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Revised Rules and Regulations for

BSW (Bachelor of Social Work)

Admission and Examination Rules for Three Year Degree Course of

Bachelor of Social Work (Semester System)

Introduction

The BSW programme is a graduate programme and is a professional course. It's introduction marks the recognition of the need to offer an opportunity to students to equip them for job-oriented courses.

The BSW course aims to:

1. Strengthen the knowledge base of students who aspire to pursue social work as a profession.
2. Prepare students to take up field level jobs in social welfare agencies at the district level.
3. Offer an opportunity to deserving and meritorious students to equip themselves to secure post graduate admission in Mizoram University or other Universities.

Short Title Commencement

The regulation shall be called the Regulation for Continuous Assessment and Grade Point (CAGP) Bachelor of Social Work (BSW) Course of the Mizoram University, Aizawl, Mizoram.

This shall come into force from the Academic Year 2019-2020

Definition

1. Semester - Each semester duration in 6(six) months
2. Total Semester - Total Semester will be 6 (six)
3. Duration - 6(six) semesters
4. Continuous Assessment - Theory and Practical examination conducted by the Department concerned including overall assessment of the conduct of the individual student recorded by the Department.
5. Semester Examination - Examination conducted by the Department/University after every 6 months for the 6 (six) semesters.

The regulation framed is subject to modification/amendment/addition and deletion from time to time by BOS/Academic Council of Mizoram University.

1. Academic Programme

- Bachelor of Social Work shall be a full time course.
- During an academic year (semester), a candidate shall be enrolled only for one programme of studies and shall not appear in any other examination of this or any other University.

2. Duration

- The duration of the Course is 3 years comprising of 6 (six) semesters.

3. Medium of Instruction and language of Examination : English

4. Eligibility for Admission

- i) A candidate seeking admission to this course must have passed 10+2 examination or any other equivalent examination recognized by Mizoram University, with at least 50% marks in aggregate in the subject combination and must have passed in each of the opted subjects in 10+2.
- ii) Admission Test shall be conducted for those eligible candidates and weightage of marks for final selection to BSW programme shall be 50/50 for Admission Test and 10+2 aggregate percentage respectively.

5. Intake Capacity: 25

6. Commencement of the Course: 1st July in each academic year

7. Commencement of Examination: Date of examination will be fixed by University after due consultation with the concerned Head of the Institution.

8. Working Days: Each Semester shall consist of 6 months.

9. Teaching Days: There will be at least 70 teaching days in each semester.

10. Eligibility for appearing in the Semester examination: A candidate attending less than 75% classes will not be eligible to appear in any Semester examination.

11. Examination: There shall be Semester system of examination for evaluation of the students.

- i) The Semester Examination will be conducted by the University as per the existing/standing rules of the University. Any student who fails in any subject will repeat the examination along with the next semester exams in the particular subject where the student has failed.

- ii) Non-appearance in regular semester examination shall be treated as losing the first chance.
- iii) The duration of Semester Examination in theory papers and practical will be as specified and depending on number of credit hours.
- iv) In case of failure in any papers in semester exams, maximum number of chances permitted for each paper is 3 including first chance.
- v) The maximum period to complete the course will be 8 years.
- vi) A student shall not be declared to have passed the examination unless he/she secures at least 50% marks in each paper after adding, the sessional (Internal Assessment) and external marks.
- vii) Mode of improvement/re-evaluation will be as per existing MZU guidelines.

12. **External Examiners:** External Examiners as and when necessary are to be appointed by the Mizoram University from the panel of external examiners approved by the relevant academic bodies.

13. **Internal Examiners:** The University shall appoint the Internal Examiners subject wise from the Institute in consultation with Head of Department/Head of Institute.

14. **Date of Examination:** Semester Examination date will be notified by the University in consultation with Head of the Institute/HOD.

15. **Question Papers:**

- i) Theory Papers: Each theory paper in semester examination will be set by examiners chosen from an approved panel by the concerned department of the institute as per guidelines.
- ii) The marks for internal assessment will be awarded by the concerned department of the institute as per guidelines.
- iii) Practical Papers: Practical exams will be conducted by external examiners and internal examiners as appointed by Mizoram University from approved panel and marks awarded as per guidelines.

16. **Evaluation, Questions and Marks Pattern:**

- i) The full marks of the entire Internal and Semester Tests/Exams of each Semester shall be 100 out of which a student shall have to secure a minimum of 50 % to be declared as passed in the Semester Examinations.
- ii) In each Semester, the total marks of Internal Test shall be 25 out of which a minimum of 10 marks (40%) has to be secured to appear for the Semester Exams. The structure/form/type of the internal test/exam will be left to the Course In-charge.

- iii) The total marks for Semester Exams shall be 75 marks. The structure of the question paper shall be divided into two sections. The first section, Part A, shall consist of three sub-sections. The first sub-section shall have 10 multiple choice questions, carrying a total of 10 marks (1 mark x10=10). The second sub-section shall have True or False type questions carrying 5 marks (1 mark x 5=5) and the third sub-section shall consist of 5 short answer type questions carrying a total of 10 marks (2 marks x5=10). The total marks of Part A shall be 25 marks. The second section, Part B, shall consist of 5 descriptive type questions carrying 10 marks each (10 marks x 5=50). This will also be set according to choice based structure. The total mark of Part B shall be 50.

17. Promotion to next higher class:

- Any candidate securing 50% marks aggregate in each paper of a semester examination will be declared pass and grade will be allotted.
- No grade will be allotted in the event of a student securing less than 50% marks aggregate in any paper.
- Any candidate failing in any paper will be entitled to sit in the failed paper as a non-regular student.
- They will continue to attend classes with their regular batch for all the semesters including fieldwork related activities.
- Degree certificates will be awarded only after successfully clearing all papers.
- Maximum chance in any paper is 3 (one regular + two additional)
- Maximum time to clear all papers is 5 years.
- In the event of any student not clearing any paper in maximum 3 chances or in the event of any student not clearing all papers within the stipulated time of 5 years, will have to leave the course uncompleted and no degree certificate will be awarded.

18. Grading of performances:

- a) Based on the performance of the student in each semester, the grade shall be awarded on a 10 point scale as per CGPA system:

Marks range (out of 100)	Grade	Grade Points performance	Description
91-100	O	10	Outstanding
81-90	A+	9	Excellent
71-80	A	8	Very Good
61-70	B+	7	Good
50-60	B	6	Pass

The minimum pass marks in each paper for Theory and Practical shall be 40% and securing aggregate of 50% for each paper (Continuous Assessment and External) in a Semester Examination.

