MASTER OF SOCIAL WORK

REGULATIONS
AND
SYLLABUS

DEPARTMENT OF SOCIAL WORK

JAIN VISHVA BHARATI INSTITUTE

LADNUN - 341 306 (RAJASTHAN) INDIA

2018-19

Introduction

The Master's Degree in Social Work is a professional course which originated in UK and USA. It combines theory and field work. The objective of the course is to train graduates for various professions. In India, the Tata Institute of Social Sciences started training for social workers in 1936.Later, various Universities and private organizations in the field of social work felt the need for professional social workers. In Jain VIshva Bharati Institute, this course was initiated in the year of 1996.

About the Institute

The Jain Vishva Bharati Institute was established with the inspiration of late Gurudev Tulsi, a great seer, saint and scholar of the modern era. In 1991, Government of India notified JVBI as Deemed to be University under Section-3 of the University Grants Commission Act, 1956. Late Gurudev Shri Tulsi was its first constitutional Anushasta (upholder of the moral and spiritual order) Acharya Mahashraman is its present Anushasta. The goal of the JVBI has been clearly spelt out in the Preamble of JVBI's Constitution (Memorandum and Articles of Association), which reads as under:

"The Jain Vishva Bharati Institute is an endeavour in the direction of putting into practice, promote and propagate the high ideals of Anekant, Ahimsa, Tolerance and Peaceful Coexistence for the weal of the mankind. We, the members of the Jain Vishva Bharati, therefore, resolve to constitute and establish the said Institute of Advanced Studies, Research & Training in Jainology in the context of comparative studies in Indology, World Religions, Ahimsa and World Peace."

The Institute places great importance in character building and a high order of discipline. Meditation practices are mandatory.

Vision

In accordance with the vision of the Jain Vishva Bharati Institute, the Department of Social Work endeavours to promote a peaceful and inclusive social order through professional social work education and practice.

Mission

The Mission of the Department of Social Work in the Jain Vishva Bharati Institute is:

to prepare students to become generalist social work professionals by enhancing their commitment to democracy, peace, human rights, people's empowerment, social justice, and human diversity. As part of educational experience, the programme provides students

with opportunities to develop appropriate attitudes, skills and critical perspectives imbued with spirituality in providing services in the public, corporate, non-profit development sectors and civil society.

Courses

M.S.W. Course

Objectives:

To fulfill the above mission, the Department has outlined the following objectives:

- Impart education and training in professional social work in order to create qualified personnel in social welfare and allied fields through culture-sensitive, eclectic and evidence-based participatory practice;

- Develop knowledge, skills, attitudes and values appropriate to the social work profession;

- Promote integration of theory and practice in the fields of social welfare and social policy; and

- Provide interdisciplinary collaboration for better understanding of human problems, systemic discrimination and marginalization, issues of social development and needed services.

Outcomes of Social Work:

- Develop qualified and trained professional social workers through Impart education and training develop knowledge, skills, attitudes and values, Promote integration of theory and practice in the fields of social welfare and social policy.

- Develop better understanding about human problems, systemic discrimination and marginalization; issues of social development and needed services through provide interdisciplinary collaboration.

- Understand and apply theoretical frameworks and scientific orientation to inform assessment and guide practice interventions with individuals, groups and community.

- Use professional values, ethics and skills to provide a foundational context within the generalist practice framework of engagement, assessment, intervention and evaluation

- Demonstrate awareness, sensitivity and respect for the influence of human diversity in shaping life experiences across the lifespan, nationally as well as globally

Eligibility Criteria:

10+2+3 or its Equivalent with 45 % marks in aggregate. 5% relaxation in qualifying mark shall be given to SC/ST/OBC/PH/Women candidates.

Reservation of Seats:

Reservation for SC/ST/OBC/PH/Women/Kashmiri Migrants shall be as per government norms.

Pedagogy:

Class instruction, field instruction, individual conferences, group conferences, specific theme-related camps, visits, group work, short surveys (individual or in teams), supervised credit courses, extension lectures by guest/visiting faculty, individualized or group student support, exit/follow-up meeting, informal interactions and reviews, seminars, use of information technology and smart classrooms, special sessions on project formulation, assignments during holidays, functional English and career development constitute the pedagogy of the Department.

Field Work Practicum

Field work is an essential component of this course and every student is expected to attend the same, failing with he/she shall not be allowed to continue the course. Field work is a practical experience which is deliberately arranged for the students. In field work, field will be a situation (a social welfare/development agency or an open community) which offers avenues for students' interaction with client and client system, where they will apply social work methods, principles, skills and techniques under the guidance of faculty members.

Field Work Objectives and Tasks

The field work practicum has been developed to achieve the following objectives:

Semester-1

Objectives:

- Give exposure to the students to various social welfare & development programmes and services.

- Develop sensitivity towards the needs, problems and issues affecting the life and living of individuals & families, groups and communities and level of their consciousness.
- Develop an understanding of agency's structure, function, service delivery system etc. and/or community, its characteristics, structure, nature and identities of people, dynamics of relationships, resources and opportunities.
- Give an opportunity to learn to make use of professional relationship and referrals to deal with human problems.

Tasks:

- Establishing contacts and rapport with the agency personnel and/or community people.
- Get a self-orientation and prepare agency and/or community profile.
- Regularly reporting to all concerned persons, perform the assigned tasks and work with agency personnel, volunteers and/or community people.
- Self-assessment of field work experience.

Semester-2

Objectives:

- Imbibe the ethics and values of social work profession including attributes for the same.
- Develop an ability to narrate the experience/learning, assessment of services & resources and participate in service delivery.
- Practice the methods of working with individuals, groups and communities.
- Develop capacity to prepare process/method-oriented records.

Tasks:

- Explore, analyze and find out the causative factors of needs and/or problems of individuals & families, groups and communities.
- Integrate theoretical knowledge with field practice i.e. methods, principles, skills & techniques of social work etc.
- Make official correspondence on behalf of agency and/or community
- Prepare records for all the processes involved.

Semester-3

Objectives:

- Learn to mobilize clients/beneficiaries to create awareness about needs, problems, rights, responsibilities etc. and motivate them to participate in their development and facilitate them to utilize the available services.

- Coordinate the services provided by governmental and non-governmental organizations/institutions in meeting the felt needs of the clients/beneficiaries.

- Learn to apply theoretical base i.e. principles, approaches and skills of social work while working in the field.

- Develop sensitivity towards the issues related to social justice and human rights for marginalized groups.

Tasks:

- Involve in programme planning and form self-help groups.

- Work with clients/beneficiaries and/or community.

- Use social work intervention strategies and advocacy tools.

- Mobilize resources, raise funds and develop network with other institutions/organizations working in the neighboring area.

Semester-4

Objectives:

- Develop ability to critically analyze the service delivery system of agency, problems and issues in execution.

- Develop ability to plan, organize and implement the activities within agency and/or community framework.

- Develop ability to affect changes in improving service delivery by introducing innovations in practice.

- Improve skills in communication and networking with other organizations.

Tasks:

- Understand power structure of surrounding area and identify local leadership.

- Seek client's/beneficiary's and/or people participation in utilizing agency and or community services.

- Participate in agency and/or community based services.

- Team work with other institutions/organizations.

Components of Field Work

Field work involves multiple learning pedagogies and activities. Hence, the components of field work are:

A. Observation Visits/Study Tour: Students of semester-1/3 will be given an opportunity to visit and observe various agency and/or community settings in order to know about the initiatives of governmental and non-governmental organizations towards social problems.

B. Orientation Programme: An orientation programme will be organized at the commencement of the course of the semester-1 of first year and at the beginning of semester-3 of second year respectively before starting concurrent filed work. No student will be admitted after the commencement of the orientation programme. Orientation visits to welfare agencies and/or communities will be an integral part of the orientation programme. Attendance during orientation programme is compulsory.

C. Concurrent Field Work: Concurrent field work will be required to be done simultaneously with class-room teaching of theory papers from the very beginning of the semesters (both odd and even) of first and second year and shall continue till the preparation leave before the commencement of the examinations. Two days in a week will be allotted to the students to perform concurrent field work. The students may be placed in social welfare agencies or open community settings to initiate and participate in the direct service delivery. A minimum of 15 hours (including report writing) per week of concurrent field work will be required for each student. On the basis of 14 weeks of field experience per semester, the students should accumulate 200 hours each semester or a total of 400 hours for two consecutive semesters.

D. Rural/Urban Camp: Five-dayrural/Urban camp will be organized in collaboration with NGOs/VOs for the students of semester-3/4 of second year (preferably for semester-3 students) to provide exposure to the students about the socio-economic, political and cultural situations and problems of rural/urban life. The rural camp will be organized under the guidance of the faculty members. Attendance in rural camp is compulsory.

E. Block Placement: At the end of semester-2 of first year, students will be required to undergo six-week block field work training in a social welfare agency or project. It is treated more as pre-employment experience. The block placement agencies/projects will be selected with the consent/choice of students. A student must be placed under the supervision of professionally qualified social worker in the agency.

A student has to start the block field work on the date specified by the department in the placement letter. Any unreasonable delay in joining block placementor discontinuation will be treated as misconduct. If a student leaves block placementagency without prior approval of agency and/or Department or if his/her performance is found to be unsatisfactory, then he/she will has to repeat the block field work.

During block placement, a student will be expected to submit weekly reports to the Department in a prescribed manner. Leave will be allowed during the entire period of block placementmainly on the ground of sickness. Successful completion of block placementis mandatory before the Master of Social Work degree can be awarded.

F. Skill Workshop: The skill workshop is a platform in which the values, principles, methods, techniques, tools etc. are translated into practice skills, i.e. 'learning by doing'. Through the experimental learning in the workshop, insights are acquired to develop the personal self and the professional self. The main aim of skill workshop is to build the confidence and strengthen knowledge, skills, aptitude and the attitudinal base of students through the workshops and special sessions. The activities that may be taken under skill workshop are: (i) Role Plays; (ii) Use of motivational songs and other interactive visual media; (iii) Preparation for street plays including script writing/street theatre; (iv) Simulation exercises; (v) Films screening; (vi) Practice of counseling techniques; (vii) Practice of participative techniques; (viii) Workshops on communication; (ix) Mock interviews; and (x) Strategic planning for advocacy.

Field Work Placement

Placement process will be initiated soon after admissions are over. The students of semester-1, 2, 3, & 4 of first and second year will be placed under the supervision of a faculty member of the department. One or two students will be placed with a field work agency or in community by the department supervisor and a list of the same will be displayed accordingly. In the field work placement, preference of the students or faculty members for each other will not be considered.

The field work agency or community of the students will remain the same for two consecutive semesters of a year.

Field Work Supervision

Supervision is the most significant aspect of field work practicum. Hence, the department supervisor must strive to:

- Prepare a schedule of conference with students;

- Help the students in preparing learning plan;

- Guide the students to develop maturity in dealing with different circumstances and learn to appreciate and respect multiplicity and diversity of society, culture and communities;

- Help them to grow as professional social workers, conscious about the demands of the profession and develop capability to handle situations independently;

- Take care of the progress of students and provide feedback to them about the performance;

- Make periodic visits to agencies and or communities;

- Check the field work reports of students and provide necessary guidelines to them regarding report writing;

- Provide regular, timely and systematic inputs; and

- Assessment of performance of students with a pass/fail recommendation.

Each student should get at least one hour of supervision per week with the respective department supervisor. These hours of supervision will be essentially calculated in total teaching hours of a department supervisor as per the placement of students under him/her. Generally, three major method of supervision are: Individual Conference, Group Conference, and Agency and/or Community Visits.

Individual Conference is a tutorial approach to field work supervision. It is a medium through which the department supervisor provides the individually planned educational experience. Group Conference is organized with the intention to increase the knowledge of students by learning from experience of other students. It is held with a group of students with their respective supervisors. A schedule of group conference should be announced by the department well in advance. During the theory classes, besides lectures individual and/or group conferences will be held regularly in the afternoons (preferably last two periods).

The department supervisors must get in touch with the field work agencies and/or communities under their supervision by making regular visits in order to be vigilant on the students' field work tasks (at least one visit per month to each agency and/or community under their supervision and more if necessary).

It is the responsibility of the department supervisor to assess the students' performance with a pass/fail recommendation.

Field Work Attendance

The students in this course are being trained to become professional social workers. They are expected to meet the following responsibilities related to attendance:

- The department expects from students to be regular and punctual in the field work. Only in special cases, there is a provision of leave of absence from field work on the grounds of sickness or important personal reasons. Leave from field work should generally be applied in advance.

- A student is not required to attend field work on institutional holiday, however, it may be utilized as per the instructions of the department supervisor and all such days will be called additional field work.

- Ninety percent (90%) attendance in the concurrent field work is compulsory.

- Attendance of all the components of field work i.e. orientation programme, individual conferences, group conferences, rural camp, workshops, special lectures and seminars is also compulsory.

- In case, a student is unable to attend scheduled days of concurrent field work in a semester, he/she is expected to compensate the same and this option should be exercised with prior intimation to and approval of the department supervisor.

If the required hours of field work and its components are not completed by any student by the end of the semester in which he/she is studying, an assessment of the performance of the student with a 'fail' recommendation will be issued by the respective department supervisor. After receiving 'fail' recommendation in the field work assessment, the student will be deemed to have failed in both theory and field work.

Submission of Field Work Records/Assignments

The students are expected to meet the following responsibilities related to submission of records/assignments:

- To prepare and submit learning plan, agency/community profile in a timely and appropriate manner to department supervisor.

- To maintain a cumulative record of actual hours spent at the field work.

- To complete and submit weekly records of concurrent field work in a prescribed manner.

- To prepare and submit records of observation visits, orientation programme, field visits, rural camp, skill development workshops etc. separately.

- To complete and submit field work self-assessment form after termination of field work.

The students of social work are expected to behave with maturity, have respect for human beings, exhibit responsibility, decency and work towards maintaining the dignity and worth of individuals in their respective field areas.

