

MSW – SEMESTER – I

Paper – I01 - Social Work Profession, Philosophy and Ideology

***Unit – 1**

Study of concepts: Social welfare, social service and social work. The religious, philanthropic, rationalistic, humanistic and modern philosophical base for social work. Overview of the historical development of social work in U.K. , USA, and India. Goals of social work : Development, promotional, remedial and ameliorative.

***Unit – 2**

Social service tradition in Indian culture. : Approach to person in need, ideology of Indian Voluntary organisations and voluntary action.

Unit – 3

Social reform movement: contribution of major social reformers of the 19th and 20th century and their contribution to social welfare, relevance, applicability contribution of the reforms to development of social work profession and reformers of medieval India, Bhakti and Sufi movement, a broad over view.

***Unit – 4**

Emergence and development of professional social work. : Basic principles, Values, ethics and functions, of Professional social work. Gandhian ideology: Contribution to social work profession, social welfare and social action.

***Unit – 5**

Fields of social work practice: family & child welfare, medical & psychiatric social work, correctional social work, urban , rural and tribal community development, industrial social work, Inter relatedness of all these areas to have a holistic perspective.

BOOKS RECOMMENDED

A.R. Wadia	History and philosophy of social work Bombay, Allied, 1961
C.C.E.T.S.W.	Values in social work London C.C.E.T.S.W., 1976
Friedlander, W.A.	Concepts and methods of social work Englewood, prentice hall
Gangule B.N.	Gandhi's social philosophy, Vikas publications, Delhi, 1965
Lurie H.L.	Encyclopedia of social work vol., 1 2 3 New York National Association of social workers, 1965
Fink A.E.	The Field of social work New York, Henry Holt company, 1945
Younghusband E.	Social work and social values-vol III London, George, Allen, Unwin.
Gore M.S.	Social work and social work education Bombay, Asia publishing House, 1965
Mishra P.D.	Social Work Philosophy and Methods, Interindia, Publications, New Delhi, 1994.

MSW – SEMESTER – I

Paper – 102 - Social Case Work

Unit – 1

Methods of Social Work: Definition and objectives of working with individuals, values and principles related to working with individuals. Process of social casework.

Unit – 2

Theories and models of helping individuals: psychoanalytical, psychosocial, problem solving, techniques, family and therapy. Critical analysis of these approaches and their use in the Indian context.

Unit – 3

Social casework communication skills: Ways to enhance effective communication, relationships, transference, counter transference and interviewing.

Unit – 4

Use of social casework method in different settings like schools, health, industry, and welfare agency. Understand role as a change agent, therapist, social advocate and the worker – client relationship. Recording in social case work: Types and uses.

Unit – 5

Application of skills and techniques in social casework. Study, Review and Analysis of cases related to social casework and presentation of cases.

BOOKS RECOMMENDED

- | | |
|-------------------------------|---|
| Friedlander W.A. (ed) | Concepts and Methods of social Work,
New Delhi, Prentice Hall. 1978. |
| Biesteck, F.P. | The Case Work Relationship,
London, Unwin. 1957. |
| Perlman, H.H. | Social Case Work – A Problem Solving Process,
Chicago, Chicago University Press. 1957. |
| Farard, M.L. & M.K. | The Case Worker's use of Hunnybun relationships,
London, Tavistock. 1962. |
| Roberts, R.W and
Nev R. H. | Theories of Social Case Work,
Chicago, Chicago University Press. 1970. |
| Turner, F. (ed) | Social Work Treatment,
New York, The Free Press. 1974. |
| Hamilton. G. | Theory and Practice of Social Case Work,
New York, Colombia, University Press. 1940. |
| Mathew. G. | An Introduction of Social Case Work,
TISS. India Printing House, Bombay. 1992. |

MSW – SEMESTER – I

Paper – III : Social Work Practicals – I :

Guidelines will be given to the students, by their respective faculty members.

*Social Work Practicals – I consists of observational visits, rural visit and concurrent field work.

MSW – SEMESTER – I

Paper 104A – Social Policy and Planning

Unit – 1

Concept of Social policy, Social welfare policy, relationship between social policy and social development, values underlying social policy, sources of social policy (DPSP, FR, and HR) issues of social policy, different models of social policy and their applicability to the Indian situation.

Unit – 2

Process of social policy formulation, approaches to social policy: unified, integrated and sectoral, the contribution of research, role of interest groups. Role of professional social worker in policy formulation, planning and implementation.

Unit – 3

Evaluation of social policy in India, an over view of historical perspective in development of social welfare services. Sectoral policies and their implementation: Education, health, Social welfare, Women and children, Urban/Rural/Tribal development, poverty and gender related issues. Housing, population, family welfare, environment and ecology.

Unit – 4

Concept of social and development planning in India. Constitutional Position of planning in India, planning in India, planning commission of India, composition, legal status of planning commission, functions, process coordination at national, state and district level. Implementation of social planning at various levels.

A broad review of five year plans with emphasis on the objectives of growth and social justice with special reference to weaker sections.

BOOKS RECOMMENDED

Macpherson Stewart	Social policy in third world: The social dilemmas of Underdevelopment Sussex: wheatsheaf Books Limited.
Titmus, R.M.	social policy: An introduction, London George Allen and Uwin
Sharma P.N. Shastri C.	Social planning: concepts and techniques Lucknow print house.
Gokhale S.D.	Social welfare: Legend and legacy Bombay: popular praksham
Mahesh Chand & Puri V.K.	Regional Planning in India, Allied Publisher, New Delhi, 1983.

MSW – SEMESTER – I

Paper 104B – NGO Management

Unit – 1

Voluntary agencies – Registration, grant-in-aid and eligibility. Types of non-profit organisation.

Unit – 2

Record keeping, reporting, research evaluation, public relations and inter agency, intra-agency interaction process. Decision making, motivation, human resource development, participation, authority, leadership and coordination.

Unit – 3

International, bilateral funding of NGO's. Fund raising, financial management and budget preparation.

Unit – 4

Project proposal: Need, Objectives and elements of project proposal. Development projects: Monitoring and evaluation cycle. Social impact assessment studies, Skills and techniques: Problem analysis, resource mobilisation, conflict resolution, organising meetings, documentation, networking, training, lobbying and advocacy.

BOOKS RECOMMENDED

- | | |
|------------|---|
| A.R. Dadia | History & Philosophy of Social Work, Bombay, Allied, 1961. |
| Lurie H.L. | Encyclopedia of Social Work, Vol., 2,3., New York National Association of Social Workers, 1965. |
| Gore M.S. | Social Work & Social Work Education, Bombay, Asia Publishing House, 1965. |
| Fink A.E. | The Field of Social Work, New York, Henry Holt Company, 1945. |

MSW – SEMESTER – I

Paper –105A - Social Development & Sustainable Development

***Unit – 1**

Social development : definition, features indicators, approaches and strategies.

Unit – 2

Characteristics of under developed, developing and developed economies. Role of social welfare in the transformation of the developing societies.

***Unit – 3**

New economic policy, globalization – its impact on developing societies.

World bank, WTO, IMF – Its role and impact on developing societies.

