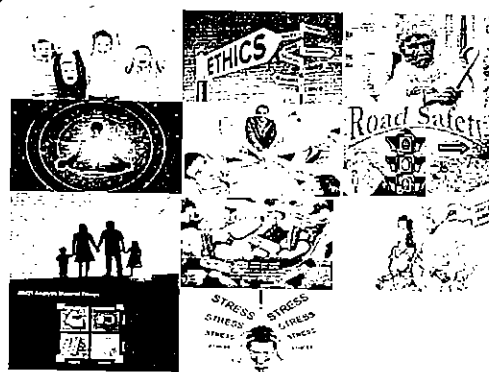


Lecture Notes

Degree: B.Sc. (Hons) Agriculture
Course No: HVE-111

Semester: I (New)
Credit: 1(1+0)

Course Titles: Human Values and Ethics



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Teaching Schedule

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3	Human values and ethics: Significance and sources	6
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12	Road safety; Human relations and family harmony	8
13	Modern challenges and value conflict, Sensitization against drug abuse and other social evils	6
14	Developing personal code of conduct (SWOT Analysis)	8
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Lecture No 1.

Universal human aspirations: Happiness and prosperity

Happiness:

Defen: *Happiness is a mental state of wellbeing characterised by positive emotions of intense joy and good life.*

Happiness is the positive nature of self happiness.

Happiness may be described as consisting of positive emotions and positive activities. There may be three kinds of happiness: pleasure, engagement and meaning. In other words freedom from wants and distress, consciousness of the good order of things, assurance of one's place in the universe or society, inner peace and so forth. Happiness is the state of mind where we feel good in most of walk of life.

When we try to recollect situations we feel happy. We will see that there is a set of feelings which we are able to accept effortlessly and normally. These feelings such as trust, respect, being confident about our future, etc. These feelings are naturally and effortlessly acceptable to each one of us. We also welcome these feelings and desire them to continue in ourselves. When we observe such feelings, we find that these are the situations when we are in harmony and those feelings are reflections of harmony.

Example: Respect: respect is a state of harmony between two human beings. When I respect the other the other respect me,, I like to be in that situation. It gives me happiness. Similarly, looking within me, when I have harmony in my thoughts, my feelings, I feel relaxed, happy. If this harmony is disturbed, I feel uneasy. Try to look at all the moments when you feel happy, you will find that there is an element of harmony in it, which we like.

Thus we can understand happiness as

"The state / situation in which I live, if there is harmony/synergy in it, then I like to be in that state or situation." i.e. to be in a state of liking is happiness.

Prosperity: Defen: *Prosperity is the feeling of having or making available more than required physical facilities.*

When we look in to the prosperity, whether it is essential. It is very easy to see that prosperity is related to material things or what we call as physical facilities. Think of all the things we need today. We use a brush to clean our teeth, cloths to wear, food to eat, vessels to cook and eat the food in, a pair of spectacles, a two wheeler or a four wheeler vehicle, a mobile phone etc so we need physical things to take care of our body and these need to be catered to. When we able to cater to the needs of the body adequately, we feel prosperous. For prosperity two things are required –

- Identification of the required quantity of physical facilities
- Ensuring availability/ production of more than required physical facilities.

We can be prosperous only if there is a limit to the need for physical facilities. If there is no limit what so ever be the availability, the feelings of prosperity cannot be assured.

Secondly, just assessing the need is not enough. We need to be able to produce or make available more than the perceived need.

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Lecture No 2.

Human values and ethics: Concept, definition

Concept of Human values:

Defen: *Human values are the principles, standards, convictions and beliefs that people adopt as their guidelines in daily activities.*

In general way the term "human values" signifies the whole range of values which go in to making human life meaningful, fulfilling and valuable.

Evolution of human values:

The human values evolve because of the following factors:

- The impact of norms of the society on the fulfillment of the individuals need or desires.
- Develop or modified by one's own awareness, choice, and judgment in fulfilling the needs.
- By the teachings and practice of preceptors (Gurus) or saviors or religious leaders.
- Fostered or modified by social leaders, rulers of kingdom and by law(Government)

The concept 'value' is expressed in different life situations as significant in fulfilling our mental, emotional, spiritual or practical requirement. It may also simply be described as that which we find good or meaningful. It is very common to comment on the value of things that one prefers or likes and for which one may make conscious effort to acquire. But as human beings we are particularly struck by the values which we discerned in human relationships or in men's actions and behaviour. Therefore, 'value' is a concept which is widely applied in man's life. In view of the variety and diversity of human life, the concept cannot be easily explained

Human ethics:

Defen: *Ethics is the branch of philosophy that involves systematizing, defending and recommending concepts of right and wrong conduct.*

Concept of Human ethics:

Ethics is the word that refers to morals, values and beliefs of the individuals, family or the society. The word has several meanings. Basically it is an activity and process of the inquiry. Secondly it is different from non-moral problems, when dealing

with issues and controversies. Thirdly ethics refers to a particular set of beliefs, attitude and habits of individuals or family or groups concerned with morals. Fourth it is used to mean morally correct.

The study on ethics helps to know the people's beliefs, values and morals, learn the good and bad of them and practice them to maximise their well-being and happiness. It involves the inquiry on the existing situations, form judgement and resolve the issues. In addition, ethics tells us how to live, to respond to issues, through the duties, rights, responsibilities and obligations. In religion, similar principles are included, but the reasoning on procedure is limited. The principles and practice of the religions have varied from time (history), region (geography, climatic conditions), religions, society, language, caste and creed. But ethics has grown to a larger extent beyond the barriers. In ethics, the focus is to study and apply the principles and practices, universally.

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Lecture No 3.

Human values and ethics: Significance and Sources

Significance of Human Values:-

Human values have been a central concept in the social sciences since their inception. Human values play a vital role in the society, for they are said to be the basis of human beings for leading a better life. It is believed that all holy books of all religions contain the values of good life. The importance of values is frequently cited in relation to the global and national problems, whether it be in debates in international assemblies, in studies criticizing "value-free" approaches to research, or in discussion of quality of life and individual fulfilment. Thus, values are deemed especially important in questions of cultural development and are central to concern for the preservation of cultural heritage.

It is to be mentioned that importance of human values is seen right from the childhood of a person. Preschool is the first stage or period that lays the foundation of information on human values. Because information about the values of life is a continuous process found in the society. However, the first information not only gains in earlier periods that begin and end in the period to adolescence but also continues personality. From now on, there can be changes on these values, but basic values have been developed. Changing child's wrong behaviour is more difficult than trying to develop a new behaviour. It is critical to develop the child's personality in a planned and systematic process in order to prevent the wrong development of values education.

Thus, human values possess a significant position in the society. Values are a cognitive structure that describes the ideals of life of individuals, their preferences, priorities, principles and the behaviour of a cognitive. Values are the effective cultural elements which shape the elements around the point of view of individuals, members of a community that holds together.

Sources of Human Values:-

- 1) Family. 2) Friends. 3) Religion. 4) School. 5) Book. 6) Media & Internet. 7) Culture 8) Employers. 9) Time-Period. 10) Economics. 11) Environment. 12) Geography.
- 13) Individual.

Significance of Ethics:

1) Inhibits Knowledge:

First and foremost, ethical norms help in gaining knowledge, analyzing the truth, and avoiding any chances of errors while examining any given circumstance or situation. Thus, ethics are most efficient for avoiding errors and prohibiting against fabricating, falsifying, or misrepresenting any data.

2) Enhances Cooperation:

Working in any organization or workplace demands great deal of cooperation and coordination amongst people at different levels and different fields. As such, different values are promoted and shared amongst these people, such as trust, accountability, mutual respect, and fairness. These only contribute to better and improved working conditions, growth, and success, in turn.

3) Assists in Dealings:

The right sense of thinking can help us deal with people on a daily basis in the right and positive manner. The absence of the right approach and wrong sense can only induce negative feelings, thereby affecting our communication with people as well. Ethics, which are built on trust, help in treating everyone as the children of GOD and love everyone. Hence, ethics that we pass onto others reveals the correct way of living.

4) Builds Public Support:

By following proper ethical norms, they ensure building positive and strong public support. Say, for example, people are more likely to invest in a project or fund if they are guaranteed about the quality and integrity of the project. However, if they are unsure of the quality and growth, they probably will step back and look for another similar project that will fulfil their demand.

5) Promotes Moral & Social Values:

Ethics are considered to be of utmost importance simply because they assist in promoting other significant moral and social values. As such, values like social responsibility, human rights, animal welfare, compliance with the law, and health and safety, are some that are supported through practicing proper ethics. Any flaw in our values will reduce our ability to achieve success in our endeavours. For example, a person who fabricates data in a clinical trial can harm or even kill patients.

Sources of Ethics:

There are two types of Sources:

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- 1) **Moral realism:** ethical principles are thought to have objective foundations, that is, they are not based on subjective human reasoning.
- 2) **Moral relativism:** (also known as Situational Ethics): ethical issues are thought to be subjective.

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Lecture No 4.

Fundamental values: Right conduct, peace, truth, love and non-violence

Fundamental values

1. RIGHT CONDUCT
2. PEACE
3. TRUTH
4. LOVE
5. NON-VIOLENCE

These five values are *inter-related* and *inherent* in human beings, raising them above the level of the animal kingdom.

1) Right Conduct:

Information is received through the five senses i.e. smell, taste sight, touch and hearing. When this information is referred to the conscience, the resulting action will be beneficial. Every action is preceded by thought. If the thought is consciously seen and noted, aims to help and is unselfish, the action will be good for oneself and others. If our mind is busy, or we are daydreaming, the action may be useless, clumsy or harmful to ourselves or others.

