

Assam Don Bosco University

Programme Project Report (PPR)

Master of Social Work

i. Programme's Mission and Objectives

Master of Social Work (MSW) aims at training students to plan and execute an extensive range of social services and social welfare activities. An innovative blend of theory, field work and research is designed to provide the students with a variety of skills to enable them to be active social workers, to set up and manage social work organizations of their own or to find employment with various national and international agencies.

ii. Relevance of Program with the Assam Don Bosco University Mission & Goals

The programmes mission and objectives are in alignment with the University's mission, vision and goals, as detailed below.

Vision

The vision of Don Bosco University is:

'To mould young persons into intellectually competent, morally upright, socially committed and spiritually inspired citizens at the service of India and the world of today and tomorrow, by imparting holistic and personalized education.'

Guided by this vision and leveraging its century-old expertise in education in India and abroad, Don Bosco University is envisaged to be a centre of excellence in study and research focusing upon the following:

- Providing easier access to higher education for the under-privileged.
- Harmonizing technical excellence with human and religious values.
- Employment-oriented courses in emerging areas of contemporary technology and service.
- 'Teacher Education' as a privileged area of interest to accelerate the pace, reach and quality of education.
- Impetus to research initiatives with practical and social relevance.
- Providing a forum for debate and research on key human issues like religion & culture, peace & justice.
- Contributing to the socio-economic development of North-East India.
- Boosting international linkages and collaboration in university education.

The spirit of the university has been encapsulated in its emblem which has five distinct

elements:

- The Cross' signifies its underlying Christian inspiration;
- 'The Profile of St. John Bosco' denotes its distinctive educational philosophy;
- 'The book emphasizes its commitment to academic excellence;
- 'The rays of the Rising Sun' stand for its dynamism and commitment to society; and,
- The motto, 'Carpe Diem' which meaning 'Seize the Day' challenging every Bosconian to grasp the opportunities presented by each new day and attain 'life in its fullness.'

Mission

*Built on a great legacy inherited from our founding fathers, our mission is to create an environment of stimulating intellectual dialogue across disciplines and harvest **knowledge with a cutting-edge through high quality teaching, research, and extension activities** leading to the generation of students who would provide leadership, vision and direction to society.*

Goal

*Our goal is to realize this vision by 2025. **Our strategy is to develop innovative programmes in basic and emerging disciplines** in a phased manner and to update them periodically so as to keep ourselves on track and on time. Our commitment is to involve the faculty and students in **interactive learning environment both within and outside the University through contextual and experiential programmes** so that they would be builders of a **worldwide-network of knowledge-sharing** and excel in their performance with a winning edge in the wider context of globalization.*

iii. Nature of Prospective Target Group of Learners

This Program is designed to target working individuals who wish to further their professional and academic qualifications.

iv. Appropriateness of Programme to be conducted in Online Learning mode to acquire specific skills and competence

A management program of this nature is apt for delivery in the Online mode, given its theoretical nature.

v. Instructional Design

a. Curriculum Design

As per University Curriculum in place for campus programs.(Attached)

b. For Online Mode:

E-Learning Materials Quality Standard:

The online courses should comply with the following Quality standards, namely:-

(i) The courses should follow the following four quadrant approach, as per the SWAYAM Guidelines:-

(a) Quadrant-I is e-Tutorial; which shall contain: Video and Audio Content in an organized form, Animation, Simulations, video demonstrations, Virtual Labs, etc, along with the transcription of the video.

(b) Quadrant-II is e-Content; which shall contain; self-instructional material (digital Self Learning Material), e-Books, illustrations, case studies, presentations etc, and also contain Web Resources such as further references, Related Links, Open source Content on Internet, Video, Case Studies, books including e-books, research papers and journals, Anecdotal information, Historical development of the subject, Articles, etc.

(c) Quadrant-III is the Discussion forum; for raising of doubts and clarifying the same on real time basis by the Course Coordinator or his team.

(d) Quadrant-IV is Assessment; which shall contain; Problems and Solutions, which could be in the form of Multiple Choice Questions, Fill in the blanks, Matching Questions, Short Answer Questions, Long Answer Questions, Quizzes, Assignments and solutions, Discussion forum topics and setting up the FAQs, Clarifications on general misconceptions.

c. Duration of the Program

As per University duration policy for on campus programs, in conjunction with the UGC regulation in place.

d. Faculty and Support Staff Requirement

As per UGC Regulations

e. Instructional Delivery Mechanisms

Courses to be delivered in an 'online' mode with learning material in the form of E-SLM's, and Self Assessments being available for the students. Additionally, virtual live lectures and recorded lecture sessions to be provided as per a fixed schedule towards the end of each term.

f. Student Support Systems

Learner Support Service via Web, Chat, Call Support. Access to counsellors at Department on University campus. Access to E-Learning Library resources in the student portal.

vi. Procedure for admissions, curriculum transaction and evaluation

a. Admission Policy

Admissions to be conducted twice a year (January and July), and as per common regulation for online programs already in place and in effect at the time, in conjunction with UGC Regulations.

b. Minimum Eligibility

As per common regulation for online programs already in place and in effect at the time, in conjunction with UGC Regulations.

c. Fee Structure

As per fee structure in place for online programs, and as decided by fee committee from time to time.

d. Programme Delivery Methodology

Courses to be delivered under the 'online' mode of learning, with students being provided Self learning material in eBook format, along with access to online Self Assessment tools. Contact Programs Sessions to be conducted online once per semester.

e. Web Based Tools

A Web based Portal which shall allow the student access to the following

- Admission & Enrolment Details
- Fee Details and Online Fee Payment Gateway
- Prospectus, Regulations & Syllabus
- Notifications (Admissions, fees, examinations etc)
- Course List, with completion status and scores / results
- eBook's of SLM's.
- Self Assessment Tests (unscored)
- Internal Assessments - IA1 & IA2
- Online PCP Lectures (Recorded or via Virtual Classroom session) as conducted each semester.
- Online Learners forum, for student to student interaction.
- Online Copy of the Grade sheet.
- Access to online support in the form of web chat, ticketed email support etc.

f. Evaluation Methodology – Tools & Methods

Internal Assessment marks to comprise the results of Internal Assessment Tests (IA1 & IA2) over the duration of the Semester/Term towards 30% of the final marks, whereas the End Term Assessment , conducted at Examination centres (as per UGC Regulations) to comprise of the remaining 70%.