Assessment of Field Work

At the end of the semester-1, 2, 3 & 4 of first and second year, a field work assessment will be done both internally and externally. The students will submit all the reports to the respective department supervisors after the termination of field work. Students will have to prepare a field work self-assessment report and summary of work done as per the guidelines in a prescribed form and submit the same to the respective department supervisors. The department supervisors will also prepare an assessment report regarding the performance of the concerned students using the following:

Assessment of field work shall be on the basis of:

Internal Assessment: 20 Percent (40 Marks)

Compiled Field Work Report Assessment: 20 Percent (40 Marks)

Viva-Voce: 60Percent (120 Marks)

Viva Voce: Viva-Voce will be conducted by the Department of Social Work, JVBI. Viva-voce will be held in the presence of External Examiner appointed by the JVBI. The minimum marks required to pass in the field work will be Fifty (50%) percent including internal & external. If student fail in securing 50% marks, student will treated fail in semester.

Internal Assessment of Field Work: The marks will be recommended by the department supervisor as per merit of the performance. The following are the parameters of internal assessment of field work:

S. No.	Parameters	Reflections
1.	**Personal Traits** (0.5% weightage)	Honesty, sincerity, ability to establish and maintain professional relationship with clients, agency staff, co-workers etc.
2.	**Attendance** (2.5% weightage)	Attentiveness in field work, individual & group conferences, workshops, submitting reports along with log-sheets, maintaining percentage of attendance in overall field work activities etc.
3.	**Theoretical Knowledge** (1.0% weightage)	Understanding about the fundamental concepts, philosophy, ethics & values, methods, principles, skills & techniques of social work etc.
4.	**Knowledge about Agency/Community** (1.0% weightage)	Knowledge about agency and/or community, structure, functioning, policies, programmes & activities, services, clients, networking with other organizations etc.

5.	**Performance in the Field** (2.0% weightage)	Identification and assessment of needs/problems; ability to integrate theoretical knowledge with field practice (i.e. methods, principles, skills, techniques) in accordance with learning plan; ability to utilize administrative skills etc.
6.	**Professional Development** (1.0% weightage)	Development of professional attitude towards assigned tasks, programme planning and management, decision making, ability to work within agency limitations, willingness to accept mistakes and ready to remove them with use of practice learning instructions, sense of responsibility and professional commitment, ability to adjust with co-workers, agency staff, clients and/or community people, ability to work co-operatively etc.
7.	**Quality of Reports** (1.5% weightage)	Clarity of learning plan, agency/community profile; Narration of incidences, presentation of facts, mode of presentation of facts, ability to observe and analysis of given situations, language and style of report writing etc.
8.	**Group Conferences** (0.5% weightage)	Quality of content of the group conference paper, language, presentation style, clarity of the theme, tackling clarifications and level of participation etc.

Based on Verma, R.B.S. & Singh, Atul Pratap. (2013). Standard Manual for Field Work Practicum in Social Work. Lucknow, Uttar Pradesh: New Royal Book Company. p 29-30 .

Programme Structure:

The M.S.W. programme is divided into Two Parts as under. Each Part will consist of two Semesters to be known as Semester-1 and Semester-2.

		Semester-Odd	**Semester-Even**
Part-I	First Year(Previous)	Semester-1	Semester-2
Part-II	Second Year (Final)	Semester-3	Semester-4

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

Master of Social Work

Distribution of Papers, Marks and Credits

Semester-I

Course Code	Title of Course	Semester End Exam	CIA	Total	Credit
Core-Compulsory					
MSW101	Social Science Concepts for Social Workers	70	30	100	4
MSW102	Social Work: Nature and Development	70	30	100	4
MSW103	Human Psychology and Social Environment	70	30	100	4
MSW104	Field Practicum	120+40=160 (Viva-Voce+ Compiled Report)	40	200	8
Elective Courses (Choice of One Course)					
MSW105	Social Inclusion and Vulnerability	70	30	100	4
OR					
MSW106	Life Skills Education	70	30	100	4
Foundation Course					
JVB101	Introduction of Jainism	70	30	100	4
Total Marks & Credit				**700**	**28**

Semester-II

Course Code	Title of Course	Semester End Exam	CIA	Total	Credit
Core-Compulsory					
MSW201	Working with Individuals and Groups	70	30	100	4
MSW202	Working with Communities	70	30	100	4
MSW203	Social Welfare Administration and Social Action	70	30	100	4
MSW204	Field Practicum & Block Placement	120+40=160 (Viva-Voce+ Compiled Report	40	200	8
Open Elective and Interdisciplinary Courses (Choice of One Course for MSW)					
MSW205	Human Rights, Social Justice and Social Work Practice	70	30	100	4
OR					
MSW206	Management of Development Organizations	70	30	100	4
OR					
MSW207	Self-Management & Prekhasha Meditation	70	30	100	4
Foundation Course (Kindly Select One Course from Following except paper No. JVB 206)					
JVB201	The Use of English	70	30	100	4
JVB202	Basic Elements of Preskhsha Mediation	70	30	100	4
JVB203	Foundation Course of Non	70	30	100	4

Course Code	Title of Course	Semester End Exam	CIA	Total	Credit
	Violence and Peace				
JVB204	Value Education	70	30	100	4
JVB205	Computer Application	70	30	100	4
JVB206	Social Work: Themes and Practice	70	30	100	4
JVB207	Introduction to Prakrit	70	30	100	4
Total Marks & Credit				**700**	**28**

Semester-III

Course Code	Title of Course	Semester End Exam	CIA	Total	Credit
Core-Compulsory					
MSW301	Social Work Research and Statistic	70	30	100	4
MSW302	Social Policy, Planning and Development	70	30	100	4
MSW303	Filed Practicum	120+40=160 (Viva-Voce+ Compiled Report)	40	200	8
Elective Courses					
Group A					
MSW304	Labour Welfare and Social Security	70	30	100	4
MSW305	Trade Union and Industrial Relations	70	30	100	4
Group B					
MSW306	Livelihood and Development	70	30	100	4
MSW307	Rural Society and Panchayat Raj Institutions	70	30	100	4
Group C					
MSW308	Gender, Family and Social Work	70	30	100	4
MSW309	Women Empowerment in India	70	30	100	4
Group D					
MSW310	Health and Medical Social Work	70	30	100	4
MSW311	Psycho-Somatic Factors of Health	70	30	100	4
Total Marks & Credit				**600**	**24**

Semester-IV

Course Code	Title of Course	Semester End Exam	CIA	Total	Credit
Core-Compulsory					
MSW 401	Integrated Social Work Practice	70	30	100	4
MSW 402	Social Problems and Social Legislations	70	30	100	4
MSW 403	Field Practicum	120+40=160 (Viva-Voce+ Compiled Report)	40	200	8
MSW 404	Dissertation	60 (Dissertation Examination)	40 (Internal)	100	4
Elective Courses					
Group A					
MSW 405	Human Resource Management	70	30	100	4
MSW 406	Labour Legislations in India	70	30	100	4
Group B					
MSW 407	Urbanisation and Community Development	70	30	100	4
MSW408	Urban Planning and Development	70	30	100	4
Group C					
MSW 409	Child Welfare and Development	70	30	100	4
MSW 410	Youth Development and Welfare of Aged	70	30	100	4
Group D					
MSW 411	Mental Health and Psychiatric Social Work	70	30	100	4
MSW 412	Mental and Personality Disorders	70	30	100	4
Total Marks & Credit				700	28
Grant Total Marks & Credit				2700	108

Choice of Papers

These papers will be offered to Students as per their Choice and Merit.

Course Structure:

1. **No. of Papers per semester:** There will be 5 (five) theory papers, each semester and one Field Work Practicum.

2. **Elective Papers:** Each student will have to select in the beginning of the Third and Fourth semester any one group from among the Elective Papers offered in the Semester.

3. **Dissertation**: Each student has to write a dissertation. Dissertation work shall start in the beginning of the 4th semester. The minimum passing marks will be 50% aggregate.

Scheme of Examinations

    (i)   English/Hindi shall be the medium of instruction and examination.

    (ii)   Examinations shall be conducted at the end of semester as per the examination schedule notified in prospectus.

    (iii)   Each theory paper will be valued for 100 marks, out of which 30 marks are for Continuous Internal Assessment (CIA) and 70 marks will be for semester end written examination. The passing marks in each paper will be 36% and aggregate passing marks will be 40%.

In assessing students for Internal Assessment in each paper, the following method will be followed:

(i)	Prayer, Meditation and Attendance	10 marks
(ii)	Mid Term Test	10 marks
(iii)	Presentation/Seminar	05 marks
(iv)	Assignment	05 Marks
	Total	**30 marks**

Note: After conducting the internal assessment, the related records including award lists are to be submitted to the Examination Section at least one week before the commencement of the end semester examinations.

Note: Other Criteria of pass or fail promotion, re-examination etc. will be common rules and regulations of Institute.

Career Prospects

Professional social workers deal with social issues and problems and work in such areas as local self governance, rural development, development of scheduled castes and scheduled tribes, welfare of the persons with disabilities (both mental & physical), women and children, care for the aged, sex and child abuse, correctional administration, public health, environmental protection, substance abuse, poverty and unemployment, slum improvement, conflict-resolution, family & marriage counseling, labour welfare and other cause of social problems.

The Alumni of the Department are currently well placed in prestigious state and national level NGOs and Industrial Establishments like National Rural Health Mission (NRHM) and Mahatma Gandhi National Employment Guaranty Act (MGNREGA) Programme, National Lively hood programme, Rajasthan; URMUL, Bikaner; Seva Mandir and Astha in Udaipur, Foundation to Educate Girls Globally, Pali; Vikalp, Jodhpur; Aravali, Pratham Rajasthan, I-India,

CECOEDECON, and Vishakha in Jaipur; Bhoruka Charitable Trust, Churu; E-CAT Bodhgram, Kuchaman; UltraTech Ltd., Jaipur; Parle Limited, Alwar; Lakhani Shoe Co.Pvt.Ltd., Alwar; Nageena Footwears Pvt. Ltd., Bhiwadi; Jindal Steel, Bangalore; Hero Honda Ltd., Gurgaon; etc.

Ph.D. and D.Lit. Courses

These Courses are being run as per Guidelines of Institute.

PG Diploma Courses

The four PG Diploma Courses will be conducted by the Department of Social Work, Since These are Field Work Practice Based Courses.

Under Graduate Course

At Under Graduate Level, Social Work has been introduced as a subject of study. This course has been the part of Courses offered by Acharya Kalu Kanya Mahavidyalaya, Jain Vishva Bharati Institute (Deemed to-be-University), Ladnun.

Semester –I

MSW 101: Social Science Concepts for Social Workers

Objectives: MM: 70

1. Developing understanding about basic Sociological Concepts.

2. Understanding of Concepts related to polity.

3. Familiarizing with basic concepts of Economics relevant to Social Work

4. Development of Knowledge about Ecology.

Course Content:

Unit -1: Sociological Concepts

Society, Community, Social Group, Institution, Culture, Social Organization, Social Disorganization, Social Capital, Social Relationship, Social Stratification, Social inclusion & Exclusion and Social Movement Caste, Class, Social Control and Social Change.

Unit -2: Concepts of Economics

Economy, Market and its Effect on Society, Factors of Production, Demand, Supply, Price, Wage, Work and Labor, Public Goods, Property: Common and Private, Unemployed, Migration, Liberalization, Privatization, Globalization, and Structural Adjustment.

Unit -3: Political Science Concepts

State, Nation-State, Welfare State, Liberty, Equality, Rights And Human Rights, Justice and Social Justice, Power, Authority and Legitimacy, Ideologies: Socialism, Capitalism, Mixed Economy, Sarvodaya, Antyodaya, Civil Society and Local Self Governance.

Unit -4: Ecological Concepts

Eco-System, Biosphere, Diversity, Natural Resources, Environment, Human Ecology, Social and Political Ecology, Mahavira's Perspective on Economic Living and Non-Living Beings and Their Relationships.

Outcome:
Better understanding of concepts, historical evolution, influence of philosophies, nature and practice of professional social work.

Suggested Readings:

1. Kingsley Davis (1969): Human Society.
2. Ely Chinoy (1967): Society: An Introduction to Sociology.
3. Michael Haralambas (1980): Sociology.
4. Vidya, Bhushan and D.R. Sachdev (1999): An Introduction to Sociology.
5. B.B. Tandon and K.K. Tandan (1997): Indian Economy.
6. बी.के.तिवारी : राजनीतिशास्त्र के सिद्धान्त
7. अरुण कुमार सिंह : समाजशास्त्र की मूलभूत अवधारणायें
8. पी.डी. मिश्र : व्यक्ति एवं समाज
9. एम.एल.दोसी एवं पी.सी.जैन : भारतीय समाज

MSW 102: Social Work: Nature and Development

Objectives: MM: 70

1. Knowledge about concepts related to professional social work.
2. Familiarize students with historical evolution of professional social work in India and global context.
3. Knowledge about core values and philosophy of professional social work.
4. Develop insights about and approaches to social work practice.

Course Contents:

Unit -1: Professional Social Work: Conceptual Understanding

Professional Social Work and its Relationship with Charity, Social Service, Shramdan, Voluntary Action, Social Reform, and Spirituality.

Social Work Concepts: Social Service, Social Welfare, Social Development, Empowerment, Advocacy, Social Security, Social Justice, Social Policy and Social Change.

Unit -2: Professional Social Work: Historical Roots

Roots of Professional Social Work (England &America).

Origin and Development of Professional Social Work in India.

Associations of Professional Social Work.

Professional Social Work: Objectives, Methods and Core Skills.

International Social Work.

Unit -3: Professional Social Work: Philosophical Base

Influence of Western Philosophy on the Development of Professional Social Work.

Gandhian Philosophy of Professional Social Work.

Contributions of Ambedkar& Acharya Tulsi to Social Work Philosophy.

Unit -4: Nature and Approaches

Values and Generic Principles of Professional Social Work.

Ethics of Professional Social Work Practice.

Approaches to Social Work Practice

Systems and Ecological Perspectives to Social Work Practice.

Outcome:

Understanding of concepts, historical evolution, influence of philosophies, nature and practice of professional social work.