Right conduct is also concerned with how we look after and use our bodies. The body needs to careful maintenance to be strong, healthy and well co-ordinated to serve us in performing the tasks of life. Students need to understand the importance of exercise, such as gymnastics, yoga and sports combined with good rest. Good thoughts and good company (which includes everything imbibed by the five senses) are essential for healthy and well balanced development. *Right conduct is taught through: Silent Sitting, Storytelling and Group Activities.*

2) Peace:

We smile when we are happy and contented. Contentment is gained when we cease to want for ourselves all the apparent 'good' things conveyed to us through our five senses.

When our willpower is sufficiently strong to enable us to discern the difference between real needs and superfluous desires, we cease to be driven by the urge to own more and more things.

Inner agitation stops and we are left feeling peaceful. When there is peace in the individual, there will be peace in the family. When there is peace in the family, there will be peace in the community. In order to learn, self-esteem, calmness and freedom from anxiety are necessary.

These qualities are fostered by two of the Programme's components, namely silent sitting and the self-reflective exercises in some of the group activity sessions.

3) Truth:

The desire to know truth has prompted mankind to ask some of the great questions such as: Who am I? What is the purpose of life? How can I know my inner self/ God/ the Creator of the universe? How can I live fully in the present moment?

One great distinction between humankind and the rest of the animal kingdom is the ability to choose how to behave, rather than just to follow the lower instincts (the law of the jungle). A human being is also able to recognise past, present and future and to take note of changes occurring over time.

A quotation used in the lesson to stimulate thought and questions may later come to mind to provide guidance and choice in a life situation. Short Term Pain for Long Term Gain: Choosing to refer to this higher level of awareness and to consciously exercise moderation in our behaviour leads to better health and greater contentment. The value of truth can also be taught through story telling which promotes curiosity, optimism, fairness to all and noble ideals. It also aids the understanding of the value of honest speech and self-analysis.

4) Love:

Love is not an emotion, affected by the sub-conscious mind, but is a spontaneous, pure reaction from the heart.

It is the power of love which causes one person to wish happiness for another and take pleasure in their well-being. A beneficial energy (love) is directed towards the other person. As this energy flows through our own body first, it also enhances our own health. Love is

unconditional, positive regard for the good of another. It is giving and unselfish. Love is essential if children are to grow up healthy in mind and body. Love is the unseen undercurrent binding all the four values.

When the mind is turned away from selfishness, the 'heart' opens, and love flows. Love is energy, not an emotion, and is inherent in every breath. It is the motive force of the physical body and is enhanced through breathing exercises. The component of group singing in the Programme promotes harmony, co-operation and joyfulness. In singing a child may experience the sweetness of love. Love may also be fostered through storytelling and activities which provide young people with the opportunity to care for other people, animals, plants and objects.

5) Non-Violence:

For the non-violent person, the whole world is his family. When the former four values are practised (i.e. the conscious mind is keenly aware, love is flowing, there is peace and actions are right) life is lived without harming or violating anything else. It is the highest achievement of human living encompassing respect for all life - living in harmony with nature, not hurting by thought, word or deed.

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Lecture No 5.

Ethics: Professional, environmental

Professional Ethics:

Professional ethics is the set of standards adopted by professionals. Every profession has its ethics: medicine, law, pharmacy etc. or Professional ethics is defined as the personal and corporate rules that govern behavior within the context of a particular profession.

What exactly is a profession

A profession can be understood in terms of the attributes (and requirements) of a professional practice, such as "calling in which special knowledge and skill are used in the service of mankind."

Who is a professional

- *Professionals* who comprise a given profession also tend to have certain defining attributes and requirements.
- Medical doctors, lawyers, accountants, etc. find themselves in situations in which their decisions and actions can have significant social effects, and have roles and responsibility- ties that exceed those of ordinary individuals.
- Sometimes these roles and responsibilities *differentiate* professionals from others.

Some important characteristics of professional ethics:

1. Formal code
2. Footis
3. Precedence
4. Restriction
5. Two dimensional
6. Role morality.

Environmental Ethics:

- Environmental ethics take into consideration the moral obligations human beings have concerning the environment. Learn how environmental ethics and human values affect our ability to understand and solve environmental problems.
- Did you notice that the world is getting smaller? I don't mean it is physically shrinking in size, but there's no denying that in today's modern world we are more

keenly aware of the fact that a large number of people are still ignorant about environmental ethics.

- Though this is not normal, it is not surprising that environmental ethics is a relatively new discipline. In fact, environmental ethics is a relatively new discipline. As awareness comes some ethical questions naturally arise in our minds. For example, with respect to the care of the planet. In this lesson, we will discuss environmental ethics and human values and describe how they affect our ability to deal with the environmental problems that our world faces.

- Environmental ethics is the philosophical discipline that considers the moral and ethical relationship of human beings to the environment. In other words: what, if any, moral obligation does men have to the preservation and care of the non-human world?
- While ethical issues concerning the environment have been debated for centuries, environmental ethics did not emerge as a philosophical discipline until the 1970s. Its emergence was the result of increased awareness of how the rapidly growing world population was impacting the environment as well as the environmental consequences that came with the growing use of pesticides, technology, and industry.
- Environmental ethics helps define man's moral and ethical obligations toward the environment. But **human values** become a factor when looking at environmental ethics. Human values are the things that are important to individuals that they then use to evaluate actions or events. In other words, humans assign value to certain things and then use this assigned value to make decisions about whether something is right or wrong. Human values are unique to each individual because not everyone places the same importance on each element of life. For example, a person living in poverty in an undeveloped country may find it morally acceptable to cut down the forest to make room for a farm where he can grow food for his family. However, a person in a developed country may find this action morally unacceptable because the destruction of forests increases carbon dioxide emissions into the atmosphere, which can negatively impact the environment.



- Environmental ethics, along with human values, make for challenging philosophical debates about man's interaction with the environment. Water and air pollution, the depletion of natural resources, loss of biodiversity, destruction of ecosystems, and

global climate change are all part of the environmental ethics debate. And we see that within the discipline of environmental ethics there are tough ethical decisions humans must consider.

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Lecture No 6.

Ethics: ICT

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What is Ethics

Defen: Ethics is the branch of philosophy that involves systematizing, defending and recommending concepts of right and wrong conduct.

OR

Ethics defines what is good for an individual as well as for the society and establishes the nature of duties that people owe themselves and one another.

Meaning of Ethics:

Human beings have the ability, partly innate and partly acquired, to judge human actions as morally good or bad, right or wrong. Even though "good / right" and "bad / wrong" do not mean the same thing for all still, everyone possesses a notion of right and wrong.

Why ethics is important

"... The responsibility of choosing is with you; God is blameless"

"We are not given a good life or bad life, We are given a life it's up to us to make if good or bad"

ETHICS-ICT:

Computer Ethics is a set of moral principles that govern the behaviour of a group or individual. ... Some common issues of computer ethics include intellectual property rights (such as copyrighted electronic content), privacy concerns, and how computers affect society.

For example, while it is easy to duplicate copyrighted electronic (or digital) content, computer ethics would suggest that it is wrong to do so without the author's approval. And while it may be possible to access someone's personal information on a computer system, computer ethics would advise that such an action is unethical.

As technology advances, computers continue to have a greater impact on society. Therefore, computer ethics promotes the discussion of how much influence computers should have in areas such as artificial intelligence and human communication. As the world of computers

evolves, computer ethics continues to create ethical standards that address new issues raised by new technologies

Ethical, Legal, Social aspect of ICT:

Every technological invention has got both positive and negative impacts on the society. Einstein while giving the nuclear power theory as has never expected that his discovery shall ever be used for such a devastating destruction at Hiroshima and Nagasaki, it too was not known during the 19th that communication technology of late shall have so many alarming direction associated with it. For example, ICT provides easier and efficient means of storage and retrieval of information but at the same time suffers from piracy of copyrighted materials, software, data, music, video etc. at large scales. Internet provides instant access to all sorts of useful information at finger tip but at the same time suffers from plagiarism, illegal uploading, downloading, copying, stealing and misuse of intellectual property. ICT has created high-end job opportunities for the techies in one hand and on the other hand has created severe unemployment among non-tech groups. Communication Technology has made trade, investment, business simpler and unruffled through e-commerce and on-line transactions but suffers from cyber crimes, forgery, sabotage, hacking and loss. Internet has made the whole world a small intellectual village but at the same time is polluted with horrid contents like pornography, spam, worms and viruses. Therefore, it is high time now for careful inspection of the legal and ethical aspects of ICT as there are not enough guidelines available in this field as compared to those available in conventional branches of science and technology. More importantly, now ICT is not limited to the scientists and software engineers alone rather it has become a widespread phenomenon, affecting people at various stages in their role, as customers, service provider, participants, middlemen etc. So it has become the moral responsibility of the sociologist, business people and scientists to decide in which way ICT can be best utilized

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Ethical Issue of ICT:

Computer Ethics is a set of moral principles that govern the behaviour of a group or individual. Therefore, computer ethics is set of moral principles that regulate the use of computers.

Ethical issues arising from the development and wide-spread use of ICT are of increasing concern. Prominent examples include the limitations of privacy in social network sites, ownership and control of data by search providers, the limitations on the use of large-scale

public databases or ICT systems or the possibility of moral agency by autonomous systems. Although there is broad acceptance that ethical questions are relevant to ICT, and that the way they are addressed can influence the acceptance and acceptability of novel technologies, it is not clear how this is to be done nor how responsibilities should be defined and realised.

