

P=11                      11  
**Shri AillakPannalal Digambar Jain Pathashala's**  
(Jain Minority Institute)

**WALCHAND COLLEGE OF ARTS AND SCIENCE  
(AUTONOMOUS), SOLAPUR**

**(Affiliated to PunyashlokAhilyadevi Holkar Solapur University,  
Solapur)**

**SYLLABUS**



**Choice Based Credit System**

**Name of the Faculty:** Interdisciplinary

**Name of the Programme:** Master of Social Work (MSW) Part I

*With effective from the Academic Year 2021-22*

## Walchand College of Arts & Science (Autonomous), Solapur

### Definitions:

**Programme:** An educational programme leading to MSW Degree.

**Course:** Usually referred to, as ‘papers’ is a component of a programme. The courses should define learning objectives. A course may be designed to comprise lectures/ tutorials/ seminars/ field work/ outreach activities/ project work/ vocational training/viva/ assignments/ presentations/ self-study etc. or a combination of some of these.

**Choice Based Credit System:** With the view to ensure worldwide recognition, acceptability, horizontal as well as vertical mobility for students completing post graduate degree, Walchand College of Arts & Science, Solapur has implemented Choice Based Credit System (CBCS) at post graduate level. The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective/minor or skill based courses. The courses can be evaluated following the grading system, which is considered to be better than the conventional marks system. Therefore, it is necessary to introduce uniform grading system in the entire higher education in India. This will benefit the students to move across institutions within India to begin with and across countries. The uniform grading system will also enable potential employers in assessing the performance of the candidates. In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student’s performance in examinations.

### Outline of Choice Based Credit System:

1. **Core Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.
2. **Elective Course:** Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate’s proficiency/skill is called an Elective Course.

**Discipline Specific Elective (DSE) Course:** Elective courses may be offered by the main discipline/subject of study is referred to as Discipline Specific Elective.

3. **Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses may be of two kinds: **Ability Enhancement Compulsory Courses (AECC)** and **Skill Enhancement Courses (SEC)**. “AECC” courses are the courses based upon the content that leads to Knowledge enhancement; (i) Environmental Science and (ii) English/MIL Communication+. These are mandatory for all disciplines. SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

**Credit:** Credit is a numerical value that indicates students work load (Lectures, Practical work, Seminar, Tutorials, Field work, Library work, Individual Conference, Group Conference and Project Report / Term Paper Guidance etc.) to complete a course unit. In most of the universities **15 contact hours** constitute **one credit**. The contact hours are transformed into credits. Moreover, the grading system of evaluation is introduced for PG programme wherein different modes of Internal Evaluation are adopted. **The candidate has to appear for Internal Evaluation of 30 marks and End Semester Examination for 70 marks twice during the academic year.**

## **MASTER OF SOCIAL WORK (MSW) PROGRAMME**

### **Preamble:**

The programme aimed at developing the knowledge, values, beliefs and skills necessary for working with individuals, groups, communities and for collective action. The programme gives an edge to the social work students to enable them to inculcate the philosophies, ideologies and methodologies of social work profession. In order to fulfil this, the course covers wide range of topics pertaining to the core, supportive, interdisciplinary and elective domains of social work education. As per the U.G.C. guidelines, the College Level has adopted Choice Based Credit System (CBCS) which provides an opportunity for the students to choose courses from the prescribed elective courses. The M.S.W. programme consists of two years and arranged in four semesters.

### **Careers Opportunities of the programme**

The degree of Master of Social Work is a Professional Post-Graduate degree in Social Work. It is a recognized qualification for positions of Human Resource Personnel, Welfare Officers, in Industrial sectors, Government and Non-Governmental Sectors provide positions such as Social Welfare Officers, Probation Officers in Child Development, ICDS Supervisors, CDPOs, and adult correctional organizations, Social Development, Rural and Tribal Welfare and Development, Rural and Urban Community Development, Women development and empowerment, Counsellors in Family Courts and Counselling centers, Medical and Psychiatric Social Workers in Hospitals, Social Defense, Social Work Research. Trained graduates after the course can get opportunities to hold responsible positions in International Organizations like UNO, UNDP, UNICEF, ILO, WHO and CSR projects of corporates, Research and Training Organizations such as YASHADA , MAVIM, NARI, BARTI etc or Social Work Educators in Universities and Schools of Social Work.

## **Ordinances and Regulations for the Degree of Master of Social Work (MSW) Programme**

### **I. Objectives of the Programme:**

1. To impart education and training in professional Social work to those desirous of making a career in the fields of social work.
2. To impart theoretical knowledge and to provide practice learning opportunities required to practice in a professional manner.
3. To sensitize the trainees to involve themselves for the cause of poor, subaltern, under privileged and disadvantaged section of the society.
4. To promote a sense of commitment and dedication to strive for equity, social justice social harmony and peace.

5. To acquire knowledge and skills in undertaking practice-based research and to administer human service organizations
6. To develop confidence among the trainees to feel themselves as change agents for social change and transformation.

## **II. Competencies developed by the end of the Programme**

1. Understanding the forms and mechanisms of oppression and discrimination and the strategies of change that advance social and economic justice.
2. Understanding the history of the social work profession and its current structures and issues. Applying the knowledge and skills of generalist social work to practice.
3. Applying knowledge of bio-psycho-social theoretical frameworks to understand the interactions among individuals and between individuals and society
4. Analysing the impact of social policies on individuals, groups and communities.
5. Acumen for scientific research studies and integrating research findings to practice
6. Using communication skills differentially with a variety of stakeholders

**III, Medium of instruction:** The medium of instruction and examination shall be in English.

**IV. Duration of Programme:** The duration of programme shall be of two years consisting of 4 semesters.

## **V. Eligibility for Admission :**

Candidates who have passed any bachelor degree examinations from Punyashlok Ahilyadevi Holkar Solapur College Level or any other College Level in India or abroad considered as equivalent there to are eligible for the programme

**Admission Procedure:** Selection of candidates seeking admission shall be on the basis of 50:50 weightage of marks. While selecting the candidates 50% is considered for academic performance at the graduation level and 50% is for entrance examination will be considered. Entrance examination pattern may be objective type test or interview or both . it is the discretion of the department or institutes offering admission to MSW programme

## **VI. Specializations:**

The MSW programme offers following four specialization in the beginning of the Third semester.

1. Group A : Human Resource Management (HRM)
2. Group B : Urban and Rural Community Development (URCD)
3. Group D : Family and Child Welfare (FCW)
4. Group E : Medical and Psychiatric Social Work (MPSW)

## **Guidelines for choice of specialization in Second year MSW:**

At the beginning of the third semester, an eligible student will apply for the Specialization he/she wants by writing an application in the prescribed format. It should be submitted to the concerned Department / College Level, where he/she is studying within stipulated time. The Department / College Level after receiving such applications scrutinize for eligibility of the students and

allotment of specialization shall be based on his or her marks obtained in the first year MSW Programme ( Total marks scored both in first and second semester) and clear passed in all courses (papers) . Also almost equal number of students shall be allotted to each specialization from among the students admitted to third semester.

### **VII. Attendance:**

Each course (theory, practical etc) shall be treated as an independent unit for the purpose of attendance. A student shall attend a minimum of 75% of the total instructions hours in a course including assignments and presentations in each semester. The students shall attend the class room lectures, activities and field work regularly. At least 75% attendance in each course( paper) is essential to appear for the exam.

### **VIII. Field Practicum (Field Work)**

A distinctive feature of instructional programme in Social Work is the emphasis laid on Social Work Practicum. A student shall be placed in a Community / Organization to gain experience of working with the people at individual, intra-group, community and organizational levels during the first two semesters and in a setting appropriate to their specialization during the last two semesters of MSW programme.

