

**SRR & CVR GOVERNMENT DEGREE
COLLEGE (A)
VIJAYAWADA**

BOARD OF STUDIES

**DEPARTMENT OF SOCIAL WORK
P.G. III, IV SEMESTERS
2021-22**

S.R.R. & C.V.R. GOVT. DEGREE COLLEGE (AUTONOMOUS)
VIJAYAWADA-520004.
DEPARTMENT OF SOCIAL WORK
MA-SOCIAL WORK

The post graduate programme at Department of Social work, SRR & CVR Govt. Degree College (Autonomous) Vijayawada provides a rigorous tool kit for thinking about the social work. It promotes an active learning approach to social work in which students think about real problems in an analytically rigorous way. In addition, the programme aims to teach students how to put the acquired skills to use in their own research and every day activities. Students will find a cumulative and hierarchical body of knowledge laid out in a structured series of courses. This creates a foundation which the student can build on and apply to many areas. Our social work students graduate as self- motivated, ambitious learners, able to confidently navigate their future career path.

As per the orders of the principal the Department of social work has conducted a meeting to approve the syllabus for 3rd and 4th semester's subject of social work under Department of Social Work (PG) on 15.11.2021 in Room No: 104. The following Committee members have attended the meeting to approve the syllabus for the academic year 2021-22.

1. **M. PADMANABHAM (In-charge of the Department & Chairman, BoS)**
Lecturer in Public Administration,
SRR & CVR Govt. Degree College (A), Vijayawada.

2. **Prof. SARSWATI^A RAJU IYER (University Nominee)**
Professor in Department of Sociology & Social Work
Acharya Nagarjuna University, Guntur.

3. **Dr. M. TRIMURTHI (Subject Expert)**
~~Assoc~~ Professor in Department of Sociology & Social Work
Acharya Nagarjuna University, Guntur.

4. **V. VENKATESWARLU (External Expert)**
~~ASSOCIATE~~ Professor in Department of Sociology & Social Work
Acharya Nagarjuna University, Guntur

5. **B.S.SUNITHA (Member)**
Lecturer in Department of Sociology & Social Work
SRR & CVR Govt. Degree College (A), Vijayawada.

6. **DARAM NAVEEN KUMAR (Guest Faculty in Social Work)**
Department of Sociology & Social Work
SRR & CVR GOVT DEGREE COLLEGE.

7. **D.RAMESH, Industrialist**
NAVAJEEVAN BALA BHAVAN, VIJAYAWADA.

8. **S.SANTOSH (STUDENT NOMINEE)**

Agenda:

1. Approval for Semester 3rd & 4th for the academic year 2021-22.
2. Approval of Question Papers, Blue Print and model paper.
3. Approval of list of paper setters and examiners.
4. Any other item with the approval of the chair

The Chairperson welcomed the members and initiated discussion on the syllabus for III & IV semesters. He apprised the members of the guidelines of the UGC University and APSCHE, regarding approval of syllabus, and the recommended evolution ratio for internal and external examinations. The member of BOS discussed in detail the various aspects presented before them and unanimously resolved the following:

MINITUES:

- Resolved to approve the Syllabus for semester III & IV
- Resolved to approve the division of 40:60 i.e 40 Marks for internal Exam and 60 Marks for external Exam.

DIVISION FOR 40 MARKS

RESOLVED TO APPROVE THE BOS MEMBERS

Resolved to select elective Paper INTER PERSONAL COMMUNICATION SKILLS for 3rd semester as open elective

Resolved to select elective paper Andhra Economy for 4th sem open elective

1. Internal Assessment-40marks

S.NO	COMPONENTS	MARKS
1	Best of the two mid exams Two announced tests are conducted and the average of these two tests shall be deemed as the marks obtained by the student in the announced tests	10
2	Assignment Two assignments are given to the students during the course. 5 marks are allotted for each assignment and average marks of these two assignments are included in continuous internal assessment	10
3	Project work/Group Discussion Students will be assigned student study project for 10Marks under Continuous internal Assessment. Then the student has to submit a project report under the supervision of Faculty Member. These 10 marks may also be assigned to group discussion. Student will be evaluated here based on his/her way expression, conceptual strength, attitude, listening-understanding skills and level of participation in the discussion.	10
4	Seminars Each student may give student seminar to the peer team. This student seminar will carry 5 marks.	05
5	Viva-voce Viva -voce will be conducted by the concerned subject faculty for 5 marks	05

