

Study & Evaluation Scheme
of
Master of Social Work (MSW)
[w.e.f Session 2020-21]



आईएफटीएम विश्वविद्यालय, मुरादाबाद, उत्तर प्रदेश
IFTM University, Moradabad, Uttar Pradesh
NAAC ACCREDITED

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**Study & Evaluation Scheme
of
Master of Social Work (MSW)
[w.e.f Session 2020-21]**

Summary

Programme:	Master of Social Work (MSW)
Course Level:	PG Degree
Duration:	Two years (four semesters) Full Time
Medium of Instruction:	English / Hindi
Minimum Required Attendance:	75%

Evaluation of theory Papers,

Internal	External	Total
30	70	100

Internal Evaluation of theory,

Class Test I	Class Test II	Class Test III	Assignment(s)	Attendance	Total
Best two out of the three					
10	10	10	5	5	30

Evaluation of Practical,

Paper Code	Practical	Evaluation Scheme		Total
		Internal	External	
MSW151	Concurrent Field Work Practicum & Viva-Voce	30	70	100
MSW251	Concurrent Field Work Practicum & Viva-Voce	30	70	100
MSW351	Concurrent Field Work Practicum & Viva-Voce	30	70	100
MSW451	Concurrent Field Work Practicum & Viva-Voce	30	70	100

Duration of Examination,

Internal	External	Practical
1 hrs	3 hrs	3 hrs

Programme Outcomes (POs):

The students completing this programme will be able to:

- Demonstrate ethical and professional behaviour.
- Advance Human rights and social economical environmental Justice.
- Engage in social policy practice.
- Intervene with individuals, Families, groups, organization and communities.
- To give psychological support for the various individuals group communities.
- Develop various communication skills which will be help in expressing ides and views clearly and effectively.
- To persuade attitude development and skills develop skills for intervening in different fields for professional social worker.

**Study and Evaluation Scheme
Programme, Master of Social Work (MSW)**

S. N.	Paper Code	Title of the Paper	Period			Credit	Evaluation Scheme		
			L	T	P		Internal	External	Total

SEMESTER –I

1.	MSW111	Social Work Professions, History and Ideologies	4	--	--	4	30	70	100
2	MSW112	Sociology for Social Work in India	4			4	30	70	100
3.	MSW113	Personality & Dynamics of Human Behaviour	4	--	--	4	30	70	100
4.	MSW114	Social Case Work, Theory& Practice	4	--	--	4	30	70	100
5.	MSW115	Population & Environment	4	--	--	4	30	70	100
6.	MSW151	Concurrent Field Work Practicum & Viva-Voce		--	--	4	30	70	100
Total			20			24	180	420	600

SEMESTER –II

1.	MSW211	Social Group Work, Theory & Practice	4	--	--	4	30	70	100
2.	MSW212	Community Organization, Theory & Practice	4			4	30	70	100
3.	MSW213	Social Work Research	4	--	--	4	30	70	100
4.	MSW214	Social justice, Human Right & Social Welfare	4	--	--	4	30	70	100
5.	MSW215	Social Works with Older Persons	4	--	--	4	30	70	100
6	MSW251	Concurrent Field Work Practicum & Viva-Voce		--	--	4	30	70	100
Total			20			24	180	420	600

SEMESTER –III

1	MSW311	Social Policy and Planning	4	--	--	4	30	70	100
2	MSW312	Social Development in India	4			4	30	70	100
3	MSW313	Management of Development & Welfare Services	4	--	--	4	30	70	100
4	MSW314	Family and Child Welfare	4	--	--	4	30	70	100
5	MSW315	Criminology & Correctional Administration	4	--	--	4	30	70	100
6	MSW351	Concurrent Field Work Practicum & Viva-Voce		--	--	4	30	70	100
Total			20			24	180	420	600

SEMESTER –IV

1	MSW411	Organizational Behaviour	4	--	--	4	30	70	100
2	MSW412	Human Resource Management & Industrial Relation	4			4	30	70	100
3	MSW413	Labour Welfare and Social Security	4	--	--	4	30	70	100
4	MSW414	Rural-Urban Community Development	4	--	--	4	30	70	100
5	MSW415	Dimension of Health & Medical Social Work	4	--	--	4	30	70	100
6	MSW451	Concurrent Field Work Practicum & Viva-Voce		--	--	4	30	70	100
Total			20			24	180	420	600
First Year Total						48	360	840	1200
Second Year Total						48	360	840	1200
TOTAL DEGREE MARKS						96	720	1680	2400

Field Work Practicum Guidelines:

The department has introduced two types of field work: (i) Concurrent Field work and (ii) Block Field Work. The first requires to be completed simultaneously with class room teaching of theory papers from the beginning of the session. Accordingly, the students of MSW II Semester will be required to go for Block Field Work (Summer Internship) for minimum four to six weeks in reputed NGOs and other organizations. After the successful completion of internship, the students will be required to submit detailed report on the work done during the internship and the seminar presentation will be organised for the students to defend/present their internship report. This will enable the students to developed their skills to deal with the community in a better way and equipped them with the knowledge of outreach activities and communication skills.

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – I

Course Code: MSW111; Social Work Professions, History and Ideologies

Course Objectives:

The objective of this course is to familiarize the students with the Social Work, Professions Concepts, social services, social development and substantive knowledge in the aforesaid field.

Course Content:

UNIT- I

Social Work, Meaning, Definitions, Objectives, Relationship with Sociology. Concepts relevant to Social Work, Social Welfare, Social Reform, Social Services & Social Development

UNIT- II

Historical Development of Social Work in U.K., Historical Development of Social Work in U.S.A., Historical Development of Social Work in India. Social Reform Movements in India

UNIT- III

Basic Assumptions of Social Work, Principles of Social Work, Philosophy & Values, Ethics of Social Work, Gandhian Philosophy of Social Work, Emerging trends of Social Work Practice

UNIT- IV

Profession, Meaning, Definitions & Characteristics, Professionalization, Social Work as a Profession, Professional Traits in Social Work, Functions of Professional Social Work (Remedial, Preventive & Development)

Course Outcomes:

Students completing this course will be able to:

- Define Social Work, Meaning, Definitions, Objectives, Relationship with Sociology.
- Understand Historical Development of Social Work in U.K, U.S.A, India.
- Will be able to gain knowledge of Ethic and philosophy, emerging trends of Social work.
- Define Profession its characteristics and Functions of Professional Social Work.

Recommended Readings:

1. Desai, Murli, Ideologies and Social Work, Rawat Publications, Jaipur, 2002.
2. Divekar, V d (ed)., Social Reform Movement in India, Bombay, Popular Prakashan, 1991.
3. Dubois, Bendra, Miley, K K, Social Work, An Empowering Profession, Allyn& Bacon, Boston ,1992.
4. Ganguli, B. N., Gandhi's Social Philosophy, New Delhi, Vikas, New Delhi, 1972.
5. Mishra, P. D, Social Work- Philosophy and Methods, Inter-India Publications.
6. Morales, Armado & Sheaffer Brandford, Social Work a Profession of Many Faces (5thEdition), 1989.
7. Singh, D. K. & Bhartiya, A. K., Social Work- Concepts & Methods, New Royal Book Company, Lucknow.
8. Singh, Surendra and Soodan, K. S. (eds.), Horizons of Social Work, Jyotsna Publications, Lucknow.
9. Skidmore, Rex A et al, Introduction to Social Work, Prentice Hall Inc, New Jersey, 1974.
10. Wadia, A R, History and philosophy of Social Work in India, Allied Publication, 1968.

