

School of Distance Education (SDE)
Bharathiar University : Coimbatore – 641046

BSW (Bachelor of Social Work) Degree Course

(Annual Pattern for the SDE students admitted during the academic year 2009-10 & onwards)

SCHEME OF EXAMINATIONS

Sl.No.	STUDY COMPONENTS	MARKS
I – First Year		
1.	Language – I	100
2.	English – I	100
3.	Introduction to Social Work Profession	100
4.	Methods of Social Work	100
5.	Psychology for Social Work Practice	100
II - Second Year		
6.	Language – II	100
7.	English – II	100
8.	Sociology for Social Work Practice	100
9.	Social Welfare Administration	100
10.	Disaster Management	100
III - Third Year		
11.	Community Development	100
12.	Welfare of the Weaker Sections	100
13.	NGO Management	100
14.	Social Legislation	100
15.	Field Work Practicum	100
Total		1500

1. INTRODUCTION TO SOCIAL WORK PROFESSION

UNIT I

Basic concepts – social work: meaning, definitions, objectives and functions –Social welfare: meaning, scope and objectives - social service: meaning, difference between social service and social work - concept of social reform- social action – social security.

UNIT II

Religious thoughts of India – Hinduism- Christianity, Supreme Values of man, Modern Indian social thinkers: Swami Vivekananda, Gandhiji, Ambedkar and E.V.R

UNIT III

Basic values of human life, Philosophy of social work, professional ethics, skills, roles and functions of social worker.

UNIT IV

Historical development - Social work in the West and in India. Voluntary Social work and role of Non Governmental social welfare Agencies.

UNIT V

Methods and Fields of social work : Casework, group work, community organization, social action, social work research and social welfare Administration - **Fields of social work**: Labour welfare, Medical and Psychiatric social work, community development, correctional social work, Youth welfare and school social work.

References:

Gangrade, K. D Dimensions Of Social Work, Marwah Publications, New Delhi

Gore, M.S (1965) Social Work and Social Work Education, Asia Publishing House

Kadushin Supervision in social work Rawat publications, Jaipur

Mishra.P.D Introduction to Social Work,Sage,New Delhi.

Paul Chaudry Introduction to Social Work, Atma Ram & Sons,

Rameshwari Devi Social work practices Ravi Prakash Mangal Deep Publications, Jaipur

Shaikh Azhar Iqbal Principles and practices of social work Sublime publications, Jaipur, India

Subhedar. I.S Field work training in social work Rawat publications Jaipur and New Delhi

2. METHODS OF SOCIAL WORK

UNIT I

Social case work – definition , objectives, scope , principles and process (study , Diagnosis and intervention)- roles of a case worker.

UNIT II

Social group work – definition, objectives and scope, types of groups and group processes – Group work process - roles of a group worker.

UNIT III

Community organization – definition , objectives and scope, principles and processes - roles of a community organizer.

UNIT IV

Indirect methods of social work – social work administration Basic administrative practices – social legislation - importance for social work practice.

UNIT V

Social action and its importance for social work practice . social work Research – meaning, aims, objectives and scope.

References:

- 1) M S Gore - social work Education Asia publishing House 1969.
- 2) Gisala konpka - Social group work – A helping process New Jercy : Prentice Hall
- 3) Fred Milson - Skills in Social group work
- 4) Norman polusky - social work Research Chicago : The university of Chicago press
- 5) Gangrade K D - Community organization in India Bombay : Popular Prakasahn
- 6) Hamilton , Gorden - Theory and practice of social case work New York : Columbia university press
- 7) Govt. of India, Social - Its role in social welfare New Dehli : Publications Legislation Division Goal Sl & Jain social

3. PSYCHOLOGY FOR SOCIAL WORK PRACTICE

UNIT I

Meaning of Growth and Development, Developmental tasks, Developmental stages:.
Conception, pregnancy and Delivery. Infancy : Major adjustments of Infancy Babyhood :
Emotional behavior in baby hood- Hazards of Baby hood Early childhood : Emotional and social
behavior Late childhood : Emotional and social behavior

UNIT II Puberty

Causes and age of puberty- body changes at puberty- effects of puberty changes: Developmental
tasks of Adolescence.

UNIT III Early and Late Adulthood

Developmental task of early adult hood- Vocational, marital, social adjustments- late
adulthood – adjustments to parenthood.

