

**DEPARTMENT OF SOCIAL WORK  
JAMIA MILLIA ISLAMIA**

**BA (HONS) SOCIAL WORK  
Syllabus for Sem I to IV**

*(As per the NEP, 2020 and UGC Curriculum and Credit Framework for Undergraduate Programmes, December 2022)*

*with effect from 2023-24*

## PROGRAMME OUTCOMES

- ❖ The graduate shall be competent to work towards promoting social change and development, social inclusion and cohesion, and the empowerment and liberation of people keeping the principles of social justice, human rights, collective responsibility and respect for diversities as central to her/his approach and interventions.
- ❖ The graduate shall be able to recognise and critically reflect on the structural barriers that perpetuate inequalities, oppression, discrimination and exploitation, and develop action strategies towards addressing such barriers that are central to emancipatory practice with the goals of empowerment and liberation of people.
- ❖ The graduate shall be competent to utilise a range of skills, techniques, strategies, principles and activities at various system levels, engaging people and structures to address life challenges and enhance wellbeing, including a range of activities like various forms of therapy and counselling, group work, and community work; policy formulation and analysis; and advocacy and political interventions.
- ❖ The graduate shall be competent to develop strategies aimed at increasing people's hope, self-esteem and creative potential to confront and challenge oppressive power dynamics and structural sources of injustices, thus incorporating into a coherent whole the micro-macro, personal-political dimension of intervention.

# SEMESTER I

## **BSW-SI- MJ-01: Nature and Development of Social Work**

**Max Marks:** 75 [19/56] / **Credits:** 3

### **Course Objectives:**

1. To orient students to the discipline of social work including the values, ethics and principles.
2. To develop in students an understanding of the historical development of social work as a profession in India and abroad
3. To familiarize students with the range of perspectives that inform practice

### **COURSE OUTLINE**

#### **Unit 1- Introduction to Social Work**

- a. Social Work: Definition, Scope and Roles
- b. Knowledge base of Social Work
- c. Values, Ethics and Principles of Social Work

#### **Unit 2- Historical Evolution of Social Work**

- a. Socio-Political development and Emergence of Social Work in the West (The Poor Laws, Settlement Houses, Charity Organization Society and Beveridge Plan)
- b. History and Development of Social Work profession in India and its contemporary status
- c. Social Work as a Profession (Attributes of a profession, Status of Social Work as a Profession)

#### **Unit 3 – Theories for Social Work Practice**

- a. Structural -Functional and Interpretative Approaches
- b. Radical, Feminist and Conflict approaches
- c. Theory-Practice Interface (through case studies)

**Essential Readings:**

1. Friedlander, W. A. (1968). *Introduction to Social Welfare*. Prentice-Hall.
2. Holland, S., & Scourfield, J. (2015). *Social work: A very short introduction*. Oxford University Press.
3. Howe, D. (1987). *An Introduction to Social Work Theory*. Routledge.
4. Pathak, S. (1981). *Social Welfare: An Evolutionary and Developmental Perspective*. Macmillan.

**Desirable Readings:**

1. Batra, S., & Das, B. M. (2021). *Fundamentals of Social Work*. Concept Publishing Company Pvt. Ltd.
  2. Maclean, S., & Harrison, R. (2015). *Theory and Practice: A Straightforward Guide for Social Work Students*. Kirwin Maclean Associates.
  3. Payne, M. (2006). *What is Professional Social Work?* Oxford University Press.
  4. Skidmore, R. A., & Thackeray, M. G. (1982). *Introduction to Social Work*. Prentice Hall.
  5. Trevithick, P. (2005). *Social Work Skills: A Practise Handbook*. Open University Press.
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## **BSW-SI- MJ-02: Social Problems in India**

**Max Marks:** 50 [12/38] / **Credits:** 2

### **Course Objectives:**

1. To develop theoretical and critical understanding on Social Problems.
2. To orient students to social problems in India.
3. To understand the scope for social work intervention in addressing social problems.

### **COURSE OUTLINE**

#### **Unit I: Understanding Social Problems**

- a. Social Problems: Concepts, Definition, Characteristics
- b. Theoretical Perspectives of analyzing social problems: Social, Psychological, Ecological
- c. Critical understanding of the Societal Implications and Societal Response to social problems.
- d. Scope for social Work intervention: Caring, Curing, Changing

#### **Unit II: Social Problems and Social Work Interventions**

- a. Poverty, Unemployment, Homelessness
- b. Addiction (Substance, Technology), Suicide
- c. Atrocities against women, children, SC/ST, Minorities
- d. Racialism and Communalism

### **Essential Readings:**

1. Ahuja, R. (2003). *Violence Against Women*. Rawat Publication.
2. Ahuja, R. (2021). *Social Problems in India* (4th ed.). Rawat Publications.
3. Castellino, J., & Redondo, E. D. (2006). *Minority Rights in Asia: A Comparative Legal Analysis*. Oxford University Press.

4. Jamrozik, A., & Nocella, L. (2006). *The Sociology of Social Problems: Theoretical Perspectives and Methods of Intervention*. Cambridge University Press.
  5. Madan, G. R. (2023). *Indian Social Problems* (7th ed., Vol. 1). Allied Publications.
  6. Narwani, G. S. (2011). *Atrocities Against Scheduled Castes and Scheduled Tribes*. Rawat Publications.
  7. Roy, D. (2020). *Employment, Poverty and Rights in India*. Routledge.
  8. Ruiz, P., & Strain, E. (2011). *Substance Abuse: A Comprehensive Textbook*. Lippincott Williams & Wilkins.
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## **BSW-SI- MJ-03: Field Work-I**

**Max. Marks: 150/ Credit: 6**

**Nature of Field Work:** Agency/Observation Visits/ Organisational Interface

### **Field Work Objectives**

- a. To provide exposure to different government and non-government settings of social work.
- b. To familiarize students with issues and problems of different population groups.
- c. To familiarize students with approaches, programmes and interventions of different agencies.
- d. To develop skills in report writing and use of supervision.

