

**SILVER OAK UNIVERSITY,
AHMEDABAD**

Syllabus

for

**BACHELOR OF SOCIAL
WORK**

(Effective from September - 2020)

Semester - VI



Silver Oak University, Ahmedabad

Sem ester	Sr. No.	CORE, ELEC TIVE	Title of Paper	Credit	Internal Marks	Extern al/Prat ical Marks	Total Marks
VI	1	Core	Communication Skills – II	4	30	70	100
	2	Core	Human Resource Management and Organizational Behaviour	4	30	70	100
	3	Core	Gender and Development	4	30	70	100
	4	Elective	Policy, Planning and Development: Rural and Urban	4	30	70	100
	OR						
	4	Elective	Dissertation / Project Work	4	30	70	100
	5	Core	Field Work / Report Writing	6	--	100	100

**Silver Oak University,
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B.S.W.
Semester – VI**

Paper No – 1 Communication skills - II

Credit-4

Objectives :

- To strengthen the written and spoken English proficiency of the students.
- To encourage learners in working with variety of groups by improving communication skills.

UNIT	Subjects	Teaching Method
Unit – I	<p>Text: Wise & Otherwise: A Salute to Life by Sudha Murthy east and west publication:</p> <ul style="list-style-type: none"> ● A lesson in life from a beggar ● “Forgetting our own history” ● Cause, Then Cure ● Once upon a time, life was simple ● “Insensitivity Index” 	Lecture and Group Discussion
Unit – II	<p>The following teaching items pertaining to English will also have to be dealt with in the classroom :</p> <ul style="list-style-type: none"> ● Note Making and summarizing/paraphrasing 	Lecture and Group Discussion
Unit – III	<ul style="list-style-type: none"> ● Essay writing 	Lecture and Group Discussion
Unit – IV	<ul style="list-style-type: none"> ● Report Abstracts 	Lecture and Group Discussion

References:

SR.

NO.

BOOK NAME

AUTHOR NAME

- | | | |
|----|--------------------------------------|---------------------------|
| 1. | English Online | J. Mohanraj et al. (O.L.) |
| 2. | Essentials of Business Communication | Rajender Paul et al |

3. The Oxford Guide to Writing and Speaking
4. Written Communication in English
5. Developing Communication Skills (Mac)

John Seely
Sarah Freeman (O.L.)
Meera Banerji.

Silver Oak University, Ahmedabad B.S.W. Semester – VI		
Paper No – 2 Human Resource Management and Organizational Behaviour		Credit-4
Objectives :		
<ul style="list-style-type: none"> • To get the knowledge and acquaintance regarding human factory in the Organization • To understand the crucial Role of H.R.M. as unique Coordinator of manpower, machine & money • To understand the changing role of H.R.M. in the context of changing global scenario. 		
UNIT	Subjects	Teaching Method
Unit – I	Management: <ul style="list-style-type: none"> • What is Management • Characteristics, skills, levels, functions and importance of Management 	Lecture and Group Discussion
Unit – II	Human Resources Management: <ul style="list-style-type: none"> • Meaning of Human Resource Management • Objectives, Scope, Functions and importance of HRM 	Lecture and Group Discussion
Unit – III	Human Resource Selection and Planning: <ul style="list-style-type: none"> • Human Resource Planning: Concept and Process • Job Analysis, Description and Specification • Recruitment and Selection 	Lecture and Group Discussion
Unit – IV	Organizational Behaviour: <ul style="list-style-type: none"> • Meaning of Organizational Behaviour • Scope of Organizational Behaviour • Models of Organizational Behaviour 	Lecture and Group Discussion

References:

SR. NO.	BOOK NAME	AUTHOR NAME
1	Dr. J. B. Thakor & Associates Human Resources MGT. and Industrial Relation	
2	C. B. Memoria Personnel Management	
3	C. B. Memoria Dynamics of Industrial Relation	
4	Biswan Nath Ghosh HRD and Management	
5	Subba Rao Human Resources MGT	
6	Chandra Prasanna Human Resources MGT	
7	John M Ivancewith Human Resources MGT	
8	ડૉ. ઋષિરાજ ઉપાધ્યાય, ૨૦૧૪, “માનવ સંશાધન વ્યવસ્થાપન અને સંસ્થાકીય વર્તન”, રત્નાદે પ્રકાશન, અમદાવાદ	

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Paper No – 3 Gender and Development

Credit-4

Objectives :

- Conceptually clarify about the Gender, Gender and sex, Gender discrimination & Bias, and Legislations.
- To understand the Theories related to Gender and Feminism
- To understand the “GENDER” in the context of Indian Social System.

