

## MSW – I Year

### Paper – I : Social Work Profession, Philosophy and Ideology

#### Unit – 1

Study of concepts: Social welfare, social service and social work. The religion of philanthropic, rationalistic, humanistic and modern philosophical base for social work. Overview of the historical development of social work in U.K, U.S.A, 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. Indian Voluntary organizations and Voluntary action.

#### Unit – 3

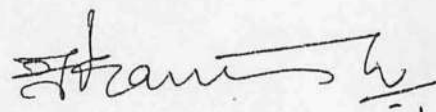
Social reform movement: contribution of major social reformers of the 19<sup>th</sup> and 20<sup>th</sup> century and their contribution to social welfare, relevance, applicability contribution of the reforms to development of social work profession and reformers of medieval India, Bhakti and Sufi movement, 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 of social work profession, social welfare and social action.

#### Unit – 5

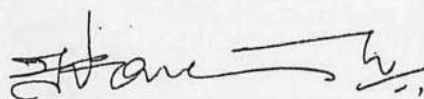
Fields of social work practice: family & child welfare, medical & psychiatric social work, correctional social work, urban and rural community development, industrial social work, Inter relatedness of all these areas to have a holistic perspective.



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## BOOKS RECOMMENDED

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



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## Paper – II: Dynamics of Human Behaviour and Counselling

### Unit – 1

Introduction to psychology: relevance of psychology to social work profession. Scope, methods and fields of psychology. Principles of human growth & development, Genetic and environmental factors influencing development. Stages of development.

### Unit – 2

Motivation: Definition, need hierarchy, types of motives, theories of motivation. Heredity and interaction in human development.

### Unit – 3

Personal adjustment: The process, frustration, anxiety, defence mechanisms, mental hygiene and pathological behaviour. Attitudes and perceptions: nature, formation and measurement of attitudes. Propaganda: Techniques.

### Unit – 4

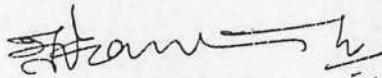
Personality: Concept meaning and theories and development of personality, types and traits of personality. The individual and the group: Family group assembled group, group attachment, Leadership. Social prejudices: origins, forms and nature, attitude.

### Unit – 5

Counselling : Meaning, nature, scope, principles code of ethics, skills and techniques of counselling in social work. Importance of supervision in counselling. Counselling as a method in various situations in an individual life (Adolescent, Alcoholism, suicidal, bereavement, HIV/AIDS's)

## BOOKS RECOMMENDED

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

  
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### Paper – III: Social Work Methods

#### Unit – 1

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

#### Unit – 2

Social Group Work: Definition and objectives of working with groups. Values and principles related to working with groups. Knowledge base of social group work. Group dynamics and its applications

#### Unit – 3

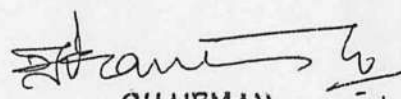
Community organisation: Concept, meaning, definition, philosophy, scope and nature of community organisation in India. Community client system. Clients perception in community organisation.

#### Unit – 4

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

#### Unit – 5

Social Welfare Administration : Introduction of concepts like public administration, social services, social welfare services and social security. Evolution of social Welfare administration, Tools and Techniques, Administration of institutional and non-institutional programmes.