SEMSETER-III

SUB CODE	NAME OF THE SUBJECT	INTERNAL MARKS	SEMSTER END EXAM MARKS	TOTAL	NO OF HOURS/ WEEK	NO.OF CREDITS
PSW0301	Social Policy, Planning and Development	40	60	100	4	4
PSW0302	Management of Development and Welfare Organisations	40	60	100	4	4
PSW0303	Life Skills and Soft Skills	40	60	100	4	4
PSW0304	Labour Legislation and Labour Welfare	40	60	100	4	4
PSW0305	Rural Community Development	40	60	100	4	4
PSW0306	Inter Personnal Communication Skills <i>Social work Methods</i>	40	60	100	4	4
Concurrent Field Work				600		

Note: Open elective/ Non –core 4 credits will not be considered for division/Percentage Programme Outcome.

The syllabus is farmed in the Outcomes Based Education (OBE) frame work and the Programme Outcomes (Pos) are given in the table below;

PROGRAMME OUTCOMES (Pos)
PSW0301- It deals about Social Policy Planning and Development
PSW0302- It deals about Management of Development and welfare organization
PSW0303- It deals about Life skills and Soft skills

PSW0304- It deals about Labour legislation and Labour welfare
PSW0305- It deals about Rural Community Development
PSW0306- It deals about Inter Personal Communication Skills <i>social work methods</i>
PSOW307-Concurrent field work

IV TH SEMESTER PROGRAMME OUTCOMES (Pos)

PSW0401- It deals about Legal System in India
PSW0402- It deals about Medical Social Work
PSW0403- It deals about Social Work with Senior Citizens and Differently Abled
PSW0404- It deals about Human Resource Management
PSW0405- It deals about Urban Community policies and problems
PSW0406- It deals about -----
PSOW407-Concurrent field work
PSOW408- BLOCK FIELD WORK
PSOW409-VIVA-VOCE

Evaluation

III-SEMSTER	MARKS	TOTAL
6 THEORY PAPERS	6X100=600M	600M
PRACTICAL	100M	600+100=700M
IV-SEMESTER	MARKS	TOTAL
6 THEORY PAPERS	6X100=600M	TOTAL
PRACTICAL	3X100=300M	600+300=900M

In each Semester 100marks paper is divided into two parts
 a. 60 marks caters to External evolution and
 b. 40marks caters to internal assessment.

2. External assessment-60 Marks

Components	Marks
Section A- Short Answer Questions	20
Section B- Essay Questions	40

-The chairman has to prepare the list of Examiner and Paper Setters and will be submitted to the Academic Council.

-The committee has approved the syllabus with 5 units for 6 papers in Semesters I & 7 Papers in Semester III respectively.

-The committee has approved the Model Question Papers for external exams-60 marks and is divided as follows,

-In Section A, Answer any 5 out of 10 Questions. Each one carries 4 marks, totaling to 20marks. From each unit/module 2 questions have to be selected.

-In section B, answer all 5 questions. Each question has internal choice. Each question carries 8 marks totaling to 40 marks. Each question has to be selected from each unit/module.

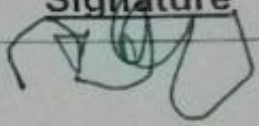

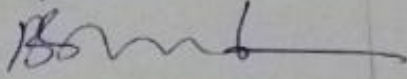
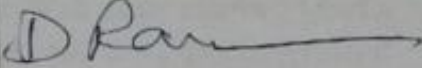
-Time Duration-3Hours

-The committee has approved the blue print of question paper. Question paper has to be designed in such a way that 24 marks have to be obtained from each unit/Module.

-Modifications, if need be in the above resolutions, will be done by the Chair person HOD and the faculty members of the department.

-The committee has approved that all the above resolutions will be effective for the years 2020-2021.

Signatures of the members of the Board of Studies:

<u>Position</u>	<u>Name</u>	<u>Signature</u>
1. Chairman	M. PADMANABHAM	
2. University Nominee	Dr. Prof. SARASWATHI RAJU IYER	Saraswathi R 15/12/21
3. Subject Expert	Dr. M. TIRUMURTHI RAO	 15-12-21
4. Member	B.S.SUNITHA	
5. External Expert	Dr. V. VENKATESWARLU	 15/12/21
6. Faculty Member	D. NAVEEN KUMAR	
7. Industrialist	D.RAMESH	
8. Student Nominee	S.SANTOSH	S. Santosh

S.R.R & C.V.R GOVT DEGREE COLLEGE
SECOND YEAR (THIRD SEMESTER)
PSWO 301: SOCIAL POLICY, PLANNING AND DEVELOPMENT

Unit-1

Social Policy- Concept need, constitutional basis- social welfare policy relationship between social policy and social development.

