DEPARTMENT OF SOCIAL WORK,
UNIVERSITY OF DELHI

VISION

By developing manpower for professional social work practice to strive for creation of a just and equal society which ensures freedom from all forms of oppression and exploitation.

MISSION

To develop human resources for competent and effective professional social work practice, teaching and research with diverse range of individuals, groups and communities by using a framework of social justice and human rights focused on sustainable and participatory development.

OBJECTIVES

1. To impart education and training in professional social work in order to provide manpower in social welfare, development and allied fields capable of working at various levels of micro, meso and macro systems

2. To help students develop knowledge, skills, attitudes and values appropriate to the practices of social work profession.

3. To enable students develop creative thinking and ability to apply theoretical knowledge in practice of social work.

4. To facilitate interdisciplinary approach for better understanding of social problems, situations and issues of development.
Check List of New Paper Evaluation for AC Consideration

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MASTER OF ARTS
(Social Work)
TWO YEAR PROGRAMME

RULES, REGULATIONS AND PAPER CONTENTS

DEPARTMENT OF SOCIAL WORK
FACULTY OF SOCIAL SCIENCES
UNIVERSITY OF DELHI
DELH110007
2009
MASTER OF ARTS
SOCIAL WORK
TWO YEAR PROGRAMME

I. AFFILIATION

The proposed programme shall be governed by the Department of Social Work, Faculty of Social Sciences, University of Delhi, Delhi – 110007.

II. PROGRAMME STRUCTURE

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

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

PART I : Semester – 1

Paper 6101: Nature and Development of Social Work
Paper 6102: Sociological Concepts and Contemporary Concerns
Paper 6103: Human Behaviour and Social Environment
Paper 6104: State, Political Economy and Governance
Paper 6105: Social Work with Communities
Paper 6106: Field Work Practitioner

PART I : Semester – 2

Paper 6201: Social Work with Individuals
Paper 6202: Social Work with Groups
Paper 6204: Social Action and Social Movements
Paper 6205: Research in Social Work: Qualitative Approaches
Paper 6206: Field Work Practitioner
PART II : Semester – 3

**Compulsory Papers :**

Paper 6301: Administration of Welfare and Development Services …
Paper 6302: Social Justice and Empowerment ..............................
Paper 6303: Social Development ..............................................
Paper 6304: Field Work Practicum ............................................
Paper 6305: Block Placement evaluation

**Elective Papers : Any One Paper from the available Electives.**

Paper 7101: Urban Community Development ..............................
Paper 7102: Social Work Practice in Mental Health Settings ..........
Paper 7103: Organizational Behaviour and Employee Development ..
Paper 7104: Social Defence and Correctional Services ...............  

**Elective Papers : Any One Paper from the available Electives.**

Paper 7201: Health Care Social Work Practice ..............................
Paper 7202: Social Work with Families and Children ....................
Paper 7203: Social Work with Persons with Disabilities ............... 
Paper 7204: Occupational Social Work ....................................
Paper 7205: Dissertation

PART II : Semester – 4

**Compulsory Papers :**

Paper 6401: Management of Development Organizations ............
Paper 6403: Social Policy ......................................................
Paper 6404: Field Work Practicum ..........................................  

**Elective Papers : Any One Paper from the available Electives.**

Paper 7301: Rural Community Development ..............................
Paper 7302: Social Work with the Elderly .................................
Paper 7303: Environment and Social Work ............................... 
Paper 7304: HIV/AIDS and Social Work Practice ........................
Elective Papers: Any One Paper from the available Electives.

Paper 7401: Social Work and Disaster Management
Paper 7402: Conflict Mitigation and Peace Building
Paper 7403: Gender and Development
Paper 7404: Counseling Theory and Practice
Paper 7405: Dissertation

III. LIST OF ELECTIVE PAPERS

The Department will announce in the beginning of the respective semesters, the list of elective papers in Semester III and Semester IV which will be offered during the semester depending upon the faculty members and the demand of electives.

IV. SCHEME OF EXAMINATIONS

1. English shall be the medium of instruction and examination.
2. Examinations shall be conducted at the end of each Semester as per the Academic Calendar notified by the University of Delhi
3. Examination/Evaluation

A student will be evaluated out of 2900 marks during the course (2000 for theory papers and 900 for Field Work Practicum). This distribution will ensure the 30 percentage minimum weight age for fieldwork in the curriculum as prescribed by the UGC.

There will be five theory papers in each semester. Each theory paper will be examined out of 100 marks (30 for internal assessment and 70 for final examination at the end of each semester).

4. The remaining marks in each paper (70 Marks) shall be awarded on the basis of a written theory examination. The duration of written examination for each paper shall be three hours.
5. Block Placement will be done during summer vacation (between 1st May and 15th July) for a minimum period of 30 days after the completion of second semester and marks for block placement will be assigned along with third semester results. The report of Block placement will be evaluated by external examiner.
6. As regards Dissertation, the scheme of evaluation shall be a) Dissertation shall begin from the Semester III and shall be evaluated for 70 marks.
There shall be viva-voice at the end of the Semester IV and shall be evaluated for 30 marks.

7. Examinations for Papers shall be conducted only in the respective odd and even Semesters as per the Scheme of Examinations. Regular as well as Ex-Students shall be permitted to appear/re-appear/improve in Papers of Odd Semesters only at the end of Odd Semesters and Papers of Even Semesters only at the end of Even Semesters.

8. Promotion Rules

8.1 Minimum marks required for passing each subject is 45 percent of the total marks.

8.2 For promotion to the next semester: A student should have cleared at least three theory papers in the preceding semester. A student who has failed to clear minimum three theory papers in a semester will be detained and will have to clear that semester for promotion to the next semester. Students failing in a paper or more in any semester will have the opportunity to clear the same when university holds examination for that semester. There will be no separate supplementary examination arrangement other than the regular examination schedule except in the third semester. A student will be declared passed only if he/she has cleared all the papers in all the semesters.

8.3 Students will have to pass in all theory papers and social work practicum separately to be declared passed. In case of failure in less than three theory papers and pass in social work practicum students will be promoted to the next semester. In case of failure in social work practicum, even if the student clears all theory papers, the student has to repeat both practical and all theory papers of that semester for promotion to the next semester. In case of failure in a semester students will have to repeat all theory papers and social work practicum of that semester by attending regular classes.

However, a candidate who has secured the minimum marks to pass in each paper but has not secured the minimum marks to pass in aggregate may reappear in any of the paper/s of his choice in the concerned semester in order to be able to secure the minimum marks prescribed to pass the semester in aggregate.

8.4 No student would be allowed to avail of more than 3 chances to pass any paper inclusive of the first attempt.

8.5 SEMESTER TO SEMESTER: Students shall be required to fulfill the Part to Part Promotion Criteria. Within the same Part, students shall be allowed
to be promoted from a Semester to the next Semester, provided she/he has passed at least THREE of the Papers of the current semester.

8.6 PART TO PART (I to II): Admission to Part-II of the Programme shall be open to only those students who have successfully passed at least 7 papers out of 10 papers offered for the Part-I Papers comprising of Semester-1 and Semester-2 taken together. However, he/she will have to clear the remaining papers while studying in Part-II of the Programme. Student who failed in the Field Work Practitioner shall not be promoted from part-I to Part-II.

9. INTERDISCIPLINARY SYSTEM: Department will offer all 16 elective courses in Semester III and Semester IV (except course no 7205 and 7405) to the students of other disciplines of Social Science faculty under interdisciplinary system. But it will be subject to the availability of teachers. The number of seats and process of allotment of courses will be decided by the Department.

10. Division Criteria: Successful candidates will be classified on the basis of the combined results of Part-I and Part-II examinations as follows:

- Candidates securing 60% and above: Ist Division
- Candidates securing between 49.99% to 59.99%: IIInd Division
- Candidates securing between 45.00% and 49.99%: Pass

11. Span Period: No student shall be admitted as a candidate for the examination for any of the Parts/Semesters after the lapse of four years from the date of admission to the Part-I/Semester-1 of the M.A. (Social Work) Programme.

