DEPARTMENT OF SOCIAL WORK
ANDHRA KESARI UNIVERSITY
ONGOLE -523001

4TH ANNUAL
BOARD OF STUDIES MEETING
03-09-2026

PG PROGRAMME IN SOCIAL WORK
SCHEME AND SYLLABUS

2026 -2027

ANDHRA KESARI UNIVERSITY

DEPARTMENT OF SOCIAL WORK

MASTER OF SOCIAL WORK (MSW)

(Course Structure, Syllabus, Instruction & Examination of MSW under CBCS, Amended as per NEP-2020 w.e.f. the Academic Year 2026-27)

FIRST SEMESTER

Course Code	Core/ CF/EF	Title of the Course	Hours/ Week	No.of Credits	IA	SEE	Total Marks
SW-01	Core Theory	Social Work Profession, Philosophy & Ideology	6	4	30	70	100
SW-02		Sociology for Social Work	6	4	30	70	100
SW-03		Dynamics of Human Behavior	6	4	30	70	100
SW-04		Social Work Practice with Individuals & Groups	6	4	30	70	100
Compulsory Foundation Course							
SW-05	CF	Concurrent Field Work – I & Viva - Voce	6	4	100	-	100
Elective Foundation Course: Choose any one							
SW-06	EF	A) Communication Skills B) Soft and Life Skills	6	4	30	70	100
Total			**36**	**24**	**250**	**350**	**600**

1. All core theory papers are mandatory
2. Concurrent Field Work is Compulsory & I Semester Field Work Evaluation & Viva-Voce (CFW-I) shall be conducted with Internal Examiner.

SECOND SEMESTER

Course Code	Core/ CF/EF	Title of the Course	Hours/ Week	No.of Credits	IA	SEE	Total Marks
SW-07	Core Theory	Community Organisation & Social Action	6	4	30	70	100
SW-08		Social Work Research & Statistics	6	4	30	70	100
SW-09		Social Work Practice with Families	6	4	30	70	100
SW-10		Human Resource Management	6	4	30	70	100
Compulsory Foundation Course							
SW-11	CF	Concurrent Field Work – II & Viva - Voce	6	4	100	-	100
Elective Foundation Course: Choose any one							
SW-12	EF	A) Corporate Social Responsibility & Social Work B) Population Dynamics and Social Work	6	4	30	70	100
Total			**36**	**24**	**250**	**350**	**600**
SW - 13	MOOC's	SWAYAM MOOC's/ SKILL DESIRE MOOC's	-	**02**	**P**	--	**Pass**

1. All core theory papers are mandatory
2. Students must be Registered in SWAYAM MOOC's/ SKILL DESIRE MOOC's and submit the Certificate to the Department as per the University norms.
3. Concurrent Field Work is Compulsory & II Semester Field Work Evaluation & Viva-Voce (CFW-II) shall be conducted with Internal examiner.

Note: SWAYAM MOOC's/ SKILL DESIRE MOOC's Credits are Excluded from the Calculating SGPA/CGPA

ANDHRA KESARI UNIVERSITY

DEPARTMENT OF SOCIAL WORK

MASTER OF SOCIAL WORK (MSW)

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THIRD SEMESTER

Course Code	Core/ CF/SO	Title of the Course	Hours /Week	No. of Credits	IA	SEE	Total Marks
SW-14	Core Theory	Social Policy, Planning & Social Welfare Administration	6	4	30	70	100
SW-15		Community Development	6	4	30	70	100
SW-16		Management of Organisations	6	4	30	70	100
SW-17		Medical & Psychiatric Social Work	6	4	30	70	100
Compulsory Foundation Course							
SW-18	CF	Concurrent Field Work- III & Viva - Voce	6	4	100	-	100
Skill oriented Courses: Choose any one							
SW-19	SO	A) Information & Communication Technology and Social Work	6	4	30	70	100
		B) Social Work Practice in Disaster Management					
Total			**36**	**24**	**250**	**350**	**600**
SW - 20	MOOC's	SWAYAM/ SKILL DESIRE	-	**02**	**P**	--	**Pass**

1. All core theory papers are mandatory
2. Student must be Registered in SWAYAM MOOC's/ SKILL DESIRE MOOC's and submit the Certificate to the Department as per university norms.
3. Concurrent Field Work is Compulsory & III Semester Field Work Evaluation & Viva-Voce (CFW-III) shall be conducted with Internal Examiner.