Suggested Readings:

1. Ministry Welfare, Govt. of India (1987): Encyclopedia of Social Work in India.

2. Surendra Singh and others (2013): Encyclopedia of Social Work in India (Five Volumes).

3. K.K. Jacob (1994): Social Work Education in India.

4. Sugata Das Gupta (1967): Towards a Philosophy of Social Work in India.

5. Chris Beckelt and others (2005): Values and Ethics in Social Work: An Introduction.

6. R.K. Bullis (1996): Spirituality in Social Work Practices.

7. Donald Brieland and others (1975): Contemporary Social Work: An Introduction of Social Work and Social Welfare.

8. W.A. Friedlander and others (1982): Introduction to Social Welfare.

9. Neol and others (1977): Prospective in Social Work

10. Nigel Parton and Patrick O' Byrne (2000): Constrictive Social Work:Towards a New Social Work Practices.

11. R.A. Skid more and Milton G. Thackoray: Introduction to Social Work.

12. E. yonghusband (1967): Social Work and Social Values (Vol.-III)

13. कृपालसिंह सूदन : समाजकार्य सिद्धान्त एवं व्यवहार

14. मिर्जा आर. अहमद : समाजकार्य : दर्शन एवं प्रणालियां

15. सुरेन्द्र सिंह एव पी.डी. मिश्र : समाज कार्य इतिहास, दर्शन एवं प्रणालियां

16. सुरेन्द्र सिंह एवं आर.बी.एस.वर्मा : समाज कार्य के क्षेत्र

MSW 103: Human Psychology and Personality Development

Objectives: **MM: 70**

1. Learning about the major concepts and theoretical perspectives in psychology.
2. Understanding the nature and development of human behavior in socio-culture concept.
3. Enabling Students to understand the different theories.
4. Imparting concepts related to social psychology.

Course Contents:

Unit -1: Foundations of Psychology and Human Growth

Cognitive Development: Basic Concepts and Theories.

Life Span Perspective of Human Development; Development Tasks and Hazards in Various Life Stages, Determination of Human Development.

Social, Emotional and Cognitive Development during Different Developmental Stages.

Unit -2: Human Personality and Psychological Disorders

Personality: Definition, Concept and Theories.

Psychological Disorders and Positive Health.

Stress: Causal Factors and Management.

Unit -3: Therapeutic Approaches

Psycho analytic Therapy,

Client-Centered Therapy

Cognitive Therapies

Indigenous Therapies

Bio-Feedback therapy.

Unit -4: Social Psychology

Social Psychology: Nature, Scope, Methods of studying Social Behavior, Social Perception, Socialization and Adjustment.

Attitude: Nature, Formation and Measurement, Public Opinion, Prejudices, Biases and Stereotypes, Leadership.

Outcome

Development of understanding of psychological concepts, theories, therapies and their application in Social Work Practice.

Suggested Readings:

1. R.A Baron and D. Byrne (1998): Social Psychology.

2. C.S. Hall and others (1998): Theories ofPersonality.

3. Hurlock E.R. (1979): Introduction to Psychology.

4. Loid Dodge Farnald (2007): Psychology: Six Persfecticies.

5. David G.Myers (2006) : Psychology.

6. Rajendra K. Sharma and Rachana Sharma: (2007): Social Psychology.

7. Lena, Rolinson (1995): Psychology for Social Workers.

8. Jeffrey S. Navid (2007): Psychology: Concept and Applications.

9. संजीव महाजन : सामाजिक मनोविज्ञान

10. एन.एम. लवानियाः सामाजिक मनोविज्ञान

MSW 105: Social Inclusion and Vulnerability

Objectives: **MM: 70**

1. Understand concept of social inclusion.

2. Know the concept of Vulnerability.

3. Examination of institutional mechanism available for different vulnerable groups.

4. Develop Knowledge and skills for the just and inclusive social order.

Course Contents:

Unit –1: Social Exclusion and Inclusion

Concept, Dimensions, Mechanisms and Factors. Social Inclusion: Meaning and Measures

Unit-2: Initiatives and Role of Social Worker

Government and Civil Society Initiatives for Social Inclusion.

Role of Social Worker in Promoting Social Inclusion.

Unit –3: Vulnerability

Vulnerability: Meaning, Forms, Problems and Importance in Social Work

Unit-4: Issues Related to Vulnerability

Issues Faced by Dalits, Tribal, OBC, Minorities, Women, Differently abled persons, Unorganized Workers, Child Workers and Displaced Persons.

Outcomes:

Understanding of concept and issues related to social exclusion, inclusion and vulnerability

Suggested Readings:

1. David Bryne : Social Exclusion

2. Arjun De Hasan: Social Exclusion: Towards a Holistic Understanding of Deprivation

3. H.S. Verma (ed.): The OBCs and the Dynamics of Social Exclusion in India

4. Amartya Sen: Social Exclusion: Concept, Application and Scrutiny.

5. S.R. Stephen: Theories of Social Exclusion.

MSW 106: Life Skill Education

Objectives   **MM: 70**

1. Provide knowledge about life skills

2. Impart knowledge about basic life skill for day to day living.

3. Knowing about life skill psychology.

4. Knowledge about health and life skill education.

Contents

Unit-1: Introduction to Life Skills

Definition and Importance of Life Skills,

Nature of Life Skill: Genetic, Problem Specific and Area Specific Livelihood Skills,

Survival Skills and Life Skills, Life Skills Training.

Unit-2: Life Skill Psychology

Social Psychology and life Skills Education the self: Self-Presentationand

Introspection Social Perception and Attitudes

Group Dynamics and Social influence, Social Relations

Unit-3: Core Life Skills

Social Skills and Negotiation Skills: Self-Awareness, Empathy, Communication and

Interpersonal Relations.

Thinking Skills: Creative, Critical Thinking, Problem Solving, Decision Making.

Coping Skills: Coping with Emotions and Stress.

Unit-4: Health and Life Skill Education

Health: Concept, Types and Components of Physical Fitness.

Health Benefits Effect of Exercise of Body Systems.

Concept of Food and Nutrition: Balanced Diet, Vitamins, Malnutrition, Life Style

Diseases, Safety Education.

Outcome:

Knowledge about Life Skills, Their Affliction and Health Education.

Suggested Readings:

1. Nair, V. Rajasenan, (2010). Life Skills, Personality and Leadership, Rajiv Gandhi National Institute of Youth Development, Tamil Nadu.

2. WHO (1999). Partners in Life Skills Education: Conclusions froma United Nations Inter-Agency Meeting WHO, Geneva.

3. YUVA School Life Skills Programme: Handbook for Teachers, Vol. I-IV, (2008), Department of Education and State Council of Educational Research and Training, Delhi.

4. Singh Madhu, (2003). Understanding Life Skills, Background paper prepared for Education for All: The Leap to Equality.

5. Morgan and King (1993). Introduction to Psychology, Tata McGraw-Hill Publishing Company Ltd., New Delhi.

6. Myers G. David, (2006). Exploring Social Psychology,, (3rd Edn.), Tata Mc-Graw Hill, New Delhi.

7. Kuppuswamy B., (2004). Introduction to Social Psychology, Media Promoters & Publications Pvt. Ltd. India.

8. Hogg A. Michael and Cooper Joel, (2007). Social Psychology, Sage Publications India Pvt. Ltd., New Delhi.

9. Hurlock, B. Elizabeth (2007). Personality Development, Tata Mc Graw Hill Publishing Company Ltd., New Delhi.

Semester – I Core Foundation Paper
Course Code – JVB 101: Introduction to Jainism
[CIA- 20, UT- 15x4=60, TP- 20]

<div align="right">**MM: 70**</div>

Unit I: Jain History
1. Antiquity of Jainism (*Riabha and Mahavira*)
2. Jain religious Schools, Orders, and Sects
3. Jain Festival
4. Jain Literature

Unit II: Jain Metaphysics

5. Concept of Reality
6. Cosmology: Jain Perspective
7. The Nine Truths of Classical Jainism
8. Salvation and way of it

Unit III: Jain Principal

9. Anekantvada
10. Syadvada
11. Karmavada

Unit IV: Jain Ethics & Yoga

12. Jain Life Style : Based on Ahimsa on Aparigraha
13. Jain view of Environment
14. Jain Yoga

SUGGESTED READING

- Acharya Mahaprajna, ***Jain Darshan Manan Aur Mimansa***, Adarsh Sahitya Sangh, Churu, 1977, (p. 1-84)
- Shastri, Kailashchandra, ***Jain Dharm***, Bharatvarshiya Digamber Jain Sangh, Mathura, UP, 1985. (Chap. – 1, 4, 5, 6 and the part of Chap. 7 – p. 337 – 365)
- Jain, Jyoti Prasad, **Religion and Culture of the Jains**, Bharatiya Gyanpeeth, 1999 (Chap. – 1 to 3 and 7 to 9)
- Bhaskar, Bhagchand Jain, ***Jain Dharma ka Maulik Itihas***Samyakgyan Pracharak Mandal, Jaipur. Vol 1 & 2.
- Shastri Nemichandra, ***Tirthankara Mahaveer aura Unki Acharya Parampara***, Vol.-I., Prachya Shramana Bharati, Mujaffar Nagar, U.P.
- Samani Riju Prajna, ***Jain Itihas aur Sanskriti***, Jain Vishva Bharati Institute, Ladnun
- Samani Riju Prajna, ***Jain Tattva mimansa aura Achara Mimansa***, Jain Vishva Bharati Institute, Ladnun.

Semester - II

MSW 201: Working With Individuals and Groups.

Objectives: **MM: 70**

1. Introduction of historical background, nature, principles and components of Social Case Work and Group Work.

2. Understanding of process involved in the application of these methods in diverse settings.

3. Development of skills and attitudes to work with individuals and groups.

4. Enhancement of competencies to critically analyze the problems related to individuals and groups.

Course Content:

Unit –1: Working With Individuals: An Introduction

Case Work: Definition, Historical Development and Importance of Case Work in Social Work.

Philosophical Assumptions, Case Work Values and Concepts of Adjustment and Maladjustment.

Principles of Case Work.

Approaches to Case Work: Diagnostic, Functional, Problem Solving, Task Centered Case Work and Radical Case Work.

Case Work: Process, Components and Phases of Intervention.

Unit –2: Application of Case Work and Counseling

Case Work Tools: Interview, Home Visits, Observation, Listening, Communication Skills, Rapport Building.

Steps, Techniques and Skills for Effective Case Work Practice.

Case Work Practice with Different Client Group Settings.

Counseling, Case Work and Case Study: Similarities and Differences.

Case Work Recording: Types and Format.

Unit –3: Understanding Groups and Group Behavior

Group Behavior and Social Attitudes

Group Dynamics and Making of Social Groups

Communication within Group

Leadership, Decision Making and Sub Group Formation.

Unit –4: Working with Groups

Group Work: Definition, Historical Development, Objectives, Scope, Philosophy, Principles, Skills, Tools Techniques, Roles and Functions of Group Worker.

Group Work Process:

Therapeutic Approaches.'Group Therapy', Transactional Analysis and Gestalt Therapy.

Group Work in Diverse Settings Recording in Group Work.

Recording in Group Work

Outcome:

Development of understanding of methods, tools, techniques and skills for working with individuals and groups.

Suggested Readings:

1. H.H. Aptekar (1955): The Dynamics of Case Work and Counseling.

2. F.P.Biestek (1957): The Case Work Relationship.

3. Gorden, Hamilion (1951): Theory and Practice of Social Case Work.

4. Hep Worth and Others : Direct Social Work Practices

5. Grace Mathew (1997): An Introduction to Social Case Work.

6. H.H. Perlman (1957): Social Case Work: A Problem Solving Process.

7. Allen Pincus and Anne Minhan (1983): Social Work Practice: Model and Method.

8. F.J. Turner (1996): Social Work Treatment.

9. R.K. Upadhyay (2003): Social Case Work: Therapeutic Approach.

10. Mary E. Woods and Florence Hollis(2000): Case Work: A Psychological Theory.

11. C. Garvin (1972): Contemporary Group Work.

12. Gisela Konopka (1963): Social Group Work: A Helping Process.

13. H. Northen and R. Kusland (2001): Social Work with Groups.

14. H.Y. Siddique (2008): Group Work: Theories and Practices.

15. H.B. Trecker (1990): Social Group Work: Principles and Practices.

16. G.Wilson and G. Ryland (1949): Social Group Work Practice: The Creative Use of the Social Process.

17. P. Misra (2009): Social Group Work: Principles and Practice.

18. पी.डी.मिश्रा : वैयक्तिक सेवा कार्य

19. बनमाला शास्त्री : सामाजिक सामूहिक कार्य

MSW202: Working with Communities.

Objectives: **MM: 70**

1. Develop a Conceptual understanding of community and community power dynamics.

2. Develop understanding of Community Organization as a method of Social Work.

3. Develop Skills in the use of various techniques and models of Community Organization.

4. Promote attitude Conducive to participatory practice in practice of Community Organization.

Course Contents:

Unit –1: Community

Concept, Types-Rural, Urban, Tribal, Slum and Marginalized, Community Power Structure, Dynamics.

Unit –2: Community Organization

Concept, Principles, Techniques, Skills, Assumptions, Models, Strategies, Approaches to Community Organization: Welfaristic Approach, Development & Empowerment Approach.

Unit –3: Role of Social Worker/External Agent in the Process of Community Organization

Community Leader: Traditional vs Modern, Formal vs Informal, Qualities of a Community Leadership,Community Development: Concept and Importance. Difference with Community Organization.

Recording in Community Organization.

Unit –4: Participatory Techniques in Development

Concept of PLA, PRA and RRA and Limitations of Participatory Methods.

Outcome:

Knowledge about community, its structure, organization and role of worker as well as participatory Techniques in development.

