

ACHARYA NAGARJUNA UNIVERSITY

CENTRE FOR DISTANCE EDUCATION

NAGARJUNA NAGAR,

GUNTUR

ANDHRA PRADESH



PROGRAM PROJECT

REPORT

21. MASTER OF SOCIAL WORK

Master of Social Work

PROGRAMME CODE: 21

MISSION: Master of Social Work is a postgraduate Social Work course. It includes a comprehensive and thorough study of Social Work as a discipline at an advanced level.

- To advance the internal areas of teaching, research, and outreach in a learning centered community.
- To foster creativity, scholarly discovery and academic excellence

OBJECTIVES: The Master of Social Work program promotes the profession of social work by educating students to become leaders for social change. The program also promotes the profession of social work by educating students to become leaders for social change. ... The philosophy of the program embraces diversity and promotes social change in order to achieve a more just society.

RELEVANCE: The Master of Social Work programme offered through Open and Distance Learning mode is purely relevant and aligned with the goals and mission of CDE, ANU. This programme is designed to enhance the core potential of the learner in relating historic perspective with the contemporary socio linguistic scenario, which is globally ever dynamic. The student will learn contemporary applications in the relevant subjects and become eligible to handle every kind of institutional demands which is conforming to the University vision and mission.

NATURE OF PERSPECTIVE TARGET GROUP OF LEARNERS: Aim of open and distance education is to enhance the academic competence in those who were deprived of higher education for various socio-economic reasons. M.S.W. programme is highly demand for people in the field of teaching. Basically the programme is focussing towards those people who are employed and who have not times to attend classes regularly. The nature of prospective target group of learners are:

- Students who wants to pursue their further higher studies and research in this field such as Ph.D. and M.Phil. Degree in Social Work.
- On successful completion of Master's degree in Sociology, a student can apply for the UGC-NET or JRF exam; the success in these exams makes teaching or research as good options.
- Students seeking for job opportunities in Social Work and also to qualify the Indian Civil Services exams.
- In service people who desirous for their profession growth.
- Students of the weaker section of the society and the person who are unable to pay fee charged by private institutions.
- Women group.

SKILLS AND COMPETENCE OF THE PROGRAMME: Inconsideration of the huge gap in education and industry and also in skill development now it is imperative on the part of every university to reach out every nooc and corner of the country where the institutions with significant infrastructure are not availble in order to elevate the status of the marginalised sections of the society especcially living in rural areas of the country. The only solution appears to be "open and distance education" and Acharya Nagarjuna University takes initiative by reaching out those unreached by ICT enabled blended mode of distance learning programmes. M.S.W. programme is an innovative programme. The learning outcomes of this programme are as follows:

- Professional development of teachers.
- Incorporating generic transferrable skills and competencies
- To develop critical learning, anylitical skills and research skills.

MASTER OF SOCIAL WORK (M.S.W.): Program code: 21
Program Structure

Course code	Course	Internal assessment	External exams	Max. Marks	credits
Semester – 1					
101SW21	Social Work History and Ideology	30	70	100	5
102SW21	Sociology for Social Work	30	70	100	5
103SW21	Dynamics of Human Behaviour	30	70	100	5
104SW21	Social Case Work	30	70	100	5
Semester – 2					
201SW21	Social Group Work	30	70	100	5
202SW21	Community Organization	30	70	100	5
203SW21	Social Work Research and Statistics	30	70	100	5
204SW21	Social Action	30	70	100	5
Semester – 3					
301SW21	Management of Organizations	30	70	100	5
302SW21	Family Social Work	30	70	100	5
303SW21	Counseling Theory and Practice	30	70	100	5
304SW21	Community Social Work	30	70	100	5
Semester – 4					
401SW21	Industrial Social Work	30	70	100	5
402SW21	Medical and Psychiatric Social Work	30	70	100	5
403SW21	Gerontological Social Work	30	70	100	5
404SW21	Correctional Social Work	30	70	100	5
405SW21	Block Field Work	--	100	100	5
406SW21	Viva – Voce	--	100	100	5

(8 weeks placement in institutions, Communities and development projects (DPAP,AIDS project, street children, child line, child labour, IRDP, Velugu, ICDS etc.,)

Block Field Work & Viva – Voce:

At the end of the Fourth Semester, candidates shall have Block Field Work Placement in the Social Welfare Agencies/Communities/Industries/Institutions for a period of 45 (Forty Five) days continuously. After submission of Dissertation the Viva – Voce will be conducted by the Faculty of Social Work, Acharya Nagarjuna University.

MASTER OF SOCIAL WORK (MSW)

SEMESTER- I

SYLLABUS

101SW21: SOCIAL WORK HISTORY AND IDEOLOGY

Course Objectives: The main objective of this paper is to disseminate knowledge on history of social reform movements in India, origin of social work profession, social work ethics; interface between professional and voluntary social work and practice of social work in various fields.

Course Outcome: To enlighten the students about social reform movements in India; social work profession, ethics and philosophy and social work practice in various fields.

UNIT – 1

Introduction to Social Work – Objectives, Principles and Values of Social Work – History of Social Reforms in India in 19th & 20th Centuries – Gandhian Ideology and Sarvodaya Movement.

UNIT – 2

Definition and Scope of Social Work – Origin of Social Work Profession in U.K, U.S.A and India – Generic Principles of Social Work – New Approaches to Social Work – Developmental and Radical.

UNIT – 3

Social Work Ethics – Concept and Philosophy – Goals, Values, Principles and Functions of Social Work – Social Work as a Profession – Attributes and Professional Ethics.

UNIT – 4

Interface between Professional and Voluntary Social Work – Need, Importance, Role and Ideology of NGOs/Voluntary Organizations and Voluntary Action.

UNIT – 5

Practice of Social Work in Various Fields: Community Development – Medical and Psychiatric Social Work – Correctional Social Work – Family and Child Welfare – Labour Welfare.

