

Ordinance

Master of Social Work

Title of Course:

Master of Social Work

Objectives:

To impart knowledge, skills and develop professional attitudes to be able to address the professional issues.

Durations of Course:

The course shall be of two years regular duration, spread over in four semesters.

Seats:

The total No. of Seats, as already prescribed, shall remain 66+10 (paid seats)

Minimum Eligibility:

Any graduate (with three years) in any stream with 50% Marks. (Concession for Reserved Categories as per rules.)

Admission Policy:

Admission will be based on performance in the entrance test.

Course Contents:

The whole curriculum will contain three parts:

- 1) Theory papers
- 2) Field Work
- 3) Research Dissertation

Papers:

There shall be six (Five theory and one Field Work) papers in each of the four semesters of 100 (75+25) Marks each. The students will be required to opt for one of the five available specializations which will be distributed in the Ist Semester itself. All the papers will consist of 40 credit hours each.

Field Work-

The department has introduced two types of Field work: (i) Concurrent Field work, and (ii) Block Field Work. The first requires to be completed simultaneously with class room teaching of theory papers from the beginning of the session. The admitted students will be required to go

for Concurrent Field work for thrice a week (excluding holidays), which shall be 100 marks in each semester.

Accordingly, the students (in MSW in Semester IV) will be required to go for Block Field Work for eight (08) week in reputed specialized welfare Industrial organizations after the end of IVth Semester examination outside of the district (Varanasi). They are required to complete their Block field work before Field Work viva-voce examination.

Dissertation/ Project Report:

Each student shall require to prepare and submit dissertation/project Report to the department in consultation with the concerned faculty before commencement of IVth semester examination.

Attendance:

Minimum Seventy Five percent attendance in theory papers and hundred percent in Field Work shall be compulsory.

Students Seminar and Class Test:

25 Marks in theory papers of each semester will be awarded on the basis of their performance in the class assignment.

Field Work Supervision:

The Concurrent Field Work introduced in the course will be supervised by the faculty as well as agency supervisor. The students shall be given necessary technical/professional input and guidance on field work in their learning and development.

Field Work Conference:

On the submission of field work reports by students on every first class day of week in the office of Director Field Work, The submitted reports will be evaluated by the Faculty and necessary technical input and approach will be discussed in individual and group conferences to be held weekly as per academic time-table.

Semester-I

Course 101: SOCIAL COMPONENTS & STRUCTURE OF SOCIETY:

Course Objectives:

1. To impart knowledge and understanding on basic sociological concepts required for Social Work professionals.
2. To develop reasonable knowledge and favorable attitude in respect of our Society & Social System.
3. To enable the learners to understand the social turmoil and the social change which need to be made.

Course Contents:

Unit-I

Society: Concept, Meaning and Characteristics; Man and Society; Relationship and Necessity for Development. Theories of Society: Structural and Functional. Community and Association: Meaning and Characteristics; Social Group: Meaning, Objectives and Types.

Unit-II

Culture and Socialization: Content and Importance of Cultural; Cultural Fusion; Cultural Lag; Social Values and Norms: Meaning and Relevance. **Basic Social Institutions:** Meaning and Functions of Family and Marriage. **Socialization:** Meaning, Process and Agencies of Socialization.

Unit-III

Social Stratification in India: Concepts and Theories; **Social Change:** Meaning, Factors and Theories; **Social Control:** Concept, Types and Agencies of Social Control; **Role and Status and Role:** Meaning, Nature and Determinates.

Unit-IV

Casteism and Dalit Association; Communalism: Meaning; Causes and Implications, **Regionalism:** Meaning, Causes and Implications; **Migration:** Meaning, Compulsions and Implications.

Suggested Readings

- Shrinivas, M.N.(1980) : 'Social Change in India', Hindustan Publishing Corporation, Delhi.
- Sinha, Raghuvir : 'Social Change in Indian Society'.
- Gillin and Gillin : 'Cultural Sociology'.
- Moore W.E. : 'Social Change'.
- Merton W.E. : 'Social Theory and Social Structure'.
- Sharma S.R. : 'Basic Concepts of Sociology' (The Hindi Vision)
- Prabhas : 'Hindu Social Organization'.
- Singh, Yogendra : 'Modernization of Indian Traditions', Thomson Press Rawat Publications, New Delhi.
- Siddiqui, H.Y.(ed.) : 'Social Work and Social Action', Hernam, New Delhi.
- Kapadia, K.M. (1966) : 'Marriage and family in India', Oxford University Press.
- Davis, Kingsley : 'Human Society', Surjeet Publications.
- Rao, MSA (ed) : 'Social Movement in India', Manohar.
- Dube, S.C. (1988) : 'Modernization and Development', The United Nations University, Tokyo.
- Gore, M.S. : 'Social Development', Rawat Publications.
- Joby, Jackson : 'Contemporary Society John Wiley & Sons.
- Bierstedt, Robert : 'The Social Order', Mc Graw-Hill Book Co.
- Maciver, R.M. and MacMillan & C.H. Page : 'Society -An Introductory Analysis', Co.Ltd. London.
- (1959)
- Broom and Selznick : 'Sociology, Row', Peterson & Company
- अग्रवाल, जी.के. : 'मानव समाज', साहित्य भवन प्रा० लि०, आगरा।
- गुप्ता एवं शर्मा : 'सामाजिक नियंत्रण एवं परिवर्तन', साहित्य भवन, आगरा।
- अग्रवाल, जी.के. : 'सामाजिक विघटन', साहित्य भवन, आगरा।
- अग्रवाल, जी.के. : 'सामाजिक नियंत्रण एवं परिवर्तन', साहित्य भवन, आगरा।
- पाठक, आर.सी. : 'सामाजिक समस्याएँ', विजय प्रकाशन मंदिर, वाराणसी।

Semester-I

Course 102: HUMAN GROWTH AND PERSONALITY DEVELOPMENT

Course Objectives:

1. To acquire fundamental knowledge on various stages of human growth and personality development.
2. To understand growth and development of individual at various stages in life span.
3. To understand the theories, concepts and their applications.
4. To develop skills and techniques in assessing the psycho-social issues and problems of different age groups.

Unit – I

Concepts of development- Growth, Maturation, Basic Human Needs; Personality ;Definition, Structure, Dynamics & Determinants. **Motivation & Behaviour** ; Stress & Modes of Adaptation, **Factors Influencing Personality Development:** Heredity Environment and Process of socialization of the child.

Unit – II

Theories of Human Development; Freud's Psycho-Sexual Theory; Erickson's Psycho-social Theory, Alfred Adler's Theory, Kurt Lewin , Karl Rogers theories.

Unit - III

I Human Growth and Development: Stage I Prenatal Development; Care during Pregnancy and Child Birth – Physical, Psychological and Emotional Aspects of: Infancy Birth and Birth Hazard; Concept of Early Childhood Care and Development (ECCD)- Neonatal Care, Breast Feeding and Supplementary Food, Effect of Malnourishment, Health Care of Infant & Immunization, Early Childhood Stimulation and Deprivation, Effective Parenting and ECCD; Personality Development during Oral, Anal, Oedipal and Latency Stages of Life Cycle.

Unit – IV

Human growth and Development: Stage II- Puberty , Adolescence, Adulthood and Middle age, Old age; Physical, Emotional, Social and Intellectual Characteristics and Change during Developmental Stages; Personality Structure (Id, Ego and Super ego); Socio-cultural Factors affecting Development, Stress and Crises, Reaction to stress and crisis; Tasks to be accomplished in each Stage of Development.

Recommended Readings :

- Davidoff. L.L. 1881 Introduction to Psychology, Auckland: McGraw Hill Inc.,
 - Morgan, C. T. & King, R.A. 2005. Introduction to psychology, New York,
 - Weix, J.R & Schopler J. 1986. McGraw Hill: 7th Ed.,
 - Munn, N.A. Psychology: 1961. The fundamentals of human behaviour, London: George G. Harrap & Co, Ltd.,
 - Anastasi. A. 1987. Psychological testing New York: Mcmillan Revised Edition
 - Hurlock E.B. 2006. Developmental Psychology, New Delhi, Tata McGraw Hill, 36th Ed.
 - Rayner Eric. 1978. Human Development, London: George Allen and Unwin,
 - Saraswathi T.S. Dutta R. 1987. Development of Psychology in India, Delhi, Sage publications,
 - Kuppusamy B. 1980. An Introduction to social psychology, Bombay: Media Promoters and Pub. Pvt. Ltd.,
 - ICSSR. 1972. A survey of research in psychology chapter 2, developmental psychology Bombay: Popular Prakashan pp. 56-79;
 - Newman P.R & Newman B.M. Living: 1981. The process of Adjustment, The Dorsey process,
 - Mangal S.K. 2007. General Psychology, Sterling Publishers Private Limited,
 - Myer, G.D. 2006. Social Psychology, Tata McGraw-Hill, 18th Ed.
 - Clifford, Morgen and King, Richard (1975) Introduction to Psychology, New York : McGraw Hill Inc
 - Colman, James C. & Broen William E. (1972) Abnormal Psychology and Modern life,
 - Gardner, Murphy (1964) An Introduction to Psychology, Calcutta : Oxford and IBH Publishing Co
 - Hurlock, Elizabeth (1976) Personality Development, New Delhi :Tata McGraw Hill Publishing Co. Ltd.
 - Mangal, S. K. (2007) General Psychology, New Delhi : Sterling Publisher Pvt. Ltd.
 - Munn, Norman (1962) Introduction to Psychology, Boston : Houghton Mifflin Company
 - Sherif, Muzafer and Sherif, Carolyn W. (1969) Social Psychology, New York :
- **General References :**
- Atkinson, John (1966) An Introduction to Motivation, New York : D.Van Nostrand Co.Inc.
 - Bee Helen L., Mitchell Sandra K. (1984)The Developing Person : A Lifespan Approach, New York : Harper and Row Publishers
 - Berry, John W., Mishra R. C., Tripathi R. C. (2003) Psychology in Human and Social Development, London : Sage Publications
 - Bhattacharya Srinibas (1972) Psychometrics and Behavioural Research, New Delhi : Sterling (P) L. T. D.
 - Bischof Ledbord J. (1970) Interpreting Personality Theories, New York : Harper International
 - Cameron Norman (1969) Personality Development and Psychopathology, Bombay : Vakils, Feffer and Simons Pvt.Ltd.
 - Cofer, C.N., Appay M.H (1980) Motivation Theory and Research, New Delhi : Wiley Eastern Ltd.
 - Daniel Robert S. (1965) Contemporary Readings in General Psychology, Boston : Houghton Mifflin Co.
 - Fairweather George W. (1964) Social Psychology in Treating Mental Illness, Sydney : John Wiley & Sons
 - Floyd, L Ruch (1970) Psychology and Life, Bombay : D.B. Tara porewala Sons and Co. Pvt. Ltd.
- Gilbreth, L. M. (2007) The Psychology Management, Intellectual Book Bureau
- Halleck, Seymour L. (1967) Psychiatry and the Dilemmas of Crime, New York : Harper & Row Publishers
-
- Hurlock, Elizabeth (1968) Developmental Psychology, New Delhi : Tata McGraw Hill Publishing Co. Ltd.
 - John Radford, Ernest Govier (1987) A Textbook of Psychology, London : Sheldon Press
- Kimball Young (1960) Handbook of Social Psychology, London : Routledge and Kegan

- Paul Ltd.
- Lawrence, Cole (1953) Human Behaviour, New York : World Book Company
- Mclonnell James V. (1977) Understanding Human Behaviour, New York : Holt, Rinehart and Winston.

- Munn Norman (1955) The Evaluation and Growth of Human Behaviour, Boston :
- Houghton Mifflin Company
- Newcomb, Theodore M., Turner Ralph H., Conlserse Philipe (1952) Social Psychology, London : Routledge & Kegan Paul LTD
- Payne, David A., Morris Robert F. M. (1967) Educational and Psychological
- Measurement, New Delhi : Oxford & IBH Publishing Co.
- Pervin Lawrence A. (1975) Personality : Theory, Assessment and Research, New York :
- Johnwiley and Sons Inc.
- Shariff Iqbal (2006) Personality Development and Social Work, Jaipur : Raj Publishing House
- Skinner Charles E. (1970) Educational Psychology, New Delhi : Prentice hall of India
- Pvt. Ltd.
- Thibalt, John W., Kelle,y Harold H. (1961) The Social Psychology of Group, New York,
- London : John Wiley & Sons
- Writenbeg, Earl G. (1970) Interpersonal Exploration in Psycho Analysis, New York :
- Basic Books INC Publisher.

Semester-I

Course 103: INTRODUCTION TO SOCIAL WORK PROFESSION

Course Objectives:

- 1- To learn about the concept, objectives and methods of social work.
- 2- To understand the concept of profession & professionalization of social work.
- 3- To develop an understanding about the principles, values, philosophy, ethics and fields of social work.
- 4- To aware the learners about historical development of social work profession.
- 5- To understand various approaches of social work.

Course Contents:

Unit – I

Concept of Social Work: Meaning & Definition, Objectives; Methods; Functions; Concepts relevant To Social Work Practice: Social Service, Social Welfare and Social Reform; Profession: Meaning & Definition; Traits/attributes of a Profession; Social Work as a Profession.

Unit – II

History of Social Work: Overview of Historical Development of Social Work in USA and UK (Charity, Philanthropy; The Elizabethan Poor Law 1601; Charity Organization Society; Settlement House Movement; the Poor Law Commission of 1905; The Beverage Report, 1941). Emergence and Development of Professional Social Work in India (Ancient and Medieval periods, British period, Social Reform Movement, Post-independence era). Interface between Voluntary and Professional Social Work.

Unit – III

Philosophical Foundations of Social Work: Democratic and Humanitarian Philosophy of Social Work; Gandhian Philosophy & Social Work; Basic Values, Principles and Assumptions of Social Work; Professional Code of Ethics. Certain Fields of Social Work: Labour Welfare, Family and Child Welfare, Medical and Psychiatric Social Work, Community Development and Correctional Social Work.

