

SHRI GOVIND GURU UNIVERSITY
SYLLABUS
(IN EFFECT FROM JUNE 2017 TILL FURTHER NOTIFICATION)

Syllabus: Master of Social Work

Semester-I

Paper-401: Sociology for Social Work

OBJECTIVES:

- 1 Understanding of concept to examine social phenomenon.
- 2 Develop skills to analyze India society.
- 3 Understand social change and conflict.
- 4 Understanding the importance of social institution for analyzing social problem

Unit 1 : Understanding of Sociology, Society and Culture

- Meaning, Concept and Significance of Sociology.
- Society as System of relationship.
- Social Structure: Meaning, Status and Role.
- Culture : Meaning & Content- Tradition, Customs, Values, Norms, Folk culture etc.

Unit 2 : Social Institutions, Social Control and Socialization

- Meaning Concept and Characteristics of : Marriage, Family, Religion, State & Law.
- Social Control :Meaning and Function
- Socialization :Meaning , Process & Agencies.

Unit 3 : Indian Society

- Composition of Indian Society : Unity & Diversity
- Diversity of Indian Society :Tribal, Rural, Urban.
- Social Stratification in Indian Society : Caste and Class

Unit IV : Sociological Approaches & Theory

- Significance of theoretical Understanding of Society
- Different Theories : Evolutionary Theory, Conflict theory, System theory.

Unit 5 : Changing Nature of Society

- Inequality in Society : Social, Economical, Political & Educational
- Changes occurring in Social Institution.
- Impact of Technology on Society.

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Syllabus: Master of Social Work

Semester-I

Paper-402: Introduction to Social Work

OBJECTIVES:

1. Familiarize students to the core values and philosophy of social work profession and enable them to imbibe these values into their professional self.
2. Enable students to understand and differentiate social work and other related terms.
3. Understand the context of emergence of social work as a profession.
4. Understand the nature of Social work practice in different settings.

Unit 1 : Fundamental of Social work

- Definitions & Concept of Social Work
- Values of social work
- Principles of social work
- Social Work: Nature and goals
- Social work & its relationship with Sociology, Psychology, Political Science, Economics & Anthropology

Unit 2 : Historical Development of Social Work

- Development of professional social work in U.K. and U.S.A.
- Development of professional social work in India
- Contribution of Gandhiji and Dr. B. R. Ambedkar in social work

Unit 3 : Social Work as a Profession

- Criteria of profession and social work as a profession in India
- Curative, Promotive & Rehabilitative functions of social work
- Roles of social workers
- Competencies (Skills) for social work practice
- Code of ethics for social workers – (TISS Code of Ethics)

Unit IV : Theoretical Perspectives for Social Work Practice

- Person-In-Environment Model
- Strengths Perspective
- Anti-Oppressive Social Work
- Feminist Social Work
- Empowerment Model of social work

Unit 5 : Social Practice Area

- Integrating the social work
- Radical Social Work
- Critical Social Work
- Correctional Social work

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Syllabus: Master of Social Work

Semester-I

Paper-403: Social Case Work

OBJECTIVES:

- 1 To understand the case work method and its application in practice
- 2 To equip learners with theoretical knowledge for work with individuals and families
- 3 To develop competencies in learners to use the method in practice while working with individual clients and families.
- 4 To equip learners with values and skills necessary for working with individuals and families.

Unit 1 : Social Casework as a Method of Social Work

- Concept and Definitions of Social Case Work.
- Components of Casework (Perlman's model)
 - a. Person- client, significant others and collaterals
 - b. Problem- need, impaired social functioning
 - c. Place- agency, objectives, functions, policies and resources.
 - d. Process- casework intervention
- History and Development of Social Casework in UK, USA and INDIA.

Unit 2 : Principles of social casework practice

- Begin where the client is
- Individualization
- Purposeful expression of feelings
- Controlled emotional involvement
- Acceptance
- Non-judgmental attitude
- Client self determination
- Confidentiality

Unit 3 : Tools of Working with Individuals and Families

- Intake
- Casework interview
- Home visit
- Recording and its types
- Case worker -client relationship
- Communication - verbal , non-verbal, eye contact, body language.
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Unit IV : The process of intervention with clients

- Study (Psycho-social study)
- Diagnosis(Psycho-social diagnosis)
- Intervention plan
- Termination & Follow-up
- Rehabilitation

Unit 5 : Case work Practice

- Practical-Two Casework
- Presentation and Discussion of Case work Practice

REFERENCES:

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3. Fisher, Joe 1978 Effective Case Work Practice – An electric approach, New York :
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Counselling and Helping Skills, London : Harper and Row
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Syllabus: Master of Social Work

Semester-I

Paper- 404: Social Group work

OBJECTIVES:

- 1-Develop understanding of group work as a method of professional social work
2. Gain insight into various dimensions of group processes and group work practice.
3. Develop competencies for working with groups in diverse settings.

