

Bachelor of Social Work (BSW) Semester – III
COMPULSORY ENGLISH
Paper-I (3T1)

Total: 100 Marks

Unit I : Grammar and Vocabulary

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

Unit II: Correspondence Writing

Informal Letter Writing

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

Formal Letter writing

Complaint letter to authorities

Unit III: Communication Skills

- 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

Conversational Skills (Internal Assessment)

Give an account of your experience at a Supermarket
Give an account of your experience at an International Airport

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)

BSW Semester III Compulsory English Pattern of Question Paper

- | | |
|--|----|
| 1. A) Fill in the blanks with appropriate prepositions (Three sentences) | 3 |
| B) Fill in the blanks with appropriate articles (Three sentences) | 3 |
| C) Four statements for change in voice | 4 |
| D) Four sentences for change in narration | 4 |
| E) One word for a set of words (six sentences) | 6 |
| | |
| 2. A) Personal letter writing on the given subject | |
| (Any one out of two) | 10 |
| B) Letter to the public authority on the given situation | |
| (Any one out of two) | 10 |
| 3. One long answer question to be answered in about 150 words on 'Communication' | |
| (Any one out of two) | 10 |
| 4. A) Writing character sketch on any one of the four given personalities in about 200 words | 10 |
| B) Writing an imaginary conversation on two given situations (10 marks each) | 20 |

Bachelor of Social Work (BSW) Semester – III

PAPER –II (3T2)

Marathi (Optional)

मराठी पाठ्यपुस्तक— 'भाषावैभव' (भाग-2)

गद्य विभाग

- | | |
|-----------------------------|---------------------------|
| 1. उद्योग करण्याची आवश्यकता | —लोकहितवादी |
| 2. जेट युगातील मराठी माणुस | —शंतनू किलोसकर |
| 3. मर्यादशील जीवनाचा आलेख | —श्रीमती प्रतिभाताई पाटील |
| 4. माझी वाडमयीन जडणघडण | —रा. रं. बोराडे |
| 5. डॉ. अभय, डॉ.राणी बंग | —श्रुती पानसे |

पद्य विभाग

- | | |
|------------------------------|-------------------|
| 1. ऊंस डोंगा परिरसनोहे डोंगा | — संत चोखामेळा |
| 2. खरा धर्म | —सानेगुरुजी |
| 3. दणकट दंड स्नायू | — बा. सी. मर्ढेकर |
| 4. विचार झाला पाहिजे | —वसंत आबाजी डहाके |
| 5. अजून वादळ उठले नाही | —ज्योती लांजेवार |

व्यावहारिक मराठी

1. इतिवृत्त लेखन
2. प्रसार माध्यमांसाठी वृत्तलेखन

समाज सुधारक

- | | |
|---|--------------------|
| 1. महर्षी धोंडो केशव कर्वे : निष्काम कर्मयोगी | : डॉ. न.म. जोशी |
| 2. अण्णा हजारे | : मल्हार अरण कल्ले |

अंतर्गत मुल्यमापन

1. वाचन कौषल्य
2. प्रासंगिकबातमीलेखन
3. कार्यक्रमाचे आभार कौषल्य
4. दैनंदिन उपस्थिती

प्रश्नपत्रिकेचे स्वरूप
तिसरे सत्र

सूचना : 1. पाचही प्रश्न सोडविणे अनिवार्य आहे.

2. सर्व प्रश्नांना समान गुण आहेत.

प्रश्न कं. 1. गद्य विभागावर आधारित एक दिर्घोत्तरी प्रश्न (पर्यायासह)	16 गुण
प्रश्न कं. 2. पद्य विभागावर आधारित एक दिर्घोत्तरी प्रश्न (पर्यायासह)	16 गुण
प्रश्न कं. 3. लघुत्तरी उपप्रश्नांचा एक गट (पर्यायासह)	16 गुण
(प्रत्येक गटात गद्य विभागावर दोन व पद्य विभागावर दोन उप प्रश्न प्रत्येकी	4 गुण)
प्रश्न कं. 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 कं. 5 लघुत्तरी उप प्रश्न 16 गुण

(समाजसुधारक युनिट 4 वर 4 उपप्रश्न –प्रत्येकी 4 गुण)

Bachelor of Social Work Semester IIIrd

बी.एस.डब्ल्यू. तृतीय सत्र (Semester IIIrd) (3T2)
हिंदी (वैकल्पिक)

कुलअंक : 100

इकाई—I

गद्य विभाग

- | | | |
|-----------------------------------|---|-------------------|
| 1. आँगन का पंछी (निबंध) | — | विद्यानिवास मिश्र |
| 2. आत्मशिक्षण (कहानी) | — | जैनेंद्रकुमार |
| 3. जिंदगी और गुलाब के फूल (कहानी) | — | उषा प्रियंवदा |
| 4. दोपहर का भोजन | — | अमरकांत |

इकाई—II

पद्य विभाग

- | | | |
|---------------|---|------------------|
| 1. जीवन सरिता | — | सुमित्रानंदन पंत |
| 2. पथिक से | — | उदयशंकर भट्ट |
| 3. जो बीत गई | — | हरिवंशराय बच्चन |
| 4. पतझड़ | — | रामकुमार वर्मा |

