SAURASHTRA UNIVERSITY

RAJKOT

(ACCREDITED GRADE "A" BY NAAC)

FACULTY OF ARTS

Syllabus for

MASTER OF SOCIAL WORK

Choice Based Credit System

With Effect From: 2013-14

Program Outcome :-

Students of all Post- Graduate general degree programme at the time of Post- Graduation will be able to,

PO1 : Critical and reflective thinking : -

The student is supposed to acquire the ability of identifying basic assumptions and frame reflective critical and comprehensive thinking and action which can frame his intellectual, institiutional and personal perspective.

PO2 : Effective Communication and Action :-

With the background of research students generally becomes able to speak comprihend and communicate in person and through electronic media in English, Western language and in one Indian language.

PO3 : Social Interaction and responsibility :-

To obtain a synoptic view regarding desputes and des agreements and help to reach conclusions in social and institutional proofs.

PO4 : Effective and innovative citizenship :-

Demonstrate genuine social concern and democracy based equity centered national development for the participation in civic and culrural life.

PO5 : Ethics and spirituality :-

Recognize fundamental value systems of Indian culture and understand as well as implement moral and spiritual dimension which enable the student to accept concern responsibilities.

PO6 : Environment , Ecology and Sustainability :-

Understand the issues of environmental and ecological metters and acquire a commitment for sustainable development.

PO7 : Self-directed and life-long Learning :-

Acquire the ability to engage in independent and life-long learning in the broadest context socio-technological changes.

PSO1 : Student understands the history and Concept of social work and Methods of Social Work too. This incorporates computer application also.

PSO2 : The student makes thoroughgoing fieldwork practice which anable him to get effect knowledge to field.

PSO3 : The Student aquire effective knowledge and skill of Human Resource Management.

PSO4 : The student gets sight in urban and industrial development together with co-operative social responsibility

<u>**O.M.S.W.-1**</u>

Three Year Graduate/Post Graduate Degree-holder of any discipline of this University or any other University recognized by this University as equivalent there to, with at Lest 48% of marks shall be eligible to appear in the entrance test for admission to M.S.W. Semester – I.

No candidate will admitted to Semester-III course unless he passes in Semester-I Examination and has not failed in more than two theory Course of Semester-II examination in the relevant academic year.

<u>**O.M.S.W.-2**</u>

M.S.W. Degree programme is of Two Academic Years duration consisting of four semesters, which will be require to complete within 4 years from the date of his/her first admission in the First Semester.

<u>**O.M.S.W.-3**</u>

M.S.W. two years (four semesters) Degree Programme is a regular fulltime programme and therefore admitted candidate can not join any other course of study without prior permission of the University.

<u>**O.M.S.W.-4**</u>

Medium of instruction & Examination shall be either Gujarati or English as the case may be which will not be changed during the entire Degree Programme.

<u>**O.M.S.W.-5**</u>

The Choice Based Credit System (CBCS) Programme of the University is a comprehensive and continuous evaluation programme and minimum attendance as per Ord. 98 is mandatory for the students. Non-Compliance of these requirements may amount in to rejection of the concerned term (Semester).

<u>**O.M.S.W.-6**</u>

The Head of Department/Director of Recognize Institute shall have to take appropriate measure against Ragging & Gender problems arising in the University Department. In case of occurrence of any such incident the violator shall be dealt with very seriously and appropriate stringent action be taken by the Head of Department/Director of Recognize Institute by observing principle of natural justice. The Head of Department/Director of Recognize Institute may appoint a committee to inquire in to the matter, which will also observe the principle of natural justice. The committee will submit its report to the Head of Department/Director of Recognize Institute who will forward the, same with his comment there upon to the University Registrar, for taking necessary action in the matter.

<u>**O.M.S.W.-7**</u>

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If a candidate appearing in the University Semester End Examination fails to obtain minimum marks for passing in particular course he/she will be require to reappear in that course without keeping term for that semester. The candidate will have to reappear in the semester and examination by paying fresh examination fee along with an application form. Such a candidate when obtains minimum or more than minimum marks for passing in the course his/ her marks of reappearance will be carry forwarded for award of SGPA/CGPA.

O.M.S.W.-8

Admission granted by the University to any student shall be provisional till the enrolment/registration/enlistment is made by the University and in case of admission is granted on the bases of provisional eligibility certificate the conditions & instruction given by the University should be complied within the time limit fixed by the University or latest by the beginning of next semester otherwise term kept by the such a student will be forfeited and no fees on any account will be refunded.

O.M.S.W.-9

The Dissertation/project shall be on one of the course work approved by the committee of post-graduate teachers teaching in the department/ Recognize Institute. The student will submit the same for approval to the Head of Post-Graduate Dept./ Recognize Institute not later then the beginning of second semester. Such approval should normally be communicated to the student in well in advance by the P.G. Department/ Recognize Institute. A supervisor shall also be appointed by the HOD & then the student will have to complete the dissertation under the guidance of the Supervisor.

O.M.S.W.-10

University has to adopt the reservation policy for admission.

O.M.S.W.-11

For admission the authority shall have to prepare and publish the meritorious merit list in the there fold as mentioned below.

(1) Candidate who have passed the qualifying examination from the Saurashtra University indicating category against each of the name in the last column such as General/S.T./S.C./S.E.B.C./P.H. etc.

(2) Candidate who have passed the qualifying examination from the other University situated in the State of Gujarat indicating General/S.T./S.C./S.E.B.C./P.H. etc.

(3) Candidate who has passed the qualifying examination from University situated out of The Gujarat State.

Candidate who have passed National or State Level entrance test conducted by the competent authority should be given priority in admission.

O.M.S.W.-12

Where it is specifically provided in the syllabus of the course, the concern University Department/PG Centre may arrange educational tour/study tour. It will be compulsion on part of student to join the same and on completion of tour he/she will be require to submit a report to the University Department/ Recognize Institute Time spent for the purpose will be considered for computation of term keeping requirement. The Department/PG Centre may arrange the tour by considering the nature/scope & other provision of the syllabus.

O.M.S.W.-13

Candidate from the govt.-semi-govt./Grant-in-aid Institution or other registered company or registered establishment provided their qualifications or recognized by the University as equivalent to graduation for this purpose, will also be eligible to apply for, admission.

It is Compulsory for every student of M.S.W. to appear in entrance exam to get admission and they will be called at counseling on the basis of merit. there is no passing standard in entrance exam.

O.M.S.W.-14

(i)   The total intake for this programme is of 60 students, which shall be divided as under.

   (1) No. of Seats   General Category   45

   (2) No. of Seats   Management Category   15

   University has to adopt the reservation policy for admission.

(ii)   All general category candidates will be required to appear in entrance examination.

O.M.S.W.-15

All eligible candidates will be required to appear in the entrance test. The entrance test of 100 maximum marks shall comprise of Mental Ability, General Knowledge Subject.

All candidate appearing in entrance test will receive a call letter for counseling as per his/her merit.

O.M.S.W.-16

The proposal for interchange shall be submitted by the Department to the Vice-Chancellor who may approve the same subject to the approval of the concerned authorities of the University.

R.M.S.W.-1

The examination will comprise of the following Special subject in the Faculty of Arts and a student will be require to select one on the bases of his/her special subject at Graduation examination of the following subject namely.

   (1) Gujarati

   (2) Hindi

   (3) English

   (4) Sanskrit

   (5) History

   (6) Political Science and public Administration

   (7) Sociology

   (8) Philosophy

   (9) Psychology

   (10)Geography

   (11) Economics

   (12) Library Science (B.L.&I.Sc./M.L.&I.Sc.)

   (13) Journalism (M.J.M.C.)

   (14) Social Work (M.S.W./M.L.W.)

   (15) Home Science (M.A. Home Science Gen.)

The following Degree courses are Within the preview of the Faculty of Arts B.J.M.C./M.J.M.C.,B.L.& L.Sc./M.L.& L.Sc., M.S.W./ M.L.W., M.A. (Home science)., The nature & scope of the course is designed to focus on sole & isolated special aspect of study area of the course. It's Ordinance & Regulations, Teaching and Examination schemes are also provided in the respective syllabus. However, other relevant Ordinances & Regulations of the Faculty of Arts shall also apply to these courses.

The following are the subjects of semester-I to IV courses prescribed for the teaching examination of the M.S.W. full time two year's course.

Semester-I

Sr. No.	Course Code		Marks Each Course			Hours /Week	Credit
			CCA	SEE	Total		
1	SWCC-1001	Social Work History, Concept & As a Profession	30	70	100	4	4
2	SWCC-1002	Methods of Social Work-I	30	70	100	4	4
3	SWCC-1003	Methods of Social Work-II	30	70	100	4	4
4	SWEC-1004.1	Computer Application **(Theory-35%, Practical-50%, Internal-15%)**	15	35-Th. 50- Pr.	100	4	4
		OR					
	SWEC-1004.2	Child & Women Empowerment	30	70	100	4	4
5	SWIC-1005	Communication Skills	30	70	100	4	4
6	SWP-1006	**1.Field Work Theory Paper = 50 Marks** (Classroom Teaching) **2.Field work-Two days in a week** (Agency Visit) Viva-Voce= 50 Marks Report Evaluation=50 Marks		50 100	50 100	2 6	2 4
		Total	150	500	650	32	26

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Semester-II

Sr. No.	Course Code	Course Name	Marks Each Course			Hours /Week	Credit
			CCA	SEE	Total		
1	SWCC-2001	Social Work Research	30	70	100	4	4
2	SWCC-2002	Management Development & Welfare Services	30	70	100	4	4
3	SWCC- 2003	Human Resource Management	30	70	100	4	4
4	SWEC-2004.1	Correctional Social Work	30	70	100	4	4
		OR					
	SWEC-2004.2	Family Social Work	30	70	100	4	4
5	SWIC-2005	Organization Behavior & Organization Development	30	70	100	4	4
6	SWP-2006.1	Field work (Rural Area)- Two Days in a week		150	150	12	6
	SWP-2006.2	(i) Viva-Voce= 75 Marks (ii) Report Evaluation=75 Marks Rural/Tribal/Innovativ4e Project/Camp (Out of Saurashtra Region) (Minimum 7 working Days) (i) Viva-Voce= 25 Marks (ii) Report Evaluation=25 Marks		50	50		2
		Total	**150**	**550**	**700**	**32**	**28**

Semester-III

Sr. No.	Course Code	Course Name	Marks Each Course			Hours /Week	Credit	
			CCA	SEE	Total			
1	SWCC-3001	Human Growth & Development	30	70	100	4	4	
2	SWCC-3002	Corporate Social Responsibilities	30	70	100	4	4	
3	SWCC- 3003	Industrial Relation & Labour Welfare	30	70	100	4	4	
4	SWEC-3004.1	Rural Community & Panchayati Raj	30	70	100	4	4	
		OR						
	SWEC-3004.2	Management of NGO	30	70	100	4	4	
5	SWEC-3005.1	Criminal Social Work	30	70	100	4	4	
		OR						
	SWEC-3005.2	Social Policy, Planning & Development	30	70	100	4	4	
6	SWP-3006.1	Field work – Two Days in a week (GO/NGO/Co-Op/Industry) (i) Viva-Voce= 75 Marks (ii) Report Evaluation=75 Marks		150	150	12	6	
	SWP-3006.2	Academic Tour- 5 institute visit related to Social Work(Out of Saurashtra Region)		50	50		2	

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		(i) Viva-Voce= 25 Marks (ii) Report Evaluation=25 Marks					
		Total	150	550	700	32	28

Semester-IV

Sr. No.	Course Code	Course Name	Marks Each Course			Hours /Week	Credit
			CCA	SEE	Total		
1	SWCC-4001	Social Security & Relevant Law	30	70	100	4	4
2	SWCC-4002	Environment & Disaster Management	30	70	100	4	4
3	SWCC- 4003	Medical Social Work	30	70	100	4	4
4	SWEC-4004.1	Urban Development	30	70	100	4	4
		OR					
	SWEC-4004.2	Legal System in India	30	70	100	4	4
5	SWEC-4005.1	Psychiatric Social Work	30	70	100	4	4
		OR					
	SWEC-4005.2	Social Entrepreneurship & Innovation	30	70	100	4	4

6	SWP-4006.1	Block-Placement(Five Continuous Week)
		    (i) Viva-Voce= 50 Marks
		    (ii) Report Evaluation=50 Marks
				100	100	8	4

	SWP-4006.2	Dissertation (i) Theory= 100 Marks (ii) Viva-Voce =100 Marks		200	200		8

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			Total	150	650	800	28	32
			Grand Total	600	2250	2850	124	114

R.M,S,W,-3

There shall be three core courses in each semester up to semester – II and three core courses in semester-III and IV at M.S.W. course. There shall be also one elective course up to semester – II, and there shall be two elective courses up to semester – III and IV. There shall also be Interdisciplinary course in semester-I and II. There shall be field work comprising of 550 marks as per R.M.S.W.-1 There shall also be a dissertation in semester-IV of 100 marks for theory and 100 marks for viva – voce. Each theory course shall be of 100 marks, (70 marks for external & 30 marks for internal). Therefore, the total marks for this programme shall be of 2850 marks. The details of which are classified in the following way.

(1) M.S.W. – Semester – I

(i)Core Course	210	Marks of Three Core Courses (70*3)
(ii)Elective Courses	70	Marks of One Elective course
(iii) Interdisciplinary Courses	70	Marks of One Interdisciplinary Courses
(iv)Internal	150	of Each Theory Paper (30*5)
(v)Field Work	150	Marks to be obtained in the relevant Components
Total Marks	**650**	**Marks**

(2) M.S.W. – Semester – II

(i)Core Course	210	Marks of Three Core Courses (70*3)

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(ii)Elective Courses	70	Marks of One Elective course
(iii) Interdisciplinary Courses	70	Marks of One Interdisciplinary Courses
(iv)Internal	150	of Each Theory Paper (30*5)
(v)Field Work	150	Marks to be obtained in the relevant & Components
Study Tour(Rural Camp)	50	Marks to be obtained in the relevant Components
Total Marks	**700**	**Marks**

(3) M.S.W. – Semester – III

(i)Core Course	210	Marks of Three Core Courses (70*3)
(ii)Elective Courses	140	Marks of Two Elective course (70*2)
(iii)Internal	150	of Each Theory Paper (30*5)
(iv)Field Work	150	Marks to be obtained in the relevant & Components
Academic Tour	50	Marks to be obtained in the relevant Components
Total Marks	**700**	**Marks**

(4) M.S.W. – Semester – IV

(i)Core Course	210	Marks of Three Core Courses (70*3)
(ii)Elective Courses	140	Marks of Two Elective course (70*2)
(iii)Internal	150	of Each Theory Paper (30*5)
(iv)Block Placement	100	Marks to be obtained in the relevant & Components
(v) Dissertation	100	Marks (Research Report Writing)
Viva – Voce	100	Marks (Viva-Voce) Dissertation
Total Marks	**800**	**Marks**

| **Grand Total** | **2850** | **Marks** |

R.M.S.W.-4

M.S.W. Semester – II each of the students shall have to participate in rural/tribal/innovative project/camp out of Saurashtra Region at their own cost and the students of the third semester shall have to undergo a study tour out of saurashtra region at their own cost. Semester-III Students suppose to visit at least Five Social Work related institutions. This programme is compulsory for every student and it is binding on him or her to submit a complete report thereof to the H.O.D.'s guideline before concern examination after the completion of the study tour.

R.M.S.W.-5

Semester-1 students have to study field work as a subject and also appear theory exam Students of Semester-1/2/3 have to entertain field work in concern field two days in a week and semester four students have to undergo five week continues block placement is mandatory. She/he will have to go for the same for five weeks as per the directions of the Head of Department/Director of Recognize Institute. A student will be entitled to have his result only after presenting the certificate of having undergone a satisfactory block field work from the concerned institute .The certificate shall have to be obtained by the student on completion of his/her satisfactory block field work and the student will have to be submit the same to the Head of Department/Director of Recognize Institute.

R.M.S.W.-6

Each student will be required to prepare four assignments in each of the semester, failing which; his/her application for University Examination will not be entertained.

R.M.S.W.-7

A student who fails in the concerned field work or dissertation will not be admitted to higher semester courses and will be required to keep a fresh term of the concerned semester by paying fresh tuition and other fees.

R.M.S.W.-8   **Norms for Passing**

(1) It is compulsory to obtain a minimum 50% marks in each theory and Practical courses and Dissertation separately.

(2) Any Student failing in field work shall have to repeat the field work and will have to reappear in all subject examination. However, he/she entitled for a class/Grade.

(3) Candidate failing in maximum of two theory courses of the relevant semester will be allowed to seek admission to higher semester.

(4) A candidate who has not cleared Semester-I in all respects shall not be admitted to Semester-III and candidate who has not cleared Semester-II in all respects shall not be admitted to semester-IV.

(5) The result of the 3rd Semester will be declared after passing Semester – 1st -2nd and the result of the Semester-IV will be declared only after passing Semester – III examination.

(6) No class/Grade will be awarded up to First- Three Semester. Class will be awarded after passing the final semester (i.e. Semester-IV). Marks of Semester-I to III will be carried forward to semester-IV. Moreover, a consolidated class/Grade shall be awarded according to the respective rules.

(7) A candidate failing in three/or more Courses (Excluding field work) will have to Re-appear in the SEE as a whole examination candidate of the concerned Semester.

R.M.S.W.-9

The CBCS is not only student centric in the teaching-learning processes but also in their evaluation process. The evaluation process is divided into two parts under the CBCS. The first part-consists of Comprehensive Continuous Assessment (CCA) and the second part consists of the Semester End Examination (SEE). The division of marks between the two shall be 30:70 in the CBCS, the evaluation process shall follow the norm that the faculty, who teaches the course, shall conduct the Comprehensive Continuous Assessment (CCA). The concerned faculty shall be accountable for transparency and reliability of the entire evaluation of the student in the concerned Course.

9.1   The framework for Comprehensive Continuous Assessment:

Although assessment and evaluation process in CBCS is in continuous mode, for the purpose of finally letting the candidate know his/her progress periodically, an assessment is divided into four discrete components for reporting the scores to the student as earned by him or her. The details of the Comprehensive Continuous Assessment are summarized in the Table Below.

Component	Units covered In a course	Mode of Evaluation	Weightage	Period of Continuous assessment
1	1st 30%	Assignments	10%	First part of the semester. To be completed by 5th week
2	2nd 30%	MCQ Test	10%	Second part of the Semester. To be completed by 10th week

3	Remaining-40%	Seminar Presentation	10%	Third part of the semester. To be completed by 15th week
4	100%	Semester End Examination	70%	To be completed between 18th and 20th week

9.1.1. The CAC (College Advisory Council) shall announce policy for CCA for all the courses in the semester and the same are communicated to the students.

9.1.2. The continuous assessment of first part of the semester shall be completed during the 5th week of the semester.

9.1.3. The continuous assessment of second part of the semester shall be completed during the 10th week of the semester.

9.1.4. The continuous assessment of scores of third part of the Semester will be completed during the 15th week of the Semester.

9.1.5. In case a student fails to secure 12 out of 30 in the CCA (all three components taken together), he/she shall not be allowed to appear for the Semester end examination. The Principal of the College and the teacher concerned shall arrange for the re-test of such candidates.

9.1.6. The teacher concerned shall have the responsibility to make public the CCA marks immediately on the following day or within a week of the examination through the College Notice Board. The Principal shall send the consolidated statement of the course-wise marks of the CCA component to the Controller of Examination a week at lest before the Semester-End Examination.

9.2 Semester End Examination (SEE)
During the 18th to 20th week of the Semester, a semester-end examination shall be conducted.

The duration of the course (paper/subject) in Semester-End Examination shall be 3 hours per course. A question paper for Semester-End Examination shall not expect the student to reproduce the answers by memorizing the topics, but it shall rather examine the candidate's creativity, comprehension, problem solving ability, interpretation and awareness capabilities.

9.3 final awarding of the Grades shall be completed latest by 24th week of the semester.
The consolidated marks of all the students in CCA as forwarded by the Principals of the college and the marks secured by the candidates in the SEE shall be accordingly computed for the Grade and the announcement of the result.

Practical Examination:
Practical examination (wherever applicable) shall be conducted at the end of every semester.
The examination shall be conducted as per norms decided by the concerned authority of the University shall announce policy for the practical examination in advance and it shall be made known to the students also in advance.
There shall be no internal assessment test for practical/laboratory work.

Project/Dissertation work:

The Project Work and the Supervisor shall be assigned to the student by the concerned college well in advance.

9.4 Rules and the Procedure for granting Re-admission to the student shall be as under,

9.4.1   Who had no put in the required attendance in a course in the concern Programme of a semester and thus detained, or

9.4.2   Who had not cleared the required number of Courses and thus detained; or

9.4.3   Who had not, after completing a semester continued the studies in the next immediate semester on personal/health grounds but desired to continue his/her studies after a short break; such a student shall be eligible to rejoin the Programme from where he/she had left it subject to clause 9.4.5 & 9.4.6 A student who had put in not less than 40% of attendance in a semester and not registered for the examination shall be considered for the re-admission in the same semester.

9.4.4   A student who had put in not less than 40% of attendance in a semester and not registered for the examination shall be considered for the re-admission in the same semester.

9.4.5   The student, who after completing the first two semesters programme. if opts out of the programme, then he or she shall be eligible to rejoin the programme, subject to the time period elapsed has not exceeded two years.

9.4.6   Such readmissions shall be granted by the Principal of the concerted college directly, subject to the fulfillment of the following conditions:
   a) The concerned teachers have granted the attendance of the Course in each semester.
   b) The student shall complete the Programme within 4 years from the year of the original admission.
   c) No readmission shall be granted after the first four weeks of the semester in which he/she is seeking admission.

9.4.7   Readmission shall not be applicable to the Programme in which admission is granted by a Central Admission Committee / college it self.

9.4.8   The Six-semester (three year) Programme shall be completed by a student within 5 years from the date of enrolment.

Note: The provisional grade card will be issued at the end of every semester indicating the course completed successfully. Upon successfully completion of Bachelor Degree Program a final grade card, which shall consists of grades of all courses will be issued by controller of Examination of the University.

9.5   PROCEDURE FOR AWARDING THE GRADES

9.5.1   The computation for the Semester Grade Point Average (SGPA) and cumulative grade point average (CGPA) shall be as follows:

The raw marks scored by the student (CCA + SEE) shall be indicated as M.

The 'Grade Point' and the grade letter that shall be awarded to the student on the bases of the range in which M is found is given in the following Table:

Different Weightage Scales:
(For awarding grades to Combined, Internal and Semester End Exam Scores)

Different Scales			Grade	Grade Point
Combined	**Internal**	**Semester End Exam**		
$90 < X <= 100$	$27 < X <= 30$	$63 < X <= 70$	**O**	**10**

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80<X<=90	24<X<=27	56<X<=63	**A**	**9**
70<X<=80	21<X<=24	49<X<=56	**B**	**8**
60<X<=70	18<X<=21	42<X<=49	**C**	**7**
50<X<=60	15<X<=18	35<X<=42	**D**	**6**
40<X<=50	12<X<=15	28<X<=35	**E**	**5**
Les than 40	Less than 12	Less than 28	**F**	**4**

Scale for Awarding Grades based on SGPA & CGPA :

	Semester End SGPA	Programme End CGPA	Grade	Description
1	9.0<SGPA<=10	9.0<CGPA<=10	**O**	Outstanding
2	8.0<SGPA<=9.0	9.0<CGPA<=10	**A**	Upper Distinction
3	7.0<SGPA<=8.0	9.0<CGPA<=10	**B**	Distinction
4	6.0<SGPA<=7.0	9.0<CGPA<=10	**C**	First Class
5	5.0<SGPA<=6.0	9.0<CGPA<=10	**D**	Second Class
6	4.0<SGPA<=5.0	9.0<CGPA<=10	**E**	Passed
7	SGPA Less than 4.0	CGPA Less than 4.0	**F**	Failed

The Candidate who fails to obtain less than 40% raw marks in any individual paper/course shall have to clear the same in ensuing attempt and the marks of his/her previous attempt in which he/her have obtain more than 40% of marks will be carry forwarded for calculating his/her CGPA/SGPA & class.

