

**DEPARTMENT OF SOCIAL WORK
UNIVERSITY COLLEGE CAMPUS – II
TELANGANA UNIVERSITY
BHIKNOOR, NIZAMABAD.**



**SYLLABUS FOR THE COURSE OF
MASTER OF SOCIAL WORK
(2011-2012)**

I year – I Semester

Paper I	Social Work Profession, Philosophy & Ideology
Paper II	Dynamics of Human Behaviour
Paper III	Social Group Work
Paper IV	Social Work Research
Paper V	Individual & Society
Paper VI	Social Work Practicals I

I year – II Semester

Paper I	Social Case Work
Paper II	Community Organisation
Paper III	Social Development & Sustainable Development
Paper IV	Social Welfare Administration. & Social Action.
Paper V	Social Statistics
Paper VI	Concurrent Field Work II

II year – III Semester

Paper I Counselling: Theory & Practice

Paper II Management of Organizations

Specialization:

Group-A-Medical & Psychiatric Social Work

Paper III Psychiatric Social Work-I

Paper IV Medical Social Work -I

Paper V Community Health-I

Group-B- Community Development.

Paper III Urban Community Development-I

Paper IV Rural Community Development-I

Paper V Tribal Community Development-I

Paper VI Concurrent Field Work-III

II year – IV Semester

Paper I Social Planning & Social Policy

Paper II Legal Systems in India & Social Legislation.

Specializations

Group-A-Medical & Psychiatric Social Work

Paper III Psychiatric Social Work-II

Paper IV Medical Social Work-II

Paper V Community Health-II

Group-B- Community Development.

Paper III Urban Community Development-II

Paper IV Rural Community Development-II

Paper V Tribal Community Development-II

Paper VI Concurrent Field Work-IV

Block Placement (45 days)

Dissertation

SCHEME OF EXAMINATION

1. The course content of each paper has been divided into 5 units; there will be internal choice in each unit.
2. Student failing in Social Work Practicals shall be required to repeat the entire semester course.
3. External examiner will be appointed by the University, in the process of social work practicals and dissertation evaluation.
4. Social Work Practicals shall be evaluated on the basis of following criteria :
 - Regularity of field work
 - Quality of reporting
 - Supervisory inputs and their use
 - Professional development in terms of knowledge, skills and attitudes.
5. Dissertation as course paper is compulsory for all students and has to be submitted by the end of the III Semester without fail.
 - Evaluation system for dissertation would be based on
 - Relevance of the study
 - Review of Literature
 - Methodology
 - Reliability & Viability
 - Tools of Data Collection
 - Collection of Data
 - Interpretation, Processing of data
 - Statistical applications

I year – I Semester

Scheme of Instruction and Examination

Paper No	Subject	Total Marks
I year – I Semester		
Paper I	Social Work Profession, Philosophy & Ideology	100
Paper II	Dynamics of Human Behaviour	100
Paper III	Social Group Work	100
Paper IV	Social Work Research	100
Paper V	Individual & Society	100
Paper VI	Social Work Practicals I	100
I year – II Semester		
Paper I	Social Case Work	100
Paper II	Community Organisation	100
Paper III	Social Development & Sustainable Development	100
Paper IV	Social Welfare Administration. & Social Action	100
Paper V	Social Statistics	100
Paper VI	Concurrent Field Work II	100
II year – III Semester		
Paper I	Counselling: Theory & Practice.	100
Paper II	Management of Organisations	100
<u>Specialization:</u>		
<u>Group-A-Medical & Psychiatric Social Work</u>		
Paper III	Psychiatric Social Work-I	100
Paper IV	Medical Social Work-I	100
Paper V	Community Health-I	100

Group-B- Community Development.

Paper III	Urban Community Development-I	100
Paper IV	Rural Community Development-I	100
Paper V	Tribal Community Development-I	100
Paper VI	Concurrent Field Work III	100

II year – IV Semester

Paper I	Social Policy & Social Planning	100
Paper II	Legal Systems in India & Social Legislation	100

Specializations

Group-A-Medical & Psychiatric Social Work

Paper III	Psychiatric Social Work-II	100
Paper IV	Medical Social Work-II	100
Paper V	Community Health-II	100

Group-B- Community Development.

Paper III	Urban Community Development-II	100
Paper IV	Rural Community Development-II	100
Paper V	Tribal Community Development-II	100
Paper VI	Concurrent Field Work III	100

Dissertation I Grade

Black Placement (45 days)

MSW – Semester – I

Paper – I : Social Work Profession, Philosophy and Ideology

Unit – 1

Study of concepts: Social welfare, social service and social work. The religion of philanthropic, rationalistic, humanistic and modern philosophical base for social work. Overview of the historical development of social work in U.K, U.S.A, and India. Goals of social work: Development, Promotional, remedial and ameliorative.

Unit – 2

Social service tradition in Indian culture: Approach to person in need, ideology. Indian Voluntary organizations and Voluntary action.

Unit – 3

Social reform movement: contribution of major social reformers of the 19th and 20th century and their contribution to social welfare, relevance, applicability contribution of the reforms to development of social work profession and reformers of medieval India, Bhakti and Sufi movement, a broad over view.

Unit – 4

Emergence and development of professional social work: Basic principles, values, ethics and functions of professional social work, Gandhian ideology: Contribution of social work profession, social welfare and social action.

Unit – 5

Fields of social work practice: family & child welfare, medical & psychiatric social work, correctional social work, urban and rural community development, industrial social work, Inter relatedness of all these areas to have a holistic perspective.

BOOKS RECOMMENDED

- A.R. Wadia History and philosophy of social work
Bombay, Allied, 1961
- C.C.E.T.S.W. Values in social work
London C.C.E.T.S.W., 1976
- Friedlander, W.A. Concepts and methods of social work
Englewood, prentice hall
- Gangule B.N. Gandhi's social philosophy,
Vikas publications, Delhi, 1965
- Lurie H.L. Encyclopedia of social work vol., 1 2 3
New York National Association of social workers, 1965
- Fink A.E. The Field of social work
New York, Henry Holt company, 1945
- Younghusband E. Social work and social values-vol III
London, George, Allen, Unwin.
- Gore M.S. Social work and social work education
Bombay, Asia publishing House, 1965
- Mishra P.D. Social Work Philosophy and Methods, Interindia,
Publications, New Delhi, 1994.

Paper – II: Dynamics of Human Behaviour

Unit – 1

Introduction to psychology: relevance of psychology to social work profession. Scope, methods and fields of psychology. Principles of human growth & development, Genetic and environmental factors influencing development. Stages of development.

Unit – 2

Motivation: Definition, need hierarchy, types of motives, theories of motivation. Heredity and interaction in human development.