- b) Based on the performance of the students, Division shall be awarded as per the CGPA acquired for both semester and the entire programme.

CGPA	Division
8.0 – 10	Distinction
7.0-7.9	1st
6.0.-6.9	2 nd
5.0 – 5.9	3 rd
Below 5	Fail

- At the end of each semester examinations, a student shall be awarded a Semester Grade Point Average which will be calculated as:

$$\text{SGPA} = \frac{\text{Total Credit Points per semester}}{\text{Total Credits per Semester}}$$

- At the end of the entire programme, a student shall be awarded a Cumulative Grade Point Average which will be calculated as:

$$\text{CGPA} = \frac{\text{Sum of total credit points for the programme}}{\text{Sum of total credit for the entire programme}}$$

- Conversion formula of CGPA to percentage of marks:

$$\text{Percentage of marks} = (\text{CGPA} \times 10) - 5, \text{ if CGPA} < 9$$

$$\text{Percentage of marks} = (\text{CGPA} \times 15) - 50, \text{ if CGPA} > 9$$

c) Award of Rank:

Rank will be awarded as per Mizoram University rules.

d) A candidate securing above a CGPA of 8 in any papers (Theory + Practical) will be awarded 'Honor's in that paper or papers as per Mizoram University rule

19. **Registration:** A candidate admitted to the course shall register with the Mizoram University by remitting the prescribed fees along with the application form for registration duly filled in and forwarded to the University through Head of the Institute within the stipulated date.

20. **Re-evaluation of Answer Papers:**

Re-evaluation of answer script will be as per rules and regulation of Mizoram University.

21. Notwithstanding above, Vice-Chancellor, Mizoram University, is empowered to solve any problem under statutory removal of difficulties.

BSW Curriculum 2019: Overall Course Structure and Distribution

Sl.No	Type of Courses	No. of Courses	No. of Credits
1	Foundation Course(FC)	4	20
2	Core Courses(CC)	24	112
	Theory Courses	18	72
	Field Practicum	6	40
3	Elective Courses(EC)	2	12
	Total	30	144

SEMSETER WISE DISTRIBUTION OF SUBJECTS, CREDITS AND MARKS

Semester	Course	Course No.	Category	Credit Distribution			No. of Credits	Marks			Exam (Hrs)
				L	T	P		C/A	End Sem. Exam	Total	
I	English Language and Communication	BSW 101	FC	4	1	0	5	25	75	100	3
	Introduction to Social Work	BSW 102	CC	3	1	0	4	25	75	100	3
	Psychology for Social Work	BSW 103	CC	3	1	0	4	25	75	100	3
	Sociology for Social Work	BSW 104	CC	3	1	0	4	25	75	100	3
	Field Practicum - I	BSW 105	CC	0	1	5	6	25	75	100	3
	Total Credits/Marks							23	125	375	500
II	Personality and Soft Skills Development	BSW 201	FC	4	1	0	5	25	75	100	3
	Social Case Work	BSW 202	CC	3	1	0	4	25	75	100	3
	Social Group Work	BSW 203	CC	3	1	0	4	25	75	100	3
	Political Science for Social Workers	BSW 204	CC	3	1	0	4	25	75	100	3
	Field Practicum - II	BSW 205	CC	0	1	5	6	25	75	100	3
	Total Credits/Marks							23	125	375	500
III	Counseling in Social Work	BSW 301	FC	4	1	0	5	25	75	100	3
	Social Problems	BSW	CC	3	1	0	4	25	75	100	3

	in India	302									
	Community Organization	BSW 303	CC	3	1	0	4	25	75	100	3
	Economics for Social Workers	BSW 304	CC	3	1	0	4	25	75	100	3
	Field Practicum - III	BSW 305	CC	0	1	5	6	25	75	100	3
	Total Credits/Marks						23	125	375	500	
IV	Environmental Studies	BSW 401	FC	4	1	0	5	25	75	100	3
	Social Work Research	BSW 402	CC	3	1	0	4	25	75	100	3
	Social Statistics	BSW 403	CC	3	1	0	4	25	75	100	3
	Social Welfare Administration	BSW 404	CC	3	1	0	4	25	75	100	3
	Field Practicum - IV	BSW 405	CC	0	1	5	6	25	75	100	3
	Total Credits/Marks						23	125	375	500	
V	Integrated Social Work	BSW 501	CC	3	1	0	4	25	75	100	3
	Human Rights and Social Work	BSW 502	CC	3	1	0	4	25	75	100	3
	Health Mental Health and Social Work	BSW 503	CC	3	1	0	4	25	75	100	3
	Community Development*	BSW504A	EC	4	2	0	6	25	75	100	3
	Family and Child Welfare*	BSW504B	EC	4	2	0	6	25	75	100	3
	Field Practicum - V	BSW 505	CC	0	2	6	8	25	75	100	3
	* Students can choose either one of the courses (BSW504A or BSW504B)	Total Credits/Marks					26	125	375	500	
VI	Social Policy and Planning	BSW 601	CC	3	1	0	4	25	75	100	3
	Social Legislation	BSW 602	CC	3	1	0	4	25	75	100	3
	Social Defense	BSW 603	CC	3	1	0	4	25	75	100	3
	Disability and	BSW604A	EC	4	2	0	6	25	75	100	3

	Social Work*										
	Substance Abuse, HIV/AIDS and Social Work*	BSW604B	EC	4	2	0	6	25	75	100	3
	Field Practicum - VI	BSW 605	CC	0	2	6	8	25	75	100	3
	* Students can choose either one of the courses (BSW604A or BSW604B)	Total Credits/Marks					26	125	375	500	
GRAND TOTAL							144	750	2250	3000	

BSW 101
English Language and Communication Skills

5 Credits

L:T:P – 4-1-0

Unit 1: Introduction to Language Communication

- Importance of English Language,
- Basics of Communication – Process of Communication,
- Components of Communication,
- Factors of Communication; Barriers to Communication – Physical, Psychological, Semantics, Organizational and Interpersonal Barriers; How to overcome Barriers.

