



# **KAVAYITRI BAHINABAI CHAUDHARI NORTH MAHARASHTRA UNIVERSITY, JALGAON**

**Faculty of Humanities**

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## **SYLLABUS STRUCTURE OF MASTER OF SOCIAL WORK (MSW) DEGREE PROGRAM**

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**Programme Code: M.S.W.  
(Syllabus for Semester and 60:40 Patterns)**

**UNDER CHOICE BASED CREDIT SYSTEM (CBCS)**

**Revised Rules and Regulations With effect from  
Academic Year: - 2021 -2022**

**Prepared By**

***BOARD OF STUDIES (SOCIAL WORK)***

**KAVAYITRI BAHINABAI CHAUDHARI**  
**NORTH MAHARASHTRA UNIVERSITY, JALGAON**  
**Faculty of Humanities**  
**MASTER OF SOCIAL WORK (MSW)**  
**Under Choice Based Credit System (CBCS) & Semester Pattern**  
**(Revised rules and Regulations w. e. f. 2021-22)**

**INTRODUCTION:**

The degree of Master of Social Work is a professional Post-Graduate degree in Social Work. This course is aimed at developing the knowledge, values, beliefs and skills necessary for working with individuals, groups, communities and for collective social action. The course also gives an edge to the social work students to enable them to inculcate the philosophies, ideologies and methodologies of social work profession. In order to fulfil this, the course covers wide range of topics pertaining to the core, supportive, interdisciplinary and elective domains of social work education. The course is designed with appropriate consistency within the papers and among the papers. Therefore, interdependence of the papers is a characteristic feature of the course. The course will enable the learners to assume the role as the agents of social change and development with a positive attitude. Furthermore, it is a professional course with ample employment opportunities in various fields such as state and central government, NGOs, industries, Social Movements, Hospitals, Social Enterprises, Cooperatives, International Development Agencies and CSR Projects, in capacities such as Human Resource personnel, Community Organisers, Program Officers, Social Planners, Development Facilitators, and Social Welfare Administrators.

From the Academic Year 2021-22, Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon comes within the preview of the Faculty of Humanities, the Master of Social Work program offered by affiliated colleges will be based on Choice Based Credit System (CBCS) which provides an opportunity for the students to choose courses from the prescribed elective courses. The evaluation system and student's performance in examinations will be evaluated on a scale of Cumulative Grade Point Average (CGPA), based on University Grants Commissions (UGC) guidelines. The uniform grading system will also help potential employers in making proper comparative assessment of the academic performance of the candidates based on CGPA scores.

**OBJECTIVES OF MSW PROGRAMME:**

The objectives of the MSW programme are as follows:

- To create critical understanding of social realities reflecting its changing nature and participate in the dynamics of change
- To orient students on diverse population, their issues and social justice stance for social work practice
- To equip the students with skills to work with different groups and communities using social work practice methods and strategies
- To inculcate professional values and ethics that guide social work graduates in professional practice

- Develop interdisciplinary and specialized professional outlook, upheld the dignity and esteem of the social work profession and achieve self-actualization.
- Employ participatory, action and evidence-based practices in the field settings.

### **EXPECTED OUTCOME:**

On completion of this course students are expected to:

- Learner will have sound knowledge of professional social work.
- Learner will be able to deal with human needs with professional approach.
- Learner will get sufficient knowledge to work as paramedical staff.
- Learner will acquire experience and knowledge in research and contribute to social work.
- Learner will have positive approach toward life and be able to undertake any responsibilities with focused on future career goals.

### **NATURE AND DURATION OF THE PROGRAMME:**

The Master of Social work (M.S.W.) programme shall be regular, full time. The duration of the programme shall be four semesters for a period of two academic years. Each academic year shall be divided into two semesters.

### **DEFINITION OF KEY TERMS:**

#### **1. Choice Based Credit System (CBCS):**

The CBCS provides choice for students to select from the prescribed courses (Core course, Core course method- Compulsory Course / Skill Enhancement Courses, Supportive Course / Interdisciplinary Course, Discipline Specific Elective). The choice based credit system provides a 'cafeteria' type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning.

#### **2. Credit:**

A unit by which the course work is measured. It determines the each 25 marks carry one credit. The objective of credit system is to guarantee the academic recognition of studies throughout the world, enabling the students to have access to regular vertical and or horizontal course in any Institutions or the Universities in the world.

#### **3. Cumulative Grade Point Average (CGPA):**

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters.

#### **4. Program:**

An educational programme leading to award of a Post Graduate Degree.

**5. Core Course(CC):**

Every semester consists of Core Course/s which is to be compulsorily studied by a student as a core requirement to complete the programme in social work discipline.

**6. Core Course Method (CCM):**

A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course. In which all methods are compulsory to study so it is called Core Course Method.

**7. Skill Enhancement Course (SEC):**

The social work stream offers skill enhancement courses that help the students to enhance their knowledge and develop their skills for getting employment or for self-employment related to social welfare, development and allied areas, which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course. A Skill Enhancement Course focuses on those courses which add Skill/Ability proficiency to the students. This SEC is an Open Elective/ choice base course in which student have an option to choose any subject which are given in semester.

**8. Interdisciplinary Course (IC):**

In the CBCS scheme of this postgraduate programme, the students are mandatorily required to choose subjects of Interdisciplinary Course for additional knowledge and building their competencies outside their main subjects of study.

**9. Discipline Specific Elective Course (DSE):**

Every recognized training Centre of KBC North Maharashtra University selects its own areas of specialized training. There shall be four specialization groups. Each specialization group shall have eight specialization- specific theory papers. Each specialization-specific theory paper shall be of 04 Credits. Students should opt for any one specialization group of their choice during the second semester of the two-year Master of Social Work course. There shall be no option for changing the specialization group which is opted during the 2<sup>nd</sup> Semester. Students are required to continue with the same specialization group during their 3<sup>rd</sup> & 4<sup>th</sup> Semester. The specialization are known as Discipline Specific Elective Courses. (DSE)

**10. Audit Course (AC):**

In the CBCS scheme of this post graduate programme, the students are mandatorily required to choose one Audit Course in every semester for additional knowledge and develop the skills. The audit course are graded course, it has no weightage in CGPA.

**11. Semester:**

Each semester will consist of 12-15 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to November and even semester from December to April.

**12. Semester Grade Point Average (SGPA):**

It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total

course credits taken during that semester. It shall be expressed up to two decimal places.

**13. Letter Grade:**

Evaluation of student performance in the examinations will be done using Letter Grades, which have corresponding Grade Points instead of marks. It is an index of the performance of students in a said course. Grades are denoted by letters O, A, B, C, D, E, P and F.

**STRUCTURE OF THE M.S.W. COURSE (CBCS SEMESTER PATTERN)**

**(Implemented from 2021-2022)**

Sr. No.	Semester – I		Marks	Credits
1	<b>Theory Papers</b>	Total Five Subjects for 100 Marks each 60 Marks External + 40 Marks Internal assessment on the basis of Seminar/ Assignment, Attendance, Test, General performance / Behaviour.	<b>500</b>	<b>20</b>
2	<b>Field Work</b>	Field work in the first Semester shall consist of orientation visits to welfare institutions, Group conferences, seminars and Institutional placement for case work and group work practice. The field work shall be of minimum 15 hours per week.	<b>150</b>	<b>06</b>
<b>Semester – II</b>				
1	<b>Theory Papers</b>	Five Subjects for 100 Marks each (60 + 40) The courses will consist of three compulsory and two optional Courses from the Specialization programme offered by the concerned Collage.	<b>500</b>	<b>20</b>
2	<b>Field Work</b>	The field work in this semester shall consist of Institutional placement for case work and group work practice. The institutions for placement should be suitable for practice of relevant theory taught in the class rooms.	<b>150</b>	<b>06</b>
3	<b>Viva voce (Internal assessment)</b>	The Viva Voce (Internal) Base on theory papers and field work	<b>50</b>	<b>02</b>
<b>Semester-III</b>				
1	<b>Theory Papers</b>	Five theory papers for 100 Marks each (60 +40)	<b>500</b>	<b>20</b>
2	<b>Field Work</b>	The Field Work in the third Semester shall consist according to specialization (Concurrent Field Work)	<b>150</b>	<b>06</b>
<b>Semester-IV</b>				
1	<b>Theory Papers</b>	Five theory papers for 100 Marks each (60 +40)	<b>500</b>	<b>20</b>
2	<b>Field Work</b>	The Field Work in the Fourth Semester shall consist of placement in suitable Agencies and shall be internally assessed. Field visits to development projects and welfare agencies, Organizations, Industries as a part of study tour. Study tour is based on specialization.	<b>150</b>	<b>06</b>
3	<b>Project Report</b>	Every student shall select a suitable topic for conducting a short term research representing any field of social work practice or field of specialization and submit a well prepared Dissertation Report duly signed by concerned research guide and the Principal of the College. The original Copy shall be submitted to the University before the concerned Exam. The Project Work	<b>150</b>	<b>06</b>

		shall be assessed internally by the concerned research guide for 60 marks and externally for 90 marks by the Examiners appointed by the University as per 60 + 40 pattern.		
4	Viva voce	The viva voce in the Fourth Semester shall be conducted by the University at the concerned Centres immediately after the written examination.	50	02
Grand Total			2850	114

### MSW Programme / Course Credit Scheme

Semester	(A) Core Courses CC & CCM & IC			(B) Skill Based/Elective SEC			(C) Discipline Specific Elective DSE			(D) Audit Courses AC (No weight age in CGPA)			Total Credits (A+B+C)
	No. of Courses	Credits (T)	Total Credits	No. of Courses	Credits (T)	Total Credits	No. of Courses	Credits (T)	Total Credits	No. of Courses	Credits (T)	Total Credits	
I	05 FWP I	4 6	20 6							1	2	2	26+2
II	02 FWP II VV I	4 6 2	8 6 2	01	4	4	02	4	8	1	2	2	28+2
III	01 FWP III	4 6	4 6	01	4	4	03	4	12	1	2	2	26+2
IV	01 FWP IV Research VV II	4 6 6 2	4 6 6 2	01	4	4	03	4	12	1	2	2	34+2

**Total MSW Programme Credits = 114**

(**CC** - Core Course, **CCM** - Core Course Method, **IC** - Interdisciplinary Course, **FWP** - Field Work Practicum, **VV** - Viva Voce, **RD** - Research Dissertation, **AC** - Audit Courses, **SEC** - Skill Enhancement Course, **DSE** - Discipline Specific Elective)

**SUBJECT STRUCTURE OF MASTER OF SOCIAL WORK (M.S.W.)  
FIRST SEMESTER (CBCS Pattern)**

GROUP	TYPE OF COURSE	COURSE / SUBJECT CODE	TITLE OF THE COURSE	MARKS	CREDITS
COMPULSARY	CC	MSW -111	PROFESSIONAL SOCIAL WORK – HISTORY AND IDEOLOGY	100	4
	CC M-1	MSW -112	SOCIAL WORK METHOD - SOCIAL CASE WORK	100	4
	CC M-2	MSW -113	SOCIAL WORK METHOD - SOCIAL GROUP WORK	100	4
	IC-1	MSW -114	INTRODUCTION OF SOCIOLOGY AND SOCIAL PROBLEMS IN INDIA	100	4
	IC-2	MSW -115	PSYCHOLOGY FOR SOCIAL WORK PRACTICE	100	4
	FWP I	MSW -116	FIELD WORK PRACTICUM	150	6
COMPULSARY (No Weightage in CGPA)	AUDIT COURSE	AC 101	Practicing Cleanliness	100	2
Total Credits of the Semester – 26 + 2					

## SECOND SEMESTER (CBCS Pattern)

GROUP	TYPE OF COURSE	COURSE / SUBJECT CODE	TITLE OF THE COURSE	MARKS	CREDITS
COMPULSARY / ELECTIVE	CC M 3	MSW-121	SOCIAL WORK METHOD - COMMUNITY ORGANIZATION AND SOCIAL ACTION	100	4
	CC M-4	MSW-122	SOCIAL WORK METHOD - SOCIAL WORK RESEARCH AND STATISTICS	100	4
	SEC (Any ONE out of two Skill Enhancement courses)	MSW -123	BASICS OF COUNSELING IN SOCIAL WORK PRACTICE	100	4
		MSW-124	PERSONAL & PROFESSIONAL DEVELOPMENT FOR SOCIAL WORK PRACTICE	100	4
	FWP II	MSW -125	FIELD WORK PRACTICUM	150	6
	VV 1	MSW -126	VIVA VOCE	50	2
From Following Specialisation wise Discipline specific course select one specialisation group of 2 subjects					
GENERIC	DSE	MSW-G-1	INDIAN SOCIETIES, ISSUES, IMPLICATIONS AND CHALLENGES:	100	4
	DSE	MSW-G-2	SOCIAL SECURITY LAWS AND LABOUR WELFARE	100	4
TRIBAL WELFARE	DSE	MSW-TW-1	TRIBAL ANTHROPOLOGY AND SOCIAL WORK	100	4
	DSE	MSW-TW-2	EMERGING ISSUES AND PROBLEMS OF TRIBAL COMMUNITIES	100	4
COMMUNITY DEVELOPMENT	DSE	MSW-CD-1	URBAN, RURAL AND TRIBAL COMMUNITIES IN INDIA	100	4
	DSE	MSW-CD-2	EMERGING ISSUES AND PROBLEMS OF URBAN, RURAL AND TRIBAL COMMUNITIES	100	4
HUMAN RESOURCE MANAGEMENT	DSE	MSW-HRM-1	LABOUR WELFARE	100	4
	DSE	MSW-HRM-2	LABOUR LEGISLATION IN INDIA	100	4
CHOOSE ONE OUT OF FOUR (No Weightage in CGPA)	AUDIT COURSE	AC 201 (A) AC201 (B) AC 201 (C) AC 201 (D)	Soft Skills Sport Activities Yoga Music	100	2
Total Credits of the Semester – 28 + 2					



### THIRD SEMESTER (CBCS Pattern)

GROUP	TYPE OF COURSE	COURSE / SUBJECT CODE	TITLE OF THE COURSE	MARKS	CREDITS
COMPULSARY & ELECTIVE	CC	MSW-231	SOCIAL LEGISLATION IN INDIA	100	4
	SEC (Any ONE out of two Skill Enhancement courses)	MSW-232	DISASTER MANAGEMENT AND SOCIAL WORK	100	4
		MSW-233	WOMEN DEVELOPMENT AND SOCIAL WORK	100	4
	FWP III	MSW-234	FIELD WORK PRACTICUM	150	6
From Following Specialisation wise Discipline specific course select one specialisation group of 3 subjects					
GENERIC	DSE	MSW-G-3	CORRECTIONAL SOCIAL WORK	100	4
	DSE	MSW-G-4	DEVELOPMENT OF WEAKER SECTIONS	100	4
	DSE	MSW-G-5	YOUTH AND DEVELOPMENT	100	4
TRIBAL WELFARE	DSE	MSW-TW-3	TRIBAL DEVELOPMENT SCHEMES AND PROGRAMME	100	4
	DSE	MSW-TW-4	ECOLOGY AND SOCIAL WORK	100	4
	DSE	MSW-TW-5	ENVIRONMENT POLICY AND LAW	100	4
COMMUNITY DEVELOPMENT	DSE	MSW-CD-3	RURAL & URBAN ECONOMY	100	4
	DSE	MSW-CD-4	COMMUNITY DEVELOPMENT AND GOVERNANCE	100	4
	DSE	MSW-CD-5	MANAGEMENT OF VOLUNTARY ORGANIZATION	100	4
HUMAN RESOURCE MANAGEMENT	DSE	MSW-HRM-3	HUMAN RESOURCE MANAGEMENT	100	4
	DSE	MSW-HRM-4	PERSONNEL MANAGEMENT AND INDUSTRIAL RELATIONS	100	4
	DSE	MSW-HRM-5	ORGANIZATIONAL BEHAVIOUR	100	4
CHOOSE ONE OUT OF FOUR (No Weightage in CGPA)	AUDIT COURSE	AC 301 (A) AC301 (B) AC 301 (C) AC 301 (D)	Computer Skills Cyber Security SPSS In Social Sciences Skills of Data Analysis	100	2
Total Credits of the Semester – 26 + 2					

