NATIONAL UNIVERSITY



Syllabus

Subject: Social Work

Three Years B.S.S. Pass Course

Effective from the Session: 2013–2014

National University

Syllabus for 3 years B.S.S. Pass Course
Subject: Social Work
Session: 2013-2014

The Courses of Study for B.S.S. Pass in Social Work shall extend over a period of three academic years comprising Six papers with marks as indicated below:

Paper Code	Paper	Paper Title	Marks	Credits
First year				
112101	Paper-I	History and Philosophy of Social Work	100	4
112103	Paper-II	Needs and Social Problems of Bangladesh	100	4
Second year				
122101	Paper-III	Social Policy, Planning and Social Welfare Services in Bangladesh	100	4
122103	Paper-IV	Methods of Social Work	100	4
Third year				
132101	Paper-V	Social Research and Statistics	100	4
132103	Paper-VI	Field Work Education	100	4
		Total =	600	24

Detailed Syllabus

First Year

Paper Code	Paper	Paper Title	Marks	Credits
112101	Paper-I	History and Philosophy of Social Work	100	4

1. **Some Concepts Related to Social Work:** Individual, Group, Community, Society, Social Work, Social Welfare, Social Service, Social Reform, Social Security, Social Legislation, Social Change.
2. Definition, Objectives, Scope and Necessity of Social Work. Social Work-a Science or an Art.
3. **Relationship of Social Work with other Social Sciences:** Sociology, Anthropology, Economics, Psychology, Political Science, Philosophy and Public Administration.
4. **Evolution of Social Work in England**: The Elizabethan Poor Law of 1601. The poor Law Reform of 1834, Charity Organization Society (COS). The Poor Law Commission of 1905. The Beveridge Report.
5. **Evolution of Social Work in USA:** State Board of Charities, The Economic Depression of 1873 and COS, The Great Depression of 1929 and Social Services.
6. **Social Welfare in Indian Sub-Continent:** Ancient, Medieval and British Period, Evolution of Social Work Education in Bangladesh.
7. **Reform Movements, Reformers and Welfare Activists Socioeconomic Movements:**

a) Brahma Samaj, Faraizee Movement, Ram Krishna Mission, Mohamedan Literary Society and Aligarh Movement, Permanent Settlement and Peasant Movement, Tebhaga Movement, Nankar Movement.

b) Iswar Chandra Bidyasagar, Nawab Faizunnessa, Nawab Sir Salimullah, Begum Rokeya and A.K. Fazlul Huq, Raja Rammohon Roy.

8. **Social Work as a Profession:** Definition, Characteristics, Evolution of Social Work Profession, Difference, between Professional Social Work and non-Professional Social Work.
9. **Social Legislation:** Definition, Objectives and Importance of social Legislation. Some Social Legislations of Bangladesh: The Labour Act 2006, The Muslim Family Laws Ordinance of 1961, The Children Act of 1974, The Family Court Ordinance, 1985, and The Women and Children Repression Prevention (Amendment) Act 2003.

Books Recommended:

wgqv, Ave`yj nvwjg| (2000)| *mœvZK mgvRKj¨vY*| XvKv: nvmvb eyK nvDR|

Compton, B.R. and Galaway, B. (1979). *Social Work Processes.* Illionois Homewood.

Friedlander, W.A Apte, Robert. (1982). *Introduction to Social Welfare* (5th ed.). New Delhi: Prentice Hall of India.

Khos. S.C. *The Roots of Social Work.* New York: Associates Press.

Skidmore, R.A. Thakery, M.G. (1964). *Introduction to Social Work,* New York.

A.T. Morales and B.W. Sheafor. (1992). Social Work –A Profession of many faces and Bacon, Singapore.

