

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC01

CORE-I: SOCIAL WORK PROFESSION - HISTORY AND PHILOSOPHY

CREDITS: 5

TOTAL TEACHING HOURS: 65

OBJECTIVES OF THE COURSE

- To enable students to appreciate the history, philosophy and the emergence of Social Work as a profession.
- To facilitate comprehension of underlying ideologies, theories and approaches
- To develop an understanding of the methods and fields of Social Work practice.

COURSE LEARNING OUTCOMES:

- Gain knowledge of the history and growth of Social Work as a Profession
- Demonstrate and apply knowledge on ideologies, theories and approaches
- Practice the values, beliefs and principles of Social Work Profession

UNIT I

Social Work Profession

Social Work Profession: Meaning and Definition of Social Work as a Profession, Origin and Growth of Social Work Profession in India, Goals and Functions, Principles and Scope of Social Work Profession, Beliefs and Values, Code of Ethics (NASW)

UNIT II

Historical Development of Social Work Profession

Overview of Historical Development of Social Work in UK and USA; Historical Development of Social Work in India - Social Service and Traditional Social Institutions; Contribution of Social Reformers – Raja Ram Mohan Roy, Sarojini Naidu, Periyar, Gandhi, Contributions of Religious thought to Social Work, Contributions of Christian Missionaries to social development, Role of INGOs, NGOs and civil society organisations.

UNIT III

Introduction to Social Work and Social Work Theories

Social Service, Social Security, Social Change, Social Welfare, Social Policy, Social Planning, Social Action, Social Development, Empowerment; Social Work Theory- Conceptual understanding of Theory, Importance of Theory in Social Work, Major Theories in Social Work - Problem Solving Model, Behaviour Modification Model, and Crisis Intervention Model.

UNIT IV

Fields of Social Work Practice

Social Work in Communities – rural, urban and tribal, Social Work in Family settings – Family social work, Social work with vulnerable groups – differently abled, Social work

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

and Addictions, Gender and Social Work, Social work with children, youth and elderly, Social Work in Health Settings, Mental Health, Legal and Correctional Settings, Rehabilitation, School Social Work, Industrial Social Work, Environmental Social Work.

UNIT V

Social Work Education

Social Work Education in India, Importance of Field Work and Supervision in Social Work Education, Professional Associations - International Federation of Social Workers (IFSW), The National Association of Social Workers (NASW), National Association of Professional Social Workers in India (NAPSWI), and the Professional Social Worker's Association (PSWA)

BOOKS FOR REFERENCE

1. Adams, R. Social Work and Empowerment. New York: Palgrave Macmillan, 2003.
2. Alston, M. and Mckinnon, J. Social Work – Fields of Practice. Australia: Oxford U P, 2003.
3. Banks, S. Ethics and Values in Social Work. New York: Palgrave Macmillan, 2001.
4. Black, K., J. Development in Theory and Practice- Paradigms and Paradoxes. Jaipur: Rawat, 2007.
5. Bogo, M. Social Work Practice- Concepts, Processes and Interviewing. New York: Columbia University Press, 2006.
6. Clark, L., C. Social Work Ethics – Politics, Principles and Practice. New York: Palgrave Macmillan, 2001.
7. Desai, M. Ideologies and Social Work- Historical and Contemporary Analyses. Jaipur: Rawat, 2006.
8. Doel, M. and Shardlow, M., S. Modern Social Work Practice- Teaching and Learning in Practice Settings. London: Ashgate, 2005.
9. Dominelli, L. Social Work-Theory and Practice for a Changing Profession. New Delhi: Rawat, 2005.
10. Joshi, S., C. Handbook of Social Work. New Delhi: Akansha, 2004.
11. Payne, M. Modern Social Work Theory. New York: Palgrave MacMilan, 2005.
12. Payne, M. The Origins of Social Work - Continuity and Change. New York: Palgrave Macmillan, 2005
13. Subhedar, T. S. Field Work Training in Social Work. Jaipur: Rawat, 2001.
14. SumitDutta. Social Work and Social Development. New Delhi: Wisdom Press, 2013.
15. Thompson, N. Understanding Social Work- Preparing and Practice. New York: Palgrave Macmillan, 2002.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC02

CORE-II: FIELD WORK - I

CREDITS: 4

LAB SESSIONS

Students will not be sent to the field directly. Structured laboratory experiences in a skill lab setting, which provide an opportunity of “learning by doing” in a classroom environment will be carried out which will provide students to discover themselves, identify their capabilities and competencies essentially through group exercises, experiences and simulation games. . The lab session will further orient students to social realities and provide them with skills for societal analysis. The lab sessions equip students with knowledge, attitudes and practice skills in keeping with social work values, beliefs and ethics.