Suggested Readings:

1. Ross, M.G. (1967): Community Organization
2. Dunham, Arthur (1958): Community Welfare Organization
3. Murphy, GG (1954): Community Organization Practice.
4. Gangrade, K.D. (1971): Community Organization in India.
5. Siddque H.Y. (1997): Working with Communities: An Introduction to Community Work.
6. G. Brager and H. SpechT (1969): Community Organization.
7. वर्मा, आ.बी.एस. एवं अतुल प्रताप सिंह(2015)ः सामुदायिक संगठन अभ्यास

MSW 203: Social Welfare Administration and Social Action

Objectives: **MM: 70**

1. Understand administration as method of Social Work

2. Acquire knowledge about the basic principles and processes of administration

3. Develop an understanding of social action as a method of Social Work.

4. Impart knowledge about approaches and techniques of social action.

Course Contents:

Unit –1: Social Welfare Administration

Meaning, Definitions, Scope, Process and Skills, Social Welfare Administration in Government and Non-Government Organizations

Social Welfare Administration and related concepts: Social Administration, Social-Service Administration, Social Security Administration, Welfare Administration, Social Work Administration, Social Agency Administration and Public Administration, Social Development Administration and Business Administration.

Unit –2: Elements of Administration

Policy Making, Planning, Organizing, Staffing, Directing, Coordination, Reporting, Budgeting, Communication, Report writing and Cost-Benefit Analysis.

Unit –3: Policies and Programmes

Regarding Welfare and Development of Weaker and VulnerableSections of Society.Administration of Social Welfare Department at Central Level, Central Social Welfare Board, Fund Raising and Problems of Voluntary Organization.

Unit –4: Social Action

Concept, Objectives, Models, Principles and Strategies.

Mobilization and Organization of People.Social Advocacy and Conscientisation.Paulo Friersian and Gandhian Approach to Social Action.

Outcome:

Understanding of administrative policies and principles, as well as social welfare administration and social action as methods of Social Work.

Suggested Readings:

1. Goel, S.L. and Jain, R.K. (1988): Social Welfare Administration (Vol. I and II)

2. Chaudhary, D.Paul (1992); Social Welfare Administration

3. Dubey, S.N. (1973): Administration of Social Welfare Programmes in India.

4. Kohli, A.S. (2013): Administration of Social Welfare.

5. Pathak,S. (2013): Social Work and Social Welfare.

6. Patt,Rino (2004): Social Welfare Administration: Managing Social Programmes in a Development Context.

7. Sachdeva,D.R. (1998): Social Welfare Administration in India.

8. Skidmore (1983): Social Work Administration

9. Verma, R.B.S. (2014): Introduction to Social Administration.

10. Gandhi, P.K. (ed.): Social Action Through Law

11. Siddique, H.Y. (Ed.) (1984): Social Work and Social Action

12. Moorthy,M.V. : Social Action.

13. Sharma,G.B.: Social Administration in India.

MSW 205: Human Rights, Social Justice and Social Work Practice

Objectives: MM: 70

1. Understand Concept of Human Rights and Theories

2. Know about instruments of Human Rights

3. Know the Concept of Social Justice

4. Familiarize with instruments of Social Justices

Unit –1: Human Rights: Theoretical Introduction

Human Rights: Concept, Theories, Principles and Need & Significance.

Unit -2: Instruments of Human Rights

UN Declaration of Human Rights, Human Rights and Indian Constitution, Human Rights Act-1993, National Human Rights Commission and State Human Rights Commission.Social Work and Human Rights.

Unit – 3: Social Justice: Conceptual Introduction &Instrument

Social Justice: Concept, Philosophy, Features and Forms

Instruments of Social Justice: Constitutional Base of Social Justice, Positive and Protective Discrimination, Public Interest Litigation, Legal Literacy, Free Legal and Rights to Information.

Unit-4: Social Work Intervention as tools

Child, Youth, Elderly, Women Empowerment, Disability, Natural Resource Management. SC/STC and Weaker Section.

Outcome:

Knowledge about concept and instruments of human rights and Social Justice

Reference

1. Symonides, : Human Rights: Concept and Standards.

2. Gupta, U.N.:The Human Rights: Convectors and Indian Law.

3. श्रीवास्तव, सुधारानी : भारत में मानव अधिकार की अवधारणा

MSW 206: Management of Development Organization

Objectives   **MM: 70**

1. Provide an understanding about development organization.

2. Knowledge about information of development Organization.

3. Impart Knowledge about resource mobilization.

4. Know about project and reporting

Contents

Unit-I   Introduction to development Organisation

Development Organisation : concept importance and definition

Types of Development Organization: Civic Society, Organization, Community-based Organization, People's Organization, Voluntary Organization, Non-profit Organizations, Changing context of Development Organization.

Unit-II   Formation of Development Organization:

Organizational planning, Development of Vision, Mission, Goals, Objective and Structure, legislative Framework. Societies Registration Act 1860, Public Trust Act 1882, Non-profit Organization under Companies Act 2013, Income Tax Act (12A, 80G), 2012

Unit-III Resource Modulation for Development organization

Fund Raising: Principles, Sources, Methods and Implications, Foreign Funding of Development Organizations Transparency, Accountability and Legitimacy of Development Organization

Unit-IV Project and Reporting

Project: Importance, Meaning and Concept,

Phases of Project: Conceptualization, Formulation, Operation, and Termination,

Concepts of Project Monitoring and Evaluation,

Confronts of the Project Report.

Outcome:

Development of Knowledge about Structure and Functioning of Development Organization.

Suggested Readings:

1. Geol, S.L. (2010): Social Welfare Administration Deep & Deep Publications.

2. Kaushik, A. (2010): Welfare and Development Administration in India Academic Foundation.

3. Kochhar (2012): Policy Making Academic Foundation.

4. Rao, M.F.T. (2000): Office Organisation and Management Atlantic Publishers.

5. Banerjee, G. (2001): Laws Relating to Foreign Contribution in India Commercial Law Publishers.

6. Eade, D. (2005): Development, NGOs and Civil Society Rawat Publications.

7. Sooryamoorthy, R. & Gangarade, K.D. (1989): NGOs in India Rawat Publications.

8. Verma, R.B.S. (2014): Introduction to Social Administration on Shipra Publications, New Delhi.

Objectives   **MM: 70**

1. To understand the basic concepts of Self-Management.

2. To understand the role of Preksha Meditation-Yoga in improving human abilities.

Unit-I Self Management

Self-Management: concept, meaning, basis, need and key points for Self-Management. Technique of Self-Management (Mapping the Life), Self-Management and Preksha Meditation.

Goal setting and its achievement: meaning, need, types, characteristics, reasons for lack of goal orientation, process of goal achievement through Preksha Meditation-Yoga.

Unit-II   Emotion, Time and Stress Management

Feeling and Emotion: Feeling- Definition and nature, types of feeling, distinction between feeling and sensation; Emotion- Meaning nature and types bodily changes in emotion, theories of emotion (James-Lange theory, Cannon-Bard theory, Schachter-Singer theory, Cognitive-Appraisal theory and Lindsley Activation Theory), management of emotions through Preksha Meditation-Yoga.

Time Management: meaning, timewasters, time analysis & time management by Preksha Meditation-Yoga.

Stress Management: meaning, definitions, approaches, types, causative factors of stress & stress management through Preksha Meditation-Yoga.

Unit-III Promoting Individual Capabilities - I

Memory: meaning, definition, types, elements, process & training of memory; memory development and Preksha Meditation-Yoga.

Self-confidence: meaning, nature, method of analysis of self confidence, sources of self confidence. Development of self confidence through Preksha Meditation-Yoga.

Unit-IV Promoting Individual Capabilities - II

Will power and Imagination power: meaning, importance, types & development of will power and imagination power through Preksha Meditation-Yoga.

Communication Skill: meaning, objectives, elements, factors, principle of communications process, types, basic elements & development of communication skill through Preksha Meditation-Yoga.

Suggested Readings:

1   प्रेक्षाध्यान : व्यक्तित्व विकास – मुनि धर्मेश, जैन विश्व भारती प्रकाशन, लाडनूं, 2005।

2   Development Thy Self - Bajrang Jain and Kavita Saraogi, B. Jain Publishers (P.) Ltd., New Delhi-55.

3   जीत आपकी – शिव खेड़ा, मैकमिलन एण्ड कम्पनी, दिल्ली, 1988।

4   स्व प्रबन्धन में जीवन विज्ञान – मुनि धर्मेश एवं डॉ. बी.पी. गौड़, दूरस्थ शिक्षा निदेशालय, जैन विश्वभारती संस्थान, लाडनूं, 2001।

5   सरल सामान्य मनोविज्ञान – अरूण कुमार सिंह एवं आशीष कुमार सिंह, मोतीलाल बनारसी दास, दिल्ली 2002 (तृतीय संस्करण)।

6   आधुनिक सामान्य मनोविज्ञान – अरूण कुमार सिंह एवं आशीष कुमार सिंह, मोतीलाल बनारसी दास, दिल्ली 2003 (तृतीय संस्करण)।

7   आधुनिक सामान्य मनोविज्ञान – डॉ. आर.एन. सिंह, विनोद पुस्तक मन्दिर, आगरा, 2007 (तृतीय संस्करण)।

Semester- II Core Foundation Paper

[Choose any one]

Semester – II Core Foundation Paper

Course Code – JVB 201The Use of English

MM: 70

Course Description: The Use of English is a course designed to familiarize the students with basic tenants of English language comprising both grammar and composition.

Unit I: Basic Sentence Patterns and Transformation.

Unit II: Time, Tense and Concord.

Unit III: Voice, Narration and Modal Auxiliaries.

Unit IV: Writing Skills. (Letter, Application, Précis, Report and Essay Writing.)

SUGGESTED READING

- Green, David. *Contemporary English Grammar Structure and Composition.*Laxmi Publications; Second edition (2015)
- Hornby, A.S. *A guide to Patterns and Uses*. Oxford University Press, New Delhi.
- Swan, Michael. *Practical English Grammar*. Oxford University Press, New Delhi.
- Harit, S.K. *Communication Skills and English Grammar.*Associated Book Company, Jodhpur.
- Krishnaswamy, N. *Modern English: A Book of Grammar, Usage and Composition*. Laxmi Publications.

Course Code – JVB 202 Basic Elements of Preksha Meditation MM: 70

MM: 70

Objectives

1. To understand historical development of Preksha Meditation.
2. To understand the main components, spiritual-scientific perspective, purpose and benefits of Preksha Meditation.
3. To introduce the practical & process of Preksha Meditation.

Unit-I   Preksha Meditation - I

Preksha Meditation: history, nature, *upsampada* and benefits.
Introduction of main, supportive and specific components of Preksha Meditation.
Kayotsarga (Relaxation with self awareness): purpose, spiritual and scientific perspective, technique and benefits.

Unit-II   Preksha Meditation - II

Internal trip (*Antaryatra*): purpose, spiritual and scientific perspectives, technique and benefits.
Perception of Breathing: purpose, spiritual and scientific perspectives, types, techniques and benefits.

Unit-III   Preksha Meditation - III

Perception of Body: purpose, spiritual and scientific perspectives, technique and benefits.
Perception of Psychic Centres: purpose, spiritual and scientific perspectives, technique and benefits.

Unit-IV   Preksha Meditation - IV

Principle of psychic colour: feeling, psychic colour, aura and colour therapy.
Psychic Colour Mediation (*Leshya Dhyan*): purpose, spiritual and scientific perspectives, technique and benefits.
Contemplation (*Anupreksha*): purpose, spiritual and scientific perspectives, technique and benefits.

Reference Books

1   प्रेक्षा पुष्प – आचार्य महाप्रज्ञ, जैन विश्व भारती प्रकाशन, लाडनूं 2003 ।
2   अपना दर्पण अपना बिम्ब – युवाचार्य महाप्रज्ञ, जैन विश्व भारती प्रकाशन, 1991।
3   जीवन विज्ञान की रूपरेखा – मुनि धर्मेश, जैन विश्व भारती प्रकाशन, लाडनूं 1996।
4   जीवन विज्ञान, प्रेक्षाध्यान एवं योग – संपा. समणी डॉ. मल्लीप्रज्ञा, जैन विश्वभारती विश्वविद्यालय, 2009।
5   Mirror of the Self – Acharya Mahaprajna, Jain Vishva Bharati Prakashan, Ladnun (Rajasthan), 1995.
6   Preksha Dhyana – Theory & Practice, Acharya Mahaprajna, Jain Vishva Bharati Prakashan, Ladnun (Rajasthan), 1994.

Semester – II Core Foundation Paper
Course Code – JVB 203 Non-violence and Peace

Unit- I   **Violence: Concept, types, impact**

Non-violence- Philosophical and Historical Interpretation,

Applied aspect, Training in Non-violence

Unit-II Conflict – Cause, Forms, Impact

Conflict Resolution-Diplomatic, Gandhian and

Anekantik Techniques.

Unit-III Human Nature Relationship

Environmental Problems.

Ethical Aspects.

Unit – IV   **World Peace**

Threat to Global Peace

Initiative For Peace Making

SUGGESTED READING

- विश्वषांति एवं अहिंसा प्रषिक्षण— प्रो. बच्छराज दूगड़,
- गांधी दर्षन, शांति एवं मानवाधिकार, डॉ. अनिलधर, जैनविश्वभारती संस्थान, लाडनूँ
- पर्यावरण अध्ययन, डॉ. सतिन्द्र सिंह
- Anekant the Third Eye, Acharya Mahapragya.
- Towards a Nonviolent Future, S.L. Gandhi(Ed.), Anuvibha, Jaipur, 2015
- Peace Studies, The Discipline and Dimensions Ashu Pasricha, 2003

Course Code – JVB 204 Value Educations and Spirituality

Objectives

- To understand the need of value oriented education.
- To understand the process of contemplation for value development.
- To understand the non-violence and culture of peace.
- To understand the cardinal principles of Jainism.

Unit-I   Value Education

- Challenges of Modern Education system and need of value education.
- Values-meaning, definitions, different views and classifications of values.
- Social duties, Responsibilities and Human Rights.

Unit- II Socio Ethical Life Style:

- Social Ethics and Jain Concepts.
- Panch Mahavrat- Ahimsa, Satya, Achorya, Bmrahmcharya & Aparigrah.
- Tri Ratna- Samyak Darshan, Gyana & Charitra.
- Anekantvada

Unit- III Development of Social Harmony.

- Peace and Its Relevance in social harmony.
- Social Harmony through Conflict Management.
- Training in Non-violence.