Note: SWAYAM MOOC's/ SKILL DESIRE MOOC's Credits are Excluded from the Calculating SGPA/CGPA

FOURTH SEMESTER

Course Code	Core/ CF/OE	Title of the Course	Hours/ Week	No.of Credits	IA	SEE	Total Marks
SW-21	Core Theory	Women and Development	6	4	30	70	100
SW-22		Gerontological Social Work	6	4	30	70	100
SW-23		Correctional Social Work	6	4	30	70	100
SW-24		Labour Legislation & Labour Welfare	6	4	30	70	100
Compulsory Foundation Course							
SW-25	CF	Concurrent Field Work - IV	3	2	70	30	100
SW-26		Block Field Work	3	2	70	30	100
Open Elective Courses: Choose any one							
SW-27	OE	A) Industrial Relations	6	4	30	70	100
		B) Counselling in Social Work Practice					
SW-28		Project Work Evaluation & Viva-Voce	--	4	70	30	100
Total			**36**	**28**	**360**	**440**	**800**

1. All core theory papers are mandatory
2. Concurrent Field Work and 45 days of Project Work is compulsory.
3. IV Semester Concurrent Field Work – IV for 70 Marks, Block Field Work for 70 Marks & Viva-Voce for 70 Marks (CFW-IV, BFW & PWE) shall be conducted with Internal Examiner and,
4. IV Semester Concurrent Field Work – IV for 30 Marks, Block Field Work for 30 Marks & Viva-Voce for 30 Marks (CFW-IV, BFW & PWE) shall be conducted with External Examiner.

MASTER OF SOCIAL WORK :: FIRST SEMESTER
SW-01: SOCIAL WORK PROFESSION, PHILOSOPHY AND IDEOLOGY

Course Objectives: 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 movement in India; social work profession; ethics and philosophy of social work and practice in various fields.

Unit – 1 Syllabus
History of Social Reform in India in 19th and 20th Centuries – Social Reform Movements in India – Gandhian Ideology and Sarvodaya Movement.
Learning Outcomes: Students will be able to understand the history of social reforms in India.

Unit – 2 Syllabus
Definition and Scope of Social Work; Origin of Social Work Profession in U.K and U.S.A – Generic Principles of Social Work - New Approaches to Social Work – Developmental and Radical.
Learning Outcomes: Develop knowledge on origin and scope of social work profession and new approaches to social work development.

Unit – 3 Syllabus
Social Work Ethics; Concept and Philosophy, – Goals, Values, Functions of Social Work – Personal Attributes of a Social Workers – Social Work as a Profession – Attributes of a Profession - Values, Attitudes and Professional Ethics.
Learning Outcomes: Gain knowledge about ethics and philosophy, goals and values of social work.

Unit – 4 Syllabus
Interface between Professional and Voluntary Social Work – Ideology of Voluntary Organizations and Voluntary Action.
Learning Outcomes: The students to understand the interface between professional and voluntary social work.

Unit – 5 Syllabus
Practice of Social Work in Various Fields: Community Development - Medical and Psychiatric Social Work - Correctional Social Work - Family and Child Welfare - Labour Welfare.
Learning Outcomes: Get more awareness on practice of social work in various fields.

Reference Books:

1. Friedlander, W.A. Concept and Methods or 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. Govt. of India: Encyclopedia of Social Work, (Vols.1, 2, 3 & 4)

MASTER OF SOCIAL WORK:: FIRST SEMESTER
SW-02: SOCIOLOGY FOR SOCIAL WORK

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

Unit – 1 Syllabus
Society: Meaning, Characteristics, Functions, Types of Societies - Rural, Urban Societies; Social Stratification in India - Individual and Society - Relationship.
Learning Outcomes: Students will be able to understand types of societies, social stratification and the relationship between individual and society.

