

# **SHIVAJI UNIVERSITY, KOLHAPUR.**



**B**

**Accredited By NAAC**

**(2009)**

**Revised Syllabus For**

**BACHELOR OF SOCIAL WORK**

**Sem. V & VI**

**Syllabus to be implemented from June, 2012 onwards.**

# SHIVAJI UNIVERSITY, KOLHAPUR MAHARASHTRA

Revised Syllabus For

## BACHELOR OF SOCIAL WORK

(Semester V and VI)

1. **Title:** Bachelor of Social Work (Under the Faculty of Social Sciences)

2. **Year of Implementation:** - The New BSW syllabus will be implemented from the academic year 2012, onwards in the Shivaji University, Kolhapur.

3. **Preamble:-**

The globalization phenomenon has changed Indian people's world into a place of abundance and plenty. On the one hand, unprecedented growth of the knowledge and privileges of man have been taking place, and on the other hand, restlessness and maddening tensions have also increased. The mental deformity impulse opposing ethical values and the destructive instincts are on the rise. People in general are being confronted with concerns such as trauma, illness, insomnia, stress, depression, substance abuse, aggressiveness, violence, suicide, loss or grief may need professional help to come out of such situations. Professional Social work as a Helping Profession can be of great help in such concerns.

This course gives an edge to the Social Work students to enable them to inculcate the philosophies, ideologies and methodologies of other Social Sciences and of Social Work profession. In order to fulfil this, the course covers wide range of topics pertaining to the core, supportive, interdisciplinary and current domains of Social Work education. The course is designed with appropriate consistency within the papers and among the papers. Therefore, interdependence of the papers is a characteristic feature of the course. The course will enable the learners to assume the role as the agents of social change with positive attitude.

It is a professional course with ample employment opportunities in various fields such as industries, hospital settings, family counselling Centres, De-addiction Centres, social service organizations, etc. Furthermore they are absorbed in State and Central Government Departments, and sponsored research and action oriented projects undertaken by National and International Organizations.

5. **Duration:-**

- The B.S.W. course shall be a Graduate full time course
- The duration of course shall be of Three years /six Semesters.

6. **Pattern:-**

Pattern of Examination will be Semester with Continuous Internal Evaluation [CIE].

7. **Fee Structure:** - (applicable as Shivaji University norms)

**8. Implementation of Fee Structure:-**

In case of revision of fee structure, the revision will be implemented in phase wise manner.

**9. Medium of Instruction:**

The medium of instruction shall be in English.

**10. Intake Capacity / Number of Students:** As per the permission of the Shivaji University.

**D) Eligibility for Admission:-**

Candidates who have passed four semesters of Bachelors' degree of Social Work of Shivaji University or any other Statutory University recognized equivalent thereto, with minimum of 40 per cent Marks.

**11. Structure of Course:**

Third Year – Semester –V and Semester – VI {Summary of Total Workload for two (V and VI) Semesters}

Theory Component: Five theory papers with fieldwork practicum and computer

Number of Theory Papers: 5

Practical Component Per Week – 2 days/15hrs (Hours per day – 7.5 hrs.)

No. of Hours per Semester/paper is 48

No. of Total Hours per Semester

3hr x5 paper x16 weeks=240

Practicum's per semester – 15hr\*16 weeks=240hrs

Total Workload per Semester: 240+240=480 Hr.

1. SEMESTER EXAMINATION: The system of examination would be semester with Continuous Internal Evaluation (CIE). The examination shall be conducted at the end of each semester.

2. CIE COMPONENT: There shall be a written test (Class assignment), a seminar and a home assignment for each theory paper in each semester. The written test (Class assignment), seminar and home assignment carry a maximum of 2.5 marks each and 2.5 marks are for attendance. The total CIE component carries 10 Marks for each theory paper.

3. CIE – Re-examination: If due to any unforeseen or unpredictable event, any of the student/s fails to appear for the CIE examination, or fails in the CIE, the – CIE re-examination for such students can be held during the same Semester.

4. SEMESTER-Re-Examination: In case candidates fail in any of the papers in any semester examination, they can appear for the re-examination in the subsequent semester.

