

ACHAARYA NAGARJUNA UNIVERSITY
Structure of BA-Social work under CBCS w.e.f.2015-16
Revised in April, 2016

	Semester	Paper	Title	Hr/Wk	Credits	Int	Ext
1	I	I	SOCIAL WORK PROFESSION, PHILOSOPHY AND BASIC SOCIAL SCIENCES CONCEPTS	5	4	40	60
	II	II	SOCIAL WORK PROFESSION, PHILOSOPHY AND BASIC SOCIAL SCIENCES CONCEPTS	5	4	40	60
2	III	III	SOCIAL WORK METHODS	5	4	25	75
	IV	IV	SOCIAL WORK METHODS	5	4	25	75
3	V	V	SOCIAL WORK WITH WOMEN AND CHILDREN (Compulsory)	5	4	25	75
		VI	CRIMINOLOGY AND CORRECTIONAL ADMINISTRATION (Or) Social work with Elderly and Challenged (OR) Social Work with HIV/AIDS	5	4	25	75
VI	VII	VII	<u>ELECTIVE:</u> (Any one) Elective VII A: HUMAN RESOURCE MANAGEMENT Elective VII B: SOCIAL PROBLEMS AND SOCIAL LEGISLATIONS	5	4	25	75
		VIII	<u>CLUSTER Electives:</u> (Any one Cluster i.e. Set of 3 Papers) Cluster VIII A1: LABOUR LEGISLATIONS Cluster VIII A2: LABOUR WELFARE Cluster VIII A3: PROJECT WORK (or) Cluster VIII B1: SOCIAL WORK AND ENVIRONMENT Cluster VIII B2: NON GOVERNMENT ORGANIZATIONS Cluster VIII B3: PROJECT WORK	5	4	25	75
		VIII	Cluster VIII A3: PROJECT WORK	5	4	25	75
		VIII	Cluster VIII B1: SOCIAL WORK AND ENVIRONMENT	5	4	25	75

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III BA SOCIAL WORK SYLLABUS –VI SEMESTER

HUMAN RESOURCE MANAGEMENT (Elective A)

Unit - 1

Management: Concept, Scope – Contributions of F.W. Taylor, Henry Fayal, Elton Mayo –
Human Resource Management: Concept, Scope – Philosophy and Policy.

Unit - 2

Human Resource Planning: Concept and Process – Job Analysis - Recruitment, Selection and Placement.

Unit - 3

Training and Development: Performance Appraisal - Concept, Importance, Types and Methods of Training – Training Needs – Evaluation of Training & Development Programmes.

Unit - 4

Employee Compensation: Wage Concepts - Job Evaluation – Principles of Wage Determination - Wage Fixation - Allowances, Bonus.

Unit - 5

Industrial Relations: Concept, Scope – Approaches to Industrial Relations – Marxian Approach, Gandhian Approach, Dunlop's Approach and Human Relations Approach. Industrial Relations Machinery.

REFERENCES

- 1) Flippo, Edwin. B Principles of Personnel Management.
- 2) Yoder, Dale. Personnel Management and Industrial Relations.
- 3) Garderner, B. Human Relations in Industry.
- 4) Pigors and Myers. Personnel Administration.
- 5) Mamoria, C.B. Personnel Management.
- 6) Bhagoliwali Economics of Labour and Social Welfare.
- 7) Giri, V.V. Labour Problems in Indian Industry.
- 8) Moorthy, M.V. Principles of Labour Welfare.
- 9) Saxena, R.C. Industrial Relations and Labour Welfare
- 10) Sharma, A.M. Aspects of Labour Welfare and Social Security.
- 11) Tirpati. Personnel Management and Industrial Relations.
- 12) Mayers, C. Industrial Relations in India.

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III BA SOCIAL WORK SYLLABUS –VI SEMESTER

CLUSTER A1 : LABOUR LEGISLATIONS

UNIT –I

Evolution and Classification of Labour Legislation in India – Social Justice – Natural Justice

UNIT –II

Factories Act 1948, A.P. Shops and Establishments Act.

UNIT –III

Industrial Employment (Standing Orders) Act 1946 – Trade Unions Act 1926.

