



**SWAMI RAMANAND TEERTH
MARATHWADA UNIVERSITY,
NANDED (M.S., INDIA)**

**SYLLABUS OF
BACHELOR OF SOCIAL WORK
(B. S. W.)**

**SECOND YEAR
(III & IV Semester)**

with effect from – JUNE 2015

**SWAMI RAMANAND TEERTH MARATHWADA
UNIVERSITY, NANDED.**

**SYLLABUS OF
BACHELOR OF SOCIAL WORK (B. S. W.)
SECOND YEAR (Semester-III)**

Paper No.	Title	Theory	Internal Ass	Total Marks
XI	SOCIAL WELFARE ADMINISTRATION	40	10	50
XII	PERSONAL AND PROFESSIONAL GROWTH	40	10	50
XIII	SOCIAL WORK RESEARCH – Part-I	40	10	50
XIV	POLITICAL ECONOMY OF DEVELOPMENT	40	10	50
XV	TRIBAL ISSUES AND DEVELOPMENT	40	10	50
	FIELD WORK PRACTICUM	–	–	50
	ENGLISH (COMPULSORY)	40	10	50
	SECOND LANGUAGE	40	10	50

with effect from June 2015.

Paper XI

SOCIAL WELFARE ADMINISTRATION

1. Social Welfare:-

- a) Meaning, Concepts & Objectives of Social Welfare Administration.
- b) Importance of Social Welfare Administration.
- c) Scope, Function and Principles of Social Welfare Administration.
- d) Philosophy of Social Welfare Administration.
- e) History of Social Welfare Administration.

2. Social Welfare Administration in India :-

- a) Structure and Functions of Central Social Welfare Board.
- b) Structure and Functions of Department of Social Justice and Impowerment. (State to District Level).

3. Organization :-

- a) Team Work
- b) Decision Making Process
- c) Communication in Administration
- d) Supervision.

4. Skill of an Administrator :-

- a) Technical Skills, Human Skills, Conceptual Skills
- b) Preparing Program Proposal, Resource Mobilisation, Time Management, Conducting Meeting.
- c) Qualities of good Administrator.
- d) Training

5. Administrative Records:-

- a) Maintenance and Utilization of Administrative Records.
- b) Budget. – Importance of Budget, Planned & Unplanned Budget.
- c) Reporting- Importance and Steps involved in Reporting.
- d) Evaluation- Importance and Methods of Evaluation
- e) Audit.

References:

- 1) AllockBebra (Ed.) Handbook of Practicle Administrative Skills, Jaico Publishing House, 1995.
- 2) Bhhattacharya Sanjay- Social Work Administration and Development, Rawat Publication, New Delhi.
- 3) Choudhari D. Paul, 1983- Social Welfare Administration, Atma Ram and Sons, Delhi.
- 4) Connaway R. S. & Gentry, 1988 – social Work Practice, New Jersey M. E., Prentice Hall (Unit-I).
- 5) Devi Ranjna- Social Welfare Models, Concepts and Theories- Omega Publication, New Delhi.
- 6) Dr. D. R. Sachdeva- Social Welfare Administration in India- KitabMahal Agencies, Sarojini Naidu Marg, Allahabad.
- 7) डॉ. डी. आर. सचदेव-भारतातीलसमाजकल्याण व समाजकल्याणप्रशासन-‘के’ सागरपब्लिकेशन, पुणे.
- 8) Govt. of India- Evaluation of Social Welfare Programmes, Encyclopedia of Social Work-Vol-1,2,3,7,9,10.
- 9) Jagannatham , C. 1978- Administration and Social Change, New Delhi, Uppal Publishing House, (Unit-I).
- 10) S. L. Goel, R. K. Jain – Social Welfare Administration, Vol-I, Deep & Deep Publications, New Delhi-110027.
- 11) S. L. Goel- Social Welfare Administration- Organisational Infrastructure, Deep & Deep Publications, New Delhi-110027.
- 12) Sharma R. D. – Social Administration, Sumit Enterprises, Darya Ganj- New Delhi-02

Paper XII

PERSONAL AND PROFESSIONAL GROWTH

1. Life Span Heredity and Environment :-

- a) Concept of Human Growth and Development.
- b) Concept of Personality Development.
- c) Stages of the life Span Perspective.
- d) Principals of Growth and Development.
- e) Methods of Studying Human Behavior.
- f) Role of Heredity and Environment – Social Customs, Tradition, Values in Parenting and Child rearing Practices, Deprivation and Development During Stages of the Life Span.

