गुरु घासीदास विश्वविद्यालय
(केन्द्रीय विश्वविद्यालय अधिनियम 2009 क्र. 25 के अंतर्गत स्थापित केन्द्रीय विश्वविद्यालय)
कोनी, बिलासपुर – 495009 (छ.ग.)

Guru Ghasidas Vishwavidyalaya
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Koni, Bilaspur – 495009 (C.G.)

List of Courses Focus on Employability/ Entrepreneurship/ Skill Development

Department	: *Social Work*
Programme Name	*: MSW*

Academic Year : 2018-19

List of Courses Focus on Employability/ Entrepreneurship/Skill Development

Sr. No.	Course Code	Name of the Course
01.	MS-104	Working With Communities
02.	MS-105	Working With Groups
03.	MS-202	Working With Individual And Families
04.	MS-203	Social Action And Social Movements
05.	MS-204	Social Work Research and Statistics
06.	xxxxxxxxxxxxxx	Social Security and Welfare Administration

अध्यक्ष
HEAD
समाज कार्य विभाग
Department of Social Work
गुरु घासीदास विश्वविद्यालय
बिलासपुर(छ.ग.)
Bilaspur(Chhattisgarh)

Signature & Seal of HoD

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Scheme and Syllabus

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PROGRAMME STRUCTURE

The M.S.W. programme is divided into Two Parts as under. Each Part will consist of two Semesters to be known as Semester-1 and Semester-2

	Semester-Odd	Semester-Even
Part-I First Year	Semester-1	Semester-2
Part-II Second Year	Semester-3	Semester-4

The schedule of papers prescribed for various semesters shall be as follows:

SEMESTER-1

S.NO	TITLE OF THE PAPER	END SEMESTER MARKS	CIA	M.M.
1.	SOCIETY AND POLITY	75	25	100
2.	HUMAN GROWTH AND PRSONALITY DEVELOPMENT	75	25	100
3.	SOCIAL WORK PROFESSION: HISTORY, PHILOSOPHY AND FIELDS	75	25	100
4.	WORKING WITH COMMUNITIES	75	25	100
5.	WORKING WITH GROUPS	75	25	100
6.	FIELD PRACTICUM	50	50	100
	TOTAL	425	175	600

SEMESTER-II

S. No.	TITLE OF THE PAPER	END SEMESTER MARKS	CIA	M.M.
1.	SOCIAL WORK & DISATER MANAGEMENT	75	25	100
2.	WORKING WITH INDIVIDUALS & FAMILIES	75	25	100
3.	SOCIAL ACTION AND SOCIAL MOVEMENTS	75	25	100
4.	SOCIAL WORK RESEARCH AND STATISTICS	75	25	100
5.	TRIBAL DEVELOPMENT	75	25	100
6.	FIELD PRACTICUM	50	50	100
	TOTAL	425	175	600

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SEMESTER-IV

S. No.	TITLE OF THE PAPER	END SEMESTER MARKS	CIA	M.M.
1.	SOCIAL POLICY AND SOCIAL DEVELOPMENT	75	25	100
2.	SOCIAL SECURITY & WELFARE ADMINISTRATION	75	25	100
3.	DISSERTATION	75	25	100
4.	**GROUP A** (I) SOCIAL WORK WITH DIFFERENTLY ABLED (II) MANAGEMENT OF NON-PROFIT ORGANIZATIONS AND SOCIAL ENTERPRISES (III) SOCIAL DEFENSE AND CORRECTIONAL SERVICES **OR** **GROUP B** (I) HUMAN RESOURCE MANAGEMENT (II) LABOUR PROBLEMS AND LEGISLATION IN INDIA **OR** **GROUP C** (I) CHILD WELFARE AND DEVELOPMENT (II) YOUTH DEVELOPMENT AND WELFARE OF THE AGED (III) SOCIAL INCLUSION SOCIAL JUSTICE AND SOCIAL WORK **OR** **GROUP D** (I) URBANIZATION AND COMMUNITY DEVELOPMENT (II) URBAN PLANNING AND URBAN DEVELOPMENT (III) AGRARIAN SOCIAL STRUCTURE	75+75	25+25	200
5.	FIELD PRACTICUM	50	50	100
6.	TOTAL	425	175	600
	GRAND TOTAL			2400

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MS- 104   **WORKING WITH COMMUNITIES**

COURSE OBJECTIVES
1. Acquire knowledge on community and community power dynamics.
2. Appreciate understanding of the concepts relevant to community organization as a method of intervention.
3. Develop skills in the use of various approaches, techniques and models of community organization.
4. Promote attitudes conducive to participatory practice in community development.