#### FOURTH SEMESTER (CBCS Pattern)

GROUP	TYPE OF COURSE	COURSE / SUBJECT CODE	TITLE OF THE COURSE	MARKS	CREDITS
COMPULSARY / ELECTIVE	CCM-5	MSW -241	SOCIAL POLICY, PLANNING AND ADMINISTRATION	100	4
	SEC (Any ONE out of two Skill Enhancement courses)	MSW -242	HEALTH SYSTEM IN INDIA	100	4
		MSW -243	CORPORATE SOCIAL RESPONSIBILITY	100	4
	FWP IV	MSW -244	FIELD WORK PRACTICUM	150	6
	RD	MSW-245	RESEARCH DISSERTATION (PROJECT REPORT)	150	6
	VV 2	MSW-246	VIVA VOCE	50	2
From Following Specialisation wise Discipline specific course select one specialisation group of 3 subjects					
GENERIC	DSE	MSW-G-6	INSTITUTIONAL MANAGEMENT	100	4
	DSE	MSW-G-7	SOCIAL WELFARE AND SOCIAL JUSTICE	100	4
	DSE	MSW-G-8	FAMILY AND CHILD WELFARE	100	4
TRIBAL WELFARE	DSE	MSW-TW-6	ADMINISTRATION OF TRIBAL WELFARE	100	4
	DSE	MSW-TW-7	ENVIRONMENT DEVELOPMENT PROGRAMME	100	4
	DSE	MSW-TW-8	RURAL, TRIBAL MOVEMENT IN INDIA	100	4
COMMUNITY DEVELOPMENT	DSE	MSW-CD-6	SOCIAL EDUCATION AND DEVELOPMENT	100	4
	DSE	MSW-CD-7	PARTICIPATORY APPROACHES OF COMMUNITY DEVELOPMENT	100	4
	DSE	MSW-CD-8	ADMINISTRATION OF URBAN DEVELOPMENT	100	4
HUMAN RESOURCE MANAGEMENT	DSE	MSW-HRM-6	LABOUR ECONOMICS AND INDIAN LABOUR PROBLEMS	100	4
	DSE	MSW-HRM-7	PERSONNEL PROCEDURES & PRACTICES	100	4
	DSE	MSW-HRM-8	INDUSTRIAL SOCIOLOGY	100	4
CHOOSE ONE OUT OF FOUR (No Weightage in CGPA)	AUDIT COURSE	AC 401 (A) AC401 (B) AC 401 (C) AC 401 (D)	Human Rights Current Affairs Personality Development Writing and Record Keeping Skills	100	2
Total Credits of the Semester – 34 + 2					

(**CC** - Core Course, **CCM** - Core Course Method, **IC** - Interdisciplinary Course, **FWP** - Field Work Practicum, **VV** - Viva Voce, **RD** - Research Dissertation, **AC** - Audit Courses, **SEC** - Skill Enhancement Course, **DSE** - Discipline Specific Elective)

**LIST OF AUDIT COURSES**  
**(SELECT ANY ONE COURSE OF CHOICE FROM SEMESTER II, III & IV)**

Semester I (Compulsory)		Semester II (Choose ONE) Personality & Cultural Development		Semester III (Choose ONE) Technology + Value Added Course		Semester IV (Choose ONE) Professional and Social + Value Added Course	
Course Code	Course Title	Course Code	Course Title	Course Code	Course Title	Course Code	Course Title
AC 101	Practicing Cleanliness	AC 201 (A)	Soft Skills	AC 301 (A)	Computer Skills	AC 401 (A)	Human Rights
		AC 201 (B)	Sport Activities	AC 301 (B)	Cyber Security	AC 401 (B)	Current Affairs
		AC 201 (C)	Yoga	AC 301 (C)	SPSS in Social Sciences	AC 401 (C)	Personality Development
		AC 201 (D)	Music	AC 301 (D)	Skills of Data Analysis	AC 401 (D)	Writing and Record Keeping Skills

**(\*\* Note: The paper of audit course will be of 100 marks which will be examined at college level. The marks of this course will not be obtained in the total marks of MSW but only grades will be given)**

**MSW PROGRAMME STRUCTURE:**

The MSW degree will be awarded to the students who complete a total of 4 Semesters in minimum of two years clearing examination held by the University for a total of 20 Courses/ papers, 09 compulsory Core courses, 03 Skill enhancement Courses (Elective) and 08 Specialization courses i.e Discipline Specific Courses besides other heads of passing (student shall select any one specialization or the Generic course) in four semesters. Five papers per semester, field work, research (Dissertation) and other components as per semester structure. Total number of the Semesters for M.S.W programme will be four.

**Specialization/ Elective Courses:** Every recognized training Centre of North Maharashtra University selects its own areas of specialized training. The following Specialization Courses are offered by the recognized Institutions of North Maharashtra University, Jalgaon

- |                          |                              |
|--------------------------|------------------------------|
| 1. Community Development | 2. Human Resource Management |
| 3. Generic               | 4 Tribal Welfare.            |

**1. PATTERN & GRADING SYSTEM**

**A. Features of the CGPA System:**

1. Master's degree courses namely, MSW would be of 114 credits for whole Degree Course
2. One credit for the theory course shall be of the 15 clock hours (Each course being taught in the semester will be of 4 credits) that is each course will be of 60 hours (Including Continues Internal Assessment).
3. 6 credits shall be awarded to the Project course, which will commence after completion of IV<sup>th</sup> sem. report will be submitted during IV Semester. The marks and the credits will be allotted in IV Semester.
4. For Field Work 6 credits per each semester should be allotted. That is total field work is of 24 credit.

**B. Grades:**

- (i) Marks for each course would be converted to grades as shown in Table 1

**Table 1:** Conversion of marks to grades in credit system  
Grade will be awarded as per the seven point grading scale.

CGPA Value	Final Grade Obtained	Grade Remark	Equivalent Percentage
05.00 - 6.00	<b>O</b>	Outstanding	75 to 100
04.50 - 04.99	<b>A</b>	Very Good	65 to 74
03.50 - 04.49	<b>B</b>	Good	55 to 64
02.50 - 03.49	<b>C</b>	Average	50 to 54
01.50 - 02.49	<b>D</b>	Satisfactory	45 to 49
00.50 - 01.49	<b>E</b>	Pass	40 to 44
00.00 - 00.49	<b>F</b>	Fail	0 to 39

- (ii) The grade point will be given on the total marks (sum of mark obtained in internal assessment and term end university level examination) obtained in the said subject.
- (iii) A student who fails in a course (i.e. He scores less than 24 out of 60 marks in the Term End Examination and 16 out of 40 in internal assessment or less than 40 out 100 marks) shall be given F grade. Student with F grade in course would be granted credit for that course but not the grade for that course and shall have to clear the concerned course.
- (iv) The **total grade points earned in each course** shall be calculated as –  
Grade points obtained (vide Table-1) X Credits for the course
- (v) **Semester Grade Point Average (SGPA) –**  
The performance of a student in a semester is indicated by a number called SGPA. SGPA is the weighted average of the grade points obtained in all courses registered by the student during the semester. It shall be calculated as follows-

$$SGPA = \frac{\sum_{j=1}^n c_i p_i}{\sum_{j=1}^n c_i}$$

Where,  $C_i$  = the number of credits earned in the  $i$ th course of a semester for which SGPA is to be calculated

$p_i$  = grade point earned in the  $i$ th course

$i = 1, 2, 3, \dots, n$  represent the number of courses in which a student is registered in the concerned semester.

That is,

Total earned grade points for the semester

SGPA = Total credits for the semester

The SGPA is rounded up to two decimal places.

- (vi) **Final result** – Up to date assessment of the overall performance of a student from the time of his/her first registration is obtained by calculating a number called Cumulative Grade Point Average (CGPA), which is weighted average of the grade points obtained in all courses registered by the student since he/she entered the college.

$$CGPA = \frac{\sum_{j=1}^n c_j p_j}{\sum_{j=1}^n c_j}$$

Where  $C_j$  = the number of credits earned in the  $j$ th course up to the semester

$p_j$  = grade point earned in the  $j$ th course. A letter grade lower than D (i.e. grade point < 4) in a course shall not be taken into consideration for the calculation of CGPA

$j = 1, 2, 3, \dots, m$  represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated

The CGPA is rounded up to two decimal places.

(vii) The final grade earned shall be as per Table 2 given below-

**Table-2**

CGPA	Grade
05.00 - 6.00	O
04.50 - 04.99	A
03.50 - 04.49	B
02.50 - 03.49	C
01.50 - 02.49	D
00.50 - 01.49	E
00.00 - 00.49	F

**Final grade to be awarded and equivalent percentage of marks of the candidate based on his/her CGPA**

## 2. Credit Pattern:

MASTER OF SOCIAL WORK - Under Choice Based Credit System (CBCS)

Summary of Distribution of Credits under CBCS for MSW

(w. e. f. 2021-2022)

Type of Course		Sem. I	Sem. II	Sem. III	Sem. IV
Core	Theory	20	12	08	08
	FWP	06	06	06	06
	Viva	--	02	--	02
	Research	--	--	--	06
Discipline Specific Elective	Theory	--	08	12	12
Audit		02	02	02	02
Total Credits		26	28	26	34
Total Credits = 114					

Subject Type	Core	Discipline Specific Elective	Audit	Total Credits
Credits	72	32	04	114+(04 Audit)

**Credit shall be awarded in the following order**

- |   |   |            |
|---|---|------------|
| 1. Written theory papers @ 4 credits per paper x 20       | = | 80 credits |
| 2. Field Work --@ 06 credits per Semester x 04            | = | 24 credits |
| 3. Research dissertation @ 06 credits (IV Semester ) x 01 | = | 06 credits |
| 4. Viva voce @ 02 credits per Viva voce x 02              | = | 04 credits |

( to be conducted in the end of II & IV Semester)

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**Total = 114 credits**

5. Audit Course 1 paper per semester@2 credits (no weightage in CGPA) Graded course.

OR

The award of grads & final grades should be as per the Uniform policy of K.B.C.N.M.U. is applicable.

**Note:** One credit means one hour of teaching work (theory) per week for 15 weeks in a semester; or two hours of field work (practical work) per week for 15 weeks in a Semester.

### OVERALL STRUCTURE:

The structure of the course shall be as under:

- |  |                                 |
|--|---------------------------------|
| 1. Written theory papers 05 per semester, 20 papers x 100 Marks            | 2000 marks                      |
| 2. Field work: 100 marks per semester 150 x 4                              | 600 marks                       |
| 3. Research Dissertation (Submitted in Semester IV)                        | 150 marks                       |
| 4. Viva Voce (Semester II and IV) @ 50 marks x 2                           | 100 marks                       |
|  | <b>Total Marks = 2850 marks</b> |
| 5. Audit Course 1 paper per semester (no weightage in CGPA) Graded course. |                                 |

### 3. FIELD WORK:

Total marks 600, per semester 150 marks.

- I) The respective affiliated Institutes/ Colleges may develop the field work modules and manual according to the available field opportunities in their region. The field work over 4 semesters will include concurrent field work, Orientation Visits, Special Awareness campaigns, Rural Camp, Study Tour and Block Field Work placement etc.
- II) Field Work shall be of 150 marks (6 credits) for each Semester. The total of field work marks for four Semesters shall be 600 (24 credits).
- III) Field work shall be conducted during a period of two days a week for 15 (fifteen) clock hours.
- IV) Field work shall be conducted at a social welfare agency/organization/ Industry selected by the college. Every student shall be supervised by an experienced/professional social worker from the agency and a faculty member of the college
- V) A weekly Individual Conference of about 15 minutes, related to field work of every student, shall be conducted by the concerned Field Work Supervisor.
- VI) Field Work shall be evaluated internally by a panel of 03 faculty members including the Field Work Supervisor.
- VII) 90% attendance at Field work is compulsory.
- VIII) A student failing in field work at any Semester shall be declared as 'Fail' and shall have to repeat the entire Semester including theory courses.
- IX) In any case, there shall be no revaluation or moderation of Field Work marks.
- X) **RURAL CAMP:** Participation in Rural Camp of 5-7 days organized by the college shall be compulsory for every student appearing for the Second Semester Exam. The Rural Camp shall be a graded activity to develop the understanding among the students about rural community and problems for intervention. 30 marks shall be allotted to this activity under the head of Field Work. The Students performance should be assessed on the basis of their participation, initiative, skills and discipline.

- XI) **STUDY TOUR:** Study tour is compulsory for Students of M.S.W IV Semester. It is a graded activity to orient the students about field realities and give exposure to the learners about the settings in social work and its challenges. 30 marks out of 150 marks earmarked for Field Work shall be allotted to this activity and the student's performance should be assessed on the basis of their participation, report writing, skills and discipline.

The Study Tour shall be of 6 to 8 days duration and it shall be either to an urban setting, or a rural setting or a mix of urban and rural settings, depending on the specialization of the students. During the educational tour, the students should visit a minimum of four developmental agencies/ Organizations/ Projects/ Industries, out of which at least two should be relevant to their specialization group. It shall be organized by the institution during the fourth semester.

- XII) Skill Lab is a learning activity which is non graded activity organized for the students to develop their skills in order to develop their understanding to relate theory to practice and for their professional development.
- XIII) Special awareness campaigns - the students shall participate in special awareness campaigns such as HIV/AIDS awareness, issues of Child labour, Environment, Civil Rights etc. organized by the college under the guidance of faculty supervisor. At least two issue based campaigns should be organized during the Semester.
- XIV) Issue based Paper, Book review, Website Review Presentation. Every student should make a presentation on social issues and agencies working on them, book review etc.. (At least one presentation during the Semester)

#### **FIELD WORK COMPONENTS: Semester - I**

Sr. No.	ACTIVITY	MARKS
1	Orientation Visits to welfare Institution (10 visits)	30
2	Concurrent Field Work (Case work and group work)	50
3	Individual conference	15
4	Group conference	15
5	Seminar on Field Work	20
6	Report writing/attendance and general impression	20
<b>Total</b>		<b>150</b>

#### **FIELD WORK COMPONENTS: Semester- II**

Sr. No.	ACTIVITY	MARKS
1	Concurrent Field Work (Case work and group work)	50
2	Rural Camp	30
3	Individual conference	15
4	Group conference	15
5	Field work seminar - Website Review / Book Review / Article presentation	20
6	Report writing/attendance and general impression	20
<b>Total</b>		<b>150</b>

**FIELD WORK COMPONENTS: Semester- III**

Sr. No.	ACTIVITY	MARKS
1	Concurrent Field Work (As per Specialisation)	50
2	Issue Based awareness campaigns	30
3	Individual conference	15
4	Group Conference	15
5	Field work seminar/assignment on field work task	20
6	Report writing, attendance and general impression	20
<b>Total</b>		<b>150</b>

**FIELD WORK COMPONENTS: Semester- IV**

Sr. No.	ACTIVITY	MARKS
1	Concurrent Field Work (As per Specialisation)	50
2	Study Tour	30
3	Individual conference	15
4	Group conference	15
5	Field work seminar on social issues/ Group presentation/ Success stories presentation.	20
6	Report writing, attendance and general impression	20
<b>Total</b>		<b>150</b>

**4. RESEARCH DISSERTATION (M.S.W.IV SEMESTER)**

Every faculty shall devote at least 4 Hours per week for research guidance to be given to the students assigned to him/her. The Research dissertation shall carry 150 Marks and shall have external and internal Assessment on the bases of 60:40 patterns.

