

**Scheme of Examination
&
Detailed Syllabus**

**Master of Social Work
(MSW)
2nd Semester**



• • • • • • • • • •

AISECT UNIVERSITY

Matwari Chowk, In front of Gandhi Maidan,
Hazaribagh (Jharkhand)-825301

Contact us: 8252299990, Visit us: aisectuniversityjharkhand.ac.in, mail us:
info@aisectuniversityjharkhand.ac.in

MASTER OF SOCIOLOGY (M.S.W.)

Duration : 4 Semester Course Eligibility: Graduate in any discipline

COURSE STRUCTURE OF MSW II SEMESTER												
Subject Details			Main Examinations				Sessionals ***		Credit Distribution			Allotted Credits
Subject Code	Subject Name	Total Marks	Major		Minor		Max Marks	Min Marks	L	T	P	Subject wise Distribution
			Max Marks	Min Marks	Max Marks	Min Marks						
Theory Group												
HMSW 201	Social Psychology, Communication and Social Work	100	50	17	20	7	30	12	3	1	-	4
HMSW 202	Social Case Work and Counselling	100	50	17	20	7	30	12	3	1	-	4
HMSW 203	Social Group Work	100	50	17	20	7	30	12	3	1	-	4
HMSW 204	Social Welfare Administration and Legislation	100	50	17	20	7	30	12	3	1	-	4
Elective I (Skill)												
SMGT 201	Entrepreneurship Development	50	25	8	10	4	15	6	1	-	-	1
Practical Group			Term End Practical Exam				Lab Performance					
HMSW205	Project Work (Field Training of case work Process & Report) two cases	100	50		17		50	17	-	-	2	2
HMSW206	Job Oriented Practical Group	100	50		17		50	17	-	-	2	2
Elective I (Skill)												
SMGT 201	Entrepreneurship Development	100	50		17		50	17	-	-	2	2
Grand Total		700										23

Minimum Passing Marks are equivalent to Grade D in Individual Subjects

L- Lectures T- Tutorials P- Practicals

***Sessionals Weightage – Attendance 50%, Four Class Tests/Assignments 50%

AISECT University, Hazaribag (JH)

Scheme of Examination

SEMESTER-II

Department: Masters of Social Work (MSW)

Subject Code	Subject Name	Credits	Maximum marks Allotted					Duration of Exam.		
			Theory			Practical		Total	Theory	Practical
			Major	Minor	Sessional.	End Sem	Lab Work			
HMSW 201	Social Psychology, Communication and Social work	4(3+1+0)	50	20	30	-	-	100	3hrs	-

Pattern:

The question paper will consist of five questions carry 10 marks each, one from each of the five units of the syllabus and will have internal choice. These five questions will have two parts A & B, Candidates are required to answer all questions.

SYLLABUS

HMSW 201 Social Psychology, Communication and Social work

UNIT -1:

Social Psychology an Introduction, Out line (design), Objectives, Introduction, Nature of Social, Psychology, Field of Social Psychology, Importance of Social Psychology

Basic Social Psychology Process, Design, Objectives, Introduction, Manifestation, Attribution, Learning, Socialization, Motivation, Attitude

Out Line, Objectives, Personality and human behavior, Introduction, Concepts, Personality, Approach to the Study, The determinants of Personality, Behavioral Problem at various stages of development, Measurement of personality

Suffix of mind and psychology - Out line, Objectives, Introduction, Mind Implies, States of mind, Side of mind, Conscious mind, Unconscious mind, Subconscious mind, Unconscious, Conscious, Subconscious Comparative Study of Mind, Dynamic mind, Ego, Naitik Man, Relation between Ego and moral mind

UNIT -2 :

Importance of Psychology in Social Work Practice and Mano Rechange psycho literature)- Outline, Objectives, Introduction, Importance of Psychology to social work practice, psycho literature, type of psycho let, man psycho let, invisible psycho let

Aptitude – Outline, Objective, Introduction, The concept of aptitude, Characteristic of aptitude, Construction of aptitude, Aptitude Content, element, Difference between hypothesis and aptitude

Motivation-Outline, Objective, Introduction, Inspiration, Features of necessity, require the Socio-culture, Determinants, Adjustment, Adjustment of label, The social label adjustment, Stress, Stress- effect on Personality, Depression, Impact on Personality of Despair, Struggle, Conflict, Impact of Personality

Unit –3 :

Inheritance and Environment- Out lines, Objectives, Introduction, vanshanukram (heredity) Bio structure, Law of heredity, Impact of heredity on personality, pre- reaction habit, Impact of heredity education types of environment, Impact on environment, importance of environment.