Unit-2

Models of social policy: Residual – welfare redistribute, Development – Antyodaya, Sarvodaya approaches to Social development.

Unit-3

New Economic Policy and changing concept of social development – people's participation and development – concept of sustainable development.

Unit-4

Social policy and social planning – social policy formulation – the role of social worker – social policy in India, different sectoral policies – policies and measures concerning social welfare in general and of women, environment, ecology and poverty.

Unit-5

Social Indicators of development – human development index; five year plans in India with emphasis on Growth and social justice, social welfare, anti-poverty programmes and advocacy.

REFERENCE

Goel, S.L & Jain, R.K (1998): Social Welfare Administration, Vol. I & II, New Delhi, Deep & Deep.

Faul Chowdary , D.(1979): Social Welfare Administration, New Delhi: Atma Ram

Government of India(1987): Encyclopedia of Social Work in India; New Delhi, 4 Vols. Planning Commission.

Choudhury, S.(1988): Project Management, New Delhi:Tata McGraw Hill.

Gahlot, R.(1993): Project Implementation, Monitoring and Evaluation, Chandigarh; Common wealth Youth Programme, Asia Centre.

Sharma, P.N. and Shastri, C, (1985); Social Planning: Concepts and Techniques, Lucknow: Print House.

Kulkarni, P.D. (1965): Social Policy in India, Bombay: TISS.

Ssnkaran, R. & Rodrigues, I. (1975): A handbook t the Management of Voluntary Organisation, Madras: Alpha.

Gore, M.S. (1975): Some Aspects of Social Development, Bombay, TISS

**SRR & CVR GOVERNMENT DEGREE COLLEGE (AUTONOMOUS) ::
VIJAYAWADA
MODEL QUESTION PAPER**

Class II MA

Semester No II

Subject SOCIAL WORK

Paper No PSWO301

Title of the Paper: SOCIAL POLICY, PLANNING AND DEVELOPMENT

Time: 3Hours

Max Marks: 60

PART – A

I. Answer any FIVE from the following questions

5X4=20 Marks

1. } SOCIAL WELFARE
 } SOCIAL DEVELOPMENT
2. } ANTYODAYA
 } SARVODAYA MOVEMENT
3. } NEW ECONOMIC POLICY
 } SUSTAINABLE DEVELOPMENT
4. } ENVIRONMENT
 } POVERTY
5. } SOCIAL JUSTICE
 }

PART – B

II. Answer any from the following questions

5X8=40 M

- 6(a) Discuss the need of the social policy in India
(or)
(b) Explain the relationship between the social policy and social development.
- 7(a) Discuss the different models of social policy.
(or)
(b) Explain the Sarvodaya approach to social development.
- 8(a) Explain the role of social worker in people's participation in the development.
(or)
(b) Discuss the changing concept of social development in terms of new economic policy.
- 9(a) Explain the various sectorial policies and their implication in the Indian context.
(or)
(b) Discuss the role of social worker in the formulation of social policy.
- 10(a) Discuss the role of a social worker in the implementation of poverty alleviation.
(or)
(b) Discuss the salient features of human development index.

PSWO 302: MANAGEMENT OF DEVELOPMENT AND WELFARE ORGANISATIONS

Unit-1

Human service Organizations- their characteristics like size, nature and design-social response to social needs-origin and growth of organizations-external environment.

Unit-2

Establishment Registration, different types of legislations-the societies registration Act, 1860-legislations relating to trusts, etc- Organisational goals: vision, mission and values.

Unit-3

Management of human service organizations:governance and administration Boards-executive boards, Professional and other staff relationship-communication: team building, governance and accountability in NGOS.

Unit-4

Financial Management: Organinsational budget-sources of finance-themes and methods of resource mobilization, corporate social responsibility-trends and issues.

Unit-5

Project Management: Elements of project planning, guidelines for formulation of project proposals: project implementation, monitoring and evaluation-their relevance to social work practice.

REFERENE:

Chaudhari, D.P (1983): Social Welfare Administration, Delhi, Atmaram Sons.

Denver, J.C.(1979):Office the Non administration, Plymouth, Mac Donald and Evans

Drucker, P.(1990): Managing the Non-Profit Organisation, NY, Harper Collins.