Unit – IV

Approaches and Models of Problem Solving in Social Work: Welfare, Approach, Systems Approach, Developmental Approach, Radical Approach, Ecological Approach, Integrated Approaches and Empowerment Approach.

Suggested Readings

- Stroup, H.H. (1960) : 'Social Work- An Introduction to the Field', New Delhi, Eurasia, Publishing House.
- Besrio, Herbert : 'Philosophy of Social Work'.
- Friedlander, W.A. (1958) : 1-Concept and Methods of Social Work, Eaglewood Cliffs:
Prentice Hall.
- Gangrade, K.D. : 'Dimensions of Social Work in India'.
- Khinduka, S.K. : 'Social Work in India'.
- Pureus allen & Anne : 'Social Work Practice: Model and Method', Illinious: F.E. Minahem (1973) Peacock Publications Inc.
- Shedri, R.R. (1966) : 'Social Work Tradition in India', Varanasi: Welfare form &
Research Organizations.
- Skidmore, R.A. (1982) : ' Introduction to Social Work'.
- Kumar, Goush : 'Samaj karya ke kahani'
- Desai, Murali (2002) : 'Ideologies and Social Work' (Historical & Contemporary Analysis) Jaipur, Rawat Publication.
- Zashrow, Charles (1993) : 'Introduction to Social Work and Social Welfare'. California: Brooks/cole..
- Banerjee, G.R. (1986) : Papers of Social work :An Indian perspective, TISS, Mumbai.
- Chowdhry, D.Paul (1983) : Introduction to Social Work, Atma Ram & sons, New Delhi.
- Friedlander, W.A.(1982) : Introduction to Social Welfare, Prentice Hall of India (p) Ltd., New Delhi.
- DasGupta, Sugata (1964) : Towards a Philosophy of Social Work in India, Popular Book Service, New Delhi.
- Wadia, A.R. (ed.) (1961) : History and Philosophy of Social Work in India, Allied Publishing House, New Delhi.
- Gore M.S. (1967) : Social Work and Social Work Education, Sage Publications, New Delhi.
- Mooorthy, M.V. and : Field Work in Social Work, Deptt. of Sociology & S.N.Rao Social Work, Andhra University, A.P.
- शास्त्री, राजाराम : समाजकार्य, उ० प्र० हिन्दी ग्रन्थ अकादमी, लखनऊ।
- इनाम शास्त्री, ए.एस. : व्यावसायिक समाज कार्य, गुलशी पब्लिकेशन, वाराणसी।
- पाण्डेय, मणिभूषण : समाजकार्य—दर्शन, सिद्धान्त एवं अभ्यास, लोक सेवा पब्लिकेशन्स, वाराणसी।
- पाठक, आर.सी. (2010) : समाजकार्य—दर्शन, इतिहास, क्षेत्र एवं प्रणालियाँ, विजय प्रकाशन मंदिर, वाराणसी।

Semester-I

Course 104: SOCIAL ISSUES & TREATMENT MEASURES

Course Objectives:

1. To understand the concept of social problem.
2. To bring out the emerging issues and consequences.
3. To understand the government policies and programmes for eradication of Social problem.
4. To learn social work intervention measures on Social issues.

Course Contents:

Unit – I

Social Problems: Concept; Types Causes and Relevance for Social Workers Knowledge. Poverty, Unemployment and Illiteracy, Concept, Causes, Current Status, Consequences and Measures for Prevention and Solution with Governmental Programmes.

Unit - II

Problem of Social Deviancy: The Concepts of Social Conformity and Deviancy, Factors Leading to Deviancy, The Problems of Beggary, Prostitution, Alcoholism and Drug Addiction, their Meaning and Magnitude, Causative Factors, Consequences: Role of Social Worker and Legal Provisions.

Unit - III

Structural Problems of Society: Problems of Scheduled Castes, Scheduled Tribes, OBCs, Minorities and Gender Discrimination their Effects, and Role of Social Worker in the Solution.

Unit – IV

Family Issues and Treatment measures: Family Disorganization: Concept, and Causes; Gender Discrimination, Problems of Women, Children and Older People in Disorganized Families; Role of Social Work.

Suggested Readings

- Prabhu, PH, (1963) : Hindu Social Organization, Popular Prakasham, Bombay.
- Hutton J.H., (1983) : Caste in India, Oxford University Press, Bombay.
- Kapadia K.M. , (1966) : Marriage and Family in India, Oxford University Press, Bombay.
- Ram Ahuja, (1993) : Indian Social System. Vedam Book House, Jaipur.
- Fichter, Joseph H,(1973) : Sociology, II Ed., The University of Chicago Press, London,.
- Horton, Paul B. and Hunt, (1964) : Chester L. Sociology, McGraw-Hill Book Company,
- Bakshi, P.M.(1999) :The Constitution of India. Delhi: Universal law Publishing Co. Pvt. Ltd.
- Iyer, V.R.K. (1980) : Some Half Hidden Aspects of Indian Social Justice. Lucknow: Eastern Book Company.
- Saraf, D.N. (ed.) (1984) : Social Policy, Law and Protection of Weaker Sections of Society. Lucknow: Eastern Book
- Beteille, A. 1981 :The Backward Classes and the New Social Order, New Delhi: Oxford University Press.
- पाठक, आर.सी. (2008) : सामाजिक समस्यायें, विजय प्रकाशन मन्दिर, वाराणसी।
- मदन, जी.आर., (2000) : भारतीय सामाजिक समस्याये, विवेक प्रकाशन, नई दिल्ली।
- आहूजा, राम, (2000) : सामाजिक समस्याये, रावत प्रकाशन, जयपुर एवं नई दिल्ली।

Semester-I

Course 105 (A): SOCIAL WORK IN MEDICAL & HEALTH SETTING

Course Objectives:

- Understanding Social Work in Medical Setting.
- Understanding Psycho-Social aspects of Health.
- Understanding the concept of Health and Illness.

Unit-I

Medical Social Work: Concept, Nature and Scope. Historical Evolution of Social Work in India and Abroad.

Unit-II

Social Work Practice in different Medical Settings: Administration, Organizational Structure and Functions of Maternity & Abortion Clinic, Child Guidance Services, Cardiology Deptt., Blood Bank, HIV/AIDS Clinic, Cancer Hospital, OPD, ICU.

Unit-III

Health & Illness: Concept, Features and Determinants of Health (Social, Physical, Economic & Emotional), Indicators of Health, Concept of Team-Work, Rehabilitation of Physically Handicapped (Blind, Deaf & Dumb).

Unit-IV

Evolution of Health Care system in India: Bhore Committee Reports, Mudalir Committee Chaddha Committee, Mukherjee Committee, Srivastava Committee. Objectives & Implications of Health Programme in India-National Rural Health Mission, Pulse Polio Programme, National AIDS Control Programme.

Suggested Readings

- Park & Park (2006) : 'Text book of Social & Preventive Medicine', Bhanot Publications, Jaipur.
- Kishore J.(2006) : 'National Health Programmes of India', Century Publication, New Delhi.
- Dhooper Sujeet Singh : 'Social Work in Health care in the 21st Century' Sage Publication, New Delhi.
- Pathak H.S. (1968) : 'Medical Social Work, Encyclopedia of Social Work-Vol. II', Medical Social Work, Ministry of Welfare Govt. of India.
- Parveen, Shaila (2010) : 'HIV/AIDS, Attitude & Problems', Manak Publication, New Delhi.
- Srivastava, Akhileshwar : 'सामाजिक चिकित्सा का उद्भव एवं विकास', उत्तर
1983 प्रदेश हिन्दी संस्थान, लखनऊ।
- कुमार गिरीश, 1996 : 'समाज कार्य का क्षेत्र', उत्तर प्रदेश हिन्दी संस्थान,
लखनऊ।
- Singh, Surendra (2012) : 'Encyclopedia of Social Work in India' (5
Volues), Lucknow, New Royal Book Company.
- J.Kishore (2008) : National Health Programme of India, Century Pulication,
New Delhi.

Semester-I

Course 105(B): INTRODUCTION TO FAMILY AND CHILD WELFARE.

Course Objectives:

1. Understand family and child welfare as a field of social work.
2. To develop understanding about family.
3. To learn about various problems related to family and alternative families.
4. To know the policy and laws related to family in India.
5. To know the programmes for welfare of family.
6. To understand and acquire the skills for working with families.

Course Contents:

Unit – I

Family and Child Welfare as a field of Social Work, Scope of Family and Child Welfare, Family as an Association and Institution. Origin, Characteristics, Types and Functions of Family. Changes in Demographic and Social Situations of a Family.

Unit – II

Problems related to Family: adjustment, family tension, marginality and deviance, alcoholism & drug abuse, death, divorce & separation, Family Disorganization- meaning, causes and consequences, Alternative families and their problems: single parental families, female Leded Louse hold, child headed family, step families, foster families, adoptive families, homosexual families, live in relations.

Unit – III

Family Welfare Policy, Family Laws: Hindu Marriage Act, Special Marriage Act, Hindu Succession Act, Family Court Act, Personal laws related to family.

Unit – IV

Programmes for welfare of family; family life education, family counselling, marriage counselling, family therapy, Strategies for solving problems in families preventive & rehabilitative. Positive Parenting role of family, intervention with families.

Suggested Readings

Goode, W.J. : The Family Prentice hall of India.

Govt. of India : Towards Equality: Report of the committee on the status of women in India.

Semester-I

Course 105(C): SOCIAL WORK IN CORRECTIONAL SETTING: AN INTRODUCTION

Course Objectives:

- To understand the concept of social defence and correctional services.
- To utilize knowledge of social problems, crime and delinquency in social work practice.
- To understand the role of a social worker in correctional settings and crime prevention programmes.
- To sensitize the learners on institutional and community based correctional and preventive programmes.

Course Contents:

Unit I

Introduction to Correctional Social Work –Correctional Services – Concept, Nature, Scope , Techniques and Evolution, Adult and Juvenile Correctional Programs, Institutional and Community Based Treatment, Legal Provisions, Intervention Programs for Victims of Violence, Neglect and Abuse.

Unit II

Rehabilitating Victims of Crime: Rehabilitation with Special reference to Criminal Behaviour; Counseling for Victims- Skill to Counsel Criminal, Skills to Counsel the Victim of Crime , Preventive Counselling, Crisis Counselling, Legal Counselling.

Unit III

Role of Social Worker in Correctional Setting - 1 Institutional Correctional Services : Prisons, Remand Homes, Observation Homes, Special Schools, Beggar Homes, Rescue Homes and De-Addiction centres.

Unit IV

Role of Social Worker in Correctional Setting -2: De-Institutionalization of Correctional and Non-Institutional Services : Probation, Parole & Crisis Intervention Centres. After Care, Rehabilitation and Re-integration of Offenders. Role of Voluntary Organizations and Community Participation in Crime Prevention.

Reference:

- Don, C Locke, 2001, The Handbook of Counselling, Sage Publications. California.
- Jocelyn, M. Pollock, 1998, Counselling Women in Prison Sage Publication New Delhi.
- Dartmouth Aldershot, 1997, Offender Rehabilitation: Effective Correctional Intervention
- Ruth, E, 1994, Counselling Criminal Justice Offenders, Masters Sage Publication, Thousand Oaks.
- Rehabilitation of Child Labourers in India, 1991, Ashish Publishing House, New Delhi
- Ayllon Teodoro. 1989, Correctional Rehabilitation and Management: A Psychological Approach, John Wiley & Sons New York1.
- Barnes, H.E. and Teeters, N.K.1959 - New Horizons Criminology
- Cressy, D.R. - Criminology
- Gibbons, D.C. - Society, 1973 Crime and Criminal Careers
- Reckless, Walter C.: The Crime Problem
- Khanna, H.R. : 2011 The Judicial System.
- Baley, D.H. : 1970 Police and Political Development in India.
- Bhusan, Vidya :1970 Prison Administration in India.s chand publisher ,delhi
- Bhattacharya, S.K. Social Defence: An Indian Perspective, Manas Publications, Delhi, 1985. 21.

Semester – I

105 (D): INTRODUCTION TO COMMUNITY DEVELOPMENT

Course Objectives:

1. To understand the Concept of community development (CD), including its analysis, experience issues, organizations and policies.
2. To develop an understanding of social ecological perspective that provides for a comprehensive construction of the problem and for developing approaches for intervention.
3. To learn about different approaches to community development.

Course Contents:

Unit I

Community Development: Concept, Objectives, Principles and Process of Community Development. **Models of Community Development:** Gandhian Approach to Community Development, Biddle's Model and Alinsky's Model of Community Development. **The Relationship between Community Development and Economic Development.**

Unit II

Major Approaches to Community Development: Capacity Building Approach, Asset-based Development Approach, and Self-Help Approach to Community Development. **The Role of Conflict in Community Development**
Sustainable Communities: Meaning of Sustainability and Sustainable Community Development.

Unit III

Establishing Community-based Organizations: Fundamentals of Forming a Community-Based Organization, Partnership Establishment of Grant in Aid Organizations; Types of Community-Based Organizations, Public–Private Partnerships . **Developing Community Leadership :** Strategies for Developing Skillful Community Leaders. **Concept;** Objectives , Quantitative and qualitative Assessment Components; physical infrastructure, social capital , economic infrastructure & resources.

Unit IV

People's Participation for Community Development: Engaging Youth in Community Development; Significance of Community Development in promotion of Health and wellbeing of the people. Important strategies for Community Development: Community Participation, Community Action, Community Networks, Community Profiling, Community Mobilization, Community Empowerment.

