

Certificate Programme In Rural Development

Paper -I Rural Development- Indian Context

Unit - 1 : RURAL DEVELOPMENT : INDIAN CONTEXT :

- (1) Introduction to Rural Society
- (2) Rural Demography
- (3) Rural Social Structure
- (4) Rural Economic Structure
- (5) Rural Poverty

Unit -2 : RURAL DEVELOPMENT : CONCEPTS, STRATEGIES AND EXPERINCES :

- (1) Development-An Overview
- (2) Rural Development : Concepts and strategies
- (3) Rural Development Experiences : An Asian Perspective
- (4) Rural Development in India

Unit - 3 : RURAL DEVELOPMENT - AGRARIAN ISSUES :

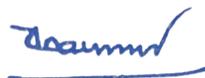
- (1) Agrarian Movements
- (2) Land Reforms
- (3) Green Revolution
- (4) Agricultural Extension Services

Unit - 4 : RURAL DEVELOPMENT ADMINISTRATION :

- (1) Administrative Structure
- (2) Panchayati Raj
- (3) Cooperatives in Rural Development
- (4) Rural Credit and Banking

Unit - 5 : DYNAMICS OF CHANGE IN RURAL INDIA :

- (1) Social Change : Mobility & Mobilization
- (2) Empowerment
- (3) Information, Education and Communication (IEC)
- (4) Information Technology and Rural Development



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज-सार्ग (कोलार रोड)
भोपाल

Rural Development Planning And Management

Paper -II

Unit -1 : CONCEPT OF RURAL DEVELOPMENT PLANNING :

- (1) Planning For Ruran Development
- (2) Planning Process
- (3) Multi-Level Planning

Unit - 2 : RURAL DEVELOPMENT PLANNING AT DIFFERENT LEVELS :

- (1) District Planning
- (2) Grassroots Level Planning (Block Level Planning)
- (3) Grassroots Level Planning (Village Level Planning)

Unit - 3 : BASIC OF RURAL DEVELOPMENT MANAGEMENT :

- (1) Issues in Management to Rural Development Projects
- (2) Project Dimension, Identification and Formulation
- (3) Project Appraisal-i (Technical Feasibility)
- (4) Project Appraisal-ii (Economic Feasibility)
- (5) Project Appraisal-iii (Financial Feasibility)

Unit - 4 : IMPLINTATION OF PROJECTS

- (1) Programme Implementation (Activity Planning and Network Analysis)
- (2) Monitoring Development Projects
- (3) Project Evaluation

Unit - 5 : VOLUNTARY ACTION

- (1) Voluntary Effort Rural Development
- (2) Voluntary Agency Administration
- (3) Development Community Based Programme and Project
- (4) Social Action
- (5) Formation and Strengthening of Voluntary



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
धोमाल

Rural Social Development

Paper -III

Unit - 1 : DEVELOPMENT OF RURAL WOMEN :

- (1) Rural Women : Status and Development Strategies
- (2) Education and Training of Rural Women
- (3) Health and Nutrition of Rural Women
- (4) Legislation For Women

Unit - 2 : DEVELOPMENT OF RURAL CHILDREN :

- (1) Situation of Rural Children
- (2) Approach and Strategy of Child Development
- (3) Health and Nutrition of Rural Children

Unit - 3 : EDUCATION OF RURAL CHILDREN

- (1) Education of Rural Children
- (2) Intergrated Child Development

Unit - 4 : DEVELOPMENT OF SCHEDULED CASTES AND SCHEDULED TRIBES :

- (1) Development of Scheduled Castes
- (2) Development of Scheduled Tribes

Unit - 5 : DEVELOPMENT OF OTHER UNDER-PRIVILEGED GROUPS :

- (1) Development of Bonded Labour
- (2) Development of Artisan and Unskilled Labour

कुशुभचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजमहाराजगढ़
श्रीमान

Paper code- CCA 01 / DCA 01
FUNDAMENTALS OF COMPUTERS AND INFORMATION TECHNOLOGY

Unit – I

(16 Marks)

Introduction to Computer and Information Technology

- History of development of computers
- Computer system concepts
- Characteristics
- Capabilities and limitations
- Types of computers – Analog, Digital, Hybrid, General, Special Purpose, Micro, Mini, Mainframe, Super.
- Generations of computers
- Personal Computer (PCs) – IBM PCs, Characteristics, PC/PCXT/PCAT – Configurations, Pentium and Newer PCs Specifications and Main Characteristics.
- Types of PC's – Desktop, Laptop, Notebook, Palmtop, Workstations etc. their characteristics.

Computer Organizations

- Basic components of a computer system – Control Unit, ALU, Input/Output functions and characteristics, memory – RAM, ROM, EPROM, PROM and other types of memory.

Unit – II

(16

Marks)

Input Devices

- Keyboard, Mouse, Trackball, Joystick, Digitizing tablet, Scanners, Digital Camera, MICR, OCR, OMR, Bar-code Reader, Voice Recognition, Light pen, Touch Screen.

Output Devices

- Monitors – characteristics and types of monitor – Digital, Analog, Size, Resolution, Refresh Rate, Interlaced/Non-Interlaced, Dot pitch, Video Standard – VGA, SVGA, XGA, LCD Screens etc.
- Printers – Daisy wheel, Dot Matrix, Inkjet, Laser, Line Printer
- Plotter
- Sound Card and Speakers

Storage Devices

- Storage fundamentals – Primary Vs Secondary
- Data Storage and Retrieval methods – Sequential, Direct and Index Sequential.
- Various Storage Devices – Magnetic Tape, Magnetic Disks, Cartridge Tape, Data Drives, Hard Disk Drives, Floppy (Winchester Disk), Disks, Optical Disks, CD, VCD, CD-R, CD-RW, Zip Drive, DVD, SVCD.

Unit – III

(16

Marks)

Computer Softwares

- Need, Types of Soft wares – System ~~software~~ Application software.
- System Software – Operating System, Utility Programme, Programming languages, Assemblers, Compilers and Interpreter.

Software
कुलसचिव
म.प्र. भोजि (मुक्त) विश्वविद्यालय
राजाभोज-सर्ग (कोलार रोड)
भोपाल

- Operating Systems – Functions, Types – Batch, Single, Multi-programming, Multi-processing.
- Programming languages – Machine, Assembly, High Level, 4 GL, their merits and demerits (Theory).
- Application Software – Word-processing, Spreadsheet, Presentation Graphics, Data Base Management Software, Characteristics, Uses and examples and area of applications of each of them.

Number System

- Data representation in computers.
- Number System of computers – Binary, Octal, Hexa – Representation & their conversion.
- Coding System – ASCII, BCD, and EBCDIC etc.

Computer Virus

- Virus working principals
- Types of Viruses
- Virus detection and prevention
- Viruses on network

Unit – IV

(16

Marks)

Disk Operating System (DOS)

- Introduction, History & Versions of DOS

DOS basics

- Physical structure of disk, drive name, FAT, file & directory structure and naming rules, booting process, DOS system files.

DOS Commands

- Internal – DIR, MD, CD, RD, Copy, DEL, REN, VOL, DATE, TIME, CLS, PATH, TYPE etc.
- External – CHKDSK, SCOPY, PRINT, DISKCOPY, DISKCOMP, DOSKEY, TREE, MOVE, LABEL, APPEND, FORMAT, SORT, FDISK, BACKUP, EDIT, MODE, ATTRIB, HELP, SYS etc.

Executable V/s Non executable files in DOS

Unit –V

(16Marks)

Data Communication and Networks

- Analog and Digital Signals
- Modulations – Amplitude Modular (AM), Frequency Modulation (FM), Phase Modulation (PM).
- Communication Process
- Direction of Transmissions Flow – Simplex, Half Duplex, Full Duplex.
- Communication Software
- Communication Protocols, Http, Hp, Sntp, NNtp, gophar, etc
- Communication Channels–Twisted, Coaxial, Fiber Optic, Serial and Parallel Communication.
- Modem – Working and Characteristics
- Types of Connections – Dialup, Leased Lines, ISDN



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज-सार्मा (कोलार रोड)
भोपाल

- Types of Network – LAN, WAN, MAN, etc.
- Topologies of LAN - Ring, Bus, Star, Mesh and Tree topologies
- Components of LAN – Media, NIC, Nos, Bridges, HUB, Routers Repeater and Gateways.
- Use of Communication in daily life.

