**BSW (HONS) 1ST SEMESTER**

**LC1: Communication English**

FM 100: Written Examination :60/ Viva- Voce: 40 Time: 3 Hours

1. General writing skills: (To be answered one out of two alternatives of each item)

15\*2=30

1. Letter writing ( personal, official, social, commercial: 150-175 words)
2. Report writing ( Report to newspaper/ State administration on current topics/ problems etc : 150-175 words)
3. Reading skills : ( To be answered one out of two alternatives)
4. Comprehension test 10\*1=10
5. Dialogue writing imaginary conversion between persons on various topics especially on recent topics (150-160 words) 10\*1=10
6. Notice writing (50-60 words) 5\*1=5
7. Telegram Writing (20-30 words) 5\*1=5
8. Expression: Oral communication and listening (viva-voce) 40

 (To be evaluated by the Internal examiner & External Examiner appointed by the University)

1. Communication Skill
2. Speaking skills
3. Principles of Sentence structure
4. Expansion of thoughts
5. Preparing of social project documentation

Books:

1. Business Correspondence & Report Writing, Sharma, TMH
2. Business Communication Strategies, Monipally, TMH
3. English for Technical Communication, Laxminarayanan, Scitech
4. Business Communication, Kaul, PHI
5. Communication Skills for Effective Mgmt., Gjhanekar, EPH

**BSW (HONS) 1ST SEMESTER**

**SWC 1: Social Psychology**

FM: 100(Exam-80, Internal Assessment-20) Time:3 Hours

**COURSE CONTENT**

|  |  |  |
| --- | --- | --- |
| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Introduction to Psychology and Social Psychology | **A brief introduction** to what is Psychology, social psychology as branch of Psychology, nature, definition, methods, and scope of social psychology, relation with other social sciences and social work.  |
| **2.**  | Foundation of human behavior  | Foundation of human behavior- biological, psychological and social.  |
| 3.  | Personality  | Definition, nature, shaping. Pattern of personality. Types of personality disorder, their relation with behavior problem. |
| 4. | Socialization | Content and process of socialization with emphasis on process in social work, role of culture, society and family in reciprocal interaction with personality from the point of view of cultural personality studies.  |
| 5. | Motivation | Concept of motivation, social motives, the transformation of primary motives into complex secondary motives, frustration and its effects on behavior.  |
| 6. | Life skills for adjustment in different settings | Training and intervention in life skills for enhanced adjustment, socialization in various settings orphanages, foster homes, adoption, SOS villages.  |

**Suggested readings:**

1. Introduction to Psychology- Clifford T Morgan, Richard A. King, J.R. Weisz and John Schopler, Seventh Edition (1988) Tata McGraw Hill Publishing Company Ltd, New Delhi.
2. An Introduction to Social Psychology- B. Kuppus- many (1999), Media Promotes and Publishers Pvt. Ltd, Bombay.
3. Psychology- R. A. Baron, Dorling Kindersley Pearson Education, South Asia, New Delhi.
4. An Introduction to Psychology- S.K. Mongal (2003), Sterling Publishers Pvt. Ltd.

**BSW (HONS) 1ST SEMESTER**

**SWC 2: Man and Society-1**

FM: 100 (Exam-80, Internal Assessment-20) Time: 3 Hours

 **COURSE CONTENT**

|  |  |  |
| --- | --- | --- |
| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Sociology and its relationship with their disciplines | Sociology, meaning, scope, and significanace- relationship with other social science disciplines, including social work.  |
| **2.**  | Society | Nature of human social life, functional requirements of society, types of societies, nature and characteristics of different types of societies, e.g, hunting and gathering, pastoral, agriculture, industrial. |
| 3.  | Culture | Culture: Definition and meaning, components of culture, culture and human behavior. |
| 4. | Elements of society | Community and groups, social institutions and associations, definitions, meaning and types.  |
| 5. | Institutions and associations | Basic social institutions and their characteristics: family, marriage, economic, political and religious institutions.  |
| 6. | Indian Society | India and its diversities, urban and rural life, hierarchy and discrimination in Indian society.  |

**Suggested Readings:**

1. Sociology- D.C. Bhattacharya, Bijoya publishing house, Kolkata.
2. Gidden’s Sociology- A. Giddens, Willy India Pvt, Ltd, Delhi.
3. Introduction to Sociology- Bidya Bhusan and D.R. Sachdeva, Kitab mahal, Allahabad.

**BSW (HONS) 1ST SEMESTER**

**SWC 3: History and Philosophy of social work-1**

FM: 100 (Exam-80, Internal Assessment-20) Time: 3 Hours

**COURSE CONTENT**

|  |  |  |
| --- | --- | --- |
| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Social Work profession | Meaning and concept of scientific social work principles of social work- need for education in social work.  |
| **2.**  | Social Work Tradition in India | Organization of services for the needy in ancient and medieval India- Role of joint family, caste and Panchayat in providing services for the needy in India, society in the past- interrelationships of state individual and society in making provisions for services for the needy.  |
| 3.  | Social reform movements and social work philosophy | Role of Social Reform movements of the nineteenth century and early twentieth century in India: Brahma Samaj, Arya samaj, Theosophical society.  |
| 4. | Social work in India during the British Period and early twentieth century. | Role of Christian missions in the development of social services in India. Indian Philanthropic Institutions: Ramakrishna Mission, Social Services by Religious groups- Christians, Muslims, Parsees and Sikhs. |
| 5. | Development of Social work in Great Britain and USA. | History of development of social work in Great Britain and USA- Elizabeth Poor Low Charity Organization Society, UK and Charity Organization Society, USA. Evolution of social work practice in different settings, beginning of scientific social work education.  |
| 6. | Social welfare in the post- Independence period. | Social welfare programmes of the state during post- Independence periods- programmes under five year plans and role of voluntary organizations in the development of social services and development programmes.  |

