

**MAHATMA GANDHI UNIVERSITY**  
PRIYADARSHINI HILLS, KOTTAYAM-686560



**CHOICE BASED COURSE CREDIT  
SEMESTER SYSTEM AND GRADING**

**SCHEME & SYLLABI**

For  
Under Graduate Course

IN

**B.S.W.**

2009

**M G UNIVERSITY**  
**BSW PROGRAMME STRUCTURE**

Sl.No	CORE COURSES	Semester	Credit	Contact hours /week	Total contact hours/ semester
1	Introduction to Social Work,	I	4	4	72
2	Social Work Intervention with individuals	II	4	4	72
3	Social work intervention with families and groups	III	4	4	72
4	Social work intervention in communities	III	4	4	72
5	Administration of social work agencies	IV	4	4	72
6	Social work research and statistics	IV	4	4	72
7	Integration of social work practice	V	4	5	90
8	Choice based course	VI	4	4	72
9	Choice based course	VI	4	4	72
10	Project Work I	V	2	5	90
11	Social work project viva and dissertation II	VI	2	3	54
12	Field work I(18X5)	I	4	5	90
13	Social sensitization camp	I	4		72
14	Field Work II(36X4.5)	II	4	9	162
15	Field Work III(36X4.5)	III	4	9	162
16	Block placement IV(27X6)	IV	4		162
17	Field work V-block placement (30X6)	VI	4		180
<b>COMPLEMENTARY COURSES</b>					
1	Basic Economic concepts for Social work practice	I	4	4	72
2	Sociological Principles and Social Problems	I	4	4	72

3	General Psychology	II	4	4	72
4	Developmental Psychology	II	4	4	72
5	Gandhian Philosophy and social work practice	III	4	4	72
6	Management concepts for social work practice	III	4	5	90
7	Community Health and health care services	IV	4	4	72
8	Legal information for social workers	IV	4	4	72
9	Development administration	V	4	5	90
10	Development communication	V	4	5	90
11	Micro Credit and promotion of SHG	V	4	5	90
12	Rural Development	VI	4	4	72
<b>LANGUAGE AND COMMON COURSES</b>					
1	English I	I	4	4	72
2	English II	II	4	4	72
<b>TOTAL MINIMUM CREDITS</b>			120		
<b>CHOICE BASED COURSES (Any Two)</b>					
1	Financial management for NPO s	VI	4	4	72
2	Tribal Welfare	VI	4	4	72
3	Services and programmes for elderly	VI	4	4	72

### BSW SEMESTER I

COURSE	CREDIT	HOUR/ WEEK	COURSE TYPE
English I	4	4	Common
Introduction to Social Work	4	4	Core
Basic Economic Concepts for Social Work	4	4	complementary
Sociological Principles and Social Problems	4	4	complementary
Field Work I	4	5	core
Social sensitization camp	4	*	core

\*Field work 18 daysX5 hrs

### BSW SEMESTER II

COURSE	CREDIT	HOUR	COURSE TYPE
English II	4	4	Common
General Psychology	4	4	complementary
Developmental Psychology	4	4	complementary
Social Work Intervention with Individuals	4	4	core
Field Work II	4	9	core

\*Field work 36 daysX4.5 hrs

### BSW SEMESTER III

COURSE	CREDIT	HOUR	COURSE TYPE
Social Work Intervention with Families & Groups	4	4	core
Social Work Intervention in Communities	4	4	core
Gandhian Philosophy and Social Work Practice	4	4	complementary
Management Concepts for Social Work Practice	4	5	complementary
Field Work III	4	9	core

BSW SEMESTER IV			
COURSE	CREDIT	HOUR	COURSE TYPE
Community Health & Health Care Services	4	4	complementary
Administration of Social Work Agencies .	4	4	core
Social Work Research and Statistics	4	4	core
Legal Information for social workers	4	4	complementary
Field Work IV (Block Placement)	4	*	core

\*Block placement for 27 days (27X6 hrs)

BSW SEMESTER V			
COURSE	CREDIT	HOUR	COURSE TYPE
Integration of Social work Practice	4	5	core
Development Communication	4	5	complementary
Development Administration	4	5	complementary
Micro credit and Promotion of SHG	4	5	complementary
Social Work Project (Dissertation) I	2	5	core

BSW SEMESTER VI			
COURSE	CREDIT	HOUR	COURSE TYPE
Rural Development ✓	4	4	complementary
Choice based course	4 ✓	4	Core
Choice based course <i>project - a</i>	4 <i>3</i>	4	Core
Field Work V (Block Placement) ✓	4	*	Core
Social work project viva and dissertation II	2 <i>4</i>	3	Core

\*Block placement for 30 days (30X6 hrs)