COURSE CONTENT

Unit-I	Basic concepts: Community; rural, urban and tribal communities; community work; caste, class; local self-governance; community power dynamics; community development.
Unit-II	Community Organization: Concept, principles, techniques, scope and models. Indigenous approaches to community organization: Sarvodaya, Bhoodan. Recording in Community Organization.
Unit-III	Community Development Programmes and Panchayati Raj System. People's participation: Concept and types, Its relevance to the concept of empowerment and democratic decentralization.
Unit-IV	Grassroots governance & community work, Good practices of community work – Case illustrations, Social thrust of community engagements by NGOs – health, education, gender, micro-finance, environment, etc.
Unit-V	Community work and change, community work as inclusive and emancipatory practice, community work with people on the margins – Dalit's, minorities and tribal. Participation, empowerment and capacity building through community work.

REFERENCES

S.No	AUTHOR	TITLE	PUBLISHER	YEAR
1.	Kramer, R.M. & Specht, H.	Reading in Community Organisation Practice (3rd ed.)	Prentice-Hall Inc. Englewood Cliffs	1983
2.	Ross, M.G.	Community Organisation	Harper and Row, New York	1967
3.	Jones, D. & Mayo, M.	Community Work	Routiedge and Kegan Paul, London	1974
4.	Clinard, M.B.	Slums and Community Development: Experiments in Self-help	Free Press, New York	1966
5.	Siddiqui, H.Y.	Social Work and Social Action	Harnam, New Delhi	1984
6.	Gangarde, K.D.	A School is Built	Delhi School of Social Work	1964
7.	Twelvetrees, A., B. Singh K.	Rural Development: Principles, Policies and Management	SAGE Publications, New Delhi	1986
8.	Government of India	Report of the Legal Aid Committee	Government of India	1973
9.	Gandhi, P.K. (Ed.)	Social Action through Law: Partnership through Law	Concept, 1985	1985
10.	Freire, Paulo	Pedagogy of the Oppressed	Penguin Books	1972
11.	Ahuja, Sangeeta	People, Law and Justice: Case book on Public Interest Litigation(Vol.I,II)	Orient Longman, Delhi	1989
12.	Siddiqui, H.Y.	Community Organistion in India	Harnam, New Delhi	1997
13.	Dunham, Arthur	Community Welfare Organisation: Principles and Practice	Crowell, New York	1958
14.	Kothari, M.	Development and social action,	routledge and kegan paul, London.	2005
15.	Northhouse, Peter, G.	Leadership: Theory and Practice (4th ed.)	Sage, N. Delhi	2007
16.	Rowbends, Jo.	Development Methods and Approaches: Critical Reflections,	Rawat Pub., N. Delhi.	2005

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MS- 105   **WORKING WITH GROUPS**

COURSE OBJECTIVES

1. Acquire knowledge and understanding about individual, family and group dynamics, stage of individual and group development.
2. Develop skills of group formation, and understand concept of social group work.
3. Understanding group process, effective use of programme media and programme planning.
4. Acquire knowledge and understanding about group dynamics, different models of growth, enhancing problem solving skills.
5. Develop appreciation and skills of working with groups as an effective method of social work intervention.

COURSE CONTENT

Unit-I	Group: Definition, types, characteristics, life as a process of adjustment within different types of groups-Growth enhancement, education, task oriented and therapeutic.
Unit-II	Social Group Work: Meaning and definition, characteristics, principles philosophy, scope and objectives, historical development and current methods.
Unit-III	Social group work process: intake, study, objectives and goal setting, assessment, stages of group development, termination. Programme planning, use of programme, programme media implementation & evaluation.
Unit-IV	Group Dynamics: Determinants, indicator and outcomes, leadership, support and conflict, decision making and problem solving, isolation, different models of growth.
Unit-V	Core skills in social group work: communication, listening analytical, thinking, self-control and leadership, technique of working with groups, recording & records in group, integrated approach workers' relationship

