

A brief note

The curriculum of the department of social work at Maulana Azad National Urdu University has been revised as the current curriculum was not adequately meeting the needs of the students. The students currently taking admission in the department are from poor socio-economic backgrounds, having studied generally through Urdu medium, often through distance mode, and are hence deficient in any other language. Their personalities also require many inputs to help them, to become proficient, to play the role of a social worker, at any level effectively. These students will generally be working in rural or urban community settings, and hence the curriculum has been designed with that in mind. It is a generic curriculum aiming to help students to gain skills of helping clients both rural and urban in groups and community, offering general welfare or social services. The department will consider starting specialization courses when adequate faculty and other resources are available later.

M S W CURRICULUM
MANUU
(A summary)

Semester—I

- I.** Foundations of Social Work
- II.** Social Science Concepts—I
- III.** Social Science Concepts—II
- IV.** Theory and Practice of Group Work
- V.** Working with Communities
- VI.** Fundamentals of Information Technology
- VII.** Field Work-I

Semester—II

- VIII.** Children and Adolescent: Problems and Issues
- IX.** Social Services and Social Welfare Services
- X.** Emerging Areas of Welfare Practices
- XI.** Working with Individuals
- XII.** Social Work Research
- XIII.** Field Work-II

Semester—III

- XIV.** Women's Empowerment: Concept and Approaches
- XV.** Social Welfare Management
- XVI.** Rural Development Interventions
- XVII.** Areas of Urban Interventions
- XVIII.** Social Development
- XIX.** Field Work-III

Semester—IV

- XX.** Marginalized Communities: Issues and Interventions
- XXI.** Social Legislations
- XXII.** Dealing with Poverty
- XXIII.** Livelihood
- XXIV.** NGO Management
- XXV.** Field Work-IV

MSW-SI-I

FOUNDATIONS OF SOCIAL WORK

Unit – I Concept of Social Work

- a) Social work—definition, functions and scope
- b) Basic assumptions and principles of social work
- c) Philosophy and ethics of social work

Unit --II History of Social Work

- a) Historical development of social work practice in USA and UK
- b) Social reform movements in India
- c) Social Work in India: Pre and post-independence period

Unit – III Social Work as a Profession

- a) Professional social work, social reform, social service
- b) Professional ethics and challenges
- c) Attaining a professional status

Unit – IV Fields of Social Work

- a) Family, Child, youth and welfare of the aged
- b) Welfare of the socially excluded
- c) Welfare of the physically and mentally challenged

Readings:

- a. Morales Armando T & Bradford, W S. (2001): *Social Work: A Profession of Many Faces*, Boston: Allyn, Bacon.
- b. Bradford, S.W. Horesji (2003): *Techniques and Guidelines for Social Work Practice, 6th Edition*, Pearson Education, Inc.
- c. Divakar, V. D. (ed.) (1991): *Social Reform Movement in India*, Bombay: Popular Prakashan.,
- d. Pathak, S.H. (1981): *Social Welfare: An Evolutionary and Development Perspective*, Delhi: Macmillan Publication.
- e. Robert, W. Roberts and Robert, H. Nee (ed.) (1970): *Theories of Social Work*, Chicago: The University of Chicago Press.
- f. Siddiqui, H Y (edited) (1995): *Social Welfare in India*. New Delhi. Harnam
- g. Skidmore, R. A., Milton G. Thackrey and A. William Farley (1991): *Introduction to Social Work*, New Jersey: Prentice Hall, Englewood Cliffs.
- h. Zastrow, H. C. (2003): *The Practice of Social Work, 7th Edition*, Australia: Thomson Books / Cole.
- i. Patel Chhaya (2009): *Social Work Practice*. Jaipur : Rawat Publications.
- j. Nagpaul Hans (2005): *Social Work in Urban India*. Jaipur : Rawat Publications

MSW-SI-II

SOCIAL SCIENCE CONCEPTS—I

Unit – I Key Concepts in Understanding Society- I

- a) Social structure
- b) Social institutions
- c) Culture: Concept and relevance

Unit – II Key Concepts in Understanding Society- II

- a) Social Movements
- b) Industrialization, urbanization and Modernization
- c) Development and Under development

Unit – III Social Processes

- a) Socialization
- b) Social stratification
- c) Social change: Theories

Unit – IV Social Problems

- a) Diversity
- b) Migration
- c) Environmental issues

Readings:

- a. Giddins, Anthony (1991): *Sociology*. London: Polity Press.
- b. Worseley, Peter (1987): *Introduction to Sociology*. Harmondsworth: Penguin
- c. Chakraborty, Bidyut (ed.) (2003): *Communal Identity in India: Its Construction and Articulation in the 20th Century*, New Delhi: Oxford University Press.
- d. Dasgupta, Sugata (1980): *Social Movement, Encyclopedia of Social Work in India*, New Delhi: GOI Press.
- e. Haralambos, M. (1980): *Sociology: Themes, Perspectives*, London: Oxford University Press.
- f. Oberoi, P. (1994): *Family, Kinship and Marriage in India*, New Delhi: Oxford University Press.
- g. Rao, M.S.A. (1980): *Urban Sociology*, New Delhi: Manohar Publications.
- h. Seth, Pravin (1997): *Environmentalism: Politics, Ecology & Development*, New Delhi: Rawat Publication.
- i. Shah, Ghanshyam (1999): *Social Movements in India*, New Delhi: Sage Publications.
- j. Singh, Rajendra (2000): *Social Movements in India*, New Delhi: Sage Publications.
- k. Singh, Yogender (2004): *Modernisation of Indian Tradition*, New Delhi: Rawat Publications.
- l. Smelser, Neil (1993): *Sociology*, New Delhi: Prentice Hall of India.
- m. McIver, R.H. & Page, Charles. H. (2006): *Society- an introductory analysis*. Delhi: Surjeet Publications.