OBJECTIVES

- To build the capabilities of social work students to reflect on the ‘self’ and become aware of the same.
- To understand the necessity of the ‘professional self’ in Social Work practice
- To be able to establish good inter-personal relationships by participating in games for listening, verbal communication and understanding non-verbal messages – body language and life skills.
- To acquire skills of observation and develop an understanding of society’s response to social problems through various services.
- To develop understanding and to critically analyse global/local social realities through experiencing situations in a classroom setting, using imagination and creativity.

LEARNING OUTCOMES

The student will

- discover more about the ‘self’ and is aware about him/herself
- identify his/her strengths and weaknesses and accepts one’s self
- demonstrate analytical skills of global and local social realities
- display professional behavior and conduct

Suggested sessions for lab sessions:

- a. Self-Awareness
- b. Communication skills
- c. Interpersonal relationship.
- d. Indian social problems
- e. Values and ethics in Social Work.
- f. Leadership and personality development.

METHOD OF ASSESSMENT

1. Presentation of consolidated report on various lab sessions and observation visits.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC03

CORE-III: SOCIAL WORK PRACTICE WITH INDIVIDUALS
(SOCIAL CASE WORK)

CREDITS: 5

TOTAL TEACHING HOURS: 65

OBJECTIVES OF THE COURSE

- To initiate an understanding of the evolution of the methods of Social Work and Case Work as the primary method in Social Work.
- To equip students with skills in Case Work practice.
- To develop the necessary skills to apply Case work in working with individuals

LEARNING OUTCOMES:

Student will:

- Understand the method of working with individuals as a primary method of Social Work
- Comprehend the various models and approaches of working with individuals
- Display skill sets appropriate in working with individuals

Unit I

Introduction to working with individuals

Introduction to the methods of Social Work – Definition, Meaning - Case Work, Group Work, Community Organisation, Social Action, Social Work Administration and Social Work Research as practice methods . Integrated Method of Social Work, Shifts in focus of practice – from expert/professional to collaborative partner

Unit II

Social Case Work

Historical Evolution of Case Work - Objectives, Principles, Philosophy, Values, Skills and Techniques of Case Work, Components of Social Case Work – Person, Place, Problem, Process, (4p's) and Case work Relationship.

Unit III

Models of Social Case Work

Meaning of Theory and Model, Psychosocial Model, Client Centered Model, Life Model perspective in Social Case Work.

Unit IV

The Helping Process

Phase I- Psychosocial Study, Psychosocial Assessment
Phase II- Intervention Plan and Goal Setting, Intervention
Phase III- Termination, Evaluation and Follow up

Unit V

Recording and Supervision in Social Case Work

Recording in Social Case Work – Definition, Types, Need and Importance of Recording

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

Supervision in Case Work – Meaning, Need and Importance
Role of a Social Case Worker in different settings – Medical, Child Guidance Clinics,
Correctional Settings, Family and Child Welfare Settings and Geriatric Care.

BOOKS FOR REFERENCE

1. Bhattacharya, Sanjay. Social Work, An Integrated Approach. New Delhi: Deep & Deep, 2004. DatarSudha, Ruma, Bawikar et al. Skill Training for Social Workers- A Manual. New Delhi:Sage, 2010.
2. Hamilton, Gordon, Theory & Practice of Social Case Work 2nd Edition. Jaipur: Rawat, Indian Reprint, 2013.
3. Hepworth, D.H. & J.A. Larsen. Direct Social Work Practice: Theory and Skills. Dorsey Press, 1993.
4. Hollis, F. Case Work: A Psychosocial Therapy. New York: Random House, 1964. Mathew, Grace. An Introduction to Social Casework. Mumbai TISS, 1992.
5. Misra, P.D. & Beena Misra. Social Work Profession in India. Lucknow: New Royal Book, 2004.
6. Perlman, Helen Harris, Social Casework, Chicago: The University of Chicago Press, 1957.
7. Pippins, J. Developing Case Work Skills. USA: Sage, 1980.
8. Trevithick, Pamela. Social Work Skills – A Practice Handbook. 2nd Edition. Jaipur: Rawat, 2009.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC04

CORE-IV: FIELD WORK - II

CREDITS: 4

OBSERVATION VISITS

Orientation visits to various NGOs will be organized by the respective faculty to orient students to different levels and types of development work and Social work practice. This will prepare students with skills and practical knowledge to work in the field. Organizations involved in development and welfare activities, government bodies involved in development work, hospitals and health care, care of aged, women and children are some of the suggested visits. Students are expected to make their own analysis of the exposure and will be provided an opportunity to share their experiences in the classroom which will be processed by the faculty member in charge.

