Bagalkot University,

(A State Public University of Govt. of Karanataka)

Jamkhandi

The Draft

COURSE STRUCTURE AND SYLLABUS
As per the Choice Based Credit System (CBCS)
for
MASTER OF SOCIAL WORK (M.S.W)

w.e.f
Adopted from RCU Belagavi applicable from the Academic Year 2023-24

BAGALKOT UNIVERSITY, JAMKHANDI

DEPARTMENT OF STUDIES IN SOCIALWORK
UNDER THE SCHOOL OF SOCIAL SCIENCES

Course Structure and Syllabus for Post-Graduate Programme
in
Master of Social Work (M.S.W)
under

Choice-Based Credit System (C.B.C.S)

w.e.f.2023-24

Preamble for PG Syllabus of Bagalkot University

Bagalkot University Jamkhandi has been established by the Government of Karnataka and has started functioning from the academic year 2023-24. All the degree colleges other than engineering and medical colleges in the district of Bagalkote, are affiliated to this university as per the Karnataka State Universities Act 2000, as modified by the 26th Act of 2022. The students taking admission to any of the colleges in the district of Bagalkote, from the academic year 2023-24 will be students of Bagalkot University. The Chancellor of the university, the honorable Governor of Karnataka, has instructed the Vice chancellor and the university to adapt, the rules and regulations of the parent university, Rani Channamma University, Belagavi for the immediate activities (Letter from the office of the Governor GS 01 BGU 2023 dated 17/05/2023).

In this connection, Bagalkot University has adapted the Postgraduate syllabus from RCU, Belagavi for all the 2 year PG programmes such as MA, MSC, M.COM, MCA, MSW etc. The first year syllabus is being published. The higher semester syllabi will be published in due course. The syllabus is being published as one electronic file for each degree and is self contained. Only the subject codes/ question paper codes are changed. The subject code format is described in the following.

Subject Code Format

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Ver	Uni. Code		DEGREE			SEM		DISCIPLINE			SUB. TYPE			SL. NO. IN DISC. & S. TYPE		TH/ LAB /B/I NT.
1	2	6	M	S	C	0	1	P	H	Y	H	C	C	0	1	T
1	2	6	M	A	M	0	1	H	I	S	H	C	C	0	1	T

[1]The Version information gives the version of the syllabus. It can take values 1,2..9,a,b,…

[2-3] The University UUCMS Code

[4-6]The UG degree codes to be provided as

Sl. No	Degree Code	Degree
1	MSC	Master of Science
2	MAm	Master of Arts
3	M.COM	Master of Commerce
4	MBA	Master of Business Administration
5	MCA	Master of Computer Applications
6	MSW	Master of Social Work

[7-8]The Semester Information is provided as

Sl. No	Semester
1	'01
2	'02
3	03
….	

[9-11]The Discipline Information to be provided as

Sl No	Degree	Discipline Code
1	MCM-M.COM	XXX
2	MCA	XXX
3	MBA	XXX
4	MSW	XXX
5	MA	'HIS',GEO','KAN', 'HIN' etc. The detailed list is to be provided
6	MSC	'PHY','CHE', 'BOT','ELN' etc. The detailed List is to be Provided

[12-14]The Subject Type to be provided as

Sl. No.	TYPE	Description
1	HCC	Hard Core Code
2	SCC	Soft Core code
3	OEC	Open Elective Course
4		
5		

[15-16]The Running Serial Number is to be provided for a particular discipline and subject type 01 to 99

[17] This character specifies the category of the subject namely, T=theory, L-Lab, F-Field Work, P-Project, I-Internship, B- Bothe theory and Lab

Course Structure and Syllabus for Post-Graduate Programme
in
Master of Social Work (M.S.W)
under
Choice-Based Credit System (C.B.C.S)

SEMESTER–I

Sl. No.	Course Code	Course Type	Title of the Course/Paper	Instruction hrs/week	Duration of Exam (hrs)	IA	Exam	Total	Credits
						Marks			
1.	126MSW01XXXHCC01T	HC (T)	Introduction to Social Work(History, Philosophy and Ideology)	4	3	20	80	100	4
2.	126MSW01XXXHCC02T	HC(T)	Social Case Work	4	3	20	80	100	4
3.	126MSW01XXXHCC03T	HC(T)	Social Group Work	4	3	20	80	100	4
4.	126MSW01XXXHCC04T	HC(T)	Community Organization and Participatory Development	4	3	20	80	100	4
5.	126MSW01XXXHCC01F	HC (P)	Social Work Practicum– I (Orientation Lectures &Visits, Skill Lab and Camp)	1 per student*	Viva-Voce	20	80	100	4
6.	126MSW01XXXSCC01T 126MSW01XXXSCC02T 126MSW01XXXSCC03T	SC/E (T)	1.6a.Professional Competencies for SocialWork OR 1.6 b. Development Communication OR 1.6c.LifeSkills	4	3	20	80	100	4
			Total					600	24

T:Theory, P:Practical, HC:HardCore, SC:SoftCore, E:Electives.

*The UGC Model Curriculum for Social Work Education (2001,p.14) states that**"…each learner should get about forty-five to sixty minutes of individual instruction"**(enclosed as "Annexure 1") for Social Work Practicum. Thus, it may be noted that the instructional hours for "Social Work Practicum" for each of the Faculty vary depending on the number of students allocated to them. Hence, for a batch of eight students, for example, the Faculty is expected to provide eight hours of individual and group instructions as has been laid down in the syllabus. Further, since Papers pertaining to "Social Work Practicum" are of Practical nature, **two instructional hours are treated as equal to one hour of theory class**. Thus, for example, the workload for the faculty guiding a batch of eight students for Social Work Practicum can be treated as 4 hours per week (i.e. 8 Hrs/2 = 4 Hrs). **N**eedless to say that the workload for each of the Faculty increases proportionately with the increase in the number of students allocated under his/her guidance for Social Work Practicum in keeping with the guidelines given in *The UGC Model Curriculum for Social Work Education* (2001, p. 14) as specified above (i.e. forty-five to sixty minutes of instruction for each student).

SEMESTER–II

Sl. No	Course Code	Course Type	Title of the Course/Paper	Instruction hrs/week	Duration of Exam (hrs)	Marks			Credits
						IA	Exam	Total	
1.	126MSW02XXXHCC05T	HC(T)	Social Work Administration And Social Action	4	3	20	80	100	4
2.	126MSW02XXXHCC06T	HC(T)	Psychological Foundation for Social Work	4	3	20	80	100	4
3.	126MSW02XXXHCC07T	HC(T)	Social Sciences Foundation For Social Work	4	3	20	80	100	4
4.	126MSW02XXXHCC08T	HC(T)	Fields of Social Work Practice	4	3	20	80	100	4
5.	126MSW02XXXHCC02F	HC (P)	Social Work Practicum – II(Concurrent Field Work & Summer Placement)	1 per student*	Viva-Voce	20	80	100	4
Open Elective Course (OEC)									
6.	126MSW02XXXOEC01T	OEC (T)	Management of Non-Governmental Organization	4	3	20	80	100	4
Total								**600**	**24**

T:Theory, P:Practical, HC: Hard Core, OEC: Open Elective Course.

* *The UGC Model Curriculum for Social Work Education* (2001, p. 14) states that **"… each learner should get about forty-five to sixty minutes of individual instruction"** (enclosed as "Annexure 1") for Social Work Practicum. Thus, it may be noted that the instructional hours for "Social Work Practicum" for each of the Faculty vary depending on the number of students allocated to them. Hence, for a batch of eight students, for example, the Faculty is expected to provide eight hours of individual and group instructions as has been laid down in the syllabus. Further, since Papers pertaining to "Social Work Practicum" are of Practical nature, **two instructional hours are treated as equal to one hour of theory class**. Thus, for example, the workload for the faculty guiding a batch of eight students for Social Work Practicum can be treated as 4 hours per week (i.e. 8 Hrs/2 = 4 Hrs).**N**eedless to say that the workload for each of the Faculty increases proportionately with the increase in the number of students allocated under his/her guidance for Social Work Practicum in keeping with the guidelines given in *The UGC Model Curriculum for Social Work Education* (2001, p. 14) as specified above (i.e. forty-five to sixty minutes of instruction for each student).

SEMESTER – I

Paper Code: 126MSW01XXXHCC01T
Paper Type: Hard Core (Theory)
Paper Title: Introduction to Social Work (History, Philosophy and Ideology)

Introduction:
This course aims at introducing the learners to a critical inquiry into the history and ideologies of social change and professional social work.

Objectives:
1. Understand the history of evolution of social work profession, both in India and the West.
2. Develop insights into the origin and development of ideologies, approaches to social change.
3. Understand rationale, goals, ideals and ethics for social change.
4. Understand the perceptions of people and social problems, the status of benefactors and their motives.
5. Develop skills to understand contemporary reality in its historical context.
6. Understand self as a part of own environment and explore own assumptions, ideals, values to develop sensitivity to marginalization of vulnerable groups.

