

MASTER OF ARTS IN SOCIAL WORK

Course Code-010326

COURSE STRUCTURE

Year / Semester	Category	Paper Code	Title of the Paper	Max. Mark	
1 st YEAR	1 st Semester	Core	MSW-1.1	History and Field of Social Work	100
		Core	MSW-1.2	Man and Society	100
		Core	MSW-1.3	Human Growth and Development- Developmental Psychology	100
		Core	MSW-1.4	Social Work Research and Statistics	100
	2 nd Semester	Core	MSW-2.1	Social Work Methods	100
		Core	MSW-2.2	Social Work Administration	100
		Core	MSW-2.3	Social Problems, Social Policy, Social Legislation and Social Development	100
		Core	MSW-2.4	Social Work with Weaker Section	100
		Core	MSW-2.5	Concurrent field work	100
	2 nd YEAR	3 rd Semester	Group-A	MSW-3.1	Labour Welfare
MSW-3.2				Family & Child Welfare	100
MSW-3.3				Women in India	100
Group-B			MSW-3.5	Community Development	100
			MSW-3.6	Correctional Social Work	100
			MSW-3.7	Sociology of NGO	100
Elective Discipline Free Any Two			MCM-2.2	Organizational Behaviour	100
			ENG-3.4.3	Basics of English Written Communication	100
			PAD-4.3	Disaster Management	100
4 th Semester			Core	MSW-4.1	Studies in Rural Development
	Core	MSW-4.2	Human Rights & Duties	100	
	Core	MSW-4.3	Essay Writing Viva/ Project Viva	200	
TOTAL				1800	

SEMESTER-I

PAPER-1 HISTORY AND FIELD OF SOCIAL WORK

Unit-I Basic Concept

Social Work-Definition and scope, objectives, functions and methods. **Social welfare**- meaning, scope and objectives, residual, institutional concepts of social welfare, distinction between social work and social welfare. **Social action**-meaning, process, social work and social action and social reform. **Social security**: meaning, methods, Social Security in India, **Social Justice**: Definition and scope, Human rights, **Social development**-meaning and objectives.

Unit-II Evolution of professional Social Work in India

Indian religious and social work practice, state and social work through ages till date: contribution of socio religious reform movements and reformers-Bhakti Movement, Christian Missionaries, National Movement and Social Welfare, Rural reconstruction programmes, the professionalization of social work in India

Unit-III Social Work Profession in India

Characteristics of a profession- Philosophical foundations of social work professional values and skills of social work, growth of social work theory and contributions of social science, professional organisation in India, professional social work in relation to voluntary social work and constructive social work, integration of professional and voluntary social work.

Unit-IV Social Work Education

Objectives and implications, methods of teaching social work, indigenous teaching materials for different levels of education. Family and child welfare, youth welfare, women welfare, labour welfare, welfare of the weaker section, welfare of the Physically and mentally Handicapped, Social defense, Medical and Psychological Social Work and Community Development.

Unit-V Social Work and Social Change

Planned development and social change, relationship between social change and social work, role of the social workers in promoting social change. Social Movement, concept, types and implications, study of selected social movements in India with specific reference to the conditions for success and causes of failure

of social movements.

PAPER-2 MAN AND SOCIETY

Unit-I

Concept of Society, Community, Associations and Institutions. Man as social animal. Social process- types of social processes. Culture- Society and Culture, Culture and Civilisation, characteristics of Indian culture, Cultural processes, acculturation, cultural conflict, cultural lag, culture and personality.

Unit-II

Social organisation and social group-meaning, forms-nature and types of groups- primary, secondary, reference, in groups, out-groups, group dynamics, social stratification -basis of stratification status and rank, class, caste and estate-changing features of caste and theories of social stratification.

Unit-III

Major Religions in India and their basic tenets, India as a secular state.