Unit 2: Communication Skills in English

- Language Skills- Reading Skills and Listening Skills;
- Verbal Communication- Vocal Communication techniques and Oral Presentation;
- Non Verbal Communication- Personal appearance; Facial Expression, Movement, Posture, Gesture, Eye Contact.

Unit 3: Effective Writing

- Writing Abstracts and Summaries;
- Note Making; Report Writing- Structure and Layout,
- Elements of Structure, Front Matter, Main Body, Back Matter; Laboratory Reports.

Unit 4: Grammar 1

- Parts of Speech,
- Definition & Identification of Subject and Predicate
- Phrases & Clauses, Tense – Types of Tenses & their use.

Unit 5: Grammar 2

- Voice – Active voice and Passive voice,
- Concept of Concord – What is Concord?
- Subject - Verb Agreement; Reported Speech – Direct and Indirect Speech.

Recommended Books:

- 1) R.C. Sharma & Krishna Mohan: *Business Correspondence & Report Writing, A Practical Approach to Business and Technical Communication*, Tata McGraw Hill. **(New)**
- 2) Aruna Koweru: *Professional Communication*, Tata McGraw Hill Pub. Co. Ltd.
- 3) Wren & Martin: *English Grammar and Composition*, S. Chand Publisher (2011)

BSW 102
Introduction to Social Work

4 Credits

L:T:P – 3-1-0

Objectives

1. To provide an understanding of the influences that shaped Social Work Profession.
2. To introduce basic concepts relating to social work.
3. To develop an Understanding of basic methods and fields in social Work.

Unit I Early Influences

- Charity
- Social Service and Voluntary work
- Social Welfare
- Social Reform
- Social Work

Unit II Value and Ethical Base of Social Work Practice

- Assumptions of Social Work Practice
- Social Work Values
- Social Work Code of Ethics
- Principles of Social Work

Unit III Methods of Social Work

- Social Case Work
- Social Group Work
- Community Organisation
- Social work Research
- Social Welfare administration

Unit IV Social Work as a Profession

- Criteria of a Profession
- Development of Social Work as a Profession
- Professional Values
- Fields of social Work

References

- Arjun Dev et al. : *Human Rights: A Source Book*, New Delhi: NCERT
- Bhattacharya, Ajit : *Social Justice and The Indian Constitution*, Shimla: Indian
1997 Institute of Advance Studies
- Government of India : *Social Welfare in India*, New Delhi: Planning Commission
1960
- Khinduka, S.K. : *Social Work in India*, Udaipur: Sarvodaya Sahitya Samaj.
1962
- Patel, Chhaya : *Social Work Practice: Religio Philosophical Foundations*, New
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- Siddiqui, H.Y. (Ed.) : *Social Welfare in India*, New Delhi: Harnam Publications
1990
- Skidmore, R.A. : *Introduction to Social Work*, New Jersey: Prentice Hall.
1982
- Wadia, A.R. : *History and Philosophy of Social Work in India*, Bombay: Allied.
1961

BSW 103
Psychology for Social Work

4 Credits

L:T:P – 3-1-0

Objectives

1. To develop an understanding of psychological concepts for social work practice
2. To develop an understanding of stages of human growth and development
3. To provide a basic understanding of Human behaviour and personality.

Unit I: Basic Concepts

- Nature and Scope of Psychology
- Psychology and Social work
- Perception, Intelligence, Cognition, Emotion and Memory

Unit II: Human Growth and Developmental

- Stages of Human Growth and Development
- Human Reproductive System
- Heredity and Environment

Unit III: Learning and Motivation

- Learning
- Principles of Learning: Classical and Operant Conditioning
- Human Needs: Hierarchy of Needs
- Motivation

Unit IV Personality

- Personality: Types and Traits
- Psychodynamic Approach
- Cognitive Approach
- Erikson's Psycho Social Approach

References

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| Chrispoher
1980 | : Personality, London: Harcourt Brace Jovanovich College Publishers. |
| Hurlock ,E
1995 | : Development Psychology, New Delhi: Mcgraw Hill |
| Mangal,S.K
1988 | : General Psychology, New Delhi: Mcgraw Hill |
| Morgan & King
1975 | : Introduction to Psychology, New Delhi: Mcgraw Hill |
| Maslow, Abhraham H
1987 | : Motivation and Personality, Singapore: Pearson Education. |
| Baral, K.C.
1985 | : Sigmund Freud: A study of his theory of Art and Literature, New Delhi, Sterling |

Objectives

1. To sensitize the Social work students on basic sociological concept.
2. To introduce a basic understanding of Social Institutions.
3. To develop an understanding of Social System and Social Change.

Unit I: Basic Concepts

- Nature and Scope of Sociology
- Sociology and Social Work
- Society and Community
- Associations and Institutions
- Social Group

Unit II: Social Institutions

- Social Stratification: Estate, Class and Caste
- Family, Marriage and Kinship
- Education and Religion
- Socialisation

Unit III: Social System and Social Control

- Status and Role
- Social Structure and Social System
- Culture and Civilization
- Social Control
- Agencies of Social Control

Unit IV: Social Change

- Concept of Social Change:
- Factors of Social Change:
- Process of Social Change: Modernization, Westernization, Sanskritization.
- Social Movements

References

- Dubey, S. M. : North East India: a sociological study, Pub. Plc Delhi Publ. 1977
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- Giddens, Anthony : Sociology, Cambridge Publ. Edition 3rd ed. 1997
- Kuppuswamy, B. : Social change in India Vikas Publ. Delhi 1972
- Nayar, P. K. B. : Sociology in India : Retrospect and Prospect, B. R. Publ., Delhi 1982
- Prakash Chandra Mehta : Tribal development in 20th century, Pub. Plc Udaipur (India) Publ. Shiva Publ. 2000
- Richard T. Schaefer : Sociology : A brief introduction, Edition 6th ed. Boston Publ. McGraw-Hill Publ. 2006
- Channa, S. M. : Family and marriage: a critical appraisal, Cosmo Publ. New Delhi 1998
- Samuel Koenig : Sociology : An introduction to the Science of Society, New York Publ. Barnes & Noble Publ. 1957
- Vidhyarthi L. P. and B. K. Rai : The Tribal culture of India, Edition 2nd ed. Pub. Plc New Delhi Publ. Concept Publ. Dt 1985 Extn. 488p.