BSW Syllabus 2013 Consolidated Scheme Semester I to VI							
Sem	Sl No	Course Code	Title of the Course	Category	Credit	Marks	
						Internal	External
I	1	EN01AA901	English- Communication Skills in English	Common Course	4	20	80
	2	SW01CAC01	Introduction to social work	Core	4	20	80
	3	SW01CAC02	Basic Economic Concepts for Social Work	Core	4	20	80
	4	SW01CAC03	Sociological Principles and Social Problems	Core	4	20	80
	5	SW01BAC01	Field Work I		4	.....	100
II	6	EN02AA901	English- Critical Thinking, Academic Writing & Presentation	Common Course	4	20	80
	7	SW02BAC01	Social Work Intervention with Individuals	Core	4	20	80
	8	SW02CAC02	Developmental Psychology	Complementary	4	20	80
	9	SW02CAC01	General Psychology	Complementary	4	20	80
	10	SW02BAC02	Field Work II		4	.....	100
	11	SW03BAC01	Social Work Intervention with Families & Groups	Core	4	20	80
III	12	SW03BAC02	Social Work Intervention in Communities	Core	4	20	80
	13	SW03CAC01	Gandhian Philosophy and Social Work Practice	Complementary	4	20	80
	14	SW03CAC02	Management Concepts for social work practice	Complementary	4	20	80
	15	SW03BAC03	Field Work III		4	....	100
IV	16	SW04BAC01	Administration of Social Work Agencies	Core	4	20	80
	17	SW04BAC03	Field work IV	Core	4	.....	100
	18	SW04BAC02	Social Work Research and Statistics	core	4	20	80
	19	SW04CAC01	Community Health & Health Care Services	Complementary	4	20	80
	20	SW04CAC02	Legal Information for Social Workers	Complementary	4	20	80

V	21	SW05CAC01	Integration of Social Work Practice	core	3	20	80
	22	SW05CAC03	Development Administration	Core	4	20	80
	23	SW05CAC02	Development Communication	Core	4	20	80
	24	SW05CAC04	Micro Credit & promotion of SHG	Complementary	4	20	80
	25		Open course		3	20	80
VI	26	SW06CAC01	Rural Development	Complementary	4	20	80
	27	SW06BF902	Field Work (Block Placement)	Complementary	4	....	100
	28	SW06BF901	Project Viva 3	Project	3	....	100
		SW06BFC01	Social Work Project viva and Dissertation		4	100	...
	29	SW06BBC01 SW06BBC03 SW06BBC02	Financial Management for NPOS Services and Programmes for elderly Tribal Welfare	Choice base Elective	4	20	80

Open Course: SW05DAP01 – Project Planning & Management

## BSW First Semester

### Paper I -English I

\*NB. The syllabus of this paper shall be same as that of English Paper I of the BBA/BCA/BSC electronics programmes offered by the university.

### Paper II- Introduction to Social work

Semester	-1
Course	-Core
No. of credit	-4
No. of contact hours	-72

#### Module 1(12 hours)

Social work Concepts, meaning and scope  
Relation of social work with other social sciences

#### Module 2 (16 hours)

Social work-A Profession  
Values for life- personal/societal values  
Values and principles of social work

#### Module 3 (15 hours)

-historical development of professional social work  
social work practice in India

#### Module 4 (15 hours)

Units of intervention-Individuals/family/group/community  
Methods of social work  
social work process

#### Module 5 (14 hours)

Various fields of social work intervention - women welfare/child welfare/SC&ST  
Welfare/labour welfare, etc  
Rural &Urban community welfare  
social work Education

### REFERENCES:

- Choudhary Paul : *Introduction to SocialWork, 1983 Atma Ram & Sons,Delhi.*  
Konopka.Gisela : *Social Work Philosophy. 1958*  
M.S.Gore : *Social Work and social work education, 1965*  
Johnson.Louise C : *Social Work practice: A Generalist Approach. 1992*  
George P.O & : *Emerging Concerns in social work education, Rajagiri College*



**Paper III- Basic Economic concepts for Social work**

Semester	-1
Course	-complementary
No. of credit	-4
No. of contact hours	-72

Module 1 (12 hours)

An overview of micro and macro economic concepts & significance of economic sciences for social work practice

Module 2 (16 hours)

Theory of demand

Analysis of demand & supply

Diminishing marginal utility

Elasticity of demand

Theory of production

Factors of production-land/labour/capital/enterprise)

Module 3 (15 hours)

Cost analysis

Supply

Market & market structures

Social accounting/national income

Module 4 (15 hours)

Economic systems

Economics of underdevelopment

Obstacles to economic growth

Module 5 (14 hours)

Economic development & Indian economy

Economic planning & Welfare economics

REFERENCES:

*K.K Dewett:*

*P.N Reddy & H.R Appanniah*

*Datt Rudder, Sundharam K.P.M.,*

*Surendra.J.Patel,*

*: Modern economic Theory, 1997 :*

*Principles of Business economic, 1997:*

*Indian Economy, 1998*

*Indian Economy Towards the Twenty-First Century, University Press, Delhi, 1999*

## Paper IV - Sociological principles and Social problems

Semester	-1
Course	-complementary
No. of credit	-4
No. of contact hours	-72

### Module 1 (12 hours)

Basic concepts in sociology  
Society/community/association/institution/organization  
Social structure/social system

### Module 2 (16 hours)

Origin and growth of society  
Socialization  
Social interaction  
Society & heredity

### Module 3 (15 hours)

Social structure  
Social systems /political/ eco-system  
Social groups  
Social movements

### Module 4(15 hours)

Social stratification  
Social institutions- Family, Marriage  
Social control-values/norms/customs/religion/morality  
Social change  
Social disorganization

### Module 5 (14 hours)

Social problems-definition-cause/stages of social problems  
Theoretical approach to social problems  
Study of specific social problems/intervention strategies /programmes  
E.g. Crime/beggary/prostitution /alcoholism & drug dependence  
Terrorism

## REFERENCES:

- |                        |   |
|------------------------|---|
| <i>Giddens Anthony</i> | : <i>Sociology</i> , Blackwell Pub.Ltd, UK. 1997  |
| <i>Johnson Harry M</i> | : <i>Sociology: A Systematic Introduction</i> ,<br><i>Allied Pub. Ltd., New Delhi. 1995.</i>  |
| <i>Sharma Rajendra</i> | : <i>Indian Society- Institutions and change</i> , Atlantic<br><i>Publishers and Distributors, New Delhi. 1997</i>                      |
| <i>Shankar Rao C.N</i> | : <i>Sociology: Primary principles of sociology with an<br/>introduction to social Thought</i> , S.Chand&co.<br><i>New Delhi. 1997.</i> |

## Paper V - Field Work I

## **BSW Second Semester**

### **Paper I -English II**

**NB. The syllabus of this paper shall be same as that of English Paper II of the BBA/BCA/BSC electronics programmes offered by the university**

### **Paper II -General Psychology**

Semester -II  
Course -complementary  
No. of credit -4  
No. of contact hours -72

#### Module 1 (16hours)

Psychology: scope& methods  
Sensation & perception  
Consciousness  
Learning  
Memory  
Cognition

#### Module 2 (10 hours)

Motivation & Attitudes  
Individual difference  
(intelligence)Psychological disorders

#### Module 3 (14 hours)

Personality development  
Meaning of personality, factors  
affecting personality (skills in understanding one's personality)

#### Module 4 (18 hours)

Theories of personality  
Freud -Psycho - analytical theory  
Erick Erickson -Psycho - social theory  
Carl Rogers -Client centered Theory  
Abraham Maslow -Self-actualization Theory  
Skinner - Behaviourist model

#### Module 5 (14hours)

Conflict / management of stress

## REFERENCES:

- Morgan Clifford : *Introduction to Psychology*, McGraw - Hill Book Co., New York, 1986
- Munn Norman L : *Introduction to Psychology*, Houghton Mifflin Co. Bos, New York, 1969
- Trench David & Truchfield Richard S : *Elements of Psychology, A Briefer Course*, Alfred Knopf, New York, 1970.
- Elizabeth B. Hurlock : *Developmental psychology*, Tata McGraw-Hill Ltd, New Delhi. 1996
- Elkind David : *Children and adolescents*, Oxford University Press, New York, 197
- Hoffman Lois, Paris Scott : *Developmental psychology*, McGraw-Hill Inc, New York. 1994.

## **Paper III- Developmental Psychology**

Semester	-II
Course	-complementary
No. of credit	-4
No. of contact hours	-72

### Module 1 (12 hours)

Definition, meaning and purpose of Developmental Psychology and its importance in social work practice.

### Module 2 (14 hours)

Meaning of Growth and Development  
Hereditary & environment  
Maturation /learning

### Module 3 (16 hours)

Stages of Human Development  
Developmental tasks/needs/problems of each stage  
Pregnancy - Child Growth & Development  
Perinatal development - psycho - social factors  
Parenthood - problems during delivery - birth - the impact of family and culture.  
Infancy - characteristics of infant - major elements of adjustments - role of parents.

### Module 4 ( 16 hours)

Early childhood - child rearing practices, Behaviour problems,  
Prevention/Management of accidents

Late childhood - Influence of school - defining and measuring intelligence – peer relationships.