UNIT IV Middle age

Developmental tasks of middle age- social adjustment- adjustment to physical changes
vocational and marital hazards of middle age

UNIT V Old Age

Characteristics of old age – developmental tasks of old age, adjustments to retirement-
adjustment to loss of spouse – Life hazards of old age.

References:

- Bhatia H R (1972) Abnormal Psychology - Bombay- Oxford IBH Publications.
Coleman J C (1978) Abnormal Psychology And Modern Life, Bombay- Tarapuriwala
Hurlock E B (1975) Developmental Psychology Munn (1969) Introduction To Psychology-
Bombay Oxford- IBM Publication
Morgand King (1975) Introduction To Psychology, New Delhi Tata Mcgraw Hill Co. Ltd.
Kuppuswamy B Child Behaviour and Development Linda L David Off Introduction to
Psychology

II YEAR

4. SOCIOLOGY FOR SOCIAL WORK PRACTICE

UNIT I Concept of Society. Individual and Society. Basic Elements- Group, Community, Institution and Association- - Complexity of Indian Society -Demographic Characteristics of Indian Society. Demographic variables and Malthusian Theory.

UNIT II

Socialization: concept, Importance and Functions. Agencies of Socialization. Culture : concept, Characteristics – Influence on Individuals, Cultural Conflict, Impact of Cultural Change – Cultural lag.

UNIT III

Indian family system: Marriage - forms, functions, changes in mate choice and ceremonies. Family - forms, Characteristics, functions and contemporary changes. Conflict, break down, adjustments.

UNIT IV

Caste system: Characteristics, Traditional Varna system, theories . Modern Trends of Caste System in India. Social Stratification – Definition and Characteristics. Caste and Class. Social Control – meaning , Characteristics, Agencies of social control- social sanctions.

UNIT V

Welfare state: Concept, need, characteristics- India as a welfare state- Social Change: Definition, concept, types and theories of social change in India. Gender roles and inequalities.

References:

Ahuja Ram , (1999) Social Problems in India, Rawat Publication,Jaipur.

Sankar Rao. K.N. (2000), Sociology,S.Chand& Company Ltd,New Delhi.

Bhusan,Vidya&Sachdeva.D.R,(1995) An Introduction to Sociaology, Kitabmahal, Allahabad.

5. SOCIAL WELFARE ADMINISTRATION

UNIT I

Social welfare administration – Concept –Definition –objectives, principles and scope of social welfare administration.

UNIT II

Administration process – planning, organizing, staffing, direction, Coordination, reporting, budgeting, decision making. Leadership and communication.

UNIT III

Personnel administration –concept –definition –Staff selection –orientation placement – staff morale – supervision – evaluation – public relations – fund raising.

UNIT IV

Voluntary social welfare organizations: Structure – functions and problems of voluntary organizations in India – Role of voluntary organizations in planned social change – Functioning of Boards and Committees.

UNIT V

Central Social Welfare Board and state social welfare advisory board, Departments of social welfare at the centre and state levels – Programmes, Activities, functions, Aiding process.

References:

- Batattacharia sanjay 2006 Social work administration & development, NewDelhi, Rawat.
- Choudry .D. Paul 1991 : Voluntary social welfare in India,New Delhi, sterling.
- Choudry D.Paul; 2000 Social Welfare Administration,Lucknow, Atmaram and sons
- Friedlander.W.A 1958 Introduction to social welfare New Delhi., Prentice Hall.
- Gangarde,Y.D. 1978 Social Legislation in India Vol I and II,New Delhi, concept .
- Goel .S.L& Jain R.K: 1998 Social Welfare Administration (Vols I&II)
- Kulkarni.P.D 1978 The central social welfare Board New Delhi:Asia.
- Pandey S.K. 2007 Social welfare Administration, New Delhi, Mahaveer and sons
- Rameshwari Devi 2001 Social welfare Administration, Jaipur, Mangal deep publication, Jaipur.
- Sachdeva :D.R. 1978 Social Welfare Administration in India, Allahabad, Kitab Mahal.

6. DISASTER MANAGEMENT

UNIT I

Disaster-meaning, concept-Natural Disaster- floods, earthquake, draught, volcanoes, forest fires, coastal hazards, and landslides.

UNIT II

Manmade Disaster-Chemical and Industrial Accidents, Accidental explosions, Bomb blast, nuclear disasters, Pollutions.