End Term Exam Regulations to be as per regulations governing on campus programs.

Being an online program, there shall be no provision or requirement to repeat or drop a year within the program.

vii. Requirement of the laboratory support and Library Resources

As per the syllabus / curriculum, no laboratory support required. Library resources can be accessed online.

viii. Cost Estimate of the Programme and the provisions

Upon receipt of approval from the UGC, the Finance Committee may set aside budgetary provisions towards Programme Development, Programme Delivery, Programme Maintenance. Once the programs are operational, fee receipts from the program may be used to cover the same, as per the guidance of the Syndicate and Finance Committee.

ix. Quality Assurance mechanism and expected programme outcomes

The expected outcome from these programs is a measurable increase in the skills and knowledge of the student in his/her area of study, and that increase should be reflected in a proportional increase in available job opportunities / role or profile changes in his or her current job or industry, and a change / increment in earning capability .

A Centre for Internal Quality Assurance shall be setup within 1 year of the launch of these programs (as per UGC requirements). The CIQA, working in collaboration with the Department , shall put in place a continuous quality measurement and improvement framework, using both student – teacher feedback, and outcome measurement on data gathered from students during and after completion of their programs via surveys. The findings, action taken report and results shall be published and made available via the CIQA each year in the form of a report.

Master of Social Work

Term	Course	Credits
1	History, Ideologies and Fields of Social Work	5
1	Human Growth and Development	5
1	Social Work Practice with Groups	5
1	Society and Social Problems	5
1	Human Resource Management	5
2	Personality Development	5
2	Social Work Research Methodology and Statistics	5
2	Educational Technology	5
2	Organisational Structure and Behaviour	5
2	Social Justice, Human Rights and Social Legislation	5
3	Peace Education and Conflict Management	5
3	Eastern approaches to Psychology and Counselling	5
3	Development Concerns and Women Empowerment	5
3	Mental Health and Social Work	5
3	Community Development: Rural and Urban	5
4	Environmental Studies and Disaster Management	5
4	Social Work Practice with Children	5
4	Medical Social Work	5
4	Community Health and Population Management	5
4	Family with Special Needs	5
4	Project Report	6
4	Project Viva-Voce	2

Master of Social Work

Semester I

History, Ideologies and Fields of Social Work

Module I - Introduction to Social Work

- (a) Social Work: Meaning and Definition, Scope of social work, objectives of social work, Functions of Social Work, Methods of Social Work.
- (b) Social Welfare: Scope of Social Welfare, Objectives of Social Welfare, Residual and Institutional Concept of Social Welfare, Distinctions between Social work and Social Welfare and Distinction between Social Welfare and Social Service.
- (c) Social Action: Meaning and Concept of Social Action, Process of Social Action , Social Work and Social Action and Social Reform
- (d) Social Security: Meaning and Concept, Methods of Social Security , Social Security in India, Social work and social security in India
- (e) Social Justice : Concept of Social Justice and Scope of Social Justice.
- (f) Social Development: Meaning of Social Development, Indicators of social development, Objectives of Social Development and Principles of social development.
- (g) Social Legislation: Social Legislation and role of Social Worker in Legal Assistance.

Module II - History and Ideologies of Social Work

- (a) Historical development of Social Work in UK and USA.
- (b) Social work education, Rise of Professional organizations, Current Trends and Practices, Social movement and social reform, Social reform in medieval period (1206-1706), Gandhian ideology and Sarvodaya movement and Interface between Voluntary and Professional Organizations.

Module III - Social Work Profession and Ethics

- (a) Globalisation and social work profession, Implication of globalisation for social work profession and training in India, Professional status of social work, Work stress among social work professionals, Sources of stress in social work profession.
- (b) Social Work Ethics: Ethics- an introduction, Need for ethical behaviour in social work, Purpose of a code of ethics.
- (c) Social action as a method of social work and Social Welfare Administration as a method of Social Work.

Module IV - Social Work Education in India

- (a) Introduction to Social Work Education in India , Objectives and Implications of Social Work Education , Methods of Teaching Social Work , Indigenous Teaching Materials , Different levels of education
- (b) Issues in Social Work Education: (i) Family and Child Welfare (ii) Youth Welfare (iii) Women Welfare (iv) Labour Welfare (v) Welfare of the Weaker Sections (vi) Welfare of the Physically and Mentally Handicapped (vii) Social Defense (viii) Medical and Psychological Social Work and (ix) Community Development.
- (c) Methods of Social Work and its role in understanding team climate and team effectiveness for organizational development.

Suggested Readings:

1. Gore.M.S, Social Work and Social Work Education, Asia, Publication house, Mumbai, 1965
2. Jainendra Kumar Jha, Practice of Social work, Anmol Publications, New Delhi, 2002,
3. Joshi.S.C, The Handbook of Social work, Akansha Publishing House, New Delhi, 2004.
4. Paul Chowdhury, Introduction to Social Work, ATMA RAM and SONS, Delhi, 2000.
5. Sanjay Bhattacharya, Social work – An Integrated Approach, Deep and Deep Publications Pvt Ltd, New Delhi, 2003
6. Walsh Joseph, Theories of Direct Social work practice, Thomson Brooks, Cole, 2006
7. Allan, June, Bob Pease and Linda Briskman (ed.). Critical Social Work – An Introduction to Theories and Practices, Rawat Publications, Jaipur, 2003.
8. Bhattacharya, Sanjay, Social Work Interventions and Management, Deep and Deep, New Delhi, 2008

Human Growth and Development

Module I - Meaning of Growth and Development

- (a) Meaning of growth, development and maturity, Principles of human development
- (b) Approaches to the study of human development: biological, maturational, psychoanalytic, behavioural, cognitive developmental, ecological, Social.
- (c) Influence of socialization and development - family, social groups, institution, community and culture.