REFERENCES

- 1) Friedlander, W.A. Concept and Methods of Social Work
- 2) Gore, M.S. Social Work and Social Work Education
- 3) Madan, G.R. Indian Social Problems, Vol. II
- 4) Wadia, A.R. History and Philosophy of Social Work in India
- 5) Friedlander, M.A. Introduction to Social Welfare.
- 6) Moorthy, M.V. Social Work – Philosophy, Methods and Fields
- 7) Encyclopedia of Social Work, (Vol. 1, 2, 3 & 4.), Govt. of India.

102SW21: SOCIOLOGY FOR SOCIAL WORK

Course Objectives: The main objective of this paper is to disseminate knowledge regarding types of societies, social stratification in India and social institutions; social groups and agencies of socialization, social control, and social process; factors and theories of social change.

Course Outcome: To enlighten the students about the relationship between man and society; social institutions, social groups, agencies of socialization and social control and social processes of social change.

UNIT – 1

Society: Meaning, Characteristics and Functions – Types of Societies: Rural and Urban Societies – Social Stratification in India – Individual and Society: Relationship.

UNIT – 2

Social Institutions: Marriage, Forms of Marriage – Family: Types, Changes in the structure and functions – Kinship: Meaning, Characteristics – Caste: Meaning, Characteristics – Social Structure: Meaning, Role and Status.

UNIT – 3

Social Groups: Meaning, Types, Primary and Secondary Groups, – In-Groups, Out-Groups, and Reference Groups.

UNIT – 4

Socialization: Meaning – Social Control: Meaning and Agencies – Social Movements in India: Types – Culture: Meaning and Contents, Customs, Norms, Values, Folklore, Mores.

UNIT – 5

Social Change: Meaning, Characteristics and Factors – Social Change Process in India – Sanskritisation, Modernization, Westernization and Secularization.

REFERENCES

- 1) Pamela. Abbot Claire Wallace (1990), Introduction to Sociology- Feminist Perspectives, Routledge Publications, London.
- 2) Martin, Devid (1991), Sociology of Social Work; Routledge Publication, London.
- 3) Paul Brearly (1975), Social Work Ageing and Society; Routledge Publications, London.
- 4) Beteile, A. (1989), Castes: Old and New, Essays in Social Stratification, Asia Pub. House, Bombay.
- 5) Bottomore, T.B. (1962), Sociology: A Guide to Problems and Literature, George Allen and Unwin, London.
- 6) Davis, K., Human Society, Macmillan Ltd., New York.
- 7) India, Towards Equality: Report of the Committee on the Status of Women in India, Ministry of Education and Social Welfare, New Delhi.
- 8) Horton. P.B. and Huri. C.L. (1976), Sociology (4th Ed.), McGraw Hill Ltd., New Delhi.
- 9) Johnson, H.M. (1978), Sociology: A Systematic Introduction, Allied Publication, Bombay.
- 10) Karve, I. (1968), Hindu Society: An Introduction; Poona Deshmukh Prakaksan.
- 11) Kolenda, P. (1978), Caste in Contemporary India Beyond organic Solidarity California: The Benjamin/Cummings.
- 12) Lakshmipathi Raju, M., Future of Indian Family Challenge for Social Work Education (Ed), Sri Padmavathi Mahila Visvavidyalayam, Tirupati.

103SW21: DYNAMICS OF HUMAN BEHAVIOUR

Course Objectives: The main objective of this paper is to acquire a clear understanding of human behaviour. To develop knowledge and skills regarding the nature and conditions of learning. To gain knowledge of normal and abnormal behavior so as to work with different personalities.

Course Outcome: To enlighten the students about the human behavior and human growth. To develop students' knowledge on the learning, personality, attitudes and leadership.

UNIT – 1

Understanding Human Behaviour: Heredity and Environment in Shaping Human Behaviour – Basic Psychological Process – Perception, Motivation and Intelligence.

UNIT – 2

Nature and Principles of Human Growth and Development – Stages of Life Span from Conception to Old age – Theories of Human Development – Freud's Psycho-Sexual Theory; Erickson's Psycho-Social Theory– Relevance of Social Work Practice across the stages of human development.

UNIT – 3

Learning – Nature and Theories: Classical Conditioning, Operant Conditioning – Application of Learning Principles in Behavioural Theory and Behavioural Modification Techniques.

UNIT – 4

Personality: Meaning, Definition, Types of Personality – Factors in Adjustment, Stress, Frustration and Conflict – Defense Mechanism, Types.

UNIT – 5

Attitudes: Formation and Change of Attitudes – Traits and Functions – Leadership: Types.

REFERENCES

- 1) Aron. F. Witting and Gurrey Williams (1984), Psychology: An Introduction, McGraw Hill Inc. USA.
- 2) A. Christine Parham (1988), Psychology: Studying the Behaviour of people, South Western Publishing Company, USA.
- 3) Carolyn Wade & Carol Tavris (1987), Psychology, Harper and Row Publishers, New York.
- 4) Frank. J.Landy (1980), Psychology: The Science of people, Prentice Hall Inc. Englewood Cliffs, N.J.O
- 5) Linda L. David off (1980), Introduction to Psychology, McGraw Hill Inc., USA.
- 6) Morgan, King and Scholper: Introduction to Psychology, McGraw Hill Inc., USA.
- 7) Stan Albrecht Darwin L. Thomas Bruce A. Cahndwick (1980), Social Psychology, Prentice Hall. Englewood Cliffs, N.J.
- 8) Raven and Ruben (1983), Social Psychology, John Wiley and Sons, New York.
- 9) Henry Clay LIngren (1986), Introduction to Social Psychology, Wiley Eastern Ltd., New Delhi.
- 10) Irvin G. Sarason Barbara R. Sarason (1989), Abnormal Psychology, Prentice Hall Engle Woods Cliffs, N.J.
- 11) Benjamin Leinmuntz (1980), Essentials of Abnormal Psychology, Harper and Row Publishers, San Francisco.