OBJECTIVES OF FIELD WORK

- To acquire skills of observation and develop an understanding of society's response to social problems through various services.
- To develop understanding and appreciation and ability to critically evaluate the efforts of voluntary and government programmes.
- To develop an appreciation of the significances of social work intervention in these programmes by recording.

LEARNING OUTCOMES:

- Develop skills in observation
- Develop skills in communication
- Understand the importance of Social Work values

Suggested Field Visits

- a. Organisations working directly with the communities, resettlement of communities etc
- b. Organisations working for Children, Elderly, differently abled (physically/mentally), women, alcohol/substance dependents etc.
- c. Government Departments and hospitals – specific departments
- d. INGOs

METHOD OF ASSESSMENT

Presentation of consolidated report on various lab sessions and observation visits.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC05

CORE-V: SOCIAL WORK PRACTICE WITH GROUPS
(SOCIAL GROUP WORK)

CREDITS: 5

TOTAL TEACHING HOURS: 65

Objectives

- To understand Group Work as a method in Social Work
- To equip students with skills in Group Work practice.
- To develop the necessary skills to apply Group Work in working with groups

LEARNING OUTCOMES:

Student will:

- Understand the method working with groups as a primary method of Social Work
- Comprehend the models and approaches of working with groups
- Imbibe skills and techniques of working with groups

Unit I

Introduction to Groups

Definition, Meaning, and types of groups and their characteristics - Open and closed groups, Treatment Groups: Educational, Growth, remedial and socialization. Task Groups: Committees, councils, teams; Therapeutic Groups: T groups, and group counseling. Significances of social groups in the life of the individuals and families

Unit II

Introduction to Group Work

Definition, Meaning, Goals, and characteristics of Group Work. Historical evolution of social group work practice. Principles of Group work, purposive programming planning, guiding group interaction, handling conflict, building team spirit, monitoring evaluation, follow up.

Unit III

Basic skills and techniques of working with groups

Skills or working with groups: skills in identifying potential groups, skills in forming groups, skills in strengthening groups, facilitation and leadership.

Unit IV

Stages in Social Group Work

Forming and assessing groups: Group formation, Formulation of objectives, individual and group goals, Planning assessment, Implementation and intervention in groups. Stages of group development – Identifying barriers to change and managing them Termination and Evaluation.

Unit V

Recording in Group Work and the Role of a Group Worker in Different Settings

Recording – Types and uses; Role of a Social Group Worker in different settings – Community Development Settings, Residential Settings, Clinical, Schools, Addiction Centres

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BOOKS FOR REFERENCE

1. Bhatt R.M. Records of Group Work Practice in India. Baroda University : Baroda,1960.
2. Bhattacharya, Sanjay. Social Work an Integrated Approach. New Delhi: Deep & Deep, 2008.
3. Doel, Mark &Sawda, Catherine.The Essentials of Group Worker. London: Jessica Kingsley, 2003.
4. Douglass, Tom. Group Processes in Social Work – A Theoretical Synthesis. New Delhi: Thomson, 1979.
5. Garvin, Charlesd.D.Gutierrez, Lorraine .M. Galinsky, Maeda. J. Handbook of Social Work with Groups. New York: The Guildford,.2006.
6. Johnson and Johnson. Joining Together: Group Theory and Group Skills. New Delhi: Premier, 1982.
7. Konopka Gisela. Social Group Work – A Helping Process. London: Prentice Hall, 1963 2nd Edition.
8. Mark, Doel.Using Group Work. London: Routledge, 2010.
9. Milson, Fred. An Introduction to Group Work Skills, London: Routledge and Kegan Paul, 1973.
10. Misra P.D. and BeenaMisra. Social Work Profession in India. Lucknow: New Royal,1979.
11. Trecker. Harleigh, B. Social Group Work- Principles and Practice. New York: Association Press, 1970.
12. Toseland, R.W. Rivas. R.F. An Introduction to Group Work Practice. New York: Macmillan, 1984.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC08

CORE-VIII: FIELD WORK - IV

CREDITS:4

CONCURRENT FIELD WORK

Students will be exposed to various GOs/ INGOs who work directly in urban communities. Students will be required to understand the functioning of an organisation (NGO, Institution, Agency) its vision, mission, aims and objectives, policies, nature of work and functioning, community (geographical location of work) and intervention strategies and the resources available in the NGO and Community. This should enable the student to draw up an agency profile and a community profile.