Course Content:

UNITI
Social Work: Meaning and Definitions–Goals and Functions of Social Work-Values and Principles of Social Work-Roles of Social Work.
Attributes of a profession, social work as a profession, social workers as a professional.
Origin and Development of Social Work: Origin and Development of Organized/ Scientific Charity in the U.K.- Origin and Development of Social Work in the U.S.A.

UNITII
History of Indian Ideologies for Social Change:
Ancient Period: Vedic and Non-Vedic Ideologies (Dravidian, Charvaka, Buddhist, and Jain Ideologies); Medieval Period: Vedantic Ideology – Sikhism – Zoroastrianism in India – Islam in India – Ideology of Basavanna – Mysticism of Bhakti and Sufi movements; Modern Period: Christianity in India – Hindu reform movements-Phule, Ambedkar and Periyar's Thoughts-Gandhian ideology and Sarvodaya movement.

UNITIII
History of Western Ideologies for Social Change:
Ancient Period: Greek Philosophy and Judeo-Christian ideologies; Medieval Period: Protestantism and Secular Humanism; Modem Period: Rationalism, Democracy, Welfarism, and Human Rights.

UNITIV
Social Work Education in India: Historical Evolution of Social Work Education in India - Social Work Practicum and importance of supervision in practicum-Highlights of the Reports of the First, Second and Third Committees appointed by the UGC to Review Social Work Education in India.
Indian Constitution and the role of state in providing social welfare services.
Ideology of action groups and bsocial movements - Ideology of non-governmental organisations. Ideology of Nationalism and excesses of nationalist movement.
Interface between Professional and Voluntary Social Work in India.

UNIT-V

Social Work Ethics: Concept of Ethics-Ethical Responsibilities in social work-Ethical Decision Making and Dilemmas in Micro and Macro Social Work Practice.

Spirituality and Social Work.
Overview of different methods of Social Work.
Status of International and National Professional Associations.
Models of Social Work: Clinical Model, Developmental Model and Ecological Model.
Emerging Approaches to Social Work Practice (Critical Social Work, Feminist Social Work,Rights-based Social Work, Evidence-based Social Work, Strengths -based Social Work).
Media-based Social Work / Social Networking based Social Work.
Career Prospects for Trained Social Workers.

References:
1. Agarwal,M.M.1998   Ethics and Spirituality, Shimla: Indian Institute of Advanced
                            Study
2. Banerjee,G. R.   Papers on Social Work: An Indian Perspective, Bombay, Tata
                            Institute of Social Sciences.
3. Banks,S.1995   Ethics and Values in Social Work: Practical Social Work Series,
                            London: Macmillan Press Ltd.
4. Brieland, Donald;   Contemporary Social Work - An Introduction
   Costin Lela B.;Atherton, to Social Work and Social Welfare,
   Charles R.and Contributors New York, McGraw-Hill Book
   Company.1975
5. Chatterjee,P.1996   Approaches to the Welfare State, Washington,
                            D.C.: National Association of Social Workers.
6. Congress, E.P.1998   Social Work Values and Ethics, Chicago:
                            Nelson-Hall Publishers.
7. Desai,ArmaityS.1994   A Study of Social Work Education in India,
                            Bombay, Tata Institute of Social Sciences, Vol.I and II.
8. Desai,M.2000   Curriculum Development on History of Ideologies for Social
                            Change and Social Work, Mumbai: Social Work Education and
                            Practice Cell.
9. Desai,M.2002   Ideologies and Social Work (Historical and Contemporary
                            Analysis),Jaipur: Rawat Publication.
10. Diwakar,V.D.(Ed.)1991   Social Reform Movements in India: A Historical Perspective,
                            Bombay: Popular Prakashan.
11. Encyclopedia of Social... Encyclopedia of Social Work, Silver Spring,1987
                            Maryland: National Association of Social workers

12. Encyclopedia of Social... Encyclopedia of Social Work in
    India,1987   New Delhi: Ministry of Welfare.
13. Friedlander, Walter A   Introduction to Social Welfare,
                            New Delhi, and. Apte, RobertZ.1982
                            Prentice–Hall
14. Ganguli, B.N.1973   Gandhi's Social Philosophy, Delhi: Vikas
                            Publishing House.
15. Gore, M.S.1993   The Social Context of Ideology: Ambedkar's Social and Political
                            Thought, New Delhi: Sage.
16. Gore,M.S.1965   Social Work and Social Work Education,
                            Bombay, Asia Publishing House.
17. Jacob, K.K.(Ed.)1994   Social Work Education in India--Retrospect
                            And Prospect Udaipur, Himansu Publications.
18. Joseph, Sherry (Ed.)2000 Social Work: In the Third Millennium

(Some Concerns and Challenges),
Sriniketan, Department of Social Work, Visva-Bharati.

18. Kappen,S.1994 — Tradition Modernity Counter culture: An Asian Perspective, Bangalore: Visthar

19. Kothari, S. and Sethi, H. Delhi:(Eds)1991 — Rethinking Human Rights, New Lokayan.

20. Moorthy, M.V.1974 — Social Work - Philosophy, Methods and Fields, Dharwar, Karnatak University.

21. Panikkar, K.N.1995 — Culture, Ideology Hegemony: Intellectual and Social Consciousness in Colonial India, New Delhi: Tulika.

22. Ramesh, B., Parashurama, K., Ashok, A.D.,&Lokesha,M.2012 — Social Work Education in India: Issue and Concerns. Niruta Publications: Bangalore.

23. Stroup, H.H.1960 — Social Work-An Introduction to the Field, New Delhi, Eurasia Publishing House.

24. Tata Institute of Social Sciences Social Work Educators Forum (TISSSWEF)1997 — Declaration of Ethics for Professional Social Workers, The Indian Journal of Social Work, 58(2),335-341

25. University Grants India:Commission1980,1990 — Review of Social Work Education in Retrospect and Prospect, New Delhi: UGC. Curriculum Development Centre's Report: New Delhi, University Grants Commission.

26. Wadia, A.R.1968 — History and Philosophy of Social Work in India, Bombay, Allied Publishers.

Report of the Second Review Committee.1980.UGC Review of Social Work Education in India-Retrospect and Prospect. New Delhi: University Grants Commission.

Report of the Third Review Committee.1998.UGC Review of Social Work Education in India-Retrospect and Prospect. New Delhi: University Grants Commission.

UGC. 1965. Social Work Education in Indian Universities. New Delhi: University Grants Commission.

Journals/Magazines:
   a. The Indian Journal of Social Work, Bi-annual, TISS, Mumbai (Maharashtra)
   b. Perspectives in Social Work, College of Social Work, Nirmal Niketan, Mumbai(Maharashtra)
   c. Social Work Journal, Bi-Annual, Department of Social Work, Assam University, Silchar-788011(Assam)

Digital Resources:
USC Suzanne Dworak-Peck School of Social Work(2014),Introduction to Social Work(Extended Version):Available at: https://www.youtube.com/watch?v=jJXRB1V5eVw&t=5s

UH Class OET (2016) Introduction To Social Work, University of Houtson: Available at https://www.youtube.com/watch?v=LtaCmORiP9A

The Audiopedia (2017), What is SOCIAL WORK? What does SOCIAL WORK mean? SOCIAL WORK meaning, definition & explanation, Available at https://www.youtube.com/watch?v=xj5-Vdh1B3E

USC Suzanne Dworak-Peck School of Social Work (2017), Legacies of Social Change:100Years of Professional Social Work in the United States, Available at https://www.youtube.com/watch?v=a4VzRSnksmA

Paper Code: 126MSW01XXXHCC02T
Paper Type: Hard Core (Theory)
Paper Title: Social Case Work
Introduction:
This course aims to develop simple to complex skills of working with individuals and families in various situations like crisis, preventive, facilitative and developmental

Objectives:
1. Understand case work as a method of social work, and appreciate its place in social work practice.
2. Understand the values and principles of working with individuals and families.
3. Developtheabilitytocriticallyanalyseproblemsofindividualsandfamiliesandfactorsaffectingthem.
4. Enhance understanding of the basic concepts, tools and techniques in working with individuals and families, in problem-solving and in developmental work.
5. Develop appropriate skills and attitudes to work with individuals and families.

Course Content:
UNITI
Introduction to Social Case Work: Meaning, definitions and objectives of Social Work Case-Importance of Social Case work and its relationship with other methods of Social Work.
Historical development of Social Case work.
Types of problems faced by Individuals and families.
Philosophical assumptions and values of Social case work.
Principles of Social Case Work According to Felix Biestek: Individualization, Acceptance, Client's self-determination, Controlled emotional involvement, Confidentiality, Non-judgmental attitude and Purposeful expression of feelings.

