

**Course of Studies for Course Work (MSW)
Under Semester System of Teaching and Examination
Course Scheme**

The course work shall comprise of one semester of 20 CH. This semester there shall be three theory papers (one general paper (Paper-I) bearing Course No. 611(Social Exclusion of the Marginalized Communities) and one elective paper (Paper-II) bearing Course No. 612 under the specialization groups, i.e. Human Resource Development and Organizational Behaviour/Rural Development. The Course No. 613 (Paper-III) is a Research Methodology paper to be studied by all the students. The Course No.614 & 615 are practical papers each having 4 CH.

FIRST SEMESTER (20 CH)

Paper-I: (Course-611) Social Exclusion of the Marginalized Communities (4 CH)

Paper-II: (Course-612)

Human Resource Development and Organizational Behaviour (4 CH)

OR

Rural Development (4 CH)

Paper-III (Course-613) Research Methodology (4 CH)

Paper-IV: (Course-614) Soft Skill Development and Capacity Building (4 CH)

Paper-V: (Course-615) Literature Review and Seminar Presentation of the Synopsis(4 CH)

Details of the Course Curriculum

First Semester

Paper-I: (Course-611) Social Exclusion of the Marginalized Communities

Introduction

The paper shall provide an understanding of social exclusion and related concepts to the students

Objectives

- Examine cases of social exclusion in the contest of India
- Analyse different areas of social exclusion and its impact on community and people
- Critically examine various existing policies relating to marginalized communities and evolving strategies for making them more inclusive

Unit-I: Social Exclusion: Concept, meaning and forms social exclusion, who is socially excluded and why this matter, role of culture in social exclusion.

Unit-II: Cases of Social Exclusion: Dalit, ST, Religious minorities, Children, Women, Aged, physically and mentally challenged people.

Unit-III: Specific areas of Social Exclusion and marginalization: People affected by HIV/AIDS, Displaced people of mega development projects, Caste system, inequality and social exclusion, Social exclusion and exploitation, reducing poverty by tackling social exclusion.

Unit-IV: Inclusive Policy: Current policies of protective discrimination, Public policies to reduce social exclusion, Constitutional safeguards

Unit- V: *Panchayati Raj* and women empowerment, Convention on the Rights of the Child, Sub-plan approach to tribal development.

Recommended Books:

1. Thorat, S., *Social Exclusion in India*. Oxford

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DFID Report. Tackling Poverty by Reducing Social Exclusion
3. Behera, D.K. and Pfeffer, G. *Contemporary Society: Tribal Studies* (Vol 1 to VIII). New Delhi: Concept Publishing Company.

Paper-II: (Course-612)

Elective:1 (Human Resource Development and Organizational Behaviour)

Introduction

The course introduces the concepts of HR and OB. It intends to orient the candidates to understand the HR and OB dimensions in organizational set up.

Objectives

- Help the practitioners to understand the organization structure and system and adopt strategies for effective management
- Acquire human skills to excel the performance at the individual and organizational level
- Orient trainees to become high achievers through HRD and OB practices

Unit I: Introduction: HRD Concept and Models, HRD Prospects and Retrospect, Limitation of HRD, Objectives and Concepts of OB.

Unit II: HRD Sub-systems and Policies: Recruitment and Performance Appraisal, Performance Coaching, Career Planning, Training, Reward Management, Discipline Management, HRD Policies and Mechanism.

Unit III: HRD Climate: Organizational Culture, Role of Culture in HRD, Leadership and Motivation, Team Building, Creation and Sustenance of HRD, Japanese Approval to Organizational Excellence.

Unit IV: HRD Challenges and OB Techniques: Globalization and Challenges of HR, Concept of Organizational Change, Features of Organizational Development, Time Management, Transactional Analysis, Corporatization and Negotiations, Conflict Management.

Recommended Books:

- Chaterjee, B.1996. : *Human Resource Management A Contemporary Text*. New Delhi: Sterling Publishers Pvt. Ltd.
- Sinha, J.B.1990. : *Work Culture in the Indian Context*. New Delhi: Sage Publications.
- Hofstede, G.1984. : *Culture's Consequences International differences in Work-related Values*. New Delhi: Sage Publications.
- Bramham, J. 1995. : *Human Resources Planning*. New Delhi: Jaico Publishing House.
- Rohmetra , N. 2005. : *Human Resources Development Challenges and Opportunities*. New Delhi: Anmol Publications Pvt. Ltd.

- Hobbs, S.P.1995. : *Organisatioanl Behaviour Concepts, Controversies and Applications*. New Delhi: Prentice-Hall of India Pvt. Ltd.
- Rao, V.S.P. 2006. : *Human Resource Management, Text and Cases*. New Delhi: Excel books.
- Gare, Dessler .2005. : *Human Resource Management*. New Delhi: Pearson Education.

