

**SYLLABUS PRESCRIBED FOR COMPULSORY ENGLISH
EXAMINATION
SEMESTER III (3T1)**

Theory: 80

Internal: 20

Total : 100 Marks

Unit I : Grammar and Vocabulary

Preposition, articles, voice, narration,
One word for a set of words

20 Marks

Unit II: Correspondence Writing

Informal Letter Writing

- a) Letter to Family
- b) Letter to Friends

Formal Letter writing

Complaint letter to authorities

20 Marks

Unit III: Communication Skills

20 Marks

- a) Communication: An Introduction
- b) Importance and Process of Communication
- c) Process of Communication
- d) Types of Communication

Unit IV: Creative Writing

Writing Character Sketch

Writing dialogue at public places

20 Marks

Conversational Skills (Internal Assessment)

Give a short account of your experience at a Supermarket(10 Marks)

Give a short account of your experience at an International Airport (10 Marks)

Recommended Books:-

- 1 Learner's English Grammar and Composition : NDV Prasada Rao (S.Chand and Co.)
- 2 Essentials of English and Business Communication- Rajendra Pal, S. Korlahalli (Sultan Chand and Sons)
- 3 Developing Communication Skills (Second Edition)- Krishna Mohan, Meera Banerji (Macmillan Publishers India Ltd.)
- 4 Communication Skills –Sanjay Kumar , Pushp Lata (Oxford University Press)
- 5 Principles and Practice of Business Communication- Rhoda Doctor, Aspi Doctor(Sheth Publishers)

Bachelor of Social Work Semester III

बी.एस.डब्ल्यू. तिसरे (Semester)

मराठी (वैकल्पिक)

अनुक्रमणिका

सत्र तिसरे

गद्य विभाग

1. मर्यादशील जीवनाचा आलेख - श्रीमती प्रतिभाताई पाटील
2. माझी वाडमयीन जडणघडण - रा.र.ं बोराडे
3. एक राष्ट्र एक जनता - वि. भी. कोलते
4. उद्योग करण्याची आवश्यकता - लोकहितवादी
5. जेट युगातील मराठी माणुस - षंतनू किलोसकर

पद्य विभाग

1. उुस डोंगा परि रस नोहे डोंगा - संत चोखामेळा
2. अजुन वादळ उठले नाही - ज्योती लांजेवार
3. खरा धर्म - साने गुरूजी
4. दणकट दंडस्नायू - बा. सी. मर्ढेकर
5. विचार झाला पाहिजे - वसंत आबाजी डहाके

व्यावहारिक मराठी

1. इतिवृत्त लेखन
2. प्रसारमाध्यमांसाठी वृत्तलेखन

समाजसुधारक

1. महर्षी धोंडो केषव कर्वे: निष्काम कर्मयोगी : डॉ. न.म. जोषी
2. अण्णा हजारे : मल्हार अरणकल्हे
3. एकोणिसाव्या षतकातील दिपस्तंभ: : प्राचार्य चंद्रकात घुमटकर

महात्मा जोतीराव फुले

अंतर्गत मुल्यमापन

1. वाचन कौषल्य
2. प्रासंगीक बातमी लेखन
3. कार्यक्रमाचे आभार कौषल्य
4. दैनंदिन उपस्थिती

प्रश्नपत्रिकेचे स्वरूप

तिसरे सत्र

सूचना: 1. पाचही प्रश्न सोडविणे अनिवार्य आहे.

2. सर्व प्रश्नांना समान गुण आहे.

प्रश्न क्रं. 1. गद्य विभागावर आधारित एक दिर्घोत्तरी प्रश्न (पर्यायासह)	16 गुण
प्रश्न क्रं. 2. पद्य विभागावर आधारित एक दिर्घोत्तरी प्रश्न (पर्यायासह)	16 गुण
प्रश्न क्रं. 3. लघुत्तरी उपप्रश्नांचा एक गट (पर्यायासह)	16 गुण
(प्रत्येक गटात गद्य विभागावर दोन व पद्य विभागावर दोन उपप्रश्न प्रत्येकी 4 गुण)	
प्रश्न क्रं. 4 लघुत्तरी उपप्रश्नांचा एक गट (पर्यायासह)	16 गुण
(प्रत्येक गटात व्यावहारिक मराठीवर आधारित एका प्रकरणातील दोन उपप्रश्न व दुसऱ्या प्रकरणातील दोन उपप्रश्न प्रत्येकी 4 गुण)	
प्रश्न क्रं. 5 लघुत्तरी उपप्रश्न	16 गुण
(समाजसुधारक युनिट 4 वर 4 उपप्रश्न - प्रत्येकी 4 गुण)	

