



CURRICULUM & SYLLABUS

FOR

Master of Social Work

(w.e.f 2026-2027)

DEPARTMENT OF SOCIAL WORK

KAZI NAZRUL UNIVERSITY

ASANSOL, WEST BENGAL

CURRICULUM & SYLLABUS FOR MASTER OF SOCIAL WORK

Programme Structure:

The course structure of the proposed programme is given below:

Semester-wise Course Division

First Semester: There are three compulsory Major Coursework and one compulsory minor paper with five credits each, and one compulsory Major Course Work (Field Work) with ten credits. The Major Coursework are (i) History and Philosophy of Social Work; (ii) Methods of Social Work-I: Case Work and Group Work; (iii) Methods of Social Work-II: Community Organization and Social Action; (iv) Field Work-I. One minor paper: (i) Man and Society: Sociology and Economics.

Second Semester: There are three compulsory Major Coursework and one compulsory minor paper with five credits each and one compulsory Major Course Work (Field Work) with ten credits. The Major Coursework are (i) Social Welfare Administration and NGO Management; (ii) IKS, Social Policy and Planning (iii) Psychology and Counselling Techniques, (iv) Field Work-II. One minor paper: (i) Contemporary Fields in Social Work.

Third Semester: There are three Major Research Coursework (students have to select any one group as offered by the Department) with five credits each, one compulsory Major Course Work (Field Work) with ten credits and one Compulsory Research Methodology Paper with five credits. These are (i) One Major Course Work-Field Work-III. (ii) Major Research Coursework (students have to select any one group as offered by the Department): **Group-A (Family and Child Welfare)** 1. Issues and Concerns of Children and Families; 2. Family Laws in India, 3. Social Work Intervention with Family and Children; or **Group-B (Human Resource Management)** 1. Human Resource Management, 2. Principles of Management and Organizational Behaviour, 3. CSR, Labour Welfare & Industrial Relation. (iii) One compulsory Research Methodology paper-Social Work Research Methodology with AI and Statistics.

Fourth Semester: There are two compulsory PG Dissertations (courses) with five credits and fifteen credits. (i) Research Based Field work (five credits) and (ii) PG Dissertation (ten credits).

The Master of Social Work (MSW) is a two-year postgraduate professional programme designed to prepare competent, ethical, and socially responsible social work professionals. The programme integrates theoretical knowledge, field-based learning, research, and practical interventions to equip students with the skills required to address complex social problems at the individual, family, group, community, organizational, and policy levels. Rooted in the principles of social justice, human rights, equity, and sustainable development, the curriculum aims to develop professionals who can effectively contribute to social transformation and nation-building.

Vision

To be a centre of excellence in social work education by nurturing competent, ethical, innovative, and compassionate professionals committed to promoting social justice, human dignity, inclusive development, and sustainable social change at the local, national, and global levels.

Mission

- To provide quality social work education that integrates theory, practice, research, and fieldwork.
- To prepare professionally competent social workers capable of addressing emerging social issues through evidence-based interventions.
- To promote values of human rights, social justice, gender equality, diversity, and inclusion.
- To strengthen community engagement, participatory development, and advocacy for marginalized and vulnerable populations.
- To encourage interdisciplinary learning, leadership, innovation, and lifelong professional development.
- To foster research, policy advocacy, and collaborative partnerships for sustainable social development.

Aims

The MSW programme aims to:

- Develop professional knowledge, values, attitudes, and skills essential for effective social work practice.
- Equip students to work with individuals, families, groups, communities, and organizations using appropriate social work methods.
- Build competencies in social work research, programme planning, administration, monitoring, and evaluation.
- Promote critical thinking, ethical decision-making, and evidence-based professional practice.
- Prepare students to address contemporary social issues through preventive, developmental, protective, and rehabilitative interventions.
- Develop leadership and advocacy skills for policy formulation, social welfare administration, and community development.
- Encourage commitment to human rights, environmental sustainability, social inclusion, and the Sustainable Development Goals (SDGs).

- Prepare graduates for careers in government agencies, NGOs, international organizations, healthcare, corporate social responsibility (CSR), education, research, and independent professional practice.
- This version is suitable for inclusion in an NEP 2020-aligned MSW curriculum and reflects the expectations of professional social work education in India.

Career Opportunities

Graduates of the Master of Social Work (MSW) programme have diverse career opportunities in government, non-governmental, corporate, healthcare, education, and international development sectors. The programme equips students with professional competencies to work in multidisciplinary settings and contribute to social welfare, policy implementation, community development, and social justice.



 KAZI NAZRUL UNIVERSITY				FACULTY OF SCIENCE, TECHNOLOGY & VOCATIONAL STUDIES	2-Year PG Degree			WITH EFFECT FROM THE ACADEMIC SESSION: 2026-27								
Abbreviated Degree	Discipline	Degree Programme	Semester	Course Name	Course Type	Course Code	Course Details	L - T - P	Courses Credit	Sem Credit	CA Marks		ESE Marks		Total Marks	Sem Marks
MSW	SOCIAL WORK	2-year PG Degree	I	History and Philosophy of Social Work	MAJOR COURSEWORK	MSWMC701	MC-1	4-1-0	5	30	0	30	0	70	100	600
				Methods of Social Work-I: Case Work and Group Work	MAJOR COURSEWORK	MSWMC702	MC-2	4-1-0	5		0	30	0	70	100	
				Methods of Social Work-II: Community Organization and Social Action	MAJOR COURSEWORK	MSWMC703	MC-3	4-1-0	5		0	30	0	70	100	
				Field Work-I	MAJOR COURSEWORK	MSWMC704	MC-4	0-4-12	10		120	0	80	0	200	
				Choose from the Pool of Minor Courses offered in 1 st Semester by other Disciplines within the faculty	MINOR	See Pool	MNC-1	4-1-0	5		0	30	0	70	100	
			II	Social Welfare Administration and NGO Management	MAJOR COURSEWORK	MSWMC801	MC-5	4-1-0	5	30	0	30	0	70	100	600
				IKS, Social Policy and Planning	MAJOR COURSEWORK	MSWMC802	MC-6	4-1-0	5		0	30	0	70	100	
				Psychology and Counselling Techniques	MAJOR COURSEWORK	MSWMC803	MC-7	4-1-0	5		0	30	0	70	100	
				Field Work-II	MAJOR COURSEWORK	MSWMC804	MC-8	0-4-12	10		120	0	80	0	200	
				Choose from the Pool of Minor Courses offered in 2 nd	MINOR	See Pool	MNC-2	4-1-0	5		0	30	0	70	100	

				Semester by other Disciplines within the faculty														
			Student exiting the programmes after securing 60 credits will be awarded PG Diploma in the relevant Discipline/Subject provided they secure following 2 credits in work based vocational courses during 1 st year from the scheduled SWAYAM, NPTEL and ANY OTHER SIMILAR Courses.(Any one may persue a course having more than 2 credits but 2 credit weightage will be considered .															
			II	Vocational Course	VC	VC201	VC-1	0 - 0 - 2	2		30		20	50				
			III	Field Work-III		MAJOR COURSEWORK	MSWMC901	MC-9	0-4-12	10	30	120	0	80	0	200	500	
				Issues and Concerns of Children and Families	Group A (Family and Child Welfare)	Major Research Coursework Elective (Any one group to be opted)	MSWMCE901	MCE-1	4-1-0	5		0	30	0	70	100		
				Family Laws in India			MSWMCE902	MCE-2	4-1-0	5		0	30	0	70	100		
				Social Work Intervention with Family and Children			MSWMCE903	MCE-3	4-1-0	5		0	30	0	70	100		
				Human Resource Management	Group B (Human Resource Manageme nt)		MSWMCE904	MCE-4	4-1-0	5		0	30	0	70	100		
				Principles of Management and Organization al Behaviour			MSWMCE905	MCE-5	4-1-0	5		0	30	0	70	100		
				CSR, Labour Welfare & Industrial Relation			MSWMCE906	MCE-6	4-1-0	5		0	30	0	70	100		
				Social Work Research Methodology with AI and Statistics			Research Methodology	MSWRMAI901	RMC-1	4-1-0		5	0	30	0	70		100

			IV	Research Based Field Work	Dissertation	MSWRD100 1	RDC-1	0-2-6	5	20	60	0	40	0	100	400
				PG Dissertation	Dissertation	MSWRD100 2	RDC-2	0-10-10	15		180	0	120	0	300	
				Total Credit and Marks	TOTAL CREDIT					110	TOTAL MARKS					2100
Students have to opt any of the groups of Major Research Coursework in Semester III. Students who want to undertake 2-year PG will be awarded PG Degree in the relevant Discipline / Subject provided they secure 110 credits																
Abbreviations: MC-= Major Coursework; VC=Vocational Course, MCE= Major Research Coursework Elective, RD=Research Dissertation; RDC=Research Dissertation Course; CA= Continuous Assessment, ESE= End Semester Examination, L= Lecture Hour; T= Tutorial Hour and P= Practical Hour/ Field Work and NA= Not Applicable																
Note: Minor Courses (MNC) : Students of a particular PG Course will choose from the Pool of Minor Courses offered by disciplines other than the major discipline opted by the student across the faculty																
Semesterwise Pool of Minor Courses offered by English for other Disciplines within the Faculty																
Discipline	Semester	Course Name	Course Type	Course Code	Course Details	L - T - P	Course Credit	Sem Credit	CA Marks		ESE Marks		Total Marks	Sem Marks		
									Practical	Theoretical	Practical	Theoretical				
MSW	I	Man and Society: Sociology and Economics	MINOR	MSWMN701	MNC-1	4-1-0	5	NA	0	30	0	70	100	NA		
	II	Contemporary Fields in Social Work		MSWMN801	MNC-2	4-1-0	5		0	30	0	70	100			



CURRICULUM & SYLLABUS

FOR

SEMESTER-I

Master of Social Work

(w.e.f 2026-2027)



SEMESTER-I

Course Name: History and Philosophy of Social Work

Course Details	MC-1
Course Code	MSWMC701
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to:

1. To understand the conceptual clarity about social work and other related terms.
2. Develop knowledge of history, philosophy, ideologies of social change and development of social work in India and abroad.
3. Develop understanding about the influence of various social movements in contributing to the perspectives of social work practice in India.
4. To understand domains in social work education in India.
5. The programme seeks to develop in students the knowledge and skills that will enable them to think critically and imaginatively about society and social issues.
6. The ability to apply concepts and theories in practice.
7. To help students to look at the reality from the perspective of the marginalized sections and plan for collective action

Course Outcomes:

After successful completion of the course, students will be able to:

1. Explain the historical development of social work and social welfare in India and across the world.
2. Analyze the philosophical and ideological foundations of social work, including human rights, social justice, and social change.
3. Critically evaluate the contributions of social reform movements, voluntary organizations, and welfare institutions in shaping professional social work.
4. Demonstrate an understanding of professional values, ethics, and principles governing social work practice.



Course Code: MSWMC701	Course Name: History and Philosophy of Social Work
UNIT	Contents
UNIT-I	a) Concepts: Charity, Philanthropy, Social Work, Social Welfare, Social Service, Social Reform, Social Development, Social Justice, Social Defense. b) Social Work as a Profession: Academic Discipline, Values, Principles, Goals, Code of Ethics of Social Work Profession. Methods and Fields of Social Work Practice c) Relationship between Social Work, Sociology, Psychology, Economics, and Law
UNIT-II	a) Social philosophy of Rabindranath Tagore, Gandhi, Swami Vivekananda. b) Raja Rammohan Roy, Ishwar Chandra Vidyasagar, Jyotirao Phule, Dr. B.R. Ambedkar, Mary Richmond, and Jane Adams' contribution to development of social work profession. c) Religions in India and Professional Social Work: Hinduism, Buddhism. Jainism, Sikhism, Islamism, Christianity. d) Influence of Bhakti and Sufi Movements, Social Reform Movements in India
UNIT-III	a) Historical Development of Social Work: UK, USA and India. b) Development of Professional Social Work Education in India: Issues and Challenges. And International Social Work: Global Issues and Challenges.
UNIT-IV	a) Meaning of NGO's, VOs and CBO's. Role of Voluntary Organization in Promoting Social Welfare. b) Constitution of India: Fundamental Rights and Directive Principles of State Policy, Human Rights. c) Social Movements: Women's, Dalit and Environmental Movements.
UNIT-V	a) Philosophical Foundations: Generalist, Integrated Social Work Approach, Social System Theory, Feminist Theory, Strengths Based Perspective, Rights Based Perspectives.