The M.S.W. students admitted to the Third Semester shall select a research topic in the beginning of the third semester for project work in consultation with the Research Guide. Sample for the project report should be selected as per the requirement of Research Topic, where the sampling Method is used.

Every student shall submit three typed and well bound copies of such project report 15 days before the commencement of the Fourth Semester examination. The project report shall carry a total of 150 marks and shall be treated as a separate head of passing. A candidate must obtain minimum 75 marks for passing under this head. The project report at MSW IV Semester Examination should be assessed internally by the concerned research guide for 60 marks and externally for 90 marks by the Examiners appointed by the University as per norms.

*A candidate failing at this head shall submit a research report as prescribed by the University within a period of three months from the date of the results and shall pay applicable fees along with examination form.*

**Prescribed Standard for Research Dissertation:**

1. The topic of research must be related to the area of social work.
2. The candidate must follow the scientific process and methods of social work research or social research.
3. The Report submitted to the University must be duly signed by the Principal and concerned research Guide and shall also be certified by the Guide as to originality of the short term research work.
4. The content of the Report shall not cause any dispute or defamation to any person or the Institution.



5. Any malpractice including any attempt at plagiarism exposed even at a later stage may invite withdrawal of the Degree of such a candidate.

## **5. VIVA VOCE EXAMINATION:**

The Viva voce will be conducted for 50 marks each at the end of Semester II and IV. The viva voce constitutes a separate head of passing. A candidate failing in viva voce of second Semester shall be eligible for admission to the third Semester.

A candidate failing in Fourth semester Viva voce conducted by the external examiner shall be declared Fail at the M.S.W Examination. However, he may attend the viva voce within three months from the date of declaration of the results as per University schedule. In such a case he will have to pay the extra fees as per the decision of University to time to time.

- 5.1 There shall be a Viva-Voce Examination at the end of II<sup>nd</sup> and IV<sup>th</sup> Semester based on theory knowledge, research and field work practicum.
- 5.2 In the second semester Viva-Voce of 50 marks will be conducted before the commencement of the Second Semester examination by the Colleges and a statement of the marks obtained by the students shall be submitted to the University by the Heads of the Institutions for inclusion in the mark sheet. The minimum marks required for passing the Viva Voce are 25 for each Viva-Voce examination.
- 5.3 A student failing in Viva-Voce (Semester II) shall be called again for the Viva Voce within one month of the date of declaration of the Second Semester Examination results. Only one repeat Viva Voce shall be permissible to be conducted during the Second Semester. However a student failing in the Second Semester Viva Voce Examination shall be eligible for admission to the MSW Third Semester.
- 5.4. Fourth Semester Viva-Voce Examination of 50 marks shall be conducted externally by the University.
- 5.5 The Viva Voce conducted in the Fourth semester shall be based on theory, field work, research, professional development and related area of specialization.

## **6. BLOCK PLACEMENT TRAINING (Internship):**

- 6.1 Every student shall require to complete his/her block placement/ internship for a period of one month i.e. 30 working days after the fourth Semester examination. The Result of the candidates would be handed over to the College only after submission of a report on completion of block placement/ internship to the University. The Certificates indicating clearly successful completion of block placement/ internship by the students shall be retained by the concerned College.
- 6.2 After completion of Block placement, the student must submit a report of work along with completion certificate to the Head/ Principal of the College/ Institute within 45 days from last day of MSW IV<sup>th</sup> semester university examination. Ordinarily, no leave of absence will be permissible during the stipulated period of the block field work placement.
- 6.3 Every student is required to complete his/her block placement/ internship in a Government/ Non-Government organisations, welfare/development agency, Industries.
- 6.4 The block placement/ internship shall be organized by a faculty nominated by the Principal.

## **7. HEADS OF PASSING, STANDARD OF PASSING, CREDIT PATTERN AND GRADE POINTS:**

- 7.1 The following shall be the independent heads of passing:
1. Written theory papers
  2. Field work
  3. Research Dissertation
  4. Viva Voce
- 7.2 Standard of passing Marks: Percentage
- a. Written theory papers in each paper - 40% Marks (Aggregate of 100- inclusive of both 60 external and 40 internal marks)
  - b. Field work in every semester - 50% Marks
  - c. Viva Voce - 50% Marks
  - d. Research dissertation - 50% Marks

## **8. RULES OF ATKT:**

- 8.1 A students must pass in 3 theory courses in each semester out of 5 courses to avail of the benefit of ATKT for the next semester and he/she must clear the backlog in the next semester examination. Their internal assessment marks will not change.
- 8.2. A students shall be allowed to keep term of Semester- III, (MSW-II), if he/she has no backlog and clears all the heads of passing of Semester- I.
- 8.3. A student failing in Field Work at any Semester shall not get the benefit of ATKT including theory papers and will have to repeat the entire semester.
- 8.4. In any case, for what so ever reasons, if a student does not appear or fails in any semester examination will have to repeat the entire semester.

## **9. ADMISSION PROCEDURE:**

- 9.1 The candidate must apply only on a prescribed form attached to the prospectus of the Institution. The Prospectus of the College must clearly indicate the reservation of seats as per the Government and University norms, dates of sale of prospectus, last date for submission of the filled up forms, date of entrance test, date of declaration of the selection list and waiting list and the last date of admission .The selected candidate must, at the time of admission, produce all original certificates (SSC, HSC, and Graduation, caste certificate, Domicile Certificate, Income Certificate, Non-creamy layer certificate and other relevant certificates or documents) and mark-lists. The candidate shall have to pay the full fees as prescribed by the University .The Principal of the College may grant concession at his own discretion. Candidates will have to obtain their transference certificate indicating the College last attended and the Examination last passed. The candidates who have passed their last qualifying Examination from a University other than North Maharashtra University, Jalgaon must submit a migration certificate immediately after securing admission. As per K.B.C North Maharashtra University, Jalgaon rules every candidate must obtain an eligibility certificate. A student who fails to obtain the eligibility certificate will not be permitted to appear for the Semester IV Examination.

### **9.2 Reservation of Seats:**

There will be reservation of seats for the backward class students and the female candidates as per rules of K.B.C. North Maharashtra University, Jalgaon and the Government of Maharashtra.

## 10. ELIGIBILITY:

Candidates who have passed Bachelors' degree in any discipline of North Maharashtra University or any other Statutory University recognized equivalent thereto and must have obtained minimum aggregate 45 percent marks shall be eligible to apply for the MSW degree programme.

Minimum 50% of the sanctioned seats shall be reserved for BSW degree holders on merit basis. Strictly following the rules of reservation for different categories including 10% seats for other universities.

The remaining seats shall be filled up according to merit. The Merit list shall be prepared by central common entrance test (CET) conducted by Kavyitri Bahinabai Chaudhari North Maharashtra University, Jalgaon or the College / Institute affiliated to it as the case may be.

## 11. MEDIUM OF INSTRUCTION:

The medium of Instruction shall be English. However, as North Maharashtra University, Jalgaon has allowed students to write examination answer books in Marathi suitable instructions may be given in the regional language i.e. Marathi.

## 12. COURSE EVALUATION:

### 12.1 Evaluation/ Examination Pattern:

There would be Continuous Internal Evaluation (CIE) conduct by Concern College and an End of Semester Examination (ESE) conduct by university for each theory course.

**The pattern of the examination is 60:40.**

### 12.2 Continuous Internal Evaluation (CIE) :- 40 Marks

The total Continuous Internal Evaluation (CIE) component carries **40 Marks** for each theory course, which is divided as follows:

<b>1. Internal Written Examination</b>	<b>- 20 Marks</b>
<b>2. Class Attendance and overall impression</b>	<b>- 10 Marks</b>
<b>3. Written Assignment / Tutorials</b>	<b>- 10 Marks</b>

#### 1. Internal Written Examination - 20 Marks:

- i) The Internal Written Examination of each theory course will be conducted by the college.
- ii) Internal Written Examination of each theory course shall be of 20 marks and shall be taken in each semester before the end semester.
- iii) The examination department will declare detailed time-table of internal written examination well in advance. Concern course teacher prepare question paper. Examination department conduct one test of 20 marks for internal written examination of all theory courses.
- iv) Only those who secure a minimum of 75% attendance in the aggregate for all the theory courses of a semester taken together alone will be allowed for the Internal Written Examination of the Semester.
- v) A student who is short of attendance (below 75%) in the aggregate for all the theory courses of a semester shall not be allowed for the Internal Written Examination of the Semester.

## **2. Class Attendance and overall impression - 10 Marks**

- i) Marks for class attendance are given on the basis of class room session's attendance of the student's in every theory course of the semester. Marks for class attendance fill – up by concern course teacher.
- ii) Active class participation is expected from the students. Faculty will do continuous evaluation of student performance in the class.
- iii) Overall Impression of the student is measure through continuous formative assessment of his/her competencies and advanced level practice behaviours. Professional development, and participation in curricular and co-curricular activities.

## **3. Written Assignment / Tutorials - 10 Marks**

- i) Student should write minimum 02 assignments/tutorials for each theory course in each semester.
- ii) Concern course teacher conduct written assignment related to the theory course. Marks for written assignment fill - up by concern course teacher.

### **12.3 Re- Continuous Internal Evaluation –**

If due to any unforeseen or unpredictable event, any of the student/s fails to appear for the CIE component or fails in the CIE, the re- Continuous Internal Evaluation for such students can be held during the same Semester, subjected to faculty and principal approval.

### **12.4 External Examination:- 60 Marks**

- Only those who secure a minimum of 75% attendance in the aggregate for all the theory courses of a semester taken together alone will be allowed to register for the End Semester Examination of the Semester.
- A student who is short of attendance (below 75%) in the aggregate for all the theory courses of a semester shall not be allowed to register for the End Semester Examination of the Semester.
- The external examinations of each semester will be of 60 Marks held by the university at the end of each semester. Each course will have examination of 60 marks. University will declare detailed time table for external examinations well in advance.
- The question paper will be set on the syllabus of concerned courses of 60 marks and written examination will be of 03 (Three) hours duration.

### **12.5 Audit Course (AC):**

In the CBCS scheme of this post graduate programme, the students are mandatorily required to choose one Audit Course in every semester for additional knowledge and develop the skills. The audit course are graded course, it has no weightage in CGPA. The Written Examination of 100 marks and evaluation of course will be conducted by the college.

### **12.5 Pattern of Question Paper**

#### **1. Internal Written Examination - 20 Marks**

**Que. No. 1-** Write the answer of the following question. **(Any one out of two)** **10 marks**

**Que. No. 2-** Write **short notes** of the following. **(Any two out of four)** **10 marks**

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## 2. External Examination:- 60 Marks

**Que. No. 1-** Write the answer **any four** of the following questions. **(Out of eight).** **12 marks**

**Que. No. 2-** Broad questions. **(Any one out of two).** **12 marks**

**Que. No. 3-** Broad questions. **(Any one out of two).** **12 marks**

**Que. No. 4-** Broad questions. **(Any one out of two).** **12 marks**

**Que. No. 5-** Write **short notes any two** of the following. **(Out of four)** **12 marks**

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## 13. DISCIPLINE:

Students are expected to follow all rules and maintain discipline throughout the course period. Ragging in any form, within or outside the campus, is strictly prohibited. In case a student is found violating the rules of discipline, the Principal of the College shall take stringent action against him/her.

## 14. GRANT OF TERMS:

90 percent attendance at Field Work and class Room teaching sessions is required for a student to be eligible for keeping the term. In very exceptional circumstances leave with prior permission of the Principal of the College may be granted with a condition of compensating the loss of educational days within the limit of 90%. The Principal of the college shall have the responsibility of and control over all matters pertaining to discipline and professional behaviour.

## 15. JOB/CAREER OPPORTUNITIES:

The Job opportunities are one of the important output of MSW course.

### JOB OPPORTUNITIES

- Family Court, Family Counselling centres
- Non-Governmental organizations (NGO) working on various social issues
- Schools, Ashram Schools
- Mental Health Institutions and De-addiction Centres
- Govt. and Private Hospitals
- Blood Bank and Municipal Corporation Hospitals and Projects
- Community Health Projects, Govt. Health Departments
- Industries and multi-national groups/corporate sector such as small scale/medium/large scale industries, bank, hotels, institutions etc.
- Service Industries
- Social Development Officers, Consultant in NGOs
- Government projects for Watershed Development, Drinking water & sanitation
- Social Welfare officers in State Department of Social Justice
- Women and child development department, Tribal development department
- Research and Resource Organizations at national, international level.
- Panchayat Raj institutions various projects.
- Corporate Social Responsibility (CSR) projects
- Social Work Education
- Opportunity abroad for education and jobs

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NORTH MAHARASHTRA UNIVERSITY, JALGAON  
**Semester Courses equivalent to old Courses of MSW**

**FIRST SEMESTER**

GROUP	Old Course (w.e.f. 2017-18)		New Course (w.e.f. 2021-22)	
	Sub. Code	Subject Title	Sub. Code	Subject Title
COMPULSARY	SW -111	HISTORY AND IDEOLOGY OF SOCIAL WORK	MSW -111	PROFESSIONAL SOCIAL WORK – HISTORY AND IDEOLOGY
	SW -112	WORKING WITH INDIVIDUALS AND FAMILIES	MSW -112	SOCIAL WORK METHOD - SOCIAL CASE WORK
	SW -113	SOCIOLOGY AND INDIAN SOCIAL PROBLEMS	MSW -114	INTRODUCTION OF SOCIOLOGY AND SOCIAL PROBLEMS IN INDIA
	SW -114	PSYCOLOGY FOR SOCIAL WORKERS	MSW -115	PSYCHOLOGY FOR SOCIAL WORK PRACTICE
	SW -115	WORKING WITH GROUPS	MSW -113	SOCIAL WORK METHOD - SOCIAL GROUP WORK
	SW -116	PROFESSIONAL DEVELOPMENT OF SOCIAL WORKER	MSW-124	PERSONAL & PROFESSTIONAL DEVELOPMENT FOR SOCIAL WORK PRACTICE
	SW -117	FIELD WORK PRACTICUM	MSW -116	FIELD WORK PRACTICUM