Suggested Reading

- Hawtin, M., J. Percy-Smith, et al. (2007). : Community profiling a practical guide. Maidenhead, Berkshire, England ; New York, NY, Open University Press/McGraw-Hill Education: x, 169 p.
- Lee, J. A. B. (2001) : The empowerment approach to social work practice building the beloved community. New York, Columbia University Press.
- Maser, C. (1997) : L Sustainable community development : principles and concepts. Delray Beach, Fla., St. Lucie Press.
- DeFilippis, J. and S. Saegert (2012). : The community development reader. New York, Routledge
- Savage, D. M. (2002) : John Dewey's liberalism individual, community, and self-development. Carbondale, Southern Illinois University Press: 1 online resource (219 p.).
- Phillips, R. and R. H. Pittman : An introduction to community development. London ; New York, Routledge.
- Savage, D. M. (2002) : John Dewey's liberalism individual, community, and self-development. Carbondale, Southern Illinois University Press
- Shragge, E. and M. Toye (2006) : Community economic development : building for social change. Sydney, N.S., Cape Breton University Press.
- Singh A.N. (1997) : Community Empowerment Education: An Interdisciplinary Approach. Ambala, Haryana, Assoworld Publications.
- Singh S. (2003) : Strategies for Sustainable Rural Development. New Delhi, Deep & Deep Publication.
- Tett, L., I. Fyfe, et al. (2010) : Community education, learning and development. Policy and practice in education,. Edinburgh, Dunedin Academic Press: x, 126 p.
- Weinberg, A. S., D. N. Pellow, : Urban recycling and the search for sustainable community development. Princeton, N.J., Princeton University Press.

Semester-I

Course 105 (E): INTRODUCTION TO HUMAN RESOURCE MANAGEMENT

Course Objectives:

1. To impart knowledge about the concept and the latest trends in Human Resource Management (HRM)
2. To inculcate certain skills, techniques and competencies among the learners so that they are able to perform various functions of HR Manager.
3. To make the learners aware about certain important concepts of HR Field.
4. To make them learn about employee development process as well as the methods of their performance appraisal.

Course Contents:

Unit- I

Human Resource Management: Meaning, Objectives, Functions, Scope of HRM. Evolution and Growth of HRM in india, Qualities of HR Manager; Challenges of HRM in the LPG Era.

Unit –II

Establishing the Need for Human Resources: Human Resource Planning: Meaning, Need and Importance, Process of HRP; Barriers to HRP. **Job Analysis:** Purpose, Contents and Steps in Job Analysis. **Job Description or Job Design-**Techniques of Job Design; Guidelines for Developing a Job Description. **Job Specification:** Meaning and Importance.

Unit-III

Procurement and Maintenance of Human Resources: Recruitment, Induction, Transfer, Promotion & Demotion: Definition & Purpose; Recruitment Policy; **Recruitment Process;** Sources; Methods; Steps in Selection Procedure: Induction; objectives; procedure & Techniques. **Career Planning:** Meaning & Procedure.

Unit-IV

Employee Development & Performance Appraisal: Employee Training: Meaning; Importance; Types; Purpose; Training Policy; Methods of Training; The Training Process; Training Evaluation. **Executive Development Process:** Components of MDP; Basic requisites for a successful MDP. **Performance Appraisal:** Meaning, Objectives; Process, Methods. **Potential Appraisal:** Meaning & Importance.

Suggested Readings

- Mamoria C.B. & S.V. Gankar (2007) : “Personnel Management: Text and Cases”,
Mumbai: Himalaya Publishing House,.
- Randhawa, Gurpreet (2007) : ‘Human Resource Management’, New
Delhi: Atlantic Publishers & Distributors
pvt. Ltd.
- Pattanayak, Biswajeet (2001) : ‘Human Resource Management’ New
Delhi: Prentice- Hall of India Pvt. Ltd.
- Singh, Surendra (2012) : ‘Encyclopedia of Social Work in India (5
Volumes), New Delhi/Lucknow:New
Royal Publishing Co.
- Davar, R.S. : “Personnel Management and Industrial
Relations”, Vikash Publishing, New Delhi.
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Meroill Publishing Company, Columbus,
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- Strauss, G. and
Leonard R. Sayles : “Personnel the Human Problems of
Management”, Practice Hall, USA.
- Chruden, H.J. and Arthur
Sherman (1959) : Personnel Management, South W.
Western Publishing Company, Ohio.
- Scott, W.D. and R.C. Clothier : Personnel Management, McGraw Hill (1954) et.al
Book Company, New York.
- Fisher, C.D. and F. Schoenfeldt : Human Resource Management, Houghton (etal)
(1997) Mifflin Company-Toronto and All India
publishers & JamesDistributors-Chennai.
- Tripathi, P.C. (2009) : Human Resource Development, Sultan
Chand & Sons, New Delhi.
- शर्मा, प्रभुदत्त एवं हरिशचन्द्र शर्मा : ‘लोक प्रशासन: सिद्धान्त एवं व्यवहार’, कालेज बुक डिपो,
जबलपुर।
- भाम्मरी, चन्द्र प्रकाश : ‘लोक प्रशासन—सिद्धान्त तथा व्यवहार’, जय प्रकाश नाथ
एण्ड कम्पनी।
- अवस्थी, अमरेश्वर एवं श्री राम माहेष्चरी : ‘लोक प्रशासन’, लक्ष्मी नारायण अग्रवाल, आगरा।
(1992)
- फाड़िया, बी. एल. : ‘लोक प्रशासन’, साहित्य भवन पब्लिकेशन, आगरा।
- सिन्हा एवं सिन्हा (2004) : “औद्योगिक समाजविज्ञान”, मयूर पेपर बैकस नोएडा।
- मामोरिया एवं मामेरिया (2007) : ‘सेविवर्ग प्रबन्ध एवं औद्योगिक संबन्ध’, साहित्य भवन
पब्लिकेशन, आगरा।
- सिन्हा, बी. एन. (1985) : ‘कार्मिक प्रशासन’, आर.बी.एस.ए.पब्लिशर्स, जयपुर।
- पाठक, आर.सी. : ‘श्रम समस्याएँ एवं श्रम कल्याण’,विजय प्रकाशन मन्दिर,
वाराणसी।

Semester-II

Course 201: SOCIAL-CASE WORK: THEORY AND PRACTICE

Course Objectives:

1. To understand individuals and their uniqueness.
2. To understand Social Case Work as a method of Social-Work practice.
3. To develop in Learners the skills in working with individual client.
4. To understanding the process involved in Case-Work or When working with individuals.

Course Contents:

Unit-I

Basic Concept of Social Case Work: Nature, Concept, Objectives and Basic Assumption of Social Case Work. Historical Development of Social Case Work as a Method of Social Work. Key Concepts-Individual, Social Role, Adjustment, Mal-adjustment, Role functioning. Areas of Social Case Work Practice: Correctional, Mental Health, Family Case Work, is Crisis situation with Oppressed Groups (in their individual capacity).

UNIT-II

Principles, Components & Client Worker Relationship: Principles of Social Case Work Practice; Client-Worker Relationship: Rapport building, Transference & Counter Transference. Skills and Roles of Social Case Worker. Components of Case-Work: Person, Place, Problem and Process (Study), Assessment, Diagnosis and Intervention.

UNIT-III

Tools & Techniques of Social Case Work: Techniques of Case-Work Intervention. Interviewing in Social Case Work. Case Work Recording: Types & Format. Similarities and Dissimilarities between Case Work, Counselling and Psycho Therapy. Skills and Processes: Observation, questioning, interviewing, recording, environmental modification, supportive techniques, visits, collateral contacts and referrals.

UNIT-IV

Approaches to Social Case Work Practice: Psycho-analytical Approach, Problem-Solving Approach, Psycho-social Approach; Crisis Intervention; Team Work Approach; Models of Social Case Work Interventions.

Suggested Readings

- Priest F.P.-1957 : 'The Case Work Relationship', Chicago Loyola University Press.
- Fook. J. 1993 : 'Radical Case Work A Theory of Practice', Australia, Allen & Unwin.
- Mathew. G. 1992 : 'An Introduction to Social Case Work-TISS', Bombay.
- Pearlman H.H. 1951 : 'Social Case Work A Problem Solving Process', Chicago: The University of Chicago Press.
- Hamilton G. 1954 : 'Theory & Practice Social Case Work (2nd edition revised)', New York, Columbia University Press.
- Robert R.W& Nee-1970 : 'Theories of Social Case-Work Chicago', The University of Chicago Press.
- Timms N. 1964 : 'Social Case Work', Principles and Practice, London Routledge & Kegan Paul.
- Hollis F. 1964 : 'Social Case Work A Psycho Social Therapy', New York, Mc graw hill.
- Richmond ME.-1917 : 'Social Diagnosis', New York, Rusell Sage Foundation.
- Werner A. Hertz -1956 : 'Concept and Principles underlying in Social Case-Work practice-Washington', The office of Vocational Rehabilitation.
- R.K. Upadhyay-2003 : 'Social Case-Work: A Therapeutic Approach'- New Delhi, Rawat Publication.
- Eileen Younghusband-1966 : 'New Development in Case-Work' (readings in social work) George Allen & Unwin Ltd.
- Herbert H. Aptekar-1941 : 'Basic Concept in Social Case-Work Chapel Hill', University of North Carolina Press.
- Mehetras U.G.-1979 : 'Social Case-Work in India, Ajmer', Sachin Publications.
- Craig, W.L.-1992 : 'Case-Studies in Social Work Practice-California' Wadsworth Publishing Company.
- Cora K. (ed)-1950 : 'Principles and Techniques in Social Case-Work', Family Service Association of America.
- Herbert H. Aptekar : 'The dynamics of Case Work & counseling' Boston-Hongton liffin company.
- Swithum Bowers-1949 : 'The nature and definitation of Social Case Work', (Reprint from Journal of Social Case Work-New York).

Semester-II

Course 202: SOCIAL GROUP WORK: THEORY AND PRACTICE

Course Objectives:

1. Appreciate the importance of groups in the life of an individual.
2. Gain knowledge about group formation and the use of a variety of group approaches.
3. Develop understanding of concepts, dynamic and small group theory in relation to all types of groups.
4. Develop knowledge, skills and techniques to be used by social worker in groups.
5. Begin and develop commitment to the value of democratic process in group life.

Course Content:

Unit-I

Introduction of Social Group Work Practice: Values and Ethics in Group Work Practice. Social Group Work; Meanings, Characteristics, Type, Significance, Purpose, Principles and Structure.

Unit-II

Group Processes: Group Formation Process-Steps and Importance; Worker Skills in Identifying and Understanding these Processes, Group Dynamics: Bond, Sub-group, Leadership, Isolation, Decision Making, Conflict, Communication, Relationship & Cohesion.

Unit-III

Techniques and Skills in Social Group Work: Program Planning: Concept, Principles, Skills, Techniques for Effective Work/Problem Solving and Role of Social Worker.

Unit-IV

Recording and Termination Phase: Recording in Social Group Work Principles, Structure, Type of recording. Evaluation-Type of Evaluation; Need for Termination of Intervention, Types of Termination; Skills required of Social Group Work in this phase.

Suggested Reading

- Aussi, A.S. 1980 : Perspectives on social group work practice.
- Balgopal, P.R. and : Groups in Social Work
- Vassil, T.V. 1983
- Kemp, C.G. 1970 : Perspective on the group process.
- Klein A.F. 1970 : Social work through group process.
- Northen, H. 1969 : Social work with Groups.
- Sundel, M.Glasse P. : Individual change through small groups.
- Sarri, R.Vinter
- Treeken, Harleigh, B. 1990 : Social group work-Principles and practice.

Semester - II

Course 203: COMMUNITY ORGANIZATION: THEORY AND PRACTICE

Course Objectives:

1. To understand the concept and dynamics of community in social work practice.
2. To develop critical understanding of the concepts of community organization and social action
3. To learn the key skills and strategies of macro-level social work practice.

Course Contents:

Unit-I

Community: Sociological Concept of Community; Community in a Social Work Perspective. **Rural, urban and Tribal community:** Form, Features and Issues. **Community Power structure:** Concept; Type; Dimensions Relevant to Community Practice. **Community Leadership:** Meaning; Role; and Problems of Community Leadership.

Unit-II

Community Organization: Meaning, Objectives, Principles and Historical Development. **Process in Community Organization; Community Development:** Meaning, Characteristics and Relationship with Community Organization. **Programme Development:** Process, Strategy and Problems.

Unit-III

Approaches, Models and Skills of Community Organization; Role of Community Organizer in Community Setting. Evaluation: Concept, Types, Methods and Barriers in Programme Evaluation.

Unit-IV

Social Action: Meaning, Objectives, Principles, Strategies, and Approaches. **Social Action and Social Movement. Role of Social Worker as Social Activist:** Campaigning, Lobbying, Coalition and Networking, People's Participation, Negotiating and Legislative Promotion.

Suggested Reading

- Alinsky Saul (1971) : Rules for Radicals: A Practice Primer for Realistic Radicals, Vintage Books
- Brager, G. and Specht, H. 1969 : Community Organisation, New York: Columbia University Press.
- Cox Fred (1987) : Community organization, F.E. Peacock Publishers: Michigan
- Douglas, Bilan (1983) : Community Organisation Theory and Practices Hall: New Jersey.
- Gangrade K.D (1971) : Community Organisation in India, Popular Prakashan: Bombay.
- Government of India (1980) : Encyclopedia on Social Work, Publication division: New Delhi.
- Hillman Arthur (1950) : Community Organisation and Planning, Macmillan: New York.
- Murphy, Campell,G. (1954) : Community Organisation Practice, Houghton Mifflin: New York
- Poplin, Dennis, E. (1972) : Communities, Macmillan: New York
- Ross, Murray, G. (1955) : Community Organisation : Theory and Principles, Harper and Row: New York.
- Rothman Jack, Erlich John & Tropman John (1987) : 'Strategies of Community Intervention' Strategies for Community Organization, Micro Practice, F.E. : Peacock Publishers: Michigan.
- Siddique H.Y, (1984) : Social Work and social Action, Harnam, New Delhi.
- Siddique H.Y (1997) : Working with Communities: An Introduction to Community Work, Hira Pub. New Delhi.
- Singh A.N. (1997) : Community Empowerment Education: An Interdisciplinary Approach, Assoworld Publisher. Ambala, Haryana.
- Singh A.N. (1992) : Community Organization (in Hindi) Haryana Sahitya Academy Chandigarh

SEMESTER- II

Course 204: SOCIAL WORK RESEARCH & STATISTICS

Course Objectives:

- 1- To understand meaning, scope and importance of social work research.
- 2- To understand about the application of methods in the study of social scientific phenomena.
- 3- To impart knowledge in the learners about methods, techniques and scientific process of social work research.
- 4- To acquire the skills for preparation of research proposals, data analysis and report writing.