अंतर्गत मुल्यमापन

1. वाचन कौषल्य
2. प्रासंगीक बातमी लेखन
3. कार्यक्रमाचे आभार कौषल्य

4. दैनंदिन उपस्थिती

विभागवार एकुण गुण

गद्य विभाग - 24 गुण

पद्य विभाग - 24 गुण

व्यावहारिक मराठी - 16 गुण

समाजसुधारक - 16 गुण

एकुण - 80 गुण

अंतर्गत मुल्यमापन - 20 गुण

एकुण गुण - 100

ठंबीमसवत व िवबपंस ॅवता ैमउमेजमत प्प्तक

बी.एस.डब्ल्यु. तृतीय सत्र ; ैमउमेजमत प्प्तकद्ध

हिंदी (वैकल्पिक)

कुल अंक: 100

इकाई - प्

20

गद्य विभाग

- | | | |
|---------------------------|---|-------------------|
| 1. आँगन का पंछी (निबंध) | - | विद्यानिवास मिश्र |
| 2. गेहूँ और गुलाब (निबंध) | - | रामवृक्ष बेनीपुरी |
| 3. आत्मशिक्षण (कहानी) | - | जैनेंद्र कुमार |

- | | | | |
|----|--------------------------------|---|---------------|
| 4. | जिंदगी और गुलाब के फूल (कहानी) | - | उषा प्रियंवदा |
| 5. | दोपहर का भोजन | - | अमरकांत |

इकाई - प्

20

पद्य विभाग

- | | | | |
|----|----------------|---|------------------|
| 1. | जीवन सरिता | - | सुमित्रानंदन पंत |
| 2. | पथिक से | - | उदयशंकर भट्ट |
| 3. | जो बीत गई | - | हरिवंशराय बच्चन |
| 4. | सत्य और स्वप्न | - | अज्ञेय |
| 5. | पत झड़ | - | रामकुमार वर्मा |

इकाई - प्प अन्य पाठ्य सामग्री

20

- | | | | |
|----|-------------------------------|---|--|
| 1. | फीचर लेखन (रूपक)
विशेषताएँ | - | अर्थ, स्वरूप, तत्व, |
| 2. | प्रूफ शोधन
नियम, | - | स्वरूप, प्रूफ शोधन

प्रूफ शोधक के गुण, विशेषताएँ |
| 3. | जनसंचार माध्यम | - | अभिप्राय स्वरूप और प्रकार |
| 4. | जनसंचार माध्यम | - | भाषा का स्वरूप, विशेषताएँ |

इकाई - प्ट दूरतवाचन

अ. निम्नलिखित रचनाकारों एवं रचनाओं का सामान्य परिचय

शिवमंगल सिंह सुमन, मनोहर श्याम जोशी, रवीन्द्र कालिया, चित्रा मुद्गल

ब. निम्नलिखित रचनाओं का सामान्य परिचय

ईदगाह (कहानी: प्रेमचंद) विकलांग श्रद्धा का दौर (व्यंग्य: हरीशंकर परसाई)

नीड का निर्माण फीरफीर (आत्मकथा: हरिवंशराय बच्चन) भौर का तारा (एकांकी: जगदिशचंद्र माथुर)

अंतर्गत मूल्यांकन

कुल अंक: 20

- | | | |
|----|---|----|
| 1) | विद्यार्थियों का समूचे सत्र में प्रदर्शन (उपस्थिती, समय निष्ठता के साथ) | 05 |
| 2) | सत्र के पाठ्यक्रम पर एक जॉच परीक्षा | 05 |
| 3) | किसी ज्वलंत सामाजिक विषय को लेकर समूह चर्चा | 10 |

BSW Part II Supplementary English

Semester-III

3T2

Full Marks -100

(To be implemented from the session 2020-2021 and onwards...)