REFERENCES

S.No	Author	Year	Title	Publisher	Place
1.	Mark J. Macgowan	2008	A Guide to Evidence-based Group Work	OUP	USA
2.	Siddiqui, H.Y.	2008	Group work: Theories and practices	Rawat Publications	Jaipur
3.	Urania Glassman	2008	Group Work: A Humanistic and Skills Building Approach, Second Edition	Sage Publications	
4.	Andrew Malekoff	2007	Group Work with Adolescents: Principles and Practice	Guilford Press	
5.	John Sharry	2007	Solution-Focused Groupwork, Second Edition	Sage Pub.	NY
6.	Shulman, L.	2006	The skills of helping individuals, families, groups, and communities (Fifth edition).	Thompson.	Belmont, CA
7.	Toseland, R.W. and Rivas, R.F.	2005	Introduction to group work practice (5th edition)	Allyn & Bacon.	New York
8.	Steinberg, D.M.	2004	The mutual–aid approach to working with groups: Helping people to help each other (second edition)	The Haworth Press	New York
9.	Northen, H. and Kurland, R.	2001	Social work with groups (3rd edition)	Columbia University Press	New York
10.	Sondra Brandler, Camille P. Roman	1999	Group Work: Skills and Strategies for Effective Interventions	Haworth Press	New York
11.	Samuel T. Gladding	1998	Group Work: A Counseling Specialty	Merrill	

Outcome

- To address the individuals problems through group activities in children's homes/ educational settings/ primary care trusts/ prisons/ voluntary organizations or charities etc..
- To address the group through self-help-group/ NGOs/for community development.

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MS-202

WORKING WITH INDIVIDUALS & FAMILIES

COURSE OBJECTIVES

1. Understand social casework as a method of social work and appreciate its relevance in social work practice.
2. Appreciate the values and principles of working with individuals and families.
3. Acquire knowledge of different models of treatment, enhancing problem solving skills and utilizing them selectively.
4. Develop skills in motivational interviewing, counseling, recording, therapeutic intervention.
5. Promote positive attitude towards growth enhancing and problem solving.

COURSE CONTENT

Unit-I	A brief introduction of the individual and family. Social Casework: nature, definition and objectives, historical development, and its relation to other methods of social work; Contributions of Mary Richmond, Florence Hollis, H.H. Perlman in social casework. Components of social casework: person, problem, place & process.
Unit-II	Voluntary & involuntary clients, hard-to-reach clients, target & tangential clients, agreement or contract. Principles of social casework with illustrations. Phases of social casework: Initial phase, appraisal or assessment phase, helping phase, termination & evaluation phase. Importance of follow-up in social casework. Application of social casework principles in social work.
Unit-III	Helping techniques: interviewing & collateral contacts, home-visits, supportive techniques, motivational interviewing, networking & referral, environmental modification. Client-Worker Relationship; Transference & counter-transference and their significance in casework practice. Recording in Social Casework– process and types; Use of casework records as tool of intervention.
Unit-IV	Models of Casework Practice: [a] Social diagnostic (Richmond), [b] Supportive and modificatory (Hamilton), [c] Problem solving (Perlman), [d] Crisis intervention (Rappaport), [e] Classified treatment method (Florence Hollies), [f] Competency-based approach (Elleen Grabrill)
Unit-V	Models of treatment: long-term & short-term, task-oriented, crisis intervention, family treatment. Counselling in social casework. Indian tradition of working with individuals: Family, purohit, kul guru, Gram Devta, illustrations from Ramayan, Mahabharat, life of Lord Buddha, and Gandhi; Role of dialogue. Influence of cultural factors on social casework practice.

REFERENCES

S.No.	AUTHOR	TITLE	PUBLISHER	YEAR
1.	Amnesty	The Casework Manual: A Toolbox for coordinators of action files, cases, dossiers, and long-term campaigns	Amnesty	1994
2.	Aptekar, Herbert H.	Dynamics of casework and Counseling	Houghton Mifflin Co., Boston	1955
3.	Biestek, Felix P.	Case work relationship	Loyola University Press, Chicago	1957
4.	Fook, J.	Radical Casework: A Theory of Practice	Allen & Unwin Pty Ltd., NSW Australia	1993
5.	Goldstein, Eda	Ego Psychology and Social Work Practice: 2nd Edition,	Free Press	1995
6.	Hamilton, Gordon	Theory and practice of social casework	Cambridge University Press, Cambridge	1983
7.	Hepworth, Dean H.; Rooney, Ronald H.; Rooney, Glenda Dewberry; Strom-Gottfried, Kim; and Larsen, Jo Ann	Direct Social Work Practice: Theory and Skills	Brooks Cole; 7 edition	2005
8.	Kadushin, A. & Kadushin, G.	The Social Work Interview: A Guide for Human Service Professionals (4th Ed.).	Columbia University Press, New York.	1997
9.	Mathew, Grace	Introduction to social casework	Tata Institute of Social Sciences, Bombay	1992

Outcome

- To address the individuals problems in the Society as a social case worker
- To address the individuals problems in the Society as a family support worker
- To work with guidance and counselling in the problems solving process

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MS- 203   SOCIAL ACTION AND SOCIAL MOVEMENTS

COURSE OBJECTIVES
1. Imbibe values and commitment for the people on the margins.
2. Understand the concepts relevant for application of social work in responding to the critical society reality.
3. Appraise and develop skills in the use of various approaches and techniques relevant to social action and movements.