Course Contents:

Unit – I

Social Research: Meaning, Objectives & Scope, Scientific Method : Concept & Characteristics, Distinction between Social Research & Social Work Research, Types of Social Research-Basic, Applied, Action & Evaluation, Steps in Social Work Research.

Unit – II

Research Design: Meaning & Types; Hypotheses : Meaning & Types, Source of data collection; Primary & Secondary- Observation, Interview, Case Study & Survey; Tools of Data Collection; Interview schedule, Questionnaire, Focused Group Discussion & Scales (Bogardus, Likert, Thurston & Sociometric scales), Sampling Techniques; Meaning & Types.

Unit – III

Research Report- Contents; Qualities of a good research report, Diagrammatic & Graphic presentation of data (bar chart, pie chart, histogram, polygons, ogive), Application of Computers in Social Work Research.

Unit – IV

Use of Statistics in SWR: Concept, Purpose and Scope of Statistics in SWR; Measures of Central Tendency, Mean, Median & Mode; Measures of Dispersion; Range, Standard Deviation, Mean Deviation, Quartile Deviation; Correlation; Karl Person & Spearman's Coefficient.

Suggested Readings

- Goode, W.J. and Hatt, P.K.(1952) : 'Methods in Social Research', Tokyo: Mc Graw Hill Kogakusha.
- Elhance, D.N., Elhonce, Verma & Agrawal, B.M. (1996) : 'Fundamental of Statistics.'
- Gupta, S.P. : 'Statistical Methods', New Delhi Sultan Chand & Sons.
- Ahuja, Ram (2001) : 'Research Methods', Jaipur: Rawat Publications.
- Kothari, C.R. : 'Research Methodology & Techniques', New Delhi., New Age International.
- Sharma, B.A.V.,Prasad, R.D. & Satyanarayan, C. (2002) : 'Research Methods in Social', New Delhi; Sterling.
- Ypung, Pauline : 'Scientific social Surveys and Research', Japan: Asia Publishing House.
- सिंह,एस.पी. : 'सांख्यिकी: सिद्धान्त एवम् सूचना प्रबन्ध'
- चौबे, अनुराग ,शुक्ला, सुधीर (2010) : 'कम्प्यूटर एवम् सूचना प्रबन्ध' लखनऊ, उ० प्र० हिन्दी संस्थान ।
- Mathews, Leon : 'Fundamental of computers'
- Mathews, Leon & Leon : 'Working with office'
- सिंह, सुरेन्द्र : 'सामाजिक अनुसंधान', उ०प्र०हिन्दी ग्रन्थ अकादमी, लखनऊ ।
- मुखर्जी, रविन्द्र नाथ : 'सामाजिक शोध व सांख्यिकी', विवेक प्रकाशन, दिल्ली ।
- त्रिपाठी, रमाशंकर : 'सामाजिक शोध एवं सांख्यिकी तार्किकता', विजय प्रकाशन मन्दिर, वाराणसी ।
- गोयल, सुनील एवं संगीता गोयल : 'उच्चतर सामाजिक अनुसंधान', आर०बी०एस०ए०पब्लिशर्स, जयपुर ।
- आहुजा, राम : 'सामाजिक सर्वेक्षण एवं अनुसंधान, रावत पब्लिकेशन, जयपुर एवं नई दिल्ली ।
- तोमर, राम बिहारी : 'सामाजिक अनुसंधान', श्रीराम मेहरा एण्ड कम्पनी, आगरा
- Gopal, M.H : 'An Introduction to Research Procedure in Social Sciences', Asia Publishing House.
- Wilkinson & Bhandarkar : Methodology and Techniques of Social Research, Himalaya Publishing House.
- Kumar, Arvind : Research Methodology in Social Sciences Sarup & Sons, New Delhi.

Semester-II

Course 205 (A): EMERGING HEALTH SCENARIO IN INDIA

Course Objectives:

1. Understanding role of public-private participation in Health Care.
2. Understanding the Health Policy of India.
3. To develop a critical perspective of health care delivery system & services in the country.

Course Contents:

Unit-I

Emerging Trends in Health Care: Role of NGOs, VOs and Private Sector in Health; Health Activism; Social Mobilization; Health Movement. Patient's Rights in Health Care.

Unit-II

Community Health: Concept, Philosophy; Approaches of Community Health-Community Needs Assessment, Evaluation Mobilizing People for Participation. Health Extension- Designing and Implementing Health Programmes in Remote Areas.

Unit-III

Health Care Scenario in India: Communicable & Non Communicable Diseases- Epidemiology and Etiology, Health as an aspect of Social Development, Health Care Infrastructure in India and their function, Primary Health Care; concept and issues of availability.

Unit-IV

Health Policy & Planning in India: Alma Atta Declaration & Health for All, National Health Policy & Health Planning for 5 Years, Health Education-Meaning Knowledge, Attitudes & Beliefs with reference to Health, Health Education and Social Work Practice.

Suggested Readings

- Crermain, C.B. 1993 : Social Work Practices in Health Care: An Ecological Perspective New York. The Tree Press.
- Park K. 2005 : Text book of Preventive & Social Medicine (18th edition) Jabalpur: Banarsidas Bhanot.
- W.H.O. 1978 : Primary Health Care: A Jount Report by Director General of UNICEF. International Conference on Primary Health Care Alma Ata: USSR.
- Yesudian C.A.K. 1991(ed) : Primary Health Care Mumbai.TISS
- Hiramani, A.B., 1996 : Health Education: An Indian Perspective. New Delhi: B.R. Publishing Corporation.
- Voluntary Health Association of India 1995 : Reproductive Health Reproductive Rights, New Delhi: VHAT.
- Voluntary Health Association of India 1992 : State of Indians Health New Delhi, Voluntary Health Association of India.
- Oak, T.M. (ed.) 1991 : Sociology of Health in India, Jaipur Rawat Publication.
- Barun, R.U. 1998 : Private Health Care in India : Social Characteristics and trands, Sage Publication, New Delhi.
- Sundaran T. 1996 : Reaching Health to the Poor, Sourcebook on District Health.
- Drinka J.J.K & Clark 2000 : Health Care Team Work Inter disciplinary Practice & Teaching Westport, CT : Anberna hous.

Semester II

Course 205 (B): WELFARE OF YOUTH & ELDERLY

Course Objectives:

1. To understand the situation of youth in contemporary Indian Society.
2. To know the programmes and services for youth welfare.
3. To understand and develop an insight regarding situation and issues pertaining to elderly in India.
4. To know about the constitutional and legal provisions for elderly.
5. To know about various agencies and their programmes for the welfare of aged.

Course Contents:

Unit-I

Concept and features of youth, Demographic profile of youth in India. Concept of youth welfare and youth development. Needs and problems of youth in India. Emerging pattern of youth culture in contemporary Indian Society. Intergeneration conflicts, Problems of Adolescence.

Unit-II

National Youth Policy, Services & programmes for welfare and development of youth in India: NCC, NSS, Scouting & Guiding. Employment, Guidance & Counseling Services. Agencies working in the area of youth welfare & development-YMCA, YWCA Vishwa Yuva Kendra, Nehru Yuva Kendra, Social Work intervention with youth.

Unit-III

Gerontology-definition & scope. Understanding the elderly-demographic, developmental, psychological, socio-cultural, economic and health perspectives. Issues pertaining to elderly-health, income, status in family, retirement planning. coping with demise of life partner.

Unit-IV

Constitutional and legal safeguards for elderly, National Policy on Older Persons, Services & programmes for the welfare of elderly: old age pension, telephone helpline, day care centres, family based services, health services, homes for aged, Agencies working for the welfare of aged- Help Age India, Aged India.

Suggested Readings

- Murli Desai, : Gerontological Social Work in India-Some Issues & Perspective
Suria Raju (ed.) 2006 : B.R. Publications.
- E. Matilda Golding : Helping the Aged- A field requirement in Social Work George
Allen & Unwin Ltd.
- Dr. Arvind R. Joshi 2006 : Older Piraeus in India, Serial Publications.
- Mishra, Saraswati : Social Adjustment in Old Age, B.R. Publications
- P.N. Sati 1988 : Retired and Ageing People, Mittal Publications.
- Hassan, M.K. 1981 : Prejudice in Indian Youth, Classical Publishing Company.
- Bhatia, H.S. 1983 : Ageing & Society, The Aryans Book Central Publications.
- R.N. Pati & Jena 1989 : Aged in India, Ashish Publishing House.
- Sudershan Kumari 1978 : Aspirations of Indian Youth, Chaukambha, Vns, Orientative,
Delhi.

Semester - II

Course 205 (C): CRIME AND CRIMINAL BEHAVIOR

Course Objective:

1. To acquaint the students with new forms of criminality and delinquency.
2. To provide them an understanding about the scientific approaches applied for the investigation and trial of criminal cases, and also approaches and strategies for the prevention and control of crime.
3. To Provide them an insight into the administration of the correctional measures and programmes adopted for the treatment and rehabilitation of offenders.

Course Contents:

Unit- I

Crime: Definition, Distinction between Crime and Tort; Crime and Sin; Crime and Breach of Contract; Crime and Delinquency, New Forms of Crime Element, Causes, Classification of Crime and Criminals. **Criminology;** Meaning, Importance, Scope, Methods and Approaches of Studying Criminology.

Unit- II

Criminal Behavior: Meaning; Specific Elements affecting Criminal Behavior-Maturation, Segregation, Progressive Conflict, Development of New Techniques, Crime as a fashion, Criminal Organization, Professionalization of Criminals, etc; Crime as Deviant Behavior; Theories of Learning Criminal Behavior-Tarde's Theory of Imitation, Sutherland's Theory of Differential Association, Cloward and Ohlin's Differential Opportunity Theory, Davis Abrahamson's Psychiatric Variation Theory.

Unit- III

Victims of Crime: Typology of Victims; Role of Victim in Crime; Victim and Criminal Justice; Compensation to Victims- Provisions of Indian Criminal Procedure Code.

Unit- IV

Criminological Thought: Historical Development of Criminological Thought; Various Schools of Criminological Thought- Demonological Approach (Ancient thought); the Concept of Freedom of Will; the Classical School; the Neo-Classical School; Geographical or Cartographic School; the Ecological School; the Socialistic School; the Positivistic or Italian School (Lombroso's , Contribution); the Typological Schools the Mental Testers School, the Psychiatric School; the Sociological School; Thoughts by Freud Landers, William Healy and Alexender, Goring, Hootan, Sheldon, Binnet; and, the Multi-factor Theory.

Suggested Readings

- Agrawal, G.K. : 'Samajik Vighatan', Agra Book Store, Agra.
- Ahuja, Ram : 'Criminology', Minakshi Publications, Meerut.
- Banaras, H.C. & N.K. Teeters : 'New Horizons in Criminology', Prentice Hall of India, Pvt. Ltd., New Delhi.
- Clinard, Marshall B : 'Sociology of Deviant Behaviour', Holt, Rinehart and Winston, New York.
- Cohen, Albert K. : 'Deviance and Control', Prentice-Hall of India Pvt. Ltd., New York.
- Gessay, Donald R. : 'Crime and Social Process;
- Reid, Sue Titus : 'Crime and Criminology', Holt, Rinehart and Winston, New York.
- Siddique, Ahmad (1993) : 'Criminology-Problems and Perspectives', Eastern Book Co., Delhi.
- राम आहूजा एवं मुकेश आहूजा : 'विवेचनात्मक अपराधशास्त्र' रावत, पब्लिकेशन्स, जयपुर।
(2006)
- बघेल, डी0एस0 (2006) : 'अपराधशास्त्र', विवेक प्रकाशन, नई दिल्ली।
- चौहान, एम0एस0 (1998) : 'अपराधशास्त्र एवं आपराधिक प्रशासन' (Crime and Criminal Administration), Central Law Agency, इलाहाबाद।
- कपूर,बी0एस0 (1987) : 'अपराधी व्यवहार एवं अपराधी सुधार', मानवता प्रकाशन, वाराणसी।
- गोयल, सुनील एवं गोयल, संगीता (2007) : 'अपराधशास्त्र', आर0बी0एस0ए0 पब्लिशर्स, जयपुर।

Semester-II

Course 205 (D): RURAL COMMUNITY DEVELOPMENT

Course Objectives:

1. To Understand the social structure, function, social relations and institutions in rural community.
2. Understand the problems and issues of contemporary rural community
3. Develop an understanding of theoretical, practical approaches and models of rural community development.
4. Learn about the administrative Functioning of democratic and local institutions working in rural areas.

Course Contents:

Unit-I

Rural Community: Concept and Characteristics. **Dynamics of Rural Society:** Caste, Class and Gender Relations; **Major issues of rural community in India:** Structural Inequality, Rural Poverty, Livelihood and Food Insecurity, Indebtedness, lack of Basic Services, land Ownership, and Land Alienation.

Unit II

Rural Community Development: Concepts, Philosophy, Objectives and Scope.

Models and Approaches to Rural Community Development. Application of social work methods in rural development: Community Based Organizations (CBOs) and their roles in empowering the rural community.

Unit-III

History of Rural Community Development in India: Pre Independence : Sriniketan experiment, Gurgaon experiment, Marthandam Experiment, Baroda Experiment, Firkha Development Scheme, Etawa pilot project, Nilokheri Experiment, Gandhian Constructive Programmes. **Five Year Plans and Rural Community Development:** Programmes and Policies. **Application of Participatory Rural Appraisal, RRA, PLA.**

Unit-IV

Concept of Democratic Decentralization, Panchayati Raj Institutions (PR1) in India . Administrative pattern of community development and Panchayat raj system at local, block and district level.