### **Learning Outcomes**

- a. Able to get acquainted with different government and non-government agencies of social work
- b. Able to understand the issues and problems of population groups
- c. Able to get acquainted with programmes and intervention of professional approaches of helping.
- d. Able to develop skills in report writing and use of supervision
- e. Able to interact with the experts and learn professional conduct of behavior

### **Activities:**

- a. Observation/Agency visits-8
- b. Interface with NGO professionals-2



### **Components of Field Work**

- a. Observation/ Agency Visits in various settings like Child protection, Health, Elderly, Disability, Gender/Women(**Any other area, which fieldwork unit may deem fit**)
- b. Interface with NGO professionals
- c. Weekly report submission
- d. Group Conferences

## **BSW-SI- MD-04: Sociology for Social Work**

**Max Marks:** 75 [19/56] / **Credits:** 3

### **Course Objectives:**

1. To provide basic understanding of sociological concepts relevant for social work practice
2. To develop an understanding of Indian society
3. To relate sociological perspectives to social work practice

### **COURSE OUTLINE**

#### **Unit I: Introduction to Sociology**

- a. Sociology: Definition, Scope and Relevance for Social Work
- b. Sociological Concepts: Society, Socialization, Social Groups, Role and Status
- c. Sociological Perspectives: Functionalism, Structuralism-Functionalism, Conflict, Symbolic Interactionism

#### **Unit II: Indian Society: Nature and Characteristics**

- a. Social Structure: Social Systems, Culture, Diversity and Multiculturalism
- b. Social Stratification: Caste, Class, Gender and Race
- c. Basic Social Institutions: Family, Marriage, Religion and Education

#### **Unit III: Sociological Perspectives for Social Work Concerns**

- a. Social Change and Social Mobility: Concept and Theories
- b. Social Deviance and Social Control: Nature, Concept and Types
- c. Social Conflicts: Concept and Types

### **Essential Readings**

1. Dominelli, L. (1997). *Sociology for Social Work*. Red Globe Press.
2. Giddens, A. (2013). *By Anthony Giddens—Sociology (7th Edition)*. Polity Press.
3. Gisbert, P. (2010). *Fundamentals of Sociology*. Orient Blackswan Private Limited.
4. Haralambos, M., & Holborn, M. (2013). *Sociology: Themes and Perspectives*. HarperCollins Publishers Limited.
5. Heraud, B. J. (2016). *Sociology and Social Work: Perspectives and Problems (1st edition)*. Pergamon.
6. Horton, P. B., & Hunt, C. L. (2007). *Sociology*. McGraw-Hill.
7. Inkeles, A. (1987). *What is Sociology: An Introduction to the Discipline and Profession*. Prentice Hall of India.
8. Johnson, H. M. (1998). *Sociology: A Systematic Introduction*. Allied Publishers.
9. Ogburn, W. F., Ogburn, W. F., & Nimkoff, M. F. (1947). *A Handbook of Sociology*. K. Paul, Trench, Trubner & Company, Limited.
10. Scott, J. (2015). A Dictionary of Sociology. In *A Dictionary of Sociology*. Oxford University Press.
11. Smelser, N. J. (2000). *Sociology*. Eastern Economy Edition.
12. Worsley, P. (1987). *Introducing Sociology*. Penguin Books.

### **Desirable Readings**

1. Bottomore, T. B. (1971). *Sociology: A Guide to Problems and Literature*. George Allen & Unwin.
2. Deshpande, S. (2003). *Contemporary India: A Sociological View*. Penguin Books.
3. Dirks, N. B. (2001). *Castes of Mind: Colonialism and the Making of Modern India*. Princeton University Press.
4. Dumont, L. (1981). *Homo Hierarchicus: The Caste System and Its Implications (2nd ed.)*. University of Chicago Press.
5. Kar, P. B. (1985). *Sociology: The Discipline and its Dimensions*. New Central Book Agency.
6. Mills, C. W. (2000). *The Sociological Imagination*. Oxford University Press.
7. Page, C. H., & MacIver, R. M. (2007). *Society: An Introductory Analysis*. Macmillan.

8. Robertson, I. (1987). *Sociology* (3rd edition). Worth Publishers Inc.
  9. Singh, Y. (2005). *Modernization of Indian Tradition*. Thomson Press.
  10. Srinivas, M. N. (1996). *Caste: Its Twentieth Century Avatar*. Viking Penguin.
  11. Uberoi, P. (Ed.). (1994). *Family, Kinship, and Marriage in India*. Oxford University Press.
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## **BSW-SI- SEC-06: Life Skills Education**

**Max Marks: 75 / Credits: 3**

### **Course Objectives:**

1. To introduce the relevance of life skills in social work practice
2. To facilitate understanding and working with self
3. To understand the usage of life skills for strengthening social work intervention.