2. Theories of Human Development:-

- a) Freud's Psychosocial Theory
- b) Erikson's Psychosocial Theory
- c) Piaget's Theory of Cognitive Development

3. Human Growth:-

- a) Characteristics of Human Growth.
- b) Stages of Human Growth.
- c) Personality Development.
- d) Types of Skills.
- e) Attitude, Motivation.

4. Human Ability :-

- a) Intelligence
- b) Types of Intelligence Test.
- c) Factor theories of Intelligence.
- d) Robert Sternberg's Triarchic Theory.

5. Relevance to Social Work Practice :-

- a) Relevance of Social Work Practice across the Stages of Development, Development Needs, Tasks, Health Problems and Services.
- b) Role of Social Worker in Human Development.

References:

- 1) Baltes, P. B. (Ed.) (1978)- Life Span Development and Behaviour, New York: Academic Press, Inc.
- 2) Bronfenbrenner, U. 1979- The Ecology of Human Development, Cambridge: Harvard University Press.
- 3) Chowdary, D. P. 1992- Aging and the Aged, New Delhi: Inter-India Publications.
- 4) Dash and Dash- The Psychology of Poverty.
- 5) Garg, P. and Parikh. I. 1970- Indian Youth at the Cross- Roads: Profiles in Identity.
- 6) Gore, M. S. 1978- Changes in the Family and the Process of Sociolization in India in Anthony, E. J. and Colette, C. (Eds.) The Child in his Family. Wiley, 365-374.
- 7) Gore, M. S. – 1992- Aging and the Future of the Human Being. The Indian Journal of Social Work, 53(2), 210-219.
- 8) Kail, R. V. and Cavanagh, J. C. 1996- Human Development, Pacific Grove, CA: Brooks/ Core Publishing Company.
- 9) Kakar, S. 1979- Indian Childhood, Cultural Ideals and Social Reality, Delhi: Oxford University Press.
- 10) KakarSudhir 1978- Images of the Life Cycle and Adulthood in India, in Anthony, E. G. and Colette, C. (Eds.) The Child in his Family, Wiley, 319-332.
- 11) Kaplan, P. S. 1988- The Human Odyssey: Life-Span Development, St. Paul, West Publishing Company.
- 12) Kapur, M. 1955- Mental Health of Indian Children, Delhi: Sage Publications.
- 13) Le Francois, G. R. 1990- The Life Span, Third Edition, University of Alberta.
- 14) MundadaNisha and KhalaneShashikant, ManasshastrachiMultattve, Atharva Publication, Dhule.
- 15) Sharma, N. 1999- Adolescent Girl Child in India, News Bulletin of the Indian Council of Child Welfare.
- 16) Sheehy G. 1976- Passages: Predictable Crisis of Adult Life, New York: Bantam Books.
- 17) Smolack, L. 1993- Adult Development, New Jersey: Prentice Hall.
- 18) Veedon, R. 1993- Death in Old Age and Bereavement Counselling, Indian Journal of Social Work, 54(1), 85-92.

Paper XIII
SOCIAL WORK RESEARCH – PART-I

1. Social Work Research :-

- a) Meaning and Objectives of Research.
- b) Social Research and Social Work Research
- c) Scope and Need of Research.
- d) Characteristics of Social Research.

2. Types of Research :-

- a) Exploratory Research.
- b) Descriptive Research.
- c) Diagnostic Research.
- d) Survey and Case Study
- e) Quantitative and Qualitative Research
- f) Literature Review.

3. Formulation of Problem :-

- a) Meaning and Definition of Formulation of Problems.
- b) Factors and Process of Problem Formulation.
- c) Characteristics and Importance of Hypothesis

4. Research Design :-

- a) Meaning and Definition of Research Design.
- b) Need and Objective of Research Design.
- c) Characteristics of Research Design.
- d) Steps of Research Design.
- e) Factors of Research Design.