Puberty - peer group influence, Behaviour problems, Juvenile delinquency

Module 5 (14 hours)

Adolescence - period of storm and stress, social relationship - sexuality – knowledge about HIV and AIDS - Moral changes

Early adulthood - family adjustments

Middle age - vocational adjustments

Old age - needs and problems

#### REFERENCES:

- Rajammal P Devadas* : *A Text Book on Child development*  
*Robert A. Baron* : *Psychology*  
*Elizabeth B Hurlock* : *Developmental Psychology-a life span approach,*  
*Tata McGraw-Hill Publishing Co. Ltd. New Delhi,*  
*1996*  
*Berk Laura E* : *Development Through the Lifespan, Allyn and Bacon,*  
*London, 1998.*

### **Paper IV- Social Work Intervention with Individuals**

Semester -II  
Course -Core  
No. of credit -4  
No. of contact hours -72

Module 1 (16 hours)

Social work method of working with individuals

Social Casework -definition, purpose, values

Historical development of casework

Module 2 (10 hours)

Individuals-type of problems, difficulties faced by individuals

Principles of working with individuals

Module 3 (18 hours)

Skills, process

Different phases in helping process.

Fact-finding skills: Interviewing skills, multiple client interviewing,

Module 4( 14hours)

Use of relationship: transference, counter transference.

Recording- types and uses.

Module 5(14 hours)

Role of social worker

REFERENCES:

- Grace Mathew : *Introduction to Social Case work, Tata Institute of Social Sciences, 1992*
- Perlman Help : *Social Case work, Columbia University Press: London.1957*
- Reid William J. & Epstein Laura : *Task Centered Casework, Columbia University Press, New York.*
- Hamilton G. : *Theory & practice of social case work, 1957*
- Biestek F.P : *The case work relationship 1957*
- Dean H Hepworth : *Direct Social Work Practice*

**Paper V - Field Work II**

## BSW Third Semester

### Paper I -Social Work Intervention With Families & Groups

Semester -III  
Course -Core

No. of credit -4

No. of contact hours -72

Module 1(12 hours)

.Family-types-relationship-social system

Problems affecting families

Module 2 (16 hours)

The principles of working with families, Skills,Process Groups-types-group dynamics-group work process

Module 3(14 hours)

Role of social worker in group work

Skills required for a group worker in working with groups

Module 4 (16 hours)

Principles of group work

Problem solving process in family/group intervention

Module 5 (14 hours)

Referral services/interdisciplinary teamwork

Recording -types/purpose.

#### REFERENCES:

- Trecker Harleigh B* : *Social Group Work: Principles & Practices*, FollettPub. Co., Chicago 1972
- Schwartz William* : *Practice of Group Work*, Columbia University Press, New York 1971
- Konopka Gisela* : *Social goup work, A helping process*, Prentice Hall, Inc., N.J. 1963
- Douglas Tom* : *A theory of group work practice*, Macmillan, London. 1993

## Paper II- Social Work Intervention in Communities

Semester	-III
Course	-Core
No. of credit	-4
No. of contact hours	-72

### Module 1 (12 hours)

Different Types of communities

History of community organization in UK/USA/India

Scope /objectives /steps/principles of community organization

### Module 2 (16 hours)

Process of community problem solving

Understanding community dynamics

Models of community organization

### Module 3 ( 14hours)

Planning of community organization community based projects

Methods of communication in communities

Resource mobilization

### Module 4( 14 hours)

Social Action & Social Movements

Disaster Management

Agencies working in Communities- Interfield interactions

### Module 5 (16 hours)

PRA/PLA training for community assessment (Theory& Practice)

## REFERENCES:

- Banma la* : *Community Organisation, Indian Institute of Youth Welfare, Nagpur*
- Ross Murray G* : *Community Organisation: Theory and Principles, Harper and Row Pub., New York 1955*
- Payne Malcolm* : *Social Work and Community Care, Macmillan Co., London 1995*
- Batten TR* : *Training for Community Development, Oxford University Press, London 1962*



### Paper III -Gandhian Philosophy and Social Work Practice

Semester	-III
Course	-Complementary
No. of credit	-4
No. of contact hours	-72

#### Module 1 (16 hours)

Fundamentals of Gandhian Philosophy: Cultural heritage of India- Characteristics of Indian culture- socio religious background of India-Social dimension of Varna Dharma, Ashrama Dharma, Purusharthas, Ashram vows.

#### Module 2 (14 hours)

Foundations of Gandhian Social Thought: Man and Society, theories of Trusteeship, Panchayat Raj, Swadeshi and Sarvodaya- Social change through non-violence.

#### Module 3 (16 hours)

Salient features of Gandhian Economics: Ethical basis of Economics-purity of means-Simplicity of life- Co-operation ,bread labour-Self reliance-classless society.

Gandhiji's views on Industrialisation: Machinery and Production-Problems and Prospects of large scale industries-appropriate technology- Indigenous technology-feasibility of medium scale industries.

#### Module 4 (14 hours)

Gandhian critique of development models: Capitalism - Socialism-Communism-Mixed economy-Problems of modern economic growth-energy and ecological crisis-rural-urban imbalances.

Gandhian views of Education: The philosophy of Nai Talim-social purpose of Nai Talim-the root purpose of education-education, democracy and peace. Yoga, meditation.

