

STUDY CENTRE FOR SOCIAL WORK



LEARNING OUTCOMES BASED  
COURSE STRUCTURE

for

**Bachelor of Social Work (B.S.W)**  
**Study Centre for Social Work**  
**(As per NEP 2020 and CBCS Ordinance 14 (A))**

AWADHESH PRATAP SINGH UNIVERSITY,  
REWA (M.P.)

### **Vision of the University:**

To be the premier institution that offers teaching and learning programmes of the best quality, graduate students who excel and become leaders in the chosen profession contributing to the community, the nation and the world, and prepares individuals of the highest moral fibre. The vision of university is:

To create an ideal society and an intellectual environment that initiates, nourishes and perpetuates values of co-existence and to fulfil and achieve excellence.

The university, under the dynamic leadership of our honourable Vice-chancellor is working on quite a few ambitious plans. The idea is to develop the university as a knowledge city.

### **Study Centre for Social Work:**

The department has organized Invited Talks, Workshops and Seminars to improve the knowledge of students regarding the latest developments in the field of Social Work Faculty:

### **Faculty:**

1. Prof. Shreekant Mishra	Prof-in-Charge
2. Dr. Shashank Pandey	Full Time Faculty
3. Dr. Preetam Singh	Full Time Faculty
4. Mr. Sunit Kuma Dwivedi	Full Time Faculty
5. Dr. Shalini Sharma	Full Time Faculty
Programme	: B.S.W.
Duration	: 8 Semesters (Four Year)
Eligibility	: 10+2 with 45% marks obtained

### **Admission Procedure:**

The admission will be done as per merit of qualifying examinations.

### **PROGRAMME OUTCOMES (POs)**

<b>PO#</b>	<b>PROGRAMME OUTCOMES</b>
PO1	Critical Thinking: Inculcate critical thinking to carry out scientific investigation objectively. Formulate coherent arguments; critically evaluate practices, policies and theories by following scientific approach to knowledge development. Critically evaluate ideas, evidence and experiences from an open-minded and reasoned perspective.

PO2	Scientific Communication Skills: Imbibe effective scientific and / or technical communication in both oral and writing. Ability to show the importance of the subject as precursor to various scientific developments since the beginning of the civilization.
PO3	Social Interaction: Elicit views of others, mediate disagreements and help reach conclusions in group settings.
PO4	Enlightened Citizenship: Create awareness to become an enlightened citizen with commitment to deliver one's responsibilities within the scope of bestowed rights and privileges.
PO5	Ethics: Continue to acquire relevant knowledge and skills appropriate to professional activities and demonstrate highest standards of ethical issues in the subject concerned. Ability to identify unethical behaviour such as fabrication, falsification or misrepresentation of data and adoptive objective, unbiased and truthful actions in all aspects.
PO6	Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.
PO7	Lifelong Learning: Ability to think, acquire knowledge and skills through logical reasoning and to inculcate the habit of self-learning throughout life, through self- paced and self- directed learning aimed at personal development, and adapting to changing academic demands of work place through knowledge/ skill development/ reskilling.

**PROGRAMME SPECIFIC OUTCOME (B.S.W.)**

<b>PSO #</b>	<b>PROGRAMME SPECIFIC OUTCOME</b>
PSO 1	To gain a functional knowledge of theoretical concepts and experimental Aspects of Social Work and their applications in the day-to-day life.
PSO 2	To integrate the gained knowledge with various contemporary and evolving areas in Social Work.
PSO 3	To understand, analyze, plan and implement qualitative as well as quantitative, analytical and therapeutic –based problems related to Human Behaviour and Social Work.
PSO 4	Provide students with opportunities to apply the concepts learnt in the class- rooms to real life situations.

**Bachelor of Social Work (BSW)**  
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**Programme Structure**  
**(As per NEP 2020 and CBCS Ordinance 14 (A))**

**EXAMINATION SCHEME**

**I<sup>st</sup> Year**

S.No.	Paper Name	Theory		Internal Assessment		Total Max. Marks	Credits
		Max.	Min.	Max.	Min.		
<b>Semester - I</b>							
1.	Paper - 101 ( <b>Major Core</b> ) Foundations of Social Work	60	21	40	20	100	6
2.	Paper – 102 ( <b>Minor Core</b> ) Psychology and Social Work	60	21	40	20	100	6
3.	Paper – 103 ( <b>Generic Elective (GE)*</b> Introduction to Contemporary Indian Society	60	21	40	20	100	4
4.	Paper – 104 ( <b>Ability Enhancement Course</b> ) (AEC) Hindi Language	60	21	40	20	100	4
<b>Semester Total</b>						<b>400</b>	<b>20</b>
<b>Cumulative Total</b>						<b>400</b>	<b>20</b>
<b>Semester - II</b>							
1.	Paper - 201 ( <b>Major Core</b> ) Social Case Work	60	21	40	20	100	6
2.	Paper – 202 ( <b>Minor Core</b> ) Social Science Concepts and Social Work	60	21	40	20	100	6
3.	Paper – 203 ( <b>Generic Elective (GE)*</b> Community Psychology	60	21	40	20	100	4
4.	Paper – 204 ( <b>Ability Enhancement Course</b> ) (AEC) Environmental Studies	60	21	40	20	100	4
<b>Semester Total</b>						<b>400</b>	<b>20</b>
<b>Cumulative Total</b>						<b>800</b>	<b>40</b>

\* Students may choose this course as a Generic Elective or may choose a Generic Elective Course offered in other UTDs at the same level or may choose offered by MOOCs through SWAYAM.

\* The student will be awarded Certificate in Bachelor of Social Work (CBSW) on successful completion of first year.

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**EXAMINATION SCHEME**

**1<sup>st</sup> Year**

S.No.	Paper Name	Theory		Internal Assessment		Total Max. Marks	Credits
		Max.	Min.	Max.	Min.		
<b>Semester - I</b>							
1.	Paper - 101 ( <b>Major Core</b> ) Foundations of Social Work	60	21	40	20	100	6
2.	Paper – 102 ( <b>Minor Core</b> ) Psychology and Social Work	60	21	40	20	100	6
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<b>Semester Total</b>						<b>400</b>	<b>20</b>
<b>Cumulative Total</b>						<b>400</b>	<b>20</b>

**Study Centre for Social Work  
A.P.S. University, Rewa (M.P.)**

**B.S.W.**

**SEMESTER: I**

**Subject: Paper - 101 (Major Core) Foundations of Social Work**

**Course Objectives**

1. To understand history and evolution of social work profession, both in India and the West.
2. To develop insights into the origin and development of ideologies and approaches to social change.
3. To develop Skills to understand contemporary reality in its historical context.
4. To understand of Gandhian Philosophy.

**Course Learning Outcomes (CO)**

CO1: Able to understand social work as a profession.

CO2: Able to understand various ideologies of social work.

CO3: Able to demonstrate awareness of values and ethics of the social work profession.

CO4: Develop Skills to understand contemporary reality in its historical context.

CO5: Understand of Gandhian Philosophy.

**Unit - I**

**An Introduction to Social Work**

1. Social Work: Concept, Meaning, Definition and Objectives
2. Social Work: Nature, Scope and Functions
3. Emergence of Social Work: UK, USA, India

**Unit - II**

**Gandhian Philosophy of Social Work**

1. Gandhian Philosophy of Social Work
2. Salient Features of Gandhian Thought
3. Gandhian Values and Concept of help

**Unit - III**

**Values and Ethics in Social Work Practice**

1. Assumptions and Values of the Social Work
2. Codes of Ethics
3. Principles of Social Work

**Unit - IV**

**Social Work Profession in India**

1. Profession: Meaning Definition and Attributes

2. Professionalization of Social Work in India
3. Issues and Challenges before Social Work Profession

### **Unit - V**

#### **Approaches and Ideologies**

1. Professional v/s Voluntary Approaches to Social Work
2. Ideology of Action Groups and Social Movements
3. Generalist Approach Groups and Social Movements

**Key Words: Social Work, Values and Ethics, Philosophy, Professional Attributes and Social Work Practice.**

#### **References:**

- Annie Pullen-Sansfacon (2003), The Ethical Foundations of Social Work, Stephen Cowden Routledge.
- Banks, S. (1995), Ethics and Values in Social Work: Practical Social Work Series, London: Macmillan Press Ltd.
- Compton, B.R. (1980), Introduction to Social Welfare and Social Work. Illinois: The Dorsey Press.
- Desai, Murli, (2006), Ideologies and Social Work: Historical and Contemporary Analyses, Rawat Publication, New Delhi.
- Friedlander, Walter A. (1977) Concepts and Methods of Social Work, New Delhi: Prentice Hall of India Pvt. Ltd.
- Heun, Linda R., Heun, Richard E. (2001) Developing Skills for Human Interaction, London: Charles E. Merrill Co.
- Jacob, K.K. (Ed.) (1994) Social Work Education in India - Retrospect and Prospect Udaipur, Himansu Publications.
- Joseph, Sherry (Ed.) (2000) Social Work: In the Third Millennium (Some Concerns and Challenges), Sriniketan, Department of Social Work, Visva-Bharati.
- National Association of Social Workers. (2008) Code of Ethics of the National Association of Social Workers. Washington, D.C.: NASW Press.
- O' Hagan, Kieran, Kingsley, Jessica (2003) Competence in Social Work Practice - A Practical Guide for Professionals, London.
- Reamer and Fredric (2005) Social Work Values and Ethics, New Delhi: Rawat Publication.
- Singh, D.K. and Bhartiya, A.K. (2010) Social Work: Concept and Methods. Lucknow: New Royal Book Company.
- Skidmore, Rex A. (1982), Introduction to Social Work, New Jersey, Thackeray, Milton G. Prentice-Hall, Englewood Cliffs.