Unit-IV Enhancement of Values in behavior-

- Development of Moral Values: Contemplation of honesty, self-discipline and Non-violence
- Contemplation of mental balance, will power and patience for development of mental values.
- Development of Emotional & Spiritual Values.

SUGGESTED READING

- Structure of Values, Mukharjee RK (1955)................................
- Devatma' Value Education: 4 supplements to present education. Arora K. NCET, New Delhi 1999.
- Helping students ascend the steps of value education. A. Dutta. (2004)
- Values and Ethics in School Education, Luther, M. (2001) New Delhi Mc Grow Hill.
- Value Development in Higher Education, Mukhopadhya M. (Eds.) 2004)
- Human Values and Education-Rahul, S.P. (1986) Sterling New Delhi.
- Education in Human Values. Saraf (1999) Vikash Publication, New Delhi.
- Value Education: Theory and Practice, Dr. N.L. Gupta, Krishna Brothers, Ajmer, 1986.
- vewrZ fpUru& vkpk;Z egkizK] tSu fo'o Hkkjrh izdk'ku] ykMuwa 2001
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Course Code – JVBI 205 Computer Applications

MM: 70

The main objectives of this course are;

- It will expose the students to the fundamentals of the IT.

- Students will be having the introductory knowledge of the MS-Windows

- Practically students will be able to use MS-PowerPoint, MS-Word, MS-Excel and create their own blog.

Course Contents (Term End Theory Exam):

Unit I: Introduction to Computers and Windows

- Application of Computers

- Block Diagram of Computer

- Input and Output devices

- Types of software

- Introduction to Operating system: Windows

- Functions of operating system

- How you can Fast your Computer or Maintenance of computer

Unit II: Concept of MS Word and MS Excel and its application

- MS Word Window Layout

- Creating and Formatting Documents

- Editing Documents

- Working with Tables.

- Mail Merge, Macro Recording, Thesaurus, Printing Document (How to Use Page-Setup Before Printing)

- Introduction to Excel and its Applications

- Concept of workbook and worksheet

- Layout of Worksheets

- Use of basic formula and functions

- Sorting, Filtering and charts

- Report Generation (Pivot Table)

- Security or Protecting Worksheets

Unit III: Introduction & Application of MS-PowerPoint

- PowerPoint Slide Creation
- Slide Layout
- Views
- Adding content to slide- Text, Graphics, Sound, Video

- Applying Slide Transition
- Custom Animation
- Slide Show
- Working With Image or ClipArt (how you edit clipart image)

Unit IV: Internet

- Introduction to internet

- ISP (Internet Services Providers)

- About Modem, Type of Internet Connection

- Web browser – its functions

- Concept of search engine, What is surfing

- Social Networking site/How to pay online bill/How to book tickets online/How to use Paytm

- Website and its types

- Searching, downloading and uploading

- Basic concepts of sending and receiving E-mail

- Blog uses and creation of blog

- How to Create Simple web page (or Personal web page)

Course Contents (Practical) :

- Creating document in MS-Word like Advertisement, Letter, Tables, Charts etc.

- Creation of Simple Worksheet like Mark sheet, Pay slip using MS-Excel.

- Creation of Power Point Presentation on various themes.

Outcome:

- Students will apply the knowledge of IT practically in their day-to-day life.

- Students will be able to create well-formatted documents, attractive presentations and calculation part through excel.

- Students will be able to create their own blog.

SUGGESTED READING/Website

1. http://www.tutorialspoint.com/computer_fundamentals/index.htm
2. http://www.gcflearnfree.org/office
3. Fundamentals of computers (English) Ist Edition by Reema Thareja, Oxford University Press, 2014
4. Introduction to Computer by Peter Norton, Tata Mc Graw hill
5. Introduction to Computer by Gary B Shelly

Course Code – JVB 206: Social Work: Themes & Practice

MM: 70

Objectives

1. To acquire a clear understanding of Social Work Concept

2. To gain knowledge about Social Work Practice Methods.

3. To Understand Scope and Settings of Social Work Practice

Unit -I : Concept of Social Work

Social Work: Concept, Objectives, Nature and Scope, Basic Concepts of Social Work: Social Security, Social Reform, Social Service and Social Development, Social Sciences and Social Work.

Unit-II : Practice Methods of Social Work - I

Social Case Work: Meaning, Objectives and Principles, Social Group Work: Meaning, Objectives, Principles and Skills, Community Organisation: Meaning, Objectives and Principles

Unit-III : Practice Methods of Social Work – II

Social Welfare Administration: Meaning, Principles and Agencies, Social Work Research: Meaning, Objectives and Steps, Social Action: Meaning and Strategies

Unit-IV Social Work Settings and Scope

Scope of Social Work Practice: Children, Youth, Women, Aged, Weaker Section

Social Work Practice with Different Settings: Health Care, Industrial, Educational, Correctional

Outcome:

Understanding of concepts, nature, Methods and practice of professional Social Work.

Suggested Readings:

1ण डॉ. सिंह, सुरेन्द्र, मिश्र पी.डी., समाज कार्य, इतिहास दर्षन प्रणालियां, न्यू रॉयल बुक कम्पनी,, लखनऊ, 2004 ।
2ण मदन, जी.आर., समाज कार्य, विवेक प्रकाषन, दिल्ली, 1996 ।
3ण डॉ. कुमार, गिरीष, समाज कार्य का क्षैत्र, महात्मा गांधी मार्ग, लखनाऊ, यू.पी., 1996
4ण शास्त्री, राजाराम, समाज कार्य, उत्तर प्रदेष हिन्दी विकास संस्थान, हिन्दी भवन , महात्मागांधी मार्ग, लखनऊ, 1989 ।
5ण कृपालसिंह सूदन, समाजकार्य सिद्धान्त एवं अभ्यास, नव ज्योती सिमिरन पब्लीकेशन, लखनऊ, 2004
6ण मिर्जा आर. अहमद, समाजकार्य : दर्शन एवं प्रणालियां, उत्तर प्रदेष हिन्दी विकास संस्थान, लखनऊ, 1990
7ण सुरेन्द्र सिंह एवं आर.बी.एस.वर्मा : समाज कार्य के क्षेत्र, यू रॉयल बुक कम्पनी, लखनऊ, 2002.
8. Healy, Karen Social Work Practices, London: Sage Publications.2000
9. Surendra Singh and others (2013): Encyclopedia of Social Work in India (Five Volumes).

Semester II: Foundation Course

Course Code – JVB 207 Introductions to Prakrit

MM: 70

इकाई– प्रथम : उत्तराययन सूत्र – अध्याय 1 (गाथा 1–20)

इकाई– द्वितीय : उत्तराययन सूत्र – अध्याय 1 (गाथा 25–48)

इकाई– तृतीय : प्राकृत भाषा का सामान्य परिचय

प्राकृत की उत्पत्ति एवं विकास, प्रमुख प्राकृतों की सामान्य विशेषताएँ (मागधी, अर्द्धमागधी, शौरसेनी, महाराष्ट्री एवं अपभ्रंश)

इकाई– चतुर्थ : प्राकृत साहित्य का इतिहास

श्वेताम्बर एवं दिगम्बर आगम साहित्य, प्राकृत काव्य (महाकाव्य, खण्डकाव्य, ऐतिहासिक काव्य) कथा एवं चरित साहित्य, प्राकृत गद्य एवं चम्पू साहित्य, प्राकृत सट्टक एवं प्राकृत व्याकरण साहित्य।

संदर्भ ग्रंथ :

1. उत्तरज्झयणाणि – हिन्दी अनुवाद एवं व्याख्या साहित, संपादक आचार्यश्री महाप्रज्ञ, जैन विश्व भारती, लाडनूं
2. प्राकृत भाषा एवं साहित्य का आलोचनात्मक इतिहास, नेमिचन्द शास्त्री, तारा प्रकाशन, वाराणसी
3. प्राकृत साहित्य का इतिहास, डॉ. जगदीश चन्द्र जैन, चौखम्बा प्रकाशन, वाराणसी
4- Introduction to Prakrit, A.C. Woolner
5- History of Prakrit Literature, Hardev Bahar

Semester-III

MSW 301: Social Work Research and Statistics

Objectives: MM: 70

1. Develop an understanding of scientific method and significance in Social Work Research.

2. Understand major research strategies, meaning, scope and importance of Social Work Research.

3. Develop an ability to see the linkages between practice, research, theory and their role in enriching one another.

4. Understand nature, method of statistics and its importance in Social Work Research.

Course Contents:

Unit -1: Social Research: Concept and Types.

Social Research: Meaning and Purpose: Scientific Method: Meaning, Characteristics, Steps and use, Social Work Research: Concept, Meaning, Definition, Nature, Purpose and Scope.

Steps in Social Work Research, Qualitative and Quantitative Research.Participatory Research.

Unit -2: Hypothesis, Research Design, Sampling and Data Sources

Hypothesis: Meaning, Concept, Types and Significance

Research Design: Meaning,Significance, Concept and Types.

Sampling: Significance, Meaning, Concept and Types

Sources of Data: Primary & Secondary

Unit -3: Methods, Tools, Techniques and Report Writing.

Methods of Data Collection: Interview, Observation and Case Study.

Tools of Data Collection: Interview Guide, Interview Schedule, Observation Guides and Questionnaire.

Scaling Techniques: Meaning and Types.

Processing of Data, Analysis and Interpretation of Data.

Report Writing and Presentation: Graphical and Tabular.

Unit -4: Statistics and Research

Statistics: Meaning, Concept, Importance & Scope

Measures of Central Tendency: Mean, Median and Mode.

Measures of Dispersion: Range, Mean Deviation and Standard Deviation

Correlation, Chi- Square Test and t-Test, Use and limitations of Statistics in Social Work.

Outcome:

Understanding of process of conducting research as well as logical and statistical interpretation of information in Social Sciences.

Suggested Readings:

1. Frederick L. : Coolidge (2000): Statistics: Gentle Introduction.

2. Richard M. Grinnel and others: (2005): SocialWorkResearch and Evaluation: Quantitative and Qualitative Approaches.

3. Perry R. Hinton (2004): Statistics Explained: A Guide for SocialScience Students.

4. D.K. Laldas (2000): Practice of Social Research.

5. D.K. Laldas (2013): Approaches to Social Science Research Methods.

6. Partha N. Mukharjee (2000): Methodology in Social Research: Dilemma and Perspectives.

7. A.Rubin and K.Babbie (1993): Research Methods for Social Work

8. सुरेन्द्र सिंह : सामाजिक अनुसन्धान (वाल्यूम 1 एवं 2)

9. रामनाथ शर्मा तथा राजेन्द्र कुमार शर्मा : सामाजिक सर्वेक्षण अनुसन्धान की विधियां एवं प्रविधियां।

10. संजीव महाजन : सामाजिक अनुसन्धान, सर्वेक्षण एवं सांख्यिकी।

11. रवीन्द्र नाथ मुखर्जीः सामाजिक शोध एवं सांख्यिकी।

MSW 302: Social Policy, Planning and Development

Objectives   **MM: 70**

1. Develop critical understanding of nature and sources of social policy and planning.

2. Study of social policies, plans and programmes so as to be able to interpret, enforce and challenge them.

3. Gain Knowledge of policy analysis and the policy formulation process.

4. Develop insight into and appreciation of the reliance of social policy and social development to social work practical as also sustainable development.

Course Contents:

Unit-1: Social Policy

Meaning, Concept, Objectives, Scope and Models.

Process of Social Policy Formulation, Social Policy and Constitutional Provisions.

Unit-2: Social Planning

Meaning, Concept, Objectives, Scope and Models.

Inter-relationship between Policy Planning and Development.

Social Planning under Five Year Plans, Machinery and Process of Social Planning in India, Role of NITI Ayog.

Unit-3: Important Social Policies

Social Policy Related to Women, Children, Youth, Aged, Education, Health, Housing and Family Welfare.

Social Planning and Social Change, Major Pit-Falls in Social Planning in Indian context.

Unit-4: Development

Meaning, Concept, Criteria.

Factors of Development: Economic, Social, Cultural and Political.

Models of Development: Capitalism, Socialism and Mixed Economy.

Social Development: Concept: Dimensions, Strategies & Indicators.

Millennium Development Goals (MDGs) Sustainable Development Goals (SDGs)

Outcome:

Familiarisation with Concepts and processes of social policy, planning and development and their significance for Professional Social Work.

Suggested Readings:

1. John, Baldock (2012): Social Policy.

2. Joel Balu and others (2010): Social Policy: An Introduction.

3. M.S. Gore (1985): Social Aspects of Development

4. K.K. Jacob (1992): Social Development Perspective

5. P.D. Kulkarni and M.C. Nanavaly (1997): Social Issues in Development.

6. James Midgley (1999): Social Development: The Developmental Perspective in Social Welfare.

7. James Midgley (2009): The Handbook of Social Policy.

8. Shanker Pathak (1981): Social Welfare: A Evolutionary and Development Perspective

9. C.V. Patten and D.C. Sawikki (1981): Basic Methods of Policy Analysis and Planning.

10. J.P. Poon and others (2006): Social Planning.

11. P.P. Regers and others (2009): An Introduction to Sustainable Development.

12. P.N. Sharma and C. Shastri (1984): Social Planning: Concepts and Technique

13. R.R. Singh (1995): Whither Social Development

14. Mohinder Singh (1996): Social Policy and Administration in India.

MSW 304: Labour Welfare and Social Security

Objectives: **MM: 70**

1. Knowledge about concept and importance of Labour Welfare.

2. Acquaint to various agencies of labour welfare.

3. Give Working Knowledge about Social Security Laws.

4. Explain the importance and concept of Social Security.

Course Contents:

Unit –1: Labour Welfare

Concept, Importance, objectives, Scope, Philosophy and Principles. Approaches to Labour Welfare.

Historical Development of Labour Welfare in India.

Status and Duties of Labour Welfare Officer in India.

Unit –2: Constitution and Legal Framework Regarding Labour Welfare

Legal Framework Regarding Labour Welfare: Constitutional Provisions, Labour Welfare Provisions in Factories, Mines and Plantations.

Agencies of Labour Welfare: Role of State, Employer and Trade Union in Promotion of Labour Welfare.