104SW21: SOCIAL CASE WORK

Course Objectives: The main objective of this paper is to understand the social case work, values, principles and components of social case work; use of social case work on different settings like health, school, industry and correctional institutions.

Course Outcome: To create awareness to the students on social case work method and their uses in different settings.

UNIT – 1

Social Case Work: Definition, Method in Social Work – Values and Principles of Social Case Work.

UNIT – 2

Components of Social Case Work Method: Person, Problem, Process and Place.

UNIT – 3

Social Case Work Process: Study, Assessment, Intervention, Termination and Evaluation.

UNIT – 4

Social Case Work Tools: Interview, Home Visit, Observation, Listening, Communication, Rapport Building, and Recording – Techniques of Social Case Work: Supportive, Resource Enhancement and Counselling.

UNIT – 5

Use of Social Case Work in Different Settings: Family, Health, School, Industry, Correctional Institutions and De-addiction Programmes.

REFERENCES

- | | |
|----------------------|--|
| 1) Pearlman, H.H. | Social Case Work: A Problem Solving Process. |
| 2) Hamilton, G. | Theory and Practice in Social Case Work. |
| 3) Timms, N. | Recording in Social Work. |
| 4) Friedlander, W.A. | Concept and Methods of Social Work |
| 5) Gore, M.S. | Social Work and Social Work Education |
| 6) Madan, G.R. | Indian Social Problems, Vol. II |
| 7) Wadia, A.R. | History and Philosophy of Social Work in India |
| 8) Friedlander, M.A. | Introduction to Social Welfare. |
| 9) Moorthy, M.V. | Social Work – Philosophy, Methods and Fields |

SEMESTER- II

201SW21: SOCIAL GROUP WORK

Course Objectives: The main objective of this paper is to understand the social group work, principles of social group work and group dynamics; use of social group work on different settings like community centers, old age homes, and industries.

Course Outcome: To create awareness to the students on social group work method and their uses and application in different settings.

UNIT – 1

Social Group Work: Concept and Definition – Social Group Work as a Method in Social Work – Ethics and Principles in Practice of Social Group Work.

UNIT – 2

Group Dynamics: Concept, Nature and Significance – Importance of Recording in Social Group Work, Types of Recording.

UNIT – 3

Leadership in Social Group Work: Nature and Importance – Approaches to Leadership – Process of Leading, Terminate and Evaluate the Groups.

UNIT – 4

Communication: Concept and its importance in social group work – Verbal and Non-verbal communication – Communication Process in group work and group relations.

UNIT – 5

Social Group Work Practice: Group Work in Self Help, Orphanage, Old Age Homes, Community Centers, Industries/organizations and Hospitals.

REFERENCES

- 1) Charles H. Zastrow, (2009), Social Work with Groups, Rawat Publications, Jaipur.
- 2) Gerald L Euster (1980), Group Work in Contemporary Social Work, (2nd Ed), McGraw Hill, New York.
- 3) Trecker, H.B., Social Group Work – Principles and Practice
- 4) Konopka, G. Social Group Work – Helping Process
- 5) Timms, N., Recording in Social Work.
- 6) Ross, M.G. Community Organization: Theory and Practice
- 7) Gangrade, K.D., Community Organization in India
- 8) Jones and Mayo, Community Work
- 9) Moorthy, M.V., Social Action.

202SW21: COMMUNITY ORGANISATION

Course Objectives: The main objective of this paper is to analyze the community organization as a method of social work; community organization process and types of leadership in community.

Course Outcomes: Prepare the students about the concept of community organization; leadership.

UNIT – 1

Concept of Community: Definition, Meaning and Characteristics – Its Sociological Significance – Major Forms of Community and their differences.

UNIT – 2

Community Organization: Definition, Meaning and Scope – Community Organization as a Method of Social Work – Values and Principles of Community Organization.

UNIT – 3

Community Organization Process: Programmes and Content – Role, Functions and Skills of Community Organizer.

UNIT – 4

Concept of Extension: Definition and Principles – Mobilization of Resources – Leadership: Types, Role of Community Organization Process in Developing Leadership.

UNIT – 5

Role of NGOs – Self Help Groups – Micro Level Planning – Peoples' Participation in Development Programmes.

REFERENCES

- | | |
|--------------------|---|
| 1) Ross, M.G. | Community Organization, Theory and Practice. |
| 2) Gangrade, K.D. | Community Organization in India. |
| 3) Jones and Mayo. | Community Work. |
| 4) Moorthy, M.V. | Social Action. |
| 5) Siddiqui | Social Work and Social Action |
| 6) Reports: | 1) Social Education and Development Society. |
| | 2) Village Education and Development Society. |
| | 3) Rayalaseema Development Trust. |
| | 4) Young India Project. |

203SW21: SOCIAL WORK RESEARCH AND STATISTICS

Course Objective: This paper will enlighten the students on the concepts of social science research and statistics, and its application to social phenomenon, theory and fact, hypothesis; significance of research design, methods of data collection, data analysis and interpretation.

Course Outcome: To create awareness on various social research and statistics concepts such as scientific method, theory, fact and hypothesis, methods of data collection and application of statistics in data, and research report writing.

UNIT – 1

Scientific Method: Nature and Characteristics – Social Science Research and Social Work Research – Methods of Research: Historical, Pure and Applied Research – Observation, Survey Method, Case Study and PRA Techniques.

UNIT – 2

Research Designs: Exploratory, Descriptive, Experimental, and Diagnostic – Steps in Research: Selection of Topic, Formulation of Problem, and Identification of Variables – Hypothesis.

UNIT – 3

Sampling Methods: Types – Tools of Research: Observation, Questionnaire and Interview Schedule – Sources of Data and Data Collection – Classification, Tabulation, Analysis and Interpretation of data – Research Report Preparation.

UNIT – 4

Statistical Methods – Averages, Measures of Dispersion: Range and Standard Deviation – Correlation – Computer Applications and SPSS for Social Work Research.

