

Bachelor of Social Work (BSW) Semester – V
COMPULSORY ENGLISH
Paper- I (5T1)

Total : 100 Marks

Unit I : Written Communication

Drafting notices, agenda, minutes for meetings

Unit II: Correspondence Writing

Letter of application

Letter of appointment

Letter of confirmation

Unit III: Business Communication

a) Enquiries, replies

b) Offers and quotations

c) Orders- Execution, delays, inabilities, substitutes

Unit IV: Correspondence with public authorities and other agencies

Internal Assessment

Conversational Skills

Theory of anchoring, anchoring at various functions/occasions, inaugural, annual, valedictory, entertainment programmes.

Written assignment

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 andSons)
- 3 Developing Communication Skills (Second Edition)- Krishna Mohan, Meera Banerji (Macmillan Publishers India Ltd.)
- 4 Communication Skills –Sanjay Kumar ,Pushp Lata (Oxford UniversityPress)
- 5 Principles and Practice of Business Communication- Rhoda Doctor, AspiDoctor(Sheth Publishers)

**BSW Semester V Compulsory English
Pattern of Question Paper**

- | | |
|---|----|
| 1. Drafting notice, agenda and minutes for a meeting in response to a given situation
(any one out of two) | 20 |
| 2. A) Preparing application for a job with Bio-Data (any one out of two) | 10 |
| B) Drafting an appointment letter (any one out of two) | 05 |
| C) Drafting letter of confirmation in job (any one out of two) | 05 |
| 3. A) Writing a business enquiry letter (any one out of two) | 05 |
| B) Making a reply to the enquiry (any one out of two) | 05 |
| C) Providing offer/quotation letter (any one out of two) | 05 |
| D) Letter of Execution, delay, inabilities on the received order | 05 |
| 4. A) Correspondence with public authorities on given situation (any one out of two) | 10 |
| B) Correspondence with other agencies on given situation (any one out of two) | 10 |

Bachelor of Social Work (BSW) Semester – V
Marathi (Optional)
PAPER –II (5T2)

मराठी पाठ्यपुस्तक- 'साहित्य संवाद' (भाग-3)

1 गद्य विभाग

- | | | |
|----------------------------|---|---------------|
| 1. वीव्हानो स्वीकारू | – | म्हाडभट |
| 2. सुधारक काढण्याचा हेतू | – | गो.ग. आगरकर |
| 3. आम्ही युग बनविणारे आहोत | – | विनोबा भावे |
| 4. मयसभा | – | इरावती कर्वे |
| 5. किडलेली माणस | – | गंगाधर गाडगीळ |

2 पद्य विभाग

- | | | |
|--------------------------|---|-----------------------|
| 1. अभंगवाणी | – | संत तुकाराम |
| 2. पंढरीवर्णन | – | शाहीर प्रभाकर |
| 3. चाफा | – | नारायण मुरलीधर गुप्ते |
| 3. कळा ज्या लागल्या जीवा | – | भा. रा. तांबे |
| 4. समाधान | – | ना.घ. देशपांडे |

3 व्यावहारिक मराठी

1. संपादन प्रक्रिया
2. कार्यालयीन लेखन व्यवहार

4 समाजसुधारक

1. डॉ. राणी बंग-डॉ. अभय बंग
2. मेधा पाटकर

अंतर्गत मुल्यमापन

1. पत्रलेखन कौशल्य
2. कार्यक्रमाचे नियोजन
3. कार्यक्रमाचे संचालन
4. दैनंदिन उपस्थिती

प्रश्नपत्रिकेचे स्वरूप
पाचवे सत्र

सूचना : 1. पाचही प्रश्न सोडविणे अनिवार्य आहे.

2. सर्व प्रश्नांना समान गुण आहे.

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

Bachelor of Social Work Semester Vth
हिंदी (वैकल्पिक)
Paper-II (5T2)

कुल अंक : 100

इकाई –I

सामाजिक विषय पर निबंध लेखन (लगभग 400 शब्दों में)

इकाई –II

- | | | |
|---|---|------------------------|
| 1. मानव सभ्यता (निबंध) | — | पदुमलाल पुन्नलाल बख्शी |
| 2. कष्टों से भागना कायरता है (सुखदेव के नाम पत्र) | — | भगतसिंग |
| 3. दुर्मुख (रेखाचित्र) | — | महादेवी वर्मा |
| 4. बबूल और कैक्टस (ललित निबंध) | — | रामदरश मिश्र |

इकाई –III

- | | | |
|-------------------------|---|----------------|
| 1. दीपदान (एकांकी) | — | रामकुमार वर्मा |
| 2. भाषा और समाज (निबंध) | — | अज्ञेय |
| 3. प्रायश्चित (कहानी) | — | भगवतीचरण वर्मा |
| 4. पगला बाबा (कहानी) | — | गोविन्द मिश्र |