5. Students should pass in the computer theory and practical examination conducted by the institute

### **13. Standard of Passing:-**

- 1) To pass each paper 16 Marks out of 40 are required.
- 2) Semester Examination: In every paper a candidate should obtain a minimum of 40% of total marks i.e. 16 marks out of 40 marks.
- 3) CIE – for every CIE component, a candidate should obtain a minimum of 40% of the total marks, i.e. 04 out of 10 marks.
- 4) A candidate must obtain minimum marks as mentioned above in both the Heads of Passing. In other words, he / she must pass in both the Semester examination as well as CIE examination.

A viva-voce examination for field work shall be conducted for each candidate in all the semesters. The performance of the candidate for con-current field work shall be assessed by the teacher / Field work supervisor for 30 marks.

The field work viva-voce Examination for 20 marks will be conducted by the committee of three members consisting of the Head / Field work Co-coordinator, the senior teacher / Field work supervisor concerned and one external examiner.

## **BACHELOR OF SOCIAL WORK III**

### **SYLLABUS**

#### **SEMESTER V**

**Paper I: Compulsory English**

**Paper II: Interdisciplinary Approach towards Social Work**

**Paper III: Social Welfare Administration and Social Policy**

**Paper IV: Population Trends and Gender Studies**

**Paper V: Field Communication**

**Paper VI: Fieldwork-Theory & Practice**

**Paper VII: Computer**

## **BACHELOR OF SOCIAL WORK III**

#### **SEMESTER VI**

**Paper I: Compulsory English**

**Paper II: Counseling; Theory & Practice**

**Paper III: Economics and Development**

**Paper IV: NGO Management**

**Paper V: Health and Social Work**

**Paper VI: Fieldwork Practicum**

**Paper VII: Computer**

**B.S.W. III, SYLLABUS-2011-12**

**Semester V**

**Paper I: Compulsory English**

**Division of Teaching Hours:**

1. From Section I: Three Units (Unit Nos. 1, 2 and 4) –  $12 \times 3 = 36$  hours

2. From Section II: Four Units (Unit Nos. 7, 8, 9 and 10) –  $6 \times 4 = 24$  hours

-----

60 hours

**Section – I**

Unit 1 Understanding Organization of a Passage

Unit 2 Avoiding Errors in Written English

Unit 4 How to Take Part in a Group Discussion

**Section – II**

Unit 7 The Carpet ..... Jyotika Elhance

Unit 8 What is True Civilization? ..... M.K. Gandhi

Unit 9 The Night the Ghost Got in ..... James Thurber

Unit 10 Examinations ..... R.K. Narayan

**Question Paper Semester (40+10) Pattern**

**(Examinations Oct. /Nov. 2012 onwards)**

Time: 2 Hours

Total Marks: 40

- Q.1 Multiple choice questions with four alternatives (4 items) 04  
(One question to be set on each prose unit)
- Q.2 Write short notes on the following in about 120 to 150 12  
Words each: (Three out of four)  
(one question to be set on each prose unit)
- Q.3 (Based on Unit No.1) 08  
Write a well-organised passage on the following topic with  
the help of the points given below it :-  
Topic :- .....  
Points :- .....  
.....
- Q. 4. Based on Unit No.2 08  
Rewrite the following sentences correcting them where  
necessary :-  
(8 incorrect sentences should be given covering all the  
types included in **TASKS** of Unit No.2)
- Q.5 (Based on Unit No.4) 08  
Build up a short piece of group discussion on **ANY ONE** of  
the following topics making use of variety of expressions  
and interactions used in GD.  
(Two topics to be given for writing GD)

**Note :** Paper setters are directed to use questions given in the **TASKS** only as guidelines to set the question papers and not to be directly ditto copied in case of Q. Nos. 3, 4 and 5.