***Unit – 4**

Sustainable development: Definition, pre-requisites, features ,components, strategies and approaches. Areas of sustainable development , strategies for withdrawal.

BOOKS RECOMMENDED

Kulkarni P.D.	Social Policy and Social development in India Madras, Association of school of social work in India.
Hajra Kumar	Social Work, Social Development & Sustainable development.
Gore M.S.	Social Development, Rawat Publications, Jaipur, 1989.
Jacob K.K.	Social Development Perspectives, Himanshu Publications, Udaipur 1992
Bedi M.S.	Social Development & Social Work, Himanshu Publicaitons, Udaipur,1994
Ministry of Welfare , 1987	Encyclopaedia of Social Work in India.
B.M.Sharma Roop Singh Bafreth	Good Governance, Globalisation and Civil Society, Rawat Publications, Jaipur 2004.
M.K.Bhat, Anitha Cheria, Edwin	Life Goes On.... The Centre for Innovation in voluntary action. (CIVA),U.K.1999.
Michael Todaro	Economic development in the third world , orient long man , Hyd.,1993
Rashmi Jain	Communicating Rural Development – Strategies and Alternatives, Rawat Publications, Jaipur 2003.

MSW – SEMESTER – I

Practical – 155 - Seminar

MSW - SEMESTER – II

Paper 201 - Individual and Society

***Unit – I**

History, meaning and scope of sociology . Contribution of sociology to social work and relevance. Concept , definition and characteristics of society. Components of society: Institutions, communities, associations, groups, crowds, mobs, collective behavior, situational and changing patterns and consequences. Theories related to individual and society.

***Unit – II**

Culture: Meaning, concepts, components, organization of culture and language. Socialization and its theories.

***Unit – III**

Social structure, social differentiation, social stratification: concept of class, caste, race, social mobility and elements of change in society: Forms, functions, consequences, role and status. Social Process: Integrative and disintegrative effects on society.

***Unit – IV**

Deviance and social disorganization: Individuals, family, groups ,community and maladjustment. Social control: meaning and concept, agencies and means of social control.

***Unit – V**

Social change: concept, nature and consequences – modernization, secularization, social tensions in India. Social reconstruction: concept, approaches and consequences.

BOOKS RECOMMENDED

Inkeles, A.	What is Sociology? An Introduction. 1982.
Horton. P.B. & Hunt, C.L.	Sociology. 1976.
Srinivas, M.N.	Social Change in Modern India. 1966.
Devis, K.	Human Society. 1980.
Mclver R.M. & Page, C.H.	Society: An Introductory Analysis. 1985.
Johnson. H.M.	Sociology: A Systematic Introduction, New Delhi, Allied. 1983.
Balton, T & others	Introductory Sociology, Macmillan. London. 1989.
Rose, Peter & others	Sociology – Inquiring into Society. St Martens Press. New York. 1982.
Singh, Yogendra	Social Stratification and Social Change in India, Manohar Publishing, Bombay. 1980.

MSW - SEMESTER – II

Paper 202 - Social Work Research & Statistics

Unit – 1 Scientific Method: Meaning of Science and Research, Scientific Research and Scientific Method, Use of Scientific Method in Social Science. Social Research vs. Social Work Research. SW research and Social Work Practice. Process of Research: Basic Elements of Research -Concept, Construct, Variables, Operationalization of concepts. Process – Formulation of a Research Problem- Idea, questions, Objectives, Hypothesis: Concept, Sources, Characteristics, Formulation, and Types of Hypothesis.

Unit – 2 Research Design: Concept and its purpose in research. Types of designs: Exploratory, Descriptive diagnostic, experimental designs; Single Subject design; Time series Designs; and Programme evaluation; Participatory Research methods and Techniques.

Unit – 3 Acquiring Data: Sampling, Sampling Methods and Types of Probability and Non-probability. Determination of Size of Sample. Measurement and Scaling Techniques. Methods and Tools of Data Collection: Primary and Secondary sources, Official Statistics and Data from Various Data Collecting Agencies. Observation, Interview Schedule, Interview Guide, Questionnaire and Rating Scales. Reliability and Validity of measurements.

Unit – 4 Data Process and Analysis: Data Cleaning, Coding, entry in Master Sheet, processing, tabulation, univariate, bivariate and multivariate analysis. Statistics – Measures of central tendencies, Measures of Dispersion- Range, Quartile Deviation, Mean Deviation and Standard Deviation. Parametric statistics like correlation, t-test, ANOVA; and Non-parametric Statistics like chi-square, yule’s Q, Mann-Whitney test. Use of Statistical software –SPSS.

Unit – 5 Writing of Reports: Research Proposal, Report – types of reports. Writing Procedure and Guidelines. Steps in writing reports. Rules of Interpretation of Data, APA, ASA, writing styles and Formats, Word processing using computers.

BOOKS RECOMMENDED

- | | |
|---|--|
| Goode. J & Hatt. P.M. | Methods in Social Research,
New York, McGraw Hill. 1952. |
| Young P.V. &
Schmid. C.F | Scientific Social Surveys and Research,
New York, Prentice Hill. |
| Blalock, H.M. &
Blalock, A.B. | Methodology in Social Science Research,
New York, McGraw Hill. 1968. |
| Nachmias, C &
Nachmias. D. | Research Methods for Social Sciences,
Great Britton, Edward Arnold. 1981. |
| Alistair E. Philip Wallace
McCulloch. & Norman | Social Work Research and the Analysis of Social Data.
1975. |
| Cochran. W.E. | Sampling Techniques, New York, John Wiley. 1953. |
| Allen Rubin & Earl Babbie | Research Methods for Social Work,
Wordsworth Publishing, Company. |
| Duane R. Monette | Applied Social Research, Holt Rinehart and Winston, Inc. |

Thomas J. Sullivan	
Cornell R. Dejong	
Blalock, H.M. &	Methodology in Social Science Research,
Blalock, A.B.	New York, McGraw Hill. 1968.
Champion, D.J.	Basic Statistics for Social Research,
	Scanton Chandler. 1970.
McMillan. W.	Statistical Methods for Social Workers,
	Chicago, University of Chicago Press. 1952.
Wilkinson & Bhandarkar	Methodology and Techniques of Social Research,
	Himalaya Publishing House, New Delhi, 1996.
C.R. Kothari	Research Methodology Methods and Techniques, Wishwa
	Prakashan, New Delhi, 1996.
S.C. Gupta	Fundamentals of Statistics Himalaya Publishing House,
	New Delhi, 1998.

MSW - SEMESTER – II

Paper 203 - Social Work Practicals – II

Paper – 204A - Counseling – Theory & Practice

Unit – 1

Counseling: Meaning, nature, scope, principles code of ethics, skills and techniques of counselling in social work. Importance of supervision in counselling.

Unit – 2

Models of Counseling – Egan model, Microskill Model. Various phases in the models

Therapies in Counseling: Reality therapy, psychoanalytic, client centered, humanistic-existential therapy, gestalt therapy.

Unit –3

Behaviour modification, rational emotive therapy, transactional analysis, crisis intervention and cognitive therapy.