**Suggested Readings:**

1. Ideologies and social work: Historical and Contemporary Anlysis- M. Desai, 2002, Rawat Publications, Jaipur.
2. Concepts and Methods of social work- W.A Friedlander, 1958, Prentice hall, Englewood Cliffs.
3. Understanding Social Work- History and Content- John Pierson, Rawat Publications, Jaipur.
4. Indian Socail Problems- G.R. Madan, Allied Publications, New Delhi.

**BSW (HONS) 1ST SEMESTER**

**SWC 4: Field Work- II (In rural and urban settings)**

F.M: 100

**BSW (Hons) 2nd Semester**

**LC2: Bengali/ Hindi (The syllabus of Vidyasagar University to be adoted)**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**BSW (HONS) 2nd SEMESTER**

**SWC 5: Methods of Social Work-I**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**COURSE CONTENT**

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| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Introduction to social case work. | Concept, definition, objectives, historical ambiance, principles and techniques of social case work- Interviewing as an important tool for case work practice.  |
| **2.**  | Nature of professional relationship and its importance in social work. | Nature and formation of professional relationship in social work practice. Client case worker relationship. |
| 3.  | Rudimentary knowledge about human behavior theory. | System and Role theory, Psychoanalytic theory, person- centered approach, Cognitive and Rational Emotive theory.  |
| 4. | Integrated approach to social work practice.  | Needs and significance of integrated approach. Contexts for use of integrated approach- planning and process of work.  |
| 5. | Records | Process of recording: types of use of records as a tool of learning.  |
| 6. | Problem solving process | Phases of intervention. Approaches to problem solving process. Assessments, contracts, termination and evaluation.  |

**Suggested Readings:**

1. Theory and practice of Social case work. Gordan Hamilton, Rawat Publication.
2. An Introduction to Social case work by Grace Mathew, TISS, Bombay.
3. Social Case Work by Hellen Harrish Perlman, Rawat Pubications, Jaipur.
4. Social Case Work by R. K. Upadhyay, Rawat Publications, Jaipur.
5. Relational Social Work by Fabio Folgheriter. Published by Jessica Kingsley, London NI, 9JB, UK.

**BSW (HONS) 2nd SEMESTER**

**SWC 6: Methods of Social Work-II**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**COURSE CONTENT**

|  |  |  |
| --- | --- | --- |
| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Types and Role of Groups | Definition and types of group role of groups in Society, neighbourhood, family and community. Group as an agent of social change, castle and class factors. |
| **2.**  | Values and principles of group work | Definition of Group work, objectives, values and principles of group work. Significance of group work in meeting the needs of individual, family and community.  |
| 3.  | Intervention through group work and Role of Worker. | Educational, preventive, promotive and therapeutic aspects of social group work. Different roles of group worker.  |
| 4. | Group process and Group Dynamics. | Group process, Elements of group dynamics, promotion of healthy interaction in achieving the group, problem solving skills.  |
| 5. | Skills and Techniques. | Programme and programme planning in social group work, and the principles. Leadership- Leadership development and recording, uses, types and its importance.  |
| 6. | Group work practice settings | Social group work and integrated social work practice, Social group work in different settings. |

**Suggested Readings:**

1. Group Work by H.Y. Siddiqui, Rawat publications, Jaipur, Rajasthan.
2. Essential Group Worker by Mark Doel and Catherine Gowdom. Published by Jessica Kingsley, London NI, 9JB, UK.

**BSW (HONS) 2nd SEMESTER**

**SWC 7: Citizenship, Governance and Civil Society**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**COURSE CONTENT**

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| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Concept of citizenship and participation. | Definition of citizenship, origin of citizenship, duties and obligations, relevance to Indian society. |
| **2.**  | Governance in India | Institutions of governance at different levels, centre, state and local levels. Importance of people’s participation in governance. Democratic decentralization Civil Society.  |
| 3.  | Composition of PRIs. | Compostion, function and structure of Panchayat Raj Institutions: The Constitution (73rd) Amendment Act, 1992. Gram panchayat, Panchayat samiti, Zila parishad. Importance of Gram Sansad And Gram Sabha. Statutory and Institutional powers and authority of Panchayati raj Institutions.  |
| 4. | Constitutional provisions of urban local self- government | The concept of urban local self- government. The Constitution (74) Amendment Act, 1992. Concept of Statutory urban development board: its importance and functions. Importance of urban development authority and its functions. Classification, composition of Nagar Panchayat and Municipality. Duties and responsibilities of municipal authorities and its functions- Administrative linkage and its relationship with state and union Government.  |
| 5. | Power and Authority of Local Self governments. | Administrative and judicial power and authority of rural and urban local self government. Audit and accounts in LSGs. The state finance commission and accountability. Power and authority to impose tax rates, fees, cess, tools and acquisition of land or property-power of judiciary and social justice.  |
| 6. | Role of Local self governments.  | Role of local self- government for poverty alleviation, women’s development and social welfare. Problems and future prospects.  |