9.5.2 The Semester Grade Point Average (SGPA) shall be based on aggregate marks of CCA and SEE.

If G is the grade point awarded to the candidate as described in the above table in a particular course and if Cr is the Credit Value for the course (for instance Cr=4) then the grade credit point (Gr Cr Pt) in that paper is given by

Grade Credit Points (Gr Cr Pt) = Credit of the course (Cr) x Grade secured in that course (G)

$$SGPA = \frac{\text{Sum of all Grade Credit Points secured each course of the relevant semester by the student}}{\text{Sum of Credits assigned to all Courses in this Semester}}$$

$$CGPA = \frac{\text{Sum of all Grade Credit Points of the entire Programme}}{\text{Sum of Credit all semesters of the Programme}}$$

The CGPA shall be expressed to an accuracy of three decimal digits.

The percentage equivalence shall be obtained by multiplying CGPA with 10.

R.M.S.W.-10

Faculty of Arts offers the following programme in Post-Graduate Course.

Sr. No.	P.G. Department / P.G. Centre	Programme
1	Department of Gujarati	M.A. Gujarati
2	Department of Hindi	M.A. Hindi
3	Department of English	M.A. English
4	Department of Sanskrit	M.A. Sanskrit
5	Department of History	M.A. History
6	Department of Political Science and Public Administration	M.A. Political Science and Public Administration
7	Department of Sociology	M.A. Sociology
8	Department of Philosophy	M.A. Philosophy
9	Department of Psychology	M.A. Psychology
10	Department of Economics	M.A. Economics
11	Department of Library Science	B.L.& I.Sc./M.L. & I.Sc.
12	Department of Journalism	M.J.M.C.
13	Department of Social Work	M.S.W./ M.L.W.
14	P.G. Centre of Geography	M.A. Geography
15	P.G. Centre of M.A. Home Science	M.A. Home Science (Gen.)

R.M.S.W.-11

In addition to the above Ordinances and Regulations, the provisions made in the detailed syllabus of the concerned Post Graduate Degree programme mentioned in (R.M.A.-10) the above statement bearing No. 11 to 15 is also part of the above Ordinances & Regulations and therefore, such provisions as the admission requirement, teaching & examination schemes etc. are also requires to be implemented by all Concern so far there is no inconsistency with the above referred Ordinances & Regulations.

R.M.S.W.-12

Candidates must forward their applications for admission to University examination to the registrar on or before the prescribed date with a certificate of attendance duly signed by the Head of the Department along with the examination fees fixed by the University.
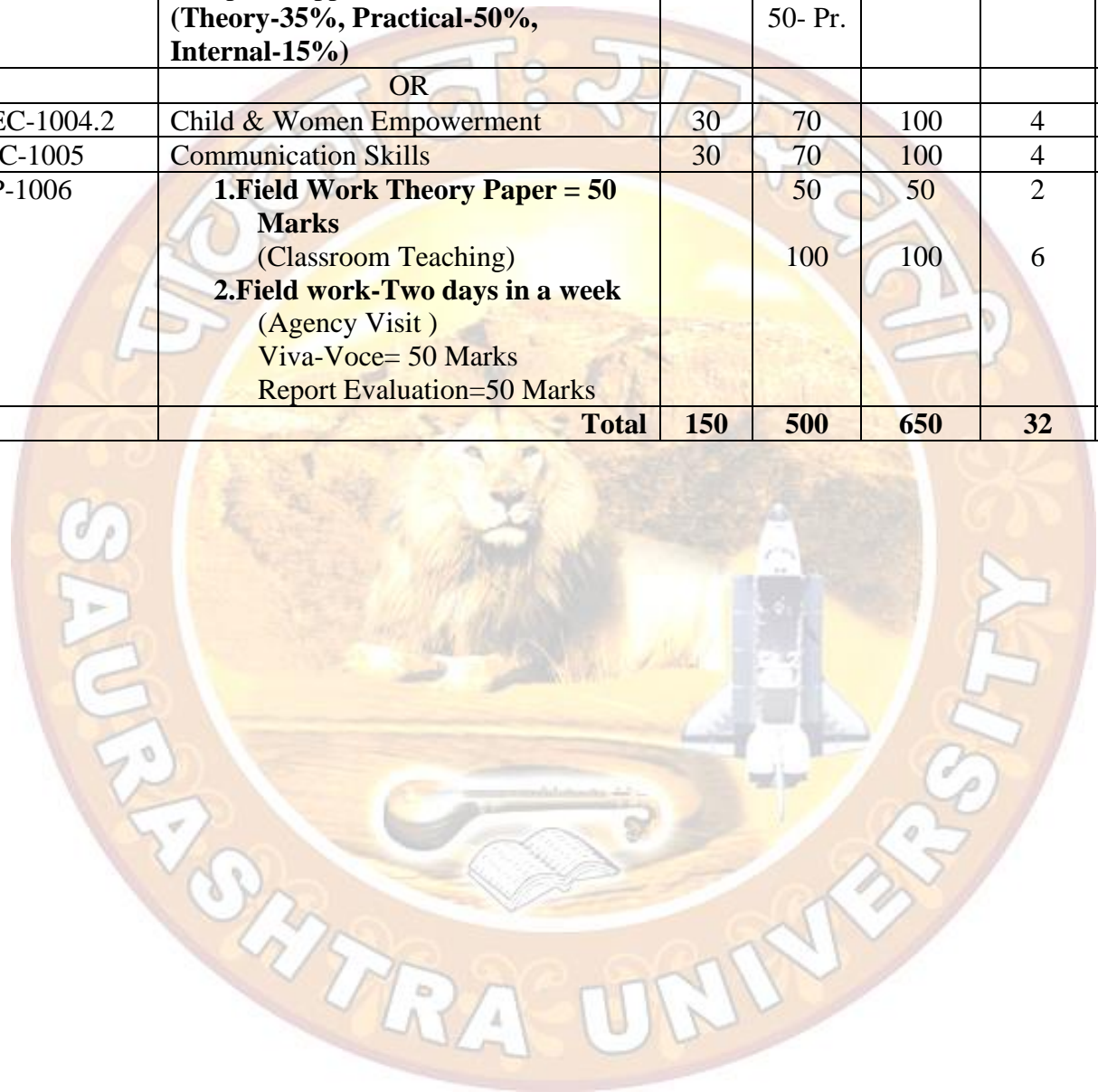
R.M.S.W.-13

Thirty percent internal evaluation shall be within the exclusive purview of the concerned Head of Department/Director of Recognize Institute /PG Centre which requires purity, transparency and accuracy in the evaluation & assessment of students. The benefits of reassessment scheme will not be made available to the students in this regards.

R.M.S.W.-14

There will be theory and practical examination (if prescribed in the syllabus) at the end of each semester. The viva voce examination will be conducted at the end of each semester.

Semester-I

Sr. No.	Course Code	Course Name	Marks Each Course			Hours /Week	Credit
			CCA	SEE	Total		
1	SWCC-1001	Social Work History, Concept & As a Profession	30	70	100	4	4
2	SWCC-1002	Methods of Social Work-I	30	70	100	4	4
3	SWCC-1003	Methods of Social Work-II	30	70	100	4	4
4	SWEC-1004.1	Computer Application **(Theory-35%, Practical-50%, Internal-15%)**	15	35-Th. 50- Pr.	100	4	4
		OR					
	SWEC-1004.2	Child & Women Empowerment	30	70	100	4	4
5	SWIC-1005	Communication Skills	30	70	100	4	4
6	SWP-1006	**1.Field Work Theory Paper = 50 Marks** (Classroom Teaching) **2.Field work-Two days in a week** (Agency Visit) Viva-Voce= 50 Marks Report Evaluation=50 Marks		50 100	50 100	2 6	2 4
		Total	150	500	650	32	26

SWCC-1001
Social Work History Concept and As a Profession

Course outcome:-

CO1.Understand the history of evolution of social work profession, both in India and the west.

CO2.Develop insights into the origin and development of ideologies/approaches to social change.

CO3.Understand rationale, goals, ideals and ethics for social change.

**CO4**.Develop skills to understand contemporary reality in its historical context.

COURSE CONTENT :-

SWCC-1001	UNITS. TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTA GE
Social work History, Concept and as a Profession 1001	**1001.1 Historical Development of Social Work**	**1.1.1.** Historical background of Social work in U.K., U.S.A. and India. **1.1.2.** 1.1.2. Social work history of Gujarat	Lectures, Assignment and Group discussion, Self Study	4	20%
	1001.2 Introduction of social Work	**1.2.1** Social work meaning, definition, nature, scope, objectives, goals, principle, value, functions, model, basic assumptions, ethics in social work	Lectures, Assignment and Group work	4	20%
	1001.3 Concept of social work	**1.3.1** Social welfare, social services, Social reform, and Social Development. **1.3.2** Social work relation with other social science	Lectures, Presentation Group discussion	4	20%
	1001.4 Social work profession	**1.4.1** Social work of profession. Its nature, goal, and functions. Trends in social work Profession in India, field work and profession, problems faced by the social work profession in India.	Lectures, Assignment and Group work	4	20%
	1001.5 Gandhi an Social work	**1.5.1** Gandhi an thoughts and Approach **1.5.2** Constructive	Lectures, Quiz, Group Presentation,	4	20%

		Programmes **1.5.3** Gandhi an and Professional Social work **1.5.4** Philosophy of " sarvoday"	Self Study		

Methods of Assessments: Examination & Assignments

<u>**REFERENCE:-**</u>

1. Sangita Tej & Tejaskar Pande(2006), What is Social Work
2. Director Publication Division, Encyclopedia of Social Work 1 to 11
3. Walter A. Friedlander, Concept and Methods of Social Work
4. Khinduka S.K., Social Work in India
5. Sinh, Surendra & Mishra P.D., Samajkarya Itihas Darshan or Pranali (Hindi)
6. Mishra P.D., Social Work Profession in India
7. Mishra P.D., Social Work : Philosophy and Methods
8. Khan A.J., Ideas and Issues in Social Work
9. Gokhale, S.D., Social Welfare : Legend and Legacy
10. Friendlander, W.A., Concept and Methods of Social Work
11. Maidment, Practice skills in social work and welfare
12. Japnerdra Kumar, Introduction to Social Work
13. P.D.Mishra(2003), Person and Society, New Royal Book Co.
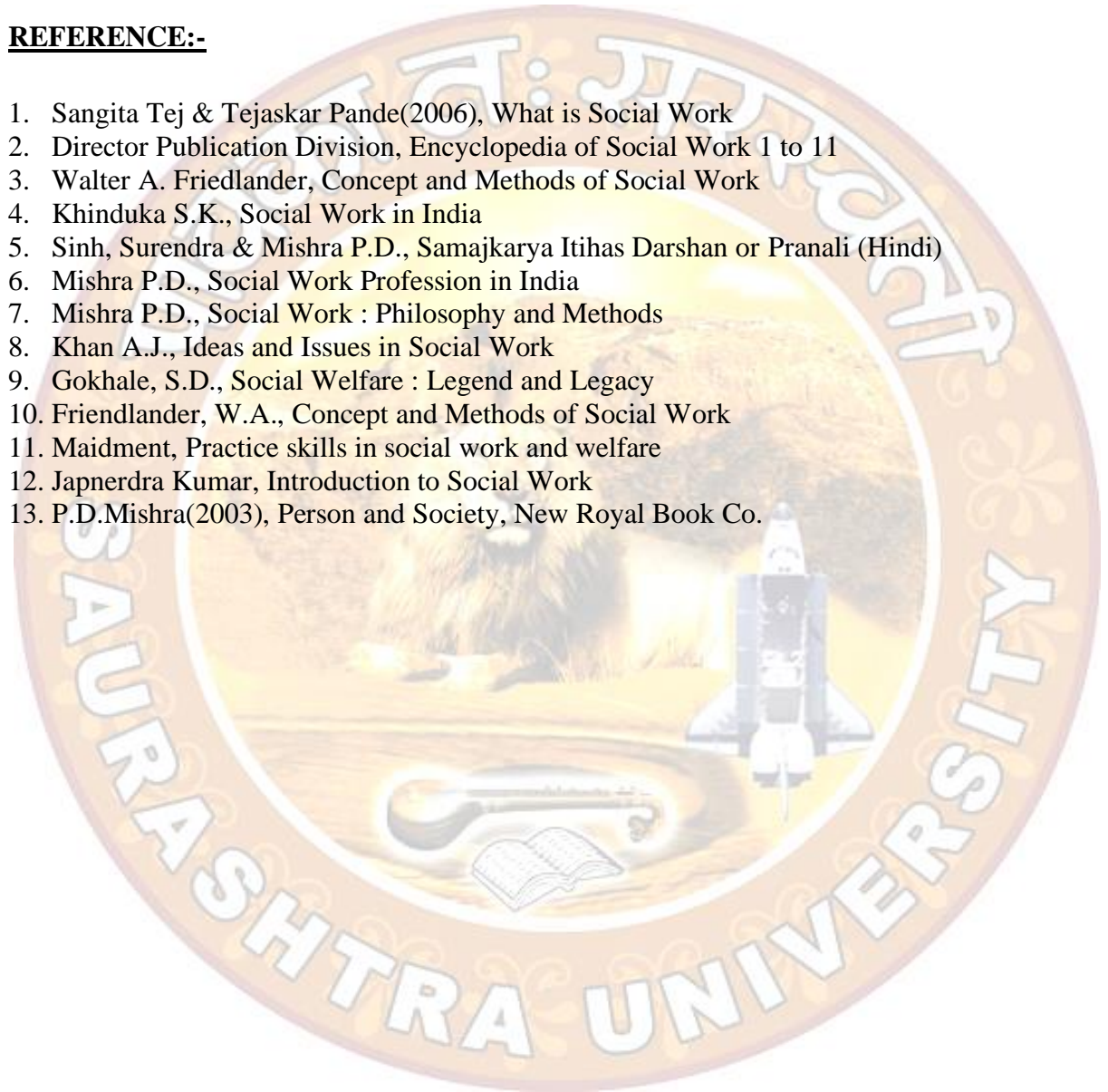
Methods of Social Work-I

Course Outcome:-

    CO1. Understand case work method and its contribution to social work practice.

    CO2. Develop capacity to understand and accept the uniqueness of individuals and groups.

    CO3. Appreciate the importance of groups in the life of an individual.

    CO4. Develop knowledge of the skills and techniques to be used by the social worker in groups
      and case work.

COURSE CONTENT:-

SWCC-1002	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
Methods of Social Work-1	1002.1 The method and philosophy of case work and group work	**2.1.1.** Concepts, objectives, component and principles, values of case work and group work. **2.1.2.** Philosophical assumption of case work and group work	Lecture, Assignment and Group discussion	4	20%
	1002.2 Tools and techniques of case work and group work	**2.2.1**. Case work and group work tools observation, listening, interview, home visit, communication, repo building and recording **2.2.2**. Techniques of case work and group work. Resource mobilization, **2.2.3**. Fields of Social Group Work,	Lecture Assignment Case study and Self study	4	20%
	1002.3 Process of case work and group work	**2.3.1**. Case work process : Intake,study,social diagnosis, treatment, termination and evaluation **2.3.2** Social Group Work as a Scientific Method : Fact Findings, Diagnosis, Treatment	Lecture Assignment and Self study	4	20%

	2.3.3 Model of Group Work			
1002.4 Group Work Element	**2.4.1**. Group work dynamics, member's behavior and leadership **2.4.2** Programme, Planning , Development **2.4.3** Use of Programme Media	Lecture Assignment Self study and group work	4	20%
1002.5 Importance of social worker in case work and group work	**2.5.1**. Role of Social group worker in various setting. **2.5.2**. Role of social case worker in various setting **2.5.3** Difference Between Case Work & Group Work	Self study, Group work, Presentation , Debate, Role play	4	20%

Methods of Assessments: Examination &Assignments
<u>**REFERENCE:-**</u>

1. Sangita Tej & Tejaskar Pande(2006), What is Social Work
2. Director Publication Division, Encyclopedia of Social Work
3. Walter A Friendlander, Concept and Methods of Social Work
4. Khinduka S.K., Social Work in India
5. Sinh Surendra & Mishra P.D., Samajkarya Itihas Darshan or Pranali (Hindi)
6. Aptekar H., Dynamics of Case Work Counseling
7. Gentry, Martha, Social Work Practices
8. Perlman, H., Social Case Work Skills
9. Timms, N., Social Case Work : Principles and Practice
10. Timms, N., Recording in Social Work
11. Turner, G., Social Work Treatment
12. Trecker, H.B., Social Group Work
13. Harford, M., Groups in Social Work

20

SWCC-1003
Methods of Social Work– II

Corse outcome:-

 CO1. Understand the critical elements of community organization practice.

CO2. Enhance critical understanding of the models and strategies for community organization practice.

CO3. Develop attitudes conducive to participatory activities for a civil society.

CO4. The students should enrich their knowledge about Social Welfare Administration Social Action, Community Organization, Social Defense, Integrated Social work practice. Human Rights, Social Justice, Empowerment.

COURSE CONTENT:-

SWCC-1003	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
Methods of Social Work-II	1003.1 Methods of Community Organization	**3.1.1**.Concept, Nature, Meaning, Fields, Characteristics, Historical Background, Aims & Objectives, Basic Assumptions, Skill, Principles, Role of Community Organizer, Steps, Community Council & Community Chest, Community Development & Community Organization.	Lecture and Assignment	4	20%
	1003.2 Social Action	**3.2.1**. Concept, Meaning, Objectives, Principles, Strategies, Basic Elements, Nature, Model **3.2.2**. Social Action and Social Work	Lecture, Assignment, Group Work and Self Study	4	20%

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	1003.3 Social Welfare Administration	**3.3.1**. Meaning, Definitions, Scope and Process, Characteristics, Fields, Function, Principles **3.3.2** Social Work and Social Welfare Administration	Lectures, Assignment, Group Work Self Study and	4	20%
	1003.4 Counseling	**3.4.1**. Concept, Meaning, Types, Techniques, Process, Characteristics of Counselor	Lectures, Assignment	4	20%
	1003.5 Integrated Social Work Practice	**3.5.1.** Integrated Social Work Practice Methods	Self Study and discussion	4	20%

Methods of Assessments: Examination &Assignments

REFERENCE:-

1. Sachdeva, D.R., Social Welfare Administration
2. Specker Paul, Principles of Social Welfare
3. Siddaqui K.Y., Social Work and Social Action
4. Narasimhan R.K., Human Rights and Social Justice
5. Mishra Pramod, Human Rights : Global Issues
6. Mayo H. Jones D., Community Work
7. Peter, Baldock, Community Work and Social Work
8. Gangradek D., Community Organization in India
9. B.Kuppu Swamy, Social Change in India
10. Roucek, Social Controls
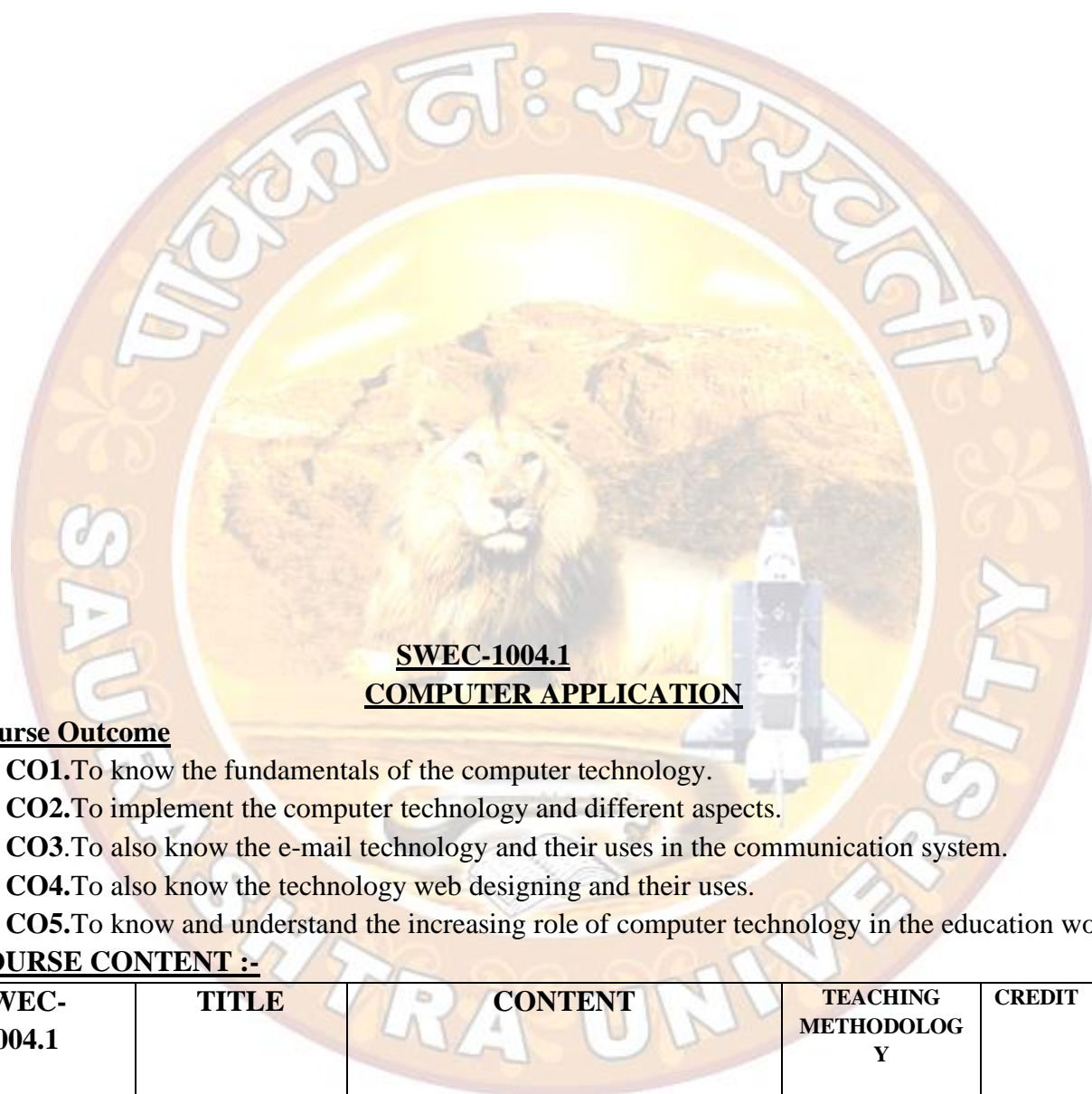
SWEC-1004.1
COMPUTER APPLICATION

Course Outcome

CO1. To know the fundamentals of the computer technology.

CO2. To implement the computer technology and different aspects.

CO3.To also know the e-mail technology and their uses in the communication system.

CO4. To also know the technology web designing and their uses.

CO5. To know and understand the increasing role of computer technology in the education world.