Unit-IV

Social Change and Social Control Meaning-Agencies of Social Control- Custom, tradition and law., factors of social change- social change process in India Sanskritisation, Westernisation, Secularisation, Modernisation- Problems of Modernisation. Socialization- the nature of socialization, stages and agents of socialization

PAPER-3 HUMAN GROWTH AND DEVELOPMENT- DEVELOPMENTAL PSYCHOLOGY

Unit-I Growth and Development.

Psychology: Relevance of Psychology for social work practice, Meaning of growth and Development, Approaches to study of Human Development, Principles of Human Development, Biological influences of Human Growth and Behaviours, Personality Theories, Psychodynamic and Behavioural Theories.

Unit-II Development Stages:

Physical, Social and Educational Aspects of the following developmental stages with special reference to Indian conditions (a) infancy (b) Babyhood (c) Early Childhood (d) Late childhood (e) Adolescence (f) Early Adulthood (h) Middle Age (i) Old Age.

Unit-III Medical and psychiatric Information.

Concept of health and Hygiene. Communicable and deficiency diseases.

Unit-IV Concept of normality and abnormality.

Symptoms, causes and treatment of the following Neurosis Psychopathic disorders and Mental retardation role of Social Worker in promoting health.

PAPER-4 SOCIAL WORK RESEARCH AND STATISTICS

Unit- I

Social work research; Meaning, definition, purpose of research, Social research and social work research. Scientific Method; Nature, Characteristics, purpose and steps in research process; concepts: operationalization of concepts, variable and its types, Hypothesis: Sources, Formulation, Attributes of hypothesis and types.

Unit-II

Research design and Sampling: Research design: Exploratory, Descriptive, Diagnostic and Experimental. Formulation of research problem. Sampling: Definition, principles, Types and procedures; population and Universe, sampling Name measurement: Meaning, levels of measurement: Nominal, ordinal, interval and ratio; validity and reliability: meaning and types.

Unit- III

Sources and methods of data collection: Sources: Primary and Secondary, Research tools Observation and Survey methods, Interview: interview guide, interview schedule, questionnaire: construction of questionnaire, Concept, types of question, question format and sequence of questions; Personals Interview and mailed questionnaire: Advantages and disadvantages, Electronic resource and its usage.

Unit- IV

Preparation of Research proposal: financial, time and personnel budgeting; processing; and analysis coding scheme. Code book, tabulation; Diagrammatic

representation of data: Types; Report writing and referencing; Agencies involved in social research; Ethical considerations of social work research; limitations of research.

Unit- V

Social statistics: Statistics: Meaning, use and its limitations in social work research measures of central tendency: Arithmetic mean, median and mode. Dispersion: range, quartile deviation, standard deviation and co-efficient of variation. Tests of significance: T test and chi-square test., correlation: meaning types and uses, Karl Pearson's coefficient of correlation and V.Rank correlation. Computer Applications: Use and application of computer in Social Work Research with special to statistical package for social science (SPSS).

SEMESTER-II

Paper-5 SOCIAL WORK METHOD

UNIT-I-Social Case work

Meaning, Definition, Objectives and Nature of Social Case work. Components of Social Case work; The person, The problem, The place, The process. Phases of Case work; Intake, Study, Diagnosis, Treatment. Principles of Social case work. Case work relationship. Role of Social case worker.

UNIT-II Social Group Work

Concepts, Definition, Objectives and Scope of Social Group work. Historical development of Group work. Group work process: Approaches of group work. Principles of group work. Values of group work. Group work skills. Role of group worker. Importance of group work in the society.

UNIT-III Community Organisation

Meaning, Definitions, objectives and Nature of Community organization. Historical development of Community organization. Principles of

Community Organization. Skills and techniques of Community Organization. Community Organization and Community development.

UNIT-IV Social Welfare Administration & Social Action

Concept of Social Welfare Administration. Principles Social Welfare Administration. Tasks of Social Welfare Administration. Essentials of Social Welfare Administration. Concept of Social Action. Principles of Social Action. Strategy of Social Action. Models of Social Action. Role of Social Worker in Social Action.