Unit – 4

Counselling as a method in various situations in an individual life. (Adolescent, Alcoholism, Suicidal, Bereavement, HIV/AIDS, Family Counseling, marital counseling, counseling in CGC, geriatric counseling, SARS, etc.). Study, review and analysis of cases and its presentation.

BOOKS RECOMMENDED

Napier & Ggershen	Field Groups Theory & Experience.
Kingsley Norton and Gill McGauley	Counseling difficult clients London: Sage publications. 1998
Richard Nelson	Practical counseling skills London: cassell, 1983

Barki., Mukhopadhyay	Guidance and counselling A manual Sterling publications,1993
Gerald Corey	Theory and Practice of counseling and psychotherapy California; cole publications.
Michael Caroll	Handbook of Counseling Organisations
D.John Antony	Dynamics of Counselling, Microskill Model Jothi Printers, Trichy

MSW – SEMESTER II

Paper 204B - WOMEN AND CHILD WELFARE

Unit – 1

Physical health of the child: Nutrition nutritional disorders. Childhood diseases, types cause, symptoms, prevention and treatment; types and stages of immunization.

Mental health of the child: Psychological deprivation and behavioral problems.

Social health of child: Social influence on the child in the family, school and neighbor leading to maladaptation

Unit – 2

Welfare programmes and services for the child: Maternal and child health services, integrated child development scheme. Child labour.

Schemes and services for street children, Juvenile delinquents, abused children orphans and destitute, children of leprosy patients, sex workers, beggar. Physically and mentally handicapped children.

Unit – 3

Woman and Law: Personal Laws of different religious communities, Maternity Benefits Act. National commission on women.

Unit - 4

Welfare and development programmes for women: Women's employment programmes; self employment and entrepreneurial development programmes.

Women's educational programmes, thrift programme, DWACRA, reservation for women, women's protection cell; institutional services for women.

MSW – SEMESTER II

PAPER 205A - DYNAMICS OF HUMAN BEHAVIOR

Unit – I

Introduction to psychology: relevance of psychology to social work profession. Scope, method and fields of psychology.

Principles of human growth and development, Genetic and environmental factors influencing development. Stages of development.

Unit – II

Motivation : Definition, need hierarchy , types of motives, theories of motivation.

Learning: Principles, Types, Styles and Theories. Neuro Psychology.

Unit – III

Personal Adjustment : The process of adjustment, frustration, anxiety, defense mechanisms.

Perceptions: Organising Tendencies, Perceptual Constancies and Factors affecting perception.

Unit IV

Attitudes: nature formation and measurements of attitudes.

Measurement of individual differences norms, reliability and validity.

Different types of tests: Projective, Personality, Aptitude and Situational Tests: Multiple and Emotional Intelligence, Scaling Techniques.

Personality: Concept, meaning ,theories and development of personality, types and traits of personality.

The Individual and the group: Family Group, Assembled Group, Group Attachment, Leadership, Social Prejudices: Orgins, Forms and Nature.

BOOKS RECOMMENDED

- Morgan C.T, King R.A. & Robinson Nancy, M. Introduction to Psychology, Tata McGraw Hill, New Delhi. 1979.
- Munn, N.L. Introduction to Psychology, Oxford and IBH, New Delhi. 1973.
- Hurlock, Elizabeth, B. Development Psychology, Tata McGraw Hill, New Delhi. 1989.
- Parameswaran E.G. & C. Beena Invitation to Psychology, Tata McGraw Hill, New Delhi. 1988.
- Liebert R.M. & Spiegler, M.D. Personality-strategies & Issues, Dorsey Press, Illinois. 1978.
- Hall, C.S. & Lindzey G. Theories of Personality, Wiley Eastern, New Delhi. 1978.

MSW – SEMESTER II

Paper 205B - HUMAN RESOURCE MANAGEMENT

Unit – 1

Concept, objectives, trends, HRD systems, principles in designing HRD systems and mechanism. Process – out come HRD for worker.

HRD department and its functions. Training and development, developmental supervision and monitoring.

Unit – 2

Organisational development: objectives, models of OD, strategies for OD, Action research, OD intervention, personal and interpersonal group process.

Unit – 3

Manager as a leader, effective leadership, theories of leadership, contribution of Chris Agries, Renislikert, Peter Drucker, Blake and Mouton. Communication, concept, communication networks and barriers. Effective communication systems.

Unit – 4

Need and issues in MIS; Hardware, Software and its managerial/application overview of modern software packages.

BOOKS RECOMMENDED

- Rao. T.V. Reading in Human Resource Development, New Delhi, Oxford & IBH, 1991.
- Reddy, V.R.K. Strategic Approach to Human Resource Development, NIPM, Calcutta.

Singh, J.P.	Organisation Development: concept and Strategies, Ahmedabad: Indian Institute of Management.
Frenchm Wendell L. & Cecil H. Bell	Organisation Development, New Delhi: Prentice Hall of India, New Delhi.
Bartow Hodbe	Management Information Systems, Reston Pub., Reston, 1984.
Jerome Kanter	Management Information Systems (3 rd Ed.) Prentice Hall of India, New Delhi, 1984.
Davis Gordon B	Management Information Systems: Conceptual Foundations, Structure and Development, McGraw Hill Book Co., 1974.

MSW – SEMESTER II

Practical – 255 – Mini Research/ Project Report

SEMESTER -III

Paper – I : Community Organization & Social Action

Unit – 1

Community organization: Concept, meaning, definition, philosophy, scope and nature of community organization in India. Community client system. Clients perception in community organization.

Unit – 2

Community organization: principles, process, skills, techniques approaches and strategies. The role of community organizer in rural, urban and tribal communities. Models of community organization. Rothman model: Locality Development, Social Planning, Social Action models. Resource Transaction Model.

Unit -3

Participatory Rural Appraisal: Features, Techniques and Uses. PLA and social analysis. The application of these techniques in Community Organisation. Study, review and analysis of cases/issues in community and its presentation.

Unit – 4

Definition evolution and principles of social action. Social actions as a method of socialwork issues confronting developing societies and role of social action in transforming the society.

Unit – 5

Strategies for social action. Relevance of social action in various settings. Successful lessons learnt from developing nations.

BOOKS RECOMMENDED

- Mcmillan W. Community organisation for social welfare
Chicago, Chicago university press, 1945
- Sussman M.B. Community Structure and Analysis,
New York, John Wiley, 1959
- Polson and Sanderson Rural development –principles, policies and management
Sage publications, New Delhi, 1979
- Singh K. Rural Development – principles, policies and management
Sage publications, New Delhi, 1986.
- Siddiqui H.Y. Working with Communities, Hira Publications,
New Delhi, 1997
- Kim Strom Gottfried Social Work Practice, Cases, Activities and Exercises,
Sage Publications India Pvt., Ltd., New Delhi.
- Douglas P. Biklen Community Organising Theory & Practice, Prentice Hall,
New Delhi, 1983.
- Neela Mukherjee Participatory rural appraisal methods
Yojana, Director, Publications House, Prentice Hall, New Delhi.
Journal of Rural Development, by director NIRD, Hyderabad.

Paper – II: Social Work Research

Unit – 1

Scientific approach: Meaning of Science and Research, Scientific Research and Scientific Method, Use of Scientific Method in Social Science. Research Process and Nature of Social Research and Social Work Research, Objectives, Nature, Scope, Process of Social Work Research. Role of Research in Social Work Practice.