BSW 105

Field Practicum I

6 Credits

L:T:P – 0-1-5

Objective:

- To promote an understanding on social welfare services available in the area.
- To promote observation skills and social work recording skills.
- To promote an understanding of the scope of social work intervention in the contexts of social welfare organisations.

Requirements:

- Observation Visits: 3 days and 7-10 Agencies
- Field Placement in Governmental and Non-governmental welfare Agencies – 10 days.

SECOND SEMESTER

BSW 201

Personality and Soft Skill Development

5 Credits

L:T:P – 4-1-0

UNIT 1: Introduction to Personality Development

- Basic of Personality Development and its importance
- Definition, components, scope
- Communication skills and personality development

UNIT 2: Grooming Personality

- Motivation
- Leadership skills and team building
- Goal setting
- Time Management and Effective Planning

UNIT 3: Element of a Letter

- Email communication – Introduction,
- Techniques for writing effective e-mail, E-mail etiquette,
- Letter writing, Job Application Letters, Writing Resume.

UNIT 4: Business Letter

- Business letters – Letter of Enquiry,
- Quotations, and Order and acknowledge letters,
- Complaint and adjustment letters.

UNIT 5: Oral Communication (Practical to be conducted in the College)

- Facing interview – VIVA VOCE,
- Different forms of classroom interaction:
- Seminar, Paper presentation,
- Group discussion and Public Speaking.

BSW 202
Social Case Work

4 Credits

L:T:P – 3-1-0

Objectives

1. To provide an understanding of Social Work method of working with individuals.
2. To develop an understanding of values, principles and skills required in Social Group Work process
3. To sensitize students to the practice of Social Case Work.

Unit I: Basic Concepts

- Human Needs: Bio-Psycho-social Perspective
- Concept of Social Case Work
- Components of Social Case Work
- Historical Development of Case Work

Unit II Ethical Base in Social Case Work

- Values
- Principles
- Tools and Techniques
- Skills

Unit III Case Work Process

- Study/Assessment
- Diagnosis
- Intervention
- Termination and Follow-up

Unit IV Institutional Settings for Practice

- Schools
- Hospitals
- Community
- Family Counseling Centers

Reference

- Banerjee, G.R. : *Papers on Social Work*, Bombay: Tata Institute of Social Sciences.
1971
- Friedlander, : *Concepts and Methods of Social Work*, Englewoods Cliffs: Prentice
W.A. Hall.
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- Hollis, F. : *Case Work: A Psychosocial Therapy*, New York: Random House.
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1987 Welfare.
- Nursten, J. : *Process of Case Work*, GB: Pitman Publications.
1987
- Perlman, H. : *Social Case Work: a Problem Solving Process*, Chicago: University of
1957 Chicago.

BSW 203
Social Group Work

4 Credits

L:T:P – 3-1-0

Objective

1. To provide an understanding of Social Work method of working with groups
2. To develop an understanding of values, principles and skills required in Social Group Work process
3. To sensitize students to the practice of Social Group Work.

Unit I: Basic Concepts

- Concept of Group
- Types of Groups
- Challenges in Groups
- Social Group Work

Unit II Ethical Base in Social Group Work

- Values
- Principles
- Tools and Techniques
- Skills

Unit III Group Work Process

- Stages of Group Development
- Group Dynamics
- Group Work Process

Unit IV Practice of Group Work

- Children
- Youth
- Elderly
- Women
- Self Help Groups

References

- Cartwright, D., and Zander, A. (Eds.) : *Group Dynamics: Research and Theory*, New York: Harper and Row.
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- Dwivedi, K. N. (Ed.) : *Group Work With Children and Adolescents*, London: Jessica Kingsley.
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2001
- Phillips, Julie : *Group Work in Social Care*, London: Jessica Kingsley.
2001
- Toseland, Ronald W. and Robert, Rivas F. : *An Introduction to Group Work Practice*, Boston: Allyn and Bacon.
1995

BSW 204
Political Science for Social Workers

4 Credits

L:T:P – 3-1-0

Objectives

1. To sensitize the social work students on the importance of understanding politics.
2. To promote an understanding of the basic concepts of politics.
3. To provide an understanding of the Indian polity.
4. To sensitize on the major challenges to Indian polity

Unit I Basic Concepts

- Nature and Scope of Political Science
- Political Science and Social Work
- State and Civil Society
- Rights, Freedom, Equality and Justice

Unit II Political Institutions

- Constitution
- Types of Constitution
- Democracy and Political Participation
- Political Parties and Pressure Groups

Unit III Indian Constitution

- Salient Features of Indian Constitution
- Fundamental Rights
- Directive Principles of State Policy
- Legislature, Executive, and Judiciary

Unit IV Challenges to Indian Democracy

- Federalism
- Nationalism
- Secularism
- Casteism and Communalism

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- | | |
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2011 | ÷ Our Constitution. New Delhi: National Book Trust, India; Second edition. |
| Bakshi P.M.
2013 | ÷ Constitution of India. Universal Law publishing; Twelfth edition. |
| Basu D.D.
2015 | ÷ Introduction to the Constitution of India. Lexis Nexis; 22 nd edition. |
| Kashyap, Subhash C.
2011 | ÷ Our Parliament. National Book Trust; First edition. |
| Khosla Madhav
2012 | ÷ The Indian Constitution (Oxford India Short Introductions Series). Oxford; First edition. |

BSW 205

Fieldwork Practicum – II

6 Credits

L:T:P – 0-1-5

Objectives:

- To promote an understanding of human needs using bio psychosocial perspective.
- To promote an understanding of group dynamics and the use of group work in addressing human needs.
- To promote social work skills in working with individuals and groups.

Requirements:

- Field Placement in Governmental and Non-governmental welfare Agencies – 10 days.

THIRD SEMESTER
BSW 301
Counseling in Social Work

5 Credits

L:T:P – 4-1-0

Objective

1. To provide an understanding of Counseling within Social Work practice.
2. To develop an understanding of values, principles and skills required in counseling process
3. To sensitize students to Counseling.