Suggested Readings:

- Pathak, Shankar (2012): Social Work and Social Welfare in India, Niruta Publications, Bangalore.
- Payne, M (2011) Humanistic Social Work: Core Principles in Practice, Chicago; Palgrave Macmillan.
- Gray, M & Webb, S (2010) International Social Work Volume I: Welfare Theory & Approaches: Sage Publications, London.
- Desai, Murli (2006) Ideologies and Social Work, Rawat Publications, Jaipur.
- Kumar, D (2006) Social Work (Theory & Practice) Bhopal: Intellectual Book.
- Gangrade, K.D (2005) Gandhian Approach to Development and Social Work: Concept Publication.
- Paul, Chowdhury (2000) Introduction to Social Work, ATMA RAM & Sons, New Delhi.
- Rameshwari, Devi and Prakash, Ravi (2000) Social Work Practice, Jaipur : Mangal Deep Publications.
- Diwakar, V.D (Ed 1991) Social Reform Movements in India: A Historical Perspectives, Popular Prakashan, Bombay.
- Skidmore, et al (1991) Introduction to Social Work, New Jersey: Prentice Hall.
- Payne, Malcolm (1990) Modern Theory of Social Work, Palgrave Macmillan, USA.
- Jain, P (1985) Gandhian Ideas, Social Movements and Creativity, Rawat Publications, Jaipur.
- Ganguly, B.N (1973) Gandhi's Social Philosophy, Perspective and Relevance, Vikash Publishing House, New Delhi.
- Banerjee, G.R (1974) Papers on Social Work: An Indian Perspective, Tata Institute of Social Sciences, Bombay.
- Roberts and Nee (Ed 1970): Theories of Social Work, Chicago: The University of Chicago Press.
- Gore, M. S. (1965) Social Work and Social Work Education, P. S. Jayasinghe, Bombay: Asia Publication House.
- Wadia, A.R (1961) History and Philosophy of Social Work in India: Allied Publisher, Bombay.



SEMESTER-I

Course Name: Methods of Social Work-I: Case Work and Group Work

Course Details	MC-2
Course Code	MSWMC702
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. Develop a comprehensive understanding of the primary methods of social work practice.
2. Equip students with theoretical and practical knowledge of Social Case Work and Social Group Work.
3. Develop professional skills required for intervention with individuals and groups.
4. Foster ethical and value-based social work practice.
5. Prepare students for field-based application of social work methods.
6. To equip learners with values and skills necessary for working with individuals and families.
7. To gain the knowledge of the scope of this method in various settings where the method could be used

Course Outcomes:

1. After successful completion of the course, students will be able to:
2. Explain the concepts, principles, values, and processes of Social Case Work and Group work.
3. Apply Social Case Work and Group Work techniques and skills in diverse settings.
4. Demonstrate understanding of Social Group Work processes, models, and interventions.
5. Utilize Case work and group work techniques in institutional and community settings.
6. Develop professional competencies in working with individuals and groups.



Course Code: MSWMC702	Course Name: Methods of Social Work-I: Case Work and Group Work
UNIT	Contents
UNIT-I	Foundations and Process of Social Case Work a) Social Case Work: Concept, Definition, Objectives, History (India and Abroad). b) Principles and Components of Social Case Work. c) Social Case Work Process: Intake, Continuous Assessment and Analysis, Psycho-Social Diagnosis, Intervention, Evaluation, Termination and Follow up. d) Tools and Techniques of Social Case Work. e) Concept: Empathy, Transference and Counter-Transference.
UNIT-II	Case Work Relationship, Interview and Therapeutic Approaches a) Client Case Worker Relationship: Concept, Definition and Characteristics. b) Casework Interview and its Phases. c) Professional Self of Case Worker. d) Similarities and Difference between Case Work, Counselling and Psychotherapy. e) Psychoanalytical Orientation in Social Case Work – Contribution of Freud. f) Therapeutic Approaches: Psycho-Social, Eclectic, Behaviour Modification and Crisis Intervention. g) Therapies: Rational Emotive Therapy, Transactional Analysis, Client Centred Therapy and Family Therapy.
UNIT-III	Social Case Work Recording and Practice Settings a) Social Case Work Recording – Importance of Case Records, Methods of Recording- Verbatim, Narrative, Condensed, Analytical and Summary Records. b) Practice of Social Case Work in the following Setting- Family and Child Welfare, Medical and Psychiatric Setting, Correctional and Industrial Setting.
UNIT-IV	Foundations and Processes of Social Group Work a) Social Group: Concept, Definitions, Purposes, Classification. b) Importance of Group on Personality Development of Individuals. c) Social Group Work: Concept, Definition, Historical Development of Social Group Work, Principles, Techniques and Skills in Social Group Work. d) Stages of Working with Groups: Forming, Storming, Norming, Performing and Ending. e) Programme Planning in Social Group Work: Concept, Process, Principles and Importance.
UNIT-V	Leadership, Models, Evaluation and Practice Settings of Social Group Work a) Leadership in Social Group Work – Concept and Definition. b) Supervision, Evaluation and Record Keeping in Social Group Work. c) Group Work Models: Social Goal, Remedial and Reciprocal Model. d) Therapeutic Approaches in Group Work – Concept, Principles and Process of Group Therapy, Group Dynamics. e) Group Work in Various Settings – Institutions for Children, Correctional Settings, Mental Health Settings and Homes for the Elderly.



Suggested Readings:

Section-A: Social Case work

- Rameshwari Devi, Ravi Prakash (2004) Social Work Methods, Practices and Perspectives (Models of Casework Practice), Vol. II, Ch.3, Jaipur: Mangal Deep Publication.
- Upadhyay, R.K, (2003) Social Case Work: A Therapeutic Approach, Rawat Publications, India.
- Mathew Grace (1992) An Introduction to Social Case Work, Bombay: Tata Institute of Social Sciences.
- Joel Fishers (1978) Effective Case Work Practice – And Eclectic Approach: M.C. Growhills, New York.
- Sainshbury, Eric (1975) Social Diagnosis in Case Work: Routledge and Kegen Paul, London.
- Hamilton, Gordon (1970) The New York School of Social Work: Theory and Practice of Social Case Work, New York and London: Columbia University Press.
- Richmond, Mary (1970) Social Diagnosis, New York: Free Press.
- Timms. N (1964) Social Work – Principles and Practices: Routledge and Kegen Paul, London.
- Biestek, F (1961) The Case Work Relationship, London: Allyn and Bacon.
- Pearlman, H. H (1957) Social Case Work- A Problem Solving Process, Chicago: The University of Chicago Press.
- Hamilton, G (1951): Theory and Practice in Social Case work, New York: Columbia University Press.

Section-A: Social Group Work

- Lindsay, Tand Orton Sui (2008): Group Work in Social Work, Exeter EX1: Learning Matters Ltd.
- Gravin, Charles D., Lorriæ M. Gulier (Ed, 2007) A Hand Book of Social Work with Groups, Rawat Publication.
- Mark, D (2006) Using Group Work Social Work Skills Series, USA: Routledge.
- Balgopal, P.R. and Vassily, T.V (1983) Groups in Social Work, Macmillan Publishers, New York, USA.
- Choudhary, Paul (1983) Introduction to Social Work, Delhi: Atma Ram & Sons.
- Konopka, Gisela (1983) Social Group Work a Helping Process, New Jersey: Prentice Hall.
- Davies, Barhard (1975): The Use of Groups in Social Work Practice, USA: Routledge & Kegan Paul. Ltd.
- Douglas, Tom (1977) Group Work Practice, London: Tavistock Publication.
- Trecker, Herleigh, (1970) Social Group Work-Principles and Practices, New York: Associate Press.



SEMESTER-I

Course Name: Methods of Social Work-II (Community Organization and Social Action)

Course Details	MC-3
Course Code	MSWMC703
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. Understand the concepts, principles, philosophy and methods of Community Organization and Social Action as primary methods of social work.
2. Develop an understanding of community dynamics, leadership, participation and empowerment.
3. Acquire knowledge of models, approaches and strategies of community organization and social action.
4. Develop skills in community mobilization, resource mobilization, advocacy, networking and collective action.
5. Analyze contemporary social issues and apply social action strategies for social transformation and social justice.

Course Outcomes:

1. After successful completion of the course, students will be able to:
2. Explain the concepts, principles and scope of Community Organisation and Social Action.
3. Apply various models and methods of community organisation in different community settings.
4. Analyze community structures, power dynamics and community participation processes.
5. Demonstrate skills in community mobilization, leadership development, advocacy and resource management.
6. Design and implement social action strategies for addressing social inequalities and promoting social change



Course Code: MSWMC703	Course Name: Methods of Social Work-II (Community Organization and Social Action)
UNIT	Contents
UNIT-I	a) Community– Concept and Definition, Types of Community and its Characteristics. Community Organization: Definition, Objectives, History, Scope, Principles and Techniques. b) Distinction between Community Organization and Community Development. Community Organization as a Method of Social Work.
UNIT-II	a) The Process of Community Organization (Study, Analysis, Discussion, Organization, Action, Evaluation, Networking). The Models of Community Organization (Locality Development Model, Social Planning Model, Social Action Model). b) Approaches in Community Organization: General Content, Specific Content and Process. Role of Community Organizer.
UNIT-III	a) Community Participation: Concept, Importance. Participatory Rural Appraisal, Rapid Rural Appraisal. Community Organization as a Para Political Process, Community Power Structure – Concept and Importance, b) Leadership in Community Organization. Social Action in Community Organization.
UNIT-IV	a) Community Organization viz-a-viz: Sarvodaya, Bhoodan, Gramdan Movement. b) Application of Community Organization and Social Action to Social Problems - Untouchability, Regionalism and Casteism
UNIT-V	a) Concept, Meaning and Scope of Social Action b) Historical Development of Social Action in India c) Social Action as a Method of Social Work d) Principles of Social Action e) Models of Social Action: f) Institutional Model g) Social Movement Model h) Gandhian Model i) Radical Model j) Rights-Based Approach k) Methods and Techniques of Social Action



Suggested Readings:

- Meenai, Z (2007) Participatory Community Work, New Delhi: Concept Publications.
- Sanoff, Henry (2000) Community Participation Methods in Design and Planning, London: John Wiley and Sons.
- Siddiqui, H.Y (1997) Working with Communities: An Introduction to Community Work, New Delhi: Hira Publications.
- Chambers R (1992): Rural Appraisal: Rapid, Relaxed and Participatory, Sussex: Institute of Development Studies.
- Cox, Fred (1987) Community Organization, Michigan: F.E. Peacock Publishers.
- Siddique, H.Y (1984) Social Work and Social Action, New Delhi : Harnam Publications
- Rao, MSA (1979) Social Movements in India, New Delhi: Vol. 1 and 2, Manohar.
- Friedlander, W.A. (1978) Concepts and Methods in Social Work, Eaglewood Cliffs, New Delhi: Bentic Hall International Inc.
- Chowdhry, D. P (1976) Introduction to Social Work, Atma Ram, New Delhi.
- Gangrade, K.D (1971) Community Organization in India, Mumbai: Popular Prakashan.
- Ross, Murray and Lappin, Ben (1967) Community Organization: Theory, Principles and Practice: New York: Harper & Row.
- Dunham, A (1958) Community Welfare Organization. Principles and Practice, New York: Thomas Y. Crowell.
- Siddiqui, H. Y. Social Work and Social Action.



Master of Social Work
Kazi Nazrul University
SEMESTER-I

Course Name: Man & Society: Sociology and Economics

Course Details	MNC-1
Course Code	MSWMN701
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. Develop an understanding of fundamental sociological and economic concepts relevant to social work practice.
2. Apply sociological and economic perspectives in understanding social issues and planning social interventions.
3. Analyze the structure and dynamics of society and the economy and their impact on social problems and human development.
4. Examine social inequalities and economic disparities affecting vulnerable and marginalized populations.
5. Integrate multidisciplinary knowledge and evidence-based approaches into professional social work practice.

Course Outcomes:

After successful completion of the course, students will be able to:

1. Explain the basic concepts, theories, and perspectives of Sociology and Economics relevant to social work.
2. Apply sociological and economic knowledge in assessing social problems and designing intervention strategies.
3. Analyze social institutions, social stratification, and processes of social change affecting individuals, groups, and communities.
4. Examine economic systems, development processes, poverty, unemployment, and inequalities from a social work perspective.
5. Demonstrate critical thinking and multidisciplinary understanding while addressing issues of social justice, inclusion, and sustainable development.