OBJECTIVES OF FIELD WORK

- To understand the vision, mission, aim and objectives, policies, nature of work, functioning of the agency/development organisation working directly for communities
- To identify leadership patterns and community resources
- To draw up a community mapping using participatory techniques
- To critically evaluate an agency/development organisation and its intervention strategies

LEARNING OUTCOMES:

Student will:

- Display skills in observation and communication
- Ability to write analytical reports
- Identify community leadership and resources
- Draw up a community profile.

METHODS OF ASSESSMENT

1. In relation to task and personal growth.
2. An internal viva voce will be conducted.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC09

CORE-IX: SOCIAL WELFARE ADMINISTRATION

CREDITS: 4

TOTAL TEACHING HOURS: 60

Objectives

- To understand Social Welfare Administration as a method in Social Work
- To equip students with basic skills of Administration
- To develop understanding of the procedures related to establishment and management of social welfare organization/agencies governmental and non-governmental

LEARNING OUTCOMES:

Student will:

- Understand the need for human resource development in the welfare sector
- Understand and use basic elements of administration in field work practice
- Acquire knowledge on the various laws and policies for Social Work practice

Unit I

Evolution of Social Welfare administration

Evolution of Social Welfare administration, concepts, public administration, social services, social welfare services, philosophies of social welfare and social development, principles and values of social welfare administration.

Unit II

Agency administration

Agency administration – administration in voluntary organization, constitution and bye laws, Boards and Committees, organization as a system. Structure, functions of Central Social Welfare Board; Directorate of Social Welfare, Social Defense.

Unit III

Elements of administration

Elements of administration – policy, planning, organizing, staffing, coordination, reporting, record keeping, budgeting, fund raising monitoring, communication and evaluation.

Public Relation and Publicity.

Basic Accounting, use of computers for office procedures.

Unit IV

Laws related to NGO

Society's Registration Act 1860 and Rules 1975; Tamil Nadu Society's Registration Act 1975 and Rules; Companies Act 1956 (Section 25)

Foreign Contributions Regulation Act and related issues

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

Unit V

Human Resources Development

Human resource development, conflict management, stress management, motivation, appraisal and supervision, team development; Relationship between Human Resources and Social Work.

BOOKS FOR REFERENCE

1. Bhattacharya, Sanjay. Social Work Administration and Development. Jaipur: Rawat, 2006.
2. Chowdhry, Paul. D. Social Welfare Administration. New Delhi: Atma Ram, 1970.
3. Dharmarajan, Shivan. NGO Development Initiative and Public Policy. New Delhi: Kanishka, 1998.
4. Kirs. Ashman. Karen. K. Introduction to Social Work and Social Welfare, Critical Thinking Perspectives, U.S.A: Thomson, 2003.
5. Parmar, P. M. Social Work and Social Welfare in India. New Delhi: Sublime, 2002.
6. Pawar, S. N. Ambedkar, J. B. and Shrikant, D. NGOs and Development: The Indian Scenario. New Delhi: Rawat, 2004.
7. Skidmore, Rex, A. Social Work Administration Dynamic Management and Human Relationships. New Jersey: Prentice Hall, 1990.
8. Wormer, Van, Katherin. Introduction to Social Welfare and Social Work, London: Thomson, 2006.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC10

CORE-X: GENERALIST PRACTICE OF SOCIAL WORK

CREDITS: 4

TOTAL TEACHING HOURS: 60

Objectives

- To understand Generalist Practice as a method of Social Work
- To enable students to have a holistic perspective in Social Work practice
- To equip the students with knowledge and skills in the Integrated Method of

LEARNING OUTCOMES:

Student will:

- Understand a holistic/ systems perspective in Social Work practice
- Consciously apply the theoretical approaches of generalist practice
- Imbibe skills and techniques of the generalist practice

Unit I

(12 hrs)

Introduction to Generalist Practice

Concepts – Systems, Human Beings in a Systems Framework, Applying Systems Theory to Social Work Practice, Goals and Purpose of Social Work in Systems Approach, Basic Systems in Generalist Practice and Resource Systems, Levels of Social Work Practice- Micro, Mezzo, Macro and Generalist Practice

Unit II

(12 hrs)

