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CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY, KANPUR



## **Department of Social Work**

**Bachelor of Social Work (B.S.W.)**

ORDINANCE AND REGULATIONS

Course Structure

**2021**

**Department of Social Work**  
**CSJM University, Kanpur**  
**Bachelor of Social Work (B.S.W.) Programme**  
**(Semester Pattern)**  
**(Introduce from the academic Session 2021-2022)**  
**Ordinance & Regulations**

**Introduction:**

The Bachelor of Social Work (B.S.W.) programme shall be of three years' duration. The programme shall be spread over six semesters. **The degree of Bachelor of Social Work is equivalent to professional bachelor degree in social work.** The Bachelor of Social Work (B.S.W.) programme is aimed to equip students to work as a change agent at grass root level, development professional and also contribute up to policy level. It is a recognized qualification for professional positions, in Governmental, NGOs, medical, industrial and voluntary sector organizations. This degree equips a student with knowledge, professional skills and attitude required to field of social work.

**1. Programme Objectives:**

- To equip candidates with the knowledge of working with people and the ability in problem solving through field experience.
  - To promote among trainees a sense of commitment and dedication to strive for equity, social justice, social harmony and peace.
  - To sensitize the trainees to involve themselves for the cause of poor, subaltern under privileged and disadvantaged section of the society.
  - To develop confidence among the trainees to feel themselves as change agents for social change and transformation.
  - To fulfill the existing gap between requirements and availability of employable human resource by focusing on the contemporary course contents.
  - To meet present manpower requirements of Government sectors, National and International Organizations and NGOs
2. The degree of Bachelor of Social Work (B.S.W.) shall be pursued in the Department of Social Work in the faculty of Advance Social Science Studies.
3. Total intake of students in the course will be 30. Reservation will be as per the rules of U.P. Government/University.
- 4. Eligibility:**  
A Student passed with higher secondary examination (10+2 pattern), or any other equivalent course in any stream with minimum 40% marks.
- 5. Eligibility Criteria for Admission**  
The students shall be selected for the Bachelor of Social Work (B.S.W.) Course through an entrance test/merit/as per University policy in this behalf.
6. English/Hindi shall be the medium of instruction in the admission test as well as in the University examination. The examination shall be after the end of each semester.
- 7. Attendance**  
Seventy-Five per cent attendance in Theory Lectures and eighty percent in Field Work shall be compulsory.

8. Ordinarily 50% Paper setters/examiners shall be internal and 50% external

**9. Fee Structure:**

Fee will be charged as per University norms and fee structure revised from time to time.

**10. Evaluation Pattern**

Evaluation pattern in each core paper shall be of 100 marks which contains 75 marks for theory paper and 25 marks for internal assessment respectively.

**11. Continuous Internal Assessment:**

- a. One fourth of the maximum marks in each course, will be reserved for internal assessment. Written examination of each course will carry 75 marks and internal assessment will carry 25 marks. (i.e. 75 marks external & 25 internal assessment).
- b. Marks for internal assessment will be awarded on the basis of one assignment carrying 10 marks, one presentation on the assignment carrying 10 marks and 5 marks for Attendance. Marks obtained in each of the assignment, presentation, attendance will be announced to the students. Internal Assessment will only be done once. Marks once obtained in internal assessment in any course will be final and will not be changed

For continuous internal assessment (CIA) in each paper, the following method will be followed:

Scheme of Continuous Internal Assessment (CIA)		
S. No.	Components	Marks
1.	Assignment (Written Submission)	10 marks
2.	Presentation (Oral & Written Presentation)	10 marks
3.	Attendance*	05 marks
<b>Total</b>		<b>25 marks</b>

**\*Note:** As far as the marks of attendance for internal assessment is concerned, **below 60%= 0** marks; From **60% to below 70%= 1** mark; From **70% to below 75%= 2** marks; From **75% to below 80%= 3** marks; From **80% to below 85%= 4** marks; and **85% and above= 5** marks shall be awarded.

For continuous internal assessment (CIA), the schedule of conduct of oral presentation sessions and/or submission of written assignment will be official/formally announced among the students well in advance (at least one month before) by each respective faculty member. After completion of internal assessment, the related records including award lists should be submitted in the Department at least two weeks before the commencement of the end semester examinations.

**12. Social Work Practicum/Field Work**

The Practicum for Social Work curriculum is designed to provide a variety of Opportunities to develop and enhance skills. Opportunities range from those that aid learning, observation and analysis of the realities and experience participation in social intervention. Besides, the tasks are so organized as to help the learner acquire learning skills, enrich those already acquired, and enhance these for complex

situations. Gradually, the learner is encouraged to move to being an independent worker.

Social Work Practicum includes Fieldwork component in every semester. The Practicum for B.S.W. Course will have the following Components:

1. Field Visits / Observation Visits / Agency Visits.
2. Interaction with Social Work Practitioners/ Clients
3. Structured Experiences Laboratory.
4. Urban / Rural Innovative Projects.
5. Concurrent Field Work.
6. Block Placement Work with reputed GOs, NGOs and INGOs

This course will be of 4 credits in first year and 6 credits in remaining years. There will also be a block placement of 04 weeks in 6<sup>th</sup> semester of 4 credits (100 marks). Every student will be required to go for Observational Visit/Concurrent Field Work for two days in a week (excluding Holidays). Concurrent Field Work will be of 100 Marks in each Semester with 50 marks for Field Work Report writing and 50 marks for the Viva based on the field work by the external examiner.

**13. Block Placement/ Internship:** Block placement through placement in any reputed industrial organization or social welfare agency or community for four weeks after the end of VI<sup>th</sup> semester will be organized just after the end of theory papers. Each Student shall be required to prepare and submit a Project Report on the theme (to be decided in consultation with the Faculty). The Block Placement/Internship & Viva-voce marks assigned shall be 100 marks and will be split in 50 marks and 50 marks for Block Placement/Internship Viva-Voce and Report respectively. The evaluation shall be done on the basis of report & certificate submitted by student and in the manner prescribed earlier.

#### **14. Course Structure:**

To meet the stated aims and objectives, as stated above, this programme besides having strong foundation in Social Work also has integrated a number of interdisciplinary and ability enhancing courses which provide the learner opportunities to explore subjects beyond the discipline of Social Work. The programme is of 144 credits with a mix of five types of courses: Eighteen core courses, four interdisciplinary, a Block placement project and four ability/skill enhancement courses (two ability enhancing compulsory courses and two skill enhancing courses). While each of the AECs and SECs is of 3 credit weightage, all other courses of this programme are 6 credit courses. The AECs and SECs will be offered from the pool of courses offered by the university. Students may also do these courses from the SWAYAM portal.

In the BSW curriculum, there will be 4-days theory classes and 2-days social work practicum is compulsory. In 4-days theory classes, 1-day will be included for Tutorial, Individual Conference and Group Conference.