COURSE CONTENT :-

SWEC-1004.1	TITLE	CONTENT	TEACHING METHODOLOGY	CREDIT	PAPER WEIGHTAGE
COMPUTER APPLICATION	1004.1.1 Computer Basic (Theory)	**4.1.1.1** Definition of Computer **4.1.1.2** Block Diagram of Computer **4.1.1.3** Characteristics of Computer **4.1.1.4** Generation of Computer **4.1.1.5** Types of Computer	• Lecture • Discussion with audio -visual aid • Case-study	4	20%

	1004.1.2 Computer Hardware, Memory & Storage Device (Theory)	**4.1.2.1** Input devices **4.1.2.2** Output devices **4.1.2.3** Different Types of Memory **4.1.3.4** Different types of Storage Devices	• Lecture • Discussion with audio-visual aid	4	20%
	1004.1.3 Internet Concept (Theory)	**4.1.3.1**. History of internet **4.1.3.2**. Types of internet connection **4.1.3.3**. The world wide web **4.1.3.4**. Internet browser **4.1.3.5**. E- mail and search engine	• Lecture • Discussion with audio-visual aid Case – study	4	20%
	1004.1.4(1) MS WORD-2007 (Practical) 1004.1.4(2) MS EXCEL-2007 (Practical)	**4.1.4.1** Introduction of Document Window **4.1.4.2** Working with Files (Save, Rename, Save As, Close, Open, Print) **4.1.4.3** Working with Text (Paragraph Setting, Margin Setting, Word Wrap, Alignment, Font Setting, Page Setting, Header & Footer) **4.1.4.4** Insert Picture, Table **4.1.4.5** Mail Merge **4.1.4.1**. Introduction of Excel Window **4.1.4.2** Concept of Cell, Worksheet & Workbook **4.1.4.3** Cell Formatting **4.1.4.4** Excel Operators **4.1.4.5** Types of Errors **4.1.4.6** Absolute and Relative Reference **4.1.4.7** Creation of Chart **4.1.4.8** Different types of Functions date(), time(), today(), day(), month(), year(), abs(), fact(), mod(), ceiling(), floor(), power(), rand(), randbetween(), round(), sqrt(), sum(), count(), max(), min(), char(), left(), len(), lower(),	• Lecture • Discussion with audio-visual aid	6	15% 15%

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	1004.1.5. MS POWERPOINT (Practical)	**4.5.1**. Introduction of Powerpoint Window **4.5.2** Slide Design, Slide Animation, Slide Transition, Slide Interaction, Slide Show **4.5.3** Insert Picture, animated files, sound, video	• Lecture • Discussion with audio-visual aid	2	10%

Methods of Assessments: Examination (Theory Practical) & Assignments

References:

Internet an Introduction – TMH
Computer Science – Balguruswami – THMS
Computer Fundamentals – P.K.Sinha – BPB Publication
Information Technology & MS-Access – Bharat & Co
Fundamental of IT for BCA – by young
World Wide Web Design with HTML – By C Xavier
Internet for Every One Techworld – By Leon
R.K./Taxali – PC Software
Computer Fundamentals – By P.K.Sinha

SWEC-1004.2
CHILD & WOMEN EMPOWERMENT

Course Outcome:-

CO1. Facilitate a critical analysis of the mass media, in terms of the modes in which it reproduces the dominant power relations in society be they of gender class race or any other.

CO2. Work towards alternative, participatory uses of the media, with specific reference to Campaigns

CO3. Facilitate the acquisition of media skills related to visual design, street theatre and other low-cost participatory media.

CO4. Allow for the practical application of these media skills through the process of designing and conducting a campaign.

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SWEC 1004.2	TITLE	Content	Methodology	CREDIT	PAPER WEIGHTEGE
CHILD & WOMEN EMPOWERMENT 1004.2	**1004.2.1 Child Development**	**4.2.1.1** Child Development – needs of children, children in difficult circumstances: physical, emotional, mental, and social challenges and handicaps; **4.2.1.2** Child abuse, violence against child, child prostitution, child Labour. **4.2.1.3** Child Welfare – objectives and scope; measures for child welfare: counseling and guidance, services to children in their own homes; home makers services, child guidance clinic, school social work, school health programmes, day-care centers, faster home, adoption	Lectures, Interactive Class Discussions, Screenings, Participatory Presentations and Practical	4	20%
	1004.2.2 Child Development Services	**4.2.2.1** Integrated child development services, udisha, awards and other child development programmes; National policy and charter for children; National Commission for Children; U.N. Convention or rights of child	Lecture with illustration from Media	4	20%
	1004.2.3 Legislations	**4.2.3.1** Legislations relating to children: Child Marriage Restraint Act, 1929, Hindu Adoptions and Maintenance Act , 1956, Hindu Minority and Guardianship Act, 1956; Child Labour (Prohibition and Regulation) Act, 1986, Juvenile Justice (Care and	Lectures, Interactive Class Discussions, Screenings, Participatory Presentations	4	20%

		Protection of Children) Act, 2000.			27
	1004.2.4 Women Development	**4.2.4.1** Women programs in India. **4.2.4.2** Youth's responsibility in marriage and parenthood. **4.2.4.3** Status of women in ancient and modern times. Position of women in minority communities, widows and distressed women.	Lectures, Interactive Class Discussions, Screenings, Participatory Presentations	4	20%
	1004.2.5 Legislation, Policies, Programmes of Women	**4.2.5.1** Legislation pertaining to marriage, divorce, succession and inheritance **4.2.5.2** Policies and programs for women empowerment. Strategies for women empowerment. **4.2.5.3** Approaches, from welfare to empowerment of women	Lectures, Interactive Class Discussions, Screenings, Participatory Presentations	4	20%

Methods of Assessments: Examination &Assignments

References:
Kapur Premila: 1970 Marriage and Working Women in India Delhi, Vikas
Kapur Premila: 1982 Conflict between Adolescent girls and Parents, New Delhi
Benerji D: 1989 Poverty Class & Health Care in India New Delhi
A.K.Das Publication.
Mukharji S.K.: 1986 Prostitution in India New Delhi Inter- India Publication
4

Karl Marx (1971): Revolution and Counter Revolution London George Allen and Unwin

Foreman.A.(1977): Family as Alienation Women and Family in Marxian & Psychoanalysis London

Niak .J.P (1978): Equality and Quality and Quality the Elusive Triangle in India Education, Delhi Allied Publication.

Desai N & Krishnaraj (1987): Women and Society .

Mitter Dwarka Nath (1989): The Prostitution in Historical & Modern Perspective Delhi.

Prithvi Nath Tikoo (2005): Indian Women: A Brief Social cultural

Saxena S.(2005): Crimes against Women and protective laws: Deep & Deep Publications. Pvt. Ltd. New Delhi – 27.

Goel Aruna(2005): Education and Socio Economic Perspectives of Women Development and Empowerment.

Samanta R.K.(2005) Empowering Rural Women: Issues opportunities and Approaches B.R.World of Books.
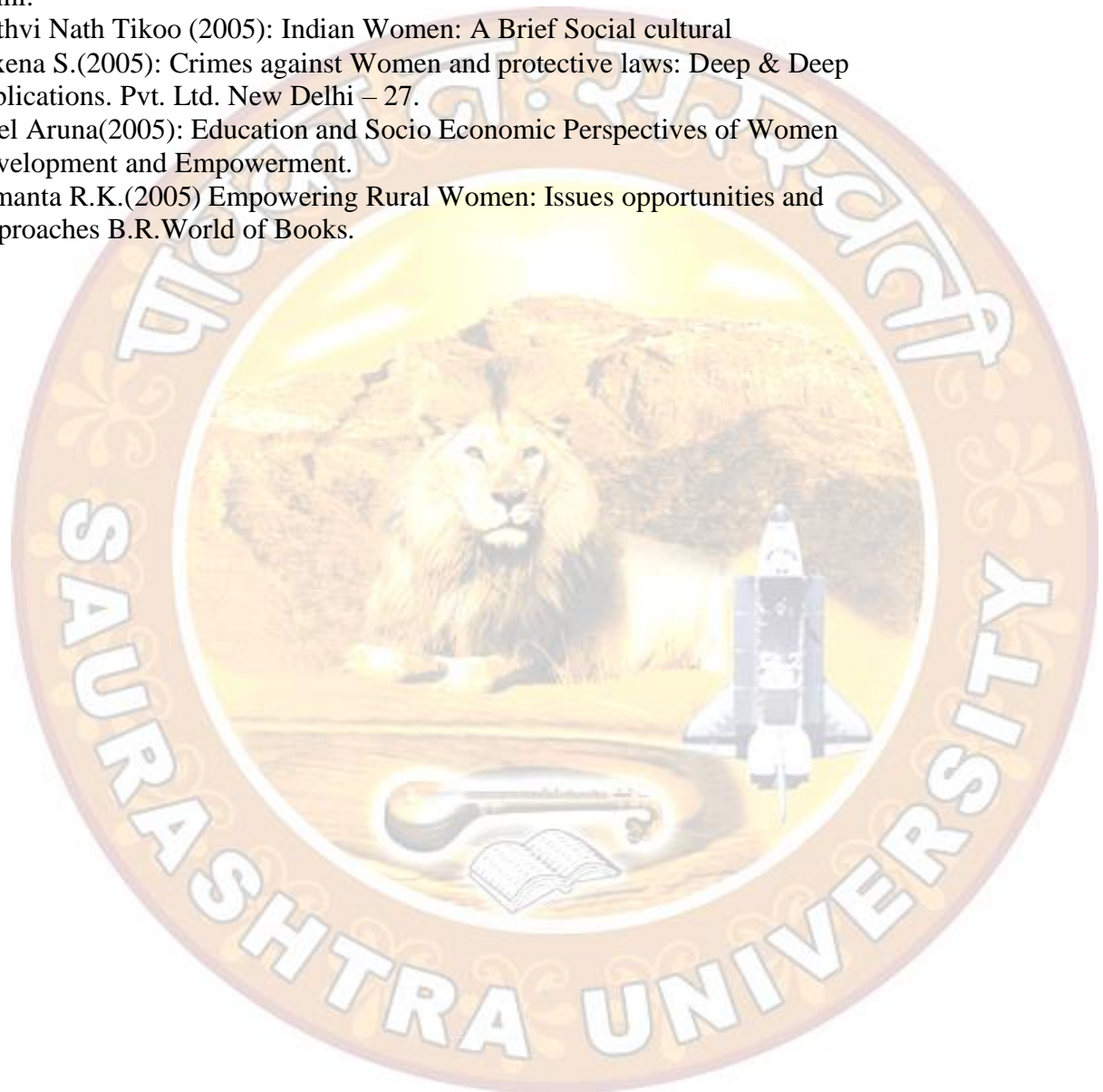
SWIC-1005
COMMINICATION SKILLS

Course Outcome:-

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CO1. Facilitate a critical analysis of the mass media, in terms of the modes in which it reproduces the dominant power relations in society be they of gender class race or any other.

CO2. Work towards alternative, participatory uses of the media, with specific reference to campaigns

CO3. Facilitate the acquisition of media skills related to visual design, street theatre and other low-cost participatory media.

CO4. Allow for the practical application of these media skills through the process of designing and conducting a campaign.

SWIC 1005	TITLE	Content	Teaching Methodology	CREDIT	PAPER WEIGHTEGE
1	**1005.1 Alternative media and campaigns**	- Approaches to media and society - Transmission and Semi logical models, Using semi logy for critical media analysis of artifacts such as TV commercials films print advertisements comic strips and newspaper - Presentation of Campaign Design (Group presentation by students)	- Lectures, Interactive Class Discussions, Screenings, Participatory Presentations and Practical's	4	20%
	1005.2 Rethinking communication - Representing Gender	-Communication as Transmission -Communication as Representation -Communication as Cultural Reproduction -Television Commercials - Print Advertisements - Nursery Rhymes - Feature Films	- Lecture with illustration from Media	4	20%
	1005.3 Representing Race & Real Events	-US and Them -Comic Strips - The Everyday Experience of Color -The Press and framing of events - Documenting Reality	Lecture with illustration from Media	4	20%
	1005.4 Rethinking the Impact of the media	-The Debate on the Effects of Violence - The Limitations of Censorship Towards Critical Viewing	Lecture with illustration from Media	4	20%
	1005.5 Skills Development	-Visual Design : Introduction to elements of design, such as layout, typography, use of	Workshop	4	20%

| | | color and shape, designing effective posters and logos for campaigns | Workshop | | |
| | | -Street Theatre Workshop: Elements of street theatre scripting and choreography for development -use of puppets, songs and folklore:4 hours (visiting faculty) Note- in these workshops, the student groups for the campaigns work out the elements of their campaign design | Workshop Preparation and use | | |

Methods of Assessments: Examination &Assignment

<u>**REFERENCE :**</u>

Berger, Arthur Asa 1982   Media Analysis Techniques, London Sage

Berger, John 1972   Ways of Seeing London: BBC and Penguin

Brown James W et al 1985 Hill   AV Instruction Technology, Media and Methods, New York:
                                        Mcgraw-Hills.

Gandhi V.P.1995   Media and Communication Today Vol 1,2 and 3,   New Delhi
                          Kanishka publishers.

Goffman Erwing 1979   Gender Advertisements, Macmillan

Hawkers, Terence 1977   Structuralism and Semiotics London Methuem

Kumar K 1981   Mass Communication in India, Mumbai Jai publishing
                       House

Melkote, Srinivas R 1991   Communication for Development in the Third World,
                                   Delhi Sage

Mody Bella 1991   Designing Messages for Development Communication,
                          New Delhi Sage

Saunders Denys J. 1984   Visual Communication Handbook, London Lutterworth
                                 Educational

Watts Harris 1984   On Camera London BBC

SWIC-1006
FIELD WORK

Course Outcome:-

CO1. To develop professional attitude conducive to deal with human problems.

CO2. To develop sensitivity towards the needs and problems of individuals and families.

CO3. To develop skills to deal with human problems, skills in teamwork, skills in developing and maintaining rapport with individuals nd agencies.

CO4. To familiarize the students with professional role of social workers.

CO5. To develop skills in report writing and use of supervision.

CO6. To develop skills in facing professional social work teachers/instructors, participating in discussion and seeking guidance during individual and group conferences.

Module No.	Module Title	Content	Suggested Teaching-Learning Methodology	CREDIT	PAPER WEIGHTEGE
1	**1006.1 Theory**	- Concept of Field Work - Background & Definitions of Field Work - Objectives of Field Work - Need & Importance of Field Work - Field Work in Various Sector in Social Work - Components of Field Work - Problems in Field Work - Nature and Structure of Field Work - Orientation Training - Report Writing	- Lectures,Interactive Class Discussions, Screenings, Participatory Presentations and Practicals	2	33%
	1006.2 Practical	- Agency Visit (GO, NGO, Company) (Twice in a week)	Field	6	67%

Methods of Assessments: Examination & Viva Voce

Reference

1. Field Work Training in Social Work, I.S. Subedar, Rawat Publication, 2009
2. Field Work Supervision, Delhi University, Delhi School of Social Work, 1957
3. Singh, R.R., Fieldwork in Social WOrk Education (A Perspective for Human Services Profession), Concept Publication Col, New Delhi 1985
4. Srinivas, M.N., The Fieldworkers and the Field, Delhi, Oxford University Press, 1983

5. Dr. I.S.Subedar, Indigenous Field Work in Social Work, Current Publication

Semester-II

Sr. No.	Course Code	Course Name	Marks Each Course			Hours /Week	Credit
			CCA	SEE	Total		
1	SWCC-2001	Social Work Research	30	70	100	4	4
2	SWCC-2002	Management Development & Welfare Services	30	70	100	4	4
3	SWCC- 2003	Human Resource Management	30	70	100	4	4
4	SWEC-2004.1	Correctional Social Work	30	70	100	4	4
		OR					
	SWEC-2004.2	Family Social Work	30	70	100	4	4
5	SWIC-2005	Organization Behavior & Organization Development	30	70	100	4	4
6	SWP-2006.1	Field work (Rural Area)- Two Days in a week (iii) Viva-Voce= 75 Marks (iv) Report Evaluation=75 Marks		150	150	12	6
	SWP-2006.2	Rural/Tribal/Innovative Project/Camp (Out of Saurashtra Region) (Minimum 7 working Days) (i) Viva-Voce= 25 Marks (ii) Report Evaluation=25 Marks		50	50		2
		Total	**150**	**550**	**700**	**32**	**28**

SWCC-2001
Social Work Research

Course Outcome:-

CO1. Teach the basic concepts and procedure of quantitative, qualitative and participatory research methods for understanding social work research.

CO2. Inculcate understanding of the significance of using basic concepts and procedures of social work research for the improvement of social work practice.

CO3. Develop student's ability to conceptualize and conduct simple research projects.

COURSE CONTENT:-

SWCC-2001	UNITS TITLE	CONTENT		TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
Social Work Research 2001	**2001.1 Foundation of Research**	**1.1.1**	Concept of Social Work Research	Lecture and Assignment	4	20%
		1.1.2	Social Science Research, Types and Methods of Research, Characteristics			
		1.1.3	Steps for Research			
		1.1.4	Concept of Research Design, Type of Research Design and Steps of Research Design			
	2001.2 Literature, Planning and Sampling	**1.2.1**	Literature : Need for Reviewing Literature, What to Review and for What Purpose, Literature Search Procedure	Lecture, Assignment, Group Work and Self Study	4	20%
		1.2.2	Planning : Planning Process, Selection of a problem for research, Formulation of selected problem, Hypothesis, Variable			
		1.2.3	Sampling : concept, characteristics of good sample, Methods of sampling, Sampling and Non-sampling Errors			
	2001.3 Data Collection	**1.3.1**	Meaning and Importance of Data	Lectures, Assignment, Group Work Self Study	4	20%
		1.3.2	Types of Data			
		1.3.3	Tools of Data, Sources of Data			
		1.3.4	Pilot Study : Need, Meaning, Functions			
		1.3.5	Pre-test : Need, Purposes, Procedure			
		1.3.6				
	2001.4	**1.4.1**	Coding and Classification of data	Lectures,	4	20%

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	Processing of Data	1.4.2	Tabulation	Assignment		
		1.4.3	Presentation with Graph/Chart/Diagrams			
	2001.5 Statistical Analysis and Report Writing	**1.5.1**	Measures of central tendency – Mean, Median, Mode.	Self Study and discussion	4	20%
		1.5.2	Measures of dispersion – Standard Deviation. Testing of hypothesis – Chi-square test, T-test, Correlation.......			
		1.5.3	Use of computer for Social Work Research, SPSS. Reporting : Format and reference			
		1.5.4	Documentation : Footnotes, Types of Footnote and Bibliography			
		1.5.5	Report Writing, Importance of Report Writing, Research Report Format, Abbreviations used in Research Report			

Methods of Assessments: Examination &Assignments

Reference Books

- Ackoff, R.l. 1962
  Scientific Method: Optimising applied Research Designs, New York: John wiley and Sons.
- Anderson, J. et al. 1970
  Thesis and Assignment Writing, New Delhi: Wiley Eastern Limited
- Bailey, Kenneth, D. 1987
  Methods of social research, New York: the free press.
- Crabtress, B.F. and miller, w.l. (eds.) 2000
  Doing qualitative research, New Delhi: Sage Publications.
- Cranstein, A. and Phillips, W.R. 1978
  Understanding social research an introduction, Boston: allwyn and bacon.
- Denzin, Norman, K and Lincoln,
  Handbook of Qualitative Research (2nd ens.), New Delhi: Sage Publications.
- Geltung, J. 1967
  Theory and Methods of Social Research, Landon: George Allen and Unwin.
- Goode.W.J and Hatt P.K. 1952.
  Methods in social Research, Tokyo: McGraw Hill. Kogakusha.
- May, Tim. 1997
  Social Research: Issues, Methods and Process, Buckingham: Open University Press.
- Padgeet, Deborach, K. 1988
  Qualitative methods in Social Work Research, New Delhi: Sage Publication.
- Reid, William J. and smith, Andrey D. 1981
  Research in Social Work, New York: Columbia University Press.
- Rosenberg, M. 1968
  The Logic of survey Analysis, New York: Basic Books.

34

- Rubin, A. and Babbie, K. 1993
  Research Methods for social Work, California: Brooks Cole Publishing Co.
- Shaw, LAN and Lishman, Joyce. (Eds.) 1999
  Evaluation and Social work Practice, New Delhi: Sage Publication
- Silverman, David (Eds.) 1997
  Qualitative Research, New Delhi: Sage Publications.
- Society for participatory Research in Asia. 1995.
  Participatory Research: An Introduction, Participatory Research Network Series, And No.3
  New Delhi: PRIA.
- Yin, Robort, K 1994
  Case Study Research: Design and Methods, New Delhi: Sage Publications

SWCC-2002
MANAGEMENT OF DEVELOPMENT AND WELFARE SERVICES

Course Outcome:-

CO1. Understand the overall environment and its impact on the nature, structure and development of the organization in corporate, public and vouluntary sectors in the context of social work profession.

CO2. Understand policies and procedures involved in establishing and maintaining human service organizations, need for change.

CO3. Acquire skills to network and participate in the management of resources-human , material, environmental and network.

CO4. Develop skills to participate in management of programmes as a part of the interdisciplinary team and intiate as well as develop new programmes.

CO5. Develop ability to analyses the practices applied in specific setting.

COURSE CONTENT:-

SWCC-2002	UNIT TITLE	CONTENT.	TEACHING METHDOLOGY	CREDIT	WEIGHT OF PAPER
MANAGEMENT OF DEVELOPMENT AND WELFARE SERVICE- 2002	**2002.1 Services, Organization**	**2.1.1** Development and Welfare Organizations Response to Social Needs **2.1.2** Role of State Voluntary and Corporate Sector. **2.1.3** Civil Society meaning, Principles, functions Characteristics	Lecture and discussion	4	20%
	2002.2 Services and their	**2.2.1** Types of Services, Organizational Characteristics **2.2.2** Management Process : Vision of	Lecture and class-room exercises	4	20%

	delivery	Planning, Organizating, directing, staffing co-operation, evaluation **2.2.3** Establishment, registration, different types of legislation, legal status, constitution. **2.2.4** Financial Resources : Organizational budget, sources of finance, fund raising, records, audit **2.2.5** Financial resources: organizational budget, sources of finance, fund raising records, audit.	Attend meetings as an observer, participate in training		
	2002.3 Organizational Climate and management processes	**2.3.1** Programme management : long term, short term and documentation **2.3.2** Project proposal : meaning, need, importance, steps to prepare project proposal **2.3.3** Project management	Lecture, examine a specific programme, formation as in class exercise	4	20%
	2002.4 Policies and practices	**2.4.1** Policies and practices for personnel in organization: **2.4.2** Volunteers, professionals, para-professionals **2.4.3** Communication in an organization-essential components, types, barriers, Decision making levels and methods	Lecture discussion skills for developing a press note	4	20%
	2002.5. Work Processes tasks	**2.5.1** Unit of work, time allotment, workload, responsibility, coordination **2.5.2** Staff-client relation **2.5.3** Teamwork, Supervision, Directing, Monitoring, Evaluation **2.5.4** Conflict Resolution **2.5.5** Public Relation	Lecture discussion	4	20%

Methods of Assessments: Examination & Assignments

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  Social Wefare Administration, Atma Ram and Sons, Delhi
- Goel. S. I. and Jain R.K. 1988
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- Siddique h.y.
  Social Work and social Action, Harman Publication
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  Professional Management and Practice, Eurasia Publications, Delhi
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  Grtting the resources you need, Sage Publications, new delhi
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  Understanding your social agency, Sage Publications, new delhi
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  Social administration, The Doresy press,
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  Human Service Management, The Haworth Press, linois

SWCC-2003
Human Resource Management

Course Outcome:-

The students should enrich their knowledge about

CO1. To familiarize the students with basic concept of personal management and H.R.D.