12. Attendance Requirement: No student shall be considered to have pursued a regular Paper of study unless he/she is certified by the Head of the Department of Social Work, University of Delhi, to have attended 75% of the total number of lectures, tutorials and seminars conducted in each semester, during his/her Paper of study. Provided that he/she fulfills other conditions the Head, Department of Social Work may permit a student to the next Semester who falls short of the required percentage of attendance by not more than 10 per cent of the lectures, tutorials and seminars conducted during the semester.
SW 6101: NATURE AND DEVELOPMENT OF SOCIAL WORK

OBJECTIVES:

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

COURSE CONTENTS:

Unit I: Introduction to Social Work Profession

- Professional social work and its relationship with Voluntary action, Social services, Social reform, Social movement, Social welfare, Social development, Social justice, and Human rights
- Value base of social work profession; Principles of social work and their application in diverse socio-cultural settings
- Social Work: Nature, goals and processes
- Methods of social work intervention

Unit II: Historical Development of Social Work

- Development of professional social work in U.K. and U.S.A.
- Social service traditions and social reform movements in India
- Contribution of Gandhi, Ambedkar and Phule to social change, social reform and social reconstruction
- Sarvodaya Movement: Concept, contribution of Vinoba and Jaya Prakash Narayan
- Development of Professional Social Work in India

Unit III: Social Work as a Profession

- Basic requirements of a profession: Present state of social work as a profession in India
- Social work functions and roles of social workers
- Competencies for social work practice
- Code of ethics for social workers

Unit IV: Theoretical Perspectives for Social Work Practice

- Systems and Ecological perspectives
- Role theory and Communication theory
- Radical and Marxist approaches and Emancipatory social work
- Integrated approach to social work practice and generalist social work practice
- Emerging perspectives and trends of social work practice
Unit V: Social Work Practice Areas

- Changing context for practice and emerging areas
- Community development: Healthcare, Social defence, Family and child welfare and Industry
- Disability, disaster management, Elderly, HIV/AIDS

Core Readings


Supplementary Readings

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<td>13.</td>
<td>Bhatt, Sanjai and Pathare, Suresh</td>
<td>2005</td>
<td>Social work Literature in India, New Delhi, IGNOU, course material for BA and MA students</td>
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SW 6102: SOCIOLOGICAL CONCEPTS AND CONTEMPORARY CONCERNS

OBJECTIVES:

- Understand basic sociological concepts and social formations
- Develop skills to analyse and understand Indian society
- Learn to apply sociological insight and approaches in social work practice

COURSE CONTENTS:

Unit I: Orientation to Significant Sociological Concepts

- Social structure and sub structure
- Social institutions and social groups
- Social change and social mobility
- Socialization and social control - meaning, socialization and development of self
- Culture: Elements in culture, cultural systems and sub systems

Unit-II: Approaches to the Study of Society

- Functionalist approach
- Conflict/ Dialectical approach
- Structuralism and Post modernism

Unit III: Major Social Systems and Social Institutions

- Family- Major theoretical perspectives (Marxist and functionalist). The joint and the nuclear family, family as social institution, changing structures and patterns of family.
- Religion – Major theoretical perspectives (Marxist, Functionalist and Weberian.) Role of religion in society. Secularization and new religious consciousness.

Unit IV: Social Structure and Social Stratification

- Social stratification: Marxist, Functionalist and Weberian approaches
- Caste, class, power and authority
- Dalits, adivasis and minority groups. Situation analysis, changing relationship and dynamics.
- Agrarian relations, agrarian violence and change

Unit V: Contemporary Social Concerns

- Concept of social deviance: Major psychological and sociological theories of deviance
- Social structure and anomie- its manifestations in Indian social structure-
casteism, communalism, youth unrest, violence against women and children,
suicide

**Core Readings**

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## Supplementary Readings

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<td>4</td>
<td>Durkheim, E.</td>
<td>1997</td>
<td>Suicide, New York: The Free Press</td>
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<td>Kaviraj, S.</td>
<td>1997</td>
<td>Politics in India, India: Oxford University Press.</td>
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<td>12</td>
<td>Shukla, K.S.</td>
<td>1988</td>
<td>Collective Violence: Challenge and Response, New Delhi: IIP</td>
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SW 6103: HUMAN BEHAVIOUR AND SOCIAL ENVIRONMENT

OBJECTIVES:

- Understand the nature and development of human behaviour in socio-cultural context.
- Develop a critical perspective of the theories of human behaviour and personality.
- Learn to apply concepts and theories of psychology in social work practice.

COURSE CONTENTS:

Unit I: Socio-Cultural Environment and Behaviour

- Introduction to psychology and its relevance in social work practice
- Determinants of human behaviour: Heredity and Environment
- Role social institutions and groups in shaping human behaviour
- Understanding human behaviour: cross-cultural perspective

Unit II: Human Growth and Development

- Life span perspective of human development: developmental tasks and hazards during prenatal period, infancy, babyhood, childhood, puberty, adolescence and adulthood.
- Social, emotional and cognitive development during different developmental stages
- Meaning of normal and abnormal behaviour: Types, causes and manifestations of abnormal behaviour

Unit III: Basic Psychological Processes

Concept and theories of

- Cognition
- Learning
- Motivation
- Emotion
- Intelligence

Unit IV: Introduction to Major Theories of Personality

- Psychoanalytic theories of personality: Freud, Erikson, Adler
- Behavioural Theories: Miller and Bandura
- Humanistic Theories: Rogers and Maslow

Unit V: Social Psychology

- Social Perception
- Attitude: Formation, change and measurement
- Prejudice, stereotypes and discrimination: development, forms/manifestations, ethnocentrism, prejudices with specific reference to Dalits minorities and other disadvantaged groups
- Theories of Collective Behaviour: Crowd, riot and rebellion.
- Communication: meaning, techniques, models, development communication
- Propaganda and Public Opinion

Core Readings


Supplementary Readings


SW 6104: STATE, POLITICAL ECONOMY AND GOVERNANCE

OBJECTIVES:

- Gain an understanding of the evolution of state and subsequently the welfare state by critically examining the concept of representative democracy and constitutional foundations of Indian State
- Understand the political and economic systems and processes by analyzing governance issues-local, regional, state, national level specially with regard to marginalized and vulnerable.

COURSE CONTENTS:

Unit I: State- Concept, Evolution and Context

- Concepts of State and Nation-historical overview
- The Constitution of India-features, directions, and fundamental rights
- Understanding state: Judiciary, legislature and executive
- State and development issues: gender, ethnicity, political economy and human rights approaches.

Unit II: Economics, Politics and Power

- Basic economic and political concepts such as inflation, deficit financing, stagnation, stagflation, balance of payment etc.
- Economic processes- production, distribution; needs, demand and supply
- Political system: Marxist and functionalist-Power and politics

Unit III: Introduction to Political Economy

- Concept, meaning and relevance of Political economy
- Bureaucracy-Weber, bureaucracy in a developing country-
- Contemporary economic systems: meaning, types and functions
- Trends and counter trends in the global- political, economic, military, ecological and socio-cultural spheres

Unit IV: Governance Issues

- Representative democracy and peoples’ participation- issues and paradoxes
- Multiculturalism/diversity and citizenship issues in a global context
- Inequality/vulnerability and paucity of resources
- Political space and peoples’ movements-processes of resistance and change
- Determinants of governance- participation, inclusion, right to information

Unit V: State, Civil Society and Development

- Panchayati Raj Institutions- scope for vibrant democracy from grassroots-critique, PDS, Poverty line-responsive governance
• Civil society-concept and scope, role of civil society in development-collaboration and confrontation
• Participatory democracy- Development, rights, participation and human security

Core Readings


Supplementary Readings


SW 6105: SOCIAL WORK WITH COMMUNITIES

OBJECTIVES:

- To understand and analyse community as a dynamic entity
- To comprehend the concept, context and strategies of community work
- To develop commitment to the cause of the people on the margins

COURSE CONTENTS:

Unit I: Community as Dynamic Entity

- Understanding Community: Definitions, types, approaches and framework
- Rural, urban and tribal communities - Forms and features
- Community - Issues of identity, inclusion and exclusion [Social Identity by Kay Deaux; City University of New York]
- Community dynamics: Caste, class, religion and gender
- Community as sites of power - Derrida and Foucauldian perspective,
  [Foucauldian]

Unit II: Community Work: Concept, Strategies and Principles

- Indigenous approaches to community work - Gandhi, Vinoba, Ambedkar and radical groups
- Community work and community participation - Strategies and principles; Models and processes
- Designing community interventions - use of PLA, LFA, Problem analysis, Stakeholder analysis, Strategic planning etc.

Unit III: The Context of Community Work

- The role of ideology in community work
- Concept and critique of Social Capital and its relationship to the idea of community
- Taking sides - community work as a political activity
- Disempowered communities and the power of the state and other agencies
- Professionalism and inculcation of ethics in community practice

Unit IV: Civil Society Organizations and the Process of Community Work

- Ideological orientation of NGOs in their engagement with communities
- Grassroots governance and community work
- Good practices of community work- case illustrations
- Sectoral thrust of community engagements by NGOs; health, education, microfinance and environment, etc.

Unit V: Community Work-Paradigm Shift
- Community work and change - community work as inclusive and emancipatory practice
- Community work with people on the margins - Dalits, minorities and tribals
- Participation, empowerment and capacity building through community work

**Core Readings**


**Supplementary Readings**

SW 6201: SOCIAL WORK WITH INDIVIDUALS

OBJECTIVES:

- Understand social casework as a method of social work practice.
- Develop capacity to understand and accept the uniqueness of individuals and work towards strengthening personality of clients by fostering skills of self-help.
- Understand the process involved in social work in individualized situations.
- Develop self-awareness and skills in working with individual clients as well as family systems.

