

ADIKAVI SRI MAHARSHI VALMIKI UNIVERSITY,

Krishna Tunga Campus, Yergera 584133, Raichur

Department of Social Work



(Choice Based Credit System)

SYLLABUS

Department of Social Work

(I Semester)

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With effect from the Academic Year

2025-26

REVISED SYLLABUS

SEMESTER -I

COURSE TITLE: INTRODUCTION TO SOCIAL WORK (HISTORY, PHILOSOPHY AND IDEOLOGY)

(WITH EFFECT FROM ACADEMIC YEAR: 2025-26)

Course Code: HC1.1

Total-64 hours

Course Objectives:

- Understand the history of evolution of social work profession, both in India and the West.
- Develop insights into the origin and development of ideologies, approaches to social change.
- Understand rationale, goals, ideals and ethics for social change.
- Understand the perceptions of people and social problems, the status of benefactors and their motives.
- Develop skills to understand contemporary reality in its historical context.
- Understand self as a part of own environment and explore own assumptions, ideals, values to develop sensitivity to marginalization of vulnerable groups.

Course Outcomes:

- To enlighten the students about social reform movements in India; social work profession, ethics and philosophy and social work practice in various fields.
- To understand the history of evolution of social work profession, both in India and the west.
- To gain information about contemporary ideologies of social work and social change.
- To understand the social work education and consciously apply those in practice.
- To develop skills to understand contemporary reality in its historical context

UNIT-1: Introduction to Social Work –

(14 hours)

Concepts and Foundations Definition, meaning, and objectives of social work Philosophy and principles of social work Goals, values, and ethical foundations of social work practice Distinction between social work, social service, social welfare, social reform, social action, and social security Scope and levels of social work practice Code of ethics in professional social work.

UNIT-2: History and Development of Social Work Profession

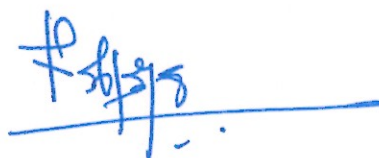
(12 hours)

Historical development of social work in the USA, UK, and India Socio-religious reform movements in India and their influence on social work Evolution of social work as a profession and professionalization aspects Role of social reformers and social organizations in India Development of social work education and training in India

UNIT- 3: Philosophy and Ideologies of Social Work

(12 hours)

Philosophical underpinnings of social work ethics and humanism Ideologies shaping social work such as humanitarianism, Gandhian philosophy, Marxist and radical approaches social work as a profession committed to social justice, human rights, and empowerment Contemporary ideologies in social change and social work practice.



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UNIT-4: Social Movements and Social Change

(12 hours)

Overview of key social reform and social movements relevant to social work in India (e.g., Dalit, Tribal, Women's movements). The relationship between social change and social work Planned development and social change strategies Role of social workers in promoting social justice and social transformation.

UNIT-5: Social Work Education

(14 hours)

Ethics, Emerging Approaches and Practice Challenges Components of social work education: content, training, supervision Ethical decision-making in social work practice, including at micro and macro levels civil society, NGOs, and their role in social development and social work Status of International and National Professional Associations. Emerging Approaches to Social Work Practice (Critical Social Work, Feminist Social Work, Rights-based Social Work, Evidence-based Social Work, Strengths- based Social Work) Challenges in social work practice and professional growth.

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- Banerjee, G. R. Papers on Social Work: An Indian Perspective, Bombay, Tata Institute of Social Sciences.
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15. Joseph, Sherry (Ed.) 2000 Social Work: In the Third Millennium (Some Page 8 of 78 Concerns and Challenges), Sriniketan, Department of Social Work, Visva-Bharati.
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22. Social Work Education in Indian Universities. New Delhi: University Grants Commission.
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24. Tata Institute of Social Declaration of Ethics for Professional Social Sciences Social Work Workers, The Indian Journal of Social Work, Educators Forum 58(2), 335-341 (TISSWEF) 1997.
25. University Grants Review of Social Work Education in India: Commission 1980, 1990 Retrospect and Prospect, New Delhi: UGC. Curriculum Development Centre's Report: New Delhi, University Grants Commission.
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Journals/ Magazines:

1. The Indian Journal of Social Work, Bi-annual, TISS, Mumbai (Maharashtra)
2. Perspectives in Social Work, College of Social Work, Nirmal Niketan, Mumbai (Maharashtra)

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SEMESTER -I

COURSE TITLE: SOCIAL CASE WORK (WITH EFFECT FROM ACADEMIC YEAR: 2025-26)

Course Code: HC1.2

Total-64 hours

Course Objectives:

- To understand case work as method of social work and to understand values and principles of working with individuals.
- To enhance understanding of the basic concepts, tools and techniques in working with individuals and families in problem solving and in developmental work
- Develop appropriate skills and attitudes to work with individuals and families

Course Outcomes:

- The learners will be able to enhance their knowledge on working with individuals.
- The learners will be able to adopt social case work skills in their practice with individuals with problems.
- The learners will be empathetic in understanding the problems of the individuals and record the case.
- The learners will be able to handle the clients and their problems, get jobs in various settings.

UNIT-I: Introduction to Social Case Work:

(12 hours)

Definition, concept, objectives, and importance of social case work. Nature, scope, and historical development in the UK, USA, and India. Components of social case work: person, place, problem, and process. Values and principles guiding social case work practice. Relationship of case work with other social work methods.

UNIT-II: Case Worker–Client Relationship:

(12 hours)

Meaning, purpose, and components of the client-worker relationship. Characteristics of professional relationships: empathy, transference, counter-transference, resistance, non-possessive warmth, genuineness, and self-disclosure. Principles and obstacles in establishing effective relationships. Importance of interpersonal communication skills.

UNIT- III: Case Work Process:

(14 hours)

Intake: meaning, steps, referral- types and stages,

Study: meaning, tools used, procedure followed in the study process:

Interviewing, rapport building, home visits & reaching out, Collateral contacts & Relationship;

Social Diagnosis: meaning, types and models; genograms and eco-maps.

Treatment/ Intervention: meaning, objectives, goals and goals setting & treatment planning techniques; supportive/Environmental manipulation, reflective/ practical help or material help& direct treatment/ counselling.

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Evaluation: meaning, objectives, types, methods, techniques, Termination-meaning, reaction to termination, decision and planning to termination

Follow-up-meaning, purpose and types.

UNIT-IV: Approaches in Social Case Work:

(12 hours)

Psycho-Social approach, Functional approach, Problem-solving approach, Crisis Theory, Occupational Therapy, Family Intervention, Behavioural Modification and Transactional Analysis. Social casework Recording: need, importance & types of recording. (process, person-oriented, problem-oriented), format, and principles.

UNIT-V: Application of Social Case Work in Different Settings

(14 hours)

Case work in medical and psychiatric settings including mental health and rehabilitation. Family and child welfare scenarios. Social case work in schools, shelter homes, de-addiction centres, community settings, Correctional Institutions, Role and interventions of Social Case Work in various settings.

REFERENCES:

1. Biestek, F. P. 1957 The Case Work Relationship, London, George AllenandUnwin. Guha, R. (2012). Social work with Individuals and Groups. New Delhi: Centrum Press.
2. Hamilton, G. 1946 Principals of Social Case Recording, New York, Columbia UniversityPress.
3. Mahesh, M. (2013). Social Group and Social Case Work : Working with Individuals and Working with Group. New Delhi: Centrum Press.
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SEMESTER – I

COURSE TITLE: SOCIAL GROUP WORK {WITH EFFECT FROM ACADEMIC YEAR: 2025-26}

Course Code: HC1.3

Total-64 hours

Course Objectives:

- To gain knowledge about group formation and use of a variety of group approaches and to understand concepts, dynamics and models.
- To develop knowledge and principles, skills and techniques to be used by the social worker in group.
- To develop an understanding of process of group development and group dynamics.
- To identify the various situations and settings where the method could be used in the context of social realities of the country.

Course Outcomes:

- To develop knowledge and skills about group work.
- Able to demonstrate familiarity with Group Work processes, tools and techniques and their application in Professional Social Work Practice.
- Able to develop skills of Facilitation, Analytical Thinking, Leadership Building, Programme Planning, Evaluation and using Programme Media in groups
- To build capacity to deal with group in various settings, including developmental and work.
- To prepare the students to practice and evaluate group work in social work practice.

