



# SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar

NAAC 'A' Grade (10-01-2023 To 09-01-2028)

NEP-2020 aligned Curriculum with effect from Academic Year 2026-27

## Master of Social Work (Human Resources) Semester-II

Course Type	Course Code	Course Title	Teaching-Learning Scheme	Total Notional Hours	Course credits
			L-P-T		
DSC	P2A02NCSHR01	Labour Code	4-0-1	120	04

### • Course Learning Outcomes (CLOs)

On completion of this course, students will be able to:

CLO1 : Illustrate the concept, principles, and theoretical perspectives of labour welfare, including its holistic approach in the context of Indian Knowledge Systems.

CLO2 : Apply knowledge of statutory labour legislations, including the Factories Act and Contract Labour Act, to workplace situations ensuring compliance and worker well-being.

CLO3 : Analyze industrial relations processes such as collective bargaining, dispute settlement mechanisms, and workplace discipline in organizational contexts.

CLO4 : Evaluate social security provisions, wage policies, and labour welfare schemes in promoting equity, protection, and inclusive development of workers.

CLO5 : Design effective labour welfare and social security strategies integrating legal provisions, organizational needs, and ethical considerations for improved quality of work life.

Unit	Course Content	Learning Pedagogies*	CLO(s)
I	<b>Labour Welfare</b> <ul style="list-style-type: none"><li>• Concept of labour welfare</li><li>• Basic principles of welfare</li><li>• Theoretical perspective: theory of labour welfare<ul style="list-style-type: none"><li>➤ The policy theory</li><li>➤ The religious theory</li><li>➤ The philanthropic theory</li></ul></li></ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning,	1



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	<ul style="list-style-type: none"> <li>➤ The public relations theory</li> <li>• Role of welfare department</li> <li>• Statutory and non – statutory welfare for standard work life</li> <li>• Holistic approach of labour welfare in context of indian knowledge system</li> </ul>	Group Discussion. Case studies	
II	<p><b>Statutory legislations for labour</b></p> <ul style="list-style-type: none"> <li>• The factories act, 1948               <ul style="list-style-type: none"> <li>➤ The contract labour (Regulation and Abolition Act), 1970</li> <li>➤ Industrial health and hygiene, occupational diseases and hazards, causes and preventions of accidents</li> <li>➤ Collective bargaining – process, characteristics, models</li> <li>➤ Work place discipline and counseling</li> </ul> </li> <li>• Dispute settlement machineries (Industrial disputes act, 1947)</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community Engagement, Internship-linked Activities, Practice-based Tasks)	2,3,5
III	<p><b>Social security (provisions I)</b></p> <ul style="list-style-type: none"> <li>• Social security schemes</li> <li>• Employee compensation act, 1923</li> <li>• Maternity benefit act, 1961</li> <li>• Employee provident fund and miscellaneous provisions act, 1952</li> <li>• Minimum wages act, 1948</li> <li>• The standing order act, 1946</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community Engagement, Internship-linked Activities, Practice-based Tasks)	2,3,5
IV	<p><b>Social security (provision II)</b></p> <ul style="list-style-type: none"> <li>• Wage code 2019 – meaning and provisions, social assistance</li> <li>• Payment of wages act, 1936</li> <li>• Payment of Bonus act, 1965</li> <li>• Advisory board</li> <li>• Equal remuneration act, 1976</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion.	4,5



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		Case studies Classroom Lecture (CL) Experiential Learning (Community engagement Internship-linked Activities, Practice-based Tasks)	
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- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25marks)**

- (a) Case Study Analysis -10
- (b) Seminar/Presentation -05
- (c) Quiz -05
- (d) Group Discussion-05

**b. Internal Summative Assessment (25marks)**

- (a) Mid-term tests -15
- (b) Attendance – 10

**(B) Weightage of Learning Efforts for External Assessment**

Unit	Aligned Cos	Total Learning Hours	Approximate weightage(Marks) to Learning levels (BT)			Total Marks
			Remember (R)	Understanding (U)	Application/ Analyse & above (A)	
I	1	30	1	1	10	12
II	2,5	32	1	1	11	13
III	3	28	1	1	10	12
IV	4	30	1	1	11	13
		<b>120</b>	<b>04</b>	<b>04</b>	<b>42</b>	<b>50</b>



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## Master of Social Work (Human Resources) Semester-II

### • Assessment and Evaluation

Sr. No.	Assessment/Evaluation	Component	Weightage (%)
1	Continuous Internal Evaluation	<ul style="list-style-type: none"> <li>• Assignment</li> <li>• Seminar/Presentation</li> <li>• Quiz</li> <li>• Case Studies</li> <li>• Group Discussion/Peer Learning</li> <li>• Mid-term tests</li> <li>• Attendance</li> </ul>	50%
2	End-Semester Examination	Written Examination	50%

### (C) CLOs – PLOs Matrix

CLO	PLO											
	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9	PLO 10	PLO 11	PLO 12
CLO1	3	3	1	2	1	2	1	1	1	1	3	2
CLO2	3	2	1	2	1	3	1	2	2	2	2	1
CLO3	3	2	2	2	2	3	1	2	2	3	1	1
CLO4	3	3	2	2	1	3	2	2	2	3	2	2
CLO5	3	3	2	3	2	3	2	3	3	3	3	2

Values to CLO-PLO matrix are assigned by judging the importance of the particular CLO in relation to the PLOs.

CLO – PLO correlation	Value
Strong	3
Moderate	2
Low	1
No correlation	-

### • Suggested Learning Materials Books:

No.	Title	Author(s)	Edition/Year	Publisher
1	Introduction to labour and industrial law	Avtar - Singh Harpreet kaur	Third addition - 2014	Lexis - Nexis
2	Labour & Industrial laws	S. N. Mishra	21 <sup>st</sup> edition - 2005	central law publication
3	Industrial labour in India	Rajendra K. Sharma	first published in 1997	Atlantic publishers
4	Labour laws – everybody should know	H. L. Kumar	fifth edition -2008	Universal law publishing co.