MSW-SI-III

SOCIAL SCIENCE CONCEPTS -- II

Unit – I Introduction

- a) Introduction to Psychology
- b) Learning Processes
- c) Emotions

Unit – II Personality Development

- a) Human Personality
- b) Motivation
- c) Leadership

Unit – III Attitude and Prejudices

- a) Attitude- Definition and Measurement
- b) Major sources of attitude formation
- c) Strategies of attitude changes

Unit –IV Communication

- a) Communication: Concept, definition and process
- b) Verbal and non-verbal communication
- c) Barriers to communication

Readings:

- a. Hall, S, Calvin. Lindzey,G., Cambell, B.J., (2004): Theories of Personalities. New York Wiley.
- b. Saller, W.J. and Beall M.L. (2005): *Communication: Making Connection 6th Edition*, Boston: Allyn & Bacon
- c. Sevel, J., Cummins L. and Madrigal, C. (1999): *Social Work Skills Demonstrated: Beginning Direct Practice*, Boston: Allyn & Bacon
- d. Kuppuswamy, Introduction to Social Psychology
- e. Munn, N L.,Fernald& L. D.,Fernald, P.S. (1991) Introduction to Psychology. New Delhi: Oxford.
- f. Krech D and Cruchfield, R S (1961): Theory and Problems of social Psychology. NY: McGrawhill.
- g. Dandapani, S. (2005): *General Psychology*. Hyderabad: Neel Kamal Publications.
- h. Taj Haseen (2007): *An Introduction to Social Psychology*. Hyderabad: Neelkamal Publications.

MSW-SI-IV
THEORY AND PRACTICE OF GROUP WORK

Unit – I Introduction to Group Work

- a) Group work: Definition and scope
- b) Group Processes
- c) Principles of group work

Unit – II Group Work Practice

- a) Group work process
- b) Group work skills
- c) Techniques of group work

Unit – III Therapeutic Approaches in Group Work

- a) Group therapy and group work
- b) Transactional analysis
- c) Gestalt and T-Groups

Unit – IV Group work in different settings

- a) Group work with children and Youth
- b) Group work with women
- c) Group work to promote self- help

Readings:

- a. Siddiqui, H Y (2008): *Group Work: Theories and Practices*, Jaipur: Rawat.
- b. Corsini, R. J. (2004): *Current Psycho Therapies with Case Studies*, Hawaii: Wadsworth Publications.
- c. Gladding Samuel T. (1995): *Group Work: A Community Specialty*, London: Prentice Hall International
- d. Wilson G. & Raylands, G. (1989): *Social Group Practices*, Massachusetts: Houghton Mifflin.
- e. Balgopal P. and Vanil T. (1983): *Groups in Social Work: An Ecological Perspective, Network*, New Delhi: Macmillan Publications.
- f. Hartford M. (1971): *Groups in Social Work*: New York: Columbus University Press.
- g. Konopka G. (1983): *Social Group Work: A Helping Process, 3rd Edition*, Englewood Cliffs, N. J: Prentice Hall International.
- h. Northen H. (1976): *Social Work with Groups*, New York: Columbia University Press.
- i. Toseland Ronald W. and Rivas, Robert F. (1995): *An Introduction to Group Work Practice*, Boston: Allyn & Bacon.
- j. Garvin, CD, Lorraine M. Gutierrez & Maeda J. Galinsky (ed.) (2004): *Hand Book of Social Work with Groups*. Jaipur: Rawat Publications.
- k. Cappuzzi, D; D.R. Gross & Mark. D. Stauffer (2010): *Introduction to Group Work*. Jaipur : Rawat Publication

MSW-SI-V

WORKING WITH COMMUNITIES

Unit – I Community Work

- a) Community: Definition, types and characteristics
- b) Community work : Concept and components
- c) Principles

Unit – II Process of Community Work

- a) Understanding community
- b) Identifying needs
- c) Programme planning and programme implementation

Unit – III Models of Community Work

- a) Neighbourhood development,
- b) Systems approach
- c) Radical approach

Unit ---IV Social Action

- a) Concept and objectives
- b) Principles of social action
- c) Process and models

Readings:

- a. Gangrade, K. D. (1997): *Community Organisation in India*. New Delhi: Popular Prakashan.
- b. Siddiqui, H. Y. (1997): *Working with Communities*. New Delhi, Hira Publication.
- c. James, D. & Mayo (1974): *Community Work*, London: Routledge and Kegan Paul.
- d. Kramer, R.M. (1983): *Readings in Community Organisation Practice*, Englewood Cliffs, N. J: Prentice Hall International.
- e. Kumaran, Hyma, Wood (2004): *Community Action Planning*: Chennai, T. R. Publications.
- f. Rivera & Erlich (1995): *Community Organisation in a Diverse Society*. Allyn & Bacon.
- g. Siddiqui, H. Y. (1984): *Social Work and Social Action*: New Delhi, Harnam Publications.
- h. UNICEF (1982): *Community Participation: Current Issues and Lessons Learned*, New Delhi: UNICEF.
- i. Vasudevamoorthy, M. (1996): *Social Action*, New Delhi: Asia Publishing House.

MSW-SI-VI

FUNDAMENTALS OF INFORMATION TECHNOLOGY

Note:

The content of the course is designed by the Department of Computer Science and Information Technology.

MSW-SI-VII
FIELD WORK

Objectives:

1. Developing an understanding of the agency and the issues that it addresses.
2. Getting an orientation to the community, its needs and problems.
3. Developing a profile of the community
4. Locating internal / external resources that can be used for addressing community needs.
5. Learning to mobilize the identified internal and external resources for the benefit of the community.
6. Developing an ability to translate consciously theoretical inputs into the practice realm.
7. Developing the ability to undertake analytical recording and use supervision for professional growth.
8. Attempting to draw out plans for making the interventions sustainable.
9. Getting oriented to professional ethics and values.