COURSE CONTENTS:

Unit I: Nature and Development of Casework

- Historical development of casework as a method of social work
- Meaning and nature of social casework
- Philosophical assumptions underlying casework practice

Unit II: Principles and Components of Casework

- Principles of casework practice
- Meaning, nature and elements of relationship in casework; Transference and counter transference issues in relationship
- Use of authority: Qualities of caseworkers and their role in the helping process
- Components of casework: person, problem, place and process
- Cultural context of casework practice

Unit III: Approaches to Casework Practice

- Diagnostic and Functional approaches to casework
- Problem solving approach to casework practice
- Task centered casework
- Radical casework

Unit IV: Process and Techniques of Social Casework

- Phases of casework intervention: assessment, diagnosis and intervention
- Techniques of casework intervention
- Principles of interviewing in casework: skills and techniques of interviewing
- Casework recording: Types and format
- Similarities and differences between Casework and Counseling, Casework and Psychotherapy
Unit V: Social Casework Practice: Client Groups and Settings

- Casework with children in adoption, correctional, and mental health settings
- Family casework
- Casework in crisis situations like rape, conflicts, disaster and other calamities
- Casework with oppressed groups, religious minorities, persons who are gay and lesbian and other socially and economically disadvantaged groups

Core Readings


Supplementary Readings


SW 6202: SOCIAL WORK WITH GROUPS

OBJECTIVES:

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

COURSE CONTENTS:

Unit I: Understanding Social Groups

- Social Groups: Definitions, characteristics, functions and group structure
- Classification of groups: Cooley, Sumner, Jennings and Tonnies
- Social groups and cultural context
- Making of social groups: Issues of identity, diversity and marginalisation

Unit II: Groups in Social Work Practice

- Historical development of group work
- Group work: definition, goals and value base of social group work
- Principles of group work
- Models of group work practice

Unit III: Group Process and group dynamics

- Basic group processes
- Group dynamics: Determinants, indicators and outcomes
- Decision-making and problem solving
- Leadership - Theories of leadership, roles and responsibilities of group leader
- Specific situations in group functioning: sub group formation; isolates, alliances, coalitions and triangulations; emergence of conflict situations

Unit IV: Group Development

- Stages of group work: formation, intervention and termination phases
- Techniques and skills in group work
- Group climate- communication in groups-group behaviour
- Process of programme development, use of programme media
- Group work recording, monitoring and evaluation, approaches to evaluation;

Unit V: Settings and Sites of Group Work

- Group worker: roles and functions
- Group work with different groups- Children, persons with disability, youth, older persons and others
- Group work with task groups
- Working with difficult clients and group situations
- Best practice guidelines of Association for Specialists in Group Work
• Diversity-competent group work: Principles

Core Readings


Supplementary Readings


SW 6203: RESEARCH IN SOCIAL WORK: QUANTITATIVE APPROACHES

OBJECTIVES :

- Understand the application of scientific methods in furthering knowledge base of social work.
- Understand the nature, scope and significance of research in social work practice.
- Develop competence in conceptualizing, designing and implementing research using quantitative paradigms and techniques.

COURSE CONTENTS :

Unit I: Research Methods for Social Work.

- Scientific method: Nature and characteristics, application of scientific method to the study of social phenomena.
- Social Research and Social Work Research: Meaning, nature and its significance
- Steps in research process

Unit II: Constructing Quantitative Research Design

- Research designs: Types of research designs (Exploratory, Descriptive, Experimental, and Quasi experimental designs).
- Sampling design: Universe and Sample, rationale, importance, characteristics and types of sampling, general considerations in the determination of sample size, sampling error and non-sampling error, limitations of sampling.

Unit III: Data Collection and Management

- Sources of data: Primary and secondary
- Methods and tools of quantitative data collection.
- Data processing, data analysis and interpretation
- Writing research reports: Presentation and styles of referencing, citing and paraphrasing

Unit IV: Basic Statistics

- Basic statistical concepts: variables, data, population, sample and parameter/statistic.
- Hypothesis: Meaning and formulation of hypothesis, sources, types, attributes of a good hypothesis, significance of hypothesis in social work research. Steps in testing hypothesis, concept of degree of freedom, level of significance. Type I and II errors in hypothesis testing.
- Process of statistical enquiry: collection, classification, presentation, analysis and interpretation of data.
Unit V: Descriptive and Inferential Statistical Methods

- Descriptive statistics: Measures of central tendency (mean, median, mode), Measures of dispersion (range, mean deviation, standard deviation, coefficient of variation), Measures of correlation (Product Moment Correlation and regression analysis)
- Inferential Statistics: Parametric (test of difference of means of two samples) and Non-Parametric statistical tests (test of association of attributes and Rank correlation coefficient)

Note: Unit V will be supplemented with computer aided instruction

Core Readings

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SW 6204: SOCIAL ACTION AND SOCIAL MOVEMENTS

OBJECTIVES:

- Imbibe values and commitment for the people on the margins
- Understand the concepts relevant for application of social action and social movement in responding to the critical social reality
- Apprise and develop skills in the use of various approaches and techniques relevant to social action and movements

COURSE CONTENTS:

Unit I: Social Action

- Concept and history of social action and social movements
- Social action as a method of social work intervention
- Context and triggers in social action and social movements
- Strategies involved in social action
- Radical social work to Emancipatory social work: Philosophy

Unit II: Models of Social Action

- Conscientisation model of Paulo Freire: Role of ideology
- Saul Alinsky as radical community organiser
- Liberation Theology-Latin America, Gutiérrez-ideology, processes and outcome
- Pressure groups, non-party political formations
- Advocacy and Public Interest Litigation-steps and processes

Unit III: Social Movements: Origin, Nature

- Types of Movements: identity, political assertion and autonomy movements
- Movement participation and non-participation
- Theories of social movement
- New Social Movements

Unit IV: Paradigm of Action and Movement

- Peasant and tribal movements during colonial period
- Telangana, Naxalbari, Chipko, Narmada Bachao Andolan and other contemporary movements
- Movements against globalization-Zaptistas

Unit V: Social Movements, Social Action and Social Change

- Movement Analysis-Ideology, Structure, leadership, processes and outcomes
- Mapping radical action and radical movement for social change-protest tactics
- Analysis of ideology and approach of: A) Gandhi, Martin Luther King Jr. B) Frantz Fanon, Subcomandante Marcos, Malcolm X and Che Guevara
### Core Readings


### Supplementary Readings

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SW 6205: RESEARCH IN SOCIAL WORK: QUALITATIVE APPROACHES

OBJECTIVES:

- Understand the role of qualitative methods of research in social work theory building and practice enhancement.
- Understand the nature and application of alternative research paradigms in a practice profession like social work.
- Develop skills in conceptualizing, designing and executing qualitative research studies.

COURSE CONTENTS:

Unit I: Qualitative Research: Meaning and Traditions

- Basic tenets of Qualitative research
- Introduction to theoretical perspectives of qualitative research.
- Similarities and differences between Qualitative and Quantitative research paradigms

Unit II: Constructing Qualitative Research Design

- Matching research question with research strategy.
- Population and sampling in qualitative research
- Principles of designing data collection strategies, Issue of combining data collection methods
- Integration of data collection and data analysis

Unit III: Methods of Qualitative Research

- Case study
- Focus group discussion
- Observation
- Supplemental data collection techniques like Narratives, Heuristic research, life histories, Archival materials (Unobtrusive measures of data collection)

Unit IV: Applied Qualitative Research

- PRA Methods (space-related, time-related and relation methods), principles and applications.
- Participatory Action Research
- Evaluation research using qualitative methods: Models and designs.

Unit V: Managing Qualitative Data

- Procedures and techniques of analyzing qualitative data.
- Computer assisted analysis of qualitative data
- Writing up qualitative research report
Core Readings


Supplementary Readings

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SW 6301: ADMINISTRATION OF WELFARE AND DEVELOPMENT SERVICES

OBJECTIVES:

- Develop understanding of social welfare administration as a method of social work profession.
- Understand various components of social welfare administration.
- Acquire competence in the administration of social welfare and development services.

COURSE CONTENTS:

Unit I: Welfare and Development Organisations

- Social welfare and development organizations: Nature, types and functions
- Social welfare administration: Meaning, history, principles and changing context
- Concept, nature and types of organizations-role of development organisations in society-nature of welfare and development services.
- Distinction between social welfare administration, public administration and social security administration
- Registration of welfare agencies, Laws relating to societies, trusts and non-profit organisations.