Unit 1 : Understanding Social Groups

- Social Groups: Definitions, Types characteristics, functions and group structure
- Classification of groups: Cooley and Tonnies

Unit 2 : Group work in Social Work Practice

- Historical development of group work
- Group work: definition, goals and values
- Principles of group work
- Models of group work practice

Unit 3 : Group Process, Group dynamics and Group worker

- Basic group processes – Introduction & Meaning, Intervention in group process
- Group dynamics: Concept, Definition, Need & Significance of Dynamics, Group dynamics – an interdisciplinary field
- Leadership – Concept, Definition, Qualities
- Group Decision-making and problem solving - Concept & Approaches
- Role & Function of Group worker in Group work Practice.

Unit IV : Group Development

- Stages of group development
- Techniques and skills in group work
- Communication – Concept, Definition, Process & Barriers
- Programme development – process & use of programme media
- Recording in group work – Importance, Types & Principles
- Evaluation in social group work

Unit 5 : Settings and Sites of Group Work (Practical Work)

- Group worker: Roles and functions
- Group work with different areas like children, hospital setting, youth & elderly
- Group work with task groups

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Syllabus: Master of Social Work

Semester-I

Paper-405 Community Organization and Social Action

Objectives:

- 1 Develop understanding regarding Community Organization as Method of Social Work
- 2 Understanding the critical elements of Community Organization Practice.
- 3 Enhance the Understanding the role of the Agency and community organizer.
- 4 Enhance critical understanding of the models and strategies for community organization.
- 5 Develop perspective and skill for participatory process in the community and civil society.

Unit 1 : Understanding Community

- Definition and Concept of Community.
- Characteristics of Community
- Types of Community-Urban, Rural, Tribal-Concept and Characteristics.
- Reconstructing Communities-Dalit,Feminist

Unit 2 : Community Organization as practice method

- Concept, Definition and Critique of Community Organization
- Community(people's)Participation
- Principles of Community Organization.
- Steps of Community organization.
- Models of Community organization.-Locality Development, Social Action and Social Planning Model.

Unit 3 : Strategies in community Organization Practice and Role of Community Organization Practitioner.

- Role of Community Organization Practitioner.
- Participatory Rural Appraisal-Definition Concept, Tenets and tools
- Skill required in Community Organization practice

Unit IV : Social Action

- Social Action –Concept , Definition, Techniques

Unit 5 : Advocacy

- Definition and concept Advocacy

Referances:

- 1 Alinsky Saul.(1971),Rules for Redicals: A Practice Premir for Realistic

- 2 Behar A And Semual J.(2006)Social Watch in India: Citizen Report on Governance and Development ,Pune NCAS
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Syllabus: Master of Social Work

Semester-I

Paper-406 Field Work Practice in Urban Community.

General Objectives:

1. To get exposed to wider area of social realities at the micro level
2. To develop analytical and assessment skills of social problems at the level of individual, group and community and local, regional, national and international dimensions
3. To acquire documentation skills to ensure professional competence
4. To develop the right values and attitudes required for a professional social worker

Components:

1. Orientation
2. Practice Skill Laboratory
3. Observation Visits
4. Visit to the expert and Agency to understanding the problem

solving structure Orientation:

The Orientation Programme is aimed at providing appropriate direction to professional learning. It involves familiarizing students with the problems of society, especially marginalized and weaker sections. They are made aware of the existing resource base available for their development and ways of mobilizing them and motivating them to initiate work in the field. The knowledge and skill base of the students is supplemented by supportive field instructions given by academicians and field practitioners throughout the semester. The contents of the Orientation Programme are:

1. Introduction to Social Work Profession
2. Fieldwork in Social Work Education
 - a. Rules and Regulation
 - b. Supervision
 - c. Recording
 - d. Evaluation
3. Methods of working with people
 - a. Social Case Work
 - b. Social Group Work
 - c. Community Organisation
 - d. Social Action
 - e. Research in Social Work
 - f. Social Work Administration
4. Areas/Settings of Social Work Practice
5. Understanding of the Department's Projects
6. Interactive Sessions for the purpose of
 - a. Introduction to the faculty
 - b. Getting to know each other
 - c. Interaction with seniors and alumni (Sharing of field experiences)

d. Adapting to the new environment

Practice Skills Laboratory:(Urban Community)