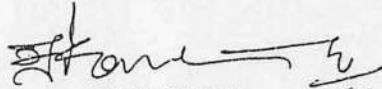


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## BOOKS RECOMMENDED

- |   |   |
|---|---|
| Trecker Herliegh B.                       | Social group work – principles and practice<br>Association press, New York, 1970          |
| Konopka G.                                | Social Group Work: A Helping Process<br>Prentice-hall, New Jersey, 1963                   |
| Wilson G. and Ryland G.                   | Social Group Work Practice<br>Houghton mifflin co., Boston, 1949                          |
| Johnson C.Louise                          | Social work practice: A Generalist Approach<br>Allyn and Bacon, London, 1989              |
| Skidmore . R.<br>Thackery.G and Farley W. | Introduction to social work<br>Prentice hall, New Delhi.                                  |
| Garvin                                    | Contemporary Group work practice.   |
| Friedlander W.A. (ed)                     | Concepts and Methods of social Work,<br>New Delhi, Prentice Hall. 1978.                   |
| Biesteck, F.P.                            | The Case Work Relationship,<br>London, Unwin. 1957.                                       |
| Perlman, H.H.                             | Social Case Work – A Problem Solving Process,<br>Chicago, Chicago University Press. 1957. |
| Farard, M.L. & M.K.                       | The Case Worker's use of Hunnybun relationships,<br>London, Tavistock. 1962.              |
| Roberts, R.W and<br>Nev R. H.             | Theories of Social Case Work,<br>Chicago, Chicago University Press. 1970.                 |
| Hamilton. G.                              | Theory and Practice of Social Case Work,<br>New York, Colombia, University Press. 1940.   |
| Mathew. G.                                | An Introduction of Social Case Work,<br>TISS. India Printing House, Bombay. 1992.         |
| Mcmillar w.                               | Community organisation for social welfare<br>Chicago, Chicago university press, 1945      |
| Choadhry D. Paul                          | Social Welfare administration, 1983   |
| Skidmore. R.                              | Social work administration, 1983  |
| Douglas P. Biklen                         | Community Organising Theory & Practice, Prentice Hall,<br>New Delhi, 1983.                |

  
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## Paper – IV – Social Work Research and Statistics

### Unit - 1

The scientific method – nature and characteristics. Nature of social research and social work research – Selection of topic and problem formulation. Basic elements of research process; concepts, operationalisation of concepts, variables, hypothesis and causation; attributes of good hypothesis.

### Unit – 2

Research design objectives: Exploratory, descriptive and experimental, research design types; survey, experimental, quasi-experimental and case study. Types of data sources – primary and secondary – use and limitations. Approaches to research: Quantitative and qualitative; distinction. Sampling: purpose, types; advantages and disadvantages of different types of sampling.

### Unit – 3

Methods of data collection: Observation, interview and questionnaire. Participatory research as an alternative methodology – techniques such as village social mapping, focus group discussion etc. Levels of measurement in Social research; Nominal ordinal interval and ratio. Analysis and interpretation of data. Basics of research report writing and style.

### Unit – 4

Social Statistics – meaning, Descriptive and inferential; use in social work research and limitations. Classification and tabulation of data, graphic and diagrammatic representation of data. Measures of Central tendency – meaning, types- mean, median, mode and quartiles, their specific application to social work research. Measures of dispersion – meaning; types, their specific application to social work research.

### Unit – 5

Correlation: Concept of product moment (only ungrouped data), spearman's rank correlation. Test for significance of correlation coefficient. Tests of significance – 't' test for significance of differences of two means, chi-square for independent association of attributes (two attributes only).

### BOOKS RECOMMENDED

- |                        |   |
|------------------------|---|
| 1. Hart, C.H. (1998)   | Doing a literature review, Delhi: Sage  |
| 2. Kidder, L.H. (1980) | Research Methods in Social Relations (4 <sup>th</sup> ed.) NY: Kolt, Rinehar & Winston. |
| 3. Kumar, R. (1999)    | Research Methodology – A step by step Guide for Beginners, New Delhi: Sage              |
| 4. Mark, R. (1996)     | Research Made Simple, New Delhi Sage.   |

  
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## Paper – V – Individual and Society

### Unit - 1

Society: meaning; characteristics; functions; types of societies – Tribal, rural, urban – characteristics, individual and society – relationship. Social structure, social organization.

### Unit – 2

Social Institutions – marriage – meaning, types, functions – changes. Family in the transmission of values and in proper development of the child. Changes in structure and function; kinship – meaning, characteristics, functions, changes. Economy: Meaning, types of economy, functions of economy; Modern political institutions, legislative violations, liberty, justice, equality, power – activity. Concept of welfare state – Religion – meaning, types, role, functions – modern religious institutions.

### Unit – 3

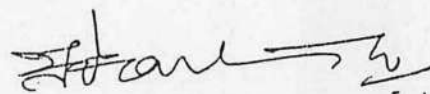
Socialisation and social control: Sociolisation: meaning, process and mechanism. Agencies of Socialization. Problems of Socialisation, Social control: Meaning, nature, agencies of social control – custom, tradition, religion, morality, law education and public opinion.

