



CHAUDHARY BANSI LAL UNIVERSITY, BHIWANI

(Established under Govt. of Haryana Act 25 of 2014)

**Department of Sociology and Social Work
Scheme and Syllabi of Master of Social Work (MSW)**



**Scheme and Syllabus of Examination
For
Master of Social Work (MSW)-III & IV Semesters
(w.e.f. 2026-27)**

(In accordance with NEP-2020)

Curriculum and Credit Framework for Post Graduate Programme (Multiple Entry-Exit, Internship and Choice Based Credit System LOCF)

With effect from the session 2026-2027 (In phased manner)

Chaudhary Bansi Lal University, Prem Nagar-127031

Bhiwani, Haryana, India



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PROGRAM LEARNING OUTCOMES OF PG PROGRAMS

The graduate on completion of Master's program will be able to: -

PLO-1: Knowledge and understanding	Demonstrate the fundamental and advanced knowledge of the subject and understanding recent development and issues including methods and technique related to the Social Work Profession.
PLO-2: General Skills	Acquire the general skills required for performing and accomplishing the tasks as expected to be done by a skilled professional social worker in the field of Social Work Practice.
PLO-3: Technical/ Professional Skills	Demonstrate the learning of advanced cognitive technical/professional skills required for completing the specialized tasks related to the profession and for conducting and analyzing the relevant research tasks in different domains of the Social Work Practice.
PLO-4: Communication Skills	Effectively communicate the attained skills of a Professional Social Worker in well Structured and productive manner to society at large.
PLO-5: Application of Knowledge and Skills	Apply the acquired knowledge and skills to the problems in the area of Social Work Practice, and to identify and analyze the issues where the attained knowledge and skills can be applied by carrying out reach investigations to formulate evidence-based solution to complex and unpredictable problems associated with the field of Social Work or otherwise.
PLO-6: Critical thinking and Research Aptitude	Attain the capability of critical thinking in intra/inter area of the Social Work enabling to formulate, synthesize and articulate issues for designing of research proposals, testing hypothesis and drawing inferences based on the analysis.
PLO-7: Constitutional, Humanistic, Moral Values and Ethics	Know Constitutional, Humanistic, Moral Values and Ethical values and intellectual property rights to become a scholar/professional with ingrained values in expending knowledge for the society, and to avoid unethical practices such as fabrication, falsification or misrepresentation of data or committing plagiarism.
PLO-8: Capabilities/ qualities and mindset	To exercise personal responsibilities for the outputs of own work as well as of group/team and for managing complex and challenging work(s) that requires new/strategic approaches.
PLO-9: Employability and job-ready skills	Attain the knowledge and skills required for increasing employment potential, adapting to the future work and responding to the rapidly changing demands of the employers/industry/welfare sector/society etc. with time.

Course Learning Outcomes

The program learning outcomes are attained by learners through the essential learning acquired on completion of selected courses of study within a program. The term 'course' is used to mean the individual courses of study that makes up the scheme of study for a program. Course learning outcomes are specific to the learning for a given course of study related to a disciplinary or interdisciplinary/multi-disciplinary area. Some programs of study are highly structured, with a closely laid down progression of compulsory/core courses to be taken at particular phases/stages of learning. Some programs allow learners much more freedom to take a combination of courses of study according to the preferences of individual student that may be very different from the courses

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of study pursued by another student of the same program. Course-level learning outcomes will be aligned to program learning outcomes.

Course Mapping with PLOs

Course level learning outcomes are specific to a course of study within a given program of study. The achievement by students of course-level learning outcomes leads to the attainment of the program learning outcomes. At the course level, each course may well have links to some but not all graduate attributes as these are developed through the totality of student learning experiences across the years of their study. A course map would indicate the linkage between course learning outcomes and each program learning outcome. A course map would indicate the linkage between course learning outcomes and each program learning outcome (Table).

Table : Course mapping with PLO for PG Programs

Course	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9
CC-11	✓	✓	✓		✓				✓
CC-12			✓		✓	✓		✓	✓
CC-13	✓	✓	✓	✓	✓				✓
DEC -(Group-1)/ 03 rd Sem			✓		✓			✓	✓
DEC- (Group-2)/ 03 rd Sem			✓		✓			✓	✓
DEC -(Group-3)/ 03 rd Sem			✓		✓			✓	✓
PC-3		✓	✓	✓	✓	✓		✓	✓
EEC	✓	✓							✓
CC-14	✓	✓					✓	✓	
CC-15	✓	✓			✓				✓
DEC -(Group-1)/ 4 th Sem			✓		✓			✓	✓
DEC-(Group-2)/ 4 th Sem			✓		✓			✓	✓
DEC-(Group-3)/ 4 th Sem			✓		✓			✓	✓
PC-4		✓	✓	✓	✓	✓		✓	✓
Dissertation			✓		✓	✓		✓	✓

Criteria for Individual Supervision/Instruction in Field Work Practicum in all Semesters:

*The UGC Model Curriculum for Social Work Education (2001, p. 14) states that "... each learner should get about forty-five to sixty minutes of individual instruction..." and that "hence teacher-learner ratio suggested is 1:8 to 10..." The more emphasis of the UGC Model Curriculum is on individualized professional instruction/ supervision rather than group-based practical instruction. In keeping with the guidelines given in the UGC Model Curriculum for Social Work Education, for a batch of eight students, the faculty is expected to provide eight hours of individual and group instruction/supervision. Since the Field Work Practicum is of Practical nature and of 4 credits, the teaching hours/workload of 8 hours per week will be counted for a batch of eight students. The teacher-learner ratio for Field Work Practicum will be 01:08.

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Semester	Course Type	Course Code	Nomenclature of course	Theory (Th)/ Practical (P)/ Internship (I)	Credits		Contact hours per week				Internal Assessment Marks	End Term Examination Marks	Total Marks	Exam hours
						Total	L	T	P	Total				
Semester -III	CC-11	M26- SWK -301	Administration of Welfare Services	Th	4		4	0	0	4	30	70	100	3
	CC-12	M26- SWK -302	Social Work Research and Statistics	Th	4		4	0	0	4	30	70	100	3
	CC-13	M26- SWK -303	Field Work	P	4		0	0	8	8	30	70	100	4
	DEC-1	M26- SWK -304	Social Work Practice in Health Setting	Th	4	26	4	0	0	4	30	70	100	3
		M26- SWK -305	Social Work with Family and Children	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -306	Introduction to Management	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -307	Welfare Scheme in Health and Mental Health	Th	4		4	0	0	4	30	70	100	3
	DEC-2	M26- SWK -308	Gender and Development	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -309	Human Resource Management	Th	4		4	0	0	4	30	70	100	3
	PC-3	M26- SWK -310	Summer Internship	I	4		0	0	0	0	30	70	100	4
	IEEC	M26- SWK -311	NGO Management	Th	2		2	0	0	2	15	35	50	3

*An internship course of 4 credits of 4weeks duration during summer vacation after 2nd semester is to be completed by every student. Internship can be either for enhancing the employability or for developing the research aptitude.

**The student will choose two elective papers (One from each elective course types) as per the area of specialization. The specialization wise elective courses are categorized in the groups as:

Group 1 (Medical and Psychiatric Social Work) : M26- SWK -304 & M26- SWK -307

Group 2 (Social Work Practice with Family and Child): M26- SWK -305 & M26- SWK -308

Group 3 (Human Resource Management): M26- SWK -306 & M26- SWK -309

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Scheme for MSW- IV (Option- A)

Semester	Course Type	Course Code	Nomenclature of course	Theory (Th)/ Practical (P)	Credits		Contact hours per week				Internal Assessment Marks	End Term Examination Marks	Total Marks	Exam hours
					Total		L	T	P	Total				
Semester -IV	CC-14	M26- SWK -401	Environment, Sustainable Development and Social Work	Th	4		4	0	0	4	30	70	100	3
	CC-15	M26- SWK -402	Mental Health Care: Needs and Services	Th	4		4	0	0	4	30	70	100	3
	DEC-3	M26- SWK -403	Psychiatric Social Work	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -404	Social Work with Youth and Elderly	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -405	Industrial Relations and Trade Unions	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -406	Counselling: Theory and Practice	Th	4		4	0	0	4	30	70	100	3
	DEC-4	M26- SWK -407	Social Work with Person with Disabilities	Th	4	24	4	0	0	4	30	70	100	3
		M26- SWK -408	Labour Welfare and Labour Legislation	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -409	Therapeutic Intervention in Social Work	Th	4		4	0	0	4	30	70	100	3
		M26- SWK -410	Child and Family Laws in India	Th	4		4	0	0	4	30	70	100	3
	DEC-5	M26- SWK -411	Organizational Behaviour and Development	Th	4		4	0	0	4	30	70	100	3
	PC-4	M26- SWK -412	Field Work	P	4		0	0	0	8	30	70	100	4

*The student will choose three elective papers (One from each elective course types) as per the area of specialization. The specialization wise elective courses are categorized in the groups as:

Group 1 (Medical and Psychiatric Social Work) : M26- SWK -403, M26- SWK -406 & M26- SWK -409

Group 2 (Social Work Practice with Family and Child): M26- SWK -404, M26- SWK -407 & M26- SWK -410

Group 3 (Human Resource Management): M26- SWK -405, M26- SWK -408 & M26- SWK -411

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Scheme for MSW- IV(Option- B)													
OR													
SEMESTER FOUR WITH DISSERTATION/PROJECT WORK													
Semester - IV	DEC-3	M26- SWK -403	Psychiatric Social Work	Th	4	24				4	0	0	0
		M26- SWK -404	Social Work with Youth and Elderly	Th	4	4	0	0	0	4	30	70	100
		M26- SWK -405	Industrial Relations and Trade Unions	Th	4	4	0	0	0	4	30	70	100
		M26- SWK -406	Counselling: Theory and Practice	Th	4	4	0	0	0	4	30	70	100
		M26- SWK -407	Social Work with Person with Disabilities	Th	4	4	0	0	0	4	30	70	100
DEC-4		M26- SWK -408	Labour Welfare and Labour Legislation	Th	4	4	0	0	0	4	30	70	100
		M26- SWK -409	Therapeutic Intervention in Social Work	Th	4	4	0	0	0	4	30	70	100
		M26- SWK -410	Child and Family Laws in India	Th	4	4	0	0	0	4	30	70	100
DEC-5		M26- SWK -411	Organizational Behaviour and Development	Th	4	4	0	0	0	4	30	70	100
Dissertation		M26- SWK -413	Dissertation/Project Work	D	12	0	0	0	0	12	0	300	300

*The student will choose dissertation along with three elective papers (One from each elective course types) as per the area of specialization. The staff council of the department will decide and declare the number of seats for Dissertation Work. The specialization wise elective courses are categorized in the groups as:

Group 1 (Medical and Psychiatric Social Work) : M26- SWK -403, M26- SWK -406 & M26- SWK -409

Group 2 (Social Work Practice with Family and Child): M26- SWK -404, M26- SWK -407 & M26- SWK -410

Group 3 (Human Resource Management): M26- SWK -405, M26- SWK -408 & M26- SWK -411

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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Administration of Welfare Services		
Course Code	M26- SWK -301		
Course Type	CC-11		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Understand the administrative mechanism and processes in the area of welfare and development. CLO 2: Formulate service project proposal as per the welfare needs of the society. CLO 3: Understand the functioning of non-profit organizations & their social and legal aspects CLO 4: Practice Social Work Knowledge in the administration of welfare services		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure			
<i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic		Hours
Unit-1	Concepts and Principles of Social Welfare Administration - Basic and Conceptual understanding of administration, Social and public administration, welfare administration and Social Work Administration - Meaning, Definition, Scope and Principles of Social Welfare Administration - Luther Gulick's Administrative process: POSDCORB (Planning, Organizing, Staffing, Directing, Coordinating, Reporting and Budgeting)		15
Unit-2	Project Planning, Implementation and Legal Framework - Project Formulation: Concept, steps and limitations. - Project Implementation and Evaluation: Concept, steps and limitations. - The Societies Registration Act, 1860: An Overview - The Company Act, 2013: An Overview		15

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Unit-3	Government Systems and Social Welfare Administration - An Overview of functions of Ministry of Social Justice and Empowerment at Central Level - An Overview of role and functions of Ministry of Social Justice and Empowerment at State Level - Central Social Welfare Board: Organizational structure, functions, and programmes. - Haryana State Social Welfare Board: Organizational structure, functions, and programmes.	15
Unit-4	NGOs, Resource Mobilization and Welfare Services - Role of voluntary organizations /NGOs in promotion of welfare services. - Concept of Fund raising and mobilization - Welfare services to vulnerable groups: women and children, aged, youth, persons with disability and SCs & STs - Welfare services to vulnerable groups: Youth and Elderly and SCs STs	15
	Total Contact Hours	60
	Suggested Evaluation Methods	
Internal Assessment: 30 Marks		End Term Examination: 70 Marks
➤ Theory	30	➤ Theory 70
- Class Presentation	05	Written Examination
- Seminar/Assignment Presentation/Quiz/ Class Test etc.	10	
- Mid -Term Exam (Minor Test)	15	
Recommended Books/e-resources/LMS:		
1. Atwater Pierce, (2009), Problems of Administration in Social Work, University of Minnesota Press.		
2. Bhattacharya, Sanjai, (2006). Social Work Administration and Development, Rawat Publications, Jaipur.		
3. Choudhary, D. Paul. (1983), Social Welfare Administration, Delhi, Atma Ram and Sons.		
4. Dubey, S.N. (1973). Administration of Social Welfare Programme in India, Somaiya Publications, Co. Ltd. Bombay.		
5. Frenda, M. (1985). Voluntary Actions and Local Development, Young India Foundation, New Delhi.		
6. Fernandes, W. (1989), Voluntary Action and Government Control, Indian Social Institute		
7. Fadia, B.L.Fadia and Kuldeep (2013), Public Administration: Theories and Concept. Sahitya Bhawan, Agra.		
8. Goel, S.L. and Jain, R.K. (1988), Social Welfare Administration Theory and Practice, Vol-I, and II, New Delhi, Deep and Deep Publications.		
9. Mathur K. (1996). Development Policy and Administration, Sage, New Delhi.		
10. Sachdeva, D.R. (1992-93). Social Welfare Administration, Allahbad: Kitab Mahal.		
11. Siddiqui H.Y.Ed. (1983). Social Welfare Administration, Dynamic Management and Human Relationships, New Jersey: Prentice Hall.		