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- <https://historyofsocialwork.org>
- <https://www.socialworkdegreeguide.com>
- <http://egyankosh.ac.in>

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester-1

Paper Code: MSW112; Sociology for Social Work in India

Course Objectives:

The objective of this course is to familiarize the students with the nature of sociology, relationship with other Social Sciences, Culture, Norms, values, Social institutions and substantive knowledge in the aforesaid field.

Course Content:

UNIT-I

Definition and Nature of Sociology, Sociology and its relationship with Social Work, Emergence of Sociology, Industrial Revolution, French Revolution, Society, Community, Institution and Association

UNIT-II

Social Group and its types, Primary Group, Reference Group, In Group and Out- Group, Culture, Material Culture, Non-Material Culture and Cultural Lag, Customs, Tradition, Norms, Values, Folkways and Mores, Social Structure, Role and Status

UNIT-III

Social Institution, Marriage, Family, Religion and Kinship. Socialization, Agencies and Types, Social Control, Types and Means, Social Change, meaning, Concept & characteristics, Cooperation and Social Conflict

UNIT-IV

Composition of Indian Society, The concept of Unity and Diversity, Social Classification of Communities in India, Tribal, Rural and Urban, Social Stratification in India, Meaning, Caste and Class Division

Course Outcomes:

Students completing this course will be able to:

- Define and Nature of Sociology and its relationship with Social Work.
- Understand Emergence of Sociology, Industrial Revolution, French Revolution, Society, Community, Institution and Association.
- Understand Historical Social Group and its types, differentiate between In Group and Out Group.

- Define Culture, Tradition, Norms, Values Folkways and Mores. Comprehend Social Structure and its Role and Status.
- Understand social institutions, Explain Socialization, Social Control, Social Change, Cooperation and Social Conflict.
- Explain The Composition of Indian Society, The concept of Unity and Diversity, Social Classification of Communities in India and Social Stratification in India.

Recommended Readings:-

1. Abraham, F., Sociology, Oxford University Press.
2. Ahmad, Imtiaz Family, Kinship and Marriage Among Muslims in India, Manohar, New Delhi, 1976.
3. Alex Inkles , What is Sociology? An Introduction to the Discipline and Profession, Prentice Hall of India, New Delhi, 1982.
4. Beteille, Andre Caste, Class and Power, California University Press, Berkeley Damle, 1965.
5. Bottomore, T.B. , Sociology, A Guide to Problems and Literature, Blackie & Sons (India) Ltd, New Delhi, 1971.
6. Gisbert, P., Fundamentals of Sociology, Orient BlackSwan, Delhi, 2010.
7. Haralambos, Sociology, Themes and Perspectives.
8. Johnson , H.M. , Sociology, An Introduction, New York, Boston, 1960.
9. MacIver , R.M. & Page C.H., Society, An Introductory Analysis, Macmillan India Ltd. Delhi.

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- <http://egyankosh.ac.in/>
- <http://www.ignouhelp.in>
- <https://opentextbc.ca/introductiontosociology>

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – I

Course Code: MSW113; Personality & Dynamics of Human Behaviour

Course Objectives:

The objective of this course is to familiarize the students with the Personality, Environment in shaping Human behaviour, Normal and Abnormal behaviour, and theories of personality.

Course Content:

UNIT- I

Personality, Meaning, Concept & Nature, Stages of Development, Types, Determinants of Personality, Physical, Social and Family, Interplay of Heredity & Environment in shaping Human Behaviour, Theories of Personality, Sigmund Freud, Carl Jung, Alfred Adler

UNIT- II

Basic Socio-Psychological Processes, Sensation, Perception, Learning, Socialization, Motivation, Attitudes, Belief, Prejudices & Stereo-Types.

UNIT- III

Human Behaviour, Concept, Determinants, Heredity and Environment, Reflectors, Behavioural Problems in Different Stages of Personality Development, Adjustment, Concept, Characteristics & Factors, Leadership, Concept, Types & Functions

UNIT- IV

Concept of Normality & Abnormality, Types of Abnormal Behaviour, Defense Mechanism, Etiology of Abnormal Behaviour, Psychosis and Psychoneurosis Management of Mental Disorders

Course Outcomes:

Students completing this course will be able to:

- Define Personality and explain its types and various Stages of Development.
- Understand Interplay of Heredity & Environment in shaping Human Behaviour and Theories of Personality.

- Understand Basic Socio-Psychological Processes.
- Understand Human Behaviour, Heredity and Environment, Reflectors, Behavioural Problems in Different Stages of Personality Development, Adjustment and Leadership.
- Understand Concept of Normality & Abnormality, Types of Abnormal Behaviour, Defense Mechanism, Etiology of Abnormal Behaviour, Psychosis and Psychoneurosis Management of Mental Disorders.

Recommended Readings:-

1. Bem, P. Allen., Personality Theories, Allyn and Becon, London, 1994.
2. Calvin, Hall & Lindzey, Gardner Testing, Macmillan, New York.
3. Davison, G. C., Neale, J M, Abonormal Psychology, John wiley& Sons, New York.
4. Hall, Calvia, S., Lindzey, G., Theories of Personality Wiley Eastern, New Delhi.
5. Harlock, F. B., Personality Development, Tata MacGraw Hill Pub.co, New Delhi, 1974.
6. Kuppuswamy, B.S., An Introduction to Social Psychology, Media, Bombay.
7. Mishra, P.D., Abnormal Behaviour, Uttar Pradesh Hindi Sansthan, Lucknow.

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- <https://en.wikipedia.org>
- <http://niilmuniversity.in>

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – I

Course Code: MSW114; Social Case Work, Theory & Practice

Course Objectives:

The objective of this course is to familiarize the students with the concept of Social case work , process , professional relationship , Techniques & Skills in social case work and role of social case worker , in various settings.

Course Content:

UNIT- I

Social Case Work, Concept, Nature, Scope, Objectives, Component & Principles, Social & Professional Relationship, Client – Worker Relationship, Historical Development of Social Case Work, Schools of Social Case Work

UNIT- II

Social Case Work Process, Intake, Study, Social Diagnosis, Treatment, Termination & Evaluation, Approaches to Social Case Work, Psychoanalytical, Psychosocial, Problem Solving, Behaviour Modification.

UNIT- III

Techniques & Skills in Social Case Work, Interview, Home Visit, Resource Mobilization, Referral, Environmental Modification, Case Work Relationship & Communication.

UNIT- IV

Role of Social Case Worker in Various Settings, Recording & Evaluation in Social Case Work

Course Outcomes:

Students completing this course will be able to:

- Understand Social Case Work, Social & Professional Relationship, Client – Worker Relationship and Historical Development of Social Case Work.
- Explain Social Case Work Process and Approaches to Social Case Work.
- Understand various Techniques & Skills in Social Case Work.

- Explain Role of Social Case Worker in Various Settings, Recording & Evaluation in Social Case Work.

Recommended Readings:

1. Aptekar, H.R., Dynamics of Casework and Counselling, Houghton Mifflin, M S, New York, 1955.
2. Biesteck, F.P., The Casework Relationship, George, Allen &Unwin, London, 1957.
3. Harris, F.J., Social Casework, Nairobi, Oxford University Press, 1970.
4. Mhetras, B G, Understanding Social Case Work, Mankal Talas, Bombay, 1966.
5. Surendra & Misra, P.D., Social Work, History, Philosophy & Methods, New Royal Books Co., Lucknow.
6. Timms, N., Social Casework - Principles and Practice, Routledge and Kegan Paul, London.
7. Zofia, T. Butrym, The Nature of Social Work, MacMillan Press, London, 1974.