Paper code-CCA 03 / DCA 03
PC PACKAGES (WINDOWS XP, WORD, EXCEL, POWER POINT)

Unit – I **(8**
Marks)

Windows XP

- Windows concepts, features, windows structure, desktop, taskbar, start menu, my computer, Recycle Bin.
- Windows Accessories – Calculator, Notepad, Paint, WordPad, Character map.
- Windows Explorer – Creating folders and other Explorer facilities.
- Entertainment – CD Player, DVD Player, Media Player, Sound Recorder, Volume Control.
- Managing Hardware & Software – Installation of Hardware & Software, Using Scanner.
- Communication – Dial up Networking, Hyper terminal, Phone Dialer.
- Sharing Information between Programs.
 - Understanding OLE
 - Embed/Link Using Cut and Paste
 - Embed/Link Using Insert Object
 - Manage Embedded/Linked Object

Unit – II **(16**
Marks)

Word Processing: MS Word

- Introduction to Word Processing
- Introduction to MS Word: features, Creating, Saving and Opening documents in Word, Interface, Toolbars, Ruler, Menus, Keyboard Shortcut.
- Editing a Document – Moving, Scrolling in a document, Opening Multi document windows, Editing Text – Selecting, Inserting, deleting, moving text.
- Previewing documents, Printing documents – Print a document from the standard toolbar, Print a document from the menu, shrinking a document to fit a page, Reduce the number of pages by one.
- Formatting Documents: Paragraph formats, Aligning Text and Paragraph, Borders and Shading, Headers and Footers, Multiple Columns.

Unit – III
Marks)

Documnt

 कुलसचिव
 म.प्र. भोज (मुक्त) विश्वविद्यालय
 राजाभोज सार्व (कोलार रोड)
 सोमनाथ

(16

Word Processing: Advanced Features of MS Word

- Find and Replace, Checking the grammar and spelling.
- Using the Thesaurus, Using Auto Correct, Auto Complete and Auto Text, Word Count.
- Mail merge, mailing labels, Wizards and Templates, Handling Graphics
- Table Insert and Modification
- Conversion of Tables
- Converting a word document into various formats like – Text, Rich Text Format, Word Perfect, and HTML etc.

Unit – IV Marks)

(16

Worksheet: MS Excel

- Worksheet basics
- Creating worksheet, entering data into worksheet, heading information, data, text, dates, alphanumeric, values, saving & quitting worksheet.
- Opening and moving around in an existing worksheet
- Toolbars and Menus, keyboard shortcuts
- Working with single and multiple workbook – coping, renaming, moving, adding and deleting, coping entries and moving between workbooks
- Working with formulas & cell referencing.
 - Autosum
 - Coping formulas
 - Absolute & Relative addressing
- Working with ranges – creating, editing and selecting ranges.
- Formatting of worksheet – Auto format, changing – alignment, character styles, column width, date format, borders & colours, currency signs.

Unit – V Marks)

(16

Worksheet: MS Excel

- Previewing & Printing worksheet – Page setting, Print titles, Adjusting margins, Page break, headers and footers.
- Graphs and charts – using wizards, various charts type, formatting grid lines & legends, previewing & printing charts.
- Database – creation, sorting, query & filtering a database
- Functions – Database, Date and Time, Maths & Trigonometry, Statistical, Text and Logical functions.
- Creating and Using Macros
- Multiple worksheets – concepts, Creating and Using

Unit – VI Marks)

(8


कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज सार्मा (कोलार रोड)
श्रीमान

Presentation Graphics: MS Power Point

- Features and various versions
- Creating presentation using Slide master and template in various colour scheme
- Working with different views and menus of power point
- Working with slides – Make new slide, move, copy, delete, duplicate, lay outing of slide, zoom in or out of a slide.
- Editing and formatting text: Alignment, editing, inserting, deleting, selecting, formatting of text, find and replace text.
- Bullets, footer, paragraph formatting, spell checking.
- Printing presentation – Print slides, notes, handouts and outlines.
- Inserting Objects – Drawing and inserting objects using Clip Art's pictures and charts.
- Slide sorter, slide transition effects and other animation effects.
- Presenting the show – making stand alone presentation, Pack and go wizards

Paper Code-CCA 05 / DCA 05

MS Access

Unit – I Marks)

(16

1. Introduction to Database-Database Concepts- So What is Database? Manual Database System, Comparison between a manual and, Computerized Database System, Common DBMS, Introduction to Microsoft Access, Features of Access, Starting Access, Access Terminology, Exiting Access, Microsoft Access Hardware & Software Requirements
2. Designing a Database- About designing a database, Steps in designing a database, Creating a Database-Creating a Database using blank database, Creating a Database using Database Wizard, Opening a existing database

Unit – II Marks)

(16

1. Tables- Introduction to Tables, Different Ways of creating a table, Guidelines for naming fields, controls and objects, Creating a table by entering data in a datasheet, Create a table using the Table Wizard, Working with Tables
Designing a Table- Create a table from scratch using Design view, Field/Variable name Conventions, About the Data types, Setting Primary Keys, Field Properties - Field Size, Format, Decimal Places, Input Mask, Caption, Default Value, Data Validation, Required, Allow Zero Length, Indexed, Sorting and Filtering Data
2. Modifying the Table Design - To insert the field within the table, Rename a field name in a table, Deleting Fields, Moving Fields, Changing a Field Size, Saving a Table, Working with Tables in Datasheet View - Viewing the Table in Datasheet view, Adding Records, Sizing the Columns, Navigating the Datasheet - Using the navigation Buttons, Using the Go To Menu, Finding a Specific Value - Using Wildcards, Editing And Deleting Records, Editing Records, Deleting Records, Undoing Edits, Cutting, Copying and Pasting Data ,Sorting and Filtering

कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
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Data in a Datasheet - Quick-Sort Feature ,Filter By Selection ,Filter By Form ,Printing Tables ,Importing Objects and Data into Tables

**Unit–III
Marks)**

(16

1. Relationship - Relationship in a Database, How to relationship work, Types of Relationships- One-To-One, One-To-Many, Many-To-Many, Define Relationships- Relationships between tables, To Delete a Relationship, Working with Multiple Tables and Relationships, Working with Subdatasheets.
2. Operators and Functions Operators - Types of Operators, Mathematical Operators, Relational Operators, String Operators, Boolean Operators, Miscellaneous Operators, Operator Precedence.
3. Functions - Some Common Functions- Expression Builder
4. Query Basics- What is a Query? Usage of Queries, Types of Queries, Steps for Creating a Query, The Design View, Working With Fields, Changing the order of Fields, Removing a Field, Inserting a Field, Hiding Fields, Sorting in Query. Perform Calculation in a Query, Creating a Query, Query by Criteria, Examples of select query, Example of Cross Tab query, Creating Cross Tab Query, Working with Action Queries, Creating Make Table Query, Creating Append Query, Creating Delete Query, Creating Update Query, Setting Query Properties

**Unit – IV
Marks)**

(16

Form Basics

1. Introduction to Forms, Types of Forms, Columnar Forms, Tabular Forms, Main/Sub Form, Ways of Creating Forms, Creating a Form with Auto form, creating a Form with The Form Wizard.
2. Designing a Form, Controls are of Three Types, Creating the Form, Using the Form Window, Moving Between Fields and Records in a Form, Displaying Data with a Form, Saving Record and the Form, Printing a Form, Creating buttons on Form, Main/Sub form, Create a Sub form, Create a form and sub form at the same time, Create a sub form and add it to existing form, Add an existing form to another existing form to create a form with a Sub form, Move between a main form and sub form in form view.
3. Viewing Forms, Editing Forms, Creating Form with Multiple Pages or Tabs, Page Break Control, Using Filters.