#### **A. Objectives of Field Practicum ( Field Work)**

1. To understand the agency as a system-its philosophy, thrust, objectives, structure and management of service / programmes.
2. Develop skills in documenting and utilizing community resources both governmental and voluntary.
3. To develop ability to work as a member of a team.
4. To make conscious use of professional values and ethics.
5. To develop enhanced practice skills and integrate learning.
6. Develop skills to analyze the impact of the wider social system on individuals, families, groups, communities and organizations.
7. Develop the ability to involve the client system in the problem solving process, utilizing skills of social work intervention.
8. Develop skills in documenting and utilizing community resources both governmental and voluntary.
9. Reinforce belief in the inherent strength of the people to meet their needs and resolve problems.

#### **B. Field Practicum ( Field Work) Rules and Regulations**

Students placed in their respective organization or community for concurrently two days in a week and shall put in not less than 15 hours a week for field practice training. Students should complete minimum 20 Field Work Visits in Agency / Organization / Industry and or open community in each semester of MSW programme. During the semester II all the trainees are expected to undertake a minimum of one case study, one group work activity with the guidance of their supervisor. In Semester III & Semester IV the students will practice their fieldwork in their respective specialization set up and should attend atleast one seminar / conference/ workshop and submit the certificate of participation or attendance of the same to their faculty supervisor .

The students are required to submit the hand written reports and a dairy in a structured format once a week to their respective faculty 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 activities of the organization placed for training and shall attend the individual and group conferences regulating with regard to integration of theory and practice Only those students who have put in a minimum of 75% attendance in field practicum are eligible to appear for the practicum examination (viva- voce). The viva-voce shall be jointly conducted by one internal and one external examiner selected from the panel of examiners and as approved by the College Level. A minimum of 50% of the marks shall be scored to pass in the field practicum assessment and viva-voce separately. The failed candidate in field practicum (Field Work) in any semester shall not be promoted in next Semester. They have to redo the field work by fulfilling all other requirements stipulated in this regard..

### C. Field Practicum (Field Work) Modules and distribution of Marks

MSW	SEM	Field Work Core Components		Type of Assessment	Internal Marks	Maximum Marks	Minimum passing marks	Total
I	I	Field Work / Field Practicum	Field Work Practice	Internal Assessment	80	100	50	150
			Orientation Visits	Internal Assessment	20			
		Field Work Viva Voce		College Level Assessment	50	50	25	
I	II	Field Work / Field Practicum	Field Work Practice	Internal Assessment	80	100	50	150
			PRA and or Social Camp	Internal Assessment	20			
		Field Work Viva Voce		College Level Assessment	50	50	25	
II	III	Field Work / Field Practicum	Field Work Practice	Internal Assessment	80	100	50	150
			Orientation Visits or Exposure Visits	Internal Assessment	20			
		Field Work Viva Voce		College Level Assessment	50	50	25	
II	IV	Field Work / Field Practicum	Field Work Practice	Internal Assessment	80	100	50	150
			Micro Study	Internal Assessment	20			
		Field Work Viva Voce		College Level Assessment	50	50	25	

**D. Guidelines of Internal Assessment & College Level Assessment for MSW- I Field Work:**

**1. Internal assessment of MSW I SEM I Field Work (80 marks)**

<b>Sr No</b>	<b>Criteria</b>	<b>Marks allotted</b>
1	Completion of visits allotted	20
2	Submission of Agency/community profile	10
3	Initiatives in group activities	10
4	Submission of reports in diary and journal along with sign of agency supervisor formSW- I Field Wor	20
5	Overall behavior and participation (IC/GC)	20
<b>Total</b>		<b>80</b>

**2. College level assessment of MSW I SEM I Field Work (Viva-voce) (50 marks)**

<b>Sr . No</b>	<b>Criteria</b>	<b>Marks allotted</b>
1	Insights about agency/community	10
2	Knowledge of social work methods	15
3	Evaluation of Field work reports	15
4	Presentation skills	10
<b>Total</b>		<b>50</b>

**3. Internal assessment of MSW I SEM II Field Work (80 marks)**

<b>Sr No</b>	<b>Criteria</b>	<b>Marks allotted</b>
1	Completion of visits allotted	20
2	Case study	10
3	Group work	10
4	Submission of reports in diary and journal along with sign of agency supervisor	20
5	Overall behavior and participation (IC/GC)	20
<b>Total</b>		<b>80</b>

**4. College level assessment of MSW I SEM II Field Work (Viva-voce) (50 marks)**

<b>Sr . No</b>	<b>Criteria</b>	<b>Marks allotted</b>
1	Insights about agency/community	10
2	Applications of social work methods	15
3	Evaluation of Field work reports	15
4	Presentation skills	10
<b>Total</b>		<b>50</b>

**Guidelines of Internal Assessment & College Level Assessment of MSW- II Field Work:**

**1. Internal assessment of MSW II SEM III Field Work (80 marks)**

<b>Sr No</b>	<b>Criteria</b>	<b>Marks allotted</b>
1	Completion of visits allotted	20
2	Submission of Agency/community profile	10
3	Conducting activities as per the respective areas of specialization	10

4	Submission of reports in diary and journal along with sign of agency supervisor	20
5	Overall behavior and participation (IC/GC)	20
<b>Total</b>		<b>80</b>

**2. College level assessment of MSW II SEM III Field Work (Viva-voce) (50 marks)**

Sr . No	Criteria	Marks allotted
1	Insights about agency/community	10
2	Applicability of social work methods in their respective areas of specialization	15
3	Evaluation of Field work reports	15
4	Presentation skills	10
<b>Total</b>		<b>50</b>

**3. Internal assessment of MSW II SEM IV Field Work (80 marks)**

Sr No	Criteria	Marks allotted
1	Completion of visits allotted	20
2	Knowledge about the areas of intervention and scope of respective specialization	10
3	Applicability of knowledge into practice	10
4	Submission of reports in diary and journal along with sign of agency supervisor	20
5	Overall behavior and participation (IC/GC)	20
<b>Total</b>		<b>80</b>

**4. College level assessment of MSW II SEM IV Field Work (Viva-voce) (50 marks)**

Sr . No	Criteria	Marks allotted
1	Insights about agency/community	10
2	Applications of specialization knowledge & Skills in the field	15
3	Evaluation of Field work reports	15
4	Presentation skills	10
<b>Total</b>		<b>50</b>

❖ **Orientation visits / Exposure visits: (20 Marks)**

Every institution offering MSW programme shall organize a minimum of 4 orientation visits for the M.S.W. Part-I (in first semester) and for M.S.W. Part-II (in third semester) for students. For the M.S.W. Part-I agency visits to all specialization may have to be conducted. For the M.S.W. Part-II orientation visits / exposure visits should be organized to the organizations / industries related to their respective specialization within or outside city/ district / State. Students should submit the report of orientation visit / exposure visit to the concerned faculty coordinator.

Sr . No	Criteria		Marks allotted
1	Attendance per visit	4 x 2 marks	08
2	Participation during visit	4 x 2 marks	08



3	Reports of the visits		04
<b>Total</b>			<b>20</b>

❖ **Participatory Rural Appraisal / Participatory Learning and Action / Social Work Camp: (20 Marks)**

5 days training on Participatory Rural Appraisal (PRA) or Participatory Learning and Action or 2 days training on PRA and 3 days social camp; any one of these is compulsory for the M.S.W. Part-I. It is to be conducted in 2<sup>nd</sup> semester. Students should prepare a PRA or PLA or Social Camp report and submit it to the Coordinating Faculty.