Website Sources:

- <http://ddceutkal.ac.in/Syllabus/MSW/Paper-5.pdf>
- [https://en.wikipedia.org/wiki/Caseworker_\(social_work\)](https://en.wikipedia.org/wiki/Caseworker_(social_work))
- <https://www.yourarticlelibrary.com/sociology/social-casework-processes-study-and-diagnosis/36564>
- http://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/S000032SW/P000436/M014354/ET/1456828634ET20.pdf

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – I

Course Code: MSW115; Population & Environment

Course Objectives:

The objective of this course is to familiarize the students with the population, Population policy in India, family welfare Programme, population Theories, Environment, emerging concerns and challenges, Environmental movements and substantive knowledge in the aforesaid field.

Course Content:

UNIT-I

Population, Characteristics, Aspects & Dimensions, Major Components of Population Growth, Fertility, Mortality & Migration, Characteristic Features of Indian Population, Population Policy in India, Family Welfare Programme in India.

UNIT-II

Population Theories, Malthus' Theory of Population, Dumont's Theory of Population, Theory of Demographic Transition

UNIT-III

Environment, Concept, Meaning, Environmental Management, Scenario, Problems and Perspective, Emerging Concerns and Challenges, Environmental Movements in India.

UNIT-IV

Law Relating to Environment Protection, Forest (Conservation) Act, 1988, Environment (Protection) Act, 1986, Water (Prevention and Control of Pollution) Act, 1974, Air (Prevention and Control of Pollution) Act, 1981

Course Outcomes:

Students completing this course will be able to:

- Explain Population and its Characteristics, Aspects, Dimensions & Major Components of Population Growth.

- Explain and differentiate between Malthus' and Dumont's Theory of Population. Understand the Theory of Demographic Transition.
- Understand the concept and meaning of Environment and Environmental Management and Environmental Movements in India.
- Explain laws on Environment Protection in India.

Recommended Readings:

1. Ashfaq Ali S., Population Problems in India and Abroad, A Socio-economic study, Jai Bharti Publications, Bhopal, 1991.
2. Bhende, Asha & Tara Kanitkar, Principles of Population Studies, 13th Revised Edition, Himalya Publishing House, Bombay, 2000.
3. Bhutani S, Demographic "Dynamism in India", Discovery, New Delhi, 1995.
4. Bogue, Donald J., Principles of Demography, John Wiley & Sons Inc., New York, 1969.
5. Bose Ashish & Premi M.K. (ed), Population Transition in South Asia, BRPC, New Delhi, 1992.
6. HaqEhsanul, Sociology of Population in India, Mac Millan, New Delhi, 2007.
7. Misra, Bhaskar D., An Introduction to the study of Population , 2nd Edition, South Asia Publishers Pvt. Ltd., New Delhi, 1995.
8. Mukherji Shekhar, Population Policies and Demographic Behaviour in India, Thinker Lib., Allahabad, 1982.

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- <https://courses.lumenlearning.com/intro-to-sociology/chapter/reading-demographic-theories/>
- <https://www.worldbank.org/en/news/feature/2011/09/22/environmental-management-india>
- https://www.researchgate.net/publication/46533245_Environmental_Management_and_Sustainable_Development_in_India_Issues_and_Challenges
- https://en.wikipedia.org/wiki/Indian_environmental_law

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – II

Course Code: MSW211; Social Group Work, Theory & Practice

Course Objectives:

The objective of this course is to familiarize the students with the social group work , meaning objectives, Historical development, Group formation, Group process and Social group worker in various settings.

Course Content:

UNIT- I

Social Group Work, Concept, Meaning, Definition, Objectives & Components, Basic Assumptions & Area of Social group work, Values & Skills in Social Group Work, Historical Development of Social group work,

UNIT- II

Group Formation, Programme Planning & Development in Social Group Work, Recording & Evaluation in Social Group Work.

UNIT- III

Models of Social Group Work Practice, Remedial, Mediating of Reciprocal Model, Developmental & Social Goal Model.

UNIT- IV

Group Process, Meaning, Group Dynamics, Member's Behaviour, Leadership, Role of Social Group Worker in Various Settings.

Course Outcomes:

Students completing this course will be able to:

- Explain Social Group Work, Basic Assumptions, Values & Skills and Historical Development of Social Group Work.
- Understand Group Formation, Programme Planning & Development and Recording & Evaluation in Social Group Work.

- Explain Models of Social Group Work Practice.
- Understand Group Process, Leadership and Role of Social Group Worker in Various Settings.

Recommended Readings:-

1. Allissi, A.S., Perspective on Social Groupwork Practice, A Book of Readings, The Free Press, New York, 1980.
2. Balgopal, P.R. & Vassil, 1983, Group in Social Work - An Ecological Perspective, MacMillan Pub. Co., New York.
3. Kanopka, G., Social Group work, Prentice Hall, New Jersey, 1963.
4. Klein, A.F., Social Work Through Group Process, School of Social Welfare, state Univ. of New York, Albany, 1970.
5. Macavghan, N., Group work Learning and Practice, George Allen, & Unwin, London, 1978.
6. Northen, H., Social Work with Groups, Columbia University, New York, 1969.
7. Soodan K.S. Social Work, Theory and Practice, Nav Jyoti Simran Publication, Lucknow.
8. Trecker, H.B., Social Group work, Associated Press, New York, 1975.

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- <http://files.drdeen.webnode.com/200000356-b5800b6f54/Social-Group-Work.%20Complete%20notes.pdf>
- https://en.wikipedia.org/wiki/Group_work
- <http://egyankosh.ac.in/bitstream/123456789/51364/1/Block-5.pdf>
- <https://www.owlgen.in/discuss-the-models-of-social-group-work>
- <https://myindianacademy.com/wp-content/uploads/2019/10/Unit-17-%E2%80%93-Role-of-Social-Worker-in-Group-Work.pdf>

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – II

Course Code: MSW212; Community Organization, Theory & Practice

Course Objectives:

The objective of this course is to make students familiar with the concept of community nature, types, characteristics, community planning, Role, function and approaches to community organization.

Course Content:

UNIT- I

Community, Concept, Nature, Characteristics & Types, Community Organization, Meaning, Objectives & Principles, Components, Principles, Community Planning

UNIT- II

Process of Community Organization, Identification of Needs & Problems, Resource Mobilization & Enlisting People's Cooperation, Lobbying & Advocacy, Action, Evaluation & Follow-up

UNIT- III

Role and Functions of Community Organization Worker, Community Organization in Different settings, Intervention of NGO's

UNIT- IV

Approaches to Community organization, Models of Community Organization, Strategies of Community Organization

Course Outcomes:

Students completing this course will be able to:

- Explain Community, its Concept, Nature, and Characteristics & Types.
- Understand Community Organization and explain its Process.
- Explain the Role and Functions of Community Organization Worker, Community Organization in Different settings and Intervention of NGO's.
- Understand Approaches, Models and Strategies of Community Organization.

Recommended Readings:

1. Arora, R.K., People's Perception in Development Process Essays, 1979.
2. Barger, G. and Specht H., Community Organization, Columbia University Press, New York, 1969.
3. Dayal, R., Community Development Programme in India, Kitab Mahal Publishers, Allahabad, 1960.
4. Gangrade, K.D., Community Organization in India, Popular Prakashan, Bombay, 1971.
5. Mayo, H. Jones, D., Community Work, Routledge and Kegan Paul.
6. Singh, D.K. & Bhartiya A.K., Social Work, Concepts & Methods, Nav Jyoti Simran Publication, Lucknow.