UNIT – 5

Statistical Methods: Chi-square – Pie Charts, Histogram, Pictogram and Cartogram – Importance and Limitations of Statistics in Social Work Research.

REFERENCES

- 1) Sadhu and Singh, Research Methodology in Social Science, Himalaya Publishing House, New Delhi.
- 2) R.P.Misra, Research Methodology – A Hand Book, Concept Publishing Company, New Delhi.
- 3) Vatsayayan, Methods and Technique of Social Survey and Research, Kedar Nath Ram Nath.
- 4) Galtung, J. (1967), Theory and Methods of Social Research, Allen and Uwin, London.
- 5) Goode. W. G. and P.K. Hatt (1952), Methods in Social Research, New York.
- 6) Young, P.V. (1949), Scientific Social Survey and Research, New York.
- 7) Kanfmann, F. (1944), The Methodology of Social Science, New York
- 8) Elltiz C., et al (1965), Research Methods in Social Relations.
- 9) Easthope, Gary (1974), History of Social Research Methods, London, Longman.
- 10) Bajpai. S.R (1960), Methods of Social Survey and Research, Rampur, Kitab Garh.
- 11) Johari, J.C, Introduction to Methods of Social Research
- 12) Croxton, et al, Applied General Statistics.
- 13) Polonsky, Social Welfare Research.
- 14) Mosher, Social Survey Methods.

204SW21: SOCIAL ACTION

Course Objective: This paper will enlighten the students on the concept and scope of social action and Social Movements in India; Techniques of winning public support.

Course Outcomes: Prepare the students about the concepts of social action and social reformation. Social action as a method of social work, its principles and strategies.

UNIT – 1

Social Action: Definition, Concept, Scope and History of Social Action – Relationship with other Methods of Social Work.

UNIT – 2

Forms of Social Action: Principles and Strategies of Social Action – Creating Awareness of Social Action – Role of Power Groups; Advocacy, Drafting a Bill.

UNIT – 3

Models of Social Action: Paulo Freire Model, Role of Ideology, Saul Alinsky as a Radical Community Organizer, Liberation Theology.

UNIT – 4

Lobbying Techniques: Winning Public Support and Political Parties for smooth passage of Bill – Role of Social Workers and NGOs/Agencies in Enactment and Enforcement of the Bills and Acts.

UNIT – 5

Social Movements: Protest and Dissent, Agrarian and Peasant, Sarvodaya and Bhudan Movements – Social Action and Social Change: Movement Analysis – Ideology, Structure, Leadership and Outcomes – Approaches to Mahatma Gandhi, Mahatma Jyothiba Phule, Dr.B.R. Ambedkar, and Martin Luther King Jr.).

REFERENCES

- 1) Biklen, D (1983), Community Organising: Theory and Practice, Prentice Hall, New York
- 2) Cox M. Fred and Erlich L. John (1987), Strategies of Community Organization, F.E. Peacock Publishers Inc, New York
- 3) Friedlander, W.A (1958): Concepts and Methods of Social Work, Prentice Hall Inc, New York
- 4) Gangrade, K.D (1971): Community Organization in India, Popular Prakashan, Bombay
- 5) Govt of India (1987): Encyclopedia of Social Work, Publications Division, New Delhi
- 6) Johri P K (2005): Social Work for Community Development, Anmol Publications, Delhi Ledwith m (2005): Community Development: A Critical Approach, Rawat Publications, Jaipur
- 7) Kramer R.M and Harry Specht (1983): Readings in Community Organization Practice, Prentice Hall Inc, London
- 8) MacIver R.M. and Page, CB (1985): Society: An Introductory Analysis, McMillan, New York Mehta R Shiv (1985) : Rural Development in India, Sage, New Delhi
- 9) Rubin, Herbert and Irene Rubin (1992), Community Organizing and Development, Macmillan, New York
- 10) Siddique, H.Y (1997): Working with Communities- An Introduction to Social Work, Hira Publications, New Delhi
- 11) Moorthy, M.V., Social Action.
- 12) Siddiqui, Social Work and Social Action

SEMESTER - III

301SW21: MANAGEMENT OF ORGANIZATIONS

Course Objectives: This paper will enlighten the students on human service organizations, different aspects of management of NGOs. Gain knowledge about project management and proposal writing.

Course Outcomes: Prepare the students on the concepts of human service organizations; different aspects of management of NGOs and project management and proposal writing.

UNIT – 1

Human Service Organizations: Characteristics like Size, Nature and Design – Social Response to Social Needs – Origin and Growth of Organizations – External Environment.

UNIT – 2

Establishment: NGOs Foundation, Registration and Need – The Societies Registration Act, 1860 – Legislations Relating to Trusts – Organizational Goals: Vision, Mission and Values.

UNIT – 3

Management of Human Service Organizations: Governance and Administration – Boards, Executive Boards, Professional and Staff Relationship – Communication: Team Building, Governance and Accountability in NGOs.

UNIT – 4

Financial Management: Organizational Budget – Sources of Finance – Themes and Methods of Resource Mobilization – Corporate Social Responsibility: Trends and Issues.

UNIT – 5

Project Management: Elements of Project Planning, Guidelines for Formulation of Project Proposals – Project Implementation – Monitoring and Evaluation: Their Relevance to Social Work Practice.

REFERENCES

- 1) Chowdary D.P. (1962), Handbook of Social Welfare (Fields of Social Work), Atma Ram & Sons, New Delhi
- 2) Chawdhary, D.P. (1983), Social Welfare Administration, Atma Ram & Sons, New Delhi.
- 3) Drucker, P. (1990), Managing the Non-Profit Organization, Harper Collins, New York.
- 4) Encyclopedia of Social Work, (2000), Publications Division, Govt. of India, New Delhi.
- 5) Goel. S.L and Jain R.K., Social Welfare Administration, Deep & Deep, New Delhi.
- 6) Goel B.R., Project Management, Deep and Deep Publications.
- 7) Kandaswamy, (1986), Governance and Financial Management in Non-Profit Organizations – A Reference Manual, Caritas India, New Delhi.
- 8) Leigh Andrew, (1996), 20 Ways to Manage Better (2nd Ed.), Universities Press, Hyderabad.
- 9) Soriano, F I (1995), Conducting Needs Assessment, Sage Publications, New Delhi.
- 10) Thomas, A. (1996), What is Development Management? Journal of International Development, Vol.8 (1), pp.95-110.