5. Sampling Techniques :-

- a) Meaning of Sampling.
- b) Basic Principles of Sampling.
- c) Steps of Sampling.
- d) Types of Sampling Method.

References:

1. AglawePradip, Social work Research Method and Techniques, SainathPrakashan, Nagpur, 2010
2. Coolidge, Frederick L., Statistics : A Gentle Introduction, New Delhi, Sang Publications, 2000.
3. Foster, J. J., Data Analysis Using SPSS for Windows : A beginners Guide, New Delhi, SatePublications, 1998.
4. Ghatole R. N., Sociological Research Principles and Methods, MangeshPrakashan, Nagpur, 2003
5. Jefferies J. and Diamons L., Beginning Statistics : An introcution for Social Scientists, New Delhi, Sage Publications, 2000.
6. KhairnarDilip, PragatSamajikSanshodhanPaddhatiVaSankhiki, Dimond Publication Pune, 2009
7. Padgett, Deborah, K., Qualitatie Methods in Social Work Research, New Delhi : Sage Publications, 1988.
8. Shaw, Lan and Lishman, Joyce, Evaluation and Social Work Practice, New Delhi, Sage Publications, (eds.) 1999.
9. Yin, Robert K., Case Study Research : Design and Methods, New Delhi, Sage Publications, 1994.
10. Allen Rubin, Earl Babbie, Methodology for Social Work Research, Cengage Learning India Pvt. Ltd., New Delhi, 2010.
11. C. R. Kothari, Research Methodology - Methods and Techniques, International New Age Pvt. Ltd., New Delhi.
12. D. K. Laldas, Practice of Social Research, Rawat Publications, 2000.

Paper -XIV
POLITICAL ECONOMY OF DEVELOPMENT

1. Introduction to Political Economy :-

- a) Meaning of Political Economy.
- b) Significance of the Study of Political Economy.
- c) Meaning and Characteristics of Development and Under Development.
- d) Universal Values and objectives of development.

2. Socio-Economic Order and Comparative Economic System :-

- a) Capitalism, Socialism and Mixed Economy, Their Features, Merits and Demerits.
- b) Marxian Political Economy.

3. Theories of Economic Development Globalization and its Impact on Developing Countries :-

- a) Stages of Growth Theory.
- b) Privatization, Liberalization.
- c) Role of International Financial Institutions.

4. Poverty in India A Structural Problem :-

- a) Causes, Effects and Implications.
- b) Entitlement Approach to Understanding Poverty.
- c) Remedies on Poverty.

5. Planning for Development in India :-

- a) Development Aid (Assistance) to Developing Countries a Critique.
- b) Foreign Funding Policies and strategies.

References:

- 1) Agrawal A.N. LalKundan, 1989- Economics and Development and Planning, New Delhi: Vikas Publishing House Private Limited.
- 2) Augushine, John S. (ed.) 1989- Strategies for Third World Development, New Delhi: Sage Publication.
- 3) Chakraborty, Bimal. 1996- The United Nations and the Third World, New Delhi: Tata McGraw Hill Publishing Company Limited.
- 4) Descrochers, John. 1977 –Methods of Social Analysis, Bangalore: Centre for Social Action.
- 5) Elsenhans, Hartmut. 1991- Development and Under Development; The History Economics and Politics of North South Relations, New Delhi: Sage Publication.
- 6) Nagardra, S.P. 1994-

Paper XV

TRIBAL ISSUES AND DEVELOPMENT

1. Introduction of Tribal Society :-

- a) Meaning, Concepts and Definitions of Tribes.
- b) Characteristics of Tribal Society.
- c) Classification of Tribal.

2. Tribal Issues :-

- a) Politics in Panchayat Raj.
- b) Employment Generation in Tribal Society
- c) Migration.
- d) Education.
- e) Environmental
- f) Naxlite.
- g) Malnutrition and Health Issues.

