

Bhakta Kavi Narsinh Mehta University, Junagadh

Syllabus

BACHELOR OF SOCIAL WORK

(Effective from June 2019)

SEMESTER - IV



Bhakta Kavi Narsinh Mehta University
Junagadh, Gujarat

BSW

Sem ester	Sr. No.	CORE, ELEC TIVE	Title of Paper	Credit	Internal Marks	Extern al/Prat ical Marks	Total Marks
IV	1	Core	Compulsory English	4	30	70	100
	2	Core	Community Organization	4	30	70	100
	3	Core	Communication and Counseling	4	30	70	100
	4	Elective	NGOs Management	4	30	70	100
	OR						
	4	Elective	Community Health and Health care Services	4	30	70	100
	5	Core	Field Work (Agency Setting)	6	--	100	100

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from June - 2019

B.S.W.

Semester – IV

Paper No –1Compulsory EnglishCredit-4

Objectives :

- To strengthen the written and spoken English proficiency of the students.
- To encourage learners in working with variety of groups by improving communication skills.

UNIT	Subjects	Teaching Method
Unit – I	Proficiency in English Grammar: • Direct Indirect Speeches	Lecture and Group Discussion
Unit – II	Proficiency in English: • Preparing resume and c.v.	Lecture and Group Discussion
Unit – III	Proficiency in English composition: • Essay writing	Lecture and Group Discussion
Unit – IV	Proficiency in English speaking: • Personal interview for jobs and admissions	Lecture and Group Discussion

References:

SR. NO.	BOOK NAME	AUTHOR NAME
1.	Spoken English & Broken English	G.B.Shaw
2.	A Practical English Grammar	Thomas and Martinet
3.	English Grammar & Composition	Wrenn & Martine
4.	High school Grammar & Composition	By wren and Martin
5.	Spoken English & Broken English	G.B.Shaw

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Paper No – 2 Community Organization Credit-4		
Objectives : • Highlight the relevance and process of community Organization as a method of social work. • To develop understanding about fundamental aspects pertaining to Community Organization. • Enhance the skills as Community Organizer.		
UNIT	Subjects	Teaching Method
Unit – I	Definition, characteristics and types of communities. Analysis of structure and functions of the community: • Urban, rural and tribal communities. Meaning and definition of community organization • Principles of community organization. • Community development: concept, meaning and its scope in India. • Historical development of community organization in UK and USA.	Lecture and Group Discussion
Unit – II	Community organization and community development in India- • Community welfare council and community welfare chest. • Strategies for understanding and establishing relationship and identifying community problems, factors affecting integration and disintegration of community life,	Lecture and Group Discussion

	Analysis of problems of marginalized groups, designing and launching of community awareness program- education and extension program	
Unit – III	Major processes in community organization: Identification and Analysis of problems, Fact finding, Contract, Planning, Implementation, Evaluation and Stabilization.	Lecture and Group Discussion
Unit – IV	Methods / techniques of community organization: - Resource Mobilization, Conflicts Resolution, Organizing Meetings. - Recording and Documentation, Participatory Rural Appraisal(PRA) - Role of community organizer	Lecture and Group Discussion

References:

SR.

NO.

BOOK NAME

AUTHOR NAME

- | | | |
|----|---|----------------------------------|
| 1. | The Community Welfare Organization | Thomas Y, Crowell, |
| 2. | Community Organization in India | Gangrade, K.D |
| 3. | Indian journal of social Work | Tata Institute of social Science |
| 4. | Community Work, | Routledge and Kegan Paul, |
| 5. | Community Organization for Social Welfare | Mcmiller, W. |

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Semester - IV

Paper No – 3 Communications and Counseling Credit-4

Objectives :

- To help to have basic understanding of Communication and Counselling.
- To enhance the skill of effective oral communication at different situations.
- To enhance the skill of effective written and visual communication development.