Unit I: Concepts

- Counseling, Guidance and Psychotherapy
- Counselor skills, qualities, and attitudes
- Social Work and Counseling
- Origin of Counseling
- Theories of Counseling (Psychodynamic and Existential Humanistic)

Unit II: Counseling Process

- Preparatory Stage
- Beginning Stage
- Middle Stage
- Termination Stage
- Recording

Unit III: Ethical issues in Counseling

- Principles of counseling
- Goals of counseling
- Tools, Techniques and Skills of counseling

Unit IV: Scope of Counseling

- HIV/ AIDS
- Substance Abuse
- Disaster and Natural Calamities
- Women and Children

Boylan, J.C., Malley, Patric : Practicum and Internship Textbook and Resource Guide for Counselling and Therapy, Taylor and Francis Group. B. 2001

Butler, C. and Joyce : Counselling Couples in Relationships, An Introduction to the Relational Approach, John Wiley and Sons. 1998

Clark, D.M. and Christopher, Fairburn G. : Science and Practice of Cognitive Behavioural Therapy, New Delhi: Oxford University Press. 1997

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BSW 302
Social Problems in India

4 Credits

L:T:P – 3-1-0

Objectives:

1. To provide a conceptual understanding of social problem.
2. To develop an understanding about the nature of social problems in India and north-east in particular.
3. To develop skills of intervention in dealing with social problems in India and north-east.

Unit I: Basic Concepts

- Social Disorganization and Pathology
- Social Change
- Social Problem
- Causes and Consequences of Social Problems

Unit II: Social Problems in India

- Poverty and Unemployment
- Illiteracy
- Population Explosion
- Corruption

Unit III: Social Problems in North East

- Insurgency and Terrorism
- Alcoholism and Drug Abuse
- Human Trafficking and Sex Work
- Corruption and Nepotism

Unit IV: Social Work Intervention

- Government's programmes
- Role of Civil Society Organizations
- Role of social workers

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BSW 303
Community Organization

4 Credits

L:T:P – 3-1-0

Objectives

1. To provide an understanding of the concept of community.
2. To provide a conceptual understanding of community practice.
3. To provide an understanding of the nature and scope of community practice in different settings.

Unit I: Community and Community Work

- Concept of Community
- Types of Community
- Community Organization, Community Development, and Social Action
- Goals of Community Work

Unit II: Historical Development

- Historical Development of Community Organization in the UK
- Historical Development of Community Organisation in the US
- History of Community Organisation in India

Unit III: Social Work in Communities Principles of Community Work

- Techniques in Community Work
- Process of Community Work
- Components of Community Work
- Role of Community Worker

Unit IV Community Work in Different Settings

- Territorial Settings: Rural, Urban and Tribal
- Functional Communities: Health and Education
- Correctional Settings

References

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- Ross, Murray G. : *Community Organization Theory, Principles and Practice*,
1954 New York: Harper & Row.
- Siddiqui, H.Y. : *Working with Community*, New Delhi: Hira Publication.
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- Siddiqui, H.Y. (Ed.) : *Social Action*, New Delhi: Harnam Publication.
1984

BSW 304
Economics for Social Workers

4 Credits

L:T:P – 3-1-0

Objectives

1. To sensitize the social work students on the importance of understanding polity.
2. To promote an understanding of the basic concepts of and political science.
3. To provide an understanding of the Indian polity.

Unit I: Basic Concepts of Economics

- Concept of Economy
- Nature and Scope of Economics
- Micro and Macro Economics
- Economics and Social Work

Unit II Indian Economy

- Characteristics of Indian Economy
- National Income Accounting in India
- Occupational Structure in Indian Economy
- Infrastructure in Indian Economy

Unit III Economic Growth Development in India

- Concepts of Economic Growth and Development
- Five Year Plans and Economic Development
- Liberalization and Privatization
- Globalization

Unit IV Challenges to Economic Development

- Poverty
- Unemployment
- Inequality
- Balanced Regional Development

References

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2014 | : Indian Economy Since Independence: 2014 – 15. |
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BSW 305
Field Practicum – III

6 Credits

L:T:P – 0-1-5

Objectives:

- To promote an understanding of governments' programmes and its impact.
- To promote an understanding of group dynamics and the use of group work in addressing human needs.
- To promote social work skills in working with individuals and groups.

Requirements:

- Field Placement in Governmental settings– 10 days.
- Rural Camp: 1 Week

FOURTH SEMESTER

BSW 401 Environmental Studies

5 Credits

L:T:P – 4-1-0

UNIT 1: *Introduction & Natural Resources*

- Definition, Scope & Importance
- Renewable Resources and Associated problems (10 lectures)
- Forest Resources: use & over exploited, Deforestation
- Water Resources: use & over utilization of surface and ground water; conflicts over water
- Minerals Resources: use & exploitation, environmental effects of extraction and using mineral resources
- Food Resources: changes caused by agriculture and effects of modern agriculture
- Energy Resources: renewable and non-renewable energy sources
- Land Resources: land degradation, soil erosion and desertification

UNIT 2 : *Ecosystems (10 lectures)*

- Concept of Ecosystem
- Structure and function of an ecosystem
- Producers, consumers and decomposers
- Energy flow in the ecosystem
- Food chains, food webs and ecological pyramids

UNIT 3: *Biodiversity and its Conservation (10 lectures)*

- Definition of Biodiversity
- Bio-geographical classification of India
- Biodiversity at national and local levels; Hot-spots of biodiversity in India
- Threats to biodiversity: Habits loss, poaching of wild life, man- wildlife conflicts; endangered and endemic species in India
- Conservation of biodiversity: in-situ & ex-situ conservation of biodiversity.

UNIT 4: *Environmental pollution (10 lectures)*

- Definition, Causes, Effects & Control measures of :-
- Air Pollution
- Water Pollution
- Soil Pollution
- Solid waste management : causes, effects & control measures of urban and industrial wastes
- Disaster Management: floods, earthquakes, cyclones and landslides.

References

- Coates, John : Ecology and Social Work: Toward a New Paradigm, Fernwood
2018 Publishing Co., Ltd: Florida.
- [Aila-Leena](#) “ Eco-Social Approach in Social Work.
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Nahri (2003)
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2012 Justice

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- Nahri, Kathi : The eco-social approach in social work and the challenges to the
 2004 expertise of social work, University of Jyväskylä.
- Verma, Alka : Green Social Work: Environmental Protection.
 2015

BSW 402
Social Work Research

4 Credits

L:T:P – 3-1-0

Objectives:

1. To promote an understanding of scientific method and its application in the study of social phenomenon.
2. To help students to understand the process of social work research.
3. To help the students to learn the process of formulating research problem and designing them.