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5	Labour laws 2018	Caseman	Twelfth edition - 2018	C. jamnadas & co.
6	Labour laws 2018	Caseman	Eighth edition - 2013	C. jamnadas & co.
7	Industrial and labour laws	Prof. Anil P. Sasane	First edition - 2011	Aitbs publishers, India
8	Labour Laws	Taxmann's	2013	
9	Industrial relations & labour welfare (Text & cases)	R. sivarethina mohan	1 <sup>st</sup> edition - 2010	PHI learning pvt. Ltd.



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## Master of Social Work (Human Resources) Semester-II

Course Type	Course Code	Course Title	Teaching-Learning Scheme	Total Notional Hours	Course credits
			L-P-T		
DSC	P2A02NCSHR02	Methods of Working with People-II	4-0-1	120	04

### • Course Learning Outcomes (CLOs)

On completion of this course, students will be able to:

CLO1: Explain the concepts, principles, and approaches of Social Action, including rights-based, strength-based, and advocacy-based approaches.

CLO2: Apply knowledge of social action tools and strategies (e.g., PIL, writs, advocacy) to examine contemporary issues and propose appropriate interventions for marginalized groups

CLO3: Demonstrate sensitivity and commitment toward the values and principles of social welfare administration and the concept of a welfare state in India.

CLO4: Execute research techniques effectively, such as sampling, data collection, scaling methods, and report writing, using appropriate tools and procedures

CLO5: Conduct social work research, including problem identification, hypothesis formulation, and ethical considerations.

Unit	Course Content	Learning Pedagogies*	CLO(s)
I	<p><b>Social Action</b></p> <p>☐ Concept and Principles of Social Action.</p> <ul style="list-style-type: none"> <li>• Rights-based approach, Strength-based approach and Advocacy-based approach, Western Models of Social Action: Saul Alinsky and Paulo Friere.</li> <li>• Indian Models of Social Action: Gandhi, Ambedkar, Vinoba Bhave and Jayaprakash Narayan, Social Action Groups. PIL, Writs.</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Virtual Labs/Webinars), Seminars, Collaborative Learning, Group Discussion.	CLO 1, CLO 2
II	<p><b>Social Movements</b></p> <ul style="list-style-type: none"> <li>• Concept, meaning, and Types, Social Movements and Social Change.</li> <li>• Leadership and Social Movements; Media and Social Movements.</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Virtual	CLO 3 CLO 4



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## Master of Social Work (Human Resources) Semester-II

	<ul style="list-style-type: none"> <li>• Theories of social movements, Nationalist Movement, Tribal Movement, Peasant Movement, Labour Movement; Ethnic movement.</li> <li>• New Social Movements in India- Dalit Movement; Women's Movement; Environmental Movement</li> </ul>	Labs/Webinars), Seminars, Collaborative Learning, Group Discussion.	
III	<p><b>Social Welfare Administration</b></p> <ul style="list-style-type: none"> <li>• Concepts and definitions of administration, social administration, welfare and welfare state.</li> <li>• Features, scope and history of social welfare administration in India.</li> <li>• Principles and functions of social welfare administration, administrative structure and processes.</li> <li>• Union, state, and district levels, CSWB- Historical background, mission, objectives, core competencies, and services provided by CSWB, Registration of society/non-government organization.</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Virtual Labs/Webinars), Seminars, Collaborative Learning, Group Discussion.	CLO 3
IV	<p><b>Social Work Research</b></p> <ul style="list-style-type: none"> <li>• Social Work Research- Concept, Objectives, Steps, Types, and Scope;</li> <li>• Theory and Research; Theory and Fact; Hypothesis; Problems of Generalization; Reasoning- Inductive and Deductive; Problem of Objectivity in Social Research; Reliability and Validity in Social Work Research; Ethics in Social Work Research.</li> <li>• Types of Research design (Exploratory, Descriptive, and Experimental) Sampling, Methods of Data Collection, Scaling Techniques – Likert, Thurstone, and Bogardus, data analysis and report writing.</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Virtual Labs/Webinars), Seminars, Collaborative Learning, Group Discussion. Research-Oriented Learning (Literature Review, Tool Construction, Data Analysis Exercises) Field Action Project/Mini Project/ Field Visit.	CLO 4 CLO 5



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## Master of Social Work (Human Resources) Semester-II

### • Assessment Methodologies

#### (A) Internal Assessment

- (a) Case Study Analysis -05
- (b) Seminar/Presentation -05
- (c) Role Play- 05
- (d) Quiz -05
- (e) Group Discussion-05

#### a. Internal Summative Assessment

- (a) Mid-term tests -15
- Attendance -10

#### (B) Weightage of Learning Efforts for External Assessment

Unit	Aligned COs	Total Learning Hours	Approximate weightage (Marks) to Learning levels (BT)			Total Marks
			Remember (R)	Understanding (U)	Application/ Analyse & above (A)	
I	1,2	28	1	1	09	11
II	3,4	28	1	1	09	11
III	3	28	1	1	09	11
IV	4,5	36	1	1	15	17
		120	04	04	42	50

### • Assessment and Evaluation

Sr. No.	Assessment/Evaluation	Component	Weightage (%)
1	Continuous Internal Evaluation	<ul style="list-style-type: none"><li>• Assignment</li><li>• Seminar/Presentation</li><li>• Quiz</li><li>• Case Studies</li><li>• Group Discussion/Peer Learning</li><li>• Mid-term tests</li><li>• Attendance</li></ul>	50%
2	End-Semester Examination	Written Examination	50%



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### (C) CLOs – PLOs Matrix

CLO	PLO									
	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10
CLO1	3	3	2	-	2	2	-	-	1	2
CLO2	3	3	3	2		2	2	-	1	2
CLO3	2	3	2	-	2	2	-	-	1	2
CLO4	-	1	-	3	-	2	1	-	2	1
CLO5	1	2	-	3	-	2	1	-	2	2
CLO6	-	-	-	-	-	-	-	-	-	-

Values to CLO-PLO matrix are assigned by **judging the importance of the particular CLO** in relation to the PLOs.