- Surendra Singh (Chief Editor). (2012): Encyclopedia of Social Work in India. Lucknow: New Royal Book Company.

**Study Centre For Social Work  
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**B.S.W. Semester: I**

**Subject: Paper – 102 (Minor Core) Psychology and Social Work**

**Course Objectives**

1. To understand psychological concepts and its relevance to Social Work.
2. To understand determinants and processes of Personality Development.
3. To understand the basic concepts and processes in social psychology and its relevance to Social Work.
4. To understand Social Attitudes and Social Cognition.
5. To understand Psycho-Social Behaviour.

**Learning Outcomes**

CO1: Able to understand psychological concepts and its relevance to Social Work.

CO2: Able to understand determinants and processes of personality development.

CO3: Able to understand the basic concepts and processes in social psychology and its relevance to Social Work.

CO4: Able to understand social attitudes and social cognition.

CO5: Able to understand psycho-social behaviour.

**Unit - I**

**Introduction to Psychology**

1. Psychology Concept, Definition and Relevance to Social Work.
2. Motivation and Learning: Meaning and Definition of Learning, Concept and Factors, Affecting Motivation.
3. Emotion and Intelligence: Concept, Factors, Affecting Emotion and Intelligence.

**Unit - II**

**Human Growth and Personality**

1. Human Growth and Development Meaning and Stages.
2. Personality: Concept and Determinants.
3. Theories of Personality, Freud, B.F. Skinner and Carl Rogers.

**Unit - III**

**Introduction to Social Psychology**

1. Social Psychology: Concept, Definition and Relevance to Social Work.
2. Group: Concept Meaning and Definition Influence of Groups on Individual Behaviour.

3. Social Influence and Interpersonal Attraction: Definitions Features and Factors.

#### **Unit - IV**

##### **Social Attitude and Social Cognition**

1. Social Attitude: Meaning, Definition Features and Formation.
2. Perception, Social Perception - Meaning and Concept, Self Concept and Self Esteem.
3. Social Cognition: Definition Feature, Stereotypes and Prejudices.

#### **Unit - V**

##### **Collective Behaviour**

1. Collective Behaviour: Characteristics and Dynamics.
2. Leadership: Meaning, Definition, Traits and Functions.
3. Public Opinion and Propaganda.

**Key Words: Psychology, Human Growth, Personality, Collective Behaviour, Public Opinion, Perception and Social Attitude.**

#### **Reference:**

- Atkinson, R. L., Atkinson, R. C., Smith, E. E., Bem, D. J. and Hilgard, E. R. (2013). Introduction to Psychology. New York: H. B. J. Inc.
- Baron, R.A. and Byron, D. (1998). Social Psychology. New Delhi: Prentice Hal.
- Dandapani, S. (2005). General Psychology. Hyderabad: Neel Kamal Publications.
- Elizabeth, H. (1968). Development Psychology. New York: Mc Graw Hill.
- Feldman, R.S. (1985). Social Psychology: Theories, Research and Applications. New York: McGraw hill.
- Feldman, R.S. (1997). Understanding Psychology. New Delhi: Mc Graw Hill.
- Hall, C.S. Lindzey, G. and Cambell J.B. (2004). Theories of Personalities. New York: Wiley M.
- Kuppawamy, B. (1972). Elements of Social Psychology. New York: Asian Publishing House.
- Morgan, C.T., King, R.A. Weisz, J.R., Schopler, J. (2001). Introduction to Psychology. New Delhi: Tata McGraw and Hill.
- Myers, D.G. (2005). Social Psychology (8th ed.). New Delhi: Tata McGraw Hill Pub. Co. Ltd.

**Study Centre For Social Work  
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**B.S.W. Semester: I**

**Subject: Paper – 103 (Generic Elective (GE)\* Introduction to Contemporary Indian Society**

**Course Objectives**

1. To understand History evolution of Indian Society.
2. To understand basic Various Concept of Society.
3. To understand Skills to understand Concept of Social System.
4. To understand essential Elements of Society.

**Learning Outcomes**

CO1: Able to understand Indian Society.

CO2: Able to understand Various Social Groups and Institution.

CO3: Able to demonstrate Awareness of Social System and Elements of Society.

CO4: To understand Skills to understand Concept of Social System.

CO5: To understand essential Elements of Society.

**Unit - I**

**Conceptual Perspectives of Society**

1. Society: Meaning, Definition, Nature, Types, Function
2. Historical Development of Society: Vaidic Period, Mughal Periods, Modern Period.
3. Demographic Profile of Indian Society.
4. Theories of Society.

**Unit - II**

**Basic Understanding of Social Groups and Social Institutions**

1. Social Group: Meaning, Definition, Characteristics, Importance.
2. Types of Group: Primary Group, Secondary Group, Reference Group.
3. Social Institution: Meaning, Definition, Characteristics, Importance.
4. Social Institutions: Family, Marriage, Education, Religion, Property.

**Unit - III**

**Units of Society**

1. Social Norms: Meaning, Definition, Characteristics and its Role in Society.
2. Classification of Social Norms: Culture, Traditions, Folkways, Customs, Mores.
3. Community: Meaning, Definition, Characteristics and Importance.

## **Unit - IV**

### **Concepts of Social System**

1. Social Stratification: Concept, Importance and Forms.
2. Status and Roles: Meaning, Definition, Characteristics, Importance.
3. Caste, Class, Race, Social Mobility: Meaning, Definition, Characteristics and its Role in Society.
4. Social Structure: Meaning, Definition, Characteristics.
5. Social System: Meaning, Definition, Characteristics, Structure and Function.

## **Unit - V**

### **Essential Elements of Society**

1. Social Process: Meaning, Definition, Characteristics, Importance.
2. Forms of Social Process: Cooperation, Accommodation, Assimilation, Competition and Conflict.
3. Social Control, Concept, Means and Types.
4. Social Change: Meaning, Definition, Characteristics, Types.
5. Socialization, Sanskritization, Westernization, Modernization, Globalization, Liberalization Privatization.
6. State Meaning, Element, Role and Functions.
7. Concept of Welfare State and Present Trend of Democracy.

**Keywords/Tags:** Society, Social Group, Social Institutions. Community, Social Organization, Social Structure, Social System, Social Stratification, Social Control, Social Change.

### **Reference:**

- Ahuja Ram: Social problems in India (Jaipur, Rawat Publication 1992)
- Bhusan, Vidya and Sachdev (2006) An introduction to sociology. Allahabad, Kitab Mahal.
- Davis, K: ManavSamaj (Allahabad: Kitab Mahal-1973)
- Gupta, M.L.: SamajShastra (Agra: SahityaBhavan Publication, 2021)
- Harry. M, Johns (1993) Sociology: A systematic introduction. Chennai: Allied Publications
- Horton, P.S. and Hunt, C.L., (2005) Sociology, New Delhi: Tata McGraw Hill
- Johnson, H.M.: Sociology A Systematic Introduction (Bombay: Allied Publishers)
- Mac Iver and Page: Society- An Introductory Analysis (London-Mac Millen 1955)
- Madan, G.R.: Indian Social problem, Vol. 1 and 2
- Shankar, Rao CN: Sociuology (S Chand and Company, New Delhi 2006)

### **2. Suggestive digital platforms web links**

1. <http://www.egyankosh.ac.in/handle/123456789/17065>
2. <http://www.ignouhelp.in/ignou-bsw-study-material/>

3. <http://www.rahul-edr.org/pdf/Self-Learning-Materials/Course-2.pdf>
4. <http://egyankosh.ac.in/handle/123456789/2418>
5. <https://www.slideshare.net/DrJBalamuruganiPhD/social-stratification-30789892>
6. <https://www.yourarticlelibrary.com/sociology/social-processes-the-meaning-types-characteristics-of-social-processes/8545>

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**B.S.W. Semester: I**

**Subject: Paper – 104 (Ability Enhancement Course) (AEC) Hindi Language**

**पाठ्यक्रम का उद्देश्य—**

1. इस अध्ययन के उपरांत आप भाषाओं में शब्द वर्गों और व्याकरणिक कोटियों में विभेद की स्थितियों से परिचित होंगे।
2. पारिभाषिक शब्दावली के परिभाषाओं की जानकारी प्राप्त करेंगे।

**कोर्स अधिगम उपलब्धि (लर्निंग आउटकम)**

1. उत्कृष्ट साहित्यिक पाठों के अध्ययन से रूचि का विकास करना।
2. हिन्दी भाषा का व्यवहारिक ज्ञान।
3. भाषा—ज्ञान।
4. सामान्य शब्दावली और विशेष शब्दावली के अध्ययन द्वारा भाषा एवं संस्कृति बोध का विकास करना।
5. विशिष्ट शब्दावली (बीज शब्द/की वर्ड) से परिचित करवाते हुए बोध के स्तर को विकसित करना।
6. प्रतियोगी परीक्षाओं हेतु तैयार करना।
7. अभिव्यक्ति क्षमता का विकास

**इकाई – 1**

**हिन्दी की व्याकरणिक कोटियों—** लिंग, पुरुष, वचन,

**शब्द वर्ग—** संज्ञा, सर्वनाम, विशेषण, क्रिया विशेषण, संबंध सूचाक, समुच्चय बोधक, विस्मयादिबोधक।

**इकाई – 2**

**पारिभाषिक शब्दावली –** परिभाषा एवं नियम,

पारिभाषिक शब्दों के उदाहरण – प्रशासनिक, विज्ञान, वाणिज्य एवं मानविकी के पारिभाषिक शब्द व उनके हिन्दी।