Unit – 2

Basic Elements of Research: Concept, Construct, Variables, Operationalization of concepts. Formulation of a Research Problem; Hypothesis: Concept, Sources, Characteristics,

Formulation, and Types of Hypothesis. Content of Research Proposal, Research Report Writing Procedure and Guidelines.

Unit – 3

Research Design: Concept and its purpose in research. types: Conventional designs: Exploratory, Descriptive diagnostic, pre, true and Quasi experimental designs; Single Subject design; Time series Designs; and Programme evaluation; Participatory Research methods and Techniques.

Unit – 4

Sampling: Concept, Need, Procedure. Sampling Methods: Probability and Non-probability and their relative merits and demerits. Types of Probability Sampling: Simple Random, Stratified – Proportionate and Disproportionate and Cluster Sampling. Non-probability Sampling: Accidental, Quota, Purposive and Snowball Sampling. Determination of Size of Sample.

Unit – 5

Methods and Tools of Data Collection: Primary and Secondary sources, Official Statistics and Data from Various Data Collecting Agencies. Observation, Interview Schedule, Interview Guide, Questionnaire and Rating Scales.

BOOKS RECOMMENDED

- Goode. J & Hatt. P.M. Methods in Social Research,
New York, McGraw Hill. 1952.
- Polansky, N.A. (Ed.) Social Work Research,
Chicago, University of Chicago. 1960.
- Young P.V. & Scientific Social Surveys and Research,
Schmid. C.F New York, Prentice Hill.
- Blalock, H.M. & Methodology in Social Science Research,
Blalock, A.B. New York, McGraw Hill. 1968.
- Nachmias, C & Research Methods for Social Sciences,
Nachmias. D. Great Britton, Edward Arnold. 1981.
- Alistair E. Philip Wallace Social Work Research and the Analysis of Social Data.
McCulloch. & Norman 1975.

J. Smith

Selltiz. C & Others Research Methods in Social Relations,
New York, Holt, Rinehart & Winston. 1959.

Cochran. W.E. Sampling Techniques, New York, John Wiley. 1953.

Allen Rubin & Earl Babbie Research Methods for Social Work,
Wordsworth Publishing, Company.

Duane R. Monette Applied Social Research, Holt Rinehart and Winston, Inc.

Thomas J. Sullivan

Cornell R. Dejong

Paper – III Social Work Practicals - III

Guidelines will be given to the students, by their respective faculty members.

***Social Work Practical's – III consists of concurrent field work.**

ELECTIVE -I

Paper – IV(a) – Urban Community Development – I

Unit – 1

Urbanisation and industrialization in India, Migration to towns and cities, Demographic and occupational characteristics of urban India. Definition of urban area and current issues in urban areas.

Unit – 2

Urban community development: Principles and strategies. Urban community development in India

Unit – 3

Slums: Definition, characteristics and theories of Slums, Indian slums in general and slums in Andhra Pradesh in particular, slum clearance and slum improvement.

Unit – 4

Urban municipal administration: Structure, composition, functions and current issues. Role and importance in urban community development. Urban Development Policy and programmes. Town planning and other laws relating to urban development. Trends in urban planning.

BOOKS RECOMMENDED

- | | |
|---------------------------------------|---|
| Francis Cherunilam | Urbanisation in developing countries
Himalaya publishing house. |
| Dr. Pardeep sachdeva | Revamping urban governments in India
Kitab mahal |
| B. Bhattacharya | Urban development in India
Shree publishing house, New Delhi |
| Gopal Bhargava | India in 21 st century – challenges and opportunities
Anmol publishing, New Delhi, 1993 |
| H.U. Bijlani | Urban problems , centre for urban studies, Iipa, New Delhi |
| Pradipto Roy and
Shangon Das Gupta | Urbanisation and slums Har Anand publishings,
New Delhi, 1995 |
| Amitabh Kundu | In the name of the urban poor – access to basic amenities,
sage publications, new delhi, 1993 |
| Jacob Z. Thudipara | Urban community development,
Rawat publications, New Delhi,1993. |

Paper IV(b) – Psychiatric Social Work – I

*Unit – I

Historical development of psychiatric social work in United States , United Kingdom and India. Professional organization of psychiatric social workers, its objectives in India.

Psychiatric Social Work : meaning concepts of field work and multi disciplinary approach. Role of social worker in mental health settings. Effective social work interventions: Clinical social work practice with psychiatric clients.

Empirical approaches to case assessment methods ,intervention and management. Measuring the burden of psychiatric illness in the family.

*Unit – II

Clinical Assessment and Diagnosis: Assessing Psychological disorders, the clinical interview Physical examination, behavioral assessment.

Psychological testing, Neuro Psychological testing, Diagnosing Psychological disorders: Classification issues : DSM III, DSMIV.

*Unit – III

Clinical description, causes , treatment/management of Anxiety, Fear and panic generalized anxiety disorder, Panic Disorder, Specific Phobia, Obsessive Compulsive disorder.

*Unit – IV

Clinical description, causes, treatment/ of management somatoform disorders: Hypochondriasis, conversion disorder, somatization disorder, pain disorder.

Disassociative disorders: Amnesia, Fatigue, Identify Mood disorders: depressive disorder, bipolar disorder

Schizophrenia and Psychiatric disorders: clinical description, causes treatment.

Cognitive disorders: Delirium, Dementia , Amnestic disorders.

BOOKS RECOMMENDED:

Callham Hames : Abnormal Psychology, Current Perspectives

Rappaport Jullian : Community Psychology, Research and Action, Holt, Rinehar & Winston, New York

Lowrey Lawson G

Capland Generald :An Approach to Community Mental Health

James Coleman : Abnormal Psychology and Moern Life
Taraporewala Sons, Bombay, 1984.

Mark Doel, Steven Shadlow : Modern Social Work Practice

Marlene G Cooper

Joan Granuci Lesser : Clinical Social Work Practice – An
Integrated Approach

Leena Dominelli : Social Work theory and practice
for
Changing profession

William Farley, Larry Smith

Scott Boyle : Introduction to Social Work
Child Psychiatry
Indian Journal of Social Work

Paper IV(c) Human Resource Management & Industrial Relations

Unit – 1

Human resource: Definition, Concept, Scope, Objectives, Principles. Span of Control, Line and Staff functions, Impact of Globalization on HRM, Recent Techniques in HRM. Human Resource Planning, Recruitment, Selection, Career Planning & Development, Job Analysis, Job Specification, Job Evaluation

Unit – 2

Wage and Salary Administration, Fringe benefits, Management of Conflict: Concept, Role, Sources and Manifestation, Performance Appraisal- Concept, Objectives and Methods; Traditional and Modern Methods. Quality of Work Life, Job Changes- Transfers, Promotions, and Separations, Discharge, Dismissal, Voluntary Retirement Scheme.