Module II - Developmental Stages and Personality Theories

- (a) Physical, Emotional, Cognitive and Social aspects of the following developmental stages with special reference to Indian conditions – Infancy, Babyhood, early childhood, late childhood, adolescence, early adulthood, late adulthood, middle age, old age

(b) Personality theories – Freud, Jung, Adler, Erikson, Rogers, Maslow

Module III - Mental Health

(a) Concept of Normalcy and abnormality

(b) Symptoms, Causes and treatment of the following disorders - neuroses, psychoses, Somatoform disorder, personality disorder and mental retardation

Module IV - Physical Health

(a) Concept of health, hygiene, WHO definition of health; nutrition, malnutrition and its impact on growth.

(b) Communicable and non-communicable diseases - Symptoms, causes, treatment, prevention and control of some common diseases – communicable: T.B., Leprosy, STD, HIV, Typhoid, Chickenpox, Malaria, Hepatitis; non communicable: Hypertension, Diabetes, Cancer, Malnutrition and deficiency diseases.

Module V - Role of the Professional Social Worker

Institutions and agencies intervening in human growth and development- family, education, Health care systems

Suggested Readings:

1. Berk, Laura E. Development through the Lifespan, 5th edition. Allyn and Bacon. London: 2009
2. Ahuja, Niraj., A Short textbook of Psychiatry, Himalaya Publishing House. New Delhi: 2005
3. Bhattacharya, Sanjay Dr. 2008. Social Work: Psycho-Social and Health Aspects. New Delhi: Deep and Butler Gillian, McManus Freda, Psychology – A Very Short Introduction. Oxford University Press. New York: 1998
5. Carson C. Robert, Kutcher N. James, Minela Susan, Hooley M. Jill, Abnormal Psychology. 13 th Edition. Pearson Education. 2010
6. Chaube S.P., Abnormal Psychology, Educational Publishers
7. Ciccarelli K. Sandra, Meyer E. Glean., Psychology – South Asian Edition. Pearson. India: 2008
8. Clifford T. Morgan, Richard A. King, John R. Weisz, John Schopler, Introduction to Psychology, Tata Mc.Graw Hill Edition.
9. Coleman James. C, Abnormal Psychology and Modern Life, D.B. Taneporevela. Mumbai: 1975

Social Work Practice With Groups

Module I - The Concepts

Concept of group: definition, group identity, cohesion, characteristics, significance and types; Life as a process of adjustment with different types of groups; Group as an instrument of change.

Module II - Methods of Social Group Work

Social group work as a method of social work: definition, focus, values, principles, assumptions, ethics, characteristics and purpose of social group work; Historical evolution of social group work. Models of Group Work.

Module III - Process and Phases of Social Group work

Group work process and phases: Stages/Phases of Group formation: Pre-group, initial, treatment, and critical phase, evaluation and termination; process and factors of group formation; formulation of goals and identification of problems to work

Module IV - Group Dynamics and Skills for Social Group Work

Group Dynamics: leadership, isolation, decision making, teamwork, contagion, conflict, communication, relationships and bonding; Role of the group worker: enabler, stimulator, supporter, guide, educator, resource person, therapist and supervisor. Knowledge and Skills for the Group Worker: facilitation, programme planning, recording and documentation- recording in Group Work, use of sociometry and sociogram in assessing groups.

Module V - Social group work Settings

Social Group Work in Different Settings: Concept and dynamics of Self Help Groups, group work therapy in community settings, in institutional settings like hospitals, rehabilitation centres, children's home, old age homes, welfare settings, educational and youth development settings.

Suggested Readings:

1. Cooper, Cary L, Theories of Group Processes, London: John Wiley and Sons, 1976
2. Douglas, Tom, Group Work Practice, London: Tavistock Publications, 1976
3. Douglas, Tom, Basic Group Work, London: Tavistock Publications, 1978
4. Ely, P.J. and M.K.McCullough, Social Work with Groups, London: Routledge and Kegan Paul, 1975
5. Kanopka G, Social Group Work – A Helping Process, Engelwood Clif: Prentice Hall (later version), 1963
6. Siddiqui, H.Y, Group Work: theories and practice; India, Pakistan, Bangladesh and Srilanka, Jaipur: Rawat

Society and Social Problems

Module I - Basic Sociological Concepts and Theories (15 hours)

(a) Concept of Society and Culture; Social institutions, Social groups, Social Control, Social Change, Social Mobility, Social Deviance, Gender –some concepts and theories.

(b) Approaches to Understand Society - Functionalist approach, Conflict/ Dialectical approach, Structuralism and Postmodernism

Module II - Major Social Institutions, Social Structure and Social Stratification

(a) Marriage, Family, Religion, Education, Economy, Politics - Structure and functions.

(b) Caste, class, ethnic groups, power and authority

(c) Social stratification: Marxist, Functionalist and Weberian approaches

Module III - Social Problems

Social Problems - Causes and Consequences; Major Social Problems - Poverty, Casteism, Unemployment, substance abuse, problems concerning Women and Children, Delinquency, Development Induced Migration and Displacement, Ecological Problems, Child Labour, Insurgency, Militancy, Ethnic Conflicts.