302SW21: FAMILY SOCIAL WORK

Course Objectives: This paper will enlighten the students on theoretical and conceptual understanding of families and family system, functions and issues concerning Indian families. Students gain knowledge on skills in family interventions.

Course Outcomes: Prepare the students on the concepts of families and family system, functions and issues concern to Indian families, and application of social work practices in the family system.

UNIT – 1

Family: Changing Indian Family – Retrospect and Prospect, Ideology of Family Rights – Types of Families – Dual Earner/Career Families; Single Parent Families, Female Headed Households, and Childless Families.

UNIT – 2

Family Problems & Counselling: Emerging Problems of Families and Needed Services – Social Work with Families – Role of Family Counsellor – Premarital, Marital and Divorce Counselling – Inter- Professional Dialogue – Code of Ethics for Counsellors.

UNIT – 3

Family Life Education: Concept, Need, Principles, Techniques, Content and Programmes – Sex Education and Population Education – Social Work Practice in the context of Family life Education.

UNIT – 4

Family Welfare Programmes: History, Methods of Family Planning – Child Spacing, Infertility, Motivation and Communication in Family Planning Programme – Social Work Practice in the Context of Family Welfare Programmes.

UNIT – 5

Children in Difficult Situations: Child Labour, Street Children, Child Abuse, Child Prostitution and Handicapped Children – Application of Social Work in Family and Children in Difficult Situations.

REFERENCES

- 1) Ackerman, N.W., Psychodynamics of Family Life, Basic Books Incl., New York.
- 2) Aranha T., Social Advocacy – Perspective of Social Work, College of Social Work, Bombay.
- 3) Asha A. Bheda, Principles of Population Studies, Himalaya Publishing House, Mumbai.
- 4) Chowdary Paul, D. (1988), Youth Participation and Development, Atmaram Publishing House
- 5) Desai U.G. and Naik R.D., Problems of Retired People in Bombay, TISS, Mumbai.
- 6) Fouseca Habal, Counselling for Marital Happiness
- 7) Gokarn N.A. (1988), Family Life Education, Family and Child Welfare Department, TISS, Bombay.
- 8) Goode, W.J., Family, Prentice Hall, Inc. Ira L. Reiss Family Systems in America, 3rd Ed., NewJersy.
- 9) Jahir Mohammad, Family Law and Social Change, N.M. Tripathi Pvt. Ltd, Bombay.
- 10) Jordon Willian, The Social Workers in Family Situation Kapadia, K.M. Marriage and Family in India, Oxford University Press, Delhi
- 11) Kapoor, R.F., Women Family Life Education in India, Jaipur.
- 12) Lakshmipathi Raju, M., Future of Indian Family - Challenges for Social Work Education (Ed), Sri Padmavathi Mahila Visvavidyalayam, Tirupati.
- 13) Lakshmipathi Raju, M. (1999), Family Counselling: Perspectives and Practices (Ed). Sri Padmavathi Mahila Visvavidyalayam, Tirupati.

303SW21: COUNSELLING THEORY AND PRACTICE

Course Objectives: This paper will enlighten the students on conceptual theoretical understanding on counselling, approaches and types and skills of counselling. Counselling for special groups and social stigma and social pathology.

Course Outcomes: Prepare the students on the concept and purpose of counselling, types and skills of counselling. Train up on counselling for families and different groups.

UNIT – 1

Introduction to Counselling: Meaning, Definition, Purpose and Goals of Counselling – Perspectives of Counselling: Psychodynamic, Cognitive, Humanistic, Behavioral and Sociological – Counselling and Guidance.

UNIT – 2

Approaches to Counselling: The Directive Approach, Humanistic Approach, Roger's Self Theory to Development of Self-concept, Behavioristic Approach and Eclectic Approach – Factors contribute to emergence of Counselling.

UNIT – 3

Counseling Process and Skills: Nature and Characteristics of the Counselling Process – Steps in Counselling Process – Techniques of Counselling – Counsellor's Skills – Counselling as a helping Relationship – Empathy as the key to Counselling Process.

UNIT – 4

Counselling for Special Groups: Children with Learning and Behavioral Problems – Mentally Retarded – Counselling for Correction and Better Adjustment – Pre & Post Marital and Family Counselling.

UNIT – 5

Social Stigma and Social Pathology: Counselling and Psychotherapy – Counselling for Stress, Burnout and Depression – Counselling for Sexual Health and HIV/AIDS – Counselling for Alcoholic and Drug Addicted.

REFERENCES

- 1) Ackerman, N.W., Psycho-dynamics of Family Life, Basic Book Inc., New York.
- 2) Corey, G. (1977), Theory and Practice of Counselling and Psychotherapy, Wadworth Publishing Company, California.
- 3) Fouseca Habel, Counseling for Marital Happiness.
- 4) Gokan, N.A. (1988), Family Life Education, Family and Child Welfare Department, TISS, Bombay.
- 5) Good, W.J., The Family, Prentice Hall, Inc., New Jersey.
- 6) Lakshmipathi Raju. M, Future of Indian Family - Challenges for Social Work Education, Department of Social Work, Sri Padmavathi Mahila University, Tirupathi.
- 7) Lakshmipathi Raju, M., Family Counselling Perspectives and Practices, Department of Social Work, Sri Padmavathi Mahila University, Tirupathi.
- 8) Locke, D.C., et al (2001), The Handbook of Counselling, Sage Publications, New Delhi.
- 9) Mabel B, Fonseca (1996), Counseling for Marital Happiness, P.C. Manaktala and Sons Pvt. Ltd. Mumbai.
- 10) Narayana Rao, S (1991), Counselling and Guidance, Tata McGraw Hill, New Delhi.