Unit – 3

Industrial Relations: Concept, Objectives, Principles, Approaches to Industrial Relations. Link between HRM and IR ,Theories of Industrial Relations, Industrial Relations in India: Pre and Post Independence, Different Issues in Industrial relation, IR and Globalization,

Unit – 4

Industrial Relations Laws, Industrial conflicts and conflict resolution, Democracy at work place. Role of Trade union, Joint Management Councils in India, Quality circles, Grievance Handling, Code of Discipline in Industry, Domestic Enquiry, Industrial Relations machinery.

Elective – Paper IV(d) FAMILY WELFARE - 1

Unit – 1

Family as a social institution : Origin, meaning & definition of family, Evolution of family as a social institution. The functions and types of marriages.

Unit – 2

Family life cycle : Functions and role of family, organization, disorganization and re-organization, conflicts and adjustments.

Unit – 3

Changing family structures and patterns in India : Changing nature of family, modern & post modern family. Types of families, Child-less families, Living-in relationship, Concept of Surrogacy.

Unit – 4

Administration of family welfare programs : Administration at national and state level, machinery for implementation of programs at national, state district and block details, role of NGO's and social worker in the administration of the programs.

Elective - IV(e) CRIME AND SOCIAL DEVIANCE

Unit : 1

1. Crime, Social Deviance, Social Disorganization and Social Pathology, Definition of Criminology and legal point of view. Elements of Crime.

Unit:2

2. Theories of Criminal and Delinquent Behaviour. Classical, Neo Classical, Biological, Positive, Socialist, Sociological Schools of Criminology, Critical review of Schools of Criminology.

Unit : 3

3. Types of Crimes; Professional; white collar crimes, corruption, Economic offences, Public order crimes; Personal: Violent, Sex offences, Substance abuse, Genocide- Social Crimes, Terrorism.

Unit: 4

4. Crime and Juvenile delinquency; problem of Social disorganization individual family, Linguistic, Communal and Caste, Political.

ELECTIVE -II

Paper V(a) - Rural and Tribal Community Development – I

Unit – I

Rural and urban sociology: Introduction and scope. The Indian village as a community, family, kinship, class and occupational patterns of rural communities. Types of villages.

Historical Perspectives of Rural Community Development : Approaches to Rural Community Development

*Unit – 2

Panchayati Raj: Balwanth Rai Mehta Committee Report. Three Tiers System of Panchayat Raj and their Functioning. Re-organisational set up in Andhra Pradesh and Mandal System. Panchayat Raj Act of 1994.

Land reform measures and their effectiveness Rural unemployment, Rural Industries, Manpower Planning and utilization in rural areas.

Unit – 3

Tribe: concept, characteristics, major tribes classification, potentialities and problems with reference to Andhra Pradesh. Scope of social work intervention in tribal welfare.

Tribal Development: origin, history and approaches. Tribal development in pre and post independence era. Its impact on indigenous communities.

Tribal Movements: Ideology, structure and leadership. NGO's role and impact on tribal community development.

Unit – 4

Impact of urbanization, industrialization and modernization. Impact of non-tribal penetration on inter-tribal relation, forest regulations. Relationship between tribals and government, police, contractors, forest department and other agencies.

Rights of a citizen: legislation related to land, encroachment, eviction, tenancy law, local bodies, land documents, people's courts and tribal local communities.

BOOKS RECOMMENDED

S.L. Doshi	Rural sociology Rawat publications, NewDelhi,1999
Gopal Lal Jain	Rural Development Mangal Deep publications, Jaipur, 1997
A.R.Desai	Rural Sociology in India

- Popular prakashan, Bombay, 1969
- S.R.Maheshware Rural Development in India; A public policy approach
Sage publications, NewDelhi,1985
- Dr. I.Satya sundaram Rural Development
Himalaya Publishing House, Mumbai, 1997
- Christophy Von Furer- Tribes of India; the struggle for survival
Haimendorf Oxford University press, Delhi, 1985
- L.P.Vidyarthi & The tribal culture of India
Binay kumar Rai Concept publishing company, New Delhi, 1976
- Devendra Thakur and Traibal Development and planning
D.N.thakur Deep and Deep publications, New Delhi,1995
- Singh J.P. & Vyas N.N. Tribal Development Past Efforts and New Challenges,
Himanshu Publications, Udaypur, 1989.
- Nadeem Hussain Tribal India Today, Harnam Publications,
New Delhi, 1988.

PaperV (b) – Medical Social Work and Community Health – I

***Unit – I**

Concept of health: Positive health and changing philosophy of health. Health development, models of health, HFA 2000AD Demographic indicators of health, outcomes and key factors influencing health.

Concept of Disease: Concepts of disease causation, concept of control. Distribution and burden of diseases – India and the world.

Social work in health care settings: History need and future of social work in acute care, ambulatory care and long term care settings.

***Unit – II**

Health care systems in India : Public and Private Health care, roles of central govt, state govt. & International agencies in health care.

Approaches to health: Indian systems of medicine, major challenges of alternative medicine in industrial countries.

Health, Hospital organization administration and hospital management

Role of medical social worker as member of medical team in different health settings.

Organisation and functions of department of social work in medical settings.

***Unit – III**

Community Health : Concepts of Health Care, Health system, Health Care delivery , evaluation of Community Health in India.

Concepts of prevention : Levels of prevention, modes of intervention.

National Health Programs: Reproductive Child Health (RCH) , Revised National Tuberculosis Control Program (RNTCP)- DOTS, National Aids Control Program, National AIDS Control Program, National Anti Malarial Control Program (NMCP), National Program for Control of Blindness(NPCB), Basic minimum service programs.

National Policies related to health : National Health Policy 2002, National AIDS prevention and control policy 2002, National Policy for old persons 1999.

Legislations related to Health : Indian Council for Medical Research Act 1956 and regulations 2002, The Epidemic Disease Act 1897, Mental Health Act 1987, Drugs Control Acts 1948, Red Cross Society Act 1936.

***Unit – IV**

Rural Health In India: Rural perspectives towards health, issues of women's health.

Tribal Health in India: Health care and healing practices among tribals. Tribal health & medicines. State and tribal health care programs. Health promotion and education : Types of communication, principles of communication health planning and management.

BOOKS RECOMMENDED :

- Maxcy Roseneu : Preventive Medicine & Public Health
- Park J.E & Park , K : Preventive & Social Medicine
- Misra , Chaterjee, Rao : India Health Report
Human Development Report, UNDP, 2004
- M.Shankar Rao : Hospital organization & Administration
- Mark Doel & Streven M Sharlon : Modern social work practice
- J.Kishore : National Health Programs of India
- Keith Tones & Jackie Gram : Health promotion, planning and strategies
- D.M.Pestonjee : Stress & Coping
- A.K.Kalla & P.C.Joshi : Tribal Health and Medicines
- A.K.Desai : Rural Sociology in India
- Kamble : Rural Health
- J.P.Singh,N.N.Vyas : Tribal Development , Past efforts and
New Challenges.
- Dilip Shah : Rural Sociology.
- Martha Davis , Elizabeth Robins
- Mathew Mekay : The relaxation and stress reduction
work book
- Mahadevan,Kiran,Vijayan
- Kerit , Radha Krishna : Communication,Modernisation & Social
Development
- Stephen P.Marks : Right to Development
- D.S.Sarma : Health hospital and Community

Paper V(c) – Labour Legislations & Labour Welfare

Unit – 1

Introduction to labour legislation, major principles of legislation. Classification of labour legislation.