UNIT-I: Foundations of Social Group Work

(12 hours)

Concept, definition, objectives and significance of social group work. History and evolution of social group work in India and abroad. Differences and similarities between social group work and other helping professions. Types and classification of groups: formal/informal, open/closed, primary/secondary, treatment/task groups.

UNIT-II: Group Formation and Theories

(12 hours)

Stages of group formation: pre-group, initial, transition, working, and ending phases. Theories of group formation (e.g., Tuckman's Model, Social Systems Theory, Field Theory). Leadership in groups: styles, development, roles, and functions of leaders and members. Norms, roles, status, communication patterns within a group.

UNIT-III: Group Dynamics and Process

(14 hours)

Understanding group dynamics: cohesiveness, conflict, decision-making, power, and influence. Group processes: intake, study, assessment, intervention, evaluation and termination. Group climate and its effect on outcomes. Common problems in group work and strategies to address them.

UNIT-IV: Social Group Work Practice

(14 hours)

Skills and techniques in group work: facilitation, supporting, confronting, conflict resolution, problem-solving, role play, group discussion, and programmed activities. Use of program media, tools and creative methods in groups.

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UNIT-V: Applications and Settings of Social Group Work

(12 hours)

Situations where group work is used: community, schools, hospitals, correctional settings, industry, NGOs and disaster response. Group work with children, youth, women, elderly, marginalized, and other special populations. Integrating group work with other social work methods. Role of social worker in diverse group work settings addressing social issues relevant to the country.

REFERENCES:

1. Douglas Tom (1972) *Group Process in Social Work*, Chichester, Willey.
2. Gerald Corey (2000) *Theory and practice of group counselling*, Wordsworth, London
3. Gisela Konopka (1972) *Social group work-A helping process*, Prentice Hall, Engle Wood Cliffs
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10. Wilson. G. and Ryland G. (1949) *Social Group Work Practice* (Boston: Hugton Hiffin& Co.)

Journals:

1. Indian Journal of Social Work, By-Annual, TISS, Deonar, Mumbai (Maharashtra). Perspectives in Social Work, College of Social work, Nirmal Niketan, Mumbai (Maharashtra).
2. Social Work Journal, Bi-Annual, Department of Social Work, Assam University, Silchar-788 011 (Assam).

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SEMESTER – I Course Code: HC1.4 A.

PRACTICUM-I (CONCURRENT FIELD WORK –I) SOCIAL WORK PRACTICUM (ORIENTATION AND FIELD WORK) {WITH EFFECT FROM ACADEMIC YEAR: 2025-26}

Internal Assessment: 20 Marks

Practical's: 80 Marks

RATIONALE FOR FIELD WORK

Theory provides the perspective and information base to understand the socio-economic, political and cultural contexts, within which human societies interact, engage and strive to create better living conditions. The classroom provides this theoretical knowledge and understanding which forms the foundation and core areas of social work. Field work ensures the development of competence in social work practice because 'knowing' does not automatically result in the ability to 'do' or to 'feel' which is essential for professional development. Fieldwork is the 'learning by doing' aspect of social work education and an integral part of the total curriculum. Fieldwork plays a pivotal role and provides the experimental basis for the student's academic Programme. It offers an environment within which students are given an opportunity to develop a coherent framework for social work practice by integrating and reinforcing the knowledge acquired in the classroom with actual practice. It also enables students to acquire and test relevant practice skills.

First year field work instruction in particular aims at developing capacities among the students which can be broadly explained as mentioned below:

1. A capacity to interact and intervene with people (individuals, groups, communities and institutions) consciously and purposefully.
2. An ability to analyse structural issues from the viewpoint of the poor, marginalized and vulnerable sections.
3. A readiness to recognize structural and social processes that shape individual, social and institutional relations.
4. An ability to identify constituencies and stakeholders for intervention with reference to specific issues.
5. A capacity to examine concepts and think critically about classroom learning and field of practice i.e. praxis and reflectivity from a pro-poor stance integral to social work.

