### MASTER OF SOCIAL WORK

#### FIRST SEMESTER

<table>
<thead>
<tr>
<th>Title of the Paper</th>
<th>Internal Assessment</th>
<th>Semester End</th>
<th>Total Marks</th>
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<tbody>
<tr>
<td>SW01. Social Work Profession, Philosophy and Ideology</td>
<td>30 + 70</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>SW02. Man and Society</td>
<td>30 + 70</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>SW03. Dynamics of Human Behaviour</td>
<td>30 + 70</td>
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<td>100</td>
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<tr>
<td>SW04. Social Case Work and Social Group Work</td>
<td>30 + 70</td>
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<tr>
<td>SW05. Concurrent Field Work Internal</td>
<td></td>
<td>75</td>
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Total 475

#### SECOND SEMESTER

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<tbody>
<tr>
<td>SW06. Community Organization and Social Action</td>
<td>30 + 70</td>
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<td>100</td>
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<tr>
<td>SW07. Community Development</td>
<td>30 + 70</td>
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<td>100</td>
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<tr>
<td>SW08. Working with Families</td>
<td>30 + 70</td>
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<tr>
<td>SW09. Social Work Research and Statistics</td>
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<td>SW10. Concurrent Field Work Internal &amp; External</td>
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<tr>
<td>Non-Core Fundamental of Social Work</td>
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Total 575
### MASTER OF SOCIAL WORK
#### THIRD SEMESTER

<table>
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<tr>
<td>SW11. Social Policy, Planning and Social Welfare Administration</td>
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<tr>
<td>SW12. Management of Organizations</td>
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<td>SW13. Medical and Psychiatric Social Work</td>
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<td>SW14. Labour Legislation and Labour Welfare</td>
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<td>SW15. Concurrent Field Work Internal</td>
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<td>Non-Core Social Work Interventions</td>
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### MASTER OF SOCIAL WORK
#### FOURTH SEMESTER

<table>
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<tr>
<td>SW16. Women and Development</td>
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<tr>
<td>SW17. Gerontological Social Work</td>
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<td>SW18. Correctional Social Work</td>
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<tr>
<td>SW19. Human Resource Management and Industrial Relations</td>
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<td>SW20. Concurrent Field Work</td>
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<td>SW21. Block Field Work</td>
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<td>SW22. Viva – Voce</td>
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**Block Field Work:**

At the end of the Fourth Semester, candidates shall have Block Field work Placement in the Social Welfare Agencies/Industries for a period of 45 (Forty Five) days continuously.
Unit-1:
History of Social Reform in India in 19th and 20th Centuries – Social Reform Movements in India – Gandhian Ideology and Sarvodaya Movement.

Unit-2
Definition and scope of social work; Origin of Social Work Profession in U.K and U.S.A – generic principles of social work; New approaches to social work – Developmental and radical

Unit-3
Social work Ethics; concept and Philosophy, ethics – goals, values, functions of social work – personal attributes of a social workers. – Social work as a profession – attributes of a profession- values, attitudes and professional ethics.

Unit-4
Interface between professional and voluntary social work – ideology of voluntary organizations and voluntary action.

Unit-5
Practice of social work in various fields: community Development, Medical and Psychiatric Social work, correctional social work, Family and child welfare, labour welfare.

REFERENCES
1. Friedlander, W.A. Concept and Methods or Social Work
2. Gore, M.S. Social Work and Social Work Education
4. Wadia, A.R. History and Philosophy of Social Work in India
5. Friedlander, M.A. Introduction to Social Welfare. and Apte, R.A.
6. Moorthy, M.V. Social Work – Philosophy, Methods and Fields Govt. of India Encyclopedia of Social Work, (Vols. 1, 2, 3 and 4.)
SW02: MAN AND SOCIETY

Unit-1

Unit-2
Social Institutions – Marriage, forms of marriage; Family- types, changes in the structure and functions- kinship meaning, characteristics – Caste- meaning, characteristics, changes –Social Structure- meaning, Role and Status.

Unit-3
Social Groups, meaning, types- Primary and Secondary groups, In-groups, Out-Groups, Reference Groups.

Unit-4
Socialization, meaning and agencies- Social control- meaning and agencies. Social Movements in India- Types. Culture – meaning and contents- Customs, Norms, Values, Folklore, Mores.

Unit-5

REFERENCES
Unit-1

Unit-2
Nature and principles of human growth and development – stages of life span from conception to old age – Theories of human development – Freud’s Psycho-sexual theory; Erickson’s psycho social theory. Relevance of social work practice across the stages of development.

Unit-3
Personality: meaning, definition, types of personality. Factors in adjustment, stress, frustration and conflicts- Defence mechanism – types.