1. Factory's Act 1948
2. Industrial Employment (Standing Orders) Act 1945.
3. Industrial disputes Act 1947.

Unit -2

1. Payment of Wages Act 1936.
2. Minimum Wages Act 1948
3. Equal Remuneration Act 1976.
4. Trade union Act 1926.

Unit – 3

1. Payment of Bonus Act 1965.
2. Payment of gratuity act 1972.
3. Workmen compensation Act 1923.

Unit – 4

1. E.S.I. act 1948.
2. Maternity Benefit Act 1930.
3. Employees Provident Fund and Miscellaneous Provisions Act 1957.
4. Laws relating to dacks and mines

BOOKS RECOMMENDED

- | | |
|--------------|---|
| Misra, S.N. | An Introduction to Labour and Industrial Laws,
Central Law Publications, Allahbad, 1999. |
| Malik, P.C. | Industrial Law, Eastern Books, Lucknow, 1997. |
| Dawson, W.A. | An Introductory guide to central: Labour Legislation,
Asia Publishing, Bombay, 1967. |
| Das, K.K. | History of Indian Labour Legislation,
University of Calcutta, Calcutta, 1941. |
| Kapoor, N.D. | Elements of Industrial Law, Sultan Chand & Sons,
New Delhi. |
| Das Gupta | Industrial Law, Sterling Publishers (P) LTd., New Delhi. |

Sharma, A.M.

Industrial Jurisprudence and Labour Legislation,
Himalaya Publication, Delhi.

Elective II Paper V (d) – Child Welfare - 1

Unit – 1

Conceptual frame work : Definition of child, Demographic profile of children, over view of situation of child in india.

Unit – 2

Child development : Concept of child development, principles of child development, stages in the life-span (up to child hood) and areas of development, factors influencing development in child hood – Social, Economic, Cultural.

Unit – 3

Child socialization : Meaning concept and definition, process and goals of socialization, Agencies of socialization, Socialization of children in family and institutional settings.

Unit – 4

Issues related to children : Children in need of care and protection, Juvenile in conflict with law, child abuse, street children, Child labor, child with special nedds, CWC (Child Welfare Committee).

Elective II Paper V (e) – Criminal Psychology

Unit - 1

Criminal Psychology: An Introduction, Definition, Crime and the Human body; Influence of family and Environment, Nature vs. Nurture.

Unit - 2

Aggressive Behaviour and types of Aggressive behaviour; factors causing Aggressive behaviour; Depression, Substance Abuse etc.

Unit - 3

Theories used in Criminal Psychology; Motivational, Freudian and others

Unit - 4

Definition of Cyber Crime, Understanding Cyber Crime in India, its prevention and measures to Control.

DISSERTATION

Unit – 1

Problem Formulation, Introduction, Objectives and Hypotheses

Unit – 2

Review of Literature, Preparation and Finalization of Tool.

Unit – 3

Data Collection, Preparation of code book and master sheet, chapter writing.

Unit – 4

Analysis and interpretation of data, chapter writing, conclusions.

Unit – 5

Suggestions, Recommendations and Bibliography.

(Note: Dissertation has to be submitted, on the last day of third semester class)

SEMESTER-IV

Paper- I Social Welfare Administration

Unit – 1

Evolution of social welfare administration. Introduction of concepts like public administration, social services, social welfare services and social security.

Unit – 2

Tools and techniques: resource mobilization, budgeting and accounting, social cost benefit analysis, staffing, recruitment, supervision and personnel development.

Unit – 3

Administration of institutional and non-institutional programmes: Administrative structure for sponsored welfare programmes. At central, state and district levels.

Unit – 4

Accountability in social welfare organizations. Innovation and organizational development in social welfare organizations.

Unit – 5

Field counselling, consultancy in social welfare organizations. Supervision, roles, principles and methods.

BOOKS RECOMMENDED

- | | |
|------------------|-------------------------------------|
| Choadhry D. Paul | Social welfare administration, 1983 |
| Skidmore. R. | Social work administration, 1983 |
| Harry Specht | Integrating social work practice |
| Annie Vickhry | |
| Bose A.B. | Social welfare planning in India |
| | ESCAFE (mimeo), New Delhi, 1970 |

Paper II – Social Statistics

*Unit – 1

Social Statistics: Concept and their use in Social Work Research. Functions of and Limitations in Statistics. Levels of Measurement: Concept of Measurement, Nominal, Ordinal, Interval and Ratio.

*Unit – 2

Fundamentals of Computers: Introduction to computers, definition, evolution, generations, types of computers – Analog Digital and hybrid and special purpose, micro, mini, main frame computers. Hardware, Block diagram of computer, I/O devices, Memories – Primary – RAM, ROM, EPROM, EEPROM. Secondary Storage devices. Software, Definition, Categories – System, Application, Programming Languages, Packages. O.S – Evolution, Single Users Vs Multi Users, Time Sharing Multi Programming, Multi tasking, Multi Processing, Basic Commands of MS-DOS & UNIX/NOVLL Knowledge and use of Statistical Package for Social Sciences (SPSS): Data entry, Data Defining, Frequency tables, Cross tables, Graphic Presentation of Data, Application of Statistical Tests.

*Unit – 3

Data Processing, Analysis and Interpretation: Coding of Data, Preparing Master Sheet, Data Analysis, Recategorization, Tabulation, Setting up of an Analytic Model, Univariate, Bivariate, Trivariate and Multivariate Analysis.

*Unit – 4

Descriptive Statistics: Measurement of Central Tendency: Mean, Median, Mode.

Measures of Dispersion; Range, Quartile Deviation, Mean Deviation and Standard Deviation.

*Unit – 5

Inferential Statistics: Correlation: Product Moment, Speaman-Brown, Phi Co-efficient. Yule's Q, Chi-square, T-test and F-test (One way)

BOOKS RECOMMENDED

- | | |
|------------------------|---|
| Blalock, H.M. & | Methodology in Social Science Research, |
| Blalock, A.B. | New York, McGraw Hill. 1968. |
| Champion, D.J. | Basic Statistics for Social Research, |
| | Scanton Chandler. 1970. |
| McMillan. W. | Statistical Methods for Social Workers, |
| | Chicago, University of Chicago Press. 1952. |
| Wilkinson & Bhandarkar | Methodology and Techniques of Social Research, |
| | Himalaya Publishing House, New Delhi, 1996. |
| C.R. Kothari | Research Methodology Methods and Techniques, Wishwa |
| | Prakashan, New Delhi, 1996. |
| S.C. Gupta | Fundamentals of Statistics Himalaya Publishing House, |
| | New Delhi, 1998. |

PAPER-III : Social Work Practicals – IV

ELECTIVE-I

Paper-IV(a) Urban Community Development II

Unit – 1

Unorganized sector: Concept, types, present approach, issues in organizing and problems of organizing the urban poor.

Urban basic services programme: Problems of urban poverty, shelter and social amenities with reference to 3rd world countries.

Unit – 2

Urban problems: Industrial pollution, solid waste, environment, climate change and environmental problems in the areas of land and water resources. Role of social worker in solving these problems.