इकाई –IV

अन्य पाठ्यसामग्री

- | | | |
|--|---|--|
| अ. हिंदी पत्रकारिता | — | उद्भव और विकास
पत्रकारिता के विभिन्न प्रकार
मीडिया और पत्रकारिता |
| ब. निम्नलिखित रचनाओं का सामान्य परिचय
चंपा काले अच्छर नहीं चीन्हती (कविता, त्रिलोचन), अतीतग्रस्तता और इतिहास बोध
(लेख – लालबहादुर वर्मा), राखी का मूल्य (एकांकी हरिकृष्ण प्रेमी), अखबार में नाम
(कहानी—यशपाल) | | |

पाठ्यपुस्तक – साहित्य मंजिरी

अंतर्गत मूल्यांकन

- 1) विद्यार्थियों का समूचे सत्र में प्रदर्शन (उपस्थिति, समय निष्ठता के साथ)
- 2) सत्र के पाठ्यक्रम पर एक जॉच परीक्षा
- 3) स्वयं के बचपन के स्मृतियों का आत्मकथा लेखन

Bachelor of Social Work Semester Vth

Supplementary English

Paper- II (5T2)

Full Marks -100

UNIT –I

Text: Easy English

Lessons Prescribed: 1] Child Marriage

2] My Lost Dollar

3] The Golden Watch

UNIT –II

Text: Easy English

Lessons: Same as unit–I

UNIT –III

1] Drafting an advertisement

2] Job application letter

UNIT-IV

1] Précis Writing

2] Invitation letter

Internal Assessment:

- ❖ Discussion on textual lessons
- ❖ Written assignment
- ❖ Attendance

Recommended Reading:

1. Developing Communication Skills - Krishna Mohan , Meera Banerji(Macmillan)
2. Communication Skills- Sanjay Kumar, Pushp Lata (Oxford University Press)

BSW Semester V
Supplementary English
Pattern of Question Paper

1. A) One long answer question out of two to be answered in about 150 words based on prescribed lessons from **Easy English** 10
B) One long answer question out of two to be answered in about 150 words based on prescribed lessons from **Easy English** 10
2. Four short answer questions with internal choice to be answered in about 75 words based on prescribed lesson from **Easy English** (05 Marks each) 20
3. A) Drafting a classified advertisement for sale/ recruitment etc. (any one out of two) 10
B) Preparing a job application letter with bio-data (any one out of two) 10
4. A) Making précis of an unseen passage 10
B) Making an invitation letter to authorities / distinguished person for attending an event 10

Bachelor of Social Work (BSW) Semester V
Method Course: Social Action
Paper III (5T3)

Learner's objectives:

1. Develop understanding regarding social action as a method of social work.
2. Develop understanding about social movement in India.
3. Understand the critical elements of Social Action in practice.
4. Appraise with various tools and models of Social Action in practice.

Unit I: Social Action as a method of Social Work: Definition & Concept of Social Action, Principles of Social Action, Importance of Social Action in Social Work Practice.

Unit II: Social Action & Social Movement in India: Definition of Social Movement, Philosophy & Norms of Social Movement, Structure of Social Movement, Social Movement for Social Change

Unit III: Models & Tools of Social Action: Different Models of Social Action. Tools of Social Action. Role of Social Worker, Types of protest for social Action.

Unit IV: Social Action in Practice: To study following movements with reference to i. Goals of Social Action, ii. Strategies & Tools used iii. Leadership Pattern iv. Structure of Movement. v. Impact

1. Devaji Tofa, Mendha (Lekha) ('Amchya Gavat Amhich Sarkar')
2. Mahatma Jyotiba Fule (Women's Education & Farmer's issue)

3. Dr. Babasaheb Ambedkar (Social Justice)
4. Anna Hajare (Right To Information)
5. Medha Patkar (Narmada Bachao Andolan)
6. Dr. Rajendra Singh (Tarun Bharat Sangh, Rajasthan)
7. Shri. Ranjit Disle

Internal Assessment:

Presentation/Case study Presentation/ Interface with Social Activists, and any other assignments related to the course contents.