UNITII
Components of Social Case Work: The Person, the Problem, the Place and the Process.
Social Case Work Process:
- **Intake:** Meaning, steps, and referral;
- **Study:** Meaning,toolsused,procedurefollowedinthestudyprocess:*Rapportbuilding,Interviewing,Homevisits & Reaching out, Collateral contacts &Relationship;*
- **Social Diagnosis:** Meaning, types and models;
- **Treatment/ Intervention:** Meaning, objectives, goals and goals setting & treatment planning techniques: *supportive/ environmental manipulation, reflective/ practical help or material help& direct treatment / counseling;*
- **Evaluation:** Meaning, objectives, types and methods,
- **Termination:** Meaning, reaction to termination, decision and planning to termination; and
- **Follow-up:** Meaning, purpose and types.

UNITIII
Importance of Case Worker-Client Relationship; Characteristics of Professional Relationship: *empathy ,transference and counter transference, resistance, sustaining the relationship, non-possessive warmth, genuineness and self-disclosure.*
Tools in Social Case Work: *Interview, home visit, observation, listening, communication skills, rapport building.*
Techniques in Social Case Work: *Supportive techniques, resource enhancement techniques and counseling.*
Self as a professional: Professional self- Conflicts and dilemmas in working with individuals.
Recording in Social Case work: Need, purpose, types and principles of recording.

UNITIV

Theories and Approaches to Social Case Work: Psycho-social approach, Functional approach, Problem-solving approach, Behavior modification approach and Holistic approach. Crisis Intervention and Family Intervention in Social Case Work.

UNITV

Major Areas of the Application of Social Case Work: Primary and secondary settings of Social Case Work - Application of methods in family, women and child welfare settings, marriage counseling centers, schools' settings, medical and psychiatric settings, correctional institutions and the industrial setting.

References:

Books:

Mathew, Grace (1992). An Introduction to Social Case Work. Bombay: Tata Institute of Social Sciences.
Perlman,H.H.(1957)*Social Case Work :A Problem Solving Process,* Chicago:The University of Chicago Press.
Pippins,J.A.(1980)*Developing Case Work Skills,* California: Sage Publications.
Richmond,M.E.(1922)*What is Social Case Work? An Introductory Description ,*New York: Sage Foundation.
Richmond, MaryE. (1917)Social Diagnosis, New York, Free Press.
Sainsbury, Eric. (1970) *Social Diagnosis in Case Work,* London: Routledge and Kegan Paul.
Timms, N. 1964 *Social Case Work: Principles and Practice,* London: Routledge and Kegan Paul.
Journals:

Indian Journal of Social Work, Bi-nnual, TISS, Deonar ,Mumbai(Maharshtra).
Perspectives in SocialWork,College of Social work, Nirmal Niketan, Mumba i(Maharashtra).

Digital Resources:

	Name of the Journal URL
Clinical Social Work Journal(Springer) :	http://bit.ly/2GHK9AP
Journal of Social Work (Sage) :	http://bit.ly/2BRxZBI
Social Work (NASW Press):	http://bit.ly/2DYNSIz

Lecture vedios available on you tube:

Methods of Working with Individuals and Families: e-pathashala,URL:https://www.youtube.com/watch?v=uHAwl1E5 QPMStagesofCaseWork:MOOCsEMRC OsmaniaUniversity. URL:https://www.youtube.com/watch?v=5dXLshcX4gU

Social Case Work as a Method of Social Work: MOOCs EMRC Osmania University.URL:https://www.youtube.com/watch?v=ausahOeYOMQ

Treatment in Social Case work: MOOCs EMRC Osmania University.URL:https://www.youtube.com/watch?v=oKnDldvSJXo

Recording in Social Case Work: MOOCs EMRC Osmania University.URL:https://www.youtube.com/watch?v=8B0oagqBD6 s

Major Components of Social Case Work: MOOCs EMRC Osmania University.URL:https://www.youtube.com/watch?v=_AqQgCVaZO0

Skills and Techniques of Social Work Practice: MOOCs EMRC Osmania University.URL:https://www.youtube.com/watch?v=Nqo9owG8WkA

Social Case Work in School Setting: MOOCs EMRC Osmania University.URL:https://www.youtube.com/watch?v=61Dy8nOip7g

Process of Case Work: CH-03: PRABODH (Social Science-I).URL:https://www.youtube.com/watch?v=6-4vFApTAGw

Vidya-
mitra(2016),SocialCaseWorkRecordingStructure,ContentofCaseWorkRecords,andUseof

records,Available at:https://www.youtube.com/watch?v=VDR5u16Vu-4

Vidya-mitra (2016), Skills and Techniques in Social Casework Practice, Available at :https://www.youtube.com/watch?v=0mIWPn1yEDA

IGNOUStudy Material:
Philosophy,PrinciplesandComponentsofSocialCaseWork,Module3,Quadrant1,URL:http://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/social_work_education/work_with_individuals_and_families/03._philosophy,_principles_and_components/et/6089_et_et.pdf
IGNOU Study material available at website: http://www.ignouhelp.in/ignou-msw-study-material/Basics of Social Case work: URL: http://www.ignou.ac.in/upload/bswe-02-block1-unit-2-small-size.pdfKumarRenuka:SocialWork Methods,URL: http://ddceutkal.ac.in/Syllabus/MSW/Paper-5.pdf

Paper Code: 126MSW01XXXHCC03T
Paper Type: Hard Core (Theory)
Paper Title: Social Group Work

Introduction:
This course aims at developing the understanding of Group Work as a method, developing skills for intervention, gaining knowledge and scope of this method in various settings.

Objectives:
1. Developawarenessaboutthespecificcharacteristicsof GroupWorkanditscontributionsasamethodo f social work intervention.
2. Gain knowledge about group formation and the use of a variety of group approaches.
3. Develop understanding of concepts, dynamics and small group theory in relation to all types of groups, e.g. family, staff, committee, long-term client groups.
4. Identify the various situations and settings where the method could be used, in the context of social realities of the country.

Course Content

UNITI
Meaning, definitions, significance and types of Social Groups.
Meaning and definitions of Social GroupWork-CharacteristicsofSocialGroupWork–Purposeandimportanceof Social Group Work.
Historical evolution of group work with special emphasis on the Indian Context.
Principles of working with groups.

UNITII
Theoretical Approaches of Social Group Work Practice: Psychoanalytic, Learning, Field, Social Exchange, Systems theories.
Stages of Group Development according to Tuckman, Klien, Garland, Jones &Kolodny.
Models of Social Group Work: Social goals model, Remedial model and Reciprocal model.

UNITIII
Process of Social Group Work:
Factors of group formation- Formulation of goals- Identification of problems for work.
Pre-group and Initial Phase: Planning model-Characteristics of pre group phase-Group structures-Facilitation skills and role of worker in pre-group and initial phase.
Group Processes and Group Dynamics: Importance of group processes - Typical patterns –Processes indifferent type of groups - Worker's skills in identifying and understanding processes - Bond, sub-groups, role, leadership, Isolation, Decision-making, Group contagion, Scapegoat, Conflict, Communication and Relationships.

UNITIV
Middle Phase and Use of Program: Characteristics of middle phase-Group structures-Group dynamics -Facilitationskills-Roleofgroupworkers-Comparisonacrossphases-Conceptandprinciples-Program planning – Skills in program planning.
Facilitation: Knowledge of skills and techniques for effective work with groups/problem solving.
Recordings in Group work: Importance of recording in social group work-Principles of recording- Recording structure- Types of recording.

UNIT V

Evaluation in Groups and Termination Phase: Importance of evaluation - Types of evaluation – Methods of evaluation - Need for termination - Types of termination - Characteristics of termination phase - Worker's skills.

Application of Group Work: Application in health settings, school settings, industrial settings, women and child welfare settings.

Social Group Work with Disaster victims, Substance abusers, Alcohol Anonymous and elderly care.

Role of Social Group Worker.

Group psychotherapy

References:

1. Alissi,A.S.1980   Perspectives on Social Group Work Practice:
                                      A Book of Readings, New York: The FreePress.

2. Balgopal,P.R. and   Groups in Social Work - An
   EcologicalVassil,T.V.1983   Perspective, New York: Macmillan
                                      Publishing Co. Inc.

3. Brandler S.and   Group Work: Skills and Strategies for
   EffectiveRoman,C.P.1999   Interventions, New York: The Haworth Press.

4. Davies,Bernard1975   The Use of Groups in Social Work Practice, London, Routledge
                                      And Kegan Paul.

5. Garland,J.A.(Ed.)1992

                                         GroupWorkReachingOut:People,PlacesandPower,NewYork
                                      :TheHaworthPress.