MSW-SII-VIII

CHILDREN AND ADOLESCENTS: PROBLEMS AND ISSUES

Unit – I Human Development

- a) Child and childhood: Concept and definition
- a) Stages of child development: Infancy, childhood, pre-adolescence
- b) Developmental needs of children: Life cycle approach

Unit – II Adolescence

- a) Adolescence : concept and definition
- b) Needs of adolescent: Physical, Social, Emotional and Cognitive
- c) Adjustment and maladjustment

Unit—III Theories of human development:

- a) Learning Theories
- b) Psychoanalysis
- c) Field Theory

Unit – IV Socialization of Children and Adolescents

- a) Socialization: Concept, Internalization of social norms
- b) Role of Family, School, Peer group and Mass media in socialization
- c) Social work interventions with children and adolescents

Readings:

- a. Conger & Peterson C. (1984): *Adolescence and Youth: Psychological Development in a Changing World*, Cambridge: Harper & Row, Publishers.
- b. Devadas, R. P., Jaya, N. (1984): a Text Book on *Child Development*, Delhi: Macmillan India.
- c. Helen, Bee (1989): *The Developing Child, 5th Edition*, New York: Harper Collins Publishers.
- d. Hurlock, E. (1968): *Developmental Psychology*, New York: McGraw Hill.
- e. Hurlock, E. (1978), *Child Development*, Tokyo: McGraw- Hill Kogokusha.
- f. Johnson, Ronald C., Medinnus, G. R. (1974): *Child Psychology: Behaviour, Development*, New York: John Wiley and Sons.
- g. Mussen, P. H. & Conger, J. J. Kagan, Jermoe, Huston, Aletha Carol (1984): *Child Development and Personality, 6th Edition*, New York: Harper & Row Publishers.
- h. Giddins, A (1991): *Sociology* . London: Polity.
- i. Papalia, Diane E., Wendkos Olds, Sally (1994): *Human Development*, New Delhi: Tata McGraw - Hill Publishing Company Ltd.
- j. Saraswathi, T. S. (ed.) (1999): *Culture, Socialisation, Human Development, Theory, Research and Applications in India*, New Delhi: Sage Publications.

MSW-SII-IX

SOCIAL SERVICES AND SOCIAL WELFARE SERVICES

Unit – I Basic Concepts

- a) Social services and social welfare services
- b) Social Planning
- c) Welfare State

Unit – II Education as a Social Service Institution

- a) Education-Objective and scope
- b) Primary, Secondary and Higher
- c) Problem of access

Unit—III Health Services

- a) Health services in India
- b) Rural-Urban Gap
- c) State and Voluntary services

Unit-- IV Housing and Sanitation

- a) Housing in Urban Areas
- b) Rural Housing and Problems
- c) Major Sanitation Issues

Readings:

- a. Mishra Ramesh (1999): Globalization of Welfare State. London: Cambridge University Press.
- b. Baru, Rama V (2009): School Health Services. New Delhi: Sage.
- c. Decision Resouce Inc. (2008) : The Sage book of Health Care. New Delhi. Sage.
- d. Alck, P AngusErskine, Margarate May (2003): The Students companion to social Policy. London.
- e. Titmuss Richard (1974) : Social Policy: an introduction . London: Penguin.
- f. Briggs Asa (1974): Social Thought and Social Action. London: Penguin.

MSW SII-X
EMERGING AREAS OF WELFARE PRACTICE

Unit – I Care and Services for the Aged

- a) Concept and scope
- b) Problems of Aged
- c) Programmes for the aged

Unit – II Disaster Management

- a) Concept
- b) Types of disasters
- c) Disaster preparedness

Unit – III Disability

- a) Disability: Concept and causes
- b) Types of disability
- c) Policies and programme related for special persons

Unit—IV HIV/AIDS and Sex Workers

- a) Social Implications of HIV/ AIDS
- b) Sex workers and HIV/ AIDS
- c) Social Work Interventions

Readings:

- a. A.K. Chadha and Willigen V. John (1997): *Aging and the Aged- A Challenge to Indian Gerontology*, New Delhi: Friends Publications.
- b. Bali Arun P. (1999): *Understanding Graying People in India*, New Delhi: Indian Council of Social Research.
- c. Baquer Ali, Sharma Anjali (1997): *Disability – Challenges v/s Responses*, New Delhi: Concerned Action Now.
- d. Bose A. B. and Gangrade K. D. (1988): *The Aging in India: Problems and Potentialities*, New Delhi: Abhinav Publications.
- e. Boylan, Esther R. (1991): *Women and Disability -Women & World Development Series*, London: Zed Books.
- f. Brearley, C. Paul (1975): *Social Work, Ageing and Society*, London: Rutledge.
- g. Choudhary A. K. (1995): Disability and Rehabilitation: An Overview, *Health For the Millions*, Vol. 21, No. 6, New Delhi: VHAI.
- h. Dhillon Paramjeet Kaur (1992): *Psycho Social Aspects of Aging in India*, New Delhi: Concept Publication Company.
- i. Bagchi, Debasis (2003): *Narcotics Drugs and Substance Abuse*, New Delhi: Gyan Publications.

- j. Bedi, Mohinder Singh (1992): *Protection of Women in Moral Danger: A Study of Trafficking in Women in Rajasthan*, Udaipur: Himanshu Publications.
- k. Kakkar, Jyoti (2005): *Aids Risk and Awareness*: New Delhi: Inter-India Publications.
- l. Mane, Purinma and Maitrei S. (1992): *AIDS in the Indian Socio-Cultural Context*, Bombay: Tata Institute of Social Science.
- m. Crawford, Karin and J. Walker (2007): *Social Work with Older People*. Glasgow: Learning Matters.

MSW-SII-XI

WORKING WITH INDIVIDUALS

Unit – I Introduction to working with individuals

- a) Individuals in stress
- b) Major causes
- c) Clinical interventions-- assumptions, objectives and principles

Unit – II Planning and intervention

- a) Drawing a contract
- b) Client-worker relationship
- c) Process- Intake, diagnosis, intervention, evaluation and termination

Unit – III Clinical Approaches

- a) Behaviour modification
- b) Environment modification
- c) Crisis intervention

Unit-IV Theories of Clinical Interventions

- a) Psychoanalytic Theory
- b) Social Psychological Theories
- c) Person Centered & Stimulus Response Theories

Readings:

- a. Hepworth, Dean H, Rooney, R H and Larsen Jo Ann, (2002): *Direct Social Work Practice*, Australia: Brooks/Cole.
- b. Dryden, Windy (1993): *Question and Answers on Counseling in Action*, New Delhi: Sage Publications.
- c. Faltham, Colin (1997): *Time Limited Counseling*, New Delhi: Sage Publications.
- d. Mathew, Grace (1993): *An Introduction to Social Casework*, Mumbai: TATA Institute of Social Sciences.
- e. Richmond, Mary (1965): *Social Casework – A Problem Solving Approach*, Chicago: The University of Chicago Press.
- f. Zastrow, H. C. (2003): *The Practice of Social Work*, Canada: Thomson Learning Academic Resource Center.
- g. Bogo, Haron (2007): *Social Work Practice*. Jaipur: Rawat Publications.
- h. Walsh, Joseph (2010): *Direct Social Work Practice*. Jaipur : Rawat Publications.

