

DAVANGERE UNIVERSITY

SYLLABUS FOR

MASTER OF SOCIAL WORK (MSW)

POST-GRADUATE DEGREE

Applicable to all Social Work Departments offering MSW Post-Graduate Degree, affiliating to Davangere University

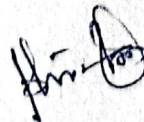
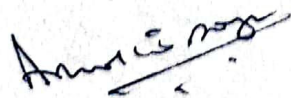
(I to IV Semesters)

Revised in 2020 by the Syllabus Revision Committee comprising BOS members of PG Social Work Board, Davangere University.

Contents	Page No.
Face sheet	1
Course outline	2-6
Workload details	6-8
Course regulations	9-13
I semester papers	14-28
II semester papers	29-43
III semester papers	44-61
IV semester papers	62-75
Q.P. Pattern	76

CERTIFICATE

This is to certify that this document/syllabus comprising 76 pages is prepared for Master of Social Work, a four semesters Post Graduate course of Davangere University by the competent Board of Studies in 2020. This document is approved by BOS in consent with all the honorable members of BOS-Social Work.



M. V. B
CHAIRMAN-BOS (PG) 13/02/2020
DEPARTMENT OF SOCIAL WORK
DAVANGERE UNIVERSITY
Chairman
Board of Studies (PG) 1
Department of Social Work
Davangere University
Davangere - 577 007

DAVANGERE UNIVERSITY

(Recognized by UGC under Sec. 2f and 12b of UGC Act)

DEPARTMENT OF SOCIAL WORK

SHIVAGANGOTHRI, DAVANGERE-577007, KARNATAKA, INDIA.

No.DU: MSW: BOS: 2019-20

DATE: 13-02-2020

Proceedings of the Meeting of Board of Studies (PG) held on 13.02.2020

The meeting of Board of Studies in Social Work (PG) was held on 13.02.2020 between 10.00 am to 5.p.m. in the Office of The Chairman, Dept. of Social work, Davangere University, Davanagere with the following agenda.

Agenda of the Meeting

1. Preparing and Approval of Master of Social Work (MSW) Course structure
Regulations, contents of papers and pattern of question paper;
2. Preparing and Approval of P.G. Examiners List;
3. Approval of Ph.D Guideship for guiding Ph.D and M.Phil candidates;
4. Approval of Ph.D & M.Phil proposals/ outlines and titles submitted by the candidates;
5. Preparing and Approval of Ph.D & M.Phil Course Work Syllabus and pattern of question paper, and
6. Continuation of P.G. Diploma as an add-on Diploma for MSW Course.

The Chairman of BOS cordially welcomed all the members and explained the agenda of meeting. The members of BOS discussed thoroughly and resolved to come for the following decisions in the meeting;

1. The Members of BOS meticulously prepared and approved the Course structure, Regulations, contents of papers and pattern of question paper of Master of Social Work (MSW).
2. P.G. Examiners List was prepared and approved by the Members of BOS and arrived to the decision that the teachers who have completed minimum of three years of service in teaching for P G Social Work in the recognized University or College working on full-time basis and qualified at least UGC-NET/Ph.D. , who are not black-listed in any manner in connection with academics and examination activities, only will be used for question paper setting, script evaluation, project evaluation and conducting viva-voce examination.
3. As per Davangere University order No. DVV/AC/Ph.D-Mphil/592(2) 2019-20/4469 & 4869 dated:01.08.2019 and PhD. Regulations 2011 clause 10.1, the guideship of Dr.Lokesha.M.U and Dr.Shivalingappa.B.P for guiding Ph.D & M.Phil candidates

was approved by considering their designation as Associate Professors and sustained academic record of independent research publications.

4. As per PhD. Regulations 2011 clause 15.6, The BOS has scrutinized and approved PhD & MPhil proposals/ outlines and titles submitted by the candidates by considering the recommendations of the Doctoral Committee in its meeting held on 28.01.2020 with minor modifications in the titles.
5. The members of BOS have thoroughly prepared and approved the Ph.D. & M.Phil. Course Work Syllabus and pattern of question paper to be adopted from the academic year 2019-20
6. Under UGC Innovative Programme with sanctioning 43 Lakhs to design and introduce a P.G. Diploma Course in "Rural Governance, Technology and Sustainable Development" as an Add-on Diploma for the MSW Course at Sem-III & IV level, the students of M.S.W have been offered an additional P.G. Diploma since the academic year 2010-11. But, considering the heavy burden on the part of final year students, the Board has unanimously recommended for the discontinuation of P.G. Diploma course from the academic year 2020-21, subjected to the pending approval of the University authorities.

Finally, the Chairman of BOS wholeheartedly thanked all the members for their innumerable contribution with active participation in the meeting.

Members Present:

1. Dr. Lokesh M.U

- Chairman

M. U. W3

2. Prof. Ramesh.B

- Member

ABSENT

3. Prof. Ashok Antony D'souza

- Member

Ashok

4. Dr. Shivalingappa B.P

- Member

Shivalingappa

5. Mr. Pradeep B.S

- Member

Pradeep

6. Dr. Kempegowda B.K

- Member

Kempegowda

7. Dr. Patwardhan Rathod

- Member

Patwardhan

M. U. W3
CHAIRMAN-BOS
Chairman
Board of Studies (PG)
Department of Social Work
Davangere University
Davangere - 577 007
13/02/2020

Course Outline for M.S.W. Programme
Course Title: Master of Social Work (M.S.W)

I-SEMESTER:

Sl. No	Paper Code	Title of the Paper	Hrs/Week	Marks			Credits	Examination Duration
				Internal Assessment	Examination	Total Marks		
1	20MSWA01	Introduction to Professional Social Work	4	30	70	100	4	3
2	20MSWA02	Human Growth and Development	4	30	70	100	4	3
3	20MSWA03	Social Case Work	4	30	70	100	4	3
4	20MSWA04	Social Group Work	4	30	70	100	4	3
5	20MSWA05	Field Work Practicum-I (Concurrent Field Work)	15hrs per student & 7hrs per faculty	30	70	100	4	Viva voce
6A	20MSWA06A	Development Communication and Life Skills	4	30	70	100	4	3
6B	20MSWA06B	Personal and Professional Growth	4					
Mandatory Credits:		Communication Skill	2	-	-	-	2	-
Total=			Theory-26 hrs. Practicum= 7hrs per faculty	180	420	600	26	-

*Note: Students are required to select options from either paper 20MSWA06A or 20MSWA06B
University instructions will be followed for mandatory credits*

[Handwritten signatures and initials: "Raj", "Anurag", "M. U. B.", "S. H. S.", "P. S. S."]

II-SEMESTER:

Sl. No	Paper Code	Title of the Paper	Hrs/Week	Marks			Credits	Examination Duration
				Internal Assessment	Examination	Total Marks		
1	20MSWB01	Community Organization	4	30	70	100	4	3
2	20MSWB02	Social Work Research and Statistics.	4	30	70	100	4	3
3	20MSWB03	Social Work Administration and Social Action	4	30	70	100	4	3
4	20MSWB04	Social Work Camp	10-12 days (4 hrs per SW Camp Director X2 faculty)	30	70	100	4	Viva voce
5	20MSWB05	Field Work Practicum-II (Concurrent Field Work)	16hrs per student & 7hrs per faculty	30	70	100	4	Viva voce
6A	20MSWB06A	Entrepreneurship for Social Development	4	30	70	100	4	3
6B	20MSWB06B	Social Work with Differently-abled	4					
Mandatory Credits:		Computer Skill	2	-	-	-	2	-
Total=			Theory= 22hrs. Practicum= 7hrs per faculty & Camp= 4 hrs per Camp Director	180	420	600	26	-

*Note: Students are required to select options from either paper 20MSWB06A or 20MSWB06B
University instructions will be followed for mandatory credits*

[Handwritten signatures and initials]

III -SEMESTER:

Sl. No	Paper Code	Title of the Paper	Hrs/Week	Marks			Credits	Examination Duration
				Internal Assessment	Examination	Total Marks		
1	20MSWC01	Social Policy, Law, Governance and Social Work	4	30	70	100	4	3
2	20MSWC02	Medical and Psychiatric Social Work	4	30	70	100	4	3
3	20MSWC03	Human Resource Management and Employee Wellness	4	30	70	100	4	3
4	20MSWC04	Mental Health and Counseling	4	30	70	100	4	3
5	20MSWC05	Field Work Practicum-III (Concurrent Field Work)	16hrs per student & 8hrs per faculty	30	70	100	4	Viva voce
6A	20MSWC06A	Organizational behavior and Organizational Development	4	30	70	100	4	3
6B	20MSWC06B	Human Rights Approaches to Social Work Practice	4					
7	OEP-20MSWC07	Mental Health and Counseling	2	15	35	50	2	2
Total=			Theory=26. Practicum=7hrs per faculty	195	455	650	26	-

Note: OEP: Open Elective paper (To be offered to the other department)

Students are required to select options from either paper 20MSWC06A or 20MSWC06B

[Handwritten signature]
[Handwritten signature]

[Handwritten signature]
[Handwritten signature]
[Handwritten signature]

[Handwritten signature]

IV- SEMESTER:

Sl. No	Paper Code	Title of the Paper	Hrs/Week	Marks			Credits	Examination Duration
				Internal Assessment	Examination	Total Marks		
1	20MSWD01	Community Development	4	30	70	100	4	3
2	20MSWD02	Labor Legislations and Employee Relations Management	4	30	70	100	4	3
3	20MSWD03	Dissertation / Project Work	4 hrs per faculty	30 Viva voce	70	100	4	-
4	20MSWD04	Block Placement	4 weeks (4 hrs per faculty supervisors X 2 faculty)	30	70	100	4	Viva voce
5	20MSWD05	Field Work Practicum-IV (Concurrent Field Work)	16hrs per student & 7hrs per faculty	30	70	100	4	Viva voce
6A	20MSWD06A	Women and Child Centered Social Work	4	30	70	100	4	3
6B	20MSWD06B	Project Management for Participatory Development	4					
Mandatory Credits:		Personality Development	2	-	-	-	2	-
Total=			Theory=18 hrs. Practicum= 7hrs per faculty. Dissertation 4 hrs per faculty. Block Placement= 4 weeks per student & 4hrs per faculty X 2 faculty	180	420	600	26	-
Grand Total =			Theory= 92hrs. Field Work Practicum varies from semester to semester. Dissertation= 4 hrs per faculty. Block Placement= 4 weeks per student & 4hrs per faculty supervisor X 2 faculty. SW Camp=10-12 days (4 hrs per DirectorX2 faculty)	735	1715	2450	104	

Note: Students are required to select options from either paper 20MSWD06A or 20MSWD06B
University instructions will be followed for mandatory credits

*For all the Semesters in Field Work Practicum, Two hours of Field Work is equivalent to One hour of Theory class. Hence, the workload for the Concurrent Field Work for every Faculty member is deemed to be Seven hours per week in every semester. Fieldwork supervision includes providing orientation to fieldwork areas, visiting field work agencies, conducting Individual Conferences, Group Conferences and periodic assessments of students on regular basis.

*For the Second Semester in Social Work Camp practicum, Two hours of practical work is equivalent to One hour of Theory class. Minimum of Two camp officers/directors shall be deputed on duty for 12 days.

*For the Forth Semester in Dissertation/Project Work, every Faculty member is deemed to be Four hours of workload per week which includes guidance and supervision for the preparation of Dissertation/Project Work report.

*For the Forth Semester in Block Placement, every Faculty members is deemed to be Four hours of workload per week which includes guidance, supervision and corrections of reports. Minimum of Two Faculty members shall be deputed.

DETAILS AT GLANCE:

Sl.No	Heads	Response
01	Total number of credits in the course	104 credits
02	Total Marks of the Course	2450 marks
03	Total number of hours to be taught at even semesters	Theory=40 Hours Practicum= 7hrs per faculty 2 semesters. SW Camp= 4 weeks X 4 hrs per Camp Director X 2 faculty in the II semester. Dissertation=4 weeks X 4 hrs per faculty. Block Placement= 4 weeks X 4hrs per faculty X 2 faculty. Note : Field Work Practicum workload varies from semester to semester
04	Total number of hours to be taught at odd semesters	Theory=52 Hours Practicum= 7hrs per faculty X 2 semesters

(Teachers' Workload duly approved by Board of Studies in Social Work, Davangere University-2020-21) (Valid up to 05years-2025-26)

(Subject to provision of time to time modification as per the opinion of BOS in Social Work)

WORKLOAD FOR I and III SEMESTER

Semester	Direct teaching (Theory only)	Note: At least one teacher must be allotted for every 10 students for field work supervision	Total no. of hours per Semester
I Semester	4 hours per week X 6 papers= 24hours. 24 Hours X 16 weeks =384 hours	For the semesters in field work practicum, two hours of fieldwork is equivalent to one hour of theory class (i.e. 15hrs/2=7.5 hrs). Hence, the workload for the Concurrent Field Work for every Faculty member is deemed to be Seven hours per week in the semester. 7 hours X 16 weeks= 112 hours per faculty	384 + 112 = 496
III Semester	4 hours per week X 6 papers+1OEP=26hours. 26 Hours X 16 weeks =416 hours	For the semesters in field work practicum, two hours of fieldwork is equivalent to one hour of theory class (i.e. 15hrs/2=7.5hrs). Hence, the workload for the Concurrent Field Work for every Faculty member is deemed to be Seven hours per week in the semester. 7hours X 16 weeks= 112 hours per faculty	416+112 = 528
Total number of work load hours from I and II semesters (Odd Semester)			1024

[Handwritten signatures and initials are present below the table, including "Shant", "Anurag", "M. U. B.", and others.]

WORKLOAD FOR II and IV SEMESTER

II Semester	4 hours per week X 5 papers+ 20hours. 20 Hours X 16 weeks =320 hours	For the Semesters infield work practicum, two hours of fieldwork is equivalent to one hour of theory class. Hence, the workload for the Concurrent Field Work for every Faculty member is deemed to be Seven hours per week in the semester. 7 hours X 16 weeks= 112 hours per faculty	320+112+32 = 464
		Social Work Camp: 10 hours X 12 days only=120 hours only per student for the entire semester. Note: Camp=10-12 days (4 hrs per Director X 2 faculty X 4 weeks=32hrs)	
IV Semester	4 hours per week X 5 papers= 20hours. 20Hours X 16 weeks =320hours	For the Semesters infield work practicum, two hours of fieldwork is equivalent to one hour of theory class. Hence, the workload for the Concurrent Field Work for every Faculty member is deemed to be Seven hours per week in the semester. 7 hours X 16 weeks= 112 hours per faculty Block Placement: 16 hours X 4 weeks only = 180 hours for the entire duration of Block Placement. Note: Block Placement= 4 weeks per student & 4hrs per faculty supervisor X 2 faculty (4 hrs X 4 weeksX2 faculty=32hrs)	320+112+32 = 464
Total number of workload hours from II and IVsemesters (Even Semester)			928

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]
Chairman
Board of Studies (PG)
Department of Social Work
Davangere University
Davangere - 577 007

REGULATIONS

TITLE OF THE COURSE:

The course shall be called 'Master of Social Work' leading to 'MSW' Degree.

DURATION OF THE COURSE:

Duration of MSW course shall extend over a period of four Semesters, normally extending to two academic years.

OBJECTIVES OF THE COURSE:

- To impart education and training in Professional Social Work to those desirous of making a career in the fields of Social Work
- To develop knowledge, skills, attitudes and values appropriate to work with individuals, groups and communities.
- To provide inter-disciplinary collaboration for better understanding and addressing the problems/issues related to human development.
- To promote among students a sense of dedication and commitment for appropriate service to the cause of poor, under-privileged and disadvantaged sections of society.

ELIGIBILITY FOR ADMISSION:

Any degree of Davangere University or any other university recognized as equivalent there to with aggregate of 45% in all the subjects including languages is eligible to apply. In case of candidates belonging to SC/ST/Cat-1, there shall be a relaxation of 5% (i.e. 40%). The eligibility for admissions shall be as per the general guidelines/orders of Davangere University/ Government of Karnataka, as notified from time to time.

Entrance Test:

The entrance test of 60 minutes duration shall be conducted for all the eligible candidates seeking admission to MSW course. The question paper comprises of 50 objective type questions out of which, 20% of questions from general knowledge, 60% are from science & social sciences, and another 20% of questions will be from current affairs. Merit will be assessed on the basis of performance in the entrance examination and performance in the undergraduate examination on equal weightage.

Note: Four seats shall be allotted to Graduates in Social Work (BSW/BA in Social Work) in the Merit Pool of the Davangere University. The un-filled seats, if any, shall be shifted to any degree.

SELECTION PROCEDURE:

Candidates shall be admitted to MSW course based on the marks obtained by the candidate both in qualifying examination and the entrance examination (50:50) and the reservation guidelines/orders issued by *Davangere University/Government of Karnataka* from time to time.

SEATS:

Number of seats for MSW course shall be as per the Regulations of the *Davangere University*, notified from time to time.

ATTENDANCE REQUIREMENTS IN EACH SEMESTER:

- *Theory*: As per the University Regulations in force.
- *Field Work Practicum*: Fifteen hours of field work per week and minimum of 75% of attendance shall be compulsory. A student who fails to satisfy the required percentage of attendance in fieldwork practicum in any semester is required to repeat the Field Work Practicum *after the completion of the course*.

FIELD WORK PRACTICUM:

OUT LINE FOR FIELD WORK PRACTIUM

Every student of first, second, third and fourth semester is required to undergo fieldwork practicum of two days in a week with commitment, dedication and with appropriate professional behavior. Before placing the students for concurrent fieldwork, *orientation/observational visits* shall be organized for *first* and *third* semester respectively. The students in the agencies allotted by the department/colleges shall do the fieldwork concurrently two days in a week. The student shall put in not less than 15 hours a week for fieldwork training, not less than 24 visits in the first & second semester and in the second semester, 10-12 days of Social Work Camp is mandatory.