Unit – 3

Personal adjustment: The process, frustration, anxiety, defence mechanisms, mental hygiene and pathological behaviour. Attitudes and perceptions: nature, formation and measurement of attitudes. Propaganda: Techniques.

Unit – 4

Attitudes: nature formation and measurements of attitudes. Measurement of individual differences, norms, reliability and validity. Different types of tests: Projective, personality, aptitude and situational tests: Multiple and emotional intelligence, Scaling Technologies.

Unit – 5

Personality: Concept meaning and theories and development of personality, types and traits of personality. The individual and the group: Family group assembled group, group attachment, Leadership. Social prejudices: origins, forms and nature, attitude.

BOOKS RECOMMENDED

- | | |
|---|---|
| Morgan C.T, King R.A.
& Robinson Nancy, M. | Introduction to Psychology,
Tata McGraw Hill, New Delhi. 1979. |
| Munn, N.L. | Introduction to Psychology,
Oxford and IBH, New Delhi. 1973. |
| Hurlock, Elizabeth, B. | Development Psychology,
Tata McGraw Hill, New Delhi. 1989. |
| Parameswaran E.G. &
C. Beena | Invitation to Psychology,
Tata McGraw Hill, New Delhi. 1988. |
| Liebert R.M. &
Spiegler, M.D. | Personality-strategies & Issues,
Dorsey Press, Illinois. 1978. |
| Hall, C.S. & Lindzey G. | Theories of Personality,
Wiley Eastern, New Delhi. 1978. |

Paper – III: Social Group Work

Unit – 1

Definition and objectives of working with groups. Values and principles related to working with groups. Knowledge base of social group work. Group dynamics and its applications

Unit – 2

Values and principles related to working with groups. Application of skills and techniques for effective work with groups.

Unit – 3

Types of group[s]: **Treatment groups**; educational groups, growth groups, remedial groups, socialization groups, **Task groups**; committees, administrative groups, delegate groups, teams, treatment conferences, social action groups. **Other groups**; problem solving and decision making groups, recreational groups, focus groups, self-help groups, therapy groups, encounter groups, developmental groups

Unit – 4

Different phases in social group work practice. i.e., Initial, Middle & Termination phase. Programme planning & problem solving aspects in social group work.

Unit – 5

Use of social group work in different settings: concept of Institutional and non-institutional settings; Medical & psychiatric settings, correctional settings, industrial, urban, rural community settings. Recording in social group work.

BOOKS RECOMMENDED

- Trecker Herliegh B. Social group work – principles and practice
Association press, New York, 1970
- Konopka G. Social Group Work: A Helping Process
Prentice-hall, New Jersey, 1963
- Wilson G. and Ryland G. Social Group Work Practice
Houghton miffin co., Boston, 1949
- Johnson C.Louise Social work practice: A Generalist Approach
Allyn and Bacon, London, 1989
- Skidmore . R. Introduction to social work
Thackery.G and Farley W. Prentice hall, New Delhi.
- Garvin Contemporary Group work practice.

Paper – IV: Social Work Research

Unit – 1

Nature of the scientific method and its applicability to the study of social phenomena. Scientific method: characteristics and purpose. Social work research nature and steps in social work research and their relationship with social work theory and its utilization in social work practice.

Unit – 2

Basic elements of social research: concepts: Operationalization of concepts: variables. Formulation of a research problem. Hypothesis: concept, formulation, types and attributes of a sound hypothesis. Content of research proposal, research report writing procedure and guidelines.

Unit – 3

Research Design: Concept and its purpose in research. types: Conventional designs: Exploratory, Descriptive diagnostic, pre, true and Quasi experimental designs; Single Subject design; Time series Designs; and Programme evaluation; Participatory Research methods and Techniques.

Unit – 4

Sampling: Concept, need, procedure. Sampling methods: Probability and Non-probability and their relative merits and demerits. Types of probability sampling: simple random, stratified-proportionate and disproportionate and cluster sampling. Non-probability sampling: accidental, quota, purposive and snowball sampling. Determination of size of sample.

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Unit – 5

Methods of Tools of data collection: Primary and secondary sources, official statistics and data from various data collecting agencies. Observation, interview schedule, interview guide, questionnaire and rating scales.

BOOKS RECOMMENDED

- Goode. J & Hatt. P.M. Methods in Social Research,
New York, McGraw Hill. 1952.
- Polansky, N.A. (Ed.) Social Work Research,
Chicago, University of Chicago. 1960.
- Young P.V. &
Schmid. C.F Scientific Social Surveys and Research,
New York, Prentice Hill.
- Blalock, H.M. &
Blalock, A.B. Methodology in Social Science Research,
New York, McGraw Hill. 1968.
- Nachmias, C &
Nachmias. D. Research Methods for Social Sciences,
Great Britton, Edward Arnold. 1981.
- Alistair E. Philip Wallace Social Work Research and the Analysis of Social Data.
McCulloch. & Norman 1975.
J. Smith
- Selltiz. C & Others Research Methods in Social Relations,
New York, Holt, Rinehart & Winston. 1959.
- Cochran. W.E. Sampling Techniques, New York, John Wiley. 1953.
- Allen Rubin & Earl Babbie Research Methods for Social Work,
Wordsworth Publishing, Company.
- Duane R. Monette
Thomas J. Sullivan
Cornell R. Dejong Applied Social Research, Holt Rinehart and Winston, Inc.

Paper V - Individual and Society

Unit – 1

History, meaning and scope of sociology. Contribution of sociology to social work and relevance. Concept, definition and characteristics of society. Components of society: institutions, communities, associations, groups, crowds, mobs, collective behavior, situational and changing patterns and consequences. Theories related to individual and society.

Unit – 2

Culture: meaning, concepts, components, organization of culture and language. Socialization and its theories.

Unit – 3

Social structure, social differentiation, social stratification: concept of class, caste, race. Social mobility and elements of change in society: forms, functions, consequences, role and status. Social process: integrative and disintegrative effects on society.

Unit – 4

Deviance and social disorganization: individuals, family, groups, community and maladjustment. Social control: meaning and concept, agencies and means of social control.

Unit – 5

Social change: concept, nature and consequences - modernization, secularization, social tensions in India, social reconstruction: concept, approaches and consequences.

PAPER-VI: SOCIAL WORK PRACTICALS-I

Social work practical-I consists of observational visits, rural visit and concurrent fieldwork.

OBJECTIVES OF SOCIAL WORK PRACTICALS

1. To expose the students to social realities and problem situations.
2. To develop in depth understanding among the students about the placement setting in particular and social work fields in general.
3. To foster and develop among the students professional attitude, qualities and ethics required for a professional social worker.