Leadership – Outlines, Objectives, Introduction, Lead, Lead Generation, Necessary Conditions, Definition of Leadership, Main characteristics, Leadership Style, Function of Leadership, School, Type of Leadership, Leadership Properties

Communication & Introduction – Outline, Purpose, Introduction, Definition, Importance of communication, Planning of Communication, Organization and Communication, Motivation and Communication, Coordination and Communication, Control and Communication, Decision making and Communication, Effectiveness, Minimum Expenditure and Maximum output, The phase/stapes of communication, Ways of Communication, Factor of Communication, Communication the process and substance of communication network, Communication, Deliberated Process, Dispatch Communication as Communication, As a culture Producer in each of effective communication, characteristics.

Unit – 4:

Outline – Objective, Introduction, Formal Communication, The benefits of Formal Communication, Flats of formal Communication, Informal Communication, Informal Communication benefits, Defect of informal Communication, Written Communication, Benefit of written communication, Defect of writing Communication, Verbal communication, Benefits of verbal Communication, Defect verbal Communication, Nonverbal Communication, Benefits of nonverbal communication, Benefits of public communication, Internal communication, Benefit of Internal communication, Public Communication, Theory of Communication

Communication of Direction – Outline, Objective, Introduction, Upward Communication, Horizontal Communication, Through the Scenario in India, Traditional Medium, Modern Mass Media, Print, Audio, Visual, Audio-Visual Media, Ltd., Effective Writing, Print Media Audio-Visual Medium, Ltd., Writing, Press, Special Event Templates, Documents, Press Conference, Press Release

Unit –5:

Communication Barriers or obstacles – Outline, Objectives, Introduction, Organizational Structure Barriers, Personal or Psychological Barriers, Technical Barriers, Linguistic or Meaning Barriers, Barriers in Communication Skills of Listening and understanding, Communication barriers to Correct Manner, Measurement of effective communication, To built more effective communication, Crisis, The role of media, Public relation campaign communication management, Crisis prevention, Management

Communication, Puppet, Folklore, Folk literature, Drama, Cranny, Posters, Logo

Book Recommended

1. सामान्य मनोविज्ञान – मीना, माथुर
2. मनोविज्ञान तथा सामाजिक व्यवहार– आर.के.गुप्ता

AISECT University, Hazaribag (JH)

Scheme of Examination

Department: Masters of Social Work (MSW)

Subject Code	Subject Name	Credits	Maximum marks Allotted						Duration of Exam.	
			Theory			Practical		Total	Theory	Practical
			Major	Minor	Sessional.	End Sem	Lab Work			
HMSW 202	Social Case Work and Counselling Services	4(3+1+0)	50	20	30	-	-	100	3hrs	-

Pattern:

The question paper will consist of five questions carry 10 marks each, one from each of the five units of the syllabus and will have internal choice. These five questions will have two parts A & B, Candidates are required to answer all questions.

SYLLABUS

HMSW 202 Social Case Work and Counseling Services

Unit -1

Individual Social work – Introduction, Outline, Objectives, Introduction, Function of Social Work, Characteristics of Individual Social work, Aims of individual Social Work, Nature of Individual Society, Fundamental beliefs of individual Social work, History of individual social work, new interest in Individual social work in twentieth Century

Approach of individual social work - Frame work, Objective, Introduction, Approach of individual Social Work, Psychosocial approach of social work, The associated response of pavlar principles, Psychiatric social work, Medical Social work, Problem and nature of Individual service work, Diagnosis and treatment

The Social individual service work of communicating – Outline, Objective, Introduction, The diagnostic community, Functional Community, The basic assumptions of community, Difference between functional and diagnostic communicating, Difference between system of functional and diagnostic Community, Relationship of client and workers, Question of practice, Terminology, Reference book list

Unit -2

Social Process – Design, Purpose, Concept of Social process, Cooperation, Competition, Conflict, Administration, Individual Social Work and Counseling

Techniques and Skills in Social Personal Service - Frame Work, Objectives, Introduction, Techniques Method and Skills in Social personal Service work, Method of personal individual studies, Abstracting

Personal Social work - Diagnosis and Evaluation frame work, The process of diagnosis, Aims, Type of diagnosis, Treatment/ Therapy, The aim of therapy, Type of Treatment, Method of direct Treatment, Evolution

Unit –3

Advisory – an Introduction – Outline, Objectives, Introduction, Negotiation, Negotiation- Process, Process of Guided Consultation, The process of unguided consultation, Importance of negotiation

