



Re-Accredited 'B++' 2.86 CGPA by NAAC

VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

Tel : +91 - 261 - 2227141 to 2227146, Toll Free : 1800 2333 011, Digital Helpline No.- 0261 2388888

E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

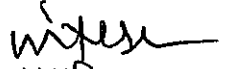
-: પરિપત્ર :-

યુનિવર્સિટીના વિનયન વિદ્યાશાખા હેઠળના શૈક્ષણિક વિભાગોના વડાશ્રીઓ અને યુનિવર્સિટી સંલગ્ન કોલેજોનાં આચાર્યશ્રીઓને જણાવવાનું કે, શૈક્ષણિક વર્ષ ૨૦૨૬-૨૭ થી અમલમાં આવનાર NEP-2020 અંતર્ગત 2 years PG- MSW (Master of Social Work) ના Sem-1 & 2 નો અભ્યાસક્રમને સોસિયલ વર્ક વિષયની અભ્યાસ સમિતિનાં ચેરપર્સનશ્રીએ અભ્યાસ સમિતિ વતી મંજૂર કરી વિનયન વિદ્યાશાખા ને કરેલ ભલામણ સ્વીકારી વિનયન વિદ્યાશાખાની તા.૧૦/૦૬/૨૦૨૬ની સભાનાં ઠરાવ ક્રમાંક:૫૨ થી કરેલ ભલામણને એકેડેમિક કાઉન્સિલની તા.૧૮/૦૬/૨૦૨૬ની સભાનાં ઠરાવ ક્રમાંક:૮૮ થી મંજૂર કરેલ છે. જેનો અમલ કરવા આથી જાણ કરવામાં આવે છે.

(બિડાણ: ઉપર મુજબ)

ક્રમાંક:ઓથો./પરિપત્ર/સિલેબસ/૧૩૭૮૩/૨૦૨૬

તા.૨૩-૦૬-૨૦૨૬


કુલસચિવશ્રી

પ્રતિ,

૧) યુનિવર્સિટી સંલગ્ન વિનયન વિદ્યાશાખા હેઠળની તમામ કોલેજોનાં આચાર્યશ્રીઓ. તથા વિભાગીય વડાશ્રી.
.....આપશ્રીની કોલેજના સંબંધિત શિક્ષકોને જાણ કરી અમલ કરવા સારું.

૨) ડીનશ્રી, વિનયન વિદ્યાશાખા.

૩) પરીક્ષા નિયામકશ્રી, પરીક્ષા વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.

.....તરફ જાણ તેમજ અમલ સારું.

VEER NARMAD SOUTH GUJARAT UNIVERSITY, SURAT
STRUCTURE OF MASTER OF SOCIAL WORK (Semester-wise)

SEMESTER - 1

Course Category	Course Code	Course Title	Marksheet Title in English	Level of Course	Teaching Hours / Week		Exam Duration		Credit		Internal Marks		External Marks		Total Marks	
					TH	PR	TH	PR	TH	PR	TH	PR	TH	PR	TH	PR
MAJOR	Nil	BC-1: History, Spirituality and Philosophy of Social Work	BC-1: History, Spirituality and Philosophy of Social Work	400	40	0	2	0	4	0	50	0	50	0	100	0
	Nil	BC- 2: Social Case Work	BC- 2: Social Case Work	400	40	0	2	0	4	0	50	0	50	0	100	0
	Nil	BC-3: Social Group Work	BC-3: Social Group Work	400	40	0	2	0	4	0	50	0	50	0	100	0
	Nil	BC-4: Social Science Study for Social Work	BC-4: Social Science Study for Social Work	400	40	0	2	0	4	0	50	0	50	0	100	0
	Nil	Field Work Practicum - 1	Field Work Practicum - 1	400	40	0	0	0	0	4	0	0	0	100	0	100
SEC		Soft Skills and Personality Development	Soft Skills and Personality Development		20	0	1	0	1	1	25	0	0	25	25	25

Note: Total 22 Credit in each Semester.

**VEER NARMAD SOUTH GUJARAT UNIVERSITY,
SURAT**



**FACULTY OF ARTS
MASTER OF SOCIAL WORK
SYLLABUS FOR
(NEP – 2020 PROGRAMME)
SEMESTER – 1**

**EFFECTIVE FROM THE ACADEMIC SESSION:
JUNE – 2026 ONWARDS ...**

Website: www.vnsgu.ac.in

Program Name	MASTER OF SOCIAL WORK									
Semester	1									
NCrF Credit Level	6									
Course Type	Major									
Course Subtype	Employability									
Subject Type	Discipline Specific									
Course Code	Nil									
Course Level	400									
Course Title	BC- 1: History, Spirituality and Philosophy of Social Work									
Credit	Theory:	4	Practical:	0	Total:	4				
Effective From	Academic Year: 2026-27									
Course Outcomes	CO1: Students will acquire in-depth knowledge in philosophy and evolution of social work as a Profession as well as social reformation. CO2: Understanding process of rationale thought, code of ethics for effective professional social work practices.									
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	
	CO1									
	CO2									
Course Content	Unit- 1: Conceptual Foundations, History and Scope of Social Work 1.1 Meaning, Concept and Definitions of Social Work - Meaning and concept of social work. - Definitions of social work. 1.2 Historical Development of Social Work Profession - Emergence and evolution of social work in Western countries. - Historical development of social work in India. 1.3 Objectives, Core Values and Principles of Social Work - Objectives of social work. - Core values of social work. - Principles of social work practice. 1.4 Fields and Scope of Social Work Practice - Major fields of social work practice. - Scope and emerging areas of social work. Unit- 2: Philosophical and Spiritual Foundations of Social Work 2.1 Meaning and Relevance of Philosophy, Spirituality and Ideology in Social Work - Concept of philosophy, spirituality, and ideology. - Relevance to social work theory and practice. 2.2 Western Ideological Foundations of Social Work - Influence of Judeo-Christian traditions. - Protestantism and welfarism. - Liberalism, democracy, socialism, humanism, and secularism. 2.3 Indian Philosophical and Religious Traditions - Influence of Hindu philosophy on social life. - Philosophical traditions of Jainism and Buddhism. - Social teachings of Islam and Zoroastrianism.									

