

M. PHIL AND PH.D COURSE WORK

Compulsory Paper

COMMON SYLLABUS FOR

**SOCIAL SCIENCES (ECONOMICS, SOCIOLOGY, POLITICAL SCIENCE, HISTORY,
JOURNALISM, MASS COMMUNICATION),**

COMMERCE AND MANAGEMENT,

EDUCATION, LAW, AND WOMEN STUDIES

Year of Implementation: from June, 2011

Paper –I (Compulsory)

Research Methodology, Quantitative Techniques, and Computer Application

Preamble:

Research at M.Phil. / Ph.D course is essential for the subjects (i.e. History, Economics Commerce, Women studies and Journalism etc.). It finds selection to the problems in the field as well as equip the students with research theory and skills for conduct of research at doctoral, post doctoral levels and undertake need based research projects and for the development of the society as a whole. The transaction tools like; discussion, group work, seminar, use of web resources, library resources can be used for teaching the paper.

The course work of this paper will be taught in total 60 contact hours/days. Each unit will be taught in 15 contact hours/days. The contact hours allotted to each unit are adjustable to the total contact hours.

The course work for M.Phil./Ph.D is categorized into four components;

- (a) Research Methodology with 30 marks' weightage
- (b) Quantitative Techniques with 30 marks' weightage and
- (c) Computer Application with 20 marks' weightage
- (d) Practical on QTs and Software application with 20 marks' weightage.

(Important Note: Teaching can be shared by couple of Departments; means the Department, which is unable to teach this paper, can send their students to other Departments with request to a particular Department and a copy sent to the University office. While doing so the number of students in the combine class should not go more than 50.)

Unit- 1: Fundamentals of research

- (a) Basic principles of research
- (b) Theory building, facts, concepts, constructs and definitions
- (c) Valuable and its attributes
- (d) Ethics in research
- (e) Preparation of proposal
- (f) Review of literature, formation and types of hypothesis and testing of the hypothesis
- (g) Research designs, sampling designs, methods, techniques and tools of research
- (h) Creativity, innovation, originality and advancement of knowledge and application to the society

Unit- 2 Communication and evaluation of research

- (a) Report writing and the writing of research papers
- (b) Presentation of research proposals
- (c) Evaluation of research report
- (d) Presentation of research : Oral and Written (abstracts/synopsis)

Unit- 3 Quantitative Method

- (a) Use of quantitative method in research
- (b) Types and sources of data
- (c) Data analysis for specific type of data
- (d) Tabulation and graphical representation
- (e) Central tendency
- (f) Dispersion
- (g) Correlation
- (h) Regression
- (i) Use of chi square

- (j) Steps involved in applying chi—square test
- (k) Non parametric or free distribution tests
- (l) Testing of hypothesis for non parametric data

Unit- 4 Computer application for research

- (a) Word processing
- (b) Data processing
- (c) Graphical processing
- (d) Use of web-2 tools for research
- (e) Use of excel
- (f) Use of SPSS
- (g) Use of graphical software
- (h) Use of multimedia tools

References

Gupta S.C., Fundamentals of Statistics, Himalaya Publication House, Bombay

Rajaram V. (1996), Fundamentals of computers, Prentice Hall of India, New Delhi

Sanders D.H. (1981), Computer Today, McGraw Hill, New York.

Sinha P.K. (1992), Computer Fundamentals, BPB Publications, New Delhi.

Engelhart Max D. (1972), Methods of educational Research, Rand McNally and Company, Chicago

Coburn Peter and others (1982), Practical guide to Computers in Education, Addison Wesley Publication Company, California

Entistle, N.J. (1974), The Nature of Educational Research, Educational studies, A third level course, Methods of Educational enquiry, Block 1, The Open University Press, Walton Hall, Milton Kenya.

Galtung Johan, (1974), Theory and Methods of Social Research, George Allan and Unwin Ltd., New Delhi

Kothari C.R.,(2008), Research Methodology- Methods and Techniques, Wiley and Eastern Ltd., New Delhi,

Mason Emanuel J. and William J. Bramble (1978), Understanding and Conducting Research, Applications in education and the Behavioral Sciences, McGraw Hill Book Company, New York

Mouly George J. (1964), The Science of Education Research, Eurasia Publishing House, New Delhi

William Philip at. Al (1973), Evaluation and Assessment of educational Studies: A third level course methods of educational enquiry, The Open University Press, Walton Hall Blethaley Buckinghamshire

Mariampolski H.(2001) Qualitative Market Research – A Comprehensive Guide Sage Publication, India Ltd, New Delhi

Black Thomas (2001), Understanding Social Science Research, Sage Publication, India Ltd, New Delhi

Fern Edward F.(2001) Advanced focus Group Research, Sage Publication, India Ltd, New Delhi

Paper – II PRINCIPLES AND PRACTICE OF SOCIAL WORK

Unit 1: Definition, Nature, Scope, Fields and Methods of Social Work, Philosophical base and democratic values of Social Work, Recent Trends in Social Work practice.

