** Principle of Planned Group Formation-Specific Objectives, Purposeful Worker Group Relationship, Continuous Individualization, Guided Interaction, Democratic, Group Self Determination, Flexible Functional Organization, Progressive Programme experience, Resource Utilization and evaluation.

- Theories and models of Social Group Work

- Significance of Social Group and social group work intervention.

- Group Dynamics in detail.

Unit-III : Social Group Work Process

- Intake, Study, Analysis and Assessment, Negotiating Contracts, Treatment, Evaluation, Termination, Stabilization of change effort.

- Tuckman's stages of group development: Forming, Storming, Norming, performing and adjourning.

- Recording in Social Group Work-Importance of Recording in Social Group Work, types of recording, Principles of Recording.

Unit-IV: Application of Social Group Work

- Application in Health Settings, School Settings, Family Welfare Settings, Industrial Settings, Women and Child Welfare Settings.

- Role of Social worker in Social Group Work.

SUGGESTED LITERATURE:

1.	Alissi, A.S. 1980	Perspectives on Social Group Work Practice: A Book of Readings, New York: The Free Press.
2.	Balgopal, P. R. and Vassil, T. V. 1983	Groups in Social Work - An Ecological Perspective, New York: Macmillan Publishing Co. Inc.
3.	Brandler S. and Roman, C. P. 1999	Group Work: Skills and Strategies for Effective Interventions, New York: The Haworth Press.
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PAPER CODE: SWHCP - 1.5
PAPER TITLE: WORKING WITH COMMUNITY - III

Objectives:

- Understand the different aspects of community.
- Understand to analyze various issues associated with communities.
- Promote participatory activities for civil society.
- Highlight the relevance of Community Organization as a method of Social Work Practice.

Unit-I: Introduction to Community and Community Organization

- Concept, Meaning, Definitions, Types, Characteristics & Classification of Communities
- Concept, Meaning, Definitions, Objectives, Values and Murray G Ross Principles of Community Organization.
- Historical Development of Community Organization practice in the West and in India.

Unit-II: Models, Strategies, Process of Community Organization

- Models; Locality Development Model, Social Planning Model, Social Action Model.
- Process of Community Organization: Study of Community: Focus Groups, Analysis of Power Dynamics in Various Community, Mobilization for Participation / Involvement in Problem Solving Process: Identification of Needs/Issues, Prioritization, Problem Analysis, Problem Statement, Selection of Alternatives, Plan of Action, Execution, Monitoring and Evaluation.
- Intervention Strategies: Awareness Building, Organizing, Activating, Negotiating, Lobbying and Enlisting People's Participation.

Unit-III: Attributes, Role and Skills of Community Organizer

- Attributes of a Community Organizer.
- Roles: Guide, Enabler, Social Therapist, Specialist, Advocate and Motivator.
- Skills: Problem Analysis, Resource Mobilization, Conflict Resolution, Organizing meetings, Writing and Documentation, Networking, Training and Public Relations.

Unit-IV: Methods and Techniques of community organization

- Participatory Rural Appraisal (PRA) Techniques
- Fund raising and sources.
- Unionization as a strategy - Advocacy in community organization.
- Power: Concept of Power, The range of perspectives, Dimensions of power relevant to community organization.
- Empowerment - Concept of Empowerment, Barriers of empowerment.
- Gender and Empowerment: Gender Sensitivity in Community Organization Practice.

SUGGESTED LITERATURE:

1.	Clinard and Marshal B.	Slums & Community Development, The Free Press, New York.
2.	Dunham and Arther. E.	Community Organisation: Principles and Practices, Thomosy, Crowett, New York.
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೧೨.	ಮರುಳಸಿದ್ದಯ್ಯ ಹೆಚ್. ಎಂ.(೧೯೯೨)	ಸಮುದಾಯ ಸಂಘಟನೆ, ಅಭ್ಯುದಯ ಪ್ರಕಾಶನ, ಬೆಂಗಳೂರು, ಕರ್ನಾಟಕ, ಬೆಂಗಳೂರು.
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14.	Netting, E., P. Kettner and S. McMurty 2007	*Social work macro practice.* 4th ed. New York: Allyn & Bacon.
15.	Rothman, J., J. L. Erlich and J. E. Tropman, eds. 2001	*Strategies of community intervention.* 6th ed. Itasca, IL: Peacock.
16.	Rubin, H. and I. Rubin. 2008	*Community organizing and development.* 4th ed. Boston: Pearson/ Allyn & Bacon.

PAPER CODE: SWSCP – 1.6
TITLE OF THE PAPER: PERSONAL AND PROFESSIONAL GROWTH

Objectives:

- Understand self as a being, as one in the process of becoming and experience self awareness.

- Examine own values and attitudes and explore choices made to express self in own environment.

- Develop positive life skills and practice Self help methods for integration and for stress reduction.

- Understand and uphold Professional Values and Ethics.

Unit-I : Self and Self Awareness

- Understand self through a cognitive construct.

- Approaches for self awareness - Psycho sexual development, Psycho social development of Erik Erikson, Gestalt Approach, Reality Therapy, Yoga as a Therapy, Meditation Techniques.

- Function of Brain.

- Emotions and Nature of it's expression

- Choices made to express emotions - Modes used, Examining its need for change.

Unit-II : Values and Professional Ethics

- Values - concept, Meaning, definition and their Role in present scenario.

- Value Conflict - its impact on Value clarification.

- Ethics - concept, Meaning, definition and importance of professional ethics.

Unit-III : Life Style, Stress / Burnout – Self help Methods

- Life skill Education - WHO core life skills.

- Building and Sustaining Bonds - Relational, Collegial and Personal Bonds.

- Self defeating behavior - Nature, Impact, Choices for Change.

- Stress and Stressors - Nature of Stress.

Unit-IV : Spirituality

- Concept, Meaning, definition and their Role in present scenario.

- Spirituality as a dimension of health.

- Application of spirituality in day to day functioning.

SUGGESTED LITERATURE:

1. Becavar, D. (Ed.) 1997   The Family, Spirituality and Social Work, Journal of Family Social Work, Vol.2, No. 4.

2. Bhattacharya, K. 1971   The Indian Concept of Self, Bulletin Ramakrishna Mission Institute of Culture, 22(8), August 1971. 304 - 13.

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PAPER CODE: SWHCP – 2.1
TITLE OF THE PAPER: SOCIAL POLICY AND SOCIAL PLANNING

Objectives :

- Acquire knowledge on the concept of Social Policy and understand the Ideology of Social Planning.

- To study the existing Social Policies and programs so as to enable themselves to analyze and implement them effectively.

Unit-I : Introduction to Social Policy and planning

- Concept, Definition, scope and objectives of Social Policy

- Concept, Definition, scope and objectives of Social Planning

- The need and importance of social policies and planning, Evolution of social policies in India. Relationship between social policy and social planning.

Unit-II : Policy Formulation

- Approaches to Social Policy: Unified, Integrated, Sectoral Policy, Sectoral Policies of Education, Social Welfare, Women, Children, Welfare of Backward classes, Social Security, Health, Housing, Youth, Weaker section, Environment and Ecology, Urban and Rural Development and Poverty Alleviation.

Unit-III : The process of social policy and planning

- The process of social policy, values underlined social policy and planning based on constitutional provisions, the role of interest groups, the problem of conflict of interest and its solutions and role of professional social workers.

- Social Planning Process in India, Machinery and monitoring.

Unit-IV : Social Planning

- Linkage between social policy and planning, Planning as an instrument and source of policy, Role of ideology for social planning, Human Development Index, Human Development Report, Social Audit and its importance.