Paper Code	Paper	Paper Title	Marks	Credits
112103	Paper-II	Needs and Social Problems of Bangladesh	100	4

1. **Needs:** Meaning, Nature, Physical, Social, Psychological, Economic and Cultural Needs, Needs of Children, Youths, Women and Older Persons.
2. **Basic Human Needs:** Food, Clothing, Education, Health and Recreation, Problems of meeting Basic Needs, Problems evolved due to Unmet Basic Needs.
3. Problems Related to Children, Youths, Women and Older Persons in Bangladesh.
4. **Social Problems:** Definition, Characteristics, and Causes of Social Problems, Social Problems in Bangladesh – Population Explosion, Poverty, Illiteracy, Unemployment, Beggary, Malnutrition, Crime and Delinquency, Youth Unrest, Ageing, Drug Addiction, Role of Social Worker to Combat Social Problems.
5. **Industrial Revolution:** a) Definition and Characteristics, Impact of Industrial Revolution on Human Life, Industrial Revolution and Social Welfare; Contributions of Industrial Revolution to the Growth and Development of Social Welfare. b) Industrialization and Urbanization: Definition and Characteristics of Industrialization. Impact of Industrialization on Socioeconomic life. Definition and Characteristics of Urbanization, Problems related to Industrialization and Urbanization.
6. **Social Development:** Meaning, Characteristics and Indicators of Social Development. Differences between Social and Economic Development. Significance of Social Development.
7. **Individual and Society:** Relationship between Individual and Society.

a) Individualism: Definition and Characteristics, Strengths and Weaknesses.
b) Socialism: Definition, Characteristics, Strengths and Weaknesses,

8. Democracy, neo-liberal democracy and globalization. The Needs and Problems that are emerging in our society due to the process of globalization.

Books Recommended:

ZvjyK`vi, †gvt Ave`yj nK| (2000)| *wWwMÖ mgvRKj¨vY cwiwPwZ*| XvKv: AvBwWqvj jvB‡e^{a}wi|

wgqv, Ave`yj nvwjg| (2000)| *mœvZK mgvRKj¨vY*| XvKv: nvmvb eyK nvDR|

mvgv`, Ave`ym| (1998)| *AvaywbK mgvRKj¨vY*| XvKv: cyw_Ni|

Merton, R.K. and Nisbet, R.A. (1968). *Contemporary Social Problems.* New York: Holt Richart and Coinston.

Sharma, Rajendra K. (1988). *Social Problems and Welfare.* New Dehli: Allants Publications.

Zastrow, Charles. (1996). *Social Problems Issues and Solutions.* Chicago: Wetson Hall.

Second Year

Paper Code	Paper	Paper Title	Marks	Credits
122101	Paper-III	Social Policy, Planning and Social Welfare Services in Bangladesh	100	4

1. **Social Policy:** Meaning and Goals of Social Policy, Factors Influencing in Social Policy Formulation Process, Principles of Social Policy
2. **Different Social Policies in Bangladesh:** Education Policy, Health Policy, Population Policy, Child Welfare Policy, Youth Development Policy, Women Devellpment Policy.
3. **Plan and Planning:** Meanings, Types, Classification, Pre-requisites of Effective Planning.
4. Programme Planning in Bangladesh, Social Welfare Programme Planning in Bangladesh. (5th Five Year Plan and 6th Five Year Plan) Problems in Plan Formulation in Bangladesh.
5. **Government Social Services in Bangladesh:**
   a) **Programmes under Social Service Department:** Urban Social Servicess (USS), Rural Social Service (RSS), Child Welfare, Correctional Services, Hospital Social Services, Training and Rehabilitation Programmes for the Handicapped and other Services.
   b) **Social Services Outside Social Services Department:** BRDB, Labour Welfare, Family Planning, Youth Welfare, Co-operative and Women Welfare.
6. **Activities of Voluntary Social Welfare Agencies in Bangladesh:** History, Development, Present Situation and Problems, Role of Voluntary Agencies in the Field of Social Welfare in Bangladesh. Some Voluntary Agencies of Bangladesh-Bangladesh Child Welfare Council, Diabetic Association of Bangladesh, Bangladesh Red-Crescent Society, ASA, Proskika, BRAC, Dhaka Ahsania Mission, Shishu Adhikar Forum, Probin Hitoishi Shangha and National Council of Social Welfare.
7. **International Cooperation of Social Welfare in Bangladesh. (International Non-government Organization) INGOS.**
   a) UN Cooperation-ILO, FAO, WHO, UNESCO, UNICEF, UNFPA and UNDP.
   b) Cooperation through International Voluntary Agencies – CARE, World Vision, Red Cross/Red-Crescent Society.