Unit I Basic Concepts

- Scientific Method and Study of Social Phenomena
- Social Research
- Social Work Research
- Quantitative and Qualitative Approaches

Unit II Research Process

- Research Process : Qualitative and Quantitative
- Research Design : Components and Types
- Social Survey and Case Study
- Sampling

Unit III Methods of Data Collection

- Methods of Qualitative Data Collection
- Methods of Quantitative Data Collection
- Sources of Secondary Data

Unit IV Data Processing and Analysis

- Quantitative Data Processing
- Quantitative Data Analysis
- Qualitative Data Analysis
- Report Writing

Reference:

- | | | |
|---|---|--|
| Lal Das, K.
2000 | : | <i>Practice of Social Research: Social Work Perspective</i> , New Delhi: Rawat Publications. |
| Newman, Lawrence W., and
Kreuger, Larry W.
2003 | : | <i>Social Work Research Methods: Qualitative and Quantitative Approaches</i> , New Delhi: Sage Publications. |
| Ramachandran, P.
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| Salahu-Din, Sakinah
2003 | : | <i>Social Work Research: An Applied Approach</i> , New York: Pearson Education, Inc. |

BSW 403
Social Statistics

4 Credits

L:T:P – 3-1-0

Objectives

1. To promote an understanding on the use of statistical methods in social work research.
2. To promote skills in computation of descriptive statistics.
3. To promote skills in computation and use of inferential statistics.

Unit I: Basics

- Concept of Statistics
- Uses and Limitations of Statistics
- Tabular Representation of Data
- Graphical Representation of Data

Unit II Descriptive Statistics

- Probability
- Measures of Central Tendency
- Measures of Dispersion
- Skewness, Moments and Kurtosis

Unit III Statistical Methods

- Correlation
- Regression
- Process of testing Hypothesis Testing

Unit IV Methods of Hypothesis Testing

- Independent and Paired t test
- One Way Analysis of Variance
- Chi square Test

Reference

- Blalock, Hubert M. : Social Statistics, New Delhi: McGraw-Hill Publishing Co
1979
- Garrett, Henry E. : Statistics in Psychology and Education. New Delhi: Paragon
1961 International Publishers.
- Gupta, S.P. : Statistical Methods. New Delhi: Sultan Chand & Sons. 28th
2009 Edition.
- Rajaretnam, T. 2016 : Statistics for Social Sciences. New Delhi: Sage Publications
India Pvt Ltd.

BSW 404
Social Welfare Administration

4 Credits

L:T:P – 3-1-0

Objectives

1. To develop an understanding of basic concepts of social welfare.
2. To develop an understanding of social welfare administration.
3. To provide an understanding of voluntary organisations and Scope of social work.

Unit I Basic Concepts

- Charity
- Welfare
- Social Security
- Social Service and Scope

Unit II Social Welfare Administration

- Social Welfare Administration
- Mechanism of Social Welfare Administration in India
- Methods and Models
- Social Welfare Administration in India

Unit III Basic Elements in Administration

- POSDCORB
- Finance and Office Administration
- Public relations in administration
- Registration of Societies and Trust

Unit IV Social Welfare Administration Across settings

- Government setting
- Voluntary setting
- Scope of social work intervention

Reference

- | | |
|--|---|
| Chowdhary, Paul D.
1993 | : <i>Handbook of Social Welfare</i> , Jaipur: Mangal Deep Publications. |
| Day, Phyllis J.
2003 | : <i>A New History of Social Welfare</i> , Boston: Allyn and Bacon. |
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1982 | : <i>Introduction to social Welfare</i> , New Delhi: Printice-Hall of India Pvt. Ltd. |
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1992 | : <i>Social Welfare Administration</i> , Vol.I and II, New Delhi: Deep and Deep Publications. |
| Gupta, Sumitra
1989 | : <i>Social Welfare in India</i> , Allahabad: Chungh Publications. |
| Heffernam, Shuttlesworth and Ambrose
1987 | : <i>Social Work and Social Welfare: An Introduction</i> , New York: West Publishing Company. |
| Kettner, Peter M.
2002 | : <i>Human Service Organizations</i> , Boston: Allyn and Bacon. |
| Siddiqui, H.Y. (Ed.)
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BSW 405
Field Practicum – IV

6 Credits

L:T:P – 0-1-5

Objectives:

- To promote an understanding of community needs and problems.
- To promote an understanding of community as a social system.
- To promote social work skills in working with groups in the context of communities.

Requirements:

- Field Placement in community – 10 days.

FIFTH SEMESTER
BSW 501
Integrated Social work Practice

4 Credits

L:T:P – 3-1-0

Objectives

1. To provide an understanding on basic concepts related to integrated social work practice.
2. To promote an understanding on the Action and process involved in integrated social work practice.
3. To develop an understanding on the Role of Social Worker in Integrated Social Work

Unit I: Basic Concepts

- Concept of Social System
- Units of Social Work Intervention as Systems
- Approaches to Integration
- Generalist Social Work

Unit II: Action

- The client system, the problem, process
- The change agent and action
- Levels of Practices

Unit III: Process

- Initiating Contact, Collecting data, Assessment,
- Negotiation of Contract,
- Problem Solving,
- Termination and Evaluation

Unit IV Social Work Roles

- Role of Social Worker in Integrated Social Work
- Role theories-theoretical insights
- Skills in Generalist Practice

Reference

- Dubois, Brenda & Miley, Karla Krogsrud 1999 : Social Work: An Empowering Profession. London: Allyn and Bacon.
- Johnson, Louise C. 1983 : A Generalist Approach (Third ed). Boston: Allyn and Bacon.
- Johnson. Louise C. 1998 : Social Work Practice: A Generalist Approach, Allyn and Bacon.
- Pincus, Allen and Anne Minaham. 1973 : The Integration of Social Work Practice: Model and Method. Illinois: F.E. Peacock Publishers Inc.
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- Specht, Harry and Anne Vickery 1977 : Integrated Social Work Method. Illinois: F.E. Peacock Publishers Inc.
- Dubois, Brenda & Miley, Karla Krogsrud 1999 : Social Work: An Empowering Profession. London: Allyn and Bacon.
- Johnson, Louise C. 1983 : A Generalist Approach (Third ed). Boston: Allyn and Bacon.
- Johnson. Louise C. 1998 : Social Work Practice: A Generalist Approach, Allyn and Bacon.
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BSW 502
Human Rights and Social Work

4 Credits

L:T:P – 3-1-0

Objectives

1. To provide an understanding of the concepts related to human rights.
2. To sensitize the students about the contemporary human rights violations and mechanisms of redressal.
3. To equip the students with an understanding of the scope of social work practice involved in human rights protection.