Unit – 2 Syllabus
Social Institutions – Marriage, Forms of Marriage; Family - Types, Changes in the Structure and Functions; Kinship - Meaning, Characteristics; Caste - Meaning, Characteristics, Changes – Social Structure: Meaning, Role and Status.
Learning Outcomes: Gain knowledge on social institutions- marriage, family, kinship, and caste.

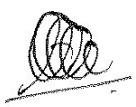
Unit – 3 Syllabus
Social Groups - Meaning, Types - Primary and Secondary Groups, In-groups, Out-Groups, Reference Groups.
Learning Outcomes: Develop knowledge about social groups and their significance in society.

Unit – 4 Syllabus
Socialization Meaning; Social Control- Meaning and Agencies. Social Movements in India - Types; Culture – Meaning and Contents, Customs, Norms, Values, Folklore, Mores.
Learning Outcomes: Get more acquaintance related to concepts of socialization and social movements.

Unit – 5 Syllabus
Social Change – Meaning, Characteristics and Factors; Social Change Process in India – Sanskritisation, Modernization, Westernization and Secularization.
Learning Outcomes: Gain knowledge on factors and processes of social change.

Reference Books:

1. Pamela. Abbot Claire Wallace (1990); An Introduction to Sociology- Feminist Perspectives, Routledge.
2. Martin, Devid (1991): The Sociology of Social Work; Routledge Publication, London.
3. Beteile, A. (1989): Castes: Old and New; Essays in Social Stratification Bombay, Asia Publishing House.
4. Bottomore, T.B. (1962); Sociology: A Guide to Problems and Literature, London; George Allen and Unwin.
5. Davis, K. : Human Society, New York: Macmillan Ltd.
6. Horton. P.B. and Huri. C.L. (1976): Sociology (4th Ed.) New Delhi: McGraw Hill
7. Johnson, H.M. (1978): Sociology: A Systematic Introduction, Bombay: Allied Publication.
8. Karve, I. (1968): Hindu Society: An Introduction; Poona Deshmukh Prakaksm.
9. Lakshmipathi Raju, M. Future of Indian Family Challenge for Social Work Education (Ed). Sri Padmavathi Mahila Visvavidyalayam, Tirupati.



MASTER OF SOCIAL WORK:: FIRST SEMESTER
SW-03: DYNAMICS OF HUMAN BEHAVIOUR

Course Objectives: The main objective of this paper is to develop knowledge and skills regarding the nature and conditions of learning. To learn the social and cultural dimensions of needs.

Course Outcome: To gain knowledge of normal and abnormal behavior so as to work with different personalities. To know about attitude which are basis for the social behavior.

Unit–1 Syllabus

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

Learning Outcome: The students will be able to gain knowledge about human behavior and understand the basic psychological process.

Unit–2 Syllabus

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 Development.

Learning Outcome: The students will be able to learn the stages of life span and theories of human development. Methods of social work in different stages of human development.

Unit–3 Syllabus

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

Learning Outcome: The students will be able to understand the role of personality in society, and various defense mechanisms in dealing with human beings.

Unit–4 Syllabus

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

Learning Outcome: The students will be able to apply the different learning principles in addressing issues related to behavioural problems.

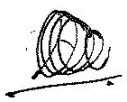
Unit–5 Syllabus

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

Learning Outcome: The students will be able get knowledge on attitudes in dealing with individuals and changes their attitudes to understand the role of a leader in the society.

Reference Books:

1. Aron. F. Witting and Gurrey Williams (1984): Psychology: An Introduction, Mc Graw Hill Inc. USA.
2. Caroln Wade & Carol Tavris (1987) Psychology, Harper and Row Publishers, New York.
3. Frank. J.Landy (1980): Psychology: The Science of people, Prentice Hall Inc.
4. Linda L. David off (1980): Introduction to Psychology Mc. Graw Hill Inc. USA.
5. Morgan, King and Scholper: Introduction to Psychology Mc. Graw Hill Inc. USA.
6. Stan Albrecht Darwin L. Thomas Bruce A. Cahndwick (1980): Social Psychology, Prentice Hall, N.J.
7. Raven & Ruben (1983): Social Psychology John Wiley and Sons, New York
8. Henry Clay LIngren (1986): An Introduction to Social Psychology Wiley Eastern Ltd. New Delhi.
9. Irvin G. Sarason Barbara R. Sarason (1989) Abnormal Psychology Prentice Hall.
10. Benjamin Leinmuntz (1980): Essentials of Abnormal Psychology, Harper and Row Publishers.