SUGGESTED LITERATURE:
1.   Bagchi, A. K. 1982   Political Economy of Underdevelopment, Cambridge: Cambridge University Press.
2.   Bhanti, R. 1993   Social Policy and Development in Rajasthan, Udaipur: Himanshu Publications.
3.   Bulmer, M. et. aI. 1989   The Goals of Social Policy, London: Unwin Hyman.
4.   Chakraborty, S. 1987   Development Planning - Indian Experience, Oxford: Claredon Press.
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24.	Macpherson, S. 1980	Social Policy in the Third World, London: Wheatspeat Brooks.

PAPER CODE: SWHCP – 2.2
TITLE OF THE PAPER: RESEARCH IN SOCIAL WORK AND APPLICATION OF COMPUTER AND STATISTICS

Objectives :
- Understand the need for scientific approach to human inquiry in comparison to the native or common sense approach and promote an understanding of the meaning, nature, scope and importance of social work research.
- Develop an understanding of statistical tools and learn to use these.
- Conceptualize and formulate a research project.
- Prepare tools for data collection, code and fill coding sheets.
- Conduct interviews including use of observation skills.
- Develop Research report writing/skills.
- Develop skills for graphical preservation like graphs, diagrams, charts and tables.
- To develop skills for the use of computers for social work research.
- Develop ability to library and documentation services for research and for literature survey.

Unit-I : Introduction to Social Work Research
- Concept of science, scientific method, its nature.
- Meaning, Concept, Definitions and objectives of Social Science Research.
- Types of Research: Fundamental, Action, Applied, quantitative and qualitative
- Meaning, Concept, Definitions and objectives of Social Work Research, Scope and its Importance.
- Types of Research Design – Exploratory, Descriptive, Experimental, Explanatory
- Hypothesis-sources, sound hypothesis, types.

Unit-II : Data and its Measurement
- Sources of data - Primary and Secondary.
- Types of data - Qualitative and Quantitative.
- Sampling - Meaning, its type, methods.
- Tools for data collection - Observation, Interview Schedule, Questionnaire, Survey, Case Study.
  Research Report:
- Social work research ethics.
- Research Abstracts.
- Research Proposals.
- Research Report (Thesis) Writing.

Unit-III : Computer Fundamentals
- Computer: meaning, definition, Evolution of computers.
- Organization and working of computer. (Input-output devices and CPU)
- Basic Definitions - Hardware, Software, Programme, Flowchart.
- Use of Statistical Package for Social Sciences.
- Internet: Meaning, concept, Advantages of Internet
- Networking: Modem, LAN, WAN.

Unit-IV : Introduction to Statistics

- Definition, Functions and Importance of Statistics in Social Work research.
- Proportions, Percentages and Ratios
- Measures of Central Tendency - Mean, Mode and Median.
- Measures of Dispersion - Range, Quartaile Deviation, Mean Deviation, Standard Deviation.
- Measures of Association: Chi-square, Correlation Coefficient, 't' distribution; Analysis of Variance and 'F' distribution.

SUGGESTED LITERATURE:

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11. Field, Andy. 2000 — Discovering Statistics Using SPSS for Windows: Advanced Techniques for Beginning, New Delhi: Sage Publications.
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16. Gupta, S. P. 1984 — Statistical Methods, New Delhi, Sultan chand and Sons.
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21. May, Tim. 1997 — Social Research: Issues, Methods & Process, Buckingham: Open University Press.
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23. C. R. Kothari (2009) — Research Methodology: Methods & Techniques. (Second Revised Edition), New Age International Publishers, NewDelhi.

PAPER CODE: SWHCP – 2.3
TITLE OF THE PAPER: COUNSELING: THEORY AND PRACTICE

Objectives:
1. Develop a holistic understanding of counseling as a tool for help.
2. Acquire knowledge of various approaches: their theoretical underpinning for goals values, processes and techniques.
3. Develop an understanding of the approaches of help and self-help available in own culture.
4. Develop skills for application in real life situations.
5. Develop ability to recognize and synthesize attitude and values that enhance investment of self in the counselors role.

Unit-I : Introduction to Counseling and its Theories/Approaches
- Meaning, Definition, Characteristics, Goals, Elements and Principles of Counseling.
- Counseling situations – Preventive, Crisis, Facilitative and Developmental.
- Theories / Approaches of Counseling: Psycho Analytical Theory, Client-centered Theory, Cognitive Theory, Marital and Family Therapy.
- Indigenous Approaches: help and self-help (yoga, reflection, Act of Prayashchit).
- Difference between Counseling, Psychotherapy and Guidance

Unit-II : Counseling Process, Techniques and Skills
Counselling Process
- Stage – I: Problem Exploration and Clarification.
- Stage – II: Integrative Understanding - Dynamic Self-Understanding.
- Stage - III: Facilitation Action; Developing a New Perspective, Preferred Scenario.
- Counseling Techniques: Rapport, Establishing Structure, Interaction, Attending Behaviour, Observation, Responding, and Interpretation.
- Counseling Skills: Attending and listening, Communication, Confrontation, Concreteness, Focusing, Summarizing, Reflection of the feeling, Self-disclosure leading.
  The portrait of a counselor

Unit-III : Counsellor and client
- Personal and professional characteristics
- Values / Ethics in counseling
- Checklist for counselor
- Client as a person
- Voluntary and referred.

Unit-IV : Practice of counseling in different settings
- Family.
- De-addiction Centers.
- Counseling for Marital Problems.
- Health Setting.
- School settings.
- Industry.

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Bernard, H. W. 1972:   Press India.

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Lofquist, L.H. (1984)   *Individual-Differences Model and its Applications*. Minneapolis, MN: University of Minnesota Press.

PAPER CODE: SWHCP 2.4
TITLE OF THE PAPER: SOCIAL WORK PRACTICE WITH VULNERABLE, MARGINALIZED AND UNDER PREVILIGED SECTIONS OF THE SOCIETY

Objectives:
- To enable the students to understand the status, issues and problems associated with vulnerable, Marginalized and Under Privileged sections of the society.
- To review the legislations enacted for the welfare and empowerment of them.
- To motivate for the zeal among students for social work practice with Vulnerable, Marginalized and Under Privileged sections of the society.

Unit-I : The Concept, Definitions and Meaning of Vulnerability, Marginalization and Under Privileged
- Social, economic and cultural Vulnerability
- Vulnerable: Women, Children, Children in Conflict with Law and difficult circumstances, differently abled and Elderly.
- Marginalized: Ex-Prisoners, Migrants, Immigrants and Ethnic Minorities, Sexual Minorities, Sex Workers and People infected / affected with HIV/AIDS.
- Under Privileged: Schedule Caste, Schedule Tribes and Other Back Ward Communities.

Unit-II : The Problems and issues associated with Marginalized Groups
- Migrants: Health, Housing, Unemployment, Social Insecurity.
- Immigrants and Ethnic Minorities: Social Insecurity, Unemployment, Housing, Health
- Sexual Minorities and Sex Workers: Social stigma, Health issues, Sexual Abuse and Harassment.
- People infected / affected with HIV/AIDS: Social discrimination, Health issues.

Unit-III: The Problems and issues associated with Under Privileged
- Schedule Caste and Schedule Tribes – Poverty, Unemployment, Indebtedness, Landlessness, Bonded Labour, Untouchability, Atrocities.
- Other Back Ward Communities - Poverty, Unemployment, Indebtedness.