The Lab provides structured experiences which gives an opportunity of –learning by doing|| in a supervised environment. Learning about social realities, others and self is essentially through inputs, group experiences and simulation games. The lab sessions equip students with knowledge, attitudes and practice skills in keeping with social work values, beliefs and ethics. The students get exposed to rural realities existing in society, a critical analysis of such situations and the need to work towards human development. The lab consists of sessions on:

1. Communication skills and Interpersonal Relations
2. Analysis of Indian Society and Social Problems
3. Leadership and Personality Development
4. Values and Ethics in Social Work
5. Reality walk – meeting Social Work Professionals

Observation Visits:

The Observation Visits aim to make the students get oriented to the objectives, administrative structure and process and the client system of various organisations in the field of social work, such as non-governmental organisations involved in welfare and development activities, government bodies involved in development work, hospitals and health care organisations, organisations in the care of aged, women and children and Corporate Social Responsibility initiatives of corporate organizations.

Field work schedule

(1)	5 hours/Day			
(2)	3days/ week	(5hours x 3days)	=	15 hours/ week
(3)	IV week/month	(15 hours xIV weeks)	=	60 Hours/ month
				300 Hours /
(IV)	5 month/semester	(60 Hours x 5 Month)	=	semester

- (5) Minimum 200 hours Field work required for passing in field work practicum.
- (6) Daily report has been submitted in next IV days of field work
- (7) Each students has to submit their personal field work summary report in the end of semester for evaluation purpose

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Semester-II

Paper-407:History and Ideology of Social Work

Objectives:

1. To Understand the Historical Development of Ideologies of Welfare
2. To understand the Historical Perspective of Indian Social Work.
3. To Provide understanding to the students regarding historical development of Institutional Social Work in India
4. To Provide view about Philosophy of Gandhian Approach of Social Work

UNIT 1: Basic Concepts

- Meaning ,concept and of characteristics of : Social Revolution 2 Social Reforms 3 Social Revivalism

UNIT 2: History and Ideologies of Social Work

- **Ancient Period** : Vedic Ideology, Jainism, Buddhism, Sprituality
- **Medieval Period** : Zoroastrianism, Islam ,Bhakti and Sufi Movement

UNIT 3: Social Work and Organizations

- Brahma samaj & Raja ram Mohan Roy
- Prarthana Samaj and Justice Ranade
- Indian National Social Conference
- Arya samaj and Dayanand Sarasvati
- Theosophical Society and Anny Besant
- Ram Krishna Mission and Swami Vivekananda

UNIT IV: Gandhian Ideology

- Approaches of Gandhian Social Work
- Characteristics of Gandhian Social Work

UNIT 5: Gandhiji And Social Change

- Gandhiji and Religious Change
- Gandhian Thought on Institutional Change
- Gandhian Thought on Political Change
- Gandhian Thought on Economic Change

Referances

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Semester-II

Paper-408: Social Work Research

Objectives:

1. To provide practical understanding about research to the students
2. To provide basic understanding about difference between Social Work and Social Science Research
3. Explain the Role and Importance of Research in the field of Social Work

UNIT 1: Basic Concept of Research

- Meaning and Concept of Social Research
- Meaning and Definition of Social Work Research
- Difference between Social research and Social Work Research
- Types of Research

UNIT 2: Research Process

- Steps of Social Work research
- Hypothesis : meaning and Characteristics
- Types of Research in Brief Introduction
- Pure and Applied Research
- Steps of Field Research

UNIT 3: Sampling survey techniques

- Meaning of Random and Non random Sampling
- Types of Random and Non Random Sampling
- Meaning and Characteristics of Survey Method

UNIT IV: Data Collection

- Questionnaire, Interview Schedule, Interview Guide, Observation,
- **Data Interpretation**
 - classification of data, Coding,
 - Data analysis and interpretation
 - Findings

UNIT 5: Practical Work

- To Prepare Research Proposal

References :

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Syllabus: Master of Social Work

Semester-II

Paper-409: Counseling Theory and Practice

Objectives:

- 1 To Provide orientation to the students regarding basic concepts of Counseling.
- 2 To Provide understanding to the students about the importance counseling in Social Work Practice.
- 3 Enhance the Capacities and Qualities of Social Work students in the Field Of Counseling

UNIT 1: Concept of Counseling

- Meaning and Concept of Counseling
- Characteristics of Counseling.
- Goals of Counseling.

