

# **NEP and Learning Outcome-based Curriculum Framework (LOCF)**

**for  
Post Graduate Program**

**Master of Social Work**

(To be effective from the Academic Session 2024-25)



**Department of Social Work  
Gurugram University, Gurugram**

(A State University established by Govt. of Haryana Act No. 17 of 2017)

**GURUGRAM UNIVERSITY, GURUGRAM**  
(A State University established by Govt. of Haryana Act No. 17 of 2017)

**Study & Evaluation Scheme of Master of Social Work**

**Summary**

|                                   |   |                                      |
|-----------------------------------|---|--------------------------------------|
| Programme                         | : | Master of Social Work                |
| Duration                          | : | As per University norms              |
| Eligibility                       | : | Two years full time (Four Semesters) |
| Medium                            | : | English/Hindi                        |
| Minimum Requirement of Attendance | : | 75%                                  |
| Total Credits                     | : | 94                                   |

Assessment of Student's Performance and Scheme of Examination:

1. English and Hindi shall be the medium of instruction and examination.
2. The examination shall be conducted at the end of each Semester as per the Academic Calendar notified by the University.
3. The system of Evaluation shall be as follows:
  - The scheme of examination for the Master of Social Work program is structured across four semesters, comprising core courses, elective courses, multidisciplinary courses, skill enhancement courses and value-added courses
  - The assessment is divided between end-of-semester examinations, which carry a weightage of 70%, and internal assessment, accounting for the remaining 30%. Examination patterns include a mix of short-answer and long-answer questions.
  - Viva-voce assessments are conducted for fieldwork examinations in each semester.
  - One month internship after Semester II involves submitting a detailed report and delivering a presentation.
  - Additionally, the fourth semester includes a Research Project submission, evaluated through a report assessment and viva voce conducted by both External and Internal Examiners.

**Assessment Evaluation**

| <b>Internal Marks</b> | <b>Major Test (End Semester Exam) Marks</b> | <b>Total Marks</b> |
|-----------------------|---|--------------------|
| 30                    | 70  | 100                |

### Internal Evaluation

| Minor Test | Attendance | Assignment/<br>Presentation | Total<br>Marks |
|------------|------------|-----------------------------|----------------|
| 10         | 10         | 10                          | 30             |

### Duration of Examination

| Major Test(End Semester Exam) | Internal (Minor Test) |
|-------------------------------|-----------------------|
| 3 hrs.                        | 1½ hrs.               |

### Programme Outcome of Master of Social Work

**PO -1** Students will have advanced knowledge of social work theories, methods, and practices, and understand how social work impacts policy and practice.

**PO-2** Students will follow social work ethics, respect human dignity and diversity, and apply ethical principles to help individuals and communities.

**PO-3** Students will have strong verbal and written communication skills, show empathy, listen actively, and build professional relationships.

**PO-4** Students will have leadership skills for managing social work organizations and community engagement activities

**PO -5** Students will commit to ongoing professional development, stay updated on new trends in social work, and use research to improve their practice and policy decisions.

### Programme-Specific Outcome of Master of Social Work

**PSO 1 Skill and Value Development:** By providing a range of courses, including multidisciplinary studies and skill-focused offerings students will acquire the essential knowledge, skills, attitudes, and values necessary for the social work profession

**PSO 2 Specialized Practice Areas:** Specialized coursework and field experiences will prepare students to work in various settings within the development sector, including non-profit organizations, government agencies, international NGOs, industry and corporate sectors.

**1. Scheme of Programme**  
**(Scheme PG A1: Postgraduate Programmes (Course work only))**

**Semester 1**

| Course eCode                                | Course Title  | Course ID        | L     | T | P | L       | T | P | Total Credits | MARKS |    |    |    |       |
|---|---|------------------|-------|---|---|---------|---|---|---------------|-------|----|----|----|-------|
|   |   |                  | (Hrs) |   |   | Credits |   |   |               | TI    | TE | PI | PE | Total |
| <b>Core Course(s)</b>                       |   |                  |       |   |   |         |   |   |               |       |    |    |    |       |
| CC-A01                                      | Introduction to Social Work Profession                            | 241/M SW/C C101  | 3     | 1 | - | 3       | 1 | - | 4             | 30    | 70 | -  | -  | 100   |
| CC-A02                                      | Social Work with Individuals                                      | 241/M SW/C C102  | 3     | 1 | - | 3       | 1 | - | 4             | 30    | 70 | -  | -  | 100   |
| CC-A03                                      | Field Work Practicum  | 241/M SW/C C103  | -     | - | 4 | -       | - | 4 | 4             | -     | -  | 30 | 70 | 100   |
| <b>Discipline Specific Elective Courses</b> |   |                  |       |   |   |         |   |   |               |       |    |    |    |       |
| DSE-01                                      | <b>Choose any one</b>   |                  | 3     | - | - | 3       | - | - | 3             | 25    | 50 | -  | -  | 75    |
|   | 1. Sociological Perspective on Indian Society and Social Problems | 241/M SW/D S 104 |       |   |   |         |   |   |               |       |    |    |    |       |
|   | 2. Psychology and Social Work: Understanding Human Behaviour      | 241/M SW/D S 105 |       |   |   |         |   |   |               |       |    |    |    |       |
|   | 3. Fundamentals of  |                  |       |   |   |         |   |   |               |       |    |    |    |       |

|                                      |  |                  |   |   |   |   |   |   |           |    |    |   |   |            |
|--------------------------------------|--|------------------|---|---|---|---|---|---|-----------|----|----|---|---|------------|
|                                      | Economics and Political Science for Social Work Practice | 241/M SW/D S 106 |   |   |   |   |   |   |           |    |    |   |   |            |
| <b>Multidisciplinary Course(s)</b>   |  |                  |   |   |   |   |   |   |           |    |    |   |   |            |
| MDC-01                               | One from Pool  |                  | 3 | - | - | 3 | - | - | 3         | 25 | 50 | - | - | 75         |
| <b>Ability Enhancement Course(s)</b> |  |                  |   |   |   |   |   |   |           |    |    |   |   |            |
| AEC-01                               | One from Pool  |                  | 2 | - | - | 2 | - | - | 2         | 15 | 35 | - | - | 50         |
| <b>Value-added Course(s)</b>         |  |                  |   |   |   |   |   |   |           |    |    |   |   |            |
| VAC-01                               | Social Justice, Human Rights and Social Work             | 241/M SW/V A101  | 2 | - | - | 2 | - | - | 2         | 15 | 35 | - | - | 50         |
| <b>Total Credits</b>                 |  |                  |   |   |   |   |   |   | <b>22</b> |    |    |   |   | <b>550</b> |