Unit-IV: Legislations related to Vulnerable/Marginalised and underprivileged groups
- Women –The Pre-Natal Diagnostic Techniques (Regulation and Prevention of Misuse) Act-1996, The Sexual Harassment of Women at work Place (Prevention, Prohibition and Redressal) Act - 2013.
- The United Nations 1951 Convention relating to the Status of Refugees
- Migrants: Inter-State Migrant Work Man (Regulation of Employment and Conditions of Service) Act 1979.
- Children –National Commission for Protection of Rights of Children, CARA.
- Differently abled: Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act - 1995.
- Elderly – Maintenance and Welfare of Parents and Senior Citizens Act - 2007.
- The Schedule caste and the Schedule Tribes (Prevention of Atrocities) Act 1989.

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6.	Bali. P. Arun (2001)	Care of the Elderly in India, Shimla, Indian Institute of Advanced Studies.
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12.	National institute of public co-operation & child development (1994)	The child in India –a statistical profile New Delhi : NIPPCCD
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15.	Gupta, M. (1998)	International Encyclopedia of women' Development, Sage Publications: New Delhi.
16.	Hichael, S.M. (1998)	Dalits in modern India, Sage Publications: New Delhi.

PAPER CODE: SWSCP – 2.5
PAPER TITLE: COMMUNICATION FOR SOCIAL WORK PRACTICE
Objectives :
1. To provide the required knowledge to understand the importance of communication for effective social work practice.
2. To inculcate communication skills among social work trainees.
3. To understand the importance and the role of media for effective communication.
4. To understand the need and importance of developmental communication.

Unit-I : Introduction to Communication
- Meaning, Definitions and Scope of communication.
- Elements of communication.
- Barriers of communication.
- Communication Types: Interpersonal communication, Intra-personal communication, Verbal & non-verbal communication.

Unit-II : Communication Skills
- Verbal & non-verbal communication Skills.
- Effective speaking, Effective listening, Effective writing.
- Feedback - Meaning, Definitions and its characteristics
- Types of Feedback.
- Improvement and developing effective Feedback.
- Loop of Feedback.

Unit-III : Electronic Media and Communication
- Communication languages, Emails, Video conferencing systems, Electronic newspaper, Tele communication and its tools, Communication network.
- Development Communication **-** Nature and Characteristics.
- ICT-Information and Communication Technology and its applicability: behavior change, social marketing, social mobilization, media advocacy, communication for social change and community participation, Fund raising.

Unit-IV: Development Programmes and communication
- Designing, Effective Posters and Logos for Campaigns.
- Street Theatre: Elements of Street Theatre, Script Writing and Choreography for Development, use of Puppets, Songs and Folklore.
- SHG, Pulse Polio, Swacha Bharath Abhiyan, Total Sanitation Campaign, HIV/AIDS.

SUGGESTED LITERATURE:

1.	Alinsky, Saul. 1989	Rules of Radicals, Vintage Book Edition.
2.	Bailey R & Mike Brake(eds)1957	Radical Social Work, London: Edward Arnold.
3.	Baviskar, A 2010	Social Movements in India, in N.G. Jayal & P.B. Mehta. Eds Oxford Company
4.	Craich Robert L,	Training &development, hand book Mc GrawHill publishers, NewDelhi.
5.	Joshi Uma 2001	Understanding Development Communication, Dominant publishers, New Delhi.
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8.	Narula U. 1994	Development communication, Harananda Publishers.
9.	Ray G.I. 1999	Extension communication & management, Naya Prakash, Calcutta

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PAPER CODE: SWHCP – 3.1
TITLE OF THE PAPER: MANAGEMENT OF SERVICE ORGANIZATION

Objectives :

* To enable the students to acquire expertise in evolving the concept of NGO Management

* To familiarize the students on the current scenario of NGO's in the country viz-a-vis global context

* To learn the strategies and interventions carried out by NGO's in order to meet the emerging challenges.

Unit-I : History philosophy of service organization in India

* origin, objectives and scope of NGO's in India.

* Need and importance of NGO's in Globalized era, Types of NGO's.

* Differences between Voluntary Organization, Non Governmental Organization, Government Organization.

Unit-II : Role, status and function of service organization in India

* Functions, approaches of NGO's, present status of NGO's in India.

* NGO's in National and International development - CRY, Action Aid, Green Peace, Rudset, Jan shikshan samstan, Arghyam.

Unit-III : Establishment of Welfare Organizations, legal procedures

* Process of Ngo Registration, Society Registration Act 1860, The Karnataka Society Registration Act 1960.

* Trust Act-1882, Foreign contribution (Regulations) Act 2010, Companies Act 2013.

Unit-IV : Co-partnership approaches in Social Service Organization

* NGO's and Community Based Organization, Approaches and recent trends,

* Role of Central Social Welfare Board, CAPART

* National Institute of Public Co-operation and Child Development

* Changing trends of Corporate Social Responsibility from Philanthropy to livelihood.

SUGGESTED LITERATURE:
1. Choudhari, D. Paul. (1983)   Social Welfare Administration, Delhi: Atma Ram and Sons.
2. Garain, S. (1998)   Organizational Effectiveness of NGOs, Jaipur: University Book House.
3. Garain, S.   Towards a Measure of Perceived Organizational Effectiveness in Non-government Organization, Mumbai: Indian Journal of Social Work, 54 (2), 251 -270.
4. Goel, S.L. & Jain, R.K.(1988)   Social Welfare Administration: Theory and: Practice, Vol. I and II, New Delhi: Deep and Deep Publications.

5.	Government of India	Evaluation of Social Welfare Programmes, Encyclopedia of Social Work, Vol. 1, 297 - 310.
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8.	Jackson, J. (1989)	Evaluation for Voluntary Organizations. Delhi: Information and News Network.
9.	Kapoor, K. K. (1986)	Directory of Funding Organizations, Delhi: Information and News Network.
10.	Lauffer, A. (1977)	Getting the Resources You Need, New Delhi: Sage Publications.
11.	Lauffer, A. (1977)	Understanding Your Social Agency, London: Sage Publications.
12.	Luthans, Fred. (1990)	Organizational Behaviour, Boston, Irwin McGraw Hill.
13.	PRIA. (1990)	A Manual on Financial Management - An Accounts Keeping for Voluntary Organizations, New Delhi: Society for Participatory Research in Asia.
14.	Sachdeva, D. R. (1998)	Social Welfare Administration in India, Allahabad, Kitab Mahal.
15.	Siddiqui, H. Y. (1984)	Social Work and Social Action, New Delhi: Hamam Publications.
16.	Skidmore, R. A. (1983)	Social Work Administration, New Jersey, Prentice Hall.

PAPER CODE: SWHCP – 3.2
TITLE OF THE PAPER: SOCIAL LEGISLATION

Objectives :
* To gain knowledge about social legislations
* To understand the different social legislations
* To acquire competency and knowledge of social legislation in social work practice

Unit–I: Introduction to Social Legislation: Concept, Meaning and Scope of Social legislation, Legal rights, Civil rights, need and importance of social legislation for social work practice.

Unit-II: Social Legislation in present context: Family Courts, Lok Adalats, The Legal Aid, Public Interest Litigation - Right To Information Act (2005). Right to Education (RTE) - The National Food Security Act, 2013 – The Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013

Unit-III: Social Legislation relating to Women and Children: Hindu Adoption and Maintenance Act (1956), The Juvenile Justice (Care and Protection of Children) Act, (2006) Child Labour Prohibition and Regulation Act (1986), Prevention of Immoral Traffic Act (1986) The Protection of Children from Sexual Offences Act 2012- Protection of Women from Domestic Violence Act, 2005, Prevention of Sexual Harassment at Work place Act – 2013.