Rural Development Agencies: National Institute for Rural Development (NIRD), National Bank for Agriculture and Rural Development (NABARD) Regional Rural Bank (RRB). **E-Governance in Rural Development.**

Suggested Reading

- Singh, Katar, (1995) : ‘Rural Development’.
- Rao,(2000) : ‘Sustainable Development’
- Rajora, Rajesh, (1998) : ‘ Integrated Water Shed Management’,
Rawat Publications.
- Palanithurai, (2006) : ‘Dynamics of New Panchayati Raj System in
India (Vol. 5)’, Concept Publications.
- Sharma,(2005) : ‘Grass Root Governance’, Aalekh Publications
- Sisodia, (2005) : ‘Functioning of Panchayati Raj System’, Rawat
Publications
- Debroy & Kaushik,(2005) : ‘Emerging Rural Development Through
Panchayats’, Academics Foundation
- Singh, Tej (ed) (2006) : ‘Disaster Management’, Akansha.
- Jain S.C. : ‘Community Development and Panchayat Raj in
India’
- Mukarji B. : ‘Community Development in India’, Orient
Longman, New Delhi.
- Singh A.N. (1997) : ‘Community Empowerment Education: An
Interdisciplining Approaches’, Ambala,
Hariyana.
- Singhal, C.S. (2003) : ‘Behavior Management in Rural Development’
Associated Publication, Ambala, Hariyana.

Semester-II

Course 205 (E): LABOUR LEGISLATION AND SOCIAL SECURITY

Course Objectives :

1. To know labour as a legal setting;
2. To learn various labour laws;
3. To understand the concept of social security.

Course Contents:

Unit – I

Labour Legislation: Needs, scope, Nature and Principles; Indian Constitution and Labour; **The Factories Act, 1948:** Interpretation, Inspecting staff, Provisions Related to Health, Safety, Welfare, Working Hours of Adults; Employment of young persons and leave; **The Industrial Disputes Act, 1947:** Definition; Authorities; Powers And Duties; Procedure; Strike and Lockouts; Lay-Off and Retrenchment.

Unit – II

The Trade Union Act, 1926: Registration Process; Rights and liabilities of Registered Trade Unions. **Industrial Employment (Standing Orders) Act, 1946:** Salient Features. **The Contract Labour (Regulation and Abolition) Act, 1970:** Salient Features.

Unit – III

Social Security: Concept; Scope and Types. **The Workmen's Compensation Act, 1923:** Interpretation, Provisions Related to Compensation and Commissioner. **The Employees' State Insurance Act, 1948:** Authorities, Contributions and Benefits. **The Maternity Benefits Act, 1961:** Salient Features.

Unit – IV

Wages and Perks: Concept of Bonus, Gratuity and Provident Fund; The Minimum Wages Act, 1948 – Salient features. The Payments of Wages Act, 1936 – Definition, Deductions and Penalty.

Suggested Readings

- Malik, P.L. : 'Industrial Law', Eastern Book Company.
- Mishra, S.N. : 'Labour and Industrial Law', CPL.
- I.L.I.Publication : 'Labour Law and Labour Relations-Cases and Material', New Delhi.
- Siddiqi, Z.M.S. and M.A. Wani (ed.): 'Labour Adjudication in India', ILI, New Delhi.
- सिंह, इन्द्रजीत : 'श्रमिक विधियों', सेन्ट्रल लॉ पब्लिकेशन्स, इलाहाबाद ।
- शर्मा, गंगा सहाय : 'श्रमिक विधियों' सेन्ट्रल लॉ एजेन्सी, इलाहाबाद ।
- सिन्हा एवं इन्दुबाला : 'श्रम एवं समाज कल्याण-भारती प्रकाशन', पटना ।
- मिश्र, सूर्य नारायण : 'श्रम एवं औद्योगिक विधि', इलाहाबाद लॉ एजेन्सी पब्लिकेशन्स ।

Bare Act of Various Labour Law www.ilo.org

Semester-III

Course 301: HUMAN RIGHTS, ADVOCACY AND SOCIAL JUSTICE

Course Objectives:

1. The course aims to impart to MSW students a general idea of the principal aspects of human rights and social justice in a broad sense.
2. It also aims at instructing students about the basic concept, values, philosophical and historical foundations of human rights, social justice and advocacy.

Course Contents:

Unit-I

Important Historical Documents on Human Rights: The Declaration of Independence; Declaration of Rights of Men and Citizen; Declaration of the Rights of Working and Exploited People; United Nations Charter, Universal Declaration of Human Rights 1948.

Unit-II

International Treaties on Human Rights: International Covenant on Civil and Political Rights 1966, International Covenant on Economic, Social and Cultural Rights 1966. International Convention on the Elimination of All Forms of Racial Discrimination. Convention on the Rights of the Child.

Unit-III

INDIA and the Human Rights: The Independence Pledge; Fundamental Rights and Economic Programme; India's Charter of Freedom, Human Rights enshrined in Indian Constitution: Preamble of the Constitution of India, Fundamental Rights, Directives Principles of State Policy, Fundamental Duties and other provisions; National Human Rights Commission and State Human Rights Commission.

Unit-IV

Advocacy and Social Justice: Concept, Objectives; Modes of Advocacy; Social Justice as a Tool of Social Work, Role of Social and Political Movements; Mobilizing Public Opinion- Social Justice lobbying, legislative lobbying, Media advocacy, Networking and Liaisoning.

Suggested Readings

- Agrawal, H.O., (1983) : Implementation of Human Rights Covenants with Special Reference to India (Allahabad: Kitab Mahal).
- Alam Aftab, ed., (1999) : Human Rights in India: Issues and Challenges (New Delhi: Raj Publications).
- Bajwa, G.S. and D.K. Bajwa (1996) : Human Rights in India: Implementation and Violations (New Delhi; D.K.Publishers)
- Bhagwati, P.N., (1985) : Legal Aid as Human Rights (Dharwad, Jagruk Bharat)
- Bhargava, G.S. and R.M. Pal ed., (2000) : Human Rights of Dalits: Societal Violation (New Delhi: Gyan Publishing House).
- Dev Arjun, Indira Arjun and Das Supta, (1996) : Human Rights: A Source Book, NCERT, New Delhi.
- ILO (1969) : Comparative Analysis of the International Covenants on Human Rights and International Labour Conventions and Recommendations, Official Bulletin (Geneva), Vol.52, no.2, 1969, pp. 181-216.
- National Council for Teacher Education, (1996) : Human Rights and National Values: Self – Learning Module, Vol.I-III (New Delhi).
- Kaushal, Rachna, (2000) : Women and Human Rights in India (New Delhi: Kaveri Books).
- Thomas, M.A., (1992) : The Struggle for Human Rights (Bangalore: Asia Trading Corporation).

Semester-III

Course 302: POPULATION STUDIES AND ENVIRONMENT

Course Objectives :

1. To learn the theme of population studies;
2. To analyze the relations between population and development.
3. To develop among the learners an understanding about the fundamental issues of Population and environment.

Course Contents:

Unit – I

Concept of Population Studies and Demography: Demography-Concept and Scope; Salient Features of population; Malthusian theory of Population, Sources of population data- census, registration and sample survey; Demography and Social Work.

Unit – II

Basic Concepts of Demography: Concepts of Nuptiality, Fertility, Mortality, Morbidity, Life Tables and Migration; Measurement of Fertility, Mortality and Migration; Factors Affecting Fertility, Mortality and Migration.

Unit – III

Population and Health in India: India's Population-Composition and Distribution; The Problem of Population Explosion ; National Population Policy 2000 National Health Policy 2002; Evolution of Family Welfare Programme in India; Methods of Population Control-their merits and demerits, Role of Social Work in Promotion of Health and Family Welfare in India.

Unit – IV

Concept of Environment; Issues and Challenges of Environment; Environmental Hazards; Types of Pollution and Methods of their control; Environmental Movements in India; Main Provisions of the Environment (Protection) Act, 1986; Air (Prevention and Control of Pollution) Act,1981; and The Water (Prevention and Control of Pollution) Act, 1974; Role of Social Work in the Field of Environment.

Suggested Readings

- बघेल, डी0एस0 तथा किरण, बघेल
कुमार, वि0 : 'जनांकिकी', विवेक प्रकाशन, जवाहर नगर, दिल्ली।
- Mishra, B.D. : 'जनांकिकी', साहित्य भवन, आगरा।
- Mishra, B.D. : 'An Introduction to the Study', South Asia
Pub.Pvt.Ltd., New Delhi.
- Hauser, Phillip M. and : 'The Study of Population', The University of
Otis Dudley Duncan Chicago Press.
- Bhende, Asha A. and Tara : 'Principles of Population Studies', Himalaya
Kanitkar Publishing House.
- Heer, David M. : 'Society and Population', Tata Mc Graw Hill.
India.
- Thampson, Worren S. : 'Population Problems', McGrawHill, NewYork.
- Davis, Kingsley : 'The Population of India and Pakistan', Russell
& Russell, NewYork.
- Spiegelman, Mortimer (1968) : 'Introduction to Demography', Harvard
University Press.
- Hill, R.and J.M.Styces (et al) : 'The Family and Population Control', The
University of North Caroling Press.
- Hauser, P.H.(ed.) : 'Population and World Politics', The Free Press
of Glencoe.
- Chandrasekhar, S. : 'Population and Planned Parenthood in India',
George Allen & Unwin Ltd., India.
- Brass, W. : 'Biological Aspects of Demography', Taylor &
Frances and Barhes & Noble.
- Ishrat, Z.Hussain : 'Population Analysis and Studies', Abacus Press.
- Chandrasekhar, S. : 'Population and Law in India'- Blackie & Sons.
(India).
- Epstein and Jackson (ed.) : 'The Paradox of Poverty', Macmillan Co.
- Vig, O.P. : 'India's Population', Sterling Publishers.
- Bose,Desai and Jain : ' Studies in Demography', George Allen and
Unwin Ltd.
- National Family Health : 'International Institute of Population Science &
Survay-1, 2 and 3 Mo HFW', Govt. of India, New Delhi.

Semester-III

Course 303: SOCIAL AND HUMAN DEVELOPMENT

Course Objectives:

1. This paper aims to acquaint students with the concept, parameters and issues of multidimensional social development.
2. Students will learn some theories and models of development.
3. This paper also focuses on the emerging concepts of sustainable human development as well as and gender and development.
4. Students shall also learn to perceive development with human rights perspective.

Course Contents:

Unit- I

Concept of Development and Social Development; Meaning and Scope of 'Development', 'Social Development' and 'Inclusive Development', Parameters of Social and Economic Development; Various Approaches/Models of Development: Marxian, Gandhian and Vinoba's; Indicators of Social Development.

Unit- II

Human Development: Meaning, Characteristics; Measurement of Human Development: Methods and Tools; the Human Development Index (HDI) and the Human Poverty Index (HPI); Social, Cultural, Political and Ecological Critiques of Development, Major Conventions and Protocols relevant to Human Development.

Unit- III

Sustainable Development and Sustainable Human Development: Philosophy, Principles and Indicators, Development as a Human Rights; the Need of Development without Destruction and Displacement.

Unit- IV

Gender and Development: Concepts of WID (Women in Development), WAD (Women and Development), and GAD (Gender and Development); GAD as an Analytical Tool, Gender Development Index (GDI). Approaches to Empowerment of Women; Gender Sensitive Development-Need and Pre requisites.

Suggested Readings

- Drege, Jean and Amartya Sen (1996) : Indian Development: Selected Regional Perspectives, Oxford University Press.
- Gore, M.S. (1985) : Social Aspects of Development, Rawat Publications, Jaipur.
- Kulkarni, P.D. and M.C. Nanavatte (1997) : Social Issues in Development, Opal Publishing House.
- Srivastava, S.P.(ed.)(1998) : The Development Debate: Critical Perspectives Rawat Publications, Jaipur.
- Todaro, M.P. (1997) : Economic Development in the Third World, Hyderabad, Orient Longman.
- Das, K. Debendra (ed.) (1994) : Structural Adjustment is the Indian Economy, Deep and Deep Publications, New Delhi.
- Dutt, Ruddar (ed.) (2002) : Second Generation Economic Reforms in India, Deep and Deep Publishers, New Delhi.
- Chakravarthy, Sukhamoy (1997) : Development Planning : The Indian Experience, Oxford University Press.
- Dutt and Sundaram (1995) : Indian Economy, Sultan Chand and Company Ltd.
- Reddy, Y.Venugopal (1979) : Multi Level Planning in India, Vikas Publications, New Delhi.
- Bakers, Gary (1993) : Human Development Revisited , Chicago University Press.
- Haq, Mahbub-ul : Poverty Curtain, Oxford University Press.
- Haq, Mahmub-ul (1998) : Reflections on Human Development, Oxford University Press.
- Myrdal, Gunnar (1990) : Asian Drama, Kalyani Publication.
- Meier & Banch : Issues on Economic Development, OUP.
- Kautilya : Arathshastra, Penguin India.

Semester-III

Course 304: COUNSELLING & COMMUNICATION

Course Objectives:

1. Understand the concept and goals of By studying this course, the learners shall counselling and communication as a helping process.
2. Develop attitudes and inculcate values that enhance investment of self in the counselor's role; and
3. learn to apply counseling and communication skills while working with clients in various settings.

Course Content:

Unit-I

Counselling: Meaning; Definition; Need; Goals; Types; Principles; Skills of Counselors; Problems faced by Counsellors; Recent Trends in Counselling; Social Work & Counselling.

Unit-II

Methods and Techniques of Counseling: Counseling Methods; Techniques; Reflective discussion, Advise, Motivation, Clarification, Modeling, Role-playing, Reality orientation, Confrontation, and Reaching out; The Counselling Process – Phases and Steps.

Unit-III

Communication: Concept & Definition; Components; Significance; Steps; Channels; 7 C's of Communication; Methods, Principles and Skills of Communication; in Social Work; Barriers to Communication; Methods of Removal of these Barriers; Role of Communication in Social Work.

Unit-IV

Communication System in Organizations: Types of Communication: Formal and Informal; Intrapersonal & Inter-Personal; Verbal/Oral, Non-verbal/Written Communication. Directions in Communication: Vertical, Horizontal & Diagonal, Rumors and Grapevine-their Meaning, Causes and Effects; Ways to establish an Effective Communication System in Organizations.