UNIT 2: Counseling Process

- Meaning of Personality and Factors
- affecting to Personality
- Steps of Counseling Process.
- Factors Affecting Counseling Process.
- Fields of Counseling

UNIT 3: Counseling Techniques

- Primary Techniques
- Non Verbal Communication
- Client centered Behavior and Awareness
- Silent Technique
- Acceptance Technique.
- Listening Technique.
- Sympathetic Technique.
- Clarification Technique
- Interpretation Technique.
- Direction Technique.
- Questioning Technique

UNIT IV: Principles and Code of Ethics

- Qualities of Effective Counselor by Nistule
- Code of Ethics for Counselor
- Principles of Counseling Interview

UNIT 5: Counseling in India

- Barriers in Development of Counseling in India
- Counseling Environment

References :

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Syllabus: Master of Social Work

Semester-II

Paper-410: Criminology and Social Legislation

OBJECTIVES:

1. To Understanding the Historical Perspectives of Criminology
2. To Understand the Concept of Crime
3. To develop the understanding about Punishment system of Society.
- IV. To Understand the Legal and Correctional perspectives of Crime

Unit 1: Crime

- Concept and Meaning of Crime
- Types of Crime.
- Factors responsible Crime
- Classification of Criminals Correctional Settings for prevention of Child delinquency

Unit 2: Marginalize d Groups and Crime

- Meaning of Child
- Factors responsible for Child Delinquency
- Women Criminal: Meaning and
- Responsible Factors for women crime
- Correctional Measure for Women Crime

Unit 3: Punishment

- Meaning and Theories of Punishment
- Objectives and types of Punishment

Unit IV: Legislation

- Juvenile Justice (Care & Protection)Act-2000
- Probation of Offenders Act-1956

Unit 5: Correction of criminal

- Meaning of Correction of criminals
- Jail as Correctional institution : Characteristics
- Correction of Criminals at Community Level :Probation, Perol and Open Jail.

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Syllabus: Master of Social Work

Semester-II

Paper-411: Development of Tribal and De- notified, Nomadic community

Objective :

- 1 To Provide Orientation to the students regarding Tribal Communities
- 2 To understand the situation of DNT –NT Communities.
- 3 To Understand the theatrical Concept and Practical situation of Primitive Tribes
- 4 To Understand the welfare measures of for tribal, DNT-NT and Primitive Groups

Unit 1: Tribe

- Meaning and Characteristics
- Economic Typology of Tribal Society

Unit 2: Problems and Approches

- Problems of Tribble Society.
- Programmes for Tribble Development
- Approches for Tribble Development

Unit 3: Introduction of Primitive Tribes Groups

- Meaning of Primitive tribes :
- Current Situation of primitive tribes
- Introduction of Primitive tribes of Gujrat
- Kathodi, Kolgha Kotwadia Padhar Siddi

Unit IV: De-notified and Nomadic Communities (Tribes)

- Historical Perspective
- Current Situation of DNT-NTs
- Effort done for Development of DNT-NT by Govt. and NGOs

Unit 5: Government Schemes for

- Developmental schemes for the development of Tribal communities and DNT-NT

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Semester-II

Paper- 412: Agency Field Work

General Objectives:

1. To understand the agency as a system –governance, philosophy, objectives, structures and management of services/ programmes
2. To develop the ability to involve the client system in the problem solving process, utilizing skills of social work interventions, including research
3. To enable to acquire knowledge and practice skills related to social work methods at the individual, group and community level in different fields
4. To develop documentation skills
5. To develop skills in identifying and utilizing community resources, both at Government and private levels
6. To develop the ability to work as a team
7. To reinforce the belief in the inherent strength of the people to meet their needs and resolve their problems
8. To enable to make conscious application of professional values, ethics and principles
9. To develop an understanding and skills in working with the professionals (Medicine, Law, accountancy etc.)

Components:

1 Concurrent Field Work:

The broad aim of concurrent field work is to provide opportunities for students to apply the knowledge learnt in the classroom situations and to plan, implement and evaluate these experiences while working with individuals, groups and communities. These will be in keeping with the placement agency's philosophy, policy and goals and use of guided supervision. During the concurrent field work, students are expected to fulfill certain requirements namely.

2 Skills in Organizational Involvement:

While working with the agency of placement, the students should :

1. Develop beginning perceptions about agency functioning and identify congruence or gaps between organizational stances or programs and client's service needs (e.g. restrictive intake policies, inadequate office hours, poor referral system for resources).
2. Initiate learning about how outside regulations, organizations and funding effect delivery of services.
3. Show beginning ability to identify problems/issues in organizational terms.