**इकाई – 3**

**प्रेमचन्द्र—** परिचय, पाठ: शतरंज के खिलाड़ी,

**व्यंग—** शरद जोशी— जीव पर सवार इल्लिया।

**इकाई – 4**

पर्यायवाची शब्द,

विलोम शब्द,

अनेक शब्द के लिए एक शब्द,

**इकाई – 5**

पत्र लेखन,

निबंध लेखन एवं अपठित गद्यांश

**सार बिन्दु—** प्रेमचन्द्र शतरंज के खिलाड़ी, हिन्दी व्याकरण।

सन्दर्भ पुस्तकें—

1. प्रेमचन्द्र — मानसरोवर खण्ड 3
2. हिन्दी ज्ञान कोश
3. इन्टर नेट सामग्र— टैग में उल्लेखित
4. प्रयोजन मूलक हिन्दी



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**EXAMINATION SCHEME**

**I<sup>st</sup> Year**

<b>Semester - II</b>							
1.	Paper - 201 ( <b>Major Core</b> ) Social Case Work	60	21	40	20	100	6
2.	Paper – 202 ( <b>Minor Core</b> ) Social Science Concepts and Social Work	60	21	40	20	100	6
3.	Paper – 203 ( <b>Generic Elective (GE)*</b> Community Psychology	60	21	40	20	100	4
4.	Paper – 204 ( <b>Ability Enhancement Course</b> ) (AEC) Environmental Studies	60	21	40	20	100	4
<b>Semester Total</b>						<b>400</b>	<b>20</b>
<b>Cumulative Total</b>						<b>800</b>	<b>40</b>

**Study Centre For Social Work  
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**B.S.W. Semester: II**

**Subject: Paper - 201 (Major Core) Social Case Work**

**Course Objectives**

1. To understand the individual, family and their problems and the social contextual factors affecting them
2. To understand Social Casework as a method of Social Work practice
3. To gain knowledge about the basic concepts, tools, techniques, processes and Skills of working with individuals
4. To develop an understanding of application of case work in diverse settings.

**Learning Outcomes**

CO1: Able to demonstrate familiarity with Casework processes, tools and techniques and their application in Professional Social Work Practice.

CO2: Able to develop skills of Observation, Listening, Interviewing and Home Visits, Rapport Building, Resource Mobilization and Recording.

CO3: Understand Social Casework as a method of Social Work practice.

CO4: Gain knowledge about the basic concepts, tools, techniques, processes and Skills of working with individuals.

CO4: Develop an understanding of application of case work in diverse settings

**Unit - I**

**Introduction to Social Casework**

1. Social Casework: Concept, Nature, Scope, Objectives and Importance
2. Historical Development of Social Casework
3. Components of Social Casework (Person, Place, Problem and Process)
4. Principles of Social Casework

**Unit - II**

**Understanding Individuals and Problems**

1. Individual: Nature and Needs
2. Problems Faced by Individuals and Families
3. Concept of Social Role, Functioning and Coping

**Unit - III**

**Tools, Techniques and Skills of Social Casework**

1. Casework Relationship, Use of Authority and Advocacy
2. Communication: Observation, Listening, Interviewing and Home Visits
3. Rapport Building and Resource Mobilization
4. Recording in Casework

## **Unit - IV**

### **Approaches and Process of Social Casework**

1. Task Centered Approach.
2. Social Psychological Approach.
3. Problem Solving Approach and Integrated approach.
4. Phases of Casework Process: Study, Assessment, Intervention, Termination, Evaluation and Follow-up.

## **Unit - V**

### **Casework Practice in Different Setting**

1. Medical, School.
2. Elderly care Homes.
3. Correctional and Rehabilitation Centres.

**Key Words: Social Casework, Skills in Social Casework, Process and Approaches.**

### **References:**

- Aptekar, Herbert (1955) The Dynamics of Casework and Counselling, New York: Houghton Mifflin Co.
- Beistek, F.P. (1957). The Casework Relationship. Chicago: Loyola University Press.
- Fisher, J.(1978). Effective Casework Practice: an Eclectic Approach, New York: McGraw Hill.
- Fuster, J.M. (2005). Personal Counselling, Better Yourself Books, Mumbai, Eleventh Edition.
- Hamilton, G. (1956): Theory and Practice of Social Casework. New York: Columbia University Press.
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- Keats, Daphne (2002) Interviewing – A Practical Guide for Students and Professionals, New Delhi: Viva Books Pvt.Ltd.
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- Pearlman, H H. (1957). Social Case Work: a Problem Solving Process. Chicago: University of Chicago.
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- Richmond, Mary (1970) Social Diagnosis, New York : Free Press
- Sainsbury, Eric. (1970). Social Diagnosis in Casework. London: Routledge and Kegan Paul.

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- Timms, N. (1964): Social Casework: Principles and Practice. London: Routledge and Kegan Paul.
- Timms, N. (1972): Recording in Social Work. London: Routledge and Kegan Paul.
- Upadhyay, R. K. (2003). Social Case Work: A therapeutic approach. Jaipur: Rawat Publications.
- Werner, H.D. (1965): A Rational Approach to Social Casework. New York: Association Press.
- Younghusband, E. (1966): New Development in Casework. London: George Allen and Unwin.

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**B.S.W. Semester: II**

**Subject: Paper - 202 (Minor Core) Social Science Concepts and Social Work**

**Course Objectives**

1. To understand basic sociological concepts and notions of society.
2. To know the basic concepts of economics and structure of economy.
3. To understand the political framework for social welfare.

**Learning Outcomes**

CO1: Able to understand the basic sociological concepts and notions of society.

CO2: Able to know the basic concept of economics and structure of economy.

CO3: Able to explore the knowledge about political framework in the context of social welfare.

CO4: Know the basic concepts of economics and structure of economy.

CO5: Understand the political framework for social welfare.

**Unit - I**

**Introduction to Sociological Concepts**

1. Society, Man and Society and its Relationships.
2. Caste, Class, Power and Authority.
3. Social Values, Norms, Customs, Mores and Culture.

**Unit - II**

**Social Group and Process**

1. Social Groups: Primary, Secondary and Reference.
2. Social Institutions: Family, Marriage and Religion.
3. Social Process: Concept, Importance and Types.

**Unit - III**

**Notions of Society**

1. Social Change: Concept, Characteristics and Factors.
2. Social Control: Concept, Importance and Agencies.
3. Socialization: Concept, Importance and Agencies.

**Unit - IV**

**Basics of Economics**

1. Micro: Demand and Supply, Cost, Production, Revenue and Market.
2. Macro: National Income, Inflation, Money and Banking.

3. Economic System: Capitalist, Socialist and Mixed.

### **Unit - V**

#### **Introduction to Political Concepts**

1. State: Origin, Concept and its Organs.
2. Concepts of Welfare State.
3. Fundamental Rights, Directive Principles of State Policy.

**Key Words: Society, Social Institution, Economic System and Welfare State.**

#### **References:**

- Ahuja, Ram (1997) Social Problem in India, Rawat Publishers, Jaipur.
- Ali, A.F. Iman (1992) Social Stratification Among Muslim-Hindu Community, New Delhi : Commonwealth Publishers.
- Bhusan, Vidya & Sachdeva, D. R. (2000) An Introduction to Sociology, Allahabad : Kitab Mahal.
- Crawford, K. (2004). Social Work and human development: Transforming Social Work practice. Exeter: Learning Matters.
- Flippo, Osella and Katy, Gardner (2003) Contraventions to Indian Sociology, Migration Modernity and Social Transformation in South Asia, New Delhi : Sage Publication.
- Gandhi P. Jagadish (1982) Indian Economy – Some Issues, Institute of Social Sciences and Research, Vellore.
- Koutsoyiannis (2008), Modern Micro Economics, 2nd Edition, London: Macmillan Press Ltd.
- M.Adhikari, Managerial: Economics.
- Mahajan, G. (Ed.). (1998). Democracy, Difference and Social Justice. New Delhi: Cambridge University Press.
- Mohanty, Manoranjan (2004) Class, Caste, Gender – Readings in Indian Government and Politics, New Delhi: Sage Publication.
- Singh, Yogendra (1997) Social Stratification & Change in India, New Delhi: Manohar Publication.
- Srinivas, M.N. (1991) Indian Social Structure. New Delhi: Hindustan Publishing House.
- Stroup, H.H. (1960). Social Work Education – An Introduction to the Field. New Delhi: Urasia Publishing.

**Study Centre For Social Work  
A.P.S. University, Rewa (M.P.)**

**B.S.W. Semester: II**

**Subject: Paper - 203 (Generic Elective (GE)\* Community Psychology**

**Course Objectives**

1. To understand the meaning and concept of Community Psychology.
2. To develop disciplinary knowledge, Experimental learning and critical thinking.
3. To understand social dynamics and community health problems.

**Learning Outcomes**

CO1: Understanding the role of Psychology in community development.

CO2: Developing an appreciation of the core values that guide Community Psychology and facilitate community functions.

CO3: Developing insights with respect to health promotion programs in communities, community programme for child and maternal health, for physically challenged and elderly people in the Indian context through case studies.

CO4: Develop disciplinary knowledge, Experimental learning and critical thinking.

CO5: Understand social dynamics and community health problems.

**Unit - I**

**Introduction**

1. Community Psychology-Definition, Types of communities- locality based and relational:
2. Models: Ecological level analysis of community, conceptual level model.
3. Historical development and Perspective of Community Psychology.