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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Social Work Research and Statistics		
Course Code	M26- SWK -302		
Course Type	CC-12		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Distinguish Social Work Research from Social Science Research CLO 2: Practice the basic steps of Social Work Research, keeping in view the ethical considerations. CLO 3: Design a research study based on their research objectives. CLO 4: Apply techniques and procedure for sample selection for conducting any research studies CLO 5: Analyze and interpret collected data CLO 6: Distinguish various scale of measurement. CLO 7: Draw inferences from the measure of central tendency, dispersion and association. CLO 8: Develop report-writing skills and cite the sources properly.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	Foundations of Social Work Research - Scientific Method, Social Science Research & Social Work Research - Distinction between Social Science Research and Social Work Research - Steps in Social Science Research, Steps in Social Work Research (Identification of the Problem, Need Assessment, Selection of Social Work Research Design, Baseline Study, Intervention, Assessment of Intervention Effects/Impact) - Ethics in Social Work Research, Need for Ethics in Research, Plagiarism	15
Unit-2	Research Design and Sampling - Research Design: Exploratory, Descriptive, Experimental & Action Research, Qualitative and Quantitative	15

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	- Hypothesis- Nature, Characteristics, Types and Sources - Sampling: Concept, Purpose and Types - Techniques and Procedure in Sample Selection	
Unit-3	Data Collection and Measurement - Data Collection: Tools and Sources - Data Tabulation, Data Classification, Data Analysis - Level of Measurements-Nominal, Ordinal, Interval and Ratio - Measurement Scale- Likert, Thurstone & Guttman	15
Unit-4	Data Analysis and Research Reporting - Measures of Central Tendency (Mean, Median and Mode) - Measures of Dispersion and Association - Report Writing in Research Project/Research Proposal - References and Bibliography	15
	Total Contact Hours	60

Suggested Evaluation Methods**Internal Assessment: 30 Marks****Theory****30**

Class Presentation

05

Seminar/Assignment Presentation/Quiz/

10

Class Test etc.

Mid -Term Exam (Minor Test)

15

End Term Examination: 70 Marks**Theory****70**

Written Examination

1. Kothari, C. R. (2004). *Research Methodology: Methods & Techniques*. New Delhi, New Age International
2. Laldas, D. K. (2000). *Practice of Social Research*. Jaipur: Rawat Publication.
3. Ahuja, Ram. (2001). *Research Methods* Jaipur: Rawat Publication.
4. Goode, W.J., Hatt, P.K. (1981). *Methods in Social Research*. Singapore: McGraw Hill.
5. Rubin, Allen & Babbie, Earl. (2001). *Research Methods for Social Work*. USA. Wadsworth, West, Brooks/Cole and Schirmer.
6. Babbie, E. R. (2013). *The basics of social research*. Cengage learning.
7. Long, D. D., Morrison, J. D., & Tice, C. J. (2012). *Macro social work practice: A strengths perspective*. Thompson Press India Ltd.
8. Babbie, E. R. (2015). *The practice of social research*. Nelson Education.
9. Neuman, L. W. (2007). *Social Research Methods, 6/E*. Pearson Education India.
10. Bryman, A. (2016). *Social Research Methods*. Oxford University Press.
11. Kumar, R. (2019). *Research methodology: A step-by-step guide for beginners*. Sage Publications Limited

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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Field Work		
Course Code	M26-SWK-303		
Course Type	CC-13		
Course Objectives The fieldwork programme has been designed to achieve the mentioned objectives:	- To help students understand the socio-economic, cultural and political milieu and develop capacity for critical examination of causative and maintenance factors of social problems and their consequences. - To provide students with an opportunity to apply theories in practical situations for problem solving with individuals, groups and communities - To help students appreciate the role of social work profession empowering individuals, groups and communities and in facilitating social change, ensuring human rights and social justice - To help students develop skills and appropriate personality qualities required for professional social work practice. - To provide opportunities to accept challenges and respond to them - To understand the nature of social work practice in different specializations		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1 Develop knowledge about the socio-economic background and living conditions of vulnerable groups and the problems confronted by them. CLO 2 : Learn problem-solving techniques utilized in the specific area of work of the agency where the student is placed. CLO 3 : Develop skills to analyze perceptions of people/community regarding their problems, needs, and issues affecting their life. CLO 4 : Develop professional attitudes conducive to working with individuals, families, groups, and communities, leading gradually to an awareness of self as a professional person.		
Mode of Examination	Theory	Practical	Total
Credit	0	4	4
Teaching Hours per Week	0	4	4
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Maximum Marks	0	100	100
Examination Time	04 hours (as decided by PGBOS)		
Practical			Hours

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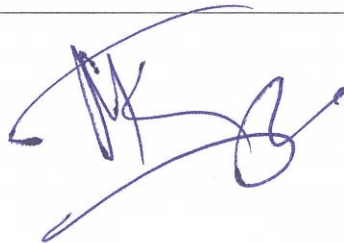
During Field Work, the student will prepare:		120
• One case record of Social Group Work • Visit of 02 local NGOs (Participation and report)		
Field Work Related Instructions		
Each student will be allotted an organization preferably in the areas of Family & Child Welfare, Labour Welfare & Personnel Management, Medical & Psychiatric & Correctional fields in which he/she has to work during the session. However, students may be placed in urban/slum/village community for field work. There shall be Concurrent Field Work of 16 hours per week in each Semester. The practical paper of Field work Practicum shall be of 100 marks in each Semester. The 16 hours per week of concurrent field work shall be completed by the student in all four semester, under the supervision and guidance of a faculty member. The External and an Internal Examiner will conduct the viva-voce examination. A total of 25 fieldwork reports must be submitted by the student every semester. Prior permission from the concerned Field Work Supervisor is mandatory for students seeking any leave during the Field Work period. Concurrent Field Work Reports shall essentially be submitted to the concerned supervisor every Monday. Attendance in Field, Individual Conferences, and Group Conferences is mandatory. Minimum 06 Individual Conference and Group Conference (IC/GC) is required to appear in Field Work Viva-Voce.		
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
Participation in Individual Conference (ICs) & Group Conference (GCs)	5	External Viva-Voce on the basis of work done during 25 field work.
Regularity in Field Work, Report Writing & Submission	10	
Presentation on Case Recordss and NGO Visits	15	
Learning Resources		
1. Bradford W. Sheaf or and Charles R. Horejsi, (2006) Techniques and Guidelines for Social Work Practice, Allyn and Bacon, London. 2. Dash, B. M., & Roy, S. (Eds.). (2019). Fieldwork training in Social Work. Taylor & Francis. 3. Datar, S., Bawikar, R., Rao, G., Rao, N., & Masdekar, U. (Eds.). (2008). Skill training for social workers: A manual. SAGE Publications India. 4. Johnson. L. C. (1995) Social Work Practice: A Generalist Approach. Newton M. A. : Allyn and Bacon 5. Nagmani Rao (2019) Field Instruction in Social Work Education, Routledge India 6. Nair, R., Juvva, S., & Nadkarni, V. V. (2020). Field Instruction in Social Work Education. Routledge India		

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7. Pincus, Allen & Anne Minaham, (1973) Social work Practice: Model and Method, Illinois: F.E. Peacock Publishers Inc.
8. Rameshwari Devi & Ravi Prakash (2001) Social Work Practice, Mangal Deep Publications, Jaipur
9. Roy Sanjay (2011). Introduction to Social Work and practice in India. Akansha Publication House, New Delhi.
10. Singh R.R. (Ed.) (1985). Fieldwork in Social Work Education: A perspective for Human Service Profession. New Delhi: Concept Publications.
11. Subhedar, I. S. (2016). Fieldwork training in Social Work. Rawat Publications.
12. Trevithick, P (2013). Social work Skills and Knowledge: Practice Book, Rawat Publications, Jaipur



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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Social Work Practice in Health Settings		
Course Code	M26-SWK-304		
Course Type	DEC-1		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts of health, diseases, public health, and community health. CLO 2: Analyse healthcare systems, health policies, and national health programmes in India. CLO 3: Describe the roles and functions of medical social workers in healthcare settings. CLO 4: Apply psychosocial assessment, counselling, and intervention skills in health settings. CLO 5: Evaluate social work practice in multidisciplinary and specialized healthcare settings.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	Concept of Health, Well-being & Diseases: - Health: Meaning, Concept, Determinants. - Public Health and Community health, Indicators of health in a community - Diseases: Causes & Prevention - Health Scenario in India - Epidemiology & etiology of major communicable & non communicable diseases.	15

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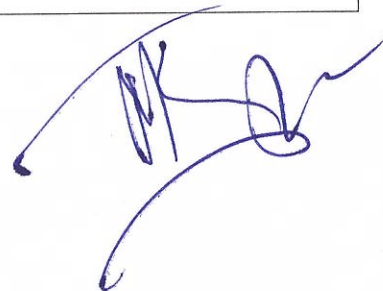
Unit-2	Health Care Services & Programmes: – Structure of healthcare service in India: Primary, Secondary & Tertiary level healthcare structure & their functions, – Primary healthcare, Concept, Issues of availability, affordability & accessibility healthcare services. – Health Planning & Policy: National Health Mission with focus on Reproductive Child Health (RCH) and Non-Communicable Disease (NCD), National Health Policy & Health Planning Over Five Year Plans.	15
Unit-3	Role and Functions – History of Medical Social Work in India and Abroad – Role of Medical Social Worker: Primordial, Primary, Secondary and Tertiary prevention – Role of Medical Social Worker in different Departments of the hospital, (including in-patient, out-patient, ICUs and specialised departments) – Psychosocial assessments, patient and welfare activities, – Psychosocial Interventions, Psycho Education	15
Unit-4	Medical Social Work Practice in Different settings: – Skills and Competencies required for Social Workers in Health Settings – Teamwork and Multidisciplinary Approach & in a medical setting – Role of medical social worker in Fertility Clinics, Diabetic Clinics, Leprosy hospital, TB Hospitals, S.T.I. Clinics, HIV Clinics (VCTCs & ARTCs), Blood Bank, Cancer Hospitals, Hospice and Palliative Care; Disability and rehabilitation in health setting, medical college hospitals	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	Written Exam
- Class Participation	5	
- Seminar presentation/assignment/quiz/class test etc.	10	
- Mid-Term exam	15	
Learning Resources		
1. Balgir, R. S. (n.d.). Tribal Health Problems, Disease Burden and Ameliorative Challenges in Tribal Communities with Special Emphasis on Tribes of Orissa. Proceeding of National Symposium on Tribal Health. https://www.nirth.res.in/publications/nsth/22.RS.Balgir.pdf		

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2. Detels, R., McEwen, J., Beaglehole, R., et al. (Eds.). (2002). Oxford Textbook of Public Health (4th ed.). Oxford University Press.
3. Park, K. (2025). Preventive and Social Medicine (28th ed.). Punjab: Bansaridas Bhanot Publishing House.
4. Ruth, B. J., & Marshall, J. W. (2017). A History of Social Work in Public Health. American Journal of Public Health, 107 (Supple 3), S236-S242.
<https://doi.org/10.2105/AJPH.2017.304005>
5. Sathe, P. V., & Sathe, A. P. (1991). Epidemiology and Management for Health Care. Mumbai: Popular Prakashan.
6. Schneider, M. J. (2021). Introduction to Public Health (6th ed.). Jones and Bartlett Publishers, Inc.
7. Wallace, R. (1998). Maxcy-Rosenau-Last Public Health & Preventive Medicine (14th ed.). McGraw-Hill Education.
8. World Health Organization. (2023). Report on Infectious Diseases and Report on Multidrug Resistance. Geneva: World Health Organization.