CLO – PLO correlation	Value
Strong	3
Moderate	2
Low	1
No correlation	-

### • Suggested Learning Materials Books:

Sr. No.	Title	Author(s)	Edition/Year	Publisher
1	Social Welfare Administration	D. P. Chowdhry	1992	Atma Ram & Sons, Delhi
2	Social Work and Social Welfare Administration: Methods and Practices (Vol. I)	Rameshwari Devi & Ravi Prakash	1998	Mangal Deep
3	Administration of Social Welfare Programmes in India	S. N. Dubey	1973	Somaiya Publications, New Delhi
4	Social Welfare Administration (Volume I)	S. L. Goel & R. K. Jain	—	Deep & Deep Publications, New Delhi
5	Social Movements in Contemporary India	K. Menon & R. Subberwal (Eds.)	2015	Routledge Publication
6	Social Action: An Indian Panorama	J. Samuel (Ed.)	2000	Vani, Pune
7	Social Action	H. Y. Siddiqui (Ed.)	1984	Harnam Publication, New Delhi



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## Master of Social Work (Human Resources) Semester-II

- **Online Resources (Open Source)**

Sr. No.	Description of Resource(s)	Weblink
1	Indira Gandhi National Open University – e Gyankosh digital repository for Social Work study material	<a href="https://egyankosh.ac.in">https://egyankosh.ac.in</a>
2	SWAYAM – Online courses on Social Work, development, and community studies	<a href="https://swayam.gov.in">https://swayam.gov.in</a>
3	National Association of Social Workers – Code of ethics and professional standards	<a href="https://www.socialworkers.org">https://www.socialworkers.org</a>
4	International Federation of Social Workers – Global standards and definition of social work	<a href="https://www.ifsw.org">https://www.ifsw.org</a>
5	Field work in Social work	<a href="#">e-PGPathshala</a>



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## Master of Social Work (Human Resources) Semester-II

Course Type	Course Code	Course Title	Teaching-Learning Scheme	Total Experiential Learning Hours	Course credits
			L-P-T		
DSC	P2A02NCSHR03	Field Practicum	1-8-0	240	04

### A. Field Work Practicum in NGO Setting

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

CLO1: Illustrate the concept of social work and social welfare with special emphasis on the role of agencies in human services.

CLO2: Analyze the vision, mission, structure, systems, and processes of welfare organizations.

CLO3: Apply the methods of social work practice in field settings at the individual, group and community levels.

CLO4: Evaluate social problems and social work interventions through analytical assessment in field situations.

CLO5: Create documentation skills to ensure continuity of service and growth of professional competence in the practice of the methods of social work

	Field Work Module	Pedagogy	CLO(s)
I	<b>Module 1: Orientation to Field Work</b> <ul style="list-style-type: none"> <li>• Introduction to Field Work Practicum</li> <li>• Objectives, importance, and scope</li> <li>• Professional values, behaviour, and ethics</li> <li>• Understanding agency systems</li> <li>• Orientation visits</li> </ul>	(a) Field Orientation Visits (b) Fieldwork Supervision Conferences	CLO1
II	<b>Module 2: Agency Understanding</b> <ul style="list-style-type: none"> <li>• Agency profile: vision, mission, structure, programmes</li> <li>• Understanding target groups and beneficiaries</li> <li>• Community/organizational study</li> <li>• Stakeholders/beneficiaries identification and interaction</li> </ul>	(a) Field Placement (b) Experiential Learning (c) Fieldwork Supervision Conferences	CLO2



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## Master of Social Work (Human Resources) Semester-II

III	<b>Module 3: Field Engagement &amp; Practice</b> <ul style="list-style-type: none"><li>• Rapport building with individuals and groups</li><li>• Observation and participation in agency activities</li><li>• Assisting in administrative and programme tasks</li><li>• Exposure to case work, group work and community organization</li><li>• Organise awareness programmes in agency's field area.</li></ul>	(a) Field Placement (b) Experiential Learning (c) Fieldwork Supervision Conferences	CLO3
IV	<b>Module 4: Skills Development, Analytical Assessment &amp; Documentation</b> <ul style="list-style-type: none"><li>• Communication and interviewing skills</li><li>• Observation and recording techniques</li><li>• Problem identification and need assessment</li><li>• Resource mapping and utilization</li><li>• Analytical understanding of field situations</li><li>• Field Work Report</li><li>• Field Assignments</li><li>• Field Activities / Field Project</li></ul>	(a) Field Placement (b) Experiential Learning (c) Fieldwork Supervision Conferences	CLO4 CLO5

### • Assessment Methodologies

#### (A) Internal Assessment

##### a. Internal Formative assessment ( 30 Marks)

- Field Work Report -05
- Field Assignments -05
- Field Activities / Field Project -10
- Field Work Conference -10

##### b. Internal Summative Assessment

- Field work completion certificate – 10 marks
- Internal Viva Voce -10 marks

#### (B) External Assessment- 50 marks



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## Master of Social Work (Human Resources) Semester-II

### • Assessment and Evaluation

Sr. No.	Assessment/Evaluation	Component	Weight age (%)
1	Continuous Internal Evaluation	<ul style="list-style-type: none"> <li>Field Work Report -05</li> <li>Field Assignments -05</li> <li>Field Activities / Field Project -10</li> <li>Field Conference -10</li> <li>Field work completion certificate - 10 marks</li> <li>Internal Viva Voce -10 marks</li> </ul>	50%
2	End-Semester Examination	University Examination – External Viva Voce (50 marks)	50%

### (A) CLOs – PLOs Matrix

CLO \ PLO	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10
<b>CLO1</b>	2	2	1	-	1	2	1	-	-	1
<b>CLO2</b>	2	2	2	1	2	2	2	1	1	2
<b>CLO3</b>	3	2	1	1	2	3	2	1	2	2
<b>CLO4</b>	2	2	2	2	2	2	1	1	3	2
<b>CLO5</b>	2	1	-	1	1	3	1	-	2	2

Values to **CLO-PLO** matrix are assigned by **judging the importance of the particular CLO** in relation to the **PLOs**.