UNIT III

Factors influencing Natural and Manmade disaster-political, economic, social, cultural, Ideological, Ecological, institutional, scientific and technological. Disasters and Development-causes and consequences.

UNIT IV

Disaster Management-Control plan, emergency preparedness. Disaster management cycle-Post disaster review, results of exercises, prevention , mitigation, preparedness. Intervention of State in Disaster.

UNIT V

Role of Voluntary organization in Disaster Management, Social Work intervention in Disaster-resource mobilization, working with other professionals,

References:

Indu Prakash (1994) Disaster Management Rashtra Prahari Prakashan. Sahibad, Gaziabad.

Narayan B. (2000) Disaster Management A.P.H. Publishing Corporation, New Delhi.

III YEAR

7. COMMUNITY DEVELOPMENT

UNIT I

Origin and development of community development : Meaning, need, early experiments: - Srinikethan, Marthandom and Gurgaon. Pilot projects: - Nilokehri experiment, Firka Scheme, Extension: Principles and methods.

Unit II

Rural community development - concept, principles, need-programmes : IRDP, ITDP, TRYSEM, Swarna jayanthi Gram Swarozgar Yojana, Rural Housing Schemes, NRCP, Rural Sanitation Programme, Watershed Development, role of NIRD and SIRD.

Unit III

Local self government- Local self-government in ancient India, during Mugal and British period. Panchayat Raj system, Role and function of village president, chairman, BDO. Constitutional (73rd) amendment, state legislation strengths and weakness.

Unit IV

Urban community : Urban - meaning, classification and characteristics. Slum:- meaning and types. Tamilnadu slum clearance Board, Tamilnadu housing board, Chennai Metropolitan development authority.

Unit V

Urban community development: Urban community development: Meaning, need, principle, Urban Programmes, IUDP, UBS, Swarna jayanthi shahari Rozgar Yojana, Urban self-employment schemes. Development of Women and Children in Urban Areas (DWCUA). District Rural Development Agency (DRDA), Land Reforms Schemes, National Social Awareness Programme (NSAP), Employment Assurance Scheme (EAS).

References:

Bhadouria and Dua 1986 Rural development strategies and Perspectives; Delhi,

Anmol.Bose, Ashian 1974 Studies in India's Urbanization 1901 to 1971, New Delhi, Tata Mcgraw Hill.

Cedric Payn 1990 Housing and Urbanization: A study of India, New Delhi, Saye .

Centre for urban studies (1978) Urban planning and Development Authorities, New Delhi, Indian Institute of Public administration.

Dahama O.P (1988) Urban development in India, New Delhi: Inter India.

8. Welfare of the weaker sections

Unit I:

Concept of welfare –Welfare state- Constitutional provisions- Weaker Section- Meaning, need, objectives, importance of Welfare of the weaker sections.

Unit II:

Scheduled Caste and Tribes- Status and problems faced by SC/ST people in the pre-Republic and Post Republic era- Constitutional Safe guards- State policy and programmes

Unit III:

Disabled- meaning, nature, types – Status and problems faced by disabled- PWD Act 1995- Policies and programmes for the disabled- role of CBO/NGO in rehabilitating the disabled.

Unit IV:

Women/ Children/Elderly: Status- Special Problems, legal instruments and safe guards against exploitation and violence- policies and programmes by the State- role of NGO's

Unit V:

National and International attention towards weaker sections- Human Rights Commission (NHRC)- SC/ST commission - Rehabilitation Council of India- THADCO- NIPCCD- CSWB- SSWB-ICCW- UNICEF- CRY- UNESCO- ILO- WHO

Borede P.T 1968 Segregation and Desegregation in India –Socio Legal Study, Bombay: Man kolas.
Dabra C.D 1984 Development of Weaker Sections: New Delhi:

Dubey S.N and 1976 Administration of Policy and Programmes Mandra Ratna for Backward class in India, Bombay: Somaiya.

Government of India 1999 Economical and educational development of scheduled castes New Delhi: Govt of India.

Mukhepadhyaya 1998 Women's health on public policy Swapria and community action, New Delhi : Manohar.

Nair T. Krishnan 1975 Social work education and Development of weaker section, Madras school of social work

Puroshothaman 1998 The Empowerment of women in Sangeetha India, New Delhi: Sage.