304SW21: COMMUNITY SOCIAL WORK

Course Objectives: This paper will enlighten the students on concept of community and its features; urban, rural and tribal community development programmes. To know about community development approaches and the role of a Social Worker in promoting community.

Course Outcomes: Prepare the students on the community development programmes; Community development approaches, and the role of Social Worker in promoting community.

UNIT – 1

Community: Definition, Characteristics and Features – Rural Community: Definition, Changes in Rural Communities – Urban Community: Definition, Characteristics of Urban Communities – Tribal Community: Definition and Characteristics of Tribal Communities; Differences between Rural, Urban and Tribal Communities.

UNIT – 2

Community Development: Concept and Philosophy – Community Development Experiments and Projects: Rural Areas: Srinikatan, Marthandom, Gurgon, Baroda, Firka, Nilokhere and Earthwah Projects. Urban Areas: Delhi, Baroda and Ahmadabad Pilot Projects; Tribal Areas: Hill Area Development Programs.

UNIT – 3

Community Development Programs: Rural: Integrated Rural Development Program (IRDP); Development of Women and Children Rural Areas (DWCRA); Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS); Indira Kranthi Patham (IKP) – SHGs.

UNIT – 4

Community Development Programs: Urban: Development of Women and Children in Urban Areas (RDWCUA); Slum Clearance Projects – Tribal: Integrated Tribal Development Agency (ITDA); Girijan Development Corporation (ITDA).

UNIT – 5

Community Development Approaches: Target Approach, Welfare Programmes, Developing Relationships, Demonstrating the Purpose, Target Group, Participatory Techniques – Role of Social Worker in conducting Awareness Camps, Facilitating Empowerment in the Communities, Sensitizing the Government Functionaries.

REFERENCES

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- 2) Gab Grode K.D. (1971), Community Organizations in India, Popular Prakasam Baby.
- 3) Singh Kumar (1986), Rural Development Principles, Policies and Management, Sage, New Delhi.
- 4) Vasant Desai (1986), Rural Development, Himalaya Publishing House, Mumbai.
- 5) Venkata Reddy K. (1988), Rural Development in India, Himalaya Publishing House, Mumbai.
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- 10) Sharma, K.C (1994), Poverty, Unemployment and Inequality in Tribal India, Reliance Publications House, New Delhi.
- 11) Satyanarayana (1990), Tribal Development in India, Inter India Publications, New Delhi.
- 12) Verma. Y. (1986), Problems of Tribes in India

SEMESTER - IV

401SW21: INDUSTRIAL SOCIAL WORK

Course Objective: The main objective of this paper is to disseminate the knowledge on HRM, HRD, Performance Appraisal, Labour Legislation, Labour Welfare and Industrial Relations in India.

Course Outcome: To enlighten the students about HRM, HRD, Performance Appraisal, Compensation, Labour Legislation, Labour Welfare and Industrial Relations in India.

UNIT – 1

Human Resource Management: Concept, Scope, Evolution and Functions – Human Resource Planning – Recruitment and Selection – Human Resources Development (HRD) – Performance Appraisal – Employee Compensation System.

UNIT – 2

Welfare Legislation: Factories Act, 1948 – Mines Act, 1952; Industrial Relations Legislation: Industrial Disputes Act, 1947 – Industrial Employment (Standing Orders) Act, 1946 – Trade Unions Act, 1926.

UNIT – 3

Wage and Social Security Legislation: Payment of Wages Act, 1936 – Minimum Wages Act, 1948 – Payment of Bonus Act, 1966; Payment of Gratuity Act, 1972 – Employees State Insurance Act, 1948 – Provident Fund (Miscellaneous Provisions) Act, 1952.

UNIT – 4

Labour Welfare: Concept, Scope, Philosophy and Principles of Labour Welfare – Agencies of Labour Welfare – Labour Welfare Programmes: Statutory and Non-statutory; Intra-mural and Extra-mural – Role, Status and Functions of Welfare Officer – Role of Social Work in Industry.

UNIT – 5

Industrial Relations: Concept, Definition and Scope – Approaches to Industrial Relations – International Labour Organization (ILO): Role, Functions – Conflicts – Management of Trade Unions– Collective Bargaining, Workers Participation in Management – Globalization and Industry.

REFERENCES

- 1) Edwin B Flippo, (2005), Personnel Management, Tata McGraw Hill, New Delhi
- 2) Malik P.L. (2009), Industrial Law, Lucknow, Eastern Book Company.
- 3) Mishra S.N. (2000), Introduction to Labour and Industrial Laws.
- 4) Moorthy M.V. (1982), Principles of Labour Welfare, Oxford University Press, New Delhi.
- 5) Pant. S.C. Indian Labour Problems, Chaitanya Pub. House, Allahabad.
- 6) Sarma A.M (2015), Aspects of Labour Welfare and Social Security, Himalaya Publishing House, Mumbai.
- 7) Sarma A.M (2015), Legal Frame Work on Industrial Relations, Himalaya Publ. House, Mumbai.
- 8) Sarma A.M (2015), Employee Compensation system in India, Himalaya Publishing House, Mumbai
- 9) Subba Rao P, (2015), Essentials of Human Resource Management, Himalaya Publishing House, Mumbai.
- 10) T.V. Rao, (2000), Human Resource Development, Oxford IBH Publishers, New Delhi.
- 11) Vaid K.N, Labour Welfare in India, Sri Ram Centre for I.R., New Delhi.

402SW21: MEDICAL AND PSYCHIATRIC SOCIAL WORK

Course Objectives: The main objective of this paper is to disseminate the knowledge on medical and psychiatric social work, theoretical aspects on normal and abnormal psychology, and role of social worker in dealing with them.