	2.4 Pluralism, Multiculturalism and Contemporary Relevance • Concepts of pluralism and multiculturalism. • Relevance of Indian and Western ideologies to contemporary social work practice. Unit- 3: Professional Ideologies and Ethics in Social Work 3.1 Meaning and Concept of Professional Ideology and Ethics • Meaning and concept of professional ideology. • Meaning and significance of ethics in social work. • National and international codes of ethics in social work. 3.2 Ethical Issues and Dilemmas in Social Work Practice • Ethical issues in social work. • Ethical dilemmas in micro, mezzo, and macro practice. 3.3 Contemporary Challenges in the Social Work Profession • Emerging professional challenges. • Ethical concerns in contemporary practice settings. Unit- 4: Social Reform Movements and Social Welfare in India 4.1 Meaning and Concept of Social Reform and Social Change • Meaning and concept of social reform. • Relationship between social reform, social change, and social welfare. 4.2 Contributions of Indian Social Reformers • Mahatma Gandhi: untouchability, non-violence, and peasants' rights. • B. R. Ambedkar: social justice, eradication of untouchability, and education. • Jyotirao Phule and Savitribai Phule: eradication of untouchability, caste discrimination, and promotion of women's education. • Narmadashankar Labhshankar Dave: addressing social issues through writings. • Birsa Munda: collective land rights for tribal communities. 4.3 Social Reform Movements in India • Influence of the Bhakti Movement on social change. • Influence of Sufism in India on social harmony and welfare. 4.4 Voluntary Action and Social Welfare • Concept and evolution of voluntary action. • Role of voluntary organizations and non-governmental organizations in social change and welfare. 4.5 Contemporary Relevance of Social Reform Traditions • Significance of social reform movements in contemporary social work practice. • Community participation and social transformation.
Reference Books	Agarwal, M. M. Desai. Encyclopedia of Social Work (1998, 2002, 1987). Ethics and Spirituality. Shimla. Bhattacharya, Sanjay. (2003). Social Work and Integrated Approach. Deep & Deep Publication Pvt. Ltd. New Delhi. Das, Bishnu, Mohan; Kumar Mithilesh; Shukla, Siddheshwar. (2020). Social Work in India: Indigenous Approaches and Models. Diwakar, V. D. (ed.) (1991). Social Reforms Movements in India. A Historical Perspectives. Popular Prakashan. Mumbai. Feiblman, J. k. (1986). Understanding Philosophy: A Popular Idea's of History. Souvenir Press. New York. Ganguli, B. N. (1973). Gandhi's Social Philosophy. Vikas Publishing House. Delhi.

	Gorte, M. S. Tata Institute of Social Sciences. Social Work Educators Forum. Mumbai (TISSWEF). _____ Indian Institute of Advance Study Curriculum Development on History of Ideologies for Social Change and Social Work. Mumbai. પટેલ, આનંદીબેન, સુખદેવભાઈ. (૨૦૧૪), વ્યવસાયિક સમાજકાર્યના આધાર સ્તંભો. વ્યવસાયિક અભિવૃદ્ધિ પ્રકાશન. અમદાવાદ. Social Work Education and Practice Cell Encyclopedia of Social Work. Silver Spring. National Association of Social Workers. Maryland.
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Program Name	MASTER OF SOCIAL WORK									
Semester	1									
NCrF Credit Level	6									
Course Type	Major									
Course Subtype	Skill Development									
Subject Type	Discipline Specific									
Course Code	Nil									
Course Level	400									
Course Title	BC- 2: Social Case Work									
Credit	Theory:	4	Practical:	0	Total:	4				
Effective From	Academic Year: 2026-27									
Course Outcomes	CO1: The students will understand the theories and scientific applications in case processes. CO2: Learning of the various approaches in cliental settings in behavior modifications.									
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	
	CO1									
	CO2									
Course Content	Unit- 1: Foundations, Values, and Context of Social Case Work 1.1 Conceptual Foundations - Meaning, concept, and definitions of Social Case Work - Nature, scope, objectives, and importance of Social Case Work - Relationship of Social Case Work with other methods of social work practice 1.2 Historical Development - Historical evolution and development of Social Case Work in Western countries - Historical evolution and development of Social Case Work in India 1.3 Values, Principles, and Components - Assumptions of Social Case Work - Values and principles of Social Case Work - Components of Social Case Work (4 P's): Person, Problem, Place, and Process 1.4 Socio-Cultural Context and Ethics - Socio-cultural factors influencing Social Case Work practice in India Unit- 2: Theoretical Perspectives for Understanding Human Behaviour 2.1 Psychodynamic Perspectives - Psychoanalytic theory - Erik Erikson's psychosocial development theory 2.2 Behavioural Perspectives - Behaviourism and behavioural theories of human behaviour 2.3 Environmental and Indigenous Perspectives - Person in Environment (PIE) perspective - Systems perspective									

	• Vedantic approach to understanding individuals and their environment 2.4 Motivational and Contemporary Perspectives • Maslow's Hierarchy of Needs • McClelland's Acquired Needs Theory • Strengths Perspective Unit- 3: Approaches, Tools, and Techniques in Social Case Work (10 Hours) 3.1 Intervention Approaches • Psychosocial Approach • Problem-Solving Approach • Crisis Intervention Approach • Behaviour Modification Approach • Functional Approach to Social Case Work practice 3.2 Tools and Techniques • Interview • Observation • Communication • Home visits • Collateral contacts • Professional relationship • Genograms Unit- 4: Process, Recording, and Practice Settings in Social Case Work 4.1 Social Case Work Process • Intake • Study • Diagnosis / Assessment • Treatment / Intervention • Evaluation • Termination and • Follow-up 4.2 Practice within Agency Settings • Roles and functions of social workers in agencies • Multidisciplinary collaboration • Inter-professional relationships 4.3 Recording in Social Case Work • Meaning and purpose of recording • Principles and sources of recording • Types of recording • Digital documentation • Ethical considerations in record keeping 4.4 Application in Different Settings • Family and child welfare settings • Schools and educational institutions • Healthcare and psychiatric settings • Industries and workplaces • Correctional institutions • Community-based organization
Reference Books	Bhattacharya, B. (2007). Theory and Practice of Case Method, Excel Frank Hedges: An Introduction to Systematic Therapy with Individuals.

	Bhattacharya, Sanjay. (2003). Social Work and Integrated Approach. Deep & Deep Publication Pvt. Ltd. New Delhi. Doel, Mark & Marsh, Peter. (2008). Task Oriented Social Work, Ashgate Publishing Co., England. Friedlander W. (1958). Concepts and Methods of Social Work. Englewood Cliffs: Prentice Hall Ins. Hamilton, Garden. (1959). Theory and Practice of Social Case Work 6 Columbia University Press. Halls, Florence Parrish, Margaret. (1966, 2011). Case Work, A Psychosocial Therapy. New York: Ramlow House. Social Work – Perspectives on Human Behaviour, Rawat Publications, New Delhi. Mathew, Grace. (1991). Introduction to Social Case Work. Tata Institute of Social Sciences. Bombay. પટેલ, આનંદીબેન, સુખદેવભાઈ. (૨૦૧૪), વ્યવસાયિક સમાજકાર્યના આધાર સ્તંભો. વ્યવસાયિક અભિવૃદ્ધિ પ્રકાશન. અમદાવાદ. Perlman, Helen Harris. (2011). Social Work – A Problem-Solving Process, Chicago: The University of Chicago Press. Roberts and Nee. (1973). Theories of Social Case Work, Chicago and London: The University of Chicago Press. Mchead, J. (2008). An Introduction to Counselling, Rawat Publication. Jaipur. Upadhyay R. (2010). Social Case Work, Rawat Publications. Jaipur.
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Program Name	MASTER OF SOCIAL WORK								
Semester	1								
NCrF Credit Level	6								
Course Type	Major								
Course Subtype	Skill Development								
Subject Type	Discipline Specific								
Course Code	Nil								
Course Level	400								
Course Title	BC – 3: Social Group Work								
Credit	Theory:	4	Practical:	0	Total:	4			
Effective From	Academic Year: 2026-27								
Course Outcomes	CO1: The students will develop understanding of theoretical knowledge, which will enrich the understanding of group process. CO2: The students will be able to develop required skills to work with socio- cultural groups and need based groups.								
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8
	CO1								
	CO2								
Course Content	Unit – 1: Basic Understanding of Group and Social Group Work 1.1 The Group: Definition, Characteristics, Types, Functions and Group Structure / Phases of Group. 1.2 Social Group Work: History of Social Group Work in India and abroad. Social Group Work as a method of Social Work. 1.3 Definitions, Objectives, Characteristics, Principles and Values, of Social Group Work. Skills and Roles of Social Group Worker. Unit – 2: Group Dynamics and Group Functioning 2.1 Dynamics of Groups: Bond, Acceptance, Isolation, Rejection, Sub-groups, Conflict and Control. Group Membership; Group Norm; Group Cohesiveness; Group Culture; Group Morale and Group Attraction. 2.2 Leadership and Communication in groups. Relationships - Sociometry and Sociogram. Importance of guided interaction. Unit – 3: Types and Models of Group Work 3.1 Models of Social Group Work: Remedial, Mediating or Reciprocal, Developmental, Social Goal Model and Consensus Model. Skills, Qualities and Roles of Social Group Worker. 3.2 Group Therapy: Significance of Group Therapy. Development of personal and professional self. Unit – 4: Application of Group Work Method 4.1 Concept and Principles of Programming, Programme Planning and Skills. 4.2 Application of Social Group Work at School Settings; Community Settings; Industrial Settings; Health Settings; Family Welfare Settings;								