MSW-SII-XII
SOCIAL WORK RESEARCH

Unit – I Social Research and Social Work Research

- a) Social work research and concept of social research
- b) Research process
- c) Qualitative and quantitative research

Unit-- II Participatory Research

- a) Nature and assumptions
- b) Techniques of participatory research
- c) Process and applications

Unit – III Research Process

- a) Identification of problem, literature review, formulation of objectives
- b) Hypothesis: concept, formulation and testing
- c) Research designs: exploratory, descriptive, experimental and intervention research

Unit-- IV Tools of Research

- a) Sampling techniques
- b) Data collection – sources and methods,
- c) Data analysis, statistical applications and report writing

Readings:

- a. Das, Lal (2008) : Research Method for Social Work. Jaipur: Rawat.
- b. Alston, Margaret & Bowles, Wendy (2003): *Research for Social Workers: An Introduction to Methods*, Jaipur: Rawat Publications.
- c. D’Cruz, Heather & Jones, Martyn (2004): *Social Work Research: Ethical and Political Contexts*, London: Sage Publications.
- d. Dawson, Betty G. & Klass, Morris D. et al. (1991): *Understanding Social Work Research*, Boston: Allyn & Bacon.
- e. Engel, Rafael.J. & Schutt, Russell K. (2005): *The Practice of Research in Social Work*, Thousand Oaks: Sage Publications.
- f. Kothari, C. R. (2004): *Research Methodology: Methods & Techniques*, 2nd
- g. Kothari, C.R. (1991): *Quantitative Techniques*, New Delhi: Vikas Publishing House Pvt. Ltd.
- h. Rubin, Allen & Babbie, Earl (1993): *Research Methods for Social Work*, California: Brooks Core Publishing Company.
- i. Engel, R.J. & Russell,K. Schutt (2005): *The Practice of Research in Social Work*. New Delhi: Sage Publications.

MSW-SII-XIII
FIELD WORK

Objectives:

1. Developing an understanding of the agency and the issues that it addresses.
2. Initiating groups / basic nucleus in the community for addressing some of these needs and problems and identify individuals / families that may require exclusive and intensive intervention.
3. Developing an in-depth understanding of community dynamics and the impact that it has on the lives of people.
4. Learning to mobilize the identified internal and external resources for the benefit of the community.
5. Learning to practice individualized interventions with the identified families and groups with special reference to urban community set up.
6. Developing an ability to translate consciously theoretical inputs into the practice realm.
7. Developing the ability to undertake analytical recording and use supervision for professional growth.
8. Moving towards professional development of self.
9. Attempting to draw out plans for making the interventions sustainable.
10. Getting oriented to professional ethics and values.

MSW-SIII-XIV

WOMEN'S EMPOWERMENT: CONCEPTS AND APPROACHES

Unit – I Introduction to Women's Empowerment

- a) Women's empowerment: Concepts and philosophy
- b) Women's development to empowerment in India: A historical perspective.
- c) International efforts and movements for women's empowerment

Unit – II Women and Development

- a) Women and Economic Development
- b) Women and Social Development
- c) Development of Muslim Women

Unit--I Development Programmes for Women

- a) Health: Maternal and reproductive health care with special reference to Muslim women
- b) Women and education with special reference to Muslim Women
- c) Women and Employment with special reference to Muslim Women

Unit – IV Women and Support Systems

- a) Women and political participation: Rural and urban
- b) Constitutional provisions and legal support
- c) Policy on empowerment of women – 2001

Readings:

- a. Anand, U.K. (2001): *Working Women and retirement*, New Delhi: Anmol Publications Pvt. Ltd.
- b. Bathla, Sonia (1998): *Women, Democracy and the Media*, New Delhi: Sage Publications.
- c. Bhaskara Rao, Digumarti (2000): *Status of Advancement of Women and other* (ed.), New Delhi: APH Publishing Corporation.
- d. Kazi, Seema (1999) : *Muslim Women In India*. London: Minority Rights Group.
- e. Hasan, Z and Mennon Ritu. (2006) : *Unequal Citizenz: A study of Muslim Women in India*. New Delhi: Kali.
- f. Dayal, Rekha (1987): *Resource Book on Women's Development*, New Delhi: SIDA.
- g. Hanmer, J. & Statham, D. (1999): *Women and Social Work*, London: Macmillan Press Ltd.
- h. Jain, D. (2006): *Women, Development and the UN*, Hyderabad: Orient Longman.
- i. Kumar, H. & Verghese, J. (2005): *Women's Empowerment: Issues, Challenges and Strategies*, New Delhi: Regency Publications.
- j. Majumdar, Maya (2001): *Protecting Our Women* (3 Volumes), New Delhi: Dominant Publishers & Distributors.
- k. Nussbaum, Martha, C. (2000): *Woman, Human Development*. New Delhi: Kali for Women.
- l. Powell, Gary, N. (ed.), (1999): *Handbook of Gender Work*, New Delhi: Sage Publications.

MSW-SIII-XV

SOCIAL WELFARE MANAGEMENT

Unit – I Introduction

- a) Social welfare : Definition and scope
- b) Social welfare management: concept
- c) Different Models of Social welfare

Unit – II Project Management – I

- a) Logical Framework Approach (LFA)
- b) Programme Evaluation and Review Technique (PERT)
- c) Management by Objective

Unit – III Project Management--II

- a) Project formulation
- b) Situational analysis
- c) Resource planning

Unit – IV Project Appraisal

- a) Project appraisal: Social, technical and financial analysis
- b) Monitoring -- Nature, types, designs
- c) Evaluation

Readings:

- a. Mishra Ramesh : Social Welfare. London : Routledge
- b. Parnjpe, Nalini (1990): *Social Welfare in India*, New Delhi: Associate Publishing House.
- c. Sachdeva, D. R. (1993): *Social Welfare Administration*, Allahabad: Kitab Mahal.
- d. Specker, Paul (1988): *Principles of Social Welfare*, New York: Routledge.
- e. Weinbach Robert W. (1998): *The Social Worker as Manager*, London: Allyn & Bacon.
- f. The handbook of social welfare management By Rino J. Patti SAGE, 2000
- g. The Handbook of Human Services Management Rino J. Patti – Sage 2008