6. Garwin,C. 1987   Contemporary Group Work, New York: Prentice-HallInc.

7.Gunjal,B.S.2017   Social Group Work (A Method of Social Work). Bangalore:
                                      IBH Prakashana.

8. Kemp,C. G.1970   Perspectives on the Group Process, Boston: Hought on Miffiin C.

9. Klein,A. F.1970   Social Work through Group Process: School of Social Welfare,
                                      Albany: State University of New York.

10. Konopka,G. 1963   Social Group Work: A Helping Process, Englewood Cliff.NJ:
                                      Prentice- HallInc.

11. Milson,Fred1973   An Introduction to Group Work Skills, London, Routledgeand
                                      Kegan Paul.

12. Northen,H.1969   Social Work with Groups .New York: Columbia University Press.

13. Pepell,C.P.and   Social Work with Groups, New
    York:Rothman,B.   The Haworth Press.

14. SiddiquiH.Y2008   Group Work Theories and Practice, Rawat Publications, Jaipur.

15. Sundel,M.,Glasser,   IndividualChange through Small
Sarri,R.,andVinter,R.   Groups, New York: The Free Press.
    1985

16. Tom,Douglas1978   Basic Group Work, London, Tavistock Publications Ltd.

17. Toselane,R. W. and   An Introduction to Group Work
    Practice,Rivas,R. F.1984   New York: Macmillan Publishing Co.

18. Trecker,HarleighB.1970   Social Group Work: Principles and Practice, New Work:
                                      Association Press.

19. Wilson,G.and   Social Group Work Practice, Boston:
    Ryland,G. 1949   Houghton Mifflin Co.

Digital Resources:

Edutopia(2016),Teaching Group Work: Building Student Collaboration and Agency Available
        athttps://www.youtube.com/watch?v=-Mb9-At2Ss0

CecUgc(2014), Methods of Working with Group : Social Group Work, Available
        athttps://www.youtube.com/watch?v=kialAnAFKJY&t=229s

St. Thomas Aquinas College (2016), Understanding Group Dynamics, Available
        athttps://www.youtube.com/watch?v=uL6x99-VSBA

Paper Code: 126MSW01XXXHCC04T
Paper Type: Hard Core(Theory)
Paper Title: Community Organization and Participatory Development

Introduction:
Development of Community Organization as a method of social work practice is seen as a means to facilitate communities towards self-directed change. It takes as its basis the in equalities in society manifested through processes of marginalization, discrimination or disempowerment of groups, which have resulted in the loss of control over resources, be they tangible or intangible. The strategies of Community Organisation practice being addressed as part of the course coverer angespanning different ideologies, from those being people-initiated, and those that are initiated by the elite. Community Organization is seen as a means as well as an end, where collective processes are to sustain the community's capacity to bring about change.

Objectives:
1. Understand the critical elements of community organization practice.
2. Enhancecriticalunderstandingofthemodelsandstrategiesforcommunityorganisationpractice.
3. Make the micro-macro connections between the range of complex issues in practice.
4. Develop attitudes conducive to participatory activities for civil society.

Course Content

UNITI
Community: Concept, characteristics and types.
Understanding of community organization practice: Meaning, Definition, objectives, values and principles of Community Organisation, ethics of community organisationpractice-Historicaldevelopmentofcommunityorganisationpractice–SignificanceofCommunityOrganizationasamethodof Social Work- Understanding Human Rights in Community Organisation practice.

UNITII
Power: Concept of power - The range of perspectives - Dimensions of power relevant to community organization.
Empowerment: Concep to of Empowerment- Barriers of empowerment.

UNITIII
Models of Community Organization: Locality Development Model, Social Planning Model, Social Action Model.
Process of Community Organization: community study, Identification, analysis and prioritization of needs.
Methods of community organization: Awareness creation, Planning and Organizing, Education, Networking, Participation, and Leadership.

UNITIV
Strategies of Community Organization: Public interest litigation, protests and demonstrations, Dealing with authorities, Public Relations, Planning, Monitoring, Evaluation, Unionization and Advocacy.
Skills of Community Organization Practitioner: Problem analysis, resource mobilization, conflict resolution, organizing meetings, writing and documentation, networking, training, monitoring and evaluation.

UNITV

Participatory Planning, Implementation, Evaluation, and Stabilization; Role of Community Organize. Current issues in community organization practice: Impact of globalization and macro policies, Gender sensitive community organization practice, Protecting the Rights of Marginalised Groups.

References:

1. Arora R.K.(Ed.)1979 — People's Participation in Development Process: Essays in Honour of B. Mehta, Jaipur: the HCM State Institute of Public Administration.

2. Christopher ,A.J., and Delhi:ThomasWilliam.2006 — Community organization and social action. New Himalaya Publications.

3. Dandavate,M.1977 — Marx and Gandhi, Bombay: Popular Prakashan Pvt. Ltd.

4. Dayal,R.1960 — Community Development Programme in India, Allahabad :Kitab Mahal Publishers.

5. Gandhi, M.K. — Sarvodaya (TheWelfareofAll) ,Ahmedabad: Navjivan Publishing House.

6. Gangrade , K.D.1971 — Community Organisation in India, Bombay, Popular Prakashan.

7. Henderson, Paul; Jones, David and Thomas, Unwin.DavidN.1980 — The Boundaries of Change in Community Work, Boston, George Allen and

8. Johri,PradeepKumar.2005 — Social Work and Community Development. New Delhi: Anmol Publications Pvt .Ltd.

9.Kumar,JhaJainendra.2002 — Social work and community development. New Delhi: Anmol Publications Pvt. Ltd.

10. Kumar,Somesh.2008 — Methods for community participation. New Delhi: Vistar Publications.

11. Lal,A.K.1977 — PoliticsofPoverty:AStudyofBondedLabour.NewDelhi:Chethana Publications.

12. Marulasiddaiah,H.M.1987 — Community: Area and Regional Development in India, Bangalore, Bangalore University.

13. MayoH., JonesD.1974 — Community Work, London: Routledge and Kegan Paul.

14. McMiller,W.1945 — Community Organisation for Social Welfare, Chicago: University of Chicago Press.

15. Murphy,C.G.1954 — Community Organisation Practice, Boston: Houghton MifflinCo.

16. Patnaik, U .and Dingwaney,M.1985 — Chains of Servitude ,Bondage and Slavery in India. Madras: Sangam Books Pvt. Ltd.

17. PolsonandSanderson.1979 — Rural Community Organisation, New York: John Wiley and Sons.

18. RamchandraRaj,G.1974 — Functions and Dysfucntions of Social Conflict, Bombay: Popular Prakashan.

19. RossMurrayG.1967 — Community Organisation :Theory, Principles and Practice, New York: Harper and Row.

20. Siddiqui,H.Y.1997 — Working with Communities :An Introduction to Community Work, New Delhi: Hira Publications.

21. ShivappaR.2009 — Streams in the River-A Journey into Inclusive Concerns, Dhatri Pustaka ,Bangalore

22. Sussman,M.B.1959 — CommunityStructureandAnalysis,NewYork:ThomasY.Crowell Co.

23. Volken ,H. et.al. 1982 — Learning from the Rural Poor: Shared Experiences of the Mobile Orientation andT raining Team,New Delhi:Indian Social Institute.

24. Warren, R. L.1965 — Studying Your Community, New York:Free Press.

25. Zaltman, G. and Duncan, R.1977 — Strategies for Planned Change, New York: Association Press.

Journals:

1. Community Development Journal :An International Forum ,UK, Oxford University Press.
2. Development and Change, Hague Black well Publisher.
3. Journal of Rural Development ,NIRD, Hyderabad(Andhra Pradesh)

Digital Resources:

Name of the Journal   **URL**

 Journal of Community Practice   :   http://bit.ly/2EAz9EA

Jeff Goodman (2016), Community Organization and Building - 3-30-16 Lecture,
        Availableathttps://www.youtube.com/watch?v=dI8UBXsSaHQ

Aaron Schine (2009), What is Community Organizing?, Available
        athttps://www.youtube.com/watch?v=VULCMmmQAHA

C.S. Mott Foundation (2010), From the Grassroots - Understanding Community
        Organizing, Available
        athttps://www.youtube.com/watch?v=flXHRxc9q1k

Paper Code: 126MSW 01 XXXHCC01F
Paper Type: Hard Core (Practical)
Paper Title: Social Work Practicum-I (Orientation Lectures &Visits, Skills Lab and Camp)

Orientation Lectures: Before arranging Orientation Visits, the Department has to arrange for Orientation Lectures regarding the concept and significance of Social Work Practicum at the post-graduate level, different components of Social Work Practicum, the basic purpose and process of each of these components, various learning opportunities provided to the learners in a progressive manner, the formats and guidelines for recording the experiences of Social Work Practicum, the concept, need and modusoperandi of Individual and Group Conferences, Evaluation and Assessment procedure, etc.