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DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK

Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Social Work with Family and Children		
Course Code	M26- SWK -305		
Course Type	DEC-1		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Understand the family as a social institution CLO 2: Understand the impact of Globalization on Family & Social System. CLO 3: Gain Knowledge on the Concept & Process of Socialization CLO 4: Understand the situation of Children in India CLO 5: Understand the Governmental Efforts for Strengthening the Families. CLO 6: Understand the programmes & Services for Child Welfare CLO 7: Understand the Skills, Techniques & Interventions required for working with Family.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	- Family: Concept, Types and Functions - Marriage: Concepts, Types and Changing Situation - Each Stage in the Family Lifecycle: Characteristics, Goals, and Needs - Vulnerability of Families - Marginalized Families due to Poverty, Caste and Cultural Inequalities etc.	15
Unit-2	- Socialization: Concept and Goals - Theories of Socialization - Agents of Socialization – Family, School, Peer Group, Neighborhood, Mass Media and Religion. - Child Rearing Practices	15

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	- Needs and Problems of Children in India	
Unit-3	- Current Initiative: Statutory and Non-Statutory Services - Programmes for Children under different Circumstances: Adoption, Foster Care & Guardianship - Constitutional Provisions for Family and Children - National Policies for Family and Children - UN Declaration on the Rights of the Child	15
Unit-4	- Family Centered Social Work – Problem-Solving Approach - Life Enrichment Programmes – Developmental Approach - Family and Child Welfare Programme - Skills in Behaviour Modification Techniques - Child Abuse: Forms, Sexual Assault, Child Rape- Consequences and Prevention	15
	Total Contact Hours	60
Suggested Evaluation Methods		
Internal Assessment: 30 Marks		End Term Examination: 70 Marks
Theory	30	Theory 70
Class Presentation	05	Written Examination
Seminar/Assignment	10	
Presentation/Quiz/ Class Test etc.		
Mid -Term Exam (Minor Test)	15	
Learning Resources:		
1. Choudhari, D. Paul (1980). <i>Child Welfare / Development</i>. Delhi: Atma Ram & Sons. 2. Larlton E, Munson. (1983). <i>Social Work with Families – Theory and Practice</i>. New York: The Free Press 3. Davies, Martin. (2012). <i>Social Work with Children and Families</i>. New York: Palgrave Macmillan. 4. Hurlock, Elizabeth B. (2012) <i>Child Development</i>. New Delhi: Tata McGraw Hill Pub.Com Ltd. 6th edition 5. Pradeck, J. T. (2006). <i>Children's Rights: Policy and Practice</i>. New York: Routledge Taylor and Francis Group. 6. Rogowski, Steve. (2012). <i>Critical Social Work with Children and Families: Theory, context and Practice</i>. UK: The Policy Press 7. Singh, Dolly (2001). <i>Child rights & Social wrongs – Vol – I, II, III</i> Kanishka Publishing Distributors.		

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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Introduction to Management		
Course Code	M26- SWK -306		
Course Type	DEC-1		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, principles, functions, and approaches of management. CLO 2: Describe major management theories and schools of management. CLO 3: Apply management principles and techniques in organizational settings. CLO 4: Analyse production, operations, and quality management practices. CLO 5: Evaluate contemporary management practices and their relevance to organizational effectiveness.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	- Management: Concept and Definition - Scope and Purpose - Process of Management - Managerial skills and role - Different Level of Management - Approaches of Management	15
Unit-2	Theory of Management: - Classical Theory (F.W. Taylor, H. Fayol and Max Weber) - Neo Classical Theory (Elton Mayo and A. Maslow) - Modern Theory (Peter F. Drucker and Herbert A. Simon)	15

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	- System Theory - Behavioral Theory	
Unit-3	School of Management - Quantitative School of Management - Contingency School of Management - Quality School of Management - Modern Management Concepts	15
Unit-4	- Productional and Operational Management: Definition Nature and Scope - Layout Planning - Operational Planning and Inventory Control - Total Quality Management: 7S and Six Sigma	15
	Total Contact Hours	60
Suggested Evaluation Methods		
Internal Assessment: 30 Marks		End Term Examination: 70 Marks
Theory	30	Theory 70
Class Presentation	05	Written Examination
Seminar/Assignment	10	
Presentation/Quiz/ Class Test etc.		
Mid -Term Exam (Minor Test)	15	
Learning Resources:		
1. Bhat, A., Kumar, A. (2009). Management, principles, Process and Practice. Oxford university press, New York.		
2. Chakarborty, S. K. (1993). Management by Values: Towards cultural congruence. Oxford university press, US		
3. Deede, Keuning. (1998). Management: A Contemporary Approach, Pitman Publishing, London.		
4. Drucker, Peter F., (1973). Management Tasks Responsibilities Practices, Allied Publishers Private Limited, New Delhi.		
5. Gomez-Mejia, R. Luis, David B. Balkin and Robert L. Cardy, (2005). Management, McGraw-Hill Irwin, London.		
6. Jossey-Bass, (2005). Management Skills, Business & Management Series, Jossey- Bass A. Wiley Imprint.		
7. Koontz, Harold & Heinz Weihrich, (2004). Essentials of Management: An International Perspective, Tata McGraw-Hill Publishing Company Limited, New Delhi.		
8. Koontz, Harold, Cyril O'Donnell and Heinz Weihrich, (1980). Management, McGrawHill International Book Company, Johannesburg.		
9. Leonard, J. Kazmier, (1982). Management: A Programmed Approach with Cases and Application, Fourth Edition, Tata McGraw-Hill, New Delhi.		
10. Modi, Bhupender Kumar, (1995). 'Performance, A Manager's Challenge, Tata McGrawHill Publishing Company Limited, New Delhi.		

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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Welfare Scheme in Health and Mental Health		
Course Code	M26-SWK-307		
Course Type	DEC-2		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, principles, and framework of social security, health, and mental health welfare. CLO 2: Describe major health, mental health, and disability welfare policies and schemes in India. CLO 3: Analyse public health insurance systems and social protection programmes for vulnerable populations. CLO 4: Apply social work ethics, advocacy, and legal provisions in health and mental health practice. CLO 5: Evaluate the role of social workers in promoting equitable access to health and mental health welfare services.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	Framework of Social Security - Definition, objectives, and types of social security: social insurance, social assistance, and universal schemes. - Evolution of social security in India: Constitutional and policy framework. - International conventions and the role of ILO, WHO, and UN in promoting social protection. - Concept of health security and mental health as human rights.	15
Unit-2	Health Policy and Health Welfare Schemes	15

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	- National Health Policy 2017, National Commission for Allied and Healthcare Professions Act, 2021 - Reproductive and Child Health Schemes: e.g. Janani Suraksha Yojana (JSY), Janani Shishu Suraksha Karyakram (JSSK), Rashtriya Kishor Swasthya Karyakram (RKSK), POSHAN Abhiyaan. - Disability and Mental Health: Rights of Persons with Disabilities Act, 2016; - District Mental Health Programme (DMHP).	
Unit-3	Health Insurance Systems in India - Concept, Purpose, and Evolution of health insurance in India. - Public Insurance: PM-JAY (Ayushman Bharat), - Social insurance: Central Government Health Scheme (CGHS), Employees' State Insurance (ESI), Rashtriya Swasthya Bima Yojana (RSBY)	15
Unit-4	Advocacy, Ethics, and Social Work Practice - Code of Practice for NCAHPs, Social Work Ethics and Health Practice, Advocacy for health reform for equity and access. - Free legal aid services at national, state and district level and for Legal support through community action (RTI, PIL Lok Adalats, - Writ petitions, Affidavits, Social Information Report, Bail application etc).	15
Total Contact Hours		
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	Written Exam
Class Participation	5	
Seminar presentation/assignment/quiz/class test etc.	10	
Mid-Term exam	15	
Learning Resources		
- Baru, R. V. (2020). Health Systems and Social Protection in India: Towards Universal Health Coverage. Indian Journal of Human Development. - Bhat, R., & Jain, N. (2007). Analysis of Public and Private Health Insurance Programmes in India. Indian Institute of Management Ahmedabad. - Bhattacharya, D. (2013). Social Security Systems in India: An International Comparative Analysis. Springer. - Bhattacharyya, R. (2021). Social Protection in India: Policies, Programmes, and Institutional Mechanisms. Routledge. - Desai, S., & Thakkar, U. (Eds.). (2007). Women in Indian Society. National Book Trust – Chapters on social security and women's welfare. - Dev, S. M., & Ranade, A. (2001). Social Protection for the Poor in India: Policies and Programmes. International Labour Organization (ILO).		

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7. Ministry of Finance. (2023). Economic Survey of India – Chapter on Social Sector Expenditure.
8. Purohit, B., & Chauhan, A. (2019). Health Insurance in India: Past, Present, and Future. Journal of Health Management.
9. Saxena, S., & Setoya, Y. (2014). Social Protection and Mental Health: An Overview. World Psychiatry.
10. Ramachandrudu G. (1997). Health Planning in India (eds G. Ramachandrudu). A.P.H. Publishing Corporation.
11. Ministry of Health & Family Welfare. (2017). National Health Policy.
12. Ministry of Health & Family Welfare. (2021). MTP Amendment Guidelines.
13. Ministry of Law & Justice. (2016). Rights of Persons with Disabilities Act.
14. Nagpurkar, K. (2023). A review of literature on health policy in India.
15. NIMHANS. (2018). Guide to the Mental Healthcare Act, 2017.
16. Reisman, D. A. (2007). Health Care and Public Policy. UK: Edward Elgar Publishing.

Policy Documents and Government Reports

- National Health Policy (2017) – Ministry of Health and Family Welfare, Government of India.
- National Mental Health Policy (2014) – Ministry of Health and Family Welfare.
- National Policy for Persons with Disabilities (2006) – Department of Empowerment of Persons with Disabilities.
- NITI Aayog (2021). Report on Social Protection Floors for India.
- International Labour Organization (ILO). World Social Protection Report (latest edition). Geneva.

Additional Reading on Online Resources / Portals

- <https://www.niti.gov.in> – Reports on social sector initiatives.
- <https://pmjay.gov.in> – Ayushman Bharat – Pradhan Mantri Jan Arogya Yojana.
- <https://nsap.nic.in> – National Social Assistance Programme.
- <https://eshram.gov.in> – e-SHRAM portal for unorganized workers.
- <https://labour.gov.in> – Ministry of Labour and Employment: Acts and Schemes.