CLO – PLO correlation	Value
Strong	3
Moderate	2
Low	1
No correlation	-



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## Master of Social Work (Human Resources) Semester-II

### • Suggested Learning Materials Books:

Sr. No.	Title	Author(s)	Edition/Year	Publisher
1	Fieldwork Training in Social Work	Bishnu Mohan Das & Sanjay Roy	2021	Rutledge, India
2	Social work Practicum and supervision	Bishnu Mohan Das	2021	Rutledge, India
3	Field Work Training in Social Work	Subedar, I.S.	2010	Rawat
4	Finding Your Way Through Field Work (Social Work in the New Century)	Urania E. Glassman	2015	Sage
5	Social Work : An Integrated Approach	Sanjay Bhattacharya	2008	Deep & Deep

### • Online Resources (Open Source)

Sr. No.	Description of Resource(s)	Weblink
1	Indira Gandhi National Open University –e Gyankosh digital repository for Social Work study material	<a href="https://egyankosh.ac.in">https://egyankosh.ac.in</a>
2	SWAYAM – Online courses on Social Work, development, and community studies	<a href="https://swayam.gov.in">https://swayam.gov.in</a>
3	Field work in Social work	<a href="#">e-PGPathshala</a>



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Course Type	Course Code	Course Title	Teaching-Learning Scheme	Total Notional Hours	Course credits
			L-P-T		
DSC	P2A02NCSHR03	Field Practicum	1-8-0	240	04

### B. Field Work Practicum in Rural Setting

#### • Course Learning Outcomes (CLOs)

On completion of this course, students will be able to:

CLO1: Understand rural social structure, social institutions, community organization, and dynamics of village life.

CLO2: Analyze socio-economic, cultural, and political realities influencing rural communities.

CLO3: Apply the methods of social work practice (case work, group work, community organization) in rural settings.

CLO4: Examine rural social/community problems, development programmes, and interventions through analytical assessment in field situations.

CLO5: Demonstrate professional skills in documentation, reporting, leadership, and participatory rural engagement.

	Field Work Module	Pedagogy	CLO(s)
I	<b>Module 1: Orientation to Rural Field Work</b> <ul style="list-style-type: none"> <li>Introduction to rural field work practicum</li> <li>Objectives, importance, and scope of field work in the rural context</li> <li>Understanding rural society: social institutions, caste, class, gender, culture etc.</li> <li>Panchayati Raj Institutions: Role and functions.</li> <li>Professional values, ethics, and behaviour in field work.</li> </ul>	(a) Field Orientation Visits (b) Fieldwork Supervision Conferences	CLO1
II	<b>Module 2: Rural Community: Understanding &amp; Exposure</b>	(a) Field Placement (b) Experiential Learning	CLO2



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	<ul style="list-style-type: none"> <li>• Village profile: demographic, socio-economic, cultural and historical aspects</li> <li>• Understanding community structure, power dynamics, leadership</li> <li>• Identification of needs, problems, and resources</li> <li>• Stakeholder mapping (PRI members, SHGs, NGOs, etc.)</li> <li>• Study of Ministry of Rural Development in India (government schemes and rural development programmes, NIRD, SIRD)</li> </ul>	(c) Fieldwork Supervision Conferences	
III	<p><b>Module 3: Field Engagement &amp; Rural Practice</b></p> <ul style="list-style-type: none"> <li>• Rapport building with individuals, groups, and community</li> <li>• Identification of individuals/groups needing intervention</li> <li>• Formation and strengthening of groups (SHGs, youth groups, etc.)</li> <li>• Planning and organizing community-based programmes</li> <li>• Liaisoning with panchayat and local institutions</li> <li>• Resource mobilization and utilization for interventional programmes</li> <li>• Organize awareness/sensitization programmes</li> </ul>	(a) Field Placement (b) Experiential Learning (c) Fieldwork Supervision Conferences	CLO3
IV	<p><b>Module IV: Skills Development, Analytical Assessment &amp; Documentation</b></p> <ul style="list-style-type: none"> <li>• Communication and interviewing skills</li> <li>• Observation and recording techniques</li> <li>• Problem identification and need assessment</li> <li>• Resource mapping and utilization</li> <li>• Analytical understanding of field situations</li> <li>• Communication, interviewing, and interpersonal skills</li> <li>• Observation, recording, and data collection techniques</li> </ul>	(a) Field Placement (b) Experiential Learning (c) Fieldwork Supervision Conferences	CLO4 CLO5



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	<ul style="list-style-type: none"><li>• Problem identification, need assessment, and analysis</li><li>• Understanding power structure and rural leadership</li><li>• Evaluation of programmes and interventions</li><li>• Field Work Report</li><li>• Field Assignments</li><li>• Field Activities / Field Project</li></ul>		
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### • Assessment Methodologies

#### (A) Internal Assessment

##### a. Internal Formative assessment (30 Marks)

- Field Work Report -05
- Field Assignments -05
- Field Activities / Field Project -10
- Field work Conference -10