8. **Administration and Coordination System of Department of Social Services:**
   a) Administrative System of Social Welfare Programmes in Bangladesh, Administrative Structure of the Department of Social Services.
   b) Coordination: Definition, Co-ordination of Social Welfare Programmes in Bangladesh, Problems of Coordination of Social Welfare Programmes in Bangladesh.
9. **Social Security:** Definition, Types and Importance. Evolution of the Concept of Social Security, Social Security Programmes in Bangladesh.

Books Recommended:

Dahiya, S. Bhagman, (ed.). (1982). *Development Planning Models.* New Delhi: Inter-India Publication.

Jansson, Brauce S. (1994). *Social Policy from Theory to Practice-Comparative Analysis.* London: Publishing Company.

Livingstone, Arthur. (1996). *Social Policy in Developing Countries.* London: Kegan Paul.

Sharma P.N. and Shastri, C. (1981). *Social Planning Concepts and Techniques.* Lucknow: Print House.

Titmuss Richard, M. (1990). *Social Policy: An Introducation,* London: Urwin Otyman.

Bmjvg, Av,m,g, byi"j ingvb, nvweeyi | (1998)| *mgvRKj¨vY bxwZ I Kg©m~Px|* XvKv: evsjv GKv‡Wgx|

wgqv, Ave`yj nvwjg| (2000)| *mœvZK mgvRKj¨vY|* XvKv: nvmvb eyK nvDR|

mvgv`, †gvt Ave`ym| (1998)| *AvaywbK mgvRKj¨vY|* XvKv: cyw_Ni|

Chowdhury, D.Paul. (1981). *A Handbook of Social Welfare.* New Delhi: Ram and Sons.

Marshall, T.H. (1970). *Social Polic.* London: Hatchinson University.

Mishro, Ramesh. (1981). *Society and Social Policy.* Heinemen Education Book.

Paper Code	Paper	Paper Title	Marks	Credits
122103	Paper-IV	Methods of Social Work	100	4

1. **Basic and Auxiliary Methods of Social Work:** Generic Principles of Social Work, Interrelatedness of Basic and Auxiliary Methods, Integration of Social Work Methods.
2. **Social Case Work:** Definition, Elements, Objectives and Characteristics, Steps of Social Case work, Basic Principles of Case Work, Social Case Work as a Problem Solving process, Scope of Social Case Work in Bangladesh, Role and Functions of Case Worker, Fields of social case work practices
3. **Social Group Work:** Definition, Elements, principles and Objectives of Social Group Work, Group dynamics, Role of Group Worker. Group Process and Group Work Process, Role and Functions of Social Group Worker, Fields of group work practices in Bangladesh.
4. **Community Social Work (Community Development and Community Organization):** Definition, Aims, Elements, Principles and Steps of Community Development and Community Organization, Role of Community Organization, Differences between Community Development and Community Organization, Scope of Community Development and Community Organization in Bangladesh.
5. **Social Welfare Administration:** Definition, Aims, Importance and Characteristics, Principles and Functions of Social Welfare Administration.
6. **Social Action:** Definition, Aims, Steps and Necessity. Application of social Action in different fields in Bangladesh.

7. **Social Work Research:** Definition, aims , objectives, Types of Social Research, Steps in Social Research, Methods of Data collection: Interviewing, Questionnaire, observation, Home visit, Group Discussion.

Books Recommended:

Bmjvg, Av,m,g, byi“j I ingvb, nvweeyi| (1998)| *mgvRKj¨vY bxwZ I Kg©m~Px|* XvKv: evsjv GKv‡Wgx|

ingvb, G,Gm,Gg AvZxKzi I ˆmq` kIKZz¾vgvb| (2002)| *mgvR M‡elYv c×wZ|* XvKv: wbD GBR|

Friedlander, W.A. (1997). *Concepts and Methods of Social Work.* New York: Prentice Hall Inc.

Hussain, N. Alauddin, M. *Introduction to Social Work Methods.* Dhaka: College of Social Welfare and Research.

Ross, Murry, G. (1955). *Community Organization: Theory and Principles.* NewYork: Brokers.