Course Code: MSWMN701	Course Name: Man & Society: Sociology and Economics
UNIT	Contents
UNIT-I	Foundations of Sociology and Sociological Concepts a) Sociology as a Discipline, Linkage between Sociology and Social Work b) Understanding the Sociological Concepts: Society, Community, Association, Institution, Social Group, Social Process, Social Structure, Social Order, Social Interaction, Social Control, Social Disorganization, Conformity and Deviance.
UNIT-II	Culture, Socialization and Social Institutions a) Culture: Meaning and Characteristics. b) Meaning of Socialization, its Stages, Agents and Theories of Socialization. c) Family, Marriage and Kinship and Religion.
UNIT-III	Social Inequality, Stratification and Social Change a) Social Inequality, Social Stratification, Types and Nature – Caste, Class, Dalit & Minority Groups – Situational Analysis, Changing Relationship and Dynamics. b) Social Mobility – Concept, Types and Factors. c) Social Change: Factors, Theories of Social Change.
UNIT-IV	Contemporary Sociological Issues and Evolution of Sociology a) Introduction to concepts of Ethnicity, Gender and Ethnicity, Impact of Liberalization, Modernization, Globalization and Mass Media on modern life. b) Evolution of Sociology: August Comte, Herbert Spencer, Karl Marx, Emile Durkheim, Max Weber, M.N. Srinivas.
UNIT-V	Economic Development, Rural Economy and Indian Economy a) Concepts of GDP, GNP, NDP, NNP, GNI, NNI, concept and application of HDI, GDI. b) Concept, Emergence of Civil Society, Role of Civil Society in Social Development. c) SHG- Concept, Evolution, Objectives and Role in Rural Community Development. d) Microfinance Institutions - Concept, History, Role in Rural Economy. e) Role of Agriculture in Economic Development of India, Problems of Indian Agriculture. f) Technical and institutional reforms in Indian agriculture, Role of minimum support price in Indian agriculture. g) Liberalization, Privatization, Globalization in Indian economy, Role of international financial institutions, special economic zone, Role of agriculture in international trade of India. h) Credit institutions: NABARD, RRB, Co-operative banks, Co-operative institutions. i) Five year plans: Objectives, Success and Failures.



Suggested Readings:

Sociology

- Smelser, N.J (Ed 2010) Sociology: An Introduction.
- Francis, M (2006) Contemporary Sociology, Oxford.
- Rao, C.N.S (2002) Sociology: Primary Principles, Sultanchand, Mumbai.
- Giddens, A (2000): Sociology.
- Vidya Bhusan & Sachdeva, D. R (2000) An Introduction to Sociology, Allahabad: Kitab Mahal.
- Ghurye, G.S (1995) Caste, Class and Occupation, Bombay, Popular Prakashan.
- Srinivas, M.N (1995) Village India, Asia Publishing House, Bombay.
- Abraham, M. Francis (1982) Modern Sociological Theory: An Introduction, Oxford University Press, New Delhi.
- Dube, S.C (1977) Understanding Society, NCERT, New Delhi.
- Bottomore, T.B (1975) Sociology: A Guide to Problems and Literature: Blackie and Comlte, Bombay.
- Desai, A.R (Ed 1968) Rural Sociology, Asia Publishing House, Bombay.
- Smelser, Neil J (1967) Sociology: An Introduction, New Delhi: Wiley Eastern Private Ltd.
- Srinivas, M.N (1966) Social Change in India, Orient Longman, New Delhi.

Economics

- Dutt and Sundaram, (2006) Indian Economy, Sultanchand, New Delhi.
- Agarwal, A.N (2001) Indian Economy: Nature, Problem & Progress, Vikas Publishing House, New Delhi.
- Bramhananda, P.R and Panchmukhi, U.R (1987): Development Process of the Indian Economy: Himalyan Publishing House, Bombay.
- Chakraborty, Sukhomoy (1987) Development Planning – The Indian Experience, Clarredon Press, Oxford.
- Bagchi, A.K (1982) Political Economy of Underdevelopment: Cambridge University Press.
- UNDP: The World Development Reports.



CURRICULUM & SYLLABUS

FOR

SEMESTER-II

Master of Social Work

(w.e.f 2026-2027)



Course Name: Social Welfare Administration and NGO Management

Course Details	MC-5
Course Code	MSWMC801
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives

The course aims to:

1. Introduce students to the concepts, principles, approaches, and functions of social welfare administration and NGO management.
2. Familiarize students with administrative processes, organizational structures, and management practices in social welfare and voluntary organizations.
3. Provide an understanding of human resource management, financial administration, leadership, resource mobilization, and organizational development in the social welfare sector.
4. Acquaint students with the legal, regulatory, governance, and accountability frameworks relevant to NGOs and social welfare organizations in India.
5. Develop an understanding of the processes involved in planning, implementation, monitoring, and evaluation of social welfare programmes and projects.

Course Outcomes

After successful completion of the course, students will be able to:

1. Explain the fundamental concepts, principles, functions, and approaches of social welfare administration and NGO management.
2. Apply appropriate administrative and management principles to address organizational and operational issues in social welfare and NGO settings.
3. Demonstrate basic skills in organizational planning, human resource management, financial administration, leadership, and resource mobilization.
4. Analyze the legal, regulatory, governance, accountability, and compliance requirements applicable to NGOs and social welfare organizations in India.
5. Evaluate contemporary challenges and governance issues affecting social welfare organizations and NGOs.
6. Develop basic strategies for planning, implementing, monitoring, and evaluating social welfare programmes and projects.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-II

Course Code: MSWMC801	Course Name: Social Welfare Administration and NGO Management
UNIT	Contents
UNIT-I	Foundations of Social Welfare Administration A. Introduction to Administration: Meaning, Nature and Scope of Administration Relationship between Administration, Public Administration and Social Welfare Administration B. Social Welfare Administration: Concept, Meaning, Objectives and Principles, Functions and Significance of Social Welfare Administration, Social Welfare Administration as a Secondary Method of Social Work, Historical Development of Social Welfare Administration in India. C. Theories and Approaches to Management: POSDCORB and its Application in Social Welfare Organizations, Bureaucratic Approach, Democratic and Human Relations Approach, Theory X and Theory Y, Systems Approach to Management.
UNIT-II	Administrative Processes and Organizational Management A. Administrative Process: Planning and Organizing, Staffing and Organizational, Communication, Decision-Making and Coordination, Monitoring, Supervision and Evaluation, Motivation and Morale Building. B. Human Resource Management: Personnel Management and Human Resource Development, Leadership and Team Building, Volunteer Management and Capacity Building.
UNIT-III	Public Relations, Good Governance and NGO Management A. Public Relations and Good Governance: Concept, Objectives and Methods of Public Relations, Governance and Good Governance, Transparency, Accountability and Ethical Administration B. Understanding NGOs: Concept, Meaning, Characteristics and Types of NGOs, Role of NGOs in Social Development and Social Welfare, Government and Non-Governmental Partnerships
UNIT-IV	Financial Administration, Resource Mobilization and Legal Framework A. Financial Administration: Budgeting and Financial Planning, Accounting and Auditing Financial Reporting and Documentation B. Resource Mobilization and Sustainability: Fund Raising Strategies, Resource Mobilization and Donor Management, Corporate Social Responsibility (CSR) and Development Partnerships, Project Proposal Writing and Project Management C. Legal Framework of NGOs: Registration Procedures of NGOs, Societies Registration Act, 1860, Indian Trusts Act, 1882, Companies Act, 2013 (Section 8 Companies), Foreign Contribution Regulation Act (FCRA), 2010
UNIT-V	Social Welfare Institutions, Networks and Contemporary Issues in NGO Management A. Social Welfare Institutions and Networks: National and State-Level Social Welfare Organizations, Role of National and International Development Agencies, Collaboration with Government and Corporate Sector. B. Emerging Trends and Contemporary Challenges: Digital Governance and E-Governance in NGOs, Monitoring and Evaluation Systems, Social Entrepreneurship and Innovation, Challenges in Social Welfare Administration and NGO Management, Sustainable Development Goals (SDGs) and the Future of NGOs.



SEMESTER-II

Suggested Readings:

- Roy, S. (2016). Social Welfare Administration: Development and Prospects. New Delhi: Discovery Publishing House. ISBN: 9789350563052.
- Goel, S. L. (2010). Social Welfare Administration. New Delhi: Deep & Deep Publications Pvt. Ltd.
- Goel, S. L., & Kumar, R. (2019, Reprint). Administration and Management of NGOs: Text and Case Studies. New Delhi: Deep & Deep Publications. ISBN: 9788176295701.
- Sachdeva, D. R. (2018). Social Welfare Management in India. New Delhi: Kitab Mahal Publications.
- Desai, M. R. (2013). Social Welfare Administration. Pune: Nirali Prakashan.
- Patti, R. J. (2000). The Handbook of Social Welfare Management. Thousand Oaks, CA: Sage Publications.
- Lawani, B. T. (1999). NGOs in Development. Jaipur: Rawat Publications.
- Brody, R. (2005). Effectively Managing Human Service Organizations (3rd ed.). Thousand Oaks, CA: Sage Publications.
- Skidmore, R. A. (1990). Social Work Administration: Dynamic Management and Human Relationships. Englewood Cliffs, NJ: Prentice Hall.
- Bhattacharya, S. (2006). Social Work Administration and Development. Jaipur: Rawat Publications.
- Kohli, A. S. (1997). Administration of Social Welfare. New Delhi: Anmol Publications Pvt. Ltd.
- Pandey, S. K. (2007). Social Welfare Administration. New Delhi: Mahaveer & Sons.
- Lewis, D. (2014). Non-Governmental Organizations, Management and Development (3rd ed.). London: Routledge.
- Hangar, S., & Trollope, A. K. (2015). NGO: Origin and Development. Jaipur: Rawat Publications.
- Verma, R. B. S. (2015). Introduction to Social Administration. New Delhi: Shipra



**Master of Social Work
Kazi Nazrul University**

SEMESTER-II

Course Name: IKS, Social Policy and Planning

Course Details	MC-6
Course Code	MSWMC802
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. Introduce students to the philosophical foundations and contemporary relevance of Indian Knowledge Systems (IKS).
2. Familiarize students with the concepts, processes, and approaches of social policy formulation and planning in India.
3. Develop an understanding of the relationship between indigenous knowledge, social welfare, and sustainable development.
4. Enable students to critically analyse social policies and planning mechanisms from a social work perspective.
5. Equip students with skills for policy analysis, planning, and intervention in social development programmes.

Course Outcomes:

After completion of the course, students will be able to:

1. Explain the fundamental concepts and principles of Indian Knowledge Systems and their relevance to social work practice.
2. Apply indigenous and evidence-based approaches in social welfare interventions.
3. Analyse major social policies and welfare programmes in India.
4. Understand the processes and models of social planning and development administration.
5. Demonstrate competencies in policy analysis, planning, and advocacy for social justice and inclusive development.



**Master of Social Work
Kazi Nazrul University**

Course Code: MSWMC802	Course Name: IKS, Social Policy and Planning
UNIT	Contents
UNIT-I	Introduction to Indian Knowledge Systems (IKS) - Concept, meaning, and scope of IKS - Philosophical foundations of Indian knowledge traditions - Indigenous knowledge and community wisdom - Relevance of IKS in contemporary social work and sustainable development
UNIT-II	Indian Knowledge Systems and Social Welfare - Traditional systems of community support and mutual aid - Gandhian philosophy and Sarvodaya - Concepts of social justice, human values, and ethical living in Indian traditions - Role of IKS in health, education, environmental protection, and community development
UNIT-III	Social Policy - Concept, meaning, objectives, and characteristics of social policy - Principles and determinants of social policy - Process of social policy formulation and implementation - Constitutional provisions and Directive Principles of State Policy relating to social welfare - Evolution of Social Policy in India (NITI Ayog) - Models of Social Policy: Residual Welfare, Unified, Integrated, Sectoral, Industrial Achievement and Institutional Redistributive Model - Approaches to Social Policy: Welfare, Development and Rights based Approach - Social Policy Formulation Process: Contribution of Research, Interest Groups, Public Hearing/ Panchayat/ Interest Groups and Role of Professional Social Workers
UNIT-IV	Social Planning - Concept, meaning, objectives, and significance of social planning - Models and approaches to social planning - Planning process: identification of needs, goal setting, implementation, monitoring, and evaluation - Participatory planning and decentralised planning in India
UNIT-V	Social Policy and Planning in India - Evolution of social planning in India - Major social welfare policies and programmes relating to women, children, older persons, persons with disabilities, and marginalized communities - Sustainable Development Goals (SDGs) and social planning - Role of social workers in policy advocacy, planning, implementation, and evaluation

Suggested Readings

- Desai, M. (Ed.). Ideologies and Social Work: Historical and Contemporary Analysis. Rawat Publications.
- Dash, B. M., Kumar, M., Singh, D. P., & Shukla, S. (Eds.). Indian Social Work. Routledge India.
- Government of India. Constitution of India (with special reference to Fundamental Rights and Directive Principles of State Policy).
- Government of India. NITI Aayog Reports (selected reports on social development and sustainable development).
- Jacob, K. K. Social Policy in India. Himanshu Publications.
- Bhartiya, A. K. Introduction to Social Policy. New Royal Book Company.
- Bhartiya, A. K., & Singh, D. K. Social Policy in India. New Royal Book Company.
- Adams, R. Social Policy for Social Work. Palgrave Macmillan.
- Bharadwaj, R., & Nadkarni. Planning for Social and Economic Development. Sage Publications.
- Chakraborty, S. Development Planning: The Indian Experience. Oxford University Press.
- Kabra, K. N. Development Planning in India. Sage Publications.
- Singh, S. (Ed.). Encyclopaedia of Social Work in India. New Royal Book Company.
- Hudson, J., & Lowe, S. Understanding the Policy Process. Rawat Publications.
- Williams, F. Social Policy: A Critical Introduction. Polity Press.