MASTER OF SOCIAL WORK:: FIRST SEMESTER
SW-04: SOCIAL WORK PRACTICE WITH INDIVIDUALS AND GROUPS

Course Objectives: The main objective of this course is to understand the values, principles and components of social case work and social group work; nature and significance of group dynamics; use of case work and group work in different settings.
Course Outcome: To create awareness on social case work and social group work methods and their uses in different settings.

Unit – 1 Syllabus
Social Case Work - Definition, Method in Social Work – Values and Principles of Social Case Work - Components of Social Case Work Method: Person, Problem, Process and Place.
Learning Outcome: Students will be able to understand the values, principles and components of Social Case Work method.

Unit – 2 Syllabus
Social Case Work Process: Study, Assessment, Intervention, Termination and Evaluation; Social Case Work Tools – Interview, Home Visit, Observation, Listening, Communication Skills, Rapport Building, Recording techniques: Supportive; Resource Enhancement and Counseling.
Learning Outcome: Students will develop knowledge about tools and techniques of Social Case Work process.

Unit – 3 Syllabus
Social Group Work – Definition, as a method in Social Work - Principles of Social Group Work– Leadership in Group Work Process - Programme Planning – Nature and Importance.
Learning Outcome: Students will get more acquainted related to Principles in Social Group Work; Leadership in social group work and its nature and importance.

Unit – 4 Syllabus
Concept of Group Dynamics – Nature and Significance – Importance of Recording in Social Group Work, Types of Recording; Importance of Evaluation, Types of Evaluation.
Learning Outcome: Students will gain knowledge on the concepts of Social Group dynamics and types of recording, importance of evaluation.

Unit – 5 Syllabus
Use of Social Case Work in Different Settings like Health, School, Industry, Correctional Institutions and De-addiction Programmes; Nature and Scope of Social Group Work Practice in various settings such as Orphanages, Old age Homes, Community Centers, Industries, Hospitals and Rural, Urban, Tribal Community Development Programmes.
Learning Outcome: The students will able to understand the uses of Social Case Work in different settings like health, school, industry, correctional institutions and De-addiction programmes and Social Group work is different settings.

Reference Books:

1. Pearlman, H.H. Social Case Work: A problem Solving Process.
2. Hamilton, G. Theory and Practice in Social Case Work.
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.

MASTER OF SOCIAL WORK:: FIRST SEMESTER
(Elective Foundation Course)
SW-06 (A): COMMUNICATION SKILLS

Course Objectives: The main objective of this paper is to disseminate knowledge on theoretical perspectives of Indian Society, the significance of social institutions i.e. marriage, family, caste, religion and polity; and tribal development.

Course Outcomes: Train the students to gain knowledge on theories, and significance of social institutions, and tradition, modernity and tribal development.

UNIT – I Syllabus

Communication: Definition and Importance; Communication Process – Sources, Message, Encoding, Channel, Decoding, Receiver, Feedback, Context. Barriers to Communication

Learning Outcome: Students will be able to understand theoretical perspectives about foundation of Indian Society.

Unit – II Syllabus

Perspectives in Communication: Visual Perception, Language, Other factors - Past experiences, Prejudices, Feelings, Environment. Elements of Communication: Face to Face Communication – Tone of voice, Body Language (Non-verbal), Verbal and Physical Communication.

Learning Outcome: To prepare the students about the significance of Social Institutions i.e. marriage and family.

Unit – III Syllabus

Communication Styles: Matrix, Direct, Spirited, Systematic, Considerate style. Basic Listening Skills: Introduction, Self-awareness, Active Listening, Becoming an Active Listener, Listening in difficult situations.

Learning Outcome: Understand significant social institutions i.e. caste, religion & polity.