What should we now focus on in ICT ethics:

The global action plan called Future Vision is proposed as an initiative to address the serious fragmentation of work in and between academia and industry related to so-called ICT Ethics. We need to identify what and where progress has been made, what problems or barriers exist and where is the future potential. The aim of Future Vision is to regenerate the relationships across the wider community so that ICT will be developed and utilised in an ethical and socially acceptable manner. It is not simply an academic initiative but a whole-world initiative which will lead to an improvement in practice.

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Lecture No 7.

Sensitization: towards others particularly senior citizens, developmentally challenged and gender

Sensitization: towards others particularly senior - citizens

"A human being is a part of the whole, called by us 'universe; a part of limited in time and space. He experiences himself, his thoughts and feelings as something separated from the rest – a kind of optical delusion of his consciousness. - Albert Einstein

"The death of an elderly man is like burning a library." A proverb

Sensitization:

Defen: The process of becoming highly sensitive to specific events or situations (especially emotional events or situations)

Meaning of Sensitization:

Sensitization is a non-associative learning process in which repeated administration of a stimulus results in the progressive amplification of a response. Sensitization often is characterized by an enhancement of response to a whole class of stimuli in addition to the one that is repeated.

For example repetition of a painful stimulus may make one more responsive to a loud noise. Try to find most tortuous, longest, strangest path selection and that sensitize that 80%-95% transaction low coverage in the flow testing.

Introduction:

"Age is nothing but a number." Not very long ago, retirement meant end of active life and wait for death, whenever it comes. So during the interim period, one should lead a sedentary life, most of the time be spent on reflection and meditation.

Not anymore – The mindset of old people is tuned to what Abraham Lincoln had said, "... the end, it is not the years in your life that count. It is the life in your years." Or what Mark Twain commented, "Age is an issue of mind over matter. If you do not mind, it does not matter." Now there are no restrictions how a senior citizen should behave, act or think.

The gap between generations has almost disappeared. Internet and social media have played a big role in making the free flow of ideas between people of all ages.

At present, as far as possible, many old people refuse to retire in earlier traditional way, as it led to boredom, total dependence on sons, depleting funds.

loneliness. Today with increased awareness, longevity and better health-care, most of the senior citizens after spending their prime time in job, marriage and family responsibilities, now look forward to pursue their hobbies, holidaying, travelling or work which really interests them. They are careful to keep themselves emotionally, financially and health-wise fit enough to enjoy their retired life. There are so many opportunities for them to keep themselves occupied meaningfully, only they have to keep pace with the changing times.

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Issue:

In modern societies such elderly people are usually neglected or treated well because of lack of time, patience and resources. Instances of parental abuse are increasing. Together with child abuse and spousal violence, neglect of elderly has been a hidden social problem an unholy trinity of domestic violence since long. The issue of neglecting elders encompasses physical as well as financial exploitation of the 60+ people. Dr. Buston wrote an article, "Granny-battering" in the August Medical Journal 1975, "It is about time that all of us realized that elderly people too are at times deliberately battered".

Gaps in present understanding of elder issues:

There are many gaps in the present understanding of elder issues all-over the world. It is a complex problem. Youth are also too busy in their present world and have little apprehension of old people's problems. Lack of sensitivity aggravates the problems more.

Old age becomes a source of many physical and mental worries for themselves as well as their near and dear ones. People do not know how extensive it is, what are the endangering factors, or what are the policies and interventions that would be effective to prevent or reduce these problems. Until and unless we understand the issue of elders abuse better. Any one of us could end up being a victim or a perpetrator.

Proper elderly care requires various measures ranging from better support of caregivers; more training and incentives to for those paid or unpaid – who take up the responsibility of helping elderly people; to legislation and provide the legal instruments for better protection to them. There should be better public awareness and education about

Geriatric Psychiatry to know the common causes and signs of elder abuse or to be aware of the existence of Elder Protection Team and how to make a report.

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Difficulties in old age:

The reasons behind the difficulties old persons have to face are indifferent family response, slow interventions and intra-familial pressures. Even in many well-off families, youth misbehave with elderly. There are many cases reported in newspapers when the old parents are often considered a burden by married children. They are abandoned, compelled into destitution and isolation or even eliminated, in order to preserve or save family honour and reputation. Many senior citizens bear it silently, denies or cover-up the ill-treatment they get from their own children. There is a large number of elderly persons, whose sons/daughters are settled abroad. It is not always possible for young sons/daughters to reach to their parents immediately. So much and so disgusted are some senior citizens, that they pre-book for their funeral services.

What can be done to give relief to elderly people – Measures needed to be taken to control elder abuse:

- To promote family values,
- Sensitize the young on the necessities of older people and promote in them desirability of meeting familial obligations.
- The most effective measure is through sensitizing children and strengthening inter-generation bonding.
- Increased economic independence.
- Initiate state policies to encourage young generation to co-reside with their parents by providing tax relief, allowing rebates for medical expenditures and giving preference in allotment of houses.

Short term staying facilities for older persons, so that family can get some relief when oldies go out.

- There should be nation-wide programs in schools and colleges for sensitizing children and young adults towards the aging and the aged.
- Sensitization of healthcare workers to recognize and develop a protocol for treating.
- Develop a robust social security system that not only ensures income security to the older persons, but also gives them opportunities for income generation.

- It is one of the primary ethical duty of any welfare government and its institutions to provide comfortable environment for elderly and terminally ill persons or to ease their anxiety, stress, or pain and other problems, physical, psychological and spiritual by opening healthcare centres in each and every local area, to take care, genuinely and compassionately, of their day today physical, medical and mental necessities.
- Government should build flats for senior citizens specially designed keeping in view the special needs of old-age – from grab rails in bathrooms and corridors to anti-skid flooring, arthritis friendly taps, wheelchair friendly lifts and flooring etc. It will give them secure atmosphere and live independently with dignity.

■ **The Act outlines the legal options available to elders:**

- Parents and grandparents who cannot maintain themselves can demand maintenance under the Act.
- Maintenance includes food, clothing, residence, medical attendance and treatment.
- Maximum maintenance cannot exceed Rs. 10,000/- per month.
- The state government can designate a social welfare officer to ensure the senior citizen gets maintenance.
- If children/relatives fail to pay maintenance within three months, the tribunal can impose a fine and even imprison them, the tribunal can impose a fine and even imprison them till the fine and even imprison them till the fine is paid.
- If senior citizen is abandoned, children/relatives can be imprisoned for up-to three months or fined up-to Rs.5, 000, or both.

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Lecture No 8 - 9.

Spirituality, Positive attitude and Scientific temper

■ Spirituality:

Derived from Latin word "SPIRITUS" which refers to "breath" or "wind".

Defen: Spirituality refers to that part of human being that seeks meaningful through intra, inter and transpersonal connection.

OR

Defen: spirituality involves a belief in a relationship with some higher power, creative force, divine being or infinite source of energy.

Describing spirituality:

- **Meaning:** Having purpose, making sense of life.
- **Value:** Having cherished believes and standards.
- **Transcendence:** Appreciating a dimension that is beyond the self.
- **Connecting:** Relating to others.
- **Becoming:** Which involves reflection, allowing life to unfold, and knowing who one is.

Spiritual Needs:

Need for

- 1) Love 2) Hope 3) Trust 4) Forgiveness 5) Being Respected & Valued
- 6) Dignity 7) Fullness of Life 8) Values 9) Creativity 10) Connecting With Higher Power 11) Belonging To a Community

Spirituality:

- **There are two different approaches to spirituality**

➤ **Formal view:** Spirituality is a concern with the sacred, as distinguished from material matters.

➤ **Modern view:** Spirituality is a system that stresses the idea that a person does not need formal religion to live a life of faith.

- The modern approach has become fashionable and trendy; because the idea of having a personalized worldview appeals to the American value of individualism.

- The notion of a "religion," wherein each person can turn to themselves to discover "inner peace," combines this value of individualism with the value of free choice.
- "Your vision will become clear only when you look into your heart. Who looks outside, dreams.

■ Positive attitude

Attitude is a mental position relative to a way of thinking, a leaning towards that which you believe.

OR

Attitude can be defined as tendency to feel and behave in a particular way, it shows us feeling about something.

Positive attitude is more than thinking good thoughts, it's the ability to access a beneficial state of mind regardless of your situation.

Keeping a smile on your face and emitting a positive attitude will also show your boss that you are not afraid to take on challenges.

Benefits of positive attitude:

- Helps achieving goals and attain success.
- Success achieved faster and more rapidly.
- More happiness.
- More energy.
- Greater inner power and strength.
- Ability to inspire and motivate yourself & others.

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The power of positive attitude brings optimism in to your life and makes it easier to avoid worry and negative things.

Developing a positive attitude:

- Choose to be happy.
- Look at bright side of life.
- Choose to be and stay optimistic.
- Find reasons to smile more often.

- Have faith in yourself and in the power of universe.
- Contemplate upon the facility of negative thinking and worries.
- Associate yourself with happy people.
- Read inspiring stories.
- Read inspiring quotes.

A positive attitude is everything in life. It's a state of your mind releases abundance of energy and strength in your body to achieve anything that you desire.

Some tips which helps to achieve positive attitude:

1. Always have presence of mind
2. Think and be positive
3. Affirmation
4. Visualize success

Achieve success through a positive attitude:

Whether you attract success or failure really depends on your attitude. Those who focus on the good qualities that they have and take time to relish in their achievements, no matter how small they are – will inevitably attract success.