General Objectives for Concurrent Field Work:

1. Develop an understanding of the application of methods of social work practice in the field and develop a holistic view of social work and related interventions in the community with special emphasis on the agency's role in human services.
2. To help students to understand the socio-economic cultural and political milieu and develop capacity for critical examination of positive and maintenance factors of social problems and their consequences.
3. To understanding the problems and opportunities in working with diverse populations and develop practice skills appropriate to each phase of the change process and apply them in direct work with people and communities.
4. To develop the self-awareness necessary to assess one's own values, attitudes, feelings,

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strengths, limitations, interests and performance and understanding the Community and Community dynamics.

5. To enable students to develop core skills of Social Work practice and to help students identify, plan and implement social work instruments and to assess their impact on different client system in various agency settings.
6. To help students appreciate the role of social work profession in empowering individuals, groups and communities and in facilitating social change.
7. To help students to develop skills and appropriate personality required for professional social work practice and provide opportunities to accept challenges and respond to them.
8. Learning by doing is the core of field work practice and practice of community empowerment and intervention programs.

REQUISITS FOR COCURRENT FIELD WORK:

1. Orientation for field work: Three days orientation shall be organized for the first semester of MSW students. In this faculty members and external expert shall orient about fields of social work, norms, structure of the course and practical of the course.
2. Orientation visits: Field work coordinator shall organize orientation visits to the service providers in the field. There shall be minimum 05 orientation visits to be made in the first four weeks to provide an exposure and understanding of the services provided in responses to people's needs. (Agencies in health setting, education, community, institutional services, criminal justice system, civic administration, rehabilitation etc.).
3. Presentation of orientation visits: Soon after the completion of orientation visits, "Orientation to fields of social work", a student workshop shall be conducted to share the orientation visit experiences and learning.
4. Structured Experience Laboratory: - is a classroom activity, which provides opportunities through the games/activities, to form the involvement of self in various practice skills. These laboratory experiences are designed in small groups to encourage participation, sharing of the experience and aid in examining learning and applications of skills. These sessions have a specific objective of experiencing self, and applying /using self in practice. (Relationship skills, Communication skills etc., will be focused).

Concurrent practice learning of two-days a week: ongoing learning of practice is an opportunity to develop intervention skills in reality situations. This entails learning social work practice for two days or its equivalent (8 hours), each week of the semester.

- a. Field work Allotment: After completion of the orientation visits each. The students can be placed in nearby open community setting/ non-government organizations working in local communities, urban/rural /tribal/Govt. agency, Industrial sector, medical sector etc to practice the social work and each student will be monitored by faculty member. The Field work days are Wednesday and Thursday. This is mentoring the student to become professional.
- b. Every student has to attend Maximum 24 concurrent fieldwork days including special field work in each semester and 75 percent attendance is compulsory in fieldwork.
- c. Students will have to submit his/her weekly fieldwork report i.e., Two Log Reports on every Friday and Two Detail Reports on every Monday.
- d. It will be the responsibility of the student to keep his/her movement & attendance record specific and at a proper and easily approachable place, so that the supervisor under visit can locate them easily. Otherwise, it will be adverse observation against the student.

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- e. The students who will be found late in the fieldwork will be treated as absent on that every day.
- f. Individual and Group conferences: To facilitate learning, Individual as well as group conference will be organized every week.
- g. Presentation of field-work visits/ internal viva: After completion of 10 visits and the end of the field work, students should present their learning in a special class which will be organized for this purpose.

Role of Field Work Supervisor:

Every staff member is required to visit periodically, supervise and monitor the field work training. All reports be regularly corrected and weekly individual and group conference be scheduled and held

1. Three-way matching of students-agency-fieldwork coordination in the department.
2. Providing adequate supervision inputs to the agency supervisor.
3. Providing counseling support, assistance to the students for effective learning in the field.
4. Another educational responsibility is the assessment of the student's performance, in terms of his/her progress in the field of learning social work perspectives and skills. With the emphasis on participatory learning and consistent interaction between the Field Supervisor and the student.
5. The Field work Supervisor is responsible for workload allocation to ensure that the student has sufficient number and variety of tasks to accomplish the objectives of the education plan.