### Unit – 4

Social stratification – social groups – Types. Society – class, caste, creed, untouchability. Rural – urban – tribal communities – characteristics. Cultural, social, economic changes in all the three communities. Rural migration and tribal unrest in India.

### Unit – 5

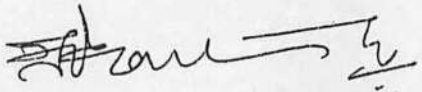
Social change: Factors of social change – social change process in India. Components of social change. Social change and social development, industrialization, urbanization, modernisation. Westernisation, globalization, liberalization, secularization. Social change and social development. Planned economic development and five year plans – future shock due to social change.



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## BOOKS RECOMMENDED

1. Bottomore, T.B. (1962) Sociology A guide to problems and Literature, London: Allen and Unwin
2. Day, P.R. (1987) Sociology in Social work Practice, London, Mecomillan Eduation.
3. Dube, S.C. (1955) Indian Village, London: Routledge & kergan Pual.
4. Furer Halmendarf, (C.V.) 1982 Tribes in India: The Struggle for Surviva, Delhi: OUP.
5. Johnson, H.M. (1978) Sociology – A Systematic Introduction, Mumbai: Allied Publishers Private Limited.
6. Mujumdar, A.M. Social Welfare in India
7. Mujumdar, D. History of Indian Social and Political Ideas
8. Nair, T.K. (ed) (1981) Social Work Education and Social Work Practice in India, madras: ASSWI.
9. Natarajan, S. (1964) Century of Social Reforms in India, Bombay: Asia Publishing House
10. Singh, R.R. (1986) Filed work in Social Work Education
11. Stroup, H.H. (1965) Social Work: an Introduction to the Field.
12. Sunna J. Wilson: Recording, Guidelines for Social Workers
13. Wadia, A.r. (1968) History and Philosophy of Social Work in India, Bombay: Aliied.

  
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## MSW – II YEAR

### Paper – I - Social Policy and Planning

#### Unit – 1

Social Policy – Concept, need, constitution basis for social policy and social welfare policy; relationship between social policy and development.

#### Unit – 2

New economic policy and changing concept of social development and welfare state – concepts of state, market and civil society – their inter-relationship – people's participation in development – concept of sustainable development.

#### Unit – 3

Models of social policy: Residual – welfare; achievement – performance; institutional – redistributive models; changing perspectives in social development.

#### Unit – 4


Social policy and social planning – social policy formulation, contribution of research, role of social worker, different sectoral policies and their implications; policies and measures concerning social welfare in general and of women, environment, poverty alleviation programmes in particular.

#### Unit – 5

Social indicators of development – Human development index; concept of social work macro practice and methods.

### BOOKS RECOMMENDED

- |                                     |   |
|-------------------------------------|---|
| 1. Bajpai, N. (1995)                | Economic reforms in Developing Countries – Theory and evidence, EPW 30 (2), January 14, 113-118.                        |
| 2. Ghosh, A. (1995)                 | Development Paradigms: China and India since 1949, The Economic and Political Weekly (EPW) 30 (788) Feb. 18-25, 355-358 |
| 3. Goel: S.L. and Jain, R.K. (1988) | Social Welfare Administration, Vol. I & II, New Delhi: Deep & Deep.   |
| 4. Gore, M.S. (1975)                | Some Aspects of Social Development, Mumbai: TISS.   |
| 5. Govt. of India (1987)            | Encyclopaedia of Social Work in India, 4 volumes New Delhi: Planning Commission.  |

  
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## Paper – II – NGO Management

### Unit - 1

Nature and concept of NGOs: The definition of Ngo, the functions, types. Voluntary sector in India: typology, nature and scope of professional social work in voluntary sector. Societies registration Act, cooperative societies Act. Procedures and practices related to Foreign Contributions Regulation Act.

### Unit – 2

Organizational goal setting, planning overview of goals and plans – nature and purpose of planning, decision making, making planning effective. Human resource development, leadership, coordination and team work.

### Unit – 3

Fund Raising: How to get started on fund raising, strategies for getting started – who to approach and why, communication skills.