In the first and second semesters students shall be placed for field work practicum in Government Departments, Non-governmental Organizations, panchayat institutions, counseling centers and community development projects, innovative projects, and other developmental agencies/projects only and shall not be placed in Industries and Medical and Psychiatric departments in hospitals.

The students who undergo concurrent field work practicum in the Industries in the third semester shall be placed for field work practicum in Hospitals/Govt./Non-governmental/other developmental organizations in fourth semester concurrent field work. However, the Block Placement in the Third semester shall be as per the choice of the students. Minimum of 24 concurrent field work visits in the third and fourth semester and minimum of 4 weeks in the Block Placement are mandatory.

[Handwritten signatures and initials]

M. U. H. B. 10

The Chairman/Principals/Field Work Coordinators and the faculty members shall help the students in getting the permission for field work from agencies. However, the students also shall be responsible for getting the permissions for field work practicum.

SOCIAL WORK CAMP IN THE SECOND SEMESTER:

For the second semester students, Social Work Camp shall be conducted for 10 to 12 days (out of which the students need to undertake a preliminary survey of Four days for the need assessment of the people of camp place and rest of the Eight days they need to stay in the camp place) under the direction of at least Two faculty members. Objective of the camp is to provide the students to acquire skills in planning, organizing, handling regulations, decision making and collectively contribute to the chosen cause in the area where camp is held. Generally camps are held in rural areas. However, if the Department Council so desires, the camps can be organized in relief and tribal areas also.

RESPONSIBILITIES OF STAFF INVOLVED IN FIELD WORK PRACTICUM: (Basic Functions Outlined)

FIELD WORK COORDINATOR:

The Department Council in Social Work shall nominate a Field Work Coordinator for first and third, second and fourth semesters, respectively. The Field Work Coordinator is responsible for:

- Responsibility of planning and monitoring fieldwork programme including networking with agencies.
- Make a purposeful distribution of students among the staff for fieldwork Supervision.
- Preparation of placement in consultation with the Department Council/staff.
- Arrangement of Orientation Visits and
- Supporting and networking between students, Department staff and Field Work agencies.

FACULTY SUPERVISORS:

Every staff member is required to visit regularly to supervise and monitor the fieldwork training components of students placed under him/her Three-way matching of students-agency-field work co-ordination in the department providing adequate supervision inputs to the agency supervisor and providing any support/assistance to the students for effective learning in the field.

CHAIRMAN/HEAD OF THE SOCIAL WORK DEPARTMENT/ PRINCIPALS IN AFFILIATED COLLEGES:

The Chairman of the Department Council in Social Work/Head of Social Work Department/Principals in affiliated Colleges are responsible to provide adequate logistical support, leadership and encouragement of fieldwork programme. He/She shall ensure support, guidance and an ambience of learning both in the department and in the fieldwork agency.

11
M. U. H. B.

ASSESSMENT OF PRACTICUM IN ALL SEMESTERS:

CONCURRENT FIELD WORK

The Chairman Department of Social Work/Chairman of BOE in Social work shall conduct Viva-Voce examination in the department in all semesters for both the department students and students of affiliated colleges by inviting one external examiner and one internal examiner for each panel from the Panel of Examiners (if there is no internal examiner available in the department a senior most faculty member of an affiliated colleges nominated by the Principal is treated as internal examiner). Field work practicum marks shall be awarded on the basis of assessing/evaluating the reports submitted by the students and performance in the Viva-Voce examination.

- A maximum of 30% marks is awarded for the reports/records submitted by the student. This shall be assessed by the respective faculty supervisors.
- A maximum of 70% of marks shall be awarded for the evaluation of the field work reports submitted by students and student's performance in the viva-voce examination conducted by the two examiners. The Department Council of Social Work shall take appropriate decision, evolve detailed guidelines, if required, and take any decision with regard to field work practicum and to resolve any problems with regard to field work practicum.

SOCIAL WORK CAMP

Social Work Camp performance at second semester will be evaluated by one external examiner and one internal examiner for 70 marks through Viva-voce and by an internal camp supervisor for 30 marks towards internal assessment. Presentation of valid social work camp's individual reports duly signed by the camp coordinator and the chairman of the department before the viva-voce committee is mandatory.

DISSERTATION/PROJECT WORK

Dissertation/project work at fourth semester will be evaluated by an external examiner for 70 marks through the evaluation of Dissertation/project work report. A viva-voce will be conducted by one internal examiner nominated by the chairman of BOE and concerned research supervisor for 30 marks towards internal assessment. Submission of Dissertation/project work report duly signed by the respective supervisors and the chairman of the department is mandatory.

BLOCK PLACEMENT

Block placement performance at fourth semester will be evaluated by one external examiner and one internal examiner for 70 marks through Viva-voce and by the respective supervisors of the student for 30 marks towards internal assessment. Presentation of valid block placement's


individual reports duly signed by the respective supervisors and the chairman of the department before the viva-voce committee is mandatory.

CRITERIA FOR ALLOCATION OF INTERNAL ASSESSMENT MARKS:

Criteria for allocation of internal assessment marks shall be as per the Regulations of the Davangere University, from time to time. There is no provision for seeking improvement of internal assessment marks.

QUESTION PAPER PATTERN FOR MSW COURSE:

There shall be Three sections in the question paper, comprising of total Fifteen questions. The first section comprising of seven questions out of which the student need to answer only five questions, each question carries 02 marks. The second section comprising of five questions, out of which the student need to answer any three questions, each question carries 10 marks. The Third section comprising of three questions, out of which the student need to answer any two questions, each question carries 15 marks.



M. u. W. B.
Chairman
Board of Studies (PG)
Department of Social Work
Davangere University
Davangere - 577 007

DAVANGERE UNIVERSITY

(Recognized by UGC under Sec. 2f and 12b of UGC Act)

DEPARTMENT OF STUDIES IN SOCIAL WORK

SHIVAGANGOTHI, DAVANGERE-07, Phone: 9886141887, Email: dudsocialwork2019@gmail.com

DETAILS OF SUPPORTIVE ACTIVITIES THAT LEAD FOR ENHANCEMENT OF EMPLOYABILITY, ENTREPRENEURSHIP & SKILL DEVELOPMENT.

Course : Master of Social Work [2020-21:New Syllabus]			
Sl. No	Paper code	Paper Title	Details of supportive activities that lead for enhancement of Employability, entrepreneurship and Skill Development.
SEMESTER - I			
Skill Development:			
01	20MSWA01	Introduction to professional Social Work	<ol style="list-style-type: none"> 1. The students will obtain greater knowledge about the Social work as profession. 2. It gives them the idea of emergence of Social Work in abroad and India, that boost them to involve themselves in the profession of social work. 3. Idea of social service in this paper will enable the students to involve themselves in social service activities 4. The beginning of social work ideas will enable the students to take up different challenges that will in turn results in creation of employment.
02	20MSWA02	Human Growth & Development	<ol style="list-style-type: none"> 1. Students will understand entire process involved from conception to death including the developments that takes place in various stages. 2. This knowledge will help them to extend help to the needy population effectively. 3. The students can be employed in the hospital settings too.
Skill Development & Employability:			
03	20MSWA03	Social Case Work	<ol style="list-style-type: none"> 1. The students will obtain knowledge about the methods of handling individual personal problems. 2. With thorough understanding of the paper, they will be able to start their own centre of case work or assistance centre.

04	20MSWA04	Social Group Work	<ol style="list-style-type: none"> 1. The students will develop the skills of handling the issues related to various groups. 2. The students understand the visible and invisible dynamics of groups that enable them to become an effective Group worker.
05	20MSWA06(b)	Personal & Professional growth	<ol style="list-style-type: none"> 1. Here the students will develop in both the areas personal as well as professionally. 2. This paper will enable them to know all the parameters that need to be fulfilled for both personal and professional career.

Skill Development, Employability and Entrepreneurship:

06	20MSWA05	Field Work Practicum	<ol style="list-style-type: none"> 1. The students will understand the ground realities of the field. 2. The field knowledge will enable them understand the real challenges of field work. 3. Since the students are placed in various centres of service for field orientations, they will be able to earn a job at the same centres.
07	20MSWA06(a)	Development of Communication & Life Skills	<ol style="list-style-type: none"> 1. The students will develop effective skills of communication that will enable them to get accommodated in a greater sort of employment. 2. This enables them to become eminent counsellors

SEMESTER - II

Skill Development:

01	20MSWB01	Community Organization	<ol style="list-style-type: none"> 1. Students will learn and acquire the Skills and techniques of organizing and mobilizing the community for developmental purpose. 2. Since they will enhance their capacity of networking of community, they will get plenty of job opportunities with the designation of community workers.
----	----------	------------------------	--

Skill Development, Employability and Entrepreneurship:

02	20MSWB02	Social Work research & Statistics	<ol style="list-style-type: none"> 1. This paper enables them to get in depth knowledge on research in social work. 2. With the assistance of this paper, the students may opt for either Master of Philosophy or Doctor of Philosophy. 3. This will enable them to qualify for the post of teachers in the colleges and Universities.
----	----------	-----------------------------------	---

03	20MSWB06(b)	Social Work With Differently abled	<ol style="list-style-type: none"> 1. Students are oriented with special skills and techniques of understanding the emotions and requirements of the differently abled so that they can render service effectively if employed in the area of welfare of differently abled.
Skill Development and Entrepreneurship:			
04	20MSWB03	Social work Administration & Social Action	<ol style="list-style-type: none"> 1. Clear cut picture of administration in any formal office shall be obtained by the students. 2. This enables them to get prepared themselves well in advance with having the qualities required for working at Governmental and Non-Governmental Organizations. 3. Paper Social Action makes students sensitive in understanding the most important dynamics of Society 4. This paper also enables them with the required skills for responding to the problems of society in the form of performing the role of a Social activist.
Skill Development, Employability and Entrepreneurship:			
05	20MSWB04	Social Work Camp	<ol style="list-style-type: none"> 1. Here, students get actual picture of rural, tribal and urban communities by staying within the community for stipulated time. 2. They will understand the characteristics, problems, provisions, specialities and dynamics of the community where camp is conducted. 3. Since the students aim at becoming Panchayat Development Officers, this exposure and practical orientation will definitely help them in both getting the job as well as to perform well after joining the duty.
Entrepreneurship:			
06	20MSWB06(a)	Entrepreneurship for Social development	<ol style="list-style-type: none"> 1. This paper makes the students to possess plenty of entrepreneurship skills with which they can perform the task of social development.

SEMESTER - III

Skill Development:

01	20MSW C01	Social Policy; Law, Governance & Social Work	1. Students will be able to make effective advocacy in favour of the needy people to bring about social change .
----	-----------	--	--

Skill Development and Employability:


02	20MSWC02	Medical & psychiatric Social Work	<ol style="list-style-type: none"> 1. The students are normally employed at medical colleges as Medical Social Workers. 2. Students also get opportunity to work as Psychiatric Social Workers at Hospital settings, Mental Health institutions, and at Community medicine centre. 3. They can establish their own counselling centres if Post Graduate Diploma in Counselling and Psychotherapy is obtained along with Post Graduation in Social work.
03	20MSWC03	Human Resource Management & Employee Wellness	<ol style="list-style-type: none"> 1. The students are basically placed at Industries, Hotels, Hospitals, and in all most all the establishments where the Department of Human Resource management is seen. 2. They will also get employed at KSRTC, BMTC, Railways and Airways at Human Resource Management Section.
04	20MSWC04	Mental Health & Counselling	<ol style="list-style-type: none"> 1. The students are normally employed at Correctional Settings 2. Students also get opportunity to work as Psychiatric Social Workers at Hospital settings, Mental Health institutions, and at Community medicine centre. 3. They can establish their own counselling centres if Post Graduate Diploma in Counselling and Psychotherapy is obtained along with Post Graduation in Social work. 4. They will also be employed at Government run Counselling centres called Santhwana Kendras. 5. Job opportunities at Courts and Surgical centres are upcoming avenues.

Skill Development and Entrepreneurship:

05	20MSWC06(a)	Organizational Behaviour and Organizational counselling	<ol style="list-style-type: none"> 1. Employment in Industries and other organized sectors. 2. Can get an opportunity to serve as Organizational counsellor 3. Normally welfare officer or H.R. Officers are expected to study this respective paper to make their work more productive and effective.
----	-------------	---	---

Skill Development:			
06	20MSWC06(b)	Human Rights approaches to Social work Practice	<ol style="list-style-type: none"> 1. Students may be appointed at State Human Rights Commission and National Human Rights Commission too. 2. Can work as Free lance Human Right activists 3. Can establish own NGO for the protection of Human Rights under Societies Registration Act of 1960.
SEMESTER - IV			
Skill Development and Employability:			
01	20MSWD01	Community Development	<ol style="list-style-type: none"> 1. Students can be employed as Community Development officer 2. All most all the projects of Government of India under RDPR, have this position of Community Development Officer and more over they prefer the candidates with Social Work degree. 3. All banks are recruiting the Community Liaison Officers where the respective paper enables them to perform well in their jobs.
02	20MSWD02	Labour legislations and employee relations management	<ol style="list-style-type: none"> 1. Opportunity to work as a Quasi - Advocates in favour of labour class in any organised sectors. 2. Can be appointed as 'Employee welfare officer'. 3. Can appoint as Chief Liaison Officer in all the organized sectors
03	20MSWD03	Dissertation	<ol style="list-style-type: none"> 1. Students get clear hands on experience in doing research 2. This will enable them to develop interest in the area of Social Work research and development. 3. Analytical ability and technical skills will be gained by the students. 4. Student will learn the significance of statistical applications in the process of research for making the statement more accurate and trustable.
04	20MSWD06(a)	Women and Child Centred Social Work	<ol style="list-style-type: none"> 1. Student are employed in the Department of women and Child welfare 2. They normally appointed as 'Child Development Project Officer' 3. 'Assistant Child Development Project Officer' is also reserved for the graduates of Social Work 4. Post of Supervisors at Women and Child development Department are coming up with great demand for Social work graduates

Skill Development, Employability and Entrepreneurship:			
05	20MSWD04	Block Placement	<ol style="list-style-type: none"> 1. Students will get appointed normally at the same institute where they undergo a Block placement. 2. Continuous and consistent orientation and experience during block placement makes the student more professional in both approach and thinking that enables him/her developing more chances of getting employed at the earliest with better scale and reputation.
06	20MSWD0(b)	Project Management for Participatory development	<ol style="list-style-type: none"> 1. Normally students are employed as Project managers 2. Some agencies also give opportunity for our students to develop projects 3. Even government agencies impart the job of project preparation to the Graduates of social work.


 Chairman
 Board of Studies (PG)
 Department of Social Work
 Davangere University
 Davangere - 577 007

DAVANGERE UNIVERSITY

DEPARTMENT OF STUDIES IN SOCIAL WORK

The Department of Studies in Social Work promotes the profession of social work by educating students to become leaders for social change. The Department was established in the year 2006 and is catering to the needs of academic field in the region. The department prepares them to be highly competent professionals who are skilled at providing effective service, integrating interdisciplinary knowledge, theory, and social work values with practice to address social needs. The department offers Two years (Four semesters) MSW course and Ph.D & M.Phil programmes.

The MSW program generates knowledge for application in the field and inspires students to academic and practice excellence. The students of the Department will be oriented in both theory and practice of Social work through regular classes and concurrent field work activities. The vision, mission, course objectives, specific objectives of the programme, outcome based learning, course outcomes of the department are as follows;

Vision:

The department will strive to generate a multi-disciplinary Social work cadre embedded with constructivism and activism to meet the challenges and opportunities in development and service sectors of the country to achieve social justice, inclusive society, equity and human rights.

Mission:

To empower and develop Social work competence of the students to act as agents of social change, action researchers, governance facilitators, human rights activists, policy framers, program planners, networker of resource linkages and social advocates to ensure justice equity, human rights and inclusion of the marginalized, disadvantaged, vulnerable and weaker sections of the society.

Course objectives:

- To impart education and training in Professional Social Work to those desirous of making a career in the fields of Social Work
- To develop knowledge, skills, attitudes and values appropriate to work with individuals, groups and communities.
- To provide inter-disciplinary collaboration for better understanding and addressing the problems/issues related to human development.

- To promote among students a sense of dedication and commitment for appropriate service to the cause of poor, under-privileged and disadvantaged sections of society.

Specific objectives of the programme:

- To prepare the students for professional Social work practice in a variety of systems and settings with diverse client populations.
- Educate the students for advanced practice in an identified area of concentration in either clinical or macro practice.
- Foster the use of Social work knowledge, skills, values, and ethics in all aspects of their professional activities.
- Develop the capacity to identify linkages between social needs, problems development issues and policies.
- Cultivate leadership for social change and in the development of social service delivery systems.
- To enable students to develop creative thinking and ability to apply theoretical knowledge in practice of Social work.
- To impart education and training in professional Social work in order to provide manpower in social welfare, development and allied fields capable of working at various levels of micro, meso and macro systems.
- To facilitate interdisciplinary approach for better understanding of social problems, situations and issues of development.
- Develop competencies for working with groups in diverse settings.

Outcome Based Learning:

MSW is a Post-Graduate program aimed at grooming students into high quality professionals who can take up leadership positions in the development, industries and health & welfare sectors. This program provides the students with the opportunity to understand concepts and issues and to develop professional skills required for the different field's viz. Community Development, Medical& Psychiatric Social Work, Health & Welfare sectors and Human Resource Management. This course provides numerous opportunities- inside as well as outside the University to the students for their holistic development.

The MSW course is best suited to the human service oriented students working for the people having deficit in social functioning, marginalized and those who are intended to make career in Social Work. The students of MSW Department will be oriented in both theory and practice of Social work through regular classes and concurrent field work activities.