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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Gender and Development		
Course Code	M26- SWK -308		
Course Type	DEC-2		
Course Objectives	The course aims to understand women as a target client group for social work intervention; the paper deals with the issues, concerns, problems and social work methods in facilitating healthy adaptation of the client group in the current Indian context.		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Develop Gender Perspectives in analyzing Social Realities CLO 2: Understand the various challenges related to women at each developmental stage of life. CLO 3: Apply Social Work Intervention methods in dealing with Women Empowerment CLO 4: Understand the legal safeguards for gender justice in the legal, National and International context. CLO 5: Acquire skills to identify systems/mechanisms/factors that affect Women's Development.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure			
<i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic		Hours
Unit-1	- Feminist Understanding of Power-Patriarchy and Its Manifestation - Feminism Theories: Liberal Feminism, Marxist Feminism, Socialist Feminism, Radical Feminism and Eco- Feminism - Sex, Gender & Patriarchy - Masculinity and Femininity: Concepts, Meaning, Definitions and Characteristics - Reproduction of Gender: Family Socialization, School and Media		15
Unit-2	- Women's Position: Issues and Challenges		15

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	- Problems and Issues Related to the Girl Child: Child Marriage, Female Feticide, Child Abuse - Problems Faced by Women (Organized, Unorganized, and Self Employment Women) - Crime against Women and Laws: Rape, Dowry, Domestic Violence - Offences against Women Outside Home: Sexual Harassment at Work Place, Trafficking and Prostitution.	
Unit-3	- Women Empowerment: Concept, Strategies and Perspectives - Women's Rights in India - Gender Empowerment Measure (GEM) - Gender Development Index (GDI) - Women Empowerment: Current Policies and Programmes	15
Unit-4	- Legal safeguards for Women: Domestic Violence Act 2005 - The Dowry Prohibition Act, 1961 - Prevention of Women from Sexual Harassment at Work Place, 2013, PCPNDT Act 2000 - Schemes & Programmes of National and International Organizations related to Women	15
	Total Contact Hours	60

Suggested Evaluation Methods

Internal Assessment: 30 Marks		End Term Examination: 70 Marks	
Theory	30	Theory	70
Class Presentation	05	Written Examination	
Seminar/Assignment	10		
Presentation/Quiz/ Class Test etc.			
Mid -Term Exam (Minor Test)	15		

Learning Resources:

1. Motilal, Shashi and Nanda, Bijayalaxmi. (2006) Human Rights, Gender and Environment. New Delhi: Allied Publishers.
2. Aggarwal, Bina (eds.). (1998). *Structure of Patriarchy*. New Delhi: Kali for women.
3. Andal, N. (2002). *Women in Indian Society: Options and constraints*. New Delhi: Rawat Publications.
4. Anita Srivastav. (2004). *Women in India - Problems and Prospects*. Delhi: Indian Publishers and Distributors
5. Arya, Sadhna (2000). *Women, Gender Equality and the State*. New Delhi: Deep and Deep Publications.
6. Chaudhary Paul, (1992). *Women Welfare and Development - A Source Book*. New Delhi: Inter India Publications.
7. Lorber, Judith & Farrell, Susan A. (eds.) (1991). *The Social Construction of Gender*. New Delhi: Sage Publications.

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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	Human Resource Management		
Course Code	M26- SWK -309		
Course Type	DEC-2		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CO 1 Understand the Human Resource Management and Its Functions CO 2: Understand the Principles and Scope of Management CO 3: Explore Various aspects of Managerial Functions CO4: Develop understanding on Planning and Management CO 5: Understand the Communicational Process at Industrial Level CO 6: Understand the Personal Management System CO 7: Understand Man Power Planning and Job Analysis CO 8: Understand the Recruitment and Selection, Job Evaluation CO 9: Understand the Grievance Handling and Disciplinary Action.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure <i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic		Hours
Unit-1	- Concept, Nature and Definition of Management - Importance of Management - Scope of Management - Fayol's 14 Principles of Management - Administrative Functions		15
Unit-2	- Planning: Concept, Nature, Characteristics and Types of Planning - Organization: Concept and Process - Direction: Concept, Importance, Techniques and Management Model - Controlling: Concept, methods and techniques		15

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	- Co-ordination: Concept, Basic features, Need, Types and Techniques	
Unit-3	- Communication: Concept, Process - Classification and 7C's of Business Communication - Personal Management/Manager: Functions and Structure - Job Analysis: Uses, Process and Purpose - Manpower Planning: Importance, Process and Challenges	15
Unit-4	- Recruitment and Selection: Process and Sources - Placement and Induction - Job Evaluation: Objectives and Methods - Grievance Handling: Causes, Ways, Procedures - Disciplinary Action	15
	Total Contact Hours	60

Suggested Evaluation Methods

Internal Assessment: 30 Marks		End Term Examination: 70 Marks	
Theory	30	Theory	70
Class Presentation	05	Written Examination	
Seminar/Assignment	10		
Presentation/Quiz/ Class Test etc.			
Mid -Term Exam (Minor Test)	15		

Learning Resources:

1. Sharma, D.G., Sharma, K. & Surana, C.G. (2007). *Human Resource Management*. New Delhi: Ramesh Book Depot.
2. Mamoria, C. B., & Gankar, S. V. (2009). *A Textbook of Human Resource Management*. Himalaya Publishing House.
3. Bhattacharyya, Kumar, Deepak. (1999). *Managing People*. New Delhi, Excel Books.
4. Moorthy, M. V. (1992). *Human Resource Management Psycho-Sociological Social Work Approach*. Bangalore, R & M Associates.
5. Singh M. K. and Bhattacharya. (1990). *Personnel Management*. New Delhi: Discovery Publishing House.
6. Chopra, R.K. (2001). *Management of Human Resource (Text & Cases)*. Allahabad : Kitab Mahal.
7. John, Story. (1997). *Human Resource & Change Management. (International Cases)*. Delhi: Efficient Printer.
8. Yoder, D. (1942). *Personnel management and industrial relations*.
9. Beach, D. S. (1985). *Personnel: The management of people at work*. Macmillan Pub Co.



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Name of Programme	Master of Social Work (MSW)
Semester	Third
Name of the Course	Block Placement/ Summer Placement/Summer Internship
Course Code	M26-SWK-310
Course Type	PC-3
Introduction of Block Placement/ Summer Placement	Block Placement/ Summer Placement/ Summer Internship - provides an opportunity to experience day-to-day work in a setting. The learner gets involved with direct practice with the client system and with the ongoing management operations of the setting. The period recommended for this experience is about four weeks, after the first year of the post-graduate programme. It is part of course curriculum and mandatory to every student. There shall be a professionally qualified worker in the setting willing to plan orientation and provide consultation, when needed. Block Placement/ Summer Placement is part of Field Work Practicum. Evaluation of the Block Placement/ Summer Placement of 100 marks will be done along with the viva-voce examination by the viva-voce committee constituted for the assessment of field work practicum or similar committee may be constituted, if required.
Course Objectives The fieldwork programme has been designed to achieve the mentioned objectives:	The objective of the Block Placement/ Summer Placement is: 1. To broaden the student's perspective of welfare services 2. To provide them with pre-employment work experience in the area of their interest, to facilitate them to assume professional responsibilities 3. To carry out specific assignments with professional responsibility
Nature of Placement	The students for their Block Placement/ Summer Placement are placed with organizations for a period of 4 weeks after their second semester examination. The organization for Block Placement/ Summer Placement is usually different from the one where student has been placed for concurrent fieldwork. Students, during Block Placement/ Summer Placement are required to observe the working days and working hours of the organization they are placed in. Internship will take place under the supervision/guidance of the respective Faculty Supervisor as well as concerned Agency Supervisor from the organization who will maintain attendance sheet.
Placement Procedure for Block Placement/ Summer Placement:	Preferences for the area and the organizational setting for Block Placement/ Summer Placement are invited by the fieldwork unit immediately after examination of second semester. The students are required to exercise three choices in order of preference, in writing to the Field Work Unit by the specified date. The Field Work Unit assesses these preferences and tries to arrange suitable organizations for Placements.

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	In spite of its best efforts, the department may not be able to accommodate the preferences of all the students. They will have to accept the alternative Placements. The students are required to commence their fieldwork training from the date specified for the purpose. Any delay without the expressed approval of the department will disqualify a student from undertaking Block Placement/ Summer Placement that year. In no case, a student should approach the prospective field work agency directly on her/his own.		
Viva-voce instructions	Both Internal and external examiner will evaluate the performance of the students on the basis of Summer Internship Report and Viva-Voce. The practical paper of Block Placement/Summer Internship/Summer Internship shall be of 100 marks. Internal Examiner will conduct Internal Assessment (of 30 marks) of the students as per suggested evaluation methods. An External Examiner will evaluate students out of 70 marks		
Format for Block Placement/ Summer Placement Report:	1. Plan of day 2. Interaction 3. Observation 4. Analysis 5. Self-learning 6. Future Plan		
Mode of Examination	Theory	Practical	Total
Credit	0	4	4
Teaching Hours per Week	0	4	4
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70
Maximum Marks	0	100	100
Examination Time	04 hours (as decided by PGBOS)		
Practical			Hours
4 Weeks Summer Internship (8 hrs per Day)			Minimum 200 hrs
Instructions:			
Every student is required to:			
1. Intimate the department in writing his/her date of joining Block Placement/ Summer Placement within a week of joining the agency countersigned by the agency supervisor. In delay of joining in agency or delay to inform about joining to department supervisor will disqualify a student from undertaking Block Placement/ Summer Placement that year.			
2. Send fortnightly reports countersigned by agency supervisor within the first week of next fortnight. Two fortnightly reports together shall not be accepted.			
3. All the students are required to keep duplicate reports/log sheets, in case the originals are misplaced, they can submit the duplicate reports.			

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4. After a fortnight if the department does not receive the Block Placement/ Summer Placement reports, it shall stand cancelled & the students shall have to repeat it again.
5. At the end of Block Placement/ Summer Placement, every student is required to bring a completion certificate from the respective organization.

Rules for Attendance and Working Hours:

6. The student shall mark the attendance as per the rules of the organization and shall strictly observe the working hours of organization he/she is placed.

Rules for Leave:

7. As per the departmental rules the students can avail two days leave in four weeks/ one month. In case they want to avail more leave for some reasons, it has to be with the permission of the agency supervisor and Department HOD and department supervisor and accordingly their fieldwork days shall be extended in order to complete four weeks/ one month. If students fail to inform/ take prior permission from HOD or concern Supervisor, department and agency supervisor will disqualify a student from undertaking Block Placement that year.

Suggested Evaluation Methods**Internal Assessment: 30**

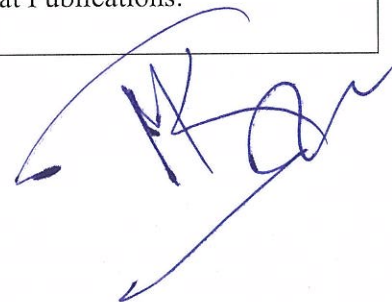
Attendance, Regularity and Professional Conduct	5
Presentation/ Viva-Voce	10
Internship Report Writing & Documentation	15

End Term Examination: 70

External Viva-Voce on the basis of Block Placement/Summer Internship Report

Learning Resources

1. Dash, B. M., & Roy, S. (Eds.). (2019). Fieldwork training in Social Work. Taylor & Francis.
2. Datar, S., Bawikar, R., Rao, G., Rao, N., & Masdekar, U. (Eds.). (2008). Skill training for social workers: A manual. SAGE Publications India.
3. Nagmani Rao (2019) Field Instruction in Social Work Education, Routledge India
4. Singh R.R. (Ed.) (1985). Fieldwork in Social Work Education: A perspective for Human Service Profession. New Delhi: Concept Publications.
5. Subhedar, I. S. (2016). Fieldwork training in Social Work. Rawat Publications.



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Name of Programme	Master of Social Work (MSW)		
Semester	Third		
Name of the Course	NGO Management		
Course Code	M 26-SWK-311		
Course Type	EEC		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concept, characteristics, and classification of NGOs and their role in civil society. CLO 2: Describe the legal procedures and regulatory framework for the establishment and registration of NGOs. CLO 3: Apply the provisions related to NGO governance, taxation, and statutory compliance. CLO 4: Evaluate the role of NGOs in corporate social responsibility (CSR) and community development.		
Mode of Examination	Theory	Practical	Total
Credit	2		2
Teaching Hours per Week	2		2
Internal Assessment Marks	15		15
End Term Exam Marks	35		35
Maximum Marks	50		50
Examination Time	02 hours		
Question Paper Structure			
Unit	Topic		Hours
Unit-1	- Civil Society, Non Profit Organisations and Non-Governmental Organisations - NGOs: Concept , Objectives, Characteristics and Classification - Process of NGO Registration - Legal Procedures for Establishment of NGOs		15
Unit-2	- Overview of Societies Registrations Act, India's Companies Act, Indian Trust Act, Haryana Societies Registration Act, 2012 - Memorandum of Association and Bye Laws - Income Tax Exemption (80-G, 12-A, & 35AC): Rules and Regulation - Role of NGO's in Corporate Social Responsibility (CSR) Initiatives		15
	Total Contact Hours		30
Suggested Evaluation Methods			
Internal Assessment: 30 Marks		End Term Examination: 70 Marks	

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Theory	30	Theory	70
Class Presentation	05	Written Examination	
Seminar/Assignment Presentation/Quiz/ Class Test etc.	10		
Mid -Term Exam (Minor Test)	15		

1. Choudhury, D. P. (2011). *Strategic planning and management of nonprofit organizations and NGOs: Theory, practice, research and cases*. Asian Books.
2. Drucker, P. (2012). *Managing the non-profit organization*. Routledge.
3. Fisher, J. (2003). *Non-governments: NGOs and the political development of the Third World*. Rawat Publications.
4. Lewis, D. (2004). *The management of non-governmental development organizations: An introduction*. Routledge.
5. Marlowe, J., & George, P. (2005). Structural social work in action. *Journal of Progressive Human Services*, 16(1), 5–22. https://doi.org/10.1300/J059v16n01_02
6. Smillie, I., & Hailey, J. (2000). *Managing for change: Leadership, strategy and management in Asian NGOs*. Earthscan Publications.
7. United Nations. (2005). *UN system engagement with NGOs, civil society, the private sector and other actors: A compendium*. United Nations.
8. R. Kumar, S. L. Goel. (2005). *Administration and Management of NGOs: Text and Case Studies* Paperback. Deep & Deep Publications, India. ISBN 8176296015.
9. S. Chandra (2003). *Guidelines for NGO Management in India*. Kanishka Distributors, New Delhi. ISBN 978-8173916038.