CO2. To sensitize students to the various facets of managing people.

**CO3.**To create understanding of the various policies and practices of human resource management

COURSE CONTENT:-

SWCC 2003	UNITS TITLE	CONTENT		TEACHING METHDOLOGY	CREDIT	PAPER WEIGHT AGE
Human Resource Management 2003	**2003.1 HRM & Personnel Management**	**3.1.1**	Nature of HRM, Scope of HRM,	Lecture Observation discussion	4	20%
		3.1.2	HRM Objective, Paradoxes in HRM, Evolution of HRM			
		3.1.3	Role of Personnel Management in Organization			
		3.1.4	SWOT Analysis Practical			

		Implementation of Organization			
	2003.2 **HRM Functions,** **International** **Bodies & HRM**	**3.2.1** Human Resource Planning **3.2.2** Analyzing Work & Designing Job **3.2.3** Recruiting Human Resources **3.2.4** Selecting Human Resources **3.2.5** Inducting & Planning New Hires **3.2.6** Training, Development & Career Management **3.2.7** Appraising & Managing Performance **3.2.8** Incentives and Performance-based Payments **3.2.9** Motivation, Empowering Employees **3.2.10** Bodies in the development of HRM **3.2.11** The ILO Standards, The Human Rights Commission's Impact, UNO's Impact	Group class assignment and discussion	4	20%
	2003.3 **Performance** **appraisal &** **compensatory** **packages.**	**3.3.1** Definitions and objectives performance appraisal, methods of performance appraisal, Limitations of performance appraisal. **3.3.2** Wage and salary administration mode& methods of payment. **3.3.3** Other allowances, perks, incentive and bonus	Lecture discussion	4	20%
	2003.4 **Human relations** **& human** **utilization**	**3.4.1** Concept of human relations, human relations and industrial relations, dynamics of inter relations. **3.4.2** Definitions and concept of human resource management principles & scope of human resource management. **3.4.3** Different between personal management and human resource management. **3.4.4** Changes & challenges of	Lecture discussion	4	20%

|					
		human resource management.			
	2003.5 Workers of the organized and unorganized sector	**3.5.1** Definitions & characteristics of organized and unorganized sector workers. **3.5.2** Problems of unorganized sector workers	Lecture discussion	4	20%

Methods of Assessments: Examination & Assignments
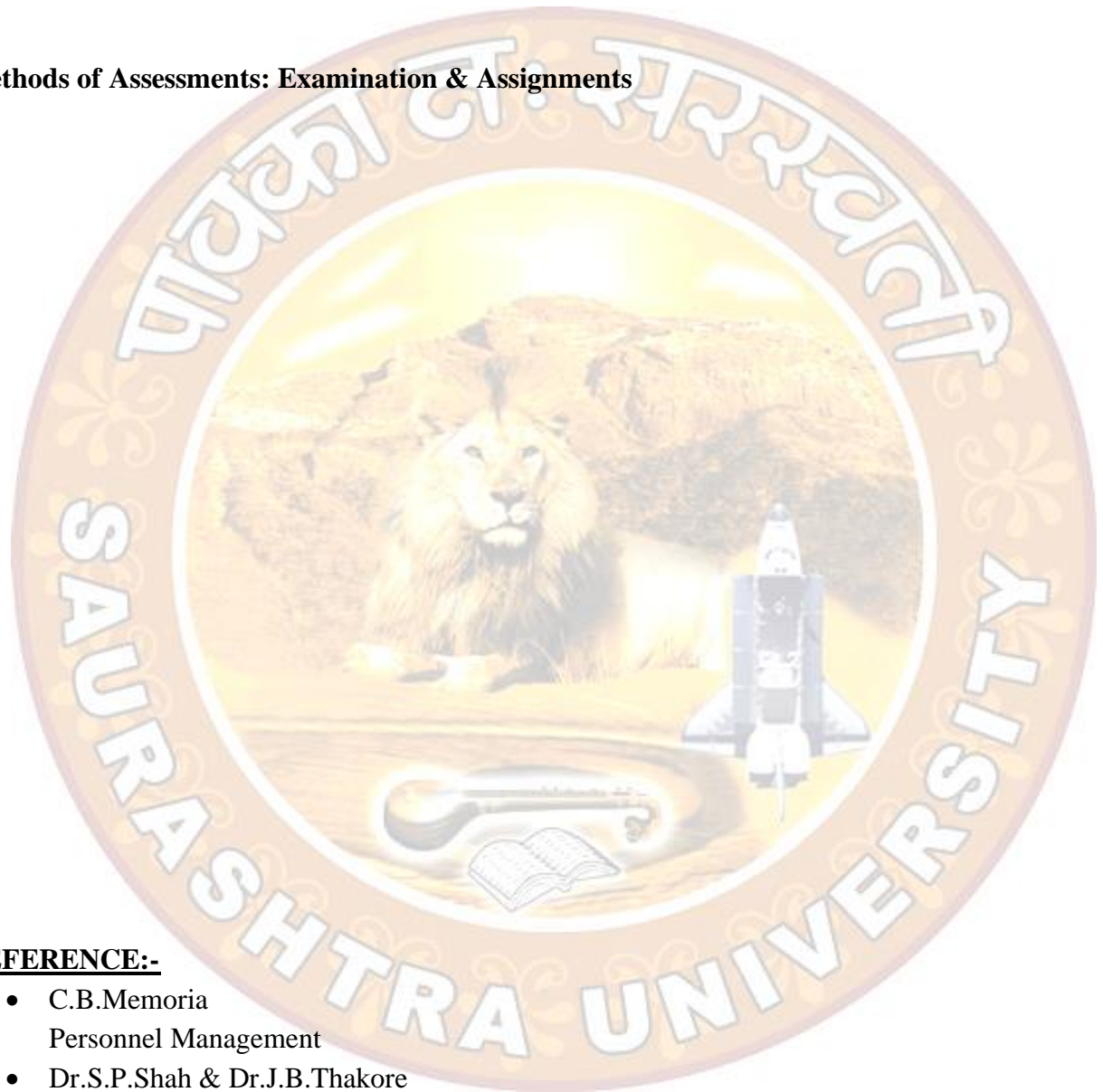
REFERENCE:-
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- Dr.S.P.Shah & Dr.J.B.Thakore
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- Rudrabasauraj
  Dynamics of Personnal & Organization Theory & Behavior
- N.D.Kapoor
  Industrial Laws
- Biswanah Ghosh
  Human Resource Development & Management

- R.C.Saxena
  Labour Problems & Social Welfare
- V.V.Giri
  Labour Problems in Indian Industry, [in gujarati]
- Dr. Girish Thakkar
  Udhyog nu arthshastra-2
- P.R.Shinha & M.S. Indubala 1992
  Labour and social welfare, bharti bhavan pub., patna
- Dr. Baleshwar Panday 1983
  Shram prabandh sabhandho ki gatyatmkta, lakhanauw
- Edwin Flippo
  Personnel Management
- C.B.Memoria
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  Dynamics of Ind.Relations
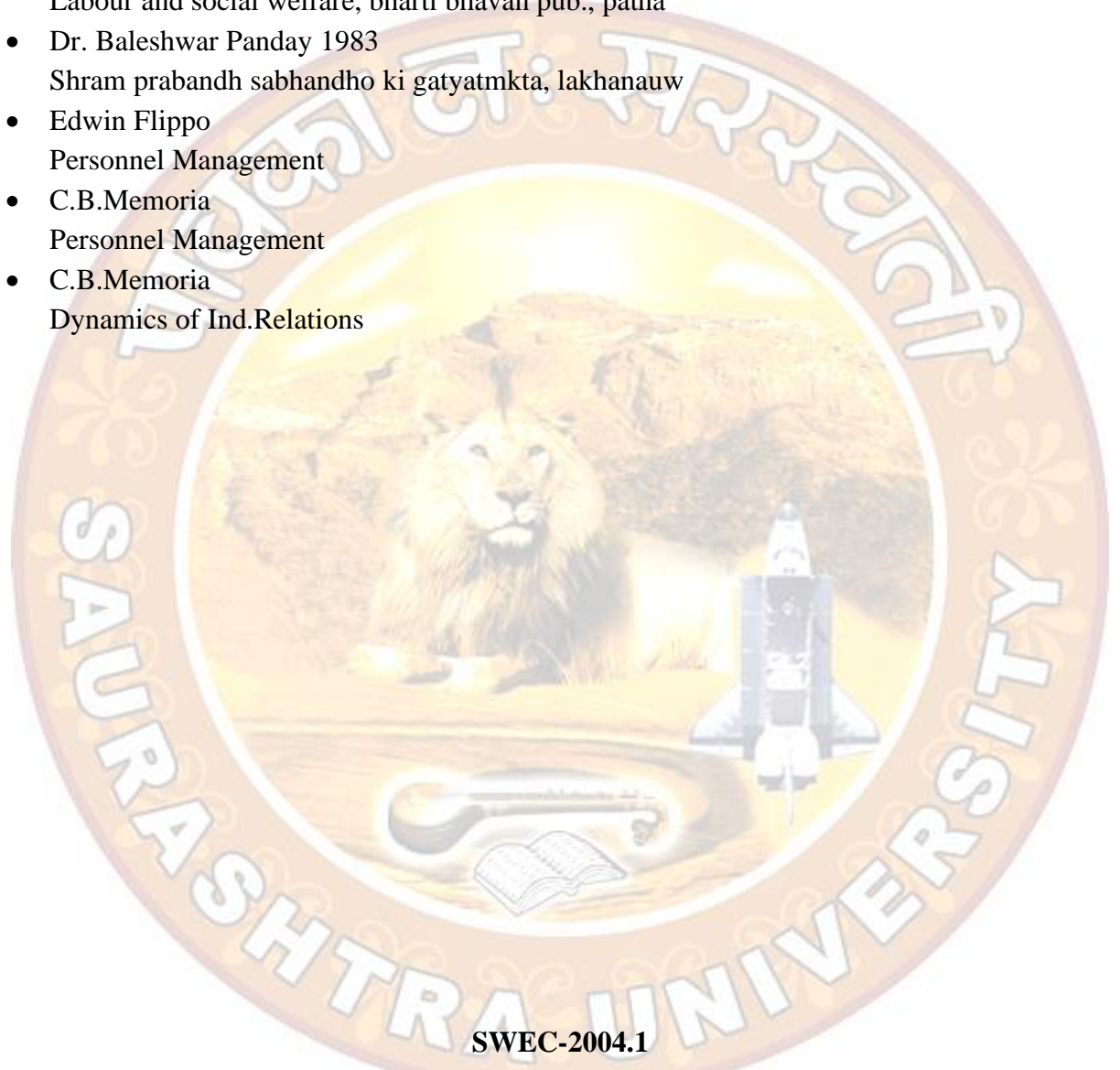
SWEC-2004.1
CORRECTIONAL SOCAL WORK

Course Outcome:-

CO1. To equip the students with the knowledge of advanced theoretical information on causes of juvenile delinquency.

CO2. It will prepare the students to enrich and sharpen methods of intervention and practice skills.

COURSE CONTENT:-

SWEC-	UNITS	CONTENT	TEACHING	CREDIT	PAPER

2004.1	TITLE			METHDOLOGY		WEIGHTAGE
Correctional Social Work 2004.1	**2004.1.1 Juvenile delinquency**	**4.1.1.1** Juvenile delinquency concept, definition, characteristics, and classification. **4.1.1.2** Early theories of child crime and sociological and psychological theories, contributing factors.		Lecture, Assignment and Group discussion	4	20%
	2004.1.2 Correctional legislation	**4.1.2.1** Correctional legislation, juvenile system-role of juvenile court, police and probation, parole, and probation officer. **4.1.2.2** Treatment methods: rehabilitation plans and programme.		Lecture Assignment Case study and Self study	4	20%
	2004.1.3 Social Defense	**4.1.3.1** Objectives & Functions of Social Defense **4.1.3.2** Institutional Services **4.1.3.3** Policy & Planning of Correctional Services		Lecture Assignment and Self study	4	20%
	2004.1.4 Preventive programs	**4.1.4.1** Preventive programs runs by GO/NGO. **4.1.4.2**.Indivisual ,Institutional services **4.1.4.3**.Correctional work in prison.		Lecture Assignment Self study and group work	4	20%
	2004.1.5 Role of volunteers	**4.1.5.1** Role of social worker and social activist. **4.1.5.2** Role of social worker in prison. **4.1.5.3** Crises in correctional field and evolution.		Self study, Group work, Presentation, Debate, Role play	4	20%

Methods of Assessments: Examination &Assignments

Reference:

Sanjay Tiwari and kashiramsinh patel 2006

   Bharat me samajil suraksha, omega publications, new delhi.

Tejaskar Pandey and Ojaskar pandey,2006

   Social work, Bharat book Centre, Lacknow.

Alexander, E. (1997).

A time for courage. In American Correctional Association. The state of corrections: 1996 proceedings. ACA Annual Conference. Lanham, MD: ACA, 19-24.

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Policies for correctional professionals and agencies: ACA.

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Rehabilitation, recidivism, and realism: Evaluating violence reduction programs in prison. Prison Journal 78 (4), 390-404.

Van Voorhis, P., Braswell, M. and Lester, D. (1999).

Correctional counseling and rehabilitation (3rd ed.), Cincinnati, OH: Anderson.

ADENWALLA, Maharukh:

Child protection and juvenile justice system for juvenile in conflict with law. (Childline India Foundation, Mumbai, 2006) (NHRC)

BHAKHRY, Savita:

Children in India and their rights. (National Human Rights Commission, New Delhi, 2006) (NHRC)

BRANDT, David:

Delinquency, development, and social policy. (Yale University Press, London, 2006)

CHILD CARE AND PROTECTION:

Legislation and role of NSS workers, paper presented at a Seminar on Child Care and Protection under law. (NSS Unit of the Faculty of Law, Delhi, 1981)

Brian Martin et al. 1991

Nonviolent Struggle and Social Defence ed. Shelley Anderson and Janet Larmore. London: War Resisters' International, 1991.

Adam Roberts, 2007

Civil Resistance and Power Politics: The Questions. Paper presented to the "Conference on Civil Resistance & Power Politics", St. Antony's College, Oxford, 15-18 March 2007.

SWEC-2004.2
FAMILY SOCIAL WORK

Course Outcome:-

    CO1. To understand family as a social group its functioning and role in development of

individual.

CO2. To acquaint with the various welfare programmes for members of the family.

CO3. Develop an understanding of issues and problems at family level and acquire skills in handling them.

COURSE CONTENT:-

SWEC 2004.2	UNITS TITLE	CONTENT		TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
FAMILY SOCIAL WORK 2004.2	**2004.2.1 Theoretical and Frameworks concept to study**	**4.2.1.1**	Family as an institution and social group, factors affecting family functioning history of marriage, types of house holds, types of families: nuclear and joint, ideology of family as an individualism. Single Parent family.	Lecture Assignment Case study and Self study	4	20%
		4.2.1.2	Role set theory, role strains, family life cycle, and families in crises family theory.			
	2004.2.2 Family Planning Program & Policy	**4.2.2.1**	Tasks in getting married, marital conflict and marital counseling.	Lecture Assignment Case study and Self study	4	20%
		4.2.2.2	Family planning programme and policies as a means of family welfare and family life education programme.			
	2004.2.3 Child & Elderly Welfare Programme	**4.2.3.1**	Old age, welfare programmes for the aged.	Lecture Assignment and Self study	4	20%
		4.2.3.2	History of child welfare works in India and other countries.			
		4.2.3.3	Demography of rural child and the programs for rural children			
	2004.2.4 Various Welfare Services	**4.2.4.1**	Causes of the orthopedically, blind, deaf and dumb and mentally disabled children and the various services for the same.	Lecture Assignment Self study and group work	4	20%
		4.2.4.2	Foster care and adoption services for the society disabled children.			
		4.2.4.2	Demography of rural child and the programs for rural children.			
	2004.2.5 Role of GO & NGO in Welfare	**4.2.5.1**	The socio-economically disadvantaged child in urban areas and the problems of child labor. Governmental and non-governmental programs of child	Self study, Group work, Presentatio	4	20%

	Programme	welfare.		n, Debate, Role play		

Methods of Assessments: Examination &Assignments

Reference Books

1 Desai, M. (ed.) 1994

Family and Intervention: A Course compendium, Bombay: Tata Institute of Social Science

2 Engles, F. 1944

Origin of the Family, Private Property and the State, Bombay: Peoples publishing house.

3 Hartman, A. and Laird. J. 1983

Family Centered Social Work Practive, New York: The Free Press.

4 Khasgiwala, A. 1993

Family Dynamics: Social Work Prespective, New Delhi: Anmol.

5 Tata Institute of Social Science, 1993

Special Issue of The Indian Journal of social Work on "Family Development",54 (1)., Mumbai: Tata Institute Of Social Sciences.

6 Tata Institute of Social Science. 1995

Special Issue of the Indian journal of social worker on "the Family", 56(2). Mumbai: Tata Institute of social sciences.
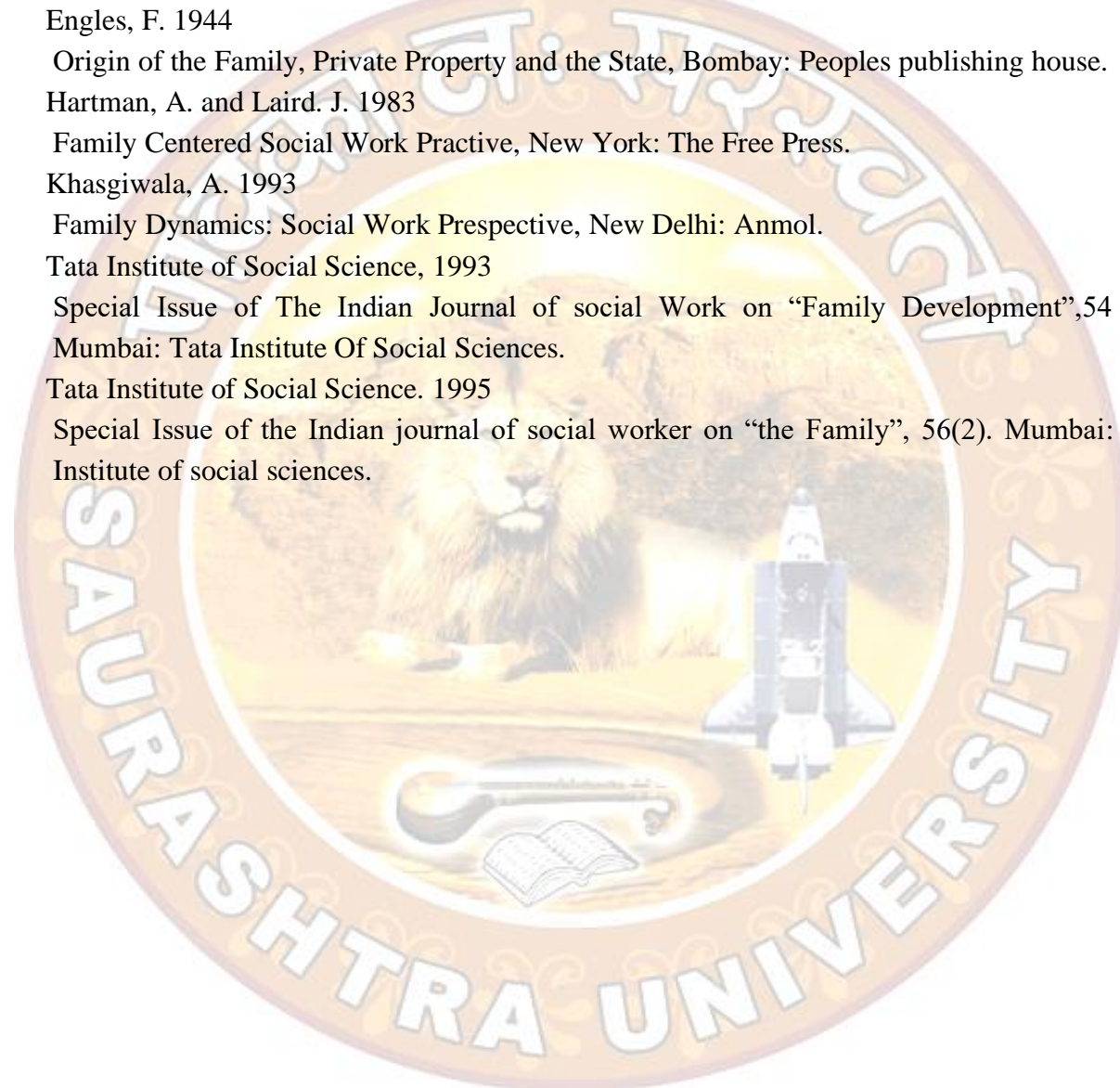
SWIC-2005
ORGANIZATION BEHAVIOUR & ORGANIZATION DEVELOPMENT

Course Outcome:-

CO1. The introduction of OB and OD studies aims at sensitizing the students about the basic organizational process.

CO2. To understand the importance of Human Element in the organization

CO3. The behavioral aspects and sharpen their skills so as to enable them to act as change agents striving for organizational effectiveness and change.