UNIT-V Social Work Research

Concept of Social work Research. Social Work Research and Social Research. Classification of Social Work Research. Research Methods. Limitations of Social work research.

Paper-6 Social Welfare Administration

Unit-I

Concept of administration, Scope of Social Welfare Administration, Need of Social Welfare Administration .Evolution of Social Policy. Social Welfare Administration and Socio-Economic Policy. Approaches to administration, Social work administration and management .Bureaucratic Human Relations .Importance of Administration in Social Work.

Unit-II

Applications of Administrative Principles and Techniques to Social Work Administration. Social Problems, Social Action and need of Administration.

Planning ; Meaning, types and process ,problems involved in planning ,Decision making meaning ,process types and administrative problems in decision making .

Organizing: Meaning ,theories of organizations and organizational structure ,authority and span of control ,delegation and decentralization ,staffing ,meaning ,staff and staffing ,logic of staffing in social welfare administration ,appraisal and development of staff ,general problems of staff .

Staffing ;Recruitment and Selection Process, Personal Policy of organization ,Orientation ,motivation and training ,Terms and conditions of service ,Probation ,promotion and conformation ,personal records and personal evolution .

Budgeting: Meaning, types functions, formulating budgets, the problems of budgeting in social welfare agencies, controlling meaning ,need type and characteristics of a good control system, controlling as the linking pin of principles of administration ,projects formulation ,projects management and project ,evaluation ,Corruption

Unit-III Welfare Organizations

Social Welfare and Governmental and Voluntary Agencies. Meaning ,Development and role of voluntary agency in social welfare ,Administrative structure , General Body, Executive Committee, Board

of Management, Directors ,Secretary ,Policy formulation in voluntary agencies and public agencies, fund raising ,public relations, problems of voluntary agencies .

Unit-IV Social Welfare Administration and its application in Centre and State Level :

Administration of Central Social Welfare Board, Department of Social Welfare at the Centre and in the state, Orissa State Social Welfare Advisory Board, Commissioner for Schedules Tribes, National Institute of Social Defense ,National Institute of Public Cooperation and Child Development (NIPCCD) etc, Welfare schemes of Orissa, State Department of Harijans and Tribal Welfare and Community Development and Rural Reconstruction .

PAPER-7 SOCIAL PROBLEMS, SOCIAL POLICY, SOCIAL LEGISLATION AND SOCIAL DEVELOPMENT

Unit I-Social Problems

Social Problems: Concept and meaning, the problems of poverty, the nature and extent of poverty in India literacy. The problems of casteism, communalism, regionalism, minorities and untouchability. The problem of population, factors causing population explosion. Social Deviances-characteristics and causes of social deviance Juvenile delinquency. Prostitution, Alcoholism, Drug Adiction, Family Disorganisation, Crime, Beggary, Old Age, destitution.

Unit II Social Policy

Concept of Social Policy: objectives of social policy, the need for social policy resolution. Model of social policy- individual welfare model achievement, performance model, institutional redistribution model, social policy issues distributive justice, population, health and education. Social policy in India- Directive Principles of State Policy, India as a welfare State, Social Policy, its integration with planning

and administration. Role of Social Workers in the formulation and implementation of social justice.

Unit III Social Legislation-I

Social legislation as an instrument of social change, social welfare and social policy. Salient Features of the Legislation Relating to Marriage, Divorce, Succession, Adoption, Maintenance guardianship among the Hindus and Muslim.

Legislation regarding Children, Juvenile Justice Act-1986, - The Employment of children Act, 1938- Young Person Harmful Act, 1956.

Unit IV Social Legislation-II

Legislation regarding the Handicapped. Social Defence Legislation Legislation regarding under privileged. Urban Community Development Legislation Social Assistance Legislation Other Social Legislation Legislation relating to licensing and recognition of welfare Institution Legal aid Movement in India.