Suggested Readings:

1. Giddens, Anthony, Sociology, Cambridge Press, Polity, 2001
2. Giddens, Anthony, Social Theory and Modern Sociology, Stanford University Press, 1987
3. Gupta, Dipanker (ed.), Social Stratification, Oxford University Press, New Delhi. 1997
4. Menon, N. Gender and Politics in India, Oxford University Press, New Delhi. 1999
5. Madan, G.R., Indian Social Problems (Vol I and II), Allied Publications New Delhi, 1997
6. Ram, Ahuja, Indian Social Systems, Rawat Publications, New Delhi, 1993.
7. Sharma, K.L., Indian Social Structure and Change, Rawat Publications, Jaipur, 2007

Human Resource Management

Module I - Introduction to Human Resource Management

Introduction: Meaning, scope, objectives and importance of Human Resource Management, Personnel Management, its functions, policies & roles. Organizing the Human Resource Management department in the organisation. Human Resource Management practices in India. HR audit.

Module II - HR Planning, Recruitment, Selection, Placement and Induction

Human Resource Planning: Definition, objectives, process and importance, job analysis, description, specification, Recruitment, selection, placement and induction process.

Module III - Personnel Development Programme

Personnel Development Program: Employee training, executive development and career planning & development, performance appraisal.

Module IV - Job Compensation , Promotions, Demotions, Transfers, Separation, Absenteeism and Turnover

Job Compensation: Job evaluation, wage & salary administration, incentive plans & fringe benefits, variable compensation individual & group. Promotions, demotions, transfers, separation, absenteeism & turnover.

Module V - Quality of Work Life

Quality of work life & quality circles, job satisfaction and morale. Social security, health and safety, employee welfare

Module VI - Counselling for Effective HR Development

Counselling for effective Human Resource Development.

Module VII - Human Relations

Human Relations: definition, objectives & approaches to human relations, employee grievances and discipline, participation & empowerment, Introduction to collective bargaining.

Master of Social Work

Semester II

Personality Development

Module I - Understanding Personality

Definition and concepts of personality; Basic Personality Traits and Types, Big Five Personality Dimensions.

Module II - Personality Development

Personality development; theories of personality development: Freudian stages of development, Erik Erickson's stages of development, Maslow's hierarchy of needs, Roger's self theory; applications.

Module III - Techniques of Personality Analysis and Change

Johari Window, SCOT Analysis; Stress Management; Positive attitude; Controlling emotions.

Suggested Readings:

1. Atkinson, R. L., Atkinson, R. C., Smith, E. E., Bem, D. J. and Hilgard, E. R. (1990).
2. Introduction to Psychology. New York: H. B. J. Inc.
3. Sternberg, R. J. (2010). Cognitive Psychology. New York: Cengage Learning
4. Passer, M.W. and Smith, R.E. (2010). Psychology: The Science of Mind and Behaviour. New Delhi: Tata McGraw-Hill

Social Justice, Human Rights and Social Legislations

Module I - Social Justice and Human Rights

Concept of Justice, Key features of Justice, Kinds of Justice, Justice and Law, Theories of Justice, Social Justice and Issues of social Justice and existing law.

Module II - Social Legislation and Social Work

- (a) Understanding concept of Law, Social Legislation; Needs and Objectives, Social Legislation and Social Work, Role of Social worker in; legal Assistance, Criminal Justice, Juvenile Justice & Probation. Social Worker and Victims of Immoral Trafficking.
- (b) Social Change - Introduction, Theories of Social Change, causes of Social Change, Law as an instrument of Social Change.
- (c) The constitution of India; Preamble and fundamental rights, Directive principles of State Policy.

Module III - Reformatory Law and Laws related to protection of Human Rights

- (a) Meaning of Cognizable and Non- Cognizable Offences and Conditions and procedures for bail; Importance and Procedures for Filing a First Information Report(FIR)
- (b) Major provisions in Indian Penal Code(IPC) related to family Violence, murder, Suicide, rape.
- (c) National Human Rights commission, Evolution of National Human rights commission in India in the light of universal declaration of Human rights, the protection of Human Rights Act (1993),

Module IV - Social Legislations : Major Provisions

Laws related to children; Juvenile Justice Act, Child Marriage restraint Act, Prohibition and Regulation of Child Labour Act, The protection of children from sexual offences Act, Immoral Trafficking Prevention Act, Mental Health Act, National Trust Act, The rights of persons with disabilities Act, 2016.

Module V - Justice System and Legal Aid Provisions

- (a) Agencies of Justice System; Police, Judiciary, correctional systems, their structure and functions.
- (b) Structure and Jurisdiction of Courts; district and sessions courts, high court, Supreme Court. Distinction between civil and criminal courts; Consumer courts Special courts/tribunals – accident, corruption
- (c) Concept of legal aid, Lok Adalat; Public Interest Litigation (PIL)

Educational Technology

Module I - Educational Technology and ICT

Meaning, nature and scope; Historical perspective of Educational Technology; approaches- Software, hardware and system; Concept of ICT- Information Technology, Communication Technology and Instructional Technology; Need and significance of ICT in Education; Emerging trends in Educational Technology. Concept of communication and principles; Models and Barriers to communication; classroom communication - interaction, verbal and non-verbal; Mass Media and multimedia approach.

Module II - Designing Instructional System and Programme Instruction

Formulation of instructional objectives; task analysis; instructional strategies: lecture, team teaching, discussion, seminar, tutorials, Programme instruction: origin and types, development of programme instructional material, Computer Assisted Instruction, multimedia presentation

Module III - Emerging Trends in Educational Technology

Distance Education; Open learning system; Evaluation and Educational Technology; New technologies- Videotapes, Radio, Teleconferencing, CCTV, INSAT, EDUSAT, Internet, Broadband; Resource centre for Educational Technology: CIET, UGC, IGNOU, NIOS, etc.