**Unit – II**

**Core Values of Community Psychology**

1. Individual and Family wellness: Sense of Community: Respect for Human Diversity,: Social Justice :Empowerment and Citizen Participation: Collaboration and Community Strengths.
2. Community Functions- Learning, Socialization, and Supportive Functions.

**Unit – III**

**Community as setting for health promotion**

1. Concept of community mental health,
2. Concept of prevention
3. Need and Process of community organisation and building for health promotion programming.
4. Maternal health, for physical challenged and old age in Indian context.

## **Unit – IV**

### **Community Programme for:**

1. Child and Maternal health, for physical challenged and old age in Indian context.
2. Mental health education

## **Unit – V**

### **Interventions for Community Development and Empowerment:**

1. Concept and Practice for community development and Empowerment
2. Case studies of community intervention programs by the governmental and non-governmental organizations in Indian context such as, rural panchayat programs, children's education, citizen right, self- help group, social accounting.

**Key Words: Community Psychology, Empowerment, Mental Health, Social Justice**

### **References:**

1. Banerjee, A., Banerji, R., Duflo, E., Gleneske, R., and Khenani, S. (2006) Can Information Campaign start local participation and improve outcomes? A study of primary education in Utter Pradesh, India, World Bank Policy Research, Working Paper No. 3967.
2. Fetterman, D.M., Kaftarian, S.J. and Wandersman, A. (Eds) (1996) Empowerment Evaluation, New Delhi: Sage Publication.
3. Kloos B. Hill, J Thomas, Wandersman A, Elias, M.J. and Dalton J.H. (2012). Community Psychology: Linking Individuals and Communities, Wadsworth Cengage Learning.
4. Mishra. G. (Ed). (2010) Psychology in India, Indian Council of Social Science Research, Dorling Kindersley (India) Pvt. Ltd. Pearson Education.



**Study Centre For Social Work  
A.P.S. University, Rewa (M.P.)**

**B.S.W. Semester: II**

**Subject: Paper - 204 (Ability Enhancement Course) (AEC) Environmental Studies**

**Course Objectives**

1. To understand various aspects of life forms, ecological processes, and the impacts on them by the human during anthropogenic era.
2. To develop empathy for all life forms, awareness, and responsibility towards environmental protection and nature preservation.
3. To build capabilities to identify relevant environmental issues. Course.

**Learning Outcomes**

CO1: Understanding the role of Psychology in community development.

CO2: Developing the critical thinking for shaping strategies.

CO3: Will able to analyze the various underlying causes, evaluate the practices and policies, and develop framework to make inform decisions.

CO4: Develop empathy for all life forms, awareness, and responsibility towards environmental protection and nature preservation.

CO5: Build capabilities to identify relevant environmental issues.

**Unit – I**

**Basic concept of Ecosystem:**

1. Definition of Ecology and Ecosystem
2. Structure of Ecosystem: producer, consumer and decomposer
3. Function: energy flow in ecosystem, food chain, food web, and ecological pyramids

**Unit – II**

**Natural Resources and its exploitation**

1. Different types of natural resources-Forest, Water, Mineral, Energy, Land - Uses and over exploitation and associated problems.

**Unit – III**

**Biodiversity and its conservation:**

1. Introduction- Meaning and Definition
2. Levels of Biodiversity- Genetic, Species, and Ecosystem Diversity
3. Biographical classification of India.
4. Value of Biodiversity- Consumptive use, productive use, social, ethical, aesthetic and option value.

## **Unit – IV**

### **Pollution**

1. Meaning, Definition and Causes
2. Air, Water, Soil, Noise, Thermal and Nuclear Hazard
3. Types of pollutants
4. Climate change, Acid rain, Global Warming, Ozone layer depletion and Greenhouse effect.

## **Unit – V**

### **Social issue and the Environment:**

1. Urban Problems related to energy
2. Water conservation:
  - Rain water harvesting
  - Water shed management

**Key Words: Pollution, Environmental Legislation, Environmental Movement, Environmental programme and organization.**

### **Reference:**

- Singh, J.S., Singh, S.P. and Gupta, S.R., (2018) Ecology; Environment Science and Conservation, S Chand publishing, New Delhi.
- Divan, S. and Rosencranz, A. (2002) Environmental Law and Policy in India: Cases, Material and Status Oxford University Press, India, 2<sup>nd</sup> Edition.
- Odum, E.P. (1971) Fundamentals of Ecology”, Philadelphia Saundres.
- Bharucha, E. (2014) Environmental studies” Universities Press India Pvt. Ltd. Hyderabad. (Hindi Edition also available).
- Kaushik, Anubha, Kaushik, C.P. Perspectives in Environmental Studies.

**Study Centre for Social Work  
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Bachelor of Social Work  
PROGRAMME STRUCTURE  
(As per NEP 2020 & CBCS Ordinance 14 A)**

**2<sup>nd</sup> Year**

<b>SEMESTER – III</b>					
<b>Course Code and Name</b>	<b>Course Type</b>	<b>Theory Paper</b>	<b>Internal Assessment</b>	<b>Maximum Marks</b>	<b>Credits</b>
301 Fields of Social Work	Major Core	60	40	100	6
302 Indian Society and Social Problems	Minor Core	60	40	100	6
303 Social Psychology and Social Work*	GE	60	40	100	4
304 Basic of Computer and Information Technology	SE (FC)	60	40	100	4
<b>SEMESTER TOTAL</b>				<b>400</b>	<b>20</b>
<b>CUMULATIVE TOTAL</b>				<b>400</b>	<b>20</b>

<b>SEMESTER – IV</b>					
<b>Course Code &amp; Name</b>	<b>Course Type</b>	<b>Theory Paper</b>	<b>Internal Assessment</b>	<b>Maximum Marks</b>	<b>Credits</b>
401 Social Group Work	Major Core	60	40	100	6
402 Social Norms, Religion and Culture	Minor Core	60	40	100	6
403 Human Behaviour and Environment*	GE	60	40	100	4
404 Moral values and Personality Development	SE (FC)	60	40	100	4
<b>SEMESTER TOTAL</b>				<b>400</b>	<b>20</b>
<b>CUMULATIVE TOTAL</b>				<b>800</b>	<b>40</b>

**GE: Generic Elective**

**SE: Skill Enhancement**

**FC: Foundation Course**

\*Students may choose this course as a **Generic Elective** or may choose a Generic Elective Course offered in other UTD's at the same level or may choose a Course offered by MOOC's through SWAYAM.

**The student will be awarded Diploma in Social Work on successful completion of second year.**

## Credit Distribution as per the Ordinance 14 A

		Main Faculty (as per prerequisite)		Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	Field Projects/ internship/ apprenticeship/ community engagement & service	Credits	Qualification Title (Credits Requirements)	
		Subject I	Subject II	Subject III						
Level	Sem	Major		Minor	Generic Elective Course	Vocational Course		#Inter/Intra Faculty		
		Core	DSE							
Level 5	1	6		6	4	-	4	-	6+6+4+4 =20	(40) Undergraduate Certificate in Main Faculty
	2	6		6	4	-	4	-	6+6+4+4 =20	
Level 6	3	6		6	4	4	-	-	6+6+4+4 =20	(80) Undergraduate Diploma in Main Faculty
	4	6		6	4	4	-	-	6+6+4+4 =20	
Level 7	5	6	4	-	-	4	-	6	6+4+4+6 =20	(120) Bachelor Degree in Main Faculty
	6	6	4+4	-	-	-	-	6	6+4+4+6 =20	
Level 8	7	6	4	4 Research Methodology	-	-	-	6	4+4+4+6 =20	(160) Bachelor Degree (Honours/Research) in Main Faculty
	8	6	-	4	-	-	-	10	6+4+10 = 20	
<b>Total</b>		<b>48</b>	<b>16</b>	<b>32</b>	<b>16</b>	<b>12</b>	<b>8</b>	<b>28</b>	<b>160 Credits</b>	

**Study Centre for Social Work**  
**A.P.S. University, Rewa (M.P.)**  
**Bachelor of Social Work**  
**2<sup>nd</sup> Year**

<b>SEMESTER – III</b>					
<b>Course Code and Name</b>	<b>Course Type</b>	<b>Theory Paper</b>	<b>Internal Assessment</b>	<b>Maximum Marks</b>	<b>Credits</b>
301 Fields of Social Work	Major Core	60	40	100	6
302 Indian Society and Social Problems	Minor Core	60	40	100	6
303 Social Psychology and Social Work*	GE	60	40	100	4
304 Basic of Computer and Information Technology	SE (FC)	60	40	100	4
<b>SEMESTER TOTAL</b>				<b>400</b>	<b>20</b>
<b>CUMULATIVE TOTAL</b>				<b>400</b>	<b>20</b>

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सेमेस्टर – III / Semester - III

