M.A. EXTENSION EDUCATION & SOCIAL WORK

Human Resource Development

Paper 201 (Second Semester) (2013-14) Marks 100
Th: 85 & Int: 15

Unit – I

Concept of Human Resource Development:
- Definition, characteristics, objectives,
- Human Resource Development philosophy, HRD Sub systems.

Unit – II

Human Resource Planning:
- Meaning and definition, characteristics,
- Scope, need benefits, planning at different level,
- Types, process and techniques.

Unit – III

Job Analysis and Career Planning:
- Job analysis – Meaning and definition, characteristics,
- Scope, components, job description, employee Specification,
- Techniques of job design
- Career Planning – Meaning and Objectives, Process, Advantage
  and Limitations,
- Effective career planning, and Career Development.

Unit – IV

Training and Development:
- Concept, Meaning and Definition, Characteristics of Training
- Objective and Principles of training,
- Types & Methods of Training, Training Process

Unit – V

Motivation, Moral and Discipline in Human Resource Development:
- Motivation – Meaning and Definition, Characteristics, Nature,
  Classification, Importance, Theories and Process,
- Moral – Meaning and Definition, Characteristics, Affecting and
  Rating Factors.
- Discipline - Meaning and Definition, Characteristics, Objectives,
  Forms, Principles of Maintaining Discipline, Cause of Indiscipline,
  Misconduct, Punishments.

Reference Books:
- Birendra Kumar, B.S. Hansen – Extension Education for Human Resource
  Development
- Dr. C.B. Gupta – Human Resources Management
- N.K Chadha – Manav Sansadhan Prabandhan
- Limon & Uday Park – Training & Development
- (Hindi) भाषा, भाषा, भाषा वान भाषा – अन्वेषण विशेषिकता एवं
  प्रशासन के अन्वेषण

[Signature]

[Signature]
### Social Psychology

**Unit I**
- Social Psychology: An Introduction
  - Concept, scope of social psychology
  - Problems of social psychology
  - Social work and Social psychology. Study methods of social psychology

**Unit II**
- Individual and Society
  - Culture and Personality: Meaning, type, and methods of studying culture
  - Meaning of personality, relationship in culture and personality
  - Socialization: Agencies of socialization, theories of socialization
  - Social Learning: Process and Factors of social learning

**Unit III**
- Social Behavior
  - Public opinion: Meaning, characteristics, important steps involved in formation of public opinion, agencies and measurement of public opinion
  - Crowd: Characteristics, psychology of crowd behaviors, and important theories of crowd behavior
  - Rumour: Characteristics, causes and conditions of rumour, and checks on spread of rumour

**Unit IV**
- Social Control and Social Conflict
  - Social control: Concept and forms of social control, law, religion and custom
  - Social Conflict: Nature, type, problem and resolution of social conflict
  - Social Deviance: Causes, remedies and theories related to social problems

**Unit V**
- Social Psychology and its application
  - Uses of social psychology in sphere of mental health
  - Labour Management relationship and social psychology
  - Application of social psychology: National character and national integration

**Reference Books**
1. Akolkar Social Psychology
2. Young K. Social Psychology
3. Gimbarg M. Social Psychology
4. Allport FH Social Psychology
5. Mathur S.S. Social Psychology
6. Mukarjee R.N. Social Psychology
M.A. EXTENSION EDUCATION & SOCIAL WORK

Work with Individual and Families


Unit I  Introduction
1. Concept and definition of Social Case Work.
2. Assumptions of Case Work.
5. Counselling, Difference between Social Case Work and Counselling.

Unit II Components of Social Case Work
1. Person (meaning of behavior, principles of human behavior, objectives and
effects of behavior, status and role of a person)
2. Problem (Definition & Causes of problem, types of problems and analysis)
3. Place (Importance, types of places & institutions, characteristics of institutions.)
4. Process (Means, objectives & stages of process)

Unit III  Tools of Case Work
1. Listening
2. Observation
3. Interview
4. Home visit

5. Relationship

Unit IV Approaches of Social Case Work
1. Psycho social
2. Problem Solving
3. Behavior Modification
4. Crisis Intervention
5. Functional

Unit V Problem Solving Techniques
1. Suggestive
2. Reflective
3. Logical Discussion
4. Demonstration
5. Environmental Modification

Reference Books
1. G.R. Maslou  Social work
3. Grace Mathew
4. Dr.Saranash Singh & P.D. Mishra Social Work
5. Jaiomada Kusui Jha  An Introduction To Social Work

[Signatures]
M.A. EXTENSION EDUCATION & SOCIAL WORK

Health Education

Paper: 404 (second semester)

Unit I: Introduction to Health Education:
(a) Meaning, Definition, and Characteristics of Good Health
(b) Factors Affecting Health and Growth
(c) School Health Education
(d) Fundamental Principles of Health Education

Unit II: Teachings of Health Education:
(a) Individual Health and Hygiene
(b) Community Health and Hygiene
(c) Drinking Water & Health

Unit III: Health and School Environment:
(a) Health facilities in School
(b) Sanitation: Indoor and outdoor
(c) School mid-day meal programmes.

Unit IV: Health Education and Nutrition:
(a) Concept of Malnutrition, and Diseases due to Malnutrition
(b) Balanced Diet and Applied Nutrition
(c) Sources of Food for Diet

Unit V: Health Care Services:
(a) Physical and Yoga Education
(b) Mental Health Education and Medical
(c) Population and Education

Reference Books:
- Nirnay Verna
- Dr. Daisy Shickard
- Dr. Jagdish Singh
- Donald J. Gorder
- Mary Ellen Waighoves
- V.K. Noor
- S. Park
- C.P. Mishra
- Dr. Sashi Ratan Tiwari
- Y. Venkat R.K. Prasad
- Dr. Lomikant
- M. Siwani Nathan
- Prof. Anvedh Kumar
- Dr. Usha Gopal

Swasthya Shiksha
Swasthya Shiksha Main Adhunik
Swasthi Shiksha Evam Swastha Shiksha
Community Health Education
Swasthi Shiksha Evam Swasthya Shiksha
Community Health Education & Promotion
Health Education
Preventive & Social Medicine
Health and Nutrition Education
Health Education
Health Education
Psychology and Community Health
Aarav Evam Pasuay Vigyan
Swasthya Vidyay Darpan
Manav Shasteer sehmaa evan kritya vikyan