Unit V Social development

Concept of Social Development, Modernization and Social Development, Indicators of social Development. Models of Social Development, Socialistic Capitalistic and mixed economy, voluntary sector, people's participation. Human Resource Development- Social infrastructure- Social Cost benefit analysis and opportunity cost. Approaches to social Development Sarvodaya and Antodaya: Strategies and Alternatives. Role of Social Worker in Social development. Social Justice- Ideology and social Justice, Evolution of social Service, search for an Alternative Model.

PAPER-8 SOCIAL WORK WITH WEAKER SECTION

Unit I Definition and Classification: Definition and meaning, criteria and classification of scheduled castes, Scheduled tribes and other backward classes, socio-demographic and economic, educational characteristics of the weaker section population, nature of social disabilities and injustices suffered.

Unit II Untouchability: Historical analysis of caste system and untouchability, sociological and psychological perspectives, constitutional provisions and legislative measures to indicate untouchability.

Unit III Tribal Development. Concept, origin, characteristics, classification, culture and economy, problems of the tribes and their rehabilitation and development-constitutional provisions regarding scheduled tribes and areas..

Unit IV Problems of weaker section. Problems relating to economic upliftment education employment, health, housing, indebtedness and bonded and child labour among Harijans, Tribes and Backward classes.

Unit V- Administrative setup and programme. Administrative set up at the centre and state for weaker section. Need, Importance and details of special welfare programs for Harijans, tribes and Backward Classes.

PAPER-9 CONCURRENT FIELD WORK

SEMESTER- III

GROUP-A

LABOUR WELFARE

Unit I Concept and Philosophy : Concept of labour - characteristics of Indian labour- labour in unorganized sector - recommendations of national commission on labour on various issues, absenteeism and labour turnover - factors Influencing productivity. Development of labour welfare in India. Modern approach to labour welfare social work methodology application to labour.

Unit II Labour welfare-I: Welfare work within the factory and community housekeeping in industry, Organisation and administration of creches, canteens, credit and consumer cooperatives, industries housing, educational, recreational and transport services.

UNIT III Labour welfare-II Health in Industry, Industrial hygiene, occupational diseases, their treatment and prevention, safety administration. Industrial accidents, cause and prevention, Agencies of labour welfare management, union and state labour welfare officer status and functions, social security definition and scope need importance of social security measures in India.

UNIT IV Labour Legislation-I Introduction to labour legislation, history and evolution of labour welfare legislation in India. Labour Welfare Legislation (i) Factory Act, 1948 (ii) Workmen's Compensation Act, 1923 (iii) The Maternity Benefit Act., 1930

UNIT V Labour Legislation-II: The Employee State Insurance Act, 1948. The Employee Provident Fund Act, 1952. The Payment of Gratuity Act, 1972 The Payment of Wages Act, 1936. The Minimum wages Act, 1948. The Payment of Bonus Act, 1965.

FAMILY AND CHILD WELFARE

UNIT-I Family as an Institution its function and importance, impact of urbanization on family, Changing functions of family, problems related to family. Philosophy, objectives and scope of family welfare Historical development of services for the family, women and children.

UNIT-II Family welfare programmes in the areas of health education housing and employment. Development services to strengthen the family, socio-economic programmes; applied nutrition etc. family welfare agencies, counseling and guidance institutional services for the aged destitute and handicapped. Demographic problems and population control Family planning Programmes, aims and objectives, methods of family planning, current family planning programmes, role of social worker in relation to family planning.

UNIT-III Problems of woman in Indian context. Factors affecting the status of women's welfare. Legislation relating to family, marriage, divorce, employment, immoral trafficking etc.

UNIT-IV Child welfare, concept and principles evolution of child welfare service in India. Programmes and services for children, creches, day care centers, health education, current policies and trends regarding child welfare.

UNIT-V Integrated child welfare scheme: its aims, objectives and programme services for handicapped children, institutional services, adoption, foster care, sponsorship, juvenile court, child welfare board, child guidance centers and school social work. Special aspects of care of the institutional child, policies regarding intake, treatment, discharge and rehabilitation. Use of social work methods in non- correctional and correctional institutions for children National and international agencies for child welfare.