Event Marketing : need for events, types – steps for planning an event. Benefits of organizing events, limitations of events, importance of Social Marketing.

### Unit – 4

Corporate social responsibility, partnership, determining your needs identifying and prioritizing corporate partners, preparation of basic communication materials.

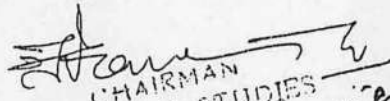
Implementation – follow up and reporting.

### Unit – 5

Impact of Social work profession on NGO's – Social Work Intervention and Role of Social Worker.

## **BOOKS RECOMMENDED:**

- Principles of management - G. R Terroy
- Management Principles – Thievary and dovglars
- Manual of practical management of third world rural development associations – Fermard vincet – Vol-II
- Financial Management IRED-3 rue do varembe – case 116, 121 1 genevo 20 switzerland
- Governance and financial management nonprofit organizations – M. Kanda Swamy
- Financial accounting on computers using Tally – namata Agarwal (Dreamtch Publications)
- Accounting by Tally – Lalitha B. Sing, Vishnu P. Singh (Asial Publishers)
- Marketing Management – Philip

  
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## Paper – III – Urban, Rural and Tribal Community Development

### Unit - 1

Urban, Rural and Tribal Community - Introduction, nature and scope, Social work Intervention in these fields.

### Unit – 2

Urban Community development: Principles and strategies. Urban community development in India, Policies and programmes, Role of Social work in Urban community development.

### Unit – 3

Rural Community Development: Approaches and indicators of success in rural development. Rural Community development in India, Major development programmes by Central and State Governments, Role of Social work in Rural community development and application of PRA methods.

### Unit – 4

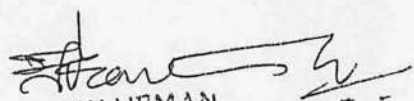
Tribal Community Development: Tribal Development and Planning, Programmes for tribal development and its importance in five year plans, Development of Tribes and weaker sections, Role of Social work in Tribal Community development.

### Unit – 5

Community livelihood of the poor, asset framework for livelihood strategic trends in livelihood outcomes. Livelihood promotions at the community level. Sustainable livelihoods approach.

## BOOKS RECOMMENDED

- |                                     |   |
|-------------------------------------|---|
| 1. Francis Cherunilam               | Urbanisation in developing countries<br>Himalya publishing house.                               |
| 2. B. Bhattacharya                  | Urban development in India  |
| 3. A.R.Desai                        | Rural Sociology in India<br>Popular prakashan, Bombay, 1969                                     |
| 4. S.R.Maheshware                   | Rural Development in India; A public policy<br>approach Sage publications, NewDelhi, 1985       |
| 5. L.P. Vidyarthi & Binay Kumar Rai | The Tribal culture of India concept<br>publishing company, New Delhi, 1976.                     |
| 6. Singh J.P. & Vyas N.N.           | Tribal Development Past Efforts and New<br>Challenges, Himanshu Publications,<br>Udaypur, 1989. |

  
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## Paper – IV – Medical & Psychiatric Social Work and Community Health

### Unit - 1

Concepts of health: positive health and changing philosophy of health. Health Development, models of health. Concepts of disease: Concepts of disease causation, concepts of control, Burden of diseases – India and the world.

### Unit – 2

Historical development of Psychiatric social work in USA, UK and India, Psychiatric social work: meaning concepts of field work and multi disciplinary approach, Role of Social workers in mental health settings.

### Unit – 3

Medical Social work: definition, ethics, values, role of medical social workers as members of medical team in different health settings Organization and functions of department of social work in medical settings.

### Unit – 4

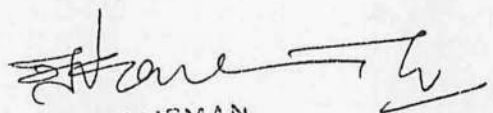
Community health: Concepts of health care health system, health care delivery, evaluation of community health in India, Concept of prevention: levels of prevention, modes of intervention.

### Unit – 5

Health care system in India: public and private health care, roles of central and state governments, Health promotion and education, Health planning and management.