This course is designed to help students to develop their skills, attitudes and values needed to understand the dynamics of society and work towards the goals of justice, equality and

empowerment. This curriculum is a perfect blend of theory, research and practice-class room learning, camp, project, block-placement, individual/group discussions, wall magazine, innovative projects, case study, individual/group presentations & seminars, conferences, workshops, training, service learning, field based training, extension activities and extra-curricular activities etc.- which provides exposure and helps students to manifest their passion for social responsibility. Students are trained to grow and develop into matured professionals, capable of taking decisions independently, having the ability to think critically and having the competence required to build purposeful relationships to empower individuals, groups and communities. The details of the outcome based activities are as follows;

Every student of first, second, third and fourth semester is required to undergo fieldwork practicum of **two** days in a week with commitment, dedication and with appropriate professional behavior. Before placing the students for concurrent fieldwork, *orientation/observational visits* shall be organized for *first* and *third* semester respectively. The students in the agencies allotted by the department shall do the fieldwork concurrently two days in a week. The student shall put in not less than 15 hours a week for fieldwork training, not less than 24 visits in the first & second semester and in the second semester, 10-12 days of Social Work Camp is mandatory.

In the first and second semesters students shall be placed for field work practicum in Government Departments, Non-governmental Organizations, panchayat institutions, counseling centers and community development projects, innovative projects, and other developmental agencies/projects only and shall not be placed in Industries and Medical and Psychiatric departments in hospitals.

The students who undergo concurrent field work practicum in the Industries in the third semester shall be placed for field work practicum in Hospitals/Govt./Non-governmental/other developmental organizations in fourth semester concurrent field work. Students of IV semester MSW shall undertake empirical evidence-based research (**Dissertation/Project work**). Each student shall work and prepare the Research report under a research guide from the faculty/allotted by the Department. The project shall comprise of selection of the topic, methodological details, analysis, interpretation made. The department of Social Work shall monitor the dissertation/ research project. After completion of the IV Semester theory papers the **Block placement** shall be done to enable the learners to integrate learning and generate newer learning by participating in the intervention not less than 30 (four weeks) days in a specific agency. The students need to be placed in reputed organization related to their interest. The Block placement gives an opportunity for the students to develop professional preparedness for job situations. It is a way for career building. Professional behavior and skills are developed during the block placement. Industries, hospitals, agencies and movement settings have to be given priority in block placement.

Course outcome/Programme Specific Outcomes:

Upon completion of the MSW programme, the Postgraduate will be able to:

- Demonstrate Ethical and Professional Behavior in Social Work Practice.
- Apply critical thinking to inform and communicate professional judgment in Social Work Practice
- Engage, assess, intervene and evaluate individuals, families, groups, organizations, and communities
- Obtain knowledge on the utilization of Social Work practice theories and methods with individuals, families and groups.
- Acquire knowledge on the utilization of Social work Practice theories and methods with community organization and Social Welfare Administration
- Develop skills to Practice values and ethics of Social Work Practice with diverse and vulnerable populations.
- Estimate the Social Group Work Practice in different settings
- Apply various techniques, skills, approaches and model of social work practice which leads to the employment opportunities.
- Gain Skills on basic Human understanding, working with Individuals, Groups and the Community, Social work Research Skills, and also gain Skills on Community Organization and Social Action methods.
- Gain Skills on Technical Knowledge on various Acts and Legislations in the Social Work Practice
- Gain Skills on counseling skills and working with women and children
- Gain Skills on Governance and Administration
- Gain Skills and Knowledge on Labour Welfare and Legislation
- Gain Skills and Knowledge on Human Resource Management, Industrial Relation and Trade Unionism
- Gain Skills and Knowledge on Organizational Behavior and Organizational Development
- Gain Skills on Knowledge on working with people at the time of disaster
- Gain Skills on Medical Social Work and Skills in working in Psychiatric Settings
- Gain Skills on Project Planning and Management of NGOs
- Gain Skills and Knowledge on working with Persons Living with Disability
- Gain Skills and Knowledge on Ecology , Environment and Social Work

SEMESTER- I

PAPER CODE: 20MSWA01

PAPER TITLE: INTRODUCTION TO PROFESSIONAL SOCIAL WORK

Objectives

(Total-64 hours)

- To infuse Philosophical foundation and value base of social work profession.
- To develop an insight into the historical context of origin and development of social work Profession.
- To understand the impact of contemporary ideologies on social change and Social work.

Unit-I. Meaning and Definitions of Social Work

12 hours

- Definition, Objectives, Philosophy, scope.
- *Concept of related terms:* Social welfare, Social service, Social reform, Social Security, Social Justice.
- Introduction to the Methods of Social Work.

Unit-II. Social Work Profession in India:

12 hours

- Guiding Principles, values and code of ethics in social work practice.
- Social work as a profession; Attributes of a profession, social work as a profession, social workers as a professional. Voluntary and Professional social work

Unit-III. Evolution of Social Work:

12 hours

- Historical development of Social Work in the west. (UK and USA).
- Historical development of Social Work in India.
- Interface between voluntary and professional Social Work
- Social Work Education in India

Unit-IV. Contemporary Ideologies of Social Work Profession

12 hours

- Concept of Ideology
- Ideologies that have marginalized and vulnerable groups
- Limitations of Professional Social work
- Contemporary ideologies for social change and professional social work

Unit-V.Fields of Social Work:

16 hours

- Social work in Community Development and correctional setting
- Medical and Psychiatric social work
- Family, Women and child centered Social work
- Industrial social work
- Social work with marginalized sections of the society
- Social work with Vulnerable groups in the society
- Emerging Areas of Social Work: Environmental Protection, Disaster management, HIV/AIDS, Gerontological Social Work and Human Rights, etc.,

REFERENCES:

- Bhattacharya, S. (2012). *Social Work an Integrated Approach*. New Delhi: Deep and Deep Publication
- Desai, M. 2000, *Curriculum Development on History and Ideologies for Social Change and Social Work*, TISS, Mumbai.
- Encyclopedia of social work in India (1968 & 1978). Vol. 1, 2,3. Director, publications division, ministry of information and broadcasting. New Delhi.
- Fink, A.E. (1945) *The Field of Social work*. New York: Henry Holt & Co.
- Fried Lander, W.A. (1958) *Concepts and Methods of Social Work*. Engle Wood Cliffs: Prentice – Hall
- Gore, M.S. (1965) *Social Work and Social work Education* Bombay: Asia Publishing House
- Gunjal, B., & Gangabhushan, M. M. (2010). *Fields of Social Work Practice*. Bangalore: Baraha Publisher.
- Kinduka, S.K. (1965) *Social work in India*, Sarvodaya Sahitya Samaj, Rajasthan
- Madan, G.R (2003), *Indian Social Problems*, Allied Publishers Private Limited
- Manshardt, Clifford (1967), *Pioneering on Social Frontiers in India*, Lalvani Pub House, Bombay
- Pathak, S H (1975), 'A Quarter Century of Professional Social Work in India', pp 170-192 in S D Gokhale (ed) *Social Welfare-Legend and Legacy*, Popular Prakashan, Bombay.
- Ramaswamy, B. (2013). *Modern International Encyclopaedia of Social Work*. New Delhi: Anmol Publication.
- Ramesh, B., Parashurama, K., Ashok, A. D., & Loksha, M. (2012). *Social Work Education in India : Issue and Concerns*. Tumakur: Registrar, Tumkur University.
- Reamer F.G. (1995) *Social work Values and Ethics* New York: Columbus University Press
- Siddiqui, H. (2015). *Social Work and Human Relations*. Jaipur: Rawat Publication.
- Stroup H.H (1965), *Social Work an Introduction to the Field Second Edition*, American Book Company
- Suresh, S. (2013). *Modernization of Social Work Practices*. New Delhi : Centrum Press.
- Suresh, S. (2013). *Realities and Prospectus of Social Work*. New Delhi: Centrum Press.
- UGC Review of Social Work Education in India—Retrospect and Prospect, Report of the Second Review Committee, New Delhi 1980, University Grants Commission.
- UGC Review of Social Work Education in India—Retrospect and Prospect, Report of the Third Review Committee, New Delhi 1998, University Grants Commission.

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

JOURNALS:

The Indian Journal of Social Work, Bi-annual, TISS, Mumbai (Maharashtra)

Perspectives in Social Work, College of Social Work, Nirmal Niketan, Mumbai (Maharashtra)

Social Work Journal, Bi-Annual, Department of Social Work, Assam University, Silchar-788 011 (Assam)

DIGITAL REFERENCES:

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 Houston: 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: 100 Years of Professional Social Work in the United States, Available at
<https://www.youtube.com/watch?v=a4VzRSnksmA>

PAPER CODE: 20MSWA02

PAPER TITLE: HUMAN GROWTH AND DEVELOPMENT (Total-64 hours)

Objectives:

1. Develop an overall understanding of the principles of growth; their relevance and application to behaviour at various phases in the lifespan.
2. Understand the twin roles of individual's heritage and environmental influences in growth and development.
3. Understand interactional nature of growth and behaviour at various stages in the life span: infancy, childhood, adolescence, youth, adulthood and old age, and impact of cultural aspects.
4. Develop sensitivity towards needs, developmental tasks and health status along with need for developmental programmes for the same.
5. Apply the information of growth, development and health in social work practice in general and individuals, groups and communities in particular.

Unit-I. Concept of Growth and Development:

12 hours

Meaning, Definition, Principles of growth and development - Methods of studying human behaviour, Role of heredity and environment - Social customs traditions, values in parenting and child rearing practices, deprivation and development during stages of life span. Understanding of the Indian concept of life span stages.

Life Span: Beginning of life - Human reproductive system; Fertilization and Foetal development - Delivery and pre-natal and post-natal care and their importance in development.

Unit-II. Developmental Stages and Milestones:

16 hours

Infancy, babyhood, childhood, puberty, adolescence -. Growth, hazards, lifestyle effects

Adulthood - Growth, personal and social adjustment, health, sexuality, vocational and marital adjustment.

Aging - Characteristics, hobbies, adjustment, physical and mental health, death, dying and bereavement.

Special focus is on psychosocial development, moral development, and personality development vis-a-vis the influence of the contexts of development. (The contexts here refer to gender, family, significant others, neighborhood: peers, school, community, workplace and other larger contexts like the society and culture. Emphasis is placed on the Indian context of development, variations from the normal patterns of development and views on the stages).

Unit-III. Theories of Human Development:

12 hours

A critical look at the theories of human development - Freud's Psycho-sexual theory, Erikson's Psycho-social theory, Learning theories, Cognitive theories, Gestalt theory, Humanistic theories, Existential theories

Unit-IV. Basic Human needs:

12 hours

Physical, psychological and intellectual needs, stress - Coping and social support, Defense Mechanisms. Motivation, frustration and conflicts - Emotions and emotional behaviour

Personality: Definition, nature, types and assessment of personality.

Intelligence: Concept, levels of intelligence, influence of heredity and environment, assessment of intelligence.

Unit-V.Relevance of Psychology to social work practice across the stages of development:

12 hours

Period specific needs, tasks and problems. Developmental intervention of social workers at different stages of human development – Prenatal & natal, infancy, childhood, adolescence, adulthood, middle age & oldage.

REFERENCES:

- Anastasi, Anne (1988). Psychological Testing, New York, Macmillan publishing Company.
- Baltes, P.B. (Ed.) (1978). Life span Development and Behaviour. New York: Academic Press, Inc.
- Bronfenbrenner, U. (1979). The Ecology of Human Development, Cambridge: Harvard University Press.
- Chowdary, D.P. (1992). Aging and the Aged, New Delhi: Inter-India Publications.
- Feldman Robert S (1997). Understanding Psychology, 4th Edition, Tata McGraw Hill Publishing Company Limited, New Delhi
- Gore, M.S. (1978). Changes in the Family and the Process of Socialisation In India, In Anthony, E. J. & Colette, C. (Eds.). The Child in his Family, Wiley, 365-374.
- Gore, M.S. (1992). Aging and the Future of the Human Being, The Indian Journal of Social Work, 53(2), 210-219.
- 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.
- Kail, R.V. and Cavanagh, J.C. (1996). Human Development, Pacific Grove, CA: Brooks/ Core Publishing Company.
- Kakar, S. (1979). Indian Childhood, Cultural Ideals and Social Reality, Delhi: Oxford University Press.
- Kakar, S. (1982). Identity and Adulthood, Delhi: Oxford University Press.
- Kakar, S. (1970). Conflict and Choice - Indian Youth in a Changing Society, Bombay: Somaiya Publications.
- Kakar, S. (1978). Images of the Life Cycle and Adulthood in India, In Anthony, E.J. and Colette, C. (Eds.) The Child in his Family, Wiley. 319-332.
- Kaplan, P.S. (1988). The Human Odyssey: Life-Span Development, St. Paul, West Publishing Company.
- Le Francois, G.R. (1990). The Life Span, Third Edition, University of Alberta.
- Magnesson, D. and Allen, V.C. (1983). Human Development: An International Perspectives, New York: Academic Press. Chapters 1, 5, 6, 11, 14, 16, 19, 21.
- Maier, H.W. (1965). Three Theories of Child Development, N.Y.: Harper and Row Publishers.
- 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.
- Sharma, N. (1999). Adolescent Girl Child in India, News Bulletin of the Indian Council of Child Welfare.
- Sheehy, G. (1976). Passages: Predictable Crisis of Adult Life, New York: Bantam Books.

PAPER CODE: 20MSWA03

PAPER TITLE: SOCIALCASE WORK

(Total-64 hours)

Objectives:

- To understand case work as method of social work and to understand values and principles of working with individuals.
- To enhance understanding of the basic concepts, tools and techniques in working with individuals and families in problem solving and in developmental work
- Develop appropriate skills and attitudes to work with individuals and families

Unit-I. Meaning and Definitions of Case work:

12 hours

- Definitions, Meaning, Nature, and Purpose of Case Work
- Importance of Social Case work and its relationship with other methods of Social Work
- Historical development of Social Case work with special emphasis on the Indian context

Unit-II. Principles and skills in Case Work practice:

12 hours

- Principles of Case work practice, and Skills in Social Case Work Practice.
- Components of Case work practice
- 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 for Help: Case work tools: *Interview, home visit, observation, listening, communication skills, rapport building.*
- Techniques of casework: *Supportive, resource enhancement and counseling.*
- Self as a professional: Professional self- Conflicts and dilemmas in working with individuals.

Unit-III. Case Work Process:

10 hours

- **Intake:** meaning, steps, referral- types and stages,
- **Study:** meaning, tools used, procedure followed in the study process: *Interviewing, rapport building, Home visits & 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, methods, techniques,
- **Termination**-meaning, reaction to termination, decision and planning to termination
- **Follow-up**- meaning, purpose and types.

Unit-IV. Application of Social Case Work in different settings & Clientele groups:

15 hours

- Medical and Psychiatric settings,
- Family and Child Welfare settings:
- Community Settings:
- Industries and Correctional Institutions, etc.,
- Role of Case Worker in various settings.

Unit-V. Theories and Approaches in Social Case Work:

15 hours

- Psycho-Social approach, Functional approach, Problem-solving approach, Crisis Theory, Occupational Therapy, Family Intervention, Behavioral Modification and Transactional Analysis.
- Social casework recording: need, importance & types of recording.

REFERENCES:

- Biestek, F. P. 1957 *The Case Work Relationship*, London, George AllenandUnwin.
- Guha, R. (2012). *Social work with Individuals and Groups*. New Delhi: Centrum Press.
- Hamilton, G. 1946 *Principals of Social Case Recording*, New York, Columbia University Press.
- Mahesh, M. (2013). *Social Group and Social Case Work : Working with Individuals and Working with Group*. New Delhi: Centrum Press.
- Mathew, Grace (1992) *An Introduction to Social Case Work*, Bombay, Tata Institute of Social Sciences.
- Perlmen, 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, Mary E. (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, By-Annual, TISS, Deonar, Mumbai (Maharashtra).
- Perspectives in Social Work, College of Social work, NirmalNiketan, Mumbai (Maharashtra).
- Social Work Journal, Bi-Annual, Department of Social Work, Assam University, Silchar-788 011 (Assam).

DIGITAL REFERENCES:

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

ADictionary (2015), Case Work Meaning, Available at:

<https://www.youtube.com/watch?v=je80i4ZZXT4Y>

Vidya-mitra (2016), Social Case Work Recording Structure, Content of Case Work Records, and Use of 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>

PAPER CODE: 20MSWA04

PAPER TITLE: SOCIAL GROUP WORK

(Total-64 hours)

Objectives:

- To gain knowledge about group formation and use of a variety of group approaches and to understand concepts, dynamics and models
- To develop knowledge and principles, skills and techniques to be used by the social worker in group.
- To identify the various situations and settings where the method could be used in the context of social realities of the country.

Unit-I. Introduction to Social Group work:

12 hours

- Understanding of Social Groups: Meaning, Characteristics, and classifications.
- Significance of group life, Groups contributions to individual.
- Small group as an instrument for development.
- Definitions and meaning of Social Group work, Characteristics and Purposes of Social Group work
- Need and importance of Group work
- Assumptions underlying social group work.
- Historical background of Social Group work with special emphasis on the Indian context.

Unit-II. Principles and skills in Group work practice:

10 hours

- Principles of working with groups
- Skills in group work practice
- Group dynamics

Unit-III. Social Group Work Process:

15 hours

- Pre-group, group formation, beginning phase, middle phase, advanced phase, use of programs, evaluation in groups and termination phase.
- Stages of Group Development
- **The Program Development Process:** The nature and purpose of program in Social group work, understanding interests and needs as a basis for program, group organization as a part of program development, guided interaction- the heart of the program process.