**Unit – V
Marks)**

(16

1. Report, Introduction, Parts of a Report, Creating a Report, Creating a Columnar Report with Auto Report, Tabular Auto report, Creating Reports with Wizards, Examples of Report, Getting Department wise Subtotals, Designing your own report, Creating a field, Add a control to a form or report, Crating a text box, Creating a calculated control, Resizing a control, Moving a control, Change the properties of a control, Insert date/ time in a report.
2. Preview report from the database window, Printing a Report, Creating Mailing Labels, Review Exercise.


कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज-सार्वा (कोलार रोड)
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3. Macros and Import/Export of Data, What is macro? Creating macros, Running macro, Run a macro directly, Import/Export of Data, Importing from Excel Workbook, Exporting a Table to Excel sheet, Editing a Macro, Assigning a Macro to a Command Button, Saving and Closing Macro Window.

Paper code- DCA 11
Internet and Web Page Designing

Unit – I (16
Marks)

Internet

- Evolution, Protocols, Interface Concepts, Internet Vs Intranet, Growth of Internet, ISP, Connectivity – Dial-up, Leased line, VSAT etc. URLs, Domain names, Portals, Application.E-Mail
- Concepts, POP and WEB Based E-mail, merits, address, Basic of Sending & Receiving, E-mail Protocols, Mailing List, and Free E-mail services.

Unit – II (16
Marks)

File Transfer Protocols, Telnet & Chatting

- Data Transmission Protocols, Client/Server Architecture & its Characteristics, FTP & its usages. Telnet Concept, Remote Logging, Protocols, Terminal Emulation. Message Board, Internet chatting – Voice chat, text chat, video chat.

Unit – III (16
Marks)

World Wide Web (WWW)

- History, Working, Web Browsers, Its functions, Concept of Search Engines. Searching the Web, HTTP, URLs, Web Servers, Web Protocols.

Unit – IV (16
Marks)

Web Publishing

- Concepts, Domain name Registration, Space on Host Server for Web site, HTML, Design tools, HTML editors, Image editors, Issues on Web site creations & Maintenance, FTP software for upload web site.

Unit – V (16
Marks)

HTML

Concepts of Hypertext, Versions of HTML, Elements of HTML syntax, Head & Body Sections, Building HTML documents, Inserting texts, Images, Hyperlinks, Backgrounds and Colour controls, Different HTML tags, Table layout and presentation, Use of font size & Attributes, List types and its tags.


कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
भोपाल

DIPLOMA IN NUTRITION & HEALTH EDUCATION

DNHE I – Nutrition for the Community

COURSE I: NUTRITION FOR THE COMMUNITY (3 Credits)

Block I: Basic Concepts in Nutrition-I

- Unit 1 Food, Nutrition and Health.
- Unit 2 Macronutrients-I: Carbohydrates and Water
- Unit 3 Macronutrients-II: proteins and Lipids.

Block II: Basic Concepts in Nutrition-II

- Unit 4 Macronutrients I: Vitamins.
- Unit 5 Macronutrients II: Minerals.
- Unit 6 Planning Balanced Diets.

Block III: Meal Planning

- Unit 7 Principles of Meal Planning and Meal Planning for the Adult.
- Unit 8 Meal Planning for Pregnant and Lactating Women.
- Unit 9 Meal planning for infants and Preschoolers.
- Unit 10 Meal Planning for the School Child and Adolescent.

Block IV: Effective Utilization of Food Resources

- Unit 11 Food Budgeting.
- Unit 12 Food Selection-I
- Unit 13 Food Selection-II
- Unit 14 Food Storage.
- Unit 15 Food Preservation and Other Methods of Maximization of Nutrition Benefit.
- Unit 16 Food safety.

Block V: Nutrition Related Disorders

- Unit 17 Major Deficiency Diseases-I: PEM and Xerophthalmia.
- Unit 18 Major Deficiency Diseases-II: Anaemia and Iodine Deficiency Disorders.
- Unit 19 Other Nutritional Problems.
- Unit 20 Nutrition and Infection
- Unit 21 Dietary Management of Obesity, Coronary Heart Disease and diabetes mellitus.
- Unit 22 Maternal Malnutrition.

Block VI: Nutrition programmes

- Unit 23 Nutrient Deficiency Control Programmes.
- Unit 24 Supplementary Feeding Programmes.
- Unit 25 Assessment of Nutrition Status.

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कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज, सार्मा (कोलाप रोड)
भोपाल

DNHE II – Public Health & Hygiene

COURSE II : PUBLIC HEALTH AND HYGIENCE (8 credits)

Block I : Health Indicators

- Unit 1 Population Dynamics and Epidemiology.
- Unit 2 Family Planning programme.
- Unit 3 Asian Perspectives on Health Quality of Life.

Block II : Environmental Sanitation and safety

- Unit 4 Agents of Contamination.
- Unit 5 Water Supply and Waste Disposal.
- Unit 6 Personal Hygiene.
- Unit 7 Public and Home Safety.

Block III : Dietary Management of Disease

- Unit 8 Diet in Disease : Basic principles.
- Unit 9 Dietary Management of Nutrition – related Disorders and associated Problems.
- Unit 10 Dietary Management of Disorders of Non-Nutritional Origin.

Block IV : Food-borne Disease, Food Infections and Intoxications

- Unit 11 Common Food –borne Diseases-I
- Unit 12 Common Food-borne Diseases-II
- Unit 13 Parasitic Infestation.
- Unit 14 Food Infections and Intoxications.

Block V : Common Infections and Infectious Diseases

- Unit 15 Measles, Tuberculosis and Whooping Cough.

Unit 16 Diphtheria, Tetanus and Poliomyelitis.

Unit 17 Malaria.

Unit 18 Skin, Eye and Ear Infections.

Block VI : Public Health

- Unit 19 Primary Health Care-I : Concept and Organization
- Unit 20 Primary Health Care-II : Current Status in India.
- Unit 21 Primary Health Care –III : Delivery of Services.
- Unit 22 Health Programmes.
- Unit 23 Income Generation programmes.
- Unit 24 Environmental Protection.


कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
भोपाल

DNHE III – Nutrition & Health Education

COURSE III : NUTRITION AND HEALTH EDUCATION (8Credits)

Block I : Nutrition and Health Status of the Community

- Unit 1 Learning and Working with Community.
- Unit 2 Community Nutrition and Health.
- Unit 3 Factors Influencing Community Health and Nutrition.

Block II : Themes and Messages in Nutrition and Health Education

- Unit 4 Themes in Nutrition Education.
- Unit 5 Themes in Health Education.
- Unit 6 Messages in Nutrition and Health Education.

Block III : Methods of Communication in Nutrition and Health Education

- Unit 7 Group Communication Methods.
- Unit 8 Mass Communication Media.
- Unit 9 Presentation of Selected Communication media.
- Unit 10 Non-machine Media-Planning and Preparation.
- Unit 11 Machine Operated Devices-Planning and Preparation.

Block IV : Approaches in Nutrition and Health Education

- Unit 12 Traditional Approaches.
- Unit 13 Presentation of Traditional Approaches.
- Unit 14 Modern Approaches.
- Unit 15 Presentation of Modern Approaches.

Block V : Community Strategies in Nutrition and Health Education

- Unit 16 Individual Strategies.
- Unit 17 Community Strategies.
- Unit 18 Presentation of the Operation of Selected Strategies.