3. Different Schemes and Programmes for Tribal (Central and State Level) :-

- a) Individual Beneficiary Scheme.
- b) Group Beneficiary Scheme.
- c) Special Action Programme for Tribal Areas.
- d) Welfare Services for Tribal- Education, Health, Vocational Guidance etc.

4. National Policy for Tribal Development :-

- a) Present Status of Tribal Society and Emerging Challenge.
- b) New National Policy for Tribal.

5. Role of social worker in Tribal Development

References:

- 1 Das T. C. – A Scheme for Tribal Welfare in Applied by Anthropology in India.
- 2 Dr. Devgaonkar S. G. – Tribal Development Administration, ShriSai Publication, Nagpur.
- 3 डॉ. देवगांवकर शैलजा, डॉ. देवगांवकर श. जो. –आदिवासीविश्व, आनंदप्रकाशन, नागपूर.
- 4 गुरुनाथगाडगोंडे—भारतीय आदिवासी, कॉन्टिनेन्टलप्रकाशन, पुणे.
- 5 G. R. Madan- Indian Social Problems Vol-I & II
- 6 डॉ. कुलकर्णी शौनक. महाराष्ट्रातीलआदिवासी, डायमंडपब्लिकेशन्स, पुणे.
- 7 श्रीमतीमंजू शर्मा—भारतमेसामाजिकसंरचना एवंजनजातिया—राजपब्लिशिंगहाऊस, जयपूर.
- 8 डॉ. प्रदिपआगलावे—आदिवासीसमाजाचेसमाजशास्त्र, श्री. साईनाथप्रकाशन, नागपूर.
- 9 Singh K. S. – The Scheduled Tribes, Oxford University Press, New York.
- 10 Thakur R. N. – Social Matrix of a Tribal Village, Archives Books, New Delhi.

Assessment of Theory Paper for B.S.W. IIIrd Semester

Assessment of theory paper of B.S.W. IIIrdSem. for both the semester will be consist of total 50 marks, for each theory paper total 07 paper (Including total 05 theory paper + compulsory English + S. L.). Out of which 40 marks will be for each theory paper theory paper will be consist of 03 compulsory long questions and one short note question including options. Each long question will carry 10 marks total 30 marks and each short note will carry 05 marks total 10 marks.

Remaining 10 marks will be allotted for internal assignment i.e. class seminar which will be based on concerned theory paper content and assessment will be internal, out of which 05 marks will be allotted for seminar paper and 05 marks for its presentation.

SOCIAL WORK PRACTICUM

Field work practicum for B.S.W. IIIrd sem. will be consisting of total 50 marks. Placement for concurrent field-work will be done particularly in various ideal Welfare / Social Welfare Services, Govt., Non-Govt. Institution etc.

There should be a separate field work co-ordinator for each class and under his / her guidance every activity of field work practicum must be completed.

The Structure of Merit Weight. Of Various Components of Social Work Practicum shall be as follows.

Sr. No	Activity	Maximum Marks
1	Field Work Practicum	30
2	Field Work (Seminar)	10
3	Internal Viva-Voca	10
	Total	50

Objectives of Concurrent Field-Work (Third Semester)

- i) To develop knowledge in the field of education set-up.
- ii) To develop a critical Consciousness about the realities, problems and administration in school set-up and various social work welfare government and non government institutions .
- iii) To develop sensitivity towards the problems / issues such as child right, child abuse etc.
- iv) To develop an problem-solving approach in this specific set-up.
- v) To develop an intervention skills in relevance to problems prevailing in the school set-up.

**SWAMI RAMANAND TEERTH MARATHWADA
UNIVERSITY, NANDED.
SYLLABUS OF
BACHELOR OF SOCIAL WORK (B. S. W.)
SECOND YEAR (Semester-IV)**

Paper No.	Title	Theory	Internal Ass	Total Marks
XVI	WELFARE OF WEAKER SECTION	40	10	50
XVII	SOCIAL WORK PROFESSION	40	10	50
XVIII	CRIME AND CORRECTION	40	10	50
XIX	URBAN COMMUNITY DEVELOPMENT	40	10	50
XX	SOCIAL WORK RESEARCH – PART-II	40	10	50
	FIELD WORK PRACTICUM	–	–	50
	ENGLISH (COMPULSORY)	40	10	50
	SECOND LANGUAGE	40	10	50

with effect from June 2015.