Module IV - Emerging Educational Technology

3D printing, mobile learning, Gamification, Flipped, blended learning/classrooms, computing, Massive open online course (MOOCs), Flashnotes, Virtual Reality, Wearables, etc

Suggested Readings:

1. Ahalt, S. (2015). Ten Emerging Educational Technology. Renci White paper Series, Vol. 3, No. 1 pp. 1- 18.
2. Barle David (1960), The Process of Communication, Holt and Rinehart New York.
3. Bhatia, R.L. and Ahuja, B.N. Educational Technology. New Delhi: Surjeet Publications.
4. Bhatia B.D. and Sharma, S.R. (1992). Educational Technology- Concept and Techniques, Kanishka Pub. House New Delhi. Dale Edgar (1961) Audio Visual Methods in Teaching, Holt Rinehart and Einston, New York.
6. Das R.C. (1993) Educational Technology-A basic Text, Sterling, New Delhi.
7. Dhand, H., Techniques of Teaching, APH Publishing Corporation.
8. Hooft, M. V. (2008). Mobile, Wireless, connected information clouds and learning. Emerging technologies for learning . Vol. 3. pp. 30-46.

Social Work Research Methodology and Statistics

Module I - Introduction to Social Work Research

Meaning , definition and purpose of Social Work Research, Scope of Social work Research, Goals and Limitations of Social Work Research, Social Research and Social Work Research ,Relevance of Research in Social Work.

Module II - Research designs, approaches and types

- (a) Research Designs: Descriptive, Exploratory and Experimental: meaning, scope, characteristics, application in social work setting.
- (b) Research Approaches: Qualitative and Quantitative Research: meanings, scope, methods, steps, sampling, data collection, analysis, interpretation and reporting. Strengths and weaknesses.
- (c) Evaluative research: Programme and projects evaluation: concept, types, steps, reports.
- (d) Participatory research and action research: concepts, scope, application and steps.

Module III - Steps in Research Process

- (a) Problem Formulation: Identifying research issue, formulating research topic and problem, review of literature (library work), theoretical framework, formulating objectives, clarifying concepts, variables - conceptual and operational, formulating hypothesis.
- (b) Population and Sampling: Inclusion and exclusion criteria of population, the logic of sampling size and techniques: probability and non-probability sampling.
- (c) Tools for data collection: Levels, Types of measurements, reliability and validity of tools. Constructing tools for data collection: questionnaire, interview schedule, scales. Quantification of qualitative data.
- (d) Sources, Collection and Analysis of Data: Secondary and primary sources. Data collection data editing, coding, master sheet, analysis, report writing. Using computer for data analysis: coding, analysis- graphs and results.

Module IV - Introduction to Statistics

- (a) Statistics: Definitions, Uses and Limitations. Classification and tabulation of data, univariate and bivariate, diagrammatic and graphic presentations. Measures of central tendency, Mean, Median and Mode and their uses; Measures of variability - range, variance and standard deviation.
- (b) Correlation: Meaning and computation of coefficient of correlation as product moment, Spearman's Rank Correlations, interpretation of correlations.
- (c) Test of Hypotheses: Basics, Probability distribution, normal distribution. t-test, Chi-Square Test

Suggested Readings:

1. Ahuja, Ram, Research Methods, Rawat, Jaipur, 2001
2. Alston, M. Bocoles, W., Research in Social Workers- An Introduction to the Methods, Rawat, Jaipur, Indian Edition

2003

3. Baker, T.L., Doing Social Research, McGraw Hill, Singapore, 1994
4. Dooley, D., Social Research Methods, Prentice Hall of India Pvt. Ltd., New Delhi, 1997
5. Goode, W.J. and Hatt, P.K., Methods in Social Research, McGraw Hill Singapore, 1981
6. Grinell, R. M., (Jr.), Social Work Research and Evaluation, F.E. Peacock Pub. Inc., Illinois, 1988
7. Gupta, C.B., Introduction to Statistical Methods, Vikas Publishing House, 1995

Organizational Behaviour

Module I - Introduction to OB

Introduction: What is Organizational Behaviour? Its Relevance in Today's Business Environment.

Module II and III - Approaches to Organizational Behaviour and Foundations of Individual Behaviour

Individual Behaviour in Organization: Understanding Self,

Module IV - Perception

Perception: Nature and Importance, Perceptual Selectivity, Stereotyping, Halo Effect.

Module V - Group Behaviour and Group Decision-Making

Group Behaviours in Organization: Group Dynamics; Type of Groups, Group Norms and Roles, Group Cohesiveness, Group Development and Facilitation.

Module VI - Leadership in Organizations

Dynamics of Managerial Leadership: Leadership Styles, Trait Approach, Behavioural Approaches, Managerial Grid.

Module VII - Inter-group Relations and Conflict Management and Stress and Behaviour

Inter-personal Behaviour in Organization: Transactional Analysis, Management of Conflict. Stress Management.

Master of Social Work

Semester III

Community Development - Rural and Urban

Module I - Community Development and Rural Development

Community Development: Introduction, Aims and objectives of Community development, Historical development of community development, Approaches to community development, Principles of Community Development and Community development processes.

Rural Development: Meaning, Components, Rural development approaches in India, Strategies of Rural Development, Rural development administration and models of rural development.

Module II - History of Rural Community Development

Concept, Rural development during the british rule. Rural development during the Pre- Independence period; Mahatma Gandhi, Sriniketan Experiment, The Martandam Experiment, Gurgaon Experiment, Rural Re-Construction Programme In Baroda, The Firka Development Scheme. Rural Development Since Independence; The Etawah Pilot Project, The Nilokheri Experiment, The Bhoodan Movement. Post-Independence Rural Development Efforts, Politics Behind The Initiation of Cdp In India, Critical Evaluation of Rural Development Policies & Programs.

Module III - Urbanization and Urbanism

Urbanization: Meaning, Urban Growth, Urbanization in India, Urbanization and the size distribution of cities. Urbanization and Economic Development. Urbanization and Urban Growth, Urban Community development in India. Urban Ecology ; Urban Population Growth, Mega cities, Shrinking Cities and Ecological Degradation.

Module IV - Urban Development and Urban Community Development

Urban Development: Introduction, Issues, challenges, Key approaches in addressing urban issues and challenges, ADB's involvement in urban development work, Urban Development Strategy.