Programmes and Policies of Labour Welfare in India.

Unit –3: Social Security

Concept, Importance and Forms, Policies, Programmes and Perspectives of Social Security and concept of safety net in India

Unit-4: Social Security Laws

The Employees State Insurance Act, 1948, the Employees Provident Fund and Miscellaneous Provisions Act, 1952.The Maternity Benefit Act, 1961, the Unorganized Workers Social Security Act, 2008. The Workmen Compensation Act, 1923

Outcome:

Gaining knowledge about Employee Welfare and Social Security Concepts and Systems in India.

Suggested Readings:

1. Vaid, K.N. (1970): Labour Welfare in India.

2. Sharma, A.M. (1991): Aspects of Labour Welfare and Social Security.

3. Morrthy, M.V.(1968): Principles of Labour Welfare.

4. Malik, P.K. (2006): Industrial Laws Vol. I and Vol. II

5. Concerned Base Acts.

6. सुरेन्द्रसिंह : स्वदेश एवं विदेश में सामाजिक सुरक्षा (वॉल्यूम–1 एवं वॉल्यूम–2)

7. वर्मा, आर.बी.एस. एवं अतुल प्रतापसिंहः श्रम कल्याण एवं सामाजिक सुरक्षा

MSW 305: Trade Union and Industrial Relations

Objectives: **MM: 70**

1. Know about the concept trade union and its role in industrial organization.

2. Acquaint to trade union leadership.

3. Give knowledge about concept and importance of industrial relations.

4. Provide knowledge about collective bargaining and redressal of industrial conflict.

Course Contents:

Unit –1: Trade Union: Conceptual Introduction

Concept, Objectives, Functions. History of Trade Union Movement in India, Trade Union Leadership.Theories, Legal Provisions and Organization.

Unit –2: Industrial Relations

Concept, Objectives, Scope, Approaches, Determinants and Reflectors.

The Industrial Disputes Act, 1947.

Unit –3: Collective Bargaining

Definition, Objectives, Principles, Forms, Methods and Theories.

Legal Framework of Collective Bargaining.

Unit –4: Industrial Conflict

Meaning, Approaches and Style of Managing Industrial Conflict. Grievance: Meaning, Grievance Procedure. Workers, Participation: Concept and Practices. Trusteeship: Concept and its Influence on Industrial Relations in India Changing Socio-economic Scenario and Industrial Relations in India.

Outcome:

Acquaintance with trade unions, industrial relations, collective bargaining and industrial conflict.

Suggested Readings:

1. Promod Verma   :   Trade Union in India
2. Mukerjee, S,Khare, H.P. :   Current Trends in Indian Trade Union Movement.
3. Punekar   :   Labour Welfare, Trade Union and Industrial Relations
4. Venkata, Satnam, C.S. :   Industrial Relations
5. Tripathi, P.C.   :   Personnel Management and Industrial Relations
6. Malik, P.K.   :   Industrial Laws. Vol-I and Vol. 2
7. Goswami, V.G.   :   Labour and Industrial Laws
8. Singh, B.P. and Chhabra, T.N.:Personnel Management and Industrial Relations.
9. I.C.B. Memoria and S.Memoria (1989): Dynamics of Industrial Relations an India.
10. वर्मा, आर.बी.एस. एवं अतुल प्रताप सिंहः उद्योगों में अनुशासनात्मक प्रक्रिया

MSW 306: Livelihood and Development

Objectives: MM: 70

1. Overview of the concept of livelihood and related issues.

2. Understand policy initiatives and their implication for/impact on livelihoods of vulnerable populations.

3. Understand the role of professional for sustainable livelihoods.

4. Inculcate attitudes and skills appropriate to meet the challenge and secure livelihood to poor Populations.

Course Contents:

Unit-1: Livelihood

Concept,Meaning and Indicators Livelihood Resources; Right and Entitlementsof Livelihoods: Conditions, Opportunities, Problems and Prospects.

Unit-2: Grass-Root Initiatives

Micro-Finance, Micro-Credit, Micro-Enterprise, Self Help Group,Livelihood and Gender Mainstreaming, Impact of Globalization and Climate Change on Livelihood.

Unit-3: Livelihood Mapping

Tools, Techniques and Analysis.

Livelihood Analysis: Portfolio, Sustainability, Stakeholder analysis, Market linkages and Social Entrepreneurship.

Livelihoods Promotion by Different Agencies, livelihood Programs in India.Challenges in Livelihood Promotion.

Unit-4: Governance Issues

Planning and Implementation of Programs and Projects.

Social Audit, Micro Level Development Planning, Social Work Practice &Sustainable Livelihood.

Outcome:

Development of knowledge about livelihood conception, processes and governance.

Suggested Readings:

1. Acharya, S. S. Sustainable Agriculture and Rural Livelihoods, New Delhi: Indian Council of Social Science Research, 2006.
2. Ashley, Carolina, Daniel Start, and Rachel Slater. Understanding Livelihoods in Rural India: Diversity, Change and Exclusion. [London, England]: Overseas Development Institute, 2003.
3. Bandyopadhyay, Sanjoy K., and B. R. Das. Decentralised Planning for Drought Proofing and Sustainable Livelihoods. Bhubaneswar: UNDP Orissa Hub, 2000.
4. Basile, Elisabetta, and Ishita Mukhopadhyay. The Changing Identity of Rural India A Socio-Historic Analysis. New Delhi, India: Anthem Press, 2009.
5. Baumann, Pari, and Subir Sinha. Linking Development with Democratic Processes in India: Political Capital and Sustainable Livelihoods Analysis. London: Overseas Development Institute, 2001.
6. Baumann, Pari. Sustainable Livelihoods and Political Capital: Arguments and Evidence from Decentralisation and Natural Resource Management in India. London: Overseas Development Institute, 2000.
7. Krishna Raj, Maithreyi. Gender, Food Security, and Rural Livelihoods. Kolkata: Stree, 2007.
8. Behar, Amitabh. Assuring Livelihoods and Empowering Poor: A Case for National Rural Employment Guarantee Act. Pune: National Centre for Advocacy Studies, 2005.
9. Bhargava, Pradeep, and Radhey Shyam Sharma. Countering Uncertainties, Strategies for Sustainable Livelihoods: An Assessment of Impact of Poverty Reduction Programmes on the Poor in Rajasthan. Jaipur: Institute of Development Studies, 2002.
10. Chopra, Kanchan Ratna, Gopal K. Kadekodi, and M. N. Murty. Participatory Development: People and Common Property Resources. New Delhi: Sage Publications, 1989.
11. Das, S. K. Watershed Development and Livelihoods: People's Action in India. New Delhi: Routledge, 2008.
12. Datta, Sankar, and Vipin Sharma. State of India's Livelihood: The 4 P Report. Thousand Oaks, Calif: SAGE, 2010.
13. Deshingkar, Priya, and Daniel Start. Seasonal Migration for Livelihoods in India: Coping, Accumulation and Exclusion. London: Overseas Development Institute, 2003.
14. Dichter, Thomas W., and Malcolm Harper. What's Wrong with Microfinance? Rugby, Warwickshire, UK: Practical Action Pub, 2007.
15. Ellis, Frank. Rural Livelihoods and Diversity in Developing Countries. Oxford: Oxford University Press, 2000.
16. Farrington, John, Tamsin Ramasut, and Julian Walker. Sustainable Livelihoods Approaches in Urban Areas: General Lessons, with Illustrations from Indian Cases. London: Overseas Development Institute, 2002.
17. Deshingkar, Priya, and John Farrington. Circular Migration and Multilocational Livelihood Strategies in Rural India. New Delhi: Oxford University Press, 2009.
18. Farrington, John. Policy Windows and Livelihood Futures: Prospects for Poverty Reduction in Rural India. New Delhi: Oxford University Press, 2006.
19. Fehr, Garry Allan. Globalisation and Informal Regulation Changes in Non Timber Forest Product Livelihoods in Madhya Pradesh, India. Ottawa: Library and Archives Canada = Bibliothèque et Archives Canada, 2008.
20. Fernando, Jude L. Microfinance: Perils and Prospects. London: Routledge, 2006.

MSW 307: Rural Society & Panchayati Raj Institution.

Objectives: **MM: 70**

1. Develop an understanding about rural Communities.

2. Gain Knowledge about Panchayati Raj Institutions.

3. Know about the Involvement of People in rural reconstruction.

4. Develop an understanding to relate the role of Panchayati Raj Institutions with Rural Reconstruction.

Course Contents:

Unit -1: Rural Community and Institutions

Indian Rural Community: Concept, Characteristics, Nature and Significance.

Rural Social Institutions: Joint Family and Caste Problems and Challenges faced by Rajasthan Rural Community, Emerging Rural Elite in Indian Village Community.

Unit –2: Panchayat Raj Institutions

Pachayati Raj Institutions: Evolutions, Concept and Significance (73rd and 74th amendment of PRI)

Functional Aspect of Panchayati Raj Institutions: Financial, Political and Administrative.

Problems faced by Panchayati Raj Institutions in Rajasthan.

Unit –3: Panchayat Raj Systems

Gram Sabha: Concept, Significance, Structure, functions and powers of Gram Sabha,

Village Panchayat: Kshetra Panchayat and Zilla Panchayat

Unit –4: Social Work Intervention and Community Participation.

Social Work Intervention and Panchayati Raj Institutions. Role of Social Worker in Mobilizing People Participation for Strengthening Functional aspect of Panchayati Raj Institution:

Community Participation: Meaning and Importance.

Community Awareness: Importance, Objectives and Means.

Outcome:

Knowledge about structure and functioning Panchayati Raj Institutions and their contributions to rural reconstruction

Suggested Readings:

2.   Institute of Social Sciences, Status of Panchayat Raj in the States and Unio Territories in India, Concept Publishing, New Delhi, 2001.

3.   Maheshwari, S., Rural Development in India : A Public Policy Approach, Sage, Delhi, 1995.

4.   Bandyopadhya, D " People's Participation in Planning : Kerala Experiment " Economics and Political Weekely , Sept 24, 1997

5.   Desai, V. Rural Development (VOL.I), Himalaya Publishing House , Mumbai, 1988

6.   Jacob, K.K. Social Development Parpectives ,

7.   Rao, V, and Mandor, H, An Agenda for Caring : Interventa for Marginalised , VHAI, New Delhi,

8.   Kulkarni, P.D. Social Policy and Social Development in India, Association of Schools of Social in India, Madras, 1973

9.   UNDP, Human Development Reports , Qxford University Press,

MSW 308: Gender, Family and Social Work

Objectives: **MM: 70**

1. Understand gender as a social construct and its application to understand various Social Phenomena.
2. Develop familiarity with Social problem related to gender.
3. Acquaint with the policies, programmes and services related to Gender and family.
4. Develop Social Work practice skills of working with family and gender related problems.

Course Contents:

Unit –1: Gender Related Concepts

Basic Concepts:Sex, Gender, Gender Stereotypes, Gender Bias, Feminism.

Patriarchy:Meaning, Concept and Social Structure.

Unit –2: Expression of Gender Disparity & Violence

Gender Disparity:Education, Health, Property, Employment and Livelihood.

Gender Based Violence: Domestic Violence, Female Foeticide and infanticide and sexual exploitation. Gender Based Crime: Women Trafficking, Rape, Child Marriage, Dowry Death.

Unit –3: Family Types & Problems

Family:Meaning, Concept, Nature, Types, Functions and Patterns.

Family Problems: Concept, Types, Causes and Consequences.

Family as a Client System and Family Counseling.

Family Court Act.

Unit –4: Intervention and Social Work Practice

Intervention: Legal Measures, Social Welfare Services, Government and Non-Government initiatives.

Family in Social Work Practice.Relevance of Gender Studies in Social Work.

Outcomes:

Gaining of knowledge about gender related concepts, gender disparity and violence, family problems, and Social Work interventions.

Suggested Readings:

1. Vidyut, Bhagwat (2004): Feminist Social Thought.

2. D. Collins and others (1999): A Introduction to Family Social Work.

3. Murli, Desai (1994): Family and Intervention: A Course Compendium.

4. Neela Kabeer (2003): Gender Mainstreaming in Poverty Eradication and the Millennium, Development Goals; A Handbook for Policy Makers and other stake holders.

5. S. Krishna (2004): Livelihood and Gender.

6. K. Mathur (2004): Countering Gender Violence.

7. Anthony N. Maluccio and others: Social Work Practice with Families and Children.

8. J.L. Parpart and others (2000): Theoritical Perspectives on Gender and Development.

9. J.Pilechor and I. Whelehan (2004): 50 key concepts in Gender Studies.

10. TISS (1994): Enhancing the Role of Family as an Agency for Social and Economic Development.

MSW 309: Women Empowerment in India

Objectives: **MM: 70**

1. Gain insight into the concept of women empowerment.
2. Familiarize the status and role of women in India.
3. Understand constitutional and legal safeguards available to women.
4. Know the legislations pertaining to women empowerment.

Course Contents:

Unit-1: Women Empowerment

Women Empowerment: Meaning, Concept, Definitions, status and Role of Women in India and Rajasthan: Historical and Contemporary Perspectives – Paradigm Shift from Welfare to Right Based Approach.

Unit –2: Legislative Provisions

Legislation Pertaining to Women: Dowry Prohibition Act, Immoral Traffic Prevention Act, Indecent Representation of Women Act, Medical Termination of Pregnancy Act, Domestic Violence Act, Parental Diagnostic Act and Sexual Harassment Act.

Unit –3: Policies and Programmes for Empowerment

Women Empowerment: Concept, Nature, Type and Principle

Women Empowerment in India and Rajasthan: Policies and Programs

Institutional Interventions: National and State Commissions for Women, Rashtriya Mahila Kosh, Gender Sensitization of Police &Crime against Women.

Unit –4: Women Empowerment and Social Work.

Status and Civil Society Initiatives for Women Empowerment. Role of Family Counseling Centers in Empowerment, Social Work Intervention and women Empowerment, Social Work Practice as Advocacy and Capacity Building for promoting Gender Equality.

Outcome:

Knowing Concept of women empowerment, legislative provisions, Policies and programmes related to empowerment of women.