Orientation Visits: There shall be a minimum of six orientation visits to be made in the first four weeks to provide an exposure to and understanding of the services provided in responses to people's needs. (Agencies in health setting, education, community, institutional services, criminal justice system, civic administration, rehabilitation etc.).

Soon after the completion of orientation visits, "Orientation to Fields of Social Work",a student workshop, shall be conducted to share the orientation visit experiences and learning.

Skills Lab Workshop: As part of the capacity building of the MSW students, WHO model-based Life Skills Training will be conducted for Four Days distributed over two weeks. Life Skills Development Practice is linked to community based field work practice with different age groups – children, adolescent, youth, women, elderly, risk groups etc. Students will have to attend the training and are expected to practice these life skills recommended by WHO in their field work practice in the second semester.

Social Work Camp: Rural/Tribal camp, with duration of 7-10days, provide support unities to the students to experience rural/tribal life, analyze rural/tribal dynamics, and observe the functioning of Government machinery (local self-government) and voluntary organisations. Micro-planning exercise and Participatory Rural Appraisal (PRA) activity shall be the part of social work camp. However, this will be an opportunity to practice community organization method. This experience aids peer participation in planning for activities for own group and those for local people. It also helps to develop skills to carryout, evaluate, and report the experience. The Camp shall be conducted under the guidance of two faculty members (at least one of them shall be a permanent faculty) who shall be deputed to be exclusively at the Camp site. The work of the faculty at the Camp site will be treated as Official Work.

References:
Kohli, A.S. 2004.*Field Instruction and Social Work: Issues, Challenges and Response*. Delhi: Kanishka.
Lawani, B.T.2009.*Social Work Education and Field Instructions*. Agra: Current Publications.
Mathew, G. *Supervision in Social Work*. Mumbai: TISS.
Roy,S.2012*. Field work in Social Work*. Jaipur: Rawat Publications.
Sajid, S.M. 1999. *Field work Manual*. New Delhi: Department of Social Work, Jamia Milia
Islamia. Subedhar,I.S.2001. *Field work Training in Social Work*. New Delhi: Rawat.
University Grants Commission. 1978.*Reviewof Social Work Education in India: Retrospect and Prospect*.
        New Delhi: UGC.

Paper Code: 126MSW01XXXSCC01T
Paper Type: Soft Core/Electives (Theory)
Paper Title: Professional Competencies for Social Work

Objectives:
- Understand self as a being, as one in the process of becoming and experience self-awareness.
- Examine own values and attitudes and explore choices made to express self in own environment.
- Develop positive life skills and practice self-help methods for integration and for stress reduction.

Course Content:

Unit-1
Meaning and definitions of competencies–Interface between personal and professional competencies –Need for professional competencies–Overview of the Professional competencies needed for Social Work Practice.
Concept of Self–Relevance of Johari Window for the understanding of Self.
Concept of Mindfulness–Significance of Mindfulness–Techniques to develop Mindfulness.
Concept of Self-esteem and its importance of positive self-esteem for personal and professional development.
Moving from the Dreaded Drama Triangle towards the Empowerment Dynamic Triangle.
Selecting Social work as a career-Earning a living as a social worker and acquiring are putation–Need for life-long learning (continuing education).

Unit -2
Social Worker as an Artist:
- Compassion, empathy, professional relationship and creativity.
- Hopefulness, energy, judgment, personal values and professional styles.

Social Worker as a Scientist:
- Need for knowledge regarding social conditions/problems and skills in designing appropriate social work interventions, conducting social work research, project management, evaluation and policy impact.

Unit-3
Interpersonal skills – active listening - professional body language (gesture, posture, etc.).Making presentations to a professional audience.
Writing to a professional audience.
Recording and documentation skills.
Publics peaking: planning, preparation and presentation. (Presentation by students and assessing through their presentation)
Team work.

Unit- 4
Time and Stress Management.
Conflict Resolution.
Supervision-Coaching–Mentoring–Training–Consultancy.
Critical thinking - Emotional Intelligence (EQ) – Assertiveness - Spirituality.
Cultural competence and engaging diversity.
Making ethical decisions, avoiding malpractice.

Unit- 5
Concept of Counseling: Concept, goals and types.
Goals of Counseling.
Types of Counseling.
Process of Counseling
.Recording in
Counseling.
Qualities of an effective counselor.

References:

Bhattacharya,K.1971.TheIndianConcept of Self, Bulletin Ramakrishna Mission Institute of
            Culture,22(8),August1971.304-13.
Bradford W. Shea for, Charles R. Horejsi & Gloria A. Horejsi (1999),Techniques and Guidelines for Social
            Work Practice(5th Edition), Allyn and Bacon
Burke, R,1.1982. Personality, Self-Image and Situational Characteristics of
Byrne,D.1966.Self-Concept,Ch.12,434.AnIntroductiontoPersonality:ACasework,Vol.35,No.9,371-379.
Haskar, S. L. 1976. Know Thyself, Triveni 45(2), 88. John Phillip) 1996 Ramakrishna Math Printing Press
.Mukesh,U. 2011.Personalisationin Social Work. Jaipur: Pratiksha.

Digital Resources:

Journal	URL
The Social Worker	http://bit.ly/1srOtUE
Atlantis	http://bit.ly/2DYVjzm
Journal of Social Work Values and Ethics	
	http://bit.ly/2EEJMX1
SocialWork&SocialSciencesReview	http://bit.ly/2GLZrVa
European Scientific Journal	http://bit.ly/2E3c14s

Paul   Wright   (2012),   Personal   &   Professional   Development,   Available
            athttps://www.youtube.com/watch?v=5F-lDLA9Zjc

Paper Code: 126MSW01XXXSCC02T
Paper Type: Soft Core/Electives(Theory)
Paper Title: Development Communication

Objectives:
1. To provide the required knowledge to understand the importance of communication for effective social work practice.
2. To inculcate communication skills among social work trainees.
3. To understand the importance and the role of media for effective communication.
4. To understand the need and importance of developmental communication.

Course Content:
Unit I
Communication: Meaning, Process and Types.
7C's of communication : Consciousness,Consideration,Clarity,Concreteness,Courtesy,CorrectnessandCompleteness.
Problems/ barriers in communication.
Qualities of an Effective communicator.

Unit II
Communication Skills:
- *Effective Speaking:* Principles of effective oral communication, speech preparation, techniques of effective speech;
- *Effective Listening :* Meaning, nature and importance of listening, principles of listening, types of listening, barriers to listening;
- *Effective Writing :*Concept of Draft,meaning and objectives of written communication, essentials of written communication; and
- *Feedback:* Communication as a two-way process, Characteristic of feedback, kinds of feedback, techniques to improve feedback and feedback loops.

Meaning and major features of Development Communication: Significance of Development Communication to Social Work Practice.
Techniques of Development Communication: Information dissemination and education, behavior change, social marketing, social mobilization, media advocacy, communication for social change and community participation.

Unit III
Meaning, Process and Significance of Seminars, symposium, conferences, and workshops.
Meaning, Process and Significance of group discussions, role playing, games, brain storming, street play.
Street Theatre: Elements of Street Theatre, Script Writing and Choreography for Development, use of Puppets, Songs and Folklore.

Unit IV
Electronic Media and Communication: Communication languages, Emails, Videoconferencing systems, Electronic newspaper, Tele communication and its tools and Communication network.
Development reporting: Roles and responsibilities of a development reporter, ethics in reporting, specialized skills required and issues in development reporting.
Television and cinema: role in development communication.

Unit V
Role of Information, Education, and Communication (IEC) in ensuring people's participation.
Use of Social Media for Social Work.
Importance of effective communication for Social Workers.
Success stories in Development Communication.
Innovations and trends in Development Communication.

References:

Craich Robert L, Training and development, hand book Mc Graw Hill publishers, New Delhi.

Joseph D. (1993), The dynamics of mass communication.

Joshi Uma. (2001), Understanding Development Communication, Dominant publishers, New Delhi.

Modi B. , Designing messages for Development. Sage publishers, New Delhi.

Nair KS,white,Shirley. (1993), Perspectives on development communication, age publication, New Delhi.

Narula U. (1994), Development communication, Harananda publishers'.

Sandlio, Problems of communication in developing countries, vision books.

Ray G.I. (1999), Extension communication and management, Naya Prakash, Calcutta.

Hargie, Saunders, C Dickson, D. (1994). Social Skills in Interpersonal Communication; London: Routledge.

Hasson, Gill (2012). Brilliant Communication Skills. Great Britain: Pearson Education.

Johanna Woodcock-Ross (2011). Specialist Communication Skills for Social Workers: Focusing on Service Users' Needs, Palgrave Macmillan.

Joyce Lishman (1994). Communication in social work: Practical social work, Macmillan.

Juliet Koprowska (2005). Communication and Interpersonal Skills in Social Work: Learning matters.