Suggested Readings

- Mishra, Vijaya (1991) : Communication Dynamics, Aurangabad : Kirti Prakashan.
- Rathnaswamy P (1995) : Communication Management, New Delhi :
Deep and Deep Publications.
- Mishra, R.C., (2004) : Guidance and Counseling, APH Publication, New Delhi.
- Mohan Krishna &,
Banerji Meera : Developing Communication Skills –
Macmillan India Ltd.Delhi.
- Khwaja, Ali (2000 Ed.) : Booklets on Counseling, Bangalore : Banjara Academy.
- Oberay,Dr. S.C., (2006) : Educational , Vocational guidance & Counselling,
International Publishing House, Merath .
- Ray, Amarnath, &
Asthana Madhu (2005) : Guidance and Counselling : Concept,
Areas and Approaches , Motilal Banarsi
Das , Delhi , 2005.
- Singh, Prof. Surendra , : Communication in Organization , Bharat
Book Centre, Ashokmarg , Lucknow, 2003.
- Antony John D (1996) : Types of counselling, Anurgraha
Publications,Nagarcoil.
- Asch. M., (2000) : Principles of Guidance and counselling,
Sarup & Sons, New Delhi.
- Gipson Robert L and
Mac Million. :Introduction to Counselling and guidance, third edition,
- Jones Richard Nelson, (1998) : Principles of counselling and Helping
skills,Chassell Pic. London.
- Narayana Roa. S.. (1991) : Counselling and guidance. second edition.
Tata McGraw-Hill. New Delhi.
- New, Caroline &
Katie Kanffinan, (2004) : Co-Counselling, The theory and Practice of
: Reevaluation, Rutledge, London.
- Joyce, Lishman (1994) : Communication in Social Work, New York Palgrave.
- Crispin Cross P. (1974) : Interviewing and Communication, Bostan :
Routledge and Kegen Paul.
- Lister Ford, (2002) : Skills in Transactional Analysis Counseling and Psycho-
Therapy, Sage Publication, 2002.
- Ray Wolfe (1963),et.al : Handbook of Counseling, Sage
Publications Hall, New York.
- Bassell R., (1971) : Interviewing and Counseling, B.T.
Botsford, London.
- Gustard J.W., : The Definition of Counseling in R.F.
Birdie, Minnepolis University of
Minnesota Press.
- Gustard J.W., : Roles and Relationships in Counseling,
Minneapolis University of Minnesota

Semester-III

Course 305(A): ABNORMAL BEHAVIOR AND ITS MANAGEMENT

Course Objective:

1. To Understand the Concept of Mental Health, Symptoms and causes of Mental Diseases.
2. To learn about the different types of mental disorders and care services.
3. To develop appropriate skills among the Psychiatric social workers.

Course Contents:

Unit-I

Concept of Normal and Abnormal Behaviour: Concept of Mental Health and Illness; Components of Mental Health; **Normal and Abnormal Behavior:** Concept and Definition, Symptoms of; Concepts of Psychoses and Neuroses; Classification of Mental and Behavioral Disorders- DSM-IV & ICD-10.

Unit-II

Epidemiology, Etiology, Types, Clinical Manifestation and Management of Psychoactive Substance Use Disorder, Schizophrenia, Mood Disorders, Neurotic, stress related, somatoform disorders, Mental Health Problems of Children and Adolescents.

Unit-III

Mental Health Care: Legislation and Programmes: National Mental Health Programmes; Mental Health Act-1987. Community Mental Health Care and the Concept of Therapeutic Community.

Unit-IV

Approaches to Mental Health Care: Community Consciousness about Mental Health; Approaches to Mental Health Care; Use of Innovative Approaches, Mental Hospital as a Social System, Partial Hospitalization.

Suggested Readings

- French, Louris Meredith (2005) : Psychiatric social work, the common wealth fund, New York.
- Jones, Maxwell (1990) : The Therapeutic Community, Basic Books, New York.
- Verma, Ratna (1991) : Psychiatric Social Work in India, Sage Publication, New Delhi.
- Masserman, Jules H. et al (1973) : Hand Book of Psychiatric Therapies, Jason Aaronson Inc.
- Denzin, Norman K. (1987) : Treating Alcoholism-an alcoholic anonymous approach, Sage Publication.
- Dickson, Clifford Martha (1981) : Social Work Practice with the Mental retarded, Collier MacMillan.
- Singh H.G. (1977) : Psycho Therapy in India, National Psychological Association.
- Skinner, Sue Warland (1981) : Development in Family Therapy, Routledge & Kegan Paul, London.
- Gordon, Paul, L. & Lenz R.J. (1977) : Psychological treatment of chronic mental Patients, Harvard University Press, London.
- Kaplan Harold, et al. (1980) : Comprehensive text book of psychiatry, Williams & Wilkins, Vol I, II & III.
- Mullre, Alfred H. (1979) : Psycho Therapy, London press, Methuen.
- Garland, Margaret (1983) : The other side of Psychiatric care, MacMillan.

Semester III

Course 305 (B): WELFARE OF CHILDREN

Course Objectives:

1. To understand the situation and need of children.
2. To understand children facing difficult circumstances and the impact of difficult circumstances on children's development.
3. To know the child related laws.
4. To know the programmes and services for child welfare.
5. To understand & acquire the skills for working with children.

Course Contents:

Unit-I

Child Welfare: Concept, Objectives and Scope; Concept of Child Rights and Child Development; Demographic Profile of Children in India; Needs of Children: Physical, Psychological, Social, Emotional and Educational.

Unit-II

Children in difficult circumstances: Child Labour, abandoned and unplanned children, physical and intellectual handicaps, addiction related problems in children, children in streets, juvenile delinquency, child abuse, child trafficking, child marriage, HIV affected children, special problems of girl child of problems related to education.

Unit-III

Law Related to Children: Constitutional safeguards for children in India. Laws related to children in India. Child marriage Restraint Act, 1929, child labour (Prohibition and Regulation), Act, 1986, Young person harmful publication Act, 1986, Juvenile Justice (Care and Protection of children) Act, 2000, Rights to Education Act, 2009, Hindu Minority and Guardianship Act, 1956, Hindu Adoption and Maintenance Act, 1956. U.N. Convention on the Rights of the child, 1989.

Unit-IV

Policies and Interventions: National Policy & charter for children. National Plan of Action for children-2005. Commission for Protection of child Rights. Services for the children in need: counseling, guidance, school serial work, crèche, sponsorship. Programme of government for the welfare and development of children. Social Work intervention with children.

Semester - III

Course 305(C): PENOLOGY – PENAL CODE AND MACHINERY OF JUSTICE

Course Objective: The objective of this course is to acquaint the students with-

- The Concept of penology;
- Penal, Codes and procedures; and
- Reform Machinery and justice system.

Course Contents:

Unit-I

Concept of Penology- Meaning and Definition of penology, Features; Scope; Schools of Penology; the Concept of Punishment; Types of Punishment; Theories of Punishment.

Unit-II

Penal Codes and Procedures: Indian Penal Code- Definition; Offences against Person, Offences against Property; Offences against Reputation; Offences against Public Peace and Order.

Criminal Procedure Code- Classification of Court; Classification of Criminal Cases; Survey Warrant- Bailable and Non-bailable, Cognizable and Non- Cognizable Offences Complaint and F.I.R.; Investigation Procedure; Framing of Charges; Procedure of Trial.

Indian Evidence Act. – Relevancy, Admissibility, Burden of proff, Examination of witness.

Unit-III

The Police: Meaning of Police; Police System; Functions of Police; Role of Police in Crime Prevention; Constraints and Difficulties faced by Police in India. Measures to Improve the Efficiency of Police.

Unit-IV

The Criminal Courts and Their Role in Crime Prevention:

Sessions Court- Structure & Functioning; **High Court-**Structure & Functioning;

Juvenile Courts – Meaning, History, Organization and Jurisdiction of Juvenile Courts; Distinction between Juvenile Court and Criminal Court; Trial of Crimes, Social Defence Services, Pardons; Indeterminate Sentences; Role of Courts in Prevention of Crime.

Suggested Readings

- Agrawal, R.S. & Sarvesh Kumar : Crime and Punishment in New Perspective; Mittal, New Delhi-1986.
- Gillin, J.N. : Criminology and Penology.
- Haikerwal, B.S. : Penology Old and New
- Parangape, N.V. : Criminology and Penology Central law Publications, Allahabad.
- Bailey, D.N. : Police and Political Development in India.
- Baxe, U. : The Crisis of Indian Legislation.
- Deb, Ram Krishna : Principles of Criminology, Criminal Law and Investigation. S.C. Sarkar. 1991.
- Saran : Investigation. S.C. Sarkar. 1991.
- Dutta, N.K. : Origin and Development of Criminal justice in India, Deep and Deep, New Delhi 1990.
- Kaplan, John : Criminal Justice, Foundation Press, Mineola, New York.
- Khanna, H.R. : The Judicial System
- Chaturvedi, T.N. & Rao, S. Venugopal : Police Administration Indian Institute of Public Administration, Indraprastha estate, New Delhi.
- Kapoor, H.L. : Police Investigation Law and Procedure Ess Ess Publication, Ansari Road, New Delhi.
- Govt. of India : Base Acts, Indian Evidence Act.
- Govt. of India : Base Acts, Indian Penal Code.
- Govt. of India : Base Acts Code of Criminal Procedure.
- Chaturvedi, Murlidhan : Dand Prakariya Sanghitha Allahabad law Agency.

Semester-III

Course 305 (D): URBAN COMMUNITY ADMINISTRATION AND DEVELOPMENT

Course Objectives:

1. To understand changing patterns of urban community and urbanization process in recent times;
2. To understand the ecological and developmental issues and their implications on urban community;
3. To understand the structure and functioning of urban Bodies.

Course Contents:

Unit-I

Urban Community and Urbanization: Urban Community- Concept and Features; Distinction between Urban and Rural Communities ; the Rural- Urban Conflict. **Urbanization**-Concept and Characteristics; Theories of Urbanization; Causes and Consequences of Urbanization and Unplanned Urban Growth;. Major Problems of Urban Communities in India.

Unit-II

Urban Settlements Patterns: Ecological Patterns of Cities, Characteristics of Town, City and Metropolis, Suburbs, Satellite Town, and Hinterland, Slum: Definition and Characteristics Causes, Theories; Issues of Slum Dwellers; Causes and Types of Urban Pollution : Problems of Waste Management in Cities Measures to Improve Urban Areas.

Unit-III

Urban Administration: Urban Development Policies and Programmes in India; 74th Constitutional Amendment Act and the Role of Urban Local Bodies; Functions of Government and Non Government Bodies; Slum Clearance Board, Housing Board, Housing and Urban Development Corporation (HUDCO) , DUDA, SUDA and United Nations Centre for Human Settlement (UNCHS); Role of Voluntary Agencies in Urban Development.

Unit-IV

Urban Community Development: Concept; Objectives; Historical Background; Approaches; Principles; Process and Methods of Urban Community. Development. Importance of Community Planning and Community Participation –Then Importance; Steps Required; Role of Social Worker in Community Development Worker; Application of Social Work Method in the field of Urban Community Development.

Suggested Reading

- Singh, A.N. (1997) : Community Employment Education. An
- Singh, A.N. (1996) : The Child Ragpickers: Socio-Economic Strategies and Intervention Strategies, Shipra Publication, New Delhi.
- Aray & Abbasi (1995) : Urbanisation and its Environmental Impacts Discovery pub. New Delhi.
- Chatterjee, P. (1961) : "Social Work and Community Development," Indian Journal of Social Work, 21, (4) March. pp. 417-424.
- Clinard, Marshall B (1970) : Slums and Community Development, The Free press, New York.
- Development : Its implication for Social Welfare (ed.), Columbia Uni. Press, New York.
- Diddee, Jayamala (1993) : Trends, perspectives and challenges, Rawat Urbanisation Pub. Jeipur.
- Gneshwar, V : Urban Policies in India, Paradoxes and Predicaments Habitat International 19(3)
- Hegade, O. P. : Urbanisation in India 1981-91 Emerging Trends Patterns and Issues, Habitat International 19(3)
- Mitra, Arup (1994) : Urbanisation, slums, informal sector employment and poverty, B.R. Pub. Ramachandran (1989) : Urbanisation and Urban System in India, Oxford University Press, New Delhi.
- Singh, Shamsher, (1991) : Urban Planning Development, New Delhi.
- Thudipara, Jacob Z.(1993) : Urban Community Development, Rawat Pub., New Delhi.
- UN Habitat, (2003) : The Challenges of Slums, Earthscane Publications Ltd, London.
- UN Habitat,(2003) : The Slums of the world: The faces of urban poverty in the new millennium, United Nations Center for Human Settlements, Nairobi.
- Vibhooti, Shukla (1988) : Urban Development and Regional policies in India, Himalaya pub., Bombay.
- Vimala Rangaswamy (1967) : International Conference of Social Work: Urban Community

Semester-III

Course 305 (E): EMPLOYEE WELFARE AND TRADE UNIONISM

Course Objectives:

1. To Understand the Concept, Objective, Functions of Trade Unions and Employees Welfare.
2. To Develop Working ability in the learners in Welfare Management in Industries.
3. To Understand critical assessment and evaluation of IR and Welfare Management Practices as well as trade unionism.

Course Contents:

Unit-I

Employee Welfare: Concepts, Need, Scope, Principles, Approaches; Welfare Policy and Programme; Status and Role of Welfare Officer; Status of Women and Child Labour in India-Policies and Programme for Welfare of Women and Child Labour; Role of Social Work.

Unit-II

Employee Welfare in a Welfare State: Problems of Occupational Diseases and Employee Health; Industrial Social Work; Role of State, Employer and Trade Unions in promotion of Employee (Labour) Welfare in India; Role of Labour Enforcement Machinery; Role of International Labour Organization (ILO); Ministry of Labour and Employment – Structure, Functioning and Role.

Unit-III

Trade Union: Concepts, Objectives, Functions, and Structure of Trade Unions in India; Theories of Trade Unionism, Problems of Trade Unions; Trade Union in the LPG Era.