Semester 2

| Course Code                                 | Course Title                                    | Course ID       | L     | T | P | L       | T | P | Total Credits | MARKS |    |    |    |       |
|---|---|-----------------|-------|---|---|---------|---|---|---------------|-------|----|----|----|-------|
|   |   |                 | (Hrs) |   |   | Credits |   |   |               | TI    | TE | PI | PE | Total |
| <b>Core Course(s)</b>                       |   |                 |       |   |   |         |   |   |               |       |    |    |    |       |
| CC-A04                                      | Social Work with Groups                         | 241/MS W/CC 201 | 3     | 1 | - | 3       | 1 | - | 4             | 30    | 70 | -  | -  | 100   |
| CC-A05                                      | Community Practice in Social Work               | 241/MS W/CC 202 | 3     | 1 | - | 3       | 1 | - | 4             | 30    | 70 | -  | -  | 100   |
| CC-A06                                      | Field Work Practicum                            | 241/MS W/CC 203 | -     | - | 4 | -       | - | 4 | 4             | -     | -  | 30 | 70 | 100   |
| <b>Discipline Specific Elective Courses</b> |   |                 |       |   |   |         |   |   |               |       |    |    |    |       |
| DSE-02                                      | <b>Choose any one</b>                           |                 | 3     | - | - | 3       | - | - | 3             | 25    | 50 | -  | -  | 75    |
|   | 1. Social Work Practice with Diverse Population | 241/MS W/DS 204 |       |   |   |         |   |   |               |       |    |    |    |       |
|   | 2. Social Work and Disaster Management          | 241/MS W/DS 205 |       |   |   |         |   |   |               |       |    |    |    |       |
|   | 3. Social Work Practice in Mental Health        | 241/MS W/DS2 06 |       |   |   |         |   |   |               |       |    |    |    |       |
| <b>Multidisciplinary Course(s)</b>          |   |                 |       |   |   |         |   |   |               |       |    |    |    |       |
| MDC-02                                      | One from Pool                                   |                 | 3     | - | - | 3       | - | - | 3             | 25    | 50 | -  | -  | 75    |
| <b>Ability Enhancement Course(s)</b>        |   |                 |       |   |   |         |   |   |               |       |    |    |    |       |
| AEC-02                                      | One from Pool                                   |                 | 2     | - | - | 2       | - | - | 2             | 15    | 35 | -  | -  | 50    |
| <b>Skill Enhancement Course(s)</b>          |   |                 |       |   |   |         |   |   |               |       |    |    |    |       |

|                      |                            |                 |   |   |   |   |   |   |           |    |    |   |   |            |
|----------------------|----------------------------|-----------------|---|---|---|---|---|---|-----------|----|----|---|---|------------|
| SEC-01               | Counselling in Social Work | 241/MS W/SE2 01 | 2 | - | - | 2 | - | - | 2         | 15 | 35 | - | - | 50         |
| <b>Total Credits</b> |                            |                 |   |   |   |   |   |   | <b>22</b> |    |    |   |   | <b>550</b> |

### Semester 3

| Course Code                                 | Course Title   | Course ID                          | L     | T | P | L       | T | P | Total Credits | MARKS |    |    |    |       |
|---|--|------------------------------------|-------|---|---|---------|---|---|---------------|-------|----|----|----|-------|
|   |  |                                    | (Hrs) |   |   | Credits |   |   |               | TI    | TE | PI | PE | Total |
| <b>Core Course(s)</b>                       |  |                                    |       |   |   |         |   |   |               |       |    |    |    |       |
| CC-A07                                      | Administration of Welfare and Development Services   | 241/MS W/CC 301                    | 3     | 1 | - | 3       | 1 | - | 4             | 30    | 70 | -  | -  | 100   |
| CC-A08                                      | Research in Social Work  | 241/MS W/CC30 2                    | 3     | 1 | - | 3       | 1 | - | 4             | 30    | 70 | -  | -  | 100   |
| CC-A09                                      | Field Work Practicum   | 241/MS W/CC 303                    | -     | - | 4 | -       | - | 4 | 4             | -     | -  | 30 | 70 | 100   |
| <b>Discipline Specific Elective Courses</b> |  |                                    |       |   |   |         |   |   |               |       |    |    |    |       |
| DSE-03                                      | <b>Choose any one Specialization</b><br>1. <b>HR</b> - Human Resource Management<br>2. <b>CD</b> – Rural Community Development | 241/MS W/DS 304<br>241/MS W/DS 305 | 3     | - | - | 3       | - | - | 3             | 25    | 50 | -  | -  | 75    |
| <b>Multidisciplinary Course(s)</b>          |  |                                    |       |   |   |         |   |   |               |       |    |    |    |       |
| MDC-03                                      | One from Pool  |                                    | 3     | - | - | 3       | - | - | 3             | 25    | 50 | -  | -  | 75    |
| <b>Skill Enhancement Course(s)</b>          |  |                                    |       |   |   |         |   |   |               |       |    |    |    |       |