Course Outcome: To enlighten the students on medical and psychiatric social work, theoretical aspects on normal and abnormal psychology, and role of social worker in dealing with them.

UNIT – 1

Medical and Psychiatric Social Work: Origin, Nature and Scope – Health and Illness: Definition, Concept, Factors Influencing Health, Indicators of Health – Systems of Medicine in India.

UNIT – 2

Sociological Perspectives on Illness, Access to Health Care, Social Epidemiology – Nutrition, Childhood Disorders – Cancer, Leprosy, T.B., HIV/AIDS.

UNIT – 3

Community Health – Primary Health Care, Health Education and Communication – Hospital as a Social System.

UNIT – 4

Normal and Abnormal Psychology – Meaning and Scope, Historical back ground of Abnormal Psychology, Symptoms and Syndromes.

UNIT – 5

Classification of Mental Disorders: Psychotic and Neurotic Disorders, Psycho-somatic Disorders – Treatment of Abnormal Behaviour: Alcoholism and Drug Addiction – Role of Social Worker in the Fields of Medical and Psychiatric Social Work.

REFERENCES

- 1) Turner J. Francis: Differential Diagnosis and Treatment in Social Work, Free Press, New York.
- 2) Surjith Singh Dhopper, (1997), Social Work in Health Care in the 21st Century, Sage Publication, New Delhi.
- 3) Lyan Ilubschman (1983), Hospital Social Work Practice, Paser Publication, USA.
- 4) Mathew Henk (1989), Social Work in Primary Care; Sage Publication, New Delhi.
- 5) K. Park (2000), Social and Preventive Medicine; M/S Banarsids Bhanot, Jabalpur.
- 6) Sujatha Rao & Rachel Chatterjee (2003), Indian Health Report, Oxford University Press, New Delhi.
- 7) Robert. C. Carson (1990), Abnormal Psychology
- 8) Ratna Verma (1991), Psychiatric Social Work in India, Sage Publications, New Delhi.
- 9) S.K. Mangal, Abnormal Psychology Sterling Publishers, Pvt. Ltd, New Delhi.

403SW21: GERONTOLOGICAL SOCIAL WORK

Course Objectives: The main objective of this paper is to acquire knowledge on the concepts of Geriatrics and gerontology, theoretical Perspective on Ageing, Problems of elderly, policies and services for the elderly in India.

Course Outcome: To enlighten the students on the concepts of geriatric and gerontology, Problems of elderly, national policy for older persons and services for the elderly.

UNIT – 1

Elderly – Definition of the Aged, Concepts of Geriatrics and Gerontology – The Demographic Profile of Elderly – Ageing trends of increasing Ageing Population in India.

UNIT – 2

Theoretical Perspectives on Ageing – Engagement Theory, Disengagement Theory, Activity Theory, Modernization Theory, Labeling Theory – Importance of Gerontological Social Work.

UNIT – 3

Problems of the Elderly – Social, Economic, Health, Psychological, Familial – Neglect and Abuse of the Elderly – Status of the Aged in Traditional and Modern Society.

UNIT – 4

Aged Related Policies and Laws for Education – Employment, Retirement, Social Security and Pension – National Policy for Older Persons 1999.

UNIT – 5

Services for the Elderly – Constitutional and Legislative Provisions for the Welfare of the Elderly, Institutional and Non- Institutional services for the Elderly – Role of Governmental and Non-Governmental Organizations for the Welfare of the Aged.

REFERENCES

- 1) Sharma M.L. and Dak T.M. (Ed.) (1987), Ageing in India, New Delhi: Ajanta Publication, Delhi.
- 2) Desai K.G. (1982), Aging in India, TISS, Mumbai.
- 3) Gajindragadkar (Ed.) (1983), Disabled in India, Somaiya Publications, Mumbai.
- 4) Leus V (1987), Development and Handicapped, Bahi Blockwell Inc., New York.
- 5) Marshal M (1983), Social Work with the Disabled, Macmillan, London.
- 6) Shubha, S et al (2000), Senior Citizens Guide, Help Age India, New Delhi.
- 7) Bhatia, H.S. (1983), Ageing and Society: A Sociological study of Retired Public Servants, The Aryas Book Centre Publishers, Udaipur.
- 8) Cowgill, Donald D. Halmes, Lowell (1972), Ageing and Modernization, Appletonon – Century – Crafts, New York.
- 9) Nair, S.B. (1990), Social Security and the Weaker Sections: A Study of Old Women Agricultural Workers in Kerala, Penaisance Publishing House, Delhi.

404SW21: CORRECTIONAL SOCIAL WORK

Course Objective: The main objective of this paper is to understand the concept of crime, nature, theories of classical, biological, sociological, psychological, and schools of criminology; concept and theories of punishment, juvenile delinquency, prison and problems of correctional services in India.

Course Outcome: To enlighten the students on concept of crime theories of crime and classification of crimes theories of punishments probation and parole problems of correctional services.

UNIT – 1

Crime – Concept, Definition, and Nature – Theories: Classical, Biological, Sociological, and Psychological.

UNIT – 2

Punishment – Concept, Definition, Meaning and Types – Theories of Punishment – Limitations of Punishment.

UNIT – 3

Correction – Concept, Definition, Meaning, Philosophy, and Historical background.

UNIT – 4

Correctional Institutions – Central Prison, Remand Homes, Borstal Schools, Juvenile Courts – Prison Reforms, Probation and Parole; After Care Services.

UNIT – 5

Correctional Social Work – Concept, Meaning, Importance – Correctional Social Work with Criminals, Juvenile Delinquents, Beggars, Drug Addicts, Alcoholics, and Sex Workers – Application of Social Work Methods and Role of Social Worker.