Course Name: Psychology and Counselling Techniques

Course Details	MC-7
Course Code	MSWMC803
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives

The course aims to:

1. Introduce students to fundamental psychological concepts and theories relevant to social work practice.
2. Provide an understanding of human growth and development across the lifespan, including personality development and socio-psychological processes.
3. Familiarize students with major psychological perspectives and their relevance to understanding human behaviour and social functioning.
4. Develop foundational knowledge of counselling concepts, skills, approaches, and ethical principles relevant to professional social work practice.
5. Acquaint students with the basic principles of therapeutic and counselling interventions applicable to individuals, groups, and communities.
6. Provide an overview of common mental health concerns and the role of social workers in promoting mental health and supporting individuals and families.

Course Outcomes

After successful completion of the course, students will be able to:

1. Explain fundamental psychological theories and concepts relevant to social work practice.
2. Apply appropriate psychological and personality theories to understand and assess individual and group behaviour in social work settings.
3. Analyze human behaviour, personality, and developmental processes across the lifespan from relevant psychological and socio-psychological perspectives.
4. Demonstrate basic counselling skills and ethical practices while engaging with individuals, groups, and communities.
5. Identify and assess common mental health concerns and suggest appropriate counselling and social work intervention strategies.
6. Evaluate the relevance of selected counselling and therapeutic approaches in addressing psychosocial issues encountered in professional social work practice.



Course Code: MSWMC803	Course Name: Psychology and Counselling Techniques
UNIT	Contents
UNIT-I	Foundations of Psychology and Human Behaviour A. Introduction to Psychology: Meaning, Nature and Scope of Psychology, Relevance of Psychology to Social Work Practice, Branches of Psychology: Abnormal, Clinical, Educational, Industrial, Experimental, Developmental and Social Psychology B. Schools of Psychology: Structural School, Functional School, Behavioural School C. Human Behaviour and Motivation: Concept and Determinants of Human Behaviour, Heredity and Environment, Intelligence and Individual Differences, Needs and Motivation, Theories and Types of Motivation, Emotion and Emotional Development
UNIT-II	Cognitive Processes and Human Development A. Cognitive Processes: Learning and Theories of Learning, Memory and Forgetting, Perception: Meaning and Determinants B. Human Growth and Development: Meaning and Characteristics of Growth, Development and Maturation, Principles of Human Development, Social and Cultural Influences on Development C. Development Across the Life Span: Infancy and Childhood, Puberty and Adolescence, Adulthood, Old Age, Developmental Tasks, Needs, Problems and Adjustment at Different Stages, Services and Opportunities Supporting Human Development
UNIT-III	Personality and Social Psychology A. Personality Development and Theories: Concept and Definitions of Personality, Psychoanalytic Theory of Sigmund Freud, Psychodynamic Perspective, Erik Erikson's Psychosocial Stage Theory, Behavioural Theory: Pavlov and Skinner, Humanistic Theories: Abraham Maslow and Carl Rogers B. Normal and Abnormal Behaviour: Concept of Normality and Abnormality, Coping and, Adjustment Mechanisms, Frustration and Conflict C. Basic Socio-Psychological Concepts: Social Perception and Social Cognition, Social Influence and Interpersonal Relationships, Attitude Formation and Change
UNIT-IV	Group Processes and Counselling Techniques A. Group Behaviour and Social Processes: Group Dynamics and Group Morale, Leadership and Likert's Leadership Model, Crowd and Mob Behaviour, Communication Processes B. Social Issues and Behaviour: Prejudice and Discrimination, Public Opinion and Propaganda, Stress and Coping Behaviour C. Foundations of Counselling: Meaning, Nature and Scope of Counselling, Emergence and Development of Counselling Practice, Principles of Counselling: Empathy, Confidentiality and Transference, Ethical Issues in Counselling D. The Counsellor and Counselling Process Personal and Professional Qualities of a Counsellor, Stages of Counselling Process, Communication and Helping Skills, Active Listening, Paraphrasing, Reflective Listening Empathy and Rapport Building
UNIT-V	Counselling and Therapeutic Interventions A. Counselling in Different Settings: Individual Counselling, Marital Counselling, Family Counselling, Counselling with Children and Adolescents, Counselling for Older Persons and Persons with Chronic Illnesses, Grief, Trauma and Bereavement Counselling, Counselling Survivors of Violence and Abuse, Counselling Marginalized and Vulnerable Groups, Facilitating Therapeutic Groups. B. Therapeutic Interventions and Mental Health: Person-Centred Therapy: Concepts, Process and Techniques, Cognitive Therapy: Principles and Applications, Identification of Common Mental Disorders according to DSM-5, Role of Social Workers in Mental Health and Counselling



Suggested Readings

- Baron, R. A., Branscombe, N. R., & Byrne, D. (2021). *Social Psychology* (15th ed.). Pearson Education.
- Corey, G. (2020). *Theory and Practice of Counselling and Psychotherapy* (10th ed.). Cengage Learning.
- Feldman, R. S. (2020). *Understanding Psychology* (15th ed.). McGraw-Hill Education.
- Hurlock, E. B. (2017). *Developmental Psychology: A Life-Span Approach*. McGraw-Hill Education.
- Lahey, B. B. (2018). *Psychology: An Introduction* (13th ed.). McGraw-Hill Education.
- Nelson-Jones, R. (2014). *Basic Counselling Skills: A Helper's Manual* (4th ed.). Sage Publications.
- Schultz, D. P., & Schultz, S. E. (2017). *Theories of Personality* (11th ed.). Cengage Learning.
- Woolfolk, A. (2019). *Educational Psychology* (14th ed.). Pearson Education.
- Pedagogical Approaches: Lectures, case studies, role plays, counselling simulations, group discussions, field-based observations and reflective assignments.



Course Name: Contemporary Fields in Social Work

Course Details	MNC-2
Course Code	MSWMN801
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 hours

Course Objectives:

The Course aims to

1. Develop a conceptual understanding of contemporary and emerging fields of social work practice.
2. Familiarize students with social legislations, criminological perspectives, and correctional social work interventions.
3. Enable students to understand urban issues and community development approaches for inclusive and sustainable development.
4. Equip students with knowledge and skills in disaster management and public health interventions.
5. Develop sensitivity towards ageing populations and gerontological social work practice.
6. Promote ecological consciousness and environmentally sustainable social work interventions.

Course Outcomes:

After successful completion of the course, students will be able to:

1. Demonstrate comprehensive knowledge of contemporary fields of social work practice and their relevance in addressing emerging social issues.
2. Critically analyse social legislations, crime-related issues, and correctional mechanisms from a social work perspective.
3. Apply principles and methods of urban and community development for participatory and inclusive social change.
4. Design and implement social work interventions in disaster management and public health settings.
5. Assess the psychosocial needs of older persons and formulate appropriate gerontological interventions.
6. Integrate ecological and environmental perspectives into professional social work practice and sustainable development initiatives.



Course Code: MSWMN801	Course Name: Contemporary Fields in Social Work
UNIT	Contents
UNIT-I	Social Legislation and Criminology A. Social Legislation: Meaning, Nature and Significance of Social Legislation, Constitutional Provisions and Directive Principles of State Policy, Social Justice and Human Rights Perspective, Major Social Legislations in India: Child Protection Legislations & Women-Centric Legislations Legislations relating to Scheduled Castes, Scheduled Tribes and Persons with Disabilities Legislations for Senior Citizens and Marginalized Groups B. Criminology and Correctional Social Work Meaning, Nature and Scope of Criminology, Concepts of Crime, Delinquency, Deviance and Victimization, Classical, Biological, Psychological and Sociological Theories of Crime, Juvenile Delinquency and Juvenile Justice System, Prison Administration and Correctional Institutions, Correctional, Preventive and Rehabilitative Social Work Interventions
UNIT-II	Urban and Rural Community Development A. Urban Development: Concept and Characteristics of Urban Society, Urbanization: Trends and Patterns in India, Urban Poverty, Slums and Informal Settlements, Migration, Homelessness and Urban Marginality, Urban Governance and Smart City Initiatives B. Rural Development: Concept, Principles and Objectives of Community Development, Models and Approaches of Community Development, Participatory Rural Appraisal (PRA) and Community Mobilization, Community Participation and Local Self-Governance, Role of Social Workers in Community Organization and Development
UNIT-III	Disaster Management A. Conceptual Framework: Meaning, Nature and Types of Disasters, Natural and Human-Induced Disasters, Vulnerability, Risk and Resilience B. Disaster Management Cycle Prevention and Mitigation, Preparedness and Early Warning Systems, Disaster Response and Relief Measures, Rehabilitation and Reconstruction C. Social Work Intervention Psychosocial Care and Trauma Counselling, Community-Based Disaster Risk Reduction, Role of Government, NGOs and International Agencies, Role of Social Workers in Disaster Management
UNIT-IV	Public Health and Social Work A. Foundations of Public Health Concept, Scope and Determinants of Health, Indicators of Health and Quality of Life, Public Health System and Healthcare Delivery in India, Primary, Secondary and Tertiary Healthcare B. Emerging Public Health Issues Communicable and Non-Communicable Diseases, Mental Health and Community Mental Health Reproductive and Child Health, Nutrition and Lifestyle Disorders



	C. Social Work in Public Health Health Education and Health Promotion, Health Rights and Health Policies, Community Health Programmes and Social Protection Measures, Role of Medical and Psychiatric Social Workers
UNIT-V	Gerontology and Social Work A. Foundations of Gerontology Meaning, Nature and Scope of Gerontology, Demographic Trends and Population Ageing, Theories of Ageing B. Problems and Challenges of Ageing Physical and Mental Health Issues, Economic and Social Security Concerns, Elder Abuse, Neglect and Social Isolation C. Social Work Interventions Policies and Programmes for Older Persons Institutional and Non-Institutional Services Active and Healthy Ageing, Geriatric Counselling and Case Management, Role of Social Workers in Elder Care Services
UNIT-VI	Ecology and Social Work A. Ecology and Environment Concept of Ecology and Environment, Human-Environment Relationship, Environmental Ethics and Sustainable Development B. Environmental Challenges Climate Change and Global Warming, Environmental Degradation and Pollution, Displacement, Environmental Migration and Vulnerable Communities, Disaster, Environment and Livelihood Issues C. Green Social Work Practice Ecological Perspective in Social Work, Environmental Justice and Climate Justice, Community-Based Natural Resource Management, Sustainable Development Goals (SDGs) and Social Work, Role of Social Workers in Environmental Advocacy and Sustainability

Suggested Readings

- Bhattacharya, S. (2018). Social Work: An Integrated Approach. Deep & Deep Publications, New Delhi.
- Cox, D., Pawar, M., & Geisen, T. (2018). The Routledge Handbook of Green Social Work. Routledge, London.
- Das, B. C. (2014). Social Legislation and Social Change in India. Atlantic Publishers, New Delhi. Kapoor, S. K. (2021). Public Health and Community Medicine. CBS Publishers, New Delhi.
- Mishra, P. D. (2017). Urban Development and Social Change. Rawat Publications, Jaipur. Rao, V. K. (2016). Disaster Management. CBS Publishers, New Delhi.
- Sharma, M. L., & Dak, T. M. (2015). Perspectives on Ageing in India. Rawat Publications, Jaipur. Sutherland, E. H., & Cressey, D. R. (2019). Principles of Criminology. General Hall Publications.
- Conklin, J.E (2001) Criminology, Macmillan Publishing Company.
- Ratanlal & Dhirajlal (2000) The Code of Criminal Procedure, Nagpur: Wadhwa & Co.
- Chakraborty, N.K (Ed, 1997) Administration of Criminal Justice (Volume I) Deep & Deep Publications, New Delhi.



CURRICULUM & SYLLABUS

FOR

SEMESTER-III

Master of Social Work

(w.e.f 2026-2027)



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

GROUP-A (Family and Child Welfare)

Course Name: Issues and Concerns of Children and Family

Course Details	MCE-1
Couse Code	MSWMCE901
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. To understand major issues affecting families and children in contemporary society.
2. To critically examine policies, programmes and legislations relating to family and child welfare.
3. To develop analytical perspectives on child rights and family welfare.
4. To prepare students for policy advocacy and programme interventions.