**Department of Social Work, CSJM University, Kanpur**  
**Bachelor in Social Work(B.S.W.)**  
**Semester-wise Distribution of Course**

Sem	Major courses (Lectures, Tutorials/ IC & GC per week)	Credits	Interdisciplin ary courses 6 credits	Ability Enhancement Courses 3 credits* (Theory + Practical /Tutorial)	Skill Enhancement Courses 3 credits* (Theory + Practical /Tutorial)	Credits
1 <sup>st</sup>	<b>BSW-101</b> Introduction to Social Work	4	As per courses offered in the University	As per courses offered in the University	As per courses offered in the University	24
	<b>BSW-102</b> Working With Individual	4				
	<b>BSW-103</b> Social Work Practicum – (Observational Visits)	4				
2 <sup>nd</sup>	<b>BSW-201</b> Working With Groups	4	As per courses offered in the University	As per courses offered in the University	As per courses offered in the University	24
	<b>BSW-202</b> Community Organization and Social Development	4				
	<b>BSW-203</b> Social Work Practicum – (Observational Visits)	4				
3 <sup>rd</sup>	<b>BSW-301</b> Social Action And Social Movements	4	As per courses offered in the University			24
	<b>BSW-302</b> Basic Sociological Concepts for Social Work	4				
	<b>BSW-303</b> Basic Economic Concepts for Social Work	4				
	<b>BSW-304</b> Social Work Practicum – (Concurrent Field Work)	6				
4 <sup>th</sup>	<b>BSW-401</b> Social Welfare Administration	4	As per courses offered in the University			24
	<b>BSW-402</b> Fields Of Social Work	4				
	<b>BSW-403</b> Human Growth And Development	4				
	<b>BSW-404</b> Social Work Practicum – (Concurrent Field Work)	6				
5 <sup>th</sup>	<b>BSW-501</b> Basic Social Work Research	4				22
	<b>BSW-502</b> International Social Work	4				
	<b>BSW-503</b> Gender And Development	4				
	<b>BSW-504</b> Legal Information for Development Professionals	4				
	<b>BSW-505</b> Social Work Practicum – (Concurrent Field Work)	6				
6 <sup>th</sup>	<b>BSW-601</b> Social Problems in India	4				26
	<b>BSW-602</b> Population And Environment	4				
	<b>BSW-603</b> Social Policy Planning and Development	4				
	<b>BSW-604</b> Professional Skill Development	4				
	<b>BSW-605</b> Social Work Practicum – (Concurrent Field Work)	6				
	<b>BSW-606</b> Block Placement/ Internship	4				

\* From the courses available in the University and also from the MOOC platforms such as the Swayam Portal

## **Passing Criterion**

Greater than or equal to 33% in each individual paper with minimum 40% marks in aggregate in each of the semester examinations will be the passing criterion.

- a. A candidate who fails to secure minimum passing of at least 33% in a course will be allowed to give a back paper of that course in the semester (in which that particular course is offered) of the next academic session. Students with a maximum of 1 back paper will be promoted to the next semester. If a student fails to secure minimum pass marks in two or more papers at any time, such student will not be promoted to the next semester. Such a student will be allowed to repeat the entire semester as a fresh student.
- b. A candidate who fails in odd semester will pay only semester Examination Fee to reappear in the same examination, no Tuition Fee will be payable. A candidate who fails in even semester will pay Annual fee in addition to the Examination Fee to reappear in the same examination, no Tuition Fee will be payable.
- c. Any discrepancy will be resolved as per the University norms.

## **15. Faculty Requirement**

Faculty requirement will be in proportion of 1: 20 (Faculty: Student) i.e. for 30 intakes 2 teachers will be required. Faculty/ Guest Faculty may also be required for Discipline Specific Courses/Topics.

## **16. Infrastructure:**

- a. One lecture room per class enough to seat 30 students with adequate lighting and air facility.
- b. The lecture rooms must be equipped with whiteboard and audio-visual teaching equipment.
- c. At least one computer Lab with computer sets commensurate with the number of students.
- d. A library with adequate number of course and reference books, journals, magazines (including e-books and e-journals) relating to commerce and industry and business newspapers. The library shall have a reading room, computers with network connectivity and photocopy machines.
- e. The campus shall have free wi-fi facility for the students.
- f. There shall be indoor and outdoor games facilities for the students.

**17.** The candidates shall be declared passed and be eligible for the award of degree in Bachelor in Social Work, provided they obtain the following gradation of marks:

- I. 60% and above in aggregate of all the papers--1st Division
- II. 45% and above in aggregate but less than 60% of all the papers--2nd Division
- III. 40% and above but below 45%--3rd Division

# Department of Social Work

## Course Structure

### The Bachelor of Social Work (B.S.W.)

The schedule of papers prescribed for various semesters and marks shall be as follows:

Distribution of Papers and Marks - Semester-1						
After completion of one year Certificate	Paper Code	Title of Paper	Credits	End Sem. Exam	CIA	Total
	<b>BSW-101</b>	Introduction to Social Work	<b>4</b>	75	25	100
	<b>BSW-102</b>	Working With Individuals	<b>4</b>	75	25	100
	<b>BSW-103</b>	Social Work Practicum – (Observational Visits)	<b>4</b>	100	-	100
		Interdisciplinary courses (As per courses offered in the University)	<b>6</b>	100		100
		Ability Enhancement Courses (As per courses offered in the University)	<b>3</b>	50		50
		Skill Enhancement Courses (As per courses offered in the University)	<b>3</b>	50		50
			<b>24</b>	450	50	<b>500</b>
	Distribution of Papers and Marks - Semester-2					
After completion of one year Certificate	Paper Code	Title of Paper	Credits	End Sem. Exam	CIA	Total
	<b>BSW-201</b>	Working With Groups	<b>4</b>	75	25	100
	<b>BSW-202</b>	Community Organization and Social Development	<b>4</b>	75	25	100
	<b>BSW-203</b>	Social Work Practicum – (Observational Visits)	<b>4</b>	100	-	100
		Interdisciplinary courses (As per courses offered in the University)	<b>6</b>	100		100
		Ability Enhancement Courses (As per courses offered in the University)	<b>3</b>	50		50
		Skill Enhancement Courses (As per courses offered in the University)	<b>3</b>	50		50
			<b>24</b>	450	50	<b>500</b>

<b>Distribution of Papers and Marks - Semester-3</b>						
<b>After completion of two years Diploma</b>	Paper Code	Title of Paper	Credits	End Sem. Exam	CIA	Total
	<b>BSW-301</b>	Social Action And Social Movements	4	75	25	100
	<b>BSW-302</b>	Basic Sociological Concepts for Social Work	4	75	25	100
	<b>BSW-303</b>	Basic Economic Concepts for Social Work	4	75	25	100
	<b>BSW-304</b>	Social Work Practicum – (Concurrent Field Work)	6	100	-	100
		Interdisciplinary courses (As per courses offered in the University)	6	100	-	100
			<b>24</b>	<b>425</b>	<b>75</b>	<b>500</b>
	<b>Distribution of Papers and Marks- Semester-4</b>					
<b>After completion of two years Diploma</b>	Paper Code	Title of Paper	Credits	End Sem. Exam	CIA	Total
	<b>BSW-401</b>	Social Welfare Administration	4	75	25	100
	<b>BSW-402</b>	Fields of Social Work	4	75	25	100
	<b>BSW-403</b>	Human Growth And Development	4	75	25	100
	<b>BSW-404</b>	Social Work Practicum - (Concurrent Field Work)	6	100	-	100
		Interdisciplinary courses (As per courses offered in the University)	6	100	-	100
			<b>24</b>	<b>425</b>	<b>75</b>	<b>500</b>
	<b>Distribution of Papers and Marks - Semester-5</b>					
<b>After completion of three years Bachelor Degree</b>	Paper Code	Title of Paper	Credits	End Sem. Exam	CIA	Total
	<b>BSW-501</b>	Basic Social Work Research	4	75	25	100
	<b>BSW-502</b>	International Social Work	4	75	25	100
	<b>BSW-503</b>	Gender And Development	4	75	25	100
	<b>BSW-504</b>	Legal Information for Development Professionals	4	75	25	100
	<b>BSW-505</b>	Social Work Practicum – (Concurrent Field Work)	6	100	-	100
			<b>22</b>	<b>400</b>	<b>100</b>	<b>500</b>
	<b>Distribution of Papers and Marks - Semester-6</b>					
<b>After completion of three years Bachelor Degree</b>	Paper Code	Title of Paper	Credits	End Sem. Exam	CIA	Total
	<b>BSW-601</b>	Social Problems in India	4	75	25	100
	<b>BSW-602</b>	Population And Environment	4	75	25	100
	<b>BSW-603</b>	Social Policy Planning and Development	4	75	25	100
	<b>BSW-604</b>	Professional Skill Development	4	75	25	100
	<b>BSW-605</b>	Social Work Practicum – (Concurrent Field Work)	6	100	-	100
	<b>BSW-606</b>	Block Placement/ Internship	4	100	-	100
			<b>26</b>	<b>500</b>	<b>100</b>	<b>600</b>



**FIRST YEAR  
FIRST SEMESTER  
Paper - BSW-101  
INTRODUCTION TO SOCIAL WORK**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To understand the basic concepts of Social Work
- To introduce about the historical development of Social work
- To initiate about the values and philosophy of Social work

**Unit I**

Basic concepts related to Social Work: Social Work, Social Service, Social Welfare, Social Reform, Social Justice, Social Development and Social Administration

**Unit II**

Social Work: Meaning, Definitions, Nature, Characteristics, Basic Assumptions, Scope, Objectives, Functions and Methods

**Unit III**

Historical Development of Social Work in USA  
Historical Development of Social Work in UK  
Historical Development of Social Work in India

**Unit IV**

Values of Social Work, Philosophy of Social Work  
Skills and Principles of social work.