	Women Welfare and Child Care Settings; Correctional Settings. Termination phase of Social Group Work. 4.3 Recording in Social Group Work: Principles, Structure and Types. Methods of Recording: Verbatim, narrative, condensed, analytical and summary records.
Reference Books	Forsyth, Donelson, R. (2019). Group Dynamics, Fourth Edition. Thomson / Wadsworth. Cengage India. Haiman, Parklane S. (1951). Group leadership and Democratic Active. Houghton Muffin Co. New York. J. J. Alissi, A. F. (1980). Prospective on Social Groups Work practice: A Book of Release. The Free Press, New York. Klein, A. F. (1970). Social Work through Group Process. School of Social Welfare-State University of New York. Albany. Konopka B. (1963). Social Group Work: A Helping process prentice hall, INC. Middleman R. R. (1968). The Non-Verbal Method in working with Groups. Association Press. New York. Misra, P. D. & Misra, Bina. (2006 & 2008) Social Work and Integrated Approach. Rawat Publications. Jaipur. Nanavati, M. C. (1969). Group Discussion an Aid to Education for Citizenship. Indian Education Association. New Delhi. Northern H. (2017). Social Work with Groups. Columbia University Press. New York. પટેલ, આનંદીબેન, સુખદેવભાઈ. (૨૦૧૪), વ્યવસાયિક સમાજકાર્યના આધાર સ્તંભો. વ્યવસાયિક અભિવૃદ્ધિ પ્રકાશન. અમદાવાદ. Siddiqui, H. Y. (2008). Group Work Theories and Practices, Rawat Publications, Jaipur. Thomson Lindsay, T. Dash, C. Lindsay, Trevor. (2008, 2011, 2008). Group Work Practice in Social Work, 1st Edition. Toseland, R.W. (1984). An Introduction to Group Work Practice. MacMillan Publication Co., New York. Trecker, Harleigh, B. (1970). Social Group Work – Principles and Practices. Association Press. New York. Wilson G. and Ryland G. (1949). Social Group Work Practice. Hughton Mifflin Co. Boston. _____ Group Dynamics and Work Performance, A. K. Publication. _____ Group Work Practice in Social Work. Learning Matter Exeter. Delhi. _____ Social Group Work. New Royal Book Co., Lucknow.
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Program Name	MASTER OF SOCIAL WORK								
Semester	1								
NCrF Credit Level	6								
Course Type	Major								
Course Subtype	Skill Development								
Subject Type	Discipline Specific								
Course Code	Nil								
Course Level	400								
Course Title	BC-4: Social Science Study for Social Work								
Credit	Theory:	4	Practical:	0	Total:	4			
Effective From	Academic Year: 2026-27								
Course Outcomes	CO1: Students will develop different knowledge about subjects related to Social Sciences for Social Work (mainly Sociology & Psychology). CO2: Students will understand about social norms, values in the context of Indian society. Also, they will understand significance of Psychology in day-to-day life of people, which help them to address the psychological issues among people. CO3: Students will co-relate and apply social science subjects with field work practicum while practicing at the field levels.								
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8
	CO1								
	CO2								
	CO3								
Course Content	Unit – 1: Basics of Sociology 1.1 Meaning, Concepts and Definitions of Social Sciences; Relationship of Social Sciences with Social Work; Sociology as a Social Science and its scope, relevance. 1.2 Basic concepts: Society (meaning and types: rural, urban, semi-urban, industrial and tribal, and their meaning and characteristics), Culture and its types, Social Change, Development, Social System, Social Stratification. 1.3 Social Institutions: family, kinship, marriage, religion, education, economic and political, social control. Unit – 2: Social Groups, Stratifications and Socialization 2.1 Social Groups and their Stratification: Association, caste, class, role, status, gender. 2.2 Socialization and Social Interaction: process and agencies of socialization, types of socialization. Meaning and types of social interaction (conflict and assimilation, cooperation, competition, accommodation). Unit – 3: Basics of Psychology 3.1 Concept, Definition, Characteristics and Scope as well as fields of Psychology (Clinical, Social, Educational and Developmental).								

	3.2 Major theoretical orientations in Psychology: Biological, Psychodynamic, Behaviourist, Cognitive, Evolutionary, Humanistic. 3.3 Basic Psychological concepts: Sensation and Perception, Emotions and Motivations (a drive to achieve your needs, to break your old habits), Memory and Forgetting, Learning. Unit – 4: Theories and Application of Psychology 4.1 Theories of Psychology: Maslow’s Theory: Hierarchy of Needs (An American Psychologist, Maslow focus on assessing clients’ needs like psychological, safety, etc.). 4.2 Application of Psychology in Social Work: Developmental Hazards and Adjustment: Age-related physical and psychological changes, Developmental Tasks, Hazards and Adjustments, Prevention and Support. 4.3 Stress, Coping and Well-being: Meaning and Definition, Types of Stress and Coping, Causes and Management of Stress.
Reference Books	Sociology: Amin, Samir. (1979). Unequal Development, Sage: New Delhi. Chauhan B. R. (1988). Bharat Me Grameen Samaj (Hindi). AC Brothers. Jaipur. Desai, A. R. (1985). India’s Path of Development. Popular Prakashan. Bombay. Inkels, Aux. (1982). What is Sociology. Deshmukh Prakashak. Poona. Johnson, H. M. (1978). Sociology: Systematic Introduction, London. Oomen, T. K. (1990). Protest and Change: Studies in Social Movements, Sage: New Delhi. Singh, Yogendra. (1973). Modernization of Indian Tradition, New Delhi. Srinivas, M. N. (1966). Social Change in Modern India, Berkley: University Press. Psychology: Anastasi, A. (1987). Psychological Testing New York McMillan. Revised edition. Hurlock, Elizabeth. (1997). Developmental Psychology. Tata McGraw Hill. Publication Pvt. Bombay. John, W. Berry, R. C. Mishra, R. C. Tripathi (ed.) (2003). Psychology in Human Development and Social Development, Sage Publications, Delhi. Kakar, S. (1979). Indian Childhood, Cultural Ideas and Social Reality. Oxford. Delhi. University. Kuppuswamy, B. (1980). An Introduction of Social Psychology, Bombay Media Promoters Publications, Pvt. Ltd. Sinha, Durga Prasad. (1995). Asian Perspectives on Psychology. Sage Publications.
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Program Name	MASTER OF SOCIAL WORK					
Semester	1					
NCrF Credit Level	6					
Course Type	Major					
Course Subtype	Skill Development					
Subject Type	Discipline Specific					
Course Code	Nil					
Course Level	400					
Course Title	Field Work Practicum- 1					
Credit	Theory:	0	Practical:	4	Total:	4
Effective From	Academic Year: 2026-27					
Course Outcomes	CO1: Students develop deep understanding about Structural hierarchy and functional areas of agency. CO2: Learn to do critical Analysis of client's situation, problem and services offered by agency. CO3: Learn to integrate class room theory and field work experiences. CO4: Initiate intervention at various levels under the guidance of supervisor. CO5: Develops skills related to management, resource mobilizations and so on. CO6: Student will develop professional knowledge, skills and attitude while practicing field work at the village level.					
Course Content	Field Work Placement, Objectives and Rules for Evaluation of Field Work Practicum for MSW, Semester – I Field Work Placement at Rural Area (Villages) 1. Objectives 1.1 To provide village level exposure to student(s) and that will help students to understand functions of village life. 1.2 Students will be learning village structure and how different systems are functioning at the grassroots level i.e. political and administrative. 1.3 Students will learn reasons for village development and issues of under development of particular village. 1.4 To develop the critical analysis through field work exposures among students at the village levels. 1.5 To develop understanding of systematic factors affecting the functioning of individuals, groups, and communities at micro and macro levels. 1.6 Student(s) will learn work of implementing agency at village level for developmental activities. 2. Placement: Community Practice in Rural Area - First Semester students will be placed at rural areas where different agencies such as DRDA and others are implementing various developmental projects and its activities. It is expected from student(s) that he/she should study following areas apart from work of concern agency where they have been assigned for field work. Following activities to be done at the Field Work Agency: 2.1 Village profile: its history, census (age wise men, women, children, youth,					