Sr . No	Criteria	Marks allotted
1	Professional behaviour and Discipline	08
2	Attendance and Active Participation in activities	08
3	Report	04
<b>Total</b>		<b>20</b>

❖ **Micro study: (20 Marks)**

Micro study for one week is mandatory for the M.S.W. Part-II students. Micro study can be conducted in the specialization related agencies / industries / communities with in or outside the city / district / state during 4<sup>th</sup> semester. Students should prepare micro study report and submit it to their faculty supervisor

Sr . No	Criteria	Marks allotted
1	Insight gained about the Organization or Community	05
2	Participation in microstudy	08
3	Report/s of the visits	07
<b>Total</b>		<b>20</b>

**IX. A) Research Project:**

The research project offers students an opportunity to plan a study, prepare research tools, collect data in the field, analyze the data, and write up the project under the guidance of the faculty. The topic of research must be related to the area of social work. Ethical norms and concerns in research, plagiarism policy of the institute and College Level, must be adopted. The research project shall be based on quantitative research methods. However a mixed method approach, making use of both quantitative and qualitative data may also be permissible. The sample size for quantitative research shall not be less than 50 respondents. In qualitative research method the candidate has to take minimum 10 case studies in elaborative manner. Two Bound copies of the Research project – synopsis and Research project – report, duly signed by the Research Guide and certified by the Head of the department / Institution should be submitted to the department / institute at least one week before the viva voce of III semester and IV semester respectively.

**Internal assessment of MSW- II SEM- III Research Project- Synopsis (50 marks)**

Sr No.	Criteria	Marks allotted
1	Finalization of Title	05
2	Problem Formulation (Introduction)	10
3	Review of literature	10

4	Research methodology	10
5	Finalization of tool/s	05
6	Interaction with guide and professional behaviour	10
Total		50

**College Level assessment of MSW- II SEM- III Research Project- Synopsis (50 marks)**

Sr No.	Criteria	Marks allotted
1	Knowledge about research topic and problem formulation	10
2	Identification of research gaps	10
3	Clarity about the research methodology	10
4	Presentation of Synopsis	10
5	Presentation skills	10
Total		50

**Internal assessment of MSW- II SEM- IV Research Project- Report (50 marks)**

Sr No.	Criteria	Marks allotted
1	Data interpretation and analysis	10
2	Major findings, conclusion and suggestions	10
3	Report writing	10
4	Interaction with guide and following deadlines	10
5	Research aptitude and professional behavior	10
Total		50

**College Level assessment of MSW- II SEM- IV Research Project- Report (50 marks)**

Sr No	Criteria	Marks allotted
1	Codebook and master chart/memos	5
2	Results and discussions	15
3	Presentation of research project report	10
4	Content clarity	10
5	Presentation skills	10
Total		50

**IX. B) Term Paper:**

A term paper is a research paper written by the student over an academic term. Term papers would be intended to describe an event, a concept, or argue a point related to social work in general and particularly on his/ her area of specialization/ elective. A term paper is a written assignment and original work discussing a topic in detail, primarily based on secondary data, and/or standards, norms prescribed by the center. Some common detailed standards would need to be collectively developed by the centers for assessment of research/term paper. Typed spiral or hard bound two copies of the term paper duly signed by the Research Guide and certified by the Head of the department / Institution should be submitted to the department / institute at least one week before the viva voce of III semester and IV semester respectively.

Completion and submission of the Research Dissertation/ term paper is a pre-condition for appearing at Semester IV Examination. In any case no extension will be permissible for submission.

**Internal assessment of MSW- II SEM- III Term Paper (50 marks)**

Sr No.	Criteria	Marks allotted
1	Finalization of Title	10
2	Introduction	10
3	Review of literature	10
4	Justification for selection of the topic	10
5	Interaction with guide and professional behaviour	10
Total		50

**College Level assessment of MSW- II SEM- III Term Paper (50 marks)**

Sr No.	Criteria	Marks allotted
1	Knowledge about topic	10
2	Justification for selection of Topic	10
3	Identification of Research gap through Review of literature	10
4	Presentation of topic selected for study	10
5	Presentation skills	10
Total		50

**Internal assessment of MSW- II SEM- IV Term Paper (50 marks)**

Sr No.	Criteria	Marks allotted
1	Results and Discussion	10
2	Suggestions/Recommendations/ Social Work Interventions	10
3	Presentation of Term Paper	10
4	Interaction with guide and following deadlines	10
5	Research aptitude and professional behavior	10
Total		50

**College Level assessment of MSW- II SEM- IV Term Paper (50 marks)**

Sr No	Criteria	Marks allotted
1	Results and discussions	10
2	Suggestions/Recommendations/ Social Work Interventions	10
3	Presentation of term paper	10
4	Content clarity	10
5	Presentation skills	10
Total		50

**X. Scheme of Examination and Assessment of Theory and Practical Examination:**

1. **Each course ( theory paper)** shall carry a maximum of 100 marks out of which 20 marks shall be for internal assessment and the remaining 80 marks shall be for College Level examination conducted at the end of each semester..

**Internal Assessment (Theory):** The internal assessment of 20 marks shall be based on the following criteria

Sr. No.	Criteria	Marks Allotted
1.	Home Assignment or Presentation	05
2.	Unit Test	05
3.	Attendance	05
4.	Class participation, attentiveness & overall behavior	05
	<b>Total</b>	<b>20</b>

## 2. **Viva Voce of Field Practicum (Field work)**

At the end of each semester the viva-voce shall be jointly conducted by panel of two examiners out of which one is internal examiner ( faculty member of social work department or College Levels affiliated to PAH Solapur College Level) and one external examiner ( faculty member of social work other than parent College Level). The panel of examiners selected for conducting viva voce examination should be approved by the College Level.

## 3. **Assessment of Research Project:**

Research Project carries 100 marks and shall assessed by the faculty guide for 50 marks and by panel of 2 examiners ( one internal examiner & another external examiner) for 50 marks during the viva voce examination conducted at the end of third and fourth Semester .

## **XI. Standard of passing:**

Each Course (Paper) & Field Work shall constitute separate heads of passing.

### 1. **Each Course (Theory Paper) consist of 100 marks**

For passing in each semester, the candidate must get 40% of total marks in each theory paper in the examination conducted by College Level ( CA- College Level Assessment) i.e. 32 marks out of 80 marks and should obtain 40 % of total marks in the internal assessment (IA – Internal Level Assessment) i.e. 08 marks out of 20 marks. There is separate head of passing for College Level examination as well as internal assessment

### 2. **Field Practicum (Field Work) consist of 150 marks**

For passing in the Field Work Practice (100 marks) and Field Work Viva Voce (50 marks) in each semester, a candidate should obtain minimum 50% marks in each head i.e. minimum 50 marks in field work practice and 25 marks in field work viva voce separately.

### 3. **Research Project**

The research project consist of 100 marks out of which the Internal assessment of 50 marks at the institute / department level and the viva voce examination of 50 marks conducted by College Level at the end of third and fourth semester . A minimum of 50% of the marks (i.e. 25 marks) shall be scored by the candidate in the internal assessment and College Level assessment separately .

### 4. **Allowed To Keep Terms (ATKT) norms:**

1. ATKT: Students who fail in any number of courses (papers) in the first semester will be allowed to keep terms in the second semester.
2. ATKT for the third semester: Students who fail in maximum of two papers including first and second semesters may be granted ATKT for the third semester.

3. **ATKT for the fourth semester:** Students who fail in maximum of two papers in the third semester will be allowed to keep terms in the fourth semester and may be granted ATKT, provided they have cleared all the papers of first and second semester including field work.

**5. Failure in Field Work:**

1. A Student who has failed in Field Work Practice shall not be allowed to keep term. He or She shall be declared fail in the particular semester and can repeat the same process of field work practice and Field work viva voce in the next/subsequent semester. However, the chance is limited for only one attempt.
2. If the student has passed in field work practice but due to some unavoidable circumstances he/ she was not able to attend the viva voce for that particular semester will be allowed in the next / subsequent semester but he or she has to appear for the field work viva voce of last semester separately. However the chance is limited for only one attempt.

**6. Failure in the course (theory paper).**

The candidates will be declared fail in the particular course ( theory paper) if he or she fails to score 40 % of total marks in the internal assessment and he or she has to reappear for the same course in the next / subsequent semester for the theory examination conducted by the College Level as well as submit all the assignments and or presentations related to the respective course for internal assessment.