OBJECTIVES OF OBSERVATIONAL VISITS;

- To expose to different fields of social work
- To know the practice of social work methods.
- To observe the role of professional social worker in that particular setting.
- To observe the physical conditions of agencies.
- To know the administrative structure of the organizations.

OBJECTIVES OF RURAL VISIT

1. To gain acquaintance with the reality of rural life and develop sensitivity towards them
2. To have an opportunity to discuss problems with those affected directly by their and officials involved in their delivery system.
3. To understand the problems in planning and programming and the problems between planning and execution at the local level.
4. To experience group living, observe group dynamics and share the oneness that the students of a class have which otherwise goes unrecognized through, the stress of daily classroom routine.
5. To provide learning in the methods of organization, planning and evaluation of visits.

Students will be placed in an NGO, through which they continue their concurrent field work in the community, which was taken for fieldwork.

CONTENT OF CONCURRENT FIELD WORK

1. Studying the organization, history, objectives, programme administrative structure and funding procedure.
2. Studying the community setting in details and developing an in depth understanding of the field. And reporting their study in the form of a special report (content of the report is specified elsewhere)

MSW – Semester – II

Paper – I: Social Case Work

Unit – 1

Methods of Social Work: Definition and objectives of working with individuals, values and principles related to working with individuals. Process of social casework.

Unit – 2

Theories and models of helping individuals: psychoanalytical, psychosocial, problem solving, techniques, family and therapy. Critical analysis of these approaches and their use in the Indian context.

Unit – 3

Social casework communication skills: Ways to enhance effective communication, relationships, transference, counter transference and interviewing.

Unit – 4

Use of social casework method in different settings like schools, health, industry, and welfare agency. Understand role as a change agent, therapist, social advocate and the worker – client relationship. Recording in social case work: Types and uses.

Unit –5

Application of skills and techniques in social casework. Study, Review and Analysis of cases related to social casework and presentation of cases.

BOOKS RECOMMENDED

- Friedlander W.A. (ed) Concepts and Methods of social Work,
New Delhi, Prentice Hall. 1978.
- Biesteck, F.P. The Case Work Relationship,
London, Unwin. 1957.
- Perlman, H.H. Social Case Work – A Problem Solving Process,
Chicago, Chicago University Press. 1957.
- Farard, M.L. & M.K. The Case Worker's use of Hunnybun relationships,
London, Tavistock. 1962.
- Roberts, R.W and
Nev R. H. Theories of Social Case Work,
Chicago, Chicago University Press. 1970.
- Turner, F. (ed) Social Work Treatment,
New York, The Free Press. 1974.
- Hamilton. G. Theory and Practice of Social Case Work,
New York, Colombia, University Press. 1940.
- Mathew. G. An Introduction of Social Case Work,
TISS. India Printing House, Bombay. 1992.

Paper – II: Community Organisation

Unit – 1

Concept, definition and characteristics of community and types of communities.

Unit – 2

Community organisation: Concept, meaning, definition, philosophy, scope and nature of community organisation in India. Community client system. Clients perception in community organisation.

Unit – 3

Community organisation: principles, process, skills, techniques approaches and strategies. The role of community organiser in rural, urban and tribal communities.

Unit – 4

Models of community organisation: Rothman model: Locality Development, Social Planning, Social Action models. Resource Transaction Model.

Unit – 5

Participatory Rural Appraisal: Features, Techniques and Uses. PLA and social analysis. The application of these techniques in Community Organisation. Study, review and analysis of cases/issues in community and its presentation.

BOOKS RECOMMENDED

- Mcmiller w. Community organisation for social welfare
Chicago, Chicago university press,1945
- Sussman M.B. Community Structure and Analysis,
New York, John wiley,1959
- Polson and Sanderson Rural development –principles, policies and management
Sage publications, New Delhi, 1979
- Singh K. Rural Development – principles, policies and management
Sage publications, New Delhi, 1986.
- Siddiqui H.Y. Working with Communities, Hira Publications,
New Delhi, 1997
- Kim Strom Gottfried Social Work Practice, Cases, Activities and Exercises,
Sage Publications India Pvt., Ltd., New Delhi.
- Douglas P. Biklen Community Organising Theory & Practice, Prentice Hall,
New Delhi, 1983.
- Neela Mukherjee Participatory rural appraisal methods
- Yojana, Director, Publications House, Prentice Hall, New Delhi.
- Journal of Rural Development, by director NIRD, Hyderabad.

Paper – III : Social Development & Sustainable Development

Unit – 1

Social development: Definition, features, indicators, approaches & strategies of social development.

Unit – 2

Characteristics of under developed, developing and developed economies. Role of Social welfare in the transformation of the developing societies.

Unit – 3

Definition of Sustainability, Strategies for withdrawal, qualities, attributes and activities to be sustained an NGO's, Pre requests for withdrawal.

Unit – 4

Sustainable development: Definition, pre requisites, features, components and strategies of sustainable development.

Unit – 5

Role of World Bank, WTO, IMF in influencing developing economies. Effects of Globalisation and New Economic policy in developing economies.

BOOKS RECOMMENDED

- | | |
|----------------------|--|
| Sukhamoy | Oxford: Clarendon Press |
| Kulkarni P. D. | Social Policy and Social development in India
Madras, Association of school of social work in India |
| Hajira Kumar | Social Work, Social Development & Sustainable Development |
| Gore M.S. | Social Development, Rawat Publications, Jainpur, 2001. |
| Pimpley. | Social Development, Rawat Publications, Jainpur, 1989. |
| Jacob.K.K. | Social Development perspectives, Himanshu Publications, Udaipur, 1992 |
| Bedi M.S | Social Development perspectives, Himanshu Publications, Udaipur, 1994 |
| Gangrade K.D. | Social Legislation in India, Vol.1&2, Concept Publishing Company, Delhi, 1978. |
| Ministry of Welfare, | 1987 Encyclopaedia of Social Work in India. |

Paper IV - Social Welfare Administration and Social Action

Unit – 1

Evolution of social welfare administration. Introduction of concepts like public administration, social services, social welfare services and social security.

Unit – 2

Tools and techniques: resource mobilisation, budgeting and accounting, social cost benefit analysis, staffing, recruitment, supervision and personnel development.

Unit – 3

Administration of institutional and non-institutional programmes: Administrative structure for sponsored welfare programmes. At central, state and district levels.

Unit – 4

Definition evolution and principles of social action. Social action as a method of social work issues confronting developing societies and role of social action in transforming the society.

Unit – 5

Strategies for social action. Relevance of social action in various settings. Successful lessons learnt from developing nations.

BOOKS RECOMMENDED

Choadhry D. Paul	Social welfare administration., 1983
Skidmore. R.	Social work administration, 1983
Harry Specht Annie Vickhry	Integrating social work practice
Bose A.B.	Social welfare planning in India ESCAFE (mimeo), New Delhi, 1970

Paper -V– Social Statistics

Unit – 1

Social Statistics: concept and their use in social work research. Levels of measurement: nominal, ordinal, interval and ratio.