**Suggested Readings:**

1. Bandyopadhyay D and Mukherjee A. 2004: Task force on Panchyati Raj, New Issues in Panchyati Raj Rajib Gandhi Foundation Concept publishing Company, New Delhi.
2. Bandhyopadhyay D and Mukherjee N, 1993: New Horizons for West- Bengal Panchyat- A report for the govt. of West Bengal, Ministry o R.D (W.B)
3. Datta L.N 2006: The West Bengal Municipal Act (Amended up to date), Tax’s Law, Kolkata.
4. Datta L.N, 2006: The West Bengal Pancjhayat Act (Amended Up To Date), Tax’s Law, Kolkata.
5. Datta, Nikeenjalata, 1989: Village Panchayat in India, Mittal Publication, New Delhi.
6. Gangrade K.D, 1992: ‘Power to Powerless- A Silent Revolution through Panchayati Raj System’, Journal of Rural Development, Vol-16(4).
7. Malashwari K and Malashwari I(ed) , 1998: The Calcutta Municipal Corporation Act, 1980: Intellectual Law Publishers, Calcutta.

**BSW (Hons) 2nd Semester**

**SWC 8: Field Work- II (In rural and urban setting)**

**F.M: 100**

**BSW (HONS) 3rd SEMESTER**

**SWC 9: Social Psychology- II**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**COURSE CONTENT**

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| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Group and Group dynamics  | Group nature, definition, properties of small group. Types of groups (primary- secondary, formal – informal, in group- out group, membership reference, exclusive- inclusive): group cohesiveness : determinants and consequences.  |
| **2.**  | Leadership | Nature, definition, characteristics of leadership, role differentiation into democratic and authoritarian leadership styles. |
| 3.  | Stages of Development | A brief introduction of child growth and development. The importance of understanding child growth and development in social work.  |
| 4. | Infancy and childhood | Physical, emotional, intellectual and social development during these stages. |
| 5. | Adolescence | Physical, emotional, cognitive, social development during this life stage with focus on identity formation, change, crisis. Introduction to Erikson’s life cycle stages.  |
| 6. | Ecological factors and human behavior. | Race, gender, religion, community and sexual orientation: social distance and causes for social tension.  |

**Suggested Readings:**

1. Baron, Robert A and Byrne, Donna, 1991: Social Psychology, Understanding Human Interaction.
2. Bocket Chris, 2002: Human Growth and Development: A Psycho- social introduction, Sage, London.
3. Dowling, Marion, 2005: Young Children’s Personal , Social and Emotional Development, 2nd Edition, Sage, London.
4. Morgan and King, 1965: Introduction to Psychology McGraw Hill.
5. Porter, Luise, 2003: Young Children’s Behavior: Practical, Approaches of Caregivers and Teachers Sage, London.
6. Robert Baron A and Byrne Donna, 1991: Social Psychology: Understanding Human Interaction.

**BSW (HONS) 3rd SEMESTER**

**SWC 10: Sociology of Social Workers- II**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**COURSE CONTENT**

|  |  |  |
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| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Sociological Theory-I  | Significance of theoretical understanding of society. Nature and types of sociological theories. |
| **2.**  | Sociological Theory-II | Introduction of Marxism, Structural, functional and symbolic interaction theory. Its use in Social work practice. |
| 3.  | Social stratification in India  | Class and caste in India. The role of caste in Indian society and politics, caste as positive and negative feature in Indian society.  |
| 4. | Education in India | Educational situation in India. Illiteracy and school dropouts, compulsory primary education. |
| 5. | Religions in India | Major religions in India- Hinduism, Islam, Sikhism, Christianity, Buddhism, and Jainism. Inter- religion relations, Secularism and Communalism. |
| 6. | Organizations in India | Governmental and non- governmental organizations, characteristics of bureaucracy, Disorganization and corruption.  |

**Suggested Readings:**

1. Chitamber J.B: Introduction to Rural Sociology, New Age Pub. New Delhi, 1997.
2. Cohn, A.K: Deviance and Social Control, Prentice Hall, New Delhi, 1991.
3. Giddens, Anthony: Sociology, Polity Press, London, 1993.
4. Srinivas, M.N: Village India, Asia Publishing House, Bombay, 1995.
5. Ahuja. Ram: Social Problems in India, Rawat Publications, New Delhi, 1996.
6. Madan, G.R: Indian Social Problems, Rawat Publications, New Delhi, 1992.

**BSW (HONS) 3rd SEMESTER**

**SWC 11: History and Philosophy of Social Work- II**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**COURSE CONTENT**

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| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Sources of social work philosophy | Social work philosophy within a religiously pluralistic society. Ideology of spiritualism, humanism, liberalism, socialism and democracy. |
| **2.**  | Goals of social work. | Goals of social work in changing society: state and social service- changing pattern from charity to welfare to development. |
| 3.  | Social Philosophers and social work philosophy. | Social philosophy of Swami Vivekananda, Rabindranath Tagore, Mahatma Gandhi, B R Ambedkar and their contribution to social work. |
| 4. | Welfare state | Concepts, Ideal, welfare state within a market economy. |
| 5. | Social Movements | Social Movements: concept, dalit movements, environmental movements, women’s movements & Human rights movements. |
| 6. | Professional ethics | Code of ethics for social workers.  |

**Suggested Readings:**

1. Jatav, D.R: Social Philosophy of B. R. Ambedkar, Rawat Publications, Jaipur 1997
2. Sinha, Sasadhar: Social Thinking of Rabindranath Tagore, Asia Publishing House, Calcutta.
3. Gadgil, Madhav and Guha, Ramchandra: Ecology and Equity: The Use And Abuse Of Nature In Contemporary India, Penguin, Delhi, 1995.
4. Omdvet, Gail: Violence against Women: New Movements and New Theories in India, Kali for Women, New Delhi, 1990.