**Reference:**

1. Bhattacharya, S., Social Work: An Integrated Approach. New Delhi: Deep & Deep Publications. 2003
2. Dhawan, N., Social Work Perspectives: Philosophy and Methods. Lucknow: Bharat Book Centre. (M3: Chapter 1, pp.1-50) 2011
3. Misra, P.D., Social Work: Philosophy and Methods. New Delhi: Inter India Publications 1994
4. Reddy, D.S.A., Handbook of Social Work. New Delhi: Swastik Publications. (M4: Chapter 4, pp.114-145) 2013
5. Morales, A.T & Sheafor, B.W., Social Work: A Profession of Many Faces. New York: Pearson (M2: Chapter 2-3, pp.27-63, M3 Chapter 7, pp.135-152, M5: Chapter 5-6, pp.93-131) 2004
6. Adams, Robert, Dominelli, Lena & Payne Malcolm., Critical Practice in Social Work. New York: Palgrave Macmillan. 2002
7. Gray, Mel & Webb, Stephen A., Social Work: Theories and Methods. New Delhi: Sage Publications. 2009
8. Healy, Karen., Social Work Theories in Context: Creating Frameworks for Practice. New York: Palgrave Macmillan. 2005
9. Pandya, Samta P., Theory and Perspectives in Social Work. New Delhi: Rawat Publications. 2014
10. Payne, Malcom., Modern Social work theory. New York: Palgrave Macmillan. (M5: Chapter 12 Pp 251-268, Chapter 13 Pp 269-293) 2005
11. Friedlander, W. A., Introduction to Social Welfare, Prentice Hall, Inc. New York, 1955.
12. Konopka, G., Social Work Philosophy, The University of Minnesota Press, Minneapolis, 1958.

**FIRST YEAR  
FIRST SEMESTER  
Paper BSW-102  
WORKING WITH INDIVIDUAL**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To understand the basic concepts in Social Case Work
- To acquaint the students with the process of Social case work
- To develop in students the necessary attitude and skills to practice Social case work

**Unit I**

Social Case Work- Meaning, Definitions, Scope, Purpose. Historical development of Case Work, Case Work practice in India, Relations to other methods of Social Work  
Case Work Relationship. Nature and Components. Principles of case work relationship.

**Unit II**

Components of Case Work- Person, Problem, Place, Process.  
Case work process: Intake, Study, Diagnosis, Treatment, Evaluation & Termination  
Case work recording.

**Unit III**

Skills of caseworker, Tools of Case Work: Observation, Interview, Home Visit. Treatment methods in case work, direct treatment,

**Unit IV**

Counseling in Case Work- Definition, Meaning, Importance, Objectives and Goals  
Phases in Counseling  
Counseling techniques and areas of counseling

**Reference:**

1. Bhattacharya, S., Social Work: An Integrated Approach. New Delhi: Deep & Deep Publications 2003
2. Mathew, Grace., Introduction to Social Case Work. Bombay: Tata Institute of Social Sciences. 1992
3. Misra, P.D., Social Work –Philosophy and Methods, New Delhi: Inter India Publications. 1994
4. Hamilton Gordon, Principles of social case recording. New York: Columbia University Press. 1976
5. Hepworth & Larsen., Direct Social Work Practice: Theory and Skills (8th ed.). Belmont, CA: Brooks/Cole/ Thompson. 2010
6. Perlman, H.H., Social Case Work: A Problem Solving Process. Chicago: University of Chicago Press. 1957
7. Pandya, Samta P., Theory and Perspectives in Social Work. New Delhi: Rawat Publications. 2014
8. Payne, Malcom., Modern Social work theory. New York: Palgrave Macmillan. (M5: Chapter 12 Pp 251- 268, Chapter 13 Pp 269-293) 2005
9. Friedlander, W. A., Introduction to Social Welfare, Prentice Hall, Inc. New York, 1955.
10. Konopka, G., Social Work Philosophy, The University of Minnesota Press, Minneapolis, 1958.

**FIRST YEAR  
FIRST SEMESTER  
Paper - BSW - 103  
SOCIAL WORK PRACTICUM (Observational Visits)**

The Social Work Practicum shall carry 100 marks; it is divided accordingly. Concurrent Field Work will be 50 marks based on Field Work Report writing and 50 marks for the Viva based on the field work.

**Objectives**

- To Orient students with social work lexicon and prepare the students with requisite value orientation
- To develop understanding of field and field work; and attaching the students' various types of agency
- To Develop understanding of social structure and social systems.

**Activities:**

1. Plan orientation programme
2. Agency/ Community Visit through Field Work
3. Placement for learning Agency Structures, Organizational Activities
4. Perspectives Building Workshop
5. Social Sensitization Workshop

**References**

1. Kumar, R. Field Work in Social Work Practice (Hindi), New Royal Book Company, 2009.
2. Kumar, R. Guidelines for Field Work, Rapid Book Service 2010.
3. Roy, Sanjoy., Field Work in Social Work Education, Rawat Publication 2017.
4. Hamilton, G., Theory and Practice of Social Case Work, Columbia University Press, New York, 1951.
5. Holmos, P., The faith of Counsellors, Prentice Hall, London, 1965.
6. Mehta, B. N., Historical Development of Social Work in India, Indian Journal of Social Work, Vol. 13, 1952.
7. Bhanti, Raj., Field Work in Social Work Perspectives, Himanshu Publication, Udaipur, 1995.
8. Singh, R. R., Field Work in Social Work Education, Concept Publishing Company, New Delhi, 1985.
9. Grace, M., Educational and Helping aspects of Field Work Supervision, The Indian Journal of Social Work, Vol. 35, 1975.

**FIRST YEAR  
SECOND SEMESTER  
Paper- BSW 201  
WORKING WITH GROUPS**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To understand the scope of Group Work in social work intervention
- To familiarize with group formation, group work process & evaluation

**Unit I**

Social Group meaning, Social Group Work Definition, Nature, Characteristics  
Social group work: Historical Developments  
Objectives of social group work  
Principles of social group work

**Unit II**

Communication, Group dynamics, Group Logistics, Leadership  
Role of social worker in group work  
Skills of group worker  
Referral Services  
Interdisciplinary teamwork

**Unit III**

Phases of group work  
Group Diagnosis-Conflict and fight.  
Apathy and Non-participation inadequate decision making

**Unit IV**

Role of Group worker in Group Process  
Application of Social Group Work in different settings  
-Community  
-Hospitals  
-Industries  
-Schools

**Reference:**

1. Misra, P.D. & Misra B. Social Work Profession in India. Lucknow: New royal book Co. 2004.
2. Zastrow, Charles H. Social Work with groups: A comprehensive workbook (7th Ed.) Brooks/Cole, 2001
3. Toseland, Ronald W., Rivas, Robert F., An introduction to group work practice (4th Ed.) Boston: Pearson/Allyn and Bacon. 2009.
4. Garvin, Charles D.et. all., Handbook of social work with groups. New Delhi: Rawat Publications. 2004.
5. TreckerHarleigh B., Social Group Work: Principles and practices, Chicago:FollettPub. Co. 1972.
6. Trecker, H. B. Social Group Work, Principles and Practice, Association Press, New York, 1955.
7. Coyal, Grace., Social Group Work, In Social Work Year book, American Association of Social Workers, New York, 1937.
8. Konopka, G., Social Group Work: A Helping Process, Prantice Hall, Cliffs, 1966.
9. Grace, M., Educational and Helping aspects of Field Work Supervision, The Indian Journal of Social Work, Vol.35, 1975.