COURSE CONTENT

Unit I	Social Action: concept, history, principles, tactics and strategies. Use of social action in social work practice. Models of social action: Legislative, sanction, direct-physical and conscientisation.
Unit II	Concept of Social Advocacy and Conscientisation. Paulo Frierian and Gandhian approach to social action.
Unit III	Types of movements, identity, Political assertion & autonomy movements. Movement, Participation & non participation, New Social Movements.
Unit IV	Movement Analysis-Ideology, Structure, leadership processed & outcomes. Telangana, Naxalbari, Chipko, Narmada Bachao Andolan & other Contemporary Movements.
Unit V	Concept of democratic decentralization and empowerment; Panchayati Raj System in India. Movements against Globalization.

REFERENCES

S.No	AUTHOR	TITLE	PUBLISHER	YEAR
1.	Gandhi, P.K. (Ed.)	Social Action through Law: Partnership through Law	Concept, 1985	1985
2.	Kothari, M.	Development and social action,	Routledge and Kegan paul, London.	2005
3.	Siddiqui, H.Y.	Social Work and Social Action	Harnam, New Delhi	1984
4.	Ross, M.G.	Community Organisation	Harper and Row, New York	1967
5.	Freire, P.	Pedaagogy of the oppressed	Penguin Books, New Delhi	1997
6.	Klandermans, B.	The Social Psychology of Protest	Oxford: Blackwell	1997
7.	Smelser, N.J.	Theory of Collective Behaviour	The Free press, New York	1971
8.	Jain, P C	Social Movements among Tribals	New Delhi: Rawat Publications	1991
9.	Moorthy, M.V.	Social Action	Bombay: Asia Publishing House	1966
10.	Chakraborty, Somen	A Critique of Social Movements in India,	New Delhi: Indian Social Institute	1999
11.	Shah, Ghanshayam	Social Movements in India	New Delhi: Sage publications	1990
12.	Lees, R.	Politics and Social Work	London: Routledge and Keegan Paul,	1972
13.	Nanavati, M.C.	'Social Action and The Professional Social Work	Social Work Forum, vol.111, no.2, pp.26-29	1965
14.	Mullaly, R	Structural Social Work: Ideology, theory and practice	Toronto: Oxford.	1997
15.	Payne, M.	Modern social work theory	Chicago: Lyceum Books	1997
16.	Shapiro. B. Z.	Social action, the group and society	Social work with Groups, 14 (2), 7-21	1991
17.	Omvedt, Gail	Reinventing Revolution: New Social Movements and the Socialist Tradition in India	New York: East Gate	1993
18.	Arvind Narayan Das (ed.)	Agrarian Movements in India : Studies on 20th Century Bihar	London : Frank Cass.	1982
19.	Brass, Tom (ed.)	New Farmers' Movements in India	London : Frank Cass.	1995
20.	Singh, Rajendra	Social Movements, Old and New	New Delhi: Sage Publication	2003

Outcome
- To facilitate to organise a movements for addressing the problems of society as a leader/ strategist/ social activist/ event organiser/ public speaker.

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MS -204   **SOCIAL WORK RESEARCH AND STATISTICS**
COURSE OBJECTIVES
1. Develop appreciation of the scientific method, its characteristics and significance in Social Work Research.
2. Develop skills in the selection and formulation of research problems.
3. Understand different research designs, their elements and variations.
4. Develop skills in the selection & use of different tools of data collection, processing and analysis, and the use of appropriate statistical methods and report writing.
5. Inculcate attitude of scientific enquiry and objectivity.

COURSE CONTENT

Unit – I	Meaning and purpose of research. Scientific method: meaning, assumptions and steps; Ethics in Research. Research in social sciences and in social work - scope and limitations. Construct & Concept; variables and indicators; Hypothesis, attributes of a sound hypothesis. Types of research: qualitative and quantitative; pure, applied, action, evaluation. Social survey and case study.
Unit – II	Research design: need, importance and steps. Selection and delimitation of the problem, objectives, working definition. Sources and types of data. Methods and tools of data collection; participatory methods; Sampling: meaning and need; types of sampling — probability and non-probability.
Unit – III	Types of designs: qualitative and quantitative, descriptive, exploratory, experimental, cross sectional, ex–post facto. Research project: planning, scheduling, budgeting and recruitment & training of staff.
Unit – IV	Nature, importance and scope of statistics and statistical methods; Classification of data, coding and tabulation; diagrammatic and graphic representation of data. Descriptive statistics: Proportions, percentages and ratios; Measures of central tendency - mean, median and mode.
Unit - V	Measures of dispersion - range, mean deviation, standard deviation. Inferential statistics: Parametric and Non-parametric techniques; Measures of association: correlation - Spearman's Rho, the Pearman's 'r'. Tests of significance. Chi-square, t-test (independent and related), Mann-Whitney (U) and Wilcoxon signed rank test. Interpretation of data, report writing.