Kandaswamy, (1989): Governance and Financial management in Non-Profit Organization- A Reference Manual, New Delhi: Caritas India.

Leigh Andrew, (1996): 20 Ways to Manage Better (2nd) Hyd, Universities Press;

Soriano, F I (1995): Conducting needs assessments, New Delhi, Sage.

Thomas, A.(1996): What is Development Management? Journal of International Development.

Thomas, A and others(1998): Finding out fast: Investigations Skills for policy and Development, New Delhi: Vistar.

Weiner. M. (1982): Human Service Management, Illinois, The Dorsey Press.

PSWO303: LIFE SKILLS AND SOFT SKILLS

Unit-1

Presentation skills: listening centered message, knowing about the listeners messages, overcoming anxiety, persuasive strategies, structuring the presentation, effective use of visual aids, verbal and non verbal communication. Basic forms of writing, styles and contents, formal correspondence.

Unit-2

Life skills: Self awareness, self esteem, assertiveness, coping with anger, fear, anxiety, stress, hurt and depression, sensitivity, empathy and support, creative thinking, time management, decision making, understanding defence mechanisms, positive thinking, enhancing capacity to love, be happy and enjoy.

Unit-3

Soft-Skills: Communication, commitment, conflict resolution, civic and traffic sense, emotional competence, listening skills, nonverbal communication, skills in dealing with selected groups such as.

Unit-4

Building effective relationships: Building rapport, nurturing friendship. Personal communication skills: Self- disclosure, feedback. Conflict management skill: negotiating; resolving disagreement. Team work and synergy skills: creating groups energy in pursuing collective goals, Open-minded ideas, Team work contribution, influencing skills, making a positive difference, leadership skills, initiating and managing needed change, and innovation.

Unit-5

Practicum: Public speaking on any topic, oral presentation with visual, technology, group discussion, listening comprehension. Group research projects. Using computer, role-play evaluation.

REFERENCE

Pasty McCarthy a Caroline Hatcher, (2002) Presentation Skills The essential guide for students, New Delhi SAGE Publications. Neil Thompson (1996) People Skills, London: Macmillan. Dalai Lama and Cutler, H.C (1998) the Art of Happiness: A Handbook for Living. London: Coronet Books. Hargie, Saunders, C Dickson, D. (1994) Social Skills in Interpersonal Communication; London: Routledge.

PSWO 304: LABOUR LEGISLATION AND LABOUR WELFARE

(Specialisation)

Unit-1

Welfare Legislation - Factories Act 1948, Mines Act 1952, Plantation labour Act 1951, A.P. Shops and Establishments Act, 1988.

Unit-2 Industrial relations legislation - Industrial Disputes Act, 1947, Industrial Employment (Standing orders) Act 1946, and Trade Unions Act 1926.

Unit-3

Wage and Social Security Legislation - Payment Of Wages Act 1936, Minimum Wages Act, 1948, Payment of Bonus Act 1966, Payment of Gratuity Act 1972, Workmen's Compensation Act 1923, Employees State Insurance Act, 1948.

Unit-4

Labour welfare: concept, scope and philosophy, principles of labour welfare, agencies of labour welfare- state, management and Trade Unions- Labour problems - Indebtedness, absenteeism, Alcoholism.

Unit-5 Labour welfare programmes - Statutory and Non-Statutory, extra- mural and intra - mural welfare officer- role, status, and functions – role of social work in industry.

REFERENCE

Government of India (Ministry of Labour) (1969): Report of the Commission on Labour Welfare, New Delhi: Author.

Government of India (1983): Report on Royal Commission on Labour in India, New Delhi.

Malik P.L. (1977): Industrial Law, Lucknow, Eastern Book Company;

Mishra S.N. (1990): An Introduction to Labour and Industrial Laws,

Moorthy M.V.(1982): Principles of Labour Welfare, New Delhi: Oxford University Press.
Pant. S.C.: Indian Labour Problems, Allahabad, Chaitanya Pub. House.

Ise

Sarma A.M (1988): Aspects of Labour Welfare and Social Security, New Delhi: Himalaya Publication House.

Vaid K.N: Labour Welfare in India, New Delhi, Sri Ram Centre for I.R.

**PSWO 305: RURAL COMMUNITY DEVELOPMENT
(Specialisation)**

Unit-1

Rural Community: Major features of rural community. Physical, economic, social and political structure of an Indian village. Dominant power elite. Rural – urban relationships.