Viva Voce examination

After completion of the field work, BoE Chairman has to schedule viva-voce examination for concurrent field work as follows...

1. Every student has to submit duly signed by internal and external supervisor live visit diary or records to the department for the purpose of assessment.
2. The students learning and applicability of theory into practice will be assessed.
3. Viva-voce examination will be conducted for **Eighty marks (80)** each student is expected to give a presentation on field work.
4. Viva-voce examination will be conducted at Main Campus Department of Social work, ASMV Raichur for Main Campus and all the Affiliated MSW Colleges of ASMUVR
5. Maximum 20 students Viva-voce examination may be schedule during morning and afternoon each session.

ASSESSMENT/ EVALUATION GUIDELINES

Internal assessment Criteria- Field Work

Concurrent Field Work

Max marks= 20

Sl. No.	Criteria	Marks
1	Field Work Diary and Report	04
2	Action Plan Preparation and Performance	08
3	No. of Live Visits	03
4	Professional Learning	03
5	Field Work Presentation	02
Total		20

**Note: Internal evaluation/ Assessment shall be done in two or three stages*

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1. Field work Diary and Report= Max Marks= 04

Sl. No.	Area	Max marks	Dimensions to be considered while awarding marks	Criteria
1	Maintenance of field work dairy	2	Language, content, logical connection, etc.,	Rating scale <1 2 Satisfactory Very Good
2	Field work report	2	Language, content, logical connection, submitted the reports in time, etc.,	Rating scale <1 2 Satisfactory Very Good
	Total	04		

2. Action plan and performance- Max Marks=08

Sl. No	Area	Max marks	Dimensions to be considered while awarding marks	Criteria
1	Takes initiative in preparing future visits plan	2	discuss with the faculty supervisor, agency supervisor, review the related literature	Rating scale <1 2 Satisfactory Very Good
2	Participation in individual conference	2	Participation in individual conference	Rating scale <1 2 Satisfactory Very Good
3	Administrative procedures	2	Understanding the knowledge of administrative procedures, Programme management.	Rating scale <1 2 Satisfactory Very Good
4	Capacity to work in a team. Fieldwork supervision/ consultation with agency officials	2	Has adaptable skills in the agency Periodically meets the agency supervisor, regular in field work, etc.,	Rating scale <1 2 Satisfactory Very Good
	Total	08		

3. No of Live Visits - Max Marks= 03

Sl. No.	Area	Max Marks	Dimensions to be considered while awarding marks	Criteria
1	Number of live visits	3	75% - 80%	1 Mark
			81% to 90%	2 Marks
			91% to 100%	3 Marks
	Total	03		

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4. Professional learning- Max Marks=03

Sl. No.	Area	Max marks=03	Dimensions to be considered while awarding marks	Criteria
1	Application of theory in to practical context	1	Integration of theory into practice, able to understand the theory and relates to practice	Rating scale <0 1 Satisfactory Very Good
2	Practice of case work/ group work etc.) in the first Semester.	2	Practices case work and group work process, skills, etc., in first semester.	Rating scale <1 2 Satisfactory Very Good
	Total	03		

2. Presentation of reports and discussion with faculty supervisor- Max Marks=02

Sl. No.	Area	Max marks=02	Dimensions to be considered while awarding marks	Criteria
1	Presentation of reports and discussion with faculty supervisor	02	Part A: Profile of the community/ organization/Industry: • Address • Genesis (History of the agency) • Vision and mission (Aim and objectives) • Interventions/ Programmes • Target group/s • Organizational structure • Funding sources • Monitoring and evaluation framework Part B: Observational & experiential learning • Personal learning • Professional learning • Social problems and the role of social work	Rating scale <1 2 Satisfactory Good
	Total	02		

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Criterion for Field Work Viva-Voce Examination

The following criterion is designed to assess the MSW student's performance in the Field Work Viva- Voce examination.