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Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Environment, Sustainable Development and Social Work		
Course Code	M26- SWK -401		
Course Type	CC-11		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO1: Understand basic concept and division of environment CLO2: Understand the problem of environmental degradation/ hazards CLO3: Demonstrate understanding of Environmental problems CLO4: Understand the Issues and Challenges of environment in Haryana CLO5: Understand and Critically analysis the Global environment issues and challenges CLO6: Understand the protection and promotion of environment CLO7: Understand the Environmental movements, convention and treaties on environment.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	General Understanding of Environment: - Environment: Concept, Meaning, Basic Characteristics - Ecology: Meaning, Characteristics, Sub Divisions - Ecosystem: Concept, Characteristics, Types and Functions - Green Social Work: Concept, Meaning, Objectives - Environmental Degradation: Causes and Types	15
Unit-2	Current Environmental Problems: - Air Pollution, Nuclear Hazards and Thermal Pollution - Land and Water Pollution - Disaster: Concept, meaning, Types and Causes - Deforestation: Causes and Effects - Major Environmental Issues and Challenges in Haryana	15

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Unit-3	Global Environment Issues: - Global Warming: Causes and Effects - Global Cooling/ Global Dimming: Causes and Effect - Ozone Layer Depletion: Cause and Effect - Green House Effect: Cause/Consequences - Sustainable Development: Concept, Definition and Dimensions	15	
Unit-4	Protection and Promotion of Environment: - Main Features of Environment Protection Act-1986, Air (Prevention and Control of Pollution) Act - Constitutional Provisions for Environment Protection, Features of Water (Prevention and Control of Pollution) Act - Main features of Biodiversity Act, 2002 - Environmental Movements (Chipko, Appico, Narmada Bachao Andolan) and Social Work Interventions - Convention and Treaties on Environment	15	
	Total Contact Hours	60	
Suggested Evaluation Methods			
Internal Assessment: 30 Marks		End Term Examination: 70 Marks	
Theory	30	Theory	70
Class Presentation	05	Written Examination	
Seminar/Assignment Presentation/Quiz/ Class Test etc.	10		
Mid -Term Exam (Minor Test)	15		
Learning Resources:			
1. Agrahari, P., Ravi. (2017). <i>Environmental Ecology and Biodiversity</i> . Chennai: McGraw Hill Education (India) Private Limited.			
2. Kaushik, Anubha & Kaushik, C.P. <i>Perspectives in Environmental Studies</i> .			
3. Reid, D.E. 1995. <i>Sustainable Development: An Introductory Guide</i> . London: Earthscan Publishers			
4. Sheth, P. 1997. <i>Environmentalism: Politics, Ecology and Development</i> . Jaipur: Rawat Publication			
5. Gupta, K.R. (ed.) 2005. <i>Environment: Problems and Policies</i> . New Delhi: Atlantic Publications			
6. Negi, S.S. 1991. <i>Environmental Degradation and Crises in India</i> . New Delhi: Indus Publishing Company			
7. CAPART (1995). Proceedings of CAPART workshop on Strengthening of Community Participation in Disaster Reduction, New Delhi			
8. Agrahari, P., Ravi 2015. <i>A Handbook of Environmental Ecology For UPSC and other competitive exams</i> . New Delhi: Omeena Publication			



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Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Mental Health Care: Needs and Services		
Course Code	M26-SWK-402		
Course Type	CC-15		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, determinants, and models of mental health and mental illness. CLO 2: Describe the classification, manifestations, and epidemiology of common mental disorders. CLO 3: Analyse mental health policies, programmes, legislation, and rehabilitation services in India. CLO 4: Apply community mental health approaches and social work interventions in mental health settings. CLO 5: Evaluate the role of social workers in promoting mental health, rehabilitation, and community-based care.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	Understanding Mental Health – Mental Health and Community Health: Concept, Meaning and Scope – Human rights perspective – Concept of Normality and Abnormality, Mental Illness, Mental Hygiene – Models of Mental health – Socio-cultural Determinants	15
Unit-2	Classification, Epidemiology and Manifestations of Mental Disorders – Concept of Mental Disorders – Broad classification of Mental Disorders (DSM 5 and ICD- 11) – Common mental disorders- Anxiety disorders, OCD, ADHD – Severe mental disorders- Schizophrenia, Depression, Bipolar	15

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Unit-3	Mental Health Care Services – Mental Health Services: National Mental Health Programme – Salient Features of Mental Health Care Act, 2017, – Rehabilitation, Prevention and Promotion of Mental Health – Meaning and Definition of Mental Retardation (MR), Characteristics of Mental Retardation, Classification of Mental Retardation – Mental health in educational institutions and work places	15
Unit-4	Community Mental Health – Community Mental Health and Units in General Hospitals – Concept of Community Psychiatry – Community Consciousness of Mental Health – Industrial Mental Health Services – Functions of Rehabilitation Council of India (RCI) – Social Work Intervention and Role of Social Worker	15
	Total Contact Hours	60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	Written Exam
- Class Participation	5	
- Seminar presentation/assignment/quiz/class test etc.	10	
- Mid-Term exam	15	
Learning Resources		
1. Ahuja, Niraj. (2011). <i>A Short Textbook of Psychiatry</i>. New Delhi: Jaypee Brother Medical Publishers (P) Limited. Sage Publications India Pvt Ltd. 2. Singh, C.P. (2005) <i>Mansik Mandta: Karan, Pehchan, Upchar avm Punarvas</i>. Kanishak Publishers, Distributors, New Delhi-1100002. 3. Upadhyay, R.K. & Sandhya (2010). <i>Mental Disorders and Mental Health Policy</i>, New Delhi: Kanishka 4. Murthy, R. S. (2017). <i>Mental health by the people</i>. Oxford University Press. 5. Singh, A., & Gupta, P. (2018). <i>Mental health social work in India: Emerging perspectives</i>. Rawat Publications. 6. Verma, R. (2019). <i>Psychiatric social work: Theory and practice</i>. Concept Publishing Company. 7. Francis, Abraham, P. (2014). <i>Social Work in Mental Health: Areas of Practice, Challenges and Way Forward</i>. 8. Mahajan, B.K. & Gupta, M.C. (1991). <i>Textbook of Preventive and Social Medicine</i>. New Delhi: Jaypee Brother Medical Publishers (P) Limited. 9. Park, K. (2014). <i>Preventive and Social Medicine</i>. Jabalpur: Banarasidas Bhanot Publishers. 10. Bhatia, Manjeet Singh. (2014). <i>Mental Disorders: Misconceptions and Realities</i>. National Book Trust India. 11. Sekar, K., Parthasarathy, R.& Muralidhar,D. (2007). <i>Handbook of Psychiatric Social Work</i>. National Institute of Mental Health and Neuro Sciences		

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Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Psychiatric Social Work		
Course Code	M26-SWK-403		
Course Type	DEC-3		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, scope, and functions of psychiatric social work in mental healthcare. CLO 2: Learn how to assess and support individuals and families affected by mental illness. CLO 3: Analyse the psychosocial dimensions of substance abuse, alcoholism, and addiction management. CLO 4: Apply counselling, interviewing, documentation, and case management skills in psychiatric social work practice. CLO 5: Evaluate rehabilitative, preventive, and promotive interventions for individuals with mental illness and substance use disorders.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	Role and Functions of Psychiatric Social Workers – Concept of Psychiatric Social Work, – Role of Psychiatric Social Worker in Hospitals and Community Settings – Functions, Skills and Techniques of Psychiatric Social Workers – Team Work in Psychiatric Setting – Intake and psycho-social assessment in medical and psychiatric – Case formulation and planning – Issue and Concerns of Psychiatric Social Work in India	15

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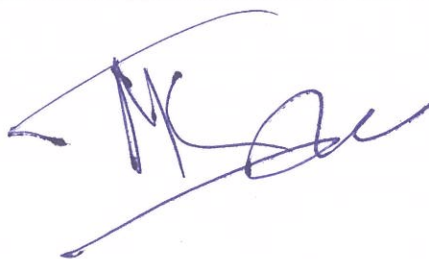
Unit-2	Skills in Psychosocial Assessment - How to collect information about a client's social, family, and emotional background - Understanding stress, coping, suicide and support systems - Writing psychosocial assessments and case summaries - Recognizing suicide risk or self-harm and reporting responsibly - Using empathy and listening skills in interviews	15
Unit-3	Substance Abuse and Alcoholism - Substance Abuse and Dependence : Meaning, Definition, Nature and Extent of The Problem - Types, Nature and Symptoms of Addictive Substances: Natural, Synthetic, Narcotics, Stimulants and Depressants - Short Terms and Long Terms Effects of Substance Abuse - Alcohol Dependence and Alcoholism: Definition, Causes, Symptoms, Long Term and Short-Term Effects. - Counseling with Drug and Substance Abuser	15
Unit-4	Rehabilitation Services - Rehabilitative, Preventive and Promotive Measure for Treatment of Drug Addicts & Alcoholics - Socio-Economic Implications of Addiction - Yoga, Meditation and Other Therapeutic Measures - Art of Interviewing, Case Follow – Up - Rehabilitation planning for people with long-term mental illness - Institutional and non-institutional services for the mentally ill - Recording, Documentation and Evaluation in Psychiatric Social Work Practice	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	Written Exam
- Class Participation	5	
- Seminar presentation/assignment/quiz/class test etc.	10	
- Mid-Term exam	15	
Learning Resources		
1. Verma, Ratna. (1991). <i>Psychiatric Social Work in India</i> . New Delhi: Sage Publications. 2. Ahuja, Niraj. (2011). <i>A Short Textbook of Psychiatry</i> . New Delhi: Jaypee Brother Medical Publishers (P) Limited. 3. Upadhyay, R.K. & Sandhya (2010) . <i>Mental Disorders and Mental Health Policy: A Social perspective</i> . New Delhi: Kanishka 4. Singh, C.P. (2015). <i>Alcoholism, Family and Social Work Practice</i> . Rawat Publications		

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5. Francis, Abraham, P. (2014). *Social Work in Mental Health: Areas of Practice, Challenges and Way Forward*.
6. Sekar, K., Parthasarathy, R. & Muralidhar, D. (2007). *Handbook of Psychiatric Social Work*. National Institute of Mental Health and Neuro Sciences.
7. Bhatia, Manjeet Singh. (2014). *Mental Disorders: Misconceptions and Realities*. National Book Trust India.
8. Singh, C.P. (2005) *Mansik Mandta: Karan, Pehchan, Upchar Avm Punarvas (HINDI)*. Kanishak Publishers, Distributors, New Delhi-1100002.
9. Coppock, U. (2015). *Understanding Social Work practice in mental health*. Delhi: Sage publication Ltd.
10. Mahajan, B.K. & Gupta, M.C. (1991). *Textbook of Preventive and Social Medicine*. New Delhi: Jaypee Brother Medical Publishers (P) Limited.
11. Park, K. (2017). *Preventive and Social Medicine*. Jabalpur: Banarasidas Bhanot Publishers.
12. Mane, P. & Gandevia, K.Y., (1993). *Mental Health in India: Issues and Concerns*. TATA Institute of Social Sciences (TISS), Mumbai.
13. Barker, R. L. (2021). *The Social Work Dictionary* (7th ed.). NASW Press.
14. Corey, G. (2021). *Theory and Practice of Counselling and Psychotherapy* (10th ed.). Cengage Learning.
15. Jacob, K. S. (2016). *Psychiatric Social Work in India: Contemporary Perspectives*. NIMHANS Publications.
16. Kapur, R. L. (2019). *Mental Health Care in India: Old Challenges and New Solutions*. NIMHANS Publications.
17. Ponnuchamy, L., & Venkatesan, S. (2016). *Psychosocial Rehabilitation of Persons with Mental Illness*. NIMHANS Publications.
18. Saleebey, D. (2013). *The Strengths Perspective in Social Work Practice* (6th ed.). Pearson.
19. World Health Organization. (2021). *Guidelines for Community Mental Health Services: Promoting Person-Centred and Rights-Based Approaches*. WHO Press.