Unit-IV. Application of group work method in different settings:

15 hours

- Social group work practice in Community development setting
- Social group work practice in Medical and psychiatric settings
- Social group work practice in physically, visually and mentally challenged institutions, and de-addiction centers,
- Social group work practice in family and child welfare settings
- Social group work practice in the schools, aged homes, industrial settings and correctional institutions

Unit-5: Recording in Group Work:

12 hours

- Importance of recording in Social Group work.
- Principles of recording
- Types of recording.
- Process of group work recording
- Recording structure

REFERENCES:

- Douglas Tom (1972) *Group Process in Social Work*, Chicester, Willey.
- Gerald Corey (2000) *Theory and practice of group counseling*, Wordsworth, London
- Gisela Konopka (1972) *Social group work-A helping process*, Prentice Hall, Engle Wood Cliffs
- Guha, R. (2012). *Social work with Individuals and Groups*. New Delhi: Centrum Press.
- Gunjal, B.S (2017), *Social Group Work (A Method of Social Work)*, IBH Prakashana, Banglore
- Mahesh, M. (2013). *Social Group and Social Case Work : Working with Individuals and Working with Group*. New Delhi: Centrum Press.
- Roberts W.Roberts& Halen Northend,(1976)*Theories of Social Work with Groups*, New York: Columbia University Press
- SiddiquiH.Y (2008). *Group Work Theories and Practice*, RawatPublications, Jaipur.
- Trecker HARLEIGH b. (1955) *Group Work Foundations & Frontiers*, Whiteside Inc&Willaim Morrow & Co.
- TreckerHarleigh B. (1970) *Social Group Work: Principles & Practice*.
- Wilson. G. and Ryland G. (1949) *Social Group Work Practice* (Boston: HugtonHiffin& Co.)

JOURNALS:

- Indian Journal of Social Work, By-Annual, TISS, Deonar, Mumbai (Maharashtra).
- Perspectives in Social Work, College of Social work, NirmalNiketan, Mumbai (Maharashtra).
- Social Work Journal, Bi-Annual, Department of Social Work, Assam University, Silchar-788 011 (Assam).

DIGITAL REEFERENCES:

- Edutopia (2016), Teaching Group Work: Building Student Collaboration and Agency Available at <https://www.youtube.com/watch?v=-Mb9-At2Ss0>
- CecUgc(2014), Methods of Working with Group : Social Group Work, Available at <https://www.youtube.com/watch?v=kialAnAFKJY&t=229s>
- St. Thomas Aquinas College (2016), Understanding Group Dynamics, Available at <https://www.youtube.com/watch?v=uL6x99-VSBA>

PAPER CODE: 20MSWA05

PAPER TITLE: FIELD WORK PRACTICUM -I (Concurrent Fieldwork)

Field work practicum of First Semester comprises two components:

- ❖ Orientation visits
- ❖ Concurrent field work.

Orientation Visits: There shall be minimum **6 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 (i.e. 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.

The students shall record their experiences and leanings of Orientation Visits, which they are expected to produce at the time of viva-voce examination conducted at the end of the semester.

Concurrent Field Work: every student of I Semester MSW shall place in an agency for Concurrent field work two days in a week. The broad aim of concurrent field work practicum is to provide opportunities for applying the knowledge and the information gained in the classroom to reality situations. This learning experience should provide an opportunity of working with communities, groups, individuals/families and managing organization tasks. It is an opportunity to develop intervention skills in reality situations. The learner is expected to complete a minimum of 24 days of visits in this semester.

The learners may be placed in agencies/community to initiate and participate in direct service delivery. Each student has to undertake **two case works** and **one group work**, consisting at least of '**ten**' sessions.

The faculty supervisors through periodic 'Individual conferences' and 'Group conferences' shall assist students to prepare a plan of action for the respective semester field work activities in consultation with agency supervisors.

REFERENCES:

- Guha, R. (2011). Field Instruction in Social Work. New Delhi: Centrum Press.
Pathak, A. (2013). Field Work and Training in Social Work. New Delhi: Centrum Press.
Ramesh, B., Parashurama, K., Ashok, A. D., & Lokesha, M. (2012). Social Work Education in India :Issue and Concerns. Tumakur: Registrar, Tumkur University.
Rober, B. (2011). Effective Writing Skill for Social Work. Jaipur: Pratiksha.
Subhaedar, I. (2016). Field Work Training in Social Work. Jaipur: Rawat.

DIGITAL REFERENCES: Ignou sosw (2013), Field Work Practicum in Social Work Part,
https://www.youtube.com/watch?v=a6u_YBsoKCs

PAPER CODE: 20MSWA06A

PAPER TITLE: DEVELOPMENT COMMUNICATION & LIFE SKILLS

Objectives

(Total-64 hours)

- To understand the basic communication skills for the effective social work practice
- To enable students to understand core life skills, its concept, process and practice.
- To blend theoretical knowledge and social work practice by exhibiting professional skills
- To develop a comprehensive understanding of interpersonal influences on relationships in terms of power, persuasion and assertiveness.

Unit-I. Development Communication-concept and genesis

12 Hours

- Concept and characteristics Development Communication
- Models of Development- Dominant Paradigm, Basic Needs Model, New Paradigm of development
- Development Communication- concept and genesis, characteristics, differences between communication and Development Communication
- Philosophy & Approaches to Development Communication
- Success stories in Development Communication
- Innovations and trends in Development Communication

Unit-II. Media and Development Communication:

12 Hours

- Traditional Media: types, characteristics, role in development communication
- Relationship of Media and Development: Concept, meaning and importance of Development communication; culture and communication.
- Development reporting- roles and responsibilities of a development reporter, ethics in reporting, specialized skills required and issues in development reporting News reporting: definition of news, ingredients and qualities of news, news value, types of news reports, structure of news reports
- Radio news, features and commentaries. Radio and development communication.
- Television and cinema: role in development communication.
- ICTs: scope in development communication.

Unit-III. Basic Communication and helping Skills for Social Workers:

10 Hours

- Components of communication: Process of communication-channel, medium, message, code; problems/ barriers in communication; Importance of effective communication for Social Workers.
- Basic Communication skills and creating an effective helping relationship in Social Work Practice.
- Basic helping skills and non-verbal communication
- The 'I-statement', understanding emotions and feelings
- Responding to Defense communication and cross culture helping

Unit-IV. Life skills:

14 Hours

- Self awareness, self esteem, assertiveness, coping with anger, fear, anxiety, stress, hurt and depression, sensitivity, empathy and support, creative thinking, time management, decision making, understanding defence mechanisms, positive thinking, enhancing capacity to love, be happy and enjoy.
- Presentation skills, Soft- Skills and Building effective relationships
- Practicum: Public speaking on any topic, oral presentation with visual, technology, group discussion, listening comprehension. Group research projects. Using computer, role-play evaluation.

Unit-V. Communication skills for Social Work practice:

16 hours

- *Effective speaking*, principles of effective oral communication, speech preparation, technique of effective speech,
- *Effective listening*, meaning, nature and importance of listening, principles of group listening, types of listening. Listening process, barriers in listening.
- *Effective writing*, what is draft, meaning and objectives of written communication, essential of written communication,
- *Feedback* a two-way process, Characteristic of feedback, kinds of feedback written and oral communication, improving in feedback and developing effective feedback skill, feedback loops.
- *Street theatre*: Elements of street theatre scripting and choreography for development. Use of puppets, songs and folklore. Role of Information, education, and communication (IEC) in making effective peoples participation.

References:

- Dalai Lama and Cutler, H.C (1998). The Art of Happiness: A Handbook for Living. London: Coronet Books.
- 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 REFERENCES:

Name of the Journal	URL
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: 20MSWA06B

PAPER TITLE: PERSONAL AND PROFESSIONAL GROWTH OF SOCIAL WORKERS

Credits hours: 64

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.

Unit-I. Concept of Self for Social Workers:

12 Hours

- Concept of Self and Self Awareness; Significance of understanding self; self-esteem, self-image and self-acceptance.
- Understanding one's own emotions and self-defeating behaviour.
- Concept of Assertive Behaviour and Techniques for developing Assertive Behaviour.
- Concept of Emotions, Emotional Intelligence, Techniques to enhance Emotional Intelligence.

Unit-II. Social Work and Social Worker:

16 Hours

- The Social Work Domain, Social work and social functioning
- Social Work focus and Social Work sanction
- Self-Analysis and Development: Transactional Analysis;
- SWOT (strength weakness, opportunities, threat) analysis; and Johari Window.
- Concept of Mindfulness.
- Significance of Mindfulness, and techniques to develop Mindfulness.
- Responsible use of time and money.

Unit-III. Merging Person with Profession:

12 Hours

- Selecting Social work as a career and Social work as a life companion.
- The School to Job transition
- Earning a living as a social worker and acquiring a reputation
- The interplay of one's personal and professional lives
- Self-worth and self-image physical and Emotional wellbeing and intellectual growth as Professional Practitioner.

Unit-IV. Merging the Person's art with Professions Science:

12 Hours

Social Workers as Artist

- Compassion, courage, professional relationship and creativity
- Hopefulness, energy, judgment personal values and professional styles

Social Workers as scientist

- Knowledge regarding social phenomena.
- knowledge regarding social conditions and social problems
- Knowledge regarding the social work profession and practice.

Unit-V. Personal and Professional Development of Social Worker:

12 Hours

- Elements of Professional behaviour and using agency supervision
- Presenting to a Professional audience and writing to a professional audience
- Coping with bureaucracy, stress management and using Humour in Social work practice
- Making ethical decisions, avoiding malpractice suits, developing self-awareness, and improving the social work image

REFERENCES:

- Bhattacharya, K. 1971 The Indian Concept of Self, Bulletin Ramakrishna Mission Institute of Culture, 22(8), August 1971. 304 - 13.
- Bradford W. Sheafor, 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. An Introduction to Personality: A Casework, 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). Personalisation in Social Work. Jaipur: Pratiksha.

DIGITAL REFERENCES:

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
Social Work & Social Sciences Review	http://bit.ly/2GLZrVa
European Scientific Journal	http://bit.ly/2E3c14s

Paul Wright (2012), Personal & Professional Development, Available at
<https://www.youtube.com/watch?v=5F-IDLA9Zjc>

SEMESTER- II

PAPER CODE: 20MSWB01

PAPER TITLE: COMMUNITY ORGANIZATION

(Total-64 hours)

Objectives:

- To understand the critical elements of community organization process
- To enhance critical understanding of models and strategies for CO
- To gain knowledge on the various techniques and skills of community organization to develop the basic skills to apply those in the community

Unit-I. Meaning and types of Community and Community Organization: 12 hours

- Concept of community; types and features of community; -*Rural, Urban, Tribal*, problems, social and contextual understanding for practice.
- Concept of community organization: Definitions, and objectives of community organization;
- Relevance of community organization approach to Indian situation;
- Historical development of community organization practice in the west, community welfare concepts, community chests;
- Historical development of community organization practice in India.
- community organization and community development

Unit-II. Principles and models of community organization: 15 hours

- Principles of community organization
- Skills in Community Organization
- Models of community organization practice

Unit-III. Community organization process and phases: 12 hours

- Process in the phases of Community Organization.
- Withdrawal from community: Skills and strategies.
- Resource mobilization and fund Raising-Techniques and Strategies

Unit-IV. Intervention strategies in community settings: 12 hours

- Awareness buildings, organizing, activating, people's participation, negotiating, lobbying and, resolving group conflicts
- Roles of community organizer

Unit-V. Disaster Management: 13 hours

- Meaning, and types of disaster,
- Impact of disaster; *Social, psychological, economic and physical*.
- Understanding traumatic stress reactions. Disaster cycle.
- Meaning and definitions of Disaster management. Stages of Disaster management.
- Working with special groups; Women and Children.

REFERENCES:

- Clinard, Marshall.B (1966) *Slums and Community Development*, The Free Press, New York
- Dunham, Arthur.E (1958) *Community Organization: Principles and Practice*, New York, Thomas, Y.Crowell
- Gangrade.K.D (1971) *Community Organization in India*, Popular Prakashan, Bombay
- Gautam, P., & Singh, R. (2011). *Social Work and Community Development*. New Delhi: Centrum Press.
- Gunjal B.S (ed.)(2013) “*Community Organization and Social Action (Methods of Social Work)*” IBH Prakashana, Bangalore.ISBN-81-89268-24-4
- Hillman, Arthur (1950) *Community Organization and Planning*, The Macmillan Company, New York
- Hprper.E. &Dunham.A (1959) *Community Organization in Action*, Association Press, New York.
- Kunal, B. (2012). *Social Work and Community Development*. New Delhi: Sonali Publication.
- Murphy, Campbell (1954) *Community Organization Practice*, Houghton Mifflin Co, New York
- Ross, Murray.G. (1955) *Community Organization: Theory and Principles*, Harper and Brothers, Bombay
- Siddiqui H.Y (1997) *Working with communities an introduction to community work*, Hira Publications, New Delhi
- Singh, A. (2015). *Social Work and Community Development*. New Delhi: Centrum Press.
- Singh, R. (2013). *Social work and Community Development*. New Delhi: Centrum Press.
- Steiner Frederick Jesse (1958) *Community organization*, The New century Co. New York
- Walter. A.Friedlander (1976), *Concepts and Methods of Social Work: 2nd Ed*, Prentice Hall of India Pvt. Ltd., New Delhi.

DIGITAL REFERENCES:

Name of the Journal

URL

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

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

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

C.S. Mott Foundation (2010), From the Grassroots - Understanding Community Organizing, Available at <https://www.youtube.com/watch?v=fIXHRxc9q1k>

PAPER CODE: 20MSWB02

PAPER TITLE: SOCIAL WORK RESEARCH AND STATISTICS(Total-64 hours)

Objectives:

- Develop an understanding about the scientific approach to human inquiry
- Develop an appreciation of the value and approach in social work research in addressing problems in the field of professional practice
- Develop attitudes and skills appropriate for social work research
- Develop skills for use of library and documentation in research work
- Acquire the skills for data analyses and research writing

Unit-I. Scientific Method, Social Research & Social Work Research: 12 hours

- Meaning and characteristics of scientific method, Goals of research
- Basic elements of social research- concepts, constructs, variables, hypothesis, theories, operational definitions
- Distinction between social research and social work research
- Steps in the process of research- problem selection, formulation and planning, field investigation, data editing & classification, data processing and analysis, report writing.

Unit-II. Social Work Research: 12 hours

- Use of research in social work: intervention research and practice based research
- Types of social work research – need assessment studies, situational analysis, monitoring and evaluation, impact assessment, policy research
- Steps in Social Work Research: identification of problem; need assessment; selection of social work research design; baseline study; intervention; assessment of intervention effects/impact.

Unit-III. Research Designs in Social Work Research: 12 hours

Design of research: Definition and importance; types of research design; exploratory, descriptive, experimental, evaluative design, participatory research, action research and intervention research.

- Scientific Social Surveys
- Experimental study design, logic of experimentation, causation and control, randomization and matching internal validity
- Types of experimental design (pre-experiment, true experiment, quasi experiment, external validity)
- Qualitative and quantitative research designs- case study
- Other research approaches supportive to social work research: Action research; Participatory research

Unit- IV. Sampling:

12 hour

- Purpose of sampling
- Concepts related to sampling –population, universe, sampling frame and sampling unit
- Meaning of probability and non-probability sampling
- Types of probability and non-probability sampling
- Techniques and procedures in sample selection

Types of Data: Primary and secondary, objective and subjective, qualitative and quantitative.

Unit-V. Statistics:

16 hours

- Definition, functions, importance and scope.
- Measures of Central Tendency : Mean, Median, Mode; - Measures of Dispersion: Quartile Deviation, Standard Deviation, Mean Deviation. –
- Measures of Association: Chi-square, Correlation Coefficient, ‘t’ distribution; Analysis of Variance and ‘F’ distribution.
- Use of Statistical Package in Social Sciences.

Recommended Readings :

1. Ahuja, Ram (2001) Research Methods, Jaipur :Rawat
2. Alston, M. Bocoles, W. (Indian Edition 2003) Research for Social Workers- An Introduction to Methods, Jaipur :Rawat
3. Baker, Therese L. (1994) Doing Social Research, Singapore : McGrawHill
4. Goode, W.J., Hatt, P.K. (1981) Methods in Social Research, Singapore: McGrawHill
5. Grinnell, Richard M. (Jr.) (1988) Social Work Research and Evaluation, Illinois F.E. Peacock Pub. Inc.
6. Jacob, K.K. (1965) Methods & Fields of Social Work in India, Bombay: Asia Publishing 21
7. Kothari, C.R. (2004 2nd edition reprint) Research Methodology: Methods & Techniques, New Delhi, New Age International
8. Krishnaswamy, O. R. (1993) Methodology for Research in Social Science, Himalaya, Bombay
9. Laldas, D. K. (2000) Practice of Social Research, Jaipur: Rawat
10. Mikkelsen, Britha (2005) Methods for Development Work and Research- A New Guide for Practitioners, New Delhi :Sage
11. Ramchandran, P. (1968) Social Work Research and Statistics, Bombay : Allied Publishers
12. Rubin, Allen & Babbie Earl (4th Ed. 2001) Research Methods for Social Work, USA: Wadsworth, West, Brooks/Cole and Schirmer
13. Sarantakos, Sotirios (2005) Social Research, New York : Palgrave Macmillan
14. Sharma, B.A.V., Prasad, R.D. & Satyanarayana, C. (2002) Research Methods in Social Sciences, New Delhi: Sterling
15. Sharma, K. R. (2002) Research Methodology, Jaipur : National Publishing House
16. Wilkinson, T.S. & Bhandarkar, P.L. (1984) Methodology and Techniques of Social Research, Bombay: Himalaya
17. Young, Pauline (Asian students edition 1960) Scientific Social Surveys and Research, Japan: Asia Publishing House

General References:

1. Andrews, Richard (South Asia edition 2005) : Research Questions, London:Continuum
2. Bailey, Kenneth D. (1978) Methods of Social Research, New York :McneilPub.
3. Black,JamesA&Champion,DeanJ.(1976)MethodsandIssuesinSocialResearch, New York : JohnWiley
4. Chaudhary, C. M. (1991) Research Methodology, Jaipur : RBSAPublishers
5. Costello, Patrick (S. Asia Edition 2005) Action Research, London:Continuum
6. Gillham, Bill (2000) Case Study Research Methods, London:Continuum
7. Gillham, Bill (2000) The Research Interview, London:Continuum
8. Gregory, Ian (South Asia edition 2005) Ethics in Research, London :Continuum
9. Kidder, Louise H. (1981) Research Methods in Social Relations, New York : CBS College into Holt Rinelart&Winston
10. Lin, Nan (1976) Foundations of Social Research, Singapore: McGrawHill
11. Nachmias D. & Nachmais C. (1981) Research Methods in Social Sciences, New York l: St. MartinsPress
12. Polansky, N. A. (Ed) (1960) Social Work Research, USA: Univ. of Chicago

PAPER CODE: 20MSWB03

PAPER TITLE: SOCIAL WORK ADMINISTRATION AND SOCIAL ACTION

(Total-64 hours)

Objectives:

- Develop an understanding of basic concepts of administration in the agency in the total frame of Social Work practice.
- Develop ability to apply the basic principles of Social Welfare Administration of agency functioning.
- Develop an understanding of the organization as a system.
- To familiarize students with an understanding of the concepts, context and processes that is relevant for people's struggles, social action and social movements

Unit I: Social Work Administration:

12 hours

- Concept, Meaning, Definition & Characteristics of Social Work Administration
- Social Work Administration as a method of Social work, Democratic administration.
- Social Work Agency: Organizational hierarchy, Executive functions, Boards and Committees

Unit II: Administrative Process:

10 hours

- Planning, Decision making, Policy formulation, Co-ordination, Communication & Management Information Systems.
- Personnel & Administration: Recruitment and selection of staff, Induction/orientation training, In-service training, Placements, Promotions, Discipline, Wages & other service conditions. Welfare programmes for staff.