#### Module 5 (14 hours)

Gandhian approach to Rural development: Agriculture and Industry-Local source of energy and raw materials-Charka a symbol of self reliance-village industries-18 constructive programmes.

Grass root level participation of people in community development

#### REFERENCES:

- |                           |  |
|---------------------------|--|
| <i>Gandhi M.K</i>         | : <i>Social Service, Work and Reforms 3 vol.</i>                           |
| <i>Gandhi MK</i>          | : <i>Constructive Programme.</i>   |
| <i>Arunachalam K</i>      | : <i>Gandhian Approach to Rural Development.</i>                           |
| <i>Ganguly B.M.</i>       | : <i>Gandhi's Social Philosophy</i>  |
| <i>Sreeman Narayan</i>    | : <i>Gandhian Economics</i>  |
| <i>Prabhu and Rao U.R</i> | : <i>The mind of Gandhi, Navajeevan Publishing House, Ahmedabad, 1967.</i> |

## Paper IV- Management concepts for Social Work Practice

Semester	-III
Course	-Complementary
No. of credit	-4
No. of contact hours	-90

### Module 1(18 hours)

The field of management: the significance of management training for social work practitioners

Schools of management: classical/behavioral/management science

### Module 2 (16hours)

Management process

Principles of management-planning/organizing/staffing/ directing/controlling

### Module 3 ( 18 hours)

Motivation-leadership-communication

Management Information System

### Module 4 (18 hours)

Functions of management-personnel/marketing/finance and its significance for NPO Sectors

### Module 5 (20 hours)

*Organizational Behaviour*

Working with people/Motivation of the staff-job satisfaction/job enrichment

Leadership &organization development/Interpersonal relations and group dynamics

Organization development &training

Organization climate and social environment

### REFERENCES:

- Dr.Paul Chowdhary* : *Social Welfare Administration, Atma Ram Sons, Delhi, 1979.*
- Gupta N.S* : *Organization theory and behaviour.*
- Lewis Judith A* : *Management of Human Service Programme, Brooks College Publishing, 1991.*
- Bhushan Y.K* : *Fundamentals of Business organization & Management S.Chand & co. New Delhi, 1994*
- PrasadL.M* : *Principles and Practice of Management S.Chand& co. NewDelhi.1989*

## Paper VI-Field Work

## **BSW Fourth Semester**

### **Paper I- Community Health & Health Care Services**

Semester	-IV
Course	-complementary
No. of credits	-4
No. of contact hours	-72

#### *Module 1 (12 hours)*

Concept of health  
Factors affecting Health/Health care  
Community health: definition & scope

#### *Module 2 (14 hours)*

Personal Hygiene  
Environmental health  
Nutrition  
Epidemiology of diseases

#### *Module 3 (16 hours)*

Reproductive and child Health (RCH)  
Demography and family welfare  
Health statistics  
Health education in schools/families/communities

#### *Module 4 (16 hours)*

Health care services in India  
Systems of medicine.  
Health policy & Report of various committees  
Health services organization at national/state/district levels  
Rural health services

#### *Module 5 (12 hours)*

Special national level programs for health -polio eradication/control of AIDS  
Health care Team in communities and role of social worker in community health care services  
Agencies in the area of health promotion-international/national

## REFERENCES

- Park J Park K.* : *Text book of Social and Preventive Medicine*  
*Birendranath Ghosh* : *A True line on Hygiene and Public Health, Scientific Public Co, Calcutta*  
*Anderson G. W. and others* : *Communicable Diseases Control, The Macmillan Co New York*  
*Griffith John R* : *The well managed Community Hospital, Health Administration Press, Ann Arbor*  
*Kulkarni A.P* : *Community Medicine*

## **Paper II-Administration of social work agencies**

Semester	-IV
Course	-Complementary
No. of credit	-4
No. of contact hours	-72

### Module 1(18 hours)

Administration -Meaning &scope

Principles &practice of Non-Profit Organization (NPO) administration

### Module 2 (16 hours)

The vision/mission/objectives

Commitment and voluntarism

### Module 3 (14 hours)

Effective strategies for marketing /innovation /fund management in NPO's

Marketing of services of NPO's

The performance audit of NPO's

Voluntary basis of NPO's and importance of redefining the goals/objectives of the NPO's

### Module 4(10 hours)

Institution development and innovation strategies in

Health care institutions/educational institution /charitable organizations/foundations

### Module 5(14 hours)

The legal status of NPO's

Registration of NPO's in India/relevant acts of government

Byelaws, management process in NPO's

## REFERENCES

- Kotler .Philip Roberto* : *Social Marketing strategies for changing public behaviour,Free Press, New York, 1989.*
- Woodside Marianne* : *Introduction to Human Services, Brooks Cole pub.Com, 1990*
- Prasad Rameshwar* : *Social Administration, Shree Publishing House, 1982*
- Sachdeva D.R* : *Social Welfare Administration in India, Kitab Mahal, Delhi, 1995*
- Bare Acts pertaining to the legal aspects of administration.*

