



R.K.D.F. UNIVERSITY, BHOPAL

Bachelor of Social Work

Scheme

Semester – I

No	Subject Code	Subject Title	Marks Allotted						
			Assignment Marks		Theory Marks		Practical Marks		Total
			Max	Min	Max	Min	Max	Min	Marks
1	BSW-101	English	20	08	80	32	-	-	100
2	BSW-102	Introduction to Social Work	20	08	80	32	-	-	100
3	BSW-103	Integrated Social Work Practice	20	08	80	32	-	-	100
4	BSW-104	Basic Sociological Concepts for Social Work	20	08	80	32	-	-	100
5	BSW-105	Introduction to Field Work Practice	-	-	-	-	100	50	100
Total			100	40	450	160	-	-	500



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Bachelor of Social Work Semester – I

Course	Subject	Subject Code
BSW	English	BSW-101

Unit-I

Alphabets and Grammar

- Alphabets
- Phonology
- Sentences and its types
- Punctuation Marks
- Articles
- Vowels

Unit-II

Parts of the Speech

- Noun
- Pronoun
- Verb
- Adverb
- Adjective
- Preposition
- Conjunction
- Interjection

Unit-III

Translation, Wordiness and Diction

Unit-IV

Vocabulary and Acquaintance with the words.

Unit-V

Synonyms, Antonyms and Homonyms.



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Bachelor of Social Work Semester – I

Course	Subject	Subject Code
BSW	Introduction to Social Work	BSW-102

Unit-I

- Social Work: Definitions, Meaning, Basic Assumptions, Scope, Objectives, Functions.
- Methods of Social Work.
- Basic values, Philosophy and Principles of social work.

Unit-II

- Basic concepts related to Social Work:
 - a) Social Work,
 - b) Social Service,
 - c) Social Welfare,
 - d) Social Reform,
 - e) Social Justice,
 - f) Social Health,
 - g) Social Security,
 - h) Social Policy,
 - i) Social Defence,
 - j) Social Development,
 - k) Human Rights,
 - l) Social Legislation,
 - m) Social Administration

Unit-III

- Historical development of Social Work: Development of Professional Social Work- UK, USA and India.
- Development of Social Work education in India.

Unit-IV

- Professional aspects/ Professionalism in Social Work.

Unit-V

- Introduction of any five Social Work Agencies.

References:

1. Introduction to Social Welfare: Friendlander W A
2. Concepts & Methods of Social Work:
3. Friendlander W A
4. Social Work & Social Work Education: M S Gore
5. History & Philosophy of Social Work in India: A R Wadia
6. Social work- An Integrated Approach: Sanjay Bhattacharya, 6. Introduction to Social Work: Paul Choudhary
7. Social Work Philosophy & Methods: P D Mishra.
8. Encyclopaedia of Social Work Jainendra kumar Jha.
9. Social Work- Methods, Practices and Perspectives Rameshwari Devi and Ravi Prakash



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Bachelor of Social Work Semester – I

Course	Subject	Subject Code
BSW	INTEGRATED SOCIAL WORK PRACTICE	BSW-103

Unit I

Systems and Social Work-

- Concept of Social System.
- Characteristics of Social system.
- Units of Social Work Intervention and Dynamics (Individual, Family, Groups, Communities and Organizations).

Unit II

Approach to Integration-

- Systems Approach- Meaning, and concept of Intrapersonal, Interpersonal and Environmental systems in the problem solving process.

Unit III

Social Work Roles and actions-

- Concept of Role and Role Theory.
- Roles of a Social Worker.
- Social Work skills and techniques.
- Meaning and Concept of the Client systems, The Problem, Process and Place.

Unit IV

Process of Social Work-

- Initiating Contact, Collecting Data, assessment, Negotiation of Contract.
- Problem Solving, Termination, Evaluation and Follow up for Integrated Practice.

Unit V

Social Work Profession and Practice-

- Professional Social Work Practice.
- Philosophy of Social Work.

Reference:

1. Hepworth & et al.,: Theory & Skills in Social Work.
2. B. Chetkew Yanooov: Social Work Practice: A System Approach.
3. Charles Zastrow: The Practice of Social Work.



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Bachelor of Social Work Semester – I

Course	Subject	Subject Code
BSW	BASIC SOCIOLOGICAL CONCEPTS FOR SOCIAL WORK	BSW-104

Unit I

Sociology

- Definitions, Meaning, Origin, Development and Importance of Sociology.
- Primary Concepts in Sociology- Society, Culture, Community- Meaning & Characteristics.
- Significance of Sociology in Social Work.

Unit II

Social Groups and Social Process

- Role, Status, Social interaction and Social Process.
- Social groups and Types of Social Groups.

Unit III

Social institutions-

- Family
- Marriage
- Religion
- Education.

Unit IV

Socialization-

- Agents of Socialization,
- Theories of Socialization- C.H Cooley's 'Theory of Looking Glass Self', G.H Meads 'Theory of Self' & Freudian theory.