Course Outcomes:

After successful completion of the course, students will be able to:

1. Apply rights-based and developmental approaches in practice.
2. Analyze contemporary issues affecting families and children.
3. Assess welfare programmes and policy interventions.
4. Advocate for child rights and family welfare.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Couse Code: MSWMCE901	Course Name: Issues and Concerns of Children and Family
UNIT	Contents
UNIT-I	Conceptual Foundations of Family and Child Welfare A. Meaning, Nature and Scope: Meaning, nature, objectives, and significance of Family and Child Welfare, Principles and approaches of Family Welfare, Scope and relevance in contemporary society. B. Family as a Social Institution: Concept, structure, and functions of family, Family life cycle and developmental stages, Changing dimensions of family systems. C. Family Problems and Challenges: Domestic violence and family abuse, Marital conflict and family disorganization, Substance abuse and its impact on family life, Elder abuse and neglect, Mental health concerns within families.
UNIT-II	Family Dynamics and Emerging Trends A. Family Dynamics: Types and forms of families in India, Changing patterns of family structure and relationships, Marriage, divorce, separation, and remarriage, Family conflicts and adjustment problems. B. Contemporary Challenges: Impact of globalization, urbanization, and migration on families, Poverty and socio-economic vulnerabilities, Educational deprivation and school dropout. C. Child Vulnerability and Protection Issues: Child abuse and neglect, Child labour and trafficking, Street children and children in difficult circumstances, Child marriage and its consequences, Online safety and cyber exploitation of children.
UNIT-III	Child Development and Child Welfare Services A. Child Development: Growth and developmental stages of children, Needs and rights of children, Role of family, community, and state in child development. B. Child Welfare Services in India: Child welfare services and programmes in India, Institutional and non-institutional care, Foster care, sponsorship, adoption, and aftercare services. C. Gender, Family and Child Welfare: Gender discrimination in family settings, Girl child issues and empowerment, Single-parent families and challenges, LGBTQIA+ issues in family contexts, Gender-sensitive social work practice
UNIT-IV	Policies, Programmes and Legislations A. Child Welfare Policies and Programmes: National Policy for Children, Integrated Child Development Services (ICDS), Mission Vatsalya and Child Protection Services, Family welfare and reproductive health programmes. C. Social and Economic Concerns: Poverty and family welfare, Migration and displacement Impact of disasters and pandemics on families and children.
UNIT-V	Family Welfare Programmes and Social Work Interventions A. Family Welfare Services: Family counselling and guidance services, Reproductive and family health programmes, Family planning and population education B. Social Work Interventions: Social work intervention in family and child welfare settings Child rights and protection mechanisms, Community-based child protection systems, Crisis intervention and case management C. Professional Responses and Advocacy: Role of NGOs and government agencies, Advocacy, networking, and social action, Contemporary issues in family and child welfare, Emerging trends and challenges in family and child welfare practice



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Suggested Readings

- Desai, M., & Ray, R. (Eds.). (2018). Social Work Practice in India. Jaipur: Rawat Publications.
- Goel, S. L., & Jain, P. (2014). Child Development and Child Welfare. New Delhi: Deep & Deep Publications.
- Hurlock, E. B. (2009). Child Development. New Delhi: Tata McGraw-Hill.
- Park, K. (2023). Park's Textbook of Preventive and Social Medicine. Jabalpur: Banarsidas Bhanot.
- Patel, T. (2012). The Family in India: Structure and Practice. New Delhi: Sage Publications.
- Ahuja, R. (2019). Social Problems in India. Jaipur: Rawat Publications.
- Midgley, J. (2014). Social Development: Theory and Practice. London: Sage Publications.
- Ministry of Women and Child Development. (Latest Editions). Child Protection and Child Welfare Programmes in India.
- UNICEF India. (Latest Editions). The State of Children in India Reports.
- Zastrow, C. (2017). Introduction to Social Work and Social Welfare. Boston: Cengage Learning.



**Master of Social Work
Kazi Nazrul University**

**SEMESTER-III
Course Name: Family Laws in India**

Course Details	MCE-2
Course Code	MSWMCE902
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives

The course aims to:

1. Provide students with an understanding of the constitutional, legal, and social foundations of family law in India.
2. Introduce students to personal and secular laws governing marriage, divorce, maintenance, guardianship, adoption, succession, and family welfare.
3. Familiarize students with legal safeguards and welfare provisions available for women, children, and other vulnerable family members.
4. Develop students' knowledge of the institutions and mechanisms responsible for the implementation of family-related laws.
5. Introduce the role and scope of social work practice in legal aid, family counselling, mediation, rehabilitation, and advocacy.
6. Enable students to appreciate the relationship between family law, social justice, and family welfare in the Indian context.

Course Outcomes

After successful completion of the course, students will be able to:

1. Explain the constitutional, legal, and social foundations of family law and its relevance to contemporary Indian society.
2. Interpret and apply relevant family laws and legal provisions relating to marriage, divorce, maintenance, guardianship, adoption, succession, and family welfare in appropriate contexts.
3. Analyse legal safeguards and welfare provisions for women, children, and other vulnerable family members and identify areas requiring social work intervention.
4. Identify and explain the roles of Family Courts, Legal Services Authorities, Child Welfare Committees, Protection Officers, and other statutory agencies in addressing family-related issues.
5. Demonstrate appropriate social work skills in facilitating access to legal aid, counselling, mediation, rehabilitation, and social justice mechanisms for individuals and families.
6. Evaluate emerging legal and social challenges affecting families and formulate appropriate recommendations for social work practice and family welfare.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Course Code: MSWMCE902	Course Name: Family Laws in India
UNIT	Contents
UNIT-I	Marriage, Divorce and Family Relations a) Constitutional framework governing family laws in India b) Hindu Marriage Act, 1955 (Marriage, Divorce, Restitution, Judicial Separation and Maintenance) c) Muslim Personal Law relating to Marriage, Divorce and Maintenance (including important developments after the Muslim Women (Protection of Rights on Marriage) Act, 2019) d) Christian Marriage Act, 1872 and Divorce Act, 1869 (as amended) e) Parsi Marriage and Divorce Act, 1936 (as amended) f) Special Marriage Act, 1954 and Inter-faith Marriages
UNIT-II	Protection of Women and Family Members from Violence a) Protection of Women from Domestic Violence Act, 2005 b) Dowry Prohibition Act, 1961 (with amendments) c) Prohibition of Child Marriage Act, 2006 d) Pre-Conception and Pre-Natal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994 (PCPNDT Act) e) Relevant provisions of the Bharatiya Nyaya Sanhita, 2023 relating to cruelty, dowry death, sexual offences and domestic violence (replacing relevant provisions of the IPC)
UNIT-III	Adoption, Guardianship and Child Protection a) Hindu Adoption and Maintenance Act, 1956 b) Guardians and Wards Act, 1890 and Hindu Minority and Guardianship Act, 1956 c) Adoption under the Juvenile Justice (Care and Protection of Children) Act, 2015 and Adoption Regulations, 2022 (CARA) d) Role of Child Welfare Committee (CWC) and Specialised Adoption Agencies
UNIT-IV	Succession, Inheritance and Family Property Rights a) Hindu Succession Act, 1956 (including the 2005 Amendment relating to daughters' coparcenary rights) b) Muslim Law of Inheritance and Succession c) Indian Succession Act, 1925 (overview) d) Rights of women and children in inheritance and succession
UNIT-V	Family Welfare Legislations and Social Work Intervention a) Maternity Benefit Act, 1961 (as amended in 2017) b) Medical Termination of Pregnancy Act, 1971 (Amendment Act, 2021) c) Family Courts Act, 1984 d) Legal Services Authorities Act, 1987 and Free Legal Aid e) Role of Family Courts, Protection Officers, District Legal Services Authority (DLSA), One Stop Centres and Social Workers in family dispute resolution



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Suggested Readings:

- Agnes, Flavia. Family Law: Volume I & II. Oxford University Press.
- Paras Diwan. Modern Hindu Law. Allahabad Law Agency.
- Paras Diwan. Family Law. Allahabad Law Agency.
- Kusum. Family Law Lectures: Family Law I & II. Lexis Nexis.
- Poonam Pradhan Saxena. Family Law Lectures. Lexis Nexis.
- G. B. Reddy. Women and the Law. Gogia Law Agency.
- Nandini Chavan. Personal Law Reforms and Gender Justice. Hope India Publications.
- V. N. Shukla. Constitution of India. Eastern Book Company.
- M. P. Jain. Indian Constitutional Law. Lexis Nexis.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Course Name: Social Work Intervention with Family and Children

Course Details	MCE-3
Course Code	MSWMCE903
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. To develop understanding of family and child development from a social work perspective.
2. To equip students with professional skills for intervention with families and children.
3. To understand family dynamics, child development, and child protection mechanisms.
4. To enhance competencies in counselling, case management, and family-centered practice.

Course Outcomes:

After completion of the course, students will be able to:

1. Apply social work methods in family and child welfare settings.
2. Analyze family systems and child development issues.
3. Demonstrate skills in assessment, counselling, and intervention.
4. Critically evaluate child protection and family support programmes



Master of Social Work
Kazi Nazrul University

SEMESTER-III

Course Code: MSWMCE903	Course Name: Social Work Intervention with Family and Children
UNIT	Contents
UNIT-I	Family as a System for Social Work Practice a) Concept and Characteristics of the Family as a Client System b) Essential Skills and Methods for Working with Families c) Functions and Responsibilities of the Social Worker in Family Settings
UNIT-II	Social Work Approaches to Family Intervention a) Family Guidance Services and Family Counselling Practice b) Therapeutic Approaches in Family Work: Structural Family Therapy Problem-Solving Therapy Milan Systemic Therapy Solution-Focused Family Therapy Psychodynamic Family Therapy Cognitive Behavioural Family Therapy (CBFT) Narrative Family Therapy Experiential Family Therapy c) Family Development and Enrichment Programmes
UNIT-III	Family Support and Counselling Services a) Premarital Guidance and Marital Counselling b) Couple and Family Counselling: Major Concerns and Challenges c) Phases and Procedures in Couple and Family Counselling d) Genetic Counselling: Concept and Relevance e) Institutional Settings for Family Support: Family Courts Short Stay Homes and Respite Care Centres Family Welfare Clinics Adoption and Foster Care Agencies
UNIT-IV	Family Life Education and Well-being a) Family Life Education (FLE): Meaning, Philosophy, Objectives and Importance in Enhancing Quality of Life b) Value Education within Family Life Education: Purpose and Objectives c) Major Components of Family Life Education: Premarital Preparation Marriage and Family Life Planned Parenthood Family Relationships Communication within the Family Home and Resource Management Ageing and Retirement Planning Life Skills Education for Adolescents d) Planning, Organisation and Implementation of Family Life Education Programmes: Competencies and Skills of a Family Life Educator
UNIT-V	Social Work Practice with Families in Diverse Situations a) Families Experiencing Poverty and Economic Hardship b) Families of Incarcerated Persons c) Families Caring for Persons with Disabilities



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

	d) Migrant and Mobile Families e) Families Affected by Domestic Violence f) Families with Transgender Members g) Disaster-Impacted Families h) Families Living with Chronic Health Conditions i) Families from Culturally and Linguistically Diverse Communities j) Families Supporting Older Persons
--	---

Suggested References:

- Constable R., Lee D. B. (2015) Social work with families: Content and process, 2nd edition, Chicago, Lyceum Books
- Holland Sally. 2011. Child & Family Assessment in Social Work Practice, , 2nd Edition, SAGE Publication India Pvt Ltd, New Delhi.
- Jowit, Maureen & Loughlin, Steve O. (2007). Social Work with Children and Families, Great Britain: Learning Matters Ltd.
- Chowdhary A. 2006 : Family Life Education in India. Rawat Publication, Jaipur.
- Constable, Robert & Danniell B Lee. (2004). Social Work with Families: Content and Process, Chicago, USA: Lyceum Books Inc.
- Constable, Robert & Danniell B Lee. (2004). Social Work with Families: Content and Process, Chicago, USA: Lyceum Books Inc.
- Pat, Starkey. (2000). Families and Social Workers: the work of Family Service Units, Great Britain: Liverpool University Press.
- Collins, D., Jordan, C., & Coleman, H. 1999 An Introduction to Family Social Work, Wadsworth Publishing.
- Butter C. and Joyce V. (1998); Counselling Couples in Relationship, An Introduction to the Relate Approach.
- Devi Laxmi.1998. Encyclopaedia of Child and Family Welfare Vol.1 – 6.
- Goel Manju (1997). Marital disputes and Counselling Methodology, Vol.1, New Delhi: APH Publishing Corporation.
- Desai Murli (ed) (1994), Family and Interventions – A Course Compendium, Bombay, Tata Institute of Social Sciences.
- Bubenzer, Donald L. & West, John D. (1993), Counselling Couples, Sage Publications, New Delhi



**Master of Social Work
Kazi Nazrul University**

**SEMESTER-III
GROUP-B (Human Resource Management)
Course Name: Human Resource Management**

Course Details	MCE-4
Course Code	MSWMCE904
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. To enable the students to understand the importance, concepts and functions of Human Resource Management and Industrial Relations System.
2. To familiarize with the sub-systems of Human Resource Management.
3. To sensitize the students on the emerging trends in the field of HRM.
4. To develop the skills and attitudes required to be a successful Human Resource professional.
5. To explore the possibility of considering the human resource as an asset for the organization