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- <http://www.ignou.ac.in/upload/bswe-03-block1-unit-1-small-size.pdf>
- <http://egyankosh.ac.in/bitstream/123456789/50437/1/Block-2.pdf>
- <https://www.socialworkdegreeguide.com/lists/5-functions-of-a-community-organizer/>

IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – II

Paper Code: MSW213; Social Work Research

Course Objectives:

The purpose of this course is to familiarize the students with the social work research , Logic of inquiry, Content , Analysis , Source of data Collection , Social statics and substantive knowledge in the aforesaid field.

Course Content:

UNIT-I

Social Work Research, Concept, Definition, Nature, Scope & Purpose, Steps in Social Work Research, Methods of Social Work Research, Basic, Applied, Action, Qualitative and Quantitative Methods, Formulation and Selection of the Research Problem

UNIT-II

Logic of Inquiry, Inductive and Deductive, Hypothesis, Concept, Types & Significance, Research Design, Concept, Importance & Types, Strategies used for Research, Survey, Case studies, Content Analysis & Historical Analysis

UNIT-III

Source of Data , Primary & Secondary, Tools of Data Collection, Interview, Interview - Schedule, Observation & Questionnaire, Scaling, Sampling, Concept, Types & Significance

UNIT-IV

Social Statics, Measurement of Central tendency, Mean, Median and Mode, Measures of Variability, Standard Deviation

Course Outcomes:

Students completing this course will be able to:

- Define and explain the methods of Social Work Research.
- Understand the concept of Logic of Inquiry, Hypothesis, Research Design and explain the Strategies used for Research.
- Understand the Source of Data, Tools of Data Collection and explain the Sampling of Data.

- Explain Social Statics through Measurement of Central tendency viz Mean, Median and Mode and Measures of Variability.

Recommended Readings:

1. Cohen M.R. & Negal, An Introduction of Logic and Scientific Methods, Allied Publishers Pvt. Ltd., Delhi.
2. D. Elhance, Fundamental of Statistics, Kitab Mahal, Allahabad, 1984.
3. Das, D K Lal. Practice of Social Research- Social Work Perspective, Rawat Publication, Jaipur.
4. Experimental Design in Sociological Reaserch, Greenwood Press Pub, New York.
5. Goode & Hatt, Methods in Social Research.
6. Gupta, P. & Singh, P., Elementary Statistical Methods, Second Ed., Sultan Chand, New Delhi.
7. P.V. Young., Scientific Social Surveys and Research, Eaglewood Cliffs Prentice Uall.
8. Wilkinson & Bhandarkar, Methodology and Technique of Social Research, Himalya Publishing House, Bombay, 1986.

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- <https://ddceutkal.ac.in/Syllabus/MSW/Paper-4.pdf>
- https://shodhganga.inflibnet.ac.in/bitstream/10603/72459/12/12_chapter%205.pdf
- <https://www.formpl.us/blog/primary-secondary-data>
- <https://www.questionpro.com/blog/primary-research/>
- <https://statisticsbyjim.com/basics/measures-central-tendency-mean-median-mode/>

Semester - II

Course Code: MSW214; Social Justice, Human Rights and Social Welfare

Course Objectives:

The purpose of this course is to familiarize the students with the social justice concepts, issues, relationships with social Legislation, Human rights, Rights to welfare, Social welfare, Nature, scope, Child labour Regulation and prohibition Act and substantive knowledge in the aforesaid field.

Course Content:

UNIT- 1

Social Justice, Concepts, Concerns and Issues of Social Justice, social Justice and its relationship with Social Legislation, social injustice and mandate for social justice, Role of social workers in Promoting Social Justice

UNIT- II

Human rights and Universal Declaration of human Rights, Human Rights and Rights to welfare, constitutional Rights, Fundamental Rights, Directive Principles of State policies

UNIT-III

Social Welfare, Meaning, Nature and scope, Concept of Welfare State, social Welfare and Social Legislation in India, social welfare and five Year Plans in India

UNIT-IV

Persons with Disabilities Act, 1995, The Juvenile justice (Care& Protection of Children) Act, 2015, Bonded labour Abolition Act, 1976, Inter-state Migrant Workmen Act, 1979, Child labour (Regulation and Prohibition) Act, 1986

Course Outcomes:

Students completing this course will be able to:

- Explain the Concepts, Concerns and Issues of Social Justice Social and its relationship with Social Legislation, social injustice and mandate for social justice.
- Understand the Role of social workers in Promoting Social Justice.
- Describe Human rights and Universal Declaration of human Rights.
- Explain Human Rights and Rights to welfare, constitutional Rights.
- Describe Fundamental Rights and Directive Principles of State policies.

- Explain Social Welfare, Concept of Welfare State, Social Legislation in India, and Five Year Plans in India.
- Describe the Welfare Laws enacted by the Indian State.

Recommended Readings:

1. Diwan, paras and Diwan, Peeyushi, Human Rights and the law, Deep & Deep Publication New Delhi, 1996.
2. Dubois, Brenda and Miley, K K, Social Work- An Empowering profession, Allyn & bacon Pub., Boston, 1992.
3. Friedlander, Walter An Introduction to social welfare, Prentice Hall Ltd, New Delhi.
4. Gangrade, K. D., Social Legislation in India, Concept Publishing Co, New Delhi, 1978.
5. Plant, Raymond et.al, Political Philosophy and Social Welfare, Routledge & Keganpaul, London, 1980.
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- https://en.wikipedia.org/wiki/Social_justice
- [https://en.wikipedia.org/wiki/Juvenile_Justice_\(Care_and_Protection_of_Children\)_Act,_2015](https://en.wikipedia.org/wiki/Juvenile_Justice_(Care_and_Protection_of_Children)_Act,_2015)
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IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – II

Course Code: MSW215; Social Works with Older Persons

Course Objectives:

The objective of this course is providing in depth knowledge of Aged demography, psychosocial theories of Ageing, Changing roles, Power and status, Health and Mental health, social security, schemes Agencies for the case of older persons.

Course Content:

UNIT-I

Meaning and Concept of Aged, Demography of the Ageing in India, psychosocial theories of Ageing, Social work Intervention with Elderly

UNIT-II

Changing Roles, Power and Status of Older Persons, Psychological, Social and Physical needs and problems of Older Persons

UNIT-III

Health and Mental health Consequences of Ageing, Anxiety, Depression, Suicidal Tendencies and Alzheimer's Disease, rights of Older Persons and International Resolutions

UNIT-IV

Social Security measures, National Policies and Legislative Provision for the Aged, Schemes for the Welfare of the Aged, Agencies and Institution for the Care of Older Persons

Course Outcomes:

Students completing this course will be able to:

- Describe the Meaning and Concept of Aged and Demography of the Ageing in India.
- Understand the psychosocial theories of Ageing and Social work Intervention with Elderly.
- Explain the Changing Roles, Power and Status of Older Persons.
- Describe the Psychological, Social and Physical needs and problems of Older Persons.
- Understand Health and Mental health Consequences of Ageing viz Anxiety, Depression, Suicidal Tendencies and Alzheimer's Disease.
- Describe Rights of Older Persons and International Resolutions.
- Explain Social Security measures and Schemes for the Welfare for the Aged.
- Describe Agencies and Institution for the Care of Older Persons.