Unit V

Social Change- Concept & Characteristics. Social Stratification. Social Control. Social Disorganization

References

1. Society –An Introductory Analysis: R.M.MacIver and Charles. H. Page
2. Social Change in Modern India: M.N.Sreenivas
3. Sociology: Anthony Giddens
4. Sociology: Primary Principles of Sociology with an Introduction to Social Thought: C.N.Sankar Rao
5. An Introduction to Sociology: Vidya Bhushan and D.R.Sachdeva,
6. Human Society: Kingsley Davis



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Bachelor of Social Work Semester – I

Course	Subject	Subject Code
BSW	Introduction to Field Work Practice	BSW-105

- The Goal of Field Work is to enable the students to develop knowledge, skills and attitudes required for professional practice. Keeping this in mind, each student is placed in settings where he/she can learn to use Social Case Work, Social Group Work, Community Organisation and Social Welfare Administration.



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Bachelor of Social Work

Scheme

Semester – II

No	Subject Code	Subject Title	Marks Allotted						
			Assignment Marks		Theory Marks		Practical Marks		Total Marks
			Max	Min	Max	Min	Max	Min	
1	BSW-201	English	20	08	80	32	-	-	100
2	BSW-202	Social Problems In India	20	08	80	32	-	-	100
3	BSW-203	Fields of Social Work	20	08	80	32	-	-	100
4	BSW-204	History and Ideologies of Social Work	20	08	80	32	-	-	100
5	BSW-205	Sociology for Social Workers in India	20	08	80	32	-	-	100
Total			100	40	400	160	-	-	500



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Bachelor of Social Work Semester – II

Course	Subject	Subject Code
BSW	English	BSW-201

Unit-I

Composition

- Letters and Applications

Unit-II

One word for a group of words

Unit-III

Idioms and Proverbs.

Unit-IV

Voices: Active Voice and Passive Voice

Unit-V

Infinitives, Participles and Gerunds.



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Bachelor of Social Work Semester – II

Course	Subject	Subject Code
BSW	SOCIAL PROBLEMS IN INDIA	BSW-202

Unit-I

Social Problems

- Definitions, Meaning, Characteristics, Causes & Types of Social Problems.

Unit-II

Poverty and unemployment

- Meaning, Types and Causes.
- Programmes for alleviating poverty and unemployment.
- Population problems: Causes, Characteristics & preventive programmes Communalism. Casteism and terrorism.

Unit-III

Substance Abuse

- a) Causes, Types, preventive measures .
- b) Suicide: Definition, Causes, Preventive Measures and Crisis Intervention.
- c) AIDS; psychosocial & medico legal aspects

Unit-IV

Crime

- Crime: Concept & prevention.
- Violence against women and prostitution.
- Human Trafficking, Migration and Displacement

Unit-V

Juvenile Delinquency

1. Classification, Causes and Preventive Programmes.
2. Child abuse: School & Family Interventions.
3. Child Labour: causes, remedial programmes

Reference:

1. Social Problems in India Ram Ahuja.
2. Encyclopedia of Social Problems and Social Change (vol 1-5) Ranjith Rajadhyaksha
3. Social Problems- Society in Crisis. Daniel J. Curran, Claire.M. Renzetti
4. Economics of Child Labour K.P. Kannan
5. Child labour and law- Myth and Reality of Child Welfare P.L. Mehta and S.S. Jaswal
6. Population and Poverty – Current status and Future approaches M. Walter
7. Indian Social Problems G R Madan



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Bachelor of Social Work

Semester – II

Course	Subject	Subject Code
BSW	Fields of Social Work	BSW-203

Unit-I

Family & Child Welfare-

- Foster Care, Adoption Services, Family Counselling Centre, Child Guidance Clinics, Sex Education, Premarital Counselling

Unit-II

Medical & Psychiatric Social Work -

- Multidisciplinary Approach, Concept of Patient as a Person.
- Social & Emotional factors involved in disease.
- Death & Dying.
- Reaction to terminal illness. Role of medical social worker, role of psychiatric social worker

Unit-III

Rural & Urban Community Development-

- Panchayati Raj & Decentralized planning.

Unit-IV

Criminology & Correctional administration-

- Social Welfare Administration.
- School Social Work: Adjust mental Problems, Scholastic Backwardness, Learning Disability and Dropouts. Industrial social work- Problems of industrial workers, Absenteeism, Stress, Occupational Hazards.