MSW-SIII-XVI

RURAL DEVELOPMENT INTERVENTIONS

Unit – I Understanding the Rural Context

- a) Rural Society in India
- b) Participatory Rural Appraisal
- c) Caste problems

Unit--II Rural Poverty

- a) Rural poverty : nature and extent
- b) Employment trends
- c) Rural strategies of poverty alleviation

Unit – III Rural Interventions

- a) Programmes for small farmers
- b) Programmes for landless labourers
- c) Programmes for youth

Unit –IV Panchayat Raj

- a) Working of panchayats
- b) Problems and issues
- c) Gender issues

Readings:

- a. Debroy, Kaushik, (2005): *Emerging Rural Development through Panchayats*, New Delhi: Academic Foundation in Collaboration with Rajiv Gandhi Institute for Contemporary Studies.
- b. Khanna K., (2005): *All you wanted to know about Disaster*, New Delhi: D.K. Publishers.
- c. Palanithurai, (2006): *Dynamics of New Panchayati Raj System in India, Vol. (5)*, New Delhi: Concept Publications.
- d. Rajora Rajesh, (1998): *Integrated Water Shed Management*, New Delhi: Rawat Publications.
- e. Rao, (2000): *Sustainable Development*, New Delhi: Oxford University Press.
- f. Satendra, Sharma, (2004): *Sustainable Rural Development for Disaster Mitigation*, New Delhi: Concept Publications.
- g. Sharma Ravindra, (2005): *Grass Root Governance; Changes and Challenges in Rural India*, Jaipur: Aalekh Publications.
- h. Chambers, R. (1992): *Rural Appraisal: Rapid, Relaxed and Participatory*, Sussex: Institute of Development Studies.
- i. Chambers, R. (1993): *Challenging the Professions, Frontiers for Rural Development*, London: Intermediate Technology.
- j. Mukherjee, N. (1993): *Participatory Rural Appraisal: Methodology and Applications*, Delhi: Concept.
- k. Narayanaswamy, N. & M.P. Borian (2005): *Participatory Rural Appraisal*. New Delhi: Concept Publications.

MSW-SIII-XVII

AREAS OF URBAN INTERVENTIONS

Unit – I Basic Concepts

- a) Urbanization in India
- b) Industrialization
- c) Problems of urbanization

Unit – II Programmes of Urban Development

- a) Slum development
- b) Urban basic services
- c) Programme for homeless

Unit – III Urbanisation in smaller cities

- a) Urban poverty
- b) Urban employment & unemployment
- c) Housing and Sanitation

Unit – IV Urban Issues and Services

- a) Stress and deviance
- b) Delinquency and street children
- c) Migration

Readings:

- a. Ali, Sabir (2006): *Dimensions of Urban Poverty*, New Delhi: Rawat Publications.
- b. Asthana, M. and Ali, Sabir, (2003): *Urban Poverty in India*, New Delhi: Mittal Publications.
- c. Gnaneshwar, V: Urban Policies in India, Paradoxes and Predicaments, *Habitat International* 19 (3).
- d. India Social Development Report: (2006): New Delhi: Oxford University Press.
- e. Kumar, Hajira (2005): *Social Work and Development Issues*, New Delhi: Aakar Books.
- f. Kundu, Amitabh (1994): *Urban Development and Urban Research in India*, New Delhi: Khanal Publications.
- g. Mathur, O. P. (1999): *Urban Governance*, New Delhi: National Institute of Public Finance and Policy.
- h. Mohanty, B (1993): *Urbanisation in Developing Countries*, New Delhi: Concept Publishing Company.
- i. Ratanakar, G. (1995): *Poverty in India*, New Delhi: Deep & Deep Publication.
- j. Sach and Wolfgang (ed.) (2000): *The Development Dictionary*, New Delhi: Orient Longman.
- k. Singh, K., Steinberz, F. (ed) (1996): *Urban India in Crisis*, New Delhi: New Age Publishers.
- l. Singh, A. M., A. De'Souza, (1990): *The Urban Poor Slum and Pavement Dwellers in the Major Cities of India*, New Delhi: Manohar Publications.
- m. Lewis Oscar (1966): *The Culture of Poverty*. New York: Random House.

MSW-SIII-XVIII

SOCIAL DEVELOPMENT

Unit – I Understanding Development

- a) Underdevelopment: Concept and indicators
- b) Development: Concept and indicators
- c) Sustainable development

Unit – II Models of Development

- a) Capitalist Model of development
- b) Marxist Model of development
- c) Socialist Model

Unit – III International Social Development

- a) UN declarations and rights approach to development
- b) Human development and millennium development goals
- c) Problems and Prospects

Unit—IV Sustainable Development

- a) Global movements to protect environment
- b) Sustainability of Economic Development
- c) Sustainability in the Indian context with special reference to contribution of women

Readings:

- a. Meadows, D H, Meadows DL, Randers, J, William, Behrens III(1972) Limits to Growth. Universe Books.
- b. U N (1987): Our Common Future. World Commission on Environment.
- c. Desai, M., Monteiro, A. and Narayan Lata (ed.) (1998): Towards People Centered Development, Mumbai, Tata Institute of Social Sciences.
- d. Dreze Jean and Sen Amartija (1995): Economic Development and Social Opportunity, New Delhi: Oxford University Press.
- e. Gore, M. S. (1985): Social Aspects of Development, Jaipur: Rawat Publications.
- f. Siddiqui H Y (2005) : Social Development in the Indian Subcontinent. Jaipur: Rawat.
- g. Midgley, J. (1995): Social Development, New Delhi: Sage Publications.
- h. Preston, P. W. (2001): Development Theory and Introduction Blackwell Publishers Ltd, New Delhi: Rawat Publications.
- i. Bhat, K.S.(ed.) (2008): *Towards Social Development*. Jaipur: Rawat Publications.

MSW-SIII-XIX

FIELD WORK

Objectives:

1. To develop an understanding of the organization.
2. To develop an understanding of programmes and policies.
3. To begin to identify the policies and legislations relevant to the client group of the agency.
4. To begin to recognize the relevance and scope for using various tools (research, documentation, advocacy, training etc.) so as to create a macro level impact.
5. To directly experience the usage of any one of the above tools and bring out a document based on the above.
6. To understand and implement the intervention plan using the skills and techniques drew from various intervention approaches.
7. To begin to understand and participate in the process of project formulation.
8. To learn to work as part of an interdisciplinary team.