UNIT –I

Text: Worthy Words

Lessons Prescribed: 1]One’s Habits

2] On Saying “Please”

3] Ranjitsinhji

20 Marks

UNIT –II

Text: Worthy Words

Lessons: Same as unit –I

20 Marks

UNIT –III

1] Essay writing on current issue

2] Spotting errors in sentences

20 Marks

UNIT-IV

1] Letter of congratulation

2] Condolence letter

20 Marks

Internal Assessment:

- Write –up on importance of English and its reality in India (10Marks)
- Submission of a report on the basis of a social survey (10Marks)

Recommended Reading

1. Developing Communication Skills - Krishna Mohan , Meera Banerji(Macmillan)
2. Communication Skills- Sanjay Kumar, Pushp Lata (Oxford University Press)
3. Essentials of English and Business Communication- Rajendra Pal, J.S. Korlahalli (S. Chand & Sons)
4. Principles and Practice Business Communication- Rhoda Doctor, Aspi Doctor(Sheth Publishers)

Bachelor of Social Work (BSW) Semester- III

METHOD COURSE: 3T3

WORKING WITH COMMUNITIES (COMMUNITY ORGANISATION)

(Core Domain)

Objectives

1. Understand the critical elements of community organization practice.
2. Enhance critical understanding of the models and strategies for community organization practice.
3. Appraise with various tools, strategies and skills of Community Organization in practice.

Unit I: Community: Concept and characteristics of Community, Types of Community, Functions of Community. Social Work perspective of Community, Community Development.

Unit II: Community organization as a method of Social Work: Definition & concept of Community Organization, Principles of Community Organization. Role of Community Organizer (As Guide, Enabler, Expert, Therapist); Rothman's model of Community Organization. Concepts:Power structure, Empowerment, Community participation, Conscientisation.

Unit III: Strategies/Tools in Community organization: Advocacy, Participatory Rural Appraisal (PRA), Public Interest Litigation (PIL), Community Meeting, leadership and Cadre Building, Training, Action Plan. Data Bank

Unit IV: Skills in Community organization: Information Gathering. Community Profiling
Observation & Analytical Skill, Listening & Responding Skill, Conflict Resolution,
Networking ,Evaluation. Recording, Documentation in Community work.

Internal Marks (20)

	Total - 20
1. Attendance in Theory Class	05
2. Presentation and submission related to the theory paper	05
3. Workshop on PRA technique	

REFERENCES

- Arora R.K. (Ed.) 1979 People Participation in Development Process : Essays in honour of B. Mehta, Jaipur: the HCM State Institute of Public Administration
- Banmala (1987) Community Organization, Nagpur: Indian Institute of Youth Welfare.
- Batten, T.R.1962 The non-Directive Approach in Group and Community Work, London : Oxford University Press.
- Brager, G. and Specht, H.1969 Community Organization, New York: Columbia University press.
- Batten, T.R. 1965 The Human Factor in community Work, London: Oxford University Press.
- Christopher A.J. & Community Organization & Social Action, New Delhi, Himalaya Publishing House.
- Dandavate, M. 1977 Marx and Gandhi, Bombay: Popular Prakashan Pvt.Ltd.
- Dayal, R. 1960 Community Development Programme in India, Allahabad: KitabMahal Publishers.
- Gandhi M.K. 1958 Sarvodaya (The Welfare of all), Ahmedabad :Navjivan Publishing House.
- Gangrade K. D. 1971 Community Organization in India, Bombay : Popular Prakashan.
- Kulkarni V.V (2014) Social Work and Community Organization, Agra, Current Publications.
- Kulkarni V.V (2014) Community Organization Process and Social Work, Agra, Current Publications.
- Kulkarni V.V (2014) Dimensions of Community Work, Agra, Current Publications.
- Kulkarni V.V (2014) Dynamics of Community Organization and Social Work, Agra, Current Publications.
- Lal, A.K. 1977 Politics of Poverty: a study of bonded labour, New Delhi :ChetanaPublications.
- Moya H., Jones D. 1974 Community Work, London: Routledge and Kegan Paul.
- McMiller, W. 1945 Community Organisation for social welfare, Chicago: University of Chicago Press.
- Murphy, C. G. 1954 Community Organisation Practice, Boston: Houghton Mifflin Co.
- National Conference on Community Organisation, Paper presented at the 88th Annual Forum of the National Conference on Social