Unit-V

Disaster Management-

- Crisis Intervention.
- Working with Elderly.
- Working with Mentally & Physically Challenged Community Health

Reference:

1. Social Work- An Introduction to Field: Stroup H .H
2. Field Of Social Work Fink A E
3. History & Philosophy of Social Work in India: A R Wadia
4. Social Work, Social Welfare & American society: Philip R Popple & Leslie Leighninger
5. School Social Work: Anjali Gandhi
6. Mental Health in Class rooms Mary Venus, C.J.
7. Encyclopedia of Social Work 8. Social Work with Older people: Crawford Walker



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Bachelor of Social Work

Semester – II

Course	Subject	Subject Code
BSW	History and Ideologies of Social Work	BSW-204

Unit-I

History and Evaluation of Social Work-

- Social Work Profession in the West, Origin and Development of Ideologies and Approaches to Social Change.
- Understanding Rationale, Goals, Ideals and Ethics for Social Change.

Unit-II

Profession in India-

- History and Evolution of Social Work Profession in India.
- Values in Social Work.

Unit-III

Developmental Orientation in Social Work-

- Welfare versus developmental orientation in Social Work, Organisation.
- Beginning of Social Work Education, Clinical Social Work, And Ecological Social Work.

Unit-IV

Ideologies for Social Change-I-

- Indian History of Ideologies for Social Change in India- Ancient Period, Vedic Period Vedantic and Non-Vedantic Ideologies, Spirituality.
- Medieval Period- Zoroastrianism and Islam in India, Mysticism of Bhakti and Sufi Movements, and Sikhism.

Unit-V

Ideologies for Social Change -II-

- Indian History of Ideologies for social change in Modern Period in India- Christianity in India, Hindu Reform Movements, Dalit Movements, Gandhi an Ideology, Sarvodaya Movements.
- Nationalism, Ideology of the Indian Constitution, Ideology of Voluntary Organisations and Voluntary Action.

Reference:

1. Agrawal, M.M. 1998- Ethics and Spirituality, Shimla; Indian Institute of Advanced Study.
2. Chatterjee, P. 1996- Approaches to Welfare State, Washington D. C.
3. Desai M, 2000 Curriculum Development on History: Ideologies for Social Change and Social Work, Mumbai: Social Work Education and Practice Cell.
4. Diwakar, V.P (Ed.) 1991- Social Reform Movements in India: A Historical Perspective, Mumbai Popular Prakashan.



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Bachelor of Social Work Semester – II

Course	Subject	Subject Code
BSW	Sociology for Social Workers in India	BSW-205

Unit-I

Sociology and its relationship to other Disciplines-

- Definitions, Meaning, Scope and Significance of Sociology.
- Relationship of Sociology with other social Sciences.

Unit-II

Society and Culture-

- Society- Definition, Meaning and Characteristics.
- Social Structure- Definition, Meaning and Elements of Social Structure.
- Role and Status- Meaning and Nature, Achieved and Ascribed Status.
- Culture- Definition, Meaning, Characteristics, Functions and Elements.

Unit-III

Indian Society-

- Composition of Indian Society.
- Social Stratification in India- Definition, Meaning and Functions.
- Caste and Class- Definition, Meaning and Characteristics.

Unit-IV

Social Groups, Social Institutions and Social Control-

- Definition, Meaning and types of Social Groups.
- Definition, Meaning and Types of Social Institutions.
- Definition, Meaning and Characteristics of Social Control.

Unit-V

Social Movements-

- Definition, Meaning and Characteristics of Social Movements.
- Social Movements in India.
- Social Reformers in India.

Reference:

1. Madan, G.R- Indian Social Problems, Vol I & II.
2. Madan, G.R- Samajik Vighatan (2 Volumes)
3. Ahuja Ram- Social Problems in India.
4. Soodan, K.S- An Introduction to Social Work.
5. Taylor Shelly E.- Social Psychology
6. Berk Laura E.- Development Through Life Span.
7. Vidya Bhushan, Sachdeva D.R- An Introduction to Sociology.



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Bachelor of Social Work

First Year

Scheme

Semester – III

No	Subject Code	Subject Title	Marks Allotted						
			Assignment Marks		Theory Marks		Practical Marks		Total Marks
			Max	Min	Max	Min	Max	Min	
1	BSW-301	Environmental Studies	20	08	80	32	-	-	100
2	BSW-302	Fields of Social Work	20	08	80	32	-	-	100
3	BSW-303	Human Growth and Development	20	08	80	32	-	-	100
4	BSW-304	Working with Individuals (Case Work)	20	08	80	32	-	-	100
5	BSW-305	Field Work (Project)	-	-	-	-	100	40	100
Total			80	32	320	128	100	40	500



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Bachelor of Social Work

Semester – III

Course	Subject	Subject Code
BSW	Environmental Studies	BSW-301

Unit-I

Study of Environmental Science and Ecology-

- Definition and Importance.
- Environmental Pollution and Problems.
- Public Participation and Public Awareness.

Unit-II

Environmental Pollution-

- Air, Water, Noise, Heat and Nuclear Pollution.
- Causes, Effects and Prevention of Pollution.
- Disaster Management-Flood, Earthquake, Cyclones and Landslides.