Unit – 3

Urban Development Authorities: Evolution, composition, administrative setup, functions and problems. Experiences from Andhra Pradesh.

Unit – 4

Peoples participation: concept, scope, levels, assessment and its impact. Understanding Micro Planning: Origin and relevance; tools and requisites; process and format for Micro Planning. Understanding Micro-Macro development.

BOOKS RECOMMENDED

- | | |
|---------------------------------------|---|
| Francis Cherunilam | Urbanisation in developing countries
Himalaya publishing house. |
| Dr. Pardeep Sachdeva | Revamping urban governments in India
Kitab mahal |
| B. Bhattacharya | Urban development in India
Shree publishing house, New Delhi |
| Gopal Bhargava | India in 21 st century – challenges and opportunities
Anmol publishing, New Delhi, 1993 |
| H.U. Bijlani | Urban problems , centre for urban studies, Iipa, New Delhi |
| Pradipto Roy and
Shangon Das Gupta | Urbanisation and slums Har Anand publishings,
New Delhi, 1995 |
| Amitabh Kundu | In the name of the urban poor – access to basic
amenities, sage publications, new delhi, 1993 |
| Jacob Z. Thudipara | Urban community development,
Rawat publications, New Delhi,1993. |

Paper IV(b) Psychiatric Social Work II

***Unit – I**

Differentiation between normal , abnormal behavior. Historical conceptions of abnormal behavior. General causes for abnormality.

Theory in Social Work practice: Functional theory in social work practice. A multi theory perspective for social work practice in mental health setting.

***Unit – II**

Personality Disorders : Clinical description, causes & treatment.

Cluster A Disorders : Paranoid Personality Disorder. Cluster B: Anti Social Personality disorder. Border line and Narcissistic Personality. Cluster C : Disorder avoidant personality disorder, dependent and obsessive compulsive personality disorder.

Meditation & social work – Origins and paths in social work , meditation, personality and conditioned self, psycho social history and diagnosis, therapeutic relationship.

***Unit – III**

Sexual Disorder : Assessing Sexual behavior, Causes of Sexual dysfunction, Treatment of Sexual dysfunction.

Paraphilia : Fetishism , Voyeurism & exhibitionism, Sexual sadism and sexual masochism, pedophilia & incest.

Eating and sleeping disorders : Bulimia Nervosa, Anorexia Nervosa, Binge eating disorder.

Neurolinguistic programming model (NLP): Historical origins in to social work practice, specific approaches to treatment.

***Unit – IV**

Developmental disorders : Clinical description, causes and treatment. Attention Deficit/ Hyperactive disorder, learning disorder, autistic disorders.

Behaviour therapy in social work practice : Historical perspective, development of behavioural therapy, social learning theory and behavior therapy , cognitive based behavior therapy

Substance related disorders : Substance dependence, Stimulants, opioids, diagnostic issues, depressants, clinical description , effects and statistics.

BOOKS RECOMMENDED:

James Page : Abnormal Psychology.

Ratna Verma : Psychiatric Social Work in India.

Karin Crawford,

Janet Walker : Social Work with older people

John S Woodesski

- Bruce Thyer : Hand book of empirical social work
Practice
- Francis J Turner : Social Work treatment interlocking theoretical
Approaches
- Robert Adams, Leena
Dominelli, Malcom Payne : Critical practice in social work
- Vikram Patel, Thara : Meeting the mental health needs of
Developing countries
- Vasantha R Patri : Counselling psychology
- Billgillham : Case study research method
- Theressa J B Klini : Psychological Testing

Child Psychiatry

Indian Journal of Social Work

Paper IV(c) Organisational Development & Behavior

Unit – 1

Organisational development: objectives, models of OD, strategies for OD, Action research, OD intervention, personal and interpersonal group process.

Unit – 2

Organisation climate culture factors influence organisational climate multinational corporations, changing perspectives, corporate values and ethos.

Unit – 3

Achievement motivation: Theories of motivation, group dynamics and teams, conflict, negotiation skills and employee participation.

Unit – 4

Corporate and OD, HRD – OD interface, changing organisational climate.

BOOKS RECOMMENDED

- Singh, J.P. Organisation Development: concept and Strategies, Ahmedabad: Indian Institute of Management.
- French Wendell L. & Cecil H. Bell Organisation Development, New Delhi: Prentice Hall of India, New Delhi.
- Chattopadhyaya, Somnath & Pareekh, Udai Managing Organisational Change, New Delhi, Oxford & IBH, 1952.
- Luthans, Fred, Organisational Behaviour, New Delhi, McGraw Hill, Inc., 1995.
- Mitchell, T.R. & Larson, J.R. People in Organisation, New Delhi, McGraw Hill, 1987.
- Mehta, P. Participation and Organisational Development, New Delhi, Rawat Publication, 1989.
- Arnold and Feldman Organisational Behaviour, New Delhi, McGraw Hill, Co., 1987.
- Pareek Udai Organisational Behaviour Process, New Delhi, Rawat Publications, 1988.

- Pareek Udai Motivating Organisational Roles, New Delhi,
Rawat Publications, 1993.
- Pillai, L. Decision Making in A public Organisation, New Delhi, Rawat
Publications, 1991.
- Agrawal, S.K. Leadership in Industrial Setting, New Delhi,
Rawat Publications, 1986.
- Robins P. Stephen Organisational Behaviour, Prentice Hall of India,
New Delhi, 1996.

Paper IV(d) Family Welfare - II

Unit – 1

Welfare programmes and services for the family. Family life education, concepts and need; principal techniques, content and programmes of family life education; Inter-disciplinary approach in family life education.

Unit – 2

Factors effecting family : Industrialization, Urbanization, Modernization, Globalization, Issues effecting the family : Desertion, Separation and Divorce, Familial violence and abuse, Marginalized families, caste, class and cultural inequalities.

Unit – 3

Intervention for family welfare : family counseling , need, philosophy and principles. Family therapy and other methods and techniques. An overview of family laws.

Unit – 4

Methods of family welfare planning : Natural, temporary and permanent methods, relative merits and demerits, spacing of children; treatment of infertility, Medical termination of pregnancy.

Paper IV(e) Correctional Social Work

Unit 1. Definition and scope of correctional social work. Salient features of Correction systems in India and other Countries.

Unit 2. Meaning and scope of Corrections; An overview of changing philosophy of Punishment to philosophy of treatment, reform and rehabilitation. Prison reform Movement in India and other countries.

Unit 3. Treatment methods- Counselling, Social case work, Psychotherapy, Reality Therapy, Group Work, Group Therapy, Guided group. Interaction, environmental therapy.

Unit 4. After care and rehabilitation. Halfway homes and adoption. role of citizens voluntary organizations in the field of corrections.

ELECTIVE -II

Paper V(a) RURAL AND TRIBAL COMMUNITY DEVELOPMENT -II

***Unit – 1**

History of women's self-help group movement, current issues, Micro finance objectives, composition, functioning and models of self-help groups, process monitoring in micro finance. Empowerment of women through micro finance.

***Unit – 2**

Watershed Management : Concept, Steps, Components , Planning and Management. Community based monitoring in watershed management. Criteria for the selection of watershed habitations in India (1987-2001).`

Unit – 3

Tribal Development and Planning: Programmes for tribal development and its importance in five-year plans.