Suggested Readings:

1. N. Desai and M. Krishanaraj (1987): Women and Society in India.
2. Sushma Srivastva (2008): Women Empowerment.
3. R.B.S. Verma and Others (ed.) (2006): Empowerment of Weaker Sections in India.
4. Purusho Thaman (1998): The Empowerment of Women in India.
5. S.Krishna (ed.) (2004): Livelihood and Gender.
6. Shram Shasat Report.
7. Report of The Committee on The Status of Women in India: To Wards Equality.

Group-D

MSW 310: Health and Medical Social Work

Course Objectives: MM: 70

1.   Understand Concept of health as important aspect of social and human development

2.   Develop understanding of health care services and programmes in the country.

3.   Gain knowledge about community health interventions.

4.   Familiarize about relevance, domain and nature of social work practice in different health settings.

Course Contents:

Unit-1:   Health and Diseases

Health: Concept, components, dimensions and determinants, indicators of health status of people, Diseases: communicable and non-communicable diseases: symptoms, causes and prevention. Epidemiology of communicable diseases.

Unit-2:   Programme and Health Care Services

Health Care Services in India : Structure and functions, primary healthcare: concept, issues of availability, affordability and accessibility to health care services in india. Health planning and policy, National Health Policy and health planning in five year plans. National Rural Health Mission (NRHM)& Janani Suraksha Yojna, Health care services in Rajasthan.

Unit-3:   Health and Administration

Reproductive and Child Health: Concept, components and strategies. Occupational health and diseases, Public health: meaning, scope and approaches, public health administration at central level and in Rajasthan.Health and Sustainable Development Goals.

Unit-4:   Community Health & Medical Social Work

Community Health: Concept, scope, philosophy and programmes. Community needs assessment, developing mechanism for people's participation. School health services, health insurance system. Role of medical social worker

Outcome:
Gaining of knowledge about concept of health, health care services and programmes, community health interventions and nature of social work practice in different health settings.

References:

1.   Stephen, 1991Rehabilitation and Community Care.

2.   Dhooper, 1997 S. Social Work in Health Care in the 21st Century.

3.   Park, K., 1995Textbook of Preventive and Social Medicine,.

4.   Bhasin, U., 1994 People Health and Diseases: The Indian Scenario,

5.   German, C.B., 1993 Social Work Practice in Health Care: An Ecological Perspective.

6.   Mclead, E. and Bywaless, P, 2000 Social Work, Health and Equity.

9.   Singh, Surendra and Misra, P.D., 2001 Health and Disease: Dynamics and Dimensions.

10.   Pathak, S. H., 1968 Medical Social Work, Chapter 25 in Vadia, AR, (ed.), History and Philosophy of Social Work in India.

11.   Bajpai, P. K. (ed.), 1998 Social Work Perspectives on Health.

12.   Mshine, Judith (ed.), 1980 Psychotherapy and Training in Clinical Social Work.

13.   Jordon, William, 1972theSocial Worker in Family Situation.

14.   Humble, Stephen and Unell Judith (ed.), 1989 Self Help in Health and Social Welfare.

15.   Butrym, Zofia and Horder, John, 1981 Health, Doctors and Social Workers.

MSW 311: Psycho–Somatic Factors of Health

Course Objectives: **MM: 70**

1. Develop understanding about psycho-somatic factors of health
2. Gain knowledge about psycho-somatic diagnosis and medicines
3. Know about importance of national health programs
4. Familiarize about overall health care system in India.

Course Contents:

Unit-1: Psycho –Somatic Factors of Health

Psycho –Somatic Factors of Illness: Concept and meaning, Psycho-Somatic diagnosis : meaning and importance, steps in psycho-Somatic diagnosis. Diagnosis aids Psycho somatic medicines: importance, types, methods of application, common physical diseases and role of medical social worker.Mental Health Act 2016.

Unit-2: Reform and Health Programme

Various Health Related Committee: Bhore committee, Mudaliar committee, Chadda committee, Mukherjee committee, Kartar Singh committee, Srivastava committee, National Health Programmes in India: Malaria Eradication Progamme, T.B, STD, HIV/AIDS and Immunization programme.

Unit-3: Health and Extension Services

Health Extension Services: Concept and principles, health education. Relationship of yoga and health. Application of yoga in the treatment of physical diseases like highblood pressure, diabetes, HIV/AIDS , T.B. etc.

Unit-4: Medical Social Work

Importance of social work in medicine and public health, Role of social workers in institutional health care team : Principles and functions. Family interventions, psycho – educational and supportive intervention. Social skills training: activities of daily living and vocational skills training, Theraputic community,.Psychiatric rehabitation.

Outcome:

Understanding about concept of psycho-somatic factors of health and gain knowledge about diagnosis and medicines, importance of national health programmes and over health care system of India.

References:

1.	Philips, Dr and Verghes, 1994: Y., Health and Development.

2.	Hiraman, A.B., 1996: Health Education an Indian Perspective.

4.	Oak, T.M (ed.), 1991: Sociology of Health in India.

5.	Jordan, William, 1972: Social Worker Family Situations.

6.	Park, K., 1997: Park's Text Book of Preventive and Social Medicines.

7.	Lathem, W. and Newbary, 1970: A., Community Medicine-Teaching, Research and Health Care.

8.	Hilleboe, HE and Lorimore, 1966: G.W., Preventive Medicine.

10.	Mechanic, David, 1985: Medical Sociology - A selective View.

11.	Mathur, J.S., 1971: Introduction to Social and Preventive Medicine.

13.	Singh, Surendra and Mishra, 2000: P.D., Health and Diseases: Dynamics and Dimensions.

14.	Annual Reports of Ministry of Health and Family Welfare, Government of India, New Delhi.

MSW 401: Integrated Social Work Practice

Objectives: MM: 70

1. Understand the prospective of integrated Social Work.

2. Enhance the capacity and skill of utilizing the integrated approach to solve human problems.

3. Develop an understanding about units of intervention-individual, group, family, neighbourhood, community, organization and political agencies as part of Social System.

4. Develop Self-awareness in one's role as a change agent and assume responsibility for self-learning and growth.

Course Contents:

Unit –1: Social System Theory and Common Base of Social Work Practice

Social System: Concept and Characteristics.

Contribution of System Theory & Ecological Theory

Common Base of Social Work Practice: Meaning and Need of Integrated Approach.

Phases of Integrated Approach: Initial, Middle and Concluding.

Units of Social Work Intervention: Dynamics and Interplay Therein (Individual, Family, Group, Community, Organization and Environment: Physical Social and Cultural)

Unit –2: Social Work Practice Systems

Social Work Practice Systems, Client System, the Chenge Agent System, The Action System, The Target System and Environmental Social System, Integrating Micro, Meso and Macro Level Practice.

Unit –3: The Social Work Process

The Social Work Process: The Action System; Initiating Contact, Collection of Facts, Assessment, Planning, Negotiation of Contract Direct Practice Actors Indirect Practice Actors, Evaluation, Termination. Selective Use of Collaborative, Bargaining, Conflictive, Motivations, Resistant and Influencing Interventors.

Unit –4: Planned Change and Role of Integrated Practice :

The Process of Planned Change: Information Collection, Editing and Analysis, Prioritization, Intervention, Networking, Marketing and Evaluation.

Roles in Integrated Practice: Direct Provision of Services, System Leveling, Maintenance, Enhancement and Development, Change Agent, Researcher and Research Consumers, Case Management, Roles and Tasks in Case of Integrated Social Work Practice.

Outcomes:

Knowledge about various dimensions of Integrated Approach to Social Work Theory and Practice

References

Bartlet, Harriet: (1980)The Common Base of Social Work Practice

Compton, Beulah and Galaway Burt: (1994) Social Work Process

Galper, J.H. (1980): Social Work Practice: A Radical Perspective

Goldstein, H. (1973): Social Work Practice: Untary Approach

Johnson, L.C. and others (2010): Social Work Practice: A Genaralist Approach

Pardeck, J.T. Yuer, Francis K.O., (2006): Social Work for 21st Century: Challenges and Opportunities

Payne, M., Camfling J.O. (2005): Modern Social Work Theory

Watson, F, Burros, Helen, Prayer Chris (2002): Integrating Theory and Practice in Social Work Education

Turner, F.J. (2011): Social Work Treatment: Interlocking Theoretical Approaches.

MSW 402: Social Problems and Social Legislations

Objectives: MM: 70

1. Familiarize with Concepts related to social problem.

2. Develop understanding of contemporary Indian social problems.

3. Knowing about social legislations specially against social problems.

4. Understand the role of Social Works in redresal of Social Problems.

Unit – 1: Concepts Related To Social Problem

Social Problem: Concept, Causes and Effects, Social Organization, Social Disorganization, Anomie, Social Deviance, Alienation, Organized Crime, Violence and Cultural Lag.

Unit –2: Contemporary Problems in India-I

Corruption, Beggary, Prostitution, Substance Abuse, Poverty, Unemployment, Casteism and Communalism, Disaster, Displacement and Vulnerability.

Unit –3: Contemporary Social Problems in India-II

Problem of HIV/AIDS, Inter-Generation Conflict, Terrorism, Violation of Human Rights, Problems Related to Environment, Domestic Violence, Child Abuse and Cyber Crime.

Unit –4: Social Legislations and Social Work Practice

Social Legislations: Meaning and Scope, Constitutional and Legislative Provisions Against Domestic Violence, Dowry, Sexual Harassment, Rape, Child Abuse& Juvenile Justice Act, Feticide and Infanticide.

Role of Social Workers and NGO's in Redressal of Social Problems.

Outcome:

Understanding of basic concepts related to social problems, contemporary Indian Social problems and Social Legislations.

Suggested Readings:

1. Concerned Base Acts.

2. K.D. Gangrade (1978): Social Legislation in India (Vol.-I and II)

3. Anna Leon and others (2008): Contemporary Readings in Social Problems.

4. Daniel, J. Curram and others (1996): Social Problems.

5. K.S. Velayutham (1998): Social Legislation and Social Change.

6. Chitra Pandey: (1994): Deviation of Sociology.

7. H.S. Verma and Nadeem Hashain (2014): India's Current Social Problems.

Guidelines for Dissertation

MSW 404: Dissertation

Objective:

1. To develop skills and knowledge about research.

2. To understand data analysis and report writing

The fourth semester students of MSW are expected to write a dissertation on a specific social issue after carrying out an extensive study in that area. The expectation is that, the students take responsibility for their own learning and produce a literature review, choose a method for undertaking a study, write up their findings and discuss the outcomes in the discussion chapter.

All dissertations will vary in format, style and design. A typical format guide would require the dissertation to be word-processed with double or one-and-a-half spacing, and a wide left margin to enable binding or it may be hand written as well. It may be written in English or Hindi.Theformats would include:

1. Title Page

2. Table of Contents

3. List of Tables (if any)&List of Abbreviations (if any), alphabetically ordered.

4. Introduction

5. Objective,Scope and Rational of the study

6. LiteratureReview

7. Methodology**(Research Design, Sampling, Tools and Technics, Source of Data)**

8. Tables/Case studies (as per need of study)

9. Discussion and Analysis

10. Findings

11. Conclusions and recommendations

12. Bibliography(a list of all the books, journal articles, web sites, newspapers and other sources that you have used in yourdissertation).

Outcomes:

Gaining Knowledge about research steps, identification of research problem, data analysis, report writing etc.

MSW 405: Human Resource Management

Objectives: MM: 70

1. Impart knowledge about concept, principles and functions of HRM.
2. Develop Competence among students regarding Human Resource Management Issues.
3. Providing knowledge regarding wage and salary administration.
4. Impart knowledge about the disciplinary procedure of organization.

Course Contents:

Unit –1: Human Resource Management

Definition, Significance, Evolution, Philosophy, Objectives, Scope, Principles and Functions, Qualities of HRM Functionary.

Unit –2: Human Resource Planning and Development

Forecasting Requirement, Sources of Manpower Supply, Recruitment and Selection, Induction and Placement, Transfer, Promotion, Training and Development.

Unit –3: Job Analysis and Performance Appraisal

Job Evaluation, Performance appraisal: Objectives, Methods, Performance Counseling and Potential Appraisal, Wage and Salary Administration.

Unit –4: Discipline: Concept and Purpose

Employee Discipline and Disciplinary Procedure, Industrial Social Work, Emerging Perspective on Human Resource Management.

Outcome:

Knowledge about concept and functions of human resource management and discipline in organization.

Reference

1. Flippo : Personnel Management.
2. Memoria, C.P. : Personnel Management.
3. Storey, John : Managing Human Resource.
4. Tripathi, P.C. : Human Resource Management.
5. Monappa and Saiyadan: Personnel Management
6. Ashwathapa K: Human Resource and Personnel.
7. वर्मा, आर.बी.एस. एवं अतुल प्रताप सिंहः मानव संसाधन विज्ञान एवं प्रबन्ध की रुपरेखा
8. नौमा, बी.पी.ः औद्योगिक सम्बन्ध एवं सामाजिक सुरक्षा।

MSW 406: Labour Legislations in India.

Objectives: **MM: 70**

1. Providing working knowledge of Labour Laws

2. Explain Concept and need for labour legislation.

3. Discuss Main Provisions of important Acts related to labour legislation.

4. Know about International Labour Organization.

Course Content:

Unit –1: Labour Legislation

Need, Concept and Sources, International Labour Organization: Structure and Functioning.

Impact of ILO on Indian Labour Legislation.

Unit –2: Labour Legislation in Factories, Mines and Plantations Factories Act, 1948

Mines Act: 1952, Plantations Labour Act: 1951, Industrial Employment Standing Orders Act:, 1946.

Unit –3: Legislation Dealing with Wages, Bonus, Migrant and Child Labour

Payment of Wages Act: 1936, Minimum Wages Act: 1948, Payment of Bonus Act: 1965.

Inter-State Migrant Workmen (Regulation of Employment and Conditions of Services) Act: 1979. Child Labour (Prohibition and Regulation) Act: 1986.

Unit –4: Other Important Labour Legislations

Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act: 1996, Equal Remuneration Act: 1948.