Unit-IV: Various Act relating to Social Legislation: Protection of Civil Rights Act (1955) – Protection of Consumer Act (1986) – Transplant of Human Organ Act (1994) – 2013, Bonded Labor Abolition Act (1976) – The Maintenance and Welfare of Parents and Senior Citizens Act (2007)-The Environment (Protection) Act -1986

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2. Basu Durga Das 1994   Human rights in Constitutional Law, Princeton Hall, London
3. Baxi U 2007   Human Rights in a Post Human World, Cambridge University Press, NewDelhi.
4. Biswal. T. 2006   Human Rights–Gender & Environment, Vira Publications, NewDelhi.
5. Chiranjivi J. 2002   Human Rights in India, Oxford University Press, New Delhi.
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15. Susan C. Mapp. 2008   Human Rights and Social Justice in a Global World, Oxford University Press, New Delhi.
16. Tapan Biswal. 2006   Human Rights-Gender & Environment, Vira Publications, NewDelhi
17. Upendra Boxi. 2007   Human Rights in a Post Human World, Cambridge University Press, NewDelhi.
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PAPER CODE: OEP-NSS
TITLE OF THE PAPER: SOCIAL MOVEMENTS AND SOCIAL ACTION

Objectives :
* Understand the concepts and context of Social Movements and Social Action.
* Develop understanding and analyzing issues in a broader context in order to respond to critical Social realities.
* Developing a strong perspective and skill to engage themselves in struggles, protests and movements.
* Acquire Knowledge on the Concepts, Processes and Techniques of Social Advocacy.

Unit-I : Introduction to Social Movement
* Social Movement: Meaning, Concept and Definitions.
* Religious and Sectarian Movements – Social Reform Movement, Bhakti Movement, Peasant Movement, Dalit Movement, Women Movement.

Unit-II : Introduction to Social Action
* Social Action: Meaning, Concept and Definitions.
* Need for social action, Ideologies, approaches and strategies of social action, Models of social action, Social action as a Method of Social Work

Unit-III : Introduction to Social Advocacy
* Meaning, concept and definitions of social advocacy, Social advocacy as a tool for social change, Process of Social Advocacy,
* Prerequisite for Social Advocacy : Leadership, Campaign Planning, coalition and Network building, Budget Analysis, Communication, Media Advocacy, Public Interest Litigation.

Unit-IV: Approaches for Social Movements and Social Action
* Vinobha Bhave – Sarvodaya.
* Mahatma Gandhi – Swadeshi and Independence Movement.
* Sundarlal Bahuguna – Environment Movement.
* Medha Patkar – Narmada Bachao Andolan.
* Rajendra Singh – Water Conservation.
* Dr. Sudarshan – Tribal Movement.
* Anna Hazare – Lokpal Movement against Corruption.

SUGGESTED LITERATURE:
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2. Bailey R & Mike Brake(EDs)1975 Radical Social Work, Edward Arnold, London.
3. Baviskar A 2010   Social Movements in India, in N G Jayal and PB Mehta (EDs)- Oxford Companion to Politics in India, Oxford University Press, New Delhi.
4. Freire P 1997   Pedagogy of the Oppressed, Penguin Books, New Delhi.
5. Gurr T R 1970   Why Men Rebel, Princeton University Press, Princeton.
6. Muzaffar Assadi   Movements & Politics in Karnataka, Karnataka Journal of Politics.
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   M F Katzenstein (EDs) 2005 Politics, Rowman and Little field.
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9. Siddiqui H Y (ED)   Social Work and Social Action- A Development Perspective, Harnam Publications, New Delhi.
10. Thompson N 2002   Social Movements, Social Justice and Social Work, British Journal of Social Work 32 (6).

PAPER CODE: SWHCP – 4.1
TITLE OF THE PAPER: SOCIAL WELFARE ADMINISTRATION.

Objectives :
- Acquire knowledge of Social Welfare Administration, Managing and Administrating Service Organization in the context of Social Work Profession.
- Acquire skills to participate in management and administrative process for service delivery.
- To Learn the Value Orientation, Strategies and Intervention.

Unit-I : Introduction to Social Welfare Administration
- Social Welfare Administration – Concept, Meaning, Definition, Nature and Scope.
- Social Welfare and Administration as a field of Social Work practice.
- Principles and Functions of Social Welfare Administration – **(POSD CORB)**
  Planning, Organizing, Staffing, Directing, Co-Ordinating, Reporting and Budgeting.
- Office management, Supervision, Leadership, Communication.

Unit-II : National and state Level Boards/Commissions
- CSWB (Central Social Welfare Board) and SSWB (State Social Welfare Board)
- CARA (Central Adoption Resource Authority)
- SSWB (State Social Welfare Board)
- National Commission for Women
- NCPCR (National Commission for Protection of Child Rights)
- National Commission for Safai Karamcharis
- National Human Rights Commission

Unit-III : Management of Social Welfare Administration
- Volunteers, professional, para-professionals.
- Financial Administration: Budgeting/accounting, Maintenance of financial Records, Accountability and Transparency (Accounting and Auditing). 12 A and 80G/80GGA.
- Services and their Delivery: eligibility criteria, management of programme and evaluation.

Unit-IV: Resource Mobilization and Maintenance of records
- Resources – Non-financial, Natural, Physical, Human Capital resources, Social Capital resources and Financial Resources.
- Funding – International, National and Local, Fund raising strategies.
- Statutory Obligations.
- Maintenance of records, Documentation.
- Public relations.

SUGGESTED LITERATURE:

1. Chowdary Paul D 1983 — Social Welfare Administration, Atmaram and sons publications, New Delhi.
2. Gupta N S 1979 — Government of India report of the Director General for Weaker Sections. Principles and practice of Management, Light and Life Publications, New Delhi.
3. Jaganathan V, 1978 — Administration & Social Change, Uppal Publication, New Delhi
4. Kulakarni P D, 1979 — Social Policy and Social Development, ASSWI, Madras.
5. Raju K & Satyanarayan,2009 — NGO Excellence, Bhimavaram, Andhrapradesh.
7. Sankaran & Rorigues, 1983 — Handbook for the Management of Voluntary Organizations.
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12. Singh, R.S., 2010 — Encyclopaedia of Social Work and Social Welfare in 21st Century, Century Press, (New Delhi).
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15. Sanjay Bhattacharya, 2006 — Social Work Administration and Development, Rawat Publications, New Delhi.
16. Singh, K.S, 2002 — The Scheduled Castes, Oxford University Press, New Delhi.
17. Narendra Kumar, 2004 — Dalit Policies, Politics and Parliament Shipra, New Delhi.
18. Anil Saxena, 2010 — Encyclopaedia of Social Welfare, (vol. I), SBS Publishers and distributors Pvt. Ltd., New Delhi.

PAPER CODE: SWHCP- 4.2
TITLE OF THE PAPER: ORGANIZATIONAL BEHAVIOUR AND ORGANIZATIONAL DEVELOPMENT

Objectives:
* To impart knowledge about individual, group and organizational dynamics and their consequences.
* To provide knowledge on Organization Behaviour and Organizational Development..
* To empower the trainee to handle Organizational conflict in an effective manner.
* To acquaint the students with the knowledge of theories and practices that govern human behavior at work,
* To help the learner understand the value and worthiness of human resources in an organization.

Unit-I : Introduction to Organizational Behavior
* Meaning, Concept, Definition, Scope, and Approaches of Organizational Behavior.
* Introduction to Enneagram, personality types according to Enneagram.
* Emotional Intelligence; Attitude, Values, Personality.
* Assertiveness Training: components of assertive behavior, handling anger, handling depression, developing assertive behavior skills, assertiveness on the Job.

Unit-II : Motivation, Leadership and Group Dynamics
* Meaning, Concept, theories and techniques of motivation.
* Role of reinforcement and punishment.
* Leadership: Meaning, Concept, roles, skills, types of leadership.
* Group dynamics: Concept, types of groups, dynamics of group formation, decision making in groups.