Unit – IV Syllabus

Effective Written Communication: When use & not to use written communication? Formal Communication. Writing Effectively: Subject Lines, Put the Main Point First, Know your Audience, Organization of the Message

Learning Outcome: Develop knowledge about tradition and modernity, and composition of Indian society.

Unit – V Syllabus

Interview Skills: Purpose of an interview, Do's and Don'ts of an interview. Giving Presentations: Dealing with fears, Delivering your Presentation, Techniques of Delivery. Group Discussion: Communication skills in group discussion, Do's and Don'ts of groupdiscussion.

Learning Outcome: Gain knowledge on concepts of tribal heritage and tribal development.



MASTER OF SOCIAL WORK :: FIRST SEMESTER
(Elective Foundation Course)
SW-06 (B): SOFT AND LIFE SKILLS

Course Objectives: The main objective of this paper is to learn to communicate effectively, vocally, in writing and in presentation format. To develop skills in working with different groups.
Course Outcomes: Train the students to gain knowledge of communication skills. To develop inter-personal influences on relationships in terms of power, persuasion and assertiveness.

Unit – I Syllabus
Soft Skills: Communication, Commitment, Conflict management, Civic and Traffic sense, Emotional competence, Listening skills, Nonverbal communication skills dealing with selected groups.
Learning Outcome: Students will be able to

Unit – II Syllabus
Building Effective Relationships: Rapport, Nurturing friendship. Personal communication skills: Self-disclosure, Feedback, Negotiating; Resolving disagreement, Teamwork and Synergy skills: Creating group energy in pursuing collective goals, Open-minded ideas, Leadership skills, Initiating change and innovation.
Learning Outcome: To prepare the students about the

Unit – III Syllabus
Presentation skills: Listening-centered message, knowing about listeners' messages, Overcoming anxiety, structuring the presentation, Effective use of visual aids, verbal and non-verbal communication. Basic forms of writing, styles and contents, formal correspondence.
Learning Outcome: Understand significant.

Unit – IV Syllabus
Life Skills: Self-awareness, self-esteem, assertiveness, coping with anger, fear, anxiety, stress, hurt and depression, sensitivity, empathy and support, creative thinking, time management, decision making, understanding defense mechanisms, positive thinking, enhancing capacity to love.
Learning Outcome: Develop knowledge about

Unit – V Syllabus
Practicum: Public speaking on any topic, Oral presentation with visual, technology, Group discussion, listening comprehension. Group research. Using computer, Role-play evaluation.
Learning Outcome: Gain knowledge on concepts of tribal heritage and tribal development.

Reference Books:

Pasty McCarthy a Caroline Hatcher, (2002) Presentation Skills The essential guide for students, New Delhi,Sage Publications.

Neil Thompson (1996) People Skills, London; Macmillan.

Dalai Lama and Cutler, H.C (1998), the Art of Happiness: A Handbook for Living. London: Coronet

Margie, Saunders, C Dickson, D. (1994), Social Skills in Interpersonal Communication; Routledge

SEMESTER-II
MASTER OF SOCIAL WORK
SW-07: COMMUNITY ORGANIZATION AND SOCIAL ACTION

Course Objectives: The main objective of this course is to analyze the community organization as a method of social work; types of leadership in community, community organization process; concept and scope of social action and social reformation.

Course Outcome: Prepare the students about the concept of community organization; leadership; social action and social reformation.

Unit–I

Concept of Community and Community Organization– Definition, Meaning and Scope, Models, Skills of Community Organizer, Community Organization as a Method in Social Work– Major Forms and Characteristics of Community.

Learning Outcome: The students acquire knowledge about community organization, models and skills of community organizer.

Unit–II

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

Learning Outcome: The students gain the knowledge on mobilization of resources, types of leadership and concept of extension.

Unit–III

Community Organization Process– Programs, Content; Role of NGOs– Self Help Groups, Micro Level Planning; Peoples' Participation in Development Programs.

Learning Outcome: The students get the knowledge on community organization process; and peoples' participation in development programs.

Unit–IV

Social Action: Definition, Concept and Scope– Relationship with other Methods of Social Work; Forms of Social Action, Principles and Strategies of Social Action – Creating Awareness.