Juliet Koprowska (2010). Communication and Interpersonal Skills in Social Work: Transforming social work practice, learning matters, Third Edition.

Mefalopulos. P (2008). Development Communication Sourcebook- Broadening the boundaries of communication, The World Bank.

Melkote, Srinivas R.: Communication for development in the Third World (Sage. Delhi 1991.)

Mody, Bella: Designing Messages for Development Communication. (Sage. New Delhi 1991)

Narula, Uma (1994). Development Communication, New Delhi, Hariand Publication.

Neil Thompson (1996). People Skills, London; Macmillan.

Pasty McCarthy a Caroline Hatcher, (2002). Presentation Skills The essential guide for students, New Delhi SAGE Publications.

Servaes, Jan (2008). Communication for Development and Social Change, New Delhi, Sage Publication

Digital Resources:

International Journal of Communication : http://bit.ly/1G9urr7

Mobile Media & Communication : http://bit.ly/2nysKm5

Communication Research : http://bit.ly/2DXhKVw

MOOC ICS (2013), What is communication?, https://www.youtube.com/watch?v=S7CN9Trw43w.

Young Entrepreneurs Forum (2016), 10 Barriers to Effective Communication, Available at https://www.youtube.com/watch?v=slq1nAhZuqE

University of Kent (2016), Specialist Communication Skills for Social Workers | Johanna Woodcock Ross | Think Kent, Available at https://www.youtube.com/watch?v=UVER1tforao

Paper Code: 126MSW01XXXSCC02T
Paper Type: Soft Core / Electives (Theory)
Paper Title: Life Skills

Objectives:
1. To provide the required knowledge to understand the importance of life skills for Social Workers.
2. To pick up or improve some of the life skills which the learner lacks.

Course Content

Unit I
Concept of Life Skills: Meaning and importance of Life Skills for Social Workers.
Overview of various Life Skills: Thinking Skills and Social Skills, Negotiating Skills and Coping Skills.
Coping with Stress: Meaning of stress and burnout, factors causing stress, effects of stress on body and mind, techniques for effective management of stress, need for work-life balance.
Concept of Self-Esteem, need and techniques of developing Positive Self-Esteem.

Unit II
Learning to Know:
Critical Thinking: Concept, Steps involved in critical thinking, Strategies required for a critical thinker, and Models of critical thinking.
Creative Thinking: Concept, barriers to creativity (emotional, perceptual, habitual and cultural blocks), and steps to stimulate creativity.
Problem Solving: Concept, Importance of problem-solving, Steps in Problem Solving, and Strategies of Problem-solving.
Human Values: Difference of human values with ethics, importance of having ideals in life, becoming a role model.

Unit III
Learning to Be:
Self-awareness: Meaning, components, benefits and techniques of improving self-awareness.
Goal-setting: Meaning and importance of goal and goal-setting, short-medium-long term goals, choices in goal setting, steps in goal setting, and setting of SMART goals.
Interpersonal Skills: Concept and need, Benefits of effective interpersonal skills, Components of interpersonal skills, Techniques to improve interpersonal skills.
Handling Emotions: Concept of Emotional Intelligence (EQ), Importance of emotions, Benefits of EQ, Strategies for managing emotions.
Time Management: Concept, Importance/Benefits of time management, tools for time management, strategies for managing time wisely.
Stress Management: Concepts of stress and burnout, Factors causing stress, Effects of stress on body and mind, Types of stress, Techniques of coping with stress.

Unit IV
Learning to Live Together:
- Assertive Communication: Concept, Different styles of communication, Strategies of assertive communication, and Techniques of assertive communication.
- Negotiation Skills: Concept, Importance, Steps in negotiation, Approaches to negation, Attitude towards negotiation, BATNA – looking for an alternative solution.
- Conflict Management: Concept, Views on conflict, types of conflict, Causes of conflict, Styles in conflict management, and Strategies in conflict management.
- Team Building: Concept of Team Work, Qualities of a team, Stages of team development, and Effective team building strategies.

Unit V

Employability Attributes and Skills: Initiative, Self-presentation, Personal responsibility, Self-Management, Sustaining motivation in Work, Ability to deal with pressure, Work-Life Balance.
Entrepreneurship Skills: Concept, Fundamentals of entrepreneurship, and Opportunities and challenges in social entrepreneurship.
Adaptability and Resilience.
Strategies/ approaches of teaching life skills.

References:

Allen Newell and Herbert Simon. 1972. Human Problem Solving.
De Bono Edward. 1996. Serious Creativity. London: HarperCollins.
E. H. McGrath. Basic Managerial Skills for All. New Delhi: Prentice Hall India.
NCERT. 1993. Education for Creativity, a resource book. New Delhi.
Karnataka Jnana Aayoga (Karnataka Knowledge Commission). 2010. Vikas (Life Skills Manual). Bangalore: Govt of Karnataka.
Peter Senge. The Fifth Discipline.
Stella Cottrell. Critical Thinking Skills, Developing Effective Analysis and Argument. Palgrave Macmillan.
Stephen Covey. 1990. The Seven Habits of Highly Effective People. New York: Simon and Shuster.
Norman Vincent Peal. The Power of Positive Thinking.
Goal Setting. New Delhi: Viva Publication.
Self Awareness. New Delhi: Viva Publication.
Stress Management. New Delhi: Viva Publication.

Digital Resources:
www.authorstream.com
www.criticalthinking.com
www.mindtools.com
www.virtualsalt.com
www.brainstorming.co.uk
www.teachmeteamwork.com

SEMESTER – II

Paper Code: 126MSW02XXXHCC05T
Paper Type: Hard Core (Theory)
Paper Title: Social Work Administration and Social Action

Introduction:
The course aims to develop management competencies to function in organizations, participate as a team member and understand the role of a social worker as an activist.

Objectives:
1. Understand the overall environment and its impact on the nature, structure and development of organizations in corporate, public and voluntary sectors in the context of social work profession.
2. Understand policies and procedures involved in establishing and maintaining human service organizations.
3. Acquire skills to network and participate in the management of resources - human, material and environmental.
4. Develop skills to participate in management of programmes, as a part of the interdisciplinary team and initiate as well as develop new programmes.
5. Develop ability to use the method of Social Action to specific settings.

Course Content
UNIT I
Introduction to Social Work Administration: Concept-types of administration-Social Welfare Administration and Social Work Administration: their distinction. The meaning – definition- nature - scope and functions and principles of Social Work administration. The role of State - Voluntary and Corporate Sector in Social Welfare.

UNIT II
Social Welfare Administration at the Centre and State: Various Statutory bodies of Social Welfare. Non Government Organisations: Concept – types – functions – roles and Challenges. Registration of Voluntary organizations under different laws (Karnataka State Societies Registration Act 1960 - Indian Trust Act 1992 – Company Act 2013).

UNIT III
Management in Non Government Organization (NGO): Functions of management - boards and committees and their functions and responsibilities. Financial resources: organizational budget - sources of finance - fund raising - records and audit. Evaluation and research - supervision - communication and public relations.

UNIT IV
Concept of Social Action: Meaning - definition and characteristics of Social Action; Historical evolution of Social Action in the West and in India; Relevance of Social Action for Social Work Practice.
Principles of Social Action: Principle of credibility building, principle of legitimization -
dramatization - principle of multiple strategies - principle of dual approach - principle of manifold programmes; Skills involved in Social Action: Relational skills - analytical and research skills - intervention skills - managerial skills - communication skills and training skills.

UNIT V

Strategies and Techniques of Social Action: Research - education – cooperation - collaboration – competition – organization - disruption and confrontation – arbitration – negotiation - mild coercion - violation of legal norms and joint action.

Models of Social Action: Elitist Social Action (Legislative Social Action, Economic Sanction Model and Direct Physical Model) and Popular Models (Conscientization Model - Dialectical Mobilization Model - Direct Mobilization Model).

References:

1. Britto, G.A.A. 1984 Social Action and Social Work Education in the Eighties, in Social Work and Social Action (ed) H.Y. Siddiqui, Harnam Publications.

2. Britto, G.A.A. 1984 Some Principles of Social Action, in Social Work and Social Action (ed) H.Y. Siddiqui, Harnam Publications.

3. Choudhari, D. Paul. 1983 Social Welfare Administration, Delhi: Atma Ram and Sons.

4. D'Souza, Ashok. 2012 Noam Chomsky's Discourse on Globalization and United States Imperialism: Implications to Social Action in India. Bangalore: Niruta Publications.

5. Garain, S. 1998 Organizational Effectiveness of NGOs, Jaipur: University Book House.

6. Garain, S. Towards a Measure of Perceived Organizational Effectiveness in Non-government Organization, Mumbai: Indian Journal of Social Work, 54 (2), 251 -270.