### **Paper III- Legal Information for social workers**

Semester	-IV
Course	-Complementary
No. of credit	-4
No. of contact hours	-72

#### Module 1 (18 hours)

Indian legal system  
Indian constitution (preamble/fundamental rights/directive principles)  
Indian judiciary system

#### Module 2 (16 hours)

The social legislations-meaning/scope  
Major social legislations  
Laws for working women  
Child labour abolition Acts

#### Module 3 (14 hours)

Protection of civil rights  
Hindu Adoption Acts  
Marriage laws-Hindus Muslims/ Christians/ Special Marriage Act

#### Module 4 (14 hours)

Dowry Prohibition Act  
Consumer protection  
Public interest litigation  
Lok adalat /legal aid

#### Module 5 (10hours)

Social defense administration  
Police Administration

#### *REFERENCES*

- Gangrade K.D* : *Social Legislation in India, Vol , I &II. Concept Publishing Company, Delhi, 1978*
- Kulkarni P.D* : *Social Policy and Social Development in India, Association of School of Social Work in India, Madras, 1979*
- Indian Government* : *The Constitution of India, Government of India Press, New Delhi, 1960*

## **Paper IV- Social Work Research and Statistics**

Semester	-IV
Course	-Core
No. of credit	-4
No. of contact hours	-72

### Module 1 (18 hours)

Social research and social work Research - need and scope  
Scientific Method - concepts and Theory  
Types of research Designs-Exploratory, descriptive and experimental  
Social survey, case study

### Module 2 (16 hours)

Research formulation - problem identification, review of literature, objectives, concepts and their operational definition, hypothesis

Sampling: definition and methods of sampling

Data collection -source, tools and methods of collecting data

### Module 3 (10 hours)

Pilot study, pre testing of tools.

Data processing

### Module 4 (14 hours)

Statistics -place and limitation of statistics in research. Measurement of variables

Measures of central tendency -mean, median, mode

Measures of dispersion -range, mean deviation, quartile deviation, standard deviation

### Module 5 (14 hours)

Measures of correlation -Pearson's coefficient of correlation, Spearman's Rank Correlation.

Test of hypothesis

Presentation of data-graphic and tabular: interpretation of data and report writing

### *REFERENCES*

- Norman Polanski* : *Social Work Research, 1969.*  
*Krishnaswamy O.R* : *Methodology of Research in social sciences HindKitabs, Mumbai, 1999*  
*Kothari C.R* : *Research Methodology : Methods & techniques vishwa Prakashan New Delhi, 1997*  
*J Goode & Paul K Hatt* : *Methods in social Research, William, 1952.*  
*Gupta C.B* : *An Introduction to Statistical Methods*

## **Paper V-Field Work IV (Block Placement)**

## BSW Fifth Semester

### Paper I- Integration of Social Work Practice

Semester	-V
Course	-Core
No. of credit	-4
No. of contact hours	-90

#### Module 1 (18 hours)

Changing trends in social work practices

Historical analysis of the changes in social work models-charity-remedial-developmental-sustainable models

#### Module 2(16 hours)

Concept of Integrated social work practice

Contemporary trends in social work practice - Partnership models, Social advocacy, Networking

Crisis intervention & Disaster management

#### Module 3 (14 hours)

Systems theory /system approach

Interdisciplinary methods of problem solving

Integrated social work practice in sectors - Education, Health care, Unorganized sectors

Education -a tool for social development

Various concepts of education and education in the context of globalization & privatization

#### Module 4 (24 hours)

Health

Model programmes of health work in communities /hospitals

Legislation in the field of health

Relevance of Indian systems of medicine in providing holistic health care

Social works role in promotion cost effective health care practices

The social work initiatives for holistic health

#### Module 5 (18 hours)

Unorganized sectors

Organized vs. Unorganized sectors of labour

Types of unorganized sector-situation/problems

Social work intervention in unorganized sectors

Social work Initiatives in the area of unorganized sectors

#### REFERENCE:

*Pineus Alien & Minahan Anne*

: *Social work Practices: Models & Methods*  
Illinois, 1973

*Rothman Jack, et al*

: *Stratigies of community Intervention macro*  
*Practices F.E Peacock Pub. Illionis 1970*

*Jena Band Pati,R*

: *Health and family Welfare Services in India,*  
*Ashiokh, New Delhi, 1986*

Pedley F.H

education, national Association of Social Workers,  
New York, 1962

: Education and social Work: A Symposium,  
Pergamon Press London, 1967.

Health Information in India, Central Bureau of Health Intelligence, Ministry of Health and  
family welfare, Govt of India, New Delhi.

## **Paper II- Development Communication**

Semester -V  
Course -Complementary  
No. of credit -4  
No. of contact hours -90

### Module 1( 18 hours)

Communication: Definition, objectives, purpose, evolution, barriers.