UNIT –IV

Industrial Disputes Act, 1947

Unit - V

Minimum Wages Act 1948 – Workmen Compensation Act 1923 – Employees State Insurance Act 1948.

REFERENCES

- 1) Government of India (Ministry of Labour) (1969), Report of the Commission on Labour Welfare, New Delhi:
- 2) Government of India (1983), Report on Royal Commission on Labour in India, New Delhi, Author.
- 3) Malik P.L. (2009), Industrial Law, Lucknow, Eastern Book Company;
- 4) Mishra S.N. (2000), An Introduction to Labour and Industrial Laws,
- 5) Moorthy M.V. (1982), Principles of Labour Welfare, New Delhi:
- 6) Oxford University Press.
- 7) Pant. S.C. Indian Labour Problems, Allahabad, Chaitanya Pub. House.
- 8) Sarma A.M (2000), Aspects of Labour Welfare and Social Security, New Delhi: Himalaya Publishing House, Mumbai.
- 9) Vaid K.N, Labour Welfare in India, New Delhi, Sri Ram Centre for I.R., New Delhi.
- 10) Govt. of India, Ministry of Labour (2002) Report Second National Commission on Labour, New Delhi.

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Cluster A2 : LABOUR WELFARE

Unit – 1: Labour Welfare:

- Concept, Scope and Philosophy – Principles of Labour Welfare.

Unit – 2: Agencies of Labour Welfare:

- Government, Management and Trade Unions – Labour Problems in India.

Unit – 3: Labour Welfare Programmes:

- Statutory and Non-statutory, Extra-mural and Intra-mural.

Unit – 4: Labour Welfare Officer:

- Role, Status, and Functions – Role of Social Work in Industry.

Unit – 5 : Social Security:

- Social Insurance - Social Assistance – Social Security Schemes in India

REFERENCES

- 1) Government of India (Ministry of Labour) (1969): Report of the Commission on Labour Welfare, New Delhi.
- 2) Government of India (1983): Report on Royal Commission on Labour in India, New Delhi, Author.
- 3) Malik P.L. (2009): Industrial Law, Lucknow, Eastern Book Company;
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- 6) Oxford University Press.
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- 9) Vaid K.N, Labour Welfare in India, New Delhi, Sri Ram Centre for I.R., New Delhi.
- 10) Govt of India, Ministry of Labour (2002) Report Second National Commission on Labour, New Delhi.

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III BA SOCIAL WORK SYLLABUS –VI SEMESTER

CLUSTER – A 3 : PROJECT WORK

A student can opt a project work related to elective(A) or clusters(A&B)

- **The main objective is to understand the methodology of conducting a project**
- **The project should consist of a title Like**

For Example **A Project work on LABOUR ISSUES**

1) Aim

2) Objectives

3) Review of structure

4) Methodology

5) Results & Analysis

6) conclusion

7) Suggestion

8) Bibliography

- A minimum of 50 sample to be taken for the study.
- A Student project should be between 250 pages

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III BA SOCIAL WORK SYLLABUS –VI SEMESTER

SOCIAL PROBLEMS AND SOCIAL LEGISLATIONS – (Elective B)

UNIT –I

- Definition of social deviance
- Social disorganization and social problems

UNIT –II

- Study and analysis of specific social problems such as AIDS ,Crime , Juvenile delinquency , Prostitution , Alcoholism , Drug addiction ,Untouchability
- Women related specific social problems such as Dowry , Female Foeticide and Infanticide

UNIT – III

- Social legislations related to Crime , Juvenile delinquency , Prostitution , Alcoholism , Drug addiction ,Untouchability and female foeticide
- Domestic violence

UNIT –IV

- The preventive and remedial services available at the Government and Non-Government
- Level to deal with problems mentioned above

UNIT – V

- A critical study of models of preventive and remedial work with reference to the role of Social work Profession
- Formulation of research projects to study Social Problems

References:

- Barber, J.G. (1995). *Social work with Addiction*, New Delhi: Macmillan Publications
- Becker, K.A. (1966). *Social Problems: a Modern Approach*, New York, John Wiley and Sons.
- Dandekar, V.M. and Rath, N. (1971). *Poverty in India*, Poona: Indian• School of Political Economy.
- Fischer, J.H. (ed.) (1971). *Problems of Urbanisation*, Bombay: Leslie• Sawhby Programme for Training for Democracy.
- Gangrade, K.D. (1978). *Social Legislation in India, Vol.I• & II*, Delhi: Concept Publishing Company.
- Schriver, J.E. (1995). *Human Behaviour and the Social Environment*, Allyn• and Bacon.
- Velleman, R. (1998). *Counselling for Alcohol problems*, Delhi: Sage• Publications.