Block VI : Nutrition Programmes

- Unit 19 Past and present Nutrition programmes.
- Unit 20 Nutrition Education Programmes-Planning, Implementation and Evaluation



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
धोमडन

M.A. PREVIOUS EXAM 2005

PAPER - I CLASSICAL AND MODERN SOCIOLOGICAL THEORIES

Objectives :

Industrial Revolution and consequent transformation of mode of production brought out dramatic and traumatic changes in the traditional feudal structure of the societies in Europe through the emergence of capitalism. The changes that were brought by these events which have had far-reaching effects on the economic and social systems of these societies that they commanded attention of thinkers. That give rise to the discipline of Sociology. Different thinkers viewed the social changes from different perspectives, presented their distinct analysis, causal and otherwise of these changes made efforts to highlight the different features of the emerging modern industrial capitalist society and also attempted to predict the future of this society. Some of them engaged their attention on the issues related to development of Sociology as a Science. They laid down the theoretical foundations of Sociology on which edifice of modern Sociological theories is erected. Besides, they also tried to analyse and interpret other sociological issues such as education, power structures, religion and the like. Among these Sociological thinkers prominent are Karl Marx, Emile Durkheim, Max Weber Talcott Parson contributed to modern sociological theory.

Acquaintance with the writings of these four thinkers would equip the students with theoretical insights to know, analyse and interpret the social scenario around them and would also familiarize them- with the different sociological perspectives and theories. While teaching, emphasis should be on critical analysis of the writing of these four thinkers.

- UNIT-I** Historical Socio-Economic, background of the emergence of sociology
Traditional feudal economy and social structure
Impact of industrial revolution and of new mode of production on society and economy
The emergence of capitalistic mode of production- Nature and features of capitalism.
The enlightenment and its impact on thinking and reasoning.

- UNIT-II** **Karl Marx**
Marx's theory of social change
Marxian Dialectical materialism as a philosophical perspective of change and its laws.
Materialistic interpretation of history. As a perspective of explaining transformation of human society through different stages. Economic determinism. Mode of production and social structure. Basic structure and super structure.

कुलसचिव
स. प्र. भोज (मुक्त) विश्वविद्यालय
राजमंडल, माला (प्रो. वि. वि.)
भोपाल

Marx's analysis of emergence and development of capitalism in terms of laws of increasing accumulation and concentration of capital and of increasing misery. Concepts of surplus value and exploitation.

Emergence of classes and class conflict. Proletariat revolution and future of capitalism. Classless society.

Alienation in the capitalist society- Factors responsible for alienation and its social implications.

Views on political power. The state in relation to social classes. Future of the State after proletariat evolution. Theory of ideology - Ideology as a part of super structure. Three views with regard to ideology.

UNIT-III **Emile Durkheim**

Intellectual background. His preoccupation with the order and disintegration of society. Social disintegration as a legacy of industrial revolution. Increasing division of labour in the capitalist society Mechanical and organic solidarities. Explanation of increasing division of labour. Pathological forms of division of labour.

Theory of suicide : Review of earlier theories of suicide. Suicide rate. His distinctive sociological approach. Types of suicide, Problem of integration of the individual with society.

Theory of Religion : Earlier theories of the emergence and role of religion- structure of religion - sacred and profane - source of sacredness of the sacred things of symbols of ultimate values. Society as a supreme God. Religious rituals - their types, Social role of religious beliefs and rituals.

Contribution to the methodology of Sociology : Sociology as a Science social facts - sociologism.

UNIT-IV **Max Weber**

Theory of social action - Types of social actions

Intellectual background, Analysis of modern capitalism. Views of the role of ideas and values in social change with reference to the relationship between Protestant ethic and emergence of capitalism.

Theory of Authority - Authority and power - Types of authority and bases of their legitimacy - Their distinctive features, methods of administration and modes of inheritance.

Theory of Bureaucracy - Capitalism and growing nationalism and emergence of modern bureaucracy, His model of bureaucracy. Relationship between political leaders and bureaucracy. Concept of status, class and power.

Contribution to the methodology of social science - Distinctive nature of social realities because of meanings attached them - Sociology as an interpretative science. Concept of Verstehen and Ideal Types.

UNIT-V **Talcott Parsons**

Intellectual background : His attempts to synthesize various elements into one overall conceptual framework.

The structure of social action.

The social system : Action frame of reference, structural components of social system, mechanism of socialization, belief system, AGIL. Paradigm and Pattern variables.

Devin
कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
बुजबुज (जिला सोन)
भोपाल

PAPER-II METHODOLOGY OF SOCIAL RESEARCH

Objectives

The course plan aims to provide exposure to the provide exposure to the fundamentals to various research techniques and methods (both quantitative and qualitative). It tries to build upon the basic assumptions in adopting different methodology for different kinds of research themes. In the first section, it introduces certain philosophical ideas underlying the emergence of different methodologies in social sciences. The second and third sections attempt to sensitize post-graduate students to develop a critical outlook at the existing perspectives and methods and to evolve conceptual clarity, which can lead them in their future research. Teaching certain quantitative methods, statistical techniques and qualitative methods to collect and analyze the data would help them organize and analyze the information gathered by them. Exposure to the fieldwork at the post-graduate level is intended to enhance the research interest and inculcate the spirit of inquiry among students who may be motivated to continue higher studies in research.

UNIT-I Philosophical Roots of Social Research

Issues in the theory of epistemology : forms and types of knowledge, validation of knowledge.

Philosophy of social science : Enlightenment, reason and science, Cartesian philosophy, structure of scientific revolution (Kuhn).

Positivism and its critique : Contributions of Comte, Durkheim and Popper to Positivism; Critique of Positivism : Feyerabend and Giddens.

Hermeneutics : inductive analysis, experiments in ethno-methodology, because of and in order to motive in phenomenological sociology. Methodological Perspectives in Sociological Theory.

UNIT-II Nature of Social Reality and Approaches to it :

Positivism, Phenomenology, Ethnometodology and Symbolic Interactionism Interpretative understanding.

Logic of Unquiry in social science research

Inductive and deductive

Theory building Scientific method in social research

Objectivity value neutrality

Hypothesis

UNIT-III Quantitative Methods and Survey Research

Assumptions of quantification and measurement

Survey techniques

Operationalisation and research design

Sampling design

Questionnaire construction, interview schedule

Measurement and Scaling

Reliability and Validity

Limitations of Survey

The use of computer for social analysis

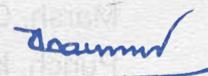
Statistics in social research

Measures of central tendency. Mean, median, mode

Measures of Dispersion : Standard/Quartile Deviation

Correlational Analysis. Tests of Significance and Covariance

Regression Analysis



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राजाभोज-सार्ग (कोलार रोड)
भोपाल

UNIT-IV Qualitative Research Technique

Techniques and methods of qualitative research.
Participant observation tethnography, interview guide
Case study method
Content analysis
Oral history, narratives
Life history generalogy
Methodological dilemmas and issues in qualitative research
Encounters and experience in field work.
Qualitative data format and processing.
Validity and reliability in qualitative research.

UNIT-V Methods and use of macro-statistics and secondary sources (Durkheim's suicide, census, NSS).
Triangulation - Mixing qualitative and quantitative methodologies
Social Research, Action Research, Participatory Research
Ethical Issues in Social Research


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राजाभोज मार्ग (कोलार रोड)
भोपाल

PAPER-III RURAL SOCIETY IN INDIA

Objective :

The agrarian structure and development in India are the two principal sources of approach to study the rural society in India. This course plan emerges as a basis for developing a sociological skill on peasant and social structure.

To provide sociological understanding of rural social structure, change and development in India.

To impart sociological skills to reconstruct rural institution and rural development programmes to plan, monitor and evaluate rural development programmes.

To acquaint students with the prevailing two approaches to the study of rural society. Rural community and peasantry.

- UNIT-I** Rural society in India as agrarian and peasant social structure.
Basic Characteristics of peasant and agrarian society
Family, caste, religions, habitat and settlement.
- UNIT-II** Debates of mode of production and agrarian relation - tenancy lands and labour
Agrarian legislation and rural social structure.
- UNIT-III** Planned change for rural society, panchayatiraj, local self govt. and community development programmes and rural development strategies.
- UNIT-IV** Major agrarian moments in India - A critical analysis
- UNIT-V** Globalisation and its impact on agriculture
Water and Agriculture; Irrigation management practices



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (करोलार रोड)
भोपाल

PAPER-IV GLOBALIZATION AND SOCIETY

Objective :

This paper aims to delineate the characteristics of and the issues relating to globalization. After an introduction to the nature and dynamics of globalization, it explains the various agencies involved in this process, examines its socioeconomic and cultural impact. It finally examines the Indian experience of globalization and reflects on its problems and prospects.