Unit-III

Environment and Social Problems-

- Developmental- Non-Sustainable to Sustainable.
- Energy Problems of Cities.
- Water Preservation-Rain Water collection and Harvesting.

Unit- IV

Role of Mankind in Conserving Natural Resources-

- Food Resources- World Food Problems.
- Energy Resources- Increasing Demand for Energy.
- Land Resources- Land as Resources.

Unit- V

Environment Conservation Laws-

- Conservation Laws for Air and Water Pollution.
- Wildlife Conservation Laws.
- Role of Information Technology in protecting Environment and Health.



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Bachelor of Social Work Semester – III

Course	Subject	Subject Code
BSW	FIELDS OF SOCIAL WORK	BSW-302

Unit-I

Child and Youth Welfare-

- Need and Importance of Child Welfare.
- History of Child Welfare Services.
- Definition and Meaning of Youth.
- Problems of Youth in India.
- Youth Welfare Services.

Unit-II

Women and Family Welfare-

- Concept and Meaning of Woman Welfare.
- Status of Women in India..
- Definiton of Family, Salient Features and Types of Family.
- Administrative structure and Functions of Familky Welfare Ministry.

Unit-III

Urban and Rural Community Welfare-

- Definition of Urban and Rural Community .
- Defintion and Meaning of Community Welfare.
- Introduction to Urban Welfare Programmes.
- Slums and Slum Improvement.

Unit-IV

Tribal Community Welfare-

- Definition and Meaning of Tribal Community.
- Charecteristics, Problems and Importance of Tribal Community.
- Agencies working for the Tribal Welfare Programmes.
- Administrative structure and functions of Tribal Ministry.

Unit-V

Labour Welfare-

- Definition and Meaning of Labour Welfare.
- Importance of Labour Welfare in India.
- Agencies for Labour Welfare Work by the Indian Government.

Reference:

1. Jain, M.P. : Indian Constitutional Law(Tripathi), Bombay, 1974
2. Singh, D.K.: V. N. Shukla- The Constitution of India (6th Edn. Eastern Book Company, Lucknow, 1975)
3. Seervai, H. M. : Constitutional Law of India (2nd Edn. Tripathi, Bombay, 1976)
4. Social Legislation in India.
5. Government of India: National Commission for the SC's and ST's- A Handbooj, New Delhi, 1992-2000.



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Bachelor of Social Work Semester – III

Course	Subject	Subject Code
BSW	Human Growth and Development	BSW-303

Unit-I

Life Span, Heredity and Environment-

- Stages of Life Span.
- Principles and difference of growth and development.
- Role of Heredity and Environment.
- Deprivation of Stages during the Life spans Process.

Unit-II

Theories of Human Development-

- Theories of Human Development: Erik Ericsons, Freud, Piagets Theory.
- Maslow's Theory.
- Murry's Theory

Unit-III

Human Development and Health-

- d) Early Childhood, Adolescence and Puberty.
- e) Prenatal and Postnatal stage.
- f) Youth in Indian Society.

Unit-IV

Adulthood, Ageing and Special Focus-

- Adulthood-Growth, Personal and Social Adjustment.
- Ageing- Characteristics, hobbies, adjustments, Health, Mental Health, Death .
- Special Focus is on Psychosocial Development, Moral Development and Personality Development.

Unit-V

Relevance to Social Work Practice-

- 4. Relevance of Social Work across the stages of Development.
- 5. Development Needs, Tasks, Health, Problems and Services.

Reference:

1. Hughes et al. (1996) Child Development, New Jersey, Prentice Hall.
2. Strang, Ruth (1968) an Introduction to Child Study(4th Edn.) New York, The Macmillan Company.
3. Engler, B(@008) Personality Theories: An Introduction (8th Edn.)Boston Houghton Mifftin.
4. Sheema Aleem (2012) Theories of Personality, Pearson Education
5. Abhram H. Maslow (1987) Motivation and Personality, Pearson Education.
6. Elizabeth ?Hurlock: Developmental Psychology.



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Bachelor of Social Work

Semester – III

Course	Subject	Subject Code
BSW	Working with Individuals (Case Work)	BSW- 304

Unit-I

Introduction to Social Case Work-

- Definition, Purpose and Importance of Social Case Work.
- Historical Development of the method of Case Work.
- Philosophical Assumption of Case Work.
- Values of Social Case Work

Unit-II

Principles and Components-

- Principles of Social Case Work.
- Practices of Case Work in the Indian Context.
- Components of Social Case Work Methods-
 - a) Person
 - b) Problem
 - c) Place
 - d) Process

Unit-III

Theories underlying Social Case Work-

- Concept, Definition of Personality.
- Theories of Personality- Psycho- analytical theory of Sigmund Freud, Psycho- social Theory of Erik Ericson.
- Developing Self- Awareness and Skills in working with clients both individually and in groups.
- Types of Problems faced by individual and families.