Paper XVI

WELFARE OF WEAKER SECTION

1. Introduction to Weaker Section :-

- a) Concept of Weaker Section.
- b) Historical Review of social disabilities in India- Women, Children, Physically and Mentally Handicapped.

2. Status and problems of Weaker Section :-

- a) Present Status of SC, ST, Denotified Community and Children in India.
- b) Health, Nutrition, Employment and Economical Status of Weaker Section.
- c) Problems Related to Weaker Section.

3. Social Enequality:-

- a) Nature and consequences of social inequality in different cultures i.e Urban, Rural , Tribal.
- b) Concept of disadvantaged, Types of disadvantaged.
- c) Impact of social enequality on socially disadvantaged.

4. Constitutional Provision for Weaker Section :-

- a) Fundamental Rights and Duties, Special Privileges for SC, ST, Backward Classes, Women Children and Minorities.
- b) Directives Principles of State Policy.
- c) Reservation Policy for Weaker Section.

5. Promoting Welfare Service :-

- a) Structure and Function of Commissions and their Role towards Development.
- b) Women, Children Scheduled Caste, Scheduled Tribe, OBC and Minorities.
- c) Role of Voluntary Agencies in Promoting Welfare of such Groups of Weaker Section.

References:

- 1) Dabra G. D. – Development of Weaker Section, Inter India Publications, New Delhi, 1984.
- 2) Govt. of India- Constitution of India.
- 3) Govt. of India- Annual Report of the Commission for SC and ST.
- 4) Govt. of India- Social Legislation in India.
- 5) Ishwari Prasad- Reservation Action for Special Equality, Criterion Publications, New Delhi, 1986.
- 6) Madan G. R.- Indian Social Problems- Vol- I & II, Third Edition, Allied Publisher Pvt. New Delhi.
- 7) Vakil A. K. – Reservation Policy and SC in India, Ashish Publishing House, New Delhi.
- 8) भारतीय समाजविज्ञानकोष—संपादक—गर्गे स. मा., प्रकाशक—संचालकसमाजविज्ञानमंडळ 'ज्ञानेश' १७०५/४, शिवाजीनगर, पुणे—४११००४.
- 9) डॉ. सचदेवडी. आर. —भारतातीलसमाजकल्याण व समाजकल्याणप्रशासन— के सागरपब्लिकेशन्स, पुणे.

Paper XVII

SOCIAL WORK PROFESSION

1. Introduction of Professional Social Work :-

- a) Concept and Definition of Professional Social Work.
- b) Objectives of Professional Social Work and Functions.
- c) Principles of Professional Social Work.
- d) Social Work as a Profession – Present Status in India.

2. Concepts and Characteristics of :-

- a) Social Reforms.
- b) Social Security.
- c) Social Action.
- d) Social Insurance.
- e) Social Development.

3. History of Social Work Profession :-

- a) History of Social Work in India.
- b) Historical Development of Social Work Education in India.
- c) Professional Social Work Education in Maharashtra.

4. Values and Ethics in Professional Social Work :-

- a) Basic Assumptions of Social Work.
- b) Values in Professional Social Work.
- c) Code of Professional Ethics.
- d) Manifesto of Social Work Ethics- 2002.

5. Professional Social Worker :-

- a) Attributes of Social Worker.
- b) Skill and Techniques for Social Worker.
- c) Challenges for Social Work Professionals.
- d) The Qualities of Professional Social Worker.