Unit-III. Social Welfare Administration:

16 hours

- Social Welfare Administration – Meaning, Definition, Nature and Scope.
- Social Welfare and Development Management as a method of Social Work practice.
- Principles and Functions of Social Welfare and Development management: *Planning, Staffing, Budgeting, Organizing, Office management, Supervision, Leadership, Communication, Public relation.*
- Central and state Social Welfare Board
- Administrative structure and functions of Social welfare department, department of Women and Child development, and Department for the Empowerment of Differently Abled and Senior Citizens, Govt. of Karnataka.

- Role of Government & non-Governmental Organizations in Social Welfare, Co-ordination between them & problems encountered by them – YMCA, Indian Council of Child Welfare & Nehru Yuvaka Kendra.

Unit-IV. Social Action as a Method of Social Work:

12 hours

- *Social Action*: Meaning, definitions, Models, Characteristics, Approaches and Strategies of Social Action.
- Principles and steps in Social action
- Social action as a method of Social work
- Social action in India

Unit-V. Ideology and Methodology of Social Action:

14 hours

- Various contributions to the theories of social action (Alinsky, Weber, Paulo Friere, MK Gandhi -Sarvodaya and Satyagraha) and Siddique.
- Strategies for social action from various social movements.
- Social Conflict strategies of Social Action
- Impact of Social Problems, Need for Social Action
- *Popular Social movements in Karnataka*: Dalit Movement, Peasant movement, Student movement, Women's movement and Labour movement.
- Creating awareness of social action – Role of power groups – Advocacy; drafting a bill; Lobbying- techniques of winning public support and political parties for smooth passage of a bill.

REFERENCES:

Acchi, K. (2016). *Prostitution Beyond: An Analytical View on NGOs Intervention*. Jaipur: Prateeksha Publication.

Bhattacharya, S. (2006). *Social Work Administration and Development*. Jaipur: Rawat Publications

Chowdary Paul D (1983), *Social Welfare Administration*, Atmaram and sons publications, New Delhi.

Clarence King : *Working with people in Community Action*

Gosh, A. (2010). *Social Networking and Global Governance*. New Delhi: ELP Books.

Gupta N S (1979), *Principles and practice of Management*, Light and Life Publications, New Delhi.

Gupta, S. K. (2013). *Management and Organization in Social Works*. Bangalore: Centrum Press.

Jaganathan V (1978), *Administration and Social Change*, Uppal Publication,

Kulakarni P D (1979), *Social Policy and Social Development*, ASSWI, Madras. New Delhi.

McMillan Wayne : *Community Organization for Social Action*

Mishra, B. (2011). *Dynamics of NGOs*. New Delhi: Mohith.

R. Kumar & S. L. Goel (2005), *Administration And Management Of NGOs : Text And Case Studies*, Deep & Deep Publications

Raju K and Satyanarayan (2009), *NGO Excellence*, Bhimavaram, Andhrapradesh.

Ramachandra Raj G 1974 *Functions and Dysfunctions of social Conflict*, Bombay Popular Prakashan.

Rao Vidya, (1987). *Social Welfare Administration*. Tata Institute Of Social Sciences, Mumbai.

Sachdeva, (1998) *Social Welfare Administration in India*. Allahabad, Kitab Mahal.

Sandeep Garg & Tarun Rohantgi (2013), *Handbook for NGO's and NPO's*, Taxmann's

Sanjay Bhattacharya (2009), *Social Work Administration And Development 01 Edition*, Jaipur; Rawat Publications

Sankaran and Rorigues (1983), *Handbook for the Management of Voluntary Organizations*.

Zaltman G and Duncan R 1977 *Strategies for Planned change*, New York: Association Press.

DIGITAL REFERENCES:

Prof. Joel (2016), NGO Management Theory and Practice ; Serial 1 Inspirational and interactive speech, Available at <https://www.youtube.com/watch?v=T7XIoEeVqy4>

KUSHCONSULTANCY SERVICES (2015), NGO & REGISTRATION IN INDIA BY CA SANJAY GUPTA, Available at <https://www.youtube.com/watch?v=AShgS7EzfQA>

KUSHCONSULTANCY SERVICES (2015), NGO SEMINAR ON FCRA REGISTRATION & FUNDING BY CA SANJAY GUPTA, Available at <https://www.youtube.com/watch?v=c2znvSN2ysE>

NGO guru (2017), NGOs in India - Types of NGOs – NGOguru, Available at <https://www.youtube.com/watch?v=Gku2-mTXomQ>

Yagya Chhabra (2015), Resource mobilisation For csexcutive as per module, Available at <https://www.youtube.com/watch?v=2GmCnmae9s4>

Nikil Harinarthini (2015), How to Register A Society in Your State, Available at <https://www.youtube.com/watch?v=AWLp-U4kI>

PAPER CODE: 20MSWB04

PAPER TITLE: Social Work Camp

Social Work Camp shall organize for 10-12 days' duration in a rural / tribal setting, is expected to provide opportunities to experience rural / tribal life, analyze its dynamics, and observe the functioning of government machinery (local self-government) and voluntary organizations. Objective of the camp is to provide the student with an opportunity to acquire skills in planning, organizing, handling regulations, decision making and collectively contribute to the chosen cause in the area where camp is held. Generally, camps are held in rural / tribal areas. However, if the department council so desires the camps can be organized in relief areas, (disaster) tribal areas or innovative learning projects.

PAPER CODE: 20MSWB05

PAPER TITLE: Field Work Practicum-II (Concurrent Field Work)

Every student of II Semester MSW shall place in an agency for Concurrent field work two days in a week. The broad aim of concurrent field work practicum is to provide opportunities for applying the knowledge and the information gained in the classroom to reality situations. This learning experience should provide an opportunity of working with communities, groups, individuals/families and managing organization tasks. It is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two days in every week of the semester. The learner is expected to complete a minimum of 18 days of visits in this semester. Each student has to undertake **two case work**. Students may continue their field work practicum in the same agency where they undergone in I semester.

PAPER CODE: 20MSWB06A

TITLE: ENTERPRENUERSHIP FOR SOCIAL DEVELOPMENT

Objectives:

(Total- 64 hours)

- To develop the knowledge base of Social Development.
- To provide an opportunity to familiarize the students with social entrepreneurship.
- To recognize the qualities of entrepreneurs that contributed to their success.

Unit-I. Social Development:

12 hours

- Concept, meaning, definition, goals and features of social development
- Models and strategies of social development
- Peoples participation in social development
- Areas of development
- Stages of development
- General assembly and the world summit for social development (1995) of united nations

Unit-II. Entrepreneurship Development:

12 hours

- Entrepreneurship- concept, meaning, definition, need and significance of entrepreneurship development in India, entrepreneurship growth process, barriers, entrepreneurship education model.
- Entrepreneur-their characteristics, types, gender issues, role demands
- Entrepreneurial Motivation and challenges
- Entrepreneurial outcome, current theories of entrepreneurship.
- Entrepreneurship in various sectors - Access to finance, market, R&D and Technology
- Policies and programmes related to entrepreneurship development

Unit-III. Social Entrepreneurship:

16 hours

- Social Entrepreneurship- concepts, nature, scope and approaches, Evaluation of Social Entrepreneurship in India
- Personality traits of social entrepreneur, Innovations and social entrepreneurship
- Sources of Social Entrepreneurship
- Management of Social Entrepreneurial Organizations.
- Key issues in Social Entrepreneurship.
- Forms of Social Enterprises
- Social Entrepreneurship Opportunities
- Successful Social Entrepreneurship Initiatives
- Entrepreneurship and skill development policy for social enterprise,
- Emerging Trends and Social Entrepreneurship, Emerging Trends in Entrepreneurship Development
- Entrepreneurial Potential and Potential Entrepreneur

Unit-IV. Business and Social Entrepreneurship

12 hours

- Difference between a Business and Social Entrepreneurship.
- Perspectives on Social Entrepreneurship – Academic and Practitioner's view, Case Studies and Profile of social entrepreneurs.
- *Funding social ventures*: Strategies for success
 - Sustainable funding sources: Earned income
 - Traditional funding sources
 - Social investment funding sources
 - Investing in a social venture
 - Relationship building with donors and investors

Unit-V. Social Enterprise and Social Marketing

12 hours

- Market – types – channels – commercial marketing
- Understanding Social Marketing – distinguishing Social from commercial Marketing
- Principles of Social Marketing - Emerging markets
- Business Incubation Centers
- Start-up Policy Framework and Incentives
- Business Opportunities and Start-up Policy:

REFERENCES:

Akhouri, M.M.P. (1990). *Entrepreneurship for Women in India*. New Delhi: NIESBUD.

Bedi, G. ; Shiva, V. (2002). *Sustainable Agriculture and Food security*. New Delhi: Sage Publications.

Bide Amar (2012). *Entrepreneurship determinants: culture and capabilities*, 12th Edition, Euro Stat, European Union, <http://ec.europa.eu/eurostat>

Bornstein & Davis (2016). *Social Entrepreneurship (What Everyone Needs To Know)*, Oxford University Press

Bornstein, D. (2004). *How to Change the World: Social Entrepreneurs and the Power of New Ideas*, New York: Oxford University Press.

Chakravarty, S. (2000). *Development Planning*. New Delhi: Oxford Publishers.

Dinanath Kaushik (2013). *Studies in Indian Entrepreneurship*, New Delhi, Cyber Tech Publications

Drucker, P. (1985). *Innovation and Entrepreneurship: Practice and Principles*, New York: Harper Collins.

Gopalkrishnan (2014). *The Entrepreneur's Choice: Cases on Family Business in India*, New Delh, Routledgetaylor& Francis Group.

Kaliyamoorthy and Chandrasekhar (Eds:2007). *Entrepreneurial Training: Theory and Practice*, New Delhi, Kanishka Publishers.

Kundu, A.; Sharma, A.N. (2001). *Informal Sector in India-Perspectives and Polices*. New Delhi: Institute for Human Development.

Leadbeater, C. (1997). *The Rise of the Social Entrepreneur*, London: Demos

Lewis Judith (1991). *Management of Human Services, Programs*. BrokeCole Publishing Co.

Philips, Bonefiel and Sharma (2011). *Social Entrepreneurship*, Global vision publishing house, New Delhi.

Rabindra N. Kanungo "Entrepreneurship and innovation", Sage Publications, New Delhi, 1998.

Robert Hisrich, Michael Peters and Dean Shepherd (2009). *Entrepreneurship*, New Delhi, Tata McGraw-Hill Publishing Company Limited.

DIZITAL REFERENCES:

Journal of Social Entrepreneurship

Social Enterprise Journal, ISSN: 1750-8614

Social Innovation and Social Entrepreneurship

Iimtnew (2013). *Competing Theories of Entrepreneurship*, Available at
<https://www.youtube.com/watch?v=VCJhqemYuSc>

Lets Understand Business (2016). *Theories of Entrepreneurship*, Available at
<https://www.youtube.com/watch?v=bBydFrDNugI>

SENS MREŽA (2012). *What is social entrepreneurship?*, Available at
<https://www.youtube.com/watch?v=1ecKK3S8DOE>

Social Traders (2014). *Social Enterprise Case Study: Worn Gundidj Cooperative*, Available at
<https://www.youtube.com/watch?v=iSD2oCA9CTU>

https://en.wikipedia.org/wiki/Social_development_theory

PAPER CODE:20MSWB06B

PAPER TITLE: SOCIAL WORK WITH DIFFERENTLY-ABLED

Objectives:

(Total-64 hours)

- To understand concepts of differently abled and disability
- To understand concepts, models, and issues of disability and challenges faced by disabled
- To understand policies, programmes and legislation pertaining to disability
- To assimilate the knowledge of social work practice to disability specific client service.

Unit I: Conceptual understanding:

14 hours

- Differently abled: Concept, Meaning, Classification and causes
- Concept, Definitions and Models of Disability
- Concepts of Impairment, Handicapped, and Disability
- Changing concepts in disability. Classifications and Psycho – Social problems of the differently abled.
- Types of Disability: Physical, Mental, Intellectual and Learning
- Models of Disability.
- Issues related to differently abled

Unit II: Disability and Vulnerable Groups:

10 hours

- Different Disability Groups and their Issues
- Children and Disability
- Gender and Disability
- Elderly and Disability

Unit III: Disability and Role of Various Stakeholders:

12 hours

- Disabilities: Service Settings, Purposes and Functions
- Role and Functions of NGOs Working in the Area of Disability
- Role and Functions of Governmental Organization in Addressing the Issue
- Impact of Steps Taken up by the NGOs /GOs to Address the Issue

Unit-IV. Constitutional and legislative provisions for the differently abled:

16 hours

- The rights and legal provisions provided for differently abled people
- Rehabilitation council of India-Formation, scope and functions, governmental policies and programmes initiatives from the non-governmental sectors.
- Persons with Disabilities (Equal opportunities protection of rights and full participation) Act 1995, National Trust for the welfare of persons with Autism, Cerebral Palsy,

Mentally retarded and multiple disabilities act: Government and non-governmental services for the differently abled. National Institutes for the differently abled in India.

- UN Convention on Persons with Disability
- Social Work Interventions for Persons with Disabilities.
- Schemes and programmes for differently abled by Ministry of Social Justice and Empowerment

Unit-V. Rehabilitation settings and Practice of Social Work methods: 12 hours

- Preventive and rehabilitative services Mentally Challenged: Meaning and causes, Preventive and rehabilitative Services
- Practice of Social Work methods in the process of rehabilitation: Case work, Group work, Community organization, Research, Administration and Social Action.

REFERENCES:

Ahuja Ram (1962). Social Problems in India. Jaipur: Rawat Publications.

Ahuja Ram (1992). Crime against Women, Jaipur: Rawat Publications.

Aries P. (Translated by Robert Baldick) (1962). Centuries of Childhood. New York.

Bali A.P. (1995). Role of the Family in Elderly Care Research and Developmental Journey.

Bambawale, U. (1993). Growing Old in Young India Snehvardhan Publishing House, Coleman James C.

Darshan S. Sharma (1976). Abnormal Psychology and Modern Life. Bombay: Taraporevals

Gangrade, K.D (1988). The Aging in India. New Delhi: Abhinav Publications.

Hurlock Elizabeth (1968). Developmental Psychology, New Delhi: Tata McGraw Hill Book Co. Ltd.

KalbaghChetan (Ed) (1991). Women and Development. Women's Struggle for Equality and Emancipation Vol.5. New Delh: Discovery Publishing House,

KapurMalvika (1995). Mental Health of Indian Children, New Delhi: Sage Publication. □

Minhas B.S. (1978). Planning and the Poor, New Delhi: S. Chand and Co. Ltd.

Mishra S. (1989). Problems and Social Adjustments in Old Age, New Delhi: Gian Publications.

Mittal Mukta (1995). Women in India-Today and Tomorrow. New Delhi: Anmol Publishers Pvt. Ltd.

National Youth Policy (1992). Department of Youth Affairs and Sports. G.O.I. New Delhi: Government of India

SEMESTER-III

PAPER CODE: 20MSWC01

PAPER TITLE: SOCIAL POLICY, LAW, GOVERNANCE AND SOCIAL WORK

Objectives

(Total-64 hours)

- To Gain knowledge of policy analysis and the policy formulation process.
- To Develop an understanding of social policy in the perspective of national goals as stated in the Constitution, particularly with reference to Fundamental Rights: and the Directive Principles of State Policy.
- To locate strategies and skills necessary for social development and reinforce values of social justice, gender justice and equality.

Unit-I. Indian Social Policy: Nature Emergence and Approaches:

12 hours

- Concept and definitions of social policy, Public policy vs Social policy
- Emergence of social policy; world and India, Models of Social Policy
- Social work and social policy in order to promote social change and social control
- Nature of Governance, Development and Social work.
- Good governance, Elements of good governance

Unit-II. Values underlying social policy based on the Constitutional provisions:

12 hours

- Preamble of Indian constitution, Fundamental Rights (12-35), Directive Principles of State Policy (36-51).
- Ideals of Indian Constitution
- Salient features of The Right to information Act 2005.
- Salient features of Domestic Violence Act.