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DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK			
Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Social Work with Youth and Elderly		
Course Code	M26- SWK -404		
Course Type	DEC-3		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, developmental perspectives, and contemporary issues of youth and older persons. CLO 2: Analyse the socio-cultural, psychological, and economic factors influencing the well-being of youth and the elderly. CLO 3: Describe youth and elderly welfare policies, programmes, legislations, and support services in India. CLO 4: Apply social work interventions, counselling, and community-based approaches for youth and elderly welfare. CLO 5: Evaluate the role of governmental and non-governmental organizations in promoting the well-being and empowerment of youth and older persons.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure <i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic		Hours
Unit-1	Youth and Developmental Issues - Youth: Meaning and Concept and Characteristics - Youth and Development: Situational Analysis of Youth in India - Influence of Societal Systems (Family, Politics, Media, Information Technology) on Youth - Critical issues affecting Youth in relation to their Developmental Roles and Tasks; Education, Work, Family, Marriage and Relationships		15

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	- HIV/AIDS and Youth	
Unit-2	Youth Development, Leadership and Welfare Programmes - Factors Influencing Development of Youth - Youth Welfare Programmes & Services - Features of National Youth Policy, 2013 - Structure and Function of Department of Youth Affairs and Sports - Youth and Leadership; Role of Youth in Nation Building	15
Unit-3	Issues and Concerns of Elderly - Understanding the Elderly- Demographic, Developmental and Psychological Perspectives - Socio-Cultural, Economic and Health Perspectives - Issues and Concerns of Elderly-Health, Retirement Planning, Family Support, Gender Issues, Property Rights, Social Security, Illness and Death of Spouse, Loneliness, Generation Gap and Crisis of Values etc. - Domestic Violence and Abuse: Dependency and Family Care	15
Unit-4	Welfare Schemes for Elderly - Constitutional Provisions for Elderly, National Policy for Older Person. - Government Schemes for Elderly, Provision Under the Maintenance and Welfare of Parents and Senior Citizen Act, 2007. - Institutional and Non-Institutional Service for Elderly - HELPAGE and Other NGOs for the Aged - Social Work with the Aged, Counseling for the Aged and Family Members	15
	Total Contact Hours	60
Suggested Evaluation Methods		
Internal Assessment: 30 Marks		End Term Examination: 70 Marks
Theory	30	Theory 70
Class Presentation	05	Written Examination
Seminar/Assignment Presentation/Quiz/ Class Test etc.	10	
Mid -Term Exam (Minor Test)	15	
Learning Resources:		
1. Pandey, R. (1984). <i>Sociology of Youth</i> . Sterling Publication, New Delhi		
2. Desai, Murli & Raju, Siva. (Ed.) (2000). <i>Gerontological Social Work in India – Some Issues and Perspectives</i> . Delhi: BR Publishing House.		
3. Khan, M.Z. (1989). <i>Voluntary Welfare Services for the Aged</i> . Dept. of Social Work. New Delhi: Jamia Milia Islamia.		
4. Dandekar, Kumudini. (1996). <i>The Elderly in India</i> . New Delhi: Sage Publications.		

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5. Dey, A. B (Ed.). (2003). *Ageing in India: Situation Analysis and Planning for the Future*. New Delhi / WHO and AIIMS
6. Singh, C.P. (2015). *Alcoholism, Family and Social Work Practice*. Rawat Publications
7. Prashant, S. (1993). *Drug Abuse and Society*. Ashish Publishing House. New Delhi.
8. Darle, B.M. (2016). *Fighting HIV/AIDS: The Gracious Way*. New Delhi: Uppal Publishing House.
9. Pati, R. N. & Jena, B. (1989). *Aged in India: Socio-Demographic Dimension*. New Delhi: Ashish Publishing House.



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Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Industrial Relations and Trade Unions		
Course Code	M26- SWK -405		
Course Type	DEC-3		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, approaches, and significance of industrial relations and industrial disputes. CLO 2: Describe the mechanisms for industrial dispute resolution, workers' participation, employee discipline, and the role of the International Labour Organization (ILO). CLO 3: Analyse the structure, functions, and development of trade unions in India. CLO 4: Apply the provisions of major labour legislations related to industrial relations, trade unions, and wages. CLO 5: Evaluate the role of industrial relations and trade unions in promoting harmonious labour-management relations and workers' welfare.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

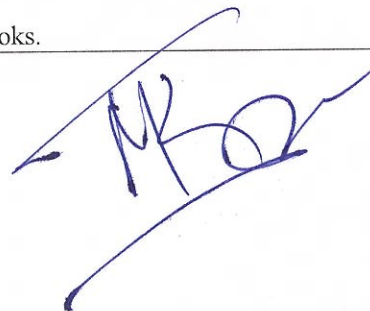
Unit	Topic	Hours
Unit-1	Industrial Relations: - Concept, definition and features - Significance, Scope - Approaches of Industrial Relation - Industrial Relation System - Industrial Dispute: Causes, forms and types	15
Unit-2	Methods of Settling Industrial Disputes:	15

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	- Non-Statutory methods, Statutory measures - Worker's participation in Management - Employee Discipline: Objective/Importance - International Labour Organization (ILO): Origin, History and Objectives		
Unit-3	Trade Unions and Trade Unions Act: - Meaning, Main features and Objectives - Functions of Trade Unions - Types of Unions - Organizational Structure of Trade Unions - Trade Union Movement in India	15	
Unit-4	Wages and Salary Provision: - Trade Union Act, 1926: Main Features and Objectives - Main Features and Importance of the Industrial Dispute Act, 1947 - Minimum Wages Act, 1948: Main Provisions - Main provisions of Payment of Wage Act, 1936 - Equal Remuneration Act, 1976	15	
	Total Contact Hours	60	
Suggested Evaluation Methods			
Internal Assessment: 30 Marks		End Term Examination: 70 Marks	
Theory	30	Theory	70
Class Presentation	05	Written Examination	
Seminar/Assignment Presentation/Quiz/ Class Test etc.	10		
Mid -Term Exam (Minor Test)	15		
Learning Resources:			
1. Kapoor, N.D. (2011). <i>Elements of Industrial Law</i> . Sultan Chand and Sons.			
2. Tripathi, P. C. & Gupta, C. B. (1990) <i>Industrial Relations &Labour Laws</i> . New Delhi : Sultan Chand & Sons.			
3. Sinha, G. P. and Sinha, P. R. (1977) <i>Industrial Relations and Labour Legislation in India</i> . New Delhi, Oxford IBH Publishing Co.			
4. S.D.Punekar. <i>Labour Welfare, Trade Unionism & Industrial Relations</i> . Bombay:Himalaya Publishing House.			
5. Arora, M. (2005) <i>Industrial Relations</i> . New Delhi: Excell Books.			



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DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK

Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Counselling: Theory and Practice		
Course Code	M26-SWK-406		
Course Type	DEC-4		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, principles, and process of counselling and guidance. CLO 2 : Demonstrate basic counselling skills and ethical practices in professional settings. CLO 3: Apply major counselling theories and approaches to social work practice. CLO 4: Use counselling techniques to address psychosocial issues in medical and psychiatric settings. CLO 5:Evaluate counselling interventions and documentation in diverse practice settings.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure <i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic	Hours	
Unit-1	– Counselling as a helping process: Meaning, nature and goals. – Philosophical bases of counselling, Principles of Counselling – Stages of counselling process: Preparation, assessment, intervention, termination – Guidance: Meaning, Nature, Scope & Need of Guidance , Functions of Guidance. – Types of Guidance: Educational, Vocational & Personal Guidance Services	15	

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Unit-2	Techniques and Skills in Counselling – Basic skills in counselling - Building rapport, active listening, empathy, communication skills, questioning, reflection, summarization, paraphrasing, etc. – Client centered approach in counselling – Ethical issues and confidentiality – Practical applications of techniques in class	15
Unit-3	Theories and Approaches to Counselling: – Psycho-social Theories, Humanistic and Strengths-Based Approaches, – Cognitive and Behavioral Theories, Transactional Analysis and Crisis Intervention – Counselling vs. Guidance in social work contexts – Skills in Counseling (listening, questioning, responding) & Guidance – Core Values and Ethics in Social Work Counselling and Guidance	15
Unit-4	Counselling in Medical and Psychiatric Settings – – Counselling in HIV/AIDS, cancer, and chronic illnesses – Counseling families: Caregiver stress, marital issues, family coping – Counselling for substance use disorders. Psychoeducation – Counseling in psychiatric hospitals: depression, anxiety, psychosis. – Documentation and reporting.	15
	Total Contact Hours	
Suggested Evaluation Methods		
Internal Assessment: 30		End Term Examination: 70
➤ Theory	30	Written Exam
- Class Participation	5	
- Seminar presentation/assignment/quiz/class test etc.	10	
- Mid-Term exam	15	
Learning Resources		
1. Geldard, K. & Geldard, D. (2016). Basic Personal Counselling: A Training Manual for Counsellors. Cengage Learning.		
2. Corey, G. (2017). Theory and Practice of Counselling and Psychotherapy. Brooks/Cole.		
Nelson-Jones, R. (2015). Practical Counselling and Helping Skills: Text and Activities for the Life skills Counselling Model. Sage Publications.		
3. Capuzzi, D. & Gross, D.R. (2018). Counselling and Psychotherapy: Theories and Interventions. American Counselling Association.		
4. Beck, J. S. (2020). Cognitive Behaviour Therapy: Basics and Beyond (3rd Ed.). Guilford Press.		
5. WHO (2021). Mental Health Gap Action Programme (mhGAP) Intervention Guide.		

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| <ol style="list-style-type: none">6. Carroll, K. M. & Rounsaville, B. J. (2010). A Vision of Psychosocial Intervention Research in the 21st Century.7. Verma, R. (2019). Counselling Skills for Social Workers. Rawat Publications, Jaipur |
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DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK

Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Social Work with Person with Disabilities		
Course Code	M26- SWK -407		
Course Type	DEC-4		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Demonstrate conceptual clarity on disability, its models, and typologies. CLO 2: Analyze national and international legal frameworks related to disability rights. CLO 3: Apply social work methods (case work, group work, community work) in disability rehabilitation. CLO 4: Evaluate inclusive policies and practices in education, employment, and society. CLO 5: Design intervention strategies for empowerment and social inclusion of persons with disabilities.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure <i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic		Hours
Unit-1	Understanding Disability and Theoretical Perspectives: - Concept of Disability, Impairment, and Handicap - Types of Disabilities: Physical, Sensory, Intellectual, and Multiple Disabilities		15

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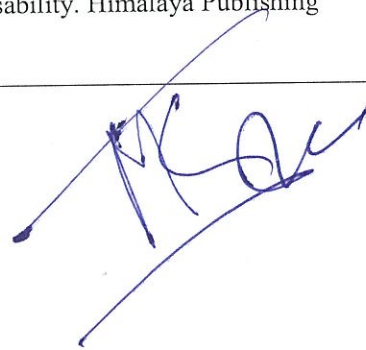
	- Social Construction of Disability: Stigma, Discrimination, and Ableism - Causes, Prevention, and Early Identification of Disabilities - Models of Disability: Medical, Social, Human Rights, and Biopsychosocial Model	
Unit-2	Inclusion, Empowerment and Contemporary Issues: - Inclusive Education and Inclusive Employment Practices - Gender, Disability, and Intersectionality - Assistive Technologies and Accessibility (Digital & Physical) - Disability Rights Movement and Advocacy Strategies - Role of NGOs, DPOs, and Social Workers in Empowerment	15
Unit-3	Legal Frameworks and Policy Perspectives: - UN Convention on the Rights of Persons with Disabilities (UNCRPD, 2006) - Rights of Persons with Disabilities Act, 2016 (India) - Rehabilitation Council of India (RCI) Act, 1992 - National Policies, Schemes, and Welfare Programs for PWDs in India	15
Unit-4	Social Work Practice in Disability: - Social Case Work with Persons with Disabilities - Social Group Work and Self-Help Groups (SHGs) - Family-Centered Intervention and Counseling Approaches - Community-Based Rehabilitation (CBR) Models - Multidisciplinary Team Approach in Rehabilitation Settings	15
	Total Contact Hours	60
Suggested Evaluation Methods		
Internal Assessment: 30 Marks		End Term Examination: 70 Marks
Theory	30	Theory
Class Presentation	05	Written Examination
Seminar/Assignment Presentation/Quiz/ Class Test etc.	10	
Mid -Term Exam (Minor Test)	15	
Learning Resources:		
1. Shakespeare, T. (2018). Disability: The basics (2nd ed.). Routledge. 2. Oliver, M. (1990). The politics of disablement. Macmillan. 3. Barnes, C., & Mercer, G. (2010). Exploring disability. Polity Press. 4. Goodley, D. (2017). Disability studies: An interdisciplinary introduction (2nd ed.). Sage Publications. 5. World Health Organization. (2011). World report on disability. WHO Press. 6. Albrecht, G. L. (Ed.). (2006). Encyclopedia of disability. Sage Publications. 7. Ghai, A. (2015). Rethinking disability in India. Routledge India.		