Unit – 2

Fundamentals of computers, knowledge and use of Statistical Package for Social Sciences (SPSS)

Unit – 3

Data processing, analysis and interpretation,

Unit – 4

Descriptive statistics: Measurement of central tendency: Mean, Median, Mode, Measures of dispersion; range, quartile deviation, mean deviation and standard deviation.

Unit – 5

Inferential statistics: Correlation: Product moment, Speaman-Brown, Phi Co-efficient. Yule's Q, chi-square, t-test and F-test.

BOOKS RECOMMENDED

- | | |
|-------------------------------|--|
| Blalock, H.M. & Blalock, A.B. | Methodology in Social Science Research, New York, McGraw Hill. 1968. |
| Champion, D.J. | Basic Statistics for Social Research, Scanton Chandler. 1970. |
| McMillan. W. | Statistical Methods for Social Workers, Chicago, University of Chicago Press. 1952. |
| Wilkinson & Bhandarkar | Methodology and Techniques of Social Research, Himalaya Publishing House, New Delhi, 1996. |
| C.R. Kothari | Research Methodology Methods and Techniques, Wishwa Prakashan, New Delhi, 1996. |
| S.C. Gupta | Fundamentals of Statistics Himalaya Publishing House, New Delhi, 1998. |

Paper IV – Social Work Practicals – II

Guidelines will be given to the students, by their respective faculty members.

MSW - Semester – III

Paper – I: Counselling – Theory & Practice

Unit – 1

Counselling: Meaning, nature, scope, principles code of ethics, skills and techniques of counselling in social work. Importance of supervision in counselling.

Unit – 2

Models of counselling – Egan model, Microskill Model. Various phases in the models.

Unit – 3

Therapies in counselling: Reality therapy, psychoanalytic, client centered, humanistic-existential therapy, gestalt therapy.

Unit – 4

Behaviour modification, rational emotive therapy, transactional analysis, crisis intervention and cognitive therapy.

Unit – 5

Counselling as a method in various situations in an individual life. (Adolescent, Alcoholism, Suicidal, Bereavement, HIV/AIDS, Family Counselling, marital counselling, counseling in CGC, geriatric counselling, SARS, etc.). Study, review and analysis of cases and its presentation.

BOOKS RECOMMENDED

- | | |
|-----------------------------------|--|
| Napier & Ggershen Feld | Groups Theory & Experience. |
| Kingsley Norton and Gill McGauley | Counselling difficult clients
London: Sage publications. 1998 |
| Richard Nelson | Practical counselling skills
London: cassell, 1983 |
| Barki., Mukhopadhyay | Guidance and counselling A manual
Sterling publications,1993 |
| Gerald Corey | Theory and Practice of counselling and psychotherapy
California; cole publications. |
| Michael Caroll | Handbook of counselling organisations |
| D.John Antony | Dynamics of Counselling, Microskill Model
Jothi Printers, Trichy |

Paper II– Management of Organisations

Unit – 1

Voluntary agencies – Registration, grant-in-aid and eligibility. Types of non-profit organisation.

Unit – 2

Record keeping, reporting, research evaluation, public relations and inter agency, intra-agency interaction process. Decision making, motivation, human resource development, participation, authority, leadership and coordination.

Unit – 3

International, bilateral funding of NGO's. Fund raising, financial management and budget preparation.

Unit – 4

Project proposal: Need, Objectives and elements of project proposal. Development projects: Monitoring and evaluation cycle. Social impact assessment studies.

Unit – 5

Skills and techniques: Problem analysis, resource mobilisation, conflict resolution, organising meetings, documentation, networking, training, lobbying and advocacy.

BOOKS RECOMMENDED

- | | |
|------------|---|
| A.R. Dadia | History & Philosophy of Social Work, Bombay, Allied, 1961. |
| Lurie H.L. | Encyclopedia of Social Work, Vol., 2,3., New York National Association of Social Workers, 1965. |
| Gore M.S. | Social Work & Social Work Education, Bombay, Asia Publishing House, 1965. |
| Fink A.E. | The Field of Social Work, New York, Henry Holt Company, 1945. |

Group – A Urban, Rural Community Development Specialization

Specialisation Paper – I

Paper III - Rural Community Development – I

Unit – 1

Rural and urban sociology: Introduction and scope. The Indian village as a community, family, kinship, class and occupational patterns of rural communities. Types of villages.

Unit – 2

Historical perspectives of the rural community development: Approaches to rural community development.

Unit – 3

PanchayatiRaj: Balwant Rai Mehta committee report. 3 tier system of P.R. and their functioning. Re-organisational setup in Andhra Pradesh and Mandal system – P.R. Act of 1994.

Unit – 4

Land reform measures and their effectiveness. Rural unemployment, Rural Industries, Manpower Planning and utilisation rural areas.

Unit – 5

Cooperation: History and origin of cooperative movement in India, Types and role of cooperatives in rural development.

BOOKS RECOMMENDED

- | | |
|---|--|
| S.L. Doshi | Rural sociology
Rawat publications, NewDelhi,1999 |
| Gopal Lal Jain | Rural Development
Mangal Deep publications, Jaipur, 1997 |
| A.R.Desai | Rural Sociology in India
Popular prakashan, Bombay, 1969 |
| S.R.Maheshware | Rural Development in India; A public policy approach
Sage publications, NewDelhi,1985 |
| Dr. I.Satya sundaram | Rural Development
Himalaya Publishing House, Mumbai, 1997 |
| R.S.Jalal | Rural cooperatives in India
Anmol publications private limited, 1996 |
| Dhruvanarayana V.V.,
Sastry G & Patnaik U.S. | Watershed Management, Publications and Information
Division, Indian Council of Agricultural Research,
New Delhi, 1997. |

Specialisation Paper – II

Paper – IV– Urban Community Development – I

Unit – 1

Urbanisation and industrialization in India, Migration to towns and cities, Demographic and occupational characteristics of urban India. Definition of urban area and current issues in urban areas.

Unit – 2

Urban community development: Principles and strategies. Urban community development in India

Unit – 3

Slums: Definition, characteristics and theories of Slums, Indian slums in general and slums in Andhra Pradesh in particular, slum clearance and slum improvement.

Unit – 4

Urban municipal administration: Structure, composition, functions and current issues. Role and importance in urban community development.

Unit – 5

Urban Development Policy and programmes. Town planning and other laws relating to urban development. Trends in urban planning.