MSW-SIV-XX

MARGINALIZED COMMUNITIES: ISSUES AND INTERVENTIONS

Unit—I Muslims in India

- a) Socio economic status of Muslims in India
- b) Urdu speaking Muslims in India: problems and interventions
- c) Welfare programmes for Muslims in India

Unit – II Scheduled Castes

- a) Caste system: Origin , Dalits in India
- b) Constitutional safeguards to scheduled castes
- c) Contemporary Dalit movements,

Unit – III Scheduled Tribes

- a) Major problems of scheduled tribes in India
- b) Constitutional safeguards,
- c) Contemporary approaches to tribal development and social work

Unit – IV Other Backward Classes

- a) Concept of OBC's in India and their problems
- b) Constitutional safeguards for minorities and OBCs
- c) Minority, OBC and Social Work

Readings:

- a. Ahmed, I. (1976): *Family, Kinship and Marriage Among Muslims in India*, New Delhi: Manohar Publications.
- b. Beteille, Braivl A. (1992): *The Backward Classes in Contemporary India*, New Delhi: Oxford University Press.
- c. Beteille, Braivl, A. (1997): *Caste: Old and New*, Jaipur: Rawat Publications.
- d. Hassan, M. (2000): *Inventing Boundaries*, New Delhi: Oxford University Press.
- e. Omvedt, Giail. (1994): *Dalits and the Democratic Revolution*, New Delhi: Sage Publication.
- f. Shah, G. (1990): *Social Movements in India*, New Delhi: Sage Publications.
- g. Shah, G. (2000): *Dalit and the State*, New Delhi: Sage Publications.
- h. Sharma, K. L. (1998): *Social Stratification in India*, Jaipur: Rawat Publications.
- i. Wignaraja, P. (1993): *New Social Movements in the South: Empowering the People*, New Delhi: Vistar Publication.
- j. Zelliott, E. (1998): *From Untouchables to Dalit*, New Delhi: Manohar Publications.
- k. Chacko, Pariyaram M. (1992): *Tribal Communities and Social Change*, New Delhi, Sage Publication.
- l. Choudhuri, Buddhadeb (Ed. 1992): *Tribal Transformation in India Vol. I-V*, New Delhi, Inter India Publication.
- m. Furer-Heimendorf, Christoph von (1982): *Tribes of India; The Struggle for Survival*, New Delhi, OUP.

MSW-SIV-XXI

SOCIAL LEGISLATION

Unit – I Basic Concepts

- a) Social Justice
- b) Social Policy
- c) Social Legislation

Unit – II Personal Laws

- a) Hindu Marriage Act, 1955
- b) Muslim laws relating to marriage and divorce
- c) Secular Marriage and divorce laws

Unit – III Personal Laws--II

- a) Inheritance laws among Muslims
- b) Inheritance laws among Hindus
- c) Secular laws of inheritance and adoption

Unit - IV Legal Services

- a) Legal aid
- b) Family Court
- c) Juvenile Justice Board

Readings:

- a. Basu, D. D. (2004): *Introduction to the Constitution of India*, Agra: Wadhwa and Company Law Publishers.
- b. Midgley, J. (2000): *The Handbook of Social Policy*. New Delhi: Sage.
- c. Rastogi, P. N. (1992): *Policy Analysis and Problem Solving for Social Systems*, New Delhi: Sage Publications.
- d. Padhy, Prafulla (ed.), (2006): *Social Legislation and Crime*, New Delhi: Isha Books.
- e. Hindu Marriage Act 1955.
- f. Husain Athar () *Muslim Personal Law*. Lucknow : All India Personal Law Board
- g. Titmuss. R M.(1974) : *Social Policy*. London: George Allen & Unwin.

MSW-SIV-XXII

DEALING WITH POVERTY

Unit—I Basic Concepts

- a) Poverty- definition and types
- b) Unemployment definition and types
- c) Measurement of Poverty

Unit –II Basic Strategies

- a) Identifying the poor
- b) Self Help Groups
- c) Creating Livelihoods

Unit -III Rural Poverty

- a) Nature and Extent
- b) MNREGA and other programmes
- c) Future Prospects

Unit – IV Urban Poverty

- a) Nature and extent
- b) Programmes for elimination of urban poverty
- c) Evaluation

Readings:

- a. Buhumali, Anil (2005): *Poverty and Human Rights of Women*, New Delhi: Serial Publications.
- b. Human Development Report (2005): New Delhi: Oxford University Press.
- c. India Social Development Report: (2006): New Delhi: Oxford University Press.
- d. Narayan, Deepa (ed.), (2005): *Empowerment, Poverty Reduction*. New Delhi: Rawat Publications.
- e. Radhakrishna, R. and Ray, Shovan (2005): *Oxford Handbook of Poverty*, New Delhi: Oxford University Press.
- f. Singh, Sitaram (2005): *Poverty Alleviation in the Third World*, New Delhi: Asian Publishing House.
- g. National Council for Applied Economic Research () Social Development Report.
- h. Mahatama Gandhi National Rural Employment Guarantee Act.

MSW-SIV-XXIII

LIVELIHOODS

Unit – I Livelihood: Concepts, Approaches and Introduction

- a) Concept
- b) Nature of livelihoods in India
- c) Problems

Unit—II Creating Livelihoods in Urban Areas

- a) Self Employment
- b) Training for self employment
- c) Resource Mobilization for self employment

Unit – III Livelihood creation

- a) Creating Ideas
- b) Resource management
- c) Sustainable livelihoods: Concepts and approaches

Unit – IV Livelihood Generation: Institutions and Mechanisms

- a) Micro Finance- problems and prospects
- b) Micro-credit: Concept and approaches
- c) Development of rural entrepreneurship

Readings:

- a. Carney, D. (2002): *Sustainable Livelihood Approaches: Progress and Possibilities for Change*, London: Department For International Development
- b. Chambers, R. (1987): *Sustainable Livelihoods, Environment and Development: Putting Poor Rural People First*, Institute of Development Studies Discussion Paper, Sussex: Institute of Development Studies, Sussex
- c. Chambers, R., and Conway G. (1991): *Sustainable Rural Livelihoods: Practical Concepts for the 21st Century*, Sussex: Institute of Development Studies, Discussion. Paper 296.
- d. Dreze, J. Sen, A. (1995): *India: Economic Development and Social Opportunity*, New Delhi: Oxford University Press.
- e. F. Ellis (2000): *Rural Livelihoods and Diversity in Developing Countries*, Oxford: Oxford University Press.
- f. Fernandez, A.P. (2001): *Putting Institutions First Even in Micro Finance*, Bangalore: Maryada
- g. Karmakar, K. G. (1999): *Rural Credit and Self Help Group*, New Delhi: Sage Publications.
- h. Meenai, Z. (2003): *Empowering Rural Women: An approach to Empowering Women through Credit-Based Self-Help Groups*, New Delhi: Aakar.
- i. Poverty Reduction and the World Bank – Progress Reports 1998, 1999, 2000.

MSW-SIV-XXIV

NGO MANAGEMENT

Unit – I Forming an NGO

- a) NGO – definition and importance
- b) Process of Formation
- c) NGO Sustainability

Unit – II Functions of NGOs

- a) Service Delivery
- b) Advocacy
- c) Preventive services

Unit – III Human Resource Management

- a) Working out manpower needs
- b) Recruitment
- c) Training and development

Unit—IV Financial Management

- a) Budgeting
- b) Fund Raising
- c) Accountability

Readings:

- a. Chandra Snehlata (2003): Guidelines for NGO Management. Delhi: Kanishka Publications.
- b. Chandra Puran (2007): NGOs in India- Formation and Resource Mobilization. Delhi: Akansha Publishing.
- c. Edward M and Fowler Alan (2002): NGO Management. Mumbai: ATP Book Publishing.
- d. Fowler Alan and Chiku Malunga (2010): NGO Management. London: Earthscan.

MSW-SIV-XXV
FIELD WORK

Objectives:

1. To develop an understanding of the ideology, vision, design, interventions and human resource policies of the organization.
2. To begin to develop an understanding of the legal environment within which the organization functions.
3. To begin to understand the socio-political-economic context that impacts the issue being addressed by the organization.
4. To begin to understand and analyze the social policies and legislations relevant to the client group of the agency.
5. To begin to use various tools (research, documentation, advocacy, training etc.) so as to create a macro level impact.
6. To directly experience the usage of any one of the above tools and bring out a document based on the above.
7. To develop skills of different forms of recording.
8. To learn to use supervision at faculty and agency level.
9. Moving towards professional development of self.

GUIDELINE FOR BLOCK FIELD WORK

- 1) Participating in day-to-day work of the agency.
- 2) Acquiring an in-depth understanding of the issues the agency is focusing on and their strategies to deal with the same.
- 3) Strengthening the skills of networking and coordinating with other agencies working in the similar field.
- 4) Getting in-depth knowledge of social action, social activism and integrated social work practice.
- 5) Participating in the lobbying and advocacy of the agency to gain an understanding on these fronts.
- 6) Gaining experience in planning a project.
- 7) Gaining experience of monitoring and evaluating a project.
- 8) Learning report writing and presentation.

The student is required to abide by the agency timings during the eight weeks span.

Note: Block field work of 8 weeks duration after the Semester-IV examination is an essential requirement of field work which is not evaluated in terms of marks. However, successful completions of all the necessary requirements related to Block Field Work have to be fulfilled by the students in order to be eligible for the award of degree.

A certificate to this effect will be issued by the department.

Field Work Rules

1. Concurrent Field Work

All students will be placed in an agency for their concurrent field work, for two days in a week.

Fifty percent marks will be awarded by the department supervisor and fifty percent marks will be awarded on the basis of Viva Voce examination at the end of each semester.

Passing field work examination is essential for promotion to next semester.

A Rural and Urban Study Tour will also be part of the concurrent fieldwork as per the following details;

Objectives:

1. To develop an understanding of development services in rural and urban areas other than Hyderabad.
2. To develop an understanding of the development programmes and welfare services and administration and management of these programmes and services.
3. To understand the role of social work in relation to these services or development programmes.
4. To appreciate the value of team work, self-development, interpersonal relationships and mutual responsibilities.
5. To develop an understanding of the socio-economic and political context of problems.
6. To develop an understanding of the strategies used by local bodies to ensure social justice.
7. Acquire skills in planning, organizing and implementing the tour/camp like conscious use of time, communication skills, team spirit, handling relationships, sharing of resources, tasks, coping skills in problem situation, working through crisis situation and coordination.

Methods of Assessment:

Every student will prepare a report of the tour detailing own role in organizing the tour and efforts towards meeting the learning objectives. Participation in the tour, preparing report etc. will be a part of the over- all field work internal assessment.

Rules and Regulations:

- a. Tour will be organized during the winter vacation generally.
- b. Going on the tour is compulsory for all students (exemption will be granted in exceptional cases on case to case basis by the head of the department).

- c. All the students will submit an undertaking before leaving for the study tour for taking all responsibilities for all matters concerning the tour.
- d. Time and duration of the tour will be decided by the department.
- e. The students may be asked to contribute financially to meet tour expenses.
- f. Faculty members will accompany the tour on rotational basis.
- g. Students will be involved in planning, organizing, implementing and evaluating the tour with the help of faculty members.

2. Attendance

All students will submit their weekly attendance signed by the agency supervisor, along with their field work reports every week.

Only ten percent absence from field work will be permitted on genuine grounds, however prior permission by the head is to be obtained by the student.

3. Block Placement

All students will be placed in a suitable agency for their block placement at the end of fourth semester examination for eight weeks.

Successful completion of block placement is compulsory for award of the degree of MSW.

4. Supervision of Field work

Regular supervision of field work will be done by the faculty through field visits and individual and group conferences.

Faculty members will be provided TA/DA as per the university rules for making field visits. Agency supervisor will provide supervision to the students on the spot.