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8. Mehrotra, N. (Ed.). (2013). Disability studies in India: Global discourses, local realities. Orient BlackSwan.
9. Singh, A. K. (2020). Disability and rehabilitation in India. Rawat Publications.
10. Pandey, R. S., & Advani, L. (2019). Perspectives in disability and rehabilitation. Vikas Publishing House.
11. Dutta, A. (2018). Disability and social work practice in India. Sage India.
12. Thomas, M. (2012). Social work practice in health and disability. Himalaya Publishing House.



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Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Labour Welfare and Labour Legislation		
Course Code	M26- SWK -408		
Course Type	DEC-4		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CO 1: Understand the basic concept, objectives, scope and principles of Labour welfare CO 2: Explore various aspects of Labour Welfare such as welfare schemes and agencies of Labour welfare CO 3: Understand the concepts, scope and duty of labour welfare officer CO4: Learn the importance of labour welfare in India CO5: Understand the basics of social security and labour legislation in Indian Constitution CO 6: Learn about the main provision of Labour Legislation CO 7: Understood the salient features of Factories Act, 1948 CO 8: Explore the various provisions of ESI act, 1948 and Workmen's Compensation Act, 1923 CO 9: Understood the main provisions of Maternity Benefit Act, 1961, Workmen's Compensation Act, 1923 and Role of CSR in Society		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure <i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic		Hours
Unit-1	Labour Welfare: - Concept, Objectives Features and Principles		15

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	- Scope of Labour Welfare, Unorganised and Organised Labour, Labour Problems - Welfare Schemes: Statutory Welfare Schemes - Non-Statutory Welfare Schemes - Agencies of Labour Welfare	
Unit-2	Employee Welfare and Social Security: - Concept, Definition and Philosophy of Employee Welfare - Scope and Machinery: Role, Duties and Functions of Labour Welfare officer - Importance of Labour Welfare in India - Meaning, Scope and Significance of Social Security - Labour Legislation and Indian Constitution	15
Unit-3	Labour Legislation: - General Introduction, Objectives and Importance - Principles of Labour Legislation - Factories Act, 1948: Salient features and Objective of the Act - Provisions related to Health and Welfare of Workers. - Safety related provisions under Factory Act.1948	15
Unit-4	Labour Laws: - Employees State Insurance (ESI) Act, 1948: Introduction, Importance and Main Provisions - Workmen's Compensation Act, 1923: Meaning, Objectives and Main Provisions - Employees Provident Funds and Miscellaneous Provisions Act, 1952, - Maternity Benefit Act, 1961: Introduction, Objective and Main Provisions - Payment of Bonus Act, 1965	15
Total Contact Hours		60
Suggested Evaluation Methods		
Internal Assessment: 30 Marks		End Term Examination: 70 Marks
Theory	30	Theory 70
Class Presentation	05	Written Examination
Seminar/Assignment	10	
Presentation/Quiz/ Class Test etc.		
Mid -Term Exam (Minor Test)	15	
1. Kapoor, N.D. (2011). <i>Elements of Industrial Law</i>. Sultan Chand and Sons. 2. Jain, S. P. &Agrawal, Simmi.(1997). <i>Industrial & Labour Law</i>. Delhi , Dhanpat Rai& Co. 3. Mongia, J. N. (1976). <i>Readings in Indian Labour& Social Welfare</i>. Delhi :Atma Ram & Sons. 4. Saxena, R. C. (1974). <i>Labour Problems and Social Welfare</i>. Meerut: K. Nath& Co.		

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5. Varghese, V. G. (1987). *Industrial Jurisprudences*. Mumbai: TISS.
6. Subbarao. P. (2008). *Labour Welfare and Social Securities*. Mumbai: Himalya Publication House
7. Vaid, K. N. (1970). *Labour Welfare in India*. New Delhi, Sri Ram Centre for Industrial Relations.
8. Kumar, A. (2003). *Labour Welfare and Social Security*. New Delhi: Deep & Deep Publication.



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Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Therapeutic Interventions in Social Work		
Course Code	M26- SWK -409		
Course Type	DEC-5		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, principles, ethics, and therapeutic approaches in social work practice. CLO 2: Apply individual therapeutic interventions, including Cognitive Behavioural Therapy (CBT), Behaviour Therapy, Supportive Psychotherapy, and Motivational Interviewing. CLO 3: Analyse family and group therapeutic interventions for individuals, families, and communities. CLO 4: Apply therapeutic interventions in health, mental health, and palliative care settings through multidisciplinary practice. CLO 5: Evaluate the role of social workers in delivering ethical, client-centred, and evidence-based therapeutic interventions.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure <i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic		Hours
Unit-1	Fundamentals of Therapeutic – Interventions- Concept of therapy and therapeutic relationship. – Difference between counselling and therapy. – Ethics and boundaries in therapeutic practice. – Role of social workers in therapeutic teams.		15
Unit-2	Individual Therapeutic Interventions – Cognitive Behavioural Therapy (CBT): principles and applications. – Behaviour Therapy: reinforcement, exposure, relaxation techniques.		15

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	- Supportive Psychotherapy: techniques and use in medical illness. - Motivational Interviewing for substance use and chronic illness.	
Unit-3	Family and Group Interventions - Family therapy: structural and systemic approaches. - Psycho-education for patients and families. - Group therapy: dynamics, techniques, therapeutic factors. - Support groups: cancer survivors, caregivers, de-addiction groups.	15
Unit-4	Therapeutic Interventions in Health and Mental Health Settings - Applications in chronic illness (HIV/AIDS, cancer, diabetes). - Interventions in psychiatric settings (depression, anxiety, psychosis). - Role in palliative care and end-of-life care. - Integration with multidisciplinary teams: doctors, psychologists, nurses, occupational therapists.	15
	Total Contact Hours	60

Suggested Evaluation Methods**Internal Assessment: 30****End Term Examination: 70**

➤ Theory	30	Written Exam
Class Participation	5	
Seminar presentation/assignment/quiz/class test etc.	10	
Mid-Term exam	15	

Learning Resources

- Beck, J. S. (2021). Cognitive behaviour therapy: Basics and beyond (3rd ed.). Guilford Press.
- Corey, G. (2021). Theory and practice of counselling and psychotherapy (10th ed.). Cengage Learning.
- Joshi, K., & Verma, P. (2022). Role of yoga in social work: Review and relevance. Indian Journal of Humanities and Social Sciences Studies, 8(3), 77–82.
- Nichols, M. P., & Davis, S. D. (2020). Family therapy: Concepts and methods (12th ed.). Pearson.
- Prochaska, J. O., & Norcross, J. C. (2018). Systems of psychotherapy: A transtheoretical analysis (9th ed.). Oxford University Press.
- Rao, K., & Paranjpe, A. C. (2016). Psychology in the Indian tradition. Springer. <https://doi.org/10.1007/978-81-322-3616-8>
- White, M., & Epston, D. (1990). Narrative means to therapeutic ends. W. W. Norton & Company.
- Yalom, I. D., & Leszcz, M. (2020). The theory and practice of group psychotherapy (6th ed.). Basic Books.

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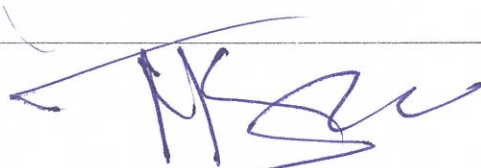
DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK			
Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Child and Family Laws in India		
Course Code	M26- SWK -410		
Course Type	DEC-5		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, functions, and developmental perspectives of children and families. CLO 2: Describe constitutional provisions, policies, and welfare services for children and families in India. CLO 3: Analyse the major child protection and family laws and their implications for social work practice. CLO 4: Apply legal provisions and rights-based approaches in addressing child and family welfare issues. CLO 5: Evaluate the role of social workers in promoting child rights, family welfare, and legal protection.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		
Question Paper Structure <i>The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.</i>			
Unit	Topic	Hours	
Unit-1	Family and Life Span Approach in Understanding Family: - Children: Definition, issues - Family: Concept, Types and Functions - Marriage: Concepts, Types and Changing Situation - Stage in the Family Lifecycle: Characteristics, Goals, and Needs - Marginalized Families due to Poverty, Caste and Cultural Inequalities etc.	15	
Unit-2	Services for Family and Children: - Statutory and Non-Statutory Services	15	

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	- Programmes for Children under different Circumstances: Adoption, Foster Care & Guardianship - Constitutional Provisions for Family and Children - National Policies for Family and Children - UN Declaration on the Rights of the Child	
Unit-3	Child and Family Laws; Main Provisions and Features of: - Juvenile Justice (Care and Protection of Children) Act, 2015 - Protection of Children from Sexual Offence (POCSO) Act, 2012 - Child Labour (Prohibition and Regulation) Amendment Act, 2016 - Pre-Conception and Pre-Natal Diagnostic Technique (PCPNDT) Act, 1994	15
Unit-4	Child and Family Laws; Main Provisions and Basic feature of: - Prohibition of Child Marriage Act, 2006 - Hindu Marriage Act, 1955 - Hindu Adoption and Maintenance Act, 1956 - Protection of Women from Domestic Violence Act, 2005	15
	Total Contact Hours	60
Suggested Evaluation Methods		
Internal Assessment: 30 Marks		End Term Examination: 70 Marks
Theory	30	Theory 70
Class Presentation	05	Written Examination
Seminar/Assignment	10	
Presentation/Quiz/ Class Test etc.		
Mid -Term Exam (Minor Test)	15	
Learning Resources:		
1. Bajpai, A. (2017). Child rights in India: Law, policy and practice (3rd ed.). Oxford University Press. 2. Chatterjee, P. (2025). Child protection in India: Assessing multidisciplinary response mechanisms. Taylor & Francis. 3. Mnookin, R. H., & Weisberg, D. K. (2009). Child, family, and state: Problems and materials on children and the law (6th ed.). Aspen Publishers. 4. Fortin, J. (2016). Children's rights and the developing law. Cambridge University Press. 5. Diwan, P. (2020). Family law in India (10th ed.). Allahabad Law Agency. 6. Pradhan Saxena, P. (2017). Family law lectures: Family law II. LexisNexis. 7. Paras Diwan. (2018). Modern Hindu law. Allahabad Law Agency. 8. Agnes, F. (2011). Family law and constitutional claims in India. Oxford University Press. 9. Choudhari, D. Paul (1980). <i>Child Welfare / Development</i>. Delhi: Atma Ram & Sons. 10. Davies, Martin. (2012). <i>Social Work with Children and Families</i>. New York: Palgrave Macmillan.		

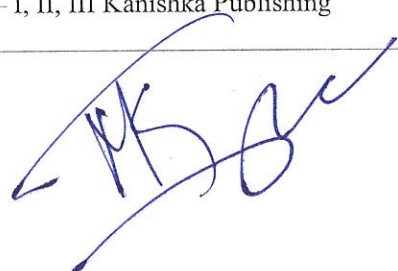


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11. Hurlock, Elizabeth B. (2012) Child Development. New Delhi: Tata McGraw Hill Pub.Com Ltd. 6th edition
12. Pradeck, J. T. (2006). *Children's Rights: Policy and Practice*. New York: Routledge Taylor and Francis Group.
13. Rogowski, Steve. (2012). *Critical Social Work with Children and Families: Theory, context and Practice*. UK: The Policy Press
14. Singh, Dolly (2001). *Child rights & Social wrongs – Vol – I, II, III* Kanishka Publishing Distributors.



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DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK

Name of Programme	Master of Social Work (MSW)		
Semester	Fourth		
Name of the Course	Organizational Behaviour and Development		
Course Code	M26- SWK -411		
Course Type	DEC-5		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	CLO 1: Explain the concepts, principles, and models of organizational behaviour. CLO 2: Analyse group behaviour, organizational dynamics, and conflict management in organizations. CLO 3: Apply theories of motivation, personality, and stress management to workplace situations. CLO 4: Examine the role of leadership, job satisfaction, and organizational development in organizational effectiveness. CLO 5: Evaluate the significance of organizational development and corporate social responsibility in promoting sustainable organizational growth.		
Mode of Examination	Theory	Practical	Total
Credit	4	0	4
Teaching Hours per Week	4	0	4
Internal Assessment Marks	30	0	30
End Term Exam Marks	70	0	70
Maximum Marks	100	0	100
Examination Time	03 hours		

Question Paper Structure

The question paper shall consist of 09 questions. Out of which, first question shall be of short answer type and will be compulsory. Question no. 01 shall contain 07 parts representing all units of the syllabus. There shall be 02 questions from each unit having internal choice. The students are required to attempt any one question from each unit. The weightage for each question shall be 14 marks.