Learning Outcome: The students acquaint with social action as a method of Social Work, its principles and strategies.

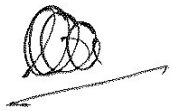
Unit–V

Concepts of Social Reformation– Social Revolution and Legislation– Role of Social Worker in Drafting a Bill; Techniques of Winning Public Support and Political Parties– Lobbying in Enactment and Enforcement of Acts.

Learning Outcome: The students acquaint with concepts of social reformation, Social revolution and legislation; Techniques of winning public support.

Reference Books:

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
		: Social Education and Development Society
6	Reports:	**a.** Village Education and Development Society.
		b. Rayalaseema Development Trust



SW-08: SOCIAL WORK RESEARCH AND STATISTICS

Course Objective: The main objective is this paper enlighten the students on concepts of social science research and statistics, and it is application to social phenomenon theory, fact and hypothesis, and their operation difference; significance of research design in research Methods of data collection and data analysis; and interpretation of data.

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 data interpretation and students will be able to write a research report writing.

Unit – I

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.

Learning Outcomes: To gain the knowledge on methods of research and its application to social phenomenon.

Unit – II

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

Learning Outcomes: The students able to understand theory fact and hypothesis and various types of research methods.

Unit – III

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

Learning Outcomes: Develop the knowledge about research methods and techniques of sampling in research.

Unit – IV

Statistical Methods – Averages, Dispersions, Correlation.

Learning Outcomes: Develop knowledge on resources of central tendency dispersion and Co-efficient of variation and their uses in social research.

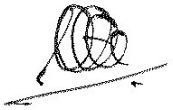
Unit – V

Statistical Methods – Chi-square Test – Z Test – Pie Charts, Histogram, Pictogram and Cartogram – Importance and Limitation of Statistics.

Learning Outcomes: Able to understand resources of Association i.e. Correlation, test of significance i.e., chi-square.

Reference Books:

1) Sadhu Singh "Research Methodology in Social Science Research", 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., "Theory and Methods of Social Research", Allen and Irwin, London, 1967.
5) Goode. W. G. and P.K. Hatt, Methods in Social Research, N.Y, 1952.
6) Young, P.V. Scientific Social Survey and Research, N.Y. 1949.
7) Kanfmann, F., The Methodology of Social Science, N.Y. 1944.
8) Elltiz C., and others, Research Methods in Social Relations 1965.
9) Easthope, Gary, History of Social Research Methods, London, Longman, 1974.
10) Bajpai. S.R, Methods of Social Survey and Research, Rampur, Kitab Garh, 1960.
11) Johari, J.C: Introduction to Methods of Social Research
12) Croxton, et al: Applied General Statistics.
13) Polonsky: Social Welfare Research.



SW-09: SOCIAL WORK PRACTICE WITH FAMILIES

Course Objectives: The Main objective of this paper is to help students gain a theoretical and conceptual understanding of families and family system. To help students understand interaction, functions and issues concerning Indian families.

Course Outcome: To help students gain knowledge and skills in family interventions. To help students understand the needs and problems of children and application of social work in dealing with them.

Unit – I

Family - Changing Indian Family - Retrospect and Prospect Ideology of Family Rights - Types of Families - Dual earner/ career families; Single parent families, Female headed households, Childless families - Emerging problems of families and needed services, Social Work with Families.

Learning Outcome: The students will be able to understand the different types of families, emerging problems and services essential. Apply the conceptual understanding in dealing with the problems through social work intervention.

Unit – II

Family Counselling - Counselling Process and Skills of Counselling - Types of Counselling and Important techniques – Role of Family Counsellor – Premarital, Marital and Divorce Counselling – Inter- Professional Dialogue – Code of Ethics for Counsellors.

Learning Outcome: The students will be able to gain conceptual understanding of family counselling. Develop the necessary skills of Counselling.

Unit – III

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.

Learning Outcome: The students will be able to gain knowledge on family life education, sex education and population education. Apply the social work knowledge in the context of family life education.

Unit – IV

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

Learning Outcome: The students will be able to gain an understanding on family welfare programme. To apply social work knowledge in dealing with issues pertaining to family welfare programme.