मुख्य विषय / Major Core -301

समाज कार्य के क्षेत्र

redits- 06  
Max. Marks - 60  
Min. Marks - 21

**Fields of Social Work**

<b>उद्देश्य</b>	पाठ्यक्रम का उद्देश्य छात्रों को समाज कार्य के विभिन्न क्षेत्रों से अवगत कराना।	
<b>Objective</b>	The objective of this course is aware the students different fields of social work.	
<b>Learning Outcomes</b>	<ol style="list-style-type: none"><li>1. Able to understand social work as a profession.</li><li>2. Able to understand various ideologies of social work.</li><li>3. Able to demonstrate awareness of values and ethics of the social work profession.</li><li>4. Develop skills to understand contemporary reality in its historical contest.</li><li>5. Understand of Gandhian Philosophy</li></ol>	
<b>इकाई</b>	<b>विषय</b>	<b>व्याख्यान की संख्या</b>
<b>इकाई-I</b>	<ol style="list-style-type: none"><li>1. श्रम कल्याण का अर्थ, अवधारणा व दर्शन।</li><li>2. सामाजिक सुरक्षा और सामाजिक बीमा।</li><li>3. कार्य के सामाजिक संगठन – औद्योगिक समाज, पूँजीवादी समाज।</li></ol>	18 घण्टे
<b>Unit-I</b>	<ol style="list-style-type: none"><li>1. Labour Welfare: Meaning, Concept and Philosophy.</li><li>2. Social Assistance and Social Insurance.</li><li>3. Social Organization of Work : Industrial Society, Capitalistic Society.</li></ol>	18 Hours
<b>इकाई-II</b>	<ol style="list-style-type: none"><li>1. कार्य के औपचारिक एवं अनौपचारिक संगठन।</li><li>2. श्रम समाज एवं औद्योगिक संबंध।</li><li>3. कारखाना अधिनियम 1948 : श्रम कल्याण के संदर्भ में।</li><li>4. उद्योगों में समाज कार्य की भूमिका व महत्व।</li></ol>	18 घण्टे
<b>Unit-II</b>	<ol style="list-style-type: none"><li>1. Formal and Informal Organization of Work.</li><li>2. Labour Society and Industrial Relation.</li><li>3. Labour Welfare Provisions in Factory Act- 1948 in Reference to Labour Welfare.</li><li>4. Role and Importance of Social Work in Industries.</li></ol>	18 Hours
<b>इकाई-III</b>	<ol style="list-style-type: none"><li>1. सवैधानिक प्रावधान महिला एवं बाल विकास के संदर्भ में।</li><li>2. वर्तमान में प्रचलित कल्याणकारी योजनाएँ – महिला एवं बाल विकास।</li></ol>	18 घण्टे

	3. महिला एवं बाल विकास के क्षेत्र में अंतराष्ट्रीय एवं राष्ट्रीय संस्थाएँ।	
<b>Unit-III</b>	1. Constitutional Provisions in Reference to Women and Child Development. 2. Current Welfare Schemes for Women and Child Development. 3. Agencies – International and National for Women and Child Development.	18 Hours
<b>इकाई-IV</b>	1. अनुसूचित जाति एवं अनुसूचित जनजाति के लिए संवैधानिक प्रावधान। 2. राष्ट्रीय आयोग : अनुसूचित जाति एवं अनुसूचित जनजाति। 3. वर्तमान समय में अनुसूचित जाति एवं अनुसूचित जनजाति के लिए कल्याणकारी योजनाएँ। 4. अनुसूचित जाति एवं अनुसूचित जनजाति के लिए कार्यरत संस्थाएँ। 5. वृद्धों की समस्याएँ एवं उनके लिए कल्याणकारी योजनाएँ।	18 घण्टे
<b>Unit-IV</b>	1. Constitutional Provisions of Schedule Caste and Schedule Tribes. 2. National Commissions : Schedule Caste and Schedule Tribes. 3. Welfare Schemes in the Recants Years for Schedule Caste and Schedule Tribes. 4. Agencies Working for Schedule Caste and Schedule Tribes. 5. Problems Faced by Aged People and their Welfare Schemes.	18 Hours
<b>इकाई-V</b>	1. सामाजिक न्याय – अर्थ, अवधारणा एवं विशेषताएँ। 2. सामाजिक न्याय – मुद्दे एवं सिद्धांत। 3. कल्याणकारी राज्य की अवधारणा। 4. सामाजिक न्याय एवं सामाजिक कार्य।	18 घण्टे
<b>Unit-V</b>	1. Social Justice –Meaning, Concept and Characteristic. 2. Social Justice – Issues and Principles. 3. Welfare State – Concept. 4. Social Justice and Social Work.	18 Hours
<b>Suggested</b>	1. Saxena, R.C. (1971) Labour Problems and Social Welfare (New Academic	

**Readings :**

Publishers, Jalandhar.

2. Malhotra, S.N. (1981) Labour Problem in India (S Chand and Company Ltd. New Delhi.

3. Industrial Sociology – Baghel, D.S.



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सेमेस्टर – III / Semester - III

गौण विषय / Minor Core -302

भारतीय समाज एवं सामाजिक समस्याएँ

Credits- 06  
Max. Marks - 60  
Min. Marks - 21

Indian Society and Social Problems

उद्देश्य	इन पाठ्यक्रम का उद्देश्य विद्यार्थियों को भारतीय समाज एवं सामाजिक समस्याओं से परिचित कराना।	
Objective	The objective of the course is to introduce the students Indian society and social problems.	
Learning Outcomes	The students after their study will be able to understand Indian society and social problems. 1. Able to understand Indian Society. 2. Able to understand Various Social Groups and Institution. 3. Able to demonstrate Awareness of Social System and Elements of Society. 4. To understand Skills to understand Concept of Social System. 5. To understand essential Elements of Society.	
इकाई	विषय	व्याख्यान की संख्या
इकाई-I	1. सामाजिक समस्या : अवधारणा एवं विशेषताएँ। 2. सामाजिक समस्याएँ : कारक एवं उनके प्रभाव। 3. सामाजिक समस्याए : शासन की भूमिका।	18 घण्टे
Unit-I	1. Social Problem : Concept and Characteristics. 2. Social Problems : Causes and their Impact. 3. Social Problems : Role of Governments	18 Hours
इकाई-II	1. समाज कार्य एवं सामाजिक समस्या। 2. विस्थापन एवं प्रवास। 3. पर्यावरणीय समस्याएँ एवं सतत् विकास। 4. गंदी बस्तियाँ एवं नगरीय बसाहट।	18 घण्टे
Unit-II	1. Social Work and Social Problems. 2. Displacement and Migration. 3. Environmental Problems and Sustainability. 4. Slums and Urban Settlement.	18 Hours
इकाई-III	1. निरक्षरता, शिक्षा में असमानता। 2. निर्धनता एवं असमानता। 3. कुपोषण, अस्पृश्यता, जातीय संघर्ष एवं साम्प्रदायिकता।	18 घण्टे

<b>Unit-III</b>	<ol style="list-style-type: none"> <li>1. Illiteracy, Disparity in Education.</li> <li>2. Poverty and Inequality.</li> <li>3. Malnutrition, Untouchability, Caste Conflicts and Communalism.</li> </ol>	18 Hours
<b>इकाई-IV</b>	<ol style="list-style-type: none"> <li>1. लिंग भेद एवं बालिक भ्रूण हत्या।</li> <li>2. महिलाओं के विरुद्ध हिंसा।</li> <li>3. बाल श्रम, बाल उत्पीड़न, बाल अपराध।</li> <li>4. मद्यपान व नशा प्रवृत्ति।</li> </ol>	18 घण्टे
<b>Unit-IV</b>	<ol style="list-style-type: none"> <li>1. Gender Discrimination and Female Foeticide.</li> <li>2. Violence against Women.</li> <li>3. Child labour, Child Abuse, Juvenile Delinquency.</li> <li>4. Alcoholism and Drug Addition.</li> </ol>	18 Hours
<b>इकाई-V</b>	<ol style="list-style-type: none"> <li>1. जनसंख्या – आकार, संरचना एवं विभाजन।</li> <li>2. जनसंख्या वृद्धि के घटक – जन्म, मृत्यु एवं प्रवास।</li> <li>3. जनसंख्या नीति एवं परिवार नियोजन।</li> <li>4. उभरते मुद्दे – लिंग अनुपात, बाल एवं शिशु मृत्यु दर।</li> </ol>	18 घण्टे
<b>Unit-V</b>	<ol style="list-style-type: none"> <li>1. Population-Size, Composition and Distribution.</li> <li>2. Components of Population Growth – Birth Death, Migration.</li> <li>3. Population Policy and Family Planning.</li> <li>4. Emerging issues – Sex Ratio, Child and Infant Mortality.</li> </ol>	18 Hours
<b>Suggested Readings :</b>	<ul style="list-style-type: none"> <li>• Madan, G.R. Indian Social Problem, Vol. 1 and 2.</li> <li>• Ahuja Ram (1992) Social Problems in India (Jaipur, Rawat Publication).</li> </ul>	

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सेमेस्टर – III / Semester - III

वैकल्पिक विषय / Generic Elective (G.E.) - 303

समाज मनोविज्ञान और समाज कार्य

**Social Psychology and Social Work**

Credits- 04  
Max. Marks - 60  
Min. Marks - 21

<b>उद्देश्य</b>	पाठ्यक्रम में छात्रों को समाज मनोविज्ञान की सहायता से विभिन्न सामाजिक व्यवहारों से अवगत कराना।	
<b>Objective</b>	To make students aware of various social behaviour with the help of social psychology in the course.	
<b>Learning Outcomes</b>	Able to understand the utility of social practices in social work and the current practical challenges. 1. Able to demonstrate familiarity with Casework processes, tools and techniques and their application in Professional Social Work Practice. 2. Able to develop skills of Observation, Listening, Interviewing and Home Visits, Rapport Building, Resource Mobilization and Recording. 3. Understand Social Casework as a method of Social Work practice 4. Gain knowledge about the basic concepts, tools, techniques, processes and Skills of working with individuals 5. Develop an understanding of application of case work in diverse settings	
<b>इकाई</b>	<b>विषय</b>	<b>व्याख्यान की संख्या</b>
<b>इकाई-I</b>	<b>समाजीकरण</b> 1. समाजीकरण का अर्थ, विशेषता एवं महत्व। 2. समाजीकरण की प्रक्रिया। 3. समाजीकरण के माध्यम (अभिकरण)।	12 घण्टे
<b>Unit-I</b>	<b>Socialization</b> 1. Meaning of Socialization, Characteristics and Importance. 2. Process of Socialization. 3. Agencies of Socialization.	12 Hours
<b>इकाई-II</b>	<b>सामाजिक व्यवहार के नियम</b> 1. अनुकरण। 2. सुझाव।	12 घण्टे