**BSW (HONS) 3rd SEMESTER**

**SWC 12: Community Organization**

F.M: 100 (I.A- 20, Exam-80) Time: 3 hours

**COURSE CONTENT**

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| --- | --- | --- |
| **UNIT NO.**  | **UNIT TITLE** | **CONTENT** |
| 1. | Contextualizing community organization practice. | Location of community work within social work. Historical development of community organization practice. |
| **2.**  | Analyzing community. | Concept of community, sociological and practitioner’s perspectives. Structure and functions. Analyzing communities.  |
| 3.  | Understanding community organization practice. | Concept of community organization. Values and principles. Community organization and community development.  |
| 4. | People’s participation. | Meaning of people’s participation. Importance of people’s participation in community organization.  |
| 5. | Programme planning. | Programme planning in community organization- objectives, principles and process.  |
| 6. | Role of community organizer. | Role of organizer- skills of community organization practitioner: problem analysis, resource mobilization, conflict resolution, organizing meetings, writing and documentation, networking and training.  |

**Suggested Readings:**

1. Eade D Ed.), 2005: Development, NGO’s and Civil Society.
2. Parrot, 2006: values and Ethics in Social Work.
3. Ross, Murray G. 1955: Community Organization- Theory and Principles, Harper and Brothers, New York.
4. Rowlands Jo. 2006: Development Methods and Approaches Critical Reflection, Rawat Publications, New Delhi.
5. Siddiqui, H.Y, 1997: Working with Communities- An Introduction to Community Work, Hira Publications, New Delhi.
6. Siddiqui, H.Y, 2004: Social Development in Indian Sub- Continent, New Delhi.
7. Theory and Practice of Community Social Work- Samuel H. Taylor and Robert W Roberts (Eds) 2013.

**BSW (HONS) 3rd SEMESTER**

**SWC 13: Field Work-III (In urban and rural settings)**

**F.M- 100**

**BSW (Hons)**

**4th Semester**

**FC2 Environmental Studies**

**Full marks- 100, Written Examination- 70 Project Report- 30 marks.**

**Question pattern and distribution of marks for written examination:**

**Time: 3 Hours F.M: 70 Marks**

**Type 1: Short Answer Type- 20 questions (out of 30) \*2= 40 Marks**

**Type 2: Long Answer Type- 3 questions (out of 6) \*10= 30 Marks**

**Detailed Syllabus**

**Unit 1: The Multidisciplinary nature of environmental studies**

* Definition, nature, scope and importance of environment.
* Types and components of environment.
* Goals of environmental education.
* Environmental ethics.
* Global environmental crisis.  **(5 lectures)**

**Unit 2: Natural Resources: Renewable and non- renewable resources.**

* Nature and Natural resources- their conservation and associated problems.
* Forest resources- uses, types and importance, deforestation and effects of deforestation on tribal people; conservation and protection of forest and forest resources; Joint Forest Management.
* Water resources- Distribution of water on Earth; use and over- utilization of surface and ground water, water resources of India and its future.
* Agricultural resources- World food production & distribution, Food crisis- its causes.
* Livestock resources.
* Energy resources: Renewable and non- renewable energy resources, use of alternate energy resources, energy conservation.
* Land resources: Land as a resources, land degradation , landslides, soil erosion and desertification- causes and effects.
* Wildlife resources.
* Use of resources for sustainable development.

**Unit 3- Ecology and Ecosystem**

* Concept of ecology, ecosystem and biomes.
* Producers, consumers and decomposers.
* Energy flow in the Ecosystem, energy flow models.
* Food chain, food webs and ecological pyramids.
* Biogeochemical cycles: Pattern and basic types of biogeochemical cycles (Nitrogen, Phosphorus)  **(5 lectures)**

**Unit 4: Biodiversity and its conservation.**

* Biogeographical classification of India
* Value of Biodiversity: consumptive use, productive use and social values.
* Hot- spots of biodiversity
* Threats to biodiversity: habitat loss, poaching of wildlife, man wildlife conflicts.
* Endangered and endemic species of India
* Conservation of Biodiversity: *In situ* and *Ex situ* conservation of biodiversity.
* Biodiversity Acts.
* Wildlife management, The Wildlife protection Act, 1972: Definition of Animal, Wildlife, Hunting: Provisions related to hunting of wild animal, Sanctuary, National Park, Community Reserve and Tiger reserve.  **(5 lectures)**

**Unit 5: Environmental Degradation and pollution.**

* Definition, sources causes, effects and control measures of:
1. Air pollution
2. Water pollution
3. Soil pollution
4. Noise pollution
* Solid waste management: causes, effects and control measures of bio medical wastes and municipal solid wastes.
* Monitoring of pollution
* Pollution control using bio technology
* Disaster management: folds, earthquake, cyclones and landlides.
* Environmental Impact Assessment (EIA) (5 lectures)