##### b. Internal Summative Assessment

- Field work completion certificate – 10 marks
- Internal Viva Voce -10 marks

#### (B) External Assessment- 50 marks

### • Assessment and Evaluation

Sr. No.	Assessment/Evaluation	Component	Weightage (%)
1	Continuous Internal Evaluation	<ul style="list-style-type: none"><li>• Field Work Report -05</li><li>• Field Assignments -05</li><li>• Field Activities / Field Project -10</li><li>• Field Conference -10</li><li>• Field work completion certificate - 10 marks</li><li>• Internal Viva Voce -10 marks</li></ul>	50%
2	End-Semester Examination	University Examination – External Viva Voce (50 marks)	50%



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## Master of Social Work (Human Resources) Semester-II

### (C) CLOs – PLOs Matrix

CLO \ PLO	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10
CLO1	1	2	1	-	2	1	1	1	-	-
CLO2	1	2	2	1	2	1	1	1	1	-
CLO3	3	2	1	1	2	3	2	1	2	2
CLO4	2	2	2	2	2	2	1	1	3	2
CLO5	2	2	1	1	1	3	2	1	2	3

Values to CLO-PLO matrix are assigned by judging the importance of the particular CLO in relation to the PLOs.

CLO – PLO correlation	Value
Strong	3
Moderate	2
Low	1
No correlation	-

### • Suggested Learning Materials Books:

Sr. No.	Title	Author(s)	Edition/Year	Publisher
1	Fieldwork Training in Social Work	Bishnu mohan das & Sanjay Roy	2021	Routledge
2	Social work Practicum and supervision	Bishnu Mohan Das	2021	Rutledge, India
3	Field Work Training in Social Work	Subedar,I.S.	2010	Rawat
4	Finding Your Way Through Field Work (Social Work in the New Century)	Urania E. Glassman		Sage
5	Social Work : An Integrated Approach	Sanjay Bhattacharya	2008	Deep & Deep

### • Online Resources (Open Source)

Sr. No.	Description of Resource(s)	Weblink
1	Ministry of Rural Development	<a href="https://www.rural.gov.in/">https://www.rural.gov.in/</a>
2	National Institute of Rural Development & Panchayati Raj	<a href="https://nirdpr.org.in/">https://nirdpr.org.in/</a>
3	State Institute of Rural Development	<a href="https://ruraldev.gujarat.gov.in/Home/SIRD">https://ruraldev.gujarat.gov.in/Home/SIRD</a>



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## Master of Social Work (Human Resources) Semester-II

Course Type	Course Code	Course Title	Teaching-Learning Scheme	Total Notional Hours	Course credits
			L-P-T		
DSE	P2A02NESH01	Economics for Human Resources	4-0-1	120	04

### • Course Learning Outcomes (CLOs)

On completion of this course, students will be able to:

**CLO1:** Explain the concepts, nature, scope, and significance of managerial economics, including micro and macroeconomic principles in decision-making along with insights from Indian Knowledge Systems.

**CLO2:** Apply economic concepts such as demand analysis, demand forecasting, and production decisions to real-life business and household contexts.

**CLO3:** Analyse the circular flow of the economy and the roles of firms and households, including traditional Indian business models.

**CLO4:** Evaluate labour market dynamics, including demand and supply of labour, employment practices, and the impact of market structures on hiring decisions.

**CLO5:** Integrate ethical, cultural, and philosophical perspectives such as Yukti, Anvikshiki, and Purushartha into economic decision-making and work-life choices.

Unit	Course Content	Learning Pedagogies*	CLO(s)
I	<b>Introduction to Managerial Economics</b> <ul style="list-style-type: none"><li>• Meaning and definitions of Managerial Economics</li><li>• Nature and Scope of Managerial Economics</li><li>• Meaning of Micro and Macro Economics</li><li>• Difference between Micro and Macro Economics</li><li>• Role of Managerial Economics in Decision Making</li><li>• Decision-making principles inspired by Yukti (logical reasoning) and Anvikshiki (critical inquiry) as described in Arthashastra.</li></ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies	1 & 5
II	<b>Circular Flow of Economy</b> <ul style="list-style-type: none"><li>• Nature and Types of the Firm</li></ul>	Lecture method,	2 & 3



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	<ul style="list-style-type: none"> <li>• Traditional Indian business models like family businesses</li> <li>• The roles of the firm and the House hold</li> <li>• Decision Making in the Household:</li> <li>• Consumer Choice Demand – Determinants of Demand</li> <li>• Demand Estimation and Demand Forecasting</li> <li>• Production decision of a firm</li> </ul>	ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community Engagement, Internship-linked Activities, Practice-based Tasks)	
III	<b>Demand for Labour</b> <ul style="list-style-type: none"> <li>• Short run and long run demand for labour</li> <li>• Firm’s demand and Market demand for labour</li> <li>• Community-based occupations and caste-based division of labour</li> <li>• Competitive and non-competitive product markets and changing demand for labour</li> <li>• Hiring from alternative skill sets</li> <li>• Selection – probation, contingent contract</li> </ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community Engagement, Internship-linked Activities, Practice-based Tasks)	4



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IV	<p><b>Supply of Labour</b></p> <ul style="list-style-type: none"> <li>• Individual decision to work</li> <li>• Concept of Purushartha (Dharma, Artha, Kama, Moksha) guiding work and life choices.</li> <li>• Market supply of labour</li> <li>• Retirement and voluntary retirement schemes</li> <li>• Vanaprastha Ashrama - Gradual withdrawal from active economic life.</li> </ul>	<p>Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community engagement Internship-linked Activities, Practice-based Tasks)</p>	4 & 5
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• **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25marks)**

- (a) Case Study Analysis -10
- (b) Seminar/Presentation -05
- (c) Quiz -05
- (d) Group Discussion-05