**FIRST YEAR  
SECOND SEMESTER  
Paper- BSW 202  
COMMUNITY ORGANISATION AND SOCIAL DEVELOPMENT**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- Understand the elements of Community Organization practice.
- Develop skills and attitudes for participatory community work.

**Unit I**

Meaning & Definition of Community Organization  
Objectives, Principles & Steps of Community Organization  
Methods of Community Organization.

**Unit II**

Role of community organizer  
Community Development,  
Difference between Community Development & Community Organization

**Unit III**

Scope of Community Organization: rural, urban and tribal areas  
Internal and external resources of community

**Unit IV**

Social Development- meaning and definition  
Indicators of Social Development  
Social work & Social Development  
Social policy & Social Development

**Reference:**

1. Bhattacharya, Sanjay ., Social Work An Integrated Approach. New Delhi: Deep & Deep Publications Pvt Ltd. 2009.
2. RamagondaPatil, Asha ., Community organization and Development An Indian Perspective. New Delhi: PHI Learning Private Limited. 2013.
3. Rubin, Irene & Rubin, J Herbert., Community Organizing and Development. London: Merrill Publication Company. 1986.
4. Narayanaswamy, N., Participatory Rural Appraisal, Principles, Methods and Application. New Delhi: Sage Publications India Pvt Ltd. 2009.
5. Leonard, Mayo., Administration of Social Agencies, Social Work Year Book, Russel Sage Foundation, New York, 1945.
6. Dunham, A., Administration of Social Agencies, Social Work Year Book, AASW, 1949.
7. Kidneigh, John. C., Administration of Social Agencies, Social Work Year Book, AASW, 1957.
8. Shastri, R.R., Samaj Karya, Hindi Sansthan, U. P., 1970.
9. Warham, J. An Introduction to Administration for Social Workers, Routledge and Kegan Paul Ltd., New York, 1967

**FIRST YEAR  
SECOND SEMESTER  
Paper - BSW - 203  
SOCIAL WORK PRACTICUM (Observational Visits)**

The Social Work Practicum shall carry 100 marks; it is divided accordingly. Concurrent Field Work will be 50 marks based on Field Work Report writing and 50 marks for the Viva based on the field work.

**Objectives**

- To Orient students with social work lexicon and prepare the students with requisite value orientation
- To develop understanding of field and field work; and attaching the students various types of agency
- To Develop understanding of social structure and social systems.

**Activities:**

1. Plan orientation programme
2. Agency/ Community Visit through Field Work
3. Placement for learning Agency Structures, Organizational Activities
4. Perspectives Building Workshop
5. Social Sensitization Workshop

**References**

1. Kumar, R. Field Work in Social Work Practice (Hindi), New Royal Book Company, 2009.
2. Kumar, R. Guidelines for Field Work, Rapid Book Service 2010.
3. Roy, Sanjoy., Field Work in Social Work Education, Rawat Publication 2017.
4. Hamilton, G., Theory and Practice of Social Case Work, Columbia University Press, New York, 1951.
5. Holmos, P., The faith of Counsellors, Prentice Hall, London, 1965.
6. Mehta, B. N., Historical Development of Social Work in India, Indian Journal of Social Work, Vol. 13, 1952.
7. Bhanti, Raj., Field Work in Social Work Perspectives, Himanshu Publication, Udaipur, 1995.
8. Singh, R. R., Field Work in Social Work Education, Concept Publishing Company, New Delhi, 1985.
9. Grace, M., Educational and Helping aspects of Field Work Supervision, The Indian Journal of Social Work, Vol.35, 1975.

**SECOND YEAR  
THIRD SEMESTER  
Paper- BSW 301  
SOCIAL ACTION AND SOCIAL MOVEMENTS**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- Understand the elements of Social Action Practice.
- Develop skills and attitudes for participatory community work.

**Unit –I**

Concept, definition and meanings of Social Action  
Principles of social action

**Unit – II**

Different Methods/techniques of Social Action  
Social action and social development  
Social action and social work.

**Unit – III**

Role of Social activist and skills needed  
Public Interest Litigation (PIL) and Right to Information Act-2006  
Models of social action

**Unit – IV**

Social Movements: Concept & Types of movements  
Social movements in India:  
Peasant movement  
Dalit movements, Backward class/caste movement  
Environmental movements  
LGBT movement

**Reference:**

1. Kulkarni, P.D. Social Policy and Social Development in India, Madras: Association of School of Social Work in India 1978.
2. Sharma P.N. Social Planning, Concept and techniques Lucknow: Print House India, 1983.
3. Gangrade, K.D.: Social Legislation in India Vol. I & II Delhi: Concept Publishing Co. 1978.
4. Gokhale, S. D., Integrated Social Policy in India, Social Welfare: Lehen and Legacy, Popular Prakashan, Bombay, 1975.
5. Ponsion, J. A., Social Welfare Policy, Mouton and Company, Hague, 1962.
6. Ginsberg, M., Social Change, British Journal of Sociology, 1958.
7. Pathak, Shankar., Social Development, Encyclopaedia of Social Work in India, Vol. 3.
8. Rao, M.S.A., Social Movements in India, Vol.1, Manohar, 1978.
9. Shah, Ghanshyam., Social Movements in India, A Review of Literature, 2004.

**SECOND YEAR  
THIRD SEMESTER  
Paper – BSW 302  
BASIC SOCIOLOGICAL CONCEPTS FOR SOCIALWORK**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- Provide a sociological perspective for effective social work practice
- Familiarize with various sociological concepts, social institutions & its use in social work profession

**Unit I**

Sociology: Meaning, Definitions, Importance  
Primary Concepts in Sociology: Society, Culture  
Community- Meaning & Characteristics  
Significance of Sociology in Social Work

**Unit II**

Role, Status, Social interaction and Social Process  
Social groups: Types

**Unit III**

Social institutions: Family, Marriage, Religion, education  
Social change: Concepts and Characteristics  
Social Control: Concepts and Characteristics  
Social Stratification: Concepts and Characteristics

**Unit IV**

Socialization: Agents of Socialization,  
Theories of Socialization:  
C.H Cooley's 'Theory of Looking Glass Self'  
G.H Meads 'Theory of Self'

**References**

1. Abraham, M. F., Contemporary Sociology: An Introduction to Concepts and Theories. New Delhi: Oxford University Press . 2006.
2. Bhushan, V., & Sachdeva, D. R., An Introduction to Sociology (39th ed.). Allahabad: Kitab Mahal, 2005.
3. Bhushan, V., & Sachdeva, D. R., Fundamentals of Sociology. New Delhi: Dorling Kindersley (India) Pvt. Ltd. 2012.
4. Gisbert, P., Fundamentals of Sociology. New Delhi: Orient Blackswan Private Limited. (M2: Chapter 3, pp. 44-59.) 2010.
5. Rao, C. S., Sociology: Principles of Sociology with an Introduction to Social Thought (7th ed.). New Delhi: S. Chand and Company Ltd. 2012.
6. Rawat, H. K., Sociology: Basic Concepts. Jaipur: Rawat Publications, 2013.
7. Mac Iver & Page., Society, Macmillan and co. Ltd, London, 1953.
8. Weber Max., Essay in Sociology, Oxford University Press, New York.
9. Cooley, C.H., Theory of looking Glass Self, *Human Nature and the Social Order*. New York: Scribner's, 1902.



**SECOND YEAR  
THIRD SEMESTER  
Paper - BSW 303  
BASIC ECONOMIC CONCEPTS FOR SOCIAL WORK**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- Understand the basic economic concepts, principles, theories & its application in social work profession
- Understand and analyze economic problems with social work perspective

**Unit I**

Economics: Meaning and Definitions

Basic economic questions, Significance of economic concepts in Social Work.

**Unit II**

Economic Problems: Poverty, Unemployment and over population

Meaning, magnitude, causes and consequences.