7. **Revaluation:**In any case, there is will be no revaluation or moderation of field work or research project or internal assessment ( CA) marks at the College Level level

**XII Change of Specialization :**

The student may reappear at the M.S.W. examination with change of specialization provided that he/she has passed the M.S.W. examination with earlier specialization. In Such cases, the student have to appear for the specialization Courses (papers) along with, Field Work and Viva-voce. However, such students shall not get class and shall not be awarded with another degree but he/she will get a certificate mentioning the result. This opportunity (Change of group/specialization) will be given to the candidate up to only two years after his first degree of M.S.W.

**XIII Award of degree**

The degree of Master of Social Work shall not be conferred upon a candidate unless the candidate has passed in all the papers and in field work prescribed for the four semester examinations in accordance with the provision of present syllabus.

# EXAM QUESTION PAPER PATTERN

MSW- Part \_\_\_\_\_ Semester \_\_\_\_\_ EXAM \_\_\_\_\_

Paper No :

Title of paper :

Time:

Max. Marks: 80

*Instructions: 1. All questions are compulsory.*

*2. Figures to the right Indicate marks*

- Q.1 Ten Multiple Choice Questions ( Each MCQ carries one mark) 10
- Q.2 Write short notes on any 5 out of 6 25
- a)  
b)  
c)  
d)  
e)  
f)
- Q.3 A) Long Answers 15  
(OR)  
B) Long Answers
- Q.4 A) 15  
(OR)  
B)
- Q.5 Compulsory Question 15

## STRUCTURE OF M.S.W. PROGRAMME

Semester	Total no. of Course (Theory papers)	Research Project / Term Paper (Practical)	Field Work (Practical)	Total
I	7	---	1	8
II	7	---	1	8
III	6	1	1	8
IV	6	1	1	8
	<b>26</b>	<b>02</b>	<b>04</b>	<b>32</b>

### DISTRIBUTION OF MARKS AND CREDITS

Courses	MSW- I Sem. I		Courses	MSW- I Sem. II		Courses	MSW- II Sem. III		Courses	MSW- II Sem. IV		Total Marks	Total Credits
	Marks	Credits		Marks	Credits		Marks	Credits		Marks	Credits		
P01 (FW )	<b>150</b>	<b>6</b>	P02 (FW )	<b>150</b>	<b>6</b>	P03(FW )	<b>150</b>	<b>6</b>	P05 (FW )	<b>150</b>	<b>6</b>	600	<b>136</b>
—	—	—	—	—	—	P04 (RP/TP)	100	4	P06 (RP/TP)	100	4	200	
C01	100	4	C08	100	4	C15	100	4	C18	100	4	400	
C02	100	4	C09	100	4	C16	100	4	C19	100	4	400	
C03	100	4	C10	100	4	C17	100	4	C20	100	4	400	
C04	100	4	C11	100	4	O01, O04, O07, O10	100	4	O13,O16, O19. O22	100	4	400	
C05	100	4	C12	100	4	O02,O05, O08, O11	100	4	O14, O17 O20, O23	100	4	400	
C06	100	4	C13	100	4	O03, O06, O09, O12	100	4	O15, O18, O21, O24	100	4	400	
C07	100	4	C14	100	4	—	—	—	—	—	—	200	
<b>Total</b>	<b>850</b>	<b>34</b>		<b>850</b>	<b>34</b>		<b>850</b>	<b>34</b>		<b>850</b>	<b>34</b>	<b>3400</b>	

**C= Core Course = 80 CREDITS                      O=DSE= Discipline Specific Elective = 24 CREDITS**  
**P= Practical (FW = Field Work , RP = Research Project / TP = Term paper)=32**

### Master Social Work (MSW)

<i>MSW – I Sem – I</i>					
Course Number	Course Title	Credit	College Level Assessment	Internal Assessment	Marks
<b>C- Core Courses is Compulsory</b>					
MSW11P0121	Field Practicum ( Field Work Practice)	6	50	100	150
MSW11C0121	Understanding Society for Social Work	4	80	20	100
MSW11C0221	History and Concept of Social Work	4	80	20	100
MSW11C0321	Dynamics of Human Behaviour	4	80	20	100

MSW11C0421	Introduction to Social Work Research	4	80	20	100
MSW11C0521	Introduction to Social Case work	4	80	20	100
MSW11C0621	Introduction to Social Group Work	4	80	20	100
MSW11C0721	Community Organization & Development Practices	4	80	20	100

***MSW – I Sem – II***

**C- Core Courses is Compulsory**

MSW12P0221	Field Practicum ( Field Work Practice )	6	50	100	150
MSW12C0821	Indian Social Problems	4	80	20	100
MSW12C0921	Ideologies & Professional Ethics of Social Work	4	80	20	100
MSW12C1021	Theories of Human Development	4	80	20	100
MSW12C1121	Social Work Research and Statistical Applications	4	80	20	100
MSW12C1221	Theories & Skills in Social Case Work	4	80	20	100
MSW12C1321	Social Group Work in Specific Settings	4	80	20	100
MSW12C1421	Social Action and Advocacy	4	80	20	100



<i>MSW – II Sem – III</i>					
Course Number	Course Title	Credit	College Level Assessment	Internal Assessment	Marks
<b>C- Core Courses is Compulsory</b>					
MSW23P0322	Field Practicum ( Field Work Practice)	6	50	100	150
MSW23P0422	Research Project – Synopsis/ Term Paper	4	50	50	100
MSW23C1522	Administration & NGO Management	4	80	20	100
MSW23C1622	Concept of Project Management & Communication Skills	4	80	20	100
MSW23C1722	Social Policy & Legislation for Social Work	6	80	20	100
<b>O- Optional -Discipline Specific Course: Opt 3 Courses from any one Group</b>					
<b>Group I– Human Resource Management (HRM)</b>					
MSW23O0122	Human Resource Management & Social Work	4	80	20	100
MSW23O0222	Human Resource Development and Social Work Practice	4	80	20	100
MSW23O0322	Labour Legislations & Labour Welfare	4	80	20	100
<b>Group II –Urban &amp; Rural Community Development (URCD)</b>					
MSW23O0422	Governance & Rural Community Development	4	80	20	100
MSW23O0522	Urban, Tribal Community Development & Governance	4	80	20	100
MSW23O0622	Social Work & Ecology	4	80	20	100
<b>Group III – Family and Child Development (FCD)</b>					
MSW23O0722	Child Development	4	80	20	100
MSW23O0822	Family Development	4	80	20	100
MSW23O0922	Child Rights & Youth Development	4	80	20	100
<b>Group IV - Medical and Psychiatric Social Work (MPSW)</b>					
MSW23O1022	Medical Social Work	4	80	20	100
MSW23O1122	Health & Medicine	4	80	20	100
MSW23O1222	Introduction to Psychiatry	4	80	20	100

<i>MSW – II Sem – IV</i>					
<b>C-Core Course are compulsory</b>					
MSW24P0522	Field Practicum ( Field Work Practice)	6	50	100	150
MSW24P0622	Research Project – Report / Term Paper	4	50	50	100
MSW24C1822	Administration & Governance	4	80	20	100
MSW24C1922	Project Implementation and Media of Communicational	4	80	20	100
MSW24C2022	Social Policy and Social Legislation	4	80	20	100
<b>O- Optional -Discipline Specific Course: Opt 3 Courses from any one Group</b>					
<b>Group I – Human Resource Management (HRM)</b>					
MSW24O1322	Management of Human Organizations	4	80	20	100
MSW24O1422	Industrial Relations & Corporate Social Responsibility	4	80	20	100
MSW24O1522	Labour Welfare & Labour Laws	4	80	20	100
<b>Group II –Urban &amp; Rural Community Development (URCD)</b>					

MSW24O1622	Strategies and Trends in Rural Community Development	4	80	20	100
MSW24O1722	Strategies & Approaches for Tribal & Urban Community Development	4	80	20	100
MSW24O1822	Disaster Management	4	80	20	100
<b>Group III – Family and Child Development (FCD)</b>					
MSW24O1922	Social Work with Special Groups	4	80	20	100
MSW24O2022	Social Work Intervention & Family	4	80	20	100
MSW24O2122	Women Empowerment & Geriatric Social Work	4	80	20	100
<b>Group IV - Medical and Psychiatric Social Work (MPSW)</b>					
MSW24O2222	Psychiatric Social Work	4	80	20	100
MSW24O2322	Social Work in Health Care	4	80	20	100
MSW24O2422	Mental Health Education & Practices	4	80	20	100

## **Syllabus of Master of Social Work (M.S.W.)**

### **MSW Part – I Semester-I**

#### **C- CORE COURSE**

#### **Understanding Society for Social Work**

##### **Learning Objectives:**

- To understand the conceptual framework of Indian society.
- To gain the role clarity of social institutions and its importance.
- To critically analyze the challenges to state and society.
- To develop the understanding about issues and challenges related to social concern and its impact.