Generalist Practice – Interaction, Engagement and Assessment

Interaction and Engagement – Meaning, Formation of One to One Action System and Relationship in Action System. Interview in Interaction Assessment – Meaning, Process, Stages in Assessment Phase - Identification of Needs, Identification of the Nature of the Need, Identification of the Potential Strengths and Resources in the Ecosystem, Collecting Information, and Analysing the Information, Skills used during the Interview

Unit III

(12 hrs)

Planning

Planning – Components of a Plan, Goals and Objectives, Planning with Multi-person Client Systems, Factors affecting a Plan of Action - Community, Agency, Social Problem, Worker and Client, Agreement between Worker and Client

Unit IV

(12 hrs)

Intervention

Direct Practice – Meaning, Action to enable use of Available Resources, Referral, and Use of Programme, Indirect Practice – Meaning, Approaches in Indirect Practice – Action as Mediation, Influence, Environmental Change, Coordination of Services, Actions to Change Organisations and Actions to Change the Community, Role of Change Agent

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

Unit V

(12 hrs)

Evaluation & Termination

Evaluation –Meaning and Types of Evaluation, Techniques for Evaluation, Recording, Programme Evaluation, Client Participation, Confidentiality, Termination – Meaning and Types of Termination - Planned and Unplanned Termination, Components of Termination, Disengagement

BOOKS FOR REFERENCE

1. Bogo, M.; Social Work Practice- Concepts, Processes and Interviewing. Jaipur: Rawat, 2006. Devi, R., and R. Prakash, Social Work Methods - Practices and Perspectives. Vol. 1, 2, 3, Jaipur: Mangal Deep, 2004.
2. Encyclopedia of Social Work, Vol. 1, 2, 3 National Association of Social Workers. Washington D.C.: NASW, 1996.
3. Goldstein, H., Social Work Practice - A Unitary Approach. Columbia: University of South Caroline Press, 1980.
4. Hepworth, D., H., and Larsen, J., A., Direct Social Work Practice - Theory and Skills. London: The Dorsey Press, 1993.
5. Johnson, L.C., Yanca, S.T., Social Work Practice- A Generalist Approach. Delhi: Prentice Hall, 2012
6. Johnson, Louise, Social Work Practice - A Generalist Approach. London: Aelyn and Bacon, 1983.
7. Payne, M, Modern Social Work Theory. New York: Palgrave Mac Milan, 2005.
8. Pincus, A., and Minahan. A, Social Work Practice Model and Method. Illinois Peacock, 1973

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC11

CORE-XI: SOCIAL WORK RESEARCH AND STATISTICS

CREDITS: 4

TOTAL TEACHING HOURS: 60

Objectives

- To develop an understanding of Social Work Research and Statistics as a method in Social Work
- To develop competence to conceptualise a problem, analyse and assess social problems and needs at the micro-level
- To acquire research skills in conducting research by developing ability to prepare appropriate tools and collect, analyse and interpret data through appropriate tables

Objectives

LEARNING OUTCOMES:

Student will:

- Understand the purpose and importance of research as a method in Social work
- Develop competence to conceptualize a research problem
- Conduct and write a small research report

Unit I

Introduction to Social Work Research

Basic Elements of Scientific Method; Social Work Research – Definition, Objectives, Scope and Limitations, Scientific Attitude, Ethics in Social Work Research, Quantitative and Qualitative Research, Planning a Research Project: Problem Formulation, Framing Objectives, Defining Concepts, Use of Theorization in Review of Literature, Variables: Definition and Function; Assumptions – Hypotheses, Types of Hypotheses

Unit II

Types of Research, Research Design & Sampling:

Research Methodology: Quantitative, Qualitative & Mixed methods.

Research Design: Concept, Types of Designs: Explorative, Descriptive, Diagnostic and Experimental. Functions of Research Designs.

Concepts and Meaning of Sampling – Frame, Unit and Universe, Sampling Techniques- Probability Sampling – Simple, Systematic, Stratified, Multi- Stage Non-Probability Sampling – Purposive, Quota, Cluster, Snowball

Unit III

Sources of Data, Tools of data collection:

Sources of Data: Primary and Secondary, Quantitative & Qualitative data; Tools of Data Collection: Observation – Participant, Non-Participant, Interview Schedule, Interview Guide, Questionnaire, Focused Group Discussion, Life History, Case Study & PRA Techniques. Scaling Techniques, Reliability and Validity of Tools

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

Unit IV

Data Processing, Analysis, Interpretation and Reporting

Data Processing – Editing, Coding, Classification, Tabulation, Transcription, Outline of a Good Research Report. Diagrammatic Presentation of Data – One, Two-and Three-Dimensional Diagrams, Pie Charts, Pictograms and Cartograms. Uses of computer for data processing.