Course Outcomes:

After completion of the course, students will be able to:

1. To understand the role HRM plays in man power planning, job analysis and in forecasting the human resource requirements.
2. To realize the importance of training and development for employees.
3. To understand job-based compensation scheme and performance appraisals.
4. To be able to shape ethical behavior of employees through right policies.
5. To have apt knowledge about welfare schemes provided to the employees by the management.
6. To evaluate the developing role of human resources in the global arena.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Course Code: MSWMCE904	Course Name: Human Resource Management
UNIT	Contents
UNIT-I	Introduction to Human Resource Management (HRM) a) Concept and Meaning of HRM, Evolution of HRM, Nature, Objectives, Scope, Importance of Human Resource Management b) Functions of HRM–Operative and Managerial functions, Role and responsibilities of Human Resource Manager, Role of Line Managers in Managing Human Resources, Challenges faced by HRM, Impact of Globalization on Human Resource Management c) HR Practices: Application of human resource approaches in various organizations–Case Study analysis.
UNIT-II	Human Resource Planning a) Human Resource Planning (HRP): Objectives, Need, Importance and Process of HRP b) Human Resource Planning at different levels; Assessing human resource requirements; Human resource demand forecasting–Ratio Trend Analysis, Judgmental Method, Work load Analysis, Delphi Technique; Job Analysis–Job Description, Job Specification c) Recruitment: Definitions, Objectives, Process of Recruitment, Source and techniques of Recruitment, Advantages and Disadvantages of different techniques, Recruitment practices in India. d) Selection: Definition, Objective, Differentiation between Recruitment and Selection, Process of selection, Different types of Interview, Common Interview Problems. e) Induction: Purpose and Process. Placement: significance, Promotion. Transfer. Retention–Need, Objectives, Retention strategies. f) Retirement: Voluntary Retirement Schemes, Exit Strategies, Retrenchment
UNIT-III	Training and Performance Appraisal a) Training: Definition, Importance, Objective, Process of Training, Methods of Training b) Development: Concept, Need, Importance, Techniques of Executive Development, Training -vs- Development c) Performance Appraisal: Concept, Objectives, Need, Importance, Methods of Performance of Appraisal System, Factors affecting Performance Appraisal.
UNIT-IV	Compensation Management and Industrial Relations: a) Wage and Salary: Meaning, Need for wage & salary administration, Importance, Factors influencing wage decisions, Concept of wages–Living Wage, Minimum Wage, Fair Wage, Real Wage; Essentials of sound wage structure, Types of wage differentials. b) Compensation: Job Evaluation–Purpose, Process, Methods; Components of Employee Compensation; Incentives–classification of Incentive schemes; Fringe benefits; Monetary and Non-Monetary reward system.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

	c) Industrial Relations: Objectives and Importance of Industrial Relations– Prevention and Settlement of Industrial Disputes. d) Discipline & Grievance Redressal, Trade Unions: Role and Responsibilities, Collective Bargaining, Workers' Participation in Management, Labour Welfare
UNIT-VI	Emerging Areas a) Current trends in HRM: Benchmarking, Core Competency, Business Process Outsourcing, Business Process Reengineering, Competency Mapping, Skill Matrix b) Corporate Quality: Total Quality Management (TQM) and Total Productivity Maintenance (TPM), Six Sigma, 5S, PERT, CPM, TQM and Kaizen c) Evaluating Human Resource Performance: Human Resource Accounting, Human Resource Auditing, Human Resource Information System (HRIS), Green HRM, E-HRM, HR Analytics d) Human Resource Maturity Level: People Capability Maturity Model (PCMM), Global Reporting Initiatives (GRI) 400 Standard

Suggested Readings:

- D'Cenzo, David A., Robbins, Stephen P. & Verhulst, SusanL. (2012). *Human Resource Management*. New Delhi: John Wiley and Sons.
- Dessler, Garry (2012). *Human Resource Management*. Prentice Hall of India.
- Ian, Beardwell, Len, Holden & Tim Claydon (2004). *Human Resource Management: A Contemporary Approach*. Prentice Hall
- Rao, V.S.P. (2010). *Human Resource Management: Text and Cases*. Excel Books.
- Tripathi, P.C. (2010). *Human Resource Development*. New Delhi: Sultan Chand & Sons.
- Mathis, R.L., & Jackson, J.H. 1997 *Human Resource Management*. U.K: Prentice Hall International
- Durai, P. (2010), *Human Resource Management*, Pearson Education
- Jyothi P & Venkatesh D.N (2006) *Human Resource Management*, Oxford University Press, New Delhi.
- Gupta C.B (2002). *Human Resource Management*, Sultan Chand and Sons, New Delhi



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Course Name: Principles of Management and Organizational Behaviour

Course Details	MCE-5
Course Code	MSWMCE905
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. Understand the concepts, evolution thoughts, functions and process of Management.
2. To familiarize the fundamental concepts, scope, and environmental influences shaping Organizational Behaviour.
3. Analyze the importance of planning process, tools and techniques and decision making in an organization to understand cognitive processes such as perception, attribution, personality, attitudes, and motivation, and their impact on workplace behavior.
4. Learn about various organizational structures, authority and responsibility, line & staff relationships in an organization to evaluate communication processes, decision making, stress, and conflict dynamics within organizational settings.
5. Understand about HR planning, recruitment, and selection process in an organization to Differentiate types of power, group dynamics, team functioning, and political behaviour in organizations.
6. To orient on the aspects of directing & controlling in an organization. Apply behavioural performance management, goal setting, job design, and leadership theories to foster high performance and quality of work life.

Course Outcomes:

After completion of the course, students will be able to:

1. Gain a clear understanding of the Management concepts, process and functions.
2. Assess knowledge on planning process tools and techniques and decision making in an organization technique in decision-making.
3. Illustrate different types of organizational structures, processes or organizational effectiveness.
4. Apply HR planning, its importance and also know the importance of recruitment and selection process in an organization.
5. Identify the need and principles of directing and explain effective control system.



Master of Social Work
Kazi Nazrul University

SEMESTER-III

Course Code: MSWMCE905	Course Name: Principles of Management and Organizational Behaviour
UNIT	Contents
UNIT-I	Introduction to Management: Concept, nature and scope, importance of management, the management process, hierarchy of management, management functions, managerial skills and competencies. Evolution of management thought: Scientific Management approach, Classical Management Approach, Administrative approach, Behavioral approach, System, Contingency approach, learning organization. Introduction to OB - Definition, Nature and Scope: Environmental and organizational context – Impact of IT, globalization, Diversity, Ethics, culture, reward systems and organizational design on Organizational Behaviour. Cognitive Processes-I: Perception and Attribution: Nature and importance of Perception – Perceptual selectivity and organization – Social perception – Attribution Theories – Locus of control – Attribution Errors – Impression Management.
UNIT-II	Planning: Concept and importance, planning process, Benefits, Essentials of a Good plan, Types of plans, planning tools and techniques, Management by Objectives, environmental analysis and diagnosis. Decision making - Concept and process, types of Decision-making, Decision-Making Model. Cognitive Processes-I: Personality and Attitudes – Personality as a continuum – Meaning of personality - Johari Window and Transactional Analysis - Nature and Dimension of Attitudes – Job satisfaction and organizational commitment-Motivational needs and processes- Work-Motivation Approaches Theories of Motivation- Motivation across cultures - Positive organizational behaviour: Optimism – Emotional intelligence – Self-Efficacy.
UNIT-III	Organizing: Concept, nature & scope, span of Management, organizational structure, types of organizational structures and their merits and demerits, process and significance. Authority and responsibility - delegation, centralization and decentralization of authority, line and staff relationship, accountability. Cognitive Processes-I: Personality and Attitudes – Personality as a continuum – Meaning of personality - Johari Window and Transactional Analysis - Nature and Dimension of Attitudes – Job satisfaction and organizational commitment-Motivational needs and processes- Work-Motivation Approaches Theories of Motivation- Motivation across cultures - Positive organizational behaviour: Optimism – Emotional intelligence – Self-Efficacy.
UNIT-IV	Managerial Staffing: Nature of staffing function, Human Resource Planning, sources of recruitment, recruitment process and types. Selection - process, types of selection, job offer, placement and induction. Dynamics of OB –II: Power and Politics: Meaning and types of power – empowerment - Groups Vs. Teams – Nature of groups – dynamics of informal groups – dysfunctions of groups and teams – teams in modern workplace.
UNIT-V	Directing and Controlling: Need for directing, principles and characteristics of directing, Leader Vs Manager. Controlling-importance of controlling, characteristics of control, steps, resistance to control, design of effective control system and types. Leading High performance: Job design and Goal setting for High performance- Quality of Work Life- Socio technical Design and High-performance work practices - Behavioural performance



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

	management: reinforcement and punishment as principles of Learning –Process of Behavioural modification - Leadership theories - Styles, Activities and skills of Great leaders
--	--

Suggested Readings:

- Harold Koontz & Heini Weihrich Essentials of Management-An International, Innovation and Leadership perspective, 11th Edition, Tata Mc Graw-Hill Education, 2020
- T. Ramasamy, Principles of Management, Himalaya Publishing House, Mumbai, 2018.
- Anil Bhat, Arya Kumar, Principles of Management, Oxford University Press, 2018.
- Chandrani Singh, Aditi Khatri, Principles and Practices of Management and Organizational Behaviour, Sage Publications, 2016.
- John R. Schermerhorn., Daniel G. Bachrach, Introduction to Management, Wiley, 13e, 2016.
- Robbins, S. P., & DeCenzo, A. D. Fundamentals of Management. New Delhi: Pearson Education.
- Luthans, Fred: Organizational Behaviour 10/e, McGraw-Hill, 2009.
- Robbins, P. Stephen, Timothy A. Judge: Organisational Behaviour, 12/e, PHI/Pearson, New Delhi, 2009.
- McShane: Organizational Behaviour, 3e, TMH, 2008.
- Nelson: Organizational Behaviour, 3/e, Thomson, 2008.
- Newstrom W. John & Davis Keith, Organisational Behaviour-- Human Behaviour at Work, 12/e, TMH, New Delhi, 2009.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Course Name: CSR, Labour Welfare & Industrial Relation

Course Details	MCE-6
Course Code	MSWMCE906
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives:

The Course aims to

1. To understand the concept, approaches and actors of industrial relations.
2. To develop the knowledge on various statutory / legal aspects.
3. To acquire interpersonal relationship and negotiation skills.
4. To familiarize with the evolution of labour legislations in the context of Indian Constitution and International Conventions.
5. To develop an in-depth understanding of relevant Labour Legislations.
6. To impart analytical skills in the interpretation of legislations in the light of recent judgments.
7. To gain knowledge on the impact of CSR implementation on corporate culture, particularly as it relates to social issues.
8. To understand the concept of CSR.
9. To be aware of different CSR initiatives in Indian industries.
10. To learn about the role of stakeholders in CSR.