<b>Unit</b>	<b>Title</b>	<b>Content</b>	<b>Methodology</b>
1	Sociology as a Science of Society	<ul style="list-style-type: none"> <li>• Basic concepts of – Society, Social Institutions, Social System, Social Structure, Social Stratification, Social Control etc.</li> <li>• Society: - Characteristics and Types.</li> <li>• Group: Meaning, <b>Types</b> and Characteristics.</li> <li>• Communities: Meaning, Types, Features and Characteristics.</li> </ul>	Lecture / Presentation/ Discussion

2	<b>Indian Society and Diversity</b>	<ul style="list-style-type: none"> <li>• Meaning and concept of Culture, Customs, Values and Norms.</li> <li>• Diversity Meaning, Nature and Types.</li> <li>• The Unity in diversity.</li> <li>• Individual and Social Identities.</li> </ul>	Lecture / Presentation/ Discussion
3	Social Institutions and its Functioning	<ul style="list-style-type: none"> <li>• Meaning, Concept and Definition of social institution.</li> <li>• <b>Main types of Social Institutions</b></li> <li>• Marriage- its form and critical aspects.</li> <li>• Family – its types, Characteristics and functions.</li> <li>• Education – types and functions.</li> </ul>	Lecture / Presentation/ Discussion
4	Socialization and its importance	<ul style="list-style-type: none"> <li>• <b>Socialization: meaning and definition</b></li> <li>• <b>Stages of Socialization</b></li> <li>• <b>Agents/ Agencies and theories of socialization</b></li> <li>• <b>Importance of Socialization</b></li> </ul>	Lecture / Presentation/ Discussion
5	Social Structure and Social Change	<ul style="list-style-type: none"> <li>• Meaning and definition.</li> <li>• Social Structure &amp; Changes in – Occupation, Caste and Class Structure in Society.</li> <li>• <b>Social work intervention and social change</b></li> <li>• Law as an instrument of social change.</li> </ul>	Lecture / Presentation/ Discussion

#### Additional Material for Updated / Modified Content in the Syllabus

Unit No.	Content	Teaching – Learning Methodology	Additional Material / Source for reference
1	Types of Group	Lecture & Discussion	https://www.drishtias.com http://www.insoso.org
2	<b>Indian Society and Diversity</b>	Lecture with A V aids & Discussion	
3	<b>Main types of Social Institution</b>	Lecture with A V aids & Discussion	N. Jayapalan Publisher: Atlantic Publishers & Distributors Pvt Ltd ISBN: 9788126900060, 9788126900060
4	<ul style="list-style-type: none"> <li>• <b>Stages of Socialization</b></li> <li>• <b>Agents/ Agencies and theories of socialization</b></li> <li>• <b>Importance of Socialization</b></li> </ul>	Lecture & Discussion	https://open.lib.umn.edu
5	<b>Social work intervention and social change</b>	Lecture with A V aids & Discussion	https://www.britannica.com/topic/social-structure

**References:**

Sr.	Author	Book and Publication
1	Ram Ahuja, 1999	Indian Society and Social Institutions, Rawat publication, Jaipur.
2	Misra M.K.,2009	Indian Social Problems, Mark publication, Jaipur.
3	Dr. Vatsyayan, 1987	Social problems and welfare, Forward publication, Bombay, 1987.
4	Madan G.R., 1999	Indian Social problems, Allied publication, Bombay.
5	Gangarde K.D., 2003	Social legislation in India, Vol. I & II.
6	K. Singh, 2002	Indian Society and Social Institutions, Prakash Kendra, Lucknow-7.
7	Day, P.R. 1987	Sociology in social work practice, London, Macmillan Education
8	MacIver & Page, 1985	Society – An introductory analysis, Chennai: Macmillan India Ltd.
9	Brian J. Haraud, 1998	Sociology and social work prospective and problems, Pergamon, Press Oxford: New York.
10	Srinivas, M.N., 1966	Social change in Modern India, Mumbai: Allied Publishers
11	Theodore Caplow, 1997	The sociology of social work, Central Book Depot, Allahabad
<ul style="list-style-type: none"> <li>● Recommended Readings : (Journals &amp; Magazines)</li> </ul>		<ul style="list-style-type: none"> <li>● Indian journal of social work</li> <li>● Contemporary social work</li> <li>● Perspectives in social work</li> <li>● Sociological bulletin</li> <li>● Economic and political weekly</li> <li>● India today Outlook</li> <li>● Local and National Newspapers/Media</li> </ul>

## History and Concepts of Social Work Profession

**Learning Objectives:**

- To understand the fundamentals concepts of social work.
- To comprehend the historical context of emergence of social work
- To learn and imbibe values required for the social work practice.
- To gain and analyse the knowledge of fields of social work practice.

Unit	Title	Content	Methodology
1	Concepts of Social Work	<ul style="list-style-type: none"> <li>● Social work meaning &amp; definitions</li> <li>● Scope of social work</li> <li>● Objectives of social work</li> <li>● Functions of social work</li> <li>● Principles of social work</li> </ul>	Lecture/Discussion Assignment/ Presentation

		<ul style="list-style-type: none"> <li>• Methods of social work</li> </ul>	
2	History of Social Work in India and abroad	<ul style="list-style-type: none"> <li>• Charity</li> <li>• Scientific charity</li> <li>• Beginning of social work in abroad</li> <li>• Beginning of Social work in India</li> <li>• Objectives of social work education</li> </ul>	Lecture/Discussion Assignment/ Presentation
3	Social Work as a Profession	<ul style="list-style-type: none"> <li>• Values and social work</li> <li>• Roles of social worker</li> <li>• Attributes of Social Work Profession</li> <li>• Professional attributes in Social Work</li> <li>• <b>Objectives of Social Work Profession</b></li> </ul>	Lecture/Discussion Assignment/ Presentation
4	Theoretical terms in social work	<ul style="list-style-type: none"> <li>• Social service</li> <li>• Social welfare</li> <li>• Social reform</li> <li>• Social Policy</li> <li>• Social security</li> <li>• Social change</li> <li>• Social Development</li> </ul>	Lecture/Discussion Assignment/ Presentation
5	Social Work Intervention and fields of Social Work practice	<ul style="list-style-type: none"> <li>• <b>Concept of Social Work Intervention</b></li> <li>• <b>Levels of Intervention</b></li> <li>• Fields of social work practice-Human Resource, Family and Child, Urban and Rural, Correctional, Marginalized groups, Medical and Psychiatric</li> </ul>	Lecture/Discussion Assignment/ Presentation

#### Additional Material for Updated / Modified Content in the Syllabus

Unit No.	Content	Teaching – Learning Methodology	Additional Material / Source for reference
3.	<b>Objectives of social work Profession</b>	Lecture with PPT presentation	Murli Desai,2006,Ideologies and Social Work, Rawat Publications, New Delhi Already in the reference list
5.	<b>Concept of social work intervention</b>  <b>Levels of Interventions</b>	Lecture with PPT presentation,	Murli Desai,2006,Ideologies and Social Work, Rawat Publications, New Delhi Already in the reference list

#### References:

1. Banks, S. 1995. Ethics and Values in Social Work: Practical Social Work Series.London: Macmillan Press. Ltd.
2. Brandon, D. 1976. Zen in the Art of Helping. London: Rutledge and Kegan Paul.
3. Congress, E.P. 1998. Social Work Values and Ethics. Chicago: Nelson-Hall Publishers.