Unit 2: Social work Profession: Origin, Growth and Development of Social Work as a Profession in India and abroad, Professional Ethics and Principles of Social Work.

Unit 3: Social Welfare: Concepts, Models and need for Social Development, Problems of Weaker Section, The measures for Control and Prevention of Social Problems.

Unit 4: Social Welfare Administration: Definition, Nature and Scope of Social Welfare Administration, Role and Functions of Social Work Administrators

References:

- 1) Walter A. Friedlander, Robert Z. Apte (1982), "Introduction to Social Welfare", Prentice Hall India (P) Ltd, New Delhi
- 2) Skidmore (1983), "Social Work Administration", Prentice Hall, New Jersey.
- 3) Wadia A. R. (1961), "History and Philosophy of Social Work in India", Allied Publication, Mumbai
- 4) Chaudhari D. Paul (1994), "Social Welfare Administration", Atmaram and Sons, New Delhi
- 5) Gangarde, "Social Welfare Administration", Vol. 1 and Vol. 2
- 6) Gore M. S. (1965): Social Work and Social Work Education, Bombay: Asia Publication House
- 7) M. Shrinivas: Social Work Model, Post Colonel Em, Convent Publication, London
- 8) Skidmore, Rex A. Etal (1988): "Introduction to Social Work", Englewood Cliff: Prentice Hall.

Paper – III OPTIONAL PAPER

A – HUMAN RESOURCE MANAGEMENT AND LABOUR WELFARE

- Unit 1:** Human Resource Management
Nature and Scope, Definition, Objectives, Functions, Organisational of HRM
- Unit 2:** Strategic HRM, Human Resource Planning, Job Analysis and Design, Recruitment and Selection, Career Planning, Human Resource Development, Worker's Participation in Management
- Unit 3:** Labour Welfare
Definition, Nature and Scope of Labour Welfare. Agencies of Labour Welfare. Principles of Labour Welfare, Classification of Labour Welfare Services
- Unit 4:** Labour Legislations
Origin and Development of Labour Legislations, Principles of Labour Legislation, Main Provisions of the following Acts:
- 1) The Factories Act ,1948
 - 2) The Industrial Dispute Act ,1947
 - 3) The Industrial Employment (Standing Order) Act 1946
 - 4) The Payment of Gratuity Act ,1972
 - 5) The workmen's compensation Act,1923

References:

- 1) Pundar D. Deodhar, S. B. Shankaran S., "Labour Welfare Trade Unionism and Industrial Relations, Himalaya Publishing House, Mumbai.
- 2) Kapoor N. D, "Handbook of Industrial Law", Sultan Chand Sons, New Delhi
- 3) Garry Dessler, "Human Resource Management", Practice Hall of India Pvt. Ltd., New Delhi 2003
- 4) Arm Strong M, "A Handbook of Human Resource Management", Practice Kegan Page Ltd., London
- 5) Dr. S. S. Khanka, "Human Resource Management", S. Chand and Company Ltd., New Delhi 2003

- 6) MacMillan, "Human Resource Management", MacMillan Publishers India Ltd., New Delhi

Paper – III OPTIONAL PAPER
B – COMMUNITY DEVELOPMENT

Unit 1: Urban Community

Nature, Scope of Urban, Sociology, Concept of Urban Basic Services, Slum Improvement Programme, Urban Community Development Programme

Unit 2: Rural Community Development

Nature, Scope and Objectives, Gandhian Approach to Rural Development, Integrated Rural Development Programmes (IRDP), its implementations, Performance and Problem of IRDP in India, Role of Social Workers and NGO in Rural Reconstruction

Unit 3: Tribal Community

Nature, Characteristics and Types of Tribal Community in India, Important Welfare Measures for Tribal Community Development

Unit 4: Municipal Corporation and Banks

Role of Banks, Industries and Voluntary Organization, Programme for Urban Community Development, Role and Functions of Municipal Corporation in Urban Community Development

References:

- 1) Desai A. R. (1969), "Rural Sociology", Popular Prakashan, Bombay
- 2) Thudipura Jacob Z, "Urban Community Development", Rawat Publicaiton, Jaipur, 1993
- 3) Muniradhana Naidu K, "Rural Development and Planning Perspective"
- 4) Verma R. M. (Ed.), "Prespectives on Social Welfare", S. Chand and Co. Ltd., New Delhi, 1984
- 5) Singh U. B., "Urban Administration in India", Serial Publication, New Delhi, 2004