Unit V

Basic Statistical analysis of data

Statistics – Definition, Meaning, Need and Importance of Statistics in Research, Normal Distribution, Characteristics of a Normal Curve, Frequency and Percentage Distribution – Preparation of One, Two and Three Way Tables, Levels of Measurement – Nominal, Ordinal, Interval and Ratio, Measures of Central Tendency – Mean, Median, Mode and their Uses, Measures of Central Tendency – Mean, Median and Mode – Definition, Meaning, Need and Importance, Calculation – Continuous and Discrete Series (Direct Method Only), Measure of Dispersion - Standard Deviation.

BOOKS FOR REFERENCE

1. Antony, Joseph. Methodology for Research. Bangalore: Bangalore Theological 1986.
2. Bajpai. Methods of Social Survey and Research. Kanpur: KilaGhar, 1982.
3. BIRTHA, Mikkelsen. Methods for Development Work and Research. New Delhi: Sage, 1995.
4. Gupta. Statistical Methods. New Delhi: Sultan Chand and Sons, 1985.
5. Hubert, M., Blalock, Jr. An Introduction to Social Research. New Jersey: Prentice Hall.
6. Jack, D., Houglass. Investigate Social Research Individual and Field Team Research. London: Sage Publications, 1976.
7. Jaspal, Singh. Introduction to Methods of Social Research. New Delhi: Sterling Publishers Pvt, Ltd, 1991.
8. Kothari. Research Methodology; Methods and Techniques. Chennai: Wiley Easter Ltd, 1978.
9. Kerlinger. Foundations of Behavioural Research New Delhi: Surjeet Publications, 1964.
10. Ramachandran, P. Survey Research For Social Work. A Primer: Institute of Community Organization Research. Mumbai 1990.
11. Reddy. Research Methodology in Social Sciences. New Delhi: Daya Publishing House, 1987.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC12

CORE-XII: FIELD WORK - V

CREDITS: 5

CONCURRENT FIELD WORK

Students are expected to have hands-on practice experience and will be required to work directly with individuals, groups and communities in the field, through agencies or through field action projects of the departments. They should be able to acquire necessary skills and practical knowledge in the direct practice of Social Work. The broad aim of Field Work is to provide opportunities for students to apply the knowledge learnt in the classroom situations and to plan, implement and evaluate these experiences while working with residents in an institution. These will be in keeping with the placement agency's philosophy, policy and goals and use of guided supervision.

OBJECTIVES OF FIELD WORK

- To identify 3 cases and draw up a face sheet and case analysis
- To execute simple referrals
- To identify groups in the community and conduct group work with one group
- To organise and conduct a programme based on the needs assessed
- To develop skills in resource mobilization
- To acquire the skills in report writing

LEARNING OUTCOMES:

Student will:

- Ability to plan independently for programmes
- Identify resources and funding options (ex. Medical camps. Awareness programmes)
- Ability to produce reports and monographs

METHODS OF ASSESSMENT

1. In relation to tasks achieved and personal growth
2. An internal viva voce will be conducted.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC13

CORE–XIII: FIELDS OF SOCIAL WORK

CREDITS: 4

TOTAL TEACHING HOURS: 60

Objectives

- To develop an understanding regarding the macro level of practice in Social Work
- To develop skills in students to envisage, plan and work out strategies in working with different macro level interventions
- To enable students understand the applicability of integrating methods and fields of social work

LEARNING OUTCOMES:

Student will:

- Familiarize with challenges of practice in the various fields
- Awareness on varied client groups and their requirements
- Build competency in addressing diverse and special problems

Unit I

Social Work with Family, Children, Adolescents and Youth (12 hrs)

Intervention with Family and Children – Indian Families, Prospects and Problems, Problems of Children, Children in Special Circumstances, Emerging Issues in the Areas of Family and Child Welfare, Services in the Field of Family and Child Welfare, Role of Social Worker; Intervention with Adolescents and Youth – Definition, Demographic Profile, Needs, Specific Problems and Services for Youth, School Social Work, Role of Social Worker, National Policy on Youth

Unit II

Social Work with the Senior Citizens (12 hrs)

Definition of the Aged, Changes – Physiological, Economic and Social, Common Problems of the Elderly, Services for the Senior Citizens. Legislation and Policies for the Senior Citizens

Unit III

Social Work with Rural and Urban Communities (12 hrs)

Definition of Rural and Urban Community and Rural and Urban Community Development, Emerging Trends in Urban and Rural Development. Current Issues in Urban Areas, Different Services in the Field of Urban and Rural Community Development, Role of Social Worker

Unit IV

Social Work with the Displaced (12 hrs.)