UNIT-III : Organizational Development, Organizational Conflict and Organizational Change
* Meaning, Concept, emerging approaches and techniques, Organizational Diagnosis, tools of organizational diagnosis.
* OD interventions – An overview, individual and interpersonal interventions, team/group interventions, comprehensive interventions, organizational transformation, success and failure of OD,
* Organizational Conflict – Meaning, Concepts, causes and types, conflict-resolution strategies.
* Organizational change – Meaning, Concept, managing organizational change, resistance to change.

UNIT -IV: Stress and Ethics
* Meaning, Concept, Types, causes, consequences, and coping of stress, types and its impact on work conditions.
* Emotional Quotient.
* Ethics: Individual ethics, ethical dilemmas in management, Ethical practices of Indian Managers, Corporate ethics.

SUGGESTED LITERATURE

1. Andrew, Dubrin J, 2006   Leadersip – Research Findings, Practice and Skills, New Delhi, Biztantra Publication.
2. Aswathappa K, 2008   Organisational Behaviour - Text, Cases and Games, Mumbai, Himalaya Publication House.
3. Donald, Hislop, 2007   Knowledge Management in Organisation - A Critical Introduction, Oxford University Press.
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    Slocum John W., Jr, 2004   Thomson South-Western.
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    Meenakshi N, 2009   Approach, NIILM Center for Management Studies, New Delhi.
8. Luthans Fred, 2005   Organisational Behviour, New York, McGraw Hill International Edition.
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    Griffin Ricky W, 2005   New Delhi, Biztantra Publications.
10. Nelson, Debra L and Quick,   Organisaional Behaviour- Foundations, Realities & Challenges,
    James Compbell, 2007   New Delhi, Thomson South-Western.
11. Northouse Peter G, 2003   Leadership- Theory and Practice, New Delhi, Response Books: A Division of Sage Publications.
12. Robibins, Stephen P, 2007   Organisational Behaviour, New Delhi, Pearson Education.
13. Ryan, Rosemary K C, 2008   Leadership Development- A Guide for HR and Training Professionals, New Delhi, Elsevier Publications.
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15. Subba Rao, P, 2004   Organisational Behaviour, Mumbai, Himalaya Publications House.

PAPER CODE SW-4.3
PAPER TILE: SOCIAL WORK INTERVENTION IN DISASTER MANAGEMENT

Objectives:
- Understand key concepts, theories and approaches of disaster management with specific reference to Indian context
- Develop skills so as to analyses factors contributing to disaster
- To understand the process of disaster management
- Develop an understanding of the social worker's role in the team for disaster management.

Unit-I : Disasters
Concept, Definition, types and impact - Famine, floods, cyclones, hurricanes, warfare, earthquake, volcanoes; traditional and modern disaster threats.

Unit-II : Disaster management
Concept, approaches to disaster management, importance and relevance of disaster management in the present scenario, case studies of disaster management such as Tsunami, Gujarat Earth Quake, Bhopal Gas Tragedy, Fukushima of Japan.

Unit-III : Social Work response to Disaster
Intervention during disaster impact stage, trauma counseling and crisis intervention, post disaster management, damage assessment and long term rehabilitation and reconstruction, networking and co-ordination between government, NDRF, NGOs, donor agencies, local bodies, police, military etc.

Unit-IV : Disaster Prevention and Preparedness
Vulnerability analysis, hazard mapping, community based disaster preparedness programmes, organization and planning, logistics; resource utilization, specialized skills and training needs; public awareness and education.
Disaster risk reduction, strategies and approaches in varied sectors, sendai resolution.
International decade for natural disaster reduction and UN resolutions, administration of relief in India. Disaster related legislations and policies.

SUGGESTED LITERATURE:

1.   IFRC, 2005   World Disaster Report
2.   Birnabaum, F,   Crisis intervention after a Natural Disaster, Social Case Work,
     Coplon, J & Scharff, T 1973   Vol. 54, No. 9, 545-551
3.   Blaufard H & Levine J 1967   Crisis intervention in an Earthquake, Social Work, Vol.17, No.4, 16-19
4.   Brahme S and Gole P, 1967   Deluge in Poone, Poone: Asia Publishing House
5.   Chen, L 1973   Disaster in Bangladesh: Health Crisis in a Developing Nation, New York, Oxford University Press.
6.   Fritz, C.E 1968   "Disaster", Sills D (Ed.) International Encyclopedia of Social Science, Vol 4 USA: The MacMillan Company and the Free Press.
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12.	Siporin, M 1966	"The Experience of Aiding the Victims of Hurricane "Betsy", Social Service Review, Vol. 10
13.	Wolfenstein, M 1977	Disaster: A Psychological Essay, New York: Arno Press
14.	Uscher-Pines, L. 2009	Health effects of Relocation following disasters: a systematic review of literature. Disasters. Vol. 33 (1): 1–22.
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Human Resource Management
PAPER CODE: SWHCP – 3.3
TITLE OF THE PAPER: HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

Objectives :
- To provide an indepth knowledge on Human Resource Management.
- To provide knowledge on Human Resource Development and interventions.
- To inculcate the knowledge on Human Resource Planning.
- To equip the HR trainee for Human Resource Management and Development.

Unit-I : Introduction to Human Resource Management
- Meaning, Concept, Nature, Evolution, Scope, objectives, Functions and its importance.
- Changing Environments of Human Resource Management
- Human Resource Management Models
- Human Resource Planning and Budgeting: Meaning, Concept and objectives and its importance.
  Human Resource Planning Process.
- Job analysis, Job description, Job specification, Job design, job rotation, Job Evaluation.

Unit-II : Recruitment, Selection and Compensation Management
- Recruitment - Meaning, Concept and Objectives, Recruitment Process, Methods and Techniques.
- Talent Acquisition: Meaning, Concept, Objectives and Importance of Talent Acquisition.
- Selection – Meaning, Concept and Objectives, Selection Process, Induction, Placement, probation and confirmation.
- Compensation Management: Factors influencing on compensation, Fixation of salary, Components of Salary.
- Pay for performance.

Unit-III : Introduction to Human Resource Development
- Meaning, Concept, Origin and the need for Human Resource Development.
- Human Resource Development and its Dimensions.
- Competency Mapping and GAP Analysis.
- Career Planning, Succession Planning Scope and Importance.
- Performance Appraisal - Meaning, concept and Type, Fundamental Issues, Feedback Sessions
- Quality of Work Life.

Unit-IV: Human Resource Development Interventions
- Organizational goal setting process – Key result area and Key performance Indicator.
- Talent Development: Meaning, Concept and Importance.
- Training Need Analysis – Process of Training, Designing and evaluating training, Use of Information technology.
- Types and methods of training: Internal, External, On the job, Off the job, review of training programs.

SUGGESTED LITERATURE:

1. Agarwal, R. D. (Ed.) 1973   Dynamics of Personnel Management in India, New Delhi: Tata McGraw-Hill Publishing Company.
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PAPER CODE: SWHCP – 3.4
TITLE OF THE PAPER: LABOUR LEGISLATIONS AND EMPLOYEE WELFARE
Objectives :
- To review the salient features of labour legislations.
- To inculcate knowledge on employee welfare.
- To understand the scope of social work practice in industry.

Unit-I: Introduction to labour law
- Historical development of labour legislation in India, labour in Indian constitution, Judicial set up and administration of labour legislation in India, origin of labour, Legislation of India.

Unit-II: Salient features of the Labour legislations
- The Factories Act–1948, The Industrial Disputes Act–1947, The payment of Wages Act-1936, The Minimum Wages Act–1948, Payment of Bonus Act-1965, The Employee State Insurance Act–1948, The Employee provident fund and miscellaneous provisions Act-1952, Contract Labor (Regulation & Abolition) Act-1970, The Payment of Gratuity Act-1972, The Shops and Commercial establishment Act–1954, Industrial Employment (Standing Orders) Act-1946.