■ Scientific temper

Introduction:

We are living in an era of science and technological development. Science has radically changed man's material environment. It has led to material and non-material material development. Science and technology have fostered a new intellectual temper known as Scientific Temper.

Definition:

According to Columbia dictionary "*science is an accumulated and systematized learning in general usage restricted to natural phenomenon*".

The progress of science is marked not only by an accumulation of fact, but by the emergence of scientific method and scientific temper.

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Meaning:

The term science is derived from Latin verb, 'scire' meaning 'To know' and Latin word 'scientia' meaning 'knowledge' commonly speaking 'science science is a systemized body of knowledge.

Role of teacher in inculcating scientific temper in students

- Develop sense of curiosity and questioning.
- Develop capacity of reasoning and thinking.
- To bring students out of superstition by reasoning and experimentation.
- To create open mindedness among students.
- Teacher should use problem solving method
- By organizing science clubs in which the student study more about different scientists and their discoveries, thus leading to better understanding that science is for the benefit of man and not merely for destruction.
- Teacher should create capacity of application in a student.

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Lecture No 10 - 11.

Team work and volunteering, Rights and responsibilities

■ Team Work:

Team:

Defen: *A group of people working together to achieve a common goal.*

What is mean by Team

- Two or more individuals with a high degree of interdependence geared toward the achievement of a goal or the completion of a task.
- Team make a decisions, solve problems, provide support, accomplish missions, & plan their work.

Team work:

Defen: *The process of working collaboratively with a group of people in order to achieve a goal.*

OR

Teamwork is the concept of people working together as a team for one specific purpose under the same value.

OR

The ability to cooperate & communicate effectively with others to achieve a common goal.

Why Teamwork

Rationale for a team approach

- Team are part of everyone's life you're a member of family team, a staff team, school, health care and community teams.
- So it's appropriate that you understand how to function effectively as a team member.

What is Team Work.

Team work is ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is a fuel that allows common people to attain uncommon results.

- A team is a defined as a group (a collection of people) who interact to achieve common goal, but an effective, well-functioning team is much more than this.
- Participant in an effective team care about the group's well being. They skilfully combine appropriate individual talents with a positive team spirit to achieve results.

- Regardless of whether the program effort is that individual, several individual or the entire county office unit, a climate of teamwork can exist.
- A variety of working relationship exists among staff. You might view these relationships as dimensions (levels) of involvement or as a continuum of relationship among agents. As you move along the continuum, the degree of communications, integration & commitment seems to increase.
- Greater interpersonal skills are necessary if you are to work together effectively at more complex level. As your skills develop, more options become available to you regarding the dimensions of involvement which you might select for any particular program effort.

Elements of Teamwork in Workplace:

1) Collaboration:

- ✓ Common & shares ideas
- ✓ Have a feeling of respect for each team member's contribution

2) Conflict resolution:

- ✓ Leaving room for everyone's contribution
- ✓ Developing the ability to listen to all ideas
- ✓ Creating a method of consensus to develop a solution the team can agree on

3) Role & Responsibilities

- ✓ Responsibilities are distributed fairly among the group
- ✓ Each member is assigned a part of the task based on his role within the group & his level of expertise.

4) Differing point of view

- ✓ Good team creates solutions that are manufactured from the many different perspectives of the individual group members
- ✓ It helps to see a situation from several different angles, & can create a solution that no one individual could create on his own

Key Teamwork skills:

1) Interpersonal:

- ✓ Trust/acceptance
- ✓ Communication
- ✓ Collaborative problem-solving
- ✓ Conflict resolution

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2) Self/project management:

- ✓ Goal setting
- ✓ Planning
- ✓ Task Co-ordination
- ✓ Performance management

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Few Teamwork Guidelines:

- 1) Effective communication
- 2) Team working Agreement
- 3) Effective Meetings
- 4) Project management
- 5) Conflict Management

■ Volunteering, Rights and responsibilities:**Volunteer:**

Defen: *A person who performs or offers to perform a service voluntarily.*

OR

To perform or offer to perform a service of one's own free will.

OR

A person who performs or offers to perform voluntary service.

There are things you should think about before you become a volunteer. like the sort of organisation you want to be involved with, how much time you have and what sort of role will suit you.

When you choose to volunteer for an organisation, they have responsibilities for making sure you are safe and happy in your role. But you will have to play your part in contributing to the organisation as well.

Unlike paid staff, volunteers are not covered by awards or work-place agreements.

However volunteers do have rights, some which are set out in legislation and some which are considered the moral obligations of an organisation involving volunteers.

Select a topic to find out more:

■ Rights and responsibilities:

Rights of Volunteer:

As a volunteer you have the right to:

- A healthy and safe environment
- An orientation or induction session
- Information about the organisation you are working for, including policies and procedures
- A volunteer position description or volunteer agreement which outlines the tasks that you will be expected to perform and the agreed working hours
- Be provided with sufficient training and supervision
- Be reimbursed for necessary out of pocket expenses
- Be protected by appropriate insurance
- Have your personal information dealt with in a confidential manner
- Take holidays
- Say 'no' if you are uncomfortable or feel you are being exploited
- Be informed and consulted on matters which affect you and your work.

As a volunteer you should not be:

- Filling a position previously held by a paid worker
- Doing the work of paid staff during an industrial dispute
- Treated in a manner that is discriminatory.

Some other right of volunteer



- To work in a healthy and safe environment (refer various Occupational Health and Safety Act).
- To be interviewed and engaged in accordance with equal opportunity and anti-discrimination legislation.
- To be adequately covered by insurance.

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- To be given accurate and truthful information about the organisation for which you are working.
- To be reimbursed for out of pocket expenses.
- To be given a copy of the organisations volunteer policy and any other policy that affects your work.
- Not to fill a position previously held by a paid worker.
- Not to do the work of paid staff during industrial disputes.
- To have a job description and agreed working hours.
- To have access to a grievance procedure.
- To be provided with orientation to the organisation.
- To have your confidential and personal information dealt with in accordance with the principles of the Privacy Act 1988.
- To be provided with sufficient training to do your job.

Responsibilities of Volunteer:

Volunteer organisations should have internal policies or procedures in place, including a statement on how they manage volunteer involvement. They should have clear procedures on how they deal with complaints, grievances or discrimination. There may also be staff behaviours and values that are expected, or a code of conduct in place.

The guiding policies and procedures will most likely be discussed during your induction process. If they are not you should ask your supervisor for copies of the documents. As a volunteer you are expected to act in a manner consistent with these policies and procedures.

All volunteers are expected to:

- 1) Be punctual and reliable.
- 2) Respect confidentiality.
- 3) Carry out the duties listed in your volunteer position description.
- 4) Be accountable.
- 5) Give notice if your availability changes or you are leaving the organisation.
- 6) Report any injuries or hazards that you notice in the workplace.
- 7) Adhere to the organisation's policies and procedures.
- 8) Deal with complaints in the appropriate manner.
- 9) Undertake training as requested.
- 10) Ask for support when needed.
- 11) Support other team members.

Lecture No 12.

Road safety; Human relations and family harmony

■ Road safety:

Why-Road safety.....

“Drive safe Live Safe”

“You can't get home unless you are safe”

Defen: Road safety refers to methods & measure for reducing the risk of a person using the road being killed or seriously injured.

OR

Road safety is a set of rules & regulations which are made to ensure proper functioning & proper safety of vehicles and other dwellers.

Meaning of Road Safety:

The term road traffic safety is an indication of how safe individual users are on some particular road, or on the road belonging to some region.

The main danger to road users is the likelihood of a traffic collision.

In today's world road and transport has become an integral part of every human being. Everybody is a road user in one shape or the other. The present transport system has minimized the distances but it has on the other hand increased the life risk. Every year road crashes result in loss of lakhs of lives and serious injuries to crores of people.

In India itself about eighty thousand people are killed in road crashes every year which is thirteen percent of the total fatality all over the world. Man behind the wheel plays an important role in most of the crashes. In most of the cases crashes occurs either due to carelessness or due to lack of road safety awareness of the road user. Hence, road safety education is as essential as any other basic skills of survival.

Our aim is to provide road safety information for road users to encourage safer road user behaviour among current and prospective road users and reduce the number of people killed and injured on our roads every year.

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Different Road Safety Measure:

- 1) Do not use horns unnecessarily; use it only to avert danger. Noise level goes up, driving becomes tiresome with hardly any different to your progress
- 2) Do not over speed or jump traffic lights. The time that you gain is not worth the risk to life & limb
- 3) Don't haste. Show courtesy & consideration to the less fortunate-the pedestrians, the cyclist & two wheelers.
- 4) Don't push your way forward through any opening in the traffic at traffic signals.
- 5) Don't view through traffic stick to your lane.
- 6) Never over take on the left.

• **General Road Safety Measure:**

- 1) Never Play on Road
- 2) Walk on Foot path only
- 3) Follow Traffic light
- 4) Don't drink & drive
- 5) Use Helmet or Head cover

■ **Family harmony:**

What is Family Harmony:

Defen "It means the ability to trust and support, communicate differences in a constructive manner and look beyond the self (and immediate family) at a broader picture.

Description of Family Harmony:

It means continuous work and constant reflection on actions that keep a healthy connection with the family as a larger unit. Family harmony does not mean there are no arguments. It does not mean sacrificing the self to be subsumed by the larger whole, without voice or choice. Family harmony is a critical component to a strong family business. Alignment in vision and values and strong commitment from family members helps business leaders to make tough decisions that will steer the company in an appropriate direction. Family harmony and competitive advantage can

result from this alignment.