### **COURSE OUTLINE**

#### **Unit 1: Communication Skills**

- a. Communication Process - Interpersonal, Group, Mass
- b. Types and Skills of Communication - Non-Verbal, Oral & Written (Documentation); Questioning & Listening
- c. Designing Communication Aids - Manual and Digital

#### **Unit 2: Self-Management and Social Skills**

- a. Self Awareness
- b. Coping with Emotions & Stress
- c. Cooperation & Team Skills

#### **Unit 3: Cognitive Skills**

- a. Creativity & Critical thinking
- b. Decision Making & Problem Solving
- c. Planning & Networking

#### **Essential Readings:**

1. Datar, S., Bawikar, R., Rao, G., Rao, N., & Masdekar, U. (2010). *Skill Training for Social Workers: A Manual*. SAGE Publications India Pvt Ltd.  
<https://doi.org/10.4135/9788132107934>

2. Elksnin, L. K. (1996). Promoting Success in the Mainstream: Collaborative Social Skills Instruction. *Reading & Writing Quarterly*, 12(3), 327–332.  
<https://doi.org/10.1080/1057356960120307>
  3. Farukuzzaman, M., & Rahman, A. H. M. M. (2019). Communication Pattern in Social Work Practice: A Conceptual Framework. *International Journal of Research in Sociology and Anthropology*, 5(2), 32–43.
  4. Goleman, D. (1995). *Emotional Intelligence: Why It Can Matter More Than IQ*. Bantam Books.
  5. Haager, D., & Vaughn, S. (1995). Parent, Teacher, Peer, and Self-Reports of the Social Competence of Students with Learning Disabilities. *Journal of Learning Disabilities*, 28(4), 205–215. <https://doi.org/10.1177/002221949502800403>
  6. Narasimha, V. M., & Rao, M. C. (2011). *Life skills education for young adolescents- Indian experience*. 37(Special Issue), 9–15.
  7. Reith-Hall, E., & Montgomery, P. (2022). The Teaching and Learning of Communication Skills in Social Work Education. *Research on Social Work Practice*, 32(7), 793–813.  
<https://doi.org/10.1177/10497315221088285>
  8. Staniforth, B. (2015). Communication Skills in Social Work. In *International Encyclopedia of the Social & Behavioral Sciences* (2nd ed., Vol. 4, pp. 284–290). Elsevier.
  9. Vranda, M. N. (2009). Extent of psychosocial competencies and self-esteem among adolescents from institutionalized and non-institutionalized setting. *Artha Journal of Social Sciences*, 8(2), 11–20.
  10. Vranda, M. N., & Rao, C. M. (2007). Life skills education. In *Handbook of Psychiatric Social Work* (pp. 52–58). NIMHANS.
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## **BSW-SI- VAC-07: Introduction to the Constitution of India**

**Max Marks:** 50 [12/38] / **Credits:** 2

### **Course Objectives:**

1. To orient the students towards the historical evolution of the constitution of India
2. To develop an understanding of the fundamental structure of the Constitution of India
3. To have knowledge about the essential components of the constitution of India.

### **COURSE OUTLINE**

#### **Unit: I: Fundamentals of the Constitution of India**

- a. Evolution of Constitution (Philosophical ideas)
- b. The Making of Indian Constitution
- c. Structure of Indian Constitution
- d. Preamble of the Constitution of India

#### **Unit: II: Components of the Constitution of India and Contemporary Debates**

- a. Fundamental Rights
- b. Fundamental Duties
- c. Directive Principles of State Policy
- d. Special Provisions in the Constitution of India: Part-16, Schedules and Annexures

#### **Essentials Readings**

1. Ambedkar, B. R. (1990). *Dr. Babasaheb Ambedkar Writings and Speeches* (Vol. 7). Education Department, Govt. of Maharashtra.
2. Bakshi, P. M., & Kashyap, S. C. (2023). *The Constitution of India* (19th ed.). Universal LexisNexis.
3. Basu, D. D. (2022). *Introduction to the Constitution of India*. LexisNexis.
4. Chauhan, K. S. (2021). *Citizenship Rights and Constitutional Limitations*. Mohan Law House.

5. Mohan, V. (1991). *Babasaheb Dr. Ambedkar Writing and Speeches Vol.13 (Draft Constitution)* (Vol. 13). Department of Education, Mumbai: Government of Maharashtra.
  6. *The Constituent Assembly Debates* (Vols. 1–7). (2005). Lok Sabha Secretariat Publication.
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# SEMESTER II

## **BSW-SII- MJ-8 : Introduction to Methods of Social Work**

**Max Marks:** 75 [19/56] / **Credits:** 3

### **Course Objectives:**

1. To develop familiarity with primary and secondary methods of social work practice
2. To understand the application and interrelatedness of different methods of social work practice

### **COURSE OUTLINE**

#### **Unit- I Social Case Work & Social Group Work**

- a. Social Case Work – Concept, Principles and Process
- b. Social Group Work -Concept, Principles and Process
- c. Application of Social Case Work and Social Group Work

#### **Unit- II Community Work & Social Action**

- a. Community work: Concept, Principles and Process
- b. Social Action: Concept, Process, Strategies
- c. Application of Community Work and Social Action

#### **Unit- III Social Work Research & Social Welfare Management**

- a. Social Work Research: Nature, Process and Application
- b. Social Welfare Management: Concept, Elements & Social Welfare Structure in India
- c. Integrated Social Work Practice

### **Essential Readings:**

1. Alston, M. (2020). *Research for Social Workers: An introduction to methods* (4th ed.). Routledge.
2. Bhattacharya, S. (2006). *Social Work Administration and Development*. Rawat Publications.
3. Biestek, F. P. (1957). *The Casework Relationship*. Loyola University Press.
4. Hamilton, G. (2013). *The Theory and Practice of Social Case Work*. Rawat Publications.
5. Kerlinger, F. N. (1966). *Foundations of Behavioral Research*. Surjeet Publications.