|                                   |                           |                 |   |   |   |   |   |   |           |    |    |    |    |            |
|-----------------------------------|---------------------------|-----------------|---|---|---|---|---|---|-----------|----|----|----|----|------------|
| SEC-02                            | Development Communication | 241/MS W/SE 301 | 2 | - | - | 2 | - | - | 2         | 15 | 35 | -  | -  | 50         |
| <b>Value-added Course(s)</b>      |                           |                 |   |   |   |   |   |   |           |    |    |    |    |            |
| VAC-02                            | Gender and Development    | 241/MS W/VA 301 | 2 | - | - | 2 | - | - | 2         | 15 | 35 | -  | -  | 50         |
| <b>Seminar</b>                    |                           |                 |   |   |   |   |   |   |           |    |    |    |    |            |
| Seminar                           | -                         |                 | - | - | 2 | - | - | 2 | 2         | -  | -  | 15 | 35 | 50         |
| <b>Internship/Field Activity#</b> |                           |                 |   |   |   |   |   |   |           |    |    |    |    |            |
| Internship/<br>Rural<br>Camp      |                           |                 | - | - | 4 | - | - | 4 | 4         | -  | -  | 30 | 70 | 100        |
| <b>Total Credits</b>              |                           |                 |   |   |   |   |   |   | <b>28</b> |    |    |    |    | <b>700</b> |

#Four credits of internship earned by a student during summer internship after 2nd semester will be counted in 3<sup>rd</sup> semester of a student who pursues 2 year PG Programme without taking the exit option.

**Semester 4**

| Course Code   | Course Title   | Course ID                              | L     | T | P | L       | T | P | Total Credits | MARKS |    |    |     |            |
|---|--|--|-------|---|---|---------|---|---|---------------|-------|----|----|-----|------------|
|   |  |  | (Hrs) |   |   | Credits |   |   |               | TI    | TE | PI | PE  | Total      |
| <b>Core Course(s)</b>                                 |  |  |       |   |   |         |   |   |               |       |    |    |     |            |
| CC-A10  | Social Action and Social Legislation   | 241/MS W/CC 401                        | 3     | 1 | - | 3       | 1 | - | 4             | 30    | 70 | -  | -   | 100        |
| CC-A11  | Field Work Practicum   | 241/MS W/CC 402                        | -     | - | 4 | -       | - | 4 | 4             | -     | -  | 30 | 70  | 100        |
| <b>Discipline Specific Elective Courses</b>           |  |  |       |   |   |         |   |   |               |       |    |    |     |            |
| DSE-04  | <b>Choose any one specialization</b><br>1)HRM – Industrial Relations and Labour Laws<br><br>2)CD – Urban Community Development | 241/MS W/DS 403<br><br>241/MS W/DS 404 | 3     | - | - | 3       | - | - | 3             | 25    | 50 | -  | -   | 75         |
| <b>Multidisciplinary Course(s)</b>                    |  |  |       |   |   |         |   |   |               |       |    |    |     |            |
| MDC-04  | One from Pool  |  | 3     | - | - | 3       | - | - | 3             | 25    | 50 | -  | -   | 75         |
| <b>Ability Enhancement Course(s)</b>                  |  |  |       |   |   |         |   |   |               |       |    |    |     |            |
| AEC-03  | One from Pool  |  | 2     | - | - | 2       | - | - | 2             | 15    | 35 | -  | -   | 50         |
| <b>Community Engagement/Field Work/Survey/Seminar</b> |  |  |       |   |   |         |   |   |               |       |    |    |     |            |
| Research Project                                      | -  | 241/MS W/RP 405                        | -     | - | 6 | -       | - | 6 | 6             | -     | -  | 45 | 105 | 150        |
| <b>Total Credits</b>                                  |  |  |       |   |   |         |   |   | <b>22</b>     |       |    |    |     | <b>550</b> |

**Master of Social Work**  
**Semester - I**  
**Introduction to Social Work Profession**  
Course ID - 241/MSW/CC101

**CC-A01**

**Credits: 4 (Hrs./Week: 4)**

**Maximum Marks: 100**  
**Theory Examination: 70**  
**Internal Assessment: 30**

**Note:** The question paper will consist of four Units containing eight questions with internal choice from each unit i.e. two questions from each unit. The candidate will be required to answer five questions in all. Four questions will have to be attempted from four units and the fifth question which is compulsory shall be of short answer type question covering the entire syllabus. All the questions shall carry equal marks i.e. 14 each from the I to IV units and 5" compulsory question shall be divided into seven short answer questions of 2 marks each i.e.  $7 \times 2 = 14$  thus making it the total weight age to 70 marks.

**Course Outcomes:**

- Understand the evolution of social work as a profession.
- Acquire knowledge about various social service traditions, reform movements and the transitions from a welfare-oriented approach to empowerment-focused intervention.
- Develop an appreciation for the values, ethics, knowledge base, attitude, skills and techniques pertinent to effective social work practice across different settings.
- Inculcate professional identity and persona necessary for proficient social work practice

**Unit-I**

**Introduction to Social Work Profession**

- Social Work Profession: Definition, goals, and functions
- Social Work relation with other concepts: Voluntary Action, Social Services, Reform Movements, Social Welfare, Development, and Human Rights
- Values in Social Work: Ethical considerations and principles
- Methods in Social Work Practice

**Unit-II**

**Historical Development of Social Work as a Profession**

- Evolution of Social Work Education and Profession in the UK, USA and Asia
- Evolution of Social Work Education and Profession in India
- Contribution of Social, Political Leaders, Gandhi, Ambedkar, Phule, Vinoba, Jay Prakash Narayan, and others
- Contemporary Challenges and Issues

**Unit-III**

## Social Work as a Profession

- Elements of a Profession
- Ethical Guidelines and Code of Conduct for Social Workers
- Social Work Education in India
- Emerging Areas in Social Work Practice