**Unit III**

Indian economy: Characteristics, Problems

Economic Systems: Capitalism, Socialism

Mixed Economy

**Unit IV**

Economic Growth & Development: Definition

Indicators of and Obstacles to Economic Development

**Reference:**

- 1 Dewett, K.K., Modern Economic Theory (35th ed). New Delhi: S. Chand & Company, 1997.
2. Dholakia, R.H & Oza, A.N., Microeconomics For Management Students:. New Delhi: Oxford University Press , 1997.
3. Jhingan, M.L., The Economics of Development and Planning (38th ed.). New Delhi: Vrinda publications (M5: Chapter 1- 4 pp.1-54)2005.
4. Jhingan, M.L., Macro Economic Theory (12th ed.). New Delhi: Vrinda publications (M4: Chapter 1-5, pp.3-72)2010.
5. Thirlwall, A.P., Economics of Development (9th ed.). London: Palgrave Macmillan (M5: Chapter 1-3, pp.3-116)2011.
6. Sovani, N. V., Whither Social Planners and Social Planning, Gokhle, S. D. Social Welfare: Legend and Legacy, p. 50.
7. Phadia, B. L., Indian Govt and Politics, 2020.
8. Singh, S, (1991), Social Development in India. Radha Publishers, New Delhi. 1991
9. Sinha RK and Das DK., Development Paradigms: Indian Development Experience. Deep and Deep Publishers, New Delhi. 2000

**SECOND YEAR  
THIRD SEMESTER  
Paper - BSW - 304  
SOCIAL WORK PRACTICUM (Concurrent Field Work)**

The Social Work Practicum shall carry 100 marks; it is divided accordingly. Concurrent Field Work will be 50 marks based on Field Work Report writing and 50 marks for the Viva based on the field-work.

**Objectives**

- To Orient students with social work lexicon and prepare the students with requisite value orientation
- To develop understanding of field and field work; and attaching the students' various types of agency
- To Develop understanding of social structure and social systems.

**Activities:**

1. Plan orientation programme
2. Agency/ Community Visit through Field Work
3. Placement for learning Agency Structures, Organizational Activities
4. Perspectives Building Workshop
5. Social Sensitization Workshop

**References**

1. Kumar, R. Field Work in Social Work Practice (Hindi), New Royal Book Company, 2009.
2. Kumar, R. Guidelines for Field Work, Rapid Book Service 2010.
3. Roy, Sanjoy., Field Work in Social Work Education, Rawat Publication 2017.
4. Hamilton, G., Theory and Practice of Social Case Work, Columbia University Press, New York, 1951.
5. Holmos, P., The faith of Counsellors, Prentice Hall, London, 1965.
6. Mehta, B. N., Historical Development of Social Work in India, Indian Journal of Social Work, Vol. 13, 1952.
7. Bhanti, Raj., Field Work in Social Work Perspectives, Himanshu Publication, Udaipur,1995.
8. Singh, R. R., Field Work in Social Work Education, Concept Publishing Company, New Delhi,1985.
9. Grace, M., Educational and Helping aspects of Field Work Supervision, The Indian Journal of Social Work, Vol.35, 1975.

**SECOND YEAR  
FOURTH SEMESTER  
Paper- BSW 401  
SOCIAL WELFARE ADMINISTRATION**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To study Voluntary Agency Administration
- To study legal aspects of Social Work Administration
- To create awareness about the various social welfare programmes implemented by Central & State Governments

**Unit I**

Social Work Administration- Meaning and definition  
Administration-Meaning, scope & principles  
Organization, management, Public Administration  
Functions of social Welfare Administration

**Unit II**

Administrative process in welfare institutions- Planning, Organizing, Directing, Staffing, Coordinating.  
Financial administration- Budgeting, Fund raising, Accounting, Auditing.

**Unit III**

Non- governmental organizations, Registration of Societies and Trusts, Constitution and byelaws, Societies Registration Act.  
Factors motivating Voluntary Action  
National & International Voluntary Agencies

**Unit IV**

Welfare programmes for Women, Children, Youth, Aged, Destitute & differently abled (Institutional & Non-Institutional)  
Social Welfare Programmes for SCs & STs.  
Integrated Child Development Services

**Reference:**

1. Sachdeva, D.R .: Social Welfare Administration in India. Delhi: KitabMahal , (M1:Ch 3 Pp 64-78, M5:Chapter 8 Pp 203-207, Chapter 22 Pp 702-720)
2. Department of Social Welfare Administration: Management of Non-profit organisations in the changing Development Scenario.M3:(152-154), M1:(329-345), M3:(321-328)
3. Rex A. Skidmore: Social Work Administration-Dynamic Management & Human Relationships; (M1:Chapter 1, Pp 12, 25-26, 66-76)
4. Lee, Nancy R., Kotler, Philip. Social Marketing- Influencing Behaviours for Good; (M3: Chapter 2 Pp 37-50)
5. Dr. D Paul Chowdry: Social Welfare Administration; (M4:Chapter 6 Pp 240-290)
6. Leonard, Mayo., Administration of Social Agencies, Social Work Year Book, Russel Sage Foundation, New York, 1945.
7. Dunham, A., Administration of Social Agencies, Social Work Year Book, AASW, 1949.
8. Kidneigh, John. C., Administration of Social Agencies, Social Work Year Book, AASW, 1957.
9. Shastri, R.R., Samaj Karya, Hindi Sansthan, U. P., 1970.
10. Warham, J. An Introduction to Administration for Social Workers, Routledge and Kegan Paul Ltd., New York, 1967

**SECOND YEAR  
FOURTH SEMESTER  
Paper- BSW 402  
FIELDS OF SOCIAL WORK**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar

**Objectives:**

- Create awareness about enlarging scope of Social Work profession
- Familiarize with problems in various fields of Social Work
- Acquire skills for working in different areas of Social Work

**Unit I**

Family & Child Welfare: Foster Care, Adoption Services, Family Counseling Centre, Child Guidance Clinics, Sex Education, Premarital Counseling

**Unit II**

Medical & Psychiatric Social Work: Multidisciplinary Approach

Concept of Patient as a Person

Social & Emotional factors involve in disease and death

Role of medical social worker

Role of psychiatric social worker

**Unit III**

Rural & Urban Community Development

Panchayathi Raj & Decentralized planning

**Unit IV**

Criminology & criminal justice administration

Working with Elderly people, Physically & Mentally challenged people

Industrial Social Work- Problems of industrial workers, Stress.

**Reference:**

1. Bajpai, P.K., Social Work Perspectives on Health. Rawat Publications, New Delhi. 1998.
2. Egan, Marcia. Kadushin, Goldie., Social Work Practice in Community-Based Health Care. The Haworth Press, New York. (M1:Ch 4. Pp 85-98)2007.
3. Park, K., Preventive and Social Medicine. M/s BanarsidasBhanot Publishers, Jabalpur. 2007.
4. Kahn, A. J., Studies in Social Policy and Planning, Russel Sage Foundation, New York, 1969.
5. Singh, Surendra & Mishra, P.D., Samaj Karya Etihash Darshan Avam Pralaniya, New Royal Book Company,2007.
6. Singh, A.P. & Singh, A. N., Samaj Karya, New Royal Book Company, Lucknow, 2007.
7. Singh, Surendra & Verma, R.B.S., Samaj Karya ke khetra, New Royal Book Company,2005.
8. Misra, P.D. & Misra B., Social Work Profession in India. Lucknow: New royal book Co. 2004.
9. Bhattacharya, S., Social work: An integrated approach. New Delhi: Deep & Deep Publications,2004.
10. Brenda Dubois and Kalra., Social-Work an Empowering Profession, Keogrud Miley, 2002.

**SECOND YEAR  
FOURTH SEMESTER  
Paper- BSW 403  
HUMAN GROWTH AND DEVELOPMENT**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To understand the physical, psychological & social changes of various
- developmental stages
- To identify problems & hazards of developmental stages

**Unit I**

Developmental Psychology- Definition, Meaning, Developmental psychology & Social Work Growth

Development-Meaning, Stages in development, Tasks in developmental stages.