WOMEN IN INDIA

Unit-I: Women in India-A Historical Perspective

1. Ancient India and Medieval India: Position
2. Modern India: Status
3. Reform movements in pre-independence India-Brahmo Samaj, Arya Samaj, Aligarh Movement and self respect movement.

Unit-II: Theories of Feminism

1. Meaning and Definition on theories of feminism
2. Liberal Feminism, Marxist Feminism and Post Modern Feminism
3. Indian Thinking on Feminism

Unit-III: Women and Law

1. Customary Legal status of women: Status of Women in Post Independent India
2. Women and Personal Law (Hindu/ Muslim/ Christian) and Women in Tribal Societies.
3. Women and Property Right.

Unit-IV: Women and Work

1. Women and Work (Household, Agriculture, Industry, Profession)
2. Education and Women: Primary and Secondary Education, higher Education and Professional Education
3. Women Movement in post independent India

COMMUNITY DEVELOPMENT

Unit I Concept and Scope: The concepts and characteristics of rural and urban community development. Nature and Scope of community development. Historical review of rural and urban development in India before independence.

Unit II Nature of the Rural economy, Society and polity the Indian rural problem- Nature assumption and philosophy.

Unit III Methods and programmes of CD and NES, Panchayatiraj and CD. Area project planning for integrated rural development, Communication in rural India.

Unit IV Urban development in India: Nature of urban society, economy and polity. The growth of cities, causes and consequences- slums, their identification, causes, effects and remedies- urban community development, concept aims and objectives, approaches, methods and programmes.

Unit V Role of voluntary organisation in community development at local, state and national levels, Role of the UNICEF. Management and evolution of rural and urban project, problems related to rural and urban areas.

CORRECTIONAL SOCIAL WORK

Unit I- Basic concepts and definitions/meaning Juvenile Delinquency, Juvenile Justice, Truancy and Vagrancy, Causes and extent of Juvenile Delinquency. 10/3

Unit II-Nature and functions of Observation Homes, Industrial School, Certified School and Juvenile Homes.

Unit III-Definition, causes and theories of Crime, Institutional and non-institutional services in India. Open Jail, Jails, Probation, After Care and preventive services.

Unit IV- Role of Social Worker in correction.

SOCIOLOGY OF NGO

UNIT-I: Non Governmental Organisation: Meaning, Nature and Types of NGOs. Trends of NGOs. Issues and Challenges for Volunteering.

UNIT-II: Non Government Organisations; History and Evolution. Alternative development approaches; Roles in Development.

UNIT-III: Organisational characteristics of NGOs: Governance, Legitimacy and Accountability: Key Challenges

Unit-IV: Third Sector: Emergency and Growth, Importance and influence in Social Change; The State, Market and the Third sector; Changing Boundaries.

DISCIPLINE FREE ELECTIVES

ORGANISATIONAL BEHAVIOUR

Unit-I The Study of Organizational Behaviour: Focus and Purpose, Nature, Scope and Development, OB Models and Models of Man.

Unit-II Personality: Determinants of Personality, Theories of Personality, Individual Difference, Matching Personality and Jobs, Personality and Organization, Perception: Meaning, Perceptual process, perception and O B

Unit-III Learning and Behaviour Modification: Learning process, Theories of Learning, Attitude - Characteristics and Components of Attitude, Attitude and Behaviour, Attitude Formation, Measurement of Attitude, Attitude and Productivity

Unit-IV Motivation: Nature of Motivation, Motivation Process, Theories of motivation; Need Priority Theory, Theory X and Theory Y, Two Factor Theory, E R G Model, Limitations and Criticisms of Motivation Theories.

Unit-V Leadership: Importance, Functions, Style, Theories of Leadership, Types. Communication: Importance of communication, communication Process, Barriers to Communication, Steps for improving Communication, Transactional Analysis.