6. Kanopka, G. (1963). *Social Group Work a Helping Process*. Prentice-Hall.
  7. Kothari, C. R. (2004). *Research Methodology: Methods and Techniques* (2nd ed.). New Age International Publishers.
  8. Patti, R. J. (2000). *The Handbook of Social Welfare Management*. SAGE.
  9. Rao, M. S. A. (1979). Sociology in the 1980s. *Economic and Political Weekly*, 14(44), 1810–1815.
  10. Rao, V. (1987). *Social Welfare Administration*. Tata Institute of Social Sciences.
  11. Ross, M. G., & Lappin, B. W. (1955). *Community Organization: Theory and Principles*. Harper.
  12. Siddiqui, H. Y. (1985). *Social Work and Social Action*. Harnam.
  13. Siddiqui, H. Y. (1997). *Community Organization in India*. Harnam.
  14. Siddiqui, H. Y. (2008). *Group Work: Theories and Practices*. Rawat Publication.
  15. Siddiqui, H.Y. (2021). *Working with Communities: An Introduction to Community Work*. Alternotes Press
  16. Singh, R. (2001). *Social Movements, Old and New: A Post-Modernist Critique*. SAGE Publications.
  17. Trecker, H. B. (1972). *Social Group Work: Principles and Practice*. Association Press.
  18. Upadhayay, R. K. (2003). *Social Case Work: A Therapeutic Approach*. Rawat Publications.
  19. Wilson, G., & Ryland, G. (1949). *Social Group Work Practice*. Mifflin Company.
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## **BSW-SII- MJ-9: Areas of Social Work Practice**

**Max Marks:** 50 [12/38] / **Credits:** 2

### **Course Objectives:**

1. To understand issues in various Institutional and Community Settings
2. To understand role of social work in Institutional settings
3. To understand role of social work in Community settings

### **COURSE OUTLINE**

#### **UNIT I: Issues in Institutional settings and Role of Social Work**

- a. Medical and Psychiatric Settings
- b. School Settings
- c. Work/Occupational Settings
- d. Criminal Justice and Correctional Settings

#### **UNIT II: Role of Social Work in Community Settings**

- a. Issues of Children
- b. Issues of Youth
- c. Issues of the Elderly
- d. Issues of Persons with Disability

### **Essential Readings:**

1. Allen-Meares, P. (2007). *Social Work Services in Schools* (5th ed.). Pearson.
2. Bhattacharyya, S. K. (1985). *Social Defence in Indian Perspective*. Manas Publications.
3. Chakrabarti, N. K. (1997). *Administration of Criminal Justice: Institutional corrections*. Deep and Deep Publications.
4. Davies, M. (2012). *Social Work with Children and Families*. Palgrave.

5. Desai, M., & Raju, S. S. (2000). *Gerontological Social Work in India: Some Issues & Perspectives*. B.R. Publishing House.
  6. Dhooper, S. S. (1997). *Social Work in Health Care in the 21st Century*. Sage Publications.
  7. Gandhi, A. (1990). *School Social Work in India*. Commonwealth Publications.
  8. Karna, G. N. (2001). *Disability Studies In India: Retrospects And Prospects*. Gyan Publishing House.
  9. Masoro, E. J., & Austad, S. N. (2006). *Handbook of the Biology of aging*. Elsevier Inc.
  10. Mohapatra, C. S. (2004). *Disability management in India: Challenges and commitments*. New Delhi. Indian Institute of Public Administration.
  11. Monappa, A. (2008). *Industrial Relations*. Tata McGraw Hills.
  12. Moody, H. R. (2006). *Aging: Concepts and Controversies*. Pine Forge Press.
  13. Munson, C. E. (1980). *Social Work with Families: Theory and Practice*. The Free Press.
  14. Srivastav, A. (2004). *Women in India: Problems and Prospects*. Indian Publishers Distributors.
  15. Tapan, N. (2000). *Need for Women Empowerment*. Rawat Publications.
  16. Verma, R. (1991). *Psychiatric Social Work in India*. Sage Publications.
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## **BSW-SII- MJ-10: Field Work - II**

**Max. Marks: 150 + 50 (Viva Voce) Total: 200/ Credits: 6+2**

**Nature of Field Work:** Programme Media

### **Field Work Objectives**

- a. To develop introductory skills in the use of programme media
- b. To understand the importance and use of programme media skills in social work interventions
- c. To learn to use Group Games for Rapport formation, Team Building and enhancing participation & cohesiveness
- d. To learn to use theatre for understanding social reality, build communication skills, social awareness, social change and creativity.
- e. To learn to use music for teamwork & communication, expression of feelings and social change
- f. To learn to use Art & Craft for rapport formation, expression of feelings and build creativity

### **Learning Outcomes**

- a. Able to understand the areas and scope of programme media
- b. Able to understand the relevance of programme media skills in social work settings

### **Activities:**

Programme Media Workshops on different components such as Group games, Theatre, Music and Art and Crafts.

### **Components of Field Work**

- a. Sessions on Programme Media
- b. Activity Files
- c. Viva Voce

## **BSW-SII- MD-11: Psychology for Social Work**

**Max Marks:** 75 [19/56] / **Credits:** 3

### **Course Objectives:**

1. To understand the relevance of psychology for social work
2. To understand the basic psychological concepts and processes
3. To provide an orientation to the life span perspective of human development

### **COURSE OUTLINE**

#### **Unit- I Introduction to Psychology**

- a. Psychology - Definition and Its Relationship with Social Work Practice
- b. Emotions
- c. Intelligence

#### **Unit-II Concepts and Processes of Psychology**

- a. Personality- Concept, Types and Determinants
- b. Learning- concept and theories (Behavioral, cognitive, social),
- c. Motivation - Concept and theories (Maslow, ERG. Herzberg two-factor theory)

#### **Unit- III Human Growth and Development**

- a. Human growth and development: Concept & Principles
- b. Stages of Human Development
- c. Theories of human development (Freud, Erikson. Piaget, Vygotsky)

**Essential Readings:**

1. Baron, R. A. & Mishra, G. (2000). *Psychology Indian Subcontinent Edition* (5th ed.). Pearson Education.
2. Hilgard, E. R., & Atkinson, R. L. (1975). *Introduction to Psychology*. H.B. & I World Inc.
3. Hurlock, E. B. (2017). *Developmental psychology: A life-span approach* (5th ed.). Tata McGraw-Hill Publishing Company Limited.
4. Kassir, S., Fein, S., & Markus, H. (2020). *Social Psychology* (11th ed.). Cengage Learning.
5. Morgon, C. T., King, R. A., Weise, J. R., & Schopler, J. (2017). *Introduction to Psychology* (7th ed.). McGraw-Hill.