Family harmony can be aided by focusing on a simple structure to identify and clarify family values and using those values as guideposts in family and business vision, strategy, investment and governance.

Harmony in the family:

1. Relationship is between the self and other self.
2. There are feelings, or expectations of feelings, in relationship of oneself for other self
3. These feelings can be recognized they are definite.
4. Their fulfilment and evaluation leads to mutual happiness.

Feelings in relationship of family harmony:

- 1) Trust 2) Respect 3) Affection 4) Care 5) Guidance 6) Reverence 7) Glory
- 8) Gratitude 9) Love

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Lecture No 13.

Modern challenges and value conflict, Sensitization against drug abuse and other social evils

- Modern challenges and value conflict
- Modern challenges

What is Challenge....

A challenge is something new and difficult which requires great effort and determinations.

OR

A challenge to something is a questioning of its truth or value.

Different Modern challenges in Education Sector:

Education in India faces following primary challenges:

1) Quality:

Maintaining standard of education in more than a million schools nationwide, offering training programs to teachers, and keeping good balance with education system worldwide is a big challenge. Schools vary in size and resources and are forced compromise in the all round development opportunities they must provide to students.

2) Access:

Having infrastructural constraints and social issues, it becomes harder to make education accessible to all segments of the society (women, minorities, poor).

3) Cost:

The cost of education is very high even for the people and places where it is accessible. The competitive pressure on students & parents forces them to opt for private tuitions & trainings to supplement the school education.

4) Social & Cultural:

The ethnic diversity in India poses challenges to implement consistent education nationwide. There are more than 300 languages spoken in the country and makes it difficult to offer education tailored to specific social segment. Educating women in some societies is a big issue. Children of poor families are forced to work and miss out the learning opportunities. Illiterate adults have very limited opportunities to get educated at later age in their lives.

Ways to overcome the Modern challenges:

1) Improve Quality of Education:

- Computerized & digital content
- Consistent grading system by all the Universities
- A consistent grading system by all the Universities
- Reward all round development of students
- Promote alternate education & ideas
- Continuous improvement by statistical feedback

2) Improve Accessibility:

- Online & open information portal accessible anytime from anywhere to everyone
- Bring the books & other resource (videos of lectures, speakers) online
- Promote distant learning initiatives to spread the education in rural areas
- Provide online courses to students with special needs.
- 24×7 schooling for those who cannot attend regular school during daytime

3) Reduce the cost of education:

- Services at lower cost via online solutions
- Encourage “learn yourself” and “community learning” via online system, promote volunteers by providing common infrastructure at lower price
- Tools for teachers, schools & exam boards to offer courses and conduct examinations & assessment
- Measurement of returns and guidance on future spending

4) Social Measure:

- Online system creates anytime, anywhere engagement model
- Online Learning from home opens the doors for girls to get education if social & cultural reasons are preventing them.
- Promote vocational courses and self paced learning for adults
- Bring culturally diverse India on a common learning platform which is offered in all languages

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Modern Challenge OR Problems of Modern Life-Style

- To specify the task of "SCIENCE OF LIVING" first of all let us identify the basic and burning problems of modern style of living all the world over. The **Science of Living** is evolved in such a way that everyone who would learn or master it will be able to accept the challenges met with in his individual as well as social life, national or international affairs. We may enlist them here in brief
- (1) TENSION - Physical, mental, emotional
- (2) HEALTH PROBLEMS - Physical, mental and emotional diseases (including psychosomatic disorders)
- (3) ECOLOGICAL POLLUTION/RUPTURE IN OZONE LAYER
- (4) DISTURBED FAMILY RELATIONS
- (5) VIOLENCE AND CRUELTY
- (6) CORRUPTION / DISHONESTY / IMMORALITY
- (7) DRUG-ADDICTION
- (8) NEGLECT OF LAW & ORDER AND ETHICAL, MORAL AND SOCIAL DISCIPLINE
- (9) ARMAMENTS/NUCLEAR WEAPONS (MILITARISM)
- (10) EXPLOITATION

Lest the list become endless, we shall confine ourselves only to the acute/major problems besetting the human race.

After identification of these problems, we have to reflect on their causes. The following seem to be the main culprits in creating these problems:

- (a) Degeneration of faith in basic values of life.
- (b) Utter materialistic outlook.
- (c) Excessive proclivity for ease and comfort.
- (d) Hedonistic tendencies / Neo-culture sensualism.
- (e) Unbridled desires / cravings / ambitions.
- (f) Lack of compassion and spirit of service.
- (g) Lack of self-discipline / self-control.
- (h) Excessive greed / Possessiveness / Acquisitiveness Money-mindedness.
- (i) Utter selfishness.

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- (j) Over-industrialization.
- (k) Over-urbanization.
- (l) Over-population.
- (m) Over-busy life (time-stress).
- There are some fundamental causes responsible for the above :
 - (1) Distortion of neuro-endocrine system.
 - (2) Lack of value-education.
 - (3) Unbalanced educational system; input is incomplete; there is merely preaching-oriented education (without the practical technique for attitudinal change and behavioural modification).
 - (4) Enfeebling of innate vital force (*Prana*), resulting in the weakening of will-power and tolerance.

■ **Value conflict:**

Conflict:

What do you think.....

When you hear the word.....

CONFLICT

What do you think and what image comes to you.....

Defen: A situation in which someone believes that his or her own needs have been denied.

OR

The goal of organizational leadership is not to eliminate conflict, but to use it.

OR

Conflict is a predictable social phenomenon & should be channeled to useful purposes.

OR

A strong disagreement or collosion of value, or interests or intrnsions among individual, group, organizations, communities & nations.

■ **Value conflict:**

Defen: Value conflicts are often rooted in false layers of self-identity and will block your progress.

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OR

Value conflicts are caused by perceived or actual incompatible belief systems.

Values are beliefs that people use to give meaning to their lives. Values explain what is "good" or "bad," "right" or "wrong," "just" or "unjust." Differing values need not cause conflict. People can live together in harmony with different value systems. Value disputes arise only when people attempt to force one set of values on others or lay claim to exclusive value systems that do not allow for divergent beliefs. It is of no use to try to change value and belief systems during relatively short and strategic mediation interventions. It can, however, be helpful to support each participant's expression of their values and beliefs for acknowledgment by the other party.

- **Views of Conflict:**

- 1) **Traditional View:** The belief that all conflicts are harmful & must be avoided.
- 2) **Human Relation View:** The belief that conflicts is a natural & inevitable outcome in any group.
- 3) **Integrationist View:** The belief that conflicts not only a positive force in group t that it is absolutely necessary for a group to perform effectively.

- **Five types of value conflicts:**

1. Subconscious Denial: This is when you have knee-jerk reactions towards something related to truth, freedom or abundance and say "that's not my cup of tea". An example would be someone saying that being emotional or vulnerable is for weak people. Someone could also be progressing in a path of self-development and fall into anger and withdrawal when touching the topic of sexuality because she has been raped. It is an irrational reaction covered with a rational explanation to protect from a deeper pain that the person is not ready to accept.

Symptoms: "not my cup of tea", knee-jerk reaction, anger, withdrawal.

2. Subconscious Avoidance: This is when something related to truth, freedom or abundance is in a blind spot and you never really pay attention to it. I cannot quote an example because those in that situation cannot talk about their blind spots. When facing an

opportunity related to something they avoid, they don't know how to process it, are just confused, can't articulate what's going on and will just walk back silently. An example would be someone who gets plenty of training on personal development and goals achievement but knows nothing about the meanings of "being", "presence" and "authenticity."

Symptoms: Confusion, silence, hearing crickets, withdrawal.

3. Valuing Outcome: This is when you value an outcome but not what's required to make it happen. An example would be someone who want to lose weight but don't want to exercise, or someone who values living a greater purpose but doesn't value the actions required to make it happen. This causes procrastination and a lack of results. When in that zone, you can waste years following tons of training and proven systems and nothing will work.

Symptoms: Procrastination, lack of results, laziness, illusionary comfort.

4. Unconscious Conflict: This is when you consciously value two things without realizing they don't quite fit together. For example, if you value integrity and spiritual alignment while your actions are purely based on logic, opportunities and contracts, you may use integrity and spiritual alignment as surface decoration without realizing they don't quite fit with your foundation. This can cause all kinds of conflicts with the people around you which you'll see as unavoidable. It also dilutes your power and effectiveness.

Symptoms: Lack of clarity, tiredness, friction, conflicts, diluted power and effectiveness.

5. Conscious Conflict: This is when you consciously value two things and know they don't quite fit together. An example would be someone who has experience with stillness spirituality and also with force of life spirituality, values both and doesn't quite know how to make these two worlds fit together. It is extremely common for spiritual people to not quite know how to integrate spirituality into their physical world. It can also happen if you get advice from a coach that conflicts with the knowledge you already have. The only ways to move past a conscious value conflict are to either find a higher truth where both perspectives are true or sacrifice (at least temporarily) one of the conflicting values.

Symptoms: Procrastination, stumbling block, wall, confusion, inaction, reflection, feeling torn in two directions.

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By resolving value conflicts, on top of opening the path for greater truth, power, abundance and freedom, you may also notice these symptoms:

- Increased vitality
- Increased eye-sight
- Seeing things around you never saw before
- Increased personal power
- Feeling more at peace
- Feeling your energy flowing unrestrained

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Resolving a value conflict is really shifting your core, and for this reason, it can take a few days for your mind and energy to adapt to the new reality. It is also the reason why shifting your core in such a way is so powerful.