Unit 6: Social Issues and the Environment

* Water conservation, rain water harvesting.
* Climate change, global warming, acid rain, ozone layer depletion.
* Carbon trading
* Wet land resources and their conservation.
* National wetland conservation programme with special reference to Ramsar sites.
* Govt. agencies, viz. CPCB, SPCB and their functions under the Water Act & Air Act. Constitutional provisions for protecting environment- Articles 48 (A), 51 A (g).
* The Environment (Protection) Act, 1986.
* Air and Water Acts and their role in Environmental Protection.
* Environment Protection Movements in India- Chipko Movements, Silent Valley Movements, Movements in Karnataka, Public awareness.
* Rural Environment- Problems and their management.
* Reducing emissions from deforestation and forest degradation.
* (REDD)- Concept. **(15 lectures)**

**Unit 7: Human Population and the Environment**

* Definition, characteristics: human population growth, concept of carrying capacity.
* Population stabilization- Family Welfare Programme.
* Environment and Human health, concept of Health and diseases- Examples of common communicable & non- communicable diseases, community health education.
* Uses of Biotechnology.  **( 10 lectures)**

**Unit 8: Field Work Report/ Project Report/ Term Paper (bases on anyone of the following topics and to be evaluated by internal teachers only)**

* Environmental assets- rivers/forests/ grasslands/ hill/ mountain etc.
* Environmental pollution- Urban/ Rural/ Industrial/ Agriculture.
* Study of common plants/ insects/ birds/ wild lives etc.
* Study of simple ecosystems- pond/ river/ hill slopes etc.
* Human population and environment.
* Municipal solid waste management and handling.
* Sound pollution.
* Public health, Sanitation and nutrition.
* Renewable energy resources.
* Pollution from radioactive wastes.
* Women and child health.
* Health issues of tribal people.
* Common property resource management.
* Coastal ecosystem.
* Disaster management.
* Innovative experiments in resource management.
* Environmental Impact Management (EIA).

Project/ Field work report should contain at least 20 A-4 size pages and appropriate photographs. The report should be preserved in the colleges for further records.

**Recommended Books:**

1. Erach Bharucha, Tectbook for Environmental Studies for Undergraduate Courses of all branches of Higher Education, University Grants Commission,

<http://www.ugc.ac.inloadpdf/modelcurriculumleng.pdf>.

1. Frank B. Golley, A Primer for Environmental Literacy, Universities Press, 1999.
2. Kiran Chhokar, Mamata Pandya, Meena Raghunathan, Understanding Environment, Sage Publications.
3. E.P. Odum, Fundamentals of Ecology, W.B. Sa unders Co. USA, 1971.
4. N.K. Uberoi, Environmental Management, Excel Books.
5. De A.K., Environmental Chemistry, New Age International Publishers, New Delhi.
6. Sharma, P.D., Ecology and Environment, Rastogi Publications, New Delhi.

**BSW (Hons) 4th Semester**

**SWC 15: Community Development (Rural & Urban)**

**F.M: 100 (Internal Assessment-20, Exam-80) Time-3 Hours.**

**Course Content**

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| Unit No.  | Unit Title | Content |
| I | Village Structure and physical amenities. | Characteristics, appearance and layout of Indian villages with regard to housing, roads, water supply, irrigation, electric supply. Programmes for improvement of housing, roads, water supply, irrigation, electric supply in rural areas. |
| II | Infrastructure development in villages. | Different programs of infrastructure development implemented through the Development block. |
| III | Economic Development. | Foundation of village economy in India: issues related to rural economic development….rural development work and its critique. |
| IV | Village heath and Sanitation. | General characteristics of Indian villages with regard to health and sanitation problems. Common ailments and epidemics- Cholrea, fileria, malaria, tuberculosis, leprosy and hepatitis- their prevention and early treatment.  |
| V | Food and Nutrition. | Meaning of nutrition, status of nutrition among different age groups an villages, deficiency in nutrition and its consequences. Various programmes of health under community development.  |
| VI | Community and Community Development. | Definition of community, characteristics of different types of community: sectarian, territorial and functional- concept of community development. History of Community Development. Administration of Community Development set up in India. |
| VII | Urban Growth in India. | Origin and growth of cities, industrialization, urbanization and modernization, characteristics of urban communities. Growth of Slums: cultural, political and social aspects of slum life. |
| VIII | Urban Community Development in India. | Urban community development concepts and strategies of urban development programme 74th Constitutional Amendment and Municipal Government:………power, functions, and finances.  |

**BSW (Hons) 4th Semester**

**SWC 14: Economic & Social Policy- I**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

**COURSE CONTENT:**

|  |  |  |
| --- | --- | --- |
| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Characteristicsof a developing economy. | Concept of economic growth and development, GDP & GNP, Income Inequality, Occupational pattern.  |
| II | Human Development in India. | Concept of human development Index, Gender Development Index and Human Poverty Index. National Human Development Report**.** |
| III | Small Scale industries in India. | Definition, significance in an developing economy, problems and need for policy intervention. |
| IV | Agriculture in India | Role of agriculture in a developing economy, problems in Agriculture. |
| V | Food security in India | Problems of food security in India, PDS. |
| VI | Poverty in India | Definition, measurement, causes for persistence of poverty, Rural poverty. |