RURAL AND URBAN STUDY TOUR

Objectives:

8. To develop an understanding of development services in rural and urban areas other than Hyderabad.
9. To develop an understanding of the development programmes and welfare services and administration and management of these programmes and services.
10. To understand the role of social work in relation to these services or development programmes.
11. To appreciate the value of team work, self-development, interpersonal relationships and mutual responsibilities.
12. To develop an understanding of the socio-economic and political context of problems.
13. To develop an understanding of the strategies used by local bodies to ensure social justice.
14. Acquire skills in planning, organizing and implementing the tour/camp like conscious use of time, communication skills, team spirit, handling relationships, sharing of resources, tasks, coping skills in problem situation, working through crisis situation and coordination.

Methods of Assessment:

Every student will prepare a report of the tour detailing own role in organizing the tour and efforts towards meeting the learning objectives. Participation in the tour, preparing report etc. will be a part of the over- all field work internal assessment.

Rules and Regulations:

- a. Tour will be organized during the Summer/winter vacation generally.
- b. Going on the tour is compulsory for all students (exemption will be granted in exceptional cases on case to case basis by the head of the department).
- c. All the students will submit an undertaking before leaving for the study tour for taking all responsibilities for all matters concerning the tour.
- d. Time and duration of the tour will be decided by the department.
- e. The students may be asked to contribute financially to meet tour expenses.
- f. Faculty members will accompany the tour on rotational basis.
- g. Students will be involved in planning, organizing, implementing and evaluating the tour with the help of faculty members.

Rules of Admission in Master of Social Work (MSW)

1. Graduation in any discipline with 45% marks.
2. Graduation with BSW/Sociology/Psychology/Home Science/Women's Studies will be given 1st preference.
3. B.A. (Hons.) in English, History, Economics, Pol. Science, Public Administration, B. Com and Business Studies will be given second preference.
4. All other courses will be subsequently considered.
5. The candidate should have studied Urdu as a subject at 10th/12th/Graduation level.
6. The selection process will consist of marks at qualifying examination (75 percent weight age) and 25 percent marks for the performance in the interview.
7. Students securing less than 10 marks in the interview will not be considered for admission.
8. Date and Venue of the interview will be decided depending on the number of applications received from different states.
9. Date for interview will only be posted on the website of the university. Candidates will not be individually informed. They can also secure the information from the department/ university on phone. The students can contact the faculty on email for securing any information about admission as well.

Promotion and Examination Rules for Master of Social Work (M S W)
(Semester System)

Teaching Input:

There shall be a teaching input of three periods per week per theory course in the semester system.

Evaluation (Theory Courses):

Evaluation of each theory course will consist of two components namely semester-end examination and internal assessment. Weightage allotted to each of the theory courses shall be as follows:

Semester end examination	70 marks
Internal Assessment	30 marks
Total	<u>100 marks</u>

Internal Assessment:

The evaluation for the internal assessment will be based on the assignment(s) to be submitted by each student for each theory course on the topic(s) assigned by the teacher concerned, its presentation and a class room test. The assignment shall be evaluated and the marks notified to the students well in advance during the concerned semester and before the examinations. The students obtaining less than 40 percent marks in the assignments in their first attempt can improve and resubmit the assignment to the teacher concerned once more. The teacher concerned will again re-evaluate the assignment and award the appropriate marks.

Pass Percentage:

Each Theory Paper	:	40 percent
Field Work	:	40 percent
Viva-Voce	:	40 percent
Aggregate	:	40 percent

Division:

Division shall be granted to students who successfully completes all the curricular requirements and obtain marks in the following range:

Distinction: 75% and above in the paper(s) concerned and/or in aggregate for overall result with distinction.

1st Division: 60 percent and above marks in the aggregate.

2nd Division: Less than 60 percent but not less than 50 percent in the aggregate.

Promotion and Examination Rules:

1. Passing the fieldwork of the concerned semester is a pre-condition to be eligible for promotion from one semester to the other.
2. The attendance in theory papers would be computed separately for each of the semesters and the student would need to fulfill the existing norms to be able to appear in the theory examinations of that semester.
3. To be eligible for promotion from 2nd to 3rd semester students must pass in 7 out of 10 theory papers (Theory papers of 1st & 2nd semester taken together) besides successfully completing the field work requirements of semester 1 & 2.
4. To be eligible for promotion from 3rd to 4th semester student must have successfully completed the requirements of fieldwork of 3rd semester.
5. Degree shall be awarded to those who pass all the theory courses at the completion of the fourth semester and also successfully completes the concurrent, block and other field work requirements as prescribed from time to time.
6. The students who are required to clear the theory papers of any semester shall do so at the time of the corresponding examination of the concerned semester next year. No special examination shall be conducted.
7. The students who have passed but desire to improve in any number of papers shall do so at the time of the corresponding semester-end examination next year.
8. Students shall not be provided with an opportunity to repeat or improve their assignments/viva-voce/field work etc. except in those cases which the rules contained herein specifically permits.
9. There shall be no provision for re-evaluation of the theory papers, viva-voce or field work.
10. Students will have to complete the course during the maximum period of four years (eight semesters) from the year of their admission.

LIST OF EXTERNAL EXAMINERS

A. Paper Setters and Evaluators

1. Prof. M. Obaidullah, S.V. University, Trupati
2. Prof. Inam Shastri (Rtd.), Varanasi
3. Prof. S.M. Sajid, JMI, New Delhi
4. Prof. Zubair Meenai, JMI, New Delhi
5. Prof. N.U. Khan, JMI, New Delhi
6. Dr. Habib-ul Rehman, JMI, New Delhi
7. Dr. S.A. Kazi, KWU, Bijapur
8. Dr. Mohd. Shahid, Dr. B.R. Ambedkar College, DU, New Delhi.
9. Dr. Nayim, Dept. of Social Work, Jhansi University, Jhansi.
10. Iftekhar Alam, Asstt. Professor, Pondicherry University, Pondicherry

B. Paper Setters

1. Dr. D.K. Laldas, RMCSW, Hyderabad
2. Dr. Anna Mathew (Rtd.), RMCSW, Hyderabad
3. Dr. T. Saraswati, RMCSW, Hyderabad
4. Dr. Neelam Sukhramani, JMI, New Delhi
5. Dr. Manoj Jha, Associate Professor, Dept. of Social Work, DU, New Delhi
6. Dr. Farida Lambey, Nirmala Nikaten, Mumbai
7. Dr. Mary Alphonse, (Rtd. Principal), Nirmala Nikaten, Mumbai.