**Desirable Readings:**

1. Baron, R. A., Branscombe, N. R., & Byrne, D. E. (2016). *Social Psychology* (12th ed.). Pearson.
  2. Boring, E. G. (1960). *Foundations of Psychology*. Asia Publication House.
  3. Hurlock, E. B. (1997). *Child Developmental* (6th ed.). Tata McGraw Hill Publishing Company Limited.
  4. Santrock, J. W. (2008). *A Topical Approach to Lifespan Development* (3rd ed.). Tata McGraw Hill Publishing Company Limited.
  5. Skinner, B. F. (1953). *Science And Human Behavior*. Macmillan & co.
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## **BSW-SII- SEC-13: Participatory Techniques**

**Max Marks: 75 / Credits: 3**

### **Course Objectives:**

1. To understand the concept and process of participation
2. To become familiar with the applications of participatory techniques in social work

### **COURSE OUTLINE**

#### **Unit I: Participation**

- a. Participation: Concept, importance and application
- b. Participation: typology, barriers and classification of techniques
- c. Attitude and Skills for participatory work

#### **Unit II: Application of Participatory Techniques -I**

- a. Understanding the Community: Social mapping, Transect walk, Resource mapping, Wealth Ranking
- b. Understanding the Community from a Livelihoods and Gender Perspective: Trend Analysis, Seasonality diagram, livelihood analysis Daily activity schedule.
- c. Problem Identification Techniques: Problem Tree, Cause and Effect, Pair-wise Ranking, Venn diagram

#### **Unit III: Application of Participatory Techniques-II**

- a. Problem Solving Techniques: SWOT
- b. Gender analysis and planning: Harvard analytical framework etc.
- c. Participatory Monitoring and Evaluation

## Essential Readings

1. Chambers, R. (1981). Rapid Rural Appraisal: Rationale and Repertoire. *Public Administration and Development*, 1(2), 95–106. <https://doi.org/10.1002/pad.4230010202>
  2. Kumar, S. (2002). *Methods for Community Participation*. Vistaar Publication.
  3. Meenai, Z. (2008). *Participatory Community Work*. Concept Publication.
  4. Narayanasamy, N. (2009). *Participatory Rural Appraisal: Principles, Methods and Application*. Sage Publications.
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## **BSW-SII- VAC-14- Community Health and Nutrition**

**Max Marks:** 50 [12/38] / **Credits:** 2

### **Course Objectives:**

1. To understand the structure of health care delivery system in community
2. To develop an understanding about social determinants of Health
3. To develop an understanding about nutritional status, problems and related policy and programmes in India

### **COURSE OUTLINE**

#### **Unit 1: Introduction to Community Health**

- a. Community Health: Concept and Indicators
- b. Structure of Health Care Service Delivery System at grassroots
- c. Social Determinants of Health
- d. Health Concerns: Sanitation, Immunization, Tuberculosis

#### **Unit 2: Introduction to Public Health Nutrition**

- a. Nutrition, Malnutrition and Health
- b. Principles and scope of nutrition and health education
- c. Nutritional Problems in India.
- d. Nutrition Policy and Programmes

#### **Essential Readings**

1. Bagchi, K. (1990). *Guidelines for the Management of Nutrition Programmes: A Manual for Nutrition Officers*. World Health Organization, Regional Office for the Eastern Mediterranean.
2. Bamji, M. S., Krishnaswamy, K., & Brahman, G. N. V. (1996). *Textbook Of Human Nutrition*. Oxford and IBH Publishing.
3. Das, S. (2016). *Textbook of Community Nutrition*. Academic Publishers

# SEMESTER III

**BSW- SIII-MJ-16: Social Group Work**  
**Max Marks: 75 [19/56] / Credits: 3**

**Course Objectives**

1. To develop understanding of groups.
2. To develop understanding of group work as a method of Social Work.
3. To understand the application of group work.

**Unit I Understanding Groups**

- a. Social Groups: Concept, Characteristics, Significance, Types
- b. Group Behaviour and Social Attitudes
- c. Group Dynamics and Sociometry

**Unit II Understanding Group Work**

- a. Social Group Work: Concept, Assumptions, Objectives
- b. Principles of Group work
- c. Stages of Group Development & Role of Group Worker

**Unit III Application of group work**

- a. Program planning & Recording
- b. Group Work with Children, Youth, Women and Elderly
- c. Group Work with Vulnerable Population: Persons with disability, Children in Conflict with Law, Substance Users

**Essential Readings**

1. Balgopal, P. R., & Vassil, T. V. (1983). *Groups in Social Work: An Ecological Perspective* (Vol. 361). Macmillan Publishing Co., Inc. & Collier Macmillan Publishers. <https://archive.org/details/groupsinsocialwo0361balg/page/n6/mode/1up>
2. Benson, J. F. (1987). *Working More Creatively with Groups*. Routledge.
3. Brown, A. (1994). *Groupwork*. Routledge.
4. Capuzzi, D., Gross, D. R., & Stauffer, M. D. (2010). *Introduction to Group Work*. Rawat Publications.