7. Goel, S. L. and Jain, R. K. 1988 Social Welfare Administration: Theory and: Practice, Vol. I and II, New Delhi: Deep and Deep Publications.

8. Government of India Evaluation of Social Welfare Programmes, Encyclopedia of Social Work. Vol. 1,297 - 310.

9. Haimann, A. 1982 Professional Management and Practice, Delhi: Eurasia Publications.

10. Hasenfeld, Y and Human Service Organizations. Ann English, R. (Eds.) 1978 Arbor: University of Michigan Press.

11. Hauman, A. 1962 Professional Management and Practice, Delhi: Eurasia Publications.

12. Jackson, J. 1989 Evaluation for Voluntary Organizations. Delhi: Information and News Network.

13. Kapoor, K. K. 1986 Directory of Funding Organizations, Delhi: Information and News Network.

14. Lauffer, A. 1977 Getting the Resources You Need, New Delhi: Sage Publications.

15. Lauffer, A. 1977 Understanding Your Social Agency, London: Sage Publications.

Digital Resources

Department of Woman & Child Development http://dwcd.kar.nic.in

Directorate of Employment & Training http://emptrg.kar.nic.in

Directorate of Municipal Administration http://municipaladmn.gov.in

Directorate of Social Security and Pensions http://dssp.kar.nic.in

Directorate of Welfare of Disabled and Senior Citizens http://welfareofdisabled.kar.nic.in

NSSO South Zone http://www.nsso.kar.nic.in

Rural Dev. &Panchayat Raj Dept. http://rdpr.kar.nic.in

Social Welfare Department http://sw.kar.nic.in

Ramesh Bharadwagi. Social welfare administration: Concept, Nature and Scope URL : http://www.ignou.ac.in/upload/Bswe-003%20Block-2-UNIT-6-small%20size.pdf

Siva Kumar. Social Welfare Administration as a Method of Social Work. URL : http://www.ignou.ac.in/upload/Bswe-003%20Block-2-UNIT-10-small%20size.pdf

Lecture Videos Available at YOUTUBE:

Introduction to Social Welfare Administration: MOOCs EMRC Osmania University.
URL : https://www.youtube.com/watch?v=bKKM_b15kIA

Social Welfare Administration: CH – 03: PRABODH (Social Science-I)
URL: https://www.youtube.com/watch?v=lb3ogh0n3mA

Social Welfare , Aministration and Social Welfare Administration: CH – 03: PRABODH (Social Science-I)
https://www.youtube.com/watch?v=OnoUbn6NmQE

Social Welfare Administration: Consortium for Educational Communication, New Delhi.
URL : https://www.youtube.com/watch?v=NcrcIqlJT6c
Principles of Social Welfare Administration: MOOCs EMRC Osmania University.
URL : https://www.youtube.com/watch?v=U-ZlrI7Y2sk
Governmental and non-governmental social welfare organizations: MOOCs EMRC Osmania University.
URL : https://www.youtube.com/watch?v=04H5-LhT-6A
National and international funding organizations: MOOCs EMRC Osmania University.
URL : https://www.youtube.com/watch?v=4e4ZTUiSDI4

Paper Code: 126MSW02XXXHCC06T
Paper Type: Hard Core (Theory)
Paper Title: Psychological Foundation for Social Work

Introduction:
The course aims to develop provide the learners an opportunity to learn the basic concepts of psychology and to enable them to understand their usefulness at various settings of Social Work Practice.

Objectives:
1. Understand the important concepts of psychology.
2. Understand how to put the knowledge of psychology into the practice of Social Work.

Course Content:
Unit I: Introduction to Psychology:
Concept of Psychology, Overview of branches of Psychology, Significance of Psychology to Social work.
Concept of Growth and Development, Principles of Growth and Development, Role of Heredity and Environment.

Unit II: Lifespan approach to Understanding Human Development:
Characteristics, Tasks and Hazards during-
Pre-natal period, Infancy, Babyhood, Early Childhood and Late Childhood
Freud's Psychosexual Theory of Development.
Psycho-social Development Theory of Erikson.

Unit III: Puberty, Adolescence, Adulthood (Early, Middle and Old age)
[Special focus on Psycho-social development, Moral Development, Moral Development and Personality Development]
Basic Human needs, Maslow theory of Hierarchy of Needs, Two factor theory of Fredrick Hertzberg.

Unit IV: Emotions and Emotional behavior, Defense Mechanisms.
Personality- Definition, nature, types and assessment.
Intelligence- Concept, Types of Intelligence and Assessment of Intelligence.

Unit V: Abnormal Psychology: Concept of normality and abnormality, Mental Health- characteristics of Mentally healthy person, factors influencing mental health – Concept of abnormality – basic information on symptoms, causes and treatment of mental illnesses – role of social workers in promoting mental health.

References:
Baltes, P. B. (Ed.) (1978) Life span Development and Behavior. New York: Academic Press, Inc.
Feldman Robert S 1997 Understanding Psychology, 4th Edition, Tata McGraw Hill Publishing Company Limited, New Delhi
Hurlock, Elizabeth B. 1978 Child Growth and Development, New Delhi, Tata McGraw-Hill Publishing Company Ltd.
Hurlock, Elizabeth B. 1975 Developmental Psychology, New Delhi, Tata McGraw-Hill Publishing Company Ltd.
Le francois, G. R. 1990 The Life Span, Third Edition, University of Alberta.
Misra, G. (Ed.) 1990 Social Psychology in India, New Delhi: Sage Publications.
Rapoport, Rhona and Rapoport, Robert 1980 Growing through Life, Lifecycle Book, New York: Harper & Row Publishers.
Smolack, L. 1993   Adult Development, New Jersey: Prentice-Hall
Mangal S. K. 2008 Abnormal Psychology, Sterling Publishers Private Ltd, New Delhi

Paper Code: 126MSW02XXXHCC07T
Paper Type: Hard Core (Theory)
Paper Title: Social Sciences Foundation for Social Work

Objectives:

Enable the Students to:
• Understanding the basic concepts sociology, economics and political science in order to examine the structure and functions of society.
• Facilitate to develop a social perspective and skill to analyse Indian society and change.
• Motivate them to cultivate an analytical mind with respect to society in order to be an effective social worker.

Unit I: Basic Concepts in Sociology
Society: Concept, Characteristics, Structure and Functions of Society, Relationship between individual and Society.
Community: Concept, Definition and Characteristics of Rural, Urban and Tribal Communities.
Meaning, Characteristics and Functions of Institution and Association.
Meaning and Characteristics of Social Processes.
Demographic Characteristics of Indian Society; Relevance of Sociology for Social Work Profession.

Unit II: Socialization, Social Control and Social Groups
Socialization: Concept, Importance and Functions; Agencies of Socialization.
Social Control: Meaning, Mechanisms of Social control, Agencies of Social Control: Formal and informal.
Culture: Concept; Influence on individuals; Cultural change; Cultural Lag, Difference between Civilization and Culture.
Social Groups: Concept, Definition, Characteristics and Classification of Social groups.
Social Networking: WhatsApp, Facebook. Sanskritization and Westernization.

UNIT III: Basic Concepts of Economics
Wants and Need; Demand and Supply; Basic economic activities- production, distribution consumption and exchange; Factors of production, Resources and Utility; Development and under developed or developing economies and its indicators; Per capita income and national income; National Income Analysis; economic systems.
Economic Development and Planning in India: Meaning and determinants of economic development in India; Meaning and objectives of economic planning, Five-year plans and planning under the new economic policy, Decentralized Planning.

UNIT IV: Basic Concepts of Political Science.
Definitions of Politics in terms of state, power, resolution of conflicts. Concepts of Rights, Liberty, Justice and Equality, Power, Authority, Legitimacy, Totalitarianism and Autocracy. A critique of the Marxian theory of class. Communism. Fabian socialism, elites and masses, Power structure, classical theories of democracy.
Interface between Social Work and Politics.

UNIT V: Major Ideologies
Modern Ideologies: Liberalism, Utilitarianism, Social Darwinism and Socialism.
Contemporary Ideologies: Globalization and Neoliberalism – Post-modernism - Multiculturalism.