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III BA SOCIAL WORK SYLLABUS –VI SEMESTER

CLUSTER B1 - SOCIAL WORK AND ENVIRONMENT

UNIT –I : ENVIRONMENT

- Meaning and content of environment
- Definition , principles and scope of ecology – ecological imbalances
- Types of disasters , prevention , relief and rehabilitation

UNIT –II : ENVIRONMENTAL EDUCATION AND AWARENESS

- Environmental problems and its causative factors
- Over population , food , health and energy security

UNIT –III : NATURAL RESOURCES AND DIVERSITY

- Utilisation and management of forest , land , water , air , energy sources

UNIT –IV : CONSERVATION AND MANAGEMENT

- Conventions of biological diversity , aims and objectives
- Legislations – forest and environment protection acts , wild life protection act 1972 , national parks and wild life sanctuaries , national wild life action plan , biodiversity act 2002

UNIT –V : ENVIRONMENTAL CONCERNS

- Role of government and NGO'S and civil societies
- Role of social worker in environmental concern
- Case studies : Narmada bachao Andholan , chipko

REFERENCES:

1. Fisher. W. F. (1997). Toward sustainable development (Struggling over India's Narmada River). New Delhi: Rawat Publications.

2. Sharma. P. D. (1995). Ecology and Environment, New Delhi: Rastogi Publishers.
3. Odum E. P. (1971). Fundamental of Ecology 3rdedn. London. W. B. Saunders Company.
4. Edmund Hillary (1984) Ecology 2000 the Changing Face of Earth, London, Michel Joseph Ltd.
5. Disaster Management: A disaster Manager's Handbook, ADB Publications, (1991).
6. Gopal-Bhargava (1992). Environmental Challenges and Ecological Disasters, New Delhi, Mittal Publications.
7. Whittaker, R. H. (1975). Communities and Ecosystems 2nd Edn, New York, Macmillan Publishing Co. Inc.,
8. Stacey, P. D. (1963). Wildlife in India-Its Conservation and control, Ministry of Food and Agriculture, New Delhi, Govt. Of India.
9. The Wildlife (Protection) Act, 1972 (as Amended upto 1991), Dehradun, Nataraj Publications.
10. Saharia, V. B. (1982). Wildlife in India, Dehradun, Nataraj Publications.
11. Subba Rao, M.V.(1993).Bioresources, Conservation and Management, Visakhapatnam, Andhra University Press.

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III BA SOCIAL WORK SYLLABUS –VI SEMESTER

CLUSTER B2: NON-GOVERNMENTAL ORGANIZATIONJS

UNIT I

Non-Governmental Organizations - Concept, Meaning and Types. Relationship of NGOs with government

UNIT II

Promotion and formation of NGOs - Voluntary action - concept and trends, A.P. Societies Registration Act. 2001 - Features and steps

UNIT III

Management of the NGOs - General Body, Executive Committee, Roles and functions.

UNIT IV

Financial Management - Sources of Finance - Governmental and NonGovernmental; methods of resource mobilization. Corporate Social Responsibility (CSR).

UNIT V

Project Management- Formulating a project, preparing an Organizational Budget, significance - Disaster Management: Types of disasters and Preventive measures

REFERENCE BOOKS:

1. Chandra Sneha Latha - Non-Governmental Organization structure relevance and functions.
2. Thomas, A. - What is development?
3. Drucker, P. - Managing non-profit Organizations

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III BA SOCIAL WORK SYLLABUS –VI SEMESTER

CLUSTER – B 3 : PROJECT WORK

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For Example A Project work on NGO'S AND ENVIRONMENTAL ISSUES

1) Aim

2) Objectives

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6) conclusion

7) Suggestion

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