References:

1. Moorthy V.(1966) 'Social Action' Bombay, AshiaPublication.
2. Vasudeva (1966) 'Social Action' Bombay, AshiaPublication.
3. Siddiqui H.Y. (1984) Social Work and Social Action, Harnam Publication, New Delhi.
4. NCAS (2000) Fearless Minds: Rights Based Approach to organizing and Advocacy, Pune: National Centre for Advocacy.
5. Rao, MSA (1979) Social Movements in India, New Delhi: Vol. I & II, Manohar Publication.
6. Shrivastava S. K. (1988) Social Movement for development, Allahbad, Chugh Publications.
7. Shyamlal (2010) Studies in Social Protest, Jaipur: Rawat Publications.
8. Somesh Kumar (2002) Methods for Community Participation: A complete guide for practitioners, New Delhi: Sage publications (Vistaar)
9. Vohra Gautam (1990) Altering Structure: Innovative Experiments at the grassroots, Mumbai: Tata Institute of Social Sciences.
10. Lauders J (2010) Civil Rights Movement & the Logic of Social Change, Jaipur: Rawat Publications.

Journal:

Social Action: A quarterly Review of Social trends and Social Action Trust, Delhi Seminar, New Delhi

Bachelor of Social Work (BSW) Semester-V
Integrated Social Work Practice
(Core Domain)
Paper -III (5T3)

Lerner's Objectives

1. Develop a holistic understanding of social work practice.
2. Develop critical understanding and application of approaches.
3. Understand characteristic, systematic relationships and dynamics of integrated practice.
4. Develop the ability to formulate a framework and enhance capacity to identify the goals of the profession.

Unit I. Conceptual Framework of Integrated Social Work: Concept, needs , essential elements and importance of Integrated social work. Concept and characteristics of social systems , Social work intervention and dynamics of integrated social work practice (micro to macro).

Unit II. Integrated Social Work Practice: Client system, the problem, Process and phases in integrated social work Practice- induction, core and ending phase, social worker as a change agent.

Unit III. Approaches to Integration: Systems approach, Ecological approach and Holistic approach, Empowering approach.

Unit IV: Some areas of Integrated Social Work Practice: Disaster Management, Environment, Biodiversity, Jal-Jungle-Jameen and Self help groups.

Internal Assessment:

- i) Case study presentation on agencies practicing integrated approach.
- ii) Community Mapping, Identification of problems and intervention using integrated social work method

References:

- 1.Barbork G.A. (1972),The Divine plan, Adyar, Chennai, India: The Theosophical Publication House (Third ed.)
- 2.Bartlett, Harriett.(1970), The Common Base of Social Work Practice, National Association of Social Workers, 2 Park Avenue, New York,
- 3.N.R. Connaway Ronda S. and Gentry Martha E. (1988) Social Work Practice, New Jersey: Prentice Hall
- 4.Goldstein, Howard .(1973), Social Work Practice: A Unitary Approach, Columbia: University of South Carolina Press.
- 5.Johnson Louise C.1983 A Generalist Approach, (Third ed) Boston: Allyn and Bacon.
- 6.Lippit,R. J. Watson, and B. Westley.(1958) The Dynamics of Planned Change, New York: Harcourt, BraceWorld
- 7.Parsons Ruth, J., Jorgensen J.D.HernandezSantos H.(1994), The Integration of Social Work Practice, California: Brooks Cole.
- 8.Pincus, Allen and Minaham.(1973), Social Work Practice : Model and Method, Illinois: F.E. Publishers inc specht,Harry and Peacock Anne, Integrating Social Work Methods, London: Georgw Allen andUnwin.
9. SwamyChinmayananda(2000),AtmaBodha-A Commentary of Swami ChinmayanMumbaiCentral Chinmaya Mission Trust – 400 027:
- 10.Uberoi N.K (ed) (1995), Professional Competency in Higher Education,Center for Professional Development in Higher Education,University of Delhi, Delhi
- 11.Younghusband,E.(1967), Social Work and Social Values, Vol.III, Lodon: George Allen andUnwin.

Bachelor of Social Work (BSW) Semester–V

Social Policy and Social Legislations

(Core Domain)

Paper–V (5T5)

Learner Objectives:

1. To develop a holistic understanding of social policies.
2. To develop critical understanding and application of social legislations.
3. To understand functions and roles of legal authorities.

Unit I- Social Policy:

Concept , Objectives & importance of Social Policy, value underlying social policy; the Preamble of Constitution, the fundamental rights, duties and directive principles of State Policy in Indian Constitution.

Unit II- Social Policies: Meaning & importance of social policies for development of marginalized and vulnerable groups; Process of policy formulation; Link between policy, planning and execution. Barriers in social policy implementation, Social policy and Social Work Intervention,

Unit III-

Social Legislation: Concept, need, importance and objectives of social legislations, role of public opinion in the formulation of social legislation. Role of social worker in the area of social legislations

Unit IV-

Introduction to Legal Safeguards: division of law -- substantive law ,procedural law, civil law.

Criminal justice system --police, prosecution, judiciary ,correction ,district courts, sessions court, high court and supreme court.