4. Desai, M. 2000. Curriculum Development in History of Ideologies for Social Change and Social Work. Mumbai: Social Education and Practice Cell.
5. Kothari, S. and H. Sethi. 1991. Rethinking Human Rights. New Delhi: Lokayan.
6. Pereira, W. 1997. Inhuman Rights: The Western System and Global Human Rights Abuse. Mapusa. Goa: The Other India Press
7. Reamer, F.G. 1995. Social Work Values and Ethics. New York: Columbia College Level Press
8. Borgatta, E.F. 1992. Encyclopaedia of Sociology. New York: Macmillan.
9. Banerjee, G.R. Papers on Social Work on Indian Perspective. Bombay: Tata Institute of Social Sciences.
10. Banka, J.A., The Society of Social Movement.
11. Boehm. W., Objectives of Curriculum on Social Work on Education.
12. Das Gupta (ed.), Towards Philosophy of Social Work.
13. Friedlander, W.A., Introduction to Social Work.
14. Friedlander, W.A., Social Work, Concepts & Methods.
15. Gokhale, S.D. (ed.), Social Welfare, Legend & Legacy.
16. Gore, M.S. (ed.), Encyclopaedia of Social Work in India. WIS. I & II.
17. Gore, M.S., Social Work & Social Work Education.
18. M.S.A. Rao (ed.), Social Movement in India

## Dynamics of Human Behaviour

### Learning Objectives:

- To understand basic concepts of human behavior.
- To understand life span approach of development.
- To comprehend the different psycho-social processes influencing human behavior.
- To have holistic perspective on human development.

Unit	Title	Content	Methodology
1	Understanding human growth and development	<ul style="list-style-type: none"> <li>• Concepts, principles of growth and development</li> <li>• Inception process</li> <li>• Principles of parenting</li> <li>• Heredity and environment</li> <li>• <b>Early deprivations and its impact on development</b></li> </ul>	Lecture/ assignment/ Presentation/ Discussion
2	Life span approach	<ul style="list-style-type: none"> <li>• Life Span Approach- Meaning</li> <li>• Indian Ashram's system of lifespan</li> <li>• Characteristics of Infancy, babyhood, childhood, adolescence, puberty, adulthood, old age</li> <li>• <b>Problems and adjustments patterns in Lifespan</b></li> </ul>	Lecture/ assignment/ Presentation/ Discussion /
3	Understanding human behavior	<ul style="list-style-type: none"> <li>• Concept and understanding of human behavior</li> <li>• Methods of studying human behavior</li> <li>• <b>Interconnection between body and environment</b></li> <li>• Adjustment and maladjustment –its causes and remedies.</li> </ul>	Lecture/ assignment/ Presentation/ Discussion

4	Psychological and social processes	<ul style="list-style-type: none"> <li>• Concept of psychological and social processes</li> <li>• Perception, Emotion, Attitude, motivation, learning, stress-frustration and conflict, defense mechanisms,</li> <li>• Public opinion, propaganda</li> </ul>	Lecture/ assignment/ Presentation/ Discussion
5	Multidisciplinary Perspectives on development	<ul style="list-style-type: none"> <li>• Economic perspective</li> <li>• Political perspective</li> <li>• Feminist perspective</li> <li>• Human rights perspective</li> <li>• <b>Internationalism</b></li> </ul>	Lecture/ assignment/ Presentation/ Discussion

### Additional Material for Updated / Modified Content in the Syllabus

Unit No.	Content	Teaching – Learning Methodology	Additional Material / Source for reference
1	<b>Early deprivation and its impact</b>	Lecture, discussion, AV aids	<a href="http://www.nature.com/articles/s41467-018-04381-8">www.nature.com/articles/s41467-018-04381-8</a> <a href="https://socialsci.libretexts.org/Bookshelves/Sociology/Introduction_to_Sociology/Book%3A_Sociology_(Boundless)/04%3A_The_Role_of_Socialization/4.01%3A_The_Role_of_Socialization/4.1D%3A_Deprivation_and_Development">https://socialsci.libretexts.org/Bookshelves/Sociology/Introduction_to_Sociology/Book%3A_Sociology_(Boundless)/04%3A_The_Role_of_Socialization/4.01%3A_The_Role_of_Socialization/4.1D%3A_Deprivation_and_Development</a>
2	<b>Problems and adjustment patterns in lifespan</b>	Lecture, discussion, AV aids	<a href="https://gfgc.kar.nic.in/holenarsipur-homescience/FileHandler/128-bdc67bbe-d145-430f-9fba-b6128ff38a3c.pdf">https://gfgc.kar.nic.in/holenarsipur-homescience/FileHandler/128-bdc67bbe-d145-430f-9fba-b6128ff38a3c.pdf</a>
3	<b>Interconnection between body and environment</b>	Lecture, discussion, AV aids	<a href="http://www.researchgate.net/publication/279616408_The_Dynamics_of_Brain-Body-Environment_Systems">www.researchgate.net/publication/279616408_The_Dynamics_of_Brain-Body-Environment_Systems</a>
5	<b>Internationalism</b>	Lecture, discussion, AV aids	<a href="http://www.ru.ac.bd/stat/wp-content/uploads/sites/25/2019/03/4_08_03_Willis-Theories-and-Practices-of-Development-2011.pdf">http://www.ru.ac.bd/stat/wp-content/uploads/sites/25/2019/03/4_08_03_Willis-Theories-and-Practices-of-Development-2011.pdf</a>

### References :

Shaizad Suhail, Ashwinee Bapat (1999)	Developmental Psychology, Himalaya Publication House, New Delhi.
Elizabeth B. Hurlock (1994)	Developmental Psychology – A Life-Span Approach, Tata McGraw-Hill Publishing Company Ltd, New

	Delhi.
Sharma R.N. (1993)	Essentials of Social Psychology, Surjeet Publications, New Delhi.
Basantani K. T. (1986)	Fundamentals of Psychology, Sheth Publishers, Bombay.
Morgan C.T et al. (1993)	Introduction to Psychology, Tata McGraw-Hill Publishing Company Ltd, New Delhi.
Vatsayan K. (1975)	Experimental Psychology, Ramnath Publishers –Meerut
Sharma J.D. (1992)	Social Psychology, Educational Publishers, Agra.
Leena Dominelli (2002)	Feminist Social Work Theory and Practice, Palgrave, NY.
John. T. Pardeck (1988)	An Ecological Approach for Social Work Practice, <i>The Journal of Sociology &amp; Social Welfare</i> , Vol. 15(2) pp-133-142.
Diana Guthrie and Stephen P. Amos (2000)	Positive Parenting Handbook, KU School of Medicine, Wichita.

## Introduction to Social Work Research

### Learning Objectives:

- To enhance the understanding about the scientific approach to human inquiry
- To gain insight about social work research in addressing problems in the field of professional practice
- To develop competence in conceptualizing, designing and using research techniques.
- To understand the nature, scope and significance of research in social work practice.