Unit II: Structure of Social Welfare Administration

- Service Providers-NGOs/GO
- Administrative structures (GO)-Central, state and local levels.
- Administrative structures of NGOs engaged in welfare and development services
- New forms of administration (parallel structures like USAID-SIFSA, DSACS)
- Organization and management of institutional welfare services

Unit III: Components of Administration

- Planning and Organizing
- Direction, coordination and supervision
- Staff recruitment, training and development
- Recording and documentation
- Budgeting
- Public relations and networking
- Monitoring and evaluation

Unit IV: Strategies and Mechanisms of Administration

- Decision-making process-forms and types
- Role of communication in administration- nature, importance, models and modalities
- Role description and functioning, role accountability
- Sustainability of programmes-Phasing-out and termination.
• Committee-formation and documenting.
• Capacity building- approaches and strategies

Unit V: Fund Raising and Resource Mobilization

• Grants-in-aid: origin, purpose, scope, principles and procedures
• Resource mobilisation: sources and management
• Financial administration-Regulatory and legislative framework(FCRA)
• Social marketing: Principles, philosophy, process and models

Core Readings

**Supplementary Readings**


SW 6302: SOCIAL JUSTICE AND EMPOWERMENT

OBJECTIVES:

- Understand concepts of social justice and empowerment
- Understand empowerment processes for the marginalized sections of the society
- Critically examine legal mechanisms available for different vulnerable groups
- Understand social situations, protective and promotive programmes for specific vulnerable groups

COURSE CONTENTS:

Unit I: Dimensions of Social Justice
- Dimensions of Justice: Philosophy, features and forms
- Manifestations of social injustice in the Indian context: Exclusion, oppression and marginalisation
- Social Justice as a core value of social work profession
- Development with justice

Unit II: Instruments of Social Justice
- Constitutional base of social justice, positive and protective discrimination
- Indian legal system and its operational instruments – IPC, Cr.PC, CPC
- Legal and public advocacy, PIL, legal literacy, free legal aid, RTI
- Civil society as pressure groups: case illustrations
- Statutory bodies/organs for justice – NHRC, NCW, NCM, NC for SC/ST etc

Unit III: Law and Social Institutions
- Personal laws relating to marriage, succession and adoption
- Special Marriage Act, 1956
- Family Courts Act, 1986
- Dowry Prohibition Act, 1961
- Domestic Violence Act, 2005

Unit IV: People on the Margins and Law
- Marginalized groups in the Indian society: OBC, Dalits, tribals, minorities and women
- Introduction to legislations related to vulnerable groups: people with disability, child workers, domestic workers, and commercial sex workers.
- Laws related to Scheduled Castes/Scheduled Tribes, Bonded Labour, Migrant workers

Unit V: Mechanisms and Strategies of Empowerment
- Empowerment: Concept, forms, and tools
- Models of social empowerment
- Programmes for empowerment of the marginalized groups: Interventions by government and civil society groups
- Neo-liberalism and empowerment
- Emancipatory approach to social work practice and its relevance in Indian context

Core Readings


Supplementary Readings:


SW 6303: SOCIAL DEVELOPMENT

OBJECTIVES:

- Critically understand the concept, strategies and process of social development.
- Understand linkages between social needs, problems, development issues, and policies.
- Develop skills necessary for development interventions and inculcate values of social justice and equality.

COURSE CONTENTS:

Unit I: Social Development

- Context of social development
- Socio-economic formations: Feudalism, Capitalism, Socialism, Communism
- Concepts of first, second, third and fourth world
- Economic growth, Economic development and Social development
- Indicators of social development

Unit II: Theories of Development

- Classical Marxists: Marx, Lenin, Rosa Luxemberg, Mao
- Theories of modernization
- Third world dependency: World System Perspective: Dos Santos, Paul Baran, Frank, Wallerstein, Hamza Alvi
- Contemporary development thrust in Neo-Liberal era

Unit III: Social, Political and Economic Inequality

- Dominant development paradigm: regional imbalances and other concerns
- Development debate and the vulnerable groups: Scheduled castes, scheduled tribes and minorities
- Eradication of inequality: State and political will
- Poverty: Concept, incidence, structural poverty, strategies of poverty alleviation-
state and civil society interventions and critique

Unit IV: Development Strategies and Interventions

- Role of state and Civil Society Organizations in social development
- Human development and sustainable development
- Millennium Development Goals (MDG): Strategies and programmes
- Alternative development strategies: Gender, participatory and other approaches to development
- Introduction to Cost Benefit Analysis
Unit V: Globalisation and its Impact

- Impact of privatization and market economy; worldwide people and communities on the margin
- Impact on women: unemployment, migration, unorganized sector, feminization of poverty
- Resistance to globalisation: Cultural diversity-Zapatistas
- Politics of Aid; debt issues and ODA

Core Readings


Supplementary Readings


SW 6401: MANAGEMENT OF DEVELOPMENT ORGANISATIONS

OBJECTIVES:

- Understand the nature and context of development organizations as civil society initiatives
- Develop skills in planning and management of civil society organizations
- Understand contemporary development discourses and suitable strategies

COURSE CONTENTS:

Unit I: Basic Concepts

- Development organizations as civil society organisations, Peoples organisation and various forms- Voluntary Organizations/Non Governmental Organizations - Societies, Cooperatives, Trusts, Trade unions;
- Voluntary Action: Ideological basis of voluntary organization; Changing context of voluntary organizations
- Government policies for voluntary sector: NGO-Government interface; Globalization and development organizations
- Transparency, accountability and legitimacy of the NGO sector

Unit II: Organizational Structure and Management

- Organisational planning: Vision, mission, goals, development of core strategies and OBJECTIVES:
- Sustainability: Institutional and project, liaison and networking; Government, NGO and Corporate partnership

Unit III: Project Planning, Monitoring and Evaluation

- Approaches to planning, monitoring and evaluation; Project model approach, Project Cycle approach, Logical Framework Analysis, micro planning, comprehensive strategic planning
- Project Preparation – Principles and Steps in project preparation, Need Assessment, Survey; PRA/PLA exercises- Social impact assessment, Social and Institutional analysis and assessment, Stakeholder Analysis
- Project Appraisal-Social, Technical and Financial Analysis, Project Monitoring and Participatory Monitoring and feedback loop,
- Models of Evaluation-Evaluation Design and outcome mapping

Unit IV: Building of Human Resources

- HR Policies and practices: Recruitment, Selection and induction, compensation
- Human Resource Planning and Career Planning in Voluntary organisations
• Development of Human resources: Capacity Building, Training and Development, Communication and leadership
• Organisational Culture

Unit V: Resource Mobilization and Office Management

• Resource mobilization: Internal and external resources, Fund raising – principles, sources methods and implications;
• Foreign funding – application, procedure and FCRA
• Financial Management: Budgeting, accounting and auditing, maintenance of records
• Publicity and public relations
• Office management: record keeping, documentation and filing, upkeep and ergonomics

Core Readings

6. Padaki, V. & Vaz, M. 2004 Management Development and Non-profit Organizations, New Delhi, SAGE
**Supplementary Readings**

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<thead>
<tr>
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<th>Author(s)</th>
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<th>Title and Additional Information</th>
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<tr>
<td>8.</td>
<td>PRIA</td>
<td>2001</td>
<td>Historical Background of Non-profit Sector in India, New Delhi: PRIA</td>
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<tr>
<td>9.</td>
<td>PRIA</td>
<td>2000</td>
<td>Defining Voluntary Sector in India: Voluntary Civil or Non-profit, New Delhi: PRIA</td>
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</tbody>
</table>
SW 6402: HUMAN RIGHTS AND SOCIAL WORK PRACTICE

OBJECTIVES:

- Understand the context of Human Rights and the emergence of rights based perspective in social work practice
- Apply human rights framework for understanding issues and concerns affecting society
- Develop knowledge and skills required in working for a just society
- Develop appropriate attitudes and commitment required to work for a just and equitable society

COURSE CONTENTS:

Unit I: Human Rights - Theoretical Orientation

- Concept and historical context of Human Rights
- Theories and philosophy of human rights: Political systems and Paradigms
- Indian Constitution: Fundamental rights and duties

Unit II: Human Rights Declarations, Treaties and Conventions

- The Universal Declaration of Human Rights, 1948
- International Covenant on Civil and Political Right
- International Covenant on Economic, Social and Cultural Right
- Declaration on the Rights of the Child and Convention on the Rights of the Child
- Declaration on the Elimination of all forms of intolerance and of discrimination based on religion or belief

Unit III: Human Rights in the Indian context

- Human Rights - concern and evolution in India
- Human rights and vulnerable constituencies (Children, Women, Minorities, Indigenous population, Refugees, Dalits, Persons with disability, Slum dwellers)
- Human right issues under globalization - Trade and Labour; Development, Hunger, Poverty, Migrant workers and Labour rights.
- Mapping conflict zones and human right violations in contemporary India

Unit IV: Human Rights and Protection Systems

- UNCHR 1948 and subsequent developments
- National Human Rights Commission and its role
- International human rights agencies: Amnesty International, Human Rights Watch
- Non-judicial enforcement of Human Rights (Human Rights Monitoring and Reporting, Humanitarian intervention), Case laws

Unit V: Human Rights and Social Work

- Code of ethics of social work and protection of human rights
- Empowerment and emancipatory approaches to social work practice
- Human rights perspective in social work practice: ethnic sensitive practice, feminist practice, social work with diverse groups
- Social work practice with victims of human rights violations;
- Human rights activism and civil society initiatives in India - PUCL and PUDR

Core Readings


Supplementary Readings

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<tr>
<td>5</td>
<td>Mohapatra, A.R.</td>
<td>2001</td>
<td>Public Interest Litigation and Human Rights in India</td>
<td>New Delhi: Radha publications</td>
</tr>
</tbody>
</table>
SW 6403: SOCIAL POLICY

OBJECTIVES:

- Develop an understanding of the nature of social policy in the cultural/social political, economic context.
- Acquire knowledge of policy analysis and policy formulation processes
- Develop critical insights into the working of policies-identifying conceptual and operational lacunae.
- Examine intervention strategies and their application to wider situations-study best practices in policy intervention.