5. Corsini, R. (2004). *Current Psycho Therapies with Case Studies*. Wadsworth Publications.
6. Garvin, C. D., Gutiérrez, L. M., & Galinsky, M. J. (2004). *Handbook of Social Work with Groups*. The Guilford Press.
7. Konopka, G. (1983). *Social Group Work: A Helping Process* (3rd ed.). Prentice Hall International.
8. Siddiqui, H. Y. (2008). *Group Work: Theories and Practices*. Rawat Publications.
9. Toseland, R. W., & Rivas, R. F. (1955). *An Introduction to Group Work Practice*. Allyn and Bacon.
10. Trecker, H. B. (1972). *Social group work, principles and practices*. Association Press.
11. Wilson, G., & Rylands, G. (1989). *Social Group Practices*. Houghton Mifflin.

## **BSW-SIII- MJ-16 Community Work**

**Max Marks: 75 [19/56] / Credits: 3**

### **Course Objectives**

1. To understand the conceptual framework of community work and models of community work
2. To understand the process of community work, tools for planning interventions and implementing program cycle
3. To understand the functioning of community-based organizations in terms of structure, human resource management and financial management.

### **Unit I: Basic Concepts**

- a. Community: Definition, Typology and Characteristics
- b. Community Work: Objectives, Assumptions and Principles
- c. Models of Community Work

### **Unit II: Process of Community Work**

- a. Community Work: Process, Phases and Dynamics
- b. Planning Interventions: Community Profile and Need Assessment
- c. Program Management: Planning, Monitoring and Evaluation

### **Unit III: Community Based Organizations**

- a. Building Organizations: Process and Structures (Formal-Informal)
- b. Human Resource Management: Procurement, Training, Maintenance
- c. Financial Management: Budgeting, Fund Raising, Accounting

### **Essential Readings**

1. Brager, G., & Specht, H. (1973). *Community Organizing*. Columbia University Press.
2. Dunham, A. (1958). *Community welfare organization: Principles and practice*. Thomson Crowell.
3. Meenai, Z. (2007). *Participatory community work*. Concept Publishing Company.
4. Ross, M. G., & Lappin, B. W. (1967). *Community Organization; Theory, Principles, and Practice*. Harper & Row.
5. Siddiqui, H. Y. (1997). *Working with communities: An Introduction to Community Work*. Hira Publication.

## **BSW- SIII- VAC-22 Environment and Disaster Management**

**Max Marks: 50 [12/38] / Credits: 2**

### **Course Objectives**

1. Understanding concepts related to Environment and Disaster
2. Understanding impact of environmental degradation and disasters on the lives of the people, particularly the marginalized section.
3. Understanding theoretical perspectives on environmental sustainability and disaster management.

### **Unit I People and Environment**

- a. Eco-system and Sustainable Development
- b. Environmental Degradation: Impact on People's Lives and Biodiversity
- c. Principles of Environmental Law
- d. Social Work Interventions and Environmental Movements

### **Unit II Disaster Management**

- a. Disaster: Concept, Typology and Impact
- b. Disaster Management: Concept & Phases
- c. Disaster Management Act, 2005 and Its Implementing Machinery
- d. Social Work Interventions

### **Essential Readings:**

1. Bharucha, E. (2005). *Textbook of environmental studies for undergraduate courses*. Universities Press.
2. Gupta, K. R. (2005). *Environment: Problems and Policies, Vol I & II*. Atlantic Publications
3. Gupta, M. C., Sharma, V. K., Gupta, L. C., & Tamini, B. K. (2001). *Manual on natural Disaster Management in India*. National Centre for Disaster Management.
4. Sinha, P. C. (1998). *Encyclopaedia of Disaster Management*. Anmol Publications.



## **BSW-S III-SEC-21 Social Behavioural Change Communication**

**Max Marks: 75 / Credits: 3**

### **Course Objectives**

1. To provide an overview of Behaviour Change through Communication
2. To develop an understanding of theories behind behavioural change at individual, interpersonal and community level
3. To learn the process of developing and implementing an SBCC campaign

### **Unit I Basics of SBCC**

- a. Need of SBCC in social development
- b. Process and Level of analysis
- c. Planning, Level of Analysis and Key Strategies (Advocacy, Social Mobilisation and BCC)

### **Unit II Theoretical base of SBCC**

- a. Individual Level: Health Belief, Planned Action, Reasoned Action & Fear Management, Transtheoretical Model
- b. Inter-personal Level: Social Learning
- c. Community Level: Integrated Theory, Socio-Ecological, Diffusion of Innovation, Gender & Power

### **Unit III Process of SBCC**

- a. Analysis, Audience, Determining Behaviours, Behaviour Change Objectives
- b. Message Brief, Channels and Tools
- c. Management and Evaluation, Budgeting

### **Essential Readings**

1. Fertman, C. I., & Allensworth, D. D. (2016). *Health Promotion Programs: From Theory to Practice*. John Wiley & Sons.
2. Hornik, R. (2002). *Public health communication: Evidence for behaviour change*. Routledge.
3. Obregon, R., & Waisbord, S. (2012). *The handbook of global health communication*. John Wiley & Sons.
4. Wilkins, K. G., Tufte, T., & Obregon, R. (2014). *The handbook of development communication and social change*. John Wiley & Sons.