Viva-Voce examination

Maximum marks: 80

Sl. No.	Assessment Domains	Marks	Assessment tool
1	Field Work Diary and Report	16	Rating scale <4 5-10 11-16 Satisfactory Good Very Good
2.	Understanding about the community/ Organization/ industry: structure, target group and Programmes	16	Rating scale <4 5-10 11-16 Satisfactory Good Very Good
3.	Action plan (Preparation of action plan and implementation)	16	Rating scale <4 5-10 11-16 Satisfactory Good Very Good
4.	Learning outcome (Professional and personal)	16	Rating scale <4 5-10 11-16 Satisfactory Good Very Good
5.	Theoretical and conceptual knowledge (Social Work Practice linkage)	16	Rating scale <4 5-10 11-16 Satisfactory Good Very Good
	Total	80	

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SEMESTER – I PRACTICUM - HC1.4 B: SOCIAL WORK CAMP {WITH EFFECT FROM ACADEMIC YEAR: 2025-26}

Internal Assessment: 10 Marks

Practical's 40 Marks

SOCIAL WORK CAMP

Social work camp with duration of maximum 7-10 days provides opportunities to experience Rural, Tribal and Urban life, analyze the dynamics, and observe the functioning of Government machinery (local self-government) and voluntary organizations. Micro-planning exercise and Participatory Rural Appraisal (PRA, PLA) activity shall be the part of social work camp. However, this will be an opportunity to practice community organization method. This experience aids peer participation in planning for activities for own group and those for local people. It also helps to develop skills to carry out, evaluate, and report the experience. Social work Camp organized **immediately after the MSW I Semester theory Examinations.**

Course Objectives:

1. To acquire knowledge of various approaches to Rural, Tribal and Urban community development.
2. Develop an understanding of the functions of Panchayat Raj Institutions.
3. To gain knowledge about the application of social work in Rural, Tribal and Urban community.
4. Understand the characteristics and problems of Rural, Tribal and Urban communities.

A. Submissions and Evaluation of Social Work Camp Report:

1. The candidate has to submit the report within the time frame as prescribed by Board of Studies.
2. The report should be handwritten.
3. The report should not exceed 40 pages.
4. The report should be submitted within 7 to 10 Days after completion of the social work camp.

B. Evaluation:

1. The Social Work Camp report of a candidate shall be assessed for maximum of 50 marks [consisting of 10 marks for Camp report evaluation by the internal guide and 40 marks by external guide for viva-voce examination].
2. **Internal Evaluation:** The internal guide shall evaluate the report for a maximum of **Thirty (10)** marks based on parameters specified by BOS in Social work.
3. **Internal Assessment:** The internal assessment is done by the Social Work Camp Director/Coordinator of the rural, tribal and urban camp is a full-time faculty member working in Social Work department of the ASMUV Raichur/P.G. centres and Affiliated Colleges where Master Social Work program offered.
4. **External Evaluation:** A member of the Board of Examiners (BOE), approved by the Board of Studies (BOS), from ASMUV University or any other recognized university, shall conduct the external evaluation. The university shall conduct the external evaluation for a maximum of forty (40) marks.

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5. **Viva-voce/Presentation:** A viva-voce examination for all MSW students from the Main Campus and affiliated colleges of Raichur and Yadgir will be conducted at the PG Department of Social Work, ASMUV, Raichur. Each student is expected to give a presentation on Social Work camp.
6. The candidate who fails to attend and/or fulfil the requirements of the course shall not be eligible and he/she shall re-register for the course when offered.

Assessment Marks for Social Work Camp

Internal Assessment by the Social Work Camp Director for 10 Marks		
Sl. No	Aspects	Marks
1	Area Selection	02
2	Preparation	02
3	Participation with Community	02
4	Resource Mobilization skill	02
5	Practice of social work	02
	Total	10

Viva-Voce examination by external examiner for 40 Marks

Sl. No	Aspects	Marks
1	Presentation skill	08
2	Communication skill	08
3	Subject knowledge	08
4	Practice of social work	08
5	Report writing	08
	Total	40

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SEMESTER – I

COURSE TITLE: SOCIAL SCIENCES AND PSYCHOLOGICAL FOUNDATION FOR SOCIAL WORK

(WITH EFFECT FROM ACADEMIC YEAR: 2025-26)

COURSE CODE: HC-1.5

Total 64 hours

Course Objectives:

- Understand the basic concepts and applicability of sociology, economics and political science in order to examine the structure and functions of society.
- Facilitate to develop a social perspective and skill to analyse Indian society and change.
- Motivate to cultivate an analytical mindset with respect to society in order to emerge as an effective social worker.
- Understand the practical meaning of psychology.
- Understand the application factors of psychology in social work practice.