Unit-III. Salient features of Social Legislations:

16 hours

- The Special Marriage Act 1954
- The Hindu Marriage Act 1955
- The Hindu Adoption and maintenance Act 1956
- The Dowry Prohibition Act 1961

Unit-IV. Salient features of legislations related to Children:

12 hours

- The prohibition of Child Marriage Act 2006
- The Juvenile Justice (Care and Protection) Act 2000
- The protection of children from sexual offences act, 2012

Unit-V.Terrorism:

12 hours

- Historical growth of terrorism causes and impact of terrorism, international resolutions against terrorism,
- Understanding salient terrorist attacks worldwide,
- Status of terror activities in India,
- Laws to prevent terror activities,
- Role of civil society in combating terrorism.

REFERENCES:

- Arantha T., Social Advocacy, Perspectives in Social Work, Nirmala Niketan, Mumbai.
- BasuDurga Das Introduction to the Constitution of India Prentice Hall of India, New Delhi
- Bhagat, R. (2013). Social Polity and Planning. New Delhi: Centrum Press.
- Chatterjee, B.B. Impact of Social Legislation on Social Change. Calcutta, Minerva Association.
- Chopra, D. (2012). Social Work and Social Welfare. New Delhi: Sonali Publications.
- Dennison, D. and Valeris Chapman. Social Policy and Administration. London, George Allen and Unwin.
- Gangrade K.D 1978, Social legislation in India (2vols); Delhi, concept Publishing house.
- Gangrade, K.D. Social Legislations, Vols I & II. New Delhi: Concept Publications.
- Gorey, M. (2016). Social Development Challenges faced in an Unequal and plural Society. Jaipur: Rawat.
- Kulkarni P.D. Social Policy in India. Bombay: Tata Institute of Social Sciences.
- Lorraine, G., & Karen, C. (2016). Social Policy for Social Work. Jaipur: Rawat Publication.
- Mani B.N Jurisprudence (Legal Theory) AlahabadLaw Agency, Faridabad.
- Saraf, D.N, (Ed) 1984, social policy, law and protection of weaker sections of society I lucknow, eastern book company

DIGITAL REFERENCES:

- Wisdom Leap (2014), The Indian Constitution - Political Science Class 8 - CBSE | NCERT Available at <https://www.youtube.com/watch?v=gGW4ggH5Jvs>
- LAW Notes (2015), Salient features of the Indian constitution, <https://www.youtube.com/watch?v=BatrJZz9FeE>
- Indian Law School (2014), The Special Marriage Act, 1954, Available at <https://www.youtube.com/watch?v=wG5tQBJPBNM>
- Vidya-mitra (2017), Juvenile justice (care and protection of children) Act, 2015, <https://www.youtube.com/watch?v=F1EiG3onxIk>

HumanRightsActionCtr (2008), The Universal Declaration of Human Rights, Available at <https://www.youtube.com/watch?v=hTlrSYbCbHE>

UN Human Rights (2017), Universal Declaration of Human Rights, Available at <https://www.youtube.com/watch?v=5RR4VXNX3jA>

Ultralized (2009), The Story of Human Rights, Available at <https://www.youtube.com/watch?v=oh3BbLk5UIQ>

PAPER CODE: 20MSWC02

PAPER TITLE: MEDICAL AND PSYCHIATRIC SOCIAL WORK

Objectives

(Total-64 hours)

- To develop a holistic and integrated approach to social work practice in the field of health.
- To understand psychiatric social work in the context of changing trends in health care.
- To understand the concept of mental health, and acquire knowledge in mental disorders, stress and coping in the context of holistic health.

Unit-I. Nature and concept of Medical Social Work:

12 hours

- Introduction: Meaning, nature and scope of medical social work.
- Historical development of Medical Social Work in India and Abroad
- *Concept of patient as a person:* Social and emotional components associated with various chronic diseases like Tuberculosis, Diabetes, Hypertension, Cancer, and HIV/AIDS (*with brief information about clinical features, symptoms and medical treatment of these diseases*).
- Impact of hospitalization on family. Role of Professional Social worker's in prevention, curative, clinical, aftercare and rehabilitation process
- Organization and administration of medical social work departments in hospitals/clinics

Unit-II. Community Health and Community Mental Health:

18 hours

- *Community Health:* Meaning, definition. Objectives of community health programmes: Role of social worker in the management of healthy environment and community health.
- *Community Mental Health (C.M.H):* Meaning, definition, nature and objectives of C.M. Health, Goals of C.M.H: prevention of mental illness and prevention of mental health. Brief information about C.M.H. services available in India.
- *Contemporary Community Mental health Policies/Programmes:* National mental health policy, School mental health programme.

Unit-III. Meaning and concepts of Psychiatric Social Work:

12 hours

- *Introduction:* Meaning, Definition, nature, objective and scope of psychiatry social work;
- Historical development of psychiatric social work in India and Abroad.
- Brief information about common psychiatric disorders prevalent among adults, aged and children: The clinical features, symptoms and causes of the same (As per ICD 10 guidelines).

Unit-IV. Psychotherapy in Psychiatric Social Work:

12 hours

- Psychiatric Assessment: History taking and mental status examination, psycho social and multidimensional assessment of mental disorders in psychiatric social work.
- *Understanding Therapeutic applications:* Cognitive Behavioral Therapy (CBT), Inter Personal Therapy, Electroconvulsive therapy.
- *Understanding Psycho Somatic Issues:* Dissociative Identity Disorder, Hypochondriasis.

- Psychiatric Social work practice in: de-addiction, crisis intervention centers, and with special groups such as rape victims and HIV/AIDS patients.

Unit-V. Rehabilitation:

10 hours

- *Rehabilitation*: components, psychosocial rehabilitation, psychoeducation, case management, discharge planning
- Rehabilitation settings, therapeutic community, Day care Centres, half way homes, Quarter-way homes, shelter homes, hostels, foster care; community based rehabilitation matrix of WHO.

REFERENCES:

- Bajpai, P.K. (Ed) (1997) Social Work Perspective on Health; Rawat Publications, New Delhi
- Bartlett, H.M. (1961) Social Work practice in the Health Field; National Association of Social Workers, New York
- Denzin, Norman K. : Treating Alcoholism - an alcoholics anonymous approach, sage pub., 1987.
- Dickson, Clifford Martha : Social work practice with the mentally retarded, Collier MacMillan, 1981.
- French, Lois Merdith : Psychiatric Social work, The common wealth Fund, New York.
- Goldstein, D. 1955 Expanding Horizons in Medical Social Work; The University of Chicago Press, Chicago
- Massetman, Juies H. Et I : Hand book of Psychiatric therapies, Jasan Aronson inc., 1973.
- Verma, Ratna, Psychiatric Social work in India, Sage Pub., New Deihi, 1991

DIGITAL REFERENCES:

- Vincent Vincent (2017), What Is A Psychiatric Social Worker Do?, Available at <https://www.youtube.com/watch?v=vjvF--chCAs>
- The Audiopedia (2017), What is PSYCHIATRIC REHABILITATION? What does PSYCHIATRIC REHABILITATION mean?, Available at <https://www.youtube.com/watch?v=8EcaYkUjMpA>
- AAPC (2014), What is ICD-10?, Available to <https://www.youtube.com/watch?v=ZPDgtDDTc8k>
- Psychiatry Lectures (2015), Psychiatry Lecture: How to do a Psychiatric Assessment, Available at <https://www.youtube.com/watch?v=IRiCntvec5U>
- Alice Dughi (2015), Medical Social Work, Available at <https://www.youtube.com/watch?v=4BnOBgWINF4>

PAPER CODE: 20MSWC03

PAPER TITLE: HUMAN RESOURCES MANAGEMENT AND EMPLOYEE WELLNESS

Objectives

(Total-64 hours)

- To help students build a knowledge base appropriate to Human Resource Management
- To enable the students to perceive the attitudes required for the successful application of Human Resource Management.
- To acquaint with the concept of Employee Wellness
- To assist them to perceive and develop the skills appropriate to the field practices

Unit-I. Human Resource Management:

12 hours

- Concept, meaning, nature, objectives, structure, functions, scope and importance, its need in India.
- Distinction between Personnel Management and Human Resource Management.
- Evolution of HRM.
- Qualities of HR Manager.
- HR as a Business partner
- Recent Trends in HRM (Artificial Intelligence, Machine Learning, Ind. 4points)

Unit-II. Functional Areas of HRM:

16 hours

- Human Resource Planning: Meaning and definition, importance of HRP, factors affecting HRP. The planning process.
- Job analysis: Job description and Job specification, Job evaluation.
- Recruitment of Human Resources: sources, methods and techniques. Selection process and techniques: Selection, Induction/Orientation, Placement, Probation and Confirmation.
- Time Office functions, Compensation, Statutory Compliance, Employee Welfare, Grievance Handling, Employee Engagement and Employee retention
- Career Progression & Succession Planning, Vendor Management / General Administrations, Liaisoning, Public Relations.

Unit-III. Action Areas of HRM

14 hours

- Human Resource Information System (HRIS)
- HRM action areas: Total Employee Involvement (TEI), Quality Circles (7 QC tools), KAIZEN, 5s (Sort, Set in order, Shine, Standardize, Sustain), POKE-YOKE Model, Knowledge Management.
- Retention Strategies. Audit system in Industry (HR & EHS). ISO, TS (Technical Specification).
- HR Outsourcing Benchmarking.
- Industrial Relations, Corporate Social Responsibility (CSR), Employee Exit Formalities, Budget and Auditing.

Unit-IV. Performance Management System and Compensation Management: 10 hours

- Performance Appraisal: Performance Management System, Bell Curve, feedback system, immediate feedback system.
- Understanding Competencies: Types of Competencies, Competency Mapping, Observing, Recording, Classifying & Evaluating competencies.
- Compensation Management: Meaning and definitions, wage theories, factors influencing on employee remuneration, incentive systems- financial and non-financial.
- Compensation benchmarking.

Unit-V. Employee Wellness:

12 hours

- Employee Wellness: Meaning, Concept, Types, programmes and benefits
- Workplace Wellness Best Practices
- HRD: Concept, meaning, definition, objectives, origin, importance, and scope
- Training: meaning and concept, types, Training needs assessment. Modern management training methodology and techniques.
- Designing a training programme.
- Application of Social Work Methods in Industry
- Labour Welfare Officer: Duties and Functions

REFERENCES:

- Abraham E (1983Ed). *Alternative approaches & strategies of human resource dev*, Jaipur Rawat Publisher
- Jaya Gopal R.(1980). *Human Resource Development Conceptual analysis & strategies*, New Delhi: Sterling Publishers P.Ltd
- Morrisey G.L.(1972). *Appraisal & Development Through Objectives & Results*, London: Addison-Wilsey
- Myers C.A. & R.C. Gopal. *Management of Personnel*, Bombay: Montakalos
- Parik Udai & Rao T.V.(1981). *Designing & Managing Human Resource System*, New Delhi: Oxford & IBH Publishing Co.
- Piyor S. Paul, Myers Charles A. Maion F.T. (1964). *Management of Human Resource-Reading in Personnel Administration*, New York: McGraw Hill Company
- Roa T.V. & Abraham E.A. *Survey of HRD Practice in Indian Industries*, New Delhi: Oxford & IBH Publishing Company
- Rudra Basavaraj M.N.(1984). *Human Factors in Administration*, Bombay: Himalaya Publishing House
- Subba Rao, P. (1996). *Essentials of Human Resource Management and Industrial Relations*, Himalaya Publishing House.

Udai, P., & Surabhi, P. (2010). *Training Instruments in HRD and OD* (3rd Edition ed. New Delhi: Tata McGraw Hill.

DIGITAL REFERENCES:

Human Resource Management Review

The International Journal of Human Resource Management

Journal of HRM, Faculty of Management, Comenius University in Bratislava, Slovakia. ISSN: 24537683

3gvideo (2014), Wage and Salary Administration, Available at:
<https://www.youtube.com/watch?v=YUChWrvvit4>

Allen Mursau (2013), Current Liabilities Accounting (Payroll Deductions, Employee Vs Employer Payables & Expense), Available at
<https://www.youtube.com/watch?v=Lcll-Cx3qoY>

Gregg Learning (2017), HR Basics: Training and Development, Available at
<https://www.youtube.com/watch?v=CLr-xaQEnkE>

Insight Training Solutions (2014), Training Methodology, Available at
<https://www.youtube.com/watch?v=NZiaLtG7xDE>

Learn By Watch (2013), Recruitment and its importance, process and sources (English), Available at <https://www.youtube.com/watch?v=PvK7XnEoy9U>

Lyre Artiaga (2015), Compare and contrast HRD and HRM, Available at
<https://www.youtube.com/watch?v=KXBYvrtc1T0>

MrExcelpayroll, Using Excel to Process Payroll DIY, Available at
<https://www.youtube.com/watch?v=GOD2m4ferxI>

Sandy Joy Javier (2016), Training (HRM), Available at
<https://www.youtube.com/watch?v=dyMckGTRZD0>

Shashi Aggarwal (2017), NATURE AND SCOPE OF HRM, Available at
<https://www.youtube.com/watch?v=QbfKFVIWBYo>

SS Video Walden (2017), What Is The Meaning Of HR Scorecard?,
<https://www.youtube.com/watch?v=kxM9jFFpzbA>

V-LRN Videos (2015), Wages and Salary Administration-Session-2, Available at
<https://www.youtube.com/watch?v=TYp76flwTwU>

iRadio OUM (2013), Introduction to Human Resource Management - Topic 1, Available at
https://soundcloud.com/iradio_oum_icast/bbpb-2103-human-resource-management-episode-1

PAPER CODE: 20MSWC04

PAPER TITLE: MENTAL HEALTH AND COUNSELLING

Objectives

(Total-64 hours)

- Demonstrate an ability to integrate mental health theories and policy into discussions of mental health practice
- To provide theoretical foundation for counselling practice.
- To enhance the knowledge base for promotion of mental health

Unit-I. Introduction to Mental Health

12 Hours

- Mental Health: Meaning, definition and misconceptions
- Characteristics of the mentally healthy person.
- Factors influencing Mental Health.
- Mental health as a part of general health.
- PSYCHO-SOMATIC HEALTH: Meaning & Importance
- Mental Health Act, 1987, National Mental Health Policy and National Mental Health Programs

Unit-II. Understanding of therapies and application in mental health setting:

16 hours

- Cognitive and Behavioural Therapy (CBT); Gestalt Therapy, REBT, Transactional Analysis; Behavior Therapy, Interactional Therapies; Stress Inoculation Therapy; Client-Centered Therapy;
- Stress, Life Cycles Stages and Mental Health promotion.
- Stress: Meaning, definition. Ego-Defense Mechanisms
- Community Mental Health: Meaning & Importance,
- Community mental health programs in India

Unit-III. Mental Health Disorders:

12 Hours

- Substance Use Disorders, Schizophrenia, Mood Disorders and Anxiety Disorders: causes, effects on patient and on the family, treatment modalities.
- Role of social worker and role of voluntary organizations in rehabilitation of mentally ill
- Role of family in the treatment of mentally ill

Unit-IV. Counseling Approaches:

12 Hours

- Counseling: Meaning, definition and importance
- Principles, Skills and techniques of counselling.
- Individual Counselling, Group Counselling and Family Counselling.
- Approaches of counselling.

Unit-V. Counseling in various settings:

12 Hours

- Use and application of counselling; Schools, Colleges, Child Guidance centers, Family Counseling centers, Career Counseling centers, Hospital based Counseling, Industrial Counseling and gerontological counseling

REFERENCES:

- Association of Psychological and Practice, (1982). *Counseling in Asia, Perspective and Practices*, Educational Counsellors of Asia.
- Conte Christian(2009). *Advance Techniques for Counseling and Psychotherapy*, Springer Publishing Company, New York.
- Corsine, Raymond J., Wedding, D, (2010). *Current Psychotherapies (Psy 641 Introduction to Psychotherapy)*, Wadsworth Publishing Co Inc; 9th ed. Edition
- Dave, Indu, (1953). *The Basic Elements of Counseling*, Sterling, New Delhi.
- Delaney & Eisenber, (1973). *The Counseling Process*, Dept. of Mental Health Education and Mental Health Programme, Report NO.1, 11 US.
- Dimatteo, M.R. & Martin, L.R. (2007). *Health Psychology (India Edition)*. New Delhi: Pearson Education.
- Feldman R S (1996). *Understanding Psychology*. IV Edition. McGraw Hill India
- Hilgard, S. R., Atkinson, R.C. & Atkinson R L. (1975). *Introduction to Psychology*. Oxford IBH Publishing Co Pvt Ltd.
- Lewis E. Patterson, Elizabeth Reynolds Welfel (1999). *The Counseling Process*, Brooks/Cole
- Nelson Jones, Richard, (1984). *Practical Counselling and Helping Skills*, Harper and Row, London
- Patel, V.(2003). *Meeting the mental health needs of developing countries*. New Delhi: Sage India
- Patterson, Lewis E. & Elizabeth Reynolds (2000). *The Counselling Process (5th Edition)*, Australia : Brooks/Cole
- Pestonjee, D.M. (1999). *Stress and coping*. N. Delhi: Sage India.
- Psychology. Thomson Wadsworth . International Student Edition
- Reid, M (2004). *Counselling in Different Settings: The Reality of Practice*, Palgrave Macmillan
- Rowan Bayne, Paula Nicolson, Ian Horton (2000) *Counselling & Communication Skills for Medical & Health Practitioner* , University Press
- Sanderson, C.A. (2003). *Health psychology*. Snyapase : John Willey & Sons. Sdigman Authentic happiness

- Sands, R. G. (2001). Clinical social work practice in behavioral mental health: A postmodern approach to practice with adults. Allyn & Bacon
- Smith, E.S., Nolen-Hoeksema S., Fredrickson B & Loftus G R. (2003). Atkinson's & Hilgard's Introduction to
- Srivastava, A.K. (1998). Management of occupational stress: Theories and Practice. New Delhi: Gyan Publications.
- Vicki, S., Patrizia, C., Paula, N., & Rowan, B. (2013). *Key Concepts in Counselling and Psychotherapy*. Jaipur: Rawat.