4. Demonstrate beginning initiative and involvement in efforts to influence agency processes on behalf of client's needs (e.g. at least, bringing situation to attention of someone who may be receptive and able to be influential).

5. Develop beginning confidence to participate and contribute to team effort, e.g. represent own discipline, develop some credibility, present own thinking, receptive to others' ideas.

6. To Understand the Project Proposal, Report writing, Documentation, Training Evaluation of Project, Monitoring strategy and organizational Culture.

To understand the rules regulation and HR structure of organization

Field work schedule

(1)	5 hours/Day		
(2)	3days/ week	(5hours x 3days) =	15 hours/ week
(3)	IV week/month	(15 hours xIV weeks) =	60 Hours/ month
			300 Hours /
(IV)	5 month/semester	(60 Hours x 5 Month) =	semester

(5) Minimum 200 hours Field work required for passing in field work practicum.

(6) Daily report has been submitted in next IV days of field work

(7) Each students has to submit their personal field work summary report in the end of semester for evaluation purpose.

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Semester- III

Paper-501: Human Resource Management and Organizational Behaviour

Objective:

1. To understand the concepts of Management and Human Resource Management
2. To understand the Recruitment process in any organization.
3. Students should learn about the organizational behavior, relations, and structure of organization.

Unit 1: Management

- Human Resource Management: Concept, Objective, Nature and Scope
- Importance of Human Resource Management
- Functions of Human Resource Management

Unit 2: Human Resource Management

- Human Resource Management: Concept, Objective, Nature and Scope
- Importance of Human Resource Management
- Functions of Human Resource Management

Unit 3: Human Resource Selection and Planning

- Human Resource Planning: concept and process
- Job analysis, Description and Specification
- Recruitment and Selection
- Interview, Placement and Training

Unit IV: Organizational Behaviour

- Organization Behavior: Concept, Nature and Scope.
- OB and Relation with other Social Sciences: Sociology. Psychology, Political Science, and
- Anthropology
- Models of Organizational Behavior: Development and Types of OB Model

Unit 5: Organizational Structure

- Organizational Structure: Definition, Concept and Nature
- Formation of Organizational Structure
- Types of organizational Structure

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Semester- III

Paper-502: SOCIAL JUSTICE AND EMPOWERMENT

OBJECTIVES:

1. Understand the critical elements of history, theoretical aspects of social justice in to social work practice.
2. Increasing accountability among students to ensure social justice is brought to theforefront.
3. The students should enrich their knowledge about Social Exclusion, Human Rights, Social Justice, and Empowerment.

Unit 1: Introduction to Social Justice

- Meaning and Concept of Social Justice
- Theories of Social Justice
- Social Justice as a Value of Social Work

Unit 2: Social Justice and Empowerment in India

- History of Social Justice with Reference to Ideology
- Union and State Government: Functions, Policies and Programmes
- Social Justice for Downtrodden & Weaker Section of the Society

Unit 3: Social Exclusion and Inclusive Policies in India

- Meaning of Social Exclusion and Social Exclusion of SCs, STs and OBCs
- Issues related to Food, Poverty and Livelihood of Marginalized Section of the Society
- Inclusiveness and Governments efforts

Unit IV: Human Rights and Social Legislation

- Concept and Philosophy of Human Rights
- Fundamental Rights in Indian Constitution
- UN Declaration of Human Rights and International Agencies for Human Rights

Unit 5: New Areas of Social Work

- Restorative Justice and Advocacy
- Environmental Justice
- LGBTs

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Syllabus: Master of Social Work

Semester- III

Paper-503: Gender and Development

OBJECTIVES:

1. Conceptually clarify about the Gender, Gender and sex, Gender discrimination & Bias, and Legislations.
2. To understand the Theories related to Gender and Feminism
3. To understand the "GENDER" in the context of Indian Social System.