Social work Personal Service - Counseling and psychotherapy, Outline, Objective, Introduction, Meaning and definition of Conspiracy, Meaning and nature psychiatry, The goal of psychiatry, Method of psychotherapy, Supportive psychotherapy, Meaning of evaluation, Field of evaluation, The need of evaluation, The purpose evaluation, Type of evaluation, Evaluation method, Difference between evaluation and monitoring

Unit –4

Role of Social worker in individual social work – Outline, Objective, Introduction, Relationship between individual social worker and client, Principle of personal social work, Phase of diagnosis, Direct treatment, Treatment, Practical Services administration, Subject area of individual social work

Interrelationship between systems of social work – Outline, Objective, Introduction, Individual service work, The main method of treatment, Social group work, Community Organization, Social welfare administration, Social work research

Unit –5

The field of social, individual service work in india, Outline, Objective, Introduction, Correct action of Individual service, Area of corrective action in individual service too, Juvenile delinquency, The improvement system of juvenile delinquency in India, The problem of individual Social worker in School, Family Planning Function, Population and Economic growth, The role of personal social worker

Interview and individual study in social service work – Outline, Objectives, Introduction, Individual Study in social individual social work, Characteristics of individual study, Interview in social individual service work, Characteristics of interviewer, Aims of interview, Use of methods in Interviews, Use of method in Recording, Process of Recording

Book Recommended:

1. समाज कार्य – ओजस्कर तेजस्कर पांडे
2. भारत में समाज कल्याण – डॉ. प्रीति दुबे
3. भारत में समाज कल्याण – डॉ. डी.के. सिंह

AISECT University, Hazaribag (JH)

Scheme of Examination

Department: Masters of Social Work (MSW)

Subject Code	Subject Name	Credits	Maximum marks Allotted					Duration of Exam.		
			Theory			Practical		Total	Theory	Practical
			Major	Minor	Sessional.	End Sem	Lab Work			
HMSW 203	Social Group- An Introduction	4(3+1+0)	50	20	30	-	-	100	3hrs	-

Pattern:

The question paper will consist of five questions carry 10 marks each, one from each of the five units of the syllabus and will have internal choice. These five questions will have two parts A & B, Candidates are required to answer all questions.

SYLLABUS

HMSW 203 Social Group- An Introduction

Unit -1

The Social Group – Outline, Objective, Introduction, Social Group Service work, Aims of social group service work, Development of social group service work, Development of social group service work, Format of social group service work, Relation between social work and social group service work

Historical Development of group social work – Framework, Objective, Introduction, Historical development of group social work, Development of group work, Development of group social work in U.S., Development of group social work in India

The Social group work theory and Skills – Outlines, Objectives, Introduction, Principle of group social work, Skills, Group Process, Role of worker, Superintendence of primary workers, Administration, Community planning

Unit -2

Principle of self group work - Frame work, Objective, Introduction, Self-Group, Value, Suffixes, Principle of self- group work, Growth phase of self group work, Group's aspiration, Training

Format of Social Group work – Outline, Objectives, Introduction, Format of Social Group work, Role of Social Worker at Various levels, Need of group work in India

Social Group Work- Programme, Planning and Development – Outlines, Objectives, Introduction, Programme Planning and development, Approach of programme Planning, Social Group work and workers, Social work efficiently achieve collective measures, Characteristics and qualities of group workers, Skills of workers, Role and function of social group worker, Development of group leadership process, Qualities of good leadership,

Unit -3

Group Process – Design, Objective, Introduction, Group practices, Group Planning and decision, The principle of group planning, Polarization and social relationship, Mobility

Relationship between social work and social group work in other system – Outline, Objectives, Introduction, Concept, Relationship between social work and social group work in other system, Case study, Study of problem, Social group work, Community Organization, Social welfare administration, Method of democratic administration, Social work research, Social action

Unit –4

Documentation and Supervision in Social group work – Outlines, Objectives, Introduction, Record in Social group work, Process record, Evaluation in group work, Supervision in social group work, Leadership, Dominance and leadership

Groups in Social Group work – Outlines, Objectives, Introduction, Group building, Type of Group, Work of worker, Characteristics of group creation, Necessity, Importance, Planning, Programme, Level of Group Development

Unit –5

Team Building in Social group work - Frame work, Objectives, Introduction, Corporate team building in social work, Level of community development, Circumstance leadership by worker

Role of institution in social group work, Outline, Objectives, Introduction, Role of institution in social group work, Group work system, Type of social institution, The main features of social group work organization, Parts of institution, Work of institution, Employee related service

Book Recommended

1. समाज कल्याण व समाज समूह सेवा कार्य – संदीप सिंह
2. भारत में समाज कार्य के क्षेत्र – प्रो. सुरेन्द्र सिंह