Unit-IV

Indian Trade Union Movement: Origin and Growth, Procedure of T.U Registration and Recognition; Status and Role of a Recognized union; Trade Union Security-Open Shop, Closed Shop, Union Shop and Check off; Trade Unions and their Political Affiliation-Causes and Effects.

Suggested Readings

- Mamoria, C. B. (1983) : 'Dynamic of Industrial Relations', Himalya Publishing House, New Delhi.
- Verma, P. & S.M. (1978) : 'Trade Union in India', MacMillan Co. of India Ltd. Delhi.
- Mathew, A.S. (1958) : 'Labour policy & Industrial Relations in India Ram Prasad & Sons', Agra.
- Singh, A.N. (1994) : 'Child Labour in India: Socio-Economic & Legal Perspectives', Shipra Publications, New Delhi.
- Singh, A.N. (1996) : 'The Child Ragpickers: Socio- Economic Perspective', Shipra Publications, New Delhi.
- Singh, A.N. (2001) : 'Women Domestic Workers: Socio-Economic Perspective & Industrial Strategies', Shipra Publications, New Delhi.
- Sharma, A.M.(2008) : Understanding Wage System, Himalya Publishing House.
- Sinha,G.P.and P.R.N.Sinha : Industrial Relations and Labour Legislations, (1977) Oxford and IBH Publishing Co., New Delhi.
- N.R. sheth (ed.) (1982) : Industrial Sociology in India, Allied Publishers Private Ltd.
- Galenson, Walter (ed.) : Labour and Economic Development, John (1959) Wiley & Sons, New York.
- Miller, G.W. (1951) : Problems of Labour, The Macmillan Company, New York.
- Dayal, Sahab (1980) : Industrial Relations System, Sterling Publishers Pvt. Ltd. New Delhi.
- Singh, A.N. : Child Labour in India-Socio-Economic Perspective, Shipra, New Delhi.

- Mishra, S.N. : Labour and Industrial Law , Allahabad Law Agency.
- Monappa, Arun (1988) : Industrial Relations, Tata McGraw Hill Publishing Company Ltd. New Delhi.
- Tripathi, P.S. (1978) : Personnel Management & Industrial Relations, Sultan Chand & Sons, New Delhi.
- पाठक, रामचन्द्र : श्रम समस्याएँ एवं श्रम कल्याण, विजय प्रकाशन मंदिर, वाराणसी।
- Pepall, L., and Dan Richards: Industrial Organization, Blackwell & George Norman Publishing Malden, USA.
- भगोलीवाल और भगोलीवाल (1986) : श्रम अर्थशास्त्र एवं औद्योगिक संबंध, साहित्य भवन, आगरा।
- Fincham, R. & Peter : Principles of Organizational Behavior, OUP, Rhodes (2005) New Delhi.
- Yoder, Dale (1958) : Personnel Management and Industrial Relations, Prentice Hall, USA.
- Reynolds, L.G. (1949) : Labor Economics and Labor Relations, Prentice Hall, New Jersey.
- Indian Law Institute (2007) : (i) Labour Law and Labour Relations, *I.L.I.*, New Delhi.
(ii) Labour Adjudication in India, *I.L.I.*, New Delhi.

Semester-IV

Course 401: SOCIAL POLICY, PLANNING AND ADMINISTRATION

Course Objectives:

1. To orient the students regarding different dimensions of social policy and social planning.
2. To acquaint the learners with the basics of social welfare administration.
3. To develop amongst the learners an understanding of the scope and modes of social work intervention in policy formulation and the planning process at different levels.
4. To develop a critical understanding among the learners about the various relevant issues in the realm of social policy, planning and administration.

Course Contents:

Unit-I

Social Policy: Concept and Scope; objectives; Sources; approaches and models of social policy. **Major Social Welfare Policies:** National Policies on Education, Housing, Environment, Disabled and the Displaced Persons.

Unit-II

Social Planning: Concept; objectives; scope and limitations of Social Planning. Planning as an Instrument of Social Policy. **The Planning Commission of India:** its structure & functions.

Unit-III

Social Welfare Administration: Concept & Scope; Need and objectives. **SWA & other concepts:** Public Administration, Social Administration and Social Work Administration. **Basic Administration Process:** POSDCORB & LPPOSSTCCORP.

Unit-IV

Social Welfare Administration in India: At the Central Level: Structure, Functioning, Jurisdiction of the central ministries of Social Justice and Empowerment; Tribal Affairs; HRD (Department of Women and Child Development). **Central Social Welfare Board:** its jurisdiction; structure & Functioning; Role of State Social Welfare Board. **At the State (UP) Level:** Administrative Structure and Functioning of the Ministry of Social Welfare.

Suggested Readings

- Goel, S.L & Jain P.K. : 'Social Welfare Administration' (2 Volumes).
Singh, Surendra (2012) : 'Encyclopedia of Social Work in India
(5 Volumes), New Delhi/Lucknow:NRBC.
Sachdeva, D.R. (1999-93) : Social Welfare Administration, Kitab Mahal,
Allahabad.
- Koontz, H. and H. Weirich : Essential of Management, McGraw Hill, New
Delhi. (1998)
- Norad : Guide to Planning and Evaluating NGO
Projects (Part II and III), Norway.
- Patti, R. : 'Social Welfare Administration in India',
Prentice Hall.
- Paul, Samuel : 'Strategic Management of Development
Programmes', ILO, Geneva.
- Sankaran, and Rodrigues : 'Handbook for the Management of Voluntary
Organizations', Alpha Publications, Madras.
- Siddiqui, H.Y.(ed.) : 'Social Work Administration-Dynamic
Management & Human Relationships', Prentice
Hall, New Jersey.
- Chaudhary, D.Paul : 'Social Welfare Administration', Atma Ram &
Sons, New Delhi.
- Fincham, R. and Peter : 'Principles of Organizational Behavior', Oxford
Rhodes (2005) University Press, New Delhi.
- Luthans, Fred : 'Organizational Behavior', McGrawHill Irwin.
- Awasthi & Awasthi : 'Lok Prashasan', Laxmi Narayan Agrawal,
(Hindi) (1992) Agara.
- Fadiya, B.L. (Hindi) : 'Lok Prashasan', Sahitya Bhawan Publication,
Agara

Semester-IV

Course 402: PARTICIPATORY DEVELOPMENT & PROJECT MANAGEMENT

Course Objectives:

1. To understand the concept, objective and functions of Participatory Development and Project Management.
2. To develop among the learners working ability and importance to use Participatory Development and Management in the Field.
3. To have critical assessment and evaluation of Participatory Development and Project Management.

Course Contents:

Unit-I

Participation: Concept, Significance, Typology, Barriers and Limitations. **Development of PRI** - Principles, Methods and Critical Considerations.

Unit-II

Participatory Monitoring and Evaluation: Meaning, Tools, Process, Impact; **Sustainability Analysis:** Concept, Institutional and Project Sustainability; **Approaches of Participation:** PLA, SARAR, Appreciative Enquiry.

Unit-III

Project: Meaning, Objectives, Types, Components; Coverage, Outlines and Process. Steps in Project Formulation; Demand Forecasting and Feasibility Study; Models of Constraints Analysis; Project Execution. **Project Monitoring and Evaluation-** Mid-term, Ex-post; Evaluation and its importance.

Unit-IV

Project Management: Project Planning- Screening of Project Ideas, Selection of the site of the Project; Allocation of Resources; Human Resource Planning; Employee Selection; Team Building; Team Management and Leadership; Financial Management; Intra-agency & Inter-agency collaboration and Co-ordination; Establishment of Reporting and Monitoring System; Performance Review and Evaluation; Preparation and Submission of Report to Appropriate Agency; Planning Post-project Activity and Termination of the Project. **Characteristics of Good Appraisal System-** Model Project Proposals; Need and importance; Model Society Proposal.

Suggested Readings

- Dale R. (1998) : 'Evaluation Frame Works for Development Programmes and Projects', Sage Publications Ltd.,New Delhi.
- Fernando, E. S (1998) : 'Project from Problems', St. Xavier's Church, Mumbai.
- Sharma, PM & Y.O. (2007) : 'Participatory & Local Social Development', Bharat Book Centre, Lucknow (India).
- Aggarwala D.V. (1977) : 'Hand book of Management Principles and Practices', All India Direction Publications, Chandigarh.

Semester-IV

Course 403: DISABILITY ISSUES AND REHABILITATION MEASURES

Course Objectives:

1. To Learn the disability, its types and causes;
2. To aware the problems of the disabled and
3. To Learn how to apply social work methods in rehabilitation of the differently able.

Course Contents:

Unit-I

Concept of Disability: Concept of disability, impairments, Handicap and differently Able. Their features and differences; Disability Classification: Types, Needs, and Extent; Causes of Disability Methods of coping with Disability.

Unit-II

Types of Disability: Visual Disability- Concept; Problems; Psycho-Economic, and Educational Problems of Blind; Speech and Hearing Disability- Concept; Causes and Extent of the Problem; Orthopedically Handicapped- Meaning, Characteristics, Causes and Extent of the Problem; Mental Disability- Concept; Characteristics; and Classification.

Unit-III

Social Response to Disability: Social Attitudes towards Persons with Disability (PWD); Stigma; Discrimination; Oppression; and Social Exclusion; Rights and Act related to disabled ; RCI Act; PWD Act; National Trust Act.

Unit-IV

Institutional Services and Rehabilitation: Special Services and Technical skills required for Different Types of Disabled; Policies and Programme Related to different types of Disability; Community Participation and major Organizations Working for the Disabled; Rehabilitation and Social Work Intervention for Psycho-Social and Economic Rehabilitation of the Disabled.

Suggested Readings

- Batra, Sushma (1981) : Social Integration of the Blind; Concept Publishing Co.
New Delhi.
- Ram Mani (1988) : Physically Handicapped in India; Ashish Publishing house,
New Delhi.
- Singh A.N. (2007) : Enabling the Differently Able; Shipra Publications, New
Dehli.
- Wadia A.R. (1963) : Handicapped Child; Tata Institute of Social Sciences,
Bombay.
- Mukharji M.M (e.d.) : Problems of Disabled People, Associated Publishers,
Ambala, India.
- More, G. (1977) : Teaching & Handicapped Child to Dress, Spastic Society,
London.

Semester-IV

Course 404 (A): PSYCHIATRIC SOCIAL WORK-THEORY AND PRACTICE

Course Objectives:

1. To trace the historical development of psychiatric social work in India and abroad;
2. To learn to apply the methods of social work in psychiatric setting;
3. To acquire knowledge and skill in rehabilitation of mental patients.

Course Contents:

Unit-I

History of Psychiatric Social Work: Historical Development of Psychiatric Social Work in UK & USA; Historical Development of Psychiatric Social Work in India.

Unit-II

Psychiatric Social Work- Meaning and Definition; objectives; Scope; Limitations; Process study, Analysis Diagnosis and Treatment Process in Psychiatric Social Work; Social Case Work; Group Work and Family Therapy in Psychiatric Setting.

Unit-III

The Psychiatric Patient and Social Work: Concept of Psychiatric Patient, their family and community; Property rights of Certified Mental Patients; Rehabilitation and Support Programme for Mental Patients: Role of Psychiatric Social Work in Execution of the in Community Mental Health Programmes.

Unit-IV

Role of Psychiatric Social Worker: Psychiatric Social Work as a Field of Social Work in India; Role of Psychiatric Social Workers in Different Settings i.e., Psychiatric OPDs; Government and Gen. Hospitals; Child Guidance Clinics; Epilepsy Clinics and Geriatric Clinics, etc.

Suggested Readings

- Callucutt, J.W. (1983) : Social Work and Mental Health, New York: The free press
Lecca, P.J. (eds).
- Ahuja, Niraj & Jyapee Brothers (2002) : A short textbook of Psychiatry, Medical Publishers
(p) Ltd, New Delhi.
- Mane Purnima & Y.Gandevia Katy (1993) : Mental Health in India Issues and Concerns ,
Tata Institute of Social Sciences, Bombay.
- Feld, Harry Gottes (1979) : Abnormal Psychology- Community Mental Health
Perspective , Library of Congress, London.
- Weinburg, S. Kirson (1952) : Society and Personality Disorders, prentice Hall Inc.

Semester - IV

Course 404 (B): WELFARE Of WOMEN

Course Objectives:

- 1- To understand the concept of women empowerment.
- 2- To assess the status of women in Indian society in content of the problems of women.
- 3- To know women related laws.
- 4- To know the programmes and services for women welfare.
- 5- To gain an overview of agencies where women form the major client group.

Course Contents:

Unit – I

Concept of women welfare, women development and women empowerment. Status of women in contemporary Indian society: Indications and Factors. Problems of women in Indian Content Violence female feticide, unmarried Motherhood, problems of working women, problems in relation to marriage (dowry, divorce, widowhood) problems of destitute women.

Unit – II

Review of social, economic and political rights of women, Constitutional safeguards for women in India, Special laws for protection of women: Maternity Benefit Act, 1961, Medical Termination of Pregnancy Act, 1971, Prevention of Women Against Domestic Violence Act, 2005, Dowry Prohibition Act, 1961, Indecent representation of women (prohibition) Act, 1986, and nates diagnostic techniques. (Act regulation and prevention of misuse, Act, 1994)

Unit – III

Women empowerment policy, 2001, Programmes of government for welfare of women, Women education, women employment, women health.

Unit – IV

National Commission for Women, Role of NGOs in Women: All India Women's Conference, Kasturba Gandhi national Memorial Trust, SEWA, YWCA, Mahila Samakhya. Social Work Intervention with Women.