Recommended Readings:

1. Ramamurthi, P.V, jamuna, D. (eds) 2004 Handbook Indian Gerontology, Serial Publication, New Delhi.
2. Desai, N, Siva, R (eds), Gerent logical Social Work in India, Some Issues and Perspectives, B R Publishing Corporation, Delhi, 2000.
3. Chakarobati, R.D, The Greying of India, Population Ageing in the context of Asia, Sage Publications, New Delhi, 2004.
4. Chaoudhry, P.D., Ageing and the Aged, A Source Book, Inter India Publication, New Delhi, 1992.
5. Binstock, R. H. George L K, Handbook of Ageing and Social Science, Academic Press, New York, 2001.
6. Marshal, M., Social Work with old People, The Macmillan Press Limited, 1983.

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IFTM University, Moradabad
Master of Social Work (MSW) Programme
Semester – III

Course Code: MSW311; Social Policy and Planning

Course Objectives:

A contemporary welfare societies, policy and planning play very important role in directing change. Social policy and planning in India, as a sub discipline see manual interface between government / Non - government agencies as and planned change. The paper is meant to mitigate the differences between theoretical sociology and practical social life. This course intends to provide knowledge about to conceptual dimensions of social policy to focuses of social planning andintends toimpact knowledge important policies and plans and to locate policy and planning within the context of political economy.

Course Content:

UNIT-I

Concept of Social Policy, Objectives and Scope, Principles of Policy Making, Distinction between Social and Economic Policies, Values underlying social policy and planning, Sources of Social Policy, Directive Principles, Fundamental Rights and Human Rights

UNIT II

Process of Social Policy Formulation, Role of Professional Social Workers, Review of Major Social Policies, Social Policy on Education, Social Policy on Health, Social Policy on Housing

UNIT-III

Concept, Principles and Scope of Social Planning, Linkages between Social Policy and Planning- Planning as instrument, Sources of Planning, Constitution, Planning Commission (NITI Ayog) and National Development Council, Democratic Decentralization, Panchayati Raj

UNIT-IV

Welfare Planning In India, Welfare of Child, Welfare of Women, Welfare of Youth, Welfare of Aged, Welfare of Minorities, Welfare of Physically Challenged Group

Course Outcomes:

Students completing this course will be able to:

- Explain Concept, Objectives and Scope of Social Policy.

- Understand Principles of Policy Making and Distinction between Social and Economic Policies.
- Describe Values underlying social policy and planning.
- Understand the Sources of Social Policy, Directive Principles, Fundamental Rights and Human Rights.
- Explain the Process of Social Policy Formulation, Role of Professional Social Workers.
- Review the Major Social Policies on Education, Health and Housing.
- Describe Social Planning and Linkages between Social Policy and Planning.
- Understand the Sources of Planning viz Constitution and describe Democratic Decentralization.
- Explain Welfare Planning In India for the Welfare of Child, Women, Youth, Aged, Minorities and Welfare of Physically Challenged Group.

Recommended Readings:

1. Jacob, K.K. Social Policy in India, Hemanshu Publications, Udaipur, 1989.
2. Dubois, Bendra, Miley, K.K., Social Work-An Empowering Profession, Allyn & Bacon, Boston, 1992.
3. Culpitt, Ian, Social Policy & Risk, Sage Publication Ltd., London, 1999.
4. Bulmer, Martin (Edited), Social Policy Research, Macmillan Ltd., London, 1978.
5. Bean, Philip (Edited), Approaches to Welfare, Routledge & Kegan Paul, London, 1983.
6. Madan, G.R., Welfare State and Problems of Democratic Planning, Allied Publications, Bombay, 1972.
7. Kulkarni, P.D., Social Policy in India, ASSWI, Madras, 1979.
8. Encyclopaedia of Social Work in India, Publication Division GOI, New Delhi, 1968.

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- <http://ijsw.tiss.edu/greenstone/collect/ijsw/index/assoc/HASH4d07.dir/doc.pdf>
- [https://www.unrisd.org/80256B3C005BCCF9/%28httpAuxPages%29/7EE221555523155DC1256C77003CFAED/\\$file/ghoslong.pdf](https://www.unrisd.org/80256B3C005BCCF9/%28httpAuxPages%29/7EE221555523155DC1256C77003CFAED/$file/ghoslong.pdf)

IFTM University, Moradabad

Master of Social Work (MSW) Programme

Semester – III

Course Code: MSW312; Social Development in India

Course Objectives:

The purpose of this course is to familiarize the students with the Social Development, Social movements, Theories and Models, Historical Development, Five year plan and Sustainable Development Issues in India .

Course Content:

UNIT-1

Development-A Conceptual Framework, Development Indicators, Social Development, Social Development and Social Work, Role of NGOs in Social Development, Social Movements and Social Development

UNIT-II

Theories and Models of Development, Theories, Strategies and Ideologies of Development, Growth Model, Marxian and Dependency Models, Gandhian Model

UNIT-III

Social Development In India, Sanskritization, Westernization, Secularization and Modernization, Historical and Social Context of Development In India, Pre-Independence Phase, Post Independence Phase, Governmental Measures and Five-Year Plans, Neo-Political Economy and Social Development

UNIT-IV

Sustainable Development, Issues and Perspectives, Global Effort for Human Development, Globalization and Sustainability, Problems of Sustainable Social Development in India

Course Outcomes:

Students completing this course will be able to:

- Define Development and its Indicators.
- Explain Social Development & Social Development and Social Work and Role of NGOs in Social Movements and Social Development.
- Describe the Theories, Strategies and Ideologies of Development and Explain Growth Model. Gandhian Models, Marxian and Dependency Models.
- Understand Social Development in India viz Sanskritization, Westernization, Secularization and Modernization.

- Describe Development in India in Historical and Social Context during Pre and Post Independent Phase, Governmental Measures and Five-Year Plans, Neo-Political Economy and Social Development.
- Understand Issues and Perspectives in Sustainable Development and Problems of Sustainable Social Development in India.
- Explain Globalization and Sustainability and Global Effort for Human Development.

Recommended Readings:

1. Bedi, M.S., Social Development & Social Work, Himanshu Publications, Udaipur, 1994.
2. Chowdhry, D.Paul, Profile of Social Welfare and Development in India, M.N. Pub. & Distributors, New Delhi, 1985.
3. Dalal, K.L. (Edited), Human Development, Har Anand Publication, New Delhi, 1991.
4. Different Theories and Practices of Development, UNESCO, 1982.
5. Human Development Report, UNDP, 2001.
6. Iyer, K. Gopal, Sustainable Development, Vikas Publishing House, New Delhi, 1996.
7. Kapoor, A.K. & Singh, Dharmavir, Rural Development Through NGOs, Rawat Publications, Jaipur, 1997.
8. Kulkarni, P.D., Social Policy in India, ASSWI, Madras, 1979.
9. Mehta, S.R. , Poverty, Population and Sustainable Development, Rawat Publications, Jaipur, 1997 .
10. Nagpaul, Hans , Social Work in Urban India , Rawat Publications, Jaipur, 1996.
11. Srivastava, S.P., The Development Debate, Rawat Publications, Jaipur, 1998.
12. Thudipara, Jacob. Z., Urban Community Development, Rawat Publications, Jaipur.

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- <http://egyankosh.ac.in/bitstream/123456789/9801/1/Unit-7.pdf>
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- <http://www.indiatogether.org/challenges-to-sustainable-development-government>

Semester – III

Course Code: MSW313; Management of Development and Welfare Services

Course Objectives:

The purpose of this course is to familiarize the students with the Social Welfare administration Concept & Principles, Budgeting, Communication and public relation and substantive knowledge in the aforesaid field.