BOOKS RECOMMENDED

- | | |
|---------------------------------------|---|
| Francis Cherunilam | Urbanisation in developing countries
Himalaya publishing house. |
| Dr. Pardeep sachdeva | Revamping urban governments in India
Kitab mahal |
| B. Bhattacharya | Urban development in India
Shree publishing house, New Delhi |
| Gopal Bhargava | India in 21 st century – challenges and opportunities
Anmol publishing, New Delhi, 1993 |
| H.U. Bijlani | Urban problems , centre for urban studies, Iipa, New Delhi |
| Pradipto Roy and
Shangon Das Gupta | Urbanisation and slums Har Anand publishings,
New Delhi, 1995 |
| Amitabh Kundu | In the name of the urban poor – access to basic amenities,
sage publications, new delhi, 1993 |
| Jacob Z. Thudipara | Urban community development,
Rawat publications, New Delhi, 1993. |

Specialisation Paper – III

Paper V – Tribal Community Development – I

Unit – 1

Tribe: concept, characteristics, major tribes classification, potentialities and problems with reference to Andhra Pradesh. Scope of social work intervention in tribal welfare.

Unit – 2

Tribal Development: origin, history and approaches. Tribal development in pre and post independence era. Its impact on indigenous communities.

Unit – 3

Impact of urbanization, industrialization and modernization. Impact of non-tribal penetration on inter-tribal relation, forest regulations. Relationship between tribals and government, police, contractors, forest department and other agencies.

Unit – 4

Tribal Movements: Ideology, structure and leadership. NGO's role and impact on tribal community development.

Unit – 5

Rights of a citizen: legislation related to land, encroachment, eviction, tenancy law, local bodies, land documents, people's court's and tribal local communities.

BOOKS RECOMMENDED

- | | |
|------------------------------------|--|
| Christophy Von Furer-Haimendorf | Tribes of India; the struggle for survival
Oxford University press, Delhi, 1985 |
| L.P.Vidyarthi &
Binay kumar Rai | The tribal culture of India
Concept publishing company, New Delhi, 1976 |
| Devendra Thakur and
D.N.thakur | Tribal Development and planning
Deep and Deep publications, New Delhi, 1995 |
| Singh J.P. & Vyas N.N. | Tribal Development Past Efforts and New Challenges,
Himanshu Publications, Udaypur, 1989. |
| Nadeem Hussain | Tribal India Today, Harnam Publications,
New Delhi, 1988. |

Group – B Medical & Psychiatric Social Work Specialisation

Specialisation Paper – I

Paper III – Psychiatric Social Work – I

Unit – 1

Historical development of Psychiatric social work in United States, United Kingdom and India. Professional organization of Psychiatric social workers, its objectives in India.

Psychiatric social work: Meaning, concept of field work and multi disciplinary approach. Role of social worker in mental health settings.

Unit – 2

Clinical Assessment and Diagnosis: Assessing Psychological disorders, the clinical interview physical examination, behavioural assessment.

Psychological testing: Neuro psychological testing, Diagnosing psychological disorders: classification issues: DSM III, DSM IV.

Unit – 3

Clinical description, causes, treatment/management of Anxiety, fear and panic generalized anxiety disorders, panic disorder, specific phobia, obsessive compulsive disorder.

Effective social work intervention: Clinical social work practice with psychiatric clients.

Unit – 4

Clinical description, causes treatment/management somatoform disorders. Hypochondriasis, conversion disorder, somatoform disorder, pain disorder.

Dissociative disorders: Amnesia, fugue, identity disorder. Mood disorders: depressive disorder, bipolar disorder.

Unit – 5

Schizophrenia and psychiatric disorders: clinical description causes treatment. Cognitive disorders: Delirium, dementia, and amnesic disorders.

Empirical approaches to case assessment methods, intervention and management.

BOOKS RECOMMENDED

- | | |
|--------------------------------------|---|
| Calham Hames | Abnormal Psychology, Current Perspectives |
| Rappaport Jullian | Community Psychology, Research and Action, Holt,
Rinehart & Winston, New York. |
| Lowrey Lawson G.
Capland Generald | An Approach to Community Mental Health |
| Kessher | Psychopathology of Childhood. |
| James Coleman | Abnormal Psychology and Modern Life
Taraporewala Sons,
Bombay, 1984. |
| James Page | Abnormal Psychology.
Tata McGraw Hill,
New Delhi, 1984. |

Specialisation Paper – II

Paper IV– Medical Social Work – I

Unit – 1

Concepts of health: Positive health and changing philosophy of health. Health development, models of health, HFA 2000AD Demographic indicators of health, outcomes and key factors influencing health.

Concept of disease causation, concept of control. Distribution and burden of disease-India and the world.

Unit – 2

Health care systems in India: public and private health care, role of central govt, state govt & International agencies in health care.

Approaches to health: Indian systems of medicine, major challenges of alternative medicine in industrial countries.

Unit – 3

Social aspects of illness: causes, treatment and rehabilitation in Leprosy, Heart problems, malaria, filaria TB, STD/STI, and HIV/AIDS.

Social work in health care settings: History need and future of social work in acute care, ambulatory care and long term care settings.

Unit – 4

Health, Hospital organization administration and Hospital management.

Hospice concept and movement

Unit – 5

Medical social work - definition, ethics, values role of medical social worker as member of medical team in different health settings. Organisation and functions of a department of social work in medical settings.

BOOKS RECOMMENDED

- Pathak, S.H. Medical Social Work, DSSW, Delhi, 1961.
- Benerjee, G.R. Social Security Department in a Hospital, TISS, Bombay, 1960.
- Banerjee, G.R. Towards Better Understanding of a Sick Child, TISS, Bombay, 1960.
- Turner, F.J. Differential Diagnosis & Treatment in Social Work, Free Press, London, 1968.
- David, Mechanic Medical Sociology, Free Press, London, 1978.
- Park J.E. & Park, K Social & Preventive Medicine, Banarasida, Jabalpur.
- Sharma P.N. & Shastry C. Social Planning-Concepts and Techniques Print House, Lucknow, 1984.
- Devi Saran Sharma Health, Hospital and Community, Andhaar Pub. Agra, 1988.

Specialisation Paper – III

Paper V – Community Health – I

Unit – 1

Community health; concepts of health care, health system, health care delivery, evolution of community health in India. Concepts of prevention, level of prevention modes of intervention.

Unit – 2

National health programmes: Reproductive Child Health (RCH), Revised National Tuberculosis Control Programme(RNTCP)-DOTS, National AIDS Control Programme, National Anti Malarial Control Programme(NMCP), National Programme for Control of Blindness(NPCB),Basic minimum service programmes.

National policies related to health: National Health Policy 2002,National AIDS prevention and control policy 2002, National Policy for old persons 1999.
Legislations related to health: Indian Council for Medical Research Act 1956 and regulations 2002. The Epidemic Disease Act 1897, Mental Health Act 1987, Drugs Control Acts 1948, Red Cross Society Act 1936.