Unit-4

Unit-5
Attitudes – Formation and change of attitudes – Leadership – types, traits and functions.

REFERENCES
SW04: SOCIAL CASE WORK AND SOCIAL GROUP WORK

Unit-1
Social case work- definition, method in Social work – values and principles of case work – components of case work method: person, problem, process and place.

Unit-2
Case work process: study, assessment, intervention, termination and evaluation – case work tools – interview, home visit, observation, listening, communication skills, rapport building, recording techniques of case work: supportive; resource enhancement and counseling.

Unit-3
Social group work – Definition – as a method in social work - Principles in group work – leadership in group work process- programme planning –Nature and importance.

Unit-4
Concept of group dynamics –its nature and significance – Importance of recording in social group work, Types of recording Importance of Evaluation, Types of Evaluation.

Unit-5
Use of case work in different settings like health, school, industry, correctional institutions and de-addiction programmes- Nature and scope of social group work practice in various settings such as orphanages, old age homes, community centres. Industries, hospitals and rural, urban, tribal community development programmes.

REFERENCES

SECOND SEMESTER

SW06: COMMUNITY ORGANIZATION AND SOCIAL ACTION

Unit-1:
Concept of Community and Community Organization – Definition, Meaning and Scope, Models; Skills of Community Organizer, Community Organization as a Method in Social Work – Major Forms and Characteristics of Community.

Unit-2

Unit-3
Community Organization Process, Programmes, Content – Role of N.G.Os – Self Help Groups – Micro Level Planning – People’s Participation in Development Programmes.

Unit-4

Unit-5

REFERENCES

1. Ross, M.G. Community Organization, Theory and Practice.
2. Gangrade, K.D. Community Organization in India.
5. Siddiqui Social Work and Social Action

2) Village Education and Development Society.
3) Rayalaseema Development Trust.
4) Young India Project.
SW07: COMMUNITY DEVELOPMENT

Unit – 1
Rural Community Definition, Characteristics of Rural Communities, Changes in Rural Communities. Urban Community Definition, Urbanization Characteristics of Urban Communities. Tribal Community: - Definition and Characteristics of Tribal Communities differences between Rural, Urban and Tribal Communities.

Unit – 2

Unit – 3

Unit – 4

Unit – 5
Concept and Philosophy of Community Development – Objectives – Programmes for Rural, Urban and Tribal Development – Scope of Social Work.

REFERENCES
SW08: WORKING WITH FAMILIES

Unit-1
Family- Changing Indian family – retrospect and prospect ideology of family rights – types of families – dual earner/ career families; single parent families, female headed households, childless families – emerging problems of families and needed services. Social work with families.

Unit-2
Family counselling- Counselling process and skills of counselling – types of counselling and important techniques – role of family counsellor –premarital, marital and divorce counselling – inter-professional dialogue – code of ethics for counsellors.

Unit-3
Family life education – Concept , need, principles , techniques, content and programmes- Sex Education and Population Education, Social work practice in the context of family life education.

Unit-4

Unit-5

REFERENCES
5. Desai U.G. and Naik R.D. Problems of Retired People in Bombay, TISS.
6. Fouseca Habal Counselling for marital Happiness
10. Jordon Willian The Social Workers in Family Situation Kapadia, K.M. Marriage and Family in India Oxford University Press, Delhi
UNIT - 1

**Scientific Method:** Nature and Characteristics – Social Science Research and Social Work Research. **Methods of Research:** Historical, Pure and Applied Research, Observation, Survey Method, Case Study and PRA Techniques.

UNIT - 2

**Research Design:** Exploratory, Descriptive, Experimental, Diagnostic Research Designs. **Steps in Research:** Selection of Topic, Formulation of Problem, Identification of Variables – Hypothesis.

UNIT - 3

**Sampling Methods:** Types and Problems of Sampling – **Tools of Research:** Observation, Questionnaire and Interview Schedule. **Research Analysis:** Sources of Data, Data Collection, Classification, Tabulation, Analysis and Interpretation – **Research Report Preparation**

UNIT - 4

**Statistical Methods:** Averages, Dispersions, Correlation.

UNIT - 5

**Statistical Methods:** Chi-square Test – Z Test – Pie Charts, Histogram, Pictogram and Cartogram – Importance and Limitation of Statistics.

**REFERENCES**

3. Methods and Technique of Social Survey and Research, by Dr. Vatsayayan, Kedar Nath Ram Nath.

THIRD SEMESTER

SW 11: SOCIAL POLICY, PLANNING AND SOCIAL WELFARE ADMINISTRATION

Unit-1

Unit-2

Unity-3

Unit-4

Unit-5
Administrative Process, Planning, Organizing, Staffing, Decision making, Co-ordinating, Delegation in Administration Reporting, Fitting and Correspondence – Financial and Office Administration – Budgeting, Fund Raising, Accounting, Office Processing – Role of Non – Governmental Organizations. (NGO’s)/ Voluntary organizations in Development.