**Unit II**

Prenatal Development- Pregnancy, Child Birth, Problems during delivery

Infancy- Characteristics, Family influence

**Unit III**

Early Childhood- Language Development, Preschool Education

Late childhood- Influence of school, Social Grouping & Social Behaviour, Psychosocial factors of child growth & development

**Unit IV.**

Adolescence-Period of Storm & Stress,

Identity Crisis, Peer Group Influence, Social Relationship & Sexuality.

Early Adulthood- Vocational Adjustment, Role Changes, Marital Relationship

Middle age- Adjustments in family, Widowhood, Preparation for old age

**Reference:**

1. United Nations Development Programme, Human Development Report 2004: Cultural Liberty in Today's Diverse World, New Delhi: Oxford University Press, 2004.
2. Crawford, K., Social Work and Human Development: Transforming Social Work Practice. Exeter: Learning Matters, 2004.
3. Flippo, Osella and Katy, Gardner., Contraventions to Indian Sociology, Migration Modernity and Social Transformation in South Asia, New Delhi : Sage Publication, 2003.
4. Gandhi P. Jagadish., Indian Economy – some issues, Institute of Social Sciences and Research, Vellore, 1982.
5. Mahajan, G. (Ed.), Democracy, Difference and Social Justice. New Delhi: Cambridge University Press, 1998.
6. Clifford, Morgen and King, Richard., Introduction to Psychology, New York : McGraw Hill Inc., 1975.
7. Colman, James C. & Broen William E., Abnormal Psychology and Modern life, India: D. B. Taraporevala Sons. 1972.
8. Dacey & Travers., Human development: Across the lifespan. McGraw Hill, 1996.
9. Morgan. K., Weisz. & Schopler., Introduction to psychology. New York: Tata McGraw Hill, 1993.
10. Norlin, J., Chess. W, Dale, O & Smith, R., Human behavior and the social environment: social systems theory (4th Ed). Boston: Allyn Bacon, 2003.

**SECOND YEAR  
FOURTH SEMESTER  
Paper- BSW 404  
SOCIAL WORK PRACTICUM (Concurrent Field Work)**

The Social Work Practicum shall carry 100 marks; it is divided accordingly. Concurrent Field Work will be 50 marks based on Field Work Report writing and 50 marks for the Viva based on the field work.

**Objectives**

- To Orient students with social work lexicon and prepare the students with requisite value orientation
- To develop understanding of field and field work; and attaching the students various types of agency
- To Develop understanding of social structure and social systems.

**Activities:**

1. Plan orientation programme
2. Agency/ Community Visit through Field Work
3. Placement for learning Agency Structures, Organizational Activities
4. Perspectives Building Workshop
5. Social Sensitization Workshop

**References**

1. Kumar, R. Field Work in Social Work Practice (Hindi), New Royal Book Company, 2009.
2. Kumar, R. Guidelines for Field Work, Rapid Book Service 2010.
3. Roy, Sanjoy., Field Work in Social Work Education, Rawat Publication 2017.
4. Hamilton, G., Theory and Practice of Social Case Work, Columbia University Press, New York, 1951.
5. Holmos, P., The faith of Counsellors, Prentice Hall, London, 1965.
6. Mehta, B. N., Historical Development of Social Work in India, Indian Journal of Social Work, Vol. 13, 1952.
7. Bhanti, Raj., Field Work in Social Work Perspectives, Himanshu Publication, Udaipur,1995.
8. Singh, R. R., Field Work in Social Work Education, Concept Publishing Company, New Delhi,1985.
9. Grace, M., Educational and Helping aspects of Field Work Supervision, The Indian Journal of Social Work, Vol.35, 1975.

**THIRD YEAR  
FIFTH SEMESTER  
Paper- BSW 501  
BASIC SOCIAL WORK RESEARCH**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- Familiarize students with the nature of social science research and its application in social work.
- Learn the research process and develop abilities to prepare research design and strategies.
- Develop competency in conceptualizing, designing and implementing research.

**Unit I**

Social Research & Social Work research- scope and need

Scientific methods: Theory, concepts & variables

Types of Social Research: Basic, Applied and Action.

**Unit II**

Scientific Method: Meaning, Characteristics, Steps

Objectivity and Subjectivity

Deductive and Inductive Method;

**Unit III**

Methods of Social Work Research: Historical Method

Comparative Method

Quantitative and Qualitative

**Unit IV**

Research Design: Concept, Purposes of Research Design

Types of Research Design

Hypothesis: Meaning, Types and Sources

**Suggested Readings:**

1. Coolidge, Frederick L., Statistics: A Gentle Introduction. New Delhi: Sage Publications. 2000
2. Foster, J.J., Data Analysis Using SPSS for Windows: A Beginners Guide. New Delhi: Sage Publications. 1998.
3. Goode, W. J. and Hatt, P.K. ,Methods in Social Research. New York: MacGraw Hill. 1952.
4. Grinnel, Richard M.; Unrau, Yvonne A., Social Work Research and Evaluation: Quantitative and Qualitative Approaches. New Delhi: Oxford University Press. 2005.
5. Gupta, S. P., Statistical Methods. New Delhi: Sultan Chand & Sons. 2006.
6. Hinton, Perry R., Statistics Explained: A Guide for Social Science Students, London: Routledge. 2004.
7. Hugh, Mc Laughlin., Understanding Social Work Research. New Delhi: Sage Publications. 2007.
8. Kerlinger, F. N., Foundation of Behavioural Research. Bombay: Himalayan Publication. 1998.
9. Kirk, Stuart A., Social Work Research Methods: Building Knowledge for Practice. Washington, D.C.: NASW Press. 1999.
10. Mukherjee, Ramkrishna., Classification in Social Research. Albany: State University of New York Press. 1983

**THIRD YEAR  
FIFTH SEMESTER  
Paper –BSW 502  
INTERNATIONAL SOCIAL WORK**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar

**Objectives:**

- To understand the overall scenario of International social work.
- To know about the descriptions of major International social welfare organizations.
- To understand the various approaches and practice of International social work.

**Unit I**

Global spread of social work: origin, recent trends

International social work: definition, scope, values and ethics

International organizations of social work: International Association of schools of Social Work (IASSW), International Federation of Social Workers (IFSW) and, International Council on Social Welfare (ICSW)

**Unit II**

UN agencies: UNICEF, WHO and UNDP

International NGOs: Red Cross, YMCA/YWCA

**Unit III**

Global and human rights perspective

Ecological and social development perspective

**Unit IV**

Global Issues: poverty, child welfare and women issues

Global Issues: environment & climate change

**References:**

1. Bennett, A.L., International Organizations: Principles and Issues. 1988.
2. Bettmann, J., Jacques, G. & Frost, C., International Social Work Practice: Case Studies from a Global Context. Routledge. 2012.
3. Cox, David & Pawar, M., International Social Work: Issues, Strategies and Programmes. New Delhi: Vistaar Publications. 2006.
4. Elisabeth, R., Social Work and Human Rights: A Foundation for Policy and Practice. New York: Columbia University Press. 2003.
5. Healy, L., International Social Work. New York: Oxford University Press. 2008.
6. Hokenstan, M. C. & Midgley J., Issues in International Social Work: Global Challenges for a New Century Washington DC: NABSW Press. 1997.
7. Singh, D. K. and Bhartiya, A.K., Social Work: Concept and Methods. Lucknow: New Royal Book Company. 2010
8. Surendra Singh (Chief Editor): Encyclopedia of Social work in India. Lucknow: New Royal Book Company. 2012
9. Friedlander, Walter A., Concepts and Methods of Social Work, New Delhi: Prentice Hall of India Pvt. Ltd, 1977.