References:

- 1) Bhatra, Nitin-2004, Dynamics of Social Work in India- Raj Publishing House, Jaipur.
- 2) Desai Murali- Ideologies and Social Work- Rawat Publication, Jaipur.
- 3) David Cox & Manohar Pawar- International Social Work: Issues, Strategies and Programmes – Vistar Publication Pvt., New Delhi.
- 4) Frederic Reamer- Social Work Values & Ethics- Rawat Publication, Jaipur.
- 5) Feibleman J. K. – 1986, Understanding Philosophy – A Popular History of Ideas- New York, Souvenir Press.
- 6) Nanda Pangul- Barhatte- Social Work Ideology Theory & Practice- R. B. Publication, Nagpur.
- 7) Sachdev Dr. R. – Social Welfare in India and its Administration- K. Sagar, Pune.
- 8) Tanksale P. – Vyavasayik Samajkarya Sankalpana Ani Sidhantha- Shri Sainath Prakashan, Nagpur, 2000

Paper XVIII

CRIME AND CORRECTION

1. Concept of Crime :-

- a) The Concept and Meaning of Crime.
- b) Classification of Crime.
- c) Characteristics of Crime.
- d) Crime, Criminal and Criminology.

2. Sociological Theory of Crime:-

- a) Sociological Theory of Criminal Behavior.
- b) Multiple Factors Approaches to Crime Causation.

3. Punishment and Correctional Methods :-

- a) Punishment Theories: Retributive, Deterrent, and Preventive.
- b) Reformatory Theory.
- c) Correctional Methods: Prison Based, Community Based, Probation, Parole, Open Prison.

4. Judiciary:-

- a) Criminal Procedure Code.
- b) Role of Police in Child Crime and Correction
- c) Indian Judicial System.

5. Correctional Techniques:-

- a) Preventive and Curative Measures.
- b) Role of Social Worker in Correctional Administration.
- c) Crime - Spirituality and Yoga therapy

References:

- 1) Ahuja Ram- Criminology Published by PremRawat for Publication, Jawahar Nagar, Jaipur.
- 2) Chakrabathi N. K. – Juvenile Justice, Deep and Deep Publication Pvt. Ltd., New Delhi, 1999.
- 3) KulkarniShilpa- Crime and Society, Diamond Publication, Pune.
- 4) Martin R. Haskell and Lewis Yabolonsky- Criminology: Crime of Criminality, R and McNally College Publication Co. Chicago.
- 5) Pankaj J. J. and S. D. Gokhale – Crime and Corrections in India, Rate Instute of Social Sciences, Bombay,1989.
- 6) Paranjape N. V. – Criminology and Pinology- Central Law Publication, Allahabad, 2000.
- 7) RatanlalDhivajlal- The Indian Penal Code, Wardha and Co-Agra Act XLV at 1860.
- 8) Russel on Crime: Vol I & II Strevens and Son's, London.
- 9) Shrivastava S. S. – Criminology Criminal Administration- Central Law Agency, Allahabad, 1996.
- 10) Sharma K. Rajendra- Criminology and Pinology, Atlantic Publisher and Distributor, Delhi, 1998.
- 11) Sirohi J. P. – Criminology and Crime Administration, Allahabad Law Agencies.

Paper XIX

URBAN COMMUNITY DEVELOPMENT

1. Urban Community :-

- e) Meaning, Concept and Characteristics of Urban Community.
- f) Origin and Development of Urban Community.
- g) Stages of Development of the Cities.

2. Problems of Urban Community :-

- c) Problems of Urban Community.
- d) House Wives, Employed Women.
- e) Problems of Housing Poverty.
- f) Environmental Issues.

3. Statutory Provisions:-

- a) The Constitution 74th Amendment Act-1992.
- b) Municipal Act-2001
- c) Local Self Govt. – Structure and Function.

4. Policies and Programmes :-

- d) Policies Related to Urban Slums.
- e) Policies Related to Urban Development.
- f) Govt. Programme for – Women, children, Needy and Poverty Eradication.
- g) Urban Development Schemes- JNNURM (Jawaharlal Nehru National Urban Renewal Mission) Schemes for Housing.

5. Role of NGO and C. S. R. :-

- c) Role of NGO for Urban Development.
- d) Contribution of Corporate Social Responsibility.
- e) Role of Municipal Corporation.