Unit-III: Labour Welfare
- Labour Welfare Concept, philosophy, origin and growth of Labour Welfare in India
- Labour Welfare statutory and non-statutory programmes.
- Labour Welfare Fund.
- Labour Welfare Officer- roles, duties and Functions.

Unit-IV: Compensation and Benefits Management
- Basics of Compensation and Benefits Management, Its Policy, and Importance
- Factors Influencing Pay Rates
- Minimum Wages: Meaning, Deciding Factors, and Impact on Compensation
- Designing Compensation Structure, Fixation Methodology,
- Variable Incentive Schemes, and Production Incentive Schemes, Basics of Taxation
- Benefits on Employee Retention.

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11. Nagaraju, S. 1981   Industrial Relations System in India, Allahabad, Chugh Publications.
12. Rudrabasavaraj, M. N. 1984 Human Factors in Administration, Bombay, Himalaya Publishing House.
13. Saiyed I A, 2009   Labour Law, Mumbai, Himalaya Publishing House Pvt. Ltd.
14. Singh BD, 2005   Industrial Relations: Emerging Paradigms, NewDelhi, Excell Books
15. Srivastava S C, 2009   Industrial Relations and Labour Law, New Delhi, Vikas Publishing House Pvt. Ltd.

PAPER CODE: SWHCP – 4.4
TITLE OF THE PAPER: INDUSTRIAL RELATIONS

Objectives:

- To provide an in-depth knowledge on Industrial relations.

- To Understand the scope and nature of social work practice in industry.

Unit-I: Industrial Relations

- Meaning, Concept, Definitions and Principles of Industrial Relations.

- Actors of Industrial Relations, Influencing factors on IR.

- Trade Unions: trade unionism in India, history and growth, various trade unions in India, trade union policies, Role of trade unions in India.

Unit-II: Collective Bargaining

- Meaning, Concept, Characteristics, Critical Issues in Collective Bargaining.

- Role of Employer, Unions, and Government in Collective Bargaining.

- Industrial Disputes: Impact, Causes, Strikes, and Industrial Peace.

- Industrial Dispute Resolution Machineries: Conciliation, Arbitration and Adjudication.

- Long-term Agreements and Administration.

Unit-III: Occupational Safety and Health

- OSH Concept, Objectives and need, role and responsibilities of safety officer.

- The causes of work related ill health. Concept of work hazards.

- The range of health and safety hazards, Steps in handling occupational health and safety issues and preventive measures.

- Management of disabilities.

Unit-IV: Employee Relation in knowledge based Industry

- Information Technology, Information Technology Enabled Services (ITES)

- Concept of self managed teams: Team leaders

- Domestic Enquiry: Process, Charge sheet, Subsistence Allowance, Principles of Natural Justice, Discharge/Dismissal.

- Worker Participation in Management – Concept, Forms and Determinants of Workers Participation in Management.

- Social Work Practice in Industry.

SUGGESTED LITERATURE:

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14. Sanajaoba, Naorem 1985 — Industrial Tribunal - Working, Procedure and Judicial Trends, New Delhi, Deep and Deep Publications.
15. Sharma, A. M. 1989 — Industrial Relations - Conceptual and Legal Frame Work, Bombay, Himalaya Publishing House.
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17. Singh BD, 2005 — Industrial Relations: Emerging Paradigms, New Delhi, Excell Books.
18. Sinha, G. P. and Sinha, P. R. 1977 — Industrial Relations and Labour Legislation in India, NewDelhi, Oxford IBH Publishing Co.
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20. Srivastava S C, 2009 — Industrial Relations & Labour Law, New Delhi, Vikas Publishing House Pvt. Ltd.
21. Subramanian, H. N. 1967 — Labour Management Relations in India, Bombay, Asia Publishing House.
22. Tripati, P. C. 1989 — Personnel Management and Industrial Relations, New Delhi, S. Chand and Sons.
23. Tyagi, B. P. 1976 — Labour Economics and Social Welfare, Meerut, Jai Prakash Nath & Co.

Specialization/Branch (B)
Medical and Psychiatric Social Work

PAPER CODE: SWHCP – 3.3
TITLE OF THE PAPER: SOCIAL WORK INTERVENTION IN HEALTH CARE

Objectives:
1. To understand the concept and dimensions of health.
2. To understand the health care services at different levels.
3. To understand the changing perspective of health care.
4. To understand the process of social work intervention in Health Care.

Course Content:

Unit-I : Introduction to Health and Prevention:
- Concept of Health - Physical, Social, Mental and Spiritual dimensions of health. Positive health, Determinants of health.
- Psycho - Social and cultural factors in Health and Disease.
- Nutrition – Balanced diet, Under Nutrition and Malnutrition.
- Prevention - Hygiene, Public Health, Preventive Medicine, Community Health, Social Medicine, Community Medicine.
- Immunization
- Principles of Health Care.

Unit-II : Communicable and Non Communicable Disease:
- Communicable – Tuberculosis, Malaria, Dengue, Zika Virus. H1N1. Measles.
- Non-Communicable–Leprosy, Diabetes, Cancer, Paralysis, HIV/AIDS and its infection.

Unit-III : Social Work Intervention in Health Care:
- Work with the patient, groups and community, family and team work.
- Health work in the Hospitals, Community, Industry.
- Rehabilitation: Meaning, Concept, Definition and Principles, Therapies – Occupational, Recreational and Vocational therapy.
- Family Life Education: Objectives and its Importance, National Population Policy 1976 and 2000.

Unit-IV : Health System in India:
- Centre, State, District and Local Level.
- National Health Policy-1983
- Organizations working for Health – WHO, UNICEF, UNDP.
- Role of Non-governmental Organization – Ford Foundation, CARE, International Committee of the Red Cross, Indian Red Cross Society.

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2. Brody, Elaine M. and: Contributors. 1974 — A Social Work Guide for Long-Term Care Facilities, U. S. Dept. of Health, Education and Welfare, Public Health Service, Maryland: National Institute of Mental Health.

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5. Friedlander, W. A. 1967 — Introduction to Social Welfare (Chapter 12: Social Work in Medical and Psychiatric Settings), New Delhi: Prentice-Hall of India.

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8. Jordan, William. 1972 — The Social Worker in Family Situations, London: Routledge and Kegan Paul.

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10. Mathur, J. S. 1971 — Introduction to Social and Preventive Medicine, New Delhi, Oxford and LB.H. Publishing Company

11. Mishne, Judith (Ed.) 1980 — Psychotherapy and Training in Clinical Social Work, New York: Gardner Press.

12. Nichols, P. J. R. (Ed.) 1980 — Rehabilitation Medicine, London: Butterworths.

13. Park, K. 2002 — Park's Textbook of Preventive and Social Medicine, Jabalpur, Banarsidas Bhanot.

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20. Skovholt, T. M. 2001 — The resilient practitioner: Burnout prevention and self-care strategies for counselors, therapists, teachers and health professionals. Boston, MA: Allyn & Bacon.

PAPER CODE: SWHCP – 3.4
TITLE OF THE PAPER: CHILD AND FAMILY CENTRED SOCIAL WORK
Objectives:
1) To understand Children capacity, their problems and intervention.
2) To understand importance of family values system.
3) Critically to analyse problems of children in families and factors affecting them.
4) To enhance understanding of the basic concepts, tools and techniques.

Unit-I : Introduction to Child : Concept, Meaning, Children in constitution and UNCRC, concept and process of socialization, agents of socialization, need and importance of socialization for children with special needs, Child rearing practices.