**Suggested Readings:**

1. Ray, D 2003, Development Economics, OUP, New Delhi.
2. Meir, G and Rauch, J 2006. Leading Issues in Economic Development, OUP ( Indian Edition)
3. Hatami, Y and Godo, Y 2006. Development Economics (Third Edition), OUP (Indian Edition).
4. Thirlwal, A.P 2005. Growth and Development. ELBS.
5. Todaro, M. 2005, Economic Development in the Third World. Orient Longman, New Delhi.
6. Peet, R. 2005 Theories of Development. Rawat Publication. New Delhi.
7. Singha Roy, D.K (ed) 2003. Social Development and the Empowerment of the Marginalized Groups- Perspectives and strategies. Sage. New Delhi.
8. Vaidyanathn, A and Nair, P.R Gopinathan, 2000, Elementary Education in Rural India, Sage, New Delhi.

**BSW (Hons) 4th Semester**

**SWC 16: Social Welfare Administration**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

**COURSE CONTENT:**

|  |  |  |
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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Social Welfare Administration. | Concept of social welfare, social welfare administration, principles of social welfare administration- methods and techniques. |
| II | Concept of welfare state. | Responsibilities of state for social welfare services- changing role of administration in a welfare state. |
| III | Constitution of India. | The Preamble, Fundamental Rights and the Directive Principles of State Policy as related to the concept of welfare state.  |
|  |  |  |
| IV | Types of Organizations. | Types of organizations and their characteristics. Administration of institutional and non- institutional programmes.  |
| V | Administration of Social Welfare Organizations. | Introduction to various aspects of administration, organization and structure, policy making, planning programmes. Functions of the executives- supervision and the evaluation. Budget, fiscal control and accountability, maintenance of records.  |
| VI | Central Social Welfare Board. | Administrative set up- objectives and programmes.  |

**Suggested Readings:**

1. Dale, Raider : 2000: Organization and Development Strategies and Process, Sage, New Delhi.
2. Harper, Malcolm, 2000: Public Service through Private Enterprise- Micro privatization for improved delivery.
3. Maheshwari, Sriram, 1995: Rural Development in India- A People Policy Approach, Sage, New Delhi.
4. Patti R., 1983: Social Welfare Administration, Prentice Hall, Englewood Cliff.
5. PRIA, 1991: Voluntary Development Organizations in India: A Study of History, Roles and Future Challenges and NGO’s in India- A Critical Study, New Delhi.
6. Sankaran and Rodrigues, 1983: Handbook for the management of voluntary Organizations, Alpha Publications, Madras.
7. Siddiqui H.Y, 1983: Social Work Admin9stration- Dynamic management and human relationships, Prentice Hall, New Jersey.
8. Skidmore, 1983: Social Work Administration, Prentice Hall, New Jersey.
9. Tandon, Rajesh and Mohanty, Ranjita 2000: Civil Society and Governance.

**BSW (Hons) 4th Semeseter**

**SWC 17: Field Work- IV (In rural and urban setting).**

**F.M- 100**

**BSW (Hons) 5th Semester**

**SWC 18: Economic and Social Policy- II**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

**COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Unemployment in India. | Definition, measurement, Analysis of the employment generation programmes in India. |
| II | Rural Credit. | Sources of Rural Credit in India, Problems of rural credit in India. |
| III | Trade | GATT and WTO, Implications for the agricultural and pharmaceutical sector. |
| IV | Statistics of India. | Brief analysis of the social sectors in Economic survey of India. |
| V | Education. | Role of education in development, problems in literacy, Elementary Education and Higher education. |
| VI | Health | Health and Globalization, National Health Policy.  |

 **Suggested Readings:**

1. Datt. R, and Sundaram, K 2009, Indian Economy, S. Chand and Company Ltd, New Delhi.
2. Mishra, S.K and Puri, V.K 2009, Indian Economy, Himalaya Publishing House, New Delhi.
3. Dantwala, M.L 1996, Dilemmas of Growth: The Indian Experience, Sage Publications, New Delhi.
4. Lucas, R.E.B. and Papanek, G.F. 1998, The Indian Economy- Recent Developments and Future Prospects. OUP.
5. Government of India. (Recent Years) Economic Survey, Five Years Plan, Annual Budgets, New Delhi.
6. Journals and Magazines to be regularly read- Economic and Political Weekly, Yojana, Frontline.

**BSW (Hons) 5th Semester**

**SWC 19: Social Issues and Problems-I**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

 **COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Contextualizing Needs. | Meaning and features of Social problems spatial circumstantial and life stage contents of human need and human vulnerability. Its implications for social work practice. |
| II | Child welfare. | Concept, philosophy and evolution of child welfare. Demographic characteristics and issues related to children’s development. Girl child and their specific problems. Programmes and services for children under government and non- government sector. |
| III | Youth Welfare. | Demographic profile of youth in India. Needs of Youth organization for welfare of youth and national service scheme.  |
| IV | Health Care. | III health as a social problem. Health care services. Social worker’s role in dealing with social, economic and emotional problems related to illness. Rural and urban health missions. |
| V | Mental Health and Care. | Meaning and concept of mental illness and mental health care. Ment5al illness and its impact on family and society. Mental health care and services, social worker’s role in prevention of mental illness and promotion of mental health.  |
| VI | Welfare of the Disabled. | Concept and meaning of disability, Types of Disability needs and problems of person with disability. Services for the disabled children and adult, role of social worker in working with disabled.  |