As an exercise, take a sheet of paper and split the page in 5 sections. For each type of value conflict, think about where it shows up in your life. Write down 3 value conflicts for each of the 5 types. Everybody has value conflicts. The easiest way to recognize value conflicts is by looking at where the symptoms show up in your life. If you're experiencing a lack of results despite tremendous efforts, which type of value conflict is that? If you don't know where to start, look around God, sex and money. These are the 3 areas that draw the most value conflicts.

Awareness is the greatest key to resolving value conflicts. The first step in resolving any problem is recognizing there is one!

- **Causes of Conflict:**

- 1) Incomplete / Inaccurate data
- 2) Relationship issues
- 3) Differing Value
- 4) Structural (Institutional)
- 5) Differing or Completing Interest
- 6) Limited Resources.

- **Symptoms of Conflict:**

- 1) Failing Productivity
- 2) Slipping morale
- 3) Absenteeism
- 4) Accidents.
- 5) Escalating costs
- 6) Slamming doors
- 7) Shouting
- 8) Bad times

- **Types & Level of Conflict:**

Types Conflict	→	Level of Conflict
Organization	→	Within & Between Organizations
Group	→	Within & between groups
Individual	→	Within & between individual

1) Group Conflict:

- ✓ **Intragroup conflict:**

- Conflict among members of group
- Early stage of group development
- Way of doing tasks or reaching group's goal

- ✓ **Intergroup conflict:** Conflict group between two or more group

2) Individual Conflict:

- ✓ **Interpersonal Conflict:**

- Between two or more people a difference in a views about what should be done
- difference in Orientation to work & time in different part of organization

- ✓ **Intrapersonal Conflict:**

- Occurs within an individual
- Threat to a person's values
- Feeling of unfair treatment
- Multiple & Contradictory sources of socialization

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• Conflict Management:

Conflict Management is defined as "the opportunity to improve situations & strengthen relationships"

• Five Ways to Manage Conflict:

- 1) Avoidance 2) Competition 3) Accommodation 4) Compromise 5) Collaboration

• Conflict Continuum:

- ✓ I win you lose (Competition)
- ✓ I lose or give in (accommodate)
- ✓ We both getting something (Compromise)
- ✓ We both "Win" (Collaborate)

1) Competition:

• Plus:

- The winner is clear
- Winners usually experience gains

✓ Minus:

- Establishes the battleground for the next conflict.
- May cause worthy competitors to withdraw or leave the organizations

2) Accommodation:

✓ Plus:

- Curtails the conflict situations
- Enhances ego of others

✓ Minus:

- Sometimes establishes a precedence
- Does not fully engage participants

3) Compromise

✓ Plus:

- Show goodwill
- Establishes friendship

✓ Minus:

- No one gets what they want
- May feel like a dead end

4) Collaboration:

Plus:

- Everyone "Wins"
- Creates good feelings

✓ Minus:

- Hard achieve since no one knows how
- Often confusing since player can "Win" something they didn't know they want.

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• **Conflict Management Tips:**

- 1) Avoid feeling or perceptions that imply the other person is wrong or needs to change.
- 2) Communicate a desire to work together to explore a problem or seek a solution.
- 3) Exhibits a behavior that is spontaneous & destruction-free.
- 4) Identifies with another team member's problems, shares feelings & accept the team member's reaction.
- 5) Treat other team members with respect & trust.
- 6) Investigates issues rather than taking sides on them.

• **Four Ways to Resolve a Conflict:**

There are four viable options to resolve any kind of conflict, including a values conflict:

1. **Ignore it:** Sometimes a conflict is so small, it's almost irrelevant. Any attempt to address it is like making a mountain out of a mole hill. In such cases, the best solution is to just ignore it. For example, a shipment arrives 20 minutes later than you promised, but no one seems concerned or just ignores it.
2. **Address it:** Often time's conflicts can be resolved by simply addressing them directly. In an organization, a values conflict might arise if decisions are made or actions taken that result in compromising a stated value. Having a meaningful and respectful discussion with others impacted may be the simplest way to resolve it. For example: sincerely apologizing for missing a promised delivery date, explaining the steps taken to fix the situation, and the plan to prevent it from happening again.
3. **Negotiate around it:** Sometimes a conflict is more complicated than we initially thought or involves more parties than initially considered. Ideally this is a healthy conflict where you're just following the process to find the best solution to resolve a gnarly problem, even if the discussion with others is heated at times. What matters most is to stay focused on the problem, not the people involved. For example, the inclusion of a new product feature requested by customers requires sacrificing the long-standing values of simplicity and ease-of-use that have differentiated the company for years. Should this particular customer request be ignored? Or is it time for the company to shift the priority of differentiating values? There are no easy answers here. It requires the involvement of all stakeholders. But working together, creative solutions can be uncovered that open up new possibilities.
4. **Mediate through it:** There are times a conflict turns out to be quite serious and requires more drastic action. Sometimes there are significant financial implications. Other times it may be bruised egos getting in the way (including our own). Resolving such conflict requires a strong mediator: to listen well, ask thoughtful questions, be able to influence others to

compromise, and find the best solution that works for everyone. For example, poor quality output, missed deadlines, low morale, and unhappy customers are a clear indication there are bigger issues at stake. Someone external clearly needs to be brought in to identify the real issues and push for real change.

There are also two other popular ways to deal with conflict, neither of which is useful or effective.

- **Deny it.** The fear of conflict causes many people to avoid dealing with it - ever. Instead, they hope if they continue denying it, it will eventually just go away. Unfortunately, this behaviour tends to make things worse, allowing it to become a bigger problem than it was originally.
- **Fight it.** The other side of fear of conflict is the idea if you attack it you can kill it. But conflict can't be simply stamped out (that's called bullying). Even when we think a conflict is dead, issues remain, waiting to be addressed.

What about a values conflict between your personal values and your company's values? This is a serious and important issue that can't be addressed in this article (without making it into a book!). However, the short answer is to ask yourself this question: *"Am I in an environment that provides me the opportunity to do my best work, or do I need to plan for a change?"*

■ Sensitization against Drug Abuse

What is mean by Drug

Defen: Drug is any Chemical that change or modifies one or more body function.

OR

Drug is a something that affects your body & drug pass through body & interferes with brain's neurotransmitters.

OR

Drugs are chemicals that change the way a person's body works by altering emotions and thoughts. Drugs - What they are and what they do?

What is mean by Drug Abuse?

Inappropriate & usually excessive, self- administration of a drug for non-medical purpose.

OR

Drug abuse is a chronic habit of using the drug for reason other than for what it is intended.

OR

Non permissive substance of consumption i.e. drug that can give certain effects on an individual in which the chronic use of that substance may lead to physical & Psychological dependence.

OR

Drug abuse is an intense desire to obtain increasing amount of particular substance.

Meaning of Drug abuse:

Abused drug exerts their effect in CNS & Compulsive drug seeking behaviour. The preoccupation behaviour with the procurement & use of the drug may be so demanding as to decrease the user's productivity. Prolonged abuse may cause chronic toxicity. Drug addiction is complex illness characterized by compulsive and uncontrollable drug craving, seeking and use that persists even in the face of extremely negative consequences. Drug abuse and its disorders are the result of complex interaction of sociological, biological and physiological factors. With the easy availability of semi-synthetic products like heroin the abuse can be associated with more than one factor. Tolerance means diminishing effect of the same dose of a drug or the need to increase the dose to get a similar effect. Habituation is the emotional or psychological need felt for a drug. Dependence is the physical need to take the drug.

Commonly Abused Drugs:

1) Marijuana 2) Cocaine 3) Heroin 4) Alcohol 5) Prescription drugs

6) Inhalant & solvents

- Sometimes sedatives, Coffee & Cigarettes, can all be used to harmful excess.
- Abused drugs cause a surge in levels of dopamine in your brain, which trigger feelings of pleasure
- Change in your Brain interfere with your

1) Ability to think clear 2) Exercise good judgment 3) Control Your Behaviour 4) Feel normal without drugs.

Factors Associated With Drugs Abuse:

1) Genetic 2) Sex 3) Drug 4) Mental 5) Environment 6) Economy

Different drugs used for addiction Classification given by Lefrancois

1) Cannabis: Cannabis is obtained from cannabis sativa and its psychoactive ingredient is cannabinoid. It is used in the form of: • **Bhang:** Obtained from the cut tops of uncultivated plants. • **Ganja:** Obtained from flower tops and leaves of cultivated plants **Charas:** Obtained

from resins covering the leaves and flower tops. Charas is 5-8 times more potent than Ganja. Routes of admission Charas & Ganja are smoked while Bhang is drunk. Dependence and habituation on cannabis is mild while tolerance is high Withdrawal symptoms range from insomnia to hyperactivity but there are long run effects on heart, lungs & brain.

2) Narcotics: These include Opium and opiates (opium like) drugs like Morphine, Codeine, Pethidine, Heroin, Methodine. Opium is prepared from thick juice obtained by slicing the poppy bud. This juice is then turned into brownish- black paste. Two preparations of opium are used: i. Madak: Mixed with barely husk and formed into small pellets, the pills of makad are smoked by water pipes. ii. Chandu: Chandu is prepared by boiling opium to a stage when it turns into concentrated thick paste. It is then smoked with the help of special pipes. This is much more intoxicating than Madak. Pethidine and morphine are basically pain killers. Codeine is used in cough syrups. Heroin (Diacetylmorphine" or "Diamorphine".) is derived from morphine by treating it with acetic anhydride. It is sold in three forms, brown, dark brown and white. Heroin is administered in various ways such as smoking, sniffing, inhaling and intravenously. Methodine is used as a substitute in people addicted to heroin. Heroin is most potent opium derivative which acts quickly and strongly as it crosses the blood brain barrier about 6 to 8 times quicker than morphine. Routes of admission: Oral smoking & Injection. Tolerance, dependence & habituation are great for all of them. Effects: --- Withdrawal: Watery eyes, runny nose, yawning, and loss of appetite, irritability, tremors, panic, cramps, nausea, chills sweating, insomnia and anxiety.

