**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/> |