 **Suggested Readings:**

1. Bhangawa Pramilan, 2003: The Elimination of Children Labour, Whose Responsibility, Sage Publications, New Delhi , Thus and Oaks, London.
2. GOI, 1992: National Plan of Action, A Commitment on the Child, Depatment of Women and Child Labour, Government of India, New Delhi.
3. Hazarika Prafulla, 2004: Child Labour in India, Akansha Publishing House, New Delhi.
4. Rane Asha, 1986: Childtren in Difficult Situations in India: A Review, Tata Institute of Social Science, Bombay.
5. GOI: Indian Constitution- Constitutional Provisions for the Scheduled Castes and Scheduled Tribes.
6. GOI 1974: report of the Committee on the Status of Women in India- towards Equality.

**BSW (Hons) 5th Semester**

**SWC 20: Development of Weaker and Vulnerable Sections**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

 **COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Social Work and Disadvantaged Group. | Social work’s ethical responsibility towards marginalized and disadvantaged Groups broad policy perspective guiding the welfare programmes and services.  |
| II | Women’s welfare and development. | Changing concept of women welfare- Gender equality- special needs of women- Programmes and services for women empowerment and development- Social work intervention in the field of women’s welfare.  |
| III | Welfare of the scheduled castes (SCs) | Constitutional provisions to ensure justice to SCs Programmes and services for SCs, Social worker’s role in organization and development of SC community.  |
| IV | Welfare of Scheduled Tribes (STs) | Constitution provision for the welfare and development of Sts- ensuring social justice, equity and participation- programmes and services for the STs- Role of social workers in organizing STs and facilitating development work of the group. |
| V | Children under difficult situation. | Child abuse- Different types of abuse: physical, sexual- neglected and oppressed children: child labour, nature, programmes and services for these group of children.  |
| VI | Welfare of the Minorities. | Definition of Minorities- Concept of national integration vis-à-vis minorities- Role and functions of the National Commission for Minorities and the Commission for Linguistic Minorities- Fifteen Point (15 point) programme for the welfare of minorities.  |

 **Suggested Readings:**

1. Bhangawa Pramilan, 2003: The Elimination of Children Labour, Whose Responsibility, Sage Publications, New Delhi , Thus and Oaks, London.
2. GOI, 1992: National Plan of Action, A Commitment on the Child, Department of Women and Child Labour, Government of India, New Delhi.
3. Hazarika Prafulla, 2004: Child Labour in India, Akansha Publishing House, New Delhi.
4. Rane Asha, 1986: Children in Difficult Situations in India: A Review, Tata Institute of Social Science, Bombay.
5. GOI: Indian Constitution- Constitutional Provisions for the Scheduled Castes and Scheduled Tribes.
6. GOI 1974: report of the Committee on the Status of Women in India- towards Equality.

**BSW (Hons) 5th Semester**

**SWC 21: Social Work Research and Statistics**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

 **COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Scientific Enquiry. | Scientific approach to human enquiry. Meaning and purpose of research, social work research: meaning , scope and importance. An overview of the research process: Problem formulation, data collection, data processing, analysis and interpretation, quality and quantitative methods. |
| II | Universe and Sample. | Universe and Census- Elements of sampling: meaning, rationale, probability and non- probability sampling techniques, advantages and disadvantages of each type of sampling.  |
| III | Data collection and processing. | Sources of data- types of data: primary and secondary. Tools of data collection: interview schedule and questionnaire. Methods of data collection: interviewing and observation. Data processing: coding, editing, classification, tabulation, analysis and interpretation.  |
| IV | Use of Statistics- I. | Statistics- Uses and limitations- Measures of central tendency: Mean, Median and Mode: Computation, use, relative strength and limitation.  |
| V | Use of Statistics- II. | Measures of Dispersion: Concept of Range, Inter quartile Range, Quartile Deviation, and Standard Deviation, Simple graphical and tabular presentation of data.  |
| VI | Writing Skills. | Research Report Writing.  |

 **Suggested Readings:**

1. Alston, M and Bowles W: Research for Social Workers, An Introduction to Methods, Rawat Publications, 2nd Edition, 2003.
2. Mukherjee, Artha N. (eds) : Methodology in Social Research- Dilemma and Perspectives, Sage, New Delhi, 2000.
3. Mikkelsen, B: Methods of Development and Research, 2nd ed, Sage Publication, 2005.
4. PRIA: Participatory Research- An Introduction, Participatory Research Network Series, No-3, Society for Participatory Research in Asia, New Delhi9, 1995.
5. Ramachandran P and Naik R.D: ‘ Research in Social Work’ in Encyclopedia of Social work in India Vol 2, New Delhi, 1988.
6. Smith, Rodger : Doing Social Work Research, Rawat Publications, Jaipur.