**SECOND SEMESTER**

GROUP	Old Course (w.e.f. 2017-18)		New Course (w.e.f. 2021-22)	
	Sub. Code	New course Title	Sub. Code	Old course Title
COMPULSARY	SW -121	COUNSELING IN SOCIAL WORK PRACTICE	MSW -123	BASICS OF COUNSELING IN SOCIAL WORK PRACTICE
	SW -122	SOCIAL WORK RESEARCH AND STATISTICS	MSW-122	SOCIAL WORK METHOD - SOCIAL WORK RESEARCH AND STATISTICS
	SW -123	INTRODUCTION TO THE INDIAN CONSTITUTION		
	SW -124	WOMEN CENTRED SOCIAL WORK	MSW-233	WOMEN DEVELOPMENT AND SOCIAL WORK
	SW -125	FIELD WORK PRACTICUM	MSW -125	FIELD WORK PRACTICUM
	SW -126	VIVA VOCE	MSW -126	VIVA VOCE
GENERIC	G-1	RURAL, URBAN AND TRIBAL SOCIETY IN INDIA	MSW-G-1	INDIAN SOCIETIES, ISSUES, IMPLICATIONS AND CHALLENGES:
	G-2	SOCIAL SECURITY AND LABOUR WELFARE	MSW-G-2	SOCIAL SECURITY LAWS AND LABOUR WELFARE
TRIBAL WELFARE	TW-1	TRIBAL ANTHROPOLOGY AND SOCIAL WORK	MSW-TW-1	TRIBAL ANTHROPOLOGY AND SOCIAL WORK
	TW-2	PROBLEMS OF TRIBAL COMMUNITY	MSW-TW-2	EMERGING ISSUES AND PROBLEMS OF TRIBAL COMMUNITIES
COMMUNITY DEVELOPMENT	CD-1	URBAN, RURAL AND TRIBAL COMMUNITIES	MSW-CD-1	URBAN, RURAL AND TRIBAL COMMUNITIES IN INDIA
	CD-2	PROBLEMS OF URBAN, RURAL AND TRIBAL COMMUNITIES	MSW-CD-2	EMERGING ISSUES AND PROBLEMS OF URBAN, RURAL AND TRIBAL COMMUNITIES
HUMAN RESOURCES MANAGEMENT	HRM-1	LABOUR WELFARE	MSW-HRM-1	LABOUR WELFARE
	HRM-2	LABOUR LEGISLATION	MSW-HRM-2	LABOUR LEGISLATION IN INDIA

### THIRD SEMESTER

GROUP	Old Course (w.e.f. 2017-18)		New Course (w.e.f. 2021-22)	
	Sub. Code	Title	Sub. Code	Title
COMPULSARY	SW -231	COMMUNITY ORGANIZATION AND SOCIAL ACTION	MSW-121	SOCIAL WORK METHOD - COMMUNITY ORGANIZATION AND SOCIAL ACTION
	SW -232	SOCIAL LEGISLATION	MSW-231	SOCIAL LEGISLATION IN INDIA
	SW -233	DISASTER MANAGEMENT	MSW-232	DISASTER MANAGEMENT AND SOCIAL WORK
	SW -234	FIELD WORK PRACTICUM	MSW-234	FIELD WORK PRACTICUM
GENERIC	G-3	CORRECTIONAL SOCIAL WORK	MSW-G-3	CORRECTIONAL SOCIAL WORK
	G-4	DEVELOPMENT OF WEAKER SECTIONS	MSW-G-4	DEVELOPMENT OF WEAKER SECTIONS
	G-5	YOUTH AND DEVELOPMENT	MSW-G-5	YOUTH AND DEVELOPMENT
TRIBAL WELFARE	TW-3	TRIBAL DEVELOPMENT SCHEMES AND PROGRAMME	MSW-TW-3	TRIBAL DEVELOPMENT SCHEMES AND PROGRAMME
	TW-4	ECOLOGY AND SOCIAL WORK	MSW-TW-4	ECOLOGY AND SOCIAL WORK
	TW-5	ENVIRONMENT POLICY AND LAW	MSW-TW-5	ENVIRONMENT POLICY AND LAW
COMMUNITY DEVELOPMENT	CD-3	RURAL, URBAN ECONOMY	MSW-CD-3	RURAL & URBAN ECONOMY
	CD-4	COMMUNITY DEVELOPMENT AND GOVERNANCE	MSW-CD-4	COMMUNITY DEVELOPMENT AND GOVERNANCE
	CD-5	MANAGEMENT OF VOLUNTARY ORGANIZATION	MSW-CD-5	MANAGEMENT OF VOLUNTARY ORGANIZATION
HUMAN RESOURCES MANAGEMENT	HRM-3	HUMAN RESOURCE MANAGEMENT	MSW-HRM-3	HUMAN RESOURCE MANAGEMENT
	HRM-4	PERSONNEL MANAGEMENT AND INDUSTRIAL RELATIONS	MSW-HRM-4	PERSONNEL MANAGEMENT AND INDUSTRIAL RELATIONS
	HRM-5	ORGANIZATIONAL BEHAVIOUR	MSW-HRM-5	ORGANIZATIONAL BEHAVIOUR

### FOURTH SEMESTER

GROUP	Old Course (w.e.f. 2017-18)		New Course (w.e.f. 2021-22)	
	Sub. Code	Title	Sub. Code	Title
COMPULSARY	SW -241	SOCIAL POLICY, PLANNING AND ADMINISTRATION	MSW -241	SOCIAL POLICY, PLANNING AND ADMINISTRATION
	SW -242	HEALTH SYSTEM IN INDIA	MSW -242	HEALTH SYSTEM IN INDIA
	SW -243	CORPORATE SOCIAL RESPONSIBILITY	MSW -243	CORPORATE SOCIAL RESPONSIBILITY
	SW -244	FIELD WORK PRACTICUM	MSW -244	FIELD WORK PRACTICUM
	SW-245	RESEARCH DISSERTATION (PROJECT REPORT)	MSW-245	RESEARCH DISSERTATION (PROJECT REPORT)
		VIVA VOCE	MSW-246	VIVA VOCE
GENERIC	G-6	INSTITUTIONAL MANAGEMENT	MSW-G-6	INSTITUTIONAL MANAGEMENT
	G-7	SOCIAL WELFARE AND SOCIAL JUSTICE	MSW-G-7	SOCIAL WELFARE AND SOCIAL JUSTICE
	G-8	FAMILY AND CHILD WELFARE	MSW-G-8	FAMILY AND CHILD WELFARE
TRIBAL WELFARE	TW-6	ADMINISTRATION OF TRIBAL WELFARE	MSW-TW-6	ADMINISTRATION OF TRIBAL WELFARE
	TW-7	ENVIRONMENT DEVELOPMENT PROGRAMME	MSW-TW-7	ENVIRONMENT DEVELOPMENT PROGRAMME
	TW-8	RURAL, TRIBAL MOVEMENT IN INDIA	MSW-TW-8	RURAL, TRIBAL MOVEMENT IN INDIA
COMMUNITY DEVELOPMENT	CD-6	EDUCATION FOR SOCIAL DEVELOPMENT	MSW-CD-6	SOCIAL EDUCATION AND DEVELOPMENT
	CD-7	PARTICIPATORY APPROACHES OF COMMUNITY DEVELOPMENT	MSW-CD-7	PARTICIPATORY APPROACHES OF COMMUNITY DEVELOPMENT
	CD-8	MUNICIPAL ADMINISTRATION	MSW-CD-8	ADMINISTRATION OF URBAN DEVELOPMENT
HUMAN RESOURCES MANAGEMENT	HRM-6	LABOUR ECONOMICS	MSW-HRM-6	LABOUR ECONOMICS AND INDIAN LABOUR PROBLEMS
	HRM-7	PERSONNEL PROCEDURES & PRACTICES	MSW-HRM-7	PERSONNEL PROCEDURES & PRACTICES
	HRM-8	INDUSTRIAL SOCIOLOGY	MSW-HRM-8	INDUSTRIAL SOCIOLOGY

## SUBJECT STRUCTURE OF MASTER OF SOCIAL WORK (M.S.W.)

### FIRST SEMESTER (CBCS Pattern)

GROUP	TYPE OF COURSE	COURSE / SUBJECT CODE	TITLE OF THE COURSE	MARKS	CREDITS
COMPULSARY	CC	MSW -111	PROFESSIONAL SOCIAL WORK – HISTORY AND IDEOLOGY	100	4
	CC M-1	MSW -112	SOCIAL WORK METHOD - SOCIAL CASE WORK	100	4
	CC M-2	MSW -113	SOCIAL WORK METHOD - SOCIAL GROUP WORK	100	4
	IC-1	MSW -114	INTRODUCTION OF SOCIOLOGY AND SOCIAL PROBLEMS IN INDIA	100	4
	IC-2	MSW -115	PSYCHOLOGY FOR SOCIAL WORK PRACTICE	100	4
	FWP I	MSW -116	FIELD WORK PRACTICUM	150	6
COMPULSARY (No Weightage in CGPA)	AUDIT COURSE	AC 101	Practicing Cleanliness	100	2



COURSE TYPE	COURSE CODE	TITLE
Core Course (CC)	MSW-111	PROFESSIONAL SOCIAL WORK – HISTORY AND IDEOLOGY

**Learning Objectives:**

1. To know the nature and development of social work profession in India and abroad
2. Understand different social service traditions requirement and transition from welfare to empowerment.
3. Understand the concept definition objectives Values, principles, ethics, function, methods and fields of social work
4. To explore and develop professional self and persona of a professional social work practitioner.

Topic No	Title of Topic	Contents	Allotted Hours of Teaching and Marks
01	Introduction to Professional social work	a) Professional Social Work- Concept, goal and function, its relationship with social service, social reform, social welfare, social development and Human right b) Concept, Definition, Objectives, Values, Principles, Ethics and Function of Professional Social Work	06/20
02	History of Professional Social work	a) Development of social work education and Profession in UK, USA & India b) Contribution of Social & Political Leaders of 20 <sup>th</sup> and 21 <sup>st</sup> Century for social change namely Shahu Maharaj, Mahatma Phule, Mahatma Gandhi, Dr. B.R Ambedkar, Vinoba Bhave, Baba Amte, Medha Patkar, Anna Hazare. c) Current issues, Challenges of social work education in India d) Attributes of Professional Association of Social work at National and State level- ASSWI, APSWA, ISPSW, NAPSWA, MASWE	08/20
03	Ideology of Professional social work	a) <b>Ancient Period:</b> Vedic, Vedantic and non-Vedic Ideologies, Spirituality b) <b>Medieval Period:</b> Zoroastrianism and Islam in India – Mysticism of Bhakti, Sufi and Sikhism movement. c) <b>Modern Period:</b> Christianity in India, Hindu Reform Movement, Dalit Movement, Nationalism- Ideology of Indian Constitution, Ideology of Voluntary Organization.	06/15
04	Methods of Social Work Practice	Methods of Social Work 1. Direct Method 2 Indirect Method	04/15
05	Approaches of Social Work Practice	Approaches:- Integration, Holistic, Eclectic and Participatory approach. - Welfare to Development approach. - Institutional to Non-Institutional Approach. Humanitarian to Commercial Approach.	04/10
06	Fields of Social Work Practice	Family Welfare, Women and child welfare, Youth Welfare, Urban, Rural and Tribal Welfare. Labour Welfare, Correctional Services Services for Differently able persons, Medical and Psychiatric Social Work, CSR, Disaster Management, Dalit & Tribal Social Work.	06/20

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31. शाह भारती; समाज कार्य परिचय, विवेक प्रकाशन, नागपूर
32. सिंह के; समाजकार्य सिद्धांत और व्यवहार, प्रकाशन केंद्र, लखनौ
33. साळीवकर संजय, समाज कार्य पद्धती क्षेत्र विचारधारा व समाज सुधारक , मंगेश प्रकाशन, नागपूर
34. साळीवकर संजय, समाजकार्य प्रत्यक्ष स्वरूपाच्या पद्धती, मंगेश प्रकाशन, नागपूर
35. टांकसाळे प्राजक्ता, एकात्मिक समाजकार्य, श्री मंगेश प्रकाशन, नागपूर

36. शिंदे देवानंद, व्यावसायिक समाजकार्य शिक्षण व व्यवसाय, डायमंड पब्लिकेशन, पुणे
37. टाकसाळे प्राजक्ता; व्यावसायिक समाजकार्य विचारधारा व इतिहास, श्री मंगेश प्रकाशन, नागपूर

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COURSE TYPE	COURSE CODE	TITLE
<b>Core Course Method (CCM-1)</b>	<b>MSW-112</b>	<b>SOCIAL WORK METHOD - SOCIAL CASE WORK</b>

#### Learning Objectives:

1. Discuss the Concepts and theoretical framework in working with individuals and families.
2. Understand case work as a method of social work, and appreciate its place in Social work practice.
3. Identify and explain the different principles, skills, methods, techniques and helping mode and phases utilized in working with individuals and families
4. Develop the ability to critically analyses problems of individuals and families and factors affecting them.
5. Develop appropriate skills and attitudes to work with individuals and families
6. Develop ability to reflect on 'self' as a person and grow as a professional social worker

Topic No.	Title of the topic	Contents	Allotted hours of teaching and Marks
1	Introduction and historical review of social case work	Introduction of case work as a method of social work History and development of social case work in U.K., U.S.A. & India	4/10
2	Concepts in social case work	Definition, meaning, objectives, concept of case work Process of case work Principles of case work	6/20
3	Theory Approaches and models in case work	Understanding the client system Eclectic model, crisis intervention model, problem solving approach, behaviour modification, psychoanalytical, psycho-socio, developmental approach	6/20
4	Tools and techniques in social case work	Tools for help: Interview, home visits, observation, listening, communication and rapport building, recording Techniques: Supportive, resource enhancement, use of relationship and counselling.	6/20
5	Case work in different setting	Case work practice in: Educational, Health, Career Guidance, Correctional services and	6/20

		Disability Social case work and counselling-similarities and Differences	
6	Self as a profession	Professional Self: Conflicts and Dilemmas in working with individuals and families Role of case worker	4/10

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- 17.टांकसाळे प्राजक्ता, व्यक्तीसहयोग कार्य भाग १,२,३ श्री मंगेश प्रकाशन, नागपूर.
- 18.टांकसाळे प्राजक्ता, व्यावसायिक समाजकार्य, साईनाथ प्रकाशन, नागपूर.
- 19.निकम राहुल, व्यावसायिक समाजकार्याची पद्धत, व्यक्तीसहयोग कार्य, प्रशांत पब्लिकेशन, जळगाव.
- 20.महाजन रघुनाथ, व्यावसायिक समाजकार्याची पद्धत, व्यक्तीसहयोग कार्य, अथर्व पब्लिकेशन, जळगाव.
21. लक्कावर नीलप्रभा, समाजकार्याची रूपरेखा, रेखा प्रकाशन, नागपूर.

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COURSE TYPE	COURSE CODE	TITLE
Core Course Method (CCM II)	MSW-113	SOCIAL WORK METHOD - SOCIAL GROUP WORK

### Learning Objectives :

1. Appreciate the importance of groups in the life of an individual
2. Develop awareness about the specific characteristics of group work and its contribution as a method of social work
3. Gain knowledge about group formation and the use of variety of group approaches and types of groups such as family, staff etc.