Unit 1: Conceptual Clarifications

- Meaning and Definition of Gender and Development
- Gender and Discrimination
- Gender Bias

Unit 2: Theories of Gender (Any two out of five)

- Gender, Sexuality and Power
- Cultural Construction of Gender
- Theories of Gender differences
- Gender inequality and Gender Oppression
- Third Wave Feminism

Unit 3: Gender and Indian Social System

- Culture and Gender Status w.r.t India
- Gender and Population Structure of India
- Gender and Social Institutions.i.e. Economy, Religion and Politics

Unit IV: Legislation and Gender

- History of Women Development Act and Right of Women
- Domestic Violence and Dowry Prohibition Act
- Medical Termination of Pregnancy Act

Unit 5: Gender Related Issues

- Gender and age of the marriage
- Gender work and Wages
- Problems of illiteracy and Cultural aspects

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Semester- III

Paper-504: Administration and Development of Welfare Services

OBJECTIVES:

1. To Introduced students about the Non – Government Organization and its structure
2. To understand the Management of Projects individually and organizationally
3. Students should be inform about the working areas of Non – Government organizations

Unit 1: Non- Government Organization—An Introduction

- Concept of NGO :History and Characteristics
- Functions of NGO
- Types of NGO

Unit 2: Registration Procedure

- Memorandum and Article of Association
- Formation of NGO as Trust
- Formation of NGO as Society
- Formation of NGO under section 25 of Company act.

Unit 3: Management of NGOs

- Principles for NGOs Management.
- Governing Body, Resolution, Minutes, AGBM
- Project Proposal
- Organizational Culture

Unit IV: Funding for NGOs

- Internal Source of Fund
- External Source of Fund
- Foreign Source and FCRA
- Funding Under CSR
- Income tax exemption for NGO

Unit 5: Practical Work

- Project Proposal Formulation
- Report writing , Daily Monthly, Quarterly, Annual Report, Research Report, Training Module Design

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Semester- III

Paper-505: Policy, Planning and Development: urban and rural

OBJECTIVES:

1. To develop student's vision about Govt. Planning
2. To understand the Governmental efforts for Rural, Tribal and Urban community
3. To understand and analyze Governance issues i.e. local, regional state and national

Unit 1: Introduction of Policy, Planning in India

- Policy and Planning :Meaning, objectives and Goals
- History of Planning in India
- Different Sector Policies and its Implementation.

Unit 2: Urban Planning and Services

- Urbanization and need of Urban Planning
- Mechanism of Urban planning
- Urban planning and civics services

Unit 3: Rural Planning and Policies

- Concept of Rural Development
- Schemes & policies of Rural Planning
- Planning and Development of Rural society

Unit IV: Programmes for Rural And Urban Development

- MNREGA, Sansad Adarsh Gram Yojana
- IAY,SGSY
- PURA, NULM

Unit 5: Issues of Governance and Planning

- Issues of Development and Displacement
- Diversity and Citizenship Issues

Referances:

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Syllabus: Master of Social Work

Semester-III

Paper-506:Field work Practicum in Agency Setting.

General Objectives:

1. To understand the agency as a system –governance, philosophy, objectives, structures and management of services/ programmes
2. To develop the ability to involve the client system in the problem solving process, utilizing skills of social work interventions, including research
3. To enable to acquire knowledge and practice skills related to social work methods at the individual, group and community level in different fields
4. To develop documentation skills
5. To develop skills in identifying and utilizing community resources, both at Government and private levels
6. To develop the ability to work as a team
7. To reinforce the belief in the inherent strength of the people to meet their needs and resolve their problems
8. To enable to make conscious application of professional values, ethics and principles
9. To develop an understanding and skills in working with the professionals (Medicine, Law, accountancy etc.)

Components:

1 Concurrent Field Work:

The broad aim of concurrent field work is to provide opportunities for students to apply the knowledge learnt in the classroom situations and to plan, implement and evaluate these experiences while working with individuals, groups and communities. These will be in keeping with the placement agency's philosophy, policy and goals and use of guided supervision. During the concurrent field work, students are expected to fulfill certain requirements namely.

2 Skills in Organizational Involvement:

While working with the agency of placement, the students should

1. Develop beginning perceptions about agency functioning and identify congruence or gaps between organizational stances or programs and client's service needs (e.g. restrictive intake policies, inadequate office hours, poor referral system for resources).
2. Initiate learning about how outside regulations, organizations and funding effect delivery of services.
3. Show beginning ability to identify problems/issues in organizational terms.
4. Demonstrate beginning initiative and involvement in efforts to influence agency processes on behalf of client's needs (e.g. at least, bringing situation to attention of someone who may be receptive and able to be influential).
5. Develop beginning confidence to participate and contribute to team effort, e.g. represent own discipline, develop some credibility, present own thinking, receptive to others' ideas.
6. To Understand the Project Proposal, Report writing, Documentation, Training Evaluation of Project, Monitoring strategy and organizational Culture.
7. To understand the rules regulation and HR structure of organization.