Elective: 2 (Rural Development)

Introduction

The course will help the learner to enumerate the different strategies for rural development and thus explain its relevance in relation to rural socio-economic problems.

Objectives

- Identify the relationship between population and development and the consequent need for family welfare services.
- Discuss the communication skills and appreciate the role of different media in communicating with people.
- Trace the development of educational services for women and identify some of the areas in which rural women may be trained.

Unit I: Rural socio-economic structure: Rural Demography, Rural Poverty. Changing Rural Communities: Change in Knowledge, Attitude and Practice, Communicating with people.

Unit II: Rural Development Programmes: Minimum Needs Programmes, TRYSEM and DWCRA, NREGP, Rural Social Services: Health Care, Education, Family Welfare Services.

Unit III: Rural Development Management: Process of Management, Project Dimension, Identification and Formulation. Voluntary Action: Developing Community Based Programmes and Projects, Social Action.

Unit IV: Rural Social Development: Education and Training of Rural Women, Health and Nutrition of Rural Women. Development of Rural Children: Approach and Strategy of Child Development, Integrated Child Development Services Programmes.

Recommended Books:

- Oskamp, Stuart. 1987. : *Attitudes and Opinions*. Englewood Cliff: Prentice Hall.
- Rao, Kamala G. 1974. : *Studies in Family Planning*. New Delhi: Abhinav Publications.
- Dahama, O.P.1977. : *Education and Communication for Development*. New Delhi: Oxford and IMB Publishing Co.

- United Nations Children's Fund. 1990. : *Children and Women in India Situational Analysis*. New Delhi: UNICEF.
- Siddiqui, H.Y. (ed.). 1984. : *Social Work and Social Action*. New Delhi: Harman Publications
- Awasthy, Indira.1982. : *Rural Women of India*. New Delhi: B.R. Publishing Corporation.
- Srivastava, T.N.1985. : *Women and the Law*. New Delhi: New Delhi Publishing House.

Paper -III (Course-613) Research Methodology (Quantitative Analysis and Computer Application) (4CH)

Unit-I Application of statistical concept/ procedure, Data Diagrammatic representation of data, probability, Measure of central tendency, Measures of dispersion, Normal distribution: Simple correlation, regression analysis, sampling: Simple random sampling.

Unit-II Testing of Hypothesis, Tests X² (Chi-square), T- and F- tests, Analysis of variance, one way Analysis of Variance, Two way Analysis of Variance, Writing of research reports.

Unit-III Functional unit of a computer, window operating system, managing files and folder, word editing and formatting, working with tables, creating and printing a presentation, producing a slide show, editing and formatting worksheet, performing basic calculation , working with chart, using the internet and the world wide web.

Unit-IV Learning software package specific to social sciences.

Recommended Readings:

1. Bhattacharya, D.K., Research Methodology Excel Books, New Delhi, III Edition 2006
2. Kothari, C.R, Research Methodology
3. Gupta, S.C. and Kapoor, V.K. Fundamentals of Mathematical Statistics, S. Chand, New Delhi
4. Sinha, P.K. and Sinha, Priti Computer Fundamentals, BPB Publication
5. Comdex Computer Course Kit, BPB Publication
6. Rusel, A. Stultz, Learn Microsoft Office

Paper -IV (Course-614) Soft Skill Development and Capacity Building (4CH)

Unit-I: Students will be asked to deliver lectures on a topic and assignment will be made on clarity and consistency, feeling and attitude perception of dynamic of interaction.

Unit-II: Students will be made to learn the skill of writing (1) Plan Proposal (2)Project Report (3) Resume (4) Organizational Brochure (5) Questionnaire (6) Annotated Bibliography and References.

Unit-III: They will be further made to learn (1) Skill of Participating in group - discussion (2)Making scholarly presentation with proper style of documentation (3) Preparing text for power point Presentation (4)Skill for handling events and press conference(5)Conducting Interviews.

Unit-IV: Students will be introduced to an imaginative situation/problem and will then be asked to resolve the situation/problem applying social work skill.

Unit-V: Students will be given orientation on the following: Collection of secondary literature on a specific topic, writing a research proposal, Preparation of interview schedule/Questionnaire, observation of an event and recording, Reference writings,

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Preparation of bibliography for a given topic of research, Rapport Establishment, Mock Interview, Focus Group Discussion (FGD)

The Knowledge of the students on the above item shall be examined by an external examiner in consultation with the internal examiner.

Paper -V (Course-615) Literature Review and Seminar Presentation on the Synopsis (4CH)

Each scholar shall take the review of literature and develop a synopsis on a given topic under the supervision of a teacher

Literature Research on a given Topic: 2CH

Seminar Presentation on a given Topic: 2CH

The Knowledge of the students on the above item shall be examined by internal examiner.