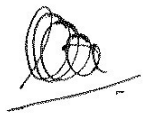
Unit – V

Children in Difficult Situations – Child Labour, Street Children, Child Abuse, Child Prostitution and Handicapped Children; Application of Social work in the Context of Children in Difficult Situations.

Learning Outcome: The students will be able to understand the children in difficult situations. Apply the knowledge of social work in dealing with these children.

Reference Books:

1) Ackerman, N.W. Psychodynamics of Family Life New York: Basic Books Incl.
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.
4) Chowdry 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.
6) Fouseca Habal Counselling for marital Happiness
7) Gokarn N.A. (1988) Monography: Family Life Education, Family and Child Welfare Department, TISS, Bombay.
8) Goode, W.J. The family, New Jersey Prentice Hall, Inc.Ira L. Reiss Family Systems in America, 3rd Edition.
9) Jahir Mohammad Family Law and Social Change N.M. Thripathi 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 Indian, Jaipur.
12) Lakshmipathi Raju, M. Future of Indian Family Challenge 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.



SW-10: HUMAN RESOURCE MANAGEMENT

Course Objectives: The main objective this course is to enlighten the students about Management & HRM concepts; HR Planning; recruitment and selection; training and development; employee compensation.

Course Outcome: Create awareness among the students on the concepts of Management; HRM, Human Resource Planning, Training and Development; Compensation.

Unit – I

Management: Concept, Scope and Functions; Contributions of F.W. Taylor, Henry Fayal, Elton Mayo; Human Resource Management: Concept, Scope and Functions, Philosophy and Policy.

Learning Outcome: The students able to understand the concept of Management and theories of management, HRM concept, philosophy and policy.

Unit – II

Human Resource Planning: Concept and Process; Job Analysis; Recruitment and Selection Process, Placement and Career Planning.

Learning Outcome: The students able to gain knowledge on the process of HR Planning, Job analysis, Recruitment, Selection and Career planning.

Unit – III

Human Resource Development: Concept, Importance, HRD Mechanisms; Types and Methods of Training and Development.

Learning Outcome: The students acquire knowledge on HRD concept and importance, Types and methods of training and development.

Unit – IV

Performance Appraisal and Counseling; Identification of Training Needs; Designing, Monitoring and Evaluation of Training and Development Programs.

Learning Outcome: The students acquire knowledge on performance appraisal, identification of training needs and evaluation of training and development programs.

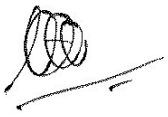
Unit – V

Employee Compensation: Concept, Scope; Job Evaluation; Wage Determination and Wage Fixation– Incentives, Bonus; Motivation; Separation Polices and Voluntary Retirement Scheme.

Learning Outcome: The students get the knowledge on concepts of compensation, job evaluation and wage fixation; incentives and separation policy in India.

Reference Books:

1) Aswathappa — Human Resource & Personnel Management
2) Flippo, Edwin. B — Principles of Personnel Management.
3) Yoder, Dale. — Personnel Management and Industrial Relations.
4) Subba Rao. P — Essentials of Human Resource Management
5) Garderner, B. — Human Relations in Industry.
6) Pigors and Myers. — Personnel Administration.
7) Tripati. — Personnel Management and Industrial Relations.
8) Mamoria, C.B. — Personnel Management.



SW-12 (A): CORPORATE SOCIAL RESPONSIBILITY AND SOCIAL WORK

Course Objectives: The main aim of this course is familiarize the students with concept and development of CSR in the context of social work profession

Course outcome: To gain the knowledge on CSR, implementation, Social Audit, CSR Legislation and Project Management.

Unit - I

Meaning, Definition, and Evolution of CSR in India, Concept of Charity, Corporate Philanthropy, Corporate Citizenship, CSR through triple bottom line and Models of CSR.