Paper – III OPTIONAL PAPER

C – MEDICAL AND PSYCHIATRIC SOCIAL WORK

Unit 1: Medical Social Work

Definition, Nature, Its Historical Development in Indian and abroad,
Scope of Hospital Social Work

Unit 2: Health and Sociology

Definition, Concepts, Dimensions of Health, Hospital Sociology, Health
Development and Health Welfare, Concept of Patient as Person

Unit 3: Psychiatric Social Work

Concept, Origin, Recent Trends of PSW in India, Role of Psychiatric
Social Worker in Psychiatric Setting, DSM, Classification of
Behavioural Disorders and Health Psychology

Unit 4: Mental Health

Mental Health Education, Civil Society and Mental Health, Causes and
Preventive Aspects, Services Mental Health Act, Community Mental
Health, Therapeutic Community, Programmes and Development

References:

- 1) Turner F. J. (1986), "Social Work Treatment", Free Press Maxwell MacMillan International, New York
- 2) Park J. E. and Park K. (1982), "Text Book of Preventive Social Medicine", Bhanot Pub., Jabalpur
- 3) Ratna Verma, "Psychiatric Social Work in India", Sage Publication, New Delhi, 1991
- 4) Batia (1192), "Essentials of Psychiatry", CBS Publication, Delhi
- 5) Linda Brannon, Jess Feist, "Introduction of Health Psychology", (2007), Akash Press, New Delhi

- 6) Carson Rc (1992), "Abnormal Psychology and Modern Life", Harper C. Line Publication, New York

Paper – III OPTIONAL PAPER
D – FAMILY AND CHILD WELFARE

Unit 1: Family

Family as an Institution, Types of Family, Impact of Modernisation on Family, Family Welfare: Concept, Programme, Services and Schemes, Forms of Marriage, Marriage Conflicts, Marriage as Sacrament

Unit 2: Child Welfare

Social Issues related to Children, Concept, Objective, Schemes and Services of Child Welfare, Need to Change the Health Status of Children, Social Aspects of Child

Unit 3: Legislations Relating to Family and Children, Grivenil Justice Act 2002, Law Relating to Marriage, Divorce, Maintenance and Inheritance and Adoption, Child Labour Act, Role of Social Worker in Family and Child Welfare, Role of Family Counselling Centre, Correctional and Remand Home, Role of International Aids

Unit 4: Youth Welfare

Concept, Needs of Youth Welfare, Youth Problems, Needs of Youth, Evolution of Youth Welfare, Status of Women, Women Welfare, A Leed and Services

References:

- 1) Harthman Aunetal, "Family Centred Social Work Practice", Free Press, London, 1985.
- 2) R. Kumar, "Child Development (Vol. 1)", A. P. H. Publishing Corporation, Delhi (2009)
- 3) A. S. Kolhli and S. R. Sharma, "Health Family Planning and Social Welfare", Anmol Publication Pvt. Ltd., New Delhi (1997)

- 4) Giri Raj Gupta, "Family and Social Change in Modern India", Vikas Publishing House Pvt. Ltd., New Delhi 1976
- 5) D. K. Gupta, "Child Development and Protection", Omega Publications, New Delhi (2009)
- 6) Mehta P., "Indian youth", Somaiya, Bombay 1971
- 7) Paras Diwan, "Family Law", Allahabad Law, Faridbad (Haryana) 2005
- 8) Shipra Lawamia, "Juvenile Delinquency", Rawat Publication, Jaipur and New Delhi

Paper – III OPTIONAL PAPER

E – CRIMINOLOGY AND CORRECTIONAL ADMINISTRATION

Unit 1: Definition and Crime, Criminals and Criminology, Significance of the Crime Problem, Juvenile Delinquency

Unit 2: Theories of Crime

The Classical School, Sociological Theories, Types of Crime, Alcoholism, Drug Addiction and Crime Nature and Scope of Criminology

Unit 3: The Police System

Forms of Punishment, Efficacy of Punishment, The Criminal Court

Unit 4: The Prison Administration, Probation of Offenders, Parole, Open Air Institutions Crime Prevention Re cidivson: Controlling Crime, Role of Social Worker in Crime Prevention

References:

1. Fundamentals of Criminology by Henry W. Mandle, J. David Hirschel, Prentice Hall International (U.K), London
2. Society and Criminal by M. J. Sethana, Deep and Deep Publication, New Delhi
3. Criminology and Penology by N. V. Paranjape, Central Law Agency, Allahabad
4. The Principles of Criminology by Sutherland and Grasse, Sultanchand Publications, New Delhi
5. Readings in Criminology and Penology by Dressler
6. Criminology by Garafalo Raffaele, Litthe Brown and Co. Boston
7. Howard Jones, Crime and the Penal System, London University Press, London