Urban Community Development : Basic Assumptions, Objectives, Organisation as the Goal of Urban Community Development, Urban Community Development In India, The Genesis of Urban Community Development Programme in India, Urban Community Development Programme, Urban Community Development in Hyderabad, Integrated Programmes for Urban and Rural Development.

Module V - Slums

Slums; Concept, Characteristics, Social Implications, Socio-economic conditions, The Indian Slums, Studies on Slums - A Review, Stoke theory of Slum. Pavement Dwellers, Pavement Dwellings. Urban Poverty; Synergies in rural and urban poverty reduction strategies, Role of the organizations involved in the urban development, Urban development authority, Role and function of Municipal Corporation.

Mental Health and Social Work

Module I - Understanding mental health and mental illness

Mental Health: A Conceptual Framework, Origin of Mental Health, Components of mental Health, Mental Health in Changing Society, World Health Organization, Recent Developments, Concept of Normal and Abnormal Behaviour, Understanding Mental Health Problems: Meaning, Kinds of mental health problems, Treatment Available Mental Illness: Meaning, Types, Treatment, Myths, Misunderstandings, and facts of mental illness.

Module II - Psychiatric Assessment

Assessment in Psychiatry, Psychiatric Interviewing, Case, History recording and mental status examination (MSE). Classification in Psychiatry - Need, Types - ICD and DSM.

Module III - Major Psychiatric Disorders

Major Disorders: Depression, Psychosis, Schizophrenia, Dysthymia, Bi-Polar Disorder, Schizoaffective Disorder, Anxiety Disorder, Eating Disorder, Personality Disorder, Panic Disorder, Obsessive - Compulsive Disorder, Mood Disorder, Addictive Disorder.

Module IV - Community Mental Health

Community Psychiatry – concept and meaning, evolution of community psychiatry; Community mental health in India, Cultural factors in Psychiatric disorders, culture bound syndrome.

Development Concerns and Women Empowerment

Module I

Concept of Feminism, Genesis and Growth of Feminism, Feminism in the Indian Context, Feminist Theory, The Diversity of Feminist Thought, An introduction to feminist research, Feminist Research methods, Feminist Economy.

Module II

Introduction, Position of Women in Ancient Period, Status of Women in Medieval Period, Status of Women in Modern Period, Women Empowerment in reality, History of women's education in India, Higher education in India, Women in communication education, Gender and Media and Media images of women.

Module III

Concerns relating to Women- Social, Economic and political determinants of women's health, Women and Health, Violence against women, Women and Globalization, Women and Climate change, Women in organized sector, Women in Unorganized Sector in the Era of Globalization and Women in conflict areas.

Module IV

Women Empowerment – Policies and Programmes for empowerment of women, The national policy for the empowerment for women, Policy planning and programming and Schemes for economic empowerment.

Suggested Readings:

1. Kumar, Radha.(1993) The history of Doing. New Delhi: Zubaan
2. Gordon, L.P.(2002). Violence against women. New York: Nova Publishers.
3. Ganesamurthy, V.S. (2008) Empowerment of Women in India: Social, economic and political, New Delhi: New Century Publications.

Eastern Approaches to Psychology and Counseling

Module I – Introduction to the Eastern approach to Psychology

Unit 1

Introduction, Understanding the concept of Psychology, Nature of psychology, Scope of psychology, Indigenous and Indian Approach to Psychology and Eastern Approach to Psychology.

Unit 2

Introduction, Roots of Eastern Approach to Psychology, A comparison between Eastern and Western Approach to Psychology, Evolutionary Perspectives on Culture, The emergence of non- Western and Indigenous Perspectives to Psychology.

Module II – Indian and Eastern Psychology – Approaches and Applications

Unit 3

Introduction, Basics of Indian Psychology, Contribution of Indian civilization to Psychology, Application of Indian Psychology and Contemporary Research in the Indian approaches to Psychology.

Unit 4

Introduction, Chinese Approach to Psychology, Taoism, Confucianism, Japanese Approach to Psychology, Morita and Naikan Therapies.

Module III – Indian and Eastern Approaches to self, Transpersonal, Health and Well Being

Unit 5

Introduction, The concept of self, Understanding Self and Consciousness through the viewpoint of different eastern approaches, Transpersonal phenomena and consciousness and Transpersonal psychology.

Unit 6

Introduction, Purusharthas and goal of life, The Role of Yoga Rituals in Psychological and Physical Well being, Traditional Chinese Medicine and Ayurveda.

Peace Education and Conflict Management

Module I - Understanding Peace as a Dynamic Social Reality

Peace – Meaning and Nature, Theories of peace (Democratic peace and active peace) and Religious beliefs and peace- Buddhism, Islam, Hinduism and Christianity.

Module II - Philosophy of Peace and Peace Education

Montessori, Freire, The Dalai Lama, Gandhi, Krishna murthy, Aurobindo and Tagore, Concept and scope of peace

education, Peace teacher and Peace method and other enabling practices for a culture of peace in an educational setting.

Module III - Conflict Management and its Methods and Modes

Meaning, Types, Levels and reasons for conflict, Approaches to the study of conflict, Methods and modes of conflict resolution, Corrective peace building and Cross cultural methods.

Module IV - Global Issues and Peace Movements

Human Rights, Preservation of Ecology, Population Control, Economic Exploitation, Deprivation and Equitable Economic World Order.

Master of Social Work

Semester IV

Environmental Studies and Disaster Management

Module I

- (a) Concept: Environment and Ecology; the interrelationship between Living Organisms and Natural Resources.
- (b) Social Issues and the Environment: Global Environmental Crisis, Sustainable Development, Water Conservation, Environmental Politics, Watershed Management, Rainwater Harvesting, Acid Rain, Climate Change, Global Warming, Ozone Layer Depletion, Concept of Carbon Credits and their Advantages.