COURSE CONTENT:-

SWIC-2005	TITLE	CONTENT	TEACHING METHODOLOGY	CREDIT	PAPER WEIGHTAGE
ORGANIZATION BEHAVIOUR & ORGANIZATION DEVELOPMENT 2005	**2005.1 Organization Behavior**	**5.1.1** Introduction to OB **5.1.2** Definition of OB **5.1.3** Concept & nature of OB in the organization	-Lecture -Discussion with audio-visual aid -Roll-play -Case-study	4	20%
	2005.2 Organizational Development	**5.2.1** Organizational change, Intervention strategies **5.2.2** HRD approaches for coping with Organization change and HRD for workers	-Lecture -Discussion with audio-visual aid -Roll-play -Case-study	4	20%
	2005.3 Organizational Development Organization values	**5.3.1** Emergence of counseling with a focus on performance counseling **5.3.2** Stress Management **5.3.3** organization stands on its core value like ethics, transparency, cost effectiveness, quality, safety, employee concern,	-Lecture -Discussion with audio-visual aid -Case-study -Roll-play	4	20%
	2005.4 Organizational Design principles	**5.4.1** Defining organizational structure **5.4.2** Formal organization **5.4.3** Defining change **5.4.4** Case Study	-Lecture -Discussion with audio-visual aid	4	20%
	2005.5 Organizational Behavior and Other related factors	**5.5.1** personality, Attitude and Perception **5.5.2** Motivation concepts, Leadership **5.5.3** Group processes, Team building and interpersonal communication, conflict and negotiations	-Lecture -Discussion with audio-visual aid -Roll-play -Case-study	4	20%

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| | | 5.5.4 Decision making Empowerment | | | |
| | | 5.5.5 Organizational Culture and change | | | |

Methods of Assessments: Examination &Assignments

REFERENCE:-

1. Luthans F. (2002) Organizational Behaviour, Mc Graw Hill, International Edition.
2. Robbin, S.P. Organizational Behaviour (2002) Prentice Hall of India, New Delhi.
3. Khandwalla, P.N. (1992), Organization design for execellence, New Delhi, Tata Mc Graw Hill,
4. Senge, P. 'The Fifth Discipline: The Art and Practice of the Learning Organization' (2002), London Century.
5. French, W.H. and Bell.C.H. Organizational Development, Prentice Hall of India, 1991. New Delhi
6. Psychology in Industry-Norman R.F. Maier, George G. Harrap & Co. Ltd.,London-31-
7. Industrial Psychology, B.Von Haller Gilmer, Mc Graw Hill & Company
8. Personnel and Industrial Psychology, Ghiselli, & Brown, Mc Graw Hill &Company
9. Khanka S.S. (2002) Organizational Behavior , S. Chand & Company Ltd., New Delhi
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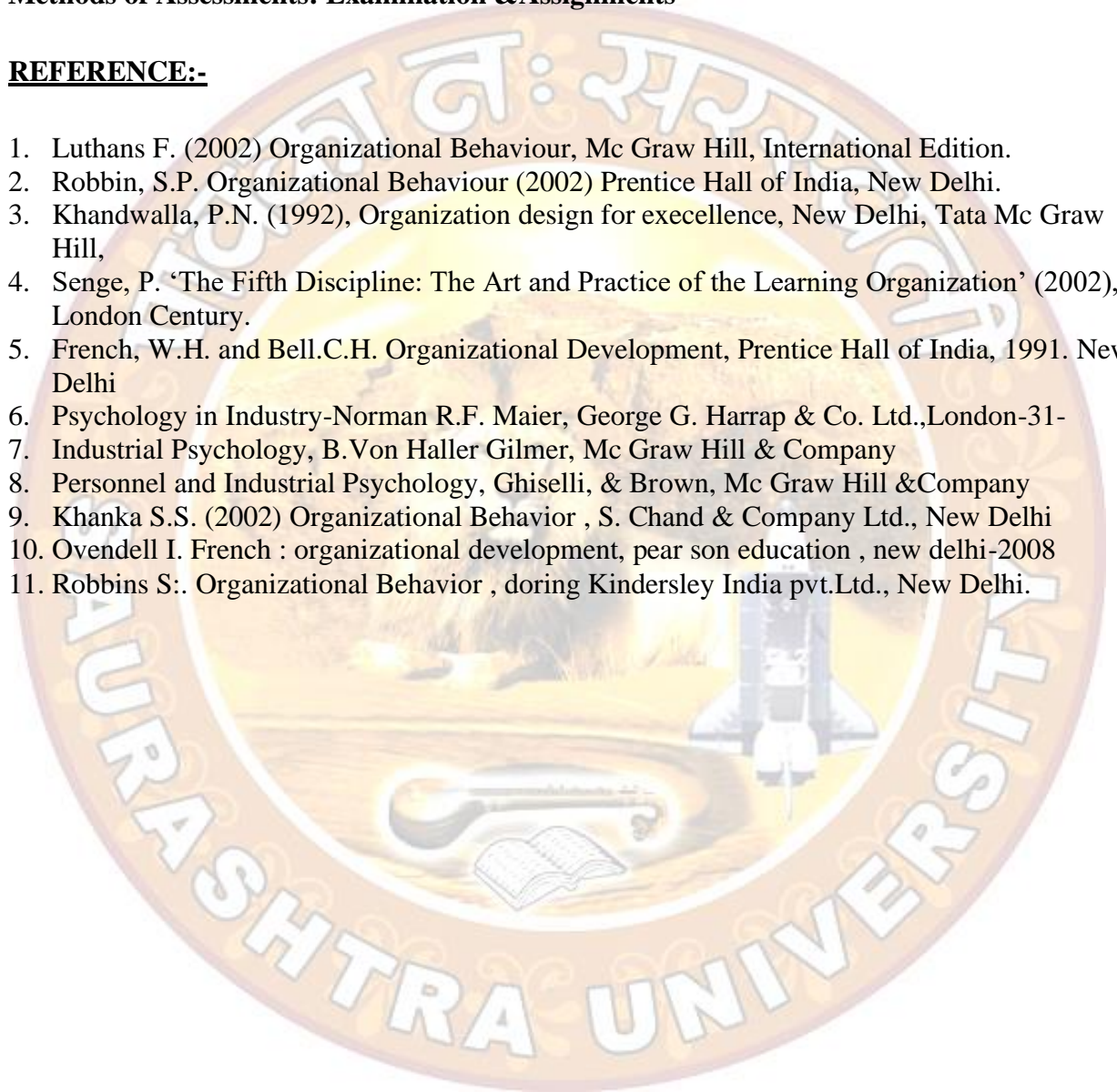
<p align="center">**SWP-2006.1**</p>
<p align="center">**FIELD WORK**</p>

Course Outcome:-

    CO1. To develop an understanding of community (Structure, Needs, Self-Help Etc.)

    CO2. To develop ability and skills to effect changes in individual, group & community situation and trying out innovation in practice.

    CO3. To develop capacity for planning, organizing and evaluating different community programme.

    CO4. To develop the skills to undertake mini scientific study (survey) on social problems.

COURES CODE	FIELD WORK	RURAL AREA
SWP 2006.1	RURAL AREA	- VISIT THE PARTICULAR VILLAGE - TO TAKE THE BASIC INFORMATION ABOUT THE VILLAGE - FIND OUT THE PROBLEMS OF VILLAGE COMMUNITY (EDUCATION, HEALTH, POPULATION, POVERTY, UNEMPLOYMENT, SANITATION etc.) - TO TAKE THE VISIT OF GOVERNMENT AGENCY (PANCHAYAT OFFICE, PRIMARY SCHOOL, GRAM PANCHAYAT etc.) - TO KNOW ABOUT NGO WHICH IS WORKING IN THE VILLAGE - TO KNOW THE WORKING SYSTEMS OF GOVERNMENT IN THE VILLAGE - TO KNOW ABOUT VARIOUS SCHEAMES OF GOVERNMENT - USE VARIOUS METHODS OF SOCIAL WORK

Methods of Assessments: Viva-Voce

SWP-2006.2
STUDY CAMP
Rural/Tribal/Innovative Project/Camp
(Out of Saurashtra Region)
(Minimum 7 working Days)

Course Outcome:-

CO1. To develop an understanding of community (Structure, Needs, Self-Help Etc.)

CO2. To develop an understanding of Agency set up

CO3. To develop ability and skills to effect changes in individual, group & community situation and trying out innovation in practice.

CO4. To develop capacity for planning, organizing and evaluating different community programme.

CO5. To develop the skills to undertake mini scientific study (survey) on social problems.

COURES CODE	STUDY CAMP	CONTENT
SWP 2006.2	Rural/Tribal/Innovative Project/Camp(Out of Saurashtra Region) (Minimum 7 working Days)	- Provide an experience to study & appreciate innovative efforts by individuals & groups towards meeting peoples core needs & initiate development

Methods of Assessments: Viva-Voce

Semester-III

Sr. No.	Course Code	Course Name	Marks Each Course			Hours /Week	Credit
			CCA	SEE	Total		
1	SWCC-3001	Human Growth & Development	30	70	100	4	4
2	SWCC-3002	Corporate Social Responsibility	30	70	100	4	4
3	SWCC- 3003	Industrial Relation & Labour Welfare	30	70	100	4	4
4	SWEC-3004.1	Rural Community & Panchayati Raj	30	70	100	4	4
		OR					
	SWEC-3004.2	Management of NGO	30	70	100	4	4
5	SWEC-3005.1	Criminal Social Work	30	70	100	4	4
		OR					
	SWEC-3005.2	Social Policy, Planning & Development	30	70	100	4	4
6	SWP-3006.1	Field work – Two Days in a week (GO/NGO/Co-Op/Industry) (iii) Viva-Voce= 75 Marks (iv) Report Evaluation=75 Marks		150	150	12	6
	SWP-3006.2	Academic Tour- 5 institute visit related to Social Work(Out of Saurashtra Region) (i) Viva-Voce= 25 Marks (ii) Report Evaluation=25 Marks		50	50		2
		Total	**150**	**550**	**700**	**32**	**28**

SWCC-3001
HUMAN GROWTH AND DEVELOPMENT

Course Outcome:

CO1..Develop an overall understanding of the principles of rowth, their relevance and application to bahavior at various phases in the span.

CO2. Understand interactional nature of growth and development at various stages in the life span and impact of cultural aspects.

CO3. Develop sensitivity towards needs, development tasks and health status along with need for development programmers for the same.

CO4. Apply the information of growth, development in social work practice in general and to individuals, groups and communities in particular.

COURSE CONTENT:-

SWCC-3001	UNITS TITLE	CONTENT	SUGGESTED TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
Human Growth and Development 3001	**3001.1 Concept of Growth and Development**	**1.1.1.** Principles, values of growth and Development **1.1.2.** Social work significance of development **1.1.3.** Child rearing practice, deprivation and development	Lecture Observation discussion	4	20 %
	3001.2 Theories of Human Development	**1.2.1.** Freod's Theory of cognitive development	Group class Assignment discussion	4	20 %
	3001.3 Indian Theory	**1.3.1.** Understanding Indian Concept of	Lecture Observation	4	20 %

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	of cognitive development	Life **1.3.2.** Stages of life **1.3.3.** Indian concept of development			51
	3001.4 **Human** **Development**	**1.4.1.** Social and psychological aspects **1.4.2.** Lifestyle effects **1.4.3.** Youth in Indian society	Observation through posters films by discussion	4	20%
	3001.5 **Human** **growth and** **development**	**1.5.1.** Concept Nature and Importance **1.5.2.** Relevance to social work practice/ exploration programmes Development needs tasks, health, problems and services. Relevance to social work practice across the stages of development	Lecture, discussion, observation, interview	4	20%

Methods of Assessments: Examination &Assignments

REFERENCE:-

1. Bbltes p.b. (1978) Life span development and behavior, Academic Press inc.
2. Chowdary d.p.(1992), Aging and Aged, Inter-India Publication
3. Kail R.V. & Cavnangh(1996), Human Development, Pacific Grove Publishing co.
4. Kakar.s (1979), Identity and Adulthood, Oxford University
5. Magmesson d. and allen(1983), Human Development, Academic Press inc.
6. Dash and Dash, The Psychology of Poverty, Sage Publication, New Delhi
7. Gore,m,s, Aging and the future of the human being, Indian Journal of Social Work 210/219
8. Kaplan.p.s.(1988), The Human Obysey: Life span development, St. Paul, West Publishing Company
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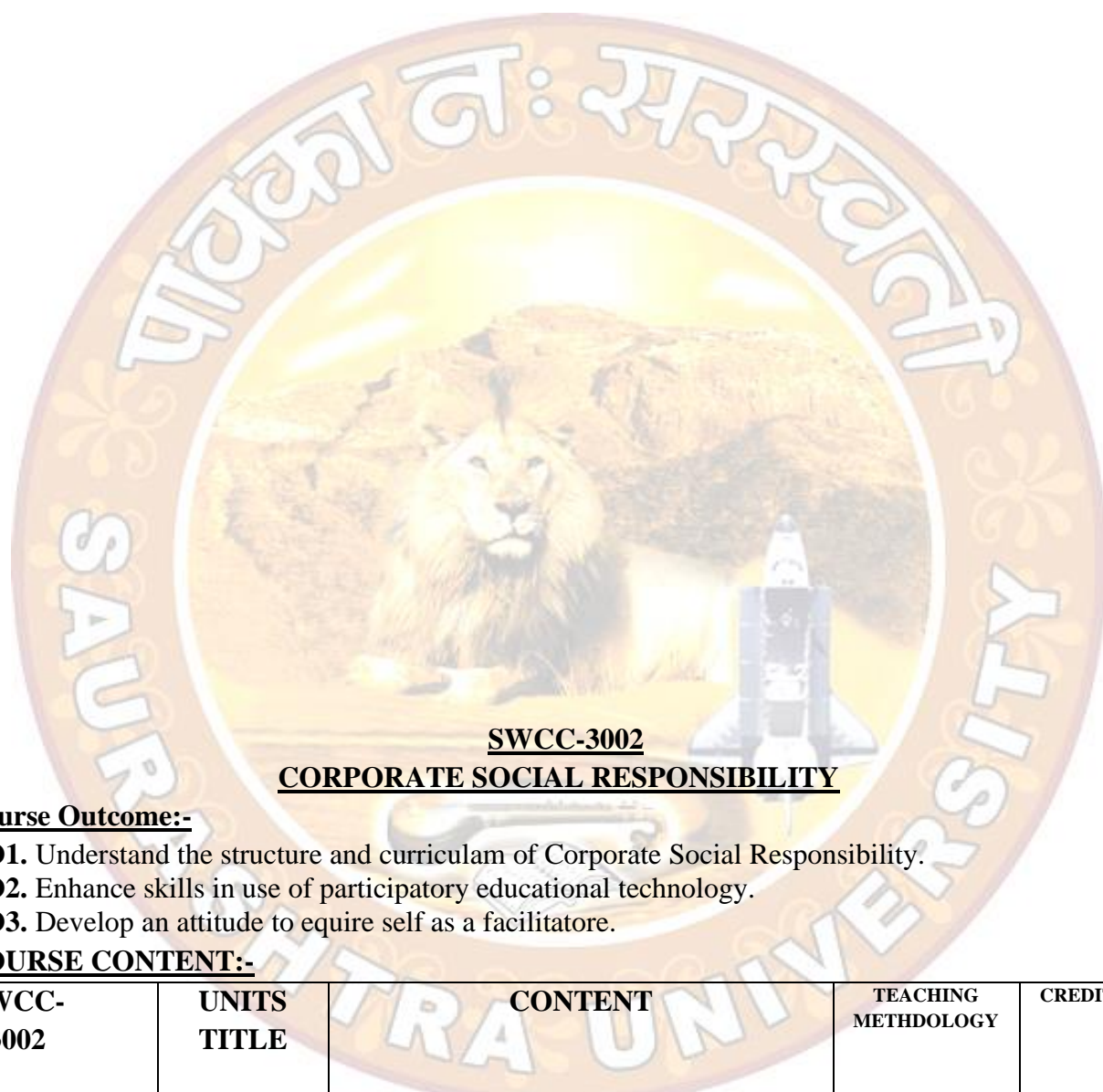
SWCC-3002
CORPORATE SOCIAL RESPONSIBILITY

Course Outcome:-

CO1. Understand the structure and curriculam of Corporate Social Responsibility.

CO2. Enhance skills in use of participatory educational technology.

**CO3.** Develop an attitude to equire self as a facilitatore.

COURSE CONTENT:-

SWCC-3002	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
CORPORATE SOCIAL RESPONSIBILITY 3002	**3002.1. Concept of CSR**	**2.1.1** Corporate Social Responsibility : Concept and Issue **2.1.2** Historical Perspective of CSR	Discussion based on personnal experience and lecture	4	20%
	3002.2 Model of	**2.2.1** CSR Models **2.2.2**. CSR : From Philanthropy to	Discussion based on	4	20%

	CSR	Public Private People Partnership	practice and lecture		
	3002.3 Business Ethics of CSR	**2.3.1**. Functions of CSR **2.3.2**. Different Business Ethics of CSR **2.3.3** Role of CSR	Discussion demonstratio n programme planning	4	20%
	3002.4. Corporate Governanc e	**2.4.1**. Corporate Governance : Concepts and Hallmarks **2**.**4.2** Corporate Governance – Norms in India : CII Code and Kumar Mangalam Birla Report	Discussion demonstratio n programme planning	4	20%
	3002.5 Trends and Challenges in CSR	**2.5.1**.Different Kind of Trends in CSR **2.5.2** Challenges of CSR	Discussion demonstratio n programme planning	4	20%

Methods of Assessments: Examination &Assignments

REFERENCE:-

1. Bedi Suresh 2006 Business Environment, Excel Books, New Delhi
2. Reddy Sumathi (2004) : Corporate Social Responsibility – The Environmental Aspects ICFAI University 2004
3. Ray Subhasis (2004) : Corporate Social Responsibility – Cases ICFAI University Press
4. Reddy Sumathi (2004) : Corporate Social Responsibility – Contemporary Insight, ICFAI University Press
5. Kotler Philip, Nancy Lee (2005), Corporate Social Responsibility, John Wiley and Sons Inc, USA
6. Reddy Sumathi, Stefan Seuring, CSR Sustainable Supply Chains.
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8. Baxi CV and Prasad Ajit : CSR Concept and Cases : The Indian Experience, Excel Books, New Delhi.

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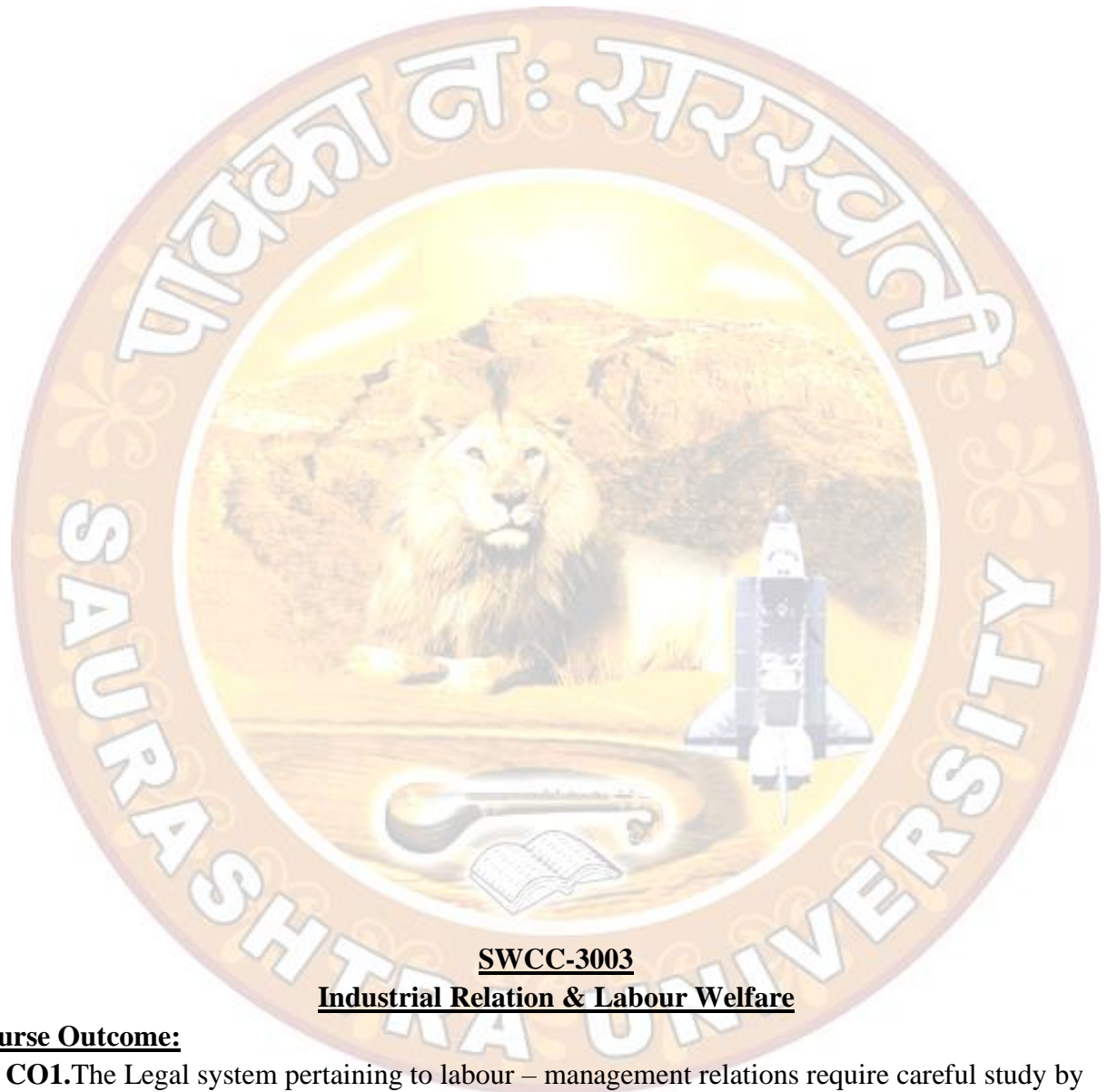
SWCC-3003
Industrial Relation & Labour Welfare

Course Outcome:

    CO1. The Legal system pertaining to labour – management relations require careful study by students of labour welfare.

    CO2. To make students understand the importance of industrial relation.

   **CO3.**To familiar the students about the role in IR System.

COURSE CONTENT:-

SWCC-3003	UNIT TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGH TAGE
Industrial Relation, Labour Welfare 3003	**3003.1 Industrial Relation-1**	**1.1.1** Introduction of Industrial Relation **1.1.2** Definition of Industrial Relation, **1.1.3** Content of Industrial Relation **1.1.4** Objectives of Industrial Relation **1.1.5** Participants/Variables in Industrial Relation **1.1.6** Aspects of Industrial Relation **1.1.7** Industrial Relation Strategy	Lecture Observation Discussion	4	20%
	3003.2 Industrial Relation-2	**3.2.1** Industrial Relation Program **3.2.2** Scope of Industrial Relation Work **3.2.3** Importance of Peaceful IR **3.2.4** Collective Bargaining - Role of Collective Bargaining - Workers' Participation in Collective Bargaining	Lecture, Discussion	4	20%
	3003.3 Trade Union-1	**3.3.1** Definition and Characteristics of Trade Union **3.3.2** Principles of Trade Unionism **3.3.3** Objectives & Functions of a Trade Union **3.3.4** Trade Union Movement in India **3.3.5** Growth of Trade Union Movement **3.3.6** Federations of Trade Unions **3.3.7** Features and Weakness of Trade Unionism **3.3.8** Recommendations of the National Commission on Labour	Lecture Discussion	4	20%
	3003.4 Labour Welfare	**3.4.1** Definition & Concept of Labour Welfare **3.4.2** Aims, Objectives, Value & Motivation of Labour Welfare **3.4.3** Principles, Theories of Labour Welfare **3.4.4** Statuary & Non-Statuary Measure in India **3.4.5** Function & Role of Labour Welfare Officer	Lecture Discussion	4	20%
	3003.5 Industrial Dispute	**3.5 1** Definition of Industrial Dispute **3.5 2** Types of Industrial Dispute **3.5.3** Effect of Industrial Dispute **3.5.4** Internal & External Industrial Dispute Procedure **3.5.5** Authority under act 1947	Lecture Discussion	4	20%

Methods of Assessments: Examination &Assignments

<u>**REFERENCE:-**</u>

55

1. Punekar S.D.(1978) Labour Welfare, Trade Unionism and Industrial Relation, Himalaya Publication House, Bombay
2. Venkat Ratnam, C.S. (2001), Globalisation and Labour-management Relation : Dynamics of change, Sage Publication response books, New Delhi.
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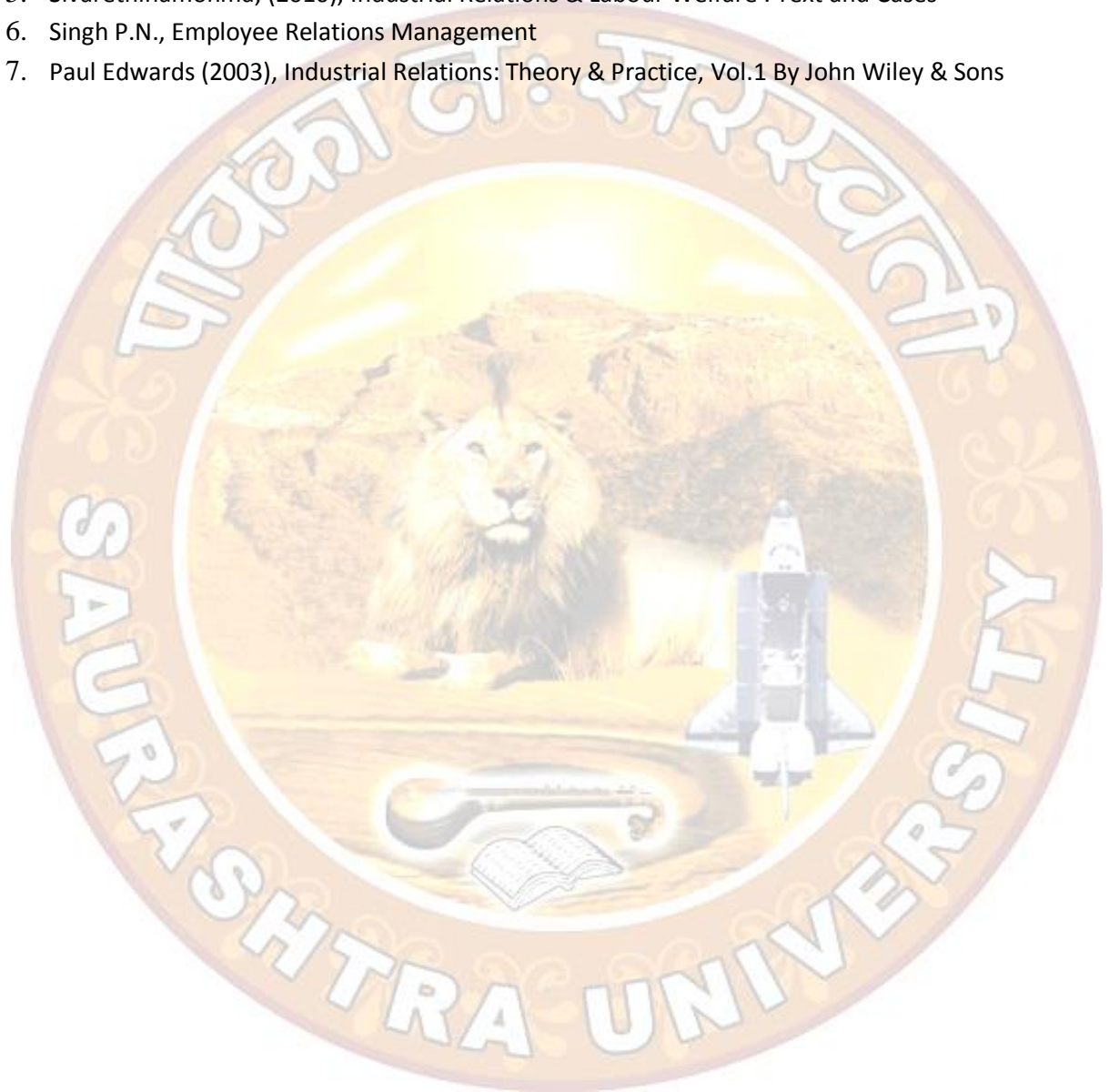
SWEC-3004.1
RURAL COMMUNITY AND PANCHAYATI RAJ

Course Outcome:-

The students should enrich their knowledge about.