Meaning, Causes, Problems of Displacement, Social, Economic, Psychological, Cultural, Rehabilitation, Problems of Rehabilitation – Awareness, Resources, Opportunities. Legislations – The Displaced Persons Claims and Other Laws Repeal Bill (2004), Programmes, Services, Role of Social Worker

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

Unit V

Social Work with Industries

(12 hrs.)

Definition, Concept, Meaning – Labour Welfare and Industrial Relations, Industrial Welfare Measures, The Need and Importance of Social Work Services in the Field of Labour Welfare and Industrial Relations

BOOKS FOR REFERENCE

1. Brandon, M., Schofield, G., and Trinder, L. Social Work With Children. New York: Palgrave, 1998.
2. Colton, P., Sanders, M., R., and Williams, M. An Introduction to working with Children – A Guide for Social Workers. New York: Palgrave Macmillan, 2001.
3. Devi, Laxmi. Child and Family Welfare- Institute for sustainable development., New Delhi: Anmol.1998
4. Johri, P., K. Social Work for Community Development. New Delhi: Amol, 2005.
5. Kaila, H., L. Women, Work And Family. New Delhi: Rawat, 2005.
6. Liebig, S., P., Rajan, I., S. An Aging India- Perspectives, Prospects and Policies. Jaipur: Rawat, 2005.
7. Ledwith, M. Community Development. Jaipur: Rawat, 2005.
8. Katara, M., P. Social Work and Rural Development. New Delhi: Arise, 2006.
9. Kumar, S. Methods for Community Participation – A Complete Guide for Practitioners, New Delhi: Vistaar, 2002.
10. Mohan, S. Urban Development New Localism. New Delhi: Rawat, 2005.
11. Nagpaul, H. Social Work in Urban India. Jaipur: Rawat, 2005.
12. Phillips, I., Ray, Mo, Marshall, M. Social Work With Older People. New York: Palgrave Macmillan, 2006.
13. Radhakrishna, R., and Ray, Shovan. Handbook of Poverty in India- Perspectives, Policies and Programmes. New Delhi: Oxford University Press, 2006.
14. Sandhya, N. Indian Society. New Delhi: Vrinda Publications (P) Ltd., 2005.
15. Sharma, Ram Nath and Sharma, Rachana. Child Psychology. New Delhi: Atlantic, 2006.
16. Twelvetrees, A. Community Work. New York: Palgrave, 2002.
17. Verma, K., Manish. Development, Displacement and Resettlement. Jaipur: Rawat, 2004.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC14

CORE-XIV: WOMEN DEVELOPMENT- ISSUES AND CONCERNS

CREDITS: 4

TOTAL TEACHING HOURS: 60

Objectives

- To gain an understanding of the basic concepts of women and development of the status of women in society
- To enable students, understand the issues and concerns of women development
- To understand the various strategies and approaches to development specifically for women

LEARNING OUTCOMES:

Student will:

- Understand concepts of gender in society
- Understand approaches to development specific for women
- Apply knowledge, attitude and skills in social work practice for women

Unit I Introduction – Gender and Development

Gender and Development – Meaning and Definition, Women in the Development Process: Need and Importance, Developmental Rights of Women, Significance of Women’s Development; Positive and Negative Indices of Women Development.

Unit II Basic Concepts in Understanding Women’s Development

Sex and Gender, Gender Stereotypes, Gender Relations, Gender Division of Labour, Gender Roles and Responsibilities, Gender Discrimination, Equity and Equality, Gender Mainstreaming, Concept of Patriarchy, Feminism.

Unit III Issues and Concerns related to Women

Socialization of the Girl Child, Dowry, Widowhood, Foeticide, Rape, Sexual Abuse, Domestic Violence, and Problems faced by Female Headed Households, Feminization of Poverty, women and health, maternal health, Reproductive health, Women in Media, Rights of the Girl Child, Problems of Women at Work- Women’s Triple Role, Invisibility of Women’s Work, Glass Ceiling, Women and Self- Employment, Self- Help Groups Micro-Enterprises and Women’s Development.