UNIT	Subjects	Teaching Method
Unit – I	Conceptual Clarifications <ul style="list-style-type: none"> • Meaning and Definition of Gender and Development • Gender and Discrimination • Gender Bias 	Lecture and Group Discussion
Unit – II	Theories of Gender <ul style="list-style-type: none"> • Gender, Sexuality and Power • Cultural Construction of Gender • Theories of Gender differences 	Lecture and Group Discussion
Unit – III	Legislation and Gender <ul style="list-style-type: none"> • History of Women Development Act and Right of Women • Domestic Violence and Dowry Prohibition Act • Medical Termination of Pregnancy Act 	Lecture and Group Discussion
Unit – IV	Gender Related Issues <ul style="list-style-type: none"> • Gender and age of the marriage • Gender work and Wages • Problems of illiteracy and Cultural aspects 	Lecture and Group Discussion

References:

1. Amartya Kumar Sen, 2001, —Many faces of Gender Inequality, New Redcliff Institute –Harvard University.
2. Amartya Sen, 1999, —Development As Freedom, Oxford University Press, New Delhi.
3. Anthony Giddens, 1995, *Sociology*, Ploty Press., cambridge, Uk
4. Bhandari Sarita, 2005, —Problems of Women Education, Arise Publishers, New Delhi.
5. De, Utpal & Ghosh, Bhola Nath , 2004, *Issues on Empowerment of Women*, MohitPublications, New Delhi.
6. De, Utpal & Ghosh, Bhola Nath, 2011, *Gender Deprivation and Empowerment ofwomen: An Indian perspective*, Lap Lambert Academic Publishing GmbH & Co. KG,
7. Dudweiler Landstr, 99, 66123, Saarbrucken, (www.lap-publishing.com), Germany.
8. Desai Neera & M. Krishnaraj, 1987, —Women and Society in India, Ajanta Publisher, New Delhi.
9. Desai Neera & Thakkar Usha, 2001, —Women in Indian Society, National Book Trust, New Delhi.
10. Desai Neera, 1980, —Bharatiya Stri no Paltato Darajjo, R.R.Sheth & Co, Ahmedabad.(Gujarati)

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Paper No-4(Elec.) Policy, Planning and Development: urban and rural

Credit-4

Objectives :

- To develop student's vision about Govt. Planning
- To understand the Governmental efforts for Rural, Tribal and Urban community
- To understand and analyze Governance issues i.e. local, regional state and national

UNIT	Subjects	Teaching Method
Unit – I	Introduction of Policy, Planning in India <ul style="list-style-type: none"> • Policy and Planning :Meaning, objectives and Goals • History of Planning in India • Different Sector Policies and its Implementation. 	Lecture and Group Discussion
Unit – II	Urban Planning and Services <ul style="list-style-type: none"> • Urbanization and need of Urban Planning • Mechanism of Urban planning • Urban planning and civics services 	Lecture and Group Discussion
Unit – III	Rural Planning and Policies <ul style="list-style-type: none"> • Concept of Rural Development • Schemes & policies of Rural Planning • Planning and Development of Rural society 	Lecture and Group Discussion
Unit – IV	Programmes for Rural And Urban Development <ul style="list-style-type: none"> • MNREGA, Sansad Adarsh Gram Yojana, • IAY,SGSY • PURA, NULM 	Lecture and Group Discussion

References:

1. D. Paul Choudhary (1949)- Voluntary efforts in social welfare and development New Delhi,
2. Dahl,R. (1982) –Who Governs? New Haven: Yale University Press.
3. Goel S.L. & R.K. Jain (1988) Social welfare Administration (Vol.I-II) New Delhi Deep & Deep Publication.
4. Jacob K.K. (1989) Social Policy in India., Himalaya Publications, Udaipur
5. K.C. Shivaramkrishnan , A. Kundu And B.N. Singh Handbook of Urbanization in India by 2007,
6. Mishra,R. (1999)- Globalisation and the welfare state. London: Edward Elgar Publishing Ltd. Oxford University Press, New Delhi.
7. Pillai P Gopichandran, Rural Development in India, Pointer Publisher; New Delhi.Publisher Press.
8. Puri V.K. 1978 : Planning for Tribal Development Yojana.
9. R. Ramchandran , Urbanization and Urban Systems in India by Oxford University Press.
10. Sendoc Bull , 1979 : Role of Banks in Tribal Development II, 7 (5)
11. Sharma B.D. 1978: Tribal Development- The concept and the Fame.