**b. Internal Summative Assessment (25marks)**

- (a) Mid-term tests -15
- (b) Attendance – 10

**(B) Weightage of Learning Efforts for External Assessment**

Unit	Aligned COs	Total Learning Hours	Approximate weightage (Marks) to Learning levels (BT)			Total Marks
			Remember (R)	Understanding (U)	Application/ Analyse & above (A)	
I	1 & 5	30	1	1	10	12
II	2 & 3	30	1	1	11	13



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III	4	30	1	1	10	12
IV	4 & 5	30	1	1	11	13
		120	04	04	42	50

### • Assessment and Evaluation

Sr. No.	Assessment/Evaluation	Component	Weightage (%)
1	Continuous Internal Evaluation	<ul style="list-style-type: none"> <li>• Assignment</li> <li>• Seminar/Presentation</li> <li>• Quiz</li> <li>• Case Studies</li> <li>• Group Discussion/Peer Learning</li> <li>• Mid-term tests</li> <li>• Attendance</li> </ul>	50%
2	End-Semester Examination	Written Examination	50%

### (C) CLOs – PLOs Matrix

CLO	PLO											
	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9	PLO 10	PLO 11	PLO 12
CLO 1	3	2	1	2	-	-	1	-	-	1	2	1
CLO 2	2	1	1	3	1	-	2	1	2	2	-	1
CLO 3	2	1	1	2	-	-	2	-	-	2	1	1
CLO 4	2	2	1	2	1	3	2	1	2	3	1	1
CLO 5	1	3	-	2	1	1	1	2	1	2	3	2

Values to CLO-PLO matrix are assigned by judging the importance of the particular CLO in relation to the PLOs.

CLO – PLO correlation	Value
Strong	3
Moderate	2
Low	1
No correlation	-



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## Master of Social Work (Human Resources) Semester-II

- Suggested Learning Materials Books:**

Sr. No.	Title	Author(s)	Edition/Year	Publisher
1	Managerial Economics & Business Strategy	Michael Baye	2010	McGraw-Hill
2	Managerial Economics	D N Dwivedi	2015	Vikas Publishing House Pvt. Ltd.
3	Managerial Economics	Craig H. Petersen, W Cris Lewis & Sudhir K. Jain	1999	Pearson Prentice Hall
4	Managerial Economics	William Samuelson & Stephen Marks	2015	John Wiley & Sons

- Online Resources (Open Source)**

Sr. No.	Description of Resource(s)	Weblink
1	Study Material	<a href="https://www.kcskasinarcollege.in/download/files/economics/notes/Managerial_Economics_Mcom.pdf">https://www.kcskasinarcollege.in/download/files/economics/notes/Managerial_Economics_Mcom.pdf</a>
2	E book	<a href="https://www.economia123.us/wp-content/uploads/2021/02/Managerial_Economics_8th.pdf">https://www.economia123.us/wp-content/uploads/2021/02/Managerial_Economics_8th.pdf</a>
3	Study Material	<a href="https://siiet.ac.in/wp-content/uploads/2019/05/CSE-III-IIMEFA-NOTES.pdf">https://siiet.ac.in/wp-content/uploads/2019/05/CSE-III-IIMEFA-NOTES.pdf</a>
4	Study Notes	<a href="https://sde.uoc.ac.in/sites/default/files/sde_videos/I%20Sem-Managerial%20Economics%20%281%29.pdf">https://sde.uoc.ac.in/sites/default/files/sde_videos/I%20Sem-Managerial%20Economics%20%281%29.pdf</a>
5	Study Material	<a href="https://mrcet.com/downloads/MBA/digitalnotes/I-I/ME%20DIGITAL%20NOTES.pdf">https://mrcet.com/downloads/MBA/digitalnotes/I-I/ME%20DIGITAL%20NOTES.pdf</a>



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## Master of Social Work (Human Resources) Semester-II

Course Type	Course Code	Course Title	Teaching-Learning Scheme	Total Notional Hours	Course credits
			L-P-T		
DSE	P2A02NESH02	Finance for Human Resource	4-0-1	120	04

### • Course Learning Outcomes (CLOs)

On completion of this course, students will be able to:

CLO1: Illustrate the nature, scope, objectives, and functional areas of financial management, including sources of finance and the evolving role of financial managers.

CLO2: Describe and analyze the concept of cost of capital, capital structure theories, and key aspects of working capital management.

CLO3: Analyze dividend policies and theories, and examine the factors influencing dividend decisions in organizations.

CLO4: Evaluate capital budgeting techniques and assess risk and uncertainty in financial decision-making.

CLO5: Apply financial management principles, including working capital and capital structure decisions, to solve practical business problems and support effective financial planning.

Unit	Course Content	Learning Pedagogies*	CLO(s)
I	<b>INTRODUCTION TO FINANCE</b> <ul style="list-style-type: none"><li>• Nature and scope of financial management.</li><li>• Goals, objectives of finance management.</li><li>• Emerging role and functions of financial managers</li><li>• Source of finance, long term and short term financing</li><li>• Functional areas of financial management</li></ul>	Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies	1,5



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**Master of Social Work (Human Resources) Semester-II**

II	<p><b>COST OF CAPITAL</b></p> <ul style="list-style-type: none"> <li>Aspects, concept and importance of cost of capital</li> <li>Introduction to working capital management, classification of cost.</li> <li>Types of capital and Types of cost</li> <li>Capital Structure : Meaning and importance, theories of capital structure</li> </ul> <p><b>MANAGEMENT OF WORKING CAPITALS</b></p> <ul style="list-style-type: none"> <li>Concept of working capital, significance factors affecting working capitals</li> <li>Factors determining working capital</li> <li>Working capital management , Principles of working capital management</li> </ul>	<p>Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community Engagement, Internship-linked Activities, Practice-based Tasks)</p>	2,5
III	<p><b>DIVIDEND POLICY</b></p> <ul style="list-style-type: none"> <li>Introduction to dividend policy</li> <li>Dividend theories: Relevance, Walter’s model, Gordon’s model</li> <li>Types of Dividend Policies</li> <li>Factors affecting Dividend Policy</li> <li>Forms in which Dividend is distributed</li> </ul>	<p>Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community Engagement, Internship-linked Activities, Practice-based Tasks)</p>	3
IV	<p><b>CAPITAL BUDGETING AND RISK MANAGEMENT</b></p> <ul style="list-style-type: none"> <li>Meaning and significance of capital budgeting</li> <li>Capital budgeting vs. Periodic Budgeting</li> </ul>	<p>Lecture method, ICT-Enabled Learning (LMS-based Tasks, Digital Resources, Webinars), Seminars, Presentation</p>	4