Unit-IV

Understanding with client system-

- Understanding the client system- The Person.
- Basic Concepts of Social Case Work- Social Role, Role Conflict, Concept of Ego, Concept of Adaptation.

Unit-V

Process of Social Case Work-

- Phases of Social Case Work with special reference to-
 - a) Social Investigation or Psycho-Social Study
 - b) Diagnosis
 - c) Treatment
- Role of a Social Case Worker
- Tools and Techniques of Social Case Work.

Reference:

1. Pearlman H.H- Social Case Work- A Problem Solving Process, The University Chicago Press, 1957.
2. Richmond M.- What is Social Case Work? An Introductory Description, New York, Sage Foundation, 1922.
3. Mathew, Gace- Social Case Work.
4. Bhattacharya, Sanjay- Social Work- An Integrated Approach, Deep and Deep Publishers, Delhi, 2003.
5. Upadhyay, R K- Social Case Work.
6. Mishra, P.D- Social Work- Philosophy and Methods.



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Bachelor of Social Work Semester – III

Course	Subject	Subject Code
BSW	Field Work Project	BSW-305

- Compulsory Field Work Report Submission as a part of the Curriculum.



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Bachelor of Social Work

First Year

Scheme

Semester – IV

No	Subject Code	Subject Title	Marks Allotted						
			Assignment Marks		Theory Marks		Practical Marks		Total Marks
			Max	Min	Max	Min	Max	Min	
1	BSW-401	Environmental Studies	20	08	80	32	-	-	100
2	BSW-402	Social Problems and Services	20	08	80	32	-	-	100
3	BSW-403	Management of Developmental and Welfare Services	20	08	80	32	-	-	100
4	BSW-404	Working with Groups (Group Work)	20	08	80	32	-	-	100
5	BSW-405	Field Work	-	-	-	-	100	40	100
Total			80	32	320	128	100	40	500



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Bachelor of Social Work Semester – IV

Course	Subject	Subject Code
BSW	Environmental Studies	BSW-401

Unit-I

Problems of Natural Resources-

- Problems of Water Resources- Utilization of surface and ground water, overutilization, Flood, Drought, Dams.
- Problems of Forest Resources- Uses and over utilization, Deforestation and Aforestation.
- Problems of Land Resources- Land as a source, Erosion of Land, Land Slides and Desertification.

Unit-II

Bio-Diversity and its Protection-

- Value of Bio-Diversity- Consumable use, Productive use, Social Alternative, Moral values.
- Bio-Diversity and multi diversity at global and national levels.
- Threats to Bio-Diversity- Loss of habitat, Poaching of wildlife, Man-Wildlife conflicts.

Unit-III

Human Population and Environment-

- Population growth, disparities between countries.
 - Population explosion, family welfare programmes.
 - Environment and human health.
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Bachelor of Social Work

Semester – IV

Course	Subject	Subject Code
BSW	Social Problems and Services	BSW-402

Unit-I

Introduction to Social Problems-

- Social Problems- Definition, Meaning and Characteristics.
- Theoretical Perspectives of Analysing Social Problems.
- Societal Response to Social Problems.
- A Critical Appraisal to Social Problems.

Unit-II

Crime, Juvenile Delinquency and Domestic Violence-

- Crime- Concept, Types and Prevalence.
- Juvenile Delinquency- Concept and Prevalence.
- Domestic Violence- Concept, Causes and Consequences.
- Government Programmes and Interventions in dealing with Crime, Juvenile Delinquency and Domestic Violence.

Unit-III

Child Labour, Gender Discrimination, Human Trafficking and HIV/AIDS-

- g) Child Labour- Concept, Causes and Consequences.
- h) Gender Discrimination- Concept, Causes and Consequences.
- i) Human Trafficking- Concept, Causes and Consequences.
- j) HIV/AIDS- Concept, Causes and Consequences.

Unit-IV

Drug Addiction, Alcoholism, Atrocities against women and children-

- 6. Drug Addiction- Concept, Causes and Consequences.
- 7. Alcoholism- Concept, Causes and Consequences.
- 8. Different Atrocities against women and Children.
- 9. Child Trafficking, Child Abuse, Female Foeticide and Infanticide.

Unit-V

Child Marriage, Divorce, Corruption-

- Child Marriage- Concept, Causes and Consequences.
- Divorce- Concept, Causes and Consequences.
- Corruption- Concept, Causes and Consequences.
- Government Programmes and Intervention of Social Work.

Reference:

1. Ram Ahuja (1992) – Social Problems in India, Rawat Publications.
2. Shankar Rao (1990) – Introduction to Sociology, S. Chand Publications.
3. Purushothoman (2003)- Social Problems in India, Himalayan Publications.
4. Sibnath Deb (2006) – Contemporary Problems in India, Anmol Publications.
5. Dr. M. U. Qureshi (2006) – Encyclopaedia of Social Problems and Social Welfare, Anmol Publications.