Course Outcomes:

- Learner must understand how, where, when and why sociological, economic, political and psychological knowledge has to be applied.
- Learner should be able to understand the factors of continuous social change in society.
- He/ She should be able to use sociological, economic, political and psychological knowledge for effective social work practice.
- Student must understand the meaning and applicability of psychological knowledge for encouraging the concept of welfare society.

UNIT-1: Sociology – Basic Concepts I

(14 hours)

Meaning, scope and relevance of Sociology for social work Key terminologies: Society, Community, Association, Institution, Culture. Social Groups: classification and importance (primary, secondary, peer, reference). socialization: definitions, types, agencies and process. Social Change and Social Control: concepts, forms, and agencies.

UNIT-2: Sociology – Basic Concepts II

(12 hours)

Social Institutions: Family, Marriage, Education, Economy, Religion, Polity—types and functions Social Stratification: caste, class, race; social mobility. Social Processes: Co-operation, Competition, Conflict, Accommodation, Assimilation. Contemporary Social Issues: poverty, gender, aging, child labour, addiction, etc.

UNIT-3: Psychology – Foundations I

(12 hours)

Nature, scope, and relevance of Psychology in social work. Human Behaviour: definitions, characteristics, determinants, Personality Development: factors, theories (type, trait,

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psychoanalytic, psychosocial, cognitive, learning), Attitude and Motivation: definitions, formation, theories; frustration, conflict, adjustment.

UNIT-4: Psychology – Foundations II

(14 hours)

Life Span Development: concepts, principles, and stages from infancy to old age. Social Psychology: definition, historical background, theoretical foundations, Mental Health and Abnormal Psychology: concepts of normality/abnormality, classification of psychological disorders, Individual Behaviour in Social Context: cognition, perception, stereotypes, attitude change, prejudice.

UNIT- 5: Basic Economics and Political Science

(12 hours)

Introduction to economics: scarcity, choice, demand, supply, standard of living, national income. Economic Systems: capitalism, socialism, communism, mixed economy. Political Science: state, democracy, governance, citizenship, basic concepts of public administration. Contemporary relevance of economic and political concepts to social work practice,

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SEMESTER – I

COURSE TITLE: DEVELOPMENT COMMUNICATION AND COMPUTER SKILLS

{WITH EFFECT FROM ACADEMIC YEAR: 2025-26}

Course Code: SC1.1

Total- 64 hours

Course Objectives:

- To provide the required knowledge to understand the importance of communication for effective social work practice.
- To inculcate communication skills among social work trainees.
- To understand the importance and the role of media for effective communication.
- To understand the need and importance of developmental communication and computer skills.

Course Outcomes:

- Understand the process of communication, including different forms, levels and barriers.
- Students would gain knowledge about the communication models and its application
- Familiar with basics of computer its application in communication

UNIT-I. Communication

(12 hours)

Meaning, Concept, definitions, process, types and principles of communication Elements of communication; Problems/Barriers of communication, public speaking: planning, preparation and presentation. 7C's of communication: Consciousness, Consideration, Clarity, Concreteness, Courtesy, Correctness and Completeness. Qualities of an Effective communicator.

UNIT-II. Communication Skills

(14 hours)

Effective Speaking: Principles of effective oral communication, speech preparation, techniques of effective speech; Effective Listening: Meaning, nature and importance of listening, principles of listening, types of listening, barriers to listening; Effective Writing: Concept of Draft, meaning and objectives of written communication, essentials of written communication; and Feedback: Communication as a two-way process, Characteristics of feedback, kinds of feedback, techniques to improve feedback and feedback loops.

UNIT-III. Seminars, Group Discussion and Role Play

(12 hours)

Meaning, Process and Significance of Seminars, symposium, conferences and workshops. Meaning, Process and Significance of group discussions, role playing, games, brain storming, street play. Street Theatre: Elements of Street Theatre, Script Writing and Choreography for Development, use of Puppets, Songs and Folklore.