REFERENCES
SW 12: MANAGEMENT OF ORGANIZATIONS

Unit-1
Human service organizations – their Characteristics like size, nature and design-
social response to social needs – origin and growth of organization-external
environment.

Unit-2
Establishment Registration, different types of legislations – the Societies
Registration Act, 1860 – legislations relating to trusts, etc. – Organizational goals:
vision, mission and values.

Unit-3
Management of human service organizations: governance and administration,
Boards- executive boards, Professional and other staff relationship –
communication: team building, governance and accountability in NGO's.

Unit-4
Financial Management: Organizational budget – sources of finance- themes and
methods of resource mobilization, corporate social responsibility – trends and
issues.

Unit-5
Project Management: Elements of project planning, guidelines for formulation of
project proposals: project implementation, monitoring and evaluation – their
relevance to social work practice.

REFERENCES

   Sons, New Delhi
3. Denver, J.C. (1979): Office the Non administration, Plymouth, Mac Donald and Evans
5. Encyclopaedia of Social Work in India, (1968): Publications Division, Govt of India, New
   Delhi.
    Development 8 (1), 95-110.
    Development, New Delhi: Vistaar.
SW 13: MEDICAL AND PSYCHIATRIC SOCIAL WORK

Unit - 1

Unit - 2
Sociological Perspectives on Illness, Access to Health Care, Social Epidemiemiology, Nutrition, Childhood Disorders, Cancer, Leprosy, T.B., HIV/AIDS.

Unit – 3
Community Health, Primary Health Care, Health Education and Communication. Hospital as a Social System.

Unit - 4
Normal and Abnormal Psychology – meaning and Scope, Historical back ground of Abnormal Psychology, Symptoms and Syndromes.

Unit - 5
Classification of Mental Disorders, Psychotic and Neurotic Disorders, Psychosomatic Disorders, Treatment of Abnormal Behaviour, Alcoholism and Drug Addiction, Role of Social Worker in the field of Medical & Psychiatric social work .

REFERENCES

SW 14: LABOUR LEGISLATION AND LABOUR WELFARE

Unit-1

Unit-2

Unit-3

Unit-4

Unit-5

REFERENCES

FOURTH SEMESTER

SW 16: WOMEN AND DEVELOPMENT

Unit-1
Demographic composition of women, Changing perspectives of the roles and obligations of the women through history – Regional variation in sex ratio. Implications of the declining sex ratio.

Unit-2
Sexual division of labour – invisibility of women’s work, self – employed women – types and specific problems.

Unit-3
Violence against women – feticide, infanticide, child marriage, rape, battering, sati, dowry deaths, sexual harassment.

Unit-4
Status of women – in Indian society before and after Independence – gender discrimination, Gender equity, Gender justice- Women empowerment – Theoretical Perspectives.

Unit-5

REFERENCES

2. Everett J: Women and Social Change in India;
SW17: GERONTOLOGICAL SOCIAL WORK

Unit 1
Elderly – definition of the aged, concepts of Geriatrics and Gerontology- The demographic profile of elderly – Ageing trends of increasing Ageing Population in India.

Unit-2:

Unit-3
Problems of the elderly – Social, Economic, Health Psychological, Familial; neglect and abuse of the elderly, Status of the aged in traditional and modern society.

Unit-4:

Unit-5
Services for the elderly – constitutional and legislative provisions for the welfare of the elderly, institutional and non- Institutional services for the elderly- role of Governmental and non-Governmental Organizations for the Welfare of the Aged.

REFERENCES

SW18: CORRECTIONAL SOCIAL WORK

Unit-1

Unit-2:
Punishment: Concept, Definition, Meaning Types, Theories – Limitations of Punishment.

Unit-3
Correction: Concept, Definition, Meaning, Philosophy, Historical back ground.

Unit-4
Correctional Institutions: Central Prison, Remand Homes, Borstal Schools, Juvenile Courts – Prison Reforms

Unit-5

REFERENCES

5. Grillin and Grillin: Criminology and Penology.
6. E.H. Sutherland: Punishment and Social Structure; Colombia University, New York.
SW 19: HUMAN RESOURCE MANAGEMENT AND INDUSTRIAL RELATIONS

Unit-1

Unit-2

Unit-3

Unit-4

Unit-5

REFERENCES
9. Moorthy, M.V. Industrial Relations and Labour Welfare
13. Tirpati. Trade Unionism in India.
14. Punekar, S.D. Industrial Relations in India.