Unit-II : Child Health and child welfare polices: Infant Mortality, Autism, Attention-deficit/hyperactivity disorder (ADHD), Eating disorders, Emotional Problem, Mental Retardation, Pervasive Developmental Disorder(PDD), Scholastic problems, Biological, Psychological and Socio-cultural factors affecting.
National Commission for children, National Policy for children-2013, ICPS, National Action plan for children, constitutional provisions for protection of children, SAARC Decade of the Rights of the Child (2001-2010).

Unit-III : Introduction to family: Concept, Definition, Type, Characteristics. Functions, Dynamics, Family as a social system.
Life Span Approach in understanding family, characteristics, goals, needs, task and problem in each stage- Evelyn Duvall.

Unit-IV : Family in the context of social change: Concept and characteristic of social change, Impact of Migration, Urbanization, LPG on family - Changing functions, values, relationship and communication. Quality of life and its indicators, Family and Millennium goals, Linkage between family and SDG.
Aged in Indian Society, problems of aged, role of family in promotion the health of aged, need and importance of geriatric social work in Indian context.

SUGGESTED LITERATURE:

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2. Beck, Laura   Developmental Psychology. New Delhi, Pearson Education Inc.
3. Government of India,   A Commitment to the Child, Women and Child Development
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14. Venkatesan. S. 2004   Children with Developmental Disabilities, New Delhi, Sage Publications.

PAPER CODE: SWHCP – 4.4
TITLE OF THE PAPER: MEDICAL AND PSYCHIATRIC SOCIAL WORK

Objectives:

- To give an wider understanding about the historical development and concept of Medical and psychiatric social work

- To give knowledge about the basic health and mental health problems and role of social workers in this field to enhance health and well-being.

Unit-I: Introduction to Medical Social Work

- Meaning, Concept, Definition, Nature and scope of medical social work.

- Historical development or medical social work in India and abroad.

- Identifying the existing health services – Govt./Non Govt. Organization

Unit-II: Health Work in the Hospital Setting and in community

- Organization Structure of Medical social work department, Functions & collaborations.

- Work with the patient.

- Work with Family.

- Work with Community

- Importance of Multidisciplinary approach.

- Role of family in the management of health and disease.

- Use of volunteers in Health Care.

Unit-III: Introduction to Psychiatric Social Work

- Introduction: Meaning, Definition, Nature and scope of Psychiatric social work.

- Historical development or Psychiatric social work in India and abroad. Concept of Mental Health and Mental Illness

- Misconceptions about Mental Illness

- Brief overview on mental disorders(ICD-10)

- Impact of mental illness on the patient, family and community.

- Mental Retardation Causes and effects.

- Structure and functions of psychiatric social work department.

Unit-IV: Legislations, Policies and Programmes for Mentally Ill,

- National Health Policy 2002

- Mental Health Act – 1987

- Karnataka private medical establishments act-2017

- Organ Transplantation Act-1994

- Day care centers, Night care centers, half-way-homes, sheltered workshops occupational therapy units.

SUGGESTED LITERATURE:

1.	Ahuja, Niraj	*A short Text Book of Psychiatry 5th edition*, New Delhi: Jaypee Brothers, 2005.
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3.	Brandell, J R, 1997,	Theory & Practice of Clinical Social Work, London: Free Press
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12.	Robert N 1967,	Mental Health and Mental Illness, London: Routledge and Kegan Paul
13.	Verma R 1995,	Psychiatric Social Work in India, New Delhi: Sage Publication.

PAPER CODE: SWHCP – 3.3
TITLE OF THE PAPER: URBAN, RURAL AND TRIBAL COMMUNITY
DEVELOPMENT

Objectives :
1.   Develop an understanding of urban, rural and tribal communities.
2.   Understand the characteristics and problems of urban, rural and tribal communities.
3.   Acquire knowledge about the contribution of Governmental and Non- Governmental Organizations to urban, rural and tribal development.
4.   Develop an understanding of the functions of Panchayath Raj Institutions with particular reference to Karnataka.
5.   Gain knowledge about the application of social work in tribal and rural development programmes.

Unit-I : Introduction to Urban Community and it's Development
- Meaning, Definitions, Nature and Characteristics of Urban Community.
- Urban Power Structure – Analysis of economic, social and political factors influencing urban power structure.
- Demographic characteristics of Urban India.
- Democratic Decentralization (Municipal Governance) - 74th Constitution Amendment.
- Urban Poverty (Socio-economic and cultural characteristics of Urban Slums, problems, survival and coping patterns of urban poor) and Urban Poverty Alleviation Initiatives (Housing, Welfare, Credit and Employment, Food Security, Urban Transportation)
- Changing trends in urban development – Water, Sanitation, Health, Education, Housing, Transportation and urban Planning.
- The role of Municipalities, Community Based Organizations, Non-Governmental Organizations and Voluntary Organizations.

Unit-II : Introduction to Rural Community and it's Development
- Meaning, Definitions, Nature and Characteristics of Rural Community.
- Demographic characteristics of Rural India.
- Democratic Decentralization (Municipal Governance) - 3rd Constitutional Amendment.
- Rural Power Structure – Analysis of economic, social and political factors influencing Rural power structure
- Rural Poverty – (Socio-economic and cultural characteristics, problems, survival and coping patterns of rural poor) and Rural Poverty Alleviation Initiatives (Housing, Welfare, Credit and Employment, Food Security, Rural Transportation)
- Changing trends in rural development – Housing, agriculture and allied activities, women empowerment and social entrepreneurship.
- The role of Panchayath Raj Institutions, Community Based Organizations, Non-Governmental Organizations and Voluntary Organizations.

Unit-III : Introduction to Tribal Community and it's Development
- Meaning, Definitions, Nature and Characteristics of Tribal Community.
- Power Structure – Analysis of economic, social and political factors influencing tribal power structure.
- Tribal Poverty – Socio-economic and cultural characteristics, problems, survival and coping patterns.
  Tribal Welfare and Development: Constitutional Safeguards, Five Year Plans, Sub-Plans for Tribal Area, National Commission for Schedule Tribes.

Unit-IV: Changing trends in Development

- Urban – Metropolitan Town Planning, Special Economic Zones, Preservation and conservation of natural resources in urban communities.
- Rural – Urban Rural Migration, Natural and Organic Farming, Preservation, rejuvenation and conservation of natural resources in rural communities.
- Tribal – Inculcating traditions and customs, Tribal co-operatives and empowerment initiatives.
- Role of Social workers in different settings: International Organizations, Government settings, Panchayath Raj Institutions, Community Based Organizations, National and Regional organizations, Voluntary Organizations.

SUGGESTED LITERATURE:

1.   Barnabas, A. P. 1987   Rural Community Development in India, In Encyclopedia of Social Work in India, Vol. II, New Delhi: Ministry of Welfare, Government of India.
2.   Bhalla, Alok and   Images of Rural India in the 2nd Century, New Delhi;
     Bumke, Peter J. (Eds) 1992   Sterling Publishers Pvt. Ltd.
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4.   Bose, Nirmal Kumar 1971   Tribal Life in India, National Book Trust India, New Delhi.
5.   Brahmananda, P. R.,   Dimensions of Rural Development in India, Bombay:
     Narayan, B. K. and   Himalaya Publishing House.
     Kalappa, A. (Eds.) 1987
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8.   Debey S.N.& Murdia R.1977   Land Alienation and Restoration in Tribal Communities, Bombay: Himalaya Publications.
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     Anbarasan, R.S. (Eds.) 1981 Development, ASSWI.
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PAPER CODE: SWHCP-3.4
TITLE OF THE PAPER: PROJECT FORMULATION AND MANAGEMENT

Objectives :
1. Acquire a theoretical frame of project preparation and its various stages in implementation.
2. To enable the students to understand the PRA techniques in formulating a project proposal and to impart skills in participatory project planning.
3. Develop a scientific research temperament in exploring the current trend emerging in the project preparation and implementation.