REFERENCES

S. No	AUTHOR	TITLE	PUBLISHER	YEAR
1.	Blalock, H.M.	Social Statistics,	New York: McGraw-Hill	1972
2.	Burton, T.L. & Cherry, C.E.	Social Research Techniques for Planners	Allen & Unwin, London	1970
3.	Chamption, D.J.	Basic Statistics for Social Research,	New York: Prentice Hall	1981
4.	Coolidge, F. L.	Statistics- A gentle introduction	Sage, N. Delhi	2000
5.	Coolidge, Frederick L.	Statistics: A Gentle Introduction,	New Delhi: Sage	2000
6.	Dornbusch, S.N. and Schmid, C.F.	A Primer of Social Statistics	McGraw Hill Book Co., New York	1995
7.	Foster, J.J.	Data Analysis Using SPSS for Windows: A Beginners Guide,	New Delhi: Sage	1998
8.	Goode, W. J. and Hatt, P.K.	Methods in social research	MacGraw Hill, NY	1952
9.	Grinnel, Richard M.;	Social Work Research and Evaluation: Quantitative and Qualitative Approaches	Oxford University, New York	2005
10.	Gupta, S.P.	Statistical Methods	Sultan Chand & Sons, New Delhi	2002
11.	Gupta, S.P.	Statistical Methods,	New Delhi: Sultan Chand & Sons	2006
12.	Hinton, Perry R.	Statistics Explained: A Guide for Social Science Students,	London: Routledge	1998
13.	Hinton, Perry Roy	Statistics Explained	Routledge, London	2004
14.	Hosker, Ian	Social Statistics: Data Analysis in Social Science Explained Somerset,	U.K.: Studymates	2002
15.	Hugh, Mc Laughlin	Understanding Social Work	Sage Publications, New Delhi	2007

Outcome

- Through this various studies at different societal problems are being identified/ prioritized and try to find out solution.
- Through this various studies at different societal problems are being identified/ prioritized/ analysed and policies are formulated.

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MS- 403 **SOCIAL SECURITY AND WELFARE ADMINISTRATION**

COURSE OBJECTIVES
(i) Develop understanding of the concept, types and importance of Social Security in social work practice.
(ii) Acquaint self with the variety of social and welfare services and agencies available for meeting the requirements of the needy and vulnerable sections.
(iii) Acquire knowledge about the basic principles and processes of administration within the framework of social work philosophy and practice.
(iv) Acquire competence in the administration of social welfare and development services.
(v) Develop attitudes and skills for innovations and experimentation in social welfare administration.

COURSE CONTENT

Unit – I	Social security : Concept and scope of social security, social assistance and Social insurance; Institutional and non-institutional mechanisms for social security; Social security measures in India. Evolution of social security Philosophy; Social security, social services, social welfare services and the rights approach; Discrimination and exclusion as a challenge to social security.
Unit-II	Meaning and need of social welfare administration; Distinction between Public, businesses, social administration, welfare administration, social work administration, development administration. Approaches to social administration: weber classical, behavioral, systems, structural-functional.
Unit-III	Elements of administration: policy making & planning, organizing, staffing, directing, coordination, reporting, budgeting & accounting. Organizational structure of governmental, non-governmental and international agencies in social welfare. Introduction to Organizational Behaviour
Unit-IV	The structure of welfare administration in India: The Union Government and Government of Rajasthan, District and local welfare administration. NGOs and International agencies in the administering of social and welfare services. Legislation relating to organization and management of non-governmental or non-profit organizations: Societies Registration Act 1860, The Rajasthan Societies Registration Act 1958, organizations registered under Section 25 of Companies Act 1956, Indian Trusts Act 1882.
Unit-V	Registration of welfare agencies; Requisites for effective and efficient welfare administration; Community and Stakeholders Participation; Accountability and transparency in organizations, Social Audit; Voluntary efforts in social welfare, advantages and disadvantages of voluntary organizations; Methods to strengthen the voluntary sector. Role and scope of professional social work in social welfare organizations.

Outcome

- To makes the policies into different welfare programmes as a policy maker/ manager/ welfare officer/ programme officer and administrator etc..