	old age population) , socio-economic profile of the village, Total Revenue land, forest land, gauchar land, village location, any river passing through village etc. 2.2 Function of Social structure at the village level. 2.3 Function of Political structure at the village level. 2.4 Function of Administrative structure at the village level. 2.5 Village economy: income sources (agriculture, animal husbandry, forest sources, job, business, etc.); 2.6 Infrastructure facilities available at the village level. 2.7 Functioning of different institutions for village development. 2.8 Contemporary issues of the village, such as unemployment, migration; status of health and education system at the village level. Issues related to women children and elderly population, etc. 2.9 Status of various Schemes and Programmes are implementing in the village development by Central and State governments, NGOs, CSR Projects / Activities, Voluntary Organizations etc. 2.10 PRA Training: It is expected that student(s) should have exposure of PRA training at the village level during their field work placement. 3. Duration of Field Work 3.1 Two days in a week (Thursday & Friday); but if the agency require student(s) help for programme then student(s) can take permission from the concern faculty and participate in the programme activity. 3.2 The students are expected to put in minimum of 160 hours per Term. The expected total days of field work for every term are 30 to 35 days. 3.3 Attendance sheet (month and date wise) should be sent to the agencies, indicating exams, vacation and camp/ tour dates. 4. Holidays / Leave 4.1 Hundred per cent attendance at field work is mandatory. 4.2 The student will observe holidays as per the University and Agency calendar. If the agency is closed on any field work day, the student may deduct those hours from the total of the minimum hours required. If student is absent from the field for any genuine reason, he/she must put up these hours during the term in consultation with the instructor and faculty advisor. 5. Recording 5.1 Student are required to record the work done in the field and submit these recordings to the field supervisor every week. Summary Recordings are expected from the students at the end of every term. 5.2 Field Instructors are required to make comments on the students' Recordings in order to guide and help them in their work. These serve as feedback to students and a weekly evaluation of the students' Performance. 5.3 Students are required to submit summary recordings at the time of semester viva voce along with weekly recording file to the Department / institution. 6. Expenditure Related to Field Work: Field work related expenses, namely home visits, travels undertaken for agency related tasks are usually borne by the students. 7. Supervision: A. Individual Conferences:
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	7.1 Pre-scheduled conferences should be taken once a week with the student. The field supervisor may use individual and group conferences alternately, according to student's learning needs. The field instructor/faculty supervisor should maintain a monthly attendance form for students' field work hours. The Semester time sheet must be duly signed by the field 16 instructor/faculty advisor. It should be submitted with summary recording at the time of viva voce. 7.2 Supervisors are required to read the records prior to the conference. The student should be encouraged to share and discuss his/her thinking, feeling and actions in the field work. 7.3 The student should be encouraged to do reference reading pertaining to his/her field work (by way of giving written assignments related to placement settings). 7.4 If a student does not attend field work / individual and group conferences, and / does not submit recordings regularly even after repeated warnings, the matter should be referred to the Co-ordinator of the Programme / Principal. 7.5 To enhance the student's learning, field supervisors are requested to maintain education resources such as articles, students recording and newspaper cuttings pertaining to the subject area. Students are also encouraged to collect reading material/documents related to the field work. B. Group Conferences: Group conferences are a very effective tool for student' learning, as they provide mutual sharing. For Group Conferences student placed in the same agency may from a group under one field instructor/faculty advisor regardless of their class. Student placed in the same setting, e.g., Education, but belonging to different agencies may from a group.
	Bhanti, Raj. (1996). Field Work in Social Work Perspective. Himanshu Publications. New Delhi. Srinivas, M. N., Shah, A. M., Ramaswamy, E. A. (2002). The Fieldworker and the Field. Oxford University Press. New Delhi. Subhedar, I. S. (2001). Fieldwork Training in Social Work. Rawat Publications. Jaipur. Subhedar, Iqbal. (2011). Indigenous Fieldwork in Social Work. Current Publications. Uttar Pradesh.
Teaching Methodology	Practical
Evaluation Method	External Assessment: 100 Marks Bifurcation of Marking: - Field Work Practicum (at the field work settings) : 50 - Field Work Viva (writing of journal & viva) : 50

Program Name	MASTER OF SOCIAL WORK					
Semester	1					
NCrF Credit Level	6					
Course Type	SEC					
Course Subtype	Skill Development					
Subject Type	Discipline Specific					
Course Code						
Course Level						
Course Title	Soft Skills and Personality Development					
Credit	Theory:	1	Practical:	1	Total:	2
Effective From	Academic Year: 2026-27					
Course Objectives	1. To develop self-awareness and positive personality traits among students. 2. To enhance communication and interpersonal skills among students. 3. To build professional competencies required for social work practice.					
Course Outcomes	Students will be able to: CO1: Demonstrate self-awareness and emotional intelligence. CO2: Communicate effectively in professional settings. CO3: Apply teamwork, leadership, and employability skills.					
Course Content	Unit- 1: Self-Awareness and Personality Development 1.1 Introduction to soft skills: Concept, importance, and scope of soft skills, Role of soft skills in social work practice, Difference between hard skills and soft skills 1.2 Personality development: meaning, determinants and types of personality, self-concept, self-esteem, and self-image 1.3 Self-awareness and personal growth: SWOT analysis, goal setting, and positive attitude 1.4 Concept and components of emotional intelligence, Self-awareness and self-regulation, Empathy and interpersonal sensitivity, Resilience and managing emotions in professional settings 1.5 Time management, stress management, and professional ethics Unit- 2: Communication and Professional Competencies 2.1 Communication skills: process and types of communication, active listening, and feedback techniques 2.2 Interpersonal skills: teamwork, rapport building, and conflict resolution, and negotiation skills 2.3 Leadership, decision-making and problem-solving skills 2.4 Presentation skills and public speaking, professional etiquette and workplace behaviour, resume writing, and interview skills					
Reference Books	Butterfield, J. (2010). <i>Soft skills for everyone</i> . Cengage Learning. Carnegie, D. (2020). <i>How to win friends and influence people</i> (Revised ed.). Simon & Schuster. (Original work published 1936)					