## BOOKS RECOMMENDED:

- |                                    |  |
|------------------------------------|--|
| 1. Rappaport Jullian               | Community psychology, research and Action, Holt, Rinehar and Winston, New York |
| 2. Lowrey Lwson G Capland Generald | an approach to community mental health.  |
| 3. Maxcy Roseneu                   | Preventive medicine and public health  |
| 4. M. Shankar Rao                  | Health & Hospital administration.  |
| 5. D.S. Sarma                      | Health Hospital and community  |
| 6. Mark Doel & Striven M. Sharlon  | Modern social work practice.   |

  
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## Paper – V – Correctional Social Work

### Unit - 1

Crime: Introduction, concept, definition, nature of crime, characteristics of crime, Causes of crime and theories of crime.

### Unit – 2

Punishment: Introduction, definition, objects, punishment versus reformation, types of punishment, theories of punishment, limitations of punishment.

### Unit – 3

Correction: Introduction, definition, concept, prisons of classification, Problems of correctional institutions and Historical background of correction.

### Unit – 4

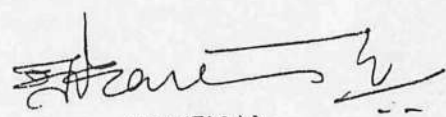
Correctional Institutions: Central Prison, Remand Homes, Boastal Schools, Juvenile Courts, Prison reforms.

### Unit – 5

Probation and Parole and after care services – Role of Social Worker Correctional Social Work – Concept, Meaning, Importance – Correction Social Work with Criminals, Delinquents, Beggars, Alcoholics, Drug – Addicts and Sex workers – Social Work and Correctional Institutions – Application of methods of Social work.

## **BOOKS RECOMMENDED**

- |    |                   |   |                                    |
|----|-------------------|---|------------------------------------|
| 1. | Battacharya, B.K. | - | Juvenile Delinquency and Boastrals |
| 2. | Chandra, S.       | - | Sociology of Deviation in India    |
| 3. | Boarkar, A.A.     | - | Modern Prison systems in India     |
| 4. | Sulther land      | - | Principles of Criminology          |
| 5. | Clinard & Quinnez | - | Criminal behaviour systems         |
| 6. | Tappan            | - | Contemporary Corrections           |
| 7. | Cohen             | - | Deviance and Control.              |

  
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*PAPER – VI / DISSERTATION / SOCIAL WORK WITH ELDERLY AND  
DIFFERENTIALLY ABLED*

### Objectives

- To acquire knowledge on Gerontology and the problems of the Elderly in India
- To know about the Constitutional and legislative provisions for the welfare of the elderly and the National Policy on Older Persons.
- To gain knowledge about the concept and types of differentially abled.
- To enhance the knowledge of various services available for the differentially abled in India.
- To acquire knowledge and skills of professional social work practice to work with the elderly and differentially abled.

UNIT I. Gerontology: Concept and definition. Factors contributing to the problems of the elderly – socio-economic and health problems of the elderly. Neglect and abuse of the elderly.

UNIT II. Programmes for the elderly: Constitutional and legislative provisions for the welfare of the elderly. National policy on older persons, institutional and Non-Institutional services for the welfare of the elderly.

UNIT III. Differentially abled: Concept and, classification – extent, causes and problems of each category .

UNIT IV. Constitutional and legislative provisions, for the differentially abled; governmental and non-governmental services for the differentially abled. National Institutes for the differentially abled in India.

UNIT V. Professional social work practice: Professional social work practice with the elderly and differentially abled. Role of government and non-governmental agencies. Help Age India. Objectives and functioning of Help Age India.

### References:

1. Desai, K.G.(1982). Aging in India, Mumbai: TISS.
2. Gajendragadkar (ed.) (1983). Disabled in India, Mumbai: Somaiye Pub.
3. Marshal, M. (1993). Social Work with old-people, London: Macmillan Press.
4. Oliver, M. (1983). Social Work with the disabled, London: Macmillan.
5. Sharma, M.L. and Dak, T.M. (Eds.) (1987). Aging in India, New Delhi: Ajanta Publications.
6. Shubha, S. et. a;. (2000). Senior Citizens Guide, New Delhi: Help Age.