	3. सहानुभूति ।	
<b>Unit-II</b>	<b>Principles of Social Behaviour</b> 1. Imitation 2. Suggestion. 3. Sympathy.	12 Hours
<b>इकाई-III</b>	<b>परोपकारी एवं सहायता परक व्यवहार</b> 1. स्वरूप एवं विशेषताएँ। 2. सहायता परक व्यवहार के निर्धारक। 3. भारतीय संदर्भ में परोपकारी व्यवहार।	12 घण्टे
<b>Unit-III</b>	<b>Altruistic and Helping Behaviours</b> 1. Nature and Characteristics. 2. Determinants of Helping Behaviours. 3. Altruistic Behaviour in Indian Context.	12 Hours
<b>इकाई-IV</b>	<b>आक्रामकता तथा सामाजिक हिंसा</b> 1. आक्रामकता के अर्थ एवं स्वरूप। 2. आक्रामकता तथा हिंसा को उकसाने वाले कारक। 3. आक्रामकता को रोकने तथा दूर करने के उपाय।	12 घण्टे
<b>Unit-IV</b>	<b>Aggression and Social Violence</b> 1. Meaning and Nature of Aggression. 2. Factors Provoking Aggression and Violence. 3. Measures and Preventing and Reducing Aggression.	12 Hours
<b>इकाई-V</b>	<b>वर्तमान सामाजिक समस्याएँ</b> 1. सामाजिक समस्या का अर्थ एवं विशेषताएँ 2. सामाजिक समस्याओं के प्रकार। 3. सामाजिक समस्याओं का समाधान।	12 घण्टे
<b>Unit-V</b>	<b>Present Social Problems</b> 1. Meaning and Characteristics of Social Problems. 2. Types of Social Problems. 3. Solution to Social Problems.	12 Hours
<b>Suggested Readings :</b>	1. Alock, J.E., Carments, D.W., Sadava, S.W., Collins, J.E. and Green, J.M. (1997) A textbook of Social psychology Scarborough, Ontario: Prentice Hall/Allyn and Bacon. 2. Feldman, R.S. (1985) Social Psychology, New Delhi: Prentice Hall.	

3. Myers, David, G. (1994) Exploring Social Psychology, New York L McGraw Hill.
4. Semin, G.R. and Fiedler, K. (Eds.) (1996) Applied Social Psychology, London: Sage.
5. Shaw and Shaw: Group Dynamics.
6. Krech and Crutchfield: Individual in Society, McGraw Hill.
7. Braon, R.A. and Branscombe, N.R. (2015) Social Psychology. Pearson: Delhi.
8. तिवारी, इन्दू प्रभा एवं दानी, वी. (2001) मनोविज्ञान का इतिहास एवं संप्रदाय, हिन्दी ग्रन्थ अकादमी, भोपाल ।
9. सिंह अरुण कुमार (2004) उच्चतर सामाजिक मनोविज्ञान, मोतीलाल बनारसीदास ।
10. त्रिपाठी लालबचन (1996) सामाजिक मनोविज्ञान की रुपरेखा—हरप्रमाद भार्गव, आगरा ।
11. रस्तोगी, जी.डी. (1992) आधुनिक सामाजिक मनोविज्ञान पल्लव प्रकाशन गोरखपुर ।

बी.एस.डब्ल्यू पाठ्यक्रम B.S.W. Programme

सेमेस्टर – III / Semester - III

आधार पाठ्यक्रम / Skill Enhancement - S.E. (FC) -304

कम्प्यूटर एवं सूचना तकनीकी का आधार

Credits- 04  
Max. Marks - 60  
Min. Marks -

Basic of Computer and Information Technology

<b>उद्देश्य</b>	इस पाठ्यक्रम का उद्देश्य विद्यार्थियों को कम्प्यूटर तथा सूचना तकनीकी के प्रारम्भिक ज्ञान से परिचित कराना है।	
<b>Objective</b>	The objective of this course is to teach the students the basic knowledge of computer and information technology.	
<b>Outcomes</b>	On completion of this course, the student will be able to: CO1: The students, after their study, will be able to work on computer. CO2: Learn and understand the characteristics & capabilities of Computers. CO3: To make them comfortable to evaluate, select and use Office Software appropriate to specific tasks. CO4: To make them work on Open Software for Office Automation. CO5: To develop expertise in Word Processing, Spreadsheet, and Presentation Skills.	
<b>इकाई</b>	<b>विषय</b>	<b>व्याख्यान की संख्या</b>
<b>इकाई-I</b>	<b>कम्प्यूटर</b> 1. इतिहास, कम्प्यूटर की पीढ़ियाँ, विशेषताएँ, क्षमता और सीमाएँ 2. कम्प्यूटर का वर्गीकरण, डिजिटल कम्प्यूटर के प्रकार, हार्डवेयर, सॉफ्टवेयर, सॉफ्टवेयर के प्रकार 3. कम्प्यूटर भाषाओं की पीढ़ियाँ, उच्चस्तरीय एवं निम्नस्तरीय भाषाएँ 4. ट्रान्सलेटर के प्रकार, कम्प्यूटर सिस्टम के घटक	12 घण्टे
<b>Unit-I</b>	<b>Computer</b> 1. History, Generations of Computer, Characteristics, Capabilities and Limitations 2. Classification of Computers, types of Digital computer Hardware, Software, Types of software 3. Generations of Computer languages, High and low level languages 4. Types of Translator, Components of Computer System	12 Hours
<b>इकाई-II</b>	<b>डिवाइस का परिचय</b>	12 घण्टे

	<ol style="list-style-type: none"> <li>विभिन्न इनपुट/आउटपुट डिवाइस का परिचय</li> <li>की-बोर्ड, माऊस, एम.आई.सी.आर., ओ.सी.आर., ओ.एम.आर., बारकोड, स्कैनर</li> <li>वी.डी.यू.प्लॉटर, इम्पैक्ट और नॉन-इम्पैक्ट प्रिन्टर</li> <li>स्टोरेज इकाई – बिट्स एवं बाइट्स, प्राथमरी एवं सेकेण्डरी मेमोरिज</li> </ol>	
<b>Unit-II</b>	<b>Introduction of devices</b> <ol style="list-style-type: none"> <li>Introduction of various input/output devices</li> <li>Keyboard, Mouse, MICR, OCR, OMR, Barcode, Scanner</li> <li>VDU, Plotter, Impact and Nonimpact printers</li> <li>Storage units - Bits and Bytes, Primary and Secondary Memories</li> </ol>	12 Hours
<b>इकाई-III</b>	<b>विन्डोज</b> <ol style="list-style-type: none"> <li>विन्डोज : परिचय, विन्डोज डेस्कटॉप</li> <li>स्टार्ट बटन, टास्कबार, प्रोग्राम तथा विन्डोज के बीच स्विच करना, फाइल मैनेज करना, फोल्डर्स एवं ऑब्जेक्ट्स</li> <li>विन्डोज एक्सप्लोरर, शॉर्ट-कट बनाना, कन्ट्रोल पैनल, विन्डोज एसेसरीज : पेन्ट, ब्रश, वर्ड पैड</li> <li>विन्डोज को कस्टमाइज करना, इन्टरनेट एक्सप्लोरर</li> </ol>	12 घण्टे
<b>Unit-III</b>	<b>Windows</b> <ol style="list-style-type: none"> <li>Windows : Introduction, windows desktop</li> <li>Start button, taskbar, switching between programs and windows, managing files, folders and objects</li> <li>Windows explorer, creating shortcuts, control panel, windows accessories : paint, brush, word pad</li> <li>Windows customizing, Internet Explorer</li> </ol>	12 Hours
<b>इकाई-IV</b>	<b>एम.एस.वर्ड</b> <ol style="list-style-type: none"> <li>हेडर, फुटर, एन्डनोट्स, फुटनोट्स, टैब्स, टेबल्स</li> <li>सॉर्टिंग के साथ कार्य करना, ग्राफिक्स के साथ कार्य करना – ग्राफिक्स इम्पोर्टिंग</li> <li>ड्रॉइंग ऑब्जेक्ट्स, टेक्स्ट ड्रॉइंग (वर्ड आर्ट), ड्राइंग आब्जेक्ट का प्रयोग करके पिक्चर रोटेटिंग एवं ऑब्जेक्ट फ्लीपींग</li> <li>स्पेलिंग और ग्रामर चेकर, ऑटो करेक्ट, ऑटो टेक्स्ट,</li> </ol>	12 घण्टे