Unit – 3

Rural Health in India : Rural perspectives towards health,issues of women's health. Tribal health in India: health care and healing practices among tribals. Tribal health & medicines. State and tribal health care programmes.

Unit – 4

Social change: nature and characteristics of social change, pathogenic significance of change, causes of change and resistance.

Crises Intervention: Types of crises components of crises reaction, techniques of working with people in crises.

Stress: stress, burn out and related diseases, roles of stress with reference to special groups.

Coping: concept, coping measurement, coping mechanisms and strategies

Unit – 5

Community care: Elements of primary health care, principle's of primary health care and primary health care in India.

Health promotion and education: Types of communication, principles of communication health planning and management.

BOOKS RECOMMENDED

Park & Park K: Prevention and social medicine.

Kemm John & close Ann: Health promotion : theory & practice.

Hiramani AB: Health education –an Indian perspective.

Tuinn Sheila, Roberts Barbara & etal: community Health care nursing – principles for practice.

Reddy Ranga a: Health care services management for Underpriviledged.

Mick s stephen and Assicuates: Innovations in Health care Delivery – Insights for organisation theory.

Bracht neil: Health promotion at the community level.

Yesudin CAK : Primary Health Care

Agarwal : stress in life and at work

Collin & Gary : Give me a Break.

Burns J.K. : Stress, Causes, Treatment and Research.

Kalia H.L., Pai Satish & et al : Stress Management.

IV-SEMESTER

Paper I-Social Planning and Policy

Unit – 1

Concept of Social policy, Social welfare policy, relationship between social policy and social development, values underlying social policy, sources of social policy (DPSP, FR, and HR) issues of social policy, different models of social policy and their applicability to the Indian situation.

Unit – 2

Process of social policy formulation, approaches to social policy: unified, integrated and sectoral, the contribution of research, role of interest groups. Role of professional social worker in policy formulation, planning and implementation.

Unit – 3

Evaluation of social policy in India, an over view of historical perspective in development of social welfare services. Sectoral policies and their implementation: Education, health, Social welfare, Women and children, Urban/Rural/Tribal development, poverty and gender related issues. Housing, population, family welfare, environment and ecology.

Unit – 4

Concept of social and development planning in India. Constitutional Position of planning in India, planning in India, planning commission of India, composition, legal status of planning commission, functions, process coordination at national, state and district level. Implementation of social planning at various levels.

Unit – 5

A broad review of five year plans with emphasis on the objectives of growth and social justice with special reference to weaker sections.

BOOKS RECOMMENDED

- Macpherson Stewart Social policy in third world: The social dilemmas of Underdevelopment Sussex: wheatsheaf Books Limited.
- Titmus, R.M. social policy: An introduction, London George Allen and Uwin
- Sharma P.N.
Shastri C. Social planning: concepts and techniques Lucknow print house.
- Gokhale S.D. Social welfare: Legend and legacy Bombay: popular praksham
- Mahesh Chand &
Puri V.K. Regional Planning in India, Allied Publisher, New Delhi, 1983.

Paper II-Legal Systems in India & Social Legislation

Unit-I

Indian constitution salient features, i.e. Unitary & Federal features, Social ideas of Indian constitution. Fundamental rights and directive principles of state policy.

Unit-II

CONCEPTS OF RIGHTS: Legal rights, civil rights under criminal procedure code, equality before law, rights of children, women, scheduled castes and scheduled tribes.

Unit-III

Overview of legislation pertaining to social welfare: Laws effecting social institutions, law protecting interest of children, youth, SC' S & ST'S , Laws relating to correctional administration , laws for treatment of social problems, legislation on social security measures and people with disability Act 1975.

Unit-IV

Legal Aid: History, Concept & Need. Who needs legal aid, Legal aid schemes and problems.

Unit-V

Public interest Litigation: History, concept, processes and problems. Need for social workers intervention.

BOOKS RECOMMENDED

- Aranha T Social Advocacy – perspective of social work, Bombay: college of Social Work
- Buxi. U.1986 Alternatives in Development: Law, the crisis of the Indian legal system ,New Delhi: Vikas Publishing House
- Desai, A.E 1986 Violation of democratic rights in India. Vol-1
- Iyer, V.R.K.1984 Justice in words and Justice in Deed for Depressed classes
- Mathew, P.D Legal aid series, Delhi: Indian social institute.
- Newman, G, 1999 Global report on crime and justice, NEW YORK: oxford university press.
- Nirmal Anjali. 1992 Role and functioning of Central Police organizations,

Group – A Urban, Rural Community Development Specialization

Specialisation Paper – IV

Paper III –Rural Community Development – II

Unit – 1

Swarna Jayanthi Gram Rojgar Yojana: Objectives, procedures and activities. Training of community development functionaries. Role of educational and research institutes in community development and cooperation.

Unit – 2

History of self help group movement, current issues, microfinance :Objectives, composition, functioning and models of self-help groups, process monitoring in microfinance. Employment of women through microfinance.

Unit – 3

Watershed Management: concept, steps, components, planning, and management. Community based monitoring in watershed management. Criteria for the selection of watershed habitations in India (1987-2001).

Unit – 4

Livelihood of the poor.asset framework for rural livelihood, livelihood strategies, trends in livelihood out comes. Livelihood PROMOTION AT THE VILLAGE LEVEL. Sustainable rural livelihoods approach.

Unit – 5

Indicators of Success in Rural Development: Role of voluntary organisation, government agencies and community based organisations in attaining these indicators in rural community development by using community participatory practices.

BOOKS RECOMMENDED

S.L. Doshi	Rural sociology Rawat publications, NewDelhi,1999
Gopal Lal Jain	Rural Development Mangal Deep publications, Jaipur, 1997
A.R.Desai	Rural Sociology in India Popular prakashan, Bombay, 1969
S.R.Maheshware	Rural Development in India; A public policy approach Sage publications, NewDelhi,1985
Dr. I.Satya sundaram	Rural Development Himalaya Publishing House, Mumbai, 1997
R.S.Jalal	Rural cooperatives in India Anmol publications private limited, 1996

Specialisation Paper – V

Paper IV – Urban Community Development – II

Unit – 1

Unorganized sector: Concept, types, present approach, issues in organizing and problems of organizing the urban poor.

Unit – 2

Urban basic services programme: Problems of urban poverty, shelter and social amenities with reference to 3rd world countries.

Unit – 3

Urban problems: Industrial pollution, solid waste, environment, climate change and environmental problems in the areas of land and water resources. Role of social worker in solving these problems.