COURSE CONTENTS:

Unit I: Introduction to Social Policy

- Social Policy: Concept, goals, scope and context
- India’s colonial past and Indian constitutional provisions, political parties-manifesto and policy goals
- Ideologies-state formations, shifts and radical departures, influences, values and principles (social justice, equality, Rights, respect for diversity)

Unit II: Social Policy Development and Implementation

- Approaches to social policy: Welfare, development and rights based approach to social policy
- Models of social policy and applicability to Indian State-change of governments and policy departures/changes
- Elements of policy climate: Political environment, Neo liberal climate; Supra national bodies and globalization; Advocacy, research, Judicial activism, lobbies and pressure groups, social movements.
- Policy Formulation: Determinants and steps, state, government-process, critique.
- Social Planning: Concept and scope; Planning as an instrument of social policy; structures and processes and institutional mechanisms; decentralization and devolution practices; levels of planning: local/regional/state/national; participatory processes; convergence/divergence of service delivery mechanisms and processes; Overview of Five Year Plans.

Unit III: Policy Analysis- Conceptual and Methodological Issues

- Approaches and tools -Political economy, Gender analysis/Gender budgeting, diversity and uniformity; thematic vs. analytical approaches; Human Rights approaches
• Policy evaluation based on components like values, principles, purposes and implementation, operation and practice, results and outcome, Process elements, stake holder analysis, participatory evaluation
• Policy analysis-OBJECTIVES, thrusts, intended outcome

**Unit IV: Policy Analysis - Illustrations**

• Development Policies: Analysis of OBJECTIVES/allocations and budgetary expenditures with respect to policy, schemes and programmes of poverty alleviation, education, health and population and Forest policies, rural and urban community development.
• Welfare Policies: Analysis of OBJECTIVES/allocations and budgetary expenditures with respect to policy, schemes and programmes pertaining to disabled, SC/ST, and minorities.

**Unit V: Policy Interventions – Approaches and Strategies**

• Need and scope of social work intervention
• Research and Advocacy approaches – Strategies and action - identification of issues and stake holders in policy; strategy formulation; case illustrations, evaluation of the strategy and impact
• Public Hearing/Bal Panchayat/Pani Panchayat Interest Groups

**Core Readings**


Supplementary Readings

SW 7101: URBAN COMMUNITY DEVELOPMENT

OBJECTIVES:

- Understanding urban communities and urban planning and development.
- Develop sensitivity and commitment to the rights of vulnerable groups in urban communities.
- Develop skills necessary for community development work in urban settings.

COURSE CONTENTS:

Unit I: Urban Communities and Urbanization

- Urban Communities: Types and features
- Historical formulation of urbanization: level of urbanization and urban infrastructure in India
- Causes and consequences of urbanization and unplanned urban growth
- Slum: concept, factors contributing to slum development, consequences and issues around evictions and relocation.

Unit II: Urban Poor

- Urban poor: Identity and location
- Issues of citizenship and differential treatment by the state-powerless citizenry, denial of rights-exclusion and inclusion
- Challenges and options for the urban poor: food security, housing, labor participation and the unorganized sector
- Urban basic services for the poor, the privatization process and its impact on the urban poor and the marginalized.

Unit III: Urban Development Programmes

- Urban planning: features and contours, various models
- Urban development programmes in India
- 74th constitutional amendment and the role of urban local bodies
- Urban Reforms: resource mobilization efforts, regulatory framework, fiscal incentives and city restructuring
- National Urban Renewal Mission-vision, scope and critique.

Unit IV: Emerging Concerns

- Urban growth management: Meaning and approaches
- Strategies of Local economic development
- Development thrust and direction of the Indian state: The need for a national urban policy
- Informal economy, self-employment, unorganized sector and entrepreneur development.
- Urban space, housing and right to shelter.
Unit V: Participation, Action and Advocacy

- People's participation: Concept, importance, scope and problems
- Social action and advocacy in urban development: Public distribution systems - acts and reforms, right to information and accountability
- Civil society organizations and initiatives for urban community development
- Case studies of best practices.

Core Readings

4. 
**Supplementary Readings**


SW 7102: SOCIAL WORK PRACTICE IN MENTAL HEALTH SETTINGS

OBJECTIVES:

- Understand mental health as a positive concept and an important attribute of life
- Gain insight into different types of mental disorders, their causes, manifestations and management.
- Understand the relevance, nature and types of social work interventions in mental health.
- Develop appropriate skills and attitudes required for the practice of mental health social work.

COURSE CONTENTS:

Unit I: Concepts of Mental Health and Illness

- Definitions and perspectives of mental health; Mental health as a positive concept, components of mental health
- Meaning of normal and abnormal behaviour.
- Biological, psychological and sociological approaches to mental Illness
- Classification of mental and behavioural disorders – DSM-IV and ICD systems
- Aetiology of mental and behavioural disorders: sociocultural factors specific to India

Unit II: Mental and Behaviour Disorders

Epidemiology, aetiology, types, clinical manifestations and management of:

- Psychoactive substance use disorders
- Schizophrenia
- Mood disorders
- Neurotic, Stress related, Somatoform disorders
- Child and adolescent mental health problems

Unit III: Mental Healthcare Services, Policy and Programmes

- Mental Healthcare scenario in India
- Community mental health: Primary mental health care, community initiatives, and deinstitutionalisation of psychiatric services
- District and National mental health programme
- Law and mental health
- Innovative approaches to mental health care

Unit IV: Social Work Response

- History of social work practice in mental health: Historical and evolving roles of social worker in mental health services
- Social work applications in mental health: Principles and concepts of community organization in mental health, preventive and promotive approaches
• Mental health extension, intersectoral collaboration and NGO involvement
• Social support strategies: Event centered support groups and Network centered interventions

Unit V: Psychosocial Interventions

• Family Interventions: Psychoeducational and supportive interventions
• Social skills training: Activities of daily living and vocational skills training
• Therapeutic community
• Psychiatric rehabilitation

Core Readings


Supplementary Readings

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<td>Murthy, R.S.</td>
<td>1992</td>
<td>Mental Health, In A. Mukhpadhyay, (Ed.) State of India’s Health (pp. 401-4). New Delhi: VHAI.</td>
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</tbody>
</table>
SW 7103: ORGANISATIONAL BEHAVIOUR AND EMPLOYEE DEVELOPMENT

OBJECTIVES:

- Develop understanding of industrial organisations and organisational behaviour
- Provide requisite legal base to deal with issues related to human resources
- Learn the processes and concerns for employee development in the context of globalisation
- Develop appropriate skills and competencies in managing human resources

COURSE CONTENTS:

Unit I: Human Relations in Organisations

- Industrial organisation as a sub system of society
- Human relations in industry- history, determinants, reflectors and prospects
- Role of State as third party in industrial relations, Collective bargaining
- Trade unionism – historical development, strengths and weaknesses, law relating to trade unions
- Problems and status of Trade unionism in post globalisation period,

Unit II: Developing Human Resources

- HRD: concept, goals, approaches, and management of change
- HRM: Evolution, goals and approaches
- HRD sub systems: Human resource planning, recruitment, selection, induction, retention, performance management, retirement and redeployment, exit strategies,
- Learning organisation- concepts, methods and practices,
- PERT, CPM, TQM, Kaizen, Six sigma

Unit III: Organisational Behaviour

- Organizational Behaviour: concept and theories
- Leadership- traits, typology, and theories
- Organisation Climate and Team building
- Motivation: need, significance, theories, methods and practices
- Communication- concept, significance, modes, channels, impact
- Employee counselling, Work life balance, managing occupational stress

Unit IV: Legal Base for Practice

- Legislations for industrial relations-Factories Act, Industrial Dispute Act, Industrial Employment Standing Orders Act,
- Legislations related to Wages – Minimum Wages Act, Payment of Wages Act, Equal Remuneration Act, Payment of Bonus Act:
- Provisions related to employees behaviour – Madhya Pradesh Industrial Relations Act : discharge, misconduct, domestic enquiry and disciplinary action; Sexual harassment at work place, employees with HIV/AIDS
• Legislations related to employment- Inter-state Migrant Worker's Act, Contract Labour Act,

Unit V: Workforce and Globalisation

• Globalisation and industry: Issues and challenges
• Industrial restructuring and the employee response-emerging concerns
• International Labour organisation and international commitment.
• Impact of changing economic scenario on workers and work organisations – downsizing, displacement, rehabilitation, employment, employees benefits,
• Legislations related to Social security, salient features, changing focus and location; neo-liberalism

Core Readings


Supplementary Readings

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<td>2003</td>
<td>Prevention and Settlement of Disputes in India. ILO Subregional Office for South Asia and IIRA, New Delhi</td>
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</tbody>
</table>
SW 7104: SOCIAL DEFENCE AND CORRECTIONAL SERVICES

OBJECTIVES:

- Develop understanding of the concept and philosophy of social defence and correctional services.
- Develop practice skills in prevention, correction and rehabilitation work in social defence.
- Understand the philosophy, approaches and relevance of community based programmes in social defence.