	Covey, S. R. (2020). <i>The 7 habits of highly effective people: Powerful lessons in personal change</i> (30th anniversary ed.). Simon & Schuster. Goleman, D. (2006). <i>Emotional intelligence: Why it can matter more than IQ</i> (10th anniversary ed.). Bantam Books. Rao, M. S. (2019). <i>Soft skills: Enhancing employability—Connecting campus with corporate</i> (2nd ed.). I. K. International Publishing House. Singh, P. N., & Chhabra, N. (2018). <i>Communication skills for professionals</i> (3rd ed.). Pearson India Education Services. Trevithick, P. (2012). <i>Social work skills and knowledge: A practice handbook</i> (3rd ed.). Open University Press.
Teaching Methodology	Theoretical & Practical
Evaluation Method	Internal Assessment : 25 Marks External Assessment: 25 Marks Total: 50 Marks

VEER NARMAD SOUTH GUJARAT UNIVERSITY, SURAT
STRUCTURE OF MASTER OF SOCIAL WORK (Semester-wise)

SEMESTER-2

Course Category	Course Code	Course Title	Marksheet Title in English	Level of Course	Teaching Hours / Week		Exam Duration		Credit		Internal Marks		External Marks		Total Marks	
					TH	PR	TH	PR	TH	PR	TH	PR	TH	PR	TH	PR
MAJOR		BC-5: Social Issues, Contemporary Approaches and Social Work	BC-5: Social Issues, Contemporary Approaches and Social Work	400	40	0	2	0	4	0	50	0	50	0	100	0
		BC-6: Social Work in Industry	BC-6: Social Work in Industry	400	40	0	2	0	4	0	50	0	50	0	100	0
		BC-7: Human Resource Development, Personnel Management and Social Work	BC-7: Human Resource Development, Personnel Management and Social Work	400	40	0	2	0	4	0	50	0	50	0	100	0
		BC-8: Social Welfare Administration	BC-8: Social Welfare Administration	400	40	0	2	0	4	0	50	0	50	0	100	0
		Field Work Practicum - 2	Field Work Practicum - 2	400	40	0	0	0	0	4	0	0	0	100	0	100
SEC		Computer Literacy and AI Applications	Computer Literacy and AI Applications		20	0	2	0	2	0	25	0	25	0	50	0

Note: Total 22 Credit in each Semester.

**VEER NARMAD SOUTH GUJARAT UNIVIERSTY,
SURAT**



**FACULTY OF ARTS
MASTER OF SOCIAL WORK
SYLLABUS FOR
(NEP – 2020 PROGRAMME)
SEMESTER – 2**

**EFFECTIVE FROM THE ACADEMIC SESSION:
JUNE – 2026 ONWARDS ...**

Website: www.vnsgu.ac.in

Program Name	MASTER OF SOCIAL WORK									
Semester	2									
NCrF Credit Level	6									
Course Type	Major									
Course Subtype	Skill Development									
Subject Type	Discipline Specific									
Course Code										
Course Level	400									
Course Title	BC-5: Social Issues, Contemporary Approaches And Social Work									
Credit	Theory:	4	Practical:	0	Total:	4				
Effective From	Academic Year: 2026-27									
Course Outcomes	CO1: Students will develop understanding the various components of Social Issues. CO2: The course will provide an exposure to understand various contemporary approaches.									
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	
	CO1									
	CO2									
Course Content	Unit – 1: Understanding Social Issues in Contemporary Society									
	1.1 Concept, nature, characteristics, and classification of social issues.									
	1.2 Theoretical perspectives on social issues: Functionalist, Conflict, Feminist, and Ecological approaches.									
	1.3 Changing social structures and emerging concerns in the context of globalization, liberalization, and urbanization.									
	1.4 Social indicators, social exclusion, marginalization, vulnerability, and social justice.									
	Unit - 2: Major Contemporary Social Issues									
	2.1 Poverty, unemployment, migration, and homelessness.									
	2.2 Gender-based violence, discrimination, trafficking, and child protection issues.									
	2.3 Substance abuse, mental health concerns, suicide, and ageing-related issues.									
	2.4 Digital divide, cybercrime, misinformation, and technology-induced social challenges.									
Course Content	Unit - 3: Contemporary Approaches to Address Social Issues									
	3.1 Rights-based, strengths-based, and empowerment approaches.									
	3.2 Sustainable Development Goals (SDGs), social inclusion, and intersectionality perspectives.									
	3.3 Trauma-informed care, community resilience, and participatory development approaches.									
	3.4 Policy advocacy, social innovation, evidence-based practice, and use of technology in social interventions.									

	Unit – 4: Social Work Responses and Professional Interventions 4.1 Role of social work methods in addressing contemporary social issues: Case Work, Group Work, Community Organisation, Social Action, and Social Welfare Administration. 4.2 Multi-stakeholder collaboration: Government, civil society organizations, corporate sector, and communities. 4.3 Social work ethics, human rights, diversity, and cultural competence in contemporary practice. 4.3 Emerging fields of social work practice: Digital social work, environmental social work, disaster management, and policy practice.
Reference Books	Desai, M. (2002). Curriculum Development on history of Ideologies for Social change and Social Work. Social Work Education and Practice All. Mumbai. Encyclopaedia of Social Work (1987). Encyclopaedia of Social Work in India. Ministry of Welfare. New Delhi. E. P., (1998). Social Work Values and Ethics. Nelson – Hall Publishers. Chicago. Reamer, F. G. (1995). Social Work Values and Ethics, Colombia University Press, New York. Tata Institute of Social Sciences. (1997). Declaration of ethics for profession Social Sciences, Social Works Educators Forum (TISSWEF), Workers, The Indian Journal of Social Work, 58(2), 335-341. United Nations. (1992). Human Rights: Teaching and Learning about Human Rights, UN- New York. Yalaha, A. A. (1982). Ethical Issues in Social Work Spring Field: Charles, C. Thomas. Congress.
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Subject Code [2701133002020001]

Program Name	MASTER OF SOCIAL WORK									
Semester	2									
NCrF Credit Level	6									
Course Type	Major									
Course Subtype	Skill Development									
Subject Type	Discipline Specific									
Course Code										
Course Level	400									
Course Title	BC-6: Social Work in Industry									
Credit	Theory:	4	Practical:	0	Total:	4				
Effective From	Academic Year: 2026-27									
Course Outcomes	CO1: To understand the concepts, characteristics, and socio-economic conditions of labour communities in India. CO2: To analyse labour welfare policies, constitutional provisions, labour codes, and industrial relations mechanisms. CO3: To evaluate the role of Corporate Social Responsibility (CSR) in promoting sustainable development and community welfare. CO4: To apply social work knowledge, methods, and skills in industrial settings and labour welfare institutions.									
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	
	CO1									
	CO2									
Course Content	Unit- 1: Labour Communities in India – Concepts, Conditions, and Welfare Framework 1.1 Meaning, concept, definitions, characteristics, and classification of labour; organized and unorganized labour; formal and informal sector; migrant and contract labour. 1.2 Historical evolution and socio-economic conditions of labour communities in India; industrialization and labour movements. 1.3 Contemporary labour issues and challenges in India: poverty, unemployment, migration, wage disparities, gender issues, child labour, occupational hazards, and problems of gig and informal workers. 1.4 Labour welfare: meaning, concept, objectives, principles, and approaches; constitutional provisions related to labour welfare, including Fundamental Rights and Directive Principles of State Policy. Unit- 2: Labour Welfare Policies, Industrial Relations, and Labour Codes 2.1 Labour welfare policies in India: evolution, objectives, policy framework, and roles of the State, employers, and trade unions. 2.2 Industrial relations: concept, scope, significance, collective bargaining, grievance redressal mechanisms, industrial disputes, and workers' participation in management. 2.3 New Labour Codes in India: aims, objectives, salient features, and implications of:									