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Syllabus: Master of Social Work

Semester-IV

Paper507 Labor Welfare Legislation

Unit 1: Basic Concepts

- Meaning of and Types of Labor
- Unorganized Labor and its Problems.
- Govt. Scheme for Shramyogi and Unorganized Labor

Unit 2: The Factory Act-1948

- Definition: Factory, Worker, Occupier, Production Process, Hazardous Process
- Factory Inspector and his/her powers
- Health of Workers
- Safety of Workers
- Welfare of Workers
- Employment of Young Persons
- Annual Leave with wages
- Penalty and Procedure

Unit 3: Industrial Dispute Act-1947

- Definition: Appropriate Govt. Arbitrator, Average Pay, Award, Closer, Conciliation officer, Employer, Executive, Industry
- Authorities under the Act
- Notice of change
- Strike and Lock out
- Lay off and Retrenchment
- Penalties

Unit IV: Employee State Insurance Act-1948

- Definitions : Appropriate Govt., Benefit Period, Family Contribution. Employee, Factory, Wages etc.
- Employee State Insurance Corporation
- Contributions
- Benefits
- Adjudication of Dispute and Claims

Unit 5: Indian Trade Union Act-1926

- Definitions :Executive, office bearer, Registered Union, Trade Dispute
- Registration of Trade Unions
- Rights and Liabilities of Registered Trade Unions

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Syllabus: Master of Social Work

Semester-IV

Paper 508 : Health Care Practice

Unit 1: Concept

- Meaning, and Concept of Health.
- Contagious and Non Contagious Disease
- Medical Social Work –Concept and Introduction

Unit 2: Social Work and Health Care

- Role of Social Worker in Health Care
- Preventive Measure for Health Care
- Community Health and Social Work

Unit 3: Mental Health and Social Work

- Mental Illness- Concept
- Types and Causes of Mental Retardation
- Concept and Origin of stress
- Impacts of Stress.
- Schizophrenia-Concept, Characteristics, Causes
- Role of Social Worker in Mental Health

Unit IV: Govt. Settings for Health Care

- Anganwadi –concept and Role in health development
- PHC/UHC- Role in Health Care
- Govt. Hospitals and NGO Sector
- Gujarat State Aids Control Organization
- NIMHANS-introduction

Unit 5: Govt. Programme and Schemes

- National Mental Health Programme.
- National Aids Control Programme
- Universal Immunization Programme
- Ma Amrutama Yojana.
- Chiranjivi Yojana
- Integrated Child Development Scheme.

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Syllabus: Master of Social Work

Semester-IV

Paper - 509 : Women Child and Youth Welfare

Objectives :

1. To understand the Field of Women child and Youth Welfare
2. To Understand the Historical perspective of Women Development
3. To be Orient regarding Govt. Schemes,
4. To be aware about legal Provisions for wome and Child

Unit 1: Concept

- Social Welfare, Social Security, Social Justice Social Policy.
- Meaning of Child and Child Rights

Unit 2: Historical Background

- Traditional Status of women in India
- Change of Status of Women in British Era.
- Reservation for Women in Panchayati Raj System

Unit 3: Scheme for Women and Child

- Integrated Child Protection Scheme
- Different Schemes for Children from Gujarat Govt.
- District Child Protection Unit.
- Widow Pension Scheme ,Kishori Yojana,Ghar Divada Yojana, etc
- Youth welfare scheme of govt. of Gujarat

Unit IV: Legislation

- Domestic Violence Act-2005
- Prevention of Harassment at Work Place Act-2013
- National Commission for Women.
- Juvenile Justice Care and Protection Act
- Child Labour Prohibition Act-1986

Unit 5: Rights

- Rights of Women in India
- Rights of Child in India

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Syllabus: Master of Social Work

Semester-IV

Paper 510-DISASTER MANAGEMENT (FOREST AND ECO - ENVIRONMENT)

Objectives:

- 1.To understand the Disaster Management and its importance
- 2.To understand the environmental hazards and its techniques of prevention.
- 3.To sensitize students about the environmental issues and motivate to work for environmental Conservation

Unit 1: Understanding Disasters

- Meaning, Nature, Characteristics and Types of Disasters,
- Causes and effects of Disaster
- Steps for Pre- Disaster, during Disaster and Post Disaster measure

Unit 2: Types And Effects Of Disasters

- Natural disaster: Earthquakes, Floods, Droughts, Cyclones & Tsunamis
- Man- made Disaster: Nuclear, Biological and Chemical Disaster, Fires & Road Accidents