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Bachelor of Social Work Semester – IV

Course	Subject	Subject Code
BSW	Management of Developmental and Welfare Services	BSW-403

Unit-I

Welfare Administration and Tasks-

- Management- Concept, Aims and Scope.
- Concepts of Social Welfare Administration and Public Administration.
- Functions of Administration (PODSCORB)
- Organizational Behaviour- Meaning, Nature, Elements and Importance.
- Human Resource Management- Objective, Functions and Scope.
- Concept of Public Relations.

Unit-II

Organizations, Environment, Services and Delivery-

- Need for Welfare and Developmental Organisations.
- Concept, Need and Process of Registration of Organisations.
- Organisational designs and structure in its Environmental Context.
- Types of Services, Programme Delivery and Eligibility Criteria.

Unit-III

Organisational Policies and Practices-

- k) Concept, Meaning and Importance of Authority and Leadership.
- l) Need for creating work oriented climate and its relevance.
- m) Interpersonal relationship in organisation.
- n) Communication in organisations.
- o) Decision making levels and methods.

Unit-IV

Programme Management, Work Process and Tasks-

- Process and phases of Programme Planning, Implementation, Documentation and maintenance of records.
- Concept of Budget and Accounts.
- Staff-Client relation, Team work, Supervision, directing, Monitoring and Evaluation.
- Conflict and Conflict resolution.

Unit-V

Social action-

- 10. Meaning, Definition, characteristics, Scope and objectives.
- 11. Principles and Process of Social Action.
- 12. Some major Social Action Programmes-

Reference:

1. Koontz. H. – Essentials of Management, New Delhi.
2. Paul, Samuel(1983) – Strategic Management of Development Programmes
3. Sachdeva D.R (1992-1993) – Social Welfare Administration, Allahabad
4. Siddiqui H. Y.(Ed.) 1983- Social Work Administration, Dynamic Management and Human Relationships.
5. Skidamore (1983)- Social Work Administration, New Journey Prentice Hall



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Bachelor of Social Work Semester – IV

Course	Subject	Subject Code
BSW	Working with Groups (Group Work)-	BSW-404

Unit-I

Introduction (History and Evaluation of Groups)-

- Group Work as a method, Definition and Concept.
- Purpose of the method of group work.
- Principles of Social Group Work
- Basic assumptions and objectives of Social Group Work
- Critical Evaluation of the method of Social Group Work.

Unit-II

Types of Groups-

- Classification of Groups
- Types and Purpose of the groups.
- Stages of Group formation.
- Factors of Group Formation
- Phases of Group Work Practice.

Unit-III

Group Dynamics and Processes-

- Leadership
- Communication
- Leadership
- Conflict
- Decision making
- Transactional Analysis

Unit-IV

Identifying Group Work-

- Identification of Problem for Work
- Formulation of goals in Social Group Work.
- Programme planning and implementation in group work.
- Group work treatment in various settings- School setting, Urban and Rural Setting, Medical and Psychiatric Setting.

Unit-V

Dealing with Group Problems-

- Study, Diagnosis and treatment of Group Problems.
- Facilitation of Skills and Role of Social Group Workers.
- Importance of Evaluation in Social Group Work
- Recording in Social Group Work.

Reference:

1. Konopka G. – Social Group work, A Helping Process
2. Balgopal P.R and Vasil – Groups in Social Work
3. Bhattacharya, Sanjay – Social Work, An Integrated Approach
4. P.D. Mishra – Social Work Philosophy and Methods.



R.K.D.F. UNIVERSITY, BHOPAL

Bachelor of Social Work Semester – IV

Course	Subject	Subject Code
BSW	Field Work	BSW-405

- Compulsory Field Work Report Submission as a part of the Curriculum.



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Bachelor of Social Work

First Year

Scheme

Semester – V

No	Subject Code	Subject Title	Marks Allotted						
			Assignment Marks		Theory Marks		Practical Marks		Total Marks
			Max	Min	Max	Min	Max	Min	
1	BSW-501	Computer Science	20	08	80	32	-	-	100
2	BSW-502	Tribal Anthropology and Social Work	20	08	80	32	-	-	100
3	BSW-503	Legal Systems in India	20	08	80	32	-	-	100
4	BSW-504	Community Organisation	20	08	80	32	-	-	100
5	BSW-505	Field Work	-	-	-	-	100	40	100
Total			80	32	320	128	100	40	500



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Bachelor of Social Work Semester – V

Course	Subject	Subject Code
BSW	Computer Science	BSW-501

- Primary components of computer system
 - Input/ Output devices
 - Processing
 - Memory
 - Softwares
 - Presentation Slides
-



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Bachelor of Social Work Semester – V

Course	Subject	Subject Code
BSW	TRIBAL ANTHROPOLOGY AND SOCIAL WORK	BSW-502

Unit-I

Tribal Community-

- Understanding Tribal Communities- Meaning, Definition and Features.
- Difference between Tribal Communities and other Primitive Groups.
- Types of Tribal Communities.