Course Outcomes:

After completion of the course, students will be able to:

1. To understand the strategies of management in negotiations and persuasion.
2. To understand the provisions, rights and liabilities of trade unions.
3. To be familiar with the disciplinary procedure and grievance redressal procedure.
4. To apply the skills of negotiations and persuasions effectively.
5. To be aware of the welfare provisions available to the employees.
6. To understand and be familiarized with the provisions of industrial and labour related social security laws.
7. To judge the actual organizational situations and implications thereof via case based learning and analytical abilities.
8. To be equipped to handle industrial disputes with detailed knowledge of actual organization.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Course Code: MSWMCE906	Course Name: CSR, Labour Welfare & Industrial Relation
UNIT	Contents
UNIT-I	a) Introduction to Industrial Relations Industrial Relations (IR): Meaning, Scope, Need, Factors influencing IR Parties to IR – Employees and their organization, Employers and their association and the Government; Approaches to IR Industrial Relations System in India: Structure and its evolution, Causes, Effects and Measures to overcome poor Industrial Relations in India Major contemporary developments in global economy and polity and their impact on. b) Laws Related to Industrial Relations: Trade Unions Act, 1926; Industrial Disputes Act, 1947; Industrial Employment (Standing Orders) Act, 1946 Industrial Dispute : a) Concept, Causes, Forms of disputes, Instruments of Coercion – Strike, Picketing, Gherao, Bandh, and Lock-out, Dispute Settlement Mechanisms: Bipartite Approach -Negotiation, Mediation, Works Committee, Significance of Employers' Federations; Tripartite Approach – Conciliation, Arbitration, Adjudication Courts of Enquiry, Labour Courts, Industrial Tribunal, National Tribunal, Awards; The Industrial Disputes Act, 1947 c) Collective Bargaining: Concepts, Objectives, Subject matter for collective bargaining. Types of Bargaining, Collective Bargaining Process, Collective Bargaining Agreements; Conditions for the Success of Collective Bargaining. Problems pertaining to collective bargaining in India, Collective Bargaining in Different Countries.
UNIT-II	a) Labour Legislations: Labour: concept, characteristics and problems of Indian labour- labour in organized and unorganized sectors, Labour Legislations: Concept, Industrial Revolution and the need for Labour Legislations, The Main Ingredients of Labour Legislations, Principles of Social Justice, Social Equality, Social Security, National Economy and Labour Legislations Origin of Labour Legislations, Factors Influencing Labour Legislations, Objectives of the Labour Legislations, Labour Laws and I.L.O, Guiding Principles of labour legislation Evaluation of labour legislation in India, Constitutional provisions and labour laws–Fundamental Rights and Directive Principles of State Policy under Indian Constitution. b) Laws related to Specific Industries: Factories Act, 1948; Indian Mines Act, 1952; Plantations Labour Act, 1951 Motor Transport Workers Act, 1961 Contract Labour (Regulations and Abolition) Act, 1970; Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979 The Building and other Construction Workers (Regulation of Employment and Conditions of Service) Act,



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

	1996. Dock Workers (Regulation of Employment) Act, 1948. Beedi & Cigar Workers (Conditions of Employment) Act, 1966; Shops and Establishment Act 1964. c) Laws related to Wages: Payment of Wages Act, 1936; Minimum wages Act, 1948 Payment of Bonus Act, 1965 . d) Laws related to Equality and Empowerment of Women Maternity Benefit Act, 1961 Equal Remuneration Act, 1976 Law on Prevention of Harassment in Workplace. The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
UNIT-III	Discipline & Grievance Management a) Discipline in IR: Definitions, Objectives, Causes for indiscipline and misconducts, Hot Stove Rule, Kinds of punishment, Principles of Natural Justice, Code of Discipline in Industry, Procedure for Disciplinary Action, Domestic enquiry, The Industrial Employment (Standing Orders) Act, 1946; Essentials of a good disciplinary system, Grievance in IR: Concept of Grievance, Definition, Causes of employee grievances, Types of grievance, How to know about Grievance, Grievance procedures, Grievance Redressal Procedure, Model Grievan Redressal Procedure Evaluation of Grievance Redressal machinery, Analysis of grievance data, Guidelines for grievance handling, Settlement of grievance in Indian industry. b) Trade Unionism Trade Union: Definition, objectives, functions of Trade Union Growth of Trade Union Movement in India, Major Central Trade Union Organizations in India Recognition of Trade Union, Rights and Responsibilities of Registered Trade Union, The Trade Unions Act, 1926
UNIT-IV	Labour Welfare: a) Labour Welfare: Definition, Scope, Classification, Approaches, Principles, Origin and Development of Labour Welfare in India Laws related to Deprived and Disadvantaged Sections of Society The Child Labour (Prohibition and Regulation) Act, 1986 Bonded Labour (Abolition) Act, 1976 b) Laws related to Social Security: Workmen's Compensation Act, 1923 Employee's State Insurance Act, 1948 Employee's Provident Fund and Miscellaneous Provisions Act, 1952 Payment of Gratuity Act, 1972 .



Master of Social Work
Kazi Nazrul University

SEMESTER-III

UNIT-IV	a) Labour Welfare: Labour Welfare: Definition, Scope, Classification, Approaches, Principles, Origin and Development of Labour Welfare in India Laws related to Deprived and Disadvantaged Sections of Society** The Child Labour (Prohibition and Regulation) Act, 1986 Bonded Labour (Abolition) Act, 1976 b) Laws related to Social Security: Workmen's Compensation Act, 1923 Employee's State Insurance Act, 1948 Employee's Provident Fund and Miscellaneous Provisions Act, 1952 Payment of Gratuity Act, 1972
UNIT-V	CSR & Sustainability: a) Environment and social issues, labour and related issues, ethical and governance issues, Human Rights - UN Charter, Section 135 of Companies Act 2013, Concept of PPP Sustainability – Concept, Meaning and Definition, Triple bottom line approach, Brundtland Report, Sustainability and Cost of Capital ILO Instruments on CSR The ILO Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy Stakeholders and Perspectives Interest Groups Related to CSR, Tools of CSR, Business Benefits of CSR The Role of Stakeholders in CSR Stakeholder meaning, Classification of Stakeholders (Managers, Employees, Customers, Investors, shareholders, Suppliers, Government, Society, local community) Stakeholder Advocacy, Stakeholder Perspectives on CSR, Stakeholder Theory, Regulations and Implications. b) Corporate Social Responsibility Concept, Definition, Functions, Stages and scope of CSR Objectives, Evolution of CSR Types of CSR (Economic, Legal, Ethical and Philanthropic) Carroll's Model of CSR (Pyramid of CSR) Challenges of CSR, Traditional and Modern view of CSR, Iron law of Social Responsibility, The Social Contract.



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Suggested Readings:

- Singh, P. & Kumar, N. (2011). Employee Relations Management. New Delhi: Pearson Education India.
- Mamoria, C.B. & Mamoria, S. (2016). Dynamics of Industrial Relations in India. Mumbai: Himalaya Publishing House.
- Sinha, P. R. N., Sinha, I. B. & Shekhar, S. P. (2017). Industrial Relations, Trade Unions and Labour Legislation. Pearson Education India.
- Singh, B.D. (2010). Industrial Relations and Labour Laws. New Delhi: Excel books.
- Jain J.N. (2009). Modern Industrial Relations and Labour Laws. New Delhi: Regal Publications
- Bhola Ajay, Jain J.N. (2009). Modern Industrial Relations and Labour Laws. Regal Publications.
- Bhatia S.K. (2008). Industrial Relations and Labour Laws. New Delhi: Deep and Deep Publications.
- Kumar, H.L. (2018). Digest of Important Labour Cases. Universal Law Publishing Co. Pvt. Ltd.
- Sharma, J.P. (2018). Simplified Approach to Labour Laws. Bharat Law House (P) Ltd.
- Garg, Ajay(2007). Labour Laws one should know. A Nabhi Publications, New Delhi.
- Gupta, C.B. (2000). Industrial Relations & Labour Laws. Sultan Chand, New Delhi.
- Kapoor. N.D. (2006). Handbook of Industrial Laws. Sultan Chand, New Delhi.
- Srivastava, S.C. (2000). Industrial Relations and Labour Laws. Vikas Publishing House, New Delhi.
- Tripathi, P.C. (1998). Industrial Relations & Labour Laws. Sultan Chand Publication, New Delhi.
- Singh, B.D. (2010). Industrial Relations and Labour Laws. New Delhi: Excel books.
- Reddy, Sumati and Stefan Seuring. (2004). Corporate Social Responsibility: Sustainable Supply Chains. Hyderabad: ICFAI University Press.
- 17. Crane, A. et al., (2008). The Oxford Handbook of Corporate Social Responsibility. New York: Oxford University Press.



Master of Social Work
Kazi Nazrul University

SEMESTER-III

Course Name: Social Work Research Methodology with AI and Statistics

Course Details	RMC-1
Course Code	MSWRMAI901
Credit	05
Full Marks	100 (70 End Semester + 30 Continuous Assessment)
Teaching Hours	75 Hours

Course Objectives

The course aims to:

1. Introduce students to the fundamental concepts, principles, approaches, and methods of social work research.
2. Familiarize students with various research designs, sampling techniques, and methods of data collection relevant to social work research.
3. Develop foundational knowledge of data processing, statistical analysis, interpretation, and research report writing.
4. Provide an understanding of the application of statistical methods and computer-based tools in social work research and evidence-based practice.
5. Acquaint students with ethical considerations and responsible practices in conducting social work research.

Course Outcomes

After successful completion of the course, students will be able to:

1. Explain the fundamental concepts, principles, approaches, and methods of social work research.
2. Differentiate and select appropriate research designs, sampling techniques, and data collection methods for social work research.
3. Design a basic social work research study using appropriate research methodology and ethical principles.
4. Apply appropriate tools and techniques for data collection, processing, and organisation in social work research.
5. Analyze and interpret quantitative and qualitative research data using appropriate statistical and analytical methods.
6. Use basic statistical techniques and computer-based tools such as Excel and SPSS for analysing and presenting social work research data.
7. Prepare a structured research report based on research findings and demonstrate their relevance to evidence-based social work practice.



Master of Social Work
Kazi Nazrul University

SEMESTER-III

Course Code: MSWRMAI901	Course Name: Social Work Research Methodology with AI and Statistics
UNIT	Contents
UNIT-I	Foundations of Social Work Research A. Research and Social Work Research: Research: Definition, Types, Objectives and Classification (Induction, Deduction, Qualitative, Quantitative, Pure, Applied, Action and Evaluation Research), Social Research and Social Work Research: Meaning, Objectives, Procedures, Functions and Limitations. Scope of Social Work Research Difference between Social Science Research and Social Work Research. B. Research Process: Steps in Research, Identification and Formulation of Research Problems, Review of Literature, Designing the Study, Ethical Issues
UNIT-II	Data Collection and Research Design A. Sources of Data: Primary Sources, Secondary Sources, B. Methods of Data Collection: Interview, Questionnaire, Observation, Case Study, Content Analysis, Focus Group Discussion (FGD), c) Tools of Data Collection: Interview Schedule, Questionnaire, Observation Schedule, Case Study Inventory Data Processing, Statistics and Computer Application. C. Data Processing and Analysis: Concept and Meaning, Editing and Coding, Preparation of Code Book, Master Chart Preparation, Classification and Tabulation, Data Analysis and Interpretation, Research Report: Sequence and Format of Research Report D. Research Design: Meaning and Definitions, Components of Research Design, Types of Research Design: Exploratory Research, Descriptive Research, Diagnostic Research, Experimental Research. E. Variables and Hypothesis: Concept and Definition, Types of Variables, Meaning and Characteristics of Hypothesis, Importance and Sources of Hypothesis.
UNIT-III	Sampling: A. Sampling and Universe: Concept and Definition, Population and Universe, Importance of Sampling B. Types of Sampling: a) Probability Sampling, Simple Random Sampling, Systematic Sampling, Stratified Sampling, Cluster Sampling. b) Non-Probability Sampling: Purposive Sampling, Convenience Sampling, Quota Sampling, Snowball Sampling



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

UNIT-IV	Basics of AI & Social Work A. Meaning, Concept and Types of AI, Evolution of AI and Generic AI, Relevance of AI to Social Work B. Applications and limitations of AI in Social Work: a) Text Analysis and Sentiment Analysis of Client of Client's feedback, Social Media etc. b) Predictive Analytics: Risk Management, Drop Out Prediction, Vulnerability mapping etc., Chatbots & AI for data collection in remote areas c) AI & Human Behavior: AI and Changing human behavior, social relationships, AI in Counselling and psychological support
UNIT-V	A. Fundamentals of Statistics: Definition and Scope of Statistic, Uses and Limitations of Statistics, Organization and Classification of Data, Presentation of Data:, Textual Presentation, Tabular Presentation, Diagrammatic Presentation, Graphical Presentation B. Measures of Central Tendency: Mean, Median, Mode C. Measures of Dispersion: Quartile Deviation, Mean Deviation, Standard Deviation D. Skewness: Concept and Meaning, Measures of Skewness E. Testing of Hypothesis and Relationship Analysis: Parametric Statistical Tests, Non-Parametric Statistical Tests, Correlation, Regression F. Computer Applications in Social Work Research: Introduction to Data Analysis Software, Data Entry and Analysis Using Microsoft Excel, Introduction to SPSS, Preparation of Tables, Charts and Basic Statistical Outputs, Application of ICT in Social Work Research and Documentation



**Master of Social Work
Kazi Nazrul University**

SEMESTER-III

Suggested Readings

- Das, N. G. (2017). Statistical Methods (Vol. I & II). New Delhi: McGraw Hill Education (India) Private Limited.
- Kothari, C. R., & Garg, G. (2019). Research Methodology: Methods and Techniques (4th ed.). New Delhi: New Age International Publishers.
- Lal Das, D. K., & Bhaskaran, V. (Eds.). (2008). Research Methods for Social Work. New Delhi: Rawat Publications.
- Ahuja, R. (2014). Research Methods. Jaipur: Rawat Publications.
- Gupta, S. P. (2022). Statistical Methods (46th Revised ed.). New Delhi: Sultan Chand & Sons.
- Bryman, A. (2016). Social Research Methods (5th ed.). Oxford: Oxford University Press.
- Lal Das, D. K. (2017). Practice of Social Research: Social Work Perspective. Jaipur: Rawat Publications.
- Krishnaswami, O. R., & Ranganatham, M. (2018). Methodology of Research in Social Sciences. Mumbai: Himalaya Publishing House.
- Wilkinson, T. S., & Bhandarkar, P. L. (2019). Methodology and Techniques of Social Research. Mumbai: Himalaya Publishing House.
- Young, P. V. (2016 Reprint). Scientific Social Surveys and Research. New Delhi: Prentice-Hall of India Learning Private Limited.
- Goode, W. J., & Hatt, P. K. (2017 Reprint). Methods in Social Research. New Delhi: McGraw Hill Education.
- Additional Contemporary References
- Kumar, R. (2021). Research Methodology: A Step-by-Step Guide for Beginners (5th ed.). New Delhi: Sage Publications India Pvt. Ltd.
- Rubin, A., & Babbie, E. (2021). Research Methods for Social Work (10th ed.). Boston, MA: Cengage Learning.
- Agresti, A., & Finlay, B. (2018). Statistical Methods for the Social Sciences (5th ed.). New York: Pearson Education.
- Creswell, J. W., & Creswell, J. D. (2023). Research Design: Qualitative, Quantitative, and Mixed Methods Approaches (6th ed.). Thousand Oaks, CA: Sage Publications.