Unit-2

Rural Economy: Peasant economy. Cottage and small-scale industries. Co-operatives - origin, characteristics and principles. The role of co-operatives in India. Social change in rural India.

Unit-3

Rural Local Self Government: Origin, and development of Panchayath Raj system in India. Salient features of 73 Constitutional Amendment. Panchayath Raj Institutions in Andhra Pradesh - Structure and Functions.

Unit-4

Rural Development Programmes: Early experiments of rural reconstruction – Sriniketan, Marthandom, Gurgoan, Baroda etc. Post independent projects - Nilokhiri, Faridabad, Etawah pilot projects etc. Community development programme – philosophy and objectives of community development. Community development and community organisation. Poverty alleviation programmes in rural areas, NABARD - objectives, and programmes, role of NABARD in Rural Development.

Unit-5

Community participation: People's participation - meaning and importance. Concept, objectives and role of self help groups. Participatory Rural Appraisal (PRA) - Concept, characteristics and methods of PRA. The use and applicability of PRA techniques in rural communities.

REFERENCES:

- Desai, A.R. Ed. 1978. *Rural Sociology in India*. Bombay: Popular Prakasam. Desai, Vasanth, 1988. *Rural Development Vol.I & II*. Bombay: Himalaya Publishers. Gurusamy, S. 1997. *Social Demography Process & Perspectives*. New Delhi: Sterling Publishers. Harichandran, C. 1983. *Panchayatiraj and Rural Development*. New Delhi: Concept Publishers. Khanna, B.S. 1994. *Panchayat Raj In India*. New Delhi: Deep and Deep. Kumar, Somesh. *Participatory Method in Community Work*. New Delhi: Himalya Publisher. Mathur, B.S. 1982. *Cooperation in India*. Agra: Sahitya Bhawan. Maheswari, S.R. 1994. *Rural Development in India*. New Delhi: Sage publishers. Misra, S.N. and Kushal Sharma. 1993. *Problems and Prospects of Rural Development*. New Delhi: Oxford & IBH Publishing Company. Singh, Prabhakar. 1994. *C.D. Programmes in India*. New Delhi. Deep and Deep.

PSOW:306 INTER PERSONAL COMMUNICATION SKILLS

UNIT-1 INTRODUCTION

- a. Interpersonal Relations- Need for affiliation, basic role of affect and attraction.
- b. Impression formation-Social Schemes- final Impressions-Self fulfilling prophecy

UNIT -2 INTERPERSONAL ATTRACTION

- a. Interpersonal determinants of attraction-Attraction theory.
- b. External determinants of Attraction-proximity-Similarity-Reciprocal liking or Disliking.
Ideal Interaction patterns.

UNIT -3 SELF AND SOCIAL PERCEPTION

- a. Concept of self in relationships- Person Perception-Self perception of self, Social penetration theory and Johari Window
- b. Social Perception and factors, influencing social perception, Attribution theory, Social Identity Theory.

UNIT -4 SOCIAL INFLUENCE-EXCHANGE

- a. Culture and Intercultural issues. Theory of Uncertainty Reduction.
- b. Social Influence-Social Exchange -Interaction as the outcome of Rewards-Socio-cultural
Context-Reciprocity-Strategies of Exchange, General Principles of Social exchange, Equity
Theory and Reciprocity of Social exchange.

UNIT -5 COMMUNICATION

- a. Communication: Basic Principles of Communication, Nonverbal Communication, Non-verbal expectancy, Violation theory-Verbal communication.
- b. The affect and control dimensions- Negotiation and bargaining, rewards and costs of communication.

REFERENCES

1. Baron, R.A. & Byrnc, D. (1988), Social Psychology: Understanding Human Interaction, New Delhi: Prentice-Hall of India Pvt Ltd.
2. Lipp, R.A. (2008) Introduction to Social Psychology. Balmont, California: Wordsworth Publishing Company.
3. Seidenberg, B. Sandowsku, A. (1978), Social Psychology, An Introduction. New Delhi: The Free Press, Macmillan Publishing Co. Inc.,

Sudheer Kumar
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SRR & CVR GOVERNMENT DEGREE COLLEGE (A) –VIJAYAWADA
M.A. Social Work
SECOND YEAR, IV SEMESTER

PSW0401: LEGAL SYSTEM IN INDIA

MODULE-1 Rights and Role of Social Worker: Concept of rights, legal rights, civil rights and under criminal procedure code, equality before law. Rights of children, women and scheduled caste and scheduled tribes. Role of social worker, social work interventions, needs, methods, problems.