Unit – 4

Urban Development Authorities: Evolution, composition, administrative setup, functions and problems. Experiences from Andhra Pradesh.

Unit – 5

Peoples participation: concept, scope, levels, assessment and its impact. Understanding Micro Planning: Origin and relevance; tools and requisites; process and format for Micro Planning. Understanding Micro-Macro development.

BOOKS RECOMMENDED

Francis Cherunilam	Urbanisation in developing countries Himalaya publishing house.
Dr. Pardeep Sachdeva	Revamping urban governments in India Kitab mahal
B. Bhattacharya	Urban development in India Shree publishing house, New Delhi
Gopal Bhargava	India in 21 st century – challenges and opportunities Anmol publishing, New Delhi, 1993
H.U. Bijlani	Urban problems , centre for urban studies, Iipa, New Delhi
Pradipto Roy and Shangon Das Gupta	Urbanisation and slums Har Anand publishings, New Delhi, 1995
Amitabh Kundu	In the name of the urban poor – access to basic amenities, sage publications, new delhi, 1993
Jacob Z. Thudipara	Urban community development, Rawat publications, New Delhi,1993.

Specialisation Paper – VI

Paper V – Tribal Community Development – II

Unit – 1

Tribal Development and Planning: Programmes for tribal development and its importance in five-year plans.

Unit – 2

Vana Samrakshana Samathis (VSS): Origin, constitution, rights and duties of VSS members, development of Joint Forest Management and its transformation into Community Forest Management.

Unit – 3

Tribal community based organisations in tribal community development. Natural Resource Management: People's participation in resource management.

Unit – 4

Development of tribes and weaker sections: Welfare and development of tribes and weaker sections, constitutional provisions for tribes and weaker sections. Their problems and measures initiated for their development. Reservations in Parliament, State legislation, educational institutions and services, political participation.

Unit – 5

Environmental movement as a social /public issue. Environmental problems in the areas of wild life conservation, deforestation, marine environment. Major environmental movement/projects in India.

BOOKS RECOMMENDED

- | | |
|------------------------------------|--|
| Christophy Von Furer-Haimendorf | Tribes of India; the struggle for survival
Oxford University press, Delhi, 1985 |
| L.P.Vidyarthi &
Binay kumar Rai | The tribal culture of India
Concept publishing company, New Delhi, 1976 |
| Devendra Thakur and
D.N.thakur | Tribal Development and planning
Deep and Deep publications, New Delhi, 1995 |
| Singh K.S. | Tribal Society in India, Manohar Publications,
New Delhi, 1985. |
| Singh J.P. & Vyas N.N. | Tribal Development Past Efforts and New Challenges,
Himanshu Publications, Udaypur, 1989. |

Group – B Medical & Psychiatric Social Work Specialization

Specialisation Paper – IV

Paper III – Psychiatric Social Work – II

UNIT-I

Differentiation between normal, abnormal behavior. Historical conceptions of abnormal behavior. General causes for abnormality.

Theory in social work practice: functional theory in social work practice. A multi theory perspective for social work practice in mental health setting.

UNIT-II

Personality disorders: clinical description, causes & treatment.

Cluster A Disorders : paranoid personality Disorder, Cluster B: Anti social personality disorders. Border line and Narcissistic personality. Cluster C: Disorders avoidant personality disorder, dependent and obsessive compulsive personality disorders.

UNIT-III

Sexual disorder: Assessing sexual behavior causes of sexual dysfunction, treatment of sexual dysfunction.

Paraphilia: Fetishism, Voyeurism & exhibitionism, sexual sadism and sexual mechanism, pedophilia & incest.

UNIT-IV

Developmental disorders: clinical description, causes and treatment. Attention deficit/Hyperactive disorders learning disorders, autistic disorders.

Behavior Therapy in social work practice: Historical perspective, development of behavioral therapy, social learning theory and behavior therapy, cognitive based behavior therapy.

UNIT-V

Mental Sub-Normality: Diagnosis, classification, causes, prognosis, treatment, rehabilitation services and programmes. Role of psychiatric social work in treatment and rehabilitation of mentally ill.

BOOKS RECOMMENDED

- | | |
|--------------------------------------|--|
| Calham Hames | Abnormal Psychology, Current Perspectives |
| Rappaport Jullian | Community Psychology, Research and Action, Holt, Rinehart & Winston, New York. |
| Lowrey Lawson G.
Capland Generald | An Approach to Community Mental Health |
| Kessher | Psychopathology of Childhood. |
| Page D.James | Abnormal Psychology, Tata McGraw Hill, New Delhi, 1984. |
| Coleman C. James | Abnormal Psychology and Modern Life
Taraporewala Sons,
Bombay, 1984. |

Paper IV – Medical Social Work – II

Unit – 1

Health care systems in India: Advantages and limitations. Hospitals, Ward & Community Indigenous systems; Unani, Homeopathy and Auyurveda.

Unit – 2

National health policy, National health programmes and relevant health legislations. Role of international organisations in health care.

Unit – 3

Concepts of conception and contraception. MTP Act, Ante-natal and post-natal care. Advantages and disadvantages of contraceptive methods. Use of contraceptive methods in India and abroad.

Unit – 4

Occupational health: Acts related to health, pollution and health hazards, types of pollution, causes and prevention of different types of pollution .Food adultration, effects of food adultration on the health of the individual.

Unit – 5

Blood groups, blood bank and blood donation. Composition of blood. Role of social worker in blood donation.

BOOKS RECOMMENDED

Page D.James	Abnormal Psychology, Tata McGraw Hill, New Delhi, 1984.
Coleman C. James	Abnormal Psychology and Modern Life Taraporewala Sons, Bombay, 1984.
Shanmugam T.E.	Abnormal Psychology, Tata McGraw Hill, New Delhi, 1981.
Gutheria V. Robert	Psychology in the work today, Addison – Wesley Publ. London, 1971.
Ziax Melvin, Enroyl	Abnormal Psychology, Changing Concept Holt, Rinehart and Winston.
Masserman Jules N (ed)	Hand Book of Psychiatric Therapies, 1970.
Nospits Joseph D. (ed)	Basic Handbook of Psychiatry, Vol. 1.

Paper V – Community Health – II

Unit – 1

National Mental health policy in India. Mental Health Act 1987. Difference between Medical insanity and legal insanity. Characteristics of feigned insanity.

Unit – 2

Pathogenic significance of social changes and environmental stresses. Individual reaction to change, crisis and stress.

Unit – 3

Disabilities and handicaps. Causes, Care, Cure and rehabilitation. Early detection and prevention of disabilities.

Unit – 4

Blind, deaf-mute and orthopaedic disabilities. Causes, care, treatment, services and rehabilitation.