**B.S.W. III, SYLLABUS-2012-13**

**Semester V**

**Paper II: Interdisciplinary Approach towards Social Work**

**Unit 1: Interdisciplinary Approach** 12 periods 10  
marks

Meaning and concept of interdisciplinary approach, Salient features of a discipline, need of interdisciplinary approach in Social Work, Social sciences in relation to Social Work, Difference between pure sciences and applied sciences

**Unit 2: Anthropology and Social Work** **12 periods** **10 marks**

Meaning and scope of Anthropology, Evolution of Human being: Theories of biological evolutions, Stages of Human Evolution, Human Race: The classification, Meaning of Social Anthropology

**Unit 3: Disaster Management** **12 periods** **10 marks**

Meaning of Disaster, Types of Disaster: Natural and Manmade disaster, Disaster Preparedness Cycle, GIS, Mapping of disaster prone areas in India, Disaster Management: Do's and Don'ts during Disaster, Disaster Management Action Plan

**Unit 4: Para Legal aspects in Social Work** **12 periods** **10 marks**

Concept and process of FIR, Charge sheet, Warrant and Bail. Right to information Act, Public Interest Litigation, Functions of Lokayukta, and Process of formation of Political Party, Concept of Impeachment

**Reference:**

1. Jha, Jainendra Kumar, 2001, Encyclopedia of Social Work, Anmol Publication, New Delhi
2. Walekar, Ashok, 2010, Encyclopedia of Sociology and Social Work, ABD Publishers, Jaipur
3. Colonel Marathe P.P.2006, Concepts and practices in Disaster Management, Diamond Publication, Pune
4. Sharma, Kadamri & Chiranjeev Avinash. 2010, Jnanada Prakasan, Ansari Road, New Delhi
5. Disaster Management in India Yadav R.J., 2011, Disaster Management in India-Acts, Policies, Guidelines, Paradise Publishers, Jaipur
6. K.Park. 2009, Parks Textbook of Preventive and Social Medicine, Banarasidas Bhanot Publication, Jabalpur
7. Roy, Indrani Basu. 2003, Anthropology: The Study of Man, S.Chand Publication, New Delhi
8. Goel ,S.L.,2010, Disaster Administration & Management, Deep & Deep Publication, New Delhi

**B.S.W. III, SYLLABUS-2011-12**

**Semester V**

**Paper III: Social Welfare Administration and Social Policy**

**Unit 1: Meaning of Social Welfare** **12 periods** **10 marks**

Concept and meaning of Social Welfare, Social welfare and Social Work, Resource Mobilization, Issues in Social welfare

**Unit 2: Concept of Social Welfare Administration** **12 periods** **10 marks**

Meaning and concept of Social welfare administration, Functions, scope and Principles of Social welfare administration, POSDCORBE, Central Social Welfare Board, State Social welfare advisory Board: Functions and Objectives

**Unit 3: Social Policy****12 periods****10****marks**

Social Policy: Concept, meaning and approaches of Social Policy, Process of Social policy formulation, Role of Social Workers in Policy formulation, Role of National Advisory council in Policy formulation

**Unit 4: Social Policies in India****12 periods****10****marks**

Mainstreaming of National Policies: Meaning of Mainstreaming, Directive Principles of State policy, National Youth Policy, National Commission for ST, SC, Women, Children and Minorities.

**References**

1. Choudhary, D.Paul. Social Welfare Administration
2. Goutam, PR & Singh R.S., 2011, Social Work and Social Policy, Centrum Press ,New Delhi
3. Goel ,S.L.,2010, Social Welfare Administration, Deep & Deep Publication, New Delhi

**B.S.W. III, SYLLABUS-2012-13**

**Semester V**

**Paper IV: Population Trends and Gender Studies**

**Unit 1: Source of Population Data** **12 periods** **10 marks**

Census Survey of India, Unique Identification system: Aadhar, Civil Registration System (CRS), Sample Registration Scheme (SRS), National Sample Survey (NSS), National Family Health Survey (NFHS), Demographic surveys.

**Unit 2: Theories of Population and Population Distribution** **12 periods** **10 marks**

Malthus theory of population, Meaning and concept of Social Demography, Epidemiology, Fertility, Morbidity and Mortality. Population distribution and Population Trends. Interactions between population distribution, migration and other factors.