References:

- 1) AglavePradeep- Rural and Urban Sociology- Sainath Publication, Nagpur.
- 2) D. Vasudevrao – Urban Development Problems- Lancers Book’s, New Delhi.
- 3) Kachole D. D.- Urban Sociology- Kailash Publication, Aurangabad.
- 4) Marshall B. Clinard- Slums and Community Development Experiments in Self-Help- The Free Press, New York.
- 5) Madan G. R. – Indian Social Problems.
- 6) Memoria C. B. – Social Disorganisation and Social Problems.
- 7) Nagpaul Hans- Social Work in Urban India.
- 8) R. Ramchandra- Urbanisation and Urban System in India, Oxford University Press, Mumbai, 1991.
- 9) Sudha Mohan- Urban Development New Localism – Rawat Publications- Jaipur,2005.

Paper XX
SOCIAL WORK RESEARCH – PART-II

1. Data Collection :-

- a) Meaning and Characteristics of Data.
- b) Types of Data Collection.
- c) Observation – Definition and Types of Observation.
- d) Processing of Data

2. Interview :-

- a) Meaning and Characteristics of Interview.
- b) Objectives of Interview.
- c) Types of Interview.
- d) Steps of Interview.
- e) Merits of Interview.

3. Questionnaire and Interview Schedule :-

- a) Types of Questionnaire
- b) Techniques of Constructing Questionnaire
- c) Types of Interview Schedule.
- d) Process of Preparing Interview Schedule.
- e) Steps of Interview Schedule.

4. In Social Work Research:-

- a) Statistics-Mean, Mode, Median (Its importance)
- b) Master sheet
- c) Tabulation and Codification
- d) Classification of Data
- e) Process of Analysis and Interpretation

5. Research Report :-

- a) Objective of Research Report.
- b) Content of Report.
- c) Problems of Preparing the Report.
- d) Project Proposal (Need Based)
- e) Conclusion
- f) Attributes of Good Researcher

References:

1. AglawePradip, Social work Research Method and Techniques, SainathPrakashan, Nagpur, 2010
2. Coolidge, Frederick L., Statistics : A Gentle Introduction, New Delhi, Sang Publications, 2000.
3. Foster, J. J., Data Analysis Using SPSS for Windows : A beginners Guide, New Delhi, SatePublications, 1998.
4. Ghatole R. N., Sociological Research Principles and Methods, MangeshPrakashan, Nagpur, 2003
5. Jefferies J. and Diamons L., Beginning Statistics : An introcution for Social Scientists, New Delhi, Sage Publications, 2000.
6. KhairnarDilip, PragatSamajikSanshodhanPaddhatiVaSankhiki, Dimond Publication Pune, 2009
7. Padgett, Deborah, K., Qualitatie Methods in Social Work Research, New Delhi : Sage Publications, 1988.
8. Shaw, Lan and Lishman, Joyce, Evaluation and Social Work Practice, New Delhi, Sage Publications, (eds.) 1999.
9. Yin, Robert K., Case Study Research : Design and Methods, New Delhi, Sage Publications, 1994.
10. Allen Rubin, Earl Babbie, Methodology for Social Work Research, Cengage Learning India Pvt. Ltd., New Delhi, 2010.
11. C. R. Kothari, Research Methodology - Methods and Techniques, International New Age Pvt. Ltd., New Delhi.
12. D. K. Laldas, Practice of Social Research, Rawat Publications, 2000.

SOCIAL WORK PRACTICUM

Field work practicum for B.S.W. IVth sem. will be consisting of total 50 marks. Placement for concurrent field-work will be done particularly in various ideal Welfare / Social Welfare Services, Govt., Non-Govt. Institution etc.

There should be a separate field work co-ordinator for each class and under his / her guidance every activity of field work practicum must be completed.

The Structure of Merit Weight. Of Various Components of Social Work Practicum shall be as follows.

Sr. No	Activity	Maximum Marks
1	Field Work Practicum	30
2	Field Work (Seminar)	10
3	Internal Viva-Voca	10
	Total	50

Objectives of Concurrent field-work (Fourth Semester)

- i) To develop knowledge in the field of education set-up.
- ii) To develop a critical Consciousness about the realities, problems and administration in school set-up and various social work welfare government and non government institutions.
- iii) To develop sensitivity towards the problems / issues such as child right, child abuse etc.
- iv) To develop an problem-solving approach in this specific set-up.
- v) To develop an intervention skills in relevance to problems prevailing in the school set-up.