	क्रिएटिंग टेबल्स, मेलमर्ज	
<b>Unit-IV</b>	<b>MS WORD</b> <ol style="list-style-type: none"> <li>1. Headers, Footers, Endnotes, Footnotes, tabs, tables</li> <li>2. Working with sorting, Working with graphics-Importing graphics</li> <li>3. Drawing objects, Text in Drawings (Word Art), Pictures using Drawing objects, Rotating and Flipping Objects</li> <li>4. Spelling and Grammar Checker, Auto Correct, Auto Text, Creating Tables, Mailmerge</li> </ol>	12 Hours
<b>इकाई-V</b>	<b>एम.एस. पॉवर प्वाइंट</b> <ol style="list-style-type: none"> <li>1. प्रेजेंटेशन बनाना, ऑटो कंटेंट विजार्ड, एडिटिंग स्लाइड्स</li> <li>2. पॉवर प्वाइंट में टेक्स्ट के साथ काम करना, फॉरमेटिंग एवं एलाइनिंग टेक्स्ट, पॉवर प्वाइंट में ग्राफिक्स के साथ कार्य करना</li> <li>3. इमेज इम्पोर्ट करना एवं पॉवर प्वाइंट में ड्रॉइंग, ऑर्गनाइजेशनल चार्ट तैयार करना</li> <li>4. पॉवर प्वाइंट प्रेजेंटेशन में क्लिप आर्ट एवं पिक्चर फोटोज़ इन्सर्ट करना, पॉवर प्वाइंट में एक्सल चार्ट्स, वर्ड से टेबल इन्सर्ट करना</li> </ol>	12 घण्टे
<b>Unit-V</b>	<b>MS POWERPOINT</b> <ol style="list-style-type: none"> <li>1. Creating presentations, Auto content wizard, editing slides</li> <li>2. Working with Text in Power Point, Formatting and Aligning Text, Working with graphics in Power Point</li> <li>3. Importing images and drawing in power point, creating organizational charts</li> <li>4. Inserting clip arts &amp; picture/photos in Power Point Presentation, Excel Charts in Power Point, Inserting Table from Word</li> </ol>	12 Hours
<b>Suggested Readings :</b>	<ol style="list-style-type: none"> <li>1. Sinha, P.K., Computer Fundamentals, BPB Publ.</li> <li>2. Rapidex Computer Courses</li> <li>3. Jain, Satish, Introduction to Computer Science, BPB Publ.</li> <li>4. Mansfield R, The Compact guide to MS-OFFICE, BPB</li> <li>5. Mansfield R, word 6 for window quick &amp; easy reference, tech.</li> </ol>	



**Study Centre for Social Work**  
**A.P.S. University, Rewa (M.P.)**  
**Bachelor of Social Work**  
**2<sup>nd</sup> Year**

<b>SEMESTER – IV</b>					
<b>Course Code &amp; Name</b>	<b>Course Type</b>	<b>Theory Paper</b>	<b>Internal Assessment</b>	<b>Maximum Marks</b>	<b>Credits</b>
401 Social Group Work	Major Core	60	40	100	6
402 Social Norms, Religion and Culture	Minor Core	60	40	100	6
403 Human Behaviour and Environment*	GE	60	40	100	4
404 Moral values and Personality Development	SE (FC)	60	40	100	4
<b>SEMESTER TOTAL</b>				<b>400</b>	<b>20</b>
<b>CUMULATIVE TOTAL</b>				<b>800</b>	<b>40</b>

बी.एस.डब्ल्यू पाठ्यक्रम B.S.W. Programme

सेमेस्टर – IV / Semester - IV

मुख्य विषय / Major Core -401

सामाजिक सामूहिक कार्य

**Social Group Work**

Credits- 06  
Max. Marks - 60  
Min. Marks - 21

<b>उद्देश्य</b>	इस पाठ्यक्रम का उद्देश्य छात्रों को सामाजिक सामूहिक कार्य से अवगत करना।	
<b>Objective</b>	The objective of this course is aware the students social group work.	
<b>Outcomes</b>	The students after their study will be able to understand social group work. 1. Able to understand the basic group Work concepts and notions of society. 2. Able to know the basic concept of economics and structure of economy. 3. Able to explore the knowledge about political framework in the context of social welfare. 4. Know the basic concepts of economics and structure of economy. 5. Understand the political framework for social welfare	
<b>इकाई</b>	<b>विषय</b>	<b>व्याख्यान की संख्या</b>
<b>इकाई-I</b>	1. सामाजिक समूह : परिभाषा, विशेषताएँ एवं प्रकार। 2. सामाजिक समूह कार्य : अवधारणा, अर्थ एवं परिभाषा। 3. सामाजिक समूह कार्य का महत्व।	18 घण्टे
<b>Unit-I</b>	1. Social Group : Definition, Characteristics and Types. 2. Social Group Work : Concept, Meaning and Definition. 3. Importance of Social Group Work.	18 Hours
<b>इकाई-II</b>	1. सामाजिक समूह कार्य के दर्शन एवं उद्देश्य। 2. सामाजिक समूह कार्य के प्रारूप। 3. सामाजिक समूह कार्य समाज कार्य की विधि के रूप में।	18 घण्टे
<b>Unit-II</b>	1. Philosophy and Objectives of Social Group Work. 2. Models of Social Group Work. 3. Social Group Work as a Method of Social Work.	18 Hours
<b>इकाई-III</b>	1. सामाजिक समूह कार्य के सिद्धान्त। 2. सामाजिक समूह कार्य के कौशल एवं तकनीक। 3. सामाजिक समूह कार्य के चरण।	18 घण्टे
<b>Unit-III</b>	1. Principles of Social Group Work. 2. Skills and Technique in Social Group Work.	18 Hours

	3. Phases of Social Group Work.	
<b>इकाई-IV</b>	1. समूह निदान। 2. समूह संघर्ष। 3. सामूहिक प्रक्रिया में समूह कार्यकर्ता की भूमिका।	18 घण्टे
<b>Unit-IV</b>	1. Group Diagnosis. 2. Group Conflict. 3. Role of Group Worker in Group Work Process.	18 Hours
<b>इकाई-V</b>	1. समूह कार्य प्रक्रिया में नेतृत्व विकास। 2. समूह में संचार। 3. समूह कार्य में अभिलेखन।	18 घण्टे
<b>Unit-V</b>	1. Leadership Development in Group Work Process. 2. Communication in Group. 3. Recording in Group Work.	18 Hours
<b>Suggested Readings :</b>	1. Friedlander, W. (1959) Concepts and Method of Social Work. New York: Prentice Hall. 2. Balgopal, P.R. and Vassil, T.V. (1983) Groups in Social Work: An Ecological Perspective, Macmillan Publishing Company inc. New York. 3. Bhatt, R.M. (1960) Records of Social Group Work Practice in India, Baroda University: Baroda. 4. Encyclopedia of Social Work in India Vol. 2 and 4 Dr. Surendar Singh (Ed), Published by New Royal Book Company, New Delhi (2012)	

बी.एस.डब्ल्यू पाठ्यक्रम B.S.W. Programme  
सेमेस्टर – IV / Semester - IV

गौण विषय/Minor Core -402

सामाजिक आदर्श, धर्म एवं संस्कृति

Credits- 06  
Max. Marks - 60  
Min. Marks - 21

**Social Norms, Religion and Culture**

<b>उद्देश्य</b>	इस पाठ्यक्रम का उद्देश्य छात्रों को सामाजिक आदर्श, धर्म एवं संस्कृति से अवगत कराना।	
<b>Objective</b>	The objective of this course is aware the students social norms, religion and culture.	
<b>Outcomes</b>	The students after their study will be able to understand social group work. 1. The students after their study will be able to understand social norms, religion and culture Able to understand Indian Society. 2. Able to understand Various Social Groups and Institution. 3. Able to demonstrate Awareness of Social System and Elements of Society. 4. To understand Skills to understand Concept of Social System. 5. To understand essential Elements of Society.	
<b>इकाई</b>	<b>विषय</b>	<b>व्याख्यान की संख्या</b>
<b>इकाई-I</b>	1. सामाजिक आदर्श : अर्थ, परिभाषा एवं विशेषताएँ। 2. परम्परा : अर्थ, परिभाषा एवं विशेषताएँ।	18 घण्टे
<b>Unit-I</b>	1. Social Norms : Meaning, Definition and Characteristics. 2. Traditions : Meaning, Definition and Characteristics.	18 Hours
<b>इकाई-II</b>	1. जनरीतियाँ : अर्थ, परिभाषा एवं विशेषताएँ। 2. प्रथाएँ : अर्थ, परिभाषा एवं विशेषताएँ। 3. रुढ़ियाँ : अर्थ, परिभाषा एवं विशेषताएँ।	18 घण्टे
<b>Unit-II</b>	1. Folkways : Meaning, Definition and Characteristics. 2. Customs : Meaning, Definition and Characteristics. 3. Mores : Meaning, Definition and Characteristics.	18 Hours
<b>इकाई-III</b>	1. धर्म : अर्थ एवं अवधारणा। 2. धार्मिक व्यवहार : जीववाद, अद्वैतवाद, अनेकवाद। 3. आधुनिक समाज में धर्म : धर्म एवं विज्ञान, धर्मनिरपेक्षता, रुढ़िवादिता।	18 घण्टे
<b>Unit-III</b>	1. Religion : Meaning and Concept. 2. Religious Practices : Animism, Monism, Pluralism.	18 Hours

	3. Religion in Modern Society : Religion and Science, Secularization, Fundamentalism.	
<b>इकाई-IV</b>	1. संस्कृति : अर्थ, परिभाषा, विशेषताएँ, तत्व तथा कार्य। 2. सांस्कृतिक परिवर्तन।	18 घण्टे
<b>Unit-IV</b>	1. Culture : Meaning, Definition, Characteristics, Elements and Function. 2. Cultural Change.	18 Hours
<b>इकाई-V</b>	1. सभ्यता : परिभाषा, विशेषताएँ, व्यक्ति और समुदाय। 2. संस्कृति एवं सभ्यता में अंतर, संस्कृति के उपादान।	18 घण्टे
<b>Unit-V</b>	1. Civilisation : Definition, Characteristics, Community and Individuals. 2. Distinction between culture and Civilization, Components of Culture.	18 Hours
<b>Suggested Readings :</b>	1. Vidhyabhushan Vidhya and Sachideva, D.K.: An Introduction to Sociology (Kitab Mahal, Patna).	