4. Develop understanding of concepts, dynamics and small group theory in relation to various types of groups such as family, staff etc.
5. Develop knowledge of the skills and techniques to be used by the social worker in groups and awareness of various program media and skills of program planning

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Social Group Work	a) Definition, Meaning, Concept, Scope, Objectives and History of Social Group Work, b) Types of Groups c) Principles and Values of Social Group Work,	06/20
2	Theories and Models in Group work	a) Theories applicable to group work and models in group practice. b) Approaches to group work, c) Social group work in different settings	06/15
3	Group Processes	a) Importance of group processes b) Phases: Planning phase, Beginning phase, Middle phase, Ending phase, c) Stages of Group Development: Orientation Stage, Working Stage, Termination Stage, Programme Planning, Implementation and Evaluation. d) Use of Programme for Group Development	06/20
4	Use of Program as Tools	a) Use of Program as A Tool- Program Meaning, Goals and Principles, b) and Principles, c) Play, games, Singing, Dancing, Role Play, Story Telling, Puppetry, d) Group Discussion and Excursion – Group Work practices among Children, Youth, Aged, Women and in different setting e) Tools and Techniques of Groups Work	08/20
5	Role and Skills of Group Worker	a) Role of Group Worker Enabler, Therapist, Helper, Resource Mobilizer and Evaluator. b) Skill of Social Group Worker.	06/10
6	Recording and Evaluation in Group Work	a) Importance and Method of Recording in Group work, b) Recording Structure, types and Principles of Recording c) Importance of Evaluation and types of Evaluation, Methods of Evaluation,	06/15

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18. Dr. Prajakta Tanksale - Gat Karya (group work) I & II
19. Dr. Umesh D. Wani – Social Group Work Principles and Practices, Current Publications, Agra

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COURSE TYPE	COURSE CODE	TITLE
<b>Interdisciplinary Course (IC-1)</b>	<b>MSW-114</b>	<b>INTRODUCTION OF SOCIOLOGY AND SOCIAL PROBLEMS IN INDIA</b>

• **Course Objectives :-**

This course will help the students.

1. To understand the basic concepts in Sociology.
2. To understand various social problems of society.
3. To understand the social situation and causes of social problems.
4. To get a scientific insight about the social structure, stratification.
5. To understand the social institutions and its importance and its changing pattern in society.

• **Learning Outcomes:-**

1. Students will be able to acquire knowledge of various social problems.
2. Students will be able to apply social work method in solving social problems.
3. Students will able to develop the skill to analysis the situation and causes of social problems.
4. Students will able to develop the understanding of issues and challenges related to social concern and its impact on society.

Unit No.	Unit Title	Content	Suggested Teaching Learning Process	Suggested Number of Class Hours/Marks
<b>1</b>	Introduction of Sociology	a. Meaning, Definitions, and Scope of Sociology b. Sociology and its Relationship with Social Work c. Importance of the Study of Sociology	Lecture, PPT, Group Discussion	05/15
<b>2</b>	Basic Concepts in Sociology	a. <b>Society:</b> Meaning, Concept and types of Society.	Lecture, PPT, Group	06/20

		b. <b>Social Structure:</b> Meaning and nature of Social Structure, Status and Roles. c. <b>Culture:</b> Meaning, types and element of culture d. <b>Social institution:</b> Definition, types, and characteristics	Discussion	
3	Social Stratification and Socialization	a. Meaning, Concept and Characteristics of Social Stratification. b. Meaning of Caste, Class and Gender c. Meaning, Process and Agent of Socialization	Lecture, PPT, Group Discussion	06/15
4	Social Control, Social Change and Social Groups	a. Meaning, Concept and Means of Social Control. b. Meaning, definition and factors of Social Change. c. Meaning and types of Social Groups.	Lecture, PPT, Group Discussion	05/15
5	Indian Social Problems	a. Concept, Causes and Remedies of Poverty, Juvenile Delinquency, Population Explosion b. Concept, Causes and Remedies of Unemployment, Migration and Slums. c. Concept, Causes and Remedies of Child Abuse, Child Labour and Violence against Women.	Lecture, PPT, Group Discussion	06/20
6	Emerging Social Issues in India	a. Farmers suicides b. Cyber crime c. Atrocities against SC and ST communities d. Problems of communal riots	Lecture, PPT, Group Discussion	05/15

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COURSE TYPE	COURSE CODE	TITLE
<b>Interdisciplinary Course (IC- 2)</b>	<b>MSW-115</b>	<b>PSYCHOLOGY FOR SOCIAL WORK PRACTICE</b>

**Learning Objectives:**

1. Understand human development and growth of individual at various stages in the life span gain insight into factors contributing to development of personality.
2. Understand basic components of human behaviour.
3. Understand the process of adjustment and non-adjustment and its impact on human behaviour
4. Find the areas of application of Psychology within social work.

Topic No.	Title of topic	Contents	Allotted Hrs of teaching & Marks
01	Psychology	a) Definition nature and scope of Psychology and concept of behaviour b) Branches of psychology c) Relation between Psychology and Social work, Psychology and Social workers, Psychiatric Social Work.	05/15
02	Theories of Human Development	a) Ericson's psycho-social theory b) Alder's cognitive theory c) Piager's cognitive theory d) Rogers Self concept theory	06/20
03	Principles and Areas of Human Development	a) Social, emotional, cognitive and physical. b) Principles of Human Development c) Stages in life span- Characteristics, Tasks, Needs and Problems at each stage.	06/20
04	Factors influencing human Behaviour	a) Heredity-concept, role of heredity in human development, mechanism of heredity. b) Environment – concept and influence of social, physical and family environment c) Twins -. d) Concept of Self	05/15
05	Psychological processes in Behaviour	a) Needs and motives b) Concept and Types of Emotions c) Perception d) Intelligence, Emotional Intelligence, Social Intelligence e) Learning and Motivation	06/15
06	Process of adjustment	a) Adjustment - Concept and factors b) Stress and frustration c) Conflict d) Behavioural problems in children e) Defence Mechanism	05/15

**References :**

1. Social Psychology - R. N. Ghatole



2. Psychology and Effective Behaviour - James C. Coleman
3. Psychology for Social Work- Dr. Kalpana Bharambe, Current Publication, Agra
3. General Psychology - S. K. Chaube
4. Abnormal psychology - S. B. Chaube
5. Developmental Psychology - Elizabeth Hurlock
6. Manas Shastrachi Multatwe – Prof. R. V. Pandit
7. Manas shastra - Dr. S. S. Rane
8. Social Psychology for Social Worker – Dr. S. R. Chavan
- 9) वैकासिक मानसशास्त्र डॉ. कुमठेकर, पुणे विद्यार्थीगृह प्रकाशन
- 10) शैक्षणिक मानसशास्त्र - प्रो. तंबाके
- 11) सामाजिक मानसशास्त्र - प्रो. तडसरे

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## SECOND SEMESTER (CBCS Pattern)

GROUP	TYPE OF COURSE	COURSE / SUBJECT CODE	TITLE OF THE COURSE	MARKS	CREDITS
COMPULSARY / ELECTIVE	CC M 3	MSW-121	SOCIAL WORK METHOD - COMMUNITY ORGANIZATION AND SOCIAL ACTION	100	4
	CC M-4	MSW-122	SOCIAL WORK METHOD - SOCIAL WORK RESEARCH AND STATISTICS	100	4
	SEC (Any ONE out of two Skill Enhancement courses)	MSW -123	BASICS OF COUNSELING IN SOCIAL WORK PRACTICE	100	4
		MSW-124	PERSONAL & PROFESSIONAL DEVELOPMENT FOR SOCIAL WORK PRACTICE	100	4
	FWP II	MSW -125	FIELD WORK PRACTICUM	150	6
	VV 1	MSW -126	VIVA VOCE	50	2
From Following Specialisation wise Discipline specific course select one specialisation group of 2 subjects					
GENERIC	DSE	MSW-G-1	INDIAN SOCIETIES, ISSUES, IMPLICATIONS AND CHALLENGES:	100	4
	DSE	MSW-G-2	SOCIAL SECURITY LAWS AND LABOUR WELFARE	100	4
TRIBAL WELFARE	DSE	MSW-TW-1	TRIBAL ANTHROPOLOGY AND SOCIAL WORK	100	4
	DSE	MSW-TW-2	EMERGING ISSUES AND PROBLEMS OF TRIBAL COMMUNITIES	100	4
COMMUNITY DEVELOPMENT	DSE	MSW-CD-1	URBAN, RURAL AND TRIBAL COMMUNITIES IN INDIA	100	4
	DSE	MSW-CD-2	EMERGING ISSUES AND PROBLEMS OF URBAN, RURAL AND TRIBAL COMMUNITIES	100	4
HUMAN RESOURCE MANAGEMENT	DSE	MSW-HRM-1	LABOUR WELFARE	100	4
	DSE	MSW-HRM-2	LABOUR LEGISLATION IN INDIA	100	4
CHOOSE ONE OUT OF FOUR (No Weightage in CGPA)	AUDIT COURSE	AC 201 (A) AC201 (B) AC 201 (C) AC 201 (D)	Soft Skills Sport Activities Yoga Music	100	2
Total Credits:- 28+2					

COURSE TYPE	COURSE CODE	TITLE
<b>Core Course Method (CCM III)</b>	<b>MSW-121</b>	<b>SOCIAL WORK METHOD – COMMUNITY ORGANIZATION AND SOCIAL ACTION</b>

**Learners Objectives:**

1. To understand and analyze the different aspects of a Community, its issues, function & resources etc.
2. To develop understanding of the concept of Community Organization and social Action.
3. To enhance critical understanding of models, Approaches and strategies of Community Organization and Social Action.
4. To gain knowledge on the various techniques and skills of community organization & social action and to develop the basic skills to apply those in the community.
5. To develop professional attitude and Skills for intervention with communities.
6. To help Students to understand different Community Projects / Model Villages in Maharashtra

**Learning Outcome:**

**After completion of this course, students will be.....**

1. Understand and analyze the different aspects of a Community, its issues, function & resources etc.
2. Develop understanding of the concept of Community Organization and social Action.
3. Enhance critical understanding of models, Approaches and strategies of Community Organization and Social Action.
4. Gain knowledge on the various techniques and skills of community organization & social action and to develop the basic skills to apply those in the community.
5. Develop professional attitude and Skills for intervention with communities.
6. Understand different Community Projects / Model Villages in Maharashtra

Unit No.	Title	Content	Suggested Hours & Marks
1	Community Organization Concept and Definitions	a) Meaning, Definition & Scop of Concepts of community, community organizationand Community development b) History of Community organization in India c) Distinction between Community Organization and Social Action d) Principles and values of Community organization e) Relation between Community Organization and other Method of Social Work	6/15
2	Approaches, Models & Process of Community Organization	a) Approaches of community organization. b) Indigenous approach to Community Work c) ABCD approach: Asset Based Community Development d) Rothman's Models of Community organization e) Steps/Process of Community Organization f) Practice of Community Organization: Urban (Slum area), Rural and Tribal Area	5/15

3	Strategies & Techniques in Community Organization	a) Strategy of Community Based organization; Role of CBOs in Community Development b) Community Based Monitoring Process (CBMP) c) Participatory Rural Appraisal (PRA) d) Rapid Rural Appraisal (RRA) e) Micro level Planning (MLP) f) SWOT analysis of community g) Community Practice: Continuum from micro, mezzo, to macro practice in social work.	6/20
4	Social Action Concept and Definition	a) Meaning, Definition, Concept & Scop of social action. b) Principles of Social Action c) Objectives of social action. d) Steps/process of social action	5/15
5	Strategies & Tools of Social Action	a) Strategies of Social Action b) Concept of Advocacy & Advocacy a tool of social action c) Social Action in Relation to Community Work and Social Movement d) Role of social worker in Community Organization and Social Action. e) Skills in Community Organization & Social Action	5/15
6	Community Project & Monitoring, Evaluation in Community Work	A) Community Project in Maharashtra a) Raleganshiddhi.      b) Hiware Bazar c) Lekhamendha      d) Baripada e) Patoda B) Monitoring and Evaluation in The Community Work a) Concept and Importance of Recording b) Purpose & Types of Recording in community Work c) Social Audit d) Monitoring & Evaluation in the Community work.	6/20

#### Reference Books:

- 1 Rajni Kothari: Politics and People 1989-Vol II; Ajanta Publication Arthur Dunham 1965: Community Welfare Organization T.Y. Crowell Company, N Y
2. Siddiqui H.Y.:1997: Working with Communities – An Introduction to Community Work. Hira publisher.
3. Shah A.M.1996: Social Structure and Change: Community Organization and Urban Communities Sage Publication, New Delhi
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22. प्राचार्य संभाजी देसाई (२०१४) महिला सबलीकरण, प्रशांत पब्लिकेशन, जळगाव
23. प्राजक्ता टांकसाळे, व्यावसायिक समाजकार्य, साईनाथ प्रकाशन नागपूर
24. प्रा. रा. ना. घाटोळे, समाजशास्त्र व सामुदायिक विकास, मंगेश प्रकाशन, नागपूर

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COURSE TYPE	COURSE CODE	TITLE
<b>Core Course Method (CCM IV)</b>	<b>MSW-122</b>	<b>SOCIAL WORK METHOD - SOCIAL WORK RESEARCH AND STATISTICS</b>

**Learners Objectives:**

1. Develop an understanding of scientific approach to human in enquiry.
2. Understand major research strategies, meaning, scope and importance of social work research.
3. Develop an understanding of use of library and other literature for conducting research
4. Acquire skills in data analysis and research reporting.