- Welfare. New York: Columbia University Press.
- Patnaik, U. and
Chains of Servitude, Bondage and Slavery in India.
Madras
- Dingwaney, M. 1985
Sangam Books Pvt. Ltd.
- Polson and Sanderson, 1979
Rural Community Organisation, New York: John
Wiley and Sons.
- Ramchandra Raj, G. 1974
Functions and Dysfunctions of social Conflict,
Bombay: Popular Prakashan.
- Ross Murray G. 1955
Community Organisation: Theory, Principles and
Practice, New York: Harper and Row.
- Rubin Herbert & Irene Rubin 1992 Community Organization & Development, New York,
Macmillan
- Siddiqui, H. Y. 1997
Working with Communities: an introduction to
community work, New Delhi:Hira Publications.
- Sussman, M. B. 1959
Community Structure and Analysis, New York:
Thomas Y. Crowell Co.
- Twelvetrees, A. 1982
Community Work, London : Macmillan Press Ltd.
- Volken, H. et. Al. 1982
Learning from the Rural Poor: Shared experiences of
the mobile orientation and training team, New Delhi:
Indian Social Institute.
- Warren, R. L. 1965
Studying your Community, New York : Free Press.
- Weil, M (Ed) 1996
Community Practice : Conceptual Models, New York
:
The Haworth Press. Inc.
- Zaltman, G. and Duncan, R. 1977
Strategies for Planned Change, New York Association
Press.

Journals

- Community Development Journal : An International Forum, UK. Oxford University Press.
Development and Change, Hague Blackwell Publishers
- Social Action : A Quarterly Review of Social Trends and Social Action Trust, Delhi.
Maintenance, Perspective Publication, New Delhi.
- Lokayan Bulletin, New Delhi

Learner's Objective:

1. Understand and acquire the knowledge of one of the method of social work.
2. Acquainted with the concept of social welfare administration
3. Develop the perspective, skills, and attitude of the welfare administration.
4. Learn the management of voluntary organization.

UNIT I Social Welfare Administration: Concept , Process & models of social welfare. Concept, Purpose, Principles and Significance of social welfare administration as a method of social work . Concept of POSDCORB,

UNIT II Social Justice and Welfare Organization: Concept and Definition of Social Justice, Functions of Department of Social Justice & Special Assistance (Government of Maharashtra); Meaning, concept and Significance of Welfare Organizations; Introduction to Societies Registration Act 1860 & Bombay Public Trust Act, 1950, Foreign Contribution (Regulation) Act(FCRA) 2010 .

UNIT III Project Proposal: Concept , Guidelines, Structure and format of Project Proposal. Salient features of research project and funding project. Fund Raising, Resource Mobilization, Monitoring & Evaluation, Social Audit, Policy implications of the project outcomes.

UNIT IV Corporate Social Responsibility – Concept , meaning & scope of corporate social responsibility ; History of CSR activities ; CSR cycle - planning, implementation , evaluation and development . Social work interventions in the areas of CSR activities.

Assignment:

1. Workshop on formation of Voluntary Organization
2. Preparation & Presentation of Research project and funding project
3. Field visit to understand the functions and roles of the Government and Non Government Organizations , CSR initiatives

Recommended Readings:

1. Choudhari, D. Paul (1983) Social Welfare Administration, Delhi: Atma Ram and Sons.
2. Goel, S. L. And Jain, R. K. (1988) Social Welfare Administration: Theory and Practice, Vol. I and II, New Delhi: Deep and Deep Publications.
3. Government of India: Evaluation of Social Welfare Programmes, Encyclopedia of Social Work. Vol. 1, 297 - 310.
4. Kapoor, K. K. (1986) Directory of Funding Organizations, Delhi: Information and News Network.
5. Lauffer, A. (1977) Getting The Resources You Need, New Delhi: Sage Publications.
6. Lauffer, A. (1977) Understanding Your Social Agency, London: Sage Publications.
7. Luthans, Fred.(1990) Organizational Behavior, Boston, Irwin Mcgraw Hill.