बी.एस.डब्ल्यू पाठ्यक्रम B.S.W. Programme  
 सेमेस्टर – IV / Semester - IV  
 वैकल्पिक विषय / Generic Elective (G.E.) - 403  
 मानव व्यवहार एवं पर्यावरण

Credits- 04  
 Max. Marks - 60  
 Min. Marks - 21

**Human Behaviour and Environment**

<b>उद्देश्य</b>	पाठ्यक्रम का उद्देश्य विभिन्न पर्यावरणीय कारकों का मानव व्यवहार पर मनोवैज्ञानिक प्रभाव को समझना।	
<b>Objective -</b>	Course Objective to Understand the Psychological Impact of Various Environmental Factors on Human Behaviour.	
<b>Outcomes-</b>	Able to understand the role of environmental psychology in social work practice. 1. Understanding the role of Psychology in community development. 2. Developing an appreciation of the core values that guide Community Psychology and facilitate community functions. 3. Developing insights with respect to health promotion programs in communities, community programme for child and maternal health, for physically challenged and elderly people in the Indian context through case studies. 4. Develop disciplinary knowledge, Experimental learning and critical thinking. 5. Understand social dynamics and community health problems.	
<b>इकाई</b>	<b>विषय</b>	<b>व्याख्यान की संख्या</b>
<b>इकाई-I</b>	<b>पर्यावरणीय मनोविज्ञान</b> 1. पर्यावरणीय मनोविज्ञान की परिभाषाएँ। 2. पर्यावरणीय मनोविज्ञान का स्वरूप। 3. पर्यावरण का सम्प्रत्तय।	12 घण्टे
<b>Unit-I</b>	<b>Environmental Psychology</b> 4. Definitions of Environmental Psychology. 5. Nature of Environmental Psychology. 6. Concept of Environment.	12 Hours
<b>इकाई-II</b>	<b>पर्यावरणीय प्रत्यक्षीकरण</b> 1. स्वरूप एवं विशेषताएँ 2. गति, अभ्यसन तथा परिवर्तन का प्रत्यक्षीकरण। 3. प्राकृतिक आपदाओं का प्रत्यक्षीकरण।	12 घण्टे
<b>Unit-II</b>	<b>Environmental Perception</b> 3. Nature and Characteristics. 4. Movement, Habituation and the Perception of Change. 5. Perception of Natural Hazards.	12 Hours

<b>इकाई-III</b>	<b>पर्यावरणीय प्रतिबल</b> 1. स्वरूप एवं विशेषताएँ। 2. प्रतिबलक की विशेषताएँ। 3. प्राकृतिक आपदाओं के प्रभाव।	12 घण्टे
<b>Unit-III</b>	<b>Environmental Stress</b> 1. Nature and Characteristics. 2. Characteristics of Stressors. 3. Effects of Natural Disasters.	12 Hours
<b>इकाई-IV</b>	<b>मानव स्थानगत व्यवहार</b> 1. व्यक्तिगत स्थान। 2. प्रादेशिकता या भूभागीयता। 3. जनसंकुलन। 4. अलगाव या एकाकीपन।	12 घण्टे
<b>Unit-IV</b>	<b>Human Spatial Behaviour</b> 1. Personal Space. 2. Territoriality. 3. Crowding. 4. Isolation.	12 Hours
<b>इकाई-V</b>	<b>व्यवहार पर पर्यावरणीय प्रभाव</b> 1. आवाज। 2. मौसम।	12 घण्टे
<b>Unit-V</b>	<b>Environmental Effects on Behaviour</b> 1. Noise 2. Weather.	12 Hours
<b>Suggested Readings :</b>	1. Braon, R.A. and Branscombe, N.R. (2015) Social Psychology. Pearson: Delhi. 2. Feldman, R.S. (1985) Social Psychology, New Delhi: Prentice Hall. 3. रस्तोगी, जी.डी. (1992) आधुनिक सामाजिक मनोविज्ञान पल्लव प्रकाशन गोरखपुर 4. सिंह अरुण कुमार (2004) उच्चतर सामाजिक मनोविज्ञान, मोतीलाल बनारसीदास। 5. त्रिपाठी लालबचन (1996) सामाजिक मनोविज्ञान की रूपरेखा—हरप्रमाद भार्गव, आगरा। 6. तिवारी प्रेमसागर नाथ (2007) पर्यावरणीय मनोविज्ञान, मोतीलाल बनारसीदास।	

बी.एस.डब्ल्यू पाठ्यक्रम B.S.W. Programme

सेमेस्टर – IV / Semester – IV

आधार पाठ्यक्रम/Skill Enhancement- (S.E.) -404

नैतिक मूल्य एवं व्यक्तित्व विकास

Moral values and Personality Development

Credits- 04  
Max. Marks - 60  
Min. Marks -

<b>उद्देश्य</b>	इस पाठ्यक्रम का उद्देश्य विद्यार्थियों को व्यक्तित्व विकास हेतु नैतिक मूल्यों की शिक्षा देना है।	
<b>Objective -</b>	The objective of this course is to teach the students the moral values for their personality development.	
<b>Outcomes</b>	On completion of this course, the student will be able to: CO1: Understand and analyze the essentials of human values and skills, self exploration, happiness and prosperity. CO2: Evaluate coexistence of the “I” with the body. CO3: Identify and evaluate the role of harmony in family, society and universal order. CO4: To help students initiate a process of dialog within themselves to understand what they ‘really want to be’ in their lives and professions. CO5: To help students understand harmony at all the levels of human living and to lead an ethical life.	
<b>इकाई</b>	<b>विषय</b>	<b>व्याख्यान की संख्या</b>
<b>इकाई-I</b>	<b>मूल्य</b> 1. मूल्य का अर्थ। 2. नैतिक मूल्य की अवधारणा। 3. मूल्यों का वर्गीकरण। 4. नैतिक मूल्यों का महत्व।	12 घण्टे
<b>Unit-I</b>	<b>Values</b> 1. Meaning of values. 2. Concept of Moral values. 3. Classification of values. 4. Importance of Moral values.	12 Hours
<b>इकाई-II</b>	<b>चरित्र-निर्माण</b> 1. चरित्र का अर्थ और परिभाषा। 2. उत्तम चरित्र – निर्माण का साधन। 3. उत्तम चरित्र के लक्षण। 4. चरित्र निर्माण में शिक्षा की भूमिका।	12 घण्टे



<b>Unit-II</b>	<b>Character Building</b> 1. Meaning and definition of character. 2. Means of Good character building. 3. Traits of Good character. 4. Role of Education in character Building.	12 Hours
<b>इकाई-III</b>	<b>सद्गुण</b> 1. यम । 2. नियम । 3. कर्मयोग । 4. वसुधैव कुटुम्बकम् ।	12 घण्टे
<b>Unit-III</b>	<b>Virtues</b> 1. Yama. 2. Niyama. 3. Karmayoga. 4. Vasudhaiva Kutumbakam.	12 Hours
<b>इकाई-IV</b>	<b>आदर्ते</b> 1. अनुशासन । 2. समय-प्रबंधन । 3. नियमित दिनचर्या । 4. सकारात्मक चिन्तन ।	12 घण्टे
<b>Unit-IV</b>	<b>Habits</b> 1. Discipline. 2. Time Management. 3. Regular routine. 4. Positive thinking.	12 Hours
<b>इकाई-V</b>	<b>व्यक्तित्व विकास</b> 1. व्यक्तित्व की अवधारणा । 2. व्यक्तित्व विकास का अर्थ । 3. व्यक्तित्व विकास एवं चरित्र । 4. व्यक्तित्व विकास में नैतिक मूल्यों की भूमिका ।	12 घण्टे
<b>Unit-V</b>	<b>Personality Development</b> 1. Concept of Personality. 2. Meaning of Personality Development. 3. Personality Development and Character.	12 Hours

	4. Role of Moral values in Personality Development.	
<b>Suggested Readings :</b>	<ol style="list-style-type: none"> <li>1. स्वामी विवेकानन्द, व्यक्तित्व का सम्पूर्ण विकास, प्रकाशक रामकृष्ण मठ, नागपुर, 2006</li> <li>2. डॉ.एम.ए. बेग, व्यक्तित्व विकास एवं निखार, मध्य प्रदेश हिन्दी ग्रन्थ अकादमी, भोपाल, 1997</li> <li>3. बैजनाथ सिंह, व्यक्तिगत और सामुदायिक विकास, ब्रिटिश बुक डिपो, हजरतगंज लखनऊ, 1961</li> <li>4. अरुण सागर, शिष्टाचार एवं व्यक्तित्व विकास, आनन्द, वी एण्ड एस पब्लिशर्स, नई दिल्ली, 2017</li> <li>5. डॉ. सुरेशचन्द्र शर्मा, व्यक्तित्व विकास और भगवद्गीता, मंजुल पब्लिशिंग हाउस, भोपाल, 2016</li> <li>6. प्रो. समानी ऋजुप्रज्ञा, व्यक्तित्व विकास और योग, जैन विश्व भारती बुक स्टोर, राजस्थान, 2015</li> <li>7. अजित नारायण त्रिपाठी, नैतिक और मानवीय मूल्य, प्रतिश्रुति प्रकाशन, कलकत्ता, 2017</li> <li>8. Barun K. Mitra, Personality Development and soft skills, Oxford University Press, 2016</li> </ol>	