## Unit-IV

### Theoretical Perspectives for Social Work Practice •

Therapeutic Approach in Social Work Practice

- Systems and Ecological Perspectives
- Radical and Marxist Approaches to Social Work
- Feminist Perspective in Social Work Practice
- Rights-Based Social Work Practice

### Suggested Readings:

- Batra, S., & Dash, B. M. (2021). *Fundamentals of Social Work*. New Delhi, India: Concept Publishing.
- Dash, B. M. (Ed.). (2022). *Introduction to Social Work*. Sage Publications.
- Dash, B. M., Kumar, M., & Shukla, S. (2019). *Social Work in India: Indigenous Approaches and Models*. Concept Publisher.
- Desai, M. (2002). *Ideologies and Social Work: Historical and Contemporary Analysis*. Jaipur, India: Rawat Publication.
- Gore, M. S. (2011). *Social Work and Social Work Education*. New Delhi: Rawat Publication.
- NASW. (1987). *Encyclopaedia of Social Work (18th Edition)*. NASW.
- Majumdar, K., Baikady, R., & D'Souza, A. A. (Eds.). (2023). *Indigenization discourse in social work: International perspectives*. Springer.
- Payne, M., & Reith-Hall, E. (2019). *The Routledge Handbook of Social Work Theory*. Routledge.
- Sajid, S. M., & Jain, R. (2018). *Reflections on Social Work Profession*. New Delhi: Bloomsbury.
- Singh, R. R., Bhatt, S., & Desai, M. (Eds.). (2019). *Journeys in Social Work Education in India: Emerging Reflections*. Rawat Publication.
- Siporin, M. (1975). *Introduction to Social Work Practice*. New York: Macmillan Publishing Inc.
- Skidmore, A. A., Thackeray, M. G., & Farley, O. W. (1997). *Introduction to Social Work*. Boston: Allyn & Bacon.
- University Grants Commission. (1980). *Review of Social Work Education in India: Retrospect and Prospect*. New Delhi.
- Woodroffe, K. (1962). *From Charity to Social Work*. London: Routledge and Kegan Paul.
- Worsley, A., Olsen, A., Mason-Whitehead, E., & Mann, T. (Eds.). (2012). *Key Concepts in Social Work Practice (Sage Key Concepts Series)*. Sage Publications.

### Journals

Indian Journal of Social Work: Tata Institute of Social Sciences available at <https://tiss.edu/view/6/research/the-indian-journal-of-social-work/>

Social Work Education: The International Journal - Taylor & Francis available at <https://www.tandfonline.com/journals/cswc20>

National Association of Professional Social Workers <https://www.napswi.org/>

**Master of Social Work**  
**Semester - I**  
**Social Work With Individuals**  
Course ID - 241/MSW/CC102

**CC-A02**

**Credits: 4 (Hrs./Week: 4)**

**Maximum Marks: 100**  
**Theory Examination: 70**  
**Internal Assessment: 30**

**Note:** The question paper will consist of four Units containing eight questions with internal choice from each unit i.e. two questions from each unit. The candidate will be required to answer five questions in all. Four questions will have to be attempted from four units and the fifth question which is compulsory shall be of short answer type question covering the entire syllabus. All the questions shall carry equal marks i.e. 14 each from the I to IV units and 5" compulsory question shall be divided into seven short answer questions of 2 marks each i.e.  $7 \times 2 = 14$  thus making it the total weight age to 70 marks.

**Course Outcomes:**

- Develop an understanding of Case Work as a method of social work practice
- Apply practical knowledge of tools and techniques in Case Work practice
- Equip the skills to utilize different intervention models during Social Case Work practice

**Unit-I**  
**Foundation of Case Work**

- Historical Development - origins, meaning, and nature of the casework method.
- Philosophical Foundation
- Basic Case Work Concepts - social roles and functioning, needs, adjustment, adaptation, person-in-environment, and viewing the client as a unique individual ●  
Communication Skills

**Unit-II**  
**Principles and Components of Case Work**

- Relationship in Casework: Meaning, nature, and elements of relationships in casework; including empathy, transference, and counter-transference.
- Authority in Practice: The role of authority in casework practice.
- Components of Casework: The person, the problem, the place, and the process. ●  
Cultural Context: Understanding the cultural context in casework practice.

**Unit-III**  
**Approaches to Case Work Practice**

- Various Approaches: Diagnostic, functional, and psychosocial approaches to casework.

- Eclectic and Problem-Solving Approach
- Strength-Based and Crisis Intervention
- Behavior Modification
- Task-Centered and Radical Casework

## Unit-IV

### Process and Techniques of Case Work

- Phases of Intervention: Assessment, diagnosis, and intervention
- Intervention Techniques: Techniques of casework intervention, Counselling in casework and psychotherapy
- Casework practice in different settings: families, adoption agencies, correctional facilities, mental health settings, and with oppressed and marginalised groups
- Crisis Situations: Violence, abuse, rape, conflicts, disasters, and other calamities. • Skills of a case worker