Topic No.	Title of topic	Contents	Allotted hoursof teaching & Marks
01	Scientific Method and Research	a)Meaning and characteristics of scientific method b) Concept of research c) use of literature review d) Social research and social work research e) Types of research – Qualitative research and Quantitative research (case study, survey) f) Research ethics	6/20
02	Research Design :-	a) Meaning and importance of research design b) Purpose of research design c) Types of research design-exploratory , descriptive, diagnostic experimental	5/15
03	Hypothesis	a)Meaning and importance of hypothesis b)Sources of hypothesis c) Attributes of a sound hypothesis d) Types of hypothesis- Positive , Negative, Sound Hypothesis, Null hypothesis	4/15
04	Sampling method and data collection	<b>Sampling</b> a) Meaning, importance and purpose of sampling b) Types of Sampling Probability and non-probability sample method c) Techniques and procedures in sample selection d) Determinants of sample size Data collection <b>Data Collection</b>	8/15

		a) Meaning and definition of data b) Sources of data collection – Primary sources – observation, Interview, Interview schedule Questionnaire Secondary sources – books, research articles published in journals, research reports of private organizations, research report of international organization, reports of various commissions set up by government etc.	
05	Data processing, classification analysis and use of SPSS	<b>A) Data Processing</b> a) Editing, classification, coding, tabulation, Graphical presentation b) Precautions in presentation of data in tabular form c) Types of table d) Levels of measurement – nominal, Ordinal, interval, ratio. e) Measures of central tendency (mean, median, mode) f) chi-Square <b>B) Statistical Package for Social Science (SPSS)</b> a) Introduction and basic steps of SPSS b) Use of SPSS for data entry and data analysis c) use of large scale secondary data using SPSS	8/20
06	Research report writing	a) Objective of research report b) Content of the research report c) Characteristics of good research report d) Major steps in report writing e) Use of research report for policy and implementation various program f) Foot-note, references, bibliography, preparation of abstract and publication	5/15

**References:**

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- 2) Aglave Pradeep (2000), *Samajik Sanshodhan Paddhati*, Vidya Prakashan Nagpur (Marathi)
- 3) Bailey, Kenneth, D (1987), *Methods of Social Research*, New York, Free Press
- 4) Bhandarkar & Gokhale *Samajshastriya Sanshodhan Paddhati* (Marathi)
- 5) Bodhankar Sudhir, (2015), *Samajik Sanshodhan Paddhati* Sainath Pub, Nagpur (Marathi)
- 6) Denzin, Norman and Lincoln *Handbook Of Qualitative research*, New Delhi, sage publication.
- 7) Ghatole R.N. (2015) *Samajshastriya Sanshodhan Tatva va Paddhati* (Marathi)
- 8) Goode, W.J & Hatt, P.K. (1981) *Methods in Social Research*, McGraw Hill Publication
- 9) Jacob, K. K. (1965) *Methods & Fields of Social Work in India*, Bombay: Asia Publishing
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- 12) Lal Das, D.K. (2005), *Designs of Social Research*, Jaipur : Rawat Publications
- 13) Marshall, Catherine and *Designing Qualitative Research*, III Edition, Sage Publication
- 14) Mukharji, Partha N *Methodology in Social Research*, New Delhi, sage Publication
- 15) Niranjankumar sardar *research and statistic in field of social work*. R.P. Publication, delhi.
- 16) Ramchandran P. (1988) *Issues in Social Work Research in India*, Tata institute of Social sciences.
- 17) Rubin, Allen & Babbie Earl (4th Ed. 2001) *Research Methods for Social Work*, USA : Wadsworth, West, Brooks/Cole and Schirmer
- 18) Sharma, K. R. (2002) *Research Methodology*, Jaipur : National Publishing House
- 19) Sheikh Nazir *Social Work Research Methods and Techniques*, R.P. Publication New Delhi.
- 20) Wani Umesh, *Research Methodology in Social Work*, Current Publication, Agra

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COURSE TYPE	COURSE CODE	TITLE
<b>Skill Enhancement Course (SEC)</b>	<b>MSW-123</b>	<b>BASICS OF COUNSELING IN SOCIAL WORK PRACTICE</b>

**Learning Objectives:**

1. To understand the concept, goals and objectives of counseling to the learners for its application.
2. Develop understanding of the learners about ethical, legal and practice based scientific approach and standards of counseling.
3. Provide insights about effective use of tools and techniques of counseling in different areas.
4. To enhance knowledge and information among learners about role and responsibilities of good counsellor

Topic No.	Title of topic	Contents	Allotted Hrs of teaching & Marks
01	Concept of Counselling	A. Meaning, concept, Goals & Objectives, and characteristics of Counselling, B. Scope, Need & Significance of Counseling in Social Work C. Principles of Counselling.	05/20
02	Types, Methods & Process	A. Process of Counselling, B. Types and Methods of Counselling, C. Difference between Counseling & Guidance.	05/20
03	Ethics, Approaches and Kinds of Services in counseling	A. Ethical standard and legal consideration in Counselling B. B. Approaches to Counselling C. Kinds of Services - Individual Inventory , Information services, Counseling and Guidance services , Placement services, Remedial services, Follow-up services , Evaluation services ,	06/15
04	Tools & Technique in Counselling	Interview , Questioning, case study, observation, communication ( listening , feedback , non- verbal ) making notes & reflection, Referral Services.	04/15
05	Special Areas/ Fields of Counselling	A. Family Counselling , Pre marriage & post marriage Counselling B. Counseling with Children & Adolescent , Education Settings , Career Counselling ,Counselling with delinquents, C. Counselling in health setting, Industrial setting and Counselling in community center (NGOs)	06/15
06	Counsellor	A. Characteristics, Functions and Role of counsellor in Social Work, B. Skills and Criteria required for counsellor. C. Recent Trends in Counselling and Problems faced by Counselors.	06/15

**References :**

1. Effective guidance & Counselling – Manju Gupta , Mangaldeep Publication , Jaipur.
2. Counselling & guidance – S Narayana Rao, Tata Mc Graw – Hill Publication Company Ltd, New Delhi.
3. Guidance & Counselling in College & Universities – S K Kochhar – Sterling Publication , New Delhi.
4. Guidance & Counselling – A Devid , Common Wealth Publishers , New Delhi.
5. Guidance & Counselling – A K Nayak , APH Publication , New Delhi.
6. Guidance & Counselling – manual – B.G. Barki , B Mukhopadhyay ,Sterling Publication, New Delhi.
7. Counselling in Industry a rational Approach – K.M.Phadke, Rita khear, Himalaya Publication House, Mumbai.
8. Carrier information in carrier Guidance & Counselling – Nibedita Dash, .B.N.Dash , Dominant Publisher,
9. Counselling in Social Work, Dr Mohini Upasani, Current Publication, Agra

**Marathi Version Books**

1. Shaikshanik Margdarshan aani Samupdeshan – Dr. K.U.Ghormode, Dr.Kala Ghormode, Vidya Prakashan, Nagpur.
2. Samupdeshan Manasshastra- Prof. B.S.Pawar, Dr.G.B.Chaudhari, Prashant Publication, Jalgaon.
3. Samupdeshan Manasshastra- Dr.Gokul Chaudhari, Dr. Benhar Pawar, Atharv Publication, Dhule.
4. Shaikshanik Margdarshan aani Samupdeshan- Shashi Sarvade, Dimond Publication, Pune.
5. Margdarshan V Samupdeshan- Dr.Megha Gulavani, Nitynutan Publication, Pune.

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COURSE TYPE	COURSE CODE	TITLE
<b>Skill Enhancement Course (SEC)</b>	<b>MSW-124</b>	<b>PERSONAL &amp; PROFESSTIONAL DEVELOPMENT FOR SOCIAL WORK PRACTICE</b>

*Learning Objectives:*

1. The student social worker should get the knowledge of key social work theories and methods
2. The student social worker should get to introduce and learn the basic skills of social work practice
3. The student social worker should develop attitude of critical thinking and professional judgment

Topic No.	Title of topic	Contents	Allotted hoursof teaching & Marks
01	Self Development, Self Management and Organization	a) Self Development, Self Awareness, Perception, Time management b) Stress and Stress Management, Critical Thinking and c) Professional Judgment for Social Work	6/20
02	Techniques of understanding self: (Intra and interpersonal) & Self Development	a) Transactional Analysis b ) Jo-Hari window c)SWOT analysis and Mirror reflection techniques;	4/15



03	Communication and Awareness Skills	a)Communication and Social Work, Active Listening, b)Verbal Communication, Non-verbal Communication, Observing Communication Through behavior, c )Process, Characteristics & Channels of communication	6/20
04	Writing Skills: Macro-Practice & Daily Practice	a)From Email, Blogs, Twitter etc. b)Writing Case Records and other Report Writing Obtaining Resources And Creating Change, c)Writing For Community Practice, Writing Funding Applications, Obtaining Resources And Creating Change,	5/15
05	Influencing your Professional Social Work Context	a)Writing Letters and minutes of meeting b)Writing A Literature Review, c)Writing Journal Articles And Conference Papers	4/15
06	Computing Skills Workshop	a)Functionality of Microsoft Office ,Word Processing b)Preparing and Delivering PowerPoint Presentation c)Using Basic Formulae in Excel Creating Charts and Graphs in Excel	5/15

#### References:

- 1 Datar S. & others 2010- Skill Training for Social Workers - A Manual, SAGE Publication
- 2 Christine Stogdon, Robin Kiteley, 2010- Study Skills for Social Workers
- 3 Anne M. Geroski, 2016- Study Skills for Social Workers
- 4 Bernard Moss, 2015- Communication Skills in Health and Social Care
- 5 Juliet Koprowska, 2014- Communication and Interpersonal Skills in Social
- 6 Poul Aliver –Writing Your Thesis ( Tumache prabandh Likhan) Sage Publication, New Delhi, Diamond Publication, Pune
- 7 Prin. Dr Sudhir Bodhankar, Bussiness Communication and Management (Vyavsayeek Sandeshvahan ani Vyavasthapan ) , Sainath Publication, Nagpur

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Specialization:- Generic		
COURSE TYPE	COURSE CODE	TITLE
<b>Discipline Specific Elective (DSE)</b>	<b>MSW-G-1</b>	<b>INDIAN SOCIETIES, ISSUES, IMPLICATIONS AND CHALLENGES</b>

#### Learner Objectives

1. Understand Tribal, Rural and Urban Societies in India
2. Understand the change Processes in Tribal, Rural and Urban Societies.
3. Understand issues and their implications, Challenges in Tribal ,Rural & Urban Societies
4. Understand the limitation and challenges for interventions by social workers

Sr. No	Title of the Topic	Contents	Allotted hours of Teaching & Marks
1.	Introduction to Indian Societies	a) Meaning, concept and Types of Indian Societies b) Characteristics of Tribal, Rural & Urban Societies in India. c) Historical background of Indian Tribal ,Rural Urban Societies	06/15
2.	Social Institutions in Tribal, Rural and Urban Societies.	a) Meaning, concept and Types of Social Institutions in Tribal, Rural and Urban Societies. b) Nature of Family, Marriage, kinship, Religion & Caste in Tribal, Rural and Urban Societies. c) Changing Occupational pattern in Tribal, Rural And Urban Societies.	05/15
3.	Economic system in Tribal, Rural and Urban Societies	a) Economy Impact & Challenges - Tribal, Rural and Urban Societies. b) Impact & Challenges of Agricultural Sector in Tribal, Rural and Urban Societies. c) Processes of change: Migration- Tribal , Rural to Urban, and Rural to Rural , problem of Poverty, unemployment	06/15
4.	Socio-Cultural Problems of Urban, Rural and Tribal Societies in India	a) Socio-Cultural issues: Inequality (class, caste and gender), b) Cultural invasion and changes in life styles and culture, Impact of global culture on local communities, c) Caste polarization, Communalism and regionalism Impact of Urbanization, Industrialization, Privatization, and Globalization on Tribal , Rural and Urban Societies	06/20
5.	Issues, Implications and Challenges: of Tribal , Rural and Urban Societies in India	a) Environmental Problems -Ecological imbalance Pollution, Waste Disposal and Sanitation, Bio- Hazard b) Infrastructure and Basic Amenities: - Water, energy, Power and housing, Road Transport and Communication Facilities, Health care services & structure, Education. c) Displacement – Meaning & Concept of Development project (Highway, big dams, SEZ, large scale industries)	06/20
6.	Social Work Intervention for Tribal, Rural and Urban Development	a) <b>Social Work intervention for tribal ,Rural and Urban Development</b> b) <b>Role of International, National NGOs and CBOs for Tribal, Rural and Urban Development, Government programmes, Projects and Schemes.</b> c) <b>Role of Social Worker in Tribal, Rural and Urban Development</b>	05/15

#### References :

- 1) Social Work in Urban India - Nagpaul Hans Jaipur: Rawant Publications, 1996,2005
- 2) Urban Sociology - Singh K., Lucknow: Prakashan Kendra 1996
- 3) Urban Sociology planning - New Delhi-Sarup and sons- 2006 administration & management
- 4) Rural Sociology - Rajendra New Delhi Atlantic Publishers and Distributor 1997
- 5) Rural Sociology - Dr. Hansraj New Delhi Surjeet Publication 1992
- 6) Rural Sociology in India, Desai A.R (2005): Popular Prakashan, Mumbai.
- 7) Tribal Education - Deshmukh B. A. New Delhi Sonali publication 04
- 8) Encyclopaedia of social work - Volume – I C.P. Yadav New Delhi Anmol and community Organization - Publication 2007
- 9) Caste, Class, and Power; Beteille Andre; (1971): California University Press, PP 185-226

- 10) Economics of Poverty, Bhowmik, Debesh (2007) New Delhi : Deep & Deep Publications Pvt. Ltd.
- 11) Indian Economy, Dutta, Rudar Sundharam, K.P.M. 1985 New Delhi :S. Chand & Company
- 12) Human right of Tribal –volume –I - John K. Thomas New Delhi: Isha book published in 2005
- 13) Human right of Tribal – volume –II - John K. Thomas New Delhi: Isha book publisher in 2005
- 14) Encyclopedia of social welfare - Modern perspective on social Work Anand Sirohi New Delhi:- Dominant publishers & Distributors 2005
- 15) Encyclopedia of social work - Jainendra Kumar Jha Vol. 3 & vol. 4 New Delhi : Anmol publication
- 16) Patterns of Indian Agricultural Development Bhalla, G. S. and Y. K. Alagh, (1979):— A District Level Study, New Delhi: Sterling Publishers.
- 17) Local Organisations: Intermediaries in Rural Development, Esman, M.J. & Upnoff, N. T. ((1984) Ithaca, London : Cornell University
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- 19) An Intervention of CBOs in Rural Development ,Dr. Bharat Dasharath Khsndagale,Dr. G.S. Yelne ,Pacific Book International Publication, New Delhi 2018
- 20) ग्रामीण आणि नागरी समाजशास्त्र ,प्रतिभा आहिरे ,अरुणा सावरगांवकर ,श्री विद्या प्रकाशन ,पुणे जून २००३
- 21) भारतातीय नागरी समुदाय विकास ,नंदा पांगुळ बारहाते ,आर.बी प्रकाशन,पुणे जानेवारी २०११
- 22) भारतातीय ग्रामीण समुदाय विकास ,नंदा पांगुळ बारहाते ,आर.बी प्रकाशन,पुणे फेब्रुवारी २००९
- 23) ग्रामीण समाजशास्त्र व समुदाय विकास , रा.ना.घाटोळे श्री. मंगेश प्रकाशन नागपूर २००७
- 24) ग्रामीण व नागरी समाजशास्त्र ,एन.आर.राजपूत अंशुल पब्लिकेशन्स ,जानेवारी २००४
- 25) आवास योजना आणि अनुसूचित जाती व जमातींचा विकास, डॉ राहुल निकम, प्रशांत पब्लिकेशन जळगाव
- 26) भारतीय ग्रामीण समाजशास्त्र , दिलीप खैरनार,विद्याबुक पब्लिकेशन्स ,औरंगाबाद जानेवारी २०१०
- 27) नागरी समाजशास्त्र,दा.धो.काचोळे,कैलाश पब्लिकेशन्स ,औरंगाबाद जून २०००
- 28) समाजशास्त्रिय संकल्पना आणि सिद्धांत,प्रदीप आगलावे, श्री. साईनाथ प्रकाशन नागपूर २००१
- 29) समाजशास्त्र, प्रदीप आगलावे, श्री. साईनाथ प्रकाशन नागपूर ऑगस्ट २००२
- 30) जलस्वराज्य प्रकल्प (गुणात्मक ग्रामीण विकासाचे तंत्र) डॉ.नितीन बडगुजर , अथर्व पब्लिकेशन्स, जळगाव , जुलै २०११

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Specialization:- Generic		
COURSE TYPE	COURSE CODE	TITLE
<b>Discipline Specific Elective (DSE)</b>	<b>MSW-G-2</b>	<b>SOCIAL SECURITY LAWS AND LABOUR WELFARE</b>

#### Introduction

This course aims at helping student to develop knowledge and skill s of social security and labour welfare service and acts.

#### **Learner Objectives**

- 1) Acquire Knowledge of Various social Security Schemes.
- 2) Develop the Skills to analyze the situation of Labour and understand labour welfare Facilities.
- 3) Understand Labour Welfare Acts and concept of social Insurance and Social Assistance.