Course Content:

UNIT- I

Social Welfare Administration, Meaning, Concept & Principles, Functions of Social Welfare Administration, Organization, Meaning, Nature and Design, Decision making, Coordination

UNIT-II

Budgeting, Purpose, Sources and Characteristics of Good Budget, Methods and Principles of Budgeting, Fund Raising, Preparation, Principles and Funding Sources, Volunteers & Private Sectors, Interest of Donors, Role of Fund Raiser, Factors Affecting Fund Raising, and Reasons of Failure

UNIT-III

Communication – Meaning and Functions, Johari Window and Social Work Communication, Channels & Models, Communication Tools

UNIT-IV

Public Relations, Needs and its Importance in Organization, Media Relations and Publicity, Awareness Advertising, Social Marketing

Course Outcomes:

Students completing this course will be able to:

- Explain the Meaning, Concept, Principles and Functions of Social Welfare Administration.
- Appreciate the Purpose, Sources and Characteristics of Good Budget and the Methods and Principles of Good Budgeting.
- Understand the Principles of Fund raising.
- Explain the Role of Fund Raiser and the Factors Affecting Fund Raising.
- Understand the Meaning and Functions of Communication and explain its Channels, Models and the Communication Tools.
- Appreciate the Importance of Public Relations in Organization.
- Understand the need of Media Relations, Publicity, Awareness Advertising and Social Marketing.

Recommended Readings:

1. Bean, Philip (Edited), Approaches to Welfare, Routledge & Kegan Paul, London, 1983.
2. Chowdhry, D.Paul, Social Welfare Administration, Atma Ram & Sons, Delhi, 1962.
3. Dale, Reidar, Evaluation Frame Works for Development Programmes and Projects, Sage Publications, New York, 1998.
4. Encyclopaedia of Social Work in India, Publication Division GOI, New Delhi 1968 Vol. I Pg. 110-118 Communication Pg. 210-235 Social Administration.
5. Fernando, Fr. Emmanuel S. Project From Problems St. Xavier's Church, Mumbai, 1998.
6. Goel, S.L, Jain, R. K., Social Welfare Administration Vol. 2, Deep & Deep Publications, New Delhi, 1998.
7. Hart, Roderick P. et.al, Public Communications, Harper & Row Publishers, New York, 1975.
8. Khan, R.L., Social Administration in India, Mohira Capital Publishers, Chandigarh, 1970.
9. Prasad, Rajeswar, Social Administration, Shree Publishing House, Delhi, 1982.

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- <https://ddceutkal.ac.in/Syllabus/MSW/Paper-6.pdf>
- <https://silo.tips/download/page1-social-work-administration-dr-dillip-mishraphd>
- <http://www.egyankosh.ac.in/bitstream/123456789/17228/1/Unit-1.pdf>
- http://www.bdu.ac.in/schools/social-sciences/social-work/docs/studymaterials/Management_of_Welfare_Organizations_Unit_2.pdf

IFTM University, Moradabad
Master of Social Work (MSW) Programme

Semester – III

Course Code: MSW314; Family and Child Welfare

Course Objectives:

The purpose of this course is to providing in depth knowledge of family, child welfare institution, problems related to family, family welfare policy, strategies for solving problems and parenting roll of family.

Course Content:

UNIT-1

Family and Child Welfare as a field of Social Work, Scope of Family and Child Welfare, Origin, Characteristics, Types and Functions of Family, Family as an Association and Institution, Changes in Demographic and Social Situations of a Family

UNIT-II

Problems related to Family, Adjustment, Family Tension, Deviance, Alcoholism & Drug Abuse, Divorce & Separation, Family Disorganization, Meaning, Causes and Consequences, Single Parental Families, Live in Relations

UNIT-III

Family Welfare Policy, Family Laws, Hindu Marriage Act, Special Marriage Act, Hindu Succession Act, Family Court Act, Personal laws related to family. Women and children welfare

UNIT-IV

Programmes for Welfare of Family, Family Counseling, Marriage Counseling, Family Therapy, Strategies for solving problems in families, Preventive & Rehabilitative, Parenting role of family, Intervention with families

Course Outcomes:

Students completing this course will be able to:

- Explain the Scope of Family and Child Welfare, and describe Origin, Characteristics, Types and Functions of Family.
- Understand the Problems related to Family viz. Adjustment, Family Tension, Deviance, Alcoholism & Drug Abuse, Divorce & Separation and Family Disorganization.
- Appreciate the Family Welfare Policies enacted by the Government.
- Understand the various Programmes for Welfare of Family.

Recommended Readings:

1. Abbott, P., Wallace, C. & Tyler, M., An Introduction to Sociology, Feminist Perspectives, Routledge, London and New York, 2005.
2. Agrawal, M. (ed.) Women Empowerment and Globalization, Kanishka Publishers, New Delhi, 2009.
3. Dutta, R. & Kornberg, J. (ed.) Women in Developing Countries, Viva Books, New Delhi, 2005.
4. Goode, W.J., The Family, Prentice Hall of India.
5. Govt. of India, Towards Equality, Report of the committee on the status of women in India.
6. Haralambos M., Hollborn, M. & Robin Heald, R. Sociology, Themes and Perspectives, Harper Collins, London, 2000.
7. Holmes, M. What is Gender, Sociological Approaches, Sage Publications, New Delhi, 2007.

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- https://en.wikipedia.org/wiki/Ministry_of_Women_and_Child_Development
- <https://wcd.nic.in/about-us/about-ministry>
- <https://ddceutkal.ac.in/Syllabus/MSW/Paper-16.pdf>
- https://niti.gov.in/planningcommission.gov.in/docs/plans/planrel/fiveyr/10th/volume2/v2_ch2_10.pdf
- <http://ecoursesonline.iasri.res.in/course/view.php?id=198>
- <https://www.yourarticlelibrary.com/essay/women-and-child-welfare-schemes-in-india/39589>

Semester – III

Course Code: MSW315; Criminology & Correctional Administration

Course Objectives:

The objectives of this course are to describe the meaning, nature and scope of criminology and penology, outline the key concepts of the major theories of criminology, Explain Classical and Constitutional Theory of Crime, Understand and discuss the strengths and limitations of various theories, Recognize and discuss the importance of the relationship between theory and practice, Evaluate research relating to theories of causation and explain the typologies of crimes and punishments.

Course Content:

UNIT-I

Criminology, Concept, Definition & Scope, Theories of Crime, Schools of Criminology, Classical, Positive, Neo Classical, Biological

UNIT-II

Crime, Meaning, Definition, Elements, Causes, Prevention & Control. Juvenile Delinquency, Meaning, Definition, Causes, Prevention & Control, New Forms of Crime, Organized Crime, White-Collar Crime, Cyber Crimes & Terrorism.