इकाई—III

अन्य पाठ्यसामग्री

- | | | |
|---------------------|---|---|
| 1. फीचर लेखन (रूपक) | — | अर्थ, स्वरूप, तत्व, विशेषताएं |
| 2. प्रूफ शोधन | — | स्वरूप, प्रूफ शोधन के नियम,
प्रूफ शोधक के गुण, विशेषताएँ |
| 3. जनसंचार माध्यम | — | अभिप्राय स्वरूपप्रकार |

इकाई—IV द्रुतवाचन

ईदगाह (कहानी : प्रेमचंद), विकलांग श्रद्धा का दौर (व्यंग्य : हरीशंकर परसाई),
नीड का निर्माण फीर फीर (आत्मकथा : हरिवंशराय बच्चन), भोर का तारा (एकांकी : जगदिशचंद्र माथुर)

पाठ्यपुस्तक— साहित्य क्षितिज

अंतर्गत मूल्यांकन

- 1) विद्यार्थियों का समूचे सत्र में प्रदर्शन (उपस्थिति, समय निष्ठता के साथ)
- 2) सत्र के पाठ्यक्रमपर एक जॉच परीक्षा
- 3) किसी ज्वलंत सामाजिक विषय पर कथालेखन

Bachelor of Social Work Semester III

Supplementary English (Optional)
Paper III (3T2)

Full Marks -100

UNIT –I

Text: Worthy Words

- Lessons Prescribed: 1] One's Habits
2] On Saying "Please"
3] Ranjit Singhji

UNIT –II

Text: Worthy Words

Lessons: Same as unit-I

UNIT –III

- 1] Essay writing on current issue
2] Arranging jumbled words in order

UNIT-IV

- 1] Letter of congratulation
2] Condolence letter

Internal Assessment:

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

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)

BSW Semester III Supplementary English Pattern of Question Paper

1. A) One long answer question out of two in about 150 words based on lessons in
Worthy Words 10
B) One long answer question out of two to be answered in about 150 words based on
prescribed lessons in **Worthy Words** 10

2. Four shorts answer questions with internal choice to be answered in about 75 words based on
prescribed lessons in **Worthy Words** (5 marks each) 20

3. A) One general essay on four given topics in about 200 words 10
B) Arranging the jumbled words in order to make an appropriate sentence
(10 sentences) 10

4. A) Writing personal letter of congratulation on any one of the two given situations. 10
B) Writing condolence letter on any one of the two given situations 10

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, Conscientization.

Unit III: Strategies/Tools in Community organization: Advocacy, Base Line Survey, 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 Assessment

1. Attendance in Theory Class
2. Presentation and submission related to the theory paper
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: Kitab Mahal 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: Chetana Publications.
- 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

- Patnaik, U. and Welfare. New York: Columbia University Press.
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.
- Twelve trees, 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

Bachelor of Social Work (BSW) Semester-III
SOCIAL WELFARE ADMINISTRATION
(Core Domain)

Paper-III—3T4

Learner's Objective:

1. Understand and acquire the knowledge of social welfare administration as method of social work.
2. Acquaintance 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 and amendments.

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

Internal Assessment

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 DeepPublications.
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 McgrawHill.
8. PRIA. (1990) A Manual On Financial Management - An Accounts Keeping For Voluntary Organizations, New Delhi: Society For Participatory Research InAsia
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
Psychology: Human Growth and development

(Supportive Domain)

Paper –V 3T5

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 lifespan.
4. To gain knowledge about various psychological disorders related with developmental stage.

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, Addiction, Behavioral problems,. Alzheimer's disease and Dementia

Internal Assessment –

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 Behavior, New York , Academic Press
2. Bronfenbrenner U. (1979) The Ecology of Human Development, Cambridge ,Harvard University Press
3. Chowdhary D.P. (1992) Aging and aged ,Newd Delhi, InterIndia 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
Sociology
(Interdisciplinary Domain)
Paper VI (3 T6)

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 Indian Society.

Sociology: meaning, definition, importance, scope. Indian Society: Rural, Urban & Tribal community: meaning and characteristics.

Unit II: Society, Social Structure, Social Group.

Society: meaning, characteristics. Social Structure: meaning, elements. Social Group: meaning, characteristics of primary groups, secondary groups.

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

Characteristics and functions of social institutions (Family, Marriage, Religion). Social control; meaning. Social change; meaning, factors of social change (technological).

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

Socialization; agents, stages. Elements of culture, values, norms. Social stratification; meaning, functions. Social mobility; meaning. Social movement; meaning.

Internal Assessment:

1. Attendance.
2. Written assignment related to the theory paper.

Bachelor of Social Work (BSW) Semester-III
Social Work Practicum
Paper -VII (3P)

The Social Work Practicum shall comprise of the following components:

Components	Marks Allotted	Days
I) Orientation	10	02
II) Structured Laboratory Experience (3 sessions) (Child Rights, Disability sector, Progressive Program Planning (PPP), Recording)	15	03
III) Concurrent Practice Learning (welfare setting)		
a) Working with individual (02 cases each)	25	18
b) Working with group	25	
C) Survey	15	
IV) Internal Viva-Voce	10	01
	100	24