UNIT-I The nature and dynamics of globalization

The historical and social context of globalization-World capitalism, modernization and globalization - Distinctive characteristics of globalization - The role of information and communication technology - Benefits and disadvantage of globalization.

UNIT-II Agencies of Globalization

Political economy of globalization - Agencies of globalization : Multinational corporations (MNCs), nation-state, media, market, non governmental organizations (NGOs), international agencies (international Monetary Fund, World Bank, etc.)

UNIT-III Globalization and culture

The ethos of globalization (unbridled freedom, individualism, consumerism) Diffusion and projection of American value system and cultural patterns through the media - Cultural homogenization, hegemony and dominance - Globalization and the resurgence of ethnic consciousness : global tourism, diasporic communities, transnational ethnic and religious movements, religious fundamentalism.

UNIT-IV Social consequences of globalization

Inequality within and among nation states - Differential perception of globalization among nations and their populations - Socioeconomic impact of globalization - Impact on individual and group identities.

UNIT-V Globalization and the Indian experience

Globalization and public policy - Debate on globalization - Impact of globalization : Trends and prospects.



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म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज-सार्ग (कोलार रोड)
भोपाल

OR

PAPER-IV : CRIMINOLOGY AND PENOLOGY

Objectives :

With the fast tempo of change in contemporary society, the crime scene is also changing fast. The eruption of violent crimes, organized crimes, white-collar crimes, crimes against women and children, and above all cyber crimes is compelling enough to warrant the study of crime, its control and prevention. Significant advances have taken place recently in the study of crime and its control, generating important theoretical formulations and policy perspectives. Hence the relevance of the course on criminology.

The course is designed to acquaint the students with :

recent advances in criminology;

changing profile of crime and criminals, particularly in India;

prison reforms in India;

correctional measures and programmes in prisons;

alternatives to imprisonment; and

victimology and its implications for crime control and prevention.

UNIT-I Conceptual Approaches to crime : Legal, behavioural and sociological, deviance, crime and delinquency, types of crime - economic, violent, white-collar.

Perspectives on Crime Causation : Classical, positivist, psychological, sociological marxian, geographical, recent theoretical advances - the criminal personality, labelling theory.

UNIT-II Chaining Profile of Crime and Criminals : Organized crimes, crimes against women and children, cyber crimes, corruption, changing socio-economic profile of criminals in contemporary India.

Theories of Punishment : retributive, deterrent, reformative, futility and cost of punishment.

UNIT-III Correction and its Forms : meaning and significance of correction; forms of correction - prison-based, community-based.

Correctional Programmes in Prisons : History of prison reforms in India, national policy on prisons; scientific classification of prisoners; modernization of prison industry and involvement of private sector, correctional programmes - educational, vocational, psychiatric, mediation, recreation, etc., New Delhi mode of Correction.

UNIT-IV Problems of Correctional Administration : antiquated jail manual and prison act, overcrowding, custodial mindset; lack of inter-agency coordination among police, prosecution, judiciary and prison; human rights and prison management, limitations and prospects of correction.

UNIT-V Alternatives to Imprisonment : probation, parole, open prisons, after-care and rehabilitation.

Victimological Perspectives : victim's responsibility in crime compensation to victims.



कुलसायब

म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)

M.A. FINAL EXAM

Paper - I INDIAN SOCIETY : STRUCTURE AND CHANGE

Objective :

It is hoped that students will have acquired a fairly adequate and comprehensive understanding of Indian society in all its multi-faceted dimensions at the graduate level. This course is aimed at sensitizing them to the diversity as well as inter-connectedness of their theoretical perspectives on Indian society, thereby adding depth as well as insight to their understanding of the subject.

UNIT-I Conceptualizing Indian society in terms of certain distinctive characteristics and configurations : the scale and magnitude of cultural diversity (religious beliefs and rituals, institutions, cultural patterns, linguistic diversity); linkages and networks binding regions, groups, and communities; continuity between past and present in institutions, cultural and behavioural patterns: the village as the nucleus of Indian society; social hierarchy (caste system).

UNIT-II The colonial : the representation of Indian society as fragmentary and static in colonial ethnography; the census, district gazetteers and the imperial gazetteer are instruments of colonial policy; the colonial legacy in Sociology and Social Anthropology in the post-independence period; academic neo-colonialism; Americanization of sociology.

UNIT-III **Theoretical perspectives**

Indological / Textual (G.S. Ghurye, Louis Dumont)

Synthesis of Textual and Field views (Irawati Karve, A.M. Shah)

Civilization View (N.K. Bose, Surajit Sinha)

UNIT-IV Structural-functionalism (M.N. Srinivas, S.C. Dube)

Marxism (D.P. Mukherjee, A.R. Desai, R.K. Mukherjee)

Subaltern Perspective (B.R. Ambedkar, David Hardiman)

UNIT-V Current debates : contextualization, indigenization, the use of native categories in the analysis of Indian society, text and context, sociology for India.



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
भोपाल

PAPER - II SOCIOLOGY OF CHANGE AND DEVELOPMENT

Objectives

Social change has always been a central concern of sociological study. More recently it has gained in greater salience partly because of its unprecedented rapidity and partly because of its planned character. Not surprisingly, development has emerged as a pronounced concern and as a remarkable feature of our times. Accordingly, the relevance of the course 'Sociology of Change and Development' can hardly be overemphasized.

The course is designed to achieve the following objectives :

to provide conceptual and theoretical understanding of social change and development as it has emerged in sociological literature;

to offer an insight into the ways in which social structure impinges on development and development on social structure; and to address in particular the Indian experience of social change and development.

to prepare the students for professional careers in the field of development planning, including governmental, non-governmental agencies engaged in development.

- UNIT-I** Meaning and Forms of Social Change in structure and change of structure.
Theories and Factors of Social Change : linear, cyclical and curvilinear, demographic, economic, religious, bio-tech, info-tech and media.
- UNIT-II** Social Change in Contemporary India : trends of change, processes of change sanskritization, westernization, modernization, secularization
Changing Conceptions of Development : economic growth, human development, social development; sustainable development, the question of sociocultural susceptibility, multiple susceptibilities.
- UNIT-III** Critical Perspectives on Development ; ecological, liberal, marxian.
Theories of Development and Underdevelopment peripheri, world-systems, unequal exchange modernization theories, centre.
- UNIT-IV** Paths and Agencies of Development : capitalist, socialist, mixed economy, Gandhian state, market, non-governmental organizations.
Social Structure and Development : structure as a facilitator/inhibitor, development and socioeconomic disparities, gender and development.
Culture and development : Culture as an aid / impediment to development and displacement to tradition, development and upsurge of ethnicity.
- UNIT-V** Indian Experience of Development : Sociological appraisal of Five-Year Plans. social Consequences of economic reforms, socio-cultural repercussions of globalization, social implications of info-tech revolution.
Formulating Social policies and programmes : Policy and project planning implementation, monitoring and evaluation of methodologies.

PAPER - III URBAN SOCIETY IN INDIA

Objective :

Urban society differentiating itself from rural society is yet another dimension of part society. The issues require to be dealt with sociological skills to analyse and to diagnose the urban question in India. The planning of solutions of urban question and also urban development need to be looked into from the point of view of sociological principles limited to the part - society i.e. urban society in India.

With the basic background of urban sociology - a determined sub-discipline of traditional Sociology - the student has to be sensitised on urban dimensions of society, its social structure and social process in India.