Module II

- (a) Environmental Pollution: Air Pollution, Water Pollution, Soil Pollution and Noise Pollution - Definition, Sources, Effects and Prevention.
- (b) Environmental Protection: Environmental Protection Act, Environment (Protection) Act, 1986 – Notification and Rules, Air (Prevention and Control of Pollution) Act, Water (Prevention and Control of Pollution) Act, Wildlife Protection Act, Forest Conservation Act, Population Growth: Aspects, Importance and Effect on Environment, Human Health and Human Rights.

Module III

- (a) Disaster: Definition, Natural and Human made disasters; multiple causes and effects; Stages of disaster; Development and Disaster; Preventive Measures.
- (b) Models of Disaster: Crunch Model and Release Model

Module IV

- (a) Disaster Management and phases – Pre-disaster: prevention, preparation, education vulnerability and preparedness. Actual Disaster: contingency, short term and long term plans, search, relief, rescue, recovery and restoration. Post Disaster: rehabilitation and commemorations.
- (b) Role of Social workers and Voluntary agencies - Role of social work professionals at different levels: resource mobilization, working with other professionals, working with government and voluntary organizations. Voluntary agencies working on disaster management.

Suggested Readings:

1. Abbasi S.A., Wetlands of India: Ecology and Threats Vol. 1-3, 1997.
2. Dorr Donal, Social Justice Agenda: Justice, Ecology, Power and the Church, 1990.
3. Goel P.K., Environmental Guidelines and Standards in India, 1996.
4. Madhav Godgil; Ramachandra Guha, Ecology and Equity: The use and abuse of nature in contemporary India, 1995.
5. Neugeboren Bernard, Environmental Practice in the Human Services: Integration of Micro and Macro Roles, Skills and Contexts, 1996.
6. Shukla S.K., Srivastava P.R., Human Environment: An analysis, 1992.
7. Shukla S.K., Srivastava P.R., Environmental Pollution and Chronic Diseases.

Social Work Practice with Children

Module I - Understanding Child and Socialization process

- (a) Understanding Child- Definitions and Concepts.
- (b) Concept and process of socialization, Theories of socialization, Child rearing practices.
- (c) Agents of socialisation – family, neighbourhood, school, peer group, mass media, religion. Socialization of children with special needs- special schools.

Module II - Children's Health

- (a) General Health of Children: common diseases, malnutrition problem, infant mortality and morbidity, health of adolescent girls.
- (b) Child Mental Health: Concept of mental health, child mental health and psycho-social development. Mental health needs and mental health problems in children of various age groups, mental health disorders related to children: Learning Disabilities, emotional disorders, conduct disorder, pervasive developmental disorder

Module III - Children in Difficult situations

Street child, destitute, children in conflict with law, abandoned, orphaned, child abuse, child labour, child trafficking, natural calamity affected children, children in conflict situation, HIV-AIDS affected and infected children, tribal child, child beggar, child prostitute, children from poverty infested groups, special problems of girl child.

Module IV - Child Welfare Policies, Programmes and Acts

Constitutional Provisions, National Policy for Children, UNCRC, National Charter for Children, National Action Plan for Children, Commissions for Protection of Child Rights and State policy for children, Juvenile Justice (Care and

Protection of Children) Act, 2000, Guardianship and Wards Act, Hindu Adoption and Maintenance Act, Central Adoption Regulatory Agency (CARA guidelines), Child Labour (Prohibition and Regulation) Act 1986. Current initiatives- ICDS, ICPS, SSA and RTE, NRHM: School Health Programme. Developmental services (for example, non-formal education, bridge schools) Remedial services (e.g. residential care, child guidance clinic).

Module V - Skills in Working with Children

Communication – individual and group, use of creative activities, skills in behaviour modification techniques, skills in advocacy and campaigning for children, relationship building skills.

Suggested Readings:

1. Anandaraj, Hannah. Children at Risk. Hyderabad: Neelkamal Publications. 2007
2. Banerjee, B. G. Child Development and Socialisation. New Delhi : Deep and Deep Publication. 1987
3. Baroocha, Pramila Pandit. Handbook on Child. New Delhi : Concept Publishing Com. 1999
4. Berk, Laura E. Child Development (8th edition). New Delhi: Pearson Prentice Hall. 2009
5. Bhalla, M. M. Studies in Child Care, Delhi : Published by NIPCCD. 1985
6. Bossare, James H. S. The Sociology of Child Development. New York : Harper and Brothers. 1954
7. Chandra Kulshreshtha Jinesh. Child Labour in India. New Delhi : Ashish Publishing House. 1978

Medical Social Work

Module I - Historical overview

Medical Social work:- Historical development of medical social work in Western countries and in India, Social workers in General health Care system in India, Challenges in the field of medical social work in India.

Module II - Disease, illness and sickness and concept of care

Illness as a social problem and its effect on the individual, family and community. The concept of patient as a person, Social and emotional factors involved in disease, Social Work with terminally ill, social work with dying and bereaved, Palliative Care, Hospitalization and its implications on patient and the family members, rights of Patients, Modern trends in treatment of illness. Care in different medical settings – hospitals, outpatient departments, emergency, crisis care, hospice, special clinics.

Module III - Skills

Skills and qualities of Medical social Worker. Teamwork and multidisciplinary approach in the treatment of illness. Role and functions of a medical Social worker, Organization and administration of medical social work department in hospitals. Assessment and Diagnosis- Interviews, Reporting and Record maintenance. Medical Social Worker and Public Relations.