Unit I Basic Concepts

- Liberty and equality
- Social Justice
- Human Rights

Unit II Historical Development

- Magna Carta 1215 A.D.
- English Bill of Rights 1689 A.D.
- Wars of Independence – American & French Revolution
- International Treaties - Treaty of Versailles, League of Nations, UN Declaration

Unit III Human Rights Violation and Redressal

- Children's Rights
- Women's Rights
- Migrants Rights
- Refugees Rights
- Rights of PWD

Unit V Human Rights Machinery

- United Nations Organisation
- International and National Commissions
- Civil Society Organisations
- Human Rights and Social Work

References

- Begum, Mehartaj S., : Human rights in India : issues and perspectives; A.P.H
(Ed.) Perspectives on human rights in Mizoram : An empirical study
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2006
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2003 Rawat
- Reichert, Elisabeth, ed : Challenges in human rights : a social work perspective; Rawat
2008

BSW 503
Health, Mental Health and Social Work

4 Credits

L:T:P – 3-1-0

Objectives

1. To understanding of basic concepts related to health.
2. To understand the scope of Social work in Health settings.
3. To understand the nation Health Programme in India

Unit I: Basic Concepts

- Health
- Illness- Disease
- Mental Health
- Prevention, Promotion and Rehabilitation

Unit II: Health Problems

- Communicable Diseases
- Non-communicable Diseases
- Lifestyle illnesses
- Psychiatric Illnesses

Unit III: National Health programmes

- Revised National Tuberculosis Control Programme (RNTCP)
- National Cancer Control programme
- National Mental Health programme
- National Malaria Eradication programme

Unit IV Scope of Social Work

- Social Case Work
- Social Group Work
- Community Organization
- Advocacy in health settings

Reference

- | | |
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| Brander , J.R.
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| Kishore, J.
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| Park, K.
2007 | : Preventive and Social Medicine, Banarisidas Bhanot publications, Jabalpur |
| Verma, R.
1991 | : Psychiatric social Work in India, Sage publications, N. Delhi |

BSW 504A
Community Development

6 Credits

L:T:P – 4-2-0

Objectives

1. To provide the students an understanding of the concept of community development.
2. To develop an understanding of rural, urban and tribal communities.
3. To enhance the knowledge of the students in various approaches and strategies of community development.

Unit I Community Development

- Concept
- Principles and Process
- Methods
- Strategies

Unit II Rural Community

- Village as Community
- Rural Social Institutions
- Rural Social Problems
- Rural Development Approaches

Unit III Urban Community

- Urban Area and Urban Neighborhood
- Urbanization
- Urban Problems
- Urban Development Approaches

Unit IV Tribal Community

- Concept of Tribe
- Tribal Social Structure
- Tribal Problems
- Tribal Welfare, Development, and Empowerment

Reference

- Desai, A. R. : *Rural Sociology in India*, Bombay: Popular Prakashan.
1969
- Desai, Vasant : *Rural Development: Issues and Problems Vol. I.*, Bombay: Himalaya
1998 Publishing House.
- Dubey, S.C. : *Tribal Heritage of India: Ethnicity, Identity and Interaction*. New
1977 Delhi: Vikas Publications.
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1985
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1976 Social Sciences.
- Vidyarthi, L.P. and Rai, : *The Tribal Culture of India*. New Delhi: Concept Publishing
Binay Kumar Company.
1976

BSW 504B
Family and Child Welfare

6 Credits

L:T:P – 4-2-0

Objectives

1. To provide a conceptual understanding of Family and Child Welfare.
2. To develop an understanding about the needs and importance of Family and Child Welfare in social Work.
3. To develop an understanding about the significance of social work practice in the field of Family and child Welfare.

Unit I: Family Basic Concepts

- Family- Concept
- Types of Family
- Functions of Family
- Family Welfare: Concept, Philosophy and Scope

Unit II: Social Work with Families

- Family guidance
- Family counselling
- Family therapy
- Role of social worker in family social work

Unit III: Child Welfare Basic Concept

- Concept of Child
- Needs and challenges of children
- Child Welfare: Concept and Scope
- Child's Rights: International and National Scenario

Unit IV: Social Work with Children

- Child Protection: Needs and Importance
- Services and programmes for children in India
- Role of Civil Society Organizations and Government Organizations
- Role of Social Worker in Child Welfare

Reference

- | | | |
|---|---|--|
| Barnes, Gill G.,
2004 | : | Family therapy in changing times, New York: Palgrave Macmillan. |
| Beckett, Chris
2003 | : | Child Protection: an introduction. London: Sage |
| Butler, Ian and Roberts, Gwenda
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BSW 505
Field Practicum – V

8 Credits

L:T:P – 0-2-6

Objectives:

- To promote an understanding of challenges to community life.
- To promote a critical understanding of the working of various governmental schemes for promotion of welfare and development at community level.
- To promote social work skills in working with vulnerable groups and weaker sections in the context of communities.

Requirements:

- Field Placement in community – 10 days.
- To conduct Research in a particular topic as a project work

SIXTH SEMESTER
BSW 601
Social Policy and Planning

4 Credits

L:T:P – 3-1-0

Objectives:

1. To provide a conceptual understanding of social policy and planning
2. To develop an understanding about the process of policy making and planning
3. To develop an understanding about the significance of social work in social policy and planning.