### Suggested Readings:

- Beistek, F. P. (1957). *The casework relationship*. Chicago: Loyola University Press.
- Bland, R., Drake, G., & Drayton, J. (2021). *Social work practice in mental health: An introduction*. Routledge.
- Davison, H. E. (1972). *Casework: A psychosocial therapy*. New York: Random House.
- Fook, J. (1993). *Radical casework: A theory of practice*. Australia: Allen & Unwin.
- Frankel, A. J. (2011). *Case management: An introduction to concepts and skills* (3rd ed.). New York, NY: Oxford University Press.
- Hamilton, G. (2013). *Theory and practice of social casework*. New Delhi, India: Rawat Publications.
- Hollis, F. (1964). *Casework: A psychosocial therapy*. New York: McGraw Hills.
- Holosko, M. J. (2017). *Social work case management: Case studies from the frontlines*. California, USA: SAGE Publications.
- Hudson, J. (2014). Structural Functional Theory, *Social Work Practice and Education*. *The Journal of Sociology and Social Welfare*, 5, 2-18.
- Johnson, E. J., & Huggins, C. L. (2019). *Social casework methodology: A skills handbook for the Caribbean human services worker*. Springer.
- Mathew, G. (1992). *An introduction to social casework*. Bombay: Tata Institute of Social Sciences.
- Upadhyay, R. K. (2003). *Social casework: A therapeutic approach*. New Delhi, India: Rawat Publications.
- Mullahy, C. M. (2016). *The case manager's handbook* (6th ed.). Burlington, MA: Jones & Bartlett Learning.
- Pearlman, H. H. (1957). *Social casework: A problem-solving process*. Chicago: The University of Chicago Press.
- Pippins, J. A. (1980). *Developing casework skills*. California: Sage Publications.
- Reid, W. J. (1978). *The task-centred system*. New York: Columbia University Press.

Richmond, M. E. (2010). What is social case work? An introductory description (1922). New York, NY: Kessinger Publishing.

Robert, R. W., & Nee, R. H. (Eds.). (1970). Theories of social casework. Chicago: The University of Chicago Press.

Shahid, M., & Jha, M. (2014). Revisiting Client-worker Relationship: Biestek through a Gramscian Gaze. *Journal of Progressive Human Services*, 25, 18-36.

Summers, N. (2011). Fundamentals of case management practice: Skills for the human services (4th ed.). CA, USA: Brooks Cole.

**Master of Social Work**  
**Semester - II**  
**Social Work with Groups**  
Course ID - 241/MSW/CC103

**CC-A04**

**Credits: 4 (Hrs./Week: 4)**

**Maximum Marks: 100**  
**Theory Examination: 70**  
**Internal Assessment: 30**

**Note:** The question paper will consist of four Units containing eight questions with internal choice from each unit i.e. two questions from each unit. The candidate will be required to answer five questions in all. Four questions will have to be attempted from four units and the fifth question which is compulsory shall be of short answer type question covering the entire syllabus. All the questions shall carry equal marks i.e. 14 each from the I to IV units and 5" compulsory question shall be divided into seven short answer questions of 2 marks each i.e.  $7 \times 2 = 14$  thus making it the total weight age to 70 marks.

**Course Outcomes:**

- Develop an understanding of Group Work as a method within social work practice
- Apply practical knowledge of tools and techniques in Group work practice
- Equip the skills to utilize different intervention models during practice in various settings

**Unit-I**  
**Understanding Social Group**

- Social Groups: Definitions, importance, and classification.
- Cultural Context and Diversity
- Group Behaviour and Social Attitudes
- Group Dynamics and Sociometry

**Unit-II**  
**Social Group Work as a Method**

- Group Work: Definition, goals, principles, and scope of group work.
- Types of Social Work Groups
- Stages of Group Work
- Models for Group Work Practice

**Unit-III**  
**Social Group Work Process and Techniques**

- Group Work Process: Steps involved in the group work process.
- Group Leadership: Types of leadership and decision-making processes in groups.
- Techniques in Group Work I: Programme planning, monitoring, and evaluation.
- Techniques in Group Work II: Group discussion, group counselling, and recording

## Unit-IV

### Theoretical Approaches and Application in Group Work

- Group Therapy
- Transactional Analysis and Gestalt Therapy
- Support Groups
- Applications in Social Work Practice: Diverse populations (children, youth, women, elderly) in people in difficult circumstances. ● Roles and Skills of a Group Worker

#### Suggested Readings:

Balgopal, P. R., Pathare, S., & Balgopal, M. M. (2024). *Theory and practice of social group work in Indian society*. Springer.

Corey, M. S., Corey, G., & Corey, C. (2017). *Groups: Process and practice* (10th ed.). Cengage Learning.

D, P. M. (2021). *Social group work: Theory and practice*. Notion Press.

Toseland, R. W., & Rivas, R. F. (2017). *An introduction to group work practice* (8th ed.). Pearson.

Gitterman, A., & Shulman, L. (2016). *Mutual aid groups, vulnerable and resilient populations, and the life cycle* (5th ed.). Columbia University Press.

Garvin, C. D., Gutierrez, L. M., & Galinsky, M. J. (2016). *Handbook of social work with groups* (2nd ed.). Guilford Press.

Yalom, I. D., & Leszcz, M. (2005). *The theory and practice of group psychotherapy* (5th ed.). Basic Books.

Forsyth, D. R. (2018). *Group dynamics* (7th ed.). Cengage Learning.

Brown, N., & Lent, R. W. (Eds.). (2019). *Handbook of counselling psychology* (5th ed.). John Wiley & Sons.

Hepworth, D. H., Rooney, R. H., & Larsen, J. A. (2017). *Direct social work practice: Theory and skills* (10th ed.). Cengage Learning.

Fisch, R., Weakland, J. H., & Segal, L. (1982). *The tactics of change: Doing therapy briefly* (2nd ed.). Jossey-Bass.

Brown, D., Pryzwansky, W. B., & Schulte, A. C. (Eds.). (2017). *Psychological consultation and collaboration: Introduction to theory and practice* (8th ed.). Pearson.

Corey, G., Corey, M. S., & Corey, C. (2018). *Groups in action: Evolution and challenges* (2nd ed.). Cengage Learning.

Shulman, L. (2015). *The skills of helping individuals, families, groups, and communities* (8th ed.). Cengage Learning.

Winston, A. S., & Packer, D. J. (2016). *Handbook of social psychology* (5th ed.). Oxford University Press.

Konopka, G. (1963). *Social group work: A helping process*. Englewood Cliffs, NJ: PrenticeHall.

Trecker, H. B. (1972). *Social group work: Principles and practices*. New York: Association Press.