**Unit 3: Gender** **12 periods** **10 marks**

Meaning and concept of gender, Difference between gender and sex, Sex roles, Gender in Indian society: Feminism, Masculine

**Unit 4: Global Gender Concerns** **12 periods** **10 marks**

Gender gap, Female infanticide, Rape, Sexual harassment, Molestation, Gender equity, gender and work load, restrictive factors on women's mobility

**References:**

1. K.Park. 2009, Parks Textbook of Preventive and Social Medicine, Banarasidas Bhanot Publication, Jabalpur
2. Singla ,Pamela,2011, Women's Participation in Panchayatraj,: Nature and Effectiveness, Rawat Publication, Jaipur
3. Raheem, A.Abdul, 2011, Women empowerment through SHGs, New Century Publications, New Delhi

**B.S.W. III, SYLLABUS-2012-13**

**Semester V**

**Paper V: Field Communication**

**Unit 1: Communication** **12 periods** **10 marks**

Definition, meaning and process of communication. Types of communication, Barriers in communication, Removal of barriers in communication, Need and importance of Communication in Social Work

**Unit 2: Creative Writing** **12 periods** **10 marks**

Skills in preparing slogans for social cause, Preparation of information Brochure, leaflets, and donation receipt books, Preparation of Organizational Monthly Report, Half Yearly Report, Annual Report. Writing most significant change stories from the field.

**Unit 3: Media and Social Work** **12 periods** **10 marks**

Introduction to print and electronic media. Impact of media on rural, urban and tribal communities. Use of MASS Media in Social Work field.

**Unit 4: Social Journalism** **12 periods** **10 marks**

Process of conducting press conference, Writing Press release, Press Notes, Writing Reviews/Articles in Newspapers. Skills in preparing Documentaries of field realities. Use of Social Networking sites for community mobilization.

**Reference:**

1. Rayudu, C.S., 2010, Communication , Himalaya Publishing House , Mumbai
2. Bhaskarrao, Singh, J.K. 2002-Media, Culture and Communication, Magaldeep Publication, Jaipur
3. James R Wilson, S.Roy Wilson, Mass Media, :An Introduction Mass Culture-McGraw Hill Higher Education, London 2001
4. Metzeler Ken, Newswriting Exercise, Prentice Hall, New Jercey,

**B.S.W. III, SYLLABUS-2012-13**

**Semester V**

**Paper VI: Fieldwork Practicum**

During semester V, Students are expected to be placed in the NGO setting for twice a week. During the placement students are expected to learn relevant interdisciplinary approach in Social work agency and make an endeavor to incorporate various aspects of Social welfare administration.

The framework and evaluation criteria for field work practicum are as follows:

1. Placement in NGO setup {two days a week} **15**  
**Marks**
2. Block placement training of 20 days in movement based National level organization in India  
**15 Marks**
3. Field work viva voce **20**  
**Marks**

<b>Old course</b>	<b>Semester V</b>	<b>Semester VI</b>
<b>English (paper I)</b>	<b>English (paper I)</b>	<b>English (paper I)</b>
<b>Current trends in social work (paper II)</b>	<b>Interdisciplinary Approach towards Social Work (paper II)</b>	<b>Counseling: Theories and Practices (paper II)</b>
<b>Social Welfare Administration and Social Policy (paper III)</b>	<b>Social Welfare Administration and Social Policy (paper III)</b>	<b>Economics and Development (paper III)</b>
<b>Interdisciplinary approach towards social work practice (paper IV)</b>	<b>Population Trends and Gender Studies (paper IV)</b>	<b>NGO Management (paperIV)</b>
<b>Communication Skills for Social Workers (paper V)</b>	<b>Field Communication (paper V)</b>	<b>Health and Social Work (paperV)</b>
<b>Fieldwork practicum and Viva-voce (paper VI)</b>	<b>Fieldwork practicum and Viva-voce (paper VI)</b>	<b>Fieldwork practicum and Viva-voce (paper VI)</b>

## Common Nature of Question Paper

### Semester V

Question 1	Objective ( Multiple Choice)	05 Mark
Question 2	Short notes( 3 out of 5)	15 marks
Question 3	Broad question ( 2 out of 3)	20 marks