Sr. No.	Title of the topic	Sub content	Suggested class hours Marks
1	Social Security in India	a) Concept, Meaning and scope of Social Security. b) History of Social security c) Need and Importance of social security in present contest.	06/15
2	Constituents of Social security	a) Social Insurance: Meaning, Concept, Scope, Need and Importance b) Social Assistance: Meaning, Concept, Scope, Need and Importance c) Social Security: Constitutional Provisions	06/15
3	Social Security Laws In India	a) Employees' State Insurance Act, 1948 (ESI Act) b) Workmen's Compensation Act, 1923 (WC Act) c) employees' Provident Funds & Miscellaneous Provisions Act, 1952 d) Maternity Benefit Act, 1961 (M.B. Act) e) Payment of Gratuity Act, 1972 (P.G. Act) f) The Unorganized Workers Social Security Act, 2008	06/20
4	Social Security Schemes in India	a) Various Pension Schemes in India b) Pradhan Mantri Suraksha Bima Yojana c) Pradhan Mantri Jeevan Jyoti Yojana d) Employment Guarantee Schemes of Government of Maharashtra and India e) Social Assistance schemes In India f) Social Security Schemes For Unorganized Sector	05/15
5	Labour Welfare	a) Labour welfare: Definition, Philosophy, Objectives, Principles and Scope. b) Intra-Mural and Extra-Mural Measures of labour welfare c) Statutory and Non statutory labour welfare provision/facilities / & programmes. d) Duties, Responsibilities and. Role of Labour Welfare Officer. e) The Maharashtra Labour Welfare Board and Centers: Structures, function, Objectives and programmes.	06/20
6	Social Work in Industry	a) Concept, goals, scope and applicability of social work Methods, tools, techniques and Intervention strategies. b) CSR: Meaning, concept, nature, objectives and Overview of various projects. c) Role of social work in implementation of welfare schemes, Employees Counselling, Capacity building and rehabilitation.	05/15

#### References:

1. A K Sharma, Social Security and Labour Welfare, Sage Publication, New Delhi.
2. Jian, *Labour Laws in India*, Concept Publication, New Delhi, 2009.
3. D. M. Oswal, *Social Security Legislations in India*, Deep & Deep Publication, New Delhi, 2011.
4. Bodhankar, *Organizational Behavior*, Saket Prakashan, Nagpur
5. M. S. Gupta, Yoga, Meditation and Vipassana for Industrial Peace, Mangal Deepa Publications, Jaipur.
6. Francis, Abraham P. *Employee Assistance Program in Industrial Organizations :social work Concepts and practice*, Authors press, New Delhi, 2012
7. Stephen P. Robbins, *Organizational Behavior*, Prentice- Hall of India Pvt. Ltd. New Delhi, 2003
8. Rakesh Chaudhari, *Employees Welfare*, Current Publication, Agra
9. K. Narendar Jetli, *Human and Natural Resources of India*, New Century Publications, New Delhi, India,

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Specialization:- Tribal Welfare		
COURSE TYPE	COURSE CODE	TITLE
<b>Discipline Specific Elective (DSE)</b>	<b>MSW-TW-1</b>	<b>TRIBAL ANTHROPOLOGY AND SOCIAL WORK</b>

#### Objectives:

1. Be equipped with theoretical framework to analyse tribal societies
2. Gain information on overall understanding about the socio-economic situation of tribal groups in various regions of country
3. Understand process of change in tribal societies
4. Review briefly the development programs and their impact on the life of tribal population

Module No.	Module Title	Content	Suggested class hours/Marks
1	Anthropology: A theoretical framework for Social Work practice	Anthropology as a field in understanding; Introduction to framework of course	06/15
2	Tribal Life	Tribal Society, Tribal village, Marriage Family, Kinship, socio-economic life of Indian Tribes	06/20
3	Process of Change	Cultural, Social and economic changes; Process, direction and causes of change	06/15
4	Illustrative Reforms	Situation(Social, Economical and Political) of the tribal groups in: <ol style="list-style-type: none"> <li>1. North Eastern Region</li> <li>2. Central Region</li> <li>3. Middle India</li> <li>4. Southern Region</li> </ol>	04/15
5	Programmes	Tribal Development Process and Impact, Historical evaluation of tribal policies; Education and Adult Literacy Program; Children and Women Programs; Tribal Health Related Issues and problems; Tribal Agriculture System	06/20
6	Social Work Intervention	Tribal Population and Development; Scope for social work intervention and the role of social workers	06/15

#### REFERENCES

1. Gavit Pushpa 2014 Adivasi Sanskruti Bhasha ani sahitya Bharti Bhashes Anthropology Man in India A Quarterly Journal. Mudranalaya. 1984 1-4, 198 Varanasi, New Delhi: Asian Publication.
2. Chaudhari, B. (ed) Tribal Development in India, Delhi: B.R. Publishing
3. Channa, V.C. Caste, Identity and Continuity Religion and Politics

4. Devgavkar S., 2001 Adivasi Vishwa
5. Desai I.P and other, 1985 Caste, Class Conflict: The struggle for Survival, Delhi: Ajanta Publication.
6. Fure- Huimendrof, C.V. 1982 Tribes of India: The struggle for survival, Delhi: Oxford University Press
7. Ghurye G. S Caste and pace in India, Mumbai: Popular Prakashan
8. Hutton J.H 1946 Caste in India: its nature, functions and Origin, Cambridge: University Press.
9. Keesing, R.M. 1975 Cultural Anthropology: A Contemporary perspective New York: Holt, Rinehart and Winston
10. Kulkarni S., 2011 Maharashtratril Adivasi
11. Lote R. J., 2010 Adivasi Samajache Samajshastra
12. Maharashtra- 1979 Monographic Survey of the Katkaris
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16. Singh, K. S. (ed) Tribal Movement in India Vol. I and II
17. Singh, J.P. Vyas M. N. Tribal Development: Past effort and New Challenges.
18. Shrinivas, M.M. 1969 Caste in Modern India and other Essay, Bombay: Asia Publishing House.
19. Sundar I 2012 Principles of Medical Sociology
20. Verma R. C., 1995 Indian Tribes Through the Ages

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Specialization:- Tribal Welfare		
COURSE TYPE	COURSE CODE	TITLE
<b>Discipline Specific Elective (DSE)</b>	<b>MSW-TW-2</b>	<b>EMERGING ISSUES AND PROBLEMS OF TRIBAL COMMUNITIES</b>

**Introduction:** The Course is offered to students for acquiring fundamental understanding about the tribal communities' problems in India and Global context. The courses also investigate the concepts of tribal issues, status, situations, and problems in current scenario.

**Learner Objectives:**

1. Acquire knowledge of various issues and problems of tribals in India and Global Context.
2. Develop the skills to analysis the status, situation and problems of tribal people.
3. Develop the ability to apply social work intervention in solving tribals issues and problems.

Unit No	Title	Content	Suggested Hours and Marks allotted
1	Social and Cultural : Issues and Problems	a)Definition, meaning, causes, effects b)Child marriage, Superstitions, Bonded labour, Exploitation, Gender issues c)Cultural traditional and religious problems, impact of global culture d)Role of Government and NGOs, Role of Social Worker	08/20
2	Economic Problems	a)Definition, meaning, causes and impacts b)Poverty, Unemployment, Indebtedness, livelihood c)Lack of knowledge about entrepreneurship d) Role of Social Worker	06/15

3	Educational Issues and Problems	a)Definition, meaning, causes, impacts b)Illiteracy, absenteeism, Drop-out, c)Institutional and infrastructure problems, transports and communication d)Governance system problems	06/15
4	Health Problems	a)Definition, concept, causes, remedies b)Anemia, Sickle cell, Malnutrition and consumption behavior pattern of food practice, Skin diseases, Alcoholism, Drinking water c)Health facilities and infrastructural problems d)Significance role of Government, NGOs and social worker for prevention of health problems.	08/20
5	Problems of Tribal Land	a)Concept, nature, causes and barriers b)Land alienation ,forest law and land, impacts of forest law on tribal life c)Measures taken by government d)Role of social worker	06/15
6	Problems of Displacement, Rehabilitation and Development	a)Migration, causes, impacts and remedies b)Problems of Displacement and Rehabilitation c)Role of Government, NGOs and Social worker	06/15

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1. Chaudhari, B.(Ed.) 1982 Tribal Development in India, New Delhi, Inter India Publication.
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11. डॉ. सौ.शैलेजा देवगावकर – आदिवासी विश्व, आनंद प्रकाशन, नागपूर
12. डॉ. प्रदीप आगलावे – आदिवासी सामाज्याचे समाजशास्त्र, श्री. साईनाथ प्रकाशन, नागपूर
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14. डॉ. संजय साळ्विकर – भारतीय आदिवासी जीवन आणि संस्कृती, श्री. मंगेश प्रकाशन, नागपूर
15. डॉ. गोविंद गारे – महाराष्ट्रातील आदिवासी जमाती, कॉन्टीनेन्टल प्रकाशन, नागपूर
16. डॉ. शौनक कुलकर्णी – महाराष्ट्रातील आदिवासी, डायमंड पब्लिकेशन, पुणे
17. डॉ. विनोद राईपुरे व डॉ. संभाजी देसाई – आदिवासींची शैक्षणिक स्थिती, प्रशांत पब्लिकेशन, जळगाव
18. प्रा. प्रदीपकुमार – आदिवासी समुदाया सोबत समाजकार्य – यश पब्लिकेशन, नागपूर

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<b>Specialization:- Community Development</b>		
<b>COURSE TYPE</b>	<b>COURSE CODE</b>	<b>TITLE</b>
<b>Discipline Specific Elective (DSE)</b>	<b>MSW-CD-1</b>	<b>URBAN, RURAL &amp; TRIBAL COMMUNITIES IN INDIA</b>

*Learning Objectives:*

1. Understand Urban, Rural and Tribal societies and their problems.
2. Understand the change processes in Urban, Rural and Tribal Societies.
3. Understand issues and their implications in Urban, Rural and Tribal Welfare.
4. Understand the limitation and challenges for interventions by social workers

<b>Unit No.</b>	<b>Title of topic</b>	<b>Contents</b>	<b>Allotted hours of teaching &amp; Marks</b>
01	The Historical context	a) The historical background of Indian Urban, Rural and Tribal Communities b) Social, economic and political aspects of rural communities c) Identifying politically vulnerable groups-Decision-making, Leadership, and Elections	6/15
02	Communities in India	a) Meaning, concept and Types of Communities b) Characteristics of Rural, Urban and Tribal Communities in India.	5/15
03	Social Institutions in Rural, Urban and Tribal communities	a) Meaning, concept and Types of Social Institutions in Rural, Urban and Tribal Communities b) Nature of Family, Marriage, kinship, Religion & Caste in Rural, Urban and Tribal community	5/15
04	Economic system in Rural, Urban and Tribal communities	a) Economy in Rural, Urban and Tribal Communities. b) Impact of Globalization Changing Occupational Pattern in Rural, Urban and Tribal communities. c) Impact of Globalization on Rural, Urban and Tribal communities	6/20
05	Issues of urban, rural tribal communities	a) Economic Issues – poverty, unemployment and its implications b) Issues of Environment , Infrastructure and Services c) Socio-cultural issues- caste dynamics; intersections of class, caste, gender and ethnicity and Implications d) Issues related to Health care services	8/20



06	Development of Urban, Rural and Tribal communities in India	a) Role of Local self-Government. b) Government programmes, Projects and Schemes. c) Role of International, National Organizations and Non-Governmental Organizations. d) Role of Social worker in different community settings	5/15
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- १५ (भारतीय ग्रामीण समुदाय विकास, नंदा पांगुळ-बारहाते, आर .बी .प्रकाशन, नागपूर फेब्रुवारी २००९
- १६ (भारतीय नागरी समुदाय विकास, नंदा पांगुळ-बारहाते, आर .बी .प्रकाशन, नागपूर जानेवारी २०११
- १७ (ग्रामीण समाजशास्त्र व सामुदायिक विकास ,रा.ना .घाटोळे ,श्री मंगेश प्रकाशन, नागपूर २००७
- १८ (ग्रामीण आणि नागरी समाजशास्त्र ,एन .आर .राजपूत ,अंशुल पब्लिकेशन जानेवारी २००४
- १९ (भारतीय ग्रामीण समाजशास्त्र, दिलीप खैरनार ,विद्या बुक पब्लिकेशन ,औरंगाबाद ,जानेवारी २०१०
- १८ (नागरी समाजशास्त्र, दा .धो .काचोळे ,कैलास पब्लिकेशन, औरंगाबाद, जून २०००
- १९ (समाजशास्त्रीय संकल्पना आणि सिद्धांत , प्रदीप आगलावे श्री साईनाथ प्रकाशन, नागपूर २००१
- २० (समाजशास्त्र, प्रदीप आगलावे श्री साईनाथ प्रकाशन, नागपूर २००२
- २१ (जलस्वराज प्रकल्प) गुणात्मक ग्रामीण विकासाचे तंत्र ,(नितीन बडगुजर ,अथर्व प्रकाशन ,धुळे २०१९
- २२ (महात्मा गांधी राष्ट्रीय ग्रामीण रोजगार हमी अधिनियम २००५ आणि ग्रामीण विकास,भूषण भामटेराजपूत,नोशनप्रेस पब्लिकेशन ,दिल्ली २०२१

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Specialization:- Community Development		
COURSE TYPE	COURSE CODE	TITLE
Discipline Specific Elective (DSE)	MSW-CD-2	EMERGING ISSUES AND PROBLEMS OF URBAN, RURAL & TRIBAL COMMUNITIES

**Learner Objectives**

1. Enabling students to understand issues and challenges faced by the urban & indigenous people.
2. To study about overall mechanisms for community development.
3. To understand the impact of bureaucratic approaches in the implementation of Urban, Rural

and tribal development schemes.

4. To become familiar with the role of social workers in the context of community development.
5. To understand the use of social work methods in community development programmes.