### Module 2 (16 hours)

Media and Development- Concept of development, Prerequisites, Relationship of media and  
Development Communication,

### Module 3(14 hours)

Functions and priorities of media Development, Influence of media on different target group.

### Module 4 (24 hours)

Mass Communication and Mass Media- Types of group and mass media,  
Exhibitions. cinema, television, radio, print media. Theatre, folk media, information  
technology, World Wide Web.

### Module 5 (18 hours)

Skills- Effective public speaking, meetings, conference, seminar, effective written  
communication, street theatre.

## **REFERENCES**

- Margerson Charles J : *Art of Effective Communication: Conversation Control  
skills for Managers, Excel Books, New Delhi. 1996*
- Rayude CS : *Media and Communication Management, Himalaya Pub.  
House, Mumbai. 1998*
- Rayude CS : *Communication Himalaya Pub. House, Mumbai. 1997*
- Croteau David &  
Hoynes Williams : *Media/Society: Industries, Images, and Audiences, Pine  
Forge Press., 2000*



### **Paper III- Development Administration**

Semester -V  
Course -Complementary  
No. of credit -4  
No. of contact hours -90

#### Module 1 (18 hours)

Administrative structure of central/state/ local governments

PRI institutions

#### Module 2 (16 hours)

Govt. dept in relation to Social Development

#### Module 3 (14 hours)

Ministry of Human Resources in GOI and its various departments

#### Module 4 (24 hours)

Ministry of Social Justice and empowerment

Ministry of Health & Family welfare

#### Module 5 (18 hours)

The Central Social Welfare Board (CSWB) and its counterparts in states

#### *REFERENCE:*

- Prasad,R Rajeshwa* : *Social Administration, Delhi: Mahesh Jain, 1982*  
*Hall, Richard H* : *Organisation*  
*Sherlekar. S.A., Kreitner* : *Value Oriented Holistic Approach To Management*  
*Kohli, A.S* : *Social Welfare Administration*  
*Sachadev D* : *Social Welfare In India: Kitabal Mahal Allahabad*  
*Goel& Jain* : *Social Welfare Administration Vol. I New Delhi*

### **Paper IV- Micro Credit and Promotion of Self- Help Groups (SHGs)**

Semester -V  
Course -Complementary  
No. of credit -4  
No. of contact hours -90

#### Module 1(18 hours)

Micro Credit: Concepts/scope

Historical survey of Micro credit initiatives in developing world

Micro credit & poverty alleviation

Micro credit & empowerment

#### Module 2 (16 hours)

Self Help groups: nature/process of formation/operations/functions

Developments through self help groups

#### Module 3 (18 hours)

Micro enterprises and Micro credit

Module 4 (14 hours)

Different types of micro credit initiatives in rural/urban /tribal settings

Module 5 (24 hours)

Kudumbashree programme of Govt. of Kerala.

Objectives/ implementation process/evaluation

Role of NGO'S in micro credit and micro enterprises

#### REFERENCES

*Manie.B. Tellus. Nayak*

*ShikmCosta Pinto :Towards selfreliance Income Generating for Women, Indian Social Institute Publications, New Delhi, 1979.*

*Neeraja Allana : Women Organizational and Social Network, Rawat Publications, Bombay, 1995.*

*Kalbagh, C. (ed.) : Social and Economic Dimensions of Women's Development, Discovery Publishing House, New Delhi, 1992.*

*Thay Sushama : Women and empowerment- approaches and strategies, Discovery Publishing House, New Delhi, 1998.*

#### Paper V-Social Work Project (Dissertation)

## BSW Sixth Semester

### Paper I - Rural Development

<del>Semester</del>	<del>VI</del>
Course	-Common
No. of credit	-4
No. of contact hours	-72

#### Module 1 (18hours)

Rural social economic structure  
Demography/social structure/economic structure/poverty

#### Module 2 (16hours)

Rural development -concepts/strategies  
Rural development experience in India  
Green revolution/white revolution

#### Module 3(14hours)

Rural development administration.  
Ministry of Rural Development of GOI/states  
PRI Institutions

#### Module 4 (14 hours)

Rural credit  
Major rural development programmes under operation  
Rural social services -Health care/family & child welfare/education/ Housing/ Drinking Water  
Rural environment/social forestry  
Watershed programs

#### Module 5 (10hours)

Promotion of Rural Technology  
Voluntary action in rural development sector

### REFERENCES

- Raesh Upadhyaya* : *Integrated Rural Development Basic Approach and Policy*, Himalya Publication House, New Delhi, 1989.
- Mishra R.P* : *Rural Area development, Perspectives & Approaches* Sterling Publishers, New Delhi, 1979
- Gaghvendra Pratap Singh* : *Sociology of Rural Development in India*, Discovery Publishing House, New Delhi, 1987.
- Singh Katar* : *Rural Development, Principles, Policies and management*, 1999