MODULE -2

Law in India Division of Law: Substantive law that creates, discovers and defines the rights and duties of each individual, criminal code (penal code). Procedure law: when is crime is committed, the procedure law is activated (Cr. Pc. Evidence Act etc.). Civil Law: (Private Wrongs) like those for inheritance, divorce, Juvenile justice laws. Lecture and small group work.

MODULE -3 Criminal Justice System: Criminal Justice System in the country, police, prosecution, judiciary & correction. Courts: Structure and Functions District Court, Session Court, High Court, Supreme Court.

MODULE -4 The Components: Police: Structure, reporting registration, investigation, arrest (how and what can be done) power of the police, bail and critique. Prosecution: Structure, screening decision to prosecute, deciding the charges. Trial participation, sentencing institutional and non-institutional juvenile proceedings and critique. Correction: Structure, Functions, Treatments, Rehabilitation and Critique.

MODULE -5 Legal Aid and Public Interest Litigations: History of legal aid, concept of legal aid, need for legal aid, who needs legal aid schemes and problems. History of public interest litigation with special reference to India, Meaning and concept of public interest litigation process & problems of public interest litigation.

REFERENCES: Aranha T Social Advocacy - perspective of social work, Bombay: college of Social Work Buxi. U. 1986 Alternatives in Development: Law, the crisis of the Indian legal system New Delhi: Vikas Publishing House Desai, A.E 1986 Violation of democratic rights in India. Vol-1
Justice in words and Justice in Deed for Depressed classes Mathew, P.D Legal aid series, Delhi: Indian social institute. Newman, G, 1999 Global report on crime and justice, NEW YORK, oxford university Press.

PSW0402: MEDICAL SOCIAL WORK

Unit-1

Concept of health: Physical, social, mental and spiritual dimensions of health - Positive health - Determinants of health - Health and development - Indicators of health, Concept of Prevention. Levels of prevention - Hygiene, public health, preventive medicine, community health, social medicine, community medicine. Health Care of the Community; Concept of health care - Levels and principles of health care.

Unit-2

Communicable and Non-communicable Diseases: Leprosy, Tuberculosis, Sexually Transmitted Diseases (STDs), HIV/AIDS. Cancer, Malaria, Hypertension, Accidents, Diabetes, Blindness, Neurological problems, Mental illnesses. Maternal and Child Health Services - Immunization - Integrated Child Development Services (ICDS) Scheme - Nutritional disorders, Occupational health problems, Women's health problems, Pediatric health problems.

Unit-3

Medical Social Work: Meaning, Definition and Scope - Historical background and nature: Medical Social Work in India and Abroad - Team work and Multidisciplinary approach in health care. Organization and administration of medical social work departments in hospitals. Patient as a person and Role of Social Worker: Understanding the patient as a person; Illness behaviour and treatment behaviour of the patient - Impact of illness on the patient and family. Role of medical social worker with patients and their families - Rehabilitation. Problems encountered by medical social workers in the field.

Unit-4

National Health Policy of India, Directorate General of Health Services, Indian Council of Medical Research (ICMR), Health as a concurrent subject. Health System in India - at the Centre, at the State level, at the district level, and at the village level. Health Education and Communication.

Unit-5

National health programmes. Voluntary Health Agencies in India - International health - World Health Organisation (WHO), UNICEF, UNDP, FAO, ILO, World Bank. Non - governmental and other Agencies - Ford Foundation, CARE, International Red Cross, Indian Red Cross.

REFERENCES:

Bajpai, P. K. (Ed.) 1998 Social Work Perspectives on Health, Jaipur, Rawat Publications.

Brody, Elaine M. and A Social Work Guide for Long-Term Contributors. 1974

Butrym, Zofia Health, Doctors and Social Workers, Clark, D. W. and Preventive and Community Medicine, MacMahon, B. (Ed.) 1981 Boston. Little, Brown and Company.

Friedlander, W. A. 1967 Introduction to Social Welfare, Social Work in Medical and Psychiatric Settings, New Delhi: Prentice-Hall of India.

Hilleboe, H. E. and Larimore, G.W. Preventive Medicine, Philadelphia, W.B.Saunders Comp.

Humble, Stephen and Self Help in Health and Social Welfare, Unell Judith (Ed.) 1989 London.