        CO1. Indian Rural Community

   **CO2.** Rural Social Institutions

        CO3. Panchayati Raj

COURSE CONTENT:-

SWEC-3004.1	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHT AGE
Rural community and Panchayati Raj Institutions 3004.1	**3004.1.1. Indian Rural community**	**4.1.1.1** Concept characteristics, Features, and significance Growth and development of Indian rural community **4.1.1.2** Problem and challenges faced by Indian rural community	Lecture Assignment and Group discussion	4	20%
	3004.1.2 Rural social Institutions	**4.1.2.1** Concept of Rural Social Institutions **4.1.2.2** Panchayati Raj Institutions Concepts and significance **4.1.2.3** Gram sabha Concepts and significance structure and powers	Lectures Assignment and Group work	4	20%
	3004.1.3 Village panchayat kshetra,panc hayat and zilla panchayat	**4.1.3.1** Its Concepts and significance structure and powers	Lectures Assignment Group Work and Self Study	4	20%
	3004.1.4 Working of Panchayati Raj Institutions	**4.1.4.1** Financial, political and Administrative issues	Lectures ,Assignment and Group work	4	20%
	3004.1.5 Policies & Programme for Rural	**4.1.5.1** Policies & Programmes of Rural Development	Lectures, Assignment and Group work	4	20%

Methods of Assessments: Examination &Assignments

57

REFERENCE:-

1. Ahuja.R., Indian Social System
2. Chaturvedi T.N., Panchayati Raj
3. Dube,M.K., Rural and Urgan Development in India
4. Jain S.C., Rural Development Institutions and Strategies
5. Mishra, S.N., Rural Development Planning Design and Methods
6. Beteille, Andre, Caste and Power
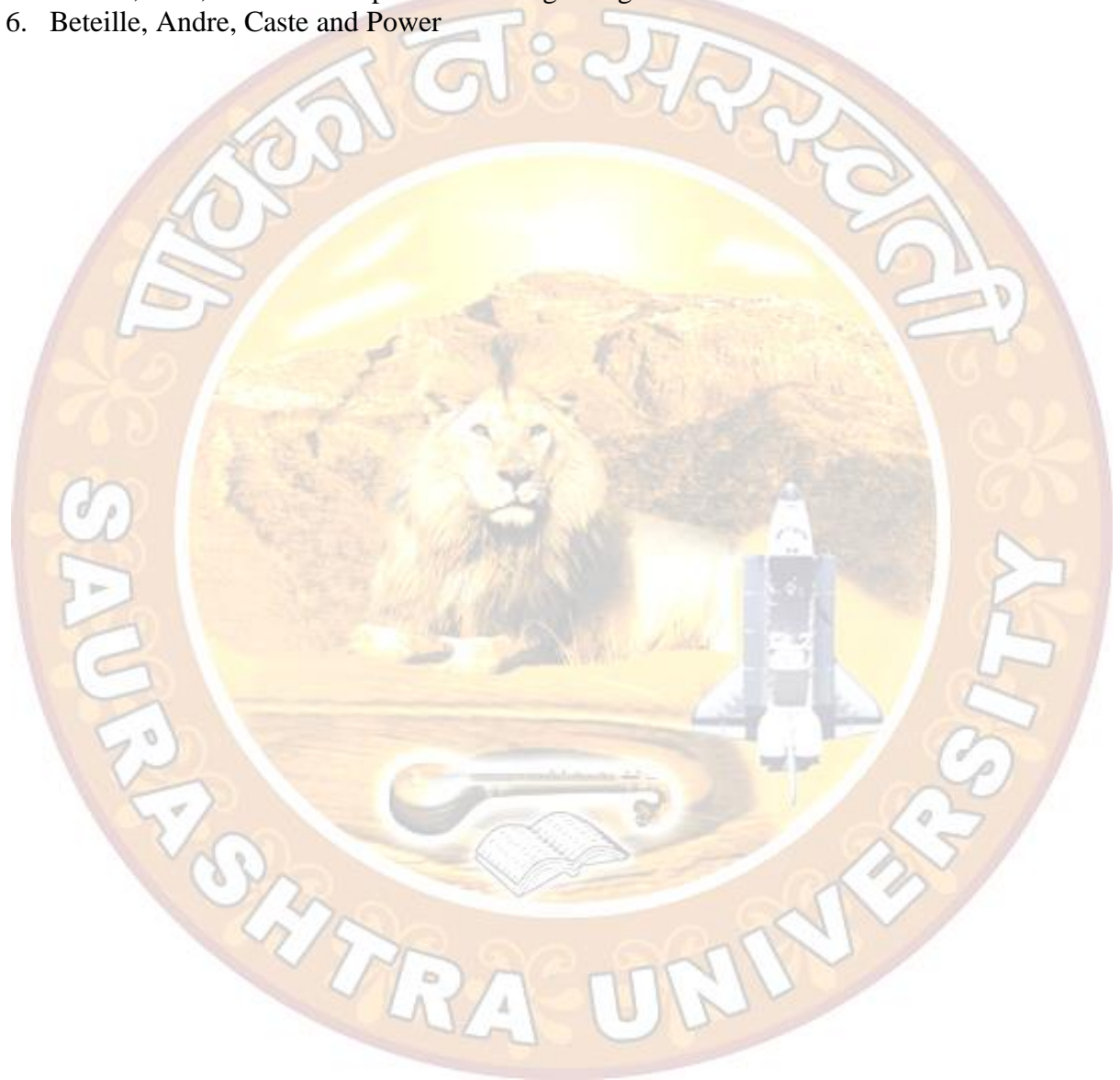
SWEC-3004.2

MANAGEMENT OF NGO

Course Outcome:

CO1. On successfull completion of the course the students would enrich their knowledge about the structure development and establishment of NGOs.

CO2. contents of project identification,budgeting,and funding

CO3. project personnel empowerment and monitoring and evaluation.

COURSE CONTENT:-

| SWEC-3004.2	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGH TAGE
MANAGEMENT OF NGO SWEC-3004.2	3004.2.1 NON-GOVERNMENTAL ORGANIZATIONS	**4.2.1.1** Non-Governmental Organizations Concept, Meaning, Need, Classifications, Structure, Functions, Philosophies, Principles, Significance, Strategies **4.2.1.2** Role of NGOs, Historical Development of NGOs in india.	Lecture Objervation discussion	4	20%
	3004.2.2 TABLISHMENT OF NGOS	**4.2.2.1** Registration and Establishment of NGOs Societies Act, Trust Act, Company's Act (Sec.25),By laws Preparation and Legal status of NGO. Monitoring Mechanism adopted by Governments- FCR Act. Administration Policy Making **4.2.2.2** Membership Classfication Aims and objectives of the Executive Committee, Officer Bearers and Governing Counsel and Rights Power and Duties.	Group class Assignment and discussion	4	20%
	3004.2.3 PROJECT IDENTIFICATION AND BUDGETING	**4.2.3.1** Project Identification and Feasibility studies/Base Line Surveys project formulation planning and policy-making, strategy Formation **4.2.3.2** preparation of project	Discussion of nature programme and education problem	4	20%

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		proposals and project Implementation Budgeting Meaning Steps and Important Items in Budget Resource Mobilization **4.2.3.3** central and stage Government Assistance and other Assistance Fund Raising Meaning, Techniques and Income Generation Programmes (IGP) Financial Management Financial Collaboration between Funding Organization and Non-profit Organizations.	based Lecture		
	3004.2.4 FUNDING OF NGOS	**4.2.4.1** Funding Sources of Funding Government Grants, Foreign Aid, Donations, Membership fees and NGOs Contribution **4.2.4.2** Project Approach to Funding Criteria and Conditionality **4.2.4.3** Managing Relationships with Donors, Working with Governments, Aspects of Financial Management relevant for NGOs and Networking Strategies.	Observation through posters films by discussion	4	20%
	3004.2.5 PROJECT PERSONNEL EMPOWERMENT AND MONITORING AND EVALUATION	**4.2.5.1** Training Meaning Need, Importance purpose significance and Training Needs; NGO functions in different Fields Health Rural Development Child Health and Welfare Women Welfare Youth Welfare and Aged Welfare **4.2.5.2** Role of NGOs in Administering the Social Welfare programmes **4.2.5.3** project Evaluation and Monitoring Aims Objectives Purpose and Creating **4.2.5.4** Management Information System project Appraisal Meaning and Techniques Logical Frame Analysis (LFA) participatory Rural	Lecture discussion interview	4	20%

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| | | Appraisal (PRA) principles, Methods of PRA and Network Analysis | | | 61 | |

Methods of Assessments: Examination &Assignments

REFERENCE:-
1.Clark, John, 1991 Voluntary Organisations: Their Contribution to Development London Earth Scan.
2. Dorothea Hilhorbt, 2003 The real world of NGOs Discourses Diversity and Development Zed Books Ltd.
3. Drucker, peter, 1993 Managing the NGO principles and practices New Delhi Macmillan publication
4. Ginberg Leon H 2001 Social work Evaluation principles and Methods Singapore Allyn and Bacon
5. Julie Fisher, 2003 Governments NGOs and the political Development of the Third World jaipur Rawat publications
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7. Kapoor K.K. (Ed) 1986 Directory of Funding Organizations New Delhi Informations and News Network
8. Kumar A. 2003 Social change through NGOs New Delhi Anmol publications
9. Lawant B.T. 1999 NGOs in Development Jaipur Rawat publications
10. Mukherjee Amitara (Ed) 1995 participatory rural Appraisal Methods and Applications in Rural planning New Delhi Vikas publishing Co.
11. Mukherjee K.K. and Voluntary Organizations Some perspectives Mukherjee Sutapa, 1986 Hyderabad Gandhi peace Centre.
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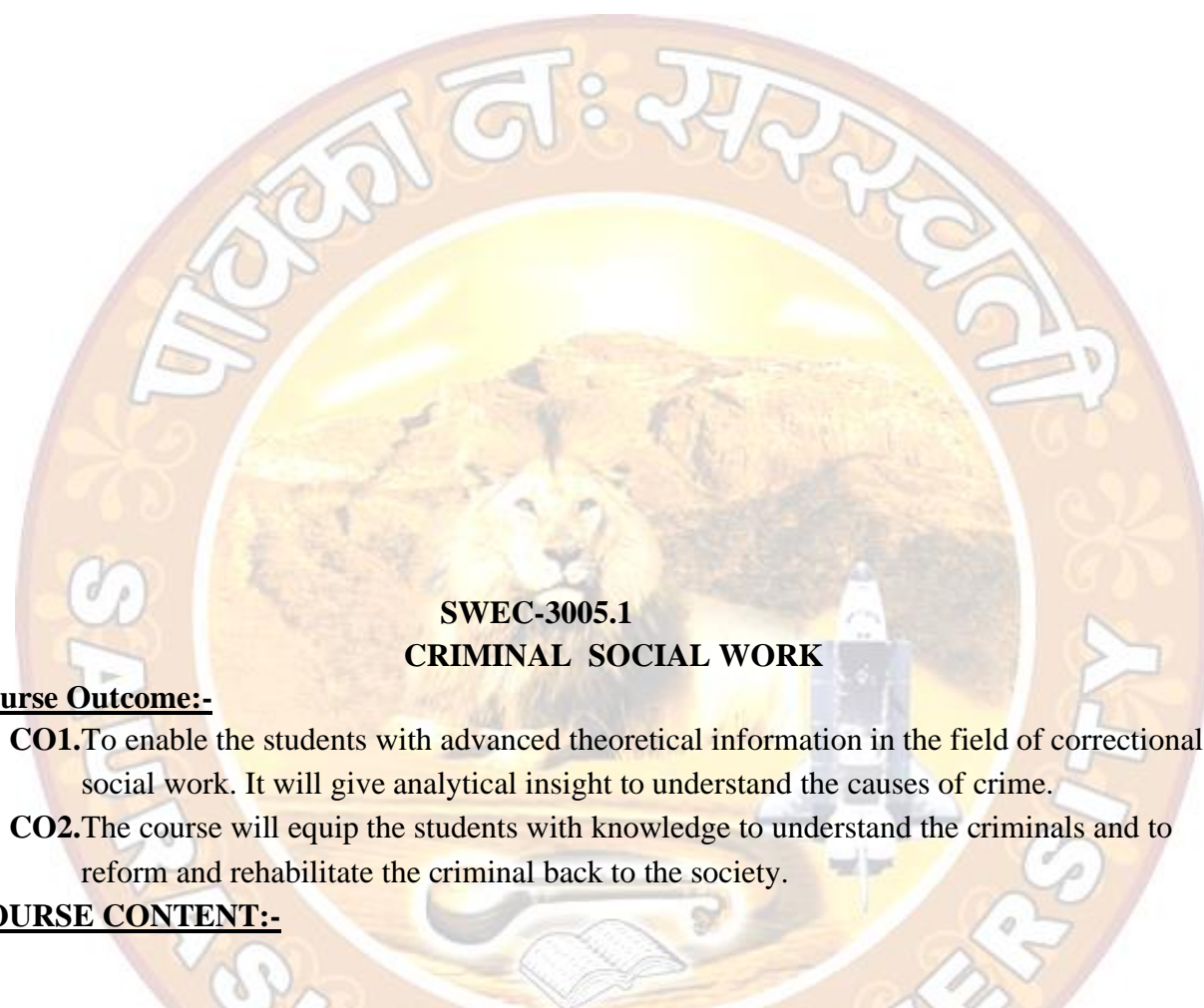
SWEC-3005.1
CRIMINAL SOCIAL WORK

Course Outcome:-

CO1. To enable the students with advanced theoretical information in the field of correctional social work. It will give analytical insight to understand the causes of crime.

CO2. The course will equip the students with knowledge to understand the criminals and to reform and rehabilitate the criminal back to the society.

COURSE CONTENT:-

SWEC 3005.1	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
CRIMINAL SOCIAL WORK 3005.1	**3005.1.1 Deviant Behaviour**	**5.1.1.1** Deviant behavior – aspects and perspectives of deviance, new values and social control of deviant behavior. **5.1.1.2** Criminology as a science. History of criminology, conservative, mainstream and radical criminology.	Lecture Assignment Case study and Self study	4	20%

	3005.1.2 Crime & Criminals	5.1.2.1 Concept, definition, types and classification of crime and criminals. 5.1.2.2 Understanding of the concepts of crime, types and various classifications of crime and criminals.	Lecture Assignment Case study and Self study	4	20%
	3005.1.3 Criminal Theory	5.1.3.1 Causes of criminals behavior, early theories of crime, sociological and psychological theories. 5.1.3.2 History of corrections, theories of punishment.	Lecture Assignment and Self study	4	20%
	3005.1.4 Treatment	5.1.4.1 Treatment of the offenders, models, probation and parole classification and diagnostic process.	Lecture Assignment Self study and group work	4	20%
	3005.1.5 Criminal Justice & Prison System	5.1.5.1 Criminality of women and criminal justice system, variation in correctional disposition and punishment. 5.1.5.2 Prison Reform and prison system in India.	Self study, Group work, Presentation, Debate, Role play	4	20%

Methods of Assessments: Examination &Assignments

Reference

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Criminology, Rawat publication, Jaipur.

Anju Bajpai And Pk Bajpai

Female Criminality in India, Rawat publication, Jaipur.

Kornhauser, R. (1978).

Social Sources of Delinquency. University of Chicago Press.

Ramakant, P. 2006

Handbook of Criminology, dominant Publishers and distributors, New Delhi.

Ronald L. Akers and Christine S. Sellers

Criminological theories: introduction, evaluation, and application, Rawat publication, Jaipur.

Goyal, Sunil and Sangita Goyal.2007

Criminology, RBSA Publishers, Jaipur

Mahajan, S. 2004

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Sinh. R. A. P. 2009
    Criminology, Panchshil Prakashan, Jaipur.

SWEC-3005.2
Social Policy, Planning and Development

Course Outcome:-

CO1. Gain knowledge of policy analysis and the policy formation process.

CO2. Acquire skills in critical analysis of social policies and development plans. Study social policies, plan and programmes.

CO3. Critically understand the concept, content and process of social development

CO4. Develop the capacity to identify linkages between social needs, problems, development, issues, policies.

SWEC 3005.1	Unit	Detailed Syllabus	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
Social Policy, Planning and Development 3005.2	**3005.2.1 Social Policy Concept**	**5.2.1.1** Meaning, definition and objectives of social policy **5.2.1.2** Need of Social policy **5.2.1.3** Relation between social policy and social development **5.2.1.4** Process of formation of social policy **5.2.1.5** Directive principles for state of Indian	Lecture Assignment Case study and Self study	4	20%

		Constitution			
	3005.2.1 Departmental Social Policy	**5.2.2.1** Departmental social policies in India and its implementation-Education, Health and Residence **5.2.2.2** Departmental social policies in India and its implementation-social Welfare **5.2.2.3** Departmental social policies in India and its implementation-social Defense **5.2.2.4** Departmental social policies in India and its implementation-Women, children, youth and old age people. **5.2.2.5** Departmental social policies in India and its implementation-Rehabilitation.	Lecture Assignment Case study and Self study	4	20%
	3005.2.3 Social Planning Concept	**5.2.3.1** Meaning and objectives of social planning **5.2.3.2** Planning as a tool and Sources of social policy **5.2.3.3** Place of planning in Indian constitution, Legal status of planning Commission **5.2.3.4** Process and structure of planning in India **5.2.3.5** Review of Five year planning	Lecture Assignment and Self study	4	20%
	3005.2.4 Planning in India	**5.2.4.1** Historical reference to planning in India **5.2.4.2** Process of implementation of planning in India **5.2.4.3** Supervision process of planning in India **5.2.4.4** Evaluation process of planning in India **5.2.4.5** Review of five year planning with reference to Indian planning	Lecture Assignment Self study and group work	4	20%
	3005.2.5 Concept of Social Development	**5.2.5.1** Concept of social Development **5.2.5.2** Approaches to Social Development **5.2.5.3** Indicators/ Criteria of social Development **5.2.5.4** Strategies for social Development in India **5.2.5.5** Development and 10 latest values which are relevant to it.	Self study, Group work, Presentation, Debate, Role play	4	20%

Methods of Assessments: Examination &Assignments

REFERENCE:

1. Samajshastra J.K. Dave , Liberty publication, Ahmedabad
2. Samajik kalyan ane samajik kaydao, Pro.A.G. Shah, Pro J.K. Dave,Anada book depot Ahmedabad
3. Samajik kalyan ane samajik kanunikaranm Pro A G shah, Pro J K Dave Anada book depot, Ahmedabad

65

4. Samajik samsyao, Dr Harshida Dave, Uni granth Nirman board-Ahmedabad
5. Bharat na arthik vikas ni samshyao , New popular prakashan Surat.
6. Gramin samajshastra, Dr Sanjeev mahajan Arjun publication, New delhi
7. Samajkarya ke kshetra Dr. Girishkumar, Uttarpradesh hindi sansthan-lucknow
8. Vikas ka samajshastra, Rav ram maher sinh, Arjun publication house, New delhi
9. Samajkarya Tejaskar pandey, Ojaskar pandey, Bharat book center-lucknow.
10. samajik niyojan awam prasashan, Kuvar sinh tilara, Prakashan Kendra-Lucknow
11. Samajik samshyaye Ram ahuja, Ravat publication.
12. Social policy and social development in India, Kulkani PD Association of schools of social work in India, Madras
13. Social policy in India, Kulkarni P.D. McGraw Hill book company
14. Public policy and policy analysis in India, Ganapathy R.S. Sage publication, Delhi
15. Social Intervention for justice Hebsur RK, TISS , Bombay
16. Top policy Makers in India Mathur K Bjorkman concept publishing co.New Delhi
17. Policy analysis and problem-solving for social systems Rastogi PN sage publication New Delhi
18. Social policy The means and ends question rao v Indian Journal of public administration vol LNo1, Jan-march 1994
19. Participatory Rural Appraisal Methodology and application Mukharjee N concept publishers New Delhi
20. Planning in India The challenge for the nineties Ghosh A Sage publication, New Delhi
21. Rural Development (vol.1) Desai V. Himalaya Publication House, Mumbai
22. Human Development Reports UNDP
23. Towards people centred development Desai Murli, Anjali Narayan Lata TATA Institute of social sciences Mumbai

SWP-3006.1
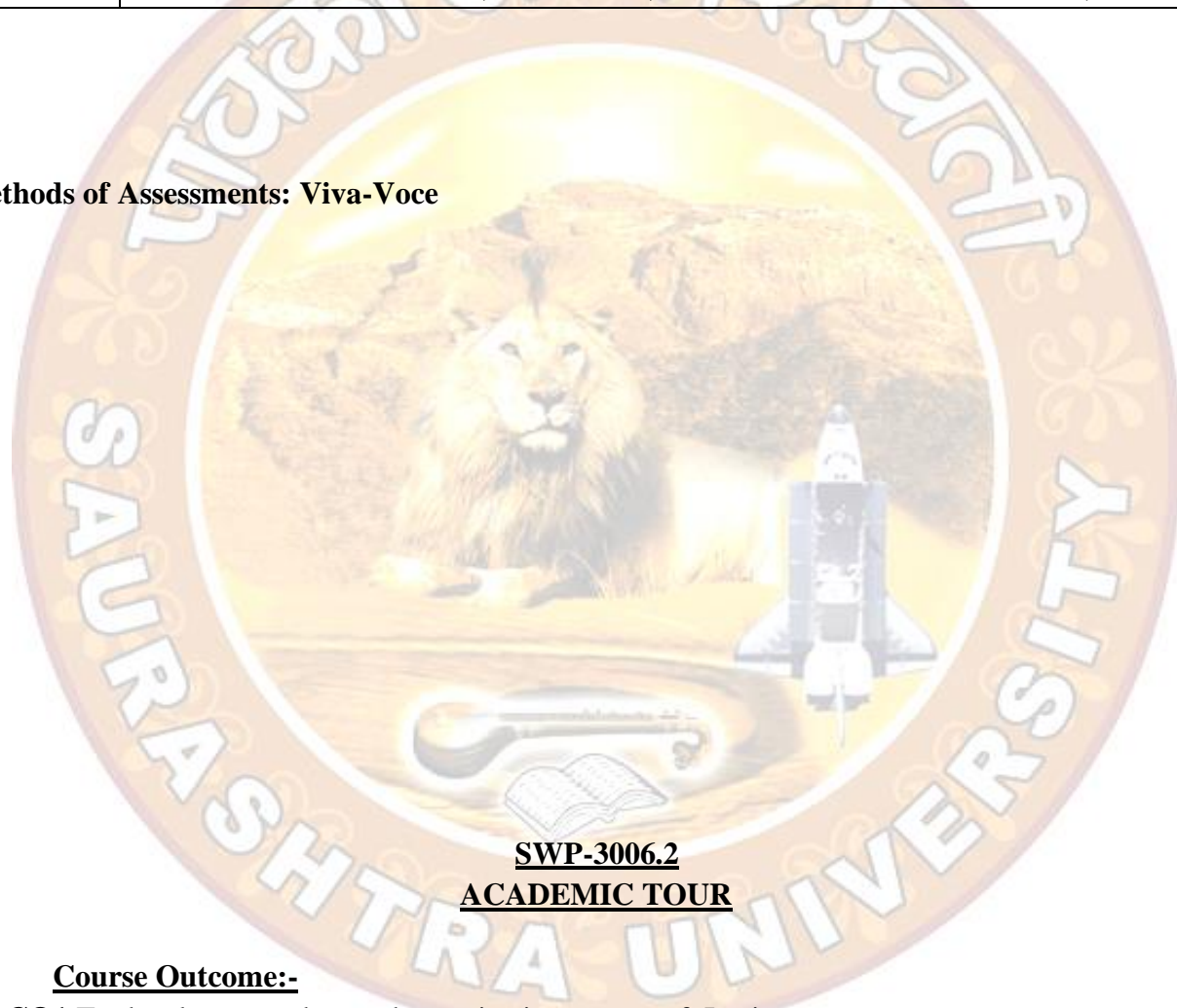### FIELD WORK
(GO/NGO/Co-Op/Industry)

Course Outcome:-

CO1. To develop professional attitude conductive to deal with human problem

CO2. To develop sensitivity towards the needs and problems of individuals and families.