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<ul style="list-style-type: none"> <li>Principles and characteristics of capital budgeting</li> </ul> <p><b>RISK MANAGEMENT</b></p> <ul style="list-style-type: none"> <li>Types and sources of Risk</li> <li>Risk and Uncertainties in Capital Budgeting.</li> </ul>	Collaborative Learning, Group Discussion. Case studies Classroom Lecture (CL) Experiential Learning (Community engagement Internship-linked Activities, Practice-based Tasks)
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### Assessment Methodologies

#### (A) Internal Assessment

##### a. Internal Formative assessment (25marks)

- (a) Case Study Analysis -10
- (b) Seminar/Presentation -05
- (c) Quiz -05
- (d) Group Discussion-05

##### b. Internal Summative Assessment (25marks)

- (a) Mid-term tests -15
- (b) Attendance – 10

#### (B) Weightage of Learning Efforts for External Assessment

Unit	Aligned COs	Total Learning Hours	Approximate weightage(Marks) to Learning levels (BT)			Total Marks
			Remember (R)	Understanding (U)	Application/ Analyse & above (A)	
I	1	30	1	1	10	12
II	2	30	1	1	11	13
III	3	30	1	1	10	12
IV	4	30	1	1	11	13
		<b>120</b>	<b>04</b>	<b>04</b>	<b>42</b>	<b>50</b>

### Assessment and Evaluation

Sr.No.	Assessment/Evaluation	Component	Weightage (%)
1	Continuous Internal Evaluation	Assignment Seminar/Presentation Quiz Case Studies Group Discussion/Peer Learning Mid-term tests Attendance	50%



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## Master of Social Work (Human Resources) Semester-II

Sr. No.	Assessment/Evaluation	Component	Weightage (%)
1	Continuous Internal Evaluation	<ul style="list-style-type: none"> <li>• Assignment</li> <li>• Seminar/Presentation</li> <li>• Quiz</li> <li>• Case Studies</li> <li>• Group Discussion/Peer Learning</li> <li>• Mid-term tests</li> <li>• Attendance</li> </ul>	50%
2	End-Semester Examination	Written Examination	50%

### (C) CLOs – PLOs Matrix

	PLO											
	PLO 1	PLO 2	PLO 3	PLO4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9	PLO 10	PLO 11	PLO 12
CL O1	2	1	1	3	1	-	2	2	1	1	1	1
CL O2	2	1	2	3	1	-	2	2	1	2	1	1
CL O3	2	1	2	3	1	-	2	2	1	2	1	1
CL O4	2	1	3	3	1	-	2	2	1	3	1	2
CL O5	3	1	2	3	2	-	3	3	2	3	1	-

Values to CLO-PLO matrix are assigned by judging the importance of the particular CLO in relation to the PLOs.

CLO – PLO correlation	Value
Strong	3
Moderate	2
Low	1
No correlation	-



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## Master of Social Work (Human Resources) Semester-II

### • Suggested Learning Materials Books:

No.	Title	Author(s)	Edition/Year	Publisher
1	Financial management[ text, problems and cases ]	M.Y KHAN AND P K JAIN	2018	M C GRAW-HILL EDUCATION
2	FINANCIAL MANAGEMENT	P.V KULKARNI,B.G.SATYAPRASAD	FIRST EDITION 1981 LAST EDITION 2009	HIMALAYA PUBLISHING HOUSE
3	FINANCIAL MANAGEMENT	I M PANDAY	NINTH EDITION 2005	VIKAS PUBLISHING HOUSE PVT LTD.
4	HUMAN RESOURCE AND FINANCIAL MANAGEMENT	ANUP JAIN, VINITA JAIN,SWAPNA SHRIMALI, DR. SANGITA KUMARI	2022	SHANLAX PUBLICATION
5	CAPITAL BUDGETING DECISION ECONOMIC ANALYSIS OF INVESTMENT PROJECT	HAROLD BIERMAN JUNIOR,SEYMOUR SMIDT	2012	ROUTLEDGE

### • Online Resources (Open Source)

Sr. No.	Description of Resource(s)	Weblink
1	IKS IN ACCOUNTING AND FINANCE	<a href="https://www.scribd.com/document/999518891/chapter-1-IKS-IN-ACCOUNTING-AND-FINANCE">https://www.scribd.com/document/999518891/chapter-1-IKS-IN-ACCOUNTING-AND-FINANCE</a>



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## Master of Social Work (Human Resources) Semester-II

Course Type	Course Code	Course Title	Teaching-Learning Scheme	Total Notional Hours	Course credits
			L-P-T		
DSE	P2A02NESH03	Study Camp	0-4-0	90	02

### • Course Learning Outcomes (CLOs)

On completion of this course, students will be able to:

CLO1: Clarify the socio-economic, political, and cultural structures of rural communities and the administrative role of Panchayati Raj Institutions.

CLO2: Analyze the lived experiences, systemic challenges, and resource gaps faced by rural populations through direct community immersion.

CLO3: Apply Participatory Rural Appraisal (PRA) tools and social work methods to identify community needs and mobilizes local resources effectively.