Suggested Readings

- Seth, Mira (2002) : Women & Development-The Indian Experience, Sage Publications.
- Awasthi Alka, A. K. : Modernity, Feminism and Women Empowerment, Rawat
Srivastava (2002) (ed.) Publications.
- Sharma, Anita (1990) : Modernization and States of Working Women in India.
- Marjoria Agosin (2003) : Women, Gender and Human Rights A Global Perspective.
- Elizabeth Wilson : Women and the Welfare State Taristrk Publications.
- Mehra Repha, : Women & Rural Transformation ICSSR, CWDS.
K. Saradmoni (ed.)
Vina Magumdar
- Bela Rani Sharma 1997 : Women Marriage, Family Violence & Dwerie, Mangal Deep
Publications.
- Vibhuti Patel (2002) : Women's Challenges of the New Millennium, Gyan Publishing
House.

Semester - IV

Course 404 (C): Administration of Correctional Services

OBJECTIVES:

1. To develop an understanding of the concept and philosophy of administration of Correctional services.
2. To develop practice skills in prevention, correction and rehabilitation work in social defence.
3. To understand the philosophy, approaches and relevance of community based programmes of social defence.

Course Contents:

Unit – I

Correctional Administration: Meaning, Objectives & Scope, Problems of Correctional Administration in India Legal Provisions, Probation and Parole. Their principle and practice in India. Role of Probation workers in relation to policy, Courts Provisions Institution, community and the clients (scope for social work practice)

Unit – II

The Problems and Associated Legislation: The Problems of release and pre-release preparation. Problems of convicts and their family. Problems of Juvenile delinquency, Child-Abuse and Child labour & youth deviancy. Juvenile Justice Act as amended in 2006. Child labour Act. Immoral Traffic Prevention Act (ITPA in brief).

Unit – III

Institutional Correctional Services : Prisons, Remand Homes, Observation Homes, Special Schools, Beggar Homes. De addiction Centres. Role of social worker in institutions for providing co-ordinated and holistic services.

Unit – IV

De-Institutionalization of Corrections: non-institutional services. Adoption, foster care, family Counselling, Crisis intervention centres, Aftercare, rehabilitation and reintegration of offenders. Role of Social worker in non-institutional and aftercare services and programmes. Promoting communication – participation in correctional services.

Suggested Readings

- Valier, C. 2001 : Theories of Crime and Punishment. Essex:Longman.
- Chakrabarti, N.K (ed.) : Institutional Corrections in the Administration of
1999 Criminal Justice. New Delhi: Deep & Deep Publications.
- Kumari, V. 2004 : Juvenile Justice in India: From Welfare to
Rights. New Delhi: Oxford University Press.
- Devasia, V.V. 1992 : Criminology, Victimology and Corrections.
NewDelhi: Ashish Publishing House.
- Gaur, K.D. 2002 : Criminal Law, Criminology and Criminal Administration.
New Delhi: Deep and DeepPublications.
- Neshla 1997 : Atrocities Against Women. New Delhi:
Harman Publishing House.
- Strang, H., & Braithwaite, : Restorative Justice and Civil Society.
J. 2001 Cambridge University Press
- Bhattacharya, S.K. 2003 : Social Defence: An Indian Perspective. New
Delhi: Regency Publications.
- Tandon, S.L. 1990 : Probation: A New Perspective. New Delhi:
Reliance Publishing.
- United Nations 1985 : Alternatives to Imprisonment and Measures
for the Social Resettlement of Prisoners. New
York:United Nations.
- राम, आहूजा, एवं मुकेश आहूजा : अपराधशास्त्र, रावत पब्लिकेशन्स, जयपुर।
चौहान, एम.एस. : अपराधशास्त्र एवं अपराधिक प्रशासन, सेन्ट्रल लॉ एजेन्सी।
सचदेव, डी.आर. : भारत में समाज कल्याण प्रशासन, किताब महल, इलाहाबाद।
वर्मा, ओमप्रकाश : अपराधशास्त्र, रामबाग, कानपुर।
सिंह, श्यामधर (1991) : अपराधशास्त्र के सिद्धान्त, कमल प्रकाशन, इन्दौर।
बघेल, डी.एस. : अपराधशास्त्र, विवेक पब्लिकेशन्स, दिल्ली।
कपूर, बी.एस. : अपराधशास्त्र—अपराधी व्यवहार एवं अपराधी सुधार, ममता
पब्लिकेशन्स, वाराणसी।
- गोयल, सुनीता एवं संगीता गोयल : अपराधशास्त्र, आर. बी. एस. ए. पब्लिशर्स, जयपुर।

Semester- IV

Course 404 (D): TRIBAL COMMUNITY DEVELOPMENT

Course Objectives:

1. To acquire specific knowledge on Tribal Community, Problems, Control.
2. To enable the student to understand the various problems of tribal people. i.e. social, Educational, Infrastructural, health & women.
3. To enhance skills on critical review of tribal development Programmes and its Application of social work methods.

UNIT – I

Tribes: Concept and Characteristics - Nomadic and De-notified Tribes - History of Indian Tribes; Major Distribution of Tribes in India.

UNIT – II

Tribal Social Structure: Socio - Economic conditions; Cultural and Religious Aspects; Status of Women and Children; Marriage: Polygamy, Polyandry and Dormitory Marriage Tribal Leadership.

UNIT - III

Problems of Tribes: Poverty, Literacy, Exploitation, Atrocities on Tribes - Tribal resettlement and Rehabilitation and its related issues; **Social Problems-** social exploitation, migration, education, dropouts,

Health Problems: Malnutrition, Sickle cell disease, Skin disease, Anaemia, Goitre, Traditional Health Practice and Approaches to Treatment; HIV/AIDS, Health services, drinking water and health, sanitation problem,

Economic Problems: Automation, Modern life, Impact of Media, Land, Alienation, Challenges in relation to agriculture, employment, Misappropriation, displacement.

Political Problems, Infrastructural Problems- Transport, Communication, Recreational.

Women's Problems: Status of women in tribal community, workload and impact on health, educational status, illiteracy, adjustment, malnutrition, early marriage. Challenges related to physical and mental health, Psychological disorders

UNIT- IV

Tribal Development Administration: Administrative structure at Central, State and District Level - Hill Development Councils - Role of Tribal Development Agencies - Constitutional Provision for the protection of tribes - Research and Training in Tribal Development - Role of NGO's, Tribal development policies and plans in India. Role of Social Workers in Tribal Development. The 73rd and 74th Constitutional amendment: Panchayati Raj and new Political Structure.

Suggested Readings

- Government of India: Five year plans Kitab Mahal, New Delhi.
- William, Biddle, j: 1965. The community development process- The discovery of local initiative, Holt Richards and Wington, New York,
- Bhattacharjee, J.B., 1989 .Sequences of Development in North East India, New Delhi: Omsons Publications,
- Fuchs, S., 1982. The Original Tribes at India, Delhi: McMillan and Co.,
- Sangma, M., 1981 History and Culture of the Garos, New Delhi: Book today,
- Sharmam D., 1984. Planning for Tribal Development, New Delhi: Prach Prakashan,
- Singh, K.S. 1982., Tribal Movements in India, Vol. I, Delhi: Manohar,
- Gare G.M. 1974 Social Change among the tribal of western Maharashtra
- Gare G.M. 1974. social change among the tribal of western Maharashtra,
- Shab. D.V. 1979. Education and social change among the tribal in India –
- Shah D.V.1979. Education and social change among Tribal in India
- Patil R.N. Shish publishing house 8181, Punjabi Bagh, New Delhi – 110028
- D.V.V. Ramona Rao – Tribal Development New Approaches Discovery publishing house New Delhi –110002 (Indian)
- R.N.Mishra. Tribal cultural and economy – Ritu publication Indian economy –
- V.K.Puri- Himalaya Punlishing House

- Tripati R.N. Ashish publishing house 8/81, Punjabi bag , New Delhi .110028.
- D.V.V.Ramana Road- Discovery publishing house New Delhi 110002. (India)
- Tribal cultural and Economy – Ritu publication R.N. Mishra .
- Indian Economy –S.K. Mishra ,V.K.puri –Himalaya publishing House .
- Social and political Envirment in India Dr. Sub hash Naik –Everest publication .
- Dynamics of tribal migration – sonali publications New Delhi-
- Man power Employment policy and Labor welfare –K. Narindar Jetly – New
- Century publication , New Delhi .
- Tribal culture Economy and health – Shahi Bairathi – Rawat publications

- Dube, S.C. ,India’s Changing Villages.
- Haimendorf, Christoph von, Tribes of India;
- Hasnain, N., Tribes in India.
- Raza, Moonis and A. Ahmad, An Atlas of Tribal India .
- Sharma, Suresh, Tribal Identity and Modern World .
- Singh, K.S. , Tribal Situation in India (Indian Institute of Advanced Study)
- Singh, K.S, Tribal Society .
- Singh, K.S. , Economies of the Tribes and Their Transformation.
- Singh, K.S , Tribal Movements in India, Vol.I and II .
- Singh, K.S ,The Scheduled Tribes .

- Doshi S.L. : Tribal society in India.
- भट्टड़ राकेश, जनजातीय उद्यमिता का विकास.
- मेहता पी.सी., भारत के आदिवासी.
- नायडु पी.आर., भारत के आदिवासी विकास की समस्याएँ.
- पालोत आर.सी., राजस्थान की वनविहारी जनजातियाँ,

- Dynamics of tribal migration – Sonoli Publications New Delhi
- Man Power employment policy and Labour Welfare – K. Narindar Jetty – New Sentury
- Tribal culture economy and health shashi Bairathi – Rawat Publications

Semester - IV

Course 404 (E): Organizational Behavior and Industrial Relations

Course Objectives:

1. To Understand the Concept of Industrial Relations and organizational Behavior.
2. To know how disputes are settled in industries;
3. To develop understanding of behavior patterns in the organizations;
4. To learn different approaches of human relations.

Course Contents:

Unit-I

Concept of Organization: Theories of organization - classical, bureaucratic, system and contingency theory; Meaning of Organizational Behaviour, organizational process – communication, decision making, motivation

Unit - II

Human Relations in Industries, Different Approaches to Human Relations - contribution of Elton Mayo, Rensis Likert, Douglas Mc-Gregor, Tavistock institute and Chris Argyris.

Unit - III

Concept of Industrial Relations: Concepts, Objectives Scope, Determinants; Govt. Policy of Industrial Relations; Recent Trends in IR; **Industrial Disputes** - meaning, causes and effects; strike and lockout, gherao; lay-off and retrenchment; closure and termination of service.

Unit – IV

Approaches to Industrial Relations: Gandian and Systems Approaches to IR; workers participation in management-meaning; Methods; process; code of discipline and code of conduct; Bi-partite Approach to IR; tripartite approach to industrial relations-arbitration, conciliation and adjudication . **Participatory Management:** Meaning, Objectives Merits and Demerits, Reasons for Failure in India.

Suggested Readings

- Davar, R.S. : 'Personnel Management and Industrial Relations', Vikash Publishing.
- Mamoria C.B. & S.V. Gankar (2007) : 'Personnel Management', Himalaya Publishing House, Mumbai.
- Yaney, J.P. (1975) : 'Personnel Management', Charles E. Meroill Publishing Company', Columbus, Ohio.
- Tripathi, P.C. (2009) : 'Human Resource Development', Sultan Chand & Sons, New Delhi.
- शर्मा, प्रभुदत्त एवं हरिशचन्द्र शर्मा : 'लोक प्रशासन: सिद्धान्त एवं व्यवहार', कालेज बुक डिपो, जबलपुर।
- भाम्भरी, चन्द्र प्रकाश : 'लोक प्रशासन-सिद्धान्त तथा व्यवहार', जय प्रकाशनाथ एण्ड कम्पनी।
- अवस्थी, अमरेश्वर एवं श्री राम माहेश्वरी (1992) : 'लोक प्रशासन', लक्ष्मी नारायण अग्रवाल, आगरा।
- मामोरिया एवं मामेरिया (2007) : 'सेविवर्ग प्रबन्ध एवं औद्योगिक संबन्ध', साहित्य भवन पब्लिकेशन, आगरा।
- पाठक, आर.सी. (2006) : 'श्रम समस्याएँ एवं श्रम कल्याण', विजय प्रकाशन, मन्दिर।
- Sinha, G.P. and P.R.N. Sinha (1977) : 'Industrial Relations and Labour Legislations', Oxford and IBH Publishing Co., New Delhi.
- N.R. sheth (ed.) (1982) : 'Industrial Sociology in India', Allied Publishers Private Ltd. Delhi.
- Galenson, Walter (ed.) (1959) : 'Labour and Economic Development', John Wiley & Sons, New York.
- Miller, G.W. (1951) : 'Problems of Labour', The Macmillan Company, New York.
- Dayal, Sahab (1980) : 'Industrial Relations System', Sterling Publishers Pvt. Ltd. New Delhi.
- Singh, A.N. (2010) : 'Child Labour in India-Socio-Economic Perspective', Shipra, New Delhi.
- Mishra, S.N. : 'Labour and Industrial Law', Allahabad: Law Agency.
- Monappa, Arun (1988) : 'Industrial Relations', Tata McGraw Hill Publishing Company Ltd., New Delhi.

- Tripathi, P.C. (1978) : 'Personnel Management & Industrial Relations', Sultan Chand & Sons, New Delhi.
- Pepall, L., Dan Richards : 'Industrial Organization', Blackwell & George Norman Publishing Malden, USA.
- भगोलीवाल और भगोलीवाल (1986) : 'श्रम अर्थशास्त्र एवं औद्योगिक संबंध', साहित्य भवन, आगरा।
- Fincham, R. & Peter (2005) : 'Principles of Organizational Behavior', OUP, Rhodes New Delhi.
- Yoder, Dale (1958) : 'Personnel Management and Industrial Relations', Prentice Hall, USA.
- Reynolds, L.G. (1949) : 'Labour Economics and Labour Relations', Prentice Hall, New Jersey.
- Indian Law Institute (2007) : (i) Labour Law and Labour Relations, I.L.I., New Delhi.
(ii) Labour Adjudication in India, I.L.I., New Delhi.
- Fred Luthans & Robert Krietner : 'Organizational Behavior & Modification'
- Keith Davis : 'Evolving Model of organizational Behavior'.
- Ralf E. Ronner : 'Organisational Theroy'.
- प्रो० बालेश्वर पाण्डेय : 'संगठनात्मक व्यवहार'.