Unit-I : Project Formulation and Management and Participatory Study Analysis
*   Meaning, Concepts of Project Planning, Project Formulation and Project Management.
*   Importance of the Project Planning, Formulation and Management for social workers.
*   Participatory study and assessment of the situation.
*   Use of PRA techniques: Resource Mapping, Wealth Ranking, Transects, Informal Interviews, observation, problem identification, cause/effect analysis and problem statement.

Unit-III : Objective setting, Operational Plan and cost benefit Analysis
*   Specification of general and measurable objectives.
*   Selecting and analyzing alternatives for achieving objectives, choice of alternatives
*   Detailed operational plan: Activities/ task / time duration; programming; GANTT chart.
*   Preparation of budget: costing and financial.

Unit-III : Logical framework, Resource Mobilization and Finance Management
*   A summary of the purpose, objectives, and the Project Proposed, Indicators, means of verification, assumption and indicators.
*   Drafting project proposal for fund raising, techniques of fund raising, Techniques of fund raising, accounting procedures, cost supervision efficiency.
*   Personnel Management: Selection, Training of Project personnel, Coordination, reporting, Management of Information System (MIS)

Unit-IV: Project Monitoring and Evaluation
*   Monitoring: Meaning, Concept of monitoring, monitoring plan. Monitoring process and result, Process documentation.
*   Evaluation: Meaning, Concept, methods of evaluation PERT and CPM, Time frame evaluation, Internal and External Evaluation.
*   Need and Significance of Project Monitoring and Evaluation for social workers

SUGGESTED LITERATURE:
1. Bhavesh M Patel, 2000   Project Management, Vikas Publishing House Pvt. Ltd., New Delhi.
2. Haltlas R.G.G,   Practical Project Management, Pearson Education, In
    Sandra C. Mckee, 2003   (Singapore) Pvt. Ltd.
3. Joy. P.K., 1994   Total project Management, Macmillan India Limited.
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8. Vasant Desai, 1997   Project Management, Himalaya publishing house, Mumbai.

PAPER CODE: SWHCP – 4.4
TITLE OF THE PAPER: SOCIAL CHANGE AND SUSTAINABLE DEVELOPMENT

Objectives :
1) Understand social system and structures of development in India and Karnataka.
2) Develop skills to analyses social reality in order to identify the systematic factors leading to development and underdevelopment.
3) Develop skills to promote social, economic and political justice.

Unit-I : Introduction to Social Change

- Concept, Definitions, Scope, Objective, need and importance of Social change
- Changes in Social system-Family, Customs, Tradition, Culture, Informal social control
- Impact of post globalization - Capitalism, Communalism, Socialism, Privatisation, Liberalization and Multiculturalism.

Unit-II : Introduction to Social Development

- Concept, Definitions, Scope, Objective, need and importance of social development
- Millennium Development Goals (MDG's)
- Development V/s. Social Development – Transportation, Land Development and Degradation
- Social Development Indicators – Poverty, Inequality, Education, Life expectancy, Employment and unemployment, Health expenditure

Unit-III : Introduction to Sustainable development

- Concept, Definitions, Scope, Objective, need and importance of Sustainable development
- Measures and Approaches to sustainable development
- People Centred Development – People's Participation in sustainable development
- Sustainable Development Goals (SDG's)
- Role of Government, NGO's, Civil Society and Development agencies in sustainable development.

Unit-IV : Development V/s Current Trends and impacts

- Migration – Concept, Meaning, Origin, Nature and its' Impact
- Terrorism – Concept, Meaning, Origin, Nature and its' Impact
- Refugees – Concept, Meaning, Origin, Nature and its' Impact
- Insurgency – Concept, Meaning, Origin, Nature and its' Impact
- Riots - Concept, Meaning, Origin, Nature and its' Impact
- Rehabilitation – Role of UN agencies in combating and protecting human rights.
- Role of Social Workers

SUGGESTED LITERATURE:

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PAPER CODE: SWHCP – 4.5
TITLE OF THE PAPER: Project Work: Dissertation / Case Study

1.   Introduction:
  1.   Research skills are very important for the practice of professional social work. This work has to be done on the basis of empirical study.
  2.   An option is given to students to do the same from Qualitative perspective. Hence they can opt to do CASE STUDY instead of DISSERTATION.
  3.   The option to do Dissertation or case study must be exercised by a student in the beginning of III semester in writing. Under no circumstance this option can be changed once exercised.
  4.   Only qualified social work teachers are to guide students.
  5.   Though Dissertation is scheduled in the IV semester the work process shall begin from the III semester itself. The students has to do data collection during the vacation period between III and IV semester.

2.   Objectives:
  a)   Develop ability to conceptualize, formulate and conduct simple research projects.
  b)   Learn to make informal assessment and judicious use of research studies and findings on a particular subject area.
  c)   Develop skills for use of library and documentation services for research
  d)   Develop attitudes favourable to the judicious integration of practice, Research and Theory.
  e)   Develop ability for logical reasoning and critical analysis.

3 A. DISSERTATON:
3.1   Each student is placed under the guidance of a faculty member for dissertation work. The student is required to selected area of the subject of his/her interest. Subsequently, the student is guided to prepare Questionnaire/interview schedule/any other tool for systematic collection data from a group of subjects.

  1.   The vacation period after III Semester Examination may be utilized for data collection in the field. After data collection analysis is done. ONE type written/copy is to be submitted to the University for valuation before the commencement of Theory Examination of IV Sem. i.e. Last week of the IV Sem.

  2.   The core content of the report may not be more than 100 typed pages and it should cover in general the following chapters.

  3.   General Content Outline of the Dissertation.

      i.   Introduction
      ii.   Review of Literature
      iii.   Research Methodology
      iv.   Analysis and Discussion
      v.   Conclusion and Suggestions
      vi.   Bibliography and Appendices

3 B. CASE STUDY : In lieu of Dissertation, the students can opt for 'case study'.
The case study should comprise of minimum of 10 cases. The student is required o take a single subject matter for case study example: Adoption, Child Labour, Families of HIV infected cases, Self Held Groups etc., The methodology may vary for each subject matter.

The following aspects are to be covered in the case study.
a)   Intake
b)   Social Investigation
c)   Social Diagnosis
d)   Social Interventions
e)   Follow-up
f|)   Evaluation
g)   Termination

GENERAL CONTENT OUTLIKE OF THE CASE STUDY:
1.   Introduction to the Chosen topic
2.   Literature review of the subject matter
3.   General Methodology adopted to do case study
4.   CASE STUDIES
5.   General conclusion
6.   Reference/Bibliography

While writing the case, the student is expected o give details about the Principles, technique and sills of social work adopted including the therapeutic aspects. The case studies need not be confined to the study of an individual or family. A case study of a rural/tribal community may also be taken.

Need-assessment, priorities, mobilizing resources, people's participations and impact.
The type written matter may not be more than 100 pages.

4.   **SUBM ISSION :** ONE type written copy is to be submitted to the University for the valuation before the commencement of Theory Examination for IV Semester i.e. Last week of the IV Semester. If a student fails to submit within the time prescribed, he/she will be treated as "In complete" in that semester.

Paper Code : SWFWP – 4.6 Social Work Field Practicum-VI : Concurrent Field Work

Paper Code : SWFWP – 4.7 Social Work Field Practicum – VII : Block Placement

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