## B.S.W. III, SYLLABUS-III 2012-13

### Semester VI

#### Paper I: Compulsory English

#### Division of Teaching Hours:

1. From Section I : Three Units (Unit Nos.3, 5 and 6) – 12 X 3 = 36 hours

2. From Section II : Five Units (Unit Nos. 11,12,13,14 & 15)

Prose Units – 6 X 2 = 12 hours

Poetry Units – 4 X 3 = 12 hours

-----  
60 hours

#### Section – I

Unit 3 Developing Vocabulary and Its Use

Unit 5 How to Face an Interview

Unit 6 English for Formal Official Letter Writing

#### Section – II

Unit 11 Unlock your Creativity..... Roser Von Oech

Unit 12 Is Horror Your Neighbor? ..... Kenneth Lillington

Unit 13 To Be of Use ..... Marge Piercy

Unit 14 Grandma's Ways..... Anna Mclean

Unit 15 Detachment ..... Aroma Bharadwaj



**B.A. III English Compulsory Equivalences of the Semester Pattern syllabus  
introduced from June 2012 onwards**

Sr.No.	Old Annual Pattern 80+20	Sr.No.	New Semester Pattern 40 +10
1	B.A. III English Compulsory (English for Communication)	1	Semester V P. No. E Semester VI P. No. F English for Communication

**B.S.W. III, SYLLABUS-2012-13**

**Semester VI**

**Paper II: Counseling: Theories and Practices**

**Unit 1: Basics of Counseling** **12 periods** **10 marks**

Meaning and concept of Counseling, Counseling as a tool of helping relationships, need and scope of Counseling, Counseling process, Principles of Counseling, skills and techniques in Counseling

**Unit 2: Counseling Types** **12 periods** **10 marks**

Types of Counseling: Educational Counseling, Vocational Counseling, Social Counseling, Health Counseling, Crisis Counseling, Marriage Counseling, Group Counseling

**Unit 3: Fields of Counseling** **12 periods** **10 marks**

Counseling in HIV AIDS: Pre Test and Post test Counseling, Adherence Counseling, Counseling parents of children with disabilities, Counseling to children in conflict with law, Geriatric Counseling, Counseling in correctional institutions

**Unit 4: Application of counseling in methods of Social Work** **12 periods** **10 marks**

Case work and Counseling, Counseling in Group Work, Community Counseling, Establishment of Family Counseling center and Child Guidance Clinics

**Reference:**

1. K.Park. 2009, Parks Textbook of Preventive and Social Medicine, Banarasidas Bhanot Publication, Jabalpur
2. Safaya,B.S.,2007, Guidance and Counseling, Allied Publication, New Delhi
3. TISS, Mumbai Department of family and child welfare ,1996, Certificate course in rehabilitation counseling: A compendium

## B.S.W. III, SYLLABUS-2012-13

### Semester VI

#### Paper III: Economics and Development

**Unit 1: Basics of Economics** **12 periods** **10 marks**

Meaning and concept of Economics, Law of demand and supply, Social Economics: Definition – Economic Justice Vs Social Justice, equality in Human Societies, Principles of Social doctrines: Gandhi, Marx and Popes.

**Unit 2: Role of Economics in Social Work and Rural Development** **12 periods** **10 marks**

Concept and Approaches in Rural Development, Integrated Rural Development Program, Poverty: Meaning and Vicious Circle of Poverty, Trend of Poverty, Poverty estimation methods in India, Introduction of Micro finance, Role of Microfinance sector in Poverty elevation, alternative livelihood opportunities for poor.