**THIRD YEAR  
FIFTH SEMESTER  
Paper- BSW 503  
GENDER AND DEVELOPMENT**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To understand key concepts, issues in gender and development
- To give awareness about reciprocal relationship between women & men in society
- To create awareness about the magnitude of gender disparities in the present context

**Unit I**

Gender – Definition and related concepts: Sex and Gender, Gender Stereotypes, Gender statistics, Gender Bias, Feminism, Women Empowerment and Women Studies

**Unit II**

Status & Role of women- Women & Family, Women & Religion, Women & Education, Women & Economy, Women & Media, Women & Environment, Women & Health changing role

Present status of women in India

**Unit III**

Gender issues for women- problems of destitute, widows, single women, girl children, working women.

Domestic violence, dowry death, sexual exploitation, female infanticide

**Unit IV**

Programmes for the development of women- Programmes of Central & State Governments

Legislation to protect the interests of women

National & State Commission for Women.

**Reference:**

1. Goel, S.L. & Jain, R.K., Social Welfare Administration: Theory and Practice, (Vol. I & II). New Delhi: Deep and Deep Publications, 1988.
2. Patti, R.J., The Handbook of Social Welfare Management. Sage Publications, 2000.
3. Rao Vidya, Social Welfare Administration. Tata Institute of Social Sciences, Mumbai. 1987.
4. Rao, MSA (1979) Social Movements in India, New Delhi : Vol. 1 and 2, Manohar , 1979.
5. Sachdeva, D. R., Social Welfare Administration in India. Allahabad, Kitab Mahal. 1998.
6. Shrivasta, S. K Social Movements for development, Allahabad: Chugh Publications , 1988.
7. Siddique, H. Y., Social work and social action. New Delhi: Harnam Publications, 1984.
8. Vedi, D., Social reforms movement in India: Historical perspective. India: Popular Prakashan, 1991.
9. UNDP The Monitoring and Evaluation Framework, UNDP, Toronto : , University of Toronto Press , 2001.

**THIRD YEAR  
FIFTH SEMESTER  
Paper- BSW 504  
LEGAL INFORMATION FOR DEVELOPMENT PROFESSIONALS**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To provide an overview of social legislation relevant to social work practice
- To educate the development professionals about the existing judicial system & its functioning

**Unit I**

Social Legislation, Social Justice, Social Defense  
Indian Constitution- Preamble, Fundamental Rights, Directive Principles and Fundamental Duties.

**Unit II**

Indian Judicial system  
Courts- Civil Courts, Criminal Courts, Family Courts, Juvenile Courts  
Prisons-Probation, Parole, Criminal Procedure Code and Indian Penal Code Criminology

**Unit III**

Personal Laws- Marriage, divorce and Adoption legislations for Hindus, Muslims and Christians  
Special marriage act

**Unit IV –**

Social security Legislations- Maternity Benefits Act, ESI Act, Factories Act, Workmen's Compensation Act

**Reference:**

1. Pylee M.V., An Introduction to the Constitution of India, Fifth Edition, Vikas Publishing House Pvt Lmted., Noida, 2009.
2. Constitutional Law, Volume 1, The Academy of Legal Publications, Punnen Road, Thiruvananthapuram
3. Godbole, Madhav., The Judiciary and Governance in India, Rupa.co, New Delhi, 2009.
4. Waldron Ronald J., The Criminal Justice System an Introduction, Boston: Houghtan Mifflin Company. (M.3. pp 293-308, M.5 pp 91-106) 1976.
5. .Kashyap Subhash C., Citizens and the constitution-citizenship values under the constitution, New Delhi: Ministry of Information Govt of India. (M1:pp 26-39) 1977.
6. .Pinherio Antony, DLD. Marriage Law in the Latin Code and in the Eastern Code, Pontifical Institute Publications, Kerala, (M4: pp 193-199) 1995.
7. . Law of Torts and Consumer Protection, Academy of Legal publications, Trivandrum (M5: pp 323-358)
8. The Law of Criminal Procedure"- The Academy of Legal Publications- Trivandrum (M3: pp 77-78, pp 41, pp 127-138, pp 237-248, M4: pp 310)
9. Singh, Gurdip., Environmental Law in India, New Delhi: Macmillan India Ltd. (M4: pp 124-160)2005.

**THIRD YEAR  
FIFTH SEMESTER  
Paper- BSW 505  
SOCIAL WORK PRACTICUM (Concurrent Field Work)**

The Social Work Practicum shall carry 100 marks; it is divided accordingly. Concurrent Field Work will be 50 marks based on Field Work Report writing and 50 marks for the Viva based on the field work.

**Objectives**

- To Orient students with social work lexicon and prepare the students with requisite value orientation
- To develop understanding of field and field work; and attaching the students various types of agency
- To Develop understanding of social structure and social systems.

**Activities:**

1. Plan orientation programme
2. Agency/ Community Visit through Field Work
3. Placement for learning Agency Structures, Organizational Activities
4. Perspectives Building Workshop
5. Social Sensitization Workshop

**References**

1. Kumar, R. Field Work in Social Work Practice (Hindi), New Royal Book Company, 2009.
2. Kumar, R. Guidelines for Field Work, Rapid Book Service 2010.
3. Roy, Sanjoy., Field Work in Social Work Education, Rawat Publication 2017.
4. Hamilton, G., Theory and Practice of Social Case Work, Columbia University Press, New York, 1951.
5. Holmos, P., The faith of Counsellors, Prentice Hall, London, 1965.
6. Mehta, B. N., Historical Development of Social Work in India, Indian Journal of Social Work, Vol. 13, 1952.
7. Bhanti, Raj., Field Work in Social Work Perspectives, Himanshu Publication, Udaipur,1995.
8. Singh, R. R., Field Work in Social Work Education, Concept Publishing Company, New Delhi,1985.
9. Grace, M., Educational and Helping aspects of Field Work Supervision, The Indian Journal of Social Work, Vol.35, 1975.

**THIRD YEAR  
SIXTH SEMESTER  
Paper –BSW 601  
SOCIAL PROBLEMS IN INDIA**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar

**Objectives:**

- To provide insight about present social problems and their magnitude.
- To enable the students to understand the impact of social problems on social life.

**Unit I**

Social Problems: Meaning, Characteristics, Causes and types

**Unit II**

Poverty and unemployment: Meaning, Types and Causes

Programmes for alleviation: Poverty & Unemployment

Population problems: Causes, Characteristics & preventive programmes

**Unit III**

Substance Abuse: Causes, Types, preventive measures

Suicide: Definition, Causes, Preventive Measures

Juvenile Delinquency: Classification & Causes

Child Labor: Causes & Programmes

**Unit IV**

Crime: Concept, & prevention

Violence against women and prostitution

Child Abuse

Human Trafficking

Migration and Displacement

**Reference:**

1. Ahuja, H. L., Macro Economics: Theory and Policy. Agra: S. Chand Publication. 2016
2. Ahuja, H. L., Principle of Macro Economics. Agra: S. Chand Publication. 2016
3. Ahuja, Ram., Social Problem in India Jaipur: Rawat Publishers. 1997
4. Ali, A.F. Iman., Social Stratification Among Muslim-Hindu Community, New Delhi : Commonwealth Publishers. 1992
5. Bhusan, Vidya & Sachdeva, D. R., An Introduction to Sociology, Allahabad : Kitab Mahal. 2000
6. Gandhi P. Jagadish., Indian Economy – Some Issues, Institute of Social Sciences and Research, Vellore. 1982
7. Mohanty, Manoranjan., Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi: Sage Publication. 2004
8. Singh, Yogendra., Social Stratification & Change in India, New Delhi: Manohar Publication. 1997
9. Srinivas, M.N., Indian Social Structure. New Delhi: Hindustan Publishing House. 1991
10. Madan, G.R., (revised edition) Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd. 2002

**THIRD YEAR  
SIXTH SEMESTER  
Paper – BSW602  
POPULATION AND ENVIRONMENT**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar

**Objectives:**

- To know about the population, demography
- To identify difference between resources and population
- To know about the population policy

**Unit I**

Population: Concept and importance  
Population explosion and over population  
Population as a problem and as an asset

**Unit II**

Demographic profile of Indian population  
Characteristics features of Indian population  
Population policy in India,  
Malthus theory  
Optimum theory.