## Choice I

## Choice II

### Paper IV- Field Work V (Block Placement)

### Paper V - Social Work Project (Dissertation) & Viva

## CHOICE BASED COURSES

### I Financial Management for Non Profit Organizations (NPO's)

Semester	-VI
Course	-Core
No. of credit	-4
No. of contact hours	-72

#### Module 1 (18 hours)

Financial management system for NPO's  
Financial collaboration between funding partners and NPO's  
Planning & Budgeting  
Banking procedures/practices

#### Module 2 (16 hours)

Accounting and Record keeping  
Maintenance of Books of accounts  
Maintenance of financial records & documents  
FCRA act 1976  
Income tax Act 1961  
Other relevant acts

#### Module 3 (14 hours)

Investing planning  
Auditing of NPO  
Employees benefit schemes & financial implications  
Financial Calendar

#### Module 4 (14 hours)

Financial control in NPO's  
Cash flow analysis, cash budgeting, cash control  
Control of purchase/storage /issues and inventory  
Capital Budgeting techniques  
Asset accounting/depreciation  
Management of working capital

Module 5 (10 hours)  
Analysis of financial statement and understand trends  
Break-even analysis  
Short-term/long term finance  
Fund raising techniques/strategies for NPO

#### REFERENCES-

- Kandasami.M* : *Goverance & Financial management in NPO, Caritas India, New Delhi, 1997*  
*Paul Choedary* : *Soccal welfare Administration*  
*I.M Pandy* : *Fanical Management, Vikas Pub.*  
*Chandra Prasanna* : *Financial Managemnt, Tata McGraw Hill*  
*Chopra R.K.* : *Office Organization Management, Himalaya Publication House*

## II Programmes and services for elderly

Semester -VI  
Course -Core  
No. of credit -4  
No. of contact hours -72

### Module 1 (18 hours)

Adult Development & aging

Old age- aging and ageism- characteristics-physical, social, emotional changes-health behaviors, interests and activities- personal and social adjustments- vocational and marital adjustments-hazards and problems-mental health and aging- dying, death & bereavement.

### Module 2 (16 hours)

Problems of aging Sociological and Psychological perspective with special reference to elderly in India

Family and elderly

Social and vocational rehabilitation Policy, programme and services available for elderly

### Module 3 (14 hours)

Definition of Gerentological Social Work

Role of Social Worker in the case of elderly

The inter disciplinary team in Geriatric care.

### Module 4 (14 hours)

Components of Gerentological Social work- New patient assessment

Demographics- Medical and Social concern- living situation-education and work

history- Family composition-Social supports-Sensory loses- Financial resources-

Vulnerability-Substance use-Spirituality- activity level- mental health. Essential components

of family assessment-Providing solutions to - care - giver burden common problems addressed in psychotherapy, with the elderly.

Module 5 (10 hours)

Components of Gerontological Care Management in Social Work

Community based programmes.

Individual treatment methods for elderly

Support groups for older adults: qualities of effective groups

Empowerment oriented Social work practice with the elderly

### REFERENCES

- Bellak Leopold* : *Geriatric Psychiatry. A handbook for psychiatrists and Primary*  
*Karasu Toksoz B* : *Care Physicians.*  
*Chowdhary Paul D* : *Aging and Aged: A source Book*  
*Cox Enid O* : *Empowerment Oriented Social work*  
*Parsons Ruth J* : *Practice with the Elderly*

### III Tribal Welfare

Semester	-VI
Course	-Core
No. of credit	-4
No. of contact hours	-72

Module 1 (10 hours)

Tribal Communities of Kerala, Characteristics

Module 2 (16 hours)

Social stratification, Tribal integration Constitutional safeguard, Tribal society and family, Village and socio- political organizations

Module 3 (14 hours)

Social status of women, Tribal population, Education for Tribal, Tribal Exploitation, Tribal unrest

Module 4 (18 hours)

Tribal Movements, Economic life of the Tribes,

Tribal economic development, Strategy of economic development of Tribal,

Module 5 (14 hours)

Gandhian economy for Tribal development, Programmes for Tribal welfare.

Nb-Tribal exposure visit included

REFERENCES

Uttam Kumar Singh  
& Nayak AK

: *Tribal Education*, Commonwealth Publishers, New Delhi, 1997

Sinha BB  
Verma RC

: *Society in Tribal India*, B.R Publishing Corporation, Delhi, 1982.  
: *Indian Tribes Through the Ages*, Publication Division, Ministry  
of Information and Broadcasting, New Delhi, 1990.

Mathur PRG

: *Tribal Situation in Kerala*, Kerala Historical society, Trivandrum,  
1977.

Deogaonkar SG

: *Problems of Development of Tribal areas*, Leeladevi  
Publications, Delhi, 1980.

Kumar BB

: *The Tribal Societies of India- a macro perception*, Omsons  
Publications, New Delhi, 1998.