Unit	Topic	Hours
Unit-1	Introduction to Organizational Behaviour: – Concept, Definition and Importance and Scope – A Brief Overview of Models of Organizational Behaviour – Elements of Organizational Behaviour – Role in the Context of Organizational Behaviour	15
Unit-2	Group Behaviour and Organizational Dynamics – Group Behaviour: Concept, Types of Groups, Importance of Group – Theories of Group Formation: Propinquity, Homan's, Balance & Exchange	15

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	- Group Dynamics: Meaning, Components, Relationship between Group Cohesiveness and Productivity - Organizational Conflict: Nature, Sources, & Resolution Strategies		
Unit-3	Motivation, Personality and Stress Management - Motivation: Definition, Characteristics and Importance - Personality: Concept and Definitions of Personality, Stages of Personality - Theories of Motivation: Maslow's Need Hierarchy Theory, Herzberg Two Factor Theory, Theory XY, Alderfer's ERG Theory, Goal Setting Theory - Stress Management: Definitions, Different Types of Stress, Cause of Stress, Strategies for Coping with Stress	15	
Unit-4	Understanding About Organizational Development: - Leadership: Definition, Main Features, Types/Kinds - Job Satisfaction: Importance and Factors - Fatigue: Types and Diagnosis - Organizational Development: Meaning, Definitions - Barriers in Organizational Development - Concept and Meanings of Corporate Social Responsibility (CSR)	15	
	Total Contact Hours	60	
Suggested Evaluation Methods			
Internal Assessment: 30 Marks		End Term Examination: 70 Marks	
Theory	30	Theory	70
Class Presentation	05	Written Examination	
Seminar/Assignment	10		
Presentation/Quiz/ Class Test etc.			
Mid -Term Exam (Minor Test)	15		
1. Learning Resources:			
2. Ahuja, K. K. (1990). <i>Organizational Behaviour</i> : New Delhi: Kalyani Publications.			
3. Devis, K., & Newstorm, J. W. (1985). <i>Human Behaviour at Work: Organizational Behaviour</i> . McGraw-Hill Education			
4. Abel, M. (1989). <i>Human Resources Development</i> . Institute of Social Science & Research.			
5. Kandula, S. R. (2001). <i>Human Resource Development</i> . Delhi: Prentice Hall Publication.			
6. Maheshwari, B. L & Sinha D. P. (1991). <i>Management of Change through Human Resources Development</i> . New Delhi: Tata MCG raw Hill publication. Com. Ltd.			
7. Ghosh, P. K. & Ghorpade M.B. (1991). <i>Industrial & Organizational Psychology</i> . Bombay: Himalaya Publishing House.			
8. Prasad, L. M. (1996). <i>Organisational Behaviour</i> . New Delhi, S. Chand & Co.			
9. Pfeffer, Jeffrey. (1992). <i>Managing with Power: Politics and Influence in Organization</i> . USA: Harvard Business School Press.			
10. DeCenzo, David & Robbins, S.P., & Verhulst, S.L. (2005), <i>Fundamentals of Human Resource Management</i> .			
11. Brown, Andrew. (1998), <i>Organizational Culture</i> (2nd Edition). England: Pearson Education Limited.			

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DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK

Name of Programme	Master of Social Work (MSW)		
Semester	MSW-IV		
Name of the Course	Field Work		
Course Code	M26-SWK-412		
Course Type	PC-4		
Course Objectives The fieldwork programme has been designed to achieve the mentioned objectives:	• To help students understand the socio-economic, cultural and political milieu and develop capacity for critical examination of causative and maintenance factors of social problems and their consequences. • To provide students with an opportunity to apply theories in practical situations for problem solving with individuals, groups and communities. • To help students appreciate the role of social work profession empowering individuals, groups and communities and in facilitating social change, ensuring human rights and social justice • To help students develop skills and appropriate personality qualities required for professional social work practice. • To provide opportunities to accept challenges and respond to them • To understand the nature of social work practice in different specializations		
Course Learning Outcomes (CLO) After completing this course, the learner will be able to:	Course Learning Outcome (CLO) After completing this course, the learner will be able to : CLO 1 : Develop knowledge about the socio-economic background and living conditions of vulnerable groups and the problems confronted by them. CLO 2 : Learn problem-solving techniques utilized in the specific area of work of the agency where the student is placed. CLO 3 : Develop skills to analyze perceptions of people/community regarding their problems, needs, and issues affecting their life. CLO 4 : Develop professional attitudes conducive to working with individuals, families, groups, and communities, leading gradually to an awareness of self as a professional person.		
Mode of Examination	Theory	Practical	Total
Credit	0	4	4
Teaching Hours per Week	0	4	4
Internal Assessment Marks	0	30	30
End Term Exam Marks	0	70	70

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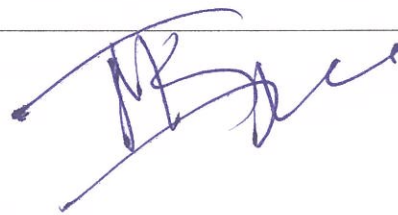
Maximum Marks	0	100	100
Examination Time	04 hours (as decided by PGBOS)		
Practical			Hours
During Field Work, the student will engage in following activities:			200
• Presentation of Community Organization Practice, • One Case Record on Community Organization.			
Field Work Related Instructions			
Each student will be allotted an organization preferably in the areas of Family & Child Welfare, Labour Welfare &Personnel Management, Medical & Psychiatric & Correctional fields in which he/she has to work during the session. However, students may be placed in urban/slum/village community for field work. There shall be Concurrent Field Work of 16 hours per week in each Semester. The practical paper of Field work Practicum shall be of 100 marks in each Semester. The 16 hours per week of concurrent field work shall be completed by the student in all four semester, under the supervision and guidance of a faculty member. The External and an Internal Examiner will conduct the viva-voce examination. A total of 25 fieldwork reports must be submitted by the student every semester. Prior permission from the concerned Field Work Supervisor is mandatory for students seeking any leave during the Field Work period. Concurrent Field Work Reports shall essentially be submitted to the concerned supervisor every Monday. Attendance in Field, Individual Conferences, and Group Conferences is mandatory. Minimum 06 Individual Conference and Group Conference (IC/GC) is required to appear in Field Work Viva-Voce.			
Suggested Evaluation Methods			
Internal Assessment: 30		End Term Examination: 70	
Participation in Individual Conference (ICs) & Group Conference (GCs)	05	External Viva-Voce on the basis of work done during 25 field work.	
Regularity in Field Work, Report Writing & Submission	10		
Presentation on Case Records	15		
Learning Resources			
1. Bradford W. Sheaf or and Charles R. Horejsi, (2006) Techniques and Guidelines for Social Work Practice, Allyn and Bacon, London. 2. Dash, B. M., & Roy, S. (Eds.). (2019). Fieldwork training in Social Work. Taylor & Francis. 3. Datar, S., Bawikar, R., Rao, G., Rao, N., & Masdekar, U. (Eds.). (2008). Skill training for social workers: A manual. SAGE Publications India. 4. Johnson. L. C. (1995) Social Work Practice: A Generalist Approach.			

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- Newton M. A. : Allyn and Bacon
5. Nagmani Rao (2019) Field Instruction in Social Work Education, Routledge India
 6. Nair, R., Juvva, S., & Nadkarni, V. V. (2020). Field Instruction in Social Work Education. Routledge India
 7. Pincus, Allen & Anne Minaham, (1973) Social work Practice: Model and Method, Illinois: F.E. Peacock Publishers Inc.
 8. Rameshwari Devi & Ravi Prakash (2001) Social Work Practice, Mangal Deep Publications, Jaipur
 9. Roy Sanjay (2011). Introduction to Social Work and practice in India. Akansha Publication House, New Delhi.
 10. Singh R.R. (Ed.) (1985). Fieldwork in Social Work Education: A perspective for Human Service Profession. New Delhi: Concept Publications.
 11. Subhedar, I. S. (2016). Fieldwork training in Social Work. Rawat Publications.
 12. Trevithick, P (2013). Social work Skills and Knowledge: Practice Book, Rawat Publications, Jaipur



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Dissertation/Research Project (Option-B)	
Name of Programme	Master of Social Work (MSW)
Semester	Fourth
Name of the Course	Dissertation/Research Project
Course Code	M26-SWK-413
Course Type	PC-4
Course Introduction	Students are given broader guidelines for undertaking empirical evidence based project in the fourth semester, independently and provide flexibility to consult the supervisor and make an exhaustive survey of literature on the chosen theme. Creative and analytical approaches are to be carried out under the direct supervision of a faculty supervisor. The project shall comprise of selection of the topic, methodological details, analysis, interpretation and deductions made. Research Project is part of Field Work Practicum.
	• A student, who opts for Dissertation/Project work in 4th semester of 2 year PG Programme, shall submit a request for allotment of a supervisor mentioning her/his research areas of interest in order of preference to the Chairperson/Principal/Director during 3rd semester. The Department/College/Institute will allot a qualified supervisor to guide the student for doing research for Dissertation/Project work. A regular full-time teacher including contractual faculty of that Department will be eligible to guide the students for Dissertation/Project work. • The student will submit the synopsis to the supervisor. In case of University Teaching Department (UTD), the synopsis will be approved by the Departmental Committee after recommendation of the supervisor. • The list of students, their approved topics, and names of supervisors along with their synopsis will have to be submitted to

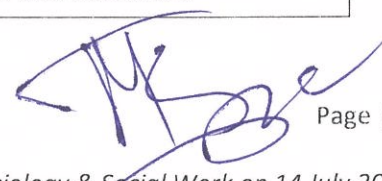
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	the respective Chairperson/Director latest by 31st January of the concerned year. • The student shall be required to submit three hard copies of her/his dissertation or project report along with soft copy as PDF file to the Department by 31st May of the concerned year which will be forwarded to the Controller of Examinations for evaluation within a week. • The anti-plagiarism policy of the University will have to be strictly followed by the candidate and the supervisor for dissertation/project report. Similarity report certificate issued by the Librarian as per anti- plagiarism policy of the university is to be annexed with the dissertation/project report. • Evaluation of the dissertation/project report shall be done by an external examiner. The panel of examiners for evaluation of dissertations/project reports will be approved by the respective Board of Studies. • Note: All other guidelines of the university ordinance will be followed.		
Mode of Examination	Theory	Practical	Total
Credit	0	12	12
Teaching Hours per Week	0	4	4
Internal Assessment Marks	0	100	100
End Term Exam Marks	0	200	200
Maximum Marks	0	300	300
Examination Time	(as decided by PGBOS)		
Suggested Evaluation Methods			
Internal Assessment: 100		End Term Examination: 200	
Dissertation /Project Work will be evaluated by Internal Examiner as per Evaluation Criteria specified in ordinance		Dissertation /Project Work will be evaluated by External Examiner as per Evaluation Criteria specified in ordinance. See Annexure-	



w.e.f. 2026-2027

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Appendix-1

DISSERTATION/PROJECT WORK EVALUATION REPORT

Name of Course :
 Name of the Candidate :
 Subject :
 Title of the Dissertation/Project Report :
 Academic Session :
 Registration Number :

EVALUATION CRITERIA

Dissertation/Project Report will be evaluated under the following three evaluation heads:

Quality, Content, Presentation

The grade for each of them on a scale of 0 – 10 where:

"10" stands for "Excellent"	"4" stands for "Satisfactory"
"8" stands for "Very Good"	"2" stands for "Poor"
"6" stands for "Good"	"1" stands for "Inferior"

EVALUATION HEADS	SCORE
Quality	
1. Introduction to the work	
2. Review of literature	
3. Scope of the work	
4. Technical soundness (Research methodology/Experimental set-up)	
5. Problem statement	
6. Originality of work	
7. Timeliness of work	
8. Contribution to the field	
9. Conclusions drawn	
10. Scope for further research in the field	
Content	
11. Adequacy of data and information	
12. Organization of the Dissertation/Project Report	
13. Practical applications/utility	
14. Adequacy of reference/Bibliography	
Presentation	
15. Clear explanation of the work	
16. Sufficient details of the methods/techniques adopted	
17. Justification of the work done	
18. Clarity and unambiguity of the language	
19. Clarity of Objectives	
20. Freedom from redundancy/Irrelevancy	
Total Score out of 200	
(in word)	

Date

Signature of the Examiner