DIGITAL REFERENCES:

- ALMentalHealth (2011), Understanding the Biology of Mental Illness, Available at <https://www.youtube.com/watch?v=LLUoG9Se77w>
- CounsellingTutor (2011), An introduction to counselling skills Available at <https://www.youtube.com/watch?v=UgxeU-54ai8>
- CrashCourse (2014), Psychological Disorders: Crash Course Psychology #28, Available at <https://www.youtube.com/watch?v=wuhJ-GkRRQc>
- International Journal of Emergency Mental Health and Human Resilience
- International Journal of Mental Health and Addiction, ISSN: 1557-1874
- International Journal of Mental Health Systems,
- Mental Health & Prevention, Editor-in-Chief: SvenjaTaubner, ISSN: 2212-6570
- Nucleus Medical Media (2015), Brain and Mental Health | Nucleus Health, Available at <https://www.youtube.com/watch?v=MyxCjnHqBq8>
- QueensU Be Well (2013), What is Mental Health? with Dr. Mike Condra, Available at <https://www.youtube.com/watch?v=aNOBdIMM3mQ>
- Rinitajain (2015), Student counselling session, Available at <https://www.youtube.com/watch?v=X8mULr-pVIE>
- Todd Grande (2016), Theories of Counseling - Psychoanalytic Therapy Available at <https://www.youtube.com/watch?v=J3dF4gvK8wo>

PAPER CODE: 20MSWC05

PAPER TITLE: Field Work Practicum-III (Concurrent Field Work)

Field work practicum of Third Semester comprises two components:

- ❖ Orientation visits
- ❖ Concurrent field work.

Orientation Visits: There shall be minimum **6 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 (i.e. agencies in Industrial setting, Hospitals and Govt/Non-Governmental organizations etc.).

Concurrent Field Work: every student of III Semester MSW shall place in an agency for Concurrent field work two days in a week. The broad aim of concurrent field work practicum is to provide opportunities for applying the knowledge and the information gained in the classroom to reality situations. This learning experience should provide an opportunity of working with industries and managing organization tasks. It is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two days in every week of the semester. The learner is expected to complete a minimum of 24 days of visits in this semester.

Each student has to undertake **two case work and** one awareness programmes in their respective field work agencies.

(The students who undergo concurrent field work practicum in the Industries in the third semester shall be placed for field work practicum in Govt/Non-governmental/ hospitals/other developmental organizations/ projects in fourth semester concurrent field work).

PAPER CODE: 20MSWC06A

PAPER TITLE: ORGANISATIONAL BEHAVIOUR AND ORGANISATIONAL DEVELOPMENT

Objectives

(Total-64 hours)

- To help students build a knowledge base appropriate to Personnel Management and Organizational Behaviour.
- To enable the students to group and develop the attitudes required for the successful application of personnel management and organizational Behaviour.
- To assist them to group, develop the skills appropriate to the field practices.

Unit-I. Management and Organizational Behavior:

12 hours

- Nature of Management, Functions of Managers, Levels of Management (*Top level, Upper Middle level, Middle level and Lower level*). Managerial skills, Roles and Responsibilities of Managers.
- *Organizational Behavior*: Meaning, Features, Need and importance of OB, Scope of OB. Determinants of OB.
- Models and organizational Behavior.

Unit-II. Foundations of Individual behavior:

12 hours

- Foundations of Individual behavior, Factors influencing individual behavior. Personality, determinants of personality. Development of personality; *Freudian stages*.
- Attitudes, components of attitudes, attitudes and OB.
- job satisfaction, job satisfaction and productivity, dimensions of job satisfaction.

Unit-III. Quality of Work life Morale and Leadership:

12 hours

- Quality of Work life, Approaches to improve quality of work life.
- Nature of morale, significance of morale in organizations, relationship between morale and productivity, building of high morale.
- *Leadership*: Meaning and importance of Leadership, styles of leadership, emerging approaches of leadership.

Unit-IV. Organizational Climate and Organizational Culture:

12 hours

- *Organizational Climate*: Concept, Characteristics, Dimensions and Significance.
- *Organizational Culture*: Meaning, Characteristics, functions. Impact of Culture on modern organization
- *Organizational Change*: Meaning and Nature, Forces of change, Human and organizational resistance to change. Techniques of overcoming resistance to change.

Unit-V. Organizational Development:

16 hours

- *Organizational Development: Meaning and Characteristics. Need and significance of OD. Steps in Organizational Development.*
- *Organizational development Intervention Techniques.*
Requirements of successful Implementation of OD Interventions

REFERENCES:

- AmitaiEtzioni (1965), *Modern Organizations*, New Delhi, Prentice-Hall
- Daniel Katz and Kahn, Robert L (1978), *The Social Psychology of Organization*, New York, John Wiley & Sons
- Davis K.(1977)*Human Behaviour at Work* , New Delhi:Tata McGraw Hill
- Gosh &Ghorpadhe(1985), *Industrial Psychology*, Bombay : Himalaya Publishing House
- Henri L. Tosi (1976), *Theories of Organisation*, St. Clair Press, Chicago
- John.W. Newstorm& Keith Davis, *OrganisationalBehaviour -Human Behaviour at Work* , Tata McGraw Hill , New Delhi
- Lathan's Fred (1990). *Organizational Behaviour* , New Delhi:Tata McGraw Hill
- Sing, B.P &Chhabra, T.N (2003), *Organisation Theory and Behavior*, DhanpatRai& Co
- Stephen P. Robbins (1994), *OrganisationalBehaviour*, New Delhi, Prentice-Hall
- Uma Sekaran ,*OrganisationalBehaviour - Text and Cases*. (Tata McGraw Hill, New Delhi)

DIGITAL REFERENCES:

- Journal of Organizational Behavior, Edited By: Suzanne S. Masterson Online ISSN: 1099-1379
- Journal of Organizational Behavior Management, John Wiley & Sons Inc. ISSN: 10991379, 08943796
- Organizational Behavior and Human Decision Processes, Elsevier Inc., ISSN 10959920, 07495978
- Organisation Management Journal, Taylor & Francis, ISSN 15416518
- Michael Nugent (2012), Introduction to Organizational Behavior Chapter 1, Available at <https://www.youtube.com/watch?v=TC7A9PmMPwE>
- Vidya-mitra (2017), OrganisationalBehaviour- Meaning and Concept, Available at <https://www.youtube.com/watch?v=09xK75YanWA>
- Edupedia World (2015), Management | Organizational Behavior | Introduction to Organizational Behavior, Available at <https://www.youtube.com/watch?v=9F7f7lszbKc>
- MeanThat (2015), What is Perception | Organisational Behavior | MeanThat, Available at https://www.youtube.com/watch?v=pURyXH_f9z4

PAPER CODE: 20MSWC06B

PAPER TITLE: HUMAN RIGHTS APPROACHES TO SOCIAL WORK PRACTICE

Objectives

(Total-64 hours)

- To know the concepts of social justice and empowerment
- To interpret the context of human rights for various marginal groups
- To acquaint with the emergence of rights based perspective in social work practice

Unit-I. Social Justice and Human Rights:

12 hours

- Social Justice: Concept meaning definition and History
- Social Justice as a core value of social work profession
- Human Rights: Concept meaning definition and history
- Human Rights Declarations, Treaties and Conventions

Unit-II. Development and Human Rights:

12 hours

- Development, Human Rights and Social Work
- Human rights and marginalized in India and worldwide: Children, Women, Minorities, Indigenous population, Refugees, Dalits, Persons with disability, Slum dwellers.
- Human Rights and Globalization
- Labour; Development, Hunger, Poverty
- Migrant workers and Labour rights

Unit-III. Human Right issues and right based approach:

16 hours

- Human Rights and Protection Systems
- The United Nations, National Human Rights Commission
- International human rights agencies
- Human rights perspective in social work practice
- ethnic sensitive practice, feminist practice, social work with diverse groups
- Social work practice with victims of human rights violations
- Rights-based Approach: Need for Rights-based Approach, Scope, Analysis, ethical issues involved

Unit-IV. Salient Features:

12 hours

- Legislations pertaining to Women in India
- Legislations related to Scheduled Castes,
- Scheduled Tribes, Bonded Labour, Migrant workers
- Legislations related to Vulnerable Groups: Persons with Disability, Child Labour.
- Workers in the Unorganized Sector, Commercial Sex Workers

Unit-V. Citizen Centric Legislations:

12 hours

- Legal Aid, Legal Advocacy and Public Interest Litigation
- Consumer Protection Act (1986).
- Right to Information Act (2005)
- Role of Professional Social Workers in Legal Aid and Legal Literacy

Suggested Readings:

Bakshi, P.M. (2013). The Constitution of India, Universal Law Publishing .

Base, D.D. (2012). Introduction to the Constitution of India, Lexis Nexis.

Baxi, U. (2008). The Future of Human Rights Oxford University Press

Mangibhai, J.P.(2014). Human Rights as Practice, Oxford University Press.

Michael, G. (2013). Human Rights Ashford ColourPress .

The World Bank & OECD (2013). Integrating Human Rights into Development World Bank

Reichert, E. (2003). Social Work & Human Rights: A Foundation for Policy and Practice

Columbia University Press

SAHRDC (2014). .Handbook of Human Rights and Criminal Justice in India, Oxford University Press.

Clayton, M., & Williams, A. (2004). Social Justice ,Blackwell Publishers.

Mishra, L. (2011). Human Bondage age India

Gangrade, K.D. Social Legislations in India – Vol I Concept Publishing Company

Gangrade, K.D. Social Legislations in India – Vol II Concept Publishing Company

Open elective to be offered to the other Departments

PAPER CODE: OEP: 20MSWC07

PAPER TITLE :MENTAL HEALTH AND COUNSELLING (Total-32 hours)

Objectives

- Demonstrate an ability to integrate mental health theories and policy into discussions of mental health practice
- To provide theoretical foundation for counselling practice.
- To provide theoretical foundation for the practice of counselling

Unit -I. Introduction to Mental Health: 06hours

- Definition of Mental Health.
- Characteristics of the mentally healthy person.
- Factors influencing Mental Health.

Unit- II. Theories of Mental Health: 07hours

- Behavioural Theory, Cognitive Theory. Psychodynamic Theory.
- Stress, Life Cycles Stages and Mental Health promotion.

Unit-III. Mental Health Disorders: 07hours

- Substance Use Disorders, Schizophrenia, Mood Disorders and Anxiety Disorders: causes, effects on patient and on the family, treatment modalities.

Unit -IV. Counselling Approaches: 06hours

- Principles, Skills and techniques of counselling.
- Individual Counselling, Group Counselling and Family Counselling.
- Approaches of counselling.

Unit-V. Counselling Settings: 06hours

- Use and application of counselling; Schools, Colleges, Child Guidance Centres, Family CounsellingCentres, Career CounsellingCentres, Hospital based Counselling and Industrial Counselling.

REFERENCES:

Dimatteo, M.R. & Martin, L.R. (2007). Health Psychology (India Edition). New Delhi: Pearson Education.

Feldman R S (1996). Understanding Psycholgy. IV Edition. McGraw Hill India

- Hilgard, S. R., Atkinson, R.C. & Atkinson R L. (1975). Introduction to Psychology. Oxford IBH Publishing Co Pvt Ltd.
- Patel, V.(2003). Meeting the mental health needs of developing countries. New Delhi: Sage India
- Pestonjee, D.M. (1999). Stress and coping. N. Delhi: Sage India.
- Psychology. Thomson Wadsworth . International Student Edition
- Sanderson, C.A. (2003). Health psychology. Snyapase : John Willey & Sons. Sdigman Authentic happiness
- Sands, R. G. (2001). Clinical social work practice in behavioral mental health: A postmodern approach to practice with adults. Allyn & Bacon
- Smith, E.S., Nolen-Hoeksema S., Fredrickson B & Loftus G R. (2003). Atkinson's & Hilgard's Introduction to
- Srivastava, A.K. (1998). Management of occupational stress: Theories and Practice. New Delhi: Gyan Publications.

DIGITAL REFERENCES:

- Mental Health & Prevention, Editor-in-Chief: SvenjaTaubner, ISSN: 2212-6570
- International Journal of Mental Health and Addiction, ISSN: 1557-1874
- International Journal of Mental Health Systems,
- International Journal of Emergency Mental Health and Human Resilience
- QueensU Be Well (2013), What is Mental Health? with Dr. Mike Condra, Available at <https://www.youtube.com/watch?v=aNOBdIMM3mQ>
- Nucleus Medical Media (2015), Brain and Mental Health | Nucleus Health, Available at <https://www.youtube.com/watch?v=MyxCjnHqBq8>
- ALMentalHealth (2011), Understanding the Biology of Mental Illness, Available at <https://www.youtube.com/watch?v=LLUoG9Se77w>
- CrashCourse (2014), Psychological Disorders: Crash Course Psychology #28, Available at <https://www.youtube.com/watch?v=wuhJ-GkRRQc>
- Rinitajain (2015), Student counselling session, Available at <https://www.youtube.com/watch?v=X8mULr-pVIE>

SEMESTER-IV

PAPER CODE: 20MSWD01

PAPER TITLE: COMMUNITY DEVELOPMENT

Objectives:

(Total-64 hours)

- To enable students to understand about the rural, urban and Tribal realities.
- To develop sensitivity and commitment for working with rural, urban and tribal communities.
- To equip students with specific skills and techniques of working with rural, urban and tribal communities.

Unit-I. Nature of Community development:

10 hours

- *Community development:* Meaning, objectives, scope, principles and process.
- Strategies of Community development; Building bridges to people; Building bridges through relationship; Building bridges through groups; Empowerment and hope.
- Community development skills, Role of Social workers in Community development.

Unit-II. Rural Community Development:

14 hours

- *Rural community:* Structure and characteristics. *Rural Reconstruction efforts before Independence:* Shantiniketan, Guragon, Marthandam, Firka, Etawah and Nilokheri experiments.
- *Salient Features of Contemporary Rural Development Programmes:* GRAMASWARAJ ABHIYANA, MGNREG, PMAY, NRLM, RURBAN, SAGY, SWACHGRAMA.
- *Contemporary National Programmes of Development:* Skill India; Make in India; Digital India, Start-up India;
- People's participation and role of Social Workers in promoting people's participation and Participatory Rural Appraisal (PRA).

Unit-III. Urban Community Development:

15 hours

- **Urban Community Development:** Definition, Concept, objectives and Historical background of Urban Community Development in India.
- *Approaches of urban community development:* Macro Approach, Micro approach, welfare approach, target group approach, area development approach, Minimum needs approach, Master plan approach, Infrastructure development approach, Public Private partnership approach, Sustainable development approach.
- *Urban Development innovative models:* Delhi Development Authority, Bangalore Development Authority, Chennai Metropolitan Development Authority, Ahmadabad development authority, Private- Public partnership programs, Smart City Schemes

Unit-IV. Urban Development Administration:

13hours

- *Urban local Governance:* 74th Constitutional amendment and salient features of Nagarpalika Act; *Structure and functions of Urban Development Agencies:* Municipal Administration-Corporations, Municipalities, Town Panchayats, Metropolitan Development Authorities.
- Slum Clearance Board, Housing Board, Housing and Urban Development Corporation (HUDCO) and United Nations Centre for Human Settlement (UNCHS);
- *Role of social workers in* urban planning, program implementation, awareness creation, Urban Disaster management, Pollution control, urban community health, and People Participation Skills of Community development worker for urban development.

Unit-V. Tribal Community Development:

12 Hours

- Tribal Life in India, Problems of Tribes, Effects due to the contact with the civilization. Tribal displacement; issues and concerns.
- Tribal development programmes and projects of both union and state government.
- Selected case study discussion on Tribal development initiatives from NGOs with Professional Social work intervention.
- Structure, Functions and Programmes of MaharshiValmiki Tribal Development Corporation in Karnataka.

REFERENCES:

Chaturvedi H R Mitra S K (1982) *Citizen Participation In Rural Development*, Oxford and IBH publishing house, New Delhi

Edgar W. Butler (1976) *Urban Sociology- A Systematic Approach*, New York : Harper & Row Publishers

Hiremath, S.R. (Ed.) 1997 *Forest Lands & Forest Produce as if People Mattered*, Karnataka: National Committee for Protection of Natural Resources et al.

Jain S.C (1966) *Community Development and Panchayat Raj in India*, New Delhi:Himalaya Publishing House.

Kumar, Aravind (2000), *Encyclopedia of Decentralized Planning and Local Self Government*, New Delhi: Anmol.

Kumar, Aravind (2000), *Encyclopedia of Decentralized Planning and Local Self Government*, New Delhi: Anmol.

Laxmidevi (1997) *Planning for Employment and Rural Development*, New Delhi: Anmol.

Loksha, M., Ramesh, B., &Parashurama, K. (2015). *Sustainable Livelihood and Poverty Alleviation: Social work Responses and Challenges*. Tumkur: Registrar, Tumkur University.

Maheswari.S (1985) *Rural Development in India - A Public Policy Approach*, New Delhi:Sage

Maheswari.S (1985) *Rural Development in India - A Public Policy Approach*, New Delhi:Sage

Manie Ahuja (2013), *Rural Development: Indian Context*, GullyBaba Publishing House (P)

Margaret Ledwith (2011), *Community Development*,

Mascarentas (1988) *A strategy for rural development*, New Delhi : Sage.