UNIT-III

Penology, Meaning & Scope, Theories of Punishment, Imprisonment, Objectives & Trends

UNIT-IV

Prison Administration in India, Prison Reform in India, Social Work Practice in Prisons

Course Outcomes:

Students completing this course will be able to:

- Understand the concept of Criminology and Theories of Crime.
- Define Crime and explain its Causes, Prevention & Control.
- Understand Juvenile Delinquency and explain its Causes, Prevention & Control.
- Describe New Forms of Crime viz. Organized Crime, White-Collar Crime, Cyber Crimes & Terrorism.
- Define Penology and Theories of Punishment and Imprisonment.
- Understand Prison Administration & Prison Reform in India and Social Work Practice in Prisons

Recommended Readings:

1. Bajpai, G.S., Victim in the Criminal Justice Process, Uppal Publication House, New Delhi, 1997.
2. Barlow H.D., Introduction to Criminology, Little, Brown and Company, 1978.
3. Barnes, H.E. & Teeters, N.K., New Horizons in Criminology, Prentice-Hall, New Delhi, 1966.
4. Feldman, P., The Psychology of Crime, A Social Science Textbook, Cambridge University Press, U.K. 1993.
5. Foucault, M. Discipline & Punish, The Birth Of Prison (Trans.), Sheridan Alan, Vintage Books, New York, 1979.
6. Franko, K., Globalization and Crime, Sage Publication, New Delhi, 2007.
7. Godfrey, B.S., Lawrence P. & Williams, C.A. History and Crime, Sage, New Delhi, 2008.
8. Harlombos M., Hollborn, M. & Robin Heald, R. Sociology, Themes and Perspectives, Harper Collin, London, 2000.
9. Khan, S.A., Rights of the Victims, Reparation by International Criminal Court, APH Publication, New Delhi, 2007.
10. Reddy, A.R., ed. Dimensions of Crime and Corruption in India, Serial Publication, New Delhi, 2005.
11. Taft, D.R. & Ralph W., Criminology, Macmillan, England, 1964.
12. Walsh, A. & Ellis L., Criminology, An Interdisciplinary Approach, Sage Publication, Delhi, 2007.

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- http://www.wbnsou.ac.in/student_zone/e-resources/study_material/pg/MSWPaper-12.pdf
- http://www.wbnsou.ac.in/student_zone/e-resources/study_material/pg/MSWPaper-12.pdf

Semester – IV

Course Code: MSW411;Organizational Behaviour

Course Objectives:

The purpose of this course is to familiarize the students with the organizational behaviour, Challenges and group behavior and substantive knowledge in the aforesaid field.

Course Content:

UNIT-I

Introduction, Concept and nature of Organizational Behaviour, Contributing disciplines to the field of O.B., O.B. Models, Need to understand human behaviour, Challenges and Opportunities for Organizational Behaviour

UNIT-II

Individual Behaviour, Self Concept, Learning – theories and reinforcement schedules, Personality – determinants and traits, Perception –Process and errors. Interpersonal Behaviour, Johari Window, Transactional Analysis – ego states, types of transactions, life positions.

UNIT-III

Group Behaviour & Team Development, Concept of Group and Group Dynamics, Types of Groups, Theories of Group Formation, Group Norms, Group Cohesiveness, Group Think and Group Shift, Group Decision Making, Inter Group Behaviour, Concept of Team Vs. Group, Types of teams, Building and managing effective teams.

UNIT-IV

Organization Culture and Conflict Management, Organizational Culture, Managing Conflict – Sources, types, process and resolution of conflict, Managing Change, Managing across Cultures, Empowerment and Participation.

Course Outcomes:

Students completing this course will be able to:

- Understand Concept and nature of Organizational Behaviour and Need to understand human Behaviour.
- Describe Individual Behaviour, Learning theories and reinforcement schedules, Personality determinants and traits, Perception Process and errors, Interpersonal Behaviour, Johari Window and Transactional Analysis.
- Understand Group Behaviour & Team Development.
- Explain Organization Culture and Conflict Management.

Recommended Readings:

- 1 Khanka, S.S., Organizational Behaviour, Sultan Chand and Sons, New Delhi.
- 2 Luthans, Fred, Organizational Behaviour, Tata McGraw Hill, New Delhi, 2003.
- 3 Moshal, B.S., Organization & Management, Galgotia Publishing Co., 2003.
- 4 Prasad, L.M., Organizational Behaviour, Sultan Chand & Sons, 2003.
- 5 Stephen P., Robbins, Organizational Behaviour, Prentice Hall of India Pvt. Ltd., New Delhi, 2003.

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- http://www.untag-smd.ac.id/files/Perpustakaan_Digital_1/CONFLICT%20MANAGEMENT%20Managing%20conflict%20in%20organizations.pdf

Semester – IV

Course Code: MSW412; Human Resource Management & Industrial Relations

Course Objectives:

The objective of this course is to familiarize the student with the Human resource Management, Human Resource development, relationship between HRD, HRM & Personal Management, Industrial relations and collective bargaining.

Course Content:

UNIT-1

Human Resource Management (HRM), Meaning, Objectives, Functions and Scope, Human Resource Development (HRD), Meaning, Objectives, Functions and Scope, Relationship between HRD, HRM & Personnel Management

UNIT-II

HR Planning, Meaning, Objectives & Processes, Determinants of HR Planning, Recruitment and Selection Processes, Concept of Human Resource Information system (HRIS), Training and Development

UNIT-III

Job Analysis and Job Design, Job Evaluation, Objectives and Methods, Wage Determination, Factors, Principles and Theories, Methods of Wage Determination

UNIT-IV

Industrial Relations, Concept and Models, Industrial Relation Machinery, Preventive and Curative, Workers Participation in Management, Concept, Determinants and Scope, Collective Bargaining, Concept, Strategies and process, Trade Unions as Bargaining Agent

Course Outcomes:

Students completing this course will be able to:

- Explain Meaning, Objectives, Functions and Scope of HRM &HRD, and describe Relationship between HRD, HRM & Personnel Management.
- Define HR Planning and describe its Determinants.
- Understand Recruitment and Selection Processes and describe Concept HRIS.
- Explain Job Analysis, Job Design, Job Evaluation, and Wage Determination.
- Understand Industrial Relations, Industrial Relation Machinery, Workers Participation in Management and Collective Bargaining, and explain Trade Unions as Bargaining Agent.

Recommended Readings:

1. Fippo, Edwin B Personnel Management Tata McGraw Hill Inc, New Delhi, 1984.
2. Mamoria, Personnel Management Himalaya Publishing House, Bombay, 1994.
3. Monappa, Arun Industrial Relations Tata McGraw Hill Publishing Company Ltd, New Delhi, 2004.
4. Monappa, Arun, Saiyadian Mirza S. personnel Management Tata McGraw Hill Publishing Company Ltd, New Delhi, 1994.
5. Pareek, Udai, Rao, T.V. Designing and human Resource Systems Oxford & IBH Pub.Ltd, New Delhi, 1998.
6. Pettinger Richard the Future of Industrial Relations Richard Pettinger& Rebecca Firth Redwood Books.
7. Rao, T.V. Readings in HRD Oxford & IBH Pub Ltd, New Delhi, 1999.
8. Saiyadain, Mirza S, Human Management Tata Mcgraw Hill Pub. Company Ltd, New Delhi, 1996.

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Semester – IV

Course Code: MSW413; Labour Welfare and Social Security

Course Objectives:

The purpose of this course is to familiarize the students with the social security, social insurance, Laws, principles, social welfare Act related to social security and role of welfare officer.