Contract Labour (Regulation and Abolition) Act: 1970.

Outcome:

Learning of Different Legislations Regarding workers.

References

1. Goswami, V.G. –Labour and Industrial Laws.
2. Malik, P.K. –Industrial Laws, Vol 1 & 2.
3. Parulekar, N.W.–Model Manual on Labour Laws.
4. Punekar, et.al. –Labour Welfare, Trade Unionism and Industrial Relations.
5. Bhagoliwal, T.N. –Shram Arthshastra Evam Audhyogik Sambandh.
6. Saxena, R.C.–Shram Samasyaen Evam Samaj Kalyan.
7. Singh, Surendra –Bhartiya Audhyogik Shram.
8. Concerned Bare Acts.

MSW 407: Urbanization and Community Development

Course Objectives: **MM: 70**

1.   Know about issues related to urbanization

2.   Understand about concept, objectives and approaches to community development

3.   Acquaint with urban growth, management and urban poor

4.   Acquire knowledge of local self-governance.

Course Contents:

Unit-1: Urbanization

Concept, Causes and Consequences of Urban Poverty and Livelihood Issues. Migration: Concept and Issues, Slums and Housing, Natural Resource Management in Communities.

Unit-2: Urban Growth Management

Meaning, Approaches, Strategies of Local Economic Development, Core Areas of Urban Development: Informal Economy, Self-Employment, Unorganized Sector and Entrepreneurial Development, Issues of Urban Space, Housing and Right to Shelter.

Unit-3: Community Development and Urban Local Self Governance

Definition, Objectives, Approaches, Historical Development, Types of Community Development: Urban, Rural and Tribal.

Local Self Governance (74th Amendment): Concept and Significance, Constitutional and Legal Status, Structure and Functions of Nagar Nigam, Nagar Palika, Nagar Mahapalika, Town Area and Cantonment Board.

Unit 4: Urban Poor and Social Work Intervention

Urban Poor: Present status and characteristics, challenges for the urban poor: food security, housing, health, education and social security, Impact of globalization and urbanization on the urban poor. Role of social workers & Social Work Intervention

Outcome:

Gain Knowledge and understand about issues related urbanization, community development and local self –governance.

References:

1. Kasambi, M, (1994): Urbanization and Urban Development in India.

2. Roy, P and Das Gupta, S, 1995: Urbanization and Slums.

3. Thakur, B (ed.), 2005: Urban and Regional Development in India , Vol-1.

4. Kundu, A, 1993: In the Name of Urban Poor.

5. Misra, G.K. and Narain, K (ed.), 1989: Development Programmes for Urban Poor, Indian Institute of Public Administration.

6. Srivastva, A.K.,1989: Urbanisation; Concept and Growth.

7. Maurya, S.D. (ed), 1989: Urbanisation and Envirement Problems.

8. Prakasa, Rao, V.L.S., 1983: Urbanisation in India; Spatial Dimensions.

9. Ramcharan, R, 1989: Urbanisation and Urban Systems in India.

10 Rao, M.S.A, Bhatt, Chandra Shekar and Kadekar, Laxmi Narayan, 1991:a Reader in Urban Sociology.

11. Aziz, Abdul,1994: Poverty Alleviation in India.

12. Turner, Roy (ed.), 1962: India's Urban Future.

13. Verma, S.S., 1994: Urhanisation and Regional Development in India.

14. Diddee, Jaymala and Rainaswami, Vamla (ed.), 1993:Urbanization; Trends, Perspectives and Challenges.

15. Dessai, A.R. and Pellia, S.D. (ed) 1979: Slums and urbanization.

MSW 408: Urban Planning and Development

Course objectives: **MM: 70**

1.   Gain Knowledge about urban planning

2.   Develop an understanding of urban development in India

3.   Enhance sincerity and commitment towards development of urban poor

4.   Develop necessary skills for urban community development

Course Contents:

Unit-1: Urban Planning

Concept, Need, Historical Background, Approaches and Problems, Master Plan: Contents, Methods and Techniques.

Unit-2: Urban Development

Concept, Features, Objectives, Historical Background and Process. National Urban Renewal Mission: Vision, Scope and Status.

Unit-3: Policies and Programmes and Social Work Practice

Structure and Functions, District Urban Development Authority (DUDA): Structure and Functions Programmes of Urban Development in Rajasthan

Unit-4: People's Participation

People's Participation in Urban Development, Role of Social Action and Advocacy in Urban Development, (For Public Distribution System, Right to Information, Right to Education and Acceptability), Initiatives of Civic Society Organization for Urban Community Development.

Outcome:

Gain Knowledge and understand about urban planning, urban development and necessary skill development.

References:

1. Kusambi, M, 1994: Urbanization and Urban development in India.

2. Thakur, B (ed.), 2005: Urban and Regional Development in India, Vol-I.

3. Narain, K, (ed.), Development Programms for Urban Poor, Indian Institute of Public Administration, New Delhi.

4. Aziz, Abdul, 1984: Urban Poor and Urban Informal Sector.

5. Bharadwaj, R.K., 1962: Urban Development in India.

6. Kundu, Amitabh, 1987: Urban Community Development in Encyclopaedia of Social Work in India, Vol-III, Ministry of Welfare .

7. Karamer, R.M., and Specht, 1983: H, Readings in Community Organisation Practice, Prentice hall.

8. Rani Singh, Sundra, 1979: Urban Planning in India, Ashish Publishing House.

10. D'souza, Victor S, 1987: Urban Development in India, in Encyclopaedia of Social Work in India, Ministry of Welfare.

11. Ganpathy, R.S. and others, 1985: Public Policy and Policy Analysis in India.

12 Ghosh, 1992: A, Planning in India: The Challenge for the Nineties.

13 Lindblom, C.E., 1980: The Policy Making Process.

14 Yadav, C.S. (ed), 1986: Urban Planning and Policies- Part A.

15. Upadhyay, S.B., 1992: Urban Planning.

MSW 409: Child Welfare and Development

Objectives: **MM: 70**

1. Understand the significance of child development and right of children.
2. Gain knowledge about legal safeguards related to children.
3. Familiarize with policies, programmes and services related to children.
4. Develop skills of working with children.

Course Contents:

Unit –1: Child Welfare

Child Welfare: Concept, Need, Significance, Philosophy and Issues. Needs of Children: Physical, Psychological, Social and Emotional Problems in the Fulfillment of Different Needs.

Unit –2: Child Development and Problems

Child Development: Meaning and Significance, Child Care: Concept, Philosophy and Services. Children in Vulnerable Situation: Children with Disabilities, Trafficking of children, Street and Working Children and Child Prostitution.

Unit-3: Legislative FrameworkRights of the Children

United Nations Convention on the Rights of Children.

Constitutional Provisions Regarding Children.

Juvenile Justice Act, Child Labour Act (Prohibition and Regulation) Act, POSCO Act, Child Development and Protection Policies and Programmes in India.

Unit-4: Children and Social Work Practice

Social Work Intervention in the Field of Child Welfare Development and Protection Role of Social Worker in Different Settings of Child Welfare Development and Protection.

Outcomes:

Gaining Knowledge about Child Welfare, Development and Protection as well as Social Work Intervention in these areas.

References

1. Juliet, Berry (1972): Social Work With Children.
2. L.E. Berk (1999): Child Development.
3. Ramkumar (ed.) (1988): Child Development in India (Vol. I and II).
4. Goonesekere Savitri (1998): Children Law and Justice.
5. A. Bajpai (2003): Child Rights in India Law, Policy and Practice.
6. G.G. Peter (2004): Social Work with Children and Their Families.
7. A.N. Maluccio and others (2002): Social Work Practice with Families and Children.
8. V.Kumari and others (2004): Creative Child Advocacy Global Perspective.

MSW 410: Youth Development and Welfare of the Aged

Objectives: **MM: 70**

1. Develop an understanding of youth and aged.

2. Sanitization about issues related to youth and aged.

3. Develop concern and Interest in working with youth and aged.

4. Enhancement of skills for identification of needs and intervention for welfare and development of youth and aged.

Course Contents:

Unit – 1: Youth

Youth: Concept, Characteristics, Needs and Problems of Urban and Rural youth. Emerging Pattern of youth, Culture in Contemporary Indian Society and Inter Generation Conflicts.

Unit –2: Programmes and Policies

National Youth Policy, National Commission on youth, Institutional Interventions: Nehru Yuva Kendra (NYK), NCC, NSS, Employment and Guidance. Youth Welfare Programmes.

Unit -3: Aged and Policies

Aged: Concept and Meaning, Problems of the Aged: Social, Emotional, Physical and Adjustment.New Perspectives on the Care of the Aged. National Policy and Legislative Provisions for the Aged and Maintenance and Welfare of Parents and Senior Citizens Act: 2007.

Unit-4: Welfare Services and Aged

Services for the Aged: Agencies and Institutional, Government and Non-Government, Counseling for Aged, Home and Family Based Services, Information and Referral Services, Mobile Health Services, Senior Citizens Clubs, Day Care Center, Helpline, Role of Social Worker for the Welfare of Aged.

Outcomes:

Understanding of concepts, problems, policies, programmes etc. related to youth and aged.

Reference

1. J.Jiffs Anthony (1979): Young People and Youth Services

2. R.R. Baten: Human Factors in Youth Work.

3. R.R. Greene (2000): Social Work with Aged and Their Families.

4. Hary R. Moody (2006): Aging: Concept and Controversies.

5. Robin and others (1985): The Development of Welfare Services for Elderly People.

6. Andrew Well (2006): Healthy Aging: Ali belong Guide to your wellbeing.

Group-D

MSW 411: Mental Health and Psychiatric Social Work

Course Objectives: MM: 70

1.   Understand concept and dimensions of mental health.

2.   Develop an understanding of psychiatry.

3.   Understand the relevance, nature and types of social work inventers in psychiatric settings.

4.   Develop skills and attitudes required for the practice of Psychiatric Social Work.

Course Content:

Unit-1:   Normal & Abnormal Behavior

Normal Behavior: Meaning and characteristics, Abnormal Behavior: Meaning, Characteristics and diagnosis. Classification of abnormal behavior, theories and models of abnormal behavior: psycho-social, behavior, humanistic and psycho-analytic.

Unit-2:   Metal Health

Mental Health: Meaning and characteristics, Community Mental Health, Biological, Psychological and sociological approaches to mental illness, Mental health services in India and Rajasthan, Law and mental Health.

Unit-3:   Concept of Psychiatry

Psychiatry: Meaning, nature, scope and importance, social psychiatry and community psychiatry. Development of psychiatry.Psychiatry and social work.

Unit-4:   Psychiatric Social Work

Psychiatric Social Work: Concept and historical development. Social work intervention as psychiatric social work. Practice of psychiatric social work: role and functions.

Outcome:

Understanding of concepts dimensions of mental health, psychiatry and relevance, nature and types of social work inventers in psychiatric settings.

Suggested Readings:

1. Dube,S 1983: Mental Health Problems of Social Disadvantaged.

2. Coleman, James, C, 1981: Abnormal Psychology and Modern Life.

3. Sarson, Irwin, G. Sarson, Barbar, R, Abnormal Psychology: 2007: The problems of Maladaptive Behavior.

4. Horwitz A.M and Scheilt, T.L.(eds), 1999: A Handbook for the Study of Mental Health Social Contexts Theories and Systems.

5. Sadock, B.J and Sadock , V.A. (eds), 2005: Comprehensive Textbook of Psychiatry.

6. Gottlieb, B.H., 1983: Social Support Strategies, Guidelines for Mental Health Practice.

7. Sahni, A., 1999: Mental Health Care in India. Diagnosis, Treatment and Rehabilitation.

8. Mane, P. and Gandevia, K.Y., (eds), 1993: Mental Health in India: Issues and Concerns.

9. Callicut, J.W. and Lecca, P.J. (eds), 1983: Social Work and Mental Health.

10. French , L.M 1940: Psychiatric Social Work.

11. Patel, V and Thara, R., 2002: Meeting the Mental Health Needs of Developing Countries NGO institutions in India.

12. Mguire, l, 2002: Clinical Social Work: Beyond Generalist Practice with Individuals, Groups and Families.

13. Gelder, M. Mauyou, R. and cowen P, 2004: Oxford Textbook of Psychiatry

14. Verma, Ratna, 1991: Psychiatric social work in India.

15. National Mental Health Programme of India.

MSW 412: Mental and Personality Disorders

Course Objectives: **MM: 70**

1.   Gain Knowledge about different types of psychotic and psycho-neurotic disorders.

2.   Know about personality disorders.

3.   Understand the relevance of social work interventions in mental health.

4.   Develop an integrated approach to social work practice in the field of mental health.

Course Content:

Unit-1:   Psychotic Disorders

Psychotic Disorders: Classification and symptoms of psychosis, Schizophrenic reaction, paranoid reaction, manic–defensive reaction, affective psychotic reaction and other psychotic reactions, Epilepsy: symtoms, diagnosis, treatment and prevention. Treatment of Psychotic disorders and role of psychiatric social worker.

Unit-2:   Psychoneurotic Disorders

Psychoneurotic Disorders: Anxiety, neurosis, fatigue syndromes, hysterical reactions, phobia reaction, obsessive-complulsive reaction and neurotic depression, treatment of psychoneurotic disorders and role of psychiatric social worker.

Unit-3:   Personality Disorders

Personality Disorders: Meaning and nature of personality disorder, problems in diagnosis of personality disorders.

Unit-4:   Types of Personality Disorders

Types of Personality Disorders: Schizoid, schioztypal, narcissistic, anti-social, borderline, avoidance, dependent, obsessive and compulsive Social work applications in mental health.

Outcome:
   Gain knowledge and understand about different types of psychotic and psycho-neurotic disorders, personality disorders and relevance of social work interventions in mental health.

Suggested Readings :

1. Puri, Madhumita, Sen, Arun K, 198: Mentelly Retarted Children in India.

2. Rebbinc, Arthur J, 1957: Mental Hospital in India and Social Work Services.

3. World Heald Organisation, 1992: The ICD-10 Classification of Mental and Behavioral: Clinical Descriptions and Diagnostic Guidelines.

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