References:

1. Davis. K. Human Society, Macmillian Company, New York, 1961.

2. Ghurye. G. S., Caste, Class and Occupation, Popular Book Depot, Bombay 1961 (Revised Edn. Caste and Race in India).

3. Gouldner Alvyn W. Gouldner Helen P., Modern Sociology; An introduction to the Study of HumanInteraction, Hacourt Brace and world. New York, 1963

4. Kapadia K. M. – Marriage and Family in India, Oxford University Press, London, 1957.

5. Phelps Harold. A. – Contemporary Social Problems, New York, Prentice – Hall Inc, 1949.

6. Srinivas. M. M. – Religion and Society, Oxford University Press, London, 1952.

7. Jain PC – Social Movements among Tribals, New Delhi. 1991

8. Kingsley, David – Human Society, New Delhi. 1969

9. Pandey, A.K – Tribal Society in India, New Delhi. 1997

10. Sharma S – Social Movements of Social Change. New Delhi. 1985

11. Srinivas, M.N – Village, Caste, Gender and Method (Essay in Indian Social Anthropology), New Delhi. 1996

12. Ackerman Frank (ed.) – Human Wellbeing and Economic Gains, Washington DC. 1997 13. Aggarwal, Ashish – GATT and Developing Countries. New Delhi. 1994 14

Paper Code: 126MSW02XXXHCC08T
Paper Type: Hard Core (Theory)
Paper Title: Fields of Social Work Practice

Introduction:
The course aims to introduce the trainees to various settings where there is a scope for social work intervention. It helps the learner to view and assess the situation holistically and plan a process for change with necessary professional intervention.

Objectives:
1. Provide an exposure to the fields of social work.
2. Equip with the necessary information of the existing policies and services in the fields of social work.

Course Content:
Unit I
Community Development: Concept of Tribe, Rural and Urban Community, Issues in Tribal, Rural and Urban Communities - Marginalized groups and Weaker Sections - Ecological Social Work - Social Work Intervention in Community Development.

Unit II
Family and Child Centered Social Work: Concept and Issues of Family and Child, Child Rights.
Social Work Intervention with Family: Family Assessment, Family Counseling, Family Life Education, Family Therapy Techniques - Social Work with Children in difficult circumstances (Orphan, Street Children, Substance abuse, etc.) - School Social Work.

Unit III
Medical and Psychiatric Social Work: Concept of Health, Concept and Classification of Disease, Disorder, Disability. Stigma and Insensitiveness attached to Health Issues. Social Work in Healthcare setting.

Unit IV
Correctional Social Work:
Concept of Crime and Delinquency. Adult correctional Services in India. Juvenile Justice System in India. Role of Social Workers in Adult Correctional Administration. Intervention of Social Workers in Institutional and Non-institutional services for Juvenile Justice. Role of Social Workers under Juvenile Justice Act.

Unit V
Occupational Social Work: Concept of Employee Welfare, Industrial Relations, Labour Legislations. Problems faced by Employees. Social Work Intervention - Emerging Fields of Social Work.

References

1.	Ashok Sehghal (Ed) 2005	Social Work Vol 1,2 and 3 ISHA Books Delhi- 110033 India
2.	Diana M. DiNitto, C. Aaron McNeece and Contributors (2nd Ed) 1977	Social Work: Issues and Opportunities in a Challenging Profession, Allyn And Bacon A Viacom Company, 160 Gould Street, Needham Heights, Manachusetts. 02194
3.	Friedlander W. A. Apte Robert, Z. 1982	Introduction to social welfare, New Delhi, prentice Hall.
4.	Government of India Publication Division, 1987	Encyclopedia of Social Work Vol, 1, 2, 3 and 4 Publication Division, Ministry Welfare, Govt. of India New Delhi
5.	Harish Kumar (Ed,) 2004	Social Work Vol 1,2 and 3 ISHA Books Delhi- 110033 India
6.	Jainendra Kumar Jha	Encyclopedia of Social Work Vol, 2, 3 and 4, institute for sustainable development, Lacknow and Anmol publications Pvt. Ltd. New Delhi India.
7.	Laxmi Devi (Ed in Chief)	Encyclopedia of Child and family welfare; Anmol publications Pvt. Ltd. New Delhi India.
8.	O, William Farley, Larry Lorenzo smith, and Scott W. Boyle (9th Ed) 2003.	Introduction to Social Work, Allyn and Bacon Pearson custom Publishing 75, Arlington Street, Suite 300, Boston, MA 02116

Paper Code: 126MSW02XXXHCC02F
Paper Type: Hard Core (Practical)
Paper Title: Social Work Practicum-II (Concurrent Field Work and Summer Placement)

Concurrent Fieldwork: Concurrent practice learning of two-days a week is an ongoing learning opportunity to develop intervention skills in reality situations. This entails learning social work practice for two, or two and a half days or its equivalent (16 hours), each week of the semester. The learners may be placed in agencies or in communities to initiate and practice in direct service delivery. Practice learning is a vital component of the educational opportunity to be provided to the learner. The teaching-learning process must be designed to help the learner to move on the mastering strategies, skills and techniques to practice social work. The faculty supervisors should assist students to prepare a plan of action for the respective semester field work activities in consultation with agency supervisors. Every student shall undertake two case studies, one groups work (with a minimum of four sessions), two awareness programmes/trainings with any group in agency/community. They have to predominantly try to put into the practice the life skills learnt by them through Skills Lab Workshop in the first semester. Further, faculty supervisors shall facilitate students to adopt intervention field work in collaboration with the respective agency/development organisations. Minimum of eighteen concurrent fieldwork visits are expected to be carried out during the second semester of the course.

Summer Placement: In addition to Social Work Camp and Concurrent Fieldwork, students are expected continue Social Work Practicum - II in their respective villages / towns during the Summer Vacation for 7-10 days duration. They may carry out a social analysis of their rural/urban community under the guidance of the Faculty Supervisor, do need identification, prioritization of needs, develop an action plan, and implement the action plan in order to learn to design and practice certain social work interventions for the development of the community. The report of the Social Work Practice done during the Summer Vacation shall be added to reports of Social Work Practicum – II and should be made available to the examiner at the time of viva-voce examination.

References:

Kohli, A.S. 2004. *Field Instruction and Social Work: Issues, Challenges and Response*. Delhi: Kanishka.
Lawani, B.T. 2009. *Social Work Education and Field Instructions*. Agra: Current Publications.
Mathew, G. *Supervision in Social Work*. Mumbai: TISS.
Roy, S. 2012. *Fieldwork in Social Work*. Jaipur: Rawat Publications.
Sajid, S.M. 1999. *Fieldwork Manual*. New Delhi: Department of Social Work, Jamia Milia Islamia.
Subedhar, I.S. 2001. *Fieldwork Training in Social Work*. New Delhi: Rawat.
University Grants Commission. 1978. *Review of Social Work Education in India: Retrospect and Prospect*. New Delhi: UGC.

Paper Code: 126MSW02XXXOEC01T
Paper Type: Open Elective Course (Theory)
Paper Title: Management of Non-Governmental Organizations

Introduction: This course aims at introducing to students the concepts and principles involved in managing non-profits, particularly NGOs.

Objectives:
1. To develop understanding of the evolution of administration as a science and as a method;
2. Develop an understanding about the role of NGOs in social development.
3. To acquire knowledge and skills in the use of different management techniques in human service organizations;

UNIT I
NGOs as non-profit organizations involved in development work.
Legal - rational structure of Non-profits.
Trusts and Societies: Process of registering a NGO under the Trust Act and Societies Registration Act.

UNIT II
Organisational Design: Vision, Mission and Goals of NGOs - Decision-making - Participation, empowerment, teamwork and ownership; Voluntarism, Transparency and Stakeholder Accountability - Leadership styles suited for NGOs.

UNIT III
Management of voluntary organizations: Planning, Organizing, Staffing, Directing, Coordinating, Reporting and Budgeting (POSDCORB).
Public Relations and Networking Techniques.

UNIT IV
Resource Management for Non- Profits: Resource Mobilization for NGO: Non-financial resource, natural resources, physical resources in the form of common property - Human capital resources and social capital financial resource – Institutional and non-institutional sources of funding - National and international Fund-raising: strategies – Foreign contributions - Statutory obligations.

UNIT V
Accounting for Non- Profit Organisations: Basic accounting principles and concepts- Preparation and analysis of financial statements, zero base budgeting; Financial Management.
Recent trends in NGO management.
NGO's in Karnataka case studies: KHPT, SVYM, Samarthanm trust, APD, KASP, Child Rights Trust.

References:
1. Chowdhary, D. P 1981. Role of Voluntary Action in Social Welfare Development,New Delhi, Siddhartha Publications.
2. Drucker, Peter, 1983. Managing the Non-Profit Organisation, New Delhi, Macmillan.
3. Gangrade, K.D, 1988. Social Welfare and Social Development, New Delhi, Northern Book Centre
4. Garain S, 1998.Organisational Effectiveness of NGOs, Jaipur, University Book House.
5. Jackson, J 1989. Evaluation for Voluntary Organizations, Delhi, Information and News Network.
6. Kapoor, K.K, 1986. Directory of Funding Organisations, Delhi, Information and News Network.
7. PRIA, 1989. NGO – Government Relations, Delhi, PRIA.
8. PRIA, 1991. NGOs in India: A Critical Study, Delhi, PRIA.
9. Sachdeva, D.R, 1998. Social Welfare Administration in India, Allahabad, Kitab Mahal.
10. Weiner, M, 1982. Human Service Management, Illinois, the Dorsey Press.