CO3. To develop capacity for observation and analyzing social realities.

CO4. To develop an understand to organization set-up of an Institute.

CO5. To develop an understand to functions of an institute.

CO6. To development the understanding of the role of social workers in different settings.

CO7. To develop process oriented skills in working with individuals, families and groups with special reference to social support system.

COURES CODE	FIELD WORK	CONTENT

SWP 3006.1	GO/NG O/CO-OP/IND USTRY	- TO KNOW ABOUT VARIOUS GO AND NGO. - TO UNDERSTAND THE STRUCTURE AND FUNCTION OF AGENCY (RUDA (Rajkot urban development Agency), D.R.D. A (District Rural Development Agency), HOSPITAL,MUNICIPAL CORPORATION,NAGAR PALIKA,AND VARIOUS DEPARTMENTS OF GOVERNMENT WHICH ARE RELATED TO SOCIAL PROGRESS) - TO GET INFORMATION ABOUT GO'S AND NGO'S WORKING SYSTEM - TO KNOW ABOUT VARIOUS PROJECTS OF NGOS - USE VARIOUS METHODS OF SOCIAL WORK - TO UNDERSTAND THE STRUCTURE OF INDUSTIRES, KNOW ABOUT H.R. FUNCTIONS, TRAINING, LABOUR LAGISLATION & I.R, ETC.

Methods of Assessments: Viva-Voce

SWP-3006.2
ACADEMIC TOUR

Course Outcome:-

CO1. To develop an understand organization set-up of Institute.

CO2. To development the understanding of the role of social workers in different settings.

CO3. To develop skills in observation, interviewing, recording, group discussion and leadership.

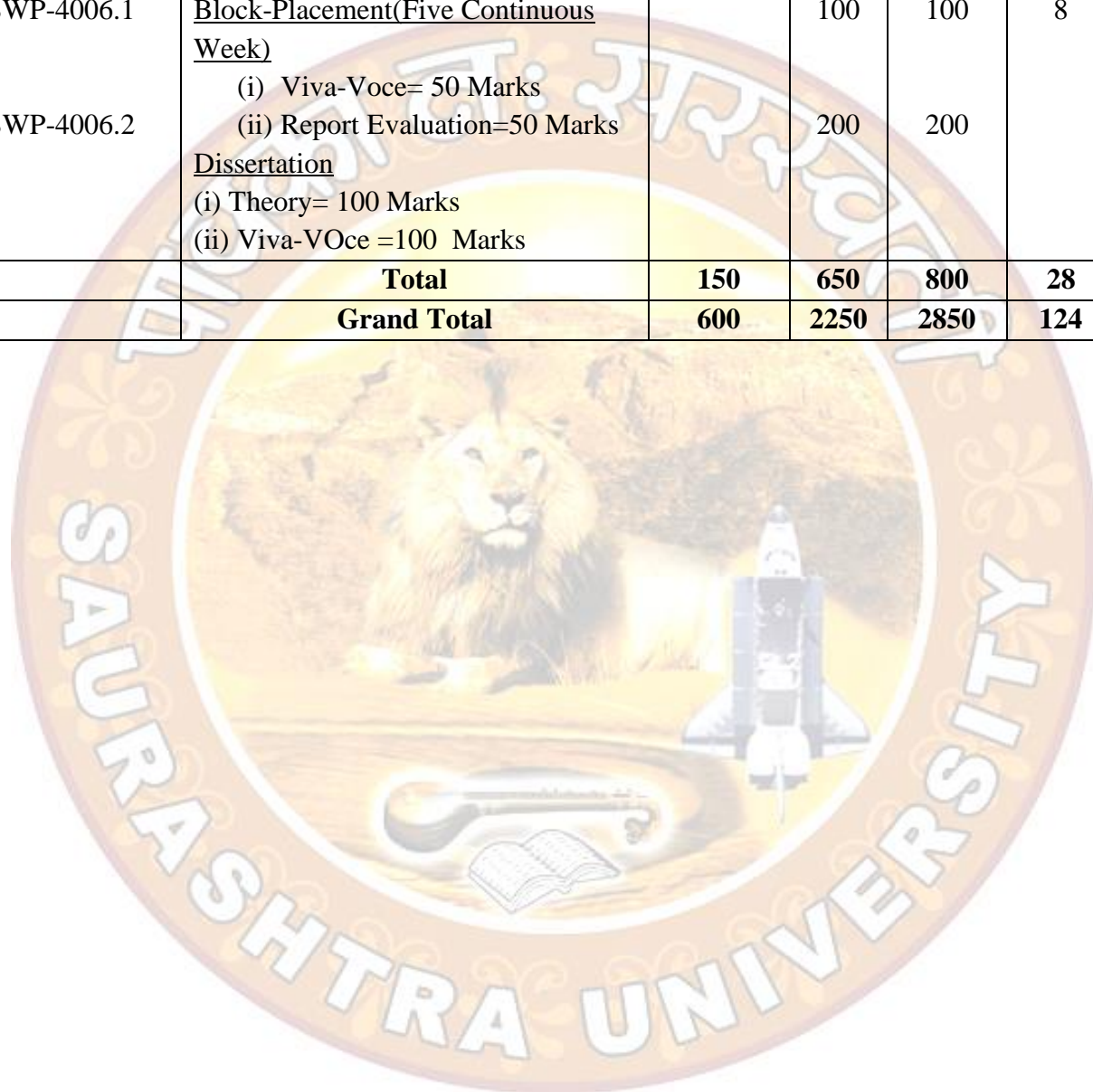| COURES CODE	ACADEMIC TOUR	CONTENT
SWP 3006.2	Five continuous institute visit related to Social Work(Out of Saurashtra Region)	- TO KNOW THE NATURE, SERVICES PROGRAMES, STRUCTURE AND GENERAL ENVIROTMENT. - TO UNDERSTAND AGENCY MANAGEMENT, STAFF AND ON-GOING ACTIVITIES. - TO UNDERSTAND AND AGENCY PROGRAMMES AND BENEFICIARIES. - POLICIES SUPPORTING THE SERVICE BOTH LOCAL AND NATIONAL

Methods of Assessment: Viva Voce

Semester-IV

Sr. No.	Course Code	Course Name	Marks Each Course			Hours /Week	Credit
			CCA	SEE	Total		
1	SWCC-4001	Social Security & Relevant Law	30	70	100	4	4
2	SWCC-4002	Environment & Disaster Management	30	70	100	4	4

3	SWCC- 4003	Medical Social Work	30	70	100	4	4
4	SWEC-4004.1	Urban Development	30	70	100	4	4
		OR					
	SWEC-4004.2	Legal System in India	30	70	100	4	4
5	SWEC-4005.1	Psychiatric Social Work	30	70	100	4	4
		OR					
	SWEC-4005.2	Social Entrepreneurship & Innovation	30	70	100	4	4
6	SWP-4006.1	Block-Placement(Five Continuous Week) (i) Viva-Voce= 50 Marks		100	100	8	4
	SWP-4006.2	(ii) Report Evaluation=50 Marks Dissertation (i) Theory= 100 Marks (ii) Viva-VOce =100 Marks		200	200		8
		Total	**150**	**650**	**800**	**28**	**32**
		Grand Total	**600**	**2250**	**2850**	**124**	**114**

SWCC-4001

Social Security & Relevant Law

Course Outcome:-

CO1. In a rapidly industrializing country like India, Balancing the conflicting interest of Labour and Capital is not a delicate task that's why they need social security.

CO2. For the social security, some of the laws are made, through it students can get rapid knowledge.

COURSE CONTENT:-

SWCC-4001	UNIT TITLE	CONTENT		TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
Industrial Relation, Trade Union 4001	**4001.1 Social Security**	**1.1.1**	Definition & Objective of Social Security	Lecture discussion	4	20%
		1.1.2	Evolution of Social Security			
		1.1.3	ILO, Structure, Function & Impact of ILO on Indian Labour Legislation			
		1.1.4	Social Security in Developing Countries			
		1.1.5	Social Security for Unorganized Sector			
		1.1.6	Labour Policy : Concept, Principle			
		1.1.7	Labour Commission in India			
	4001.2 Labour Law-1	**1.2.1**	Factories Act-1948	Lecture discussion	4	20%
		1.2.2	Bombay Industrial Relation Act-1947			
		1.2.3	Industrial Dispute Act-1926			
	4001.3 Labour Law-2	**1.3.1**	Payment of Bonus Act-1965	Lecture discussion	4	20%
		1.3.2	Payment of Wages Act-1948			
		1.3.3	Contract Labour (abolition & regulation) act-1970			
		1.3.4	Employees' Provident Fund & Miscellaneous Provision Act-1952			
		1.3.5	Apprentice Act-1961			
	4001.4 Labour Law-3	**1.4.1**	Trade Union Act-1926	Lecture discussion	4	20%
		1.4.2	Workman's Compensation Act-1923			
		1.4.3	Payment of Gratuity Act-1972			
		1.4.4	Minimum Wages Act-1961			
		1.4.5	Model Standing Orders(Gujarat State) and Industrial Employment (Standing Order) Act-1946			
	4001.5 Labour Law-4	**1.5.1**	Maternity Benefit Act-1961	Lecture discussion	4	20%
		1.5.2	Child Labour (Regulation & Abolition) Act-1986			
		1.5.3	Bombay Labour Welfare Fund Act-1953			
		1.5.4	ESIC Act-1948			
		1.5.5	Employment Exchange (Notification)			

Methods of Assessments: Examination &Assignments

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2. Malhotra, The Law of Industrial Disputes (1988)
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5. Robert A. Gorman, Basic Text on Labour Law, Ch. 23,24,25 (1976)
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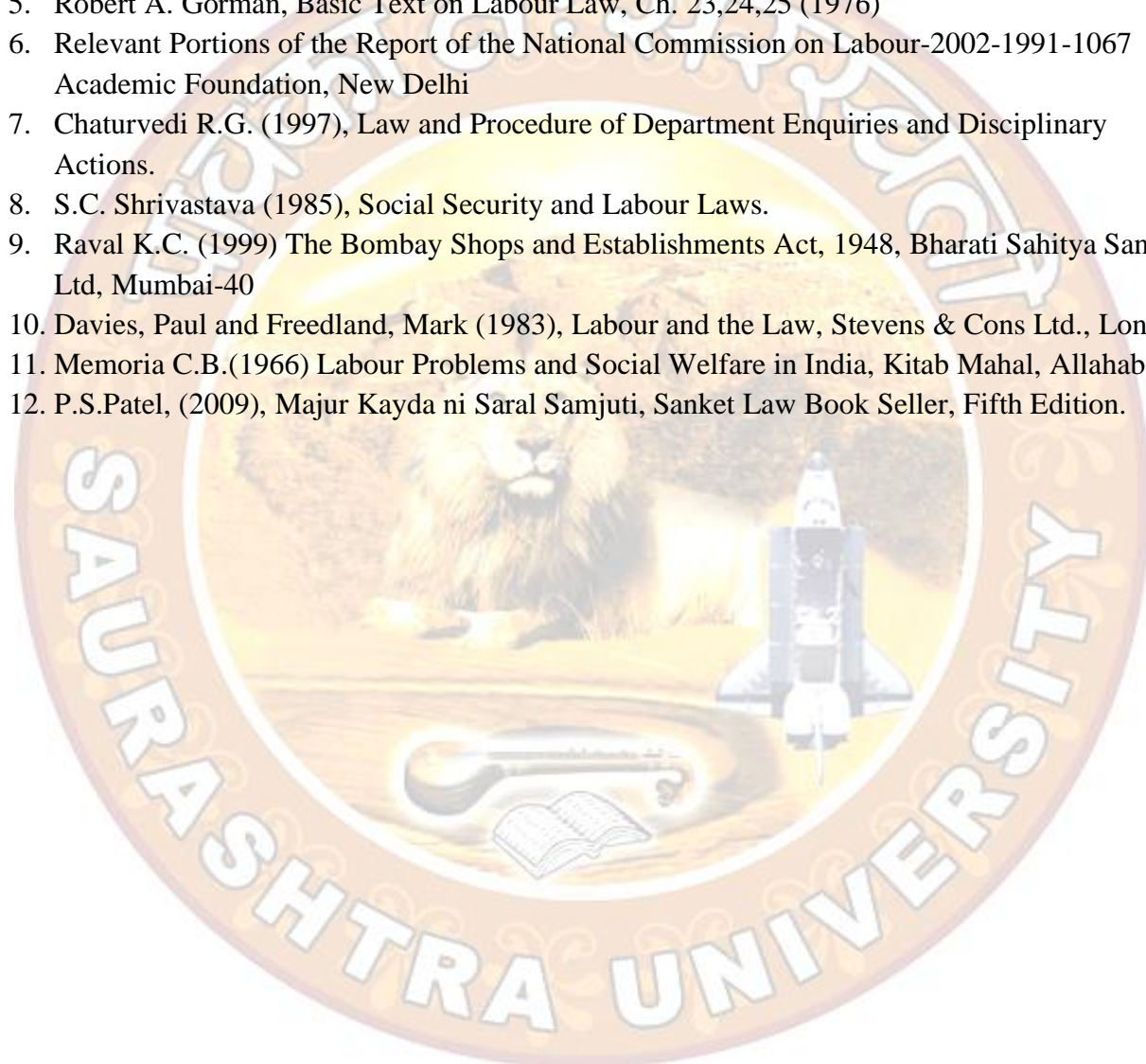
SWCC-4002
ENVIRONMENT AND DISASTER MANAGEMENT

Course Outcome:

CO1. Develop an understanding of process of disaster management

CO2. Develop skills to participate in disaster management

CO3. Develop an understanding of the social workers role in the team for disaster management

CO4. Examine population policy plan and initiatives

CO5. Understand inter relatedness of human life , living organisms, environment

**CO6.** Examine utilization and management of resources.

COURSE CONTENT:-

SWCC-4002	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CR EDI T	PAPER WEGH TAGE
Environment and Disaster Management 4002	**4002.1 Environment**	**2.1.1.** Concept and Meaning of Environment Scenario Problems and perspective Emerging Concerns and Challenges, Pollution and its effect, Role of Social Worker in Environment Protection	Lecture Assignment and discussion	4	20%
	4002.2 Environmental Movement & Law	**2.2.1** Environmental Movement in India **2.2.2** Forest conservations Act, Environmental protection Act , Water Act, Air Act	Lecture Assignment and Group work	4	20%
	4002.3 Introduction of Disaster	**2.3.1**. Content and Definition, Types and Classifications, Impact of Disaster on level of Development & special groups(children, women,	Lecture Assignment Group Work and Self Study	4	20%

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		elderly and disable)			
	4002.4 **Issues Concerned**	**2.4.1**. Pre-Disaster & Post-Disaster Steps **2.4.2** Policy Issues and its implementations of Disaster	lecture Assignment and Group Work	4	20%
	4002.5 **Role of Social Worker**	**2.5.1**. Role of social Worker, NGO, Government in Disaster Management	Self Study and Group Work	4	20%

Methods of Assessments: Examination &Assignments

REFERENCES:-

1. Agarwal S.N., India's Population
2. Cassen R.H., Trends in Family Welfare Planning
3. Sharma P.D., Ecology and Environment
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5. Grossman L,(1973), Train Crash Social Work and Disaster Service
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7. Upadhayay(1991), Social Case Work, Hriyani Academic Chandighadhs
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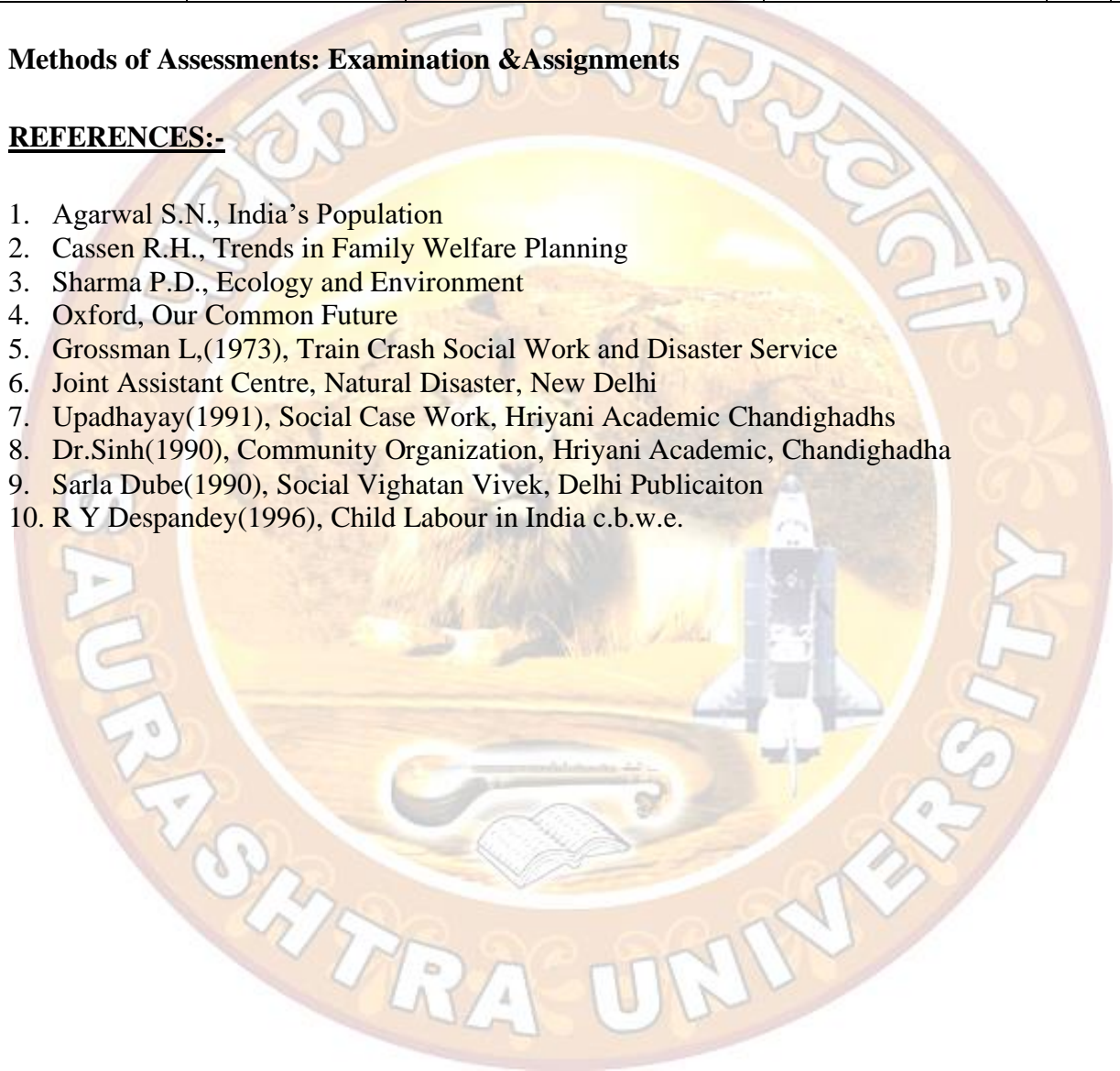
SWCC-4003
Medical Social Work

Course Outcome:

The students should enrich their knowledge about.

   CO1. The basics of medical social work.

   CO2. Different medical systems and changing perspective of health care.

   CO3.Aware about public health programmes.

   CO4. Role of medical social worker in dealing with patients.