BASICS OF WRITTEN COMMUNICATION

Unit1: NOTE TAKING

Purpose, Use, Structure. Topic sentence activities/identifying topic sentences/Creating topic sentences for paragraphs,supporting DETAILS/PREPARING SUPPORTING DETAILS/Taking notes- practice with paragraphs

Unit 2: PARAGRAPH WRITING:

LINKING DEVICES Repetition of the same word or phrases, Use of pronouns,Elaboration and exemplification, SUPPORTING IDEAS With description, examples and quotation/LOGICAL PROGRESSION , Inside a paragraph and Between a paragraph

Unit 3: REPORTS:

Objectives and readership/tone of the language formal and semiformal/formats of reports: printed form, memo, letter, manuscript types of reports: analytical and informational/oral and written/special and routine

Unit4: BUSINESS CORRESPONDENCE:

CV/ resume, cover letters/analysis of samples/chronological CV/resume/functional CV/ job applications/responding to advertisement

Unit 5: WRITTEN COMMUNICATION AT WORKPLACE

MEMOs/Interoffice/Formats of memo/Difference between a business letter and a memo /E-MAILS Net etiquettes/ circulars-formats/notices formats/types of business letters; standard letter parts, formats inquiries, orders & quotations complaints and adjustment letters

DISASTER MANAGEMENT

Unit-I Disaster and its type, Flood Draught, Cyclone, Geographical Disaster, Earthquake Landslide, Avalanches, Volcanic Eruptions, Climatic Disaster-Heat and Cold Wave Climate Change, Global Warming, Sea level Rise, Ozone Depletion

Unit-II Manmade Disaster- Nuclear Disaster, Chemical Disaster, Biological Disaster, building Fire, Coal Fire, Oil Fire, Air Pollution, Water Pollution, Industrial Pollution, Deforestation, Rail & Road Accidents, Air & Sea Accidents.

Unit-III Disaster Preparedness, Disaster Prevention, Preparation and Mitigation, Disaster Information, System, Megha Satellite, Role of Various Agencies in Disaster Mitigation- National level and State levels.

Unit- IV Disaster Response: Disaster Medicine, Rehabilitation, Reconstruction and Recovery.

SEMESTER-IV

STUDIES IN RURAL DEVELOPMENT

Unit-I Nature, Scope, Objectives and Need of Rural Development. Basic needs of Rural India. Approaches to Rural Development: Gandhian approach, community development approach.

Unit-II Major Problems of Rural India: Rural Unemployment, Rural Migration, Rural Economy, Rural Communication, Rural Health, Rural water supply, Rural Education.

Unit-III Development Strategies: Five year plans, Rural Development Administration and Panchayat Raj Institutions. Rural Co-operatives, Rural industries. Importance of people's Participation.

Unit-IV Schemes of Rural Development: NRHM, NRLM, SSA, SGSY, PMGSY, IAY, Skill Development programmes, Role of Voluntary Organizations, Importance of Voluntary Organization, Measures to strengthen Voluntary Organizations.

HUMAN RIGHTS AND DUTIES

UNIT-I Definition of Human Rights - Nature, Content, Legitimacy and Priority - Theories on Human Rights - Historical Development of Human Rights.

Unit-II International Human Rights - Prescription and Enforcement up to World War II - Human Rights and the U.N.O. - Universal Declaration of Human Rights - International Covenant on Civil and Political Rights - International Covenant on Economic, Social and Cultural Rights and Optional Protocol.

UNIT-III Human Rights Declarations - U.N. Human Rights Declarations - U.N. Human Commissioner.

UNIT-IV Amnesty International - Human Rights and Helsinki Process - Regional Developments - European Human Rights System - African Human Rights System - International Human Rights in Domestic courts.

UNIT-V Contemporary Issues on Human Rights: Children's Rights - Women's Rights - Dalit's Rights - Bonded Labour and Wages - Refugees - Capital Punishment. Fundamental Rights in the Indian Constitution - Directive Principles of State Policy - Fundamental Duties - National Human Rights Commission.

Dissertation and Viva