**Unit III**

Environment: Meaning and Characteristics  
Environment Degradation  
Climate change and Environment

**Unit IV**

Environment management  
Impact of Global Warming  
Law related to Environment protection  
Disaster management

**Reference:**

1. Kumar, H., Social Work, Social Development and Sustainable Development (Regency Publications, New Delhi. 1997
2. Madan, G.R., Indian Social Problems, Allied Publishers: New Delhi. 1973
3. Midgley, J., Social Development: The Developmental Perspective in Social Welfare. New Delhi: Sage Publications. 1995
4. Rao, BD (ed)., World Summit for Social Development, Discovery Publications, N Delhi. 1998
5. Rao, P.K., Sustainable Development, Economic and Policy, Blackwell Publisher, Oxford, UK. 2000
6. Sharma SL (ed)., Development: Socio-Cultural Dimensions, Rawat Publications, Jaipur. 2006
7. Boase AB: Social Welfare Planning in India (Bangkok, ESCAPE,1970).
8. Chakravarty, S., Development Planning: An Indian Experience. Oxford: Clarendon Press. 1987
9. Jacob KK., Social Development Perspective. 1992
10. Kulkarni, PD., Social Issues and Development. Uppal Publishing House, New Delhi. 2000
11. Rastogi, PN., Policy Analysis and Problem-solving for Social Systems, Sage Publications, N Delhi. 1992
12. Sapru RK: Development Administration (Deep and Deep Publications, New Delhi1989)
13. Singh,S., Social Development in India. Radha Publishers, New Delhi. 1991

**THIRD YEAR  
SIXTH SEMESTER  
Paper- BSW 603  
SOCIAL POLICY, PLANNING AND DEVELOPMENT**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- Understand the policy planning and project/setting
- Learn the techniques of project planning and project management.
- Develop understanding about social development
- Understand the significance of social policy in Community Development and gain the basic skills of influencing the same.

**Unit-I**

Social Policy: Meaning, objectives and Characteristics  
Scope and Models of Social Policy  
Difference between Social Policy & Economic Policy  
Social Policy and Constitution.

**Unit II**

Social Planning Objectives, Scope and Characteristics  
Models and Functions of Social Planning  
Types of Social Planning  
Inter-Relationship between Policy Planning and Development

**Unit III**

Social policy related to Women, Children, Youth, Aged, Education, Health, Housing and family welfare in India.

**Unit IV**

Social Development: Concept, meaning, factors of development,  
Models of development: MacLe Land, Shumpiter, Gale Breath

**Reference:**

1. Antony, M. J., Social Action through Courts: Landmark Judgments in Public interest Litigation, New Delhi: Indian Social Institute. 2000
2. Bhartiya, A. K., Introduction to Social Policy. Lucknow: NRBC. 2010
3. Bhartiya, A. K., and Singh, D. K., Social Policy in India. Lucknow: NRBC. 2010
4. Biju, M. R., Human Rights in a Developing Society, New Delhi : Mittal Prakashan. 2005
5. Gangrade, K. D. Social Legislation in India (Vol-1 & Vol.2), Delhi: Concept Publishing Company.
6. Gaur, K.D., Criminal Law, Criminology and Criminal Administration. New Delhi: Deep and Deep Publications. 2002
7. Hill, M., Understanding Social Policy. Oxford. Blackwell Publishing. 2003
8. Jacob, K.K. (Ed.), Social Development Perspectives, Udaipur: Himanshu Publications. 1992
9. Kabra Kamal Nayan., Development Planning In India: Exploring an Alternative Approach Indian Institute of Public Administration, New Delhi. 2004
10. Kulkarni, P. D., Social Policy and Social Development in India, Madras: Association of Schools of Social Working India. 1979

**THIRD YEAR  
SIXTH SEMESTER  
Paper- BSW 604  
PROFESSIONAL SKILL DEVELOPMENT**

The paper shall carry 100 marks, out of which 25 marks shall be allotted to continuous assessment and 75 marks to semester end examination. Besides lectures, each student shall be required to put in three hours per week to work on allotted topic and make presentation/ in the seminar.

**Objectives:**

- To develop communication, public speaking, listening skills in students
- To develop students as trainers or resource person in conducting training programmes

**Unit I**

Human Resources- Definition, Importance  
Value of the individual, Human Resource Development  
Management of Time, Career Guidance and career counseling

**Unit II**

Personality Development- Role of Heredity & Environment  
Personality types- Extroverts & Introverts  
Theories of personality development  
Determinants of personality

**Unit III**

Communication process in Social Work- meaning,  
Types- verbal & nonverbal communication  
Importance of body language  
Interpersonal communication.

**Unit IV**

Professional Skills: Communication, Motivation, Mobilization, Organization, Behaviour modification  
use of self, control emotional behavior.

**Reference:**

1. Garrett, Annett., Interviewing – Its Principles and Methods, Family Service Association of America, New York. 1972
2. Madhukar Indira., Guidance and Counselling, New Delhi : Authors Press. 2000
3. Nelson Jones, Richard., Practical Counselling and Helping Skills, London: Harper and Row. 1984
4. Singh, R. R., Field Work in Social Work Education. New Delhi: Printway India. 1985
5. Subedar, I. S., Field Work Training in Social Work. New Delhi: Rawat Publication. 2001
6. Sudha Datar, et al., Skill Training for Social Workers: A Manual. New Delhi: Sage. 2010
7. Verma, R.B.S. & Singh, Atul Pratap., Handbook of Field Work Practice Learning in Social Work. Lucknow: New Royal Book Company. 2010
8. Verma, R.B.S. & Singh, Atul Pratap., Standard Manual for Field Work Practicum in Social Work. Lucknow: New Royal Book Company. 2013

**THIRD YEAR  
SIXTH SEMESTER  
Paper- BSW 605  
SOCIAL WORK PRACTICUM (Concurrent Field Work)**

The Social Work Practicum shall carry 100 marks; it is divided accordingly. Concurrent Field Work will be 50 marks based on Field Work Report writing and 50 marks for the Viva based on the field work.

**Objectives**

- To Orient students with social work lexicon and prepare the students with requisite value orientation
- To develop understanding of field and field work; and attaching the students various types of agency
- To Develop understanding of social structure and social systems.

**Activities:**

1. Plan orientation programme
2. Agency/ Community Visit through Field Work
3. Placement for learning Agency Structures, Organizational Activities
4. Perspectives Building Workshop
5. Social Sensitization Workshop

**References**

1. Kumar, R. Field Work in Social Work Practice (Hindi), New Royal Book Company, 2009.
2. Kumar, R. Guidelines for Field Work, Rapid Book Service 2010.
3. Roy, Sanjoy., Field Work in Social Work Education, Rawat Publication 2017.
4. Hamilton, G., Theory and Practice of Social Case Work, Columbia University Press, New York, 1951.
5. Holmos, P., The faith of Counsellors, Prentice Hall, London, 1965.
6. Mehta, B. N., Historical Development of Social Work in India, Indian Journal of Social Work, Vol. 13, 1952.
7. Bhanti, Raj., Field Work in Social Work Perspectives, Himanshu Publication, Udaipur,1995.
8. Singh, R. R., Field Work in Social Work Education, Concept Publishing Company, New Delhi,1985.
9. Grace, M., Educational and Helping aspects of Field Work Supervision, The Indian Journal of Social Work, Vol.35, 1975.



**THIRD YEAR  
SIXTH SEMESTER  
Paper- BSW 606  
BLOCK PLACEMENT/ INTERNSHIP**

Block placement/ Internship through placement in any reputed industrial organization or social welfare agency or community for four weeks after the end of VI<sup>th</sup> semester theory papers. Each Student shall be required to prepare and submit a Project Report on the theme (to be decided in consultation with the Faculty). The Block Placement/Internship & Viva-voce marks assigned shall be 100 marks and will be split in 50 marks and 50 marks for Block Placement/Internship Viva-Voce and Report respectively. The evaluation shall be done on the basis of report & certificate submitted by student and in the manner prescribed earlier.