Crawford, K., Price, M., & Price, B. (2014). *Group work practice for social workers*. London: Sage.

#### Journals

Social Work with Groups – A Journal of Community and Clinical Practice, Taylor and Francis  
Online <https://www.tandfonline.com/journals/wswg20>  
Association for Specialists in Group Work: Best Practice Guidelines 2007. Available at  
<HTTP://www.ncbi.nlm.nih.gov/books/NBK64212/>

**Master of Social Work  
Semester - II  
Community Practice in Social Work**

**CC-A05**

**Credits: 4 (Hrs./Week: 4)**

**Maximum Marks: 100  
Theory Examination: 70  
Internal Assessment: 30**

**Note:** The question paper will consist of four Units containing eight questions with internal choice from each unit i.e. two questions from each unit. The candidate will be required to answer five questions in all. Four questions will have to be attempted from four units and the fifth question which is compulsory shall be of short answer type question covering the entire syllabus. All the questions shall carry equal marks i.e. 14 each from the I to IV units and 5" compulsory question shall be divided into seven short answer questions of 2 marks each i.e.  $7 \times 2 = 14$  thus making it the total weight age to 70 marks.

**Course Outcomes:**

- Understand the concept and dynamics of community for Social Work Practice
- Recognize and understand the various social and cultural factors influencing community practice.
- Acquire knowledge of various theoretical models guiding community practice. ● Apply acquired knowledge and skills to effectively engage in community

**Unit-I**

**Introduction to Community •**

Understanding Community: Meaning, Concept, Definition and Characteristics, Community as place, space, interest, symbols, shared heritage, and sentiments.

- Rural, Urban and Tribal Communities
- New and Emerging forms of communities

**Unit-II**

**Introduction to Community Practice**

- Community Practice: Concept, Definition and Scope
- History and Evolution of Community Practice
- Theoretical Perspective on Community Practice
- Principles of Community Practice

**Unit-III**

**Community Practice Process**

- Steps in Community Practice
- Analysis of Community Needs: Identification of Resources and Challenges.

- Engagement with communities, Organizing and Mobilizing Communities
- Intervention tools community profiling, PLA, and LFA
- Problem Analysis, Stakeholder Analysis, Force Field Analysis and Strategic Planning

#### **Unit-IV**

### **Community Practice Models and Skills**

- Indigenous Approaches
- Models of Community Practice
- Consensus and Conflict Approaches
- Understanding Community-Based Organizations
- Skills for Practitioners

#### **Suggested Readings:**

- Bauman, Z. (2001). *Community: Seeking safety in an insecure world*. Polity Press.
- Cohen, A. P. (1985). *Symbolic construction of community*. Tavistock Publications and Ellis Horwood Limited.
- Cox, F., & Pawar, M. (2018). *International community development: Practice, policy and research*. Routledge.
- Etzioni, A. (1995). *The spirit of community: Rights, responsibility and the communitarian agenda*. Fontana Press.
- Forde, C., & Lynch, D. (2013). *Social work and community development: A critical practice perspective*. Macmillan Palgrave.
- Freire, P. (1972). *Pedagogy of the oppressed*. Penguin.
- Gamble, D. N., & Weil, M. (2010). *Community practice skills: Local to global perspectives*. Columbia University Press.
- George, S. (2017). *Community organization and development practice in India*. Rawat Publications.
- Gangrade, K. D. (2001). *Working with community at the grassroots level: Strategies and programmes*. Radha Publications.
- Hardcastle, D. A., Powers, P. R., & Wenocur, S. (2004). *Community practice: Theories and skills for social workers*. Oxford University Press.
- Hardina, D. (2002). *Analytical skills for community organization practice*. Columbia University Press.
- Ife, J. (2013). *Community development in an uncertain world: Vision, analysis and practice*. Cambridge University Press.
- Jacob, R. K. (2023). *Models of community organization: For social work practice*. Notion Press.
- Joseph, S. (2016). *Community organization in social work*. Discovery Publishing House Pvt Limited.
- Kirst-Ashman, K. K., & Hull, G. H. (2018). *Understanding generalist practice*. Nelson Education.
- Ledwith, M. (2013). *Community development: A critical approach (2nd ed.)*. Policy Press.
- Ledwith, M., & Springett, J. (2010). *Participatory practice: Community-based action for transformative change*. The Policy Press.
- McKnight, J., & Plummer, J. M. (2014). *Community organizing: Theory and practice (Advancing core competencies)*. Pearson.
- Palmer, S. D. (Ed.). (2011). *Social work and community practice*. Routledge.
- Pawar, M. (2010). *Community development in Asia and the Pacific*. Routledge.

- Popple, K. (2015). *Analysing community work: Theory and practice*. Open University Press.
- Ross, M. G. (1967). *Community organisation: Theory, principles and practice*. Harper and Row.
- Somerville, P. (2016). *Understanding community: Politics, policy and practice* (2nd ed.). Polity Press and Social Policy Association.
- Stepney, P., & Popple, K. (2008). *Social work and the community: A critical context for practice*. Palgrave Macmillan.
- Weil, M. (1996). *Community practice: Conceptual models*. The Haworth Press Inc.
- Weil, M., Reisch, M., & Ohmer, M. L. (2013). *The handbook of community practice* (2nd ed.). Sage.

### **Journals**

The International Journal of Community and Social Development- Published by Sage  
<https://journals.sagepub.com/doi/abs/10.1177/25166026211050746>

**Master of Social Work  
Semester -**

**III**

**Administration of Development, Welfare Services and Social Policy**

**CC-A07**

**Credits: 4 (Hrs./Week: 4)**

**Maximum Marks: 100**

**Theory Examination: 70**

**Internal Assessment: 30**

**Note:** The question paper will consist of four Units containing eight questions with internal choice from each unit i.e. two questions from each unit. The candidate will be required to answer five questions in all. Four questions will have to be attempted from four units and the fifth question which is compulsory shall be of short answer type question covering the entire syllabus. All the questions shall carry equal marks i.e. 14 each from the I to IV units and 5" compulsory question shall be divided into seven short answer questions of 2 marks each i.e.  $7 \times 2 = 14$  thus making it the total weight age to 70 marks.