CLO4: Evaluate the implementation and impact of government flagship schemes and NGO interventions on rural development and grassroots welfare.

CLO5: Demonstrate professional skills in group dynamics, leadership, and organizing community awareness programs like street plays and health camps.

Unit	Module	Learning Pedagogies*	CLO(s)
I	<ul style="list-style-type: none"> <li>Camp Orientation &amp; Community Understanding</li> <li>Objectives and significance of Rural Camp</li> <li>Rules, discipline, and code of conduct</li> <li>Roles and responsibilities of students</li> <li>Team formation and group responsibilities</li> <li>Introduction to rural community life</li> <li>Ethical behaviour in rural settings</li> <li>Methods of village entry</li> <li>Meeting village leaders and stakeholders</li> <li>Interaction with Gram Panchayat members</li> <li>Rapport building with villagers</li> <li>Informal household visits</li> <li>Transect walk</li> <li>Observation of housing patterns</li> <li>Identification of village landmarks</li> <li>Understanding village environment</li> </ul>	Orientation lectures Demonstration Village familiarization visits Transect walk Observation method Informal interaction with community members Group discussion Reflective learning Field-based experiential learning	1, 3, 5



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## Master of Social Work (Human Resources) Semester-II

	<ul style="list-style-type: none"> <li>• Informal communication techniques</li> <li>• Traditional village governance practices and community decision-making systems.</li> </ul>		
II	<ul style="list-style-type: none"> <li>• Village Study, Mapping &amp; Institutional Exposure</li> <li>• Meaning and importance of village profile</li> <li>• Methods of data collection</li> <li>• Household listing basics</li> <li>• Introduction to survey methods</li> <li>• Observation techniques</li> <li>• Social Mapping</li> <li>• Resource Mapping</li> <li>• Identification of local resources</li> <li>• Population and household data collection</li> <li>• Gram Panchayat</li> <li>• Anganwadi Centre</li> <li>• Primary School</li> <li>• Primary Health Centre</li> <li>• Self-Help Groups</li> <li>• Local community-based organizations</li> <li>• Cleanliness drives</li> <li>• Environmental awareness</li> <li>• Community mobilization</li> <li>• Participation in village development activities</li> <li>• Health and hygiene</li> <li>• Education</li> <li>• Nutrition</li> <li>• Government schemes</li> <li>• Women empowerment</li> <li>• Environmental awareness</li> </ul>	Participatory Rural Appraisal (PRA) techniques Field-based learning Social mapping exercises Resource mapping activities Institutional visits Observation and recording Small group work Demonstration of data collection tools Guided field practice	2, 3, 4
III	<p><b>Reflection, Documentation &amp; Evaluation</b></p> <ul style="list-style-type: none"> <li>• Daily diary writing</li> <li>• Group reflection sessions</li> <li>• Preparation of Village Profile</li> <li>• Report writing</li> <li>• Group presentation</li> <li>• Camp evaluation</li> </ul>	Reflective discussions Documentation exercises Presentation-based learning Participatory learning methods	6,9,8



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## Master of Social Work (Human Resources) Semester-II

- **Assessment Methodologies**  
(A) **Internal Assessment**
- **Summative Assessment (25 marks)**  
Rural Camp report-05  
Presentation-05  
Attendance-05  
Viva Voce-10

### External Assessment (25 marks)

External Viva Voce-25

- **Assessment and Evaluation**

Sr. No.	Assessment/Evaluation	Component	Weightage (%)
1	Continuous Internal Evaluation	Rural Camp report-05 Presentation-05 Attendance-05 Viva Voce-10	50%
2	End-Semester Examination	Viva Voce	50%

### (A) CLOs – PLOs Matrix

CLO	PLO									
	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10
CLO1	2	2	1	1	2	1	-	-	-	1
CLO2	2	2	2	1	2	1	1	-	1	1
CLO3	3	2	-	1	1	3	2	1	1	1
CLO4	2	2	2	2	2	1	1	-	3	2
CLO5	3	3	1	1	2	2	1	1	1	2

Values to **CLO-PLO** matrix are assigned by **judging the importance of the particular CLO** in relation to the **PLOs**.

CLO – PLO correlation	Value
Strong	3
Moderate	2
Low	1
No correlation	-



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## Master of Social Work (Human Resources) Semester-II

### • Suggested Learning Materials Books:

Sr. No.	Title	Author(s)	Edition/Year	Publisher
1	Rural Development: Principles, Policies and Management	Singh, K.	4th Edition / 2022	SAGE Publications
2	Participatory Rural Appraisal: Principles, Methods and Application	Somesh Kumar	2002SAGE Publications	2002SAGE Publications
3	Rural Sociology in India	Desai, A. R.	5th Edition / 2011Popular Prakashan	5th Edition / 2011Popular Prakashan
4	Panchayati Raj in India	Sahai, S. N.	2015Gyan Publishing House	2015Gyan Publishing House
5	Social Work and Community Practice	Hardcastle, D. A.	3rd Edition / 2011Oxford University Press	3rd Edition / 2011Oxford University Press

### • Online Resources (Open Source)

Sr. No.	Description of Resource(s)	Weblink
1	Ministry of Panchayati Raj (Government of India) - Resources on Rural Governance	<a href="https://www.panchayat.gov.in/">https://www.panchayat.gov.in/</a>
2	NITI Aayog - Rural Development Reports - Policy frameworks and implementation data	<a href="https://niti.gov.in/">https://niti.gov.in/</a>
3	e-PG Pathshala (Social Work) - Digital modules on Community Organization and Rural Studies	<a href="https://epgp.inflibnet.ac.in/">https://epgp.inflibnet.ac.in/</a>
4	Participatory Methods (Institute of Development Studies) - Guide to PRA and Community Mapping tools	<a href="https://www.participatorymethods.org/">https://www.participatorymethods.org/</a>