Course Content:

UNIT-1

Conceptual and Theoretical Framework of Social Security, Constituents of Social Security, Social Insurance, Social Assistance and Allied Schemes, Growth of Social Security in India, Current Scenario of Social Security

UNIT-II

Social Security Laws, Workmen's Compensation Act, 1923, Maternity Benefit Act, 1961, Minimum Wages Act, 1948

UNIT-III

Social Security Law-II, Employee's State Insurance Act, 1946, Payments of Wages Act, 1936, Employee's Provident fund and Miscellaneous Provision Act, 1952

UNIT-IV

Concept, Principles, Approaches and Schemes of Labour Welfare in India, Factories Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970, Industrial Employment (Standing Orders) Act, 1946, Industrial Disputes Act, 1947, Role of Welfare Officer

Course Outcomes:

Students completing this course will be able to:

- Define Social Security and explain Constituents of Social Security, Growth of Social Security, and its Current Scenario in India.
- Explain Social Security Laws viz. Workmen's Compensation Act, 1923, Maternity Benefit Act, 1961 and Minimum Wages Act, 1948.
- Explain Social Security Law-II viz. Employee's State Insurance Act, 1946, Payments of Wages Act, 1936, Employee's Provident fund and Miscellaneous Provision Act, 1952.

- Understand Labour Welfare in India viz. Factories Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970, Industrial Employment (Standing Orders) Act, 1946 and Industrial Disputes Act, 1947.
- Explain the Role of Welfare Officer.

Recommended Readings:

1. Chaturvedi, S.M., Labour and Industrial Laws Central Law Agency, Allahabad, 1995.
2. Goswami, V.G., Labour & Industrial Laws central Law Agency, Allahabad, 1995.
3. Hasan, N., Social Security in the Framework of Economic Development, University Press, Aligarh, 1965.
4. Mishra, B.N., International Social Security System, Anmol Publication, New Delhi.
5. Saxena, R.C., Labour Problems and Social welfare, K. Nath & Company, Meerut, 1986.
6. Sharma, A.M., Aspects of Labour Welfare and Social Security, Himalaya Publishing House, Bombay, 1996.
7. Sinha, P.K., Social Security Measures in India, Classical publications, Delhi, 1980.

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- https://labour.gov.in/sites/default/files/375_2019_LS_Eng.pdf

IFTM University, Moradabad
Master of Social Work (MSW) Programme

Semester – IV

Course Code: MSW414; Rural-Urban Community Development

Course Objectives:

The objective of this course is to familiarize the students with the community developments, Goals, Ideology, rural –urban Community Development and substantive knowledge in the aforesaid field.

Course Content:

UNIT-1

Community Development, Concepts, Goals and Ideology of Community development, Process and Principles of Community Development, Essential Characteristics of Community Development

UNIT-II

Rural Community Development, Concept, Approaches and Strategies, Rural Development Programmes in India, Peoples' Participation in Rural Development, Role of Panchayati Raj Institutions and NGOs in Rural Development

UNIT-III

Urbanization, Causes and Consequences, Urban Community Development, Concept, Objectives and Approaches of Urban Development, Urban Community Development Programmes in India, 74th Amendment and Local Bodies, Role of NGO's in Urban Development

UNIT-IV

Problems of Rural & Urban Development, Poverty and Unemployment, Illiteracy and Social Inequality, Housing, Health and Sanitation, Problems of Slums

Course Outcomes:

Students completing this course will be able to:

- Know Concepts, Goals, Ideology, Process, Principles and Characteristics of Community Development.
- Describe Concept, Approaches and Strategies Rural Community Development and Explain Rural Development Programmes in India.

- Explain Causes and Consequences Urbanization and describe Urban Community and Role of NGO's in Urban Development.
- Understand Problems of Rural & Urban Development viz. Poverty and Unemployment, Illiteracy and Social Inequality, Housing, Health and Sanitation, and Problems of Slums.

Recommended Readings:

1. Kapoor, A. K, Singh, Dharmavir Rawat Publication, New Delhi, 1992.
2. Mathur, M.V., Panchayati Raj Administration, IIPA, New Delhi, 1970.
3. Nagpaul, Hans, Social Work in Urban India, Rawat Publication, New Delhi, 1996.
4. Noor, Mohammad, Slum Culture and Deviant Behaviour, Idarah-I- Adabiyat-I-Delhi, Delhi, 1983.
5. Shah, D.R., (Edited) Alternative in Rural Development, Sterling Publication Pvt. Ltd, New Delhi, 1990.
6. Siddiqui, H.Y., Working with Communities, Hira Publication, New Delhi, 1997.
7. Singh, Kamaldeo Narain, Urban Development in India, Abhinav Publication, New Delhi, 1978.
8. Singh, Hoshiyar, Rural Development in India, Rupa Books International, Jaipur, 1985.
9. Srivastava, S.P., Development Debate, Rawat Publication, Jaipur, 1998.
10. Thudipara, Jacob Z., Urban Community Development, Rawat Publication, Jaipur, 1993.

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- <https://www.pndajk.gov.pk/uploadfiles/downloads/15-Rural%20&%20Urban%20development.pdf>
- https://www.researchgate.net/publication/240774242_The_Links_Between_Urban_and_Rural_Development
- https://www.researchgate.net/publication/250192072_Community_Development_as_a_Strategy_to_Rural_Development
- http://www.mospi.gov.in/sites/default/files/Statistical_year_book_india_chapters/Rural%20and%20Urban%20Development-writeup.pdf
- <https://www.oecd.org/regional/ministerial/documents/urban-rural-Principles.pdf>

Semester – IV

Course Code: MSW415; Dimensions of Health & Medical Social Work

Course Objectives:

The purpose of this course is to familiarize the students with the Medical & health Concepts, Dimensions, Social - Cultural factor of health, problems of health, pollution and role of medical social workers in various settings.

Course Content:

UNIT-1

Medical Social Work, Meaning, Development, Need, Scope, Principles & Skills, Health, Concept, Dimensions & Interdependence of Dimensions, Basic Rules for Healthy Living.

UNIT-II

Social and Cultural Factors of Health, Problems of Health in India, Air Pollution, Water Pollution, Noise Pollution, Drug Addiction & Alcoholism

UNIT-III

Role of Medical Social Workers in Various Settings, General Hospital, Child Guidance, Clinics, Specialized Hospitals, Counseling Centers, Rehabilitation Centers

UNIT-IV

Community Health, Concept, Meaning, Definitions, Objectives, Programmes of Community Health, Various Approaches to Community Health, Role of Medical Social Worker in Promotion of Community Health

Course Outcomes:

Students completing this course will be able to:

- Explain Meaning, Development, Need, Scope, Principles & Skills of Medical Social Work.
- Understand the concept of Health and Basic Rules for Healthy Living.
- Describe Social and Cultural Factors of Health and understand Problems of Health in India.
- Explain Role of Medical Social Workers in Various Settings.
- Explain Concept, Meaning, Definitions and Objectives of Community Health.
- Describe Programmes of Community Health, Various Approaches to Community Health and explain Role of Medical Social Worker in Promotion of Community Health.

Recommended Readings:

1. Mahajan, B.K., The Text Book of Social and Preventive Medicine, Jaypee Brothers Medical Publishers (P) Ltd.
2. Park & Park, The Text Book of Social and Preventive Medicine, Misc. Publisher.
3. Part, J.E. and Park K. Text Book of Preventive and Social Medicine, M/s Banarasi Das, Jabalpur.
4. Singh Surendra & Mishra P.D., Health and Disease, Dynamics and Dimensions, New Royal Book Co., Lucknow.
5. Suninn Richard, M., Fundamentals of Behaviour Pathology, John Wiley & Sons New York.

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- <https://www.socialworkers.org/LinkClick.aspx?fileticket=o7o0IXW1R2w%3D&portalid=0>
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- <https://scholarworks.lib.csusb.edu/cgi/viewcontent.cgi?article=1740&context=etd>