**Course Outcomes:**

- Comprehend the concept, nature, and historical evolution of social welfare and development administration.
- Familiarize students with the concept of development, social policies and social planning.
- Grasp the essential components of administration and principles of sound governance.
- Develop practical skills in administration, program planning, and execution.

**Unit I**

**Foundations of Welfare and Development Administration**

- Concept, nature, history and scope of Social Welfare Administration
- Importance and Functions of Social Welfare Administration
- Actors in Social Welfare Administration: GO, NGO, Corporates and Co-operatives • Administrative Process: Policy Making, Planning, Organizing, Staffing, Directing, Supervising, Co-ordination, Budgeting, Decision making, Monitoring and Evaluation

**Unit II**

**Administration and Management of Social Welfare Programmes**

- Project Formulation
- Communication in Administration
- Public Relations and Mass Media
- Establishment and Management of Human Service Organizations
- Challenges Faced by Voluntary Organizations and NGOs

**Unit II**

**Master of Social Work  
Semester -**

**Social Development and Social Policy**

- Social Development: Meaning, Definition and Dynamics of Development
- Theories of Development
- Indicators of Development
- Emerging Issues in Social Development

**Unit -IV**

**Social Policy, Planning and Development**

- Social Policy: Definition, need, evolution and constitutional base
- Instruments of Social Policy
- Social Planning and Key Social Policies in India
- Policy Analysis and Evaluation

**Suggested Readings:**

- Bhattacharya, S. (2006). *Social work administration & development*. Rawat Publications.
- Brody, R. (2004). *Effectively managing human service organizations*. Sage Publications.
- Chandra, S. (2001). *Non-governmental organizations: Structure, relevance and function*. Kanishka Publishers.
- Dadrawala, N. H. (2004). *The art of successful fundraising*. CAP.
- Kaushik, A. (2013). *Welfare and development administration in India*. Global Vision Publishing House.
- Kettner, P. M., Moroney, R. M., & Martin, L. L. (2017). *Designing and managing programs: An effectiveness based approach* (5th Edn). Sage.
- Lewis, J. A., Lewis, M. D., & Others (2000). *Management of human service programs*. Books/Coles.
- Netting, F. E., & O'Connor, M. K. (2002). *Organization practice: A social worker's guide to understanding human services*. Allyn & Bacon.
- Padaki, V., & Vaz, M. (2004). *Management development and non-profit organizations*. SAGE.
- Palekar, S. A. (2012). *Development administration*. Phi Publications.
- Patti, R. J. (2008). *The handbook of human service management*. Sage Publications.
- Pynes, J. E. (2004). *Human resources management for public and nonprofit organizations*. Jossey-Bass.
- Reddy, V. (2020). *Transforming governance: E-governance and digital public administration in India*. Sage Publications.
- Roy Sanjoy. (2016) *Social Welfare Administration – Development and Prospects*, Discovery Publishing House.
- Skidmore, R. A. (1994). *Social work administration: Dynamic management and human relationships*. Pearson Education.

Banerjee, G. (2002). *Laws relating to foreign contributions in India*. Commercial Law Publications.

Dadarwala, N. H. (2005). *Good governance and effective boards for voluntary/non-profit organizations*. CAP.

**Internet Sources**

Ministry of Social Justice and Empowerment - <https://socialjustice.gov.in/> International Journal of Social Welfare- <https://onlinelibrary.wiley.com/journal/14682397>

**Master of Social Work  
Semester -**

**III  
Research in Social Work**

**CC-A08**

**Credits: 4 (Hrs./Week: 4)**

**Maximum Marks: 100**

**Theory Examination: 70**

**Internal Assessment: 30**

**Note:** The question paper will consist of four Units containing eight questions with internal choice from each unit i.e. two questions from each unit. The candidate will be required to answer five questions in all. Four questions will have to be attempted from four units and the fifth question which is compulsory shall be of short answer type question covering the entire syllabus. All the questions shall carry equal marks i.e. 14 each from the I to IV units and 5" compulsory question shall be divided into seven short answer questions of 2 marks each i.e.  $7 \times 2 = 14$  thus making it the total weight age to 70 marks.

**Course Outcomes:**

- Demonstrate competency in designing research studies, including formulating research questions, selecting appropriate methods, and developing data collection instruments.
- Evaluate the strengths and limitations of different research methodologies and their relevance to addressing social work practice issues.
- Apply statistical analysis techniques to analyse and interpret research data effectively ● Demonstrate ethical decision-making skills in conducting research

**Unit-I**

**Introduction Social Work Research**

- Philosophy of Science and Scientific Methods
- Difference between Natural Science, Social Sciences, and Social Work
- Meaning, Scope, and Nature of Social Work Research
- Ethical Considerations in Social Research

**Unit-II**

**Research Introduction Social Work Research**

- Meaning, Importance, and Types of Research Design
- Exploratory, Descriptive, Experimental, Evaluative, Case Study, Participatory Research, and Action Research
- Meaning, Scope, and Nature of Qualitative and Quantitative Research ● Use of Mixed Methods in Social Work Research

**Unit-III**

## Sampling and Data Collection

- Meaning and Importance of Sampling
- Types of Sampling: Probability and Non-Probability Sampling
- Methods, Tools, and Techniques of Data Collection in Qualitative and Quantitative Research
- Hypothesis in Research: Meaning and Formulation

## Unit-IV

### Report Writing, Data Processing, and Basic Statistical Concepts

- Writing Research Reports: Presentation
- Styles of Referencing, Bibliography, Citing, Foot-note, Preparation of Abstract, and Publication
- Statistics: Definition, Functions, Levels of Measurements, Role, and Importance