Unit-II

Social Institution and Social Structure of Tribal Community-

- Social Institutions- Family, Marriage, Kinship and Inheritance.
- Social Structure of different tribal communities in India.

Unit-III

Illustrative Reforms -

- Socio- Economic and Socio-Political situation of the Tribal Groups
 - a) North Eastern Region
 - b) Central Region
 - c) South Western Region
 - d) South Region

Unit-IV

Government Initiatives for Tribal Upliftment-

13. Income Generation Programmes and Livelihood Support Programmes.
14. Impact of Migration on the Socio-Economic Development

Unit-V

Problems Pertaining to Tribal Communities and Social Work Intervention -

- Health Problems and factors affecting health.
- Factors influencing the Economical, Political and Educational Systems in Tribal Areas.
- Scope for Social Work Interventions and Role of Social Workers in Emancipation of Tribal people.

Reference:

1. Chandhuri B. – Tribal Development in India, Delhi, B.R. Publishing.
2. Channa, V. C – Caste, Identity and Continuity
3. Desai I.P and Others, 1985 – Class, Caste conflict and reservation.
4. Patel, R. – Politics in India
5. Sharma K.L. – Caste, Class and Social Movements
6. Singh, Ajit – Tribal Development in India
7. Singh, K.S – Tribal Movements in India, Volume I & II



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Bachelor of Social Work

Semester – V

Course	Subject	Subject Code
BSW	Legal Systems in India	BSW-503

Unit-I

Introduction to Rights-

- Concept of Rights: Universal Human Rights.
- Legal and Civil Rights under criminal procedures.
- Rights of Vulnerable sections of Society: R

Unit-II

Law in India-

- Concept of Substantive Law.
- Procedural Law: Meaning and Concept criminal and civil procedures.
- Civil Laws: Laws pertaining to civil offence.

Unit-III

Criminal Justice systems and Components-

- Policing: Registration, Investigation, Powers of the Police, Bale Procedures.
- Procecutation
- Courts: Types, Process and Judgements.
- Correction: Concept of Correctional Settings, Different Correctional Settings, Rehabilitation of Inmates.

Unit-IV

Legal Aid and Public Interest Litigation(PIL)-

- Concept and History of Legal Aid
- Public Interest Litigation(PIL): History, Concept, Problems and Related Problems.

Unit-V

Social Legislations and Role of Social Workers in Legal Systems-

- Pre-conception and Pre-natal Diagnosis(PCPNDT) Act 1994
- Juvenile Justice Act 2000
- Domestic Violence Act 2005
- Right to Information Act 2005
- Right to Education Act 2009

Reference:

1. Tripathi NM (1978) – The Indian Legal System, New Delhi, Indian Legal Institute.
2. Sharma SP (1991) – Indian Legal Sysyems, New Delhi, Mittal Publications.
3. LLC (2010) – Indian Court System, New Delhi, General Books.
4. Rao Mamta (2010) – Public Interest Litigation: Legal Aid and Lok Adalat, New Delhi, Easten Book Company
5. Dogra Shiv Kumar (2009) – Criminal Justice Administartion, New Delhi, Deep and Deep.



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Bachelor of Social Work Semester – V

Course	Subject	Subject Code
BSW	Community Organisation	BSW-504

Unit-I

Community Organisation-

- Concept, Definition, Characteristics, Scope and Importance.
- Theories and Principles of Community Organisation.
- Understanding Community Organisation Practices.

Unit-II

Analyzing Community -

- Structure and Functions of Community Organisation.
- Values and Ethics of Community Organisation.
- Sociological Perspective of Community Organisation
- Practitioner's perspective of Community Organisation.

Unit-III

III-Experience of Community Organisation-

- Models of Community Organisation
- Role of Community Organiser
- Skills and Qualities of Community Organiser

Unit-IV

Current Issues in Community Organisation-

- Gender, Class, Caste, Leadership, Religion and Illiteracy.
- Working in Different Settings
- Problems and Challenges faced in Community Organisation
- Panchayati Raj and Decentralization

Unit-V

Methods of Community Organisation-

- Planning in Community Organisation.
- Survey, Study work and Public Relation Execution
- Recording in Community Organisation
- Monitoring and Evaluation of Community Organisation.

Reference:

1. Desai I.P and Others, 1985 – Class, Caste conflict and reservation
2. Bhattacharya, Sanjay – Social Work, An Integrated Approach
3. P.D. Mishra – Social Work Philosophy and Methods.
4. Gangrade K.D. – Community Organisation in India, Bombay Publications.
5. Siddiqui H. Y. (Ed.) 1983- Social Work Administration, Dynamic Management and Human Relationships.



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Bachelor of Social Work Semester – V

Course	Subject	Subject Code
BSW	Field Work	BSW-505

- Compulsory Field Work Report Submission as a part of the Curriculum.