AISECT University, Hazaribag (JH)

Scheme of Examination

Department: Masters of Social Work (MSW)

Subject Code	Subject Name	Credits	Maximum marks Allotted					Duration of Exam.		
			Theory			Practical		Total	Theory	Practical
			Major	Minor	Sessional.	End Sem	Lab Work			
HMSW 204	Social Welfare & Legislation	4(3+1+0)	50	20	30	-	-	100	3hrs	-

Pattern:

The question paper will consist of five questions carry 10 marks each, one from each of the five units of the syllabus and will have internal choice. These five questions will have two parts A & B, Candidates are required to answer all questions.

SYLLABUS

HMSW 204 Social welfare and Legislation

Unit – 1

Social welfare administration- an Introduction – Introduction, Outline, Objectives, The definition of social welfare administration, Major fields of social welfare administration, Classification of social welfare administration, Process of social welfare administration, The history of social welfare administration

Social Welfare administration concept and nature - Outlines, Objectives, Introduction, The concept of Social welfare administration, Nature of social welfare administration, Works of social welfare administration, the theory of social welfare administration, Monitoring and evaluation in social welfare administration, Personnel management

Unit – 2

The Management of social welfare administration – Outline, Objectives, Introduction, Social welfare administration at government level, Administrative organization, Social welfare administration and non-government institution, Community Organization

Main Components of social welfare administration – Outlines, Objectives, Introduction, Women welfare, Child welfare, Aged welfare, Welfare of scheduled cast and tribes, other backward classes welfare, Disabled welfare, Labor welfare

Social Policy - Frame work, Objective, Introduction, Concept, Region, Objectives of social policy, Value and ideology in social policy, Difference between social policy and economic policy, Format and approach of social policy,

Unit – 3

Social Legislation and role of social worker – Outlines, Objectives, Introduction, Concept of social legislation, The field of social legislation, Neediness, Different Roles of social workers

Policy Formulation – Outlines, Objectives, Introduction, Policy Formulation, Decision, Planning, Budgeting, Financial Control, Communication, Organizational Development, Coordination

Project Management – Outlines, Objectives, Introduction, Project Management, Aims of Project, All Specialized needs- Identifying, Monitoring, Evaluation, and Accountability.

Unit – 4

Personnel Policies and Human Resource Development – Outlines, Objectives, Introduction, Required Personnel Policy, Development and Law, Human Resource Planning and Development, Planning in the Context of Social Welfare, Staff Development, Training, Employee Counseling

Role of N.G.O. / Organization in Social Development and Welfare – Outlines, Objectives, Introduction, Rules and Regulations of N.G.O., Voluntary Organization and grant recognition to the various criteria, Features, Functions, Responsibilities, Weakness and Transparency of Organization, Voluntary Organization and State Government Aid

Unit – 5

Social Legislation and the Constitution - Social Legislation, The Constitution-Importance, Director of State Policy Element, The Basic Duty, The constitution and Legislation

Social Justice- The Role and Benefits Subject - Social Justice, Respect of Social Law, Social Justice and Civil Rights, Social Justice and Human Rights, Social Justice and Its Definite

Safety Related Social Legislation - Relating to Social Protection, Social Security- Related Legislation, Related to Assistance, Disability Related Legislation, Health Related Act.

Book Recommended

1. Social welfare Administration in India – Dr. D.R. Sachdeva.
2. लोक प्रशासन – ए.पी. मलहोत्रा

AISECT University, Hazaribag (JH)

Detailed Syllabus

SEMESTER - II

SMGT 802 Entrepreneurship Development

(Elective Skills)

UNIT - I

Entrepreneurship – Meaning, Concept, Characteristics of entrepreneur.

UNIT – II

Types of entrepreneurship, importance and views of various thinkers (Scholars).

Formation of goals, How to achieve goals.

Problems in achieving largest and solution.

Self-motivation, elements of self-motivation and development

Views of various scholars, evaluation, solutions.

Leadership capacity: Its development and results.

UNIT – III

Projects and various organizations (Govt., non-Govt), Govt. Projects, Non-Govt. projects.

Contribution of Banks, their limitations, scope.

UNIT – IV

Functions, qualities, management of a good entrepreneur.

Qualities of the entrepreneur (Modern and traditional).

Management skills of the entrepreneur.

Motive factors of the entrepreneur.

UNIT – V

Problems and Scope of the Entrepreneur:

- Problem of Capital
- Problem of Power
- Problem of registration
- Administrative problems
- Problems of Ownership.