COURSE CONTENTS:

Unit I: Crime and Correctional Services

- Crime: concept, causation and its relation to social problems
- Theories of crime and punishment
- Changing dimensions of crime
- Correctional services: concept, philosophy and changing perspectives

Unit II: Concept, Nature and Scope of Social Defence

- Social Defence: Concept, Philosophy and changing dimensions
- Children in need of care and protection, Juveniles in conflict with law, Street and working children, older persons, offenders
- Crimes against children, women and older persons
- Alcoholism and drug abuse

Unit III: Social Defence Legislation and Criminal Justice System

- Introduction to Indian Penal Code, Criminal Procedure Code and Indian Evidence Act
- Narcotic Drugs and Psychotropic Substances Act 1986, Prisons Act, Prisoners Act
- Criminal Justice System: Components, Processes and Perspectives – Police, Prosecution, Judiciary and Correctional institutions

Unit IV: Correctional services

A. Institutional Correctional Services-structures, functions and limitations
   - Prisons, Observation Homes, Children homes
   - Special homes, Beggar homes, Rescue homes, Drop-in-shelters
   - Short-stay homes, Protective homes, Half-way homes, De-addiction centres etc.

B. Non-institutional Services

- Probation and Parole
• Community correction programmes: Role of police, judiciary and voluntary organisations
• Community based programmes: Adoption, foster-care, sponsorship, child-guidance, family counselling, crisis intervention centres, helplines, neighbourhood and mutual-help groups.
• After care, intensive after care, reintegration and follow up.

Unit V: Emerging Issues in Social Defence

• Victimology: Study of victims of crime, victim compensation, victim support services.
• Concept of Restorative Justice.
• Application of UN Standards, Human Rights Perspective and early diversion approach to prevention of crime

Core Readings

## Supplementary Readings


SW 7201: HEALTHCARE SOCIAL WORK PRACTICE

OBJECTIVES:

- Understand the changing concept of health as an aspect of social development.
- Develop a critical perspective of healthcare services and programmes in the context of health scenario in the country.
- Gain understanding of relevance, domains and nature of social work intervention in different health settings.

COURSE CONTENTS:

UNIT I: Concept of Health, Well-Being and Disease

- Health: Meaning, components, determinants of health
- Indicators of health status of people in a community
- Disease: Causation and prevention
- Health scenario of India: epidemiology and etiology of major communicable and non communicable diseases
- Health as an aspect of social development

UNIT II: Healthcare Services and Programmes

- Structure of healthcare services in India: Primary, secondary and tertiary level healthcare structure and their functions
- Primary healthcare: Concept, issues of availability, affordability and accessibility of healthcare services, Post Alma Ata declaration initiatives in India
- Health planning and policy: National health policy, 2002 and health planning over five year plans

UNIT III: Emerging Concerns in Healthcare

- Public-private participation and collaboration in health care: Role of NGO and private sector in health care
- Health Activism, Social mobilization at the grassroots: Case study of Peoples Health Movement
- RCH: Concept, components, strategies, and emphasis on reproductive rights

UNIT IV: Healthcare Social Work

- Historical evolution of social work practice in health settings
- Community based social work approaches to prevention of diseases and promotion of health
- Social worker as a multidisciplinary healthcare team member: roles, skills and interventions
-Domains of social work practice in institutional health services: Behaviour change communication, social assistance, social support strategies, problems of treatment adherence, counseling and rehabilitation, hospice and palliative care
UNIT V: Community Health and Social Work

- Community Health: Meaning, philosophy, and programmes
- Community needs assessment, developing mechanisms for people’s participation
- Health extension and community outreach services,
- Designing, implementing and monitoring of community health programmes, facilitating intersectoral collaboration,
- Influencing community attitudes and health behaviors

Core Readings

10. Voluntary Health Association of India 1992 State of India’s Health. New Delhi: Voluntary Health Association of India

Supplementary Readings

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</table>
SW 7202: SOCIAL WORK WITH FAMILIES AND CHILDREN

OBJECTIVES:

- Understand families as social systems and factors affecting family functioning
- Comprehend the significance of child development and rights of children
- Acquaint with the policies, programmes and services related to family and children
- Develop skills of working with family systems and children

COURSE CONTENTS:

Unit I: Understanding Family

- Family: functions, developmental stages and family patterns
- Family dynamics and family interaction patterns
- Family functioning: concept, variables and measurement issues
- Theoretical models of family functioning (Circumplex model, McMaster model, Structural model)
- Systems theory framework in understanding family

Unit II: Social Work with Families

- Family problems: types, causes and consequences
- Family violence: nature, types, causative factors
- Family as a client system: skills and techniques in working with families
- Family enrichment programmes
- Family counseling and family therapy

Unit III: Child Development: Perspectives

- Child development: concept, philosophy and historical context
- Early Childhood Care and Development, Child rearing practices and its impact on child development, Gender Discrimination
- Child care: concept, philosophy, services, emerging need and programmes

Unit IV: Policies and Programmes for Children

- Constitutional Provisions, National policy on children, international perspective and UN Convention on rights of children
- Programmes and legislative measures related to female foeticide, adoption, foster care, guardianship and child marriages
- Children in need of care and protection
- Advocacy for rights of children
Unit V: Social Work with Children in Vulnerable Situations

- Child Abuse: Forms, sexual assault on children, incest, child rape, consequences and social work intervention
- Children as victims of war, terrorism, communal violence, natural disasters, displacement
- Child labour: extent, causes, consequences and interventions
- Social work interventions in child development

Core Readings

## Supplementary Readings


SW 7203: SOCIAL WORK WITH PERSONS WITH DISABILITIES

OBJECTIVES:

- Understand issues and concerns related to persons with disability and their caregivers
- Critically appraise theoretical and conceptual perspective with regard to disability and appropriate sources of research evidence in order to inform effective assessment, decision making and interventions
- Facilitate the integration and synthesis of theoretical concepts and social work tasks

COURSE CONTENTS:

Unit I: Disability: Nature and Dimensions

- Definitions: Impairment, Disability and Handicap.
- Incidence and prevalence of disability: National and international perspectives
- Disability: Classification, causes, needs and problems.

Unit II: Living with Disability

- Societal attitude toward Persons with Disability (PWD): Stigma, discrimination, oppression and social exclusion
- Psychosocial factors and coping with disability
- Human rights violations and protection of rights

Unit III: Services and Programmes

- Critical analysis of various legislations (RCI Act, PWD Act & National Trust Act)
- Existing services and programmes for persons with disabilities: Role of government and NGO
- Disability Movement-historical perspective, national and international milestones, from welfare to right based approach, PWD as consumer
- Mainstreaming: Philosophy and strategies
- Inclusive Education: Models

Unit IV: Rehabilitation of Persons with Disabilities

- Prevention of disabilities at primary, secondary and tertiary level
- Rehabilitation services for the PWD (Educational, vocational, economic & social)
- Multidisciplinary framework of disability work: Roles and functions of professionals
- Community based rehabilitation: Philosophy, approaches and programmes

Unit V: Social Work Intervention.

- Social work intervention for prevention and rehabilitation
- Disability counseling: Components, approaches
- Institutional and non institutional and community settings
- Influencing societal attitudes: Empowerment ideology as social intervention
- Networking and advocacy-approaches, strategies and processes.