**Unit 3: Development Indicators** **12 periods** **10 marks**

Meaning and concept of development, Goals of development: Millennium development goals, Difference between growth and development, Types and characteristics of Development {Sustainable, Social}, Development Indicators: Millenniums development Goals indicators

**Unit 4: Impact of Liberalization, Privatization and Globalization** **12 periods** **10 marks**

Concept of LPG, Impact of LPG on Agriculture sector in India, Meaning and concept of Free trade, Special Economic Zone and its impact on Indian social concerns. Origin and growth of subsidies: Rationale and functioning – Social Banking. Unemployment and Inequality Issues

**Reference:**

1. Gupta, K.R., 2011, Advanced Economics of Development, Atlantic Publishers and Distributors, New Delhi
2. Singh, Raman. 2011, Economic Development and Planning, ABD Publishers, New Delhi
3. Jaliha, K.A. & Shivamurthy M., 2003, Pragmatic Rural Development for Poverty Alleviation, Concept Publishing Company, New Delhi
4. Bhatt, Amitabh, 2011, Karl Marx, Theory of Social Change, Centrum Press, New Delhi
5. William A. Thomas & Christopher A.J., 2011, Rural Development, Concepts and Recent Approaches, Rawat Publications, Jaipur

**B.S.W. III, SYLLABUS-2012-13**

**Semester VI**

**Paper IV: NGO Management**

**Unit 1: Non-Governmental Organization** **12 periods** **10 marks**

History and Concept of NGO in India, NGO Movement in India. Legislation related to NGOs in India: Indian Societies registration Act 1860, Indian Trust Act 1950, Indian Companies Act 1948, Foreign Contribution of Regulation Act 1976

**Unit 2: NGO Types** **12 periods** **10 marks**

Voluntary organization, Charity, Community based organization, Faith based organization, civil society organization, Right based organization, Relief providing organizations

**Unit 3: NGO Formation:** **12 periods** **10 marks**

Process of establishment of NGO, preparation of Bye Laws and Memorandum of association. {Students have to spend 4 hours in preparation of Bye laws and memorandum of association}

**Unit 4: NGO Management** **12 periods** **10 marks**

Factors in NGO Management: Visioning and Envisioning as a Team, Capacity Building of Staff, Conducting Performance Appraisal, NGO Culture and Social Work Ethics. Preparation of Agenda of Meeting, Writing meeting minutes, Proceedings of meeting, Passing Resolutions, inward and out ward register, Preparation of MOU, Ledgers, registers, Vouchers, Receipts and payments, Audit Report, Structure of a project proposal; preparation and submission of Monthly, Half yearly and Yearly reports,

**References**

1. Sarkar, Ashok.2008 “NGOs and Globalization”, Rawat Publication, Jaipur
2. Dharmarajan, Shivani. 2007, NGO as Prime movers ,Kaniska Publication, New Delhi
3. Subedar,I.S.,2007, Field work Practice in Social Work

**B.S.W. III, SYLLABUS-2012-13**

**Semester VI**

**Paper V: Health and Social Work**

**Unit 1: Health and Disease** **12 periods** **10 marks**

Meaning and Definition of Health, Current Health scenario in India, Concept of Health and Disease, Determinants of Health, Dimensions of Health, Types of Medicine.

**Unit II: Concept of Preventive Medicine** **12 periods** **10 marks**

Meaning and concept of Preventive Medicine, Strategies of disease prevention: Integrated Change communication: Promotion of healthy behavioral, Caring, Feeding and Health seeking practices, Malnutrition; Meaning, Types and Community based Prevention of Malnutrition, Immunization: Need and Types,

**Unit III: Access to Health Care and Health delivery system in India** **12 periods** **10 marks**

Concept of Anti-natal care and Post natal care, 3 Tier system of Health care system in India: Primary Health center, Community health center, Rural Medical center, District Hospital, Research Hospitals

**Unit IV: Health Policies and Social Work** **12 periods** **10 marks**

National Rural Health Mission, National Health Program, National AIDS Control Program –III, PCPNDT Act, Health and Social Justice, Scope of Social work in Health setting.

**Reference:**

1. K.Park. 2009, Parks Textbook of Preventive and Social Medicine, Banarasidas Bhanot Publication, Jabalpur



## Common Nature of Question Paper

### Semester VI

Question 1	Objective ( Multiple Choice)	05 Mark
Question 2	Short notes( 3 out of 5)	15 marks
Question 3	Broad question ( 2 out of 3)	20 marks