Unit No.	Title	Content	Suggested Hours & Marks
1	Migration & Urbanization Problems of Urban Rural & Tribal Communities:	a) Migration, its Causes and Impact on Urban, Rural & Tribal Life. b) Problems of Urbanization, Industrialization and environmental pollution.	05/15
2	Problem of Slum Dwellers Habitat and Employability	a) Urban slums Growth, Causes, effect on urban life and Remedies. b) Problems of Housing, Health, Recreation, education, water and sanitation, Prostitution, problems of children and aged. c) Problems of Urban unemployment	06/20
3	Agriculture, Poverty and Unemployment : Problems of Rural Communities	a) Poverty-Concept, definition, distribution of population below poverty line, Indicators of poverty, causes of poverty. b) Unemployment- Causes of Unemployment c) Problems of Agriculture – Soil erosion, Soil conservation fertilizers, seeds, Crop yielding, Irrigation, Water management, plant breed.	06/20
4	Problems of Rural Economy, Ecology, Entrepreneurship & various Services	a) Problems of Rural Credit system & Banking b) Causes of farmers suicide, Indebtedness c) Problems of Education, Drinking water, Health, Gender, Livelihood, Sanitation, Food security. Financial Exclusion d) Problems of small scale and cottage Industry e) Problems with various Public, Private and Government services in rural area. f) Human Right Violation against indigenous people.	06/15
5	Problems of Tribal peoples	a) Educational Problem – Educational Backwardness educational status of Tribal people b) Health problems- malnutrition among women and children, Health Hazards (Blind faith and superstition) Alcoholism, Sanitation, c) Economical Problems: Employability, Indebtedness, Bonded labour, , Displacement.	06/15
6	Social Problems of Tribal Community	a) Problems of Livelihood, water resources, food security, b) Problems with various Public, Private and Government services in tribal area. Human Right Violation against indigenous people. c) Impact of deforestation.	05/15

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- 35..अहिरे प्रतिभा, सावरगावकर(२००३), ग्रामीण व नागरी समाजशास्त्र, विद्या प्रकाशन, पुणे
36. बडगुजर नितीन रामदास((२०१९); गुणात्मक ग्रामीण विकासाचे तंत्र: जल स्वराज्य प्रकल्प, अथर्व प्रकाशन, धुळे
- 37.लोटे रा. ज (२००७); भारतीय सामाजिक संरचना सामाजिक समस्या, पिंपळापुरे अँड कंपनी पब्लिकेशन्स, नागपूर
- 38.डॉ कराडे पी एम(२००५); ग्रामीण आणि नागरी समाजशास्त्र, पिंपळापुरे अँड कंपनी पब्लिशर्स, नागपूर
- 39..खडसे भा कि (१९९५); भारतीय सामाजिक समस्या, श्री मंगेश प्रकाशन, नागपूर
- 40.कुलकर्णी पी के (१९९८); भारतीय सामाजिक समस्या, विद्या प्रकाशन, नागपूर

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43. माने माणिक (१९९७); भारतातील समकालीन सामाजिक समस्या, विद्या प्रकाशन, नागपूर
44. मायी सुनील (२००९); भारतीय समाज प्रश्न आणि समस्या, डायमंड पब्लिकेशन्स, पुणे
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46. नाडगोंडे गुरुनाथ (२००३); भारतीय आदिवासी, कॉन्टिनेन्टल प्रकाशन, पुणे
47. पांगुळ - बारहाते नंदा, (२०११) भारतीय शहरी समुदाय विकास, आर बी प्रकाशन, नागपूर
48. पांडे रमा (२०२०), ग्रामीण विकास योजना व कार्यक्रम, हर्षवर्धन प्रकाशन, बीड
49. सगणे विलास, (२००९); भारतातील सामाजिक समस्या, विद्या प्रकाशन, नागपूर
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51. तोरवणे. डी एल महाजन जयश्री (२००८); भारतीय समाज प्रश्न आणि सामाजिक समस्या, प्रशांत पब्लिकेशन, जळगाव

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Specialization:- Human Resource Management		
COURSE TYPE	COURSE CODE	TITLE
<b>Discipline Specific Elective (DSE)</b>	<b>MSW-HRM-1</b>	<b>LABOUR WELFARE</b>

**Learner Objectives**

1. Develop the knowledge of employee welfare: pre- independence, post independence & its changing nature in the era of globalization.
2. Understand the importance of health, hygiene and problems related to industrial hazards occupational diseases and its safety management.
3. Know various governmental organizations working for employee welfare
4. Develop insight of employee welfare Programme and its relevance to work culture and productivity.

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Labour Welfare	a) Concept, Definition, Objectives, Principles, Scope and Machinery of labour welfare in India. b) Types of labour welfare:- Intra-mural & extra mural measures of labour welfare, Statutory and Non-Statutory labour welfare provisions	06/20
2	Welfare Officer	a) Duties, Responsibilities, Role and Functions of welfare/labour welfare officer in industry. b) Changing role and challenges before welfare officer in emerging industrial set- up.	05/15

3	Industrial Health & Hygiene and safety Management	a) Industrial hygiene and occupational health. Health at work and at home, b) Problems of hygiene and industrial safety in the factory, c) safety management-policy & programmes. Safety climate, d) Role of safety officer.	06/20
4	Social Security	a) Concept, Meaning and scope of Social Security. b) Need and Importance of social security in present contest. c) International Labour organization, setup conventions, role of ILO .	06/15
5	The Maharashtra Labour welfare Board	a) Structure and functions objectives, b) Programmes and its contribution to the well being of the working class.	04/15
6	Industrial Social Work	(a) Concept, goals, scope and application of social work methods, intervention strategies its application and limitations (b) Role of social work in welfare, problem solving employees counselling and rehabilitation of employees,	05/15

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Specialization:- Human Resource Management		
COURSE TYPE	COURSE CODE	TITLE
Discipline Specific Elective (DSE)	MSW-HRM-2	LABOUR LEGISLATION IN INDIA

#### Learner Objectives

1. To know labour as a legal setting;
2. To learn various labour laws;
3. To understand the concept of social security.
4. Understand labour legislation & areas of intervention.
5. Develop skills to deal with legislative functionaries.

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Labour Legislation	Objectives, Principles, Classification, and Evolution of Labour Legislation in India, labour legislation & Indian Constitution	05/20
2	Legislation on Working Conditions	<b>a.</b> The Factories Act, 1948 <b>b.</b> The Plantations Labour Act, 1951 <b>c.</b> The Contract Labour (Regulation And Abolition) Act, 1970 <b>d.</b> The Mines Act, 1952 <b>e.</b> The Bombay Shops and Establishments Act, 1948.	06/20
3	Legislation on Social Security	<b>a.</b> The Workers Compensation Act, 1923 <b>b.</b> The Employees State Insurance Act, 1948 <b>c.</b> The Employees Provident Funds & Miscellaneous Provisions Act, 1952 <b>d.</b> and the Employees Pension Scheme (Since 2005 after and before) <b>e.</b> The Maternity Benefit Act, 1961 <b>f.</b> The Payment of Gratuity Act, 1972 <b>g.</b> The Apprentices Act, 1961	06/20
4	Legislation on Wages	<b>a.</b> The Payment of Wages Act, 1936 <b>b.</b> The Minimum Wages Act, 1948 <b>c.</b> The Payment of Bonus Act, 1965	04/15
5	Legislation on Labour Welfare Funds	<b>a.</b> Maharashtra Labour Welfare Fund Act, 1961	04 /10
6	Legislation on Industrial Relations	<b>a.</b> The Trade Unions Act, 1926 <b>b.</b> The Industrial Employment (Standing Orders) Act, 1946 <b>c.</b> The Industrial Disputes Act, 1947 <b>d.</b> The Maharashtra Recognition of Trade Unions and Prevention of Unfair Labour Practices Act, 1971	06/15

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## SYLLABUS OF AUDIT COURSE

<b>Audit Course</b> <b>Sem. I</b> <b>AC-101: Practicing Cleanliness</b>	
<b>Course Objectives:</b> <ul style="list-style-type: none"> <li>To make students aware of Clean India Mission and inculcate cleanliness practices among them.</li> </ul>	
	<ul style="list-style-type: none"> <li>Awareness program on               <ul style="list-style-type: none"> <li>Swachh Bharat Abhiyan (Clean India Mission)</li> <li>Clean Campus Mission</li> <li>Role of youth in Clean India Mission</li> </ul> </li> <li>Cleaning activities inside and surroundings of Department buildings.</li> <li>Tree plantation and further care of planted trees</li> <li>Waste(Liquid/Solid/e-waste) Management, Japanese 5-S practices</li> <li>Planning and execution of collection of Garbage from different sections of University campus</li> <li>Role of youth in power saving, pollution control, control of global warming, preservation of ground water and many more issues of national importance.</li> <li>Cleanest School/Department and Cleanest Hostel contests, Painting and Essay writing competitions</li> </ul>

**Course Outcomes :**

On completion of this course, the student will be able to:

CO No.	CO
<b>AC101.1</b>	Identify need at of cleanliness at home/office and other public places.
<b>AC101.2</b>	Plan and observe cleanliness programs at home and other places.
<b>AC101.3</b>	Practice Japanese 5-S practices in regular life.

<b>Audit Courses</b> <b>Sem. II</b> <b>AC-201(A): Soft Skills</b>		
	<b>Course Objectives:</b> <ul style="list-style-type: none"> <li>To inculcate different soft skills among students.</li> </ul>	
<b>Unit 1</b>	<b>Introduction to soft skills</b> Formal definition, Elements of soft skills, Soft vs. Hard skills, Emotional quotient, Goal setting, life skills, Need for soft skills, Communication skills, Etiquettes& Mannerism.	<b>2 hrs.</b>
<b>Unit 2</b>	<b>Self-Assessment</b> Goal setting, SWOT analysis, attitude, moral values, self-confidence, etiquettes, non-verbal skills, achievements, positive attitude, positive thinking and self-esteem. Activity: The teacher should prepare a questionnaire which evaluate students in all the above areas and make them aware about these aspects.	<b>4 hrs.</b>
<b>Unit 3</b>	<b>Communication Skills</b> Types of communication: Verbal, Non-verbal, body language, gestures,	<b>8 hrs.</b>

	<p>postures, gait, dressing sense, facial expressions, peculiarity of speaker (habits).</p> <p>Rhetoric speech: Prepared speech (topics are given in advance, students get 10 minutes to prepare the speech and 5 minutes to deliver, Extempore speech (students deliver speeches spontaneously for 5 minutes each on a given topic), Storytelling (Each student narrates a fictional or real-life story for 5 minutes each), Oral review (Each student orally presents a review on a story or a book read by them)</p> <p>Drafting skills: Letter, Report &amp; Resume writing, business letters, reading &amp; listening skills</p> <p>Activity: The teacher should teach the students how to write the letter, report and build resume. The teacher should give proper format and layouts. Each student will write one formal letter, one report and a resume.</p>	
<b>Unit 4</b>	<p><b>Formal Group Discussion, Personal Interview &amp; Presentation skills</b></p> <p>Topic comprehension, Content organization, Group speaking etiquettes, driving the discussion &amp; skills.</p> <p>Preparation for personal interview: dress code, greeting the panel, crisp self-introduction, neatness, etiquettes, language tone, handling embarrassing &amp; tricky questions, graceful closing.</p> <p>Activity: Each batch is divided into two groups of 12 to 14 students each. Two rounds of a GD for each group should be conducted and teacher should give them feedback. Mock interview are to be conducted.</p>	<b>4 hrs.</b>
<b>Unit 5</b>	<p><b>Aptitude and analytical skills</b></p> <p>Quantitative aptitude, Numerical reasoning, verbal reasoning, diagrammatic test, situational tests, logical thinking.</p> <p>Analytical skills: Definition, Types, problem solving</p>	<b>8 hrs.</b>
<b>Unit 6</b>	<p><b>Life skills</b></p> <p>Time management, critical thinking, sound and practical decision making by dealing with conflicts, stress management, leadership qualities</p> <p>Activity: The teacher can conduct a case study activity to train students for decision making skills. The teacher should conduct a session on stress management and guide students on how to manage stress. The teacher may conduct a stress relieving activity in the class. He/she may counsel students individually to know their problems and guide them on dealing with them effectively.</p>	<b>4 hrs.</b>
<p><b>Suggested readings:</b></p> <ol style="list-style-type: none"> <li>1. Basics of Communication In English: Francis Sounderaj, MacMillan India Ltd.</li> <li>2. English for Business Communication: Simon Sweeney, Cambridge University Press</li> <li>3. An Introduction to Professional English and Soft Skills: Das, Cambridge University Press</li> <li>4. Quantitative Aptitude: R.S. Agrawal</li> </ol>		

**Course Outcomes:**

On completion of this course, the student will be able to:

CO No.	CO
<b>AC201A.1</b>	Identify their lacunas about some soft skills and try to overcome the same.
<b>AC201A.2</b>	Practice learned soft skills in real life and do their jobs more effectively.



AC-201(B): Practicing Sports Activities				
<b>Course Objectives:</b> <ul style="list-style-type: none"> <li>To motivate students towards sports and provide them required training.</li> </ul>				
SR NO.	NAME OF THE SPORT/GAME (Select ONE of the Following )	SYLLABUS OF THE COURSE	TIMING (02 Hours in a Week)	SEMESTER
1	Volleyball	<ul style="list-style-type: none"> <li>General Fitness</li> <li>Basic Fitness</li> <li>Specific Fitness</li> <li>History of the Game</li> <li>Basic Skill of the Game</li> <li>Major Skill of the Game</li> <li>Technique &amp; Tactics of the Game</li> <li>Game Practice</li> </ul>	Morning : 07 to 09 AM  OR  Evening : 05 to 07 PM	Total 30 Hours in
2	Athletics			
3	Badminton			
4	Cricket			
5	Basketball			
6	Handball			
7	Kabaddi			
8	Kho-Kho			
9	Table-Tennis			
10	Swimming			

**Course Outcomes :**

On completion of this course, the student will be able to:

CO No.	CO
AC201B.1	Identify one or more sports of their choice and develop more interest to participate at University/National level sport events.
AC201B.2	Practice the learned sports activities regularly in real life.

AC-201(C): Practicing Yoga	
<b>Course Objectives:</b> <ul style="list-style-type: none"> <li>To motivate students towards yoga and provide them required training.</li> </ul>	
	<ul style="list-style-type: none"> <li>Yog: Meaning, Definition &amp; Introduction, Objectives</li> <li>Primary Introduction of Ashtanga Yoga</li> <li>Preparation of Yogabhyas</li> <li>Omkar Sadhana, Prayer, Guru Vandana</li> <li>Sukshma Vyayamas</li> <li>Suryanamaskar (12 Postures)</li> <li>Asanas : <ul style="list-style-type: none"> <li>Sitting (Baithaksthiti) - Vajrasana, Padmasana, Vakrasana, Ardha-Pashchimotanasana</li> <li>Supine (Shayansthiti) - Uttan Padaasan(Ekpad/Dwipad), Pavanmuktasana, Viparitarani Aasan, Khandarasan, Shavasana</li> <li>Prone (Viparitshayansthiti) - Vakrahasta, Bhujangasana, Saralhasta Bhujangasana, Shalabhasana(Ekpad/Dwipad), Makarasana</li> <li>Standing (Dhandsthiti) - Tadasana , TiryakTadasana, Virasana, Ardh Chakrasana</li> </ul> </li> <li>Primary Study of Swasana: Dirghaswasana, Santhaswasana, JaladSwasana - 6 Types</li> <li>Pranayama : Anuloma-viloma, Bhramari</li> </ul>

**Course Outcomes:**

On completion of this course, the student will be able to:

CO No.	CO
AC201C.1	Identify and practice some Yoga asanas regularly in their life to remain healthy.
AC201C.2	Provide guidance and practice about Yoga to their friends, parents and relatives.

**AC-201(D): Introduction to Indian Music****Course Objectives:**

- To motivate students towards Indian music and provide them minimum required training.

- Definition and brief about generation of Swar, Saptak, Thaata, Raaga, Aavartan, Meend, Khatka, Murkee, Taal, Aalaap etc.
- Taal and its uses - Treetaal, Daadraa, Zaptaal, Kervaa.
- Information of Badaakhyaal, Chhotaakhyaal (one), Sargam, Lakshangeet (information)
- Detailed information of Tambora
- Detailed information of Harmonium and Tablaa.
- Five filmy songs based on Indian Classical Music (Theory and Presentation)
- Sound Management - Basic information of Sound Recording (including Practicals)
- Composition of Music as per the Story
- Preparing news write-ups of the Seminars, Library Musical Programmes held at the nearest Akashwani, by personal visits.

**Course Outcomes:**

On completion of this course, the student will be able to:

CO No.	CO
AC201D.1	Identify different types of Indian music.
AC201D.2	Develop more interest to learn and practice Indian music.