### Suggested Readings:

- Babbie, E. R. (2016). *The practice of social research* (14th ed.). Cengage Learning.
- Bryman, A. (2016). *Social research methods* (5th ed.). Oxford University Press.
- Bhattacharjee, Anol (2012) *Social Science Research: Principles, Methods and Practices*, University of South Florida,
- Campbell, A., Taylor, B. J., & McGlade, A. (2016). *Research design in social work: Qualitative and quantitative methods*. SAGE Publications.
- Creswell, J. W. (2014). *Research design: Qualitative, quantitative, and mixed methods approaches* (4th ed.). SAGE Publications.
- Das, D. K. (2022). *Social work intervention research*. Rawat Publications.
- Grinnell, R. M., Jr., & Unrau, Y. A. (2019). *Social work research and evaluation: Foundations of evidence-based practice* (11th ed.). Oxford University Press.
- Lal Das. (2008). *Research methods for social work: Social work intervention research*. Rawat Publications.
- Neuman, W. L. (2014). *Social research methods: Qualitative and quantitative approaches* (7th ed.). Pearson.
- Rubin, A., & Babbie, E. R. (2016). *Empowerment series: Research methods for social work* (9th ed.). Cengage Learning.
- Saleebey, D. (Ed.). (2019). *The strengths perspective in social work practice* (7th ed.). Pearson.
- Thyer, B. A. (Ed.). (2018). *The handbook of Social Work Research Methods* (2nd ed.). SAGE Publications.

### Journal

Social Work Research Journal available at <https://academic.oup.com/swr>  
Journal of the Society for Social Work and Research  
available <https://www.journals.uchicago.edu/toc/jsswr/current>

**Master of Social Work  
Semester -**

**Master of Social Work  
Semester - IV  
Social Action and Social Legislation**

**CC-A10**

**Credits: 4 (Hrs./Week: 4)**

**Maximum Marks: 100  
Theory Examination: 70  
Internal Assessment: 30**

**Note:** The question paper will consist of four Units containing eight questions with internal choice from each unit i.e. two questions from each unit. The candidate will be required to answer five questions in all. Four questions will have to be attempted from four units and the fifth question which is compulsory shall be of short answer type question covering the entire syllabus. All the questions shall carry equal marks i.e. 14 each from the I to IV units and 5" compulsory question shall be divided into seven short answer questions of 2 marks each i.e.  $7 \times 2 = 14$  thus making it the total weight age to 70 marks.

**Course Outcomes:**

- Understand key theories and concepts related to social action
- Learn effective techniques for social action, including grassroots organizing and advocacy.
- Understand the application of social legislation for vulnerable, weaker, and special groups in India.
- Develop a critical understanding of social legislation and its role in providing social protection.

**Unit –I**

**Introduction to Social Action**

- Definition and conceptualization of social action
- Historical evolution and relevance of social action in social work
- Analysing the context, triggers, and tactics in social action
- Relation to other methods of Social Work Practice
- The role of social workers as agents of social change through social action

**Unit II**

**Introduction to Social Legislation**

- Social Legislation: Definitions, Objectives, and Scope
- Constitutional Framework and Role of Social Legislation in Promoting Social Justice and Equity
- Family Law: Laws related to Marriage -Hindu Marriage Act, Special Marriage Act etc ● Legislation on Maintenance and Alimony, Dowry Prohibition Act

### Unit III

#### Social Legislation -I

- Domestic Violence Act: Provisions and Implementation
- Legislation Against Trafficking of Women and Children
- Sexual Harassment at Workplace Act: Compliance and Enforcement
- Indecent Representation of Women Act: Scope and Impact

### Unit IV

#### Social Legislation- II

- Legal Provisions for Child Adoption: Procedures and Regulations
- Protection of Children from Sexual Offences (POCSO) Act: Overview and Application
- Juvenile Justice Act: Rehabilitation and Reintegration of Juvenile Offenders
- Child Labour Laws: Regulation and Enforcement
- Right to Education Act: Ensuring Universal Access to Education ● Public Interest Litigation (PIL), CrPC, IPC

#### Suggested Readings:

- Gangrade, K. D. (2011). *Social legislation in India*. New Delhi: Concept Publishing Company (P) Ltd.
- Das, S. (2018). *Social Legislation in India: A Critical Appraisal*. New Delhi: Sage Publications.
- Reddy, P. M., & Saxena, S. (Eds.). (2019). *Social Legislation and Social Work Practice: Perspectives from India*. Hyderabad: Orient BlackSwan.
- Bhattacharjee, A., & Mukherjee, S. (2017). *Gender Justice and Social Legislation: A Comparative Analysis of India and Bangladesh*. Kolkata: Stree.
- Menon, R. (2016). *Understanding Social Legislation: An Introduction*. Mumbai: Allied Publishers.
- Mishra, R., & Swaminathan, R. (2015). *Social Legislation and Women's Rights in India*. New Delhi: Cambridge University Press India.
- Singh, R. P., & Kumar, A. (2014). *Social Legislation and Social Welfare in India*. Jaipur: ABD Publishers.
- Choudhury, R., & Baruah, A. (2013). *Socio-Legal Dimensions of Social Legislation in India*. Guwahati: DVS Publishers.
- Roy, S., & Mitra, R. (Eds.). (2012). *Social Legislation and Public Policy in India: Comparative Perspectives*. Kolkata: Books Way.

**Master of Social Work**  
**Semester -**

Datta, R., & Ghosh, M. (2011). Women and Social Legislation in India: An Analytical Study. New Delhi: Mittal Publications.  
Murthy .M.V.(1996), Social Action: Asian Publication House, Bombay.  
Siddiqui.H.Y. (1984) Social Work and Social Action, Harnam publication.