Unit 3: Disaster And Social Organization

- Role of Government in Disaster Management
- Role of Non-Government Sector in Disaster Management

Unit IV: Environmental Hazards

- Global warming – as a Worldwide Problem,
- Impact of Global Warming and Issues
- Natural Calamities in India

Unit 5: Role Of Social Worker In Disaster Management

- Role of Social Worker in Disaster Management and Environment Protection
- Environmental Movements in India
- Role of Government and Disaster Management Department

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Syllabus: Master of Social Work

Semester-IV

Paper 511-Dissertation (Practical Research Work)

General Instruction

1. Every student is required to do a Dissertation (research project) for the completion of the course. The students are placed under a supervisor for the research project work.
2. The students start the project work in the third semester itself. Each student identifies a search problem in the area of Social Work Practice, defines the problem, collects the review of literature, sets down objectives, prepares a proposal, formulates the research problem, constructs a tool for data Collection.
3. After the completion of the third semester and before starting the fourth semester the students collect has been completed the data collection Process
4. In the fourth semester the students complete the data processing and complete the research study and submit the final copy for evaluation.
5. At the end of the semester the student will have been and appear for the viva-voce examination as part of the Evaluation.

Important Detail

1. Students have been collect the data from field, so it is a field based research, only library or secondary data based research Project will not be accepted by Department /college Authority.
2. Students have to present the rough study material, literature, filled questionnaire at the time of evaluation. So it is inform to all students please collect your rough study material till the final result of MSW.
3. Students have been prepare four Copies of Dissertation.(1 for Guide ,1 for Library, 1 for Viva Expert, 1 Student Copy.
4. Spiral binding not accepted. So students have to make their dissertation with hardbinding.
Certificate of the completion of dissertation has been fix in the each dissertation copy. Separately.
5. Without Signature of Guide and Head of Department Dissertation copy has been not valid. So before viva student has to complete all the formalities.
6. Students Can present their research in Gujarati/Hindi/English Language

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Syllabus: Master of Social Work

Semester-IV

Paper512- Field Work (Block Placement)

1. To understand the agency as a system –governance, philosophy, objectives, structures and management of services/ programmes
2. To develop the ability to involve the client system in the problem solving process, utilizing skills of social work interventions, including research
3. To enable to acquire knowledge and practice skills related to social work methods at the individual, group and community level in different fields
4. To develop documentation skills
5. To develop skills in identifying and utilizing community resources, both at Government and private levels
6. To develop the ability to work as a team
7. To reinforce the belief in the inherent strength of the people to meet their needs and resolve their problems
8. To enable to make conscious application of professional values, ethics and principles
9. To develop an understanding and skills in working with the professionals (Medicine, Law, accountancy etc.)

1 Concurrent Field Work:

The broad aim of concurrent field work is to provide opportunities for students to apply the knowledge learnt in the classroom situations and to plan, implement and evaluate these experiences while working with individuals, groups and communities. These will be in keeping with the placement agency's philosophy, policy and goals and use of guided supervision. During the concurrent field work, students are expected to fulfill certain requirements namely,

2 Skills in Organizational Involvement:

While working with the agency of placement, the students should :

1. Develop beginning perceptions about agency functioning and identify congruence or gaps between organizational stances or programs and client's service needs (e.g. restrictive intake policies, inadequate office hours, poor referral system for resources).
2. Initiate learning about how outside regulations, organizations and funding effect delivery of services.
3. Show beginning ability to identify problems/issues in organizational terms.
4. Demonstrate beginning initiative and involvement in efforts to influence agency

processes on behalf of client's needs (e.g. at least, bringing situation to attention of someone who may be receptive and able to be influential).

5. Develop beginning confidence to participate and contribute to team effort, e.g. represent own discipline, develop some credibility, present own thinking, receptive to others' ideas.

6. To Understand the Project Proposal, Report writing, Documentation, Training Evaluation of Project, Monitoring strategy and organizational Culture.

7. To understand the rules regulation and HR structure of organization.

Field work schedule

(1) 5 hours/Day

(2) 3days/ week

(5hours x 3days) =

15 hours/ week

(3) IV week/month

(15 hours xIV weeks) =

60 Hours/ month

(IV) 5 month/semester

(60 Hours x 5 Month) =

300 Hours /

semester

(5) Minimum 200 hours Field work required for passing in field work practicum.

(6) Daily report has been submitted in next IV days of field work

(7) Each students has to submit their personal field work summary report in the end of semester for evaluation purpose.