UN declaration of Human Rights 1948, Free Legal Aid Services; Lok-Adalat, Mediation. Public Interest Litigation.

Internal Assessment:

Visit to Family Court, Juvenile Justice Board, Child Welfare Committee,

Workshop and seminars on Right to Information Act 2005 or Right to Education Act 2009,

References:

- ❖ Aranha T., Social Advocacy-Perspective of Social Work, Bombay: College of Social Work
- ❖ Bhanti R. (1993), Social Policy and development in Rajstan Udaypur: Himanshu Publication
- ❖ Bulmer M. etl., (1989), The Goals of Social Policy, London: Unwin Hyman.
- ❖ Hebsur R.K. (ed), Social Intervention for Justice, Bombay: TISS
- ❖ Desai A.E. (ed), (1986), Violation of Democracritic in India, Vol. No. 1
- ❖ Government of India, (1973) Report of The Legal Aid Committee.
- ❖ Iyer V.R.K., (1980), Some Half Hidden aspect of Indian Social Justice, Lucknow: Eastern Book Company.
- ❖ Iyer V.R.K., (1984), Justice in World and Justice in Deed for Depressed classes, New Delhi: Indian Social Institute.
- ❖ Iyer V.R.K., (1981), Law Versus Justice: Problem and Solution, New Delhi: Deep and Deep.
- ❖ Iyer V.R.K., (1980), Justice and Beyand, New Delhi: Deep and Deep.
- ❖ Kulkarni P.D., (1979), Social Policy and Social Development in

India, Madras: Association of School of Social Work in India.

- ❖ Khanna H.R. (1980) The Judicial System, New Delhi: IIP.A.
- ❖ Madison B.Q. (1980), The meaning of Social Policy, London: Croom Helm.
- ❖ Mathur K. Bjorkman, Top policy makers in India, New Delhi: Concept Publishing Co.
- ❖ Mullard M., and Spiker (1998), Social Policy in a Changing society, London: Routledge
- ❖ Peak K.J., (1998) Justice Administration- Police, Courts and Correction, New Jersey: Prentice Hall
- ❖ Rastogi P.N. (1992), Policy Analysis and Problem- Solving for Social System, New Delhi: Sage Publication.

Bachelor of Social Work (BSW) Semester – V

Indian Economy: Present Trends and Issues

(Interdisciplinary Domain)

Paper VI (5T6)

Objectives:

- 1) To understand the present trends and issues in Indian Economy.
- 2) To understand the impact of present trends and issues in Indian Economy on Society.

Unit I: Economy and Economic System: Economy: Meaning, Definition Economic System ; Capitalism, Socialism, Mixed Economy :- Definition, Features, Merits and Demerits ,New economic policies – Liberalization, privatization and globalization .

Unit II: Inflation: Meaning of Inflation, Types of Inflation-- Demand – Pull Inflation and Cost – Push Inflation, Causes of Inflation, Adverse effects of Inflation, Policies to Control Inflation.

Unit III: Demonetization: Meaning of Demonetization, Objectives, Uniqueness of India's Demonetization Exercise, Impact on Gross Domestic Product and Economic Growth, Success and failure of Demonetization.

Unit IV: Digital India: Meaning of Digitalization, India: A Heavily Cash Dependent Economy, Some estimates of India's Cash Dependence, Reasons for Cash Dependence, Cost and Benefits of Digitalization, Efforts to Promote Digitalization, Trends in Digitalization.

Internal Assessment:

Workshop and Seminars on any above topic,

Attendance ,

Assignment on any of the course contents.

Reading List:

- 1) Garg Sandeep (2015): Indian Economy Development, New Delhi, Dhanpat Rai Publication
- 2) Agrawal A.N (2003): Indian Economy Problems of Development and planning, New Delhi Wishva Prakashan
- 3) Singh Ramesh (2014): Indian Economy New Delhi, MC GRAW Hill Education Private Limited

Bachelor of Social Work BSW Semester-V
Social Work Practicum and Research Project
Paper- VII (5P)

The Social Work Practicum shall comprise of the following components:

Components	Marks Allotted	No. of Days
Orientation	05	02
Structured Experience Laboratory (5 sessions) (Basic computer skills, Community Mapping skills, Skills in advocacy, Skills in resource mobilization, Management skills)	05	03
Concurrent Practice Learning (Working with Community)	30	16
Research Project i)Orientation		
ii)Preparation of Synopsis	05	01
iii)Synopsis Presentation	15	02
iv)Preparation of tools	05	01
v)Data collection	05	02
	10	04
Internal Viva Voce on Social Work Practicum and Research Project	20	01
Total	100	32