Course Content:-

SWCC-4003	UNITS. TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
Medical Social Work 4003	**4003.1 Physiology and anatomy**	**3.1.1** Physiology and anatomy Various systems **3.1.2** Epidemiology of various diseases approaches for treatment, prevention, rehabilitation and management of various health problems. **3.1.3**Communicable & Non-Communicable Disease	Lecture, Assignment Group Work and Self Study Audio visual presentation of human anatomy and physiology by expert Visit at Govt. Medical college PSM Dept.	4	20%
	4003.2 Health concepts and public health	**3.2.1** Changing concepts of health and health care **3.2.2** Over view of social work practice in the field of health **3.2.3** Concepts of public health, it's need , and objectives **3.2.4** Structure of health care centers	Group Work and Self Study Visit at PHC CHC DISTRICT TB CENTER, CIVIL HOSPITAL Visit at Govt. Medical college Preventive and social medicine Dept.	4	20%

		in India **3.2.5** National Health Policy **3.2.6** Personnel Hygiene & Environment Hygiene			
	4003.3 various health methods and medical social work	**3.3.1**Various health methods, Institutional, Non-Institutional, Government and Non-Government services for health. **3.3.2** Concept & History of Medical Social Work **3.3.3** Methods of Medical Social Work **3.3.4** Approaches and Principles of Medical Social Work **3.3.5** Role of Medical Social Worker	Lecture Assignment Group Work and Self Study	4	20%
	4003.4 Maternal and child health.	**3.4.1** Maternal and child health, family welfare programs, reproductive health, population dynamics and population policy **3.4.2** Role of International NGOs in Health	Lecture Assignment Group Work and Self Study Visit at Gov. children hospital Visit at institute of mentally retarded children	4	20%
	4003.5 communities health problems and communities health education	**3.5.1** Health social work in communities: identifying health problems and services **3.5.2** Approaches to work in community **3.5.3** Occupational Health, School health, nutritional problems. **3.5.4** Health education & Communication	Lecture, Assignment Group Work and Self Study Visit of community health center Visit of various industries to study of occupational health diseases	4	20%

Methods of Assessments: Examination &Assignments

Reference:-
Tejaskar Pandey and Ojaskar Pandey,2006
        Social work, Bharat book Centre, Lacknow.
Jerry L.
        Casebook: Medical Social Work (Allyn & Bacon Casebook Series)
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        Hospital Social Work : The Interface of Medicine and Caring
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Arya, Subhash (1990)

Infant & Child Care, New Delhi: Vikas Publishing House Pvt, Ltd.
Fait Hollis F. (1961)

Health & Fitness for modern Living, Boston:Allyn and Bacon, Inc.
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World Health Organization, (1998)List of Basic Terms Health Promotion Glossary (pp.4) Retrieved May 1, 2009 from.

SWEC – 4004.1
Urban Development

Course Outcome:

CO1. Sensitize trainees to the need and problems of urban communities;

CO2. Develop a critical understanding in the trainees about the programmes of urban development.

| SWEC 4005.2	Module Title	Content	Teaching-Learning Methodology	CREDIT	PAPER WEIGHTAGE
Urban Development	**4005.2.1 Urbanization concepts**	**5.2.1.1** Features and characterization; Urbanization – concept, causes and factors responsible for Urbanization; Urbanization in India – Historical development, Characteristics of town, city, metropolitan, **5.2.1.2** Urbanization and its impact on socio-economic development	Lecture	4	20%
	4005.2.2 Problems of Urbanization	**5.2.2.1** Congestion and overcrowding, Housing and slums, Environment pollution, lack of inadequate civic amenities, etc. –	Lecture and discussion	4	20%

		causes, magnitude, impact etc... **5.2.2.2**Measures for alleviating these problems			
	4005.2.3 Policy & programmes	**5.2.3.1** Meaning, need, scope and Historical evolution; policy and programmes like ; slum clearance and slum improvement, Housing and Urban **5.2.3.2** Development corporation; Major urban development authorities in Gujarat. **5.2.3.3** Development in India and for development of children, youth, women, aged and other vulnerable groups likely to be affected by urbanization process	Lecture and discussion	4	20%
	4005.2.4 Role of voluntary agencies to develop urban community	**5.2.4.1** Major voluntary agencies engaged in urban community development in India, and for development of children, youth, women aged and other vulnerable groups likely to be affected by urbanization process	Lecture and discussion	4	20%
	4005.2.5 Community Organization practice & social work practice in urban community	**5.2.5.1** Relevance of community Organization practice – Community empowerment; Social Work components in the existing programmes in urban areas - Social Work interventions at micro and macro levels. **5.2.5.2** Social Work with urban communities – recent developments and future perspectives.	Lecture Small group study and Presentation	4	20%

Methods of Assessments: Examination &Assignments

Reference:

1. Aziz Abdual : Urban Poor and Urban Informal Sector,Ashish Publishing House, New Delhi, 1984
2. Bharadwai, R.K. Urban Development in India , National Book Trust New Delhi,1962
3. Bose Ashish:Studies in India's Urbanization (1901 to 1971), Tata McGraw Hill,New Delhi,1973

4. Cullingworth,J.B.: Problems of Urban Society Vol 1 The Social Framework of planning,London-George Allen and Unwin Ltd 1973
5. Desai A.R. and pillai, S.D. (Eds) : Slums and Urbanization,popular Prakashan, Bombay.
6. Diddee,Jaymala and Rangaswamy Vimla (Eds) : Urbanization – Trends Perspectives and Challenges, Rawat publications, Jaipur 1993
7. Gangrade, K.D. : Community Organization in India, popular Prakashan, Bombay, 1971
8. House Peter : The Urban Environment System., Sage publications, London, 1973
9. Institute of Economics Growth : India's Urbanization,1901-2001, part Two concepts, Definitions and Sources of Data, 2nd Edition, Studies in Demography, No.10
10. Kramer, R.M. and Specht, H. Readings in Community Organization practice, Englewood Cliffs: Prentice-Hall 1983.
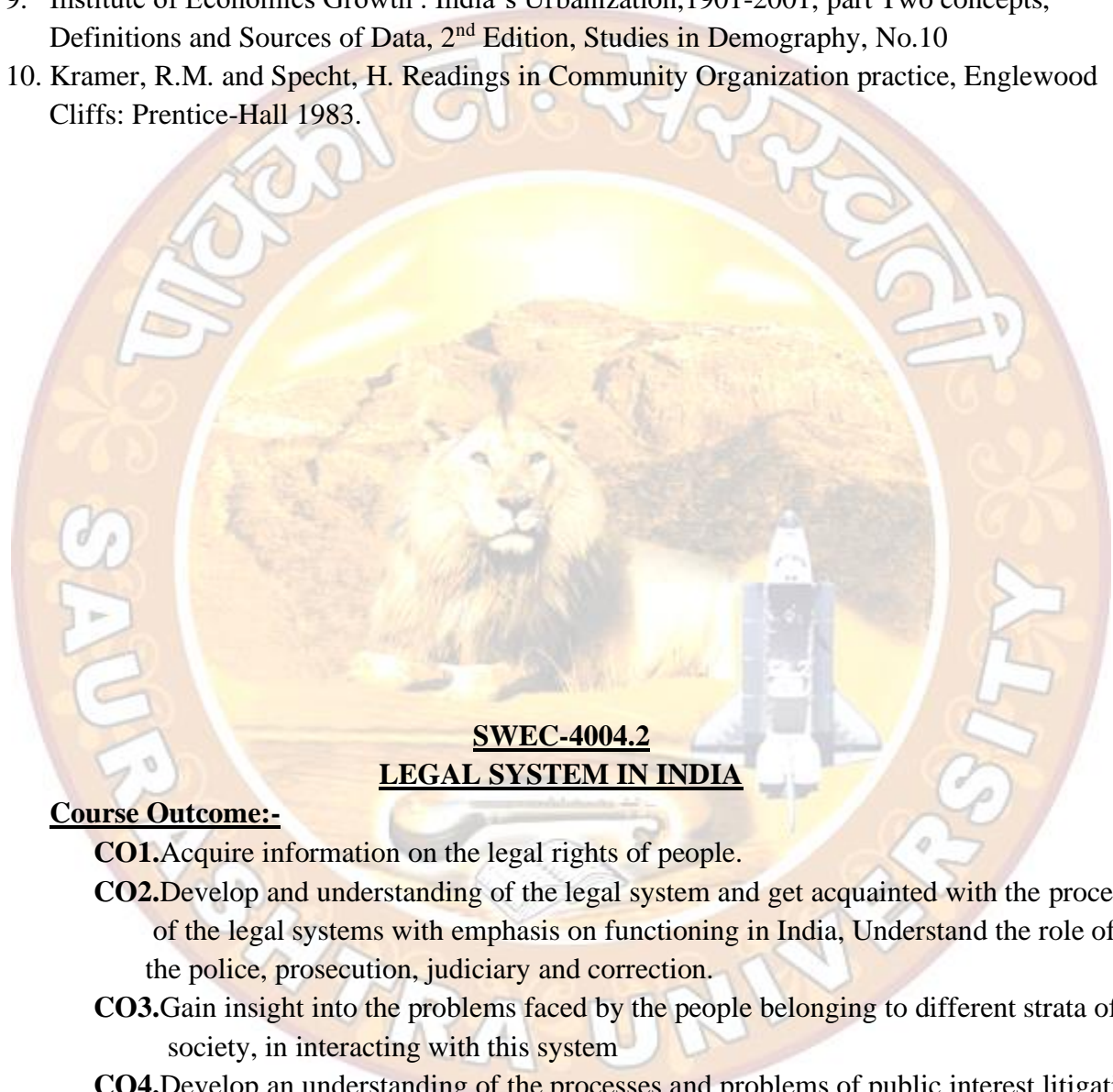
SWEC-4004.2
LEGAL SYSTEM IN INDIA

Course Outcome:-

CO1. Acquire information on the legal rights of people.

CO2. Develop and understanding of the legal system and get acquainted with the process of the legal systems with emphasis on functioning in India, Understand the role of the police, prosecution, judiciary and correction.

CO3. Gain insight into the problems faced by the people belonging to different strata of society, in interacting with this system

CO4. Develop an understanding of the processes and problems of public interest litigation and legal aid to marginalize.

SWEC400 4.2	Module Title	Content	Teaching-Learning Methodology	CREDIT	PAPER WEIGHTAGE
LEGAL	**4004.2.1**	**4.2.1.1** Concept of rights legal rights civil	Lecture	4	10%

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SYSTEM IN INDIA 4004.2	Rights	rights and under criminal procedure code equality before law, rights of children, women and Scheduled Castes and Scheduled tribes			
	4004.2.2 Law in India	**4.2.2.1** Division of Law **4.2.2.2** Substantive Law: that creates discovers and defines the rights and duties of each individual, for example, criminal code (Penal Codes) **4.2.2.3** Procedure Law: when a crime is committed, the procedure law is activated (Cr.Pc.Evidence Act Etc.) **4.2.2.4** Civil Law: (private Wrongs) like those for inheritance divorce juvenile justice Laws **4.2.2.5** Lecture and small group work	Lecture and discussion	4	10%
	4004.2.3 Criminal Justice System	**4.2.3.1** Criminal justice System in the country: police, Prosecution, judiciary and correction, district courts session courts, high courts and the supreme court	Lecture and discussion	4	20%
	4004.2.4 The components	**4.2.4.1** police Structure, reporting, registration, investigation, arrest, How and what can be done, powers of the police bail and critique **4.2.4.2** Prosecution: Structure screening, decision to prosecute, deciding the charges, public prosecutor and critique **4.2.4.3** Courts-district court, high court, supreme court, Structure (Civil, Criminal and Juveniles) Functions, trial-participation, sentencing-institutional and non-institutional juvenile proceedings and critique **4.2.4.4** Correction structure, function, treatment, rehabilitation and critique	Lecture and discussion	4	20%
	4004.2.5 Legal Aid & PLI & Role of SW	**4.2.5.1.** History of Legal Aid: concept of Legal Aid, need for legal aid, who needs Legal Aid, Legal Aid schemes, problems **4.2.5.2** History of public interest litigation with special reference to India what is public interest litigation concept processes and problems	Small group study and Presentation	4	20%

		4.2.5.3 Social work intervention, needs, methods, problems			

Methods of Assessments: Examination &Assignments

REFERENCES:

Aranha, T.   Social Advocacy- perspective- perspective of Social Work, Bombay: College
of Social work
Buxi.U.1982   Alternatives in Development Law, the crisis of the Indian Legal System, New
Delhi Vikas

                    publishing House
Bayley, D.M. 1969   The Police and Political Development in India, New Jersey Princeton.
Curry J.C. 1977   The Indian Police New Delhi manu Publications
Desai, A.E.(ed) 1986 Violation of democratic Rights in India Vol.I.
Fleming M. 1978   Of Crimes and Rights New York W.W. Norton and Company
Lyer V.R.K. 1980   Some Half hidden aspects of Indian Social Justice, Lucknow Eastern Book
Company
Lyer,V.R.k. 1984   Justice in Words and Justice in Deed for Depressed classes, New Delhi, Indian
Social Institute
Lyer V.R.K. 1981   Law Versus justice problem and Solutions , New Delhi Deep and Deep
Lyer V.R.K. 1980   Justice and Beyond, New Delhi: II P.A.
Mathew, P.D.   Legal Aid Series, Delhi Indian Social Institute
McDonald, W.F.(ed) 1979   The Presentator , Califonia: Berkeley Hill
Newman G. 1999   Global report on Crime and Justice, New York: Oxford University Press
Nirmal Anjali 1992   Role and Functioning of Central Police Organizations New Delhi Uppal.

SWEC-4005.1
PSYCHIATRIC SOCIAL WORK

Course Outcome:-

This subject divided in three sub-areas, and understanding creates in depth of psychiatry problems and management.

   CO1. Concept of mental health and changing concept of mental health, psychiatric problems as per D.S.M.

   CO2. Global, national and state level functionary to reduce mental health problems.

   CO3. Concept, Role, Skill, therapy and polices . Methodology of psychiatric social worker.

COURSE CONTENT:-

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SWEC 4005.1	UNITS TITLE	CONTENT	TEACHING METHDOLOGY	CREDIT	PAPER WEIGHTAGE
PSYCHIATRIC SOCIAL WORK 4005.1	4005.1.1 concept of mental health and mental disorders	5.1.1.1 Concept of mental health . 5.1.1.2 Types of psychiatry illness as per D.S.M.-IV and I.C.D 5.1.1.3 Child Mental disorder and mental Retardation 5.1.1.4 Schizophrenia Symptoms and treatment 5.1.1.5 Personality disorder Symptoms and treatment 5.1.1.6 Alcoholic and substance abuse related disorder Symptoms and treatment 5.1.1.7 Different types of drugs Barbiturates, cocaine, Heroine, Steroids. Their Symptoms and treatment	Lecture Assignment Case study	4	30 %
	4005.1.2 Types of psychological methods or treatment	5.1.2.1 Treatment for the mentally ill patients-chemotherapy Anti psychotic drugs, anti depressant – ECT – psychosurgery 5.1.2.2 Psychotherapy (Supportive and Reconstructive) 5.1.2.3 Behavior therapy 5.1.2.4 client centered therapy 5.1.2.5 yoga and meditation	Lecture Assignment Case study	4	20%
	4005.1.3 Mental health legislation and policies	5.1.3.1 Mental health legislation and policies of mental health in India. 5.1.3.2 Movement of human right for mental ill (international and national level) 5.1.3.3 Mental health act. (only overview)	Lecture Assignment and Self study and Group work	4	20%
	4005.1.4 Role of psychiatric social work. concept and present scope	5.1.4.1 Role of psychiatric social worker in half way homes – day care center – child guidance clinic – community health programmes 5.1.4.2 Ethics of psychiatric social work 5.1.4.3 Role of psychiatric social worker in patients and rehabilitation	Lecture Assignment and debate	4	20%
	4005.1.5 present mental health care services	5.1.5.1 Changing concept of mental health. 5.1.5.2 Training of psychiatric social work in India. 5.1.5.3 Identification of needs and related service in India.	Lecture Assignment Self study	4	10 %

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Reference

Charu Sarma. 2005

Clinical psychology, Sublime Publication, Jaipur.

Bhatia M. S. (2000) : Essentials of psychiatry

Gorey : Theory and Practice of counselling and psychotherapy

Government of India : National mental Health Programme for India, Ministry of Health and Family Welfare

Irwin G Samson : Abnormal psychology

Kaplan : Synopsis for comprehensive of psychiatry

Handbook of Psychotherapy and Religious Diversity. Washington D.C.: American Psychological Association.

Dora, Gold Stien (1954)

Expanding Horisons in Medical Social Work, Chicago : The University of Chicago Press

Rukadhikar A., Rukadhikar P. (2007)

Mental disorders and You, Miraj : Psychiatric Centr

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Psychiatric Social Work in India, New Delhi : Sage Publication
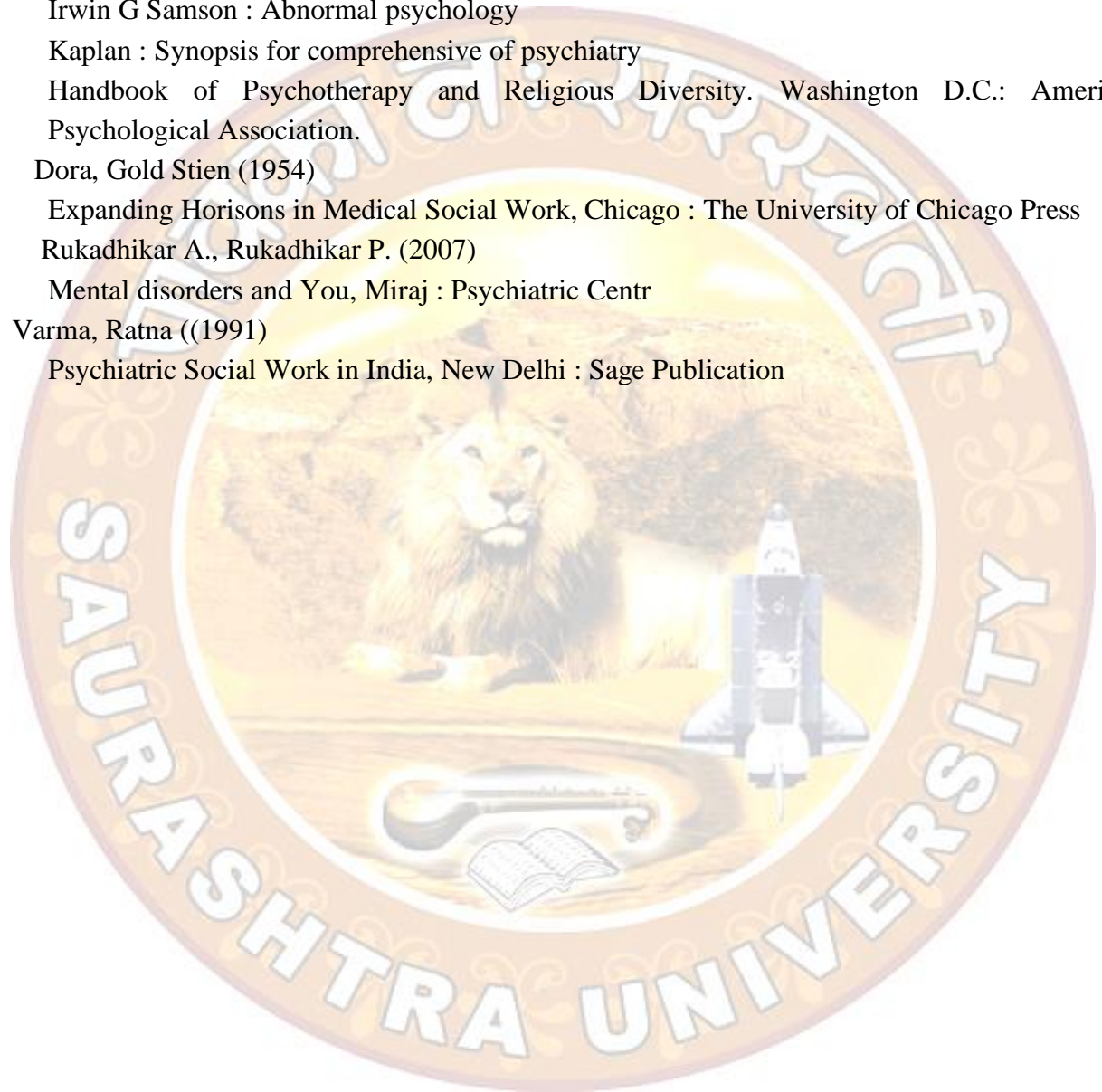
SWIC-4005.2

SOCIAL ENTREPRENEURSHIP AND INNOVATION

Course Outcome:-

CO1. The objective of this course is to teach students different concepts regarding social entrepreneurship and innovation.

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CO2. The points is to introduce students to different of entrepreneurship in detail.

SWEC	UNIT	SUBUNITS	TEACHING METHODOLOGY	CREDIT	PAPER WEIGHTAGE
Social Entrepreneur ship And innovation 4005.2	**4005.2 Introducti on**	**5.2.1.1** Definition of Social Entrepreneur ship **5.2.1.2** Role of Social Entrepreneur.	• Lecture • Discussio n With audio-visual aid	4	20%
	4005.2 Theories	**5.2.2.1** New theories of Social Entrepreneur ship **5.2.2.2** Theories of Action/Agen cy	• Lecture • Discussio n With audio-visual aid	4	20%
	4005.3 Qualities of innovatio n	**5.2.3.1** meaning & concept of innovation **5.2.3.2** Definitions of innovation **5.2.3.3** Qualities of social	• Lecture • Discussio n With audio-visual aid	4	20%
	4005.4 Innovatio n	**5.2.4.1** concept of innovation **5.2.4.2** Different types of	• Lecture • Discussio n With audio-visual aid	4	20%

	4005.5 Innovation	5.2.5.1 Rural innovation 5.2.5.2 Entrepreneur in economic Theory	• Lecture • Discussio n With audio-visual aid	4	20%
		innovation 5.2.4.3 correlates of innovation			

Reference Books :-

(1) Enterprising nonprofits : a toolkit for Social entrepreneurs ; Wiley e Book ;
(2) Social Entrepreneurship : New Models of sustainable social change : By:- Alex Nicholls; Oxford University Press
(3) How to change the world Social Entrepreneurs and the power of new Ideas – By : David Bornstein – Oxford Press
(4) The New Social Entrepreneurship What awaits social entrepreneurial Ventures ? Edited By : Francesco Perrini ; Published By : Edward Elgar Publishing Ltd.
(5) Entrepreneurship As social Change – A third Movements in Entrepreneurship Book – Edited By :- Chirs Steyaert and Daniel Hjorth ; Edward Elgar Publishing Limited
(6) Social Entrepreneurship : A modern Approach to social value Creation ; Arthur C. Brooks ;
(7) Principles of labour Welfare ..... M.V. Murthy.
(8) Human Resource Management – Gargy Dessler & Biju varkkery Prentice Hall India/Pearson Education.-2003 Eleventh Edition.
(9) Human Resource Management – Chandra prasnna, Pearson education, second edition 2006.
(10) Human Resource Management – John M. Ivancewitch – Tata Mc graw Hill Ninth Edition

SWP-4006.1
BLOCK PLACEMENT

Course Outcome:-

    CO1. To develop professional attitude conductive to deal with human problem

    CO2. To develop sensitivity towards the needs and problems of individuals and families.

    CO3. To develop capacity for observation and analyzing social realities.

    CO4. To develop an understand organization set-up of Institute.

    CO5. To develop an understand functions of an institute.

    CO6. To development the understanding of the role of social workers in different settings.

COURES CODE	BLOCLPALCEMENT	CONTENT
SWP 4006.1	GO/NGO/CO-OP./INDUSTRY	- Enables learners integrate learning & generate newer learning by participating in the intervention processed over a period of Five weeks continuously, in a specific agency (GO/NGO/CO-OP./INDUSTRY) & know about specific agency

Methods of Assessments: Viva-Voce

SWP-4006.2
Dissertation

Course Outcome:-

   CO1. To develop an understanding of scientific approach to human inquiry in comparison to native or common sense approach in various aspects and process.

   CO2. To develop an ability to see the linkages between theory, research and practice and understand their essential role in enriching on another.

   CO3. To develop an understand to prepare a how to do research.

   CO4. To develop the ability to conceptualize, formulate and conduct simple research projects.

COURES CODE	DISSERATION	CONTENT
SWP 4006.2	RESEARCH PROJECT	- To select social subject and make a research proposal and then do a research.

Methods of Assessments: Viva-Voce