	• Code on Wages, 2019 • Industrial Relations Code, 2020 • Code on Social Security, 2020 • Occupational Safety, Health and Working Conditions Code, 2020 1.4 Impact of Liberalization, Privatization, and Globalization (LPG) on labour communities; changing employment patterns, contractualization, technological changes, and the gig economy. Unit- 3: Corporate Social Responsibility and Community Development 3.1 Meaning, concept, objectives, principles, approaches, and theories of Corporate Social Responsibility (CSR). 3.2 Historical development and emerging trends of CSR in India; CSR and sustainable development. 3.3 Legal and policy framework of CSR: Companies Act, 2013; CSR Rules; Schedule VII activities; CSR governance, reporting, and implementation mechanisms. 3.4 Role of social workers in CSR: needs assessment, project planning, implementation, monitoring, evaluation, stakeholder engagement, and professional skills required for CSR practice. Unit- 4: Industrial Social Work Practice and Institutional Mechanisms 4.1 Labour Welfare Officer: roles, functions, responsibilities, competencies, and limitations. 4.2 Trade unions: meaning, evolution, role, functions, achievements, and limitations in addressing labour issues. 4.3 National and international institutions for labour welfare: National Commission on Labour and the role and functions of the International Labour Organisation (ILO). 4.4 Industrial social work practice: scope, methods, functions, limitations, employee counselling, workplace well-being, conflict resolution, and ethical issues in industrial settings.
Reference Books	Agarwal, Ramgopal. (2004). Reforms, Labour Markets and Social Security in India, Published in India by Oxford University, New Delhi. Baxi, C. V. (2013). Corporate Social Responsibility: Concepts and Cases, Excel Books, New Delhi. Jagadish, Shilaja. (2004). Social Welfare in the 21st Century, Ankansha Publishing House, New Delhi. Lumde, Nirbhay. (2018). Corporate Social Responsibility in India: A Practitioner's Perspective, Notion Press, Chennai. Punekar, Deodhar Sankaran. (2008). Labour Welfare, Trade Unionism, Industrial Relations, Himalaya Publishing House, Mumbai. Punekar, S. D. & Others (1978). Labour Welfare, Trade Unionism and Industrial Relations. Himalaya Publishing House. Bombay. Ratnam, C. S. Venkata. (2008). Industrial Relations, Oxford University, New Delhi. Sanarikar, S. S. (1976). Implementation of Labour Enactments. Bombay: Popular Prakashan. Saxsena, Anil. (2006). Encyclopaedia of Social Welfare, SBS Publishers & Distributors Pvt. Ltd. New Delhi. Sharma, A. M. Ram. D. (1988, 2015). Aspects of Labour Welfare and Social Security. Bombay: Himalaya Publishing House. Shilaja, Nagera. (2005). Social Work and Social Welfare in India, ABD Publishers, Jaipur.

	Sury, M. M. (ed.) (2018). India's Five-Year Plans I to XI 1951-56 to 2007-12, Vol. I, New Century Publications, New Delhi. Vijaya, Kumar. (2004). Social Security in a Developing World Context, Serials Publications, Delhi. Watson, Tony J. (2009). Sociology, Work and Industry (4th Ed.), Routledge. _____ Ministry of Labour Welfare. (2018). Report of the Committee on Labour Welfare. New Delhi: Government of India. Websites: • https://legalresearchandanalysis.com/what-are-the-4-labour-codes-in-india/#elementor-toc__heading-anchor-1
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Program Name	MASTER OF SOCIAL WORK									
Semester	2									
NCrF Credit Level	6									
Course Type	Major									
Course Subtype	Skill Development									
Subject Type	Discipline Specific									
Course Code										
Course Level	400									
Course Title	BC-7: Human Resource Development, Personnel Management And Social Work									
Credit	Theory:	4	Practical:	0	Total:	4				
Effective From	Academic Year: 2026-27									
Course Outcomes	CO1: Students will acquire the deep understanding about the concept and significance of HRD in organizational set up. CO2: The knowledge of complexities of various approaches and appraisal will assist them to work commendably in organization.									
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	
	CO1									
	CO2									
Course Content	Unit - 1: Introduction to HRD and Personnel Management 1.1 Human Resource Development: Concept, meaning, nature and need; Difference between Personnel Management, Human Resource Development; Principles and functions of HRD; Emergence and growth of HRD. 1.2 Personnel Management: Concept, objectives and importance. Unit - 2: Personnel Functions and Human Relations 2.1 Human relations and human resources in organizations; Recruitment, selection, placement, promotion and transfer, Wage and Salary administration; 2.2 Manpower planning and manpower audit; Training and employee counselling; Role of HR Personnel and line Management. Unit - 3: Training, Career Development and Performance Appraisal 3.1 Training and Development: meaning, need, importance and methods; On-the-job and off-job training; Evaluation of training programmes; 3.2 Career planning and career development: meaning and steps and approaches; 3.3 Performance appraisal: meaning, objectives, methods and limitations; Potential appraisal and performance counselling. Unit - 4: Contemporary Trends in HRD and Social Work Practice 4.1 Human Resource Development Trends: Job rotation, job enlargement and job enrichment; Total Quality Management (TQM); Human Resource Information System (HRIS); 5S Management and Six Sigma;									

	4.2 Professional Skills for Social Workers in HR settings; Emerging challenges and issues in HRD and personnel management.
Reference Books	Agarwala, Tanuja. (2007). Strategic Human Resource Management. Aswathappa, K. (2008). Human Resource Management – Text and Cases. Ghose, A. K. (2006). Human Resource Management, Manas Publication, New Delhi. Gupta & Gupta. (2008). Human Resource Development Concept and Practices, Deep and Deep Publication, New Delhi. Jetli, N. K. (2010). Human and Natural Resources of India, New Century Publications, New Delhi. Murthi, N. Rao. (Edited) (2008). Human Resource Management: Strategic Challenges, New Century Publications, New Delhi. Robins, P. Staphen. (2016). Fundamentals of Human Resource Management. Shukla, R. K. (2008). Human Resource Management-Policies and Practices, New Royal Book Company. Lucknow. Verma, Pramod. (2008). Organization Development: Intervention Strategies. V. Sita. (Ed.). (2008). Human Resources Management in India: Issues and Initiatives, New Century Publications. New Delhi.
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Program Name	MASTER OF SOCIAL WORK									
Semester	2									
NCrF Credit Level	6									
Course Type	Minor									
Course Subtype	Skill Development									
Subject Type	Discipline Specific									
Course Code										
Course Level	400									
Course Title	BC-8: Social Welfare Administration									
Credit	Theory:	4	Practical:	0	Total:	4				
Effective From	Academic Year: 2026-27									
Course Outcomes	CO1: The course will help the students to conceptualize the process of social welfare administration. CO2: It will enable the students in implementation of welfare programmes at various levels.									
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	
	CO1									
	CO2									
Course Content	Unit- 1: Introduction to Social Welfare Administration 1.1 Meaning and concepts of Social Welfare and Social Welfare Administration 1.2 Nature, Scope and Objectives 1.3 Historical development in abroad and in India 1.4 Principles and functions of Social Welfare Administration 1.5 POSDCORB approach 1.6 Social Welfare Administration as a Method of Social Work									
	Unit- 2: Social Welfare Organizations and Administrative Structure 2.1 Meaning and types of social welfare organizations 2.2 Government and voluntary organizations 2.3 Formal and informal organizations 2.4 Administrative Structure at Central, State and District levels 2.5 Functions of Central Social Welfare Board 2.6 Role of national and international welfare agencies such as UNICEF, WHO and ILO									
	Unit- 3: NGO Management and Financial Administration 3.1 NGO formation and registration procedures in India 3.2 Overview of Society Registration Act-1860, Bombay Public Trust Act-1950, The Companies Act-2013 and FCRA-2010 3.3 Financial Administration in welfare agencies 3.4 Budgeting, accounting and auditing 3.5 Resource mobilisation, fundraising methods and CSR initiatives 3.6 Income Tax exception provisions related to NGOs in India									