Jordan, William. 1972 The Social Worker in Family Situations, London: Routledge and Kegan
Latham, W. and Newbery, A. 1970 Community Medicine - Teaching, Research and Health Care, London, Butterworths. Mathur, J. S. 1971 Introduction to Social and Preventive Medicine, New Delhi, Oxford and B.H. Publishing Company.

Mechanic, David 1968 Medical Sociology- A Selective View, New York, Free Press.

Mishne, Judith (Ed.) 1980 Psychotherapy and Training in Clinical Social Work, New York: Gardner Press.

Nichols, P. J. R. (Ed.) 1980 Rehabilitation Medicine, London: Butterworths. Park, K. 2002 Park's Textbook of Preventive and Social Medicine, Jabalpur, Banarsidas Bhanot. Pathak, S. H. 1968 Medical Social Work, Chapter.25, In Wadia, A R (Ed.): History and Philosophy of Social Work in India, Bombay: Allied Publishers.

Ramachandrudu, G. 1997 Health Planning in India,' New Delhi, A. P. H. Publishing Corporation.

Rusk, Howard A. 1977 Rehabilitation Medicine, Saint Louis. Mosby Company. UNICEF Health and Basic Services, New Delhi, UNICEF South Central Asia Regional Office.

PSW0403: SOCIAL WORK WITH SENIOR CITIZENS AND DIFFERENTLY ABLED

Unit-1

Gerontology: Concept and definition. Factors contributing to the problems of the elderly - socio-economic and health problems of the elderly. Neglect and abuse of the elderly.

Unit-2

Programmes for the elderly: Constitutional and legislative provisions for the welfare of the elderly. National policy on older persons, institutional and Non-Institutional services for the welfare of the elderly.

Unit-3

Differently abled: Concept and, classification - extent, causes and problems of each category.

Unit-4

Constitutional and legislative provisions, for the differently abled; governmental and non governmental services for the differently abled. National Institutes for the differentially abled in India.

Unit-5

Professional social work practice: Professional social work practice with the elderly and differently abled. Role of government and non-governmental agencies. Help Age India. Objectives and functioning of Help Age India.

REFERENCES:

Desai, K.G.(1982). Aging in India, Mumbai: TISS. Gajendragadkar (ed.)
(1983). Disabled in India, Mumbai: Somaiye Pub.

Marshal, M. (1993). Social Work with old-people, London: Macmillan Press. Oliver, M.
(1983). Social Work with the disabled, London: Macmillan. Sharma, M.L. and Dak, T.M.
(Eds.) (1987). Aging in India, New Delhi: Ajanta Publications. Shubha, S. et. al. (2000).
Senior Citizens Guide, New Delhi: Help Age. Rao K.V. (2007). Ageing in Rural India, Ambala
Contn. The associated publishers

PSWO 404: HUMAN RESOURCE MANAGEMENT

(Specialization)

Unit-1

Human Resource Management : Concept, definition scope philosophy, objectives and principles concept of management; contributions of Tylor, Fayal, Elton Mayo.

Unit-2

Human Resource Planning: concept, Objectives, need and Scope - Recruitment, Selection, Placement and Induction, Job analysis, Job description, and Job Specification.

Unit-3

Training and Development- concept, importance and identification of Training needs - Designing Monitoring and Evaluation of Training Programmes – types and methods of training.

Unit-4

Wage and Salary administration - Meaning, Scope, Concept and Principles - wage determination - Wage fixation, allowances, Bonus fixation Procedures.

Unit-5

Job evaluation: Performance appraisal and Counselling - communication and motivation - Discipline and domestic enquiry, Superannuation, discharge, dismissal and voluntary retirement scheme.

REFERENCES:

Flippo, R.R. Principles of Management.

Yoder, Dalo. Personnel Management and Industrial Relations.

Gardner, B. Human Relation in Industry.

Pigors and Myers. Personnel Administration. ISO Tripathi.

Personnel Management and Industrial Relations.

I.I.P.M Personnel Management in India.

Mamoria, C.B. Personnel Management.

PSW0405: URBAN COMMUNITY: POLICIES AND PROGRAMMES

(Specialisation)

Unit-1

Problems of Urban community: Growth of slums in urban areas. Definition and characteristics of slums. Causes and consequences of growth of slums.

Unit-2

Migration - concept, types, causes and impact of migration. Urban poverty, housing, civic amenities in urban areas. Pollution - types and causes.