- UNIT-I** Classical sociological traditions as urban and city dimensions, Emile Durkheim, Kari Marx, Max Weber and Tonnies.
Urban community and spatial dimensions. Park, Burgers and Me kenzie.
George Simmel : Metropolis, Louis-Wirth Urbanis and Redfield Rural-Urban continuum as cultural form.
- UNIT-II** Urban sociology in India; Emerging trends in urbanisation, Factors of urbanisation, sociological dimensions of urbanisation.
Social consequences of urbanisation.
- UNIT-III** Classification of urban centres, cities and towns. City Industrial urban-base, its growth and special features, Industry centered developments.
- UNIT-IV** Changing occupational structure, and its impact on social stratification-class, caste Gender, family Indian city and its growth, migration, problems of housing, slum development, urban environmental problems, urban poverty.
- UNIT-V** Urban planning and problems of urban management in India. Urban institutions, Factors affecting planning, regional planning and the links between social and spatial theory.


कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज-सार्ग (कोलार रोड)
ओमान

PAPER - IV POLITICAL SOCIOLOGY

Objective :

In modernized societies the political system has become one of the most dominant components of the total social structure, Accordingly, the major objectives of teaching this course are :

To acquaint the students with the nature and functioning of political system(s), and the political processes.

To generate in the minds of students an awareness of their status and role as citizens of the state.

To make the students aware of the prerequisites of sound democratic political system and its vulnerability.

UNIT-I Definition and subject matter of Political sociology, distinctive approach of Political Sociology. Interrelationship between political system and society.

UNIT-II **Democratic and totalitarian systems** - socioeconomic conditions - meaning, significance and agencies.

UNIT-III Elite theories of distribution of power in society (with reference to Mosca, Pareto, R. Mitchels and C.W. Mills and others)

Intellectuals - Political role of intellectuals - significance

Pressure groups and interests groups - Nature, bases, political significance

Bureaucracy, its characteristics, its types, its significance in political development with special reference to India.

UNIT-IV **Political Parties** : Characteristics, social composition of parties, recruitment, mass participation, political apathy, its causes and consequences (with special reference to India.)

UNIT-V **Political Process in India** : Role of caste, Religion, Regionalism and language in Indian Politics.

Public opinion : Role of mass media, problems of communication in illiterate societies, its reference on parties and polity. Politicization of social life.



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
भोपाल

PAPER - IV EDUCATION AND SOCIETY

Objective :

This course plan is designed to contextualize the study of education within the discipline of sociology. It begins with a discussion of the major theoretical perspectives and the contributions of sociologists which have left their mark in the study of education and society. It assumes a basic knowledge of sociological concepts and theories. It is divided into two parts. The first part acquaints the students with major concepts, theoretical approaches and development of sociology of education. It also focuses on some important aspects which are salient in any discussion of the interface between education and society. The second part shifts to the Indian situation. Beginning with a historical perspective, it moves to the contemporary situation. It carries forward the discussion of the some dimensions/themes from the first part and embeds them in the Indian context.

UNIT-I **Sociology of Education. Theoretical Perspectives**

Theories and Perspectives in the sociology of education.

- Functionalism
- Conflict/Radical Perspectives/Cultural Reproduction
- Micro-interpretative approaches : phenomenology/symbolic interactionism
- Feminism
- Modernism and post-modernism

UNIT-II **Socialisation family and social class**

State, ideology and educational policy.

Education and social stratification, social change and social mobility

School s a system : schooling as process.

- Language as medium of instruction
- Curriculum and identity
- Assessment and evaluation
- Teacher as change agent.

UNIT-III **Multi-culturalism, ethnicity and education**

Equality of educational opportunity : equity, excellence and efficiency.

Gendering inequalities : education; employment; leadership and management.

Education and Information Technology.

Educational Alternatives and protest : M.K. Gandhi, Paulo Freire, Ivan illich

UNIT-IV **Education and society in India**

- Socio-historical context : education in pre-colonial and colonial India.
- Education, diversities and disparities : region, tribe, caste, gender, rural-urban residence.
- Education and modernization
- Equity and equality : positive discrimination and reservations
- Gendering inequalities : education of girls and women.

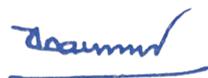
M.A. FINAL EXAM

प्रथम प्रश्न-पत्र : पाश्चात्य राजनैतिक विचार एवं सिद्धांत

- इकाई-1 परम्परागत राजनीतिक सिद्धांत, प्रकृति, विशेषताएं एवं सीमाएं। परंपरागत राजनीतिक सिद्धांत का पराभव। व्यवहारिकवाद, उत्तर व्यवहारिकवाद। राजनीतिक सिद्धांत का पुनरुत्थन एवं समकालीन प्रवृत्तियां।
- इकाई-2 प्लेटों एवं अरस्तु का चिंतन।
- इकाई-3 मैकियावेली, हाब्स, लॉक, रूसो।
- इकाई-4 बैथम, जे.एस. मिल एवं लॉक।
- इकाई-5 ग्रीन हीगल एवं मॉक्स का चिंतन।

द्वितीय प्रश्न-पत्र : अन्तर्राष्ट्रीय राजनीति के सिद्धांत एवं समकालीन राजनीतिक मुद्दे

- इकाई-1 अन्तर्राष्ट्रीय राजनीति का विषय के रूप में विकास, प्रकृति एवं क्षेत्र। अध्ययन पद्धतियां-परंपरागत एवं वैज्ञानिक। अन्तर्राष्ट्रीय राजनीति के सिद्धांत-यथार्थवाद, आदर्शवाद एवं विश्व-राज्य संकल्पना, मार्क्सवाद, बहुलवाद। निर्णय निर्माण खेल, संचार, सामान्य व्यवस्था तथा संरचनात्मक प्राकर्यात्मक सिद्धांत।


कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज-सार्ग (क्रोला रोड)
भोपाल

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- इकाई-2 शक्ति संकल्पना-तत्व एवं सीमाएं। शक्ति प्रबंधन-शक्ति संतुलन व आतंकी प्रतिरोध (डिटेरेंस)। राष्ट्रीय शक्ति का बदलता स्वरूप। अंतर्राष्ट्रीय राजनीति में राष्ट्रीय हित। अंतर्राष्ट्रीय कानून का महत्व एवं राजनय की वर्तमान के संदर्भ में भूमिका। संयुक्त राष्ट्र (U.N.O.)।
- इकाई-3 क्षेत्रवाद, क्षेत्रीय संगठन-सार्क (S.A.A.R.C.) एवं यूरोपीय यूनियन (E.U.) अंतर्राष्ट्रीय राजनीति में असंलग्नता-आधार, भूमिका एवं महत्व। शीत युद्ध एवं शीत युद्ध को समाप्ति-कारण एवं परिणाम। उत्तर शीत युद्ध-कालीन मुद्दे।
- इकाई-4 नई अंतर्राष्ट्रीय अर्थव्यवस्था, उत्तर-दक्षिण संवाद। नई विश्व व्यवस्था दक्षिण-दक्षिण संवाद। वैश्वीकरण।
- इकाई-5 भारत की विदेश नीति-संयुक्त राज्य अमेरिका, चीन एवं रूस के साथ संबंध। समकालीन मुद्दे-मानवाधिकार, पर्यावरण, आतंकवाद एवं लैंगिक मुद्दे। (जेन्डर इश्यूज)।



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज-सार्क (कोलार रोड)
भोपाल

PAPER-III INTERNATIONAL ORGANISATION

- UNIT-I**
1. Its nature and Genesis classification purpose, extent.
 2. Development before the second world war.
 - (a) Development before the first world war.
 - (b) The League of Nations-Organization, function critical estimation.
- UNIT-II**
3. The United Nations
 - (a) Organ conferences Before Establishment.
 - (b) Foramtion and Objectives.
 - (c) U.N. Charter and League covenant : A Comparative study.
 - (d) General Assembly.
 - (e) Security Council.
 - (f) The Economic and Social Council.
 - (g) The Trusteeship Council.
 - (h) The International Court of justice.
 - (i) The Secretariat.
 - (j) Other Specialised Agencies.
- UNIT-III**
- UNIT-IV**
4. The United Nations in Poeration.
 - (a) The Maintenance of Peacer and security.
 - (b) Study of Major International Conflicts.
- UNIT-V**
- (a) Disarmament
 - (b) Economic and Social Activites.
 - (c) Critical Estimation-Problems and Prospects.