5. Breakthrough. (n.d.-a). *SBC Learning Central, Putting Learning into Action*. Breakthrough, Action+Research for Social and Behaviour Change. <https://learning.breakthroughactionandresearch.org/>
6. Breakthrough. (n.d.-b). *Social and Behaviour Change Communication*. Breakthrough, Action+Research for Social and Behaviour Change. <https://breakthroughactionandresearch.org/our-approaches/sbcc/>
7. Compass. (n.d.). *Advanced Audience Segmentation for Social and Behaviour Change*. Compass-Helping You Implement Effective Social and Behaviour Change Projects. [thecompassforsbc.org/how-to-guide/advanced-audience-segmentation-social-and-behavior-change](https://thecompassforsbc.org/how-to-guide/advanced-audience-segmentation-social-and-behavior-change)
8. *How to do an Audience Analysis*. (n.d.). Compass-Helping You Implement Effective Social and Behaviour Change Projects. <https://thecompassforsbc.org/how-to-guide/how-do-audience-analysis>

## **Field Work BSW –III Semester**

### **Institutional based Placement**

#### **Field Work Objectives**

1. To develop capacity for observation and analyzing social realities
2. To develop understanding of need, problems and programmes for different target group
3. To develop Understanding of the role of social worker in different settings
4. To develop skills in report writing and use of supervision

#### **Specific Tasks**

1. Agency Profile:

Familiarization with –

- The Agency
  - The client groups
  - What problems are being focused
  - What services are being provided
  - Organisation's network with other agencies
2. A situational assessment of the problems in focus or client group in focus
  3. Assisting in day to day functioning of the agency

#### **Components of Field Work**

- Concurrent Field Work
- Individual Conference
- Report Writing

## BSW- SIII- MD 19 Economic and Political Institutions

Max Marks: 75 [19/56] / Credits: 3

### Course Objectives

1. To provide understanding of economic concepts and its relevance to social work
2. To provide understanding of political concepts and its relevance to social work
3. To provide a basic understanding of the working of economic and political institutions at various levels

### Unit I Economic Concepts

- a. Economy: Concepts & Relevance
- b. Economic Systems: Capitalism, Socialism & Mixed Economy
- c. Economic Development: Status and Indicators

### Unit II Political Concepts

- a. State: Concept, Origin and function
- b. Citizenship: Types and Relationship with State
- c. Democratic Decentralisation

### Unit III Polity and Governance

- a. Governance: Principles and Indicators
- b. Instrumentalities of Governance: Legislature, Executive, Judiciary, Media, Civil Society
- c. National and International Institutions (RBI, NITI Aayog, UN, IMF, World Bank) and their role in governance

### Essential Readings:

1. Bakshi, P. M. (2013). *Constitution Of India, 10/e*. Universal Law Publishing Co.
2. Drèze, J., & Sen, A. (1989). *Hunger and Public Action*. Oxford University Press.
3. Gupta, A. S. (2008). *Report on Conditions of Work and Promotion of Livelihoods in the Unorganised Sector*. Academic Foundation.
4. Harper, M. (2003). *Microfinance: Evolution, Achievements and Challenges (Key Writings on Microfinance)*. ITDG.
5. Johari, R. C. (2011). *Modern Political Theory*. Wisdom Press.
6. Kaviraj, S., & Khilnani, S. (2001). *Civil Society: History and Possibilities*. Cambridge University Press.
7. Mishra, D. R. (1999). *Globalization and the Welfare State*. Macmillan Press.
8. Oommen, T. K. (2003). *Nation, Civil Society and Social Movements: Essays in Political Sociology*. Sage Publications.

9. Pranab, B. (1984). *Political Economy of Development in India*. Oxford University Press.
10. Radhakrishna, R., & Ray, S. (2005). *Handbook of Poverty in India: Perspectives, Policies, and Programmes*. Oxford University Press.

# SEMESTER IV

## **BSW- SIV- MJ-23: Social Welfare Management**

**Max Marks:75 [19/56] / Credits: 3**

### **Course Objectives**

1. To provide an overview of Social Welfare Management
2. To understand the various functions of social welfare management
3. To understand the various processes in organizations

### **Unit I: Fundamentals of Social Welfare Management**

- a. Characteristics of not-for-profit organisations.
- b. Legal Framework for incorporation of non-profit organisations (Society, Trust, Company)
- c. Theories of social welfare management: Administrative Management (Henry Fayol) and Human Relations (Elton Mayo)

### **Unit II: Managerial Functions in Social Welfare Organisations**

- a. Administration and Project Management
- b. Statutory compliances - wages, taxes, social security and funds (CSR, FCRA)
- c. Managerial decision making- process and determinants

### **Unit III: Managerial Processes in Social Welfare Organisations**

- a. Organisational Structures and Culture
- b. Employee motivation, morale and satisfaction
- c. Leadership and Organisational effectiveness

### **Essential Readings:**

1. Abraham, A. (2011). *Formation and Management of NGOs: Non-governmental Organisations* (Third Edition). Universal Law Publishing
2. John, E. (2003). *Handbook on Management of Non-Profit Organizations*. Macmillan
3. Jones, T. M., Donaldson, T., Freeman, R. E., Harrison, J. S., Leana, C. R., Mahoney, J. T., & Pearce, J. L. (2016). Management theory and social welfare: Contributions and challenges. *Academy of Management Review*, 41, 216–228.
4. Mikkelsen, B. (2005). *Methods for Development Work and Research: A New Guide for Practitioners* (Second). SAGE.

5. Patti, R. J. (2000). *The handbook of social welfare management*. SAGE.
6. Robbins, S. P., Judge, T. A., & Niharika, V. (2015). *Organizational Behaviour*. Pearson.
7. Bare Acts



## **BSW-SIV-MJ-024: Rural and Urban Community Development**

**Max Marks: 50 [12/38] / Credits:2**

### **Course Objectives:**

**At the end of the course, the student shall be able to:**

1. Understand the Concept and Process of Rural and Urban Community Development
2. Critically understand the characteristics, issues and concerns of Rural and Urban Community Development
3. Understand the policies and programs for Rural and Urban Community Development
4. Visualize the scope and relevance of Social Work intervention in the Urban and Rural Community Development

### **Unit -1: Rural Community Development**

- a. Concept of Rural and Rurality
- b. Issues and Concerns of Rural Areas
- c. Rural Community Development: Institutions, Programmes and Policies
- d. Scope of Social Work in Rural Development

### **Unit -2: Urban Community Development**

- a. Concept of Urban and Urbanism
- b. Issues and Concerns of Urban Areas
- c. Urban Community Development: Institutions, Programmes and Policies
- d. Scope of Social Work in Urban Development

### **Essential Readings:**

1. Bhattacharya, B. (2006). *Urban Development in India: Since Pre-Historic Time*. Concept Publishing Company.
2. Cox, F. M. (1987). *Strategies of Community Organization: Macro Practice*. F.E. Peacock Publishers.
3. Gangrade, K. D. (2001). *Working With Community at The Grassroot Level*. Sri Satguru Publications.