Unit-3

Agencies working for urban community development: Agencies in urban community development, UCD Project- concept, objectives and programme, UCD projects of Delhi and Hyderabad.

Unit-4

Services of urban community: Various programmes for the urban community development - SISRY, DWCUA, APUSP, etc. Programmes for women and children, slum dwellers.

Unit-5

Professional Social Work Practice. The scope of social work practice in urban community development. The role of non-governmental agencies in urban community development. Scope and importance of peoples participation in urban community development. Factors hindering or promoting people's participation.

REFERENCES:

- Chandra, A. and Punalekar, S.P. UCD Programmes in India, New Delhi: NIPCCD.
- Clinard, M.B. (1965). Slums and Community Development, Experiments in Self-Help, New Delhi: The Free Press.
- Misra, R.P. (1998). Urbanisation in India, New Delhi: Regency Publication. Mohan, L. (1988). Environmental awareness and Urban Development, New Delhi: Ashish Publishing House.
- Mohanty, B. (Ed.) (1993). Urbanisation in Developing Countries: Basic Services and Community Participation, New Delhi: Concept Publications.

PSW0405: URBAN COMMUNITY: POLICIES AND PROGRAMMES

(Specialisation)

Unit-1

Problems of Urban community: Growth of slums in urban areas. Definition and characteristics of slums. Causes and consequences of growth of slums.

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Mohanty, B. (Ed.) (1993). Urbanisation in Developing Countries: Basic Services and Community Participation, New Delhi: Concept Publications.

407: ANDHRA PRADESH ECONOMY
(Revised Syllabus with effect from 2021-22)

Learning Outcomes:

1. To study the structure of Andhra Pradesh economy.
2. To understand the role of agriculture in Andhra Pradesh economy.
3. To understand the role of industry in Andhra Pradesh economy.
4. To understand the role of service sector in Andhra Pradesh economy.
5. To study the achievement of welfare schemes and programs in Andhra Pradesh economy.

Unit 1: Structure of Andhra Pradesh Economy

State GDP – Per capita Income – Human Development Index – Income and Employment Pattern in Andhra Pradesh – Magnitude of Poverty – Demographic Features – Social, Political and Economic Empowerment of Women.

Unit 2: Role of Agriculture Sector

Importance of Agriculture – Production and Productivity of Agriculture – Change in Cropping pattern – Sources of Agricultural Finance – Land Reforms in Andhra Pradesh – Recommendations of Koneru Ranga Rao Committee.

Unit 3: Industrial Sector

Growth and Structure of Industries – Large Industries and Micro, Small and Medium Enterprises – Weaknesses and Problems of Industries – Sources of Industrial Finance – Role of Cooperatives in Andhra Pradesh.

Unit 4: Role of Service Sector

Service Sector in Andhra Pradesh – Importance, Composition and Growth with Special reference to Transport, Electricity, Communication, Tourism and Information.

Unit 5: Welfare Schemes and Programs in Andhra Pradesh

Aims, Objectives, Targets and Achievements of various Schemes and Programs in Health, Education, Agriculture and Industry in Andhra Pradesh.

REFERENCES:

- White Paper on State Finances and Economics Growth, Finance Department, Government of Andhra Pradesh, January 2019
- Socio Economic Survey 2018-19, Planning Department, Government of Andhra Pradesh
- Andhra Pradesh Economy-Development (Telugu), Telugu Academy, Government of Andhra Pradesh, 2020
- Statistical Abstract of Andhra Pradesh, 2019: Directorate of Economics and Statistics, Government of Andhra Pradesh
- Agriculture Statistics at a glance, 2018-19, Andhra Pradesh, Directorate of Economics and Statistics, Government of Andhra Pradesh
- Andhra Pradesh Economy in Brief, 2019; Directorate of Economics and Statistics, Government of Andhra Pradesh
- Annual Survey of Industries (ASI), 2019 ; Directorate of Economics and Statistics, Government of Andhra Pradesh
- Govt. of A.P. Human Development Report, A.P. CESS, Begampet, Hyderabad.
- S.Mahendra, Dev (2007), Inclusive Growth of Andhra Pradesh, CESS, Hyderabad
- Y.V. Krishna Rao and S.Subramanyam, Development of A.P. 1956-2001 – A Study of Regional disparities, NER Research Central, Vishalandhra Publishers, Hyderabad.

PSWO406- Andhra Economy (Elective Paper)

PSOW407-Concurrent field work

PSOW408- BLOCK FIELD WORK

PSOW409-VIVA-VOCE