Learning Outcome: To understand the scope and concept of corporate social responsibility (CSR) in India

Unit - II

CSR Legislation in India: Section 135 of Companies Act, 2013 & Schedule VII, Appointment of Independent Directors on the Board; Corporate Initiatives of CSR

Learning Outcome: To gain knowledge on the impact of CSR implementation on corporate culture, particularly as it relates to professional social work

Unit - III

UN Sustainable Development Goals – Global Initiatives on Environmental Sustainability, Role of Civil Society – Social Entrepreneurs.

Learning Outcome: To acquire skills to frame CSR policies and practices appropriate to the Indian workplace

Unit - IV

Social Auditing, Process, Social Audit Verification, Social Accounting, Social Audit Report, Social Marketing – Stakeholders: Internal, External, Stakeholder Mapping

Learning Outcome: To familiarize the concepts of sustainable development, Social audit and social accounting.

Unit - V

Concept of Project Management, Project Identification, Project Design, Appraisal, Project life cycles, and success factors – Implementation, Monitoring, Review, and Evaluation

Learning Outcome: To acquire knowledge on project management skills Department of Social Work.

Reference Books:

1) Andres R (2005) The Sustainability Revolution: Portrait of a Paradigm Shift, New Society Publishers; New Delhi
2) Benn & Bolton (2011), Key concepts in Corporate Social responsibility, Australia: Sage Publications Ltd.
3) Bradshaw, T. and D. Vogel. (1981), Corporations and their critics: Issues and answers to
4) The problems of Corporate Social Responsibility, New York: McGraw HillBook Company.
5) Brummer, J.J. (1991), Corporate Responsibility and Legitimacy: An interdisciplinary analysis, Westport, CT: Greenwood Press.
6) Cannon, T. (1992), Corporate Responsibility (1st Ed.) London: Pitman Publishing. 6.
7) Crane, A. et al., (2008). The Oxford handbook of corporate social responsibility, New
8) York: Oxford University Press Inc.
9) Ellington. J. (1998), Cannibals with forks: The triple bottom line of 21st century business.
10) New Society Publishers

11) Grace, D. and S. Cohen (2005), Business ethics: Australian problems and cases. Oxford:
12) Oxford University Press.
13) Reddy, Sumati and Stefan Seuring. (2004), Corporate Social Responsibility: Sustainable
14) Supply Chains, Hyderabad: ICFAI University Press.
15) Werther, W. B. & Chandler, D. (2011). Strategic Corporate Social Responsibility.
16) Thousand Oaks, CA: Sage.

SW-12 (B): POPULATION DYNAMICS AND SOCIAL WORK

Course Objectives: The main objective of this paper is to analyze the origin and development of demography, demographic transition theories; causes and problems of rapid population growth; understand the components of population growth; family planning programme and dimensions of population education.

Course Outcome: To enlighten the students about origin and development of demography, population and demographic transition theories; problems of rapid population growth and population education.

Unit – I

Social Demography – Nature, Scope and importance of Demography., Origin and Development of Demography, Sources of Demographic Data. Population dynamics and population studies.

Learning Outcome: Students will be able to understand origin and development and sources of demographic data in India.

Unit – II

Population Theories – Malthusian Theory, Optimum Population Theory and Theory of Demographic Transition.

Learning Outcome: Develop knowledge over population theories and theory of demographic transition.

Unit – III

India's Population – Growth, Distribution, Composition – Age and Sex Composition. Problems of Rapid Population Growth in India.

Learning Outcome: Gain knowledge on composition of population and problems of rapid population growth in India.

Unit – IV

Components of Population Growth – Fertility, Mortality, and Migration; their Conceptual and Theoretical Frameworks, Measures – Levels and Trends.

Learning Outcome: Get more awareness on components of population growth i.e. Fertility, Mortality and Migration.

Unit – V

Family Planning and Family Welfare, Family Planning through Five Year Plans India's Population Policy; Social Dimensions of Population Education. Role and scope of social work in Family planning and population education.

Learning Outcome: Understand family planning, India's population policy and dimensions of population education.

Reference Books:

1) Donald J. Bogue : Principles of Demography
2) Thompson & Lewis : Population Problems
3) Asha Bhinde & Tara Kanitkar : Principles of Population Studies
4) Ashish Bose & Others : Population in India's Development 1947-2000AD
5) Srivastava : A Text Book of Demography