4. Green, G. P., & Haines, A. (2007). *Asset Building and Community Development*. Sage Publications.
5. Madan, G. R. (1990). *India's Developing Villages*. Allied Publishers.
6. Nagpaul, H. (1996). *Social Work in Urban India*. Rawat Publications.
7. Patil, A. R. (2012). *Community Organization and Development: An Indian Perspective*. PHI Learning Pvt. Ltd.
8. Ramachandran, R. (1992). *Urbanization and Urban Systems in India*. Oxford University Press.
9. Ross, M. G. (1967). *Community Organization; Theory, Principles, and Practice*. Harper & Row.
10. Sandhu, R. S. (2003). *Urbanization in India: Sociological Contributions*. Sage Publications.
11. Siddiqui, H. Y. (1997). *Community Organisation in India*. Hira.
12. Singh, K. (2009). *Rural Development: Principles, Policies and Management*. SAGE Publications Ltd.

**BSW- SIV- MJ-25 Social Case Work**  
**Max Marks: 75 [19/56] / Credits: 3**

**Course Objectives**

1. To develop an understanding of case work as a method of social work.
2. To understand its components and process.
3. To demonstrate the application of various tools and techniques of casework practice.

**Unit I Introduction to Social Case Work**

- a. Person-in-Environment
- b. Assumptions and Scope of Social Case Work
- c. Components and Principles of Case Work Practice

**Unit II Case Work Process**

- a. Client Worker Relationship and Process of Case Work Practice
- b. Tools for Case Work Practice- Home Visit, Interviewing, Observation, Recording
- c. Techniques of Case Work Practice-Supportive Techniques, Techniques for Enhancing Resources and Reflective Techniques

**Unit III Therapeutic Approaches to Case Work**

- a. Person Centred Therapy
- b. Rational Emotive Behaviour Therapy
- c. Behaviour Modification

**Essential Readings:**

1. Banerjee, G. R. (1973). *Papers on Social Work: An Indian Perspective*. Tata Institute of Social Sciences.
2. Biestek, F. P. (1957). *The Casework Relationship*. Loyola University Press.
3. George, R. L., & Cristiani, T. S. (1990). *Counseling: Theory and Practice*. Prentice-Hall.
4. Hamilton, G. (2013). *Theory and Practice of Social Case Work*. Rawat Publications.
5. Mathew, G. (1992). *An Introduction to Social Casework*. Tata Institute of Social Sciences.

6. Perlman, H. H. (1957). *Social Casework: A Problem-Solving Process*. University of Chicago Press.
7. Roberts, R. W., & Nee, R. H. (1970). *Theories of Social Casework*. University of Chicago Press.

## **BSW –IV Semester: Field Work**

### **Institutional based Placement**

#### **Field Work Objectives**

1. To develop capacity for observation and analyzing social realities
2. To develop understanding of need, problems and programmes for different target group
3. To Develop Understanding of the role of social worker in different settings
4. To develop skills in observation, interviewing, recording, group discussion and leadership
5. To develop skills in report writing and use of supervision

#### **Specific Tasks**

1. Group formulation and preparing group profile
2. Observe group dynamics
3. Working with groups using programmes media
4. Develop Practice skills in Group Discussion, programme planning and action
5. Description of each activity
6. Development of Individual Case Studies
7. Assisting in day to day functioning of the agency

#### **Components of Field Work**

- Concurrent Field Work
- Individual Conference
- Report Writing
- Viva-Voce

## **BSW- SIV- MD-27: Social Psychology**

**Max Marks:50 [12/38]/ Credits: 2**

### **Course Objectives**

1. To develop an understanding about the social psychological approach to human behaviour.
2. To recognize the psychological basis of social conflicts.
3. To understand strategies of promoting social cohesion.

### **Unit 1 Attitudes and Prejudice**

- a. Social Identity
- b. Attitude Formation
- c. Prejudice and Stereotypes
- d. Techniques of reducing prejudice

### **Unit 2 Behaviour in groups**

- a. Social influence –conformity, compliance and obedience (Rumours, Propaganda and Public Opinion)
- b. Collective Behaviour –Crowd, mass, mob, theories of collective behaviour
- c. Intra and Inter Group Relations (eg. linguistic, religious, regional, ethnic)
- d. Emerging Challenges of Online Behaviour

### **Essential Readings**

1. Baron, R. A., Byrne, D. E., & Branscombe, N. R. (2006). *Social Psychology*. Pearson/Allyn & Bacon.
2. Brewer, M. B., & Miller, N. (1996). *Intergroup Relations*. Open University Press.
3. Feldman, R. S. (2001). *Social Psychology*. Prentice Hall.
4. Lord, C. G. (1997). *Social Psychology*. Harcourt Brace College Publishers.
5. Myers, D. G. (2010). *Social Psychology*. McGraw-Hill Higher Education.
6. Taylor, S. E., Peplau, L. A., & Sears, D. O. (2006). *Social Psychology* (12th ed.). Pearson/Prentice Hall.