Core Readings


5. Banerjee, G. 2001 Legal Rights of Person with Disability, New Delhi: RCI.


Supplementary Readings


SW 7204: OCCUPATIONAL SOCIAL WORK

OBJECTIVES :

- Understand changing profile of industrial and non-industrial workers
- Provide an understanding of working conditions and conditions of work as well as workers’ problems
- Provide an insight on problems of unorganised workforce, social security measures and welfare issues to work related issues
- Learn social work response to workplace interventions for workers’ welfare

COURSE CONTENTS :

Unit I: Work and Workers’ Profile

- Occupational social work-history, scope, principles, and components
- Changing profile of work force in organised and unorganised sector-issues, and concerns
- State, political economy and work force: Changes in the labour policy-effects on work force, trade unions-changing role, politics and working class
- Concept of work, employment and decent work
- Explanation asked for decent work

Unit II: Problems of Workers

- Problems affecting work life: absenteeism, alcoholism, burnout, job insecurity
- Social life of workers and problems having bearing on work life: indebtedness, housing, livelihood and access to basic services
- Contemporary issues-closure/merger, rationalisation and automization, casualisation, disinvestments, VRS
- Workers in unorganised sector: Issues, problems and government initiatives

Unit III: Working Conditions and Conditions of Work

- Physical and mechanical environment-provisions of Factories Act
- Working conditions and problems at workplace: alienation, monotony, fatigue and boredom amongst organised sector workforce; accidents- causes, prevention and compensations
- Conditions of work: Wages, dearness allowances, perks and incentives, leave, holidays,
- Social security measures for organised and unorganised sector

Unit IV: Welfare Measures and Social Response

- Statutory and non statutory welfare measures for workers in unorganised sector
- Employee assistance programmes- nature, scope, philosophy, models, services,
- Corporate social responsibility–policies, programmes and practices
Unit V: Emerging Issues and Concerns

- Issues and concerns of construction workers, agricultural workers, child workers; statutory and non-statutory initiatives,
- Unionisation of workers- historical overview, legislations, alliances and network for organising the unorganised
- Specific issues and concerns of women employees, persons with disability and employees on contract basis.

Core Readings


Supplementary Readings

1. Dutt, R. & Sundaram, K.P. 2005 Indian Economy, New Delhi, Sultan Chand & Co.
4. Papola T S & Sharma A N 1999 Gender and Employment in India, New Delhi, Vikas Publishing House


12. **Monappa, A.** 2000 Managing Human Resources, New Delhi, M C Millan

13. **Bhagoliwal, T.N.** 2002 Economics of Labour and Industrial Relation, Agra: Sahitra Bhawan
SW 7301: RURAL COMMUNITY DEVELOPMENT

OBJECTIVES:

- Understand social structure, social relations and institutions in rural communities
- Develop sensitivity, commitment, and skills to influence critical issues in rural communities
- Understand the policies, programmes and approaches of rural community development

COURSE CONTENTS:

UNIT I: Understanding Rural Communities

- Rural communities: Issues of identity and diversity
- Dynamics of the rural society: Caste, class, Tribe and gender relations; power, conflict and control
- Agrarian relations and land reforms
- Migration: nature, pattern and implications

UNIT II: Rural Poor: Contemporary Issues and Concerns

- Structural inequality and rural poverty - land ownership/entitlements and alienation, indebtedness
- Issues of livelihood and food security
- Issues of accessibility, availability and affordability of basic services
- Rural employment: problems and prospects
- Common property resources and implications for the poor

UNIT III: Rural Community Development

- Rural community development: Concept, nature, philosophy and historical context
- Approaches to rural community development
- Developing and strengthening Community Based Organizations

UNIT IV: Community Development Policies and Planning

- Policy instruments for rural development: National policy on agriculture, Forest policy
- Democratic decentralization and empowerment: Dynamics and functioning of Panchayati Raj
- Rural micro level planning, Tools, approaches and types
- Rural development in Five Year Plans

UNIT V: Community Development Programmes

- Micro credit initiatives and micro enterprise development
- Poverty alleviation programmes
- Cooperative societies in rural development
- Civil society initiatives: Best practices

### Core Readings

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## Supplementary Readings


SW 7302: SOCIAL WORK WITH THE ELDERLY OBJECTIVES:

- Develop theoretical and practical understanding of gerontological issues
- Gain insight into the emerging needs and problems of older persons vis-à-vis services/programmes for the elderly.
- Develop critical understanding of the policies and programmes for older persons at the national and international levels.
- Understand the relevance and nature of social work interventions for the elderly in the contemporary social situation.

COURSE CONTENTS:

Unit I: Understanding Old Age

- Definition of old age (developmental, biological, social, psychological and cultural perspective)
- Demography of the Ageing in India and implications of Greying of the Population
- Psychological and sociological theories of ageing
- Changing roles, power and status of older persons

Unit II: Needs and Problems of Older Persons

- Changing family norms and emerging problems of older persons: Relationship with caregivers.
- Psychological, social, and physical needs and problems of older persons
- Mental health consequences of ageing: Anxiety, depression, suicide tendencies and dementia
- Rights of older persons against neglect, abuse, violence and abandonment

Unit III: Policy, Programmes and Initiatives

- National and International concerns: National Policy for older persons 1999 and international resolutions
- Welfare programmes/schemes for the elderly especially women and the marginalized
- Civil society response: Role of NGOs and community groups
- Social security measures.

Unit IV: Strategies for Active and Healthy Ageing

- Active and Healthy Ageing: Intervention in improving well being and quality of life
- Psychosocial services for promotion of active Aging: counselling and guidance services for preparation of old age, lifestyle management and retirement plan programme, grief counselling
- Caring for the elderly: Issues and problems faced by the family
- Family Interventions and social support strategies
- Creating favorable/safe environment for the ageing population: Raising family/community/children awareness about ageing and death, role of media
Unit V: Social Work Intervention

- Home/Family based services, emergency response systems: Helpline, peer counselling.
- Community services: multi service day care centres, information and referral services.
- Self help/support groups of the elderly as well as care givers.
- Institutional services for the elderly: Interventions for enhancing well being of the institutionalized elderly
- Social work interventions in Hospice and palliative care

Core Readings


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SW 7303: ENVIRONMENT AND SOCIAL WORK

OBJECTIVES:

- Gain insight about environmental problems and challenges in the global and national context.
- Develop critical understanding of environmental policies, legislations and programmes.
- Understand the strategies and approaches of environment management.
- Develop skills of social work intervention in the protection and promotion of the environment.

COURSE CONTENTS:

Unit I: Basic Concepts and Interlinkages

- Interlinkages between Ecology and Environment
- Environmental Sustainability: Implications for livelihood security and community well-being
- Environmental degradation: Causes and consequences; differential impact on women, poor, marginalized groups and indigenous populations.
- Environment in the human rights perspective.

Unit II: Interface between Development and Environment

- Interface between environment and development.
- Sustainable development: Concept, potentialities and challenges; North – South perspectives.
  - Politics of Ecology: Dominant development paradigm and global implications
  - Impact of neoliberalism on environment and environmental justice

Unit III: State of the Environment and Environmental Concerns

- Global environmental issues and concerns.
  - State of India’s land, water, air, forests and wildlife resources and environmental problems pertaining to them.
- Environmental problems arising from unplanned urban growth and developmental projects.

Unit IV: Protection and Promotion of the Environment

- Introduction to approaches of environmental conservation - Deep ecology, Eco feminism, Eco Socialism, Environmental Justice; Indigenous approaches (Gandhian approach, Ethnoecology).
- Constitutional provisions, policies and legislative framework pertaining to environment protection in India.
- Important International treaties and conventions on environment; An outline.
- Important programmes of environmental conservation in India.
- Co-management of environment by Indigenous people and other stakeholders; mainstreaming gender in natural resource management and conservation.

**Unit V: Environmental Movements and Interventions**

- Environmental movements: typology and ideologies: analysis of select movements
- Role of civil society organizations in environmental action; some case illustrations.
- Social work intervention in the management, protection and promotion of the environment.
- Environmental education and awareness

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SW 7304: HIV/AIDS AND SOCIAL WORK PRACTICE

OBJECTIVES:

- Understand HIV/AIDS pandemic as a health and development issue
- Understand the social dimension of HIV/AIDS and learn to deal with its consequences in the best interest of People Living with HIV/AIDS (PLHA)
- Learn different prevention strategies for general population as well as people at higher risk of HIV infection
- Learn social work profession’s response to HIV/AIDS and PLHA

COURSE CONTENTS:

UNIT I: Social Dimension of HIV/AIDS

- The pandemic of HIV/AIDS: extent of the problem, routes of transmission, nature and progression of the disease
- Changing demographics of age, class, gender and ethnicity of HIV/AIDS pandemic
- HIV/AIDS as a development issue: MDG plan of action for control of HIV/AIDS
- Stigma, prejudice and discrimination faced by PLHA and their family members

UNIT II: Prevention Strategies

- Behaviour change communication for safer sex practices among special populations
- Prevention strategies and programmes for the general population, in occupational and rape-related exposure and parent to child transmission
- Targeted Interventions among high-risk groups like people in same sex relationships, injecting drug users, hemophiliacs, sex workers, truck drivers, transgendered people etc.