Shankar Rao CN 2006 Sociology of Indian Society, New Delhi: S.Chand .

9. NGO MANAGEMENT

UNIT I

Non-profit organisation : Definition, Meaning, Objectives and Principles – Types of Non-Profit Organization: Community based Organizations, Health Organizations, Educational Institutions, and Social Welfare Organizations – Non-Governmental Organizations: Formulation of Societies, Trusts, And Non-Profit Companies.

UNIT II

Project identification: Feasibility/Base Line studies – Project Formulation – Planning and Policy making – Strategic Formation – Preparation of project proposals – Project implementation.

UNIT III

Budgeting: Meaning, Steps, important items in Budget – Resource Mobilization – Central and State Government Assistance and Other Assistance – Fund Raising: Meaning, techniques – Income Generation Programmes (IGP) – Financial Management – Financial Collaboration between Funding Organization and Non-Profit Organizations.

UNIT IV

Project evaluation and monitoring: Aims, Objectives, Purposes – Creating Management information system – Project appraisal: Meaning and techniques – Logical Frame Analysis (LFA) Participatory Rural Appraisal (PRA): Principles, methods of PRA – Network analysis.

UNIT V

Project personnel empowerment: Training: Meaning, need, importance, purpose and significance – Training needs: Areas of health – Rural development, child health and welfare, Women welfare, Youth welfare and aged welfare – Awareness on behavioural, environmental and social issues – Institution building of Non-Profit Organisations in administering the Social Welfare Programmes.

References:

- Clark, John 1991 Voluntary Organisations: Their Contribution to Development, London, Earth Scan.
- Eade Deborah and Literingen Ernst.(ed) 2006 Debating development-NGOs and the Future, New Delhi: Rawat.
- Ginbery, Leon.H 2001 Social Work Evaluation - Principles and Methods, Singapore, Allyn and Bacon.
- Kandasamy.M 1998 Governance and Financial Management in Non – Profit Organization, New Delhi, Caritas India.
- Kappor, K.K(Ed) 1986 Directory of Funding Organizations, New Delhi, Information and News Network.
- Kumar, A 2003 Social Change through NGO's, New Delhi, Anmol Publishers.
- Mukherjee, 1995 Participatory Rural Appraisal: Methods and Application In Rural Planning, New Delhi, Vikas.
- Mukherjee, K.K 1986 Voluntary Organization: and Mukherjee Some Perspectives, Sutapa Hyderabad, Gandhi Peace Centre.
- Mukherjee, Neela 1995 Participatory Rural appraisal and Questionnaire Survey, New Delhi: Concept.

10. SOCIAL LEGISLATION

UNIT – I

The concept of Social Legislation - Needs and Importance of Social legislation - Social Welfare & Social Charge - Concepts of Social Justice - Social assistance - Social Security, Directive Principles of State Policy.

UNIT – II

The Hindu & Muslim laws governing marriage, divorce, adoption & inheritance.

UNIT- III

Social legislation relating to the physically, mentally & socially handicapped persons, SC/ST, legislations relating to the Welfare of the children & women.

UNIT – IV

Social legislation for amelioration of social problems such as delinquency, prostitution, dowry, beggary.

UNIT – V

Legislation and social work, role of social worker in promoting in social justice.

References:

- Agarwal.R.K. - Indian Law,Central Law Agency, Allagabad.
Chatter Ji BB, (1971) - Minerva Associates, Calculata.
Gangrade K.D. –(1964) Social legislation in India ,
Impact SocialLegislation on social change.
Sone R.K.
Walla D.R. - Law and layman Tara Povalla and Sons Bombay.
Social Legislation - Its role in social welfare - Government of India, New Delhi,
Publication Division.
Tandan .M.P.(1964) - Indian law Allagabad Association,

11. FIELD WORK PRACTICUM

The candidates are advised to go for field work placement in any Non-Governmental, Governmental or Voluntary organisations in order to know the functioning of these organisations.

20 sessions of field work in any NGO (8 Hours/day) and has to submit a report duly signed by the NGO Chief-Functionary.

The report should consist of Profile of the agency(History of the organisation, address and telephone numbers, organisation structure, projects currently ongoing in the organisation, details of funds received from funding agencies, role of social worker, etc),

Basic methods practiced in social work like social case work, social group work, community organisation programmes, etc.