	3.7 Programme and Project Management 3.7.1 Project identification 3.7.2 Feasibility / Baseline studies 3.7.3 Planning 3.7.4 Project formation 3.7.5 Strategic formation 3.7.6 Preparation of project proposals 3.7.7 Project implementation Unit- 4: Programme and Project Management in Social Welfare Administration 4.1 Monitoring: meaning, objectives and types 4.2 Evaluation: meaning, objectives 4.3 Procedure to project evaluation 4.4 Project evaluation techniques 4.5 Creating Management Information System 4.6 Project Appraisal 4.7 Skills required for Social Welfare Administrators 4.7.1 Reporting 4.7.2 Proposal writing 4.7.3 Letter writing 4.7.4 Budgeting 4.7.5 Conducting meetings.
Reference Books	Amin Samir. (1979). Unequal Development OUP. New Delhi. Appadurai, Arjun. (1977). Modernity at Large Cultural Dimensions of Globalization, OUP. New Delhi. Bandyopadhyay, D. (1997). 'People's Participation in Planning Kerala Experiment,' Economic and Political Weekly, Sept. 24. Bhanti, I. T. (1993). Social Policy and Development in Rajasthan. 1- Timanshu A. Publications. Udaipur. Bulmer, Metal. (1989). The Goals of Social Policy. Unwin Hyman. London. Chilcore, R. H. & D. L. Johnson. (1983). Theories of Development, Sage, New Delhi. Chakraborty, S. (1987). Development Planning — Indian Experience. Clarendon Press. Oxford. Cook, Wilbert & Robert. (1967). Social change, Prentice Hall, New Delhi. Dandekar, V. M. (1994). 'Role of Economic Planning in India in the 1990s & Beyond.' Economic and Political Weekly, Vol. XXIX, No. 24, 1957-1464. Desai A. R. (1985). India's path of Development - A Marxist Approach, Popular, Prakashan, Bombay. Dimitto, D. M. (1991). Social Welfare: Politics and Public Policy. Prentice Hall. New Jersey. Frank, A. G. (1967). Capitalism and under development in Latin America, MRP. New York. Ghosh, A. (1992). Planning in India - The Challenge for the Nineties. Sage Publications. New Delhi. Gore, M. S. (1985). Social Aspects of Development; Rawat Publication. Jaipur. Gupta, S. P. (1993). 'Planning and Liberalization,' Economic and Political Weekly, Vol. XXVIII, No.43, Oct.23. 2349-23, 55. Harrison, D. (1989). The Sociology of Modernization Development, Sage. Mood. New Delhi. Hebsur, R. K. (ed.) Social Intervention for Justice. TISS. Bombay. Henks, W. (1876). Social Policy in a Changing World. LLO. Genera.

	Huttman, E. D. (1981). Introduction to Social Policy. McGraw Hill. New York. Jones, K. et.al. (1983). Issues in Social Policy. Routledge and Kogan. London. પટેલ, આનંદીબેન, સુખદેવભાઈ. (૨૦૨૫). સમાજ કલ્યાણ વહીવટ. વ્યવસાયિક અભિવૃદ્ધિ પ્રકાશન. અમદાવાદ. Paul. Kahn, A. E. (1973). Social Policy and Social Services. Random House. New York. Kulkarni, P. D. (1979). Social Policy and Social Development in India. Association of Schools of Social Work in India. Madras. Kulkarni, P. D. (1952). Social Policy in India. McGraw Hill Book Company. New York. Lindblom, C. E. (1980). The Policy-Making Process. Prentice Hall. New Jersey. Livingstone, A. (1969). Social Policy in Developing Countries. Routledge and Kogan. London. MacPherson, S. (1980). Social Policy in the Third World. Wheat Speat Books. London. MacPherson, S. (1982). Social Policy in the Third World. New York. Mathur, K. Bjorkman. (1994). Top Policy Makers in India. Concept Publishing Co. New Delhi. Mishra, R. (1977). Society and Social Policy. Macmillan Ltd. London. Mullard, M. and Spicker. (1998). Social Policy in a Changing Society. Routledge. London. Mundle, S. (1993). 'Policies, Paradigms and Development Debate at the Close of Twentieth Century,' Economic and Political Weekly, Vol. XXXVIII, No.26, Sept, 4, 1993, Wheat's peat Books. Mukherjee, N. (1993). Participatory Rural Appraisal: Methodology and Applications. Concept Publishers. New Delhi. Paul, Madison, B. Q. (1980). The Meaning of Social Policy. Croom Helm. Rao, V. (1994). Social Policy – 'The Means and Ends Question,' Indian Journal of Public Administration, Vol L, No. 1, Jan-March. Rao, V. and Mander, Hann Agenda for Caring: Interventions for the Marginalised. VHA. New Delhi. Rastogi, P. N. (1992). Policy Analysis and Problem-Solving for Social Systems. Sage Publications. New Delhi: Roy, Sumit. (1997). 'Globalization, Structural Change and Poverty,' Economic and Political Weekly, Aug. 16-23, 2117-2132. Spicker, Paul. (1998). Principles of Social Welfare: An Introduction to Thinking About the Welfare Stale. Routledge. London. Srinivas, M. N. (1966). Social change in Modern India, Berkley Univ. Press, Berkley. Upadhyay, S. B. (1992). Urban Planning. Print Well. Jaipur. Vyasulu, V. Vani, B. P. (1997). 'Development and Deprivation in Karnataka,' Economic and Political Weekly, Nov. 15, 2970- 2974. Webster, Andrew. (1984). Introduction to the Sociology of Development, Mac Millan, London. Welmer, D. L. and Vining A. R. (1994). Policy Analysis: Concepts and Practice. Prentice Hall. New Jersey.
Teaching Methodology	Theoretical
Evaluation Method	Internal Assessment : 50 Marks External Assessment: 50 Marks Total: 100 Marks