- N. Jayapalan (2002) Urban Sociology, New Delhi : Atlantic Publishers & Distributors
- Nair, Janaki (2005) The Promise of the Metropolis, Delhi :Bangalore's Twentieth Century
- Rhonda Phillips &Robert Pittman)2008(, An Introduction to Community Development1 edition, Routledge;
- S. G. R. Bhose (2003) NgosAnd Rural Development Theory And Practice, Concept Publishing Company
- S.C. Dubey (1977) Tribal Heritage of India: Vikas Publication Housing Pvt. Ltd., New Delhi
- S.L. Doshi (1997) Emerging Tribal Image : Rawat Publication, Jaipur
- Sandeep Bhandari (2018), MRD102 Rural Development Programmes(IGNOU Help Books for MRD-102 in English Medium) 1 edition, Gullybaba Publishing House (P) Ltd; (2018)
- Sharma, S., Parashurama, K., & Ramesh, B. (2013). *Paradigms of Sustainable Development in India*. New Delhi: R.N Book International New Delhi.
- Singer Miton and Cohn Bernald S (Ed.) (2001) Structure and Change in Indian Society, New Delhi : Rawat Publications
- Singh, V. (2013). *Panchayati Raj and Rural Development*. New Delhi: ALP Books.
- Suresh, K. S. (2007). *Rural Development in India (Vol. 1 & 2)*. Delhi: Vista International Publishing House.
- Sylvia Vatuk (1972) Kinship and Urbanization :White Collar Migrants in North India, University of California Press
- Singh, Ajit. (1984). Tribal Development in India. Delhi: Amar Prakashan
- Furer-Haimendorf, C.V. (1982). Tribes of India: The Struggle for Survival. Delhi: Oxford University Press

DIGITAL REFERENCES:

- Journal of Rural Development, NIRD,
- Journal of Rural Studies, Elsevier's Geography, Planning and Development portal, ISSN: 0743-0167
- Journal of Rural Development,
- International Journal of Rural Management, Editor in Chief- Ambika Prasad Pati
- Asian Journal of Rural Development, ISSN: 1996-336x
- The Audiopedia (2017), What is COMMUNITY DEVELOPMENT? What does COMMUNITY DEVELOPMENT mean? Available at <https://www.youtube.com/watch?v=m5FN8P-sq7w>

PAPER CODE: 20MSWD02

**PAPER TITLE: LABOUR LEGISLATIONS AND INDUSTRIAL RELATIONS
MANAGEMENT**

(Total-64 hours)

Objectives:

- To help students learn the basic facts concerning Labour Law.
- To assist the students to acquire attitudes that are apt in the practice of Labour Law
- To enable them to realize the need to have suitable skills for the practice of Labour Law

Unit-I. Historical perspectives of Labour Legislation and legislations related to welfare and working conditions:

16 hours

- History and development of labour legislation in India. Labor in Indian constitution.
- Classification of labour legislation.
- The Factories Act, 1948
- The Karnataka shops and commercial Establishment Act, 1961
- The Contract Labour (Abolition & Regulation) Act, 1971
- The Plantation Labour Act, 1951
- The Indian Mines Act, 1952
- The Sexual Harassment of Women at Workplace (Prevention and Redressal) Act, 2013

Unit-II. Salient feature of wage Legislations and Industrial Relations legislations:

Wage Legislations:

12 hours

- The Payment of Wages Act, 1936
- The Minimum Wages Act, 1948
- The Payment of Bonus Act, 1965
- The Equal Remuneration Act, 1976

Industrial Relations Legislations:

- The Industrial Employment (Standing Orders) Act, 1946
- The Industrial Disputes Act, 1947
- The Trade Union Act, 1926

Unit-III. Salient features of social security legislations:

12 hours

- The Employees State Insurance Act, 1948
- The Workmen's Compensation Act, 1923
- The Payment of Gratuity Act, 1972
- The Provident Fund Act, 1952
- The Maternity Benefit Act, 1961
-

Unit-IV. Introduction to Industrial Relations:

12 Hours

- Concept, Definitions, Philosophy and Principles.
- Issues related to employees in organized and unorganized sector.
- Employee relations with special reference to occupation, safety, health, environment and education.

Analysis of the Term

- Industry, Industrial Dispute, Industrial Discipline, Misconduct, Disciplinary Proceedings.
- Domestic Enquiry: Contents and Process, Principles of Natural Justice, Tribunal; Discharge/Dismissal.
- Collective Bargaining: Definitions, Characteristics, Critical Issues in Collective Bargaining.
- Contemporary issues in Employee Relations

Unit-V. Trade Unionism and Industrial Social Work:

12 Hours

- Trade Unionism in India, emergence, history and growth, Trade union as an organization-structure, size, affiliation, membership, finance and leadership. Role Trade Unions in India.
- Worker Participation in Management – Concept, Forms and Determinants of Workers.
- Social Work Intervention in managing Industrial Relations
- Labor Welfare Officer-Duties and Functions

REFERENCES:

- Ahuja .K.K., (1990). Industrial Relations Theory & Practice, Kalyani Publishers, Ludhiana
- Avtar Singh & Harpreet Kaur (2017), Introduction to Labour and Industrial Laws, Lexis Nexis
- Bhagoliwal, T.N., (1967). Economics of Labour and Social Welfare, SahityaBhavan, Agra.
- G M Kothari (2000), A Study Of Industrial Law, Lexis Nexis
- Government of India, Department of Labour& Employment, (1969). Report of the Committee on Labour Welfare, Manger of Publication, Delhi.
- Gupta, S.N. (1982). Labour& Industrial Law, Collins Publications,
- Gupta. C.B., (2000). Industrial Relations &Labour Laws, Sultanchand, New Delhi
- Mamoria. C.B, (2000). Dynamics of Industrial Relations, Himalaya Publishers, Mumbai
- Misra.S.N., (1986). Labour& Industrial Laws, Allahabad Book Agency, Allahabad
- Monappa ,Arun , (2005). Industrial Relations, Tata McGraw Hill Book, New Delhi
- Puri, S.K., (1984). Introduction to Labour Law & Industrial Law, Agricultural Institute, Allahabad.
- Sarma. A.M, (2000). Industrial Relations: Conceptual and Legal Frame Work Himalaya Publishers, Mumbai
- Saxena, R.C, (2006). Labour Problems and Social Welfare, K.Nath& Co. Educational Publishers, Meerut
- SuryanarayanMisra, (1982). Introduction to Labour Law & Industrial Law, Agricultural Institute, Allahabad.

Tiwari.R.S.(1999). New Challenges in Industrial Relations, Tamil Nadu Book House, Chennai
 Tripathi. P.C, (1998). Industrial Relations &Labour Laws, Sultanchand Publication, New Delhi

DIGITAL REFERENCES:

Name of the Journal

URL

International Labour Review	:	http://bit.ly/2DZfYas
International Journal of Labour Research	:	http://bit.ly/2EyMhtT
Labor Studies Journal, The Sage Publication :		
Journal of Labour Economics, Sole	:	

Important Website

Ministry of Labour Employment	https://labour.gov.in
Labour Law News	https://biblehr.com/
Practical Journal of Labour Law	https://www.labourlawreporter.com/
Chief Labour Commissioner	http://clc.gov.in
Department of Labour (Govt. of Kar)	http://labour.kar.nic.in/
Department of Labour, (Govt. of Kar)	http://www.ekarmika.com

CS ShantanuPethe (CA CS CMA Coach) (2015), Minimum Wages Act 1948 (Full Lectures),
 Available at
<https://www.youtube.com/watch?v=0Ld78M3hfjo&list=PLMiiHACprHh3AfvcBGoZSdFPLLciLcsCf>

CS ShantanuPethe (CA CS CMA Coach) (2016), Maternity Benefit Act 1961, Available at
<https://www.youtube.com/watch?v=MO2280N8bo>

Easy Tips and Tricks India (2017), ESIC Calculation 2017 18, Available at
<https://www.youtube.com/watch?v=hNLof8z5VBc>

Edupedia World (2015), Minimum Wages Act,1948 | Wages | Segregation | Wages and
 Compensation | Human Resources, Available at
<https://www.youtube.com/watch?v=klX5Yh-qduw>

Subhan's Legal World (2017), 'Maternity Benefits Act 1961 (with 2017 amendment)' by
 SubhanBande, Advocate, Kadapa (Cuddapah), Available at
<https://www.youtube.com/watch?v=CjgHQRJ5zKI>

PAPER CODE: 20MSWD03

PAPER TITLE: DISSERTATION / RESEARCH PROJECT

Students of IV semester MSW shall undertake empirical evidence-based research. Each student shall work and prepare the Research report under a research guide from the faculty/allotted by the Department. The project shall comprise of selection of the topic, methodological details, analysis, interpretation made. The respective college / the department of the university should monitor the dissertation/ research project.

The student shall follow the following steps:

- Presentation of study proposal
- Preparation of tools of data collection
- Data collection
- Processing and analysis of data.
- Submission of typed and bound dissertation in the formation prescribed by the Department Council.
- The report duly approved by the concern research guide will have to be typed and submitted to the Department.
- It is desirable to work on the problem related to the field of specialization chosen by the concerned student.
- The student shall submit the approved Research Report on or before the date notified by the Registrar Evaluation.

PAPER CODE: 20MSWD04

PAPER TITLE: BLOCK PLACEMENT

After completion of the IV Semester theory papers the Block placement shall be done to enable the learners to integrate learning and generate newer learning by participating in the intervention not less than 30 (four weeks) days in a specific agency. The students need to be placed in reputed organization related to their interest.

The block placement gives an opportunity for the students to develop professional preparedness for job situations. It is a way for career building. Professional behavior and skills are developed during the block placement. Industries, hospitals, agencies and movement settings have to be given priority in block placement.

PAPER CODE: 20MSWD05

PAPER TITLE: Field Work Practicum-IV (Concurrent Field Work)

Every student of IV Semester MSW shall place in an agency for Concurrent field work two days in a week. The broad aim of concurrent field work practicum is to provide opportunities for applying the knowledge and the information gained in the classroom to reality situations. This learning experience should provide an opportunity of working with Government Agencies, NGOs, Hospitals, Industries and Correctional Institutions and managing organizations tasks. It is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two days in every week of the semester. The learner is expected to complete a minimum of 24 days of visits in this semester.

PAPER CODE: 20MSWD06A

PAPER TITLE: FAMILY AND CHILD CENTERD SOCIAL WORK

(Total-64 hours)

Objectives:

- To learn the dynamics of families
- To analyses and design programmers to meet the challenges impacting family life
- To learn the important concepts in child welfare
- To map children in difficult circumstances and rights-based approach

Unit-I. Concept and Approaches:

14 hours

- Family: Importance, Structure, Functions, Types of families
- Stages of Family Life
- Families in Transition: Family Disorganization and Family Problems Family Dynamics and family interaction patterns
- Systems theory framework to describe family
- Family welfare approaches, therapies and techniques
- Family Welfare Policy and Programmes

Unit-II. Family Social Work:

10 hours

- Family case work
- Family life education
- Home management
- Life-Work Imbalance affecting Family Life
- Family Counseling -Family Courts

Unit-III. Child Development Concerns:

12 hours

- Introduction and definition of a child.
- Demographic characteristics of children in India
- Child Development needs
- Theories of social, psychological, moral and sexual development of children and adolescents
- Approaches: Child Centered Model, Behaviour Modification Model and Gestalt Process of Counseling
- Child Labour: Causes and Legislative Support

Unit-IV. Children in Difficult Circumstances:

12 hours

- Children in crisis/Vulnerable/ “at risk” groups:
- street children, children with disabilities

- trafficking of children, child beggars, child prostitution
- children of migrant families, Dalit children
- Children and families with HIV/AIDS
- Children in difficult circumstances:
- Children as victims of conflicts, natural disasters, displacement,
- Children in conflict with law,
- children engaged in substance abuse,
- victims of child abuse and children in conflict zones

Unit-V. Child Rights and Entitlements:

16 hours

- International perspective on child protection: UNICEF, UN Convention on Child Rights
- Legislative provisions for children in India: Immoral traffic Act 1986, PNDT (Pre-conception and Pre-natal diagnostic techniques) Act 1994, Child Marriage Act 2006, Right to Education Act 2009, POSCO Act 2012, Child Labour Act, JJ Act 2015,
- Programmes and policies for child welfare: SSA, ICDS, ICPS, CARA, and NCPCR
- Supportive services: Foster Care, Shelter Homes: Observation homes, Child guidance clinics, Adoption, Sponsorship, School Social Work, Family assistance, Community centre's, Juvenile guidance bureaus, family counseling centers, child guidance clinics

Suggested Readings:

- Das, S. (2010). Differential childhood Concept Publishing Company
- Davis, M. (2012). Social work children & families, Palgrave Macmillan.
- Harper (2012). Rescuing Railway children , Sage Publications.
- James Key (2012). Concepts in childhood studies Sage Publications
- O' Loughlin, M. (2012). Social work children & families, Sage Publications.
- Shah, A.M. (1998). The Family in India, Orient Blackswan.
- Sleeter, C. (1998). School Education, Pluralism and Marginality, Orient Black swan.
- UNICEF (2012). Progress for Children , UNICEF
- UNICEF (2013). Preventive Strategies for Child Protection, UNICEF
- UNICEF(2014). The Infant and Child Mortality India UNICEF
- Unwin (2012). Effective Social Work with children and families, Sage Publications.
- Walker (2012). Effective social work with children, young people and families, Sage Publications .
- Zastrow, C.H.,(2013). The practice of Social work Cengage Learning

PAPER CODE: 20MSWD06B

PAPER TITLE:PROJECT MANAGEMENT FOR PARTICIPATORY DEVELOPMENT

Objectives

(Total-64 hours)

- Acquire a theoretical frame of project preparation and its various stages in implementation.
- To enable the students to understand the PRA techniques in formulating a project proposal and to impart skills in participatory project planning.
- Develop a scientific research temperament in exploring the current trend emerging in the project preparation and implementation.

Unit-I. Project Formulation and Participatory Study and Problem Statement: 12hours

- Concept of project: characteristic features of development project
- Concept of project planning and management
- Planning process: strategic and perspective planning and its process
- Participatory study and assessment of the situation.
- Use of different methods of generating ideas-PRA techniques its use principles, tools/methods
- Interviews, observation, problem identification, cause/effect analysis and problem statement.

Unit-II. Project Design, project appraisal and operational plan:

15 hours

Project Design

- Logical frame approach(LFA) fixing of project goal, purpose, activities, assumptions, verifiable indicators and means of verification; designing the activities- activity plan, time estimation, cost estimation,

Project Appraisal

- Technical Appraisal, marketing appraisal, environmental appraisal, management appraisal and profitability appraisal, Social Cost Benefit analysis (SCBA)**Detailed** operational plan: Activities / task / time duration; programming; GANTT chart.

Unit-III. Resource Mobilization, Finance Management and Personnel

Management:

15 hours

- Resource mobilization and fund raising, techniques of fund raising.
- Budgeting, financial management and accounting procedure.
- Human Resource Management: Selection and training of project personnel, coordination, supervision, reporting, Project Management Information System (PMIS).

Unit-IV. Project Implementation, Monitoring and Evaluation: 12 hours

- *Project implementation:* time estimation, inter-linkages, resource estimation, Critical Path Method (CPM), Project Evaluation and Review Technique (PERT)
- *Monitoring:* monitoring cycle, steps in monitoring, levels in monitoring- process monitoring and output monitoring, indicators of monitoring.
- *Project Review:* variance analysis and performance analysis, methods of review analysis
- *Project Evaluation:* purpose, needs, types of evaluation, steps in evaluation

Unit-V. Project Format for Proposal Writing: 10 hours

- Drafting project proposal for fund raising,
- Steps involved in project proposal writing: project report, progress report
- Project evaluation report.

REFERENCES:

- A.K Patil & M.V. Dubey (2010) NGO and Social Work, Crescent Publication, New Delhi
- Ankitha, Neeru (2011), Social Entrepreneurship and Corporate Social Responsibility, Signature Books International, New Delhi
- Bhavesh M Patel, (2000), Project Management, Vikas Publishing House Pvt. Ltd., New Delhi.
- Brown,W.A, (2015). Strategic Management in Non-Profit Organization. Jones & Bartlett learning
- Goel, S.L, (2010). Social Welfare Administrative. Deep & Deep Publications
- Haltlas R.G.G, Sandra C. Mckee (2003) Practical Project Management, Pearson Education, In (Singapore) Pvt. Ltd.
- Joy. P.K., (1994) Total project Management, Macmillan India Limited.
- Kaushik, A, (2012). Welfare and Development Administration in India. Academic Foundation
- Nagarajan. K, (2001) Project Management, New age nternational (P) Ltd. New Delhi.
- Narayan. B, (1999) Project Management, A.P.H Publishing corporation, New Delhi.
- Prasanna Chandra, (2002) Projects: Planning, Analysis, Financing, Implementation and Review, Tata MC Graw Hill publishing Company Ltd, New Delhi.
- Rev. Dr. John Santiago Joseph & Louis Manohar (2012).Practical Guide to Participatory NGO Management. Kids Trust Publications.
- Roa, M.F.T, (2000). Office Organization and Management. Atlantic Publishers
- Suresh Chandra & Anne KareenProlloe (2015), Non-Governmental Organizations Origin and Development, Rawat Publication, Jaipur

DIGITAL REFERENCES:

Abhay Kulkarni (2014), Project Formulation Available at
https://www.youtube.com/watch?v=xmnQ_D_WzcY

Project Management Videos (2014), Project Proposal Writing: How To Write A Winning Project Proposal, Available at <https://www.youtube.com/watch?v=jsGBuu88WE0>

Vidya-mitra (2016), Techniques for Resource Mobilization (SWE), Available at
https://www.youtube.com/watch?v=lp8E2_hb_ig

QUESTION PAPER PATTERN
MASTER OF SOCIAL WORK (NEW CBCS SYLLABUS)

SEMESTER.....PAPER TITLE.....

Time: 3 hours

Max.Marks:70

Part-A

Note: Answer any Five Questions; each question carries 2 Marks

5x2=10

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Part-B

Note: Answer any Three Questions; each question carries 10 Marks

3x10=30

- 8.
- 9.
- 10.
- 11.
- 12.

Part-C

Note: Answer any Two Questions; each question carries 15 Marks

2x15=30

- 13.
- 14.
- 15.