UNIT III: Care and Support for PLHA

- Current and experimental treatments/protocols (ART/HAART) and adjunctive therapies, control and treatment of opportunistic infections, issues impacting treatment options
- Community based HIV/AIDS Care and Support for PLHA
- Greater Involvement of people with AIDS (GIPA) and PLHA Networks: NGO response and network of positive people. GIPA Models
- Components of comprehensive care: psychosocial support, nutritional and healthcare support, palliative care, care and support of orphans

UNIT IV: HIV/AIDS and Policy Issues

- Politics of AIDS: historical account of government, agency and community responses
- Human rights and legal issues in HIV/AIDS
- NACO and State AIDS Control Societies, NGO Interventions: Case studies
• National AIDS prevention and control policy

UNIT V: HIV/AIDS and Social Work Interventions

• Skills and techniques of pre and post test counselling
• Crisis intervention and grief counselling of the survivors especially spouse and children
• Working with families of the affected persons (spouses, children, parents etc.)
• Advocacy, community mobilization, lobby efforts and networking with AIDS Service Organizations (ASO)
• Social Work Manifesto on HIV/AIDS (IFSW): a Case Study
• Ethics in social work practice with PLHA

Core Readings

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SW 7401: SOCIAL WORK AND DISASTER MANAGEMENT

OBJECTIVES:

- Develop understanding of disasters and disaster management
- Acquire a critical perspective of the policy framework, institutional structures and programmes for disaster management in India
- Understand the process and techniques of empowering communities in disaster preparedness and mitigation
- Learn the nature and scope of psychosocial care in disaster management

COURSE CONTENTS:

Unit I: Conceptual Framework: Disaster Vulnerability and Risk

- Disaster related concepts and definitions: Hazard, Risk, Vulnerability and Disaster; different forms of Natural and Manmade Disasters
- Impact of disasters: Physical, economic, political, psychosocial, ecological, and others; developmental aspects of disasters.
- Vulnerability: Factors enhancing vulnerability to natural and man-made disasters; regional vulnerability; vulnerable groups and communities.
- Hazard, Risk and vulnerability assessment with special emphasis on participatory tools and techniques.

Unit II: Disaster Management Initiatives

- Disaster Management Cycle and its components; paradigmatic shift in disaster management; Integration of disaster management and development planning
- Disaster Management Policy and programmes in India; National Disaster Management Framework. National Guidelines on Psychosocial support and mental health services in disasters.
- Administrative and institutional structure for disaster management; Techno-legal framework.
- Stakeholder participation in disaster management.

Unit III: Community Interventions

- Information, Education and Communication in disaster management.
- Capacity building of communities with special emphasis on vulnerable communities/groups.
- Community Based Disaster Preparedness (CBDP) and Management (CBDM)- Components; preparation of CBDP plan, community based risk management and response plans; building disaster resilient communities.
- Community participation in managing and mitigating disasters.

Unit IV: Post Disaster Interventions

- Coordinating search and rescue; relief mobilization and management; evacuation and camp management
• Contingency planning and crisis management
• Rapid health assessment and emergency health management
• Restoration and rehabilitation interventions, livelihood security and social justice concerns in disaster recovery and reconstruction
• Compensation and related issues in disaster management

Unit V: Psychosocial Care of Survivors

• Mental health consequences of disaster: grief reactions, post-traumatic stress disorders
• Principles and techniques of psychosocial care in post disaster situations
• Specific psychosocial needs of vulnerable groups like children, women, older persons and persons with disability
• Post trauma care and counseling including grief counseling with survivors, Mass catharsis Management and caring of careers
• Social care of orphans, disabled and those facing destitution

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SW 7402: CONFLICT MITIGATION AND PEACE BUILDING

OBJECTIVES:

- Understand situations of conflict, violence and conflict zones from across the world
- Learn to intervene from early warning to post-conflict reconstruction and restoration

COURSE CONTENTS:

Unit I: Understanding Conflict

- Definitions and contents of conflict - understanding concepts of violence, non-violence, riot, feud, rebellion, genocide, and pogrom
- Sources and causes of social, economic and political conflict
- Conflict as social process - economics of conflict, relevance of conflict for social work
- Nationalism and ethnic conflict – Sub-national and autonomy movements

Unit II: Conflict Analysis

- Instances of inter and intra-state conflict-identity/rights/claims over land, water etc.
- Stages of conflict, actors involved – timing, targets, setting
- Conflict audit-steps, processes and implications

Unit III: Conflict in Diverse and Plural Societies

- Characteristics of divided societies and deep-rooted conflicts - Instances of communal/ethnic/caste/racial conflict from India and other conflict sites from across the globe
- Areas and people in conflict-cases from Global South and Global North, the political economy of conflict-role of hegemonic states

Unit IV: Post-conflict Peace Building

- Political, economic, social challenges - steps and processes
- Mapping entry points and engagement with community and the State
- Conflict induced trauma and social work interventions
- Reconstruction and Rebuilding in conflict-torn societies

Unit V: Analyzing Peace Building Efforts and Strategies

- Peace Building at the Elite Level: The role of state and its critique
- Development and conflict - evaluating and assessing development as warning for peace, civil society response, role of organizations such as UNO in promoting peace etc.
- Social analysis for peace and development
- Models and illustration on conflict mitigation and peace building from-Sri Lanka, India, Northern Ireland, Bosnia-Herzegovina, Chechnya etc – state and civil society
- Peace building through movement- Locating women in Peace Movement, indigenous actors in Peace Building

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SW 7403: GENDER AND DEVELOPMENT

OBJECTIVES:

- Understand the social construction of gender
- Develop gender perspectives in analyzing social realities
- Understand gender and development approaches and strategies with specific reference to India.

COURSE CONTENTS:

Unit I: Conceptualizing Gender

- Gender as a social construct
- Gender identity, equity, discrimination
- Patriarchy - Social structure and social institutions
- Feminism: Major feminist thoughts

Unit II: Gender Perspectives in Development

- Women's movement in national and international context: Ideologies (IWM); Women in anti-colonial struggles, women in social movements - Telangana, Tebhaga, Naxalbari, Chipko, NBA
- Paradigm shift from welfare to rights based approach: Historical context and relevant international conferences
- Gender approaches to development: Practical and Strategic Gender Needs, WID, WAD, GAD
- Gender analysis tools and models: Gender budgeting, Gender Development Index, Gender Empowerment Measure, Human Poverty Index

Unit III: Gender Inequality

- Expressions of Gender disparity: Education, health, property, employment and livelihood, decision making, feminisation of poverty
- Gender based violence: Theoretical perspectives
- Manifestations of gender based violence: Domestic violence, trafficking in women and children, rape, sex selective abortion, female infanticide, child marriage

Unit IV: Gender Mainstreaming

- Gender mainstreaming as an approach to gender parity
- Principles, strategies and tools of mainstreaming
- State and civil society initiatives: UNO, Millennium Development Goals
- Changing institutional response -- Case studies of best practices and critique
- Advocacy and capacity building strategies for promoting gender parity

Unit V: Policies and Mechanisms

- Constitutional and legislative safeguards
- Policies and plans with gender focus
- Institutional mechanisms: National Commission for Women, Rashtriya Mahila Kosh, Crime Against Women Cell, Family Court, Family Counselling Centres and Crisis intervention Centres

Core Readings


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OBJECTIVES:

- Understand the nature and goals of counselling as a helping process
- Understand the theoretical base underlying counselling practice
- Learn to apply counselling skills while working with clients in various settings
- Develop attitudes and inculcate values that enhance investment of self in the counsellor's role.

COURSE CONTENTS:

UNIT I: Foundations of Counselling

- Counselling as a helping process: Meaning, nature and goals.
- Philosophic bases of counselling
- Principles of Counselling
- Application of counselling in social work practice. Group and individual counselling.

UNIT II: Approaches to Counselling

- Psychoanalytic counselling
- Client-centred counselling
- Transactional analysis
- Cognitive behaviour therapy

UNIT III: Counselling Techniques and Procedures

- Principles of counselling interview
- The counselling relationship: Relationship as the medium of facilitating change
- Skills and Techniques of counselling
- Phases of counselling
- Termination of counselling: Indications and contraindication, and the process

UNIT IV: The Counsellor as a Therapeutic Person

- Qualities of an effective counsellor
- Counsellor's roles and functions in the counselling process
- Self-awareness and its place in counselling: Beliefs, attitudes, and value orientations
- Ethical Issues: code of ethics for counsellors
- Professional burnout: Causes and remedies

UNIT V: Counselling Practice in Different Settings

- Crisis counselling: theory, methods and techniques of crisis intervention
- Marriage and Family counselling: Techniques and process
- Alcoholism Counselling: Motivational Intervention for sobriety
- HIV/AIDS counselling: pre and post-test counselling, grief counselling
- Counselling of children: developmental needs and age-related issues; Special problems of physical and sexual abuse, and substance abuse

**Core Readings**


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