3) Cns depressants: These include barbiturates, benzodiazepines, and phenothiazines. Routes admission Oral, Injection Tolerance, dependence and habituation is great for all of them. Effects: Slurred speech, disorientation, drowsiness, drunken behaviour. Over Dose: Shallow respiration, cold clammy skin, dilated pupil, weak & rapid pulse. Withdrawal: Anxiety, insomnia, tremors, delirium, convulsions and sometimes death.

4) Cns stimulants: Nicotine, caffeine, amphetamines. Routes of admission Oral, Injection Habituation and tolerance is high while dependence is mild. Effects: Euphoria, excitement, alertness, insomnia, loss of Appetite, increased blood pressure and pulse. Over Dose: Agitation, hallucinations, convulsion, increase in temperature & ultimately death Withdrawal: Apathy, prolonged sleep, irritability, depression and disorientation.

5) Hallucinogens: Lysergic Acid Derivatives, Mescaline, Cocaine Routes of admission Oral, Injection & Smoking Tolerance is present while habituation and dependence is not

present. Effects: Illusions, hallucinations, poor perception of time and distance. Over Dose. More intense episodes, psychosis, Withdrawal, Irritability, Anxiety.

• **Aetiology of drug addiction:**

1. Easy availability and low cost due to local production.
2. Peer pressure (attraction due to the use of friends).
3. Experimental and occasional use leading to addiction.
4. Alcohol or hashish use becomes fashionable.
5. Some take it for allaying anxiety and tension.
6. Some take it for removing depression and frustration of economic problems, family Problems.
7. People sitting idle or at durbars frequently use it
8. Some use it for obtaining mystical state and meditation.
9. Some use it for allaying pain and bringing sleep or for other medical reasons and then Become addicted.

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• **Effects of drug addiction:**

1. Loss of physical health leading to diseases and early aging
2. Loss of money on drugs.
3. Addicts become economically dependent as they cannot perform jobs
4. Loss of sexual energy.
5. Physically handicapped babies are born to addict mothers
6. Addicts are indulged in various crimes.
7. They are responsible for various accidents.
8. become depressed frustrated and develop a tendency for suicide, homicide.

• **Treatment and rehabilitation of addicts Treatment :**

1. The addicts should be kept in the hospital or treatment centres for the initial period where treatment is given.
2. The drug is given in decreasing doses initially and then stopped
3. Other alternative, less dangerous drugs are given initially and then gradually discontinued.
4. Cold Turkey method Rehabilitation Contacts with antisocial elements should be stopped
5. Health education should be imparted.
6. Religious education should be imparted.
7. Causes may be removed which cause depression, frustration or family problem.
8. Job opportunity and financial support may be provided where possible.

9. Vocational training is given while in welfare homes. Other activities should be created for them.

- **Barriers to treatment:**

Prior negative interaction Feelings of shame and guilt High relapse rate Lack of access to care giving facilities IN DATA COLLECTION Lack of a global definition Hidden disease TO OVERCOME Health education Provision of health care facilities Should become a part of our mainstream health care system Individualized treatment plans Avoidance of triggers ORGANIZATIONS WORKING WHO UNODC (office on drug and crime) UNAIDS NIDA ACDE (American council for drug education) CAMH (centre for addiction and mental health) CANADIAN CENTRE ON SUBSTANCE ABUSE DOST SATSD

- **Legislation and steps taken by government in 8th five year plan:**

- Creation of a separate ministry of narcotics.
- Creation of anti-narcotics task force.
- Narcotics policy commission.
- Narcotics control monitoring and evaluation board.
- Pre-trial destruction of seized narcotics and control of acetic anhydride and other precursors of heroin.
- Elimination of cultivation of plant and heroin laboratories.
- Manufacture, possession, sale and transport of all intoxicating drugs licenced.
- Illegal activities should be checked and punished.
- Health education should be imparted through mass media
- Social welfare agencies and voluntary organization should take part in the rehabilitation process of the addicts.
 - Enforcement of coordination programme.
 - Control of women folk indulged in addiction.
 - Social problems be addressed • Crimes should be checked
 - Foci of addicts should be monitored and those involved in supply be caught and punished
 - Forfeit drug generated money and money laundering.
 - Enhanced international cooperation for narcotics control.
 - Treatment of addicts by establishing detoxification centres in all districts and teaching hospitals and providing for their rehabilitation.

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■ Social Evils:

What is mean by Social Evils?

Defen: "Social evils are issues are issues which in one way or another affects members of a society and is often considered controversial or problematic in terms of moral. The some of the most common social evils would be alcoholism, racism, (child) abuse, organized crime and inequality."

OR

Social evil is anything that could be considered harmful or dangerous to a society and/or community.

Meaning of Social evils:

An evil usually referred to something troublesome & harmful.

Social evils are issue or matters that directly or indirectly affect one or more member of society thus the harming the welfare of that society. A Society is a building Block of a country. So, it can be said that social evils are destructive the peace & harmony of a country as a whole. They break down the moral value of a society & the ethnicity of a country through economic or Social Means.

Let's take a few examples and determine why they can be called 'social evils'.

One of the first things one will think of when discussing issues that could be harmful for a society would be crime. Organized crime is something that is happening for thousands of years now and will most likely keep happening for the next few decades. But what makes organized crime a social evil?

Judging from the definition we just mentioned above, organized crime can be harmful to society in many ways. First of all, some forms of crime go hand in hand with violence, which can be considered a direct threat or danger to society.

Other forms of organized crime can take a non-violent approach but can still cause harm to individuals and groups of people. For instance, a bank fraud which was deliberately kept secret by the perpetrators can cause harm for people who deposited money on that bank. In a worst case scenario the bank could go bankrupt and thousands of people would lose their hard earned savings.

As we can conclude from the examples mentioned earlier, social evils can happen in many forms and be harmful for society in several different ways ranging from physical harm to financial, social and even psychological harm.

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The most Prevalent Social Evils in India are:

- 1) Corruption 2) Drug abuse 3) Child labour 4) Domestic violence 5) Human Trafficking
- 6) Dowry & Dowry Death 7) Gender inequality 8) Female Foeticide

Five Social evils in India that still prevail:

1) No education for girls:

If the female literacy rate is low in a country then the growth of the country is sluggish because when a woman is not educated, it impacts every member of the family.

Rajasthan, Uttar Pradesh, Bihar have the lowest female literacy rate!

According to 2011 census, Arunachal Pradesh (66.95 percent) is placed second-lowest in literacy in the country, just above Bihar, which recorded the least literacy of 63.82 percent.

2) Domestic violence:

Violence against women is highly prevalent in India; almost 70 percent of women are victims of domestic violence.

According to National Family Health Survey, one in three married adolescent girls has experienced physical violence from their husbands.

The survey of more than 83,000 women aged 15-49 showed that 34% had suffered physical violence—ranging from slapping, punching and twisting of the arm to severe assaults such as burning, choking or attacks with weapons. Besides this, nearly 15% have experienced emotional and 9% sexual violence.

The National Crime Records Bureau (NCRB) says a total of 244,270 incidents of crimes against women were reported in the country in 2012, compared with 228,650 in 2011, an increase of 6.4%.

3) Female infanticide:

The deliberate killing of a newborn female child is called female infanticide. The patriarchal nature of our society has caused this evil to continue since centuries.

According to a report published in India Today, nearly 2500 cases of female foeticide or female infanticide take place in the state of Rajasthan every day.

It is a horrific state for women to live. veil is still a tradition for women there and female infants are buried in graves.

Midwives say girls are being disposed off ruthlessly. Even the doctors are also involved in this horrendous crime.

4) Prostitution:

Prostitution is the exchange of sexual services for money. While in some countries like Germany, prostitution is legal; in India owning a brothel is a crime.

Child prostitution is a major problem in India involving around 1.2 million children. In Rajasthan, the Bedia tribal's stance for girls is different from the rest of India because girls are a lifeline for the community as there is this century's old tradition of forcing daughters into prostitution when they attain adulthood.

The small village houses approximately 59 families in which girls who have attained puberty, are forced into sex trade.

The tradition roots back to the time of Zamindari system, when Bedia were dancers in the courts. They used to perform for feudal landlords.

5) Dowry:

The most deep rooted evil of the society, girls are murdered due to their families not being able to give dowry to the bridegroom's family.

Evil practices like the demand and acceptance of dowry is widespread in Rajasthan state. The practice of payment of dowry is more rampant within the middleclass society. Even highly educated women from prestigious institutions are married off to strangers against their will.

Odisha tops the chart in dowry deaths, with latest statistics issued by the National Crime Records Bureau (NCRB) shows that Odisha reported as many as 1,487 cases under Dowry Prevention Act accounting for 16.5 per cent of the total cases recorded in the country during 2012.