Program Name	MASTER OF SOCIAL WORK					
Semester	1					
NCrF Credit Level	6					
Course Type	Major					
Course Subtype	Skill Development					
Subject Type	Discipline Specific					
Course Code						
Course Level	400					
Course Title	Field Work Practicum - 2					
Credit	Theory:	0	Practical:	4	Total:	4
Effective From	Academic Year: 2026-27					
Course Outcomes	CO1: Students develop deep understanding about Structural hierarchy and functional areas of agency. CO2: Learn to do critical Analysis of client's situation, problem and services offered by agency. CO3: Learn to integrate class room theory and field work experiences. CO4: Initiate intervention at various levels under the guidance of supervisor. CO5: Develops skills related to management, resource mobilizations and so on. CO6: Journey of training of Professional Social Work goes on with professional knowledge, skills and attitude throughout all the four semesters.					
Course Content	Field Work Objectives and Rules for Evaluation of Field Work Practicum for MSW, Semester – II: Semester - II: Social Work Practice in NGOs 1. Objectives 1.1 To develop knowledge and skill among student about process of registration of NGO, its bylaws, policies, aim and objectives. 1.2 To develop knowledge among student about hierarchy of NGO / structure. 1.3 Students will learn different issues address by NGO through implementing of project activities at the grass root levels. 1.4 To develop critical thinking and analysis among students while implementing projects at the receiving ends. 1.5 To develop fund raising skills among students while practicing at the grass root levels for addressing various issues through programme activities. 1.6 To develop presentation skills among student through participating in programme activities at the field work levels. 2. Placement: Community Practice in Rural Area - Second Semester students will be placed at different types of NGOs working at Urban and Rural set up for developmental activities. Following activities to be done at the Field Work Agency: 2.1 Profile of NGO: Why it started, by whom it started, when it started, issue led for registration, dream to be accomplish through NGO registration, geographical area to be address through project activities, etc. Address of Corporate Office and its Branches. 2.2 Present functional / geographical area of the NGO.					

	2.3 Sources of Funds receive by the NGO (local, corporate, govt. foreign, individual donors, etc.) 2.4 Administrative structure of the NGO. 2.5 Projects implementing of the NGO and their status 2.6 Beneficiaries of the NGOs and their status after implementing different projects by the NGO. 2.7 Strengths, limitations and if any challenge(s) face by the NGO. 2.8 Any awards, recognition received by NGO 2.9 Develop analysis and critical thinking on developmental activities by NGO among student. 3. Duration of Field Work 3.1 Two days in a week (Thursday & Friday); but if the agency require student(s) help for programme then student(s) can take permission from the concern faculty and participate in the programme activity. 3.2 The students are expected to put in minimum of 160 hours per Term. The expected total days of field work for every term are 30 to 35 days. 3.3 Attendance sheet (month and date wise) should be sent to the agencies, indicating exams, vacation and camp/ tour dates. 4. Holidays / Leave 4.1 Hundred per cent attendance at field work is mandatory. 4.2 The student will observe holidays as per the University and Agency calendar. If the agency is closed on any field work day, the student may deduct those hours from the total of the minimum hours required. If student is absent from the field for any genuine reason, he/she must put up these hours during the term in consultation with the instructor and faculty advisor. 5. Recording 5.1 Student are required to record the work done in the field and submit these recordings to the field supervisor every week. Summary Recordings are expected from the students at the end of every term. 5.2 Field Instructors are required to make comments on the students' Recordings in order to guide and help them in their work. These serve as feedback to students and a weekly evaluation of the students' Performance. 5.3 Students are required to submit summary recordings at the time of semester viva voce along with weekly recording file to the Department / institution. 6. Expenditure Related to Field Work: Field work related expenses, namely home visits, travels undertaken for agency related tasks are usually borne by the students. 7. Supervision: A. Individual Conferences: 7.1 Pre-scheduled conferences should be taken once a week with the student. The field supervisor may use individual and group conferences alternately, according to student's learning needs. The field instructor/faculty supervisor should maintain a monthly attendance form for students' field work hours. The Semester time sheet must be duly signed by the field 16 instructor/faculty advisor. It should be submitted with summary recording at the time of viva voce. 7.2 Supervisors are required to read the records prior to the conference. The student should be encouraged to share and discuss his/her thinking, feeling and actions in the field work.
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	7.3 The student should be encouraged to do reference reading pertaining to his/her field work (by way of giving written assignments related to placement settings). 7.4 If a student does not attend field work / individual and group conferences, and / does not submit recordings regularly even after repeated warnings, the matter should be referred to the Co-ordinator of the Programme / Principal. 7.5 To enhance the student's learning, field supervisors are requested to maintain education resources such as articles, students recording and newspaper cuttings pertaining to the subject area. Students are also encouraged to collect reading material/documents related to the field work. B. Group Conferences: Group conferences are a very effective tool for student' learning, as they provide mutual sharing. For Group Conferences student placed in the same agency may from a group under one field instructor/faculty advisor regardless of their class. Student placed in the same setting, e.g., Education, but belonging to different agencies may from a group.
Reference Books	Bhanti, Raj. (1996). Field Work in Social Work Perspective. Himanshu Publications. New Delhi. Srinivas, M. N., Shah, A. M., Ramaswamy, E. A. (2002). The Fieldworker and the Field. Oxford University Press. New Delhi. Subhedar, I. S. (2001). Fieldwork Training in Social Work. Rawat Publications. Jaipur. Subhedar, Iqbal. (2011). Indigenous Fieldwork in Social Work. Current Publications. Uttar Pradesh.
Teaching Methodology	Practical
Evaluation Method	External Assessment: 100 Marks - Bifurcation of Marking: - Field Work Practicum (at the field work settings) : 50 Marks - Field Work Viva (writing of journal & viva) : 50 Marks

Program Name	MASTER OF SOCIAL WORK									
Semester	2									
NCrF Credit Level	6									
Course Type	SEC									
Course Subtype	Skill Development									
Subject Type	Discipline Specific									
Course Code										
Course Level										
Course Title	Computer Literacy and AI Applications									
Credit	Theory:	1	Practical:	1	Total:	2				
Effective From	Academic Year: 2026-27									
Course Outcomes	CO1: Students will learn basic knowledge on computer literacy and AI applications in their day-to-day work. CO2: Students will develop cognitive and technical skills from computer and tools of AI applications and that will enhance their efficiency at work place.									
Mapping between COs and PSOs		PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	
	CO1									
	CO2									
Course Content	Unit – 1: Computer Literacy and its Uses 1.1 Meaning of computer and computer literacy; components of computer literacy; key skills for effective computer use; computer literacy at the workplace; importance of digital literacy; understanding of cyber security. 1.2 Basic understanding of Programming and Algorithm and their uses. Unit – 2: Use of AI Applications and Efficiency at the Work Place 2.1 Basic AI Concepts and Terminology: What AI is (and isn't), types of AI (machine learning, generative AI, Chabot's, etc.). Common tools: catboats, image generators, code assistants, tutoring bots. AI literacy frameworks and why AI matters for learning. 3.4 Content Creation and Preparation: Generating lecture notes, slides, examples, case studies, rubrics, and assessments. Adapting materials to different reading levels or languages. Working alongside existing workflows (e.g., course materials, feedback, assignments).									
Reference Books	Websites: 2 https://en.wikipedia.org/wiki/Computer_literacy 3 https://www.computerperformance.org/understanding-computer-literacy-essential-skills-for-the-digital-age/ 4 https://use.ai/1180c96a-d633-41de-b6c4-f062db9f12fd									
Teaching Methodology	Theoretical & Practical									
Evaluation Method	Internal Assessment : 25 Marks External Assessment: 25 Marks Total: 50 Marks									