Unit	Title	Content	Methodology
1.	Fundamentals of Scientific Method & Social Work Research	<ul style="list-style-type: none"> <li>• Meaning of Scientific Research &amp; Scientific Method</li> <li>• Social Research- Meaning</li> <li>• Social Work Research- Meaning, Definition &amp; Purposes</li> <li>• Scope and Importance of research in social work</li> </ul>	Lecture & discussions
2.	Approaches in Social Work Research & Levels of Measurements	<ul style="list-style-type: none"> <li>• Approaches in Social work research Qualitative &amp; Quantitative</li> <li>• Basic assumptions in Social Work research</li> <li>• Variables and Types of Variables- <b>Discrete, Continuous, Independent, Dependent</b></li> <li>• Levels of Measurement : Nominal, Ordinal, Interval, Ratio</li> </ul>	Illustrative Lectures, Interactive session



3.	Steps in Social Work Research	<p>Steps in Quantitative Research Study</p> <ul style="list-style-type: none"> <li>• Problem Formulation</li> <li>• Review of Literature</li> <li>• Research Methodology</li> <li>• Objectives, Operational Definition</li> <li>• Hypothesis formulation, Types of hypotheses &amp; Testing of hypothesis</li> <li>• Sources of data: Primary and Secondary</li> <li>• Methods of data collection: Interview, Observation Focus Group Discussion, Panel Method</li> <li>• Tools of data collection: Observation schedule, Interview schedule, Rating Scales, Questionnaire <b>&amp;Online Method</b></li> <li>• Techniques of data collection- Simulation <ul style="list-style-type: none"> <li>- Observation- Participatory, Non Participatory</li> <li>- Interview-<b>Personal, Telephonic , Internet aided</b></li> </ul> </li> </ul>	Workshop, Lecture and discussion Tutorials
4.	Research Design & Sampling	<ul style="list-style-type: none"> <li>• Research Design- Meaning ,</li> <li>• Types of Research Design- Exploratory, Descriptive, Explanatory, Historical, Experimental, Intervention, Evaluatory, Action &amp; Participatory</li> <li>• Universe &amp; Sampling: Rationale</li> <li>• Types of Sampling – Probability &amp; Non-Probability</li> </ul>	Lectures with AV aids, Classroom exercise
5.	Qualitative Research in Social Work	<ul style="list-style-type: none"> <li>• <b>Qualitative Research- Concept &amp; Steps</b></li> <li>• <b>Case study Method- Concept, Definition, Characteristics, Types &amp; Steps</b></li> <li>• <b>Research Strategies in Case Study and Advantages of Case Study</b></li> <li>• <b>Characteristics of Case Study Researcher</b></li> </ul>	Lectures, Seminar

#### Additional Material for Updated / Modified Content in the Syllabus

Unit No.	Content	Teaching – Learning Methodology	Additional Material / Source for reference
3.	Tools of data collection- <b>Online Mode</b>	Lecture with A V aids	<a href="https://www.questionpro.com/online-data-collection-research-panel.html">https://www.questionpro.com/online-data-collection-research-panel.html</a>
3.	Interview- <b>Personal, Telephonic , Internet aided</b>	Role Play and Lecture	
4.	<b>Cross Sectional &amp; Longitudinal</b>	Lecture with A V aids,	Dr. D. K. LaldasResearch Methodology
5.	<b>Qualitative Research – Concept &amp; Steps</b>	Lecture and Discussion	

5.	<b>Case study Method- Concept, Definition, Characteristics, Types &amp; Steps Research Strategies in Case Study and Advantage of Case Study Characteristics of Case Study Researcher</b>	Interactive Sessions	Laldas, D. K.2000 Practice of Social Research, Jaipur: Rawat Publication
----	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------	--------------------------------------------------------------------------------

**References:**

Ahuja, Ram.2001	Research Methods, Jaipur : Rawat Publication
Denzin, Norman, K. & Lincoln, Y.S. (Eds.) 2000	Handbook of Qualitative research (IInd eds.) New Delhi : Sage Publication.
May Tim 1997	Social research : Issues, Methods & Process, Buckingham Open College Level Press.
Marashall, Gatherine and Rosaman, G.B. 1999	Designing Qualitative research, IIIrdEdn. New Delhi Sage Publications.
Dr. D. K.Lal Das 2005	Designs of Social Research, Jaipur: Rawat Publications
Mukherji, Partha N. (eds) 2000	Methodology in Social Research : Dilemma and perspective, New Delhi Saga Publications.
Padgett, Deborah, K. 1988	Qualitative Methods in Social work Research, new Delhi Saga Publications.
Ramchandran, P. 1990	Issues in Social work research in India, Bombay : Institute for community Organization Research.
Rubin A and Babbre K. 1993	Research methods for social work, California Brooks Cole Publishing co.
K. Singh 1994	Techniques & Methods of Social Survey Research & Statistics, Lucknow: Prakashan Kendra
Shah. F.V. 1977	Reporting research, Ahmedabad : Rachna Prakashan
Silverman, David (Eds.) 1997	Qualitative Research, new Delhi : Sage Publication.
Yin. Robert, K. 1994	Case study research: Design and methods, New Delhi : Sage Publications.
Thakur Devendra 2009	Research Methodology in Social Sciences, New Delhi : Deep & Deep Publications
Jain Gopal Lal 2003	Research Methodology, Jaipur: Mangaldeep Publications
Bhandarkar P.L. Wilkinson 2004	Methodology & Techniques of Social Reseach , Mumbai : Himalaya Publication House
Laldas, D. K.2000	Practice of Social Research, Jaipur: Rawat Publication
Kothari C. R. 2005	Research Methodology, Bangalore: New Age India Ltd Publisher
Palekar S. A. 2007	Research Methods in Social Work, Agra: Current Publications
Alston Margaret & Bowles W. 2003	Research for Social Workers, Jaipur: Rawat Publications

## Introduction to Social Case Work

### Learning Objectives:

- To develop understanding the concept and context of social case work method.
- To make aware about the process of case work method in social work.
- To gain sound theoretical and skill background for social case work practice.
- To develop mode of conducting case study and case work.

Unit	Title	Content	Methodology
1	Foundation of Social Casework	<ul style="list-style-type: none"> <li>➤ Historical development of casework</li> <li>➤ Definitions and Concept</li> <li>➤ Values</li> <li>➤ Goals and Principles</li> <li>➤ <b>Casework and Social work</b></li> </ul>	Lecture/ assignment/ Presentation/ Discussion
2	Components of social case work Process	<ul style="list-style-type: none"> <li>➤ Concept of social functioning</li> <li>➤ Components of casework</li> <li>➤ person, problem, place, process, relationship</li> <li>➤ Process- Intake, Psycho-social study,</li> <li>➤ <b>Psycho –sociodiagnosis</b>, interventions, termination, evaluation, follow-up</li> </ul>	Lecture/ assignment/ Presentation/ Discussion
3	Tools, techniques & skills in social casework	<ul style="list-style-type: none"> <li>➤ Concept of tools in social case work</li> <li>➤ Concept of techniques in social case work</li> <li>➤ Various tools &amp; techniques in social casework-listening, observation, communication,</li> <li>➤ <b>Skills set for Social Case work</b>-exploring problems, resource mobilization, home visit, finding alternate solutions, referral, getting information, recording.</li> </ul>	Lecture/ assignment/ Presentation/ Discussion
4	Interview & Recording	<ul style="list-style-type: none"> <li>➤ Concept &amp; Definitions of interview</li> <li>➤ <b>Interview process</b></li> <li>➤ Interview as a technique- Exploration, ventilation, topical shift, logical, reasoning</li> <li>➤ Concept, definition &amp; importance of recording</li> <li>➤ Types of recording- process, narrative, role, summary, abstract.</li> </ul>	Lecture/ assignment/ Presentation/ Discussion
5	<b>Settings of Social casework Intervention</b>	<ul style="list-style-type: none"> <li>➤ School</li> <li>➤ Family</li> <li>➤ Industry</li> <li>➤ Mental health</li> </ul>	Lecture/ assignment/ Presentation/ Discussion

### Additional Material for content in the Syllabus

Unit No.	Content	Teaching – Learning Methodology	Additional Material / Source for reference
----------	---------	---------------------------------	--------------------------------------------