**BSW (Hons) 5th Semester**

**SWC 22: Field Work- V (In Rural and Urban Settings)**

**F.M- 100**

**BSW (Hons) 6th Semester**

**SWC 23: Social Issues and Problems- II**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

 **COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Elderly and their care. | Demographic profile of elderly in India. Needs and problems of elderly. Role of Social worker in dealing with social, economic, physical and emotional problems of elderly.  |
| II | Disaster management. | Meaning and concept of disaster, types of disaster- natural and man- made- implications of disaster for rescue, relief and rehabilitation. Role of social workers. |
| III | Population problems. | Concept, meaning, trends of population growth, birth and death rate Programme and policy. Role of social worker in dealing with population problems.  |
| IV | Human Rights and Legal Aid. | Concept, meaning of Universal Declaration of Human Rights, Legal aid services. Role of social worker in dealing with issues related to human rights and social justice.  |
| V | Corruption. | Concept and meaning of corruption. Causes of corruption. Its effects in socio- political sphere in India. Role of social worker in dealing with corrupt practices.  |
| VI | National Integration and Peace Initiative.  | Meaning and concept of National Integration, causes of disintegration. Peace movements and communal harmony. Role of social worker in dealing with issues related to national integration and peace.  |

 **Suggested Readings:**

1. A.S Kohli, 2004, Human Rights and Social Work, Kaniskha Publishers, Distributor, New Delhi.
2. Arvindrai N Desai, 1995, Helping the Handicapped People and Prospects. Ashish Publications House, New Delhi.
3. C. Nasecma, 2002, Human Rights Education Conceptual and Pedagogical Aspects, Kanishka Publishers, Distributor, New Delhi.
4. Dandekar Kumudini, 1996, The Elderly in India, Sage, New Delhi.
5. Dhillon P.K., 1992: Psycho- socio Aspects of Ageing in India, Concept Publishing Company, New Delhi.
6. GOI, 1992: National Plan of Action, A Commitment to the Child Department of Women and Child Development, Government of India, New Delhi.

 **BSW (Hons) 6th Semester**

**SWC 24: Social Justice and Social Legislation**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

 **COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Concept of Social Legislation and Social Justice. | Concept and objective of social legislation, social legislation in a welfare state, social justice and its relationship with social legislation. |
| II | Salient features of Laws, which have brought change and doing women’s welfare. | Hindu and Muslim marriage dowry prohibition, Rights of inheritance of Succession, Adoption and Maintenance, Immoral Traffic.  |
| III | Child Welfare and Juvenile Justice. | The JJ Act (CP)- 2000, The Child Labour (PP) – 1976. The provision of Offenders Act- 1958. |
| IV | Social justice with regard to untouchables and marginalizes section of the society. | The PCR Act – 1958. Provision of Legal Aid. |
| V | Backward classes and Minorities. | National policies related to Backward classes and minorities, National Commission for Minorities Act- 1992, 15 Point Programme for Minorities.  |
| VI | Welfare of Unorganized and Organized workers. | Meaning of the concept, salient of Factories Act- 1948, Mines Act- 1951, The Plantation Labour Act- 1953, The Minimum Wages Act- 1948, Role of labour welfare officer. |

 **Suggested Readings:**

1. GOI: Constitution of India.
2. Commentary on Hindu Laws- Allahabad Law Agency, Allahabad.
3. G R Madan- Social Problems of India, 1980, Manu Pub. House, New Delhi.
4. Bare Acts with Commentary.

**BSW (Hons) 6th Semester**

**SWC 25: Social Work Personnel: Training and Development**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

 **COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Introduction to Training. | Concept, definition, objectives and importance of training. |
| II | Training Needs. | Organizational level, Occupational level, Individual level- Gaps in Knowledge, skill and attitude. |
| III | Methods of training. | On the job training, Rank and File job training, Supervisory and Executive training, different types of training methods. |
| IV | Training and learning. | General education and training- types of learning- training design and evaluation.  |
| V | Introduction to Development. | Concept, definition, objectives and importance of development- conceptual differences between training and development.  |
| VI | Development Needs. | Elements of Development. Relation between knowledge and development. Roles and skills required for development. Limitations of training and development.  |

 **Suggested Readings:**

1. Robert, Mathis, Human Resource Management, 2000: West Publishing Company, New York.
2. Cascio, W.F, Applied Psychology in Personnel Management, 1999, Reston Publishing Company, Virginia.
3. Armstrong, Michael, Human Resource Management Practice, 1999, Koganpage, London.
4. Reddin, W.J, management Effectiveness, 1988, McGraw Hill, New York.

**BSW (Hons) 6th Semester**

**SWC 26: Communication: An Introduction to Audio-Visual Media**

**F.M: 100 (I .A-20, Exam-80) Time-3 Hours.**

 **COURSE CONTENT:**

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| **UNIT NO.** | **UNIT TITLE** | **CONTENT** |
| I | Introduction to Communication. | Concept, meaning and definition of communication. Types of communication. Process and principles. Signs and symbols. |
| II | Communication barrier. | Noise and barriers. Overcoming barriers. Listening skills and importance of communication in social work. |
| III | Media. | Types of median and their tools- Folk, classical, print, photo, film, radio, audio, video. New media, outdoor, presentation media and non- conventional. Traits of different types of media. Multiple media communication strategy.  |
| IV | IEC | Speech ACT Theory. Theory of Sadharanikaran- Information, Education and communication strategy analysis. |
| V | Audience. | Understanding audience: Socio-economic condition, group behavior, indigenous knowledge, communication practices, people’s perception, media availability, convenience of time- leisure- occasion-event- situation.  |
| VI | Communication strategy**.** | Participatory communication for development. NGO’s in social marketing- Social marketing communication.  |

**BSW (Hons) 6th Semester**

**SWC 27: Field Work- VI (In rural and urban settings).**

**F.M- 100**