Unit IV

Legislations Related to Women

Legal Rights of Women with Reference to Inheritance, Adoption, Education, Employment, Health, Marriage, Divorce and Maintenance, CEDAW – Convention on Elimination of All Forms of Discrimination Against Women and Girls.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

Unit V

Empowerment Strategies for Women

Empowerment: Definition and Meaning, Types and Levels of Women's Empowerment, Needs of Women – Practical and Strategic Needs of Women (PGN/SGN), National Policy for Empowerment of Women 2001, Government Policies and Programmes, Social Work and Women's Empowerment

BOOKS FOR REFERENCE

1. Devandar, Kiran. Status and Positions of Women in India. New Delhi: Shakti Books, 1985.
2. Kanhere U.S. Women and Socialisation. New Delhi: Mittal, 1980.
3. Kaushik, Susheela. Women's Oppression – Patterns and Perspectives. New Delhi: Shakti Books, 1985.
4. Kidwai M.H. Women under different Social and Religious Laws. New Delhi: Seema, 1979.
5. Marilee Karl. Women and Empowerment - Participation and Decision Making. London: Zed, 1995.
6. Marilyn Carr, Martha Chen, RenanaThabvala. Speaking Out: Women's Economic Empowerment in South Asia.London: IT Publications on behalf of Aga Khan Foundation Canada and UNIFEM, 1996.
7. Neera Desai and MaitreyiKrishnaraj. Women and Society in India. New Delhi: Ajanta, 1987.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC15

CORE-XV: FIELD WORK - VI

CREDITS: 5

CONCURRENT FIELD WORK

Students are expected to have hands-on practice experience and will be required to work directly with individuals, groups and communities in the field, through agencies or through field action projects of the departments. They should be able to acquire necessary skills and practical knowledge in the direct practice of Social Work. Students will learn to mobilize resources of the government, local bodies and community as part of their learning.

OBJECTIVES OF FIELD WORK

- To acquire the skills in resource mobilisation
- To acquire the skills in report writing
- To acquire the basic skills of administration
- To develop skills working with different client systems using the integrated approach in practice – integrating methods

LEARNING OUTCOMES:

Student will:

- Understand varied approaches of the placement NGOs
- Identify special groups in communities
- Be proficient in analytical writing
- Critical analysis of human problems
- Comprehend the holistic approach in working with people.

METHODS OF ASSESSMENT

1. In relation to tasks achieved and personal growth and change
2. An external viva voce will be conducted.

A comprehensive viva voce of all the six semesters fieldwork learning will be conducted.

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

BSW-DSC16

CORE-XVI: RESEARCH PROJECT

CREDITS: 3

TOTAL TEACHING HOURS: 60

Objectives:

- To train the students to design research problem.
- To orient the students about research methodology, data collection and data analysis.
- To equip the students to compile a project report.
-

LEARNING OUTCOMES:

Student will:

- Demonstrate knowledge and skills in research projects
- Self-directed learning
- Apply knowledge acquired for research

RESEARCH REPORT FORMAT

Title Page
Acknowledgement
Certificate
Declaration
Table of Contents
List of Tables
List of Charts

Chapter I-Introduction

- General view about your research problem
- National and International issues related to the research problem
- Legislations related to research problem
- Statistical report related to research problem
- Present situation in Tamilnadu
- Profile of the study organization

Chapter II-Review of literature

- Research studies from different sources (Journals, Articles, Books, online resources)
- In Chronological order and reviews from 2010.

Chapter III-Research Methodology

- Title of the study
- Operational definition
- Aim of the study
- Objectives of the study
- Statement of the problem

UNIVERSITY OF MADRAS
BACHELOR OF SOCIAL WORK (BSW) DEGREE COURSE
SYLLABUS WITH EFFECT FROM 2020-2021

- Scope of the study
- Pilot study
- Research design
- Universe of the study
- Sampling Technique(Samplesize30)
- Sources of Data collection
- Tools of Data collection
- Pre–test (with3samples)
- Limitations of the study
- Chapterisation

Chapter IV- Data Analysis and Interpretation

- Simple tables
- Percentage analysis
- Diagrammatic Representation

Chapter V - Findings, Suggestions and Conclusion

Summary, Findings, Discussions, Suggestions, Conclusion

References: APAFormat–6thEdition

Appendix

RESEARCH GUIDELINES

1. Introduction chapter should contain the basic concepts and theoretical background of the study for about 10pages.
2. Profile of the study organization has to be given briefly not exceeding five pages.
3. Minimum15reviews have to be given in the review of literature chapter concerning previous studies related to the research topic.
4. Should be typed in “TIMES NEW ROMAN” font, Size12.
5. Should be typed in one side of the A4sheet.
6. Project should be hard bound and the cover should be in uniform colour. (as prescribed by the Department)