UNIT	Subjects	Teaching Method
Unit – I	Communication: • Meaning and importance of communication, process of communication. • Verbal & non-verbal communication, basics of communication.	Lecture and Group Discussion
Unit – II	Interpersonal communication, interviewing: • Objectives, principles of interviewing, listening, qualities of effective communicator. • Seminars, conferences, lectures, group discussions, panel discussion, symposium, workshop, role playing, report writing, letter writing, articles/ essay writing, games, street play.	Lecture and Group Discussion
Unit – III	Counselor: • Process of counseling – qualities of an effective counselor • Practical counseling skills, types of counseling – interrelationship between counseling and psychotherapy.	Lecture and Group Discussion
Unit – IV	Counselling: • Practice of counseling in family counseling centers, family courts, • Mental health centers, child guidance clinics, correctional institutions, de-addiction & rehabilitation centers.	Lecture and Group Discussion

Reference Books

No	BOOK NAME	Author Name
1	Communicating Facts and Ideas in Business	Brown Leland
2	The Basic Essentials of Counseling	DaveIndu
3	Communication Today and Tomorrow	D'souza, Y.K
4	Communication in Organizations	Fisher, Dalmar
5	Developing Communication Skills	Mohan, Krishna and Banerji, Meera
6	Legal Issues in Social Work Counseling and Mental Health	Robert, G. Madden

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Semester – IV

Paper No – 4 (Elec.) NGOs Management Credit-4

Objectives :

- To Introduced students about the Non – Government Organization and its structure
- To understand the Management of Projects individually and organizationally
- Students should be inform about the working areas of Non – Government organizations

UNIT	Subjects	Teaching Method
Unit – I	Non-Governmental Organization • History and Concept of NGO in India, • NGO Movement in India. • Legislation related to NGO, s in India: Indian Societies registration Act 1860, Indian Trust Act 1950, Indian Companies Act 1948, Foreign Contribution of Regulation Act 1976	Lecture and Group Discussion
Unit – II	NGO Types • Voluntary organization, Charity, Community based organization, Faith based organization, civil society organization, Right based organization, Relief providing organizations	Lecture and Group Discussion
Unit – III	NGO Formation: • Process of establishment of NGO, preparation of Bye Laws and Memorandum of association.	Lecture and Group Discussion
Unit – IV	NGO Management • Factors in NGO Management: Visioning and Envisioning as a Team, Capacity Building of Staff, • Conducting Performance Appraisal, NGO Culture and Social Work Ethics. Preparation of Agenda of Meeting, Writing meeting minutes, • Proceedings of meeting, Passing Resolutions, inward and out ward register, Preparation of MOU, Ledgers, registers, Vouchers, Receipts and payments, Audit Report, Structure of a project	Lecture and Group Discussion

Reference Books

BOOK NAME

NGOs and GlobalizationSarkar, Ashok
NGO as Prime moversDharmarajan, Shivani
Field work Practice in Social workSubedar

Author Name

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Semester – IV

Paper No –4(Elec.)Community Health and Health Care ServicesCredit-4

Objectives :

- To understand the concept of health & its various perspectives
- To familiarize with various health problems & its impact on communities
- To develop skills for planning and implementing community health programmes
- To study role of social workers in community health programmes

UNIT	Subjects	Teaching Method
Unit – I	Concept of Health: • Definitions, Dimensions of health, determinants of health. Holistic Health. Personal & environmental hygiene. Sanitation • Community health- definition & scope, Medical Model & Social Model	Lecture and Group Discussion
Unit – II	Concept of disease: • Epidemiology of disease, major health problems. Immunization Communicable diseases, non-communicable diseases and life style diseases	Lecture and Group Discussion
Unit – III	Health Care Services: • Preventive, Promotive, Curative & Rehabilitative aspects. Components of Primary health care. Health care services in India. Health education & communication Community based rehabilitation • Role of social worker in community health care services.	Lecture and Group Discussion
Unit – IV	Public Health Administration: • Public Health programmes in India Polio eradication programmes T.B control programme AIDS control programmes • Problems of public health in India	Lecture and Group Discussion

References:

SR.NO.	BOOK NAME	AUTHOR NAME
1.	Textbook of Social and Preventive Medicine	Park and Park
2.	Principles of Community Medicine	B Sridhar Rao
3.	Preventive and Social Medicine	Yash pal Bedi
4.	Health & Family Welfare Programmes in Developing Countries	VenkateshSrinivasan
5.	Health & Illness	Michael Senior & Bruce

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Semester – IV

Paper No –5FIELD WORK (Agency Setting)Credit-6

Objective:

- To develop capacity for observation and analyzing social realities.
- To develop an understanding of needs, problems and programmes for different target groups.
- To develop an understanding of the role of a social worker in different settings.
- To develop skills in observation, interview, recording, group discussions and Leadership.
- To develop skills in report writing and use of supervision.

UNIT	Subjects	Teaching Method
Unit – I	• Orientation to intensive field work • Placement in rural setting or urban slum setting. • Interaction with social work practitioners. • Skill training. • Individual conference. • Group conference. • Viva-voce.	Orientation Guidance by faculty members Critical analysis of observations