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
भोपाल

PAPER-IV INTERNATIONAL LAW

- UNIT-I** 1. Nature, Sources and subject of International Law.
2. International Law and National Law.
- UNIT-II** 3. Recognition of States and Govt's.
4. Equality of States.
5. Jurisdiction of States.
6. State, Succession.
- UNIT-III** 7. Intervention.
8. State Responsibility.
9. Aquisition and loss of State Territory.
10. The Open Sea.
- UNIT-IV** 11. Nautrality.
12. The Individual & International Law, Nationality, Alien Extradition.
13. Diplomatic Envoys and Counsels.
- UNIT-V** 14. Treaties and other International Transaction.
15. Geneva Conventions of 1949.
16. Pacific Settlemtn of International Disputes.
17. Measures short of war for settilling difference between State.
18. Laws of war, Laws of land, Sea, Air warfare, treatment of prisoners of war, other captives sick and wounded blockade contradband, war crimes.



कुलसचिव
म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
भोपाल

PAPER-IV INDIAN ADMINISTRATION

- UNIT-I
1. **Evolution of Indian Administration** : Maurya, Mughal and British Period. Post Independent Indian Administration, Structure of Centre - Administration.
 2. President, Prime Minister, Council of Ministers, Cabinet Committees, Prime Minister Office, Cabinet Secretariat and Role of Cabinet Secretary, Central Secretariat.
 3. **State** : Governor, Chief-Minister, Heads of Department and their Relation with secretariat, Functions of Committees.
 4. **Centre-state Relation** : Sarkaria Commission Report, Problem Areas in Centre-State Relation.
Civil Services : Central-State civil services, Local Administrative service, Recruitment, Role of Public Service Commissions.
 5. **Revenue Administration** : District Administration, Block-Level, Tehsil Level Administration Machinery, Role and Functions, District Development Administration.



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म.प्र. भोज (मुक्त) विश्वविद्यालय
राजाभोज मार्ग (कोलार रोड)
भोपाल

PAPER-I MODERN INDIAN POLITICAL THOUGHT

(Questions will be set from Unit/section)

Course Rationale :

The purpose of this paper is to generate a critical awareness about the distinctive features of political theory tradition in modern India. The focal theme of the paper is the bearing of the Indian Philosophical system of thought on social and political ideas and to what extent is Indian political thought a rejection, derivative imitation or innovative-transformation of Western Political Thought. It is an attempt to discuss systematically the political ideas of various political and social leaders and thinkers in modern India. It emphasizes on the distinctive contribution of modern Indian thinkers to political theorizing and the relative autonomy of Indian Political Thought.

Course Content

- UNIT-I**
1. Overview of Indian Political Thought : Genesis and Development.
 2. the Indian renaissance and Rammohun Roy to Vivekananda
- UNIT-II**
1. the Debate between the Moderates and the Extremists
 2. Revolutionary nationalism
- UNIT-III**
1. Gandhism, Liberalism
- UNIT-IV**
1. Communism
 2. Socialism
- UNIT-V**
1. Critique of Caste System : Ambedkar composite Nationalism



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PAPER-II INDIAN GOVERNMENT AND POLITICS

(Questions will be set from each unit / section)

Course Rationale :

Indian government and politics

The social and economic processes that underlie the functioning of the political system in India are the focus of this paper. One needs to understand that the Indian Constitution was intended to provide a framework for a modern, secular and democratic society and simultaneously perform the onerous task of bringing about development in an relatively impoverished and backward country, This hope and subsequent relative success and failure has to be analyzed in detail. The experience of last fifty years and the new challenges ahead on the context of globalization, liberalization and greater democratic expansion from below needs to be examined.

Course Content

- UNIT-I**
1. Background of Constituent Assembly : Composition and working
 2. Ideological content : Preamble, Fundamental Rights and Directive Principles of State Policy.
- UNIT-II**
1. Constitution as an instrument of social change : amendment process.
 2. Federalism and its working with reference to Centre- State relations and demands for state autonomy.
- UNIT-III**
1. Union Government : President, Prime Minister, Cabinet and Parliament.
 2. Supreme Court and the constitutional process, Judicial Activism.
- UNIT-IV**
1. Nature of the Party System : National and Regional parties, Pressure Groups.
 2. Impact of Caste, religion, regionalism and Language.
- UNIT-V**
1. Theoretical Framework for the study of state politics.
 2. Panchayati Raj system and its impact on state-politics.



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PAPER-IV PUBLIC ADMINISTRATION

(Questions will be set from each Unit/Section)

Course Content

UNIT-I Basis Concepts of Public Administration

1. Meaning, Nature and Scope of Public Administration.
2. Basic Principles of Public Administration.
3. Public Administration and Private Administration.

UNIT-II General Problems and Principles of Organisation

1. Definitions and Problems of Organisation.
2. Organisation Theories : Approaches.
3. Principles of Organisation.
4. Chief Executive as General Manager.
5. Line and Staff Agency, Departments.
6. Bureau and Commission or Single and Plural Types of Heads.
7. Independent Regulatory Commission.
8. Field Services.

UNIT-III Management

1. Management and its Tasks, Scientific Management, Policy-making in Administration, Administrative Leadership, Authority, Delegation, Administrative Planning, Communication, Motivation, Concept of Control, Supervision, Human Relations in Management : Elton Mayo, Role and Importance of Civil Service, Personnel System, Recruitment of Public Servants, Training, Promotion, Employees Association and Union.

UNIT-IV Financial Administration

1. The Problems of Financial Administration, Budget, Financial Administration in U.S.A., Budgetary Process in India, Performance Budgeting, Ministry of Finance, Parliamentary Financial Committees in India, Accounting, Audit, Administrative Law, Administrative Adjudication, Delegated Legislation.

UNIT-V Control Over Administration

1. Legislation Control over Administration, Executive Control over Administration, Judicial Control over Administration, Public Relations, Administrative Reforms, Ombudsman.

M.S.W. FINAL

PAPER-I SOCIAL WORK RESEARCH AND STATISTICS

- Unit-I** 1. **Nature of Scientific Method** : Application to social phenomenon; Nature Importance and Scope of Social Research.
2. **Social Work Research** : Nature, objectives, functions.
- Unit-II** 1. Types of Social Survey and Research.
2. Major Steps in Social Survey and Research.
3. Methods and Techniques of Data Collection.
- Unit-III** 1. Sampling : Types & Techniques.
2. Major Types of Research Design.
- Unit-IV** 1. Importance, scope and limitation of statistics.
2. Graphic and Diagrammatic Presentation.
- Unit-V** 1. Study of Units of Analysis :
(a) Ratios (b) Percentage.
2. Measures of Central Tendency :
(a) Mean (b) Median (c) Mode
3. Measures of Dispersion :
(a) Range (b) Quartile Deviation (c) Mean Deviation (d) Standard Deviation
4. Correlation and their measures.



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PAPER-II SOCIAL CASE WORK AND GROUP WORK

- Unit-I**
1. Social Case Work as a method of profession Social Work : Need, Concept objectives and scope.
 2. Components of Social Case Work : the client the problem, the agency the process and their relationship to one another.
- Unit-II**
1. Basic Concepts of Social Work : Social states and role, ego and adaptation.
 2. Generic principles of social work as application to social case work.
- Unit-III**
1. The group : Definition types and characteristics, group dynamics and significance.
 2. Social group work as a method of Social Work : Concept, objectives and Characteristics.
- Unit-IV**
1. Programme planning and development process in Social group work practice.
 2. Leadership : Meaning types, Development of Leadership through group work process.