CURRICULUM & SYLLABUS

FOR

SEMESTER-IV

Master of Social Work

(w.e.f 2026-2027)



**Master of Social Work
Kazi Nazrul University**

**SEMESTER-IV
Course Name: P G Dissertation**

Course Details	RDC-2
Course Code	MSWRD1002
Credit	15
Full Marks	300 (120 End Semester + 180 Continuous Assessment)
Teaching Hours	450 Hours (Including Independent Research, Supervision, and Viva-Voice)

Course Description

The Dissertation is an independent research project that enables students to apply social work research methods to investigate a contemporary social issue or practice concern. It integrates theoretical knowledge, research skills, ethical considerations, and field experiences acquired throughout the MSW programme. Under the guidance of a faculty supervisor, each student shall undertake an empirical or practice-based study and prepare a dissertation demonstrating scientific inquiry and professional competence.

Course Objectives

Students will be able to:

1. Identify and formulate a relevant social work research problem.
2. Review and critically analyze literature related to the selected topic.
3. Design an appropriate research methodology.
4. Collect, analyze, and interpret qualitative and/or quantitative data.
5. Develop evidence-based recommendations for social work practice, policy, or future research.
6. Prepare and defend a dissertation following academic research standards.

Course Learning Outcomes

Upon successful completion, students will be able to:

1. Independently conduct scientific research in social work.
2. Apply appropriate research methodologies and statistical/qualitative analysis techniques.
3. Demonstrate ethical research practices.
4. Present research findings effectively through written and oral communication.
5. Generate practice and policy recommendations based on research evidence.



Master of Social Work
Kazi Nazrul University

Course Code: MSWRD1002	Course Name: P G Dissertation
UNIT	Contents
UNIT-I	1. Research Proposal Development 2. Identification of research problem 3. Selection of research topic 4. Statement of the problem 5. Review of literature 6. Research objectives and hypotheses/research questions 7. Scope and significance of the study
UNIT-II	1. Research Design 2. Selection of research design 3. Sampling design 4. Preparation of research tools 5. Pilot study 6. Ethical considerations 7. Institutional approval
UNIT-III	1. Data Collection and Analysis 2. Primary and secondary data collection 3. Data coding and tabulation 4. Quantitative and qualitative analysis 5. Interpretation of findings
UNIT-IV	1. Dissertation Writing 2. Report writing format 3. Citation and referencing (APA 7th Edition) 4. Tables, charts and annexures 5. Discussion and recommendations 6. Limitations and future scope 7. Findings, Discussion, Conclusion and Recommendations 8. References



Master of Social Work
Kazi Nazrul University

Suggested Areas for Dissertation and Research-Based Field Work

- Mental Health and Counselling
- Women Empowerment and Gender Studies
- Child Rights and Child Protection
- Human Resource Management
- Corporate Social Responsibility (CSR)
- Public Health and Hospital Social Work
- Community Development
- Rural Development
- Urban Social Work
- School Social Work
- Disability Studies
- Geriatric Social Work
- Migration and Livelihood
- Climate Change and Disaster Management
- Social Policy and Governance
- Digital Social Work
- Substance Abuse and Rehabilitation
- Correctional Administration and Criminal Justice
- Tribal Development
- Sustainable Development Goals (SDGs)



Semester- I, II, III, IV FIELDWORK / PRACTICUM

Total Fieldwork Hours: 1050 Hours

Total Credits: 35

Marks: 700

Social Work education is fundamentally practice-oriented and aims to develop professionally competent, socially sensitive, and ethically responsible practitioners. Fieldwork Practicum constitutes an integral component of the MSW programme and provides opportunities for experiential learning through direct engagement with individuals, groups, communities, and organizations. The practicum facilitates the integration of classroom learning with field realities and enables students to develop knowledge, values, attitudes, and skills required for professional social work practice.

Learning Objectives

The Field Practicum aims to:

- Provide exposure to diverse settings of social work practice.
- Develop critical understanding of social realities and developmental issues.
- Foster sensitivity towards the needs and problems of vulnerable and marginalized populations.
- Enable students to understand the functioning of governmental and non-governmental organizations.
- Facilitate the application of social work theories, methods, and techniques in real-life situations.
- Develop competencies in communication, observation, interviewing, planning, documentation, and professional intervention.
- Promote professional ethics, leadership qualities, and commitment to social justice.

Course Outcomes

Upon successful completion of the practicum, students will be able to:

- Demonstrate professional attitudes and ethical values in social work practice.
- Analyze social problems and identify community needs and resources.
- Apply social work methods and intervention strategies in different field settings.
- Develop skills in programme planning, implementation, networking, and advocacy.
- Integrate theoretical understanding with field-based experiences.
- Prepare professional reports, case studies, and project documents.
- Develop research orientation and evidence-based intervention skills.
- Exhibit leadership, teamwork, and problem-solving abilities.



Semester-wise Fieldwork Details

Semester	Title of Fieldwork	Course Code	Course Details	Nature of Fieldwork	Credits	Hours.	Marks	Days/ Duration
Semester I	Field Work – I	MSWMC 704	MC-4	1. Concurrent Fieldwork in Open Community Settings 2. Class room orientation & Orientation visits	10	300	200 (Internal-120 & ESP-80)	Concurrent
Semester II	Field Work – II	MSWMC 804	MC-8	Exposure Visits and Rural Camp	10	300	200 (Internal-120 & ESP-80)	Concurrent
Semester III	Field Work – III	MSWMC 901	MC-9	Specialization-Based Field Practicum (Human Resource Management and Family & Child Welfare)	10	300	200 (Internal-120 & ESP-80)	30 Days/ One month
Semester IV	Research Based Field Work	MSWRD1 001	RDC-1	Research-Based Fieldwork (Professional Intervention)	05	150	100 (Internal-60 & ESP-40)	30 Days/ One Month

**Semester I: Field Work – I
Course Code: MSWMC704**

Concurrent Fieldwork in Open Community Settings

Credits: 10

The first semester field practicum is designed to familiarize students with community realities and the fundamentals of professional social work practice. Students shall be placed in open community settings and development organizations to gain practical exposure through supervised concurrent fieldwork. Concurrent fieldwork aims at ongoing learning through integration of theoretical constructs into practice which provides an opportunity to



develop intervention skills in real life situations. In the first and second semester students will be placed for field work in different agencies working in the areas such as community development, social entrepreneurship, public health & mental health, child rights, youth development, elderly care and geriatric, correctional services & administration, juvenile justice, rural and urban development etc.

Fieldwork Tasks and Activities:

1. Orientation to the philosophy and objectives of fieldwork.
2. Familiarization with the assigned agency and community setting.
3. Preparation of community and agency profiles.
4. Observation of community structure, leadership patterns, and available resources.
5. Conducting household surveys and need assessments.
6. Participation in awareness programmes and community activities.
7. Assisting organizations in developmental interventions.
8. Maintenance of field diaries and preparation of weekly reports.
9. Participation in Individual Conferences (IC) and Group Conferences (GC).

Expected Learning:

Students will develop basic competencies in observation, communication, documentation, community interaction, and professional conduct while gaining an understanding of social realities and community dynamics.



Semester II: Field Work – II

Course Code: MSWMC804

Exposure Visits and Rural Camp

Credits: 10

This component provides opportunities for experiential learning through educational exposure and rural camp. Students are introduced to diverse fields of social work practice and acquire an understanding of rural and tribal life.

A. Exposure Visits:

Students shall undertake educational visits to various institutions, including:

- Hospitals and Primary Health Centres
- Rehabilitation and De-addiction Centres
- Child Care Institutions and Adoption Agencies
- Correctional Institutions and Juvenile Justice Agencies
- Panchayati Raj Institutions and Municipal Bodies
- Corporate Social Responsibility Units
- Mental Health Institutions
- Skill Development and Vocational Training Centres
- Organizations working in the fields of disability, ageing, and gender development

B. Rural Camp

A theme-based rural camp shall be organized to facilitate intensive learning through community immersion.

Activities

- Participatory Rural Appraisal (PRA).
- Socio-economic surveys and village profiling.
- Community need assessment and resource mapping.
- Health, sanitation, and environmental awareness programmes.
- Educational and developmental activities.
- Community mobilization and participation exercises.
- Group living and team-building activities.
- Preparation and presentation of camp reports.

Expected Learning

Students will acquire an understanding of rural and tribal socio-economic conditions, community participation processes, local governance systems, and group dynamics while developing leadership and organizational skills.



Semester III: Field Work – III
Course Code: MSWMC901

Specialization-Based Field Practicum

Credits: 10

The third semester field practicum provides intensive learning opportunities in the student's area of specialization and promotes the application of specialized knowledge and intervention strategies.

Areas of Specialization:

1. Human Resource Management

- Industries and Corporate Organizations
- Employee Welfare Departments
- Training and Development Centres
- Labour Welfare Organizations
- Corporate Social Responsibility Units

2. Family and Child Welfare

- Family Counselling Centres
- Child Protection Agencies
- Schools and Educational Institutions
- Women and Child Development Organizations
- Child Rights and Family Welfare Agencies

Fieldwork Tasks and Activities

- Preparation of agency profiles.
- Understanding organizational structure and service delivery mechanisms.
- Identification of problems and needs of target groups.
- Programme planning, implementation, and evaluation.
- Documentation and maintenance of records.
- Participation in professional supervision sessions.
- Preparation and submission of fieldwork reports & PPTs.

Expected Learning

Students will develop specialized knowledge and skills, understand professional roles in different settings, and acquire competencies in intervention, programme management, and documentation.



**SEMESTER- IV: Field Work – IV
Course Code: MSWRD1001**

**Research-Based Fieldwork
(Professional Intervention)**

Credits: 05

The final semester practicum aims at developing research competence and evidence-based professional practice. Students shall undertake field-based research and intervention activities under faculty supervision.

Major Components

1. Identification of social issues and research problems.
2. Selection of research topics and preparation of research proposals.
3. Development of research design and methodology.
4. Preparation of tools for data collection.
5. Field-based data collection and analysis.
6. Identification of intervention strategies and programme planning.
7. Evaluation of programmes and services.
8. Preparation and presentation of research reports.

Suggested Areas:

- Child Protection and Juvenile Justice
- Gender and Development
- Public Health and Mental Health
- Community Development
- Labour Welfare and Industrial Relations
- Corporate Social Responsibility
- Ageing and Gerontology
- Social Inclusion and Marginalized Communities

Expected Learning

Students will develop research aptitude, analytical and documentation skills, and the ability to design, implement, and evaluate interventions using evidence-based approaches.

Supervision and Monitoring

- The Department shall prepare and implement a comprehensive fieldwork plan.
- Faculty supervisors shall monitor student performance.
- Weekly Individual Conferences (IC) and Group Conferences (GC) shall be organized to facilitate reflective learning.



Attendance:

A minimum of 85% attendance in fieldwork activities, conferences, and reporting is mandatory. Students failing to satisfy attendance requirements shall repeat the concerned fieldwork component in accordance with departmental regulations.

Evaluation:

The field practicum shall be assessed on the basis of:

Components | Areas of Assessment:

Attendance & Regularity in field placement, conferences, and assigned activities

Recording and Reporting: Quality of reports, documentation, language, analytical ability, and timely submission

Professional Growth: Application of theory to practice, initiative, ethical conduct, leadership, and professional competence

Viva Voice: Understanding of field experiences, critical reflection, and professional learning through PPT presentation.

The practicum programme seeks to develop professionally competent social workers equipped with the knowledge, values, skills, and research orientation necessary to respond effectively to contemporary social challenges and contribute meaningfully to social development and social justice.

Marks (%) for Fieldwork are awarded on the basis the following criteria:

Sl. No.	Criteria for Assessment	Percentage
1.	Fieldwork report (daily)	30
2.	Summary Report	10
3.	Evaluation Proforma (Average of the marks given by the agency and faculty supervisors to be taken. Peer/Self-evaluation can also be done though it should not be considered for assessment.)	20
4.	Field work seminar (Criteria- preparation, presentation, use of audio visual aids and general participation in the seminar)	20
5.	Field work Viva Voice	20
Total		100