Fight against social evils:

- 1) Child Marriage
- 2) Anti Dowry
- 3) Caste system in India
- 4) Female Infanticide
- 5) Human Trafficking
- 6) Witchcraft & Sorcery
- 7) Corruption
- 8) Consumer Education

- 9) Legal awareness
- 10) Schemes

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Mitigations of Social Evils:

- 1) A number of steps have been taken by the government & many Organizations to Abolish the Prevalent Social evils.
- 2) Many Law have been implemented for Prevention of these Facts.
- 3) But common people have role to play.
- 4) First Step towards Mitigation is Public awareness
- 5) Each & every Individvual must take the oath to do his/ her path in abolishing these evils.

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Lecture No 14.

Developing personal code of conduct (SWOT Analysis)

Personal SWOT Instructions :

List your personal strengths (Positive) :

These are your personal skills, credentials and other features that give you an advantage or competitive edge in the workforce. Examples could include your education, specialized knowledge and your network of contacts. Do not write down every skill you have; only list the ones that you feel separate you from your peers. INTERNAL

List your weaknesses (Negative):

Internal your weaknesses are the deficiencies or limitations that you have compared to others in your intended field of work. These weaknesses can indicate where you need to make improvements if you want to have a competitive chance of advancing in your career. INTERNAL

List your opportunities (Positive):

These can include internships/jobs, leadership or performance learning opportunities. Be sure to think about all the opportunities available to you, even those you do not think you want to pursue. These are things that may help you to succeed. EXTERNAL

List threats (Negative) :

That could limit your ability to succeed. Examples could include a limited number of job openings. You should include any external barriers that may threaten your ability to get a job. EXTERNAL

A Personal SWOT analysis:

- **Strengths and weaknesses are considered as internal factors** on which you have a direct influence and which you can change (or influence) by investing your time and energy.
- On the other hand, **opportunities and threats are considered as external factors** you have less influence on or maybe even none. Nevertheless, it's also very important to consider external factors when preparing your strategy.

It's very obvious that strengths and opportunities are favourable factors, and weaknesses and threats are unfavourable factors in terms of achieving your objectives.

Internal and external factors:

When analyzing strengths and weaknesses, you are analyzing internal personal factors such as **personal traits, competences, financial situation, knowledge, skills, personal network and so on**. It's the area that you have influence on, and you should act as proactively as possible, not reactively.

You should be aware of your strengths and act out of power. You should also be aware of your weaknesses and have an action plan concerning what do to about them.

1) Strengths:(S)

Strengths are internal factors that positively influence your ability to achieve your objectives. **It's the area of your life where you are strong, where you are better than the competition and where your forte lies**. It's important to further develop your key strengths and make sure that they stay your strengths in the long term.

It's easy to forget to constantly keep developing your strengths, but that's one of the biggest mistakes you can make. **If you aren't progressing in life, you are going backwards and your strengths are no exception here.**

2) Weaknesses: (W)

Weaknesses, on the other hand, represent **all the areas where you are lagging behind, where you have shortcomings and gaps in skills**. Some of your weaknesses are easily seen while others are not.

You have to know that your enemies or competition will probably exploit your most obvious weaknesses. Nevertheless, you should compile weaknesses into three categories:

3) Opportunities: (O)

Opportunities are external factors that have a positive influence on you achieving your goals. **It's all about the environment's paradigms and flows that help you achieve your objectives and accelerate your execution process**. Opportunities are where you can go with the flow of the environment based on your strengths.

Understanding trends and opportunities is a big leverage you have to count into your life strategy. Markets and trends always win and you should never go against the market.

4) Threats: (T)

Last but not least, threats are external factors that have a negative influence and prevent you from achieving your goals.

Some threats are controllable, while others are not controllable and which you don't have much influence and which are not controllable.

When analyzing threats, you should think about possible alternatives and how to stay as flexible as possible. Being aware of potential risks is a very important strategy that its existence is very helpful, since you can react much more intuitively when the threat actually occurs.

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Lecture No 15.

Management of anger

Anger Management: Expressing Your Feelings Constructively

Defen: *Anger management is a set of guidelines that are designed to help people control their anger.*

Anger is a powerful feeling that is a normal part of the human experience. Everyone has felt angry at one time or another. Anger itself is not a bad thing. But, if you express your anger in unhealthy ways, it can become a problem. Learning how to develop an anger management plan can help you cope with situations that sometimes lead to increased anxiety and panic symptoms.

It's not unusual for people with **panic disorder, agoraphobia** or another anxiety disorder to experience frustration because of their condition.

Sometimes this frustration can develop into anger -- anger toward yourself, anger at your situation or anger toward others. Anger can intensify your anxiety and worsen your PD symptoms, at its worst, you may experience debilitating and troublesome **anger attacks**.

If your anger is out of control, you may have difficulty maintaining healthy personal or work relationships. There is also evidence that unhealthy expression of anger can be a risk factor for heart disease.

If you have trouble controlling your anger, here are some steps to get you started on an anger management plan:

Identify Your Goals and Action Plan

Think of your **goals** in terms of specific behaviours and your reactions. Use a time frame to measure your progress. For example, let's say your first goal is to refrain from verbally attacking your spouse. How will you go about doing this? If you feel yourself getting angry, can you walk away and cool down?

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Don't Play the Blame Game

Blaming others will not help you get over your anger. Also, self-blame will only allow feelings of anger and resentment to linger longer than they should. Learn to take responsibility for your anger and your reaction to it when things don't go your way.

Learn and Practice Relaxation Techniques

Learning and practicing relaxation techniques on a regular basis can help you stay calm. Some examples include:

Deep Breathing When people are anxious, they tend to take rapid, shallow breaths that come directly from the chest. This type of breathing is called thoracic or chest breathing. When you're feeling anxious or angry, you may not even be aware that you're breathing this way. Deep breathing can help you calm down and keep your anger from spiraling out of control.

Progressive Muscle Relaxation (PMR) Anger can cause a lot of physical sensations, including muscle tension. By using PMR, you can counter these physical changes and sensations to achieve a "relaxation response." During PMR, your breathing slows and your heart rate and blood pressure decrease. Being in a relaxed state can reduce many of the unpleasant physical effects of your anger.

Visualization By imagining yourself in a peaceful, stress-free setting, you can reach a state of mental and physical relaxation. For example, imagine yourself sitting by a beautiful, peaceful lake. Focus on the scene for a period of time. Feel the soft sand on the bottom of your feet. As a gentle breeze sweeps across the water, imagine the warm air on your face as you watch a magnificent sunset on the horizon.

Mindfulness Meditation Many people find meditation calming and revitalizing. Mindfulness meditation can offer clarity and a sense of peace. You can perform a meditation exercise sitting or lying down. Make sure your surroundings are quiet and dress comfortably.

Give it a try by following these steps:

1. Close your eyes and do some deep breathing for several minutes.

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2. Concentrate on a single word or object. For example, slowly repeat the word "relax."
3. If you find your mind wandering during the exercise, just take deep breaths and refocus.
4. Continue the process until you feel calm and refreshed.

Get Help and Support

If you have trouble expressing anger, talk to a friend, family member or mental health professional.

Building a strong **support system** can allow you to blow off steam in a healthier way: through open communication and trust. You can learn how to constructively express your feelings without letting anger express them for you.

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Lecture No 16.

Stress Management

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What is stress:

Defen: Stress is the reactions of people have to excessive pressures or other types of demand places upon them. it arise when they worry that they one can't cope.

What is Stress Management

Defen:

Any technique developed to help someone cope with or lessen the physico-social emotional effects of everyday life pressure

Ever notice that a good laugh has a way of lightening your burdens? Or maybe you've experienced a scenario like one of these. Your day feels completely stressful and overwhelming, but then you coach yourself to step away from the frenzy, collect your thoughts, make a list of what's going on— prioritizing what's important. Has your list ever helped you discover that perhaps your day is more manageable than it seemed? Or maybe you usually go walking with a friend before you start your work day. This week seems entirely too busy and stressful to fit in such "frivolities." But you decide that instead of skipping it, you'll go ahead and walk. Afterwards, you notice it was good for you physically, socially, and emotionally and upon sitting down for the work day, you actually feel **more** able to attack the list of tasks.

- **Learn to "Pump the Brakes" on Stress**

Laughter, physical activity and organizing your thoughts can be effective stress-management techniques. But something as simple as a short break can also be effective. Dr. Robert Sapolsky, stress expert and neurology professor at Stanford, says we all need to commit to regular stress management and learn how to "pump the brakes" on stress without loading it onto other people. Let's talk about why and how.

- **The Purpose of Stress:**

Emotions is signals to help us recognize problems. Stress hormones help us fight-or-flee when we are in danger. But our body's stress response can become a problem when it constantly signals danger about issues that aren't necessarily a threat, or it grows to the point of overwhelming our health, well-being or clear thinking.

Why Practice Stress Management:

Your mind deserves better than to be loaded down with the never-ending job of worrying! Some stress can be beneficial and may lead to actual problem-solving, but a lot of our stress is unnecessary and even harmful. Research is clear that stressed brains do not operate the same way as non-stressed brains. John Medina, Ph.D., director of the Brain Centre for Applied Learning Research at Seattle Pacific University, says creativity, productivity, motivation and sometimes even your immune system will all suffer chronic stress.

Suggested Readings:

- **Text Books:**

- 1) Gaur RR, Sangal R & Bagaria GP. 2011. A Foundation Course in Human Values and Professional Ethics. Excel Books.
- 2) Nagrajan R. S. 2006. Professional Ethics and Human Values. Text book. New Age International (P) Ltd Publishers.
- 3) Sharma RA. 2011. *Human Values and Education -Axiology, Inculcation and Research*. R. Lall Book Depot.
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