Unit I Basic Concepts

- Social Needs
- Social Justice
- Social Welfare
- Models of Welfare

Unit II Social Policy

- Concept of Social Policy
- Goals of Social Policy
- Process of Policy Making: Role of Civil Society and Government
- Social Work and Social Policy

Unit III Social Policy in India

- Sources of Social Policy
- Policies for Children in India
- Policies for Women in India
- Policies for Disabled in India

Unit IV Social Planning

- Need for Planning
- Concept and Types of Planning
- Concept and Goals of Social Planning in India
- Mechanisms and Process of Social Planning in India

Reference

- Adams, Robert : Social policy for social work, New York: Palgrave.
2002
- Baldock , John, Manning,.. et : Social policy, London: Oxford
al.,
1999
- Fernandes, B. G., : Planning in India : challenges and opportunities, New Delhi:
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- Jacob K. K., : Social policy in India, Udaipur: Himanshu
1989
- Jenson, J. M., Fraser W. et al : Social policy for children and families : a risk and resilience
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- Sager ,Tore : Democratic planning and social choice dilemmas : prelude to
2002 institutional planning theory, England :Ashgate
- Sharma P. N., Shastri C., : Social Planning: concepts and techniques, Lucknow: Print.
1984

BSW 602
Social Legislation

4 Credits

L:T:P – 3-1-0

Objectives

1. To provide an understanding about the basic concepts of Social Legislation.
2. To develop an understanding about the judicial system and legal processes in India.
3. To equip students with the knowledge of legislations related to vulnerable population and the role of social workers in promoting social justice.

Unit I Basic Concepts

- Social Justice
- Law: Civil & Criminal
- Customs and law
- Social Legislation

Unit II Judicial System in India

- Fundamental Rights
- Directive Principles of State Policy
- Court system

Unit III Legal Processes

- Public Interest Litigation
- Legal Aid
- Family Court
- Lok Adalat

Unit IV Social Work and Social Legislation

- Juvenile Justice (Care and Protection) Act 2001
- Domestic Violence Act 2005
- Persons with Disabilities Act 2005
- Role of Social Workers

Reference

- | | | |
|---|---|---|
| Kritzer, Herbert M., ed.
2005 | : | Legal systems of the world : a political, social and cultural encyclopedia, New Delhi: Pentagon |
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| Kant, Anjani
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| Gupta, Subhash Chandra
1995 | : | Supreme court of India : in instrument of socio-legal advancement, New Delh: Deep & Deep |
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R. H.
1996 | : | Justice bhagwati on fundamental rights and directive principles, New Delhi: Deep & Deep |
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2006 | : | Administration of justice in Mizoram ,New Delhi: Mittal |
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1990 | : | Tribal Customary Laws of North-East India, Delhi :B. R. |

BSW 603
Social Defense

4 Credits

L:T:P – 3-1-0

Objectives

1. To provide a conceptual understanding of social defense.
2. To develop an understanding about the problems of crimes and the system of managing crimes in India.
3. To equip students with the knowledge of different correctional services and roles of social workers in rehabilitating offenders and victims of crimes.

Unit I Basic Concepts

- Norms and sanctions
- Deviance and social order
- Law, crime and punishment
- Social Defense

Unit II Issues of social defense in India

- Juvenile Delinquency
- Crime against women
- Crime against children
- Human Rights violation

Unit III Criminal Justice System in India

- Police
- Judiciary
- Legislations
- National and International Commissions

Unit IV Correctional Services

- Institutional Services: Prisons and approved homes
- Non-Institutional Services: Probation and parole
- Civil Society Organisations
- Role of social workers

Reference

- | | | |
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crime, Delhi: Isha |
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Logos |
| Johns ,Robert,
2005 | : | Using the law in social work, Great Britain:
Learning Matters |

BSW 604A
Disability and Social Work

6 Credits

L:T:P – 4-2-0

Objectives

1. To develop an understanding of the causes and consequences of disability.
2. To develop sensitivity to working with challenged populations.
3. To provide information of the scope of social work and disability.

Unit I: Basic Concepts

- Impairment
- Handicap
- Disability
- Causes and consequences

Unit II: Types of Disability

- Orthopedic
- Visual
- Hearing Impairments
- Mental Retardation

Unit III: Legislations

- History of Legislations in reference to Disability
- PWD (EO, PR&FP), 1995 - Salient Features
- RCI, Act, 1992
- National Trust for the Welfare of persons with Mental Retardation and Cerebral Palsy Act, 1999

Unit IV: Services for the Challenged

- Services and Schemes of the Government of India
- Services and Schemes in Voluntary Sector
- Institutions for the Challenged
- Social Work and Disability

Reference

- | | | |
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2004 | : | Social Work Practice Across Disability, Allyn & Bacon publishers |
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2006 | : | Disability Rights and Wrongs, Routledge |
| Yuen F.K.O, Cohen C.B. and K.Tower
2007 | : | Disability and Social Work Education: Practice and Policy Issues , Haworth Press, ISBN 0789025280 |
| Pandey S, P, Chirimar and D. D'souza | : | Disability and the Law: Human Rights Law Network, Manohar Books, India. |
| Rothman, J.C.
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| Shakespeare, T.
2006 | : | Disability Rights and Wrongs , Routledge |
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BSW 604B
Substance Abuse, HIV/AIDS and Social Work

6 Credits

L:T:P – 4-2-0

Objectives

1. To understand concepts related to substance abuse
2. To understand concepts related to HIV/AIDS
3. To develop an understanding of the scope of Social Work practice with substance abusers and persons affected and infected with HIV/AIDS

Unit I: Basic Concepts

- Substance Use, Misuse, Abuse
- Dependence-Psychological and Physical
- Causes of Substance abuse
- Consequences of substance abuse

Unit II: HIV/AIDS

- HIV/AIDS- Prevention, Rehabilitation
- Causes of HIV/AIDS
- Testing Procedures
- Vulnerability and Risk

Unit III: People Living with HIV

- Individual-PLHIV
- Effects on Families
- Effects on Communities
- Stigma and Discrimination

Unit IV: Scope of Social Work

- Social Case Work
- Social Group Work
- Community Organization
- Advocacy in health settings

Reference

- | | |
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1997 | : Prevention of AIDS: In search of Answers,
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beyond the present, New Delhi: Shipra
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1994 | : The AIDS pandemic Social perspectives.
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| UNAIDS/WHO
2000 | : Innovation approaches to HIV prevention.
Selected case studies. Best Practice
collection Geneva, UNAIDS |
| United Nations
1998 | : HIV/AIDS and Human Rights- International
Guidelines, Geneva United Nations. |

BSW 605
Field Practicum –VI

8 Credits

L:T:P – 0-2-6

Objectives:

- To promote an understanding of the process of implementation of social legislation, policy and planning.
- To promote an understanding of the challenges to social defence.
- To promote social work skills in working with people.

Requirements:

- Block Placement in districts outside Lunglei for 15 days in governmental or non-governmental agencies.