Unit – 5

Health education, Principles of communication at various levels. Types of communication: Verbal and nonverbal .Stages of communication. Different steps in communication. Variables of communication.

BOOKS RECOMMENDED

- | | |
|--------------------------|--|
| Pathak, S.H. | Medical Social Work, DSSW, Delhi, 1961. |
| Benerjee, G.R. | Social Security Department in a Hospital, TISS, Bombay, 1960. |
| Banerjee, G.R. | Towards Better Understanding of a Sick Child, TISS, Bombay, 1960. |
| Turner, F.J. | Differential Diagnosis & Treatment in Social Work, Free Press, London, 1968. |
| David, Machanic | Medical Sociology, Free Press, London, 1978. |
| Park J.E. & Park, K | Social & Preventive Medicine, Banaras, Jabalpur. |
| Sharma P.N. & Shastry C. | Social Planning-Concepts and Techniques Print House, Lucknow, 1984. |
| Devi Saran Sharma | Health, Hospital and Community, Andheri Pub. Agra, 1988. |

Paper VI – Social Work Practicals

Guidelines will be given to the students, by their respective faculty members.

MSW – III – Semester

Field work guide lines

Specialization – Urban & Rural Community Development

During this intensive training programme the students are expected to:

- Study the Organisation – History, vision, mission, goals, programmes of the organisation.
- Study the organisation structure – staffing pattern, functioning and coordination among the vertical and horizontal units of the agency.
- Analyse the objectives of the programmes with reference to Macro objectives of Urban Community Development (UCD).
- Study the Socio-Economic status of the population covered by the Agency, and the migration pattern in urban slums. (Study the community setting in detail).
- Prepare an analytical report on leadership dynamics in the community under the agency's coverage.
- Form and organise community groups for a particular purpose (purpose to be identified by the student in consultation with the Agency Supervisor), and to formulate and implement a program for the benefit of the target group.
- Visit allied agencies and Government departments having relevance to their placement and involve these in the agencies programmes by promoting interaction between the agency and the Community.
- Taking part in the programmes, seminars, workshops, etc., related to community work for the enrichment of knowledge (with the prior permission of the Faculty Supervisor).
- Make extensive reading in the field of UCD in general and the areas specified in the guidelines in particular.
- Maintain a record of his/her work – daily diary and weekly records.
- Submit weekly reports to the Faculty Supervisor.

MSW – III – Semester

Field work guide lines

Specialization – Medical & Psychiatric Social Work

- Critical appraisal of the agencies functioning in relation to its philosophy, structure, policies & programmes.

Regular interaction with different levels of functionaries to develop skills in coordination. Understanding of the administrative structure, hierarchy & admission procedure.

- Understanding of the working of each major department (viz Cardiology/Oncology/Orthopaedic/Neurology/Post Operative). Theoretical knowledge pertaining to the specific area-Extensive & Intensive reading.

Selection of a minimum of two patients (in each Dept.) with specific Psycho Social Problems, Study, Assessment & Plan of intervention Strategy. Home Visits, Working with the family of patients, planning for awareness. Social Education in specific areas.

Collateral contact referrals. (Inter Departmental, Inter Agency). Plan for rehabilitation. Identifying resource s.

Group work

- Identifying the areas of need for formation of a group of patients/family members. Use of group work Principles, understanding of planning of programmes, group dynamics in operation, study & assessment of the growth individual member of the group. Target setting & assessment of achieved goals.

Community Health

- Organising Community Health Programmes & Services, Conducting Health/Nutrition Surveys. Awareness campaigns, health education for the community, Plan social work intervention strategies in relation to identified areas of needs & resources.
- Use of communication & research techniques in planning & implementation of specific programmes on immunisation & prevention of disabilities & deaf muteness. Conducting educative, recreative and therapeutic. Family Planning – identifying & motivating target couples.

MSW – IV – Semester

Field work guide lines

Specialization – Urban & Rural Community Development

- Study and analyse the decision making process at the Agency as well as at the community level.
- Select one or two programmes/services of Agency and evaluate them.
- To identify and analyse the bottlenecks and missing links in the Agency's objectives and the programmes both at the formulation and implementation levels.
- Plan and organise one/two days programmes to create awareness among the target population in any specific social issue.
- Assist the agency in fund raising and publicity campaigns.
- Identify and analyse one major social problem which is specific to the community.
- Continue the guide lines where ever necessary.

MSW – IV – Semester

Field work guide lines

Specialization – Medical & Psychiatric Social Work

- Study of the working of blood bank. Blood types, donors & blood donation campaigns, precautions to take.
- Medical Social Workers Understanding of the concepts, position of the medical team. Understanding of the role & functions of the other team members. Cooperative and coordination with other medical social workers-inter & inter agency.
- Department of medical social work Identifying the need, functions and promoting the need for medical social work. Exchange of ideas, discussions & seminars, case presentations.
- Use of generic & specific skills, principles & techniques. Conscious effort to identify & apply these in different situations.
- Mini Project.

GUIDE LINES FOR FIELD WORK

Rapport – Building

Making door to door visits.

Meeting Leaders both formal and informal.

Study physical structure & preparing social map of community for better understanding.

Interacting with informal groups – youth. Children, women, etc.

Participating in ongoing activities in the community.

Visiting institutions/centres in the community such as Anganwadi/Balwadi. School. Mahila Mandali, Youth Club, Neighborhood committees, Associations, development groups within and outside the community, and functionaries like: Health workers, animators, etc.

Interacting with the families intensively to understand their conditions.

Report

History

Physical Conditions and facilities.

Housing Conditions.

Social Compositions (religion, caste, social status, etc.).

Education, Health, Sanitation and Hygiene.

Culture/Life Style/daily routine of men, women and different occupational groups.

Leadership (formal & informal).

Problems of the community.

Initiatives taken for the improvement of the locality.

FIELD WORK GUIDE LINES

Identification, Selection & Prioritization of the Cases/Groups/Community Organisation.

1. Identify the cases for case work practice.
2. Identify the group you would like to work with and formulate clear and specific objectives to be achieved.
3. Choose a specific aspect and conduct Mini-research study to practice Social Work Research.
4. Identify one or two problems/issues that the community faces for the purpose of initiating some action.
5. Identify special programs in consultation with your team members and Faculty Supervisor based on the needs of the community.
6. Identify the agencies that have some programmes/services for your clients.

Preparation for the Work/Assignments Planned.

1. Collect necessary information about the cases & open the record for the cases.
2. Form the group(s) and open the record of group work process.
3. Preparation of tools for data collection on the specific problems.
4. Preparation for special programs should begin.

Execution/Undertaking of the programs/activities planned.

1. Practicing case work with each case at least one session in a week.
2. Practicing group work at least one session with the group in a week.
3. Mobilizing the community on the issue/problem for its resolution.