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PAPER-III SOCIAL WORK ADMINISTRATION AND INFORMATION TECHNOLOGY

- Unit-I**
1. Establishment and registration of social welfare organizations and practices for administration under Societies Registration Trust Act; Charity and Endowment Act.
 2. Management of human resources through boards, committee workshops and conference.
- Unit-II**
1. Project designing in Social Welfare Organizations : Main principles and procedure of project formulation.
 2. Utilisation of Financial resources : Grant in - Aid : Main principles and procedure.
- Unit-III**
1. Public Relations : Need, concept, objectives and scope.
 2. Research, planning and techniques of public relations, with special reference to relations with media.
- Unit-IV**
1. Administration as a group process : Leadership in Administration; Decentralisation of power.
 2. Monitoring, evaluation and accountability : Presentation of reports.
- Unit-V**
- Information Technology and Computer Applications :**
1. Basic computer concepts : Computer process, Input and Output devices, Word and Data Processing.
 2. Concepts of Data Base Management system (DBM) and Management Information System (MIS), systems analysis and design, project management.



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PAPER-IV MANAGEMENT OF SOCIAL WELFARE AND DEVELOPMENT

- Unit-I**
1. Management : Concept, need, objectives, nature and scope.
 2. Important of management in an organisation, elements of management.
- Unit-II**
1. The art and science of management : Theories & Principles of Management.
 2. Human resource management and development : Concept, need, objectives, nature and scope.
- Unit-III**
1. Planning : Concept, objectives, techniques; Strategic and Operational models.
 2. Decision making : Time and human relationships in decision making, Programmed and non-programmed decisions, the national model of decision making.
- Unit-IV**
1. Organization, Concept, the building blocks of organization, Power and distribution of authority.
 2. Leadership, motivation, teams and team work in an organisation.
- Unit-V**
1. Process of controlling in an organization : Need, Meaning and steps of control, Identification of key performance areas and strategic control points.
 2. Application of principles and techniques of management sciences in the field of social welfare and development in India.



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PAPER-I HISTORY & DEVELOPMENT OF SOCIAL WORK

- UNIT-I (a) Social Work in UK and USA & India :**
Evolution and Development Introduction, History of Social Work in U.K., History of Social Work in U.S.A.
- (b) Social Work Profession in India : Evolution and Development.**
Introduction, Social Work in Ancient and Medieval Period, Social Work during the British Period, Social Work After Independence, Future Trends.
- Unit-II Social Reform Movement**
Introduction, Strategy of Social Reform, Philosophical Premises of Social Reform, Difference Between Social Reform and Socialism, Minimum Requirements for Social Reform, Social Reform in India, Major Areas of Social Reform, Two Dimensions of the Caste Problem, Parsi and Muslim Social Reform, Activity Content of Reform, Social Reform and Social Work.
- Unit-III Gandhian Philosophy and Social Work**
Mahatma Gandhi : The Mentor of Modern Social Work in India, Sarvodaya, Sarvodaya and Social Work, Training of Sarvodaya Workers, Impact of Gramdan.
- Unit-IV (a) Social Work as a Profession**
Introduction, Social Work in India, Social Work in the 21st Century, Future Perspectives and Tasks Ahead, Objectives of Field Work.
- (b) Philosophy of Social Work in India**
Introduction, Concept & Nature of Social Work, Philosophy Underlying Social Work, Goals of Social Works, Values in Social Work, Social Work-Principles, Social Work Skills, Social Work Functions, The Field of Social Work, New and Emerging Fields.
- UNIT-V (a) Human Rights and Social Work**
What are Human Rights, Saga of Human Rights, Human Rights Discourse : West Versus Third World, Indivisibility and Interdependence of Human Rights, Human Rights in India : Some Issues.
- (b) Voluntary Organization and Social Work**
Concept of Voluntary Organization, Voluntary Organization Defined, Characteristics of a Voluntary Organization, Trends of Voluntary Service in India, Non Governmental Organization.


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PAPER-II INDIAN SOCIAL STRUCTURE AND SOCIAL PROBLEMS

- Unit-I** **Indian Social Structure** : Scope of Sociology, Nature of Human Society, Approaches to the Study of Society, The Scope of Sociology : A First Example, Functional Approach to the Study of Society, Humans vs Animal Society, Role of Culture.
- Elements of Society** : Community, Associations, Institutions, Social Groups.
- Unit-II** **Culture and Society** : Introduction, Culture as a System of Norms, The Structure of Culture, Ethnocentrism, Xenocentrism, Cultural Relativism, Real and Ideal Culture, Culture and Human Adjustment, Personality and Socialization.
- Unit-III** **Social Structure and Social Stratification** : Concept of Social Structure, Social Stratification, Social Stratification - A Functionalist Perspective, Social Stratification - A Marxian Perspective, Social Stratification - A Weberian Perspective, The Caste System : Three Perspectives.
- Social Processes** : Socialization, The Nature of Social Processes, Competition, Conflict, Social Control.
- Social Change and Social Movement** : Introduction, Social Movement and Social Change, Genesis of Social Movements, Collective Mobilization, Organization and Leadership, Social Consequences and Change, A Methodological Question.
- Unit-IV** **Indian Social Problems**
- Concept of Social Problems and Social Disorganization** : Introduction, Social Problems, Concept of Social Disorganization, Social Disorganization in India.
- Concept of Social Deviance and Crime** : Introductions, Physiological and Psychological Theories of Deviance and Crime, Structural and Subcultural Theories of Deviance, Deviance and Official Statistics.
- Crime and Deviance Emerging Due to Casteism** : Communalism, Secularism and Regionalization, Concept of Communalism, Concept of Communal Violence, Secularism.
- Unit-V** **Social Problems** : Prostitution, Juvenile Delinquency, Youth Unrest and Agitations, Drug Abuse and Drug Addiction.
- Violence in Society** : Introduction, Nature, Extent and Characteristics of Violence Against Women, Violence on Children, Causes of ~~Sexual Abuse~~ Sexual Abuse.

PAPER-III HUMAN GROWTH AND PERSONALITY DEVELOPMENT

Unit-I Human Growth and Development

PART A : Nature and Principles of Growth and Development

PART B : Dimensions of Development

PART C : Developmental Tasks

Unit-II Psychomotor and Psychosocial Development

Introduction, Motor Development, Conclusion.

Unit-III Heredity and Environment in Human Socialization

PART A : Role of Hereditary in Personality Development, Environment Influences in Molding the Personality.

PART B : Role of Socialization and Child Rearing Practices in Development.

Unit-IV Theories of Personality Development

Personality, Psycho Dynamic Theories of Personality, Behavioural Theory.

Unit-V Intelligence Quotient and Emotional Quotient

Factor Theories of Intelligence, Intelligence Quotient (IQ), Multiple Intelligences, Social Intelligenc, Emotional Intelligence.



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PAPER-IV HUMAN BEHAVIOUR IN SOCIETY

- Unit-I Social Processes**
Social Attraction, Determinant of Attraction, Balance Theory, Nature of Social Psychology, Types of Analysis, Opinion Leaders and the Flow of Information, Importance of Personal Influence, Society and Mass Communication, Attitude Formation, Prejudice and Discrimination, Stereotypes, Implicit Stereotypes.
- Unit-II Group Dynamics**
Concept of Group, Roles Differentiation, Status, Norms, Cohesiveness, Social Facilitation, Social Loafing.
- Unit-III Coordination : Is it Cooperation or Conflict ?**
Conflict : Its Nature, Causes, and Effects, Group Nature, Leadership in Group Process, Groups as Agents of Change, Decision Making in Groups, Reference Groups.
- Unit-IV Collective Behaviour**
Collective Behaviour, Masses, Theories of Collective Behaviour, Nature of Collective Behaviour, Crowd Behaviour, Mass Society and Crowd Behaviour, The Psychology of the Audience.
- Unit-V Mass Media : Its Use and Abuse; Persuasive and Propagative**
Introduction, Importance of Communication, Definitions, Modes of Communication.


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श्यामल