REFERENCES

- 1) Cavadino, Michael and Dingoos, James, The Penal System an introduction, Sage Publication, New Delhi.
- 2) Garland, David, (1990). Punishment and Modern Society. A Study in Social Theory, Clarendon Press, Oxford.
- 3) Krishna Iyer, V.R. (1998), Law and Social Change Allied Publishing Private Ltd.
- 4) Siddique. A, Criminology Problems and Perspectives – Eastern Book Company, Lucknow.
- 5) Grillin and Grillin, Criminology and Penology.
- 6) E.H. Sutherland, Punishment and Social Structure Colombia University, New York.
- 7) Alexander J.P., The Philosophy of Punishment.
- 8) Barlett, H.M, Analyzing Social Work Practice by fields.
- 9) Fink, A.E., The field of Social Work, Henry, Holt and company, Inc New York, 1949.
- 10) Government of India (1987), Encyclopedia of Social Work in India Ministry of Welfare Vol.1, New Delhi.
- 11) Moorthy, M.V. (1974), Social Work Philosophy, Methods and fields Karnataka University, Karnataka University Press.

DURATION OF THE PROGRAMME:

Minimum: Two Academic Years from the year of joining of the course (Four Semesters).

Maximum: Five Academic Years from year of joining of the course for securing First Class or Second Class.

INSTRUCTIONAL DELIVERY MECHANISM: Instructional delivery mechanism: University has its own faculty for M.S.W. department and all the faculty members will act as resource persons. Our University has blended mode delivery mechanism i.e., ICT and Conventional modes.

MEDIA OF DELIVERY MECHANISMS:

- **Printing:** The study material delivery media include Printing of books which are issued to the students who are enrolled for the programme.

- **Online:** On line PDF format content is also given access to the students who wish to study through online mode.

- **Audio Video Materials:** Audio Video material is also available for students for better understanding of the course material.

- **Conducting virtual classes:** Virtual classes are also being conducted at regular intervals for students.

- **Interactive sessions, and Discussion boards:** In distance Education, face to face contact between the learners and their tutors is relatively less and therefore interactive sessions are conducted. The purpose of such interactive session is to answer some of the questions and clarify doubts that may not be possible in other means of communication. This programme provides an opportunity to meet other fellow students. The Counsellors at the study centres are expected to provide guidance to the students. The interactive sessions are conducted during week ends and vacations to enable the working students to attend.

- **Student support services:** Student support services include Internet enabled student support services like e-mails, SMS and even an app is planned. Student feed back mechanism is created and feed back is designed. Student Learning Management System (LMS) is customized to every student. For every student customized examination management system (EMS) is also created facilitating self evaluation, demo tests, model question papers and periodical Internal Assessments.

- **Credit System:** University has adopted Choice Based Credit System (CBSE) under semester mode from 2013. The same has been approved by relevant Statutory boards in Distance mode also.

- **Admission procedure:** In M.S.W. programme candidates can take admission directly. For this purpose, CDE, ANU will advertise for admissions. Then candidates should apply in prescribed format of the CDE after publication of the advertisement.

- **Eligibility Criteria:** The eligibility for admission of this course is Any Bachelor's Degree.

- **Fee Structure:** The total course fee is Rs.22,680/-.

- **Policy of programme delivery:** Our University has blended mode delivery mechanism i.e., ICT and Conventional modes. In conventional mode printed material is given and also online mode of delivery with learning management system is adopted.

• **Activity planner:** There is an yearly academic plan and as per plan interactive sessions, assignments, examinations etc are conducted to the candidates.

• **Evaluation System:** Periodical progress of learning is evaluated by web based feed back mechanism in the Learning Management System. Evaluation of learner progress is conducted as follows:

(i) The examination has two components i.e., continuous evaluation by way of assignments (30 %) and term end University Examination (70 %).

(ii) Each student has to complete and submit assignment in each of the theory paper before appearing to the term end examination. The term end examination shall be of 3 hours duration.

(iii) Minimum qualifying marks in each paper is 40 % individually in internal and term end examination. The candidates who get 60 % and above will be declared as pass in First Division, 50 % to below 60 % as Second Division and 40 % to below 50 % as Third Division.

(iv) The Centre for Distance Education, Acharya Nagarjuna University will conduct the examinations, evaluations and issue certificates to the successful candidates.

(v) All the term end examinations will be conducted at the examination centres fixed by the CDE.

(vi) Qualitatively the examinations conducted for the students of the Distance Education are on par with the examinations conducted for the regular University students.

LIBRARY SUPPORT AND LIBRARY RESOURCES : The M.S.W. programme is based on the theory and does not contain practical papers. Hence, no need of Laboratory support. However, University Library is accessible to all the students of distance education. University provides computer library facility with internet facility to learners for their learning. Additionally every department in the University has a well equipped library which is accessible to all the students. CDE also provides a compendium of web resources to every student to support learning.

COST ESTIMATE : The Programme fee for I year is Rs.10,030/-, and II year is Rs.12,650/-. The university will pay the remuneration to Editors and lesson writers as per university norms. DTP charges, Printing of books and Examination fees will be paid by the ANUCDE as per prescribed norms. This institution is providing high quality programmes at low cost.

QUALITY ASSURANCE: Quality assurance comprises the policies, procedures and mechanisms which that specified quality specifications and standards are maintained. These include continuous revision and monitoring activities to evaluate aspects such as suitability, efficiency, applicability and efficacy of all activities with a view to ensure continuous quality improvement and enhancement. The programme is designed with a focus on the proposed learning outcomes aimed at making the learner industry ready also for career advancement, entrepreneurial development, and as wealth creators. There is a continuous evaluation of learning and of competence internally and also by ICT enabled feed back mechanism and Centre for Internal Quality Assurance (CIQA). The University ensures maintaining quality in education provided through open and distance learning mode. As per the need of the information society and professional requirement, the University ensures to change the mechanism from time to time along with enhancement of standard in course curriculum and instructional design. Therefore, the outcomes of the programme can meet the challenges in the changing society.



DIRECTOR
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