**Planning and Managing Human Services Program**

**Maj/H.Eco-HD-404**

**Checklist of Course Content**

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| **Course Content** | **Sources of Course Material** |
| 1. Concept of Human Services: Integrated and Generic concept
 | <https://www.nationalhumanservices.org/what-is-human-services><https://counseling.online.wfu.edu/blog/what-is-human-services/><https://psychology-info.com/integrated-approach-human-services> |
| 1. Human service workers: agent of change
 | <https://www.uaa.alaska.edu/academics/college-of-health/departments/human-services/_documents/human_services_worker.pdf><https://www.coursehero.com/file/ptm6v45/Two-ways-human-service-worker-can-be-an-agent-of-change-on-their-behalf-is-to/> |
| 1. History of human services: golden age, Dark age, recent history
 | <https://www.qcc.edu/human-services/history> |
| 1. Problem behavior/ Deviance
 | <https://courses.lumenlearning.com/boundless-sociology/chapter/deviance/><https://study.com/academy/lesson/deviance-in-sociology-definition-theories-examples.html> |
| 1. Planning techniques: Need assessment, Data collection and Analysis, Budgeting and Evaluation
 | <https://www.accipio.com/eleadership/mod/wiki/view.php?id=1639><http://compositionawebb.pbworks.com/f/0787975257.pdf><https://www.leadquizzes.com/blog/data-collection-methods/><https://www.youtube.com/watch?v=YJ-YX_AcomU><https://www.guru99.com/what-is-data-analysis.html><https://www.mymoneycoach.ca/budgeting/what-is-a-budget-planning-forecasting><https://conjointly.com/kb/introduction-to-evaluation/> |
| 1. Managing skills: Decision making management, Organizational behavior, Personal motivation, Accountability, Financial management
 | <https://corporatefinanceinstitute.com/resources/careers/soft-skills/management-skills/><https://www.umassd.edu/fycm/decision-making/process/><https://www.youtube.com/watch?v=24V6Xl1xWKE><https://www.bcjobs.ca/blog/personal-motivation-finding-personal-motivation-at-work/><https://www.youtube.com/watch?v=0bn7f9GyQaA><https://www.toppr.com/guides/business-environment/business-functions/financial-management/> |