8. PRIA. (1990) A Manual On Financial Management - An Accounts Keeping For Voluntary Organizations, New Delhi: Society For Participatory Research In Asia
9. Sachdeva, D. R. (1998) Social Welfare Administration in India, Allahabad, KitabMahal.
10. Siddiqui, H. Y. (1984) Social Work and Social Action, New Delhi: Hamam Publication

Bachelor of Social Work (BSW)Semester III
Paper –V 3T5
Psychology: Human Growth and development
(Supportive Domain)

Learner Objectives:

1. To understand the fundamental components of human behaviour.
2. To gain insight into factors contributing to development of personality.
3. To understand growth and development of individual at various stages in the life span.
4. To gain knowledge about various psychological disorders related with developmental stage.

Unit 1- Life Span Development- Introduction, assumptions of life span perspective. Role of heredity and environment in development. Principles of Development, distinction between growth and development, Stages of development

2. Stages of development- Infancy –emotional and cognitive development, Childhood- Language development and social development. Adolescence-Physical, Sexual and emotional development, Search for identity. Adulthood- Vocational and Marital adjustment. Old Age: problems.

3. Theories of Human Development: Freud’s Psycho-Sexual Development theory; Erickson’s psycho-social Development theory, Maslow’s Self Actualization theory, Bronfenbrenner’s ecological approach.

4. Some Developmental Disorders- symptoms, Etiology and management- mental retardation ,Attention deficit hyperactivity disorder ,Autism, Learning disability, Borderline personality disorder , Addiction, Behavioural problems, Alzheimer's disease and Dementia

Assignment – Workshop/seminars on the themes related to theory

Case studies on the given developmental disorders

Attendance

References:

1. Baltes P. B. (1978), ed., Life Span Development and Behaviour, New York , Academic Press
2. Bronfenbrenner U. (1979)The Ecology of Human Development , Cambridge ,Harward University Press
3. Chowdhary D.P. (1992) Aging and aged ,Newd Delhi, Inter India Publications
4. Hurlock, Elizabeth (2001) Developmental Psychology –A life Span Approach, New Delhi ,Tata McGraw Hill Publishing Co. Ltd.
5. Hurlock, Elizabeth (1976) Personality Development, New Delhi :Tata McGraw Hill Publishing Co. Ltd.

Bachelor of Social Work (BSW) Semester III

Paper VI (3 T6)

Sociology

(Interdisciplinary Domain)

Objectives:-

- 1) To Provide insight about the subject sociology as a science of society.
- 2) To enable the students to understand the basic concepts of sociology.
- 3) To provide the knowledge about social structure, socialization, and culture.

Unit I: Sociology and other social sciences and Indian Society.

Sociology; origin, meaning, definition, importance and scope. Relationship of Sociology with Social Work, History, Political Science, Anthropology, Social Psychology and Economics. Indian Society: Tribal, Rural, Urban community; meaning and characteristics.

Unit II: Society, Social Structure, Social Group.

Society: meaning, characteristics. Social Structure: meaning, definition, elements, status, role. Social Group: meaning, definition, characteristics, primary groups, secondary groups, reference groups.

Unit III: Social institutions, Social control, Social change.

Social institutions; meaning Characteristics and functions of social institutions (Family, Marriage, Religion, Education, State). Social control; meaning, social control through social institution. Social change; meaning definition, factors of social change (geographical, biological, cultural, technological).

Unit IV: Socialization, culture, social stratification, social mobility, social movement.

Socialization; meaning, definition, agents, stages. Culture; meaning definition, elements types, values, norms, cultural lag. Social stratification; meaning, definition, functions, dysfunctions, caste. Social mobility; concept, meaning, class. Social movement; meaning factors essential for a movement.

Appendix: D
Examination leading to Degree of Bachelor of Social Work
Detailed note regarding BSW Semester-III
To be implemented from 2020 -2021

Social Work Practicum

The Social Work Practicum shall comprise of the following components:

Components	Marks Allotted	Days
I) Orientation	10	04
II) Structured Laboratory Experience (5 sessions) (Responding appropriately, Maintaining Objectively, Use of resources, Utilization of agency and Interpretation)	15	05
III) Concurrent Practice Learning (welfare setting)		
a) Working with individual (02 cases each)	25	21
b) Working with group	25	
c) Other programs in the agency	15	
IV) Internal Viva-Voce	10	
	100	30