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Bachelor of Social Work

First Year

Scheme

Semester – VI

No	Subject Code	Subject Title	Marks Allotted						
			Assignment Marks		Theory Marks		Practical Marks		Total Marks
			Max	Min	Max	Min	Max	Min	
1	BSW-601	Computer Science	20	08	80	32	-	-	100
2	BSW-602	Disaster Management	20	08	80	32	-	-	100
3	BSW-603	Social Policy and Social Development	20	08	80	32	-	-	100
4	BSW-604	Working with Communities	20	08	80	32	-	-	100
5	BSW-605	Project work and Internship	-	-	-	-	100	40	100
Total			80	32	320	128	100	40	500



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Bachelor of Social Work Semester – VI

Course	Subject	Subject Code
BSW	Computer Science	BSW-601

- Microsoft Windows: MS Word, MS Excel, Power Point Presentation.



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Bachelor of Social Work Semester – VI

Course	Subject	Subject Code
BSW	Disaster Management	BSW-602

Unit-I

Disaster and Development-

- Content and Definition
- Disaster and level of development
- Vulnerability and Disaster preparedness, Education and Awareness.

Unit-II

Classification and types of Disasters-

- Disaster, Risks and Hazards
- Natural Disasters: Earthquake, Drought, Flood, Cyclones, Tsunami, etc
- Man Made Disasters: Riots, Biological, Warfare, Industrial, Military, etc.

Unit-III

Issues in relation to and impact of Disasters -

- Policy Issues, Political Aids and Gender
- Physical, Economical, Spatial and Psycho-Social Impacts

Unit-IV

Managing Disasters-

- Pre-disaster Prevention, Preparation, and Education
- Actual Disasters: Short term, Long Term, Stress and Trauma, etc
- Post-disaster, Rehabilitation, Mitigation of negative effects.

Unit-V

Intervening Parties-

- Government Organisations, Voluntary Organisations, Local Groups and Community Participants and Social Workers.

Reference:

1. Strategic disaster Risk Management, Lalitha S. Fernando.
2. Disaster Management and Rehabilitation, Rajdeep Dasgupta, Mittal Publications, New Delhi.
3. Introduction to International Disaster Management, Damon P. Coppola



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Bachelor of Social Work Semester – VI

Course	Subject	Subject Code
BSW	Social Policy and Social Development	BSW-603

Unit-I

Understanding Social Policy-

- Social Policy: Concept and Significance
- Concept of Social Policy
- Models of Social Policy
- Social Policy in India

Unit-II

Introduction to Social Development –

- Concept of Social Development
- Major Indicators of Social Development
- Social Development theories and Models for Social Development in Community.

Unit-III

Perspectives on Social Development-

- Major Perspectives on Social Development
- Concept of the different approaches and strategies of Development.
- Political Economy of Social Structure, Change and Development

Unit-IV

Understanding Human Development-

- Concept of Human Development
- Indicators of Human Development
- Models of Human Development: Freud, Erickson and Piaget

Unit-V

Contemporary Concern related to social and human development –

- Globalization, Sustainable Development and Social Work
- Major problems faced by social and human development in India
- Overview of Human Resource Development reports with special reference to India.

Reference:

1. Gore M.S (1973) – Some Aspects of Social Development, Mumbai, TISS
2. Kulkarni P.D. (1979)- Social Policy and Social Development in India, Madras
3. Pathak S. (1981) – Social Welfare : An Evolutionary and Developmental Perspective



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Bachelor of Social Work Semester – VI

Course	Subject	Subject Code
BSW	Working with Communities	BSW-604

Unit-I

Community Development-

- Meaning and Concept
- Historical Development of Community in India
- Difference between Community Organisation and Community Development.

Unit-II

Application to Social Phenomena -

- Nature of Scientific method and its application.
- Social Work Research: Scope and Objectives
- Social Welfare Survey
- Methods and tools of Data Collection.

Unit-III

Methods of Data Collection –

- Complete Research Methodology

Unit-IV

Tools of Data Collection-

- Complete tools of data collection

Unit-V

Data Presentation-

- Content Analysis
- Graphs and Tabulation

Reference:

1. Goode and Hatte. – Methods in Social Research
2. Young P. V.- Scientific Social Survey and Research
3. Bhattacharya, Sanjay – Social Work, An Integrated Approach
4. Kothari – Research Methodology.



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Bachelor of Social Work Semester – VI

Course	Subject	Subject Code
BSW	Project work and Internship	BSW-605

INTERNSHIP

The Student needs to mandatorily take up internship in any social welfare agency for 60 hours along with the regular classes.

PROJECT

The student shall also prepare a Project Report with the help of Survey, Observation, Methods or Secondary Data related to any social work field.

VIVA-VOCE

There will be an External Viva-Voce for the evaluation of the Internship and the Project done.