Third Year

Paper Code	Paper	Paper Title	Marks	Credits
132101	Paper-V	Social Research and Statistics	100	4

A: Social Research

1. Social Research: Meaning, Characteristics, Use and Importance. Research as a Scientific Method. Elements of Scientific Method Fact, Concept, Variables, Assumption, Hypothesis and Theory.
2. Types of Social Research: Basic or Fundamental and Applied or Operational Research, Action Research, Exploratory, Explanatory Social Work Research.
3. Methods of Social Research: i) Pre Experimental Research Survey, Case Study, Content Analysis. Ethnography, ii) Experimental Research.
4. Steps in Social Research: (i) Identification of Problem, (ii) Review of Literature, (iii) Formulation of Hypothesis (i) Research Design (v) Techniques of Data Collection, (vi) Processing and Analysis of Data, (vii) Report Writing (Presentation of Findings)
5. Limitation and Problems in Social Research in Bangladesh, Values in Relation to Social Research, Utility of Social Research in Social Work.

B: Statistic

1. Introduction: Definition, Characteristics, Functions, Scope and Importance of Statistics, Importance and uses of Statistics in Social Research and Social Work Research, Limitations of Statistics.
2. Presentation of Data: Classification, Tabulation, Frequency Distribution, Presentation of Data on Graphs and Diagram Percentage, Rate and Ratio.

3. Measures of Central Tendency: Necessity and Importance of Central Tendency, Arithmetic Mean, Geometric Mean, Harmonic Mean, Median and Mode their Computation and Application in Social Research.
4. Measures of Dispersion: Necessity and Importance of Dispersion. (i) Absolute Measures of Dispersion (Range, Quartile Deviation, Mean Deviation, Standard Deviation, Variance), (ii) Relative Measures of Dispersion (Co-efficient of Range, Co-efficient of Quartile Deviation, Co-efficient of Mean Deviation, Co-efficient of Variance), Computation and Properties, Moments, Skewness and Kurtosis.
5. Correlation and Regression Analysis: Simple Correlation, Co-efficient of Correlation, Types of Correlation, Scatter Diagram, Rank.

Books Recommended:

‡eMg, bvRwgi b~i| (1981)| *mvgvwRK M‡elYv cwiwPwZ|* XvKv: b‡jR wfD|

Admas, G.R. & Schvaneveldt, Jay D. (1985). *Understanding Research Methods*. New York: Longman.

Bailey, Kenneth, D. (1982). *Methods of Social Research,* (2nd ed.). New York: Free Press.

Blalock A.B. & Blalock M.M. (1982). *Introduction to Social Research,* (2nd ed.). New Jersey : Prentice Hall, Englewood Cliffs.

Ghose. B. N. (ed.). (1986). *Sceientific Methods and Social Research.* New Delhi: Staring Publishers.

Gupta, Santoah. (2003). *Research Methodology and Statistical Techniques,* Delhi: Deep and Deep.

Gupta, S.P. and Gupta, M. P. (1990). *Business Statistics*. New Delhi: Sultan Chand and Sons.

Mostafa, M. G. (1972). *Methods of Statistics.* Dhaka: Anwari Publication.

Paper Code	Paper	Paper Title	Marks	Credits
132103	Paper-VI	Field Work Education	100	4

1. Field Work: Meaning, Objectives, Types and Scope, Historical background, Problems and Prospects of Field work in Bangladesh.
2. Field Practice in Social Work: Criteria of field placement, Concurrent field work, Block Placement, Supervision, Nature of Students Performance.
3. Field Work Practice in Different Settings: Field work Practices in NGOs and Government Program Medical and Non Medical, Psychiatric, Correctional and Community Settings.
4. Code of Ethics in Field Work Practice, Ethical Objectives and Principles, Different Ethical Standard and Responsibilities of Social Workers to the Clients, Colleagues, Settings, Legal and Ethical Concern of Field Work With Special Reference to Bangladesh.

5. Procedures of Field Work Practice, Placement, Formulation of Assignment, Case Management, Preparing Case Study, Supervising and Monitoring Daily Work, Process Recording and Report Writing.

Books Recommended:

Raj, Bhanti. (1986). *Field Work in Social Work Perspectives*. Dhaka: Himashw Publications.

Rogers, Gayla (Ed). (1995). *Social Work Field Education: View and Visions*. Dubuque Iowa: Kendall/Hunt Pub.

Royse, David.Dhooper, Suriit Singh. and Rompf, Elizabeth Lewis. (2010). *Field Instruction: A Guide for Social Work Students,*(6th ed.). Boston: Allyn & Bacon.