1	Casework & Social Work	Lecture with A V aids	<a href="https://en.wikipedia.org/wiki/Caseworker">https://en.wikipedia.org/wiki/Caseworker</a>
2	Psycho- Social Diagnosis	Role Play and Lecture	<a href="https://www.slideshare.net/imranahmad131/components-of-social-casework-by-imran-ahmad-sajid">https://www.slideshare.net/imranahmad131/components-of-social-casework-by-imran-ahmad-sajid</a>
3	Skills set for for social casework	Lecture with A V aids,	<a href="http://egyankosh.ac.in/bitstream/123456789/58727/1/Unit4.pdf">http://egyankosh.ac.in/bitstream/123456789/58727/1/Unit4.pdf</a>
4	Interview Process	Lecture and Discussion	<a href="http://www.ignou.ac.in/upload/bswe-02-block1-unit-5-small-size.pdf">http://www.ignou.ac.in/upload/bswe-02-block1-unit-5-small-size.pdf</a>
5	Settings for Social casework intervention	Interactive Sessions	<a href="http://www.bdu.ac.in/schools/social-sciences/social-work/docs/studymaterials/Social_Case_Work_Practice_or_Working_with_Individuals_UNIT_II.pdf">http://www.bdu.ac.in/schools/social-sciences/social-work/docs/studymaterials/Social_Case_Work_Practice_or_Working_with_Individuals_UNIT_II.pdf</a>

### **References:**

1. Compton, B.R. &Galaway, B., 1979. Social work processes, Illinois: The Dorsey Press
2. Cross, C.P. (Ed.),1974. Interviewing and communication in social work, London: Routledge and Kegan Paul
3. Garrett, A. 1942. Principles of social case recording, New York: Columbia College Level Press.
4. Glickin, M.D. 2004. Using the strengths perspective in social work practice, New York: Allyn and Bacon
5. Kadushin, A. 1972. Interviewing in social work, New York: Columbia College Level Press
6. Pearlman, Helen Harris, 1957.Social case work: A problem solving process, Chicago College Level of Chicago Press
7. Poorman Paul, 2003. Micro skills and theoretical foundations for professional helpers, New York: Allyn & Bacon
8. Robert W. & Robert H.1970. Theories of social case work, Chicago: College Level of Chicago Press
9. Richmond Mary1917.Social diagnosis, New York: Free Press
10. Salisbury Eric, 1970. Social diagnosis in case work, London: Routledge and Kegan Paul
11. Hollis, Florence, 1976. A psychological therapy, New York: Random House
12. Hamilton Garden,1951. Practice of social case work, New York : Columbia College Level Press
13. James A. Pippin, 1982.Developing Casework Skills, Sage Publications, London.
14. Brenda Dubois & Karla Miley, Social Work: An empowering Profession.
15. Bannerji, G.R,1967.Concept of Being in the Practice of Social Work, Indian
16. Journal of Social Work, Mumbai:Tata Institute of Social Sciences.
17. Bannerji, G.R,1971.Some Thoughts on Professional Self in Social Work, Indian
18. J. Clare Wilson and Martine Powell, 2001, Interviewing Children-Essential skills for counsellors, police ,lawyers and social workers,Allen& Unwin, Australia.

## **Introduction to Social Group Work**

### **Learning Objectives:**

- To provide a knowledge base on the concept of Social group work
- To understand social group work practice relevant to Indian conditions;

- To provide insights into the various dimensions of group processes and group development;

Unit	Title	Content	Methodology
1	Introduction to Group Work	<ul style="list-style-type: none"> <li>• Definition and characteristics of group work</li> <li>• Aim and Objectives of Social Group Work.</li> <li>• Influence of group on individuals and Society</li> <li>• Types of Social Group Work</li> </ul>	Lectures
2	Basic Concepts of Group Work	<ul style="list-style-type: none"> <li>• Ethics and value base of social group work</li> <li>• Principles of Social Group Work.</li> <li>• Group work as a method of social work Practice</li> <li>• <b>Theories of Group formation</b></li> </ul>	Lectures & discussion
3	Group Work Process	<ul style="list-style-type: none"> <li>• Group Work Process or stages of working with group.</li> <li>• Communication and interactions in groups</li> <li>• Forms of interaction</li> <li>• <b>Factors influencing interaction</b></li> </ul>	Lectures & Assignment
4	Core Skills of Group Work	<ul style="list-style-type: none"> <li>• Communication, Listening,</li> <li>• Analytical Thinking,</li> <li>• <b>Evaluation skills</b></li> <li>• Recording</li> </ul>	Lectures & Discussion
5	Techniques of Working with Groups and Group Dynamics.	<ul style="list-style-type: none"> <li>• Name learning techniques, group activities, group discussion.</li> <li>• Social skills techniques,</li> <li>• Group Development, understanding of Group Dynamics.</li> <li>• Theories of Group Dynamics.</li> </ul>	Lectures & Presentation

### Additional Material for Updated / Modified Content in the Syllabus

Unit no	Content	Teaching/Learning method	Additional material/source for reference
2	Theories of group formation	Lecture and Discussion	<a href="https://www.yourarticlelibrary.com/organization/group-dynamics/4-important-theories-of-group-formation-with-diagram/63900">https://www.yourarticlelibrary.com/organization/group-dynamics/4-important-theories-of-group-formation-with-diagram/63900</a>
3	Factors influencing interaction	Lecture and Assignment	<a href="https://app.myeducator.com/reader/web/885/chapter4/te9rf/">https://app.myeducator.com/reader/web/885/chapter4/te9rf/</a>
4	Evaluation skills	Lecture and Discussion	<a href="https://ohiostate.pressbooks.pub/swk3402/chapter/module-1-chapter-3-practice-evaluation-as-evidence/">https://ohiostate.pressbooks.pub/swk3402/chapter/module-1-chapter-3-practice-evaluation-as-evidence/</a>

## References:

Alissi A.S. 1980-	Perspectives on Social Group Work Practice: A book of Readings, New York : The free Press.
Balgopal P.R. and Vassil T.V. 1983	Groups in Social work : An Ecological Perspective, New York : Macmillan Publishing co. Inc.
Brandier S. and Roman C.P. 1999	Group work skills and strategies for Effective Interventions, New York : The Haworth Press.
Bandier S. and Roman C.P. 1991	Group work Skills and strategies for Elective Intervention, New York: The Haworth Press.
GaklandJ.a. (Ed). 1992	Group work Reaching Out People, Places and Power New York : The Haworth Press.
Garwin C. 1987	Contemporary Group work, New York : Prentice Hall Inc.
Remp C.G. 1970	Perspective on the Group Process, Boston : Houghton Hillion C.
Klein A.F. 1970	Social work Through Group Process : School of social welfare, Albany state College Level of New York.
Konopka G. 1963	Social Group work A Helping process Englewood Cliff NJ : Prentice Hall inc.
Kurland R and saimer R. 1998	Teaching a methods course in social work with group, Alexandria council on social work education.
Prof. P. D. Misra (2010)	Social Group Work : Theory & Practice
David Capuzzi, Douglas R. Gross (2010)	Introduction to Group Work,
Dr. R. K. Gupta (2014)	Social Group Work in India

## Community Organization & Development Practices

### Learning Objectives:

- To Develop understanding regarding community organization as a method of social work
- To Understand the critical elements of development practice
- To Enhance the understanding of the roles of the agencies and community organizer
- To Enhance critical understanding of the models and strategies for community organization and development practices

Unit	Title	Content	Methodology
1	Introduction to Community	<ul style="list-style-type: none"> <li>• Definition of community</li> <li>• meaning of community, sociological, cultural and social work perspective of community, geographical and functional community</li> <li>• Types of community, urban , rural, tribal community</li> <li>• Transition in community, process of integration and dis-integration of community</li> </ul>	Lecture , Discussion, exercise, assignment