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Paper No – 4(Elec.) Dissertation / Project Work

Credit-4

Objectives :

- To understand the concept of health & its various perspectives
- To familiarize with various health problems & its impact on communities
- To develop skills for planning and implementing community health programmes
- To study role of social workers in community health programmes

General Instruction

- Every student is required to do a Dissertation (research project) for the completion of the course. The students are placed under a supervisor for the research project work.
- The students start the project work in the third semester itself. Each student identifies a research
- Problem in the area of Social Work Practice, defines the problem, collects the review of literature, sets down objectives, prepares a proposal, formulates the research problem, constructs a tool for data Collection.
- After the completion of the third semester and before starting the fourth semester the students collects has been completed the data collection Process
- In the fourth semester the students complete the data processing and complete the research study

- and submit the final copy for evaluation.
- At the end of the semester the student will has been and appear for the viva-voce examination as part of the Evaluation.

Impotent Detail

- Students has been collect the data from field, so it is a field based research, only library or secondary data based research Project will not be accepted by Department /college Authority.
- Students have to present the ruff study material, literature, filled questionnaire at the time of evaluation. So it is inform to all students please collect your ruff study material till the final

result of MSW.

- Students have been prepare four Copies of Dissertation.(1 for Guide ,1 for Library, 1 for Viva Expert, 1 Student Copy.
- Spiral binding not accepted. So students have to make their dissertation with hard bibbing.
- Certificate of the completion of dissertation has been fix in the each dissertation copy. Separately.
- Without Signature of Guide and Head of Department Dissertation copy has been not valid.So before viva student has to complete all the formalities.
- Students Can present their research in Gujarati/Hindi/English Language

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Paper No – 30 FIELD WORK / Report Writing

Credit- 6

Objective:

- To understand the agency as a system –governance, philosophy, objectives, structures and management of services/ programs
- To develop the ability to involve the client system in the problem solving process, utilizing skills of social work interventions, including research
- To enable to acquire knowledge and practice skills related to social work methods at the individual, group and community level in different fields
- To develop documentation skills
- To develop skills in identifying and utilizing community resources, both at Government and private levels

UNIT

Subjects

**Teaching
Method**

Components:

1 Concurrent Field Work:

The broad aim of concurrent field work is to provide opportunities for students to apply the knowledge learnt in the classroom situations and to plan, implement and evaluate these experiences while working with individuals, groups and communities. These will be in keeping with the placement agency’s philosophy, policy and goals and use of guided supervision. During the concurrent field work, students are expected to fulfill certain requirements namely,

2 Skills in Organizational Involvement:

While working with the agency of placement, the students should:

- Develop beginning perceptions about agency functioning and identify congruence or gaps between organizational stances or programs and client's service needs (e.g. restrictive intake

policies, inadequate office hours, poor referral system for resources).

- Initiate learning about how outside regulations, organizations and funding effect delivery of services.
- Show beginning ability to identify problems/issues in organizational terms.
- Demonstrate beginning initiative and involvement in efforts to influence agency processes on behalf of client's needs (e.g. at least, bringing situation to attention of someone who may be receptive and able to be influential).
- Develop beginning confidence to participate and contribute to team effort, e.g. represent own discipline, develop some credibility, present own thinking, receptive to others' ideas.
- To Understand the Project Proposal, Report writing, Documentation, Training Evaluation of Project, Monitoring strategy and organizational Culture.
- To understand the rules regulation and HR structure of organization.

Field work schedule

(1) 5 hours/Day

(2) 3days/ week (5hours x 3days) = 15 hours/ week

(3) 4 week/month (15 hours x4 weeks) = 60 Hours/ month

(4) 5 month/semester (60 Hours x 5 Month) = 300 Hours / semester

(5) Minimum 200 hours Field work required for passing in field work practicum.

(6) Daily report has been submitted in next 4 days of field work

(7) Each students has to submit their personal field work summary report in the end of semester for evaluation purpose.