UNIT-IV. Electronic Media and Communication and IEC

(12 hours)

Electronic Media and Communication: Communication languages, Emails, Video conferencing systems, electronic newspaper, Telecommunication and its tools and Communication network. Development reporting: Roles and responsibilities of a development reporter, ethics in reporting, specialized skills required and issues in development reporting. Television and cinema: role in

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development communication. Role of Information, Education, and Communication (IEC) in ensuring people's participation. Use of social media for Social Work, Importance of effective communication for Social Workers.

UNIT-V. Development Communication and Computer Skills

(14 hours)

Concept and Importance of Development Communication. Approaches and Strategies in Development Communication, Significance of Development Communication to Social Work Practice.

Introduction to Computers: Hardware (CPU, monitor, keyboard, and printer.) and Software Basics Operating Systems (e.g., Windows, macOS, Linux).

Essential Software Tools Using Computers for Various computer applications for social work practice. MS Office, SPSS, Email and Internet Tools.

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SEMESTER -I

PAPER TITLE: PROFESSIONAL COMPETENCIES FOR SOCIAL WORK AND LIFE SKILLS

PAPER CODE: SC1.2

Total-64 hours

Course Objectives:

- Understand self as a being, as one in the process of becoming and experience self-awareness.
- Examine own values and attitudes and explore choices made to express self in own environment.
- To identify the importance of Personal and Professional Competencies in Social Work practice.
- Develop positive life skills and practice self-help methods for integration and for stress reduction.
- Understand the basics of interpersonal skills, time and stress management for Personal and Professional growth.

Course Outcomes:

- Recognize the significance of developing their Personal and Professional Competencies in accordance with specific standards.
- Cultivate the ability to critically analyse, understand and intervene in the problems of self and professional levels.
- The social work trainee will be able to utilize the life skills and knowledge to build effective personal and professional relationships.
- Learners will be able to develop access to multidimensional personal and professional ability.

UNIT –I. Personal and Professional Competencies

(14 hours)

Meaning and definitions of competencies – Interface between personal and professional competencies – Need for professional competencies – Overview of the Professional competencies needed for Social Work Practice. Concept of Self – Relevance of Johari Window for the understanding of self. Concept and Significance and Mindfulness – Techniques to develop Mindfulness. Concept of Self-esteem and its importance of positive self-esteem for personal and professional development. Moving from the Dreaded Drama Triangle towards the Empowerment Dynamic Triangle. Selecting Social work as a career - Earning a living as a social worker and acquiring a reputation – Need for life-long learning (continuing education).

UNIT –II. Merging the Art with Science

(12 hours)

Social Worker as an Artist: Compassion, empathy, professional relationship and creativity, Hopefulness, energy, judgment, personal values and professional styles.

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Social Worker as a Scientist: Need for knowledge regarding social conditions/problems and skills in designing appropriate social work interventions, conducting social work research, project management, evaluation and policy impact.

UNIT-III. Interpersonal Skills

(12 hours)

Interpersonal skills – active listening - professional body language (gesture, posture, etc.).

Making presentations to a professional audience, writing to a Professional Audience, Recording and Documentation Skills, Public Speaking: Planning, Preparation and Presentation (Presentation by students and assessing through their presentation), Team work.

UNIT-IV. Time and Stress Management

(12 hours)

Time and Stress Management, Conflict Resolution, Supervision - Coaching – Mentoring – Training – Consultancy. Critical thinking - Emotional Intelligence (EQ) – Assertiveness - Spirituality. Cultural competence and engaging diversity. Making ethical decisions, avoiding malpractice.

UNIT-V. Life Skills

(14 hours)

Self-awareness, self-esteem, assertiveness, coping with anger, fear, anxiety, stress, hurt and depression, sensitivity, empathy and support, creative thinking, time management, decision making, understanding defense mechanisms, positive thinking, enhancing capacity to love, be happy and enjoy.

Presentation skills, Soft- Skills and Building effective relationships, Practicum: Public speaking on any topic, oral presentation with visual, technology, group discussion, listening comprehension. Group Research Projects. Using computer, role-play

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