Module IV - Medical Social Work in different departments in hospitals

Medical Social Work in different Departments in hospitals: Oncology, Nephrology, Reproductive Health, family welfare and family planning, Sexual health (STD, HIV/AIDS), Geriatrics, Diabetology, Cardiology, Accident, disability and burns department

Suggested Readings :

1. Anderson R. and Bury M.. Living with Chronic Illness – the Experience of Patients and their Families. Unwin Hyman. London: (eds.) 1988
2. Bajpai P.K.. Social Work Perspectives in health.: Rawat Publications. New Delhi (Ed.) 1997
3. Barlett H.M.. Social Work Practice in the Health Field. New York: National Association of Social Workers. 1961
4. Dimatteo, M. Robin and Leslie R. Martin.. Health Psychology.: Dorling Kindersley (India) Pvt. Ltd. New Delhi, 2007
5. Field M.. Patients are People – A Medical – Social Approach to Prolonged Illness. Columbia University Press. New York: 1963
6. Narasimhan, M. C. and Mukherjee A.K. Disability – A Continuing Challenge. Wiley Eastern Ltd. New Delhi: . 1987

Community Health and Population Management

Module I

Meaning and Scope of Health and Epidemiology: Concepts and Models of Health and Disease. Factors associated with health and diseases. Concepts of sickness, illness and diseases. Environmental Health, Nutritional Health, Occupational Health, Mental Health and Reproductive Health, Tribal Health.

Module II

Health Statistics and health Indicators: Morbidity and Mortality: MMR, IMR, TFR. Communicable and non-

communicable diseases. HMIS – computer systems, data sources, collection, analysis and uses. Primary Health Care, and Public and Community Health Services: Structure, Organization, and Community Participation. Physical and psychological aspects of community health. Aspects of Community Health: drugs and alcoholism. Preventive and promotive health care in Indian context.

Module III

Health and Population Policies: Health Policy: Alma Ata Declaration, National Health Policy, Mental Health Act, NRHM, Assam Public Health Act. Population Policy. Population dynamics- national and the North East context.

Module IV

Health Education, Consumer Health and Health Products: Meaning, importance, principles and components of health education. IEC for health: mass media, audio-visual. Agencies for Health Education Programmes-Voluntary and Government. Analysis of Health Education in India. Formal and Informal health care providers, Modern and traditional practices, safe and risk health behavior and practices. Quackery, Consumer Law on health, consumer agencies.

Module V

Role of Social Work in dealing with HIV/AIDS infected and affected persons- skills and abilities. Laws and provisions, and social reality for persons with HIV/AIDS. Preventive, Promotive and Rehabilitative programmes.

Suggested Readings:

1. Abelin, T., Brzenski Z.J., and Carstairs, V.D., Measurement in Health Promotion and Protection, WHO, Copenhagen, 1987
2. AIDS Prevention through Health promotion by WHO, end of pub.
3. Alderson, M., An Introduction to Epidemiology, 2nd edition, . Mac-Millan, London, 1983
4. Anssi. Perakyla, AIDS Counselling – Institutional Interaction and Clinical Practice, Cambridge, University Press, 1995
5. Bhore, J., Report of the Health Survey and Development Committee. Vol. 2., Government of India., New Delhi, 1946
6. Dutta, I. and Bawari, S., Health and Healthcare in Assam: A Status Report, CHEAT and OKD, Mumbai, 2007
7. Francis, C.M., Pomotion of Mental Health with community participation- The center for Health Care Research and Education, Kerala, 1991.
8. Government of India (GOI). Operational Guidelines for Programme Managers and Service Providers for Strengthening STI/RTI Services, GOI, Ministry of Health and Family Welfare, New Delhi, 2011
9. Green L.W and Anderson, C.L., Community Health 5th edition, Times Mirror Mosby, St. Louis 1986

Families with Special Needs

Module I - Understanding the context

(a) Understanding early childhood development: Disabilities, diseases, gender; Issues of care planning for children, Youths, women, men with special care needs; Special needs of families in Northeast India: families in conflict, disasters, displacement, superstition, homelessness and poverty.

(b) Emerging concerns of seniors and elderly: global, national and regional contexts.

Module II - Understanding the Responses

Understanding the theoretical foundations for Social Work Support, counseling, resource coordination and advocacy services for families with special care needs; Overview of service systems for special needs groups; Issues, challenges and practice approaches with children and parents in Adoptions and Foster care, Clients and care-providers in Institutional care; Adoption system: pregnant women, adoptive parents and adopted children; Disability, Pregnancy, LGTBs, geriatric care, Long-term care needs of terminally ill; Social Work Practice principles and values in these settings.

Module III - Advanced Practice Skills

(a) Case/Care Management of families with special needs :terminally ill person, mental health care, addictions, long-term care, aging, HIV/AIDS, disabilities, occupational services, child welfare, and immigrant/refugee families; Assessment; Care planning, and Resource linkages: programmes, schemes and services.

(b) Family Therapy: Communication-pattern approach; Family sub-system approach; Cognitive Behavioral Approach: cognitive restructuring, contingency contracting, skills.

(c) Working with Parents in families with special needs: Child Development Knowledge and Care, Positive Interactions with Child, Responsiveness, Sensitivity, and Nurturing, Emotional Communication, Disciplinary Communication, Discipline and Behavior Management, Promoting Children's Social Skills or Prosocial Behavior, Promoting Children's Cognitive or Academic Skills

Suggested Readings:

1. Bhumali, A. (2009). Rights of disabled women and children in india. New Delhi: Serials Publications.
2. Bindra, A. (2010). HIV/AIDS health care and human rights. Delhi: Mangalam Publishers
3. Boyd-Franklin, N., Steiner, G.L., and Boland, M.G. (1995). Children, Families, and HIV/AIDS: Psychosocial and Therapeutic Issues. The Guilford Press.
4. Burke, Peter (2008). Disability and Impairment: Working with Children and Families. Jessica Kingsley Publishers
5. Cambridge, P., and Carnaby, S. eds. (2005). Person centred planning and care management with people with learning disabilities. Philadelphia: Jessica Kingsley Publishers
6. Cosis-Brown, H., and Cocker, C. (2011). Social Work with Lesbians and Gay Men. New Delhi: Sage
7. Dasgupta, S., and Lal, M. (eds.) (2007). The Indian family in transition: reading literary and cultural texts. New Delhi: Sage.


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