Vana Samrakshana Samathis (VSS): Origin, constitution, rights and duties of VSS members, development of Joint Forest Management and its transformation into Community Forest Management.

Unit – 4

Tribal community based organisations in tribal community development. Natural Resource Management: People's participation in resource management.

Development of tribes and weaker sections: Welfare and development of tribes and weaker sections, constitutional provisions for tribes and weaker sections. Their problems and measures initiated for their development. Reservations in Parliament, State legislation, educational institutions and services, political participation.

BOOKS RECOMMENDED

Christophy Von Furer- Tribes of India; the struggle for survival
Haimendorf Oxford University press, Delhi, 1985

L.P.Vidarthi & The tribal culture of India
Binay kumar Rai Concept publishing company, New Delhi, 1976

Devendra Thakur and Tribal Development and planning
D.N.thakur Deep and Deep publications, New Delhi,1995

Singh K.S. Tribal Society in India, Manohar Publications,
New Delhi, 1985.

Singh J.P. & Vyas N.N. Tribal Development Past Efforts and New Challenges,
Himanshu Publications, Udaypur, 1989.

PAPER- V(b) Medical Social Work & Community Health-II

***Unit – I**

Social Work in Health Care Management: Inter professional collaboration, administrative's perspective, and physicians perspective towards patients care.

Historical Development of social work in primary health care: Generalist role, therapist role, advocates role and consultant's role.

***Unit – II**

Nutrition and Health : Classification of foods, Nutritional requirements & balanced diet.

Assessment of Nutritional status. National Nutrition policy 1993.

Malnutrition and Nutritional Problems : Childhood growth failure, Iron deficiency anemia , Iodine deficiency disorders , vitamin deficiency disorders, over weight and obesity.

Nutritional surveillance and nutritional programs.

International Health : WHO, functions of WHO and other UN agencies , different health experiences of nations, health care interventions on a global scale.

***Unit – III**

Disabilities and handicaps : Causes

Disability and social work : Education, vocational training , employment, rehabilitation and counseling services for the disabled.

Community based rehabilitation (CBR): Need, significance and scope of CBR, levels of intervention, prevention and rehabilitation, components of Community Based Care systems CBCS.

Stigma & discrimination : Types, causes with special reference to certain diseases. Social work intervention strategies.

***Unit – IV**

Health care during disaster situations, out break of epidemics , management and control.

Working with risk : Risk assessment, types, risk management and risk avoidance.

Health Research : Method of health screening and survey methods. Components of health information system. Uses of health information.

Health Action: Organising health camps , mobile units/clinics and health awareness programs.

BOOKS RECOMMENDED:

Mathew L Henk : Social Work in Primary Care

Farlew, Smyth, Boyle : Introduction to Social Work

John Rohde,

Meera Chatterjee, Morley : Reaching health for all

Park J E & Park K : Social & Preventive Medicine

Vikram Patel & R Thare : Meeting the mental health needs of developing countries: NGO's initiatives in India.

S.Venkateshan : Children with developmental disabilities.

RS Pandey, Lal Advani : Perspectives in disability and rehabilitation

Mathew Henk : Social work in primary care

Karin Crawford Janet Walker : Social work and human development

J.P.Singh, Manoj k Dash : Disability development in India

Paper V(c) – Human Resource Development & HRIS

Unit – 1

Human Resource Development: Relationship between HRM and HRD, Objectives, HRD Systems, HRD mechanisms, processes and outcomes; HRD matrix; HRD interventions; Roles and competencies of HRD professionals

Unit – 2

HRD Process: Assessing need for HRD; Designing, Developing & Implementing effective HRD programs; HRD department and its functions, Organizational Transformation and Restructuring, Teamwork solutions and Institution Building.

Unit – 3

HRD Applications and Trends: Coaching and mentoring; Career management and development; Employee counseling; Competency mapping; PCMM, Balanced Score Card, Appreciative inquiry; Training Needs Assessment (TNA): Meaning, Purpose, TNA at different levels, Approaches, Output, Methods used in TNA, Designing & Evaluation T&D Programs. Emerging Trends in T&D: Gamification, Team training and Six Sigma Training

Unit-4

Management Information Systems: Need, Purpose, Objectives and Role. Meaning and role of MIS with respect to management levels. Decision Support System (DSS) Executive Information System (EIS). Information for decision making in MIS. Basics of HR Analytics: Concept and Evolution of HR Analytics & data sources, Analytics and Prediction. HR Metrics and predictive analytics. Importance of HR Analytics. .

1. Rolf, P., and Udai Pareek, Training for Development, Sage Publications Pvt. Ltd.
2. Mankin, D., Human resource development, Oxford University Press India.
3. Haldar, U. K., Human resource development, Oxford University Press India.
4. Rao, T.V., Future of HRD, Macmillan Publishers India
5. Jack J. Phillips, Hand book of Training Evaluation and Measurement Methods, Routledge.
6. Dayal, Ishwar, Management Training in Organisations, Prentice Hall
7. Robert G. Murdick, Joel. E. Ross, and James R. Clugett, Information System for Modern Management, Prentice Hall of India, New Delhi.
8. Jerome Kanter, Managing With Information, Prentice Hall of India, New Delhi, Department of Commerce, University of Delhi
9. Gordon B. Davis and Margreth H. Olson, Management Information System, McGraw-Hill, New Delhi.
10. Laudon, Management Information System, Pearson, India.
11. Brien, James A. O., Management Information System, Tata McGraw Hill, New Delhi

Paper V(d) – Child Welfare – II

Unit – 1

Physical Health of the Child: Nutrition, Nutritional disorders, childhood diseases, types, cause, symptoms, prevention and treatment, types and stages of immunization.

Unit – 2

Mental Health of the child: Psychological deprivation and behavioural problems.

Social health of child: Social Influence on the child in the family, school and neighbor leading to maladaptation.

Unit – 3

Legal initiatives for children: UNCRC (United Nations Convention on rights of children), National policy children, Juvenile Justice (Care and Protection of children) Act.

Unit – 4

Programs and services for children : Family based programs – Adoption, foster care, Sponsorship, Institutional services for children, Family strengthening programs (FSP), Integrated child development services (ICDS), Child guidance Clinic (CGC), Child help line (1098), Crèches.

PAPER V (e) - CRIMINAL AND CORRECTIONAL LEGISLATION

Unit 1 - The concept, nature and scope of Criminal Law

Unit 2 - An overview of the development of Criminal law in India. Salient features of IPC. An overview of Criminal Procedure code.

Unit 3 - Legislation Pertaining to Adult offenders: Prisons Act, Prisoner Act, Transfer of Prisoners Act, Prison Manual, Adolescent Act , Borstal school act. Development of Juvenile Legislation in India: A thorough understanding of Provisions in the J.J.Act and rules there under.

Unit 4 - Development pertaining to probation of offenders Act. Immoral Traffic Prevention Act: Prevention of Psycho tropic substance Act. Correctional Policy in India: Provisions relating to Free legal aid- Role of Correctional Social Worker.

BLOCK PLACEMENT