

# Department of Social Work

## Category I

## Semester- III

BA((Honours) Social work

### DISCIPLINE SPECIFIC CORE COURSE -7 (DSC-7) – : WORKING WITH INDIVIDUALS

#### CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
<b>WORKING WITH INDIVIDUALS DSC 7 SW301</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>12<sup>th</sup> Pass</b>	<b>NIL</b>

#### Learning Objectives

The Learning Objectives of this course are as follows:

- To learn to critically analyse problems of individuals & families and factors affecting them
- To develop understanding of the basic concepts, skills, tools, techniques and process of social case work as a method of social work
- To strengthen ability of establishing and sustaining a professional relationship with the client

#### Learning outcomes

At the end of the semester, the student will be able to

- Reflect the practical understanding of the process, tools, techniques required for working with individuals and families

- Demonstrate the skills sets required for working with individuals using social casework process
- Demonstrate critical assessment of the real-life situations and gain confidence to apply social casework method in the various settings

## SYLLABUS OF DSC-7

<b>Unit I: Introduction to Social Casework</b> <b>Unit Description:</b> This unit will provide a conceptual understanding about social casework. The unit will also detail principles and process used in social casework.	<b>15 Hours</b>
<b>Subtopics:</b> <ul style="list-style-type: none"> <li>• Concept of social casework: meaning, evolution, nature and objectives</li> <li>• Philosophical assumptions and principles of social casework</li> <li>• Components of social casework: person, problem, place and process</li> </ul>	
<b>Unit II: Understanding Clients</b> <b>Unit Description:</b> This unit will give an opportunity to the students to learn the human needs, problems, real-life dynamics. The unit discuss challenges in role performance and coping mechanisms.	<b>15 Hours</b>
<b>Subtopics:</b> <ul style="list-style-type: none"> <li>• Human needs and problems faced by individuals and families; individual differences, needs and coping-defense mechanisms</li> <li>• Factors impacting personality development of individuals</li> <li>• Concept of social role and factors affecting role performance</li> </ul>	
<b>Unit III: Tools, Techniques and Skills of Social Casework</b> <b>Unit Description:</b> This unit will introduce the students to the various tools, techniques and skills of social casework. The unit will also cover the significance of worker-client relationship.	<b>15 Hours</b>
<b>Subtopics:</b> <ul style="list-style-type: none"> <li>• Worker-client relationship and use of authority</li> <li>• Casework tools: listening, observation, interview and home visits, counselling.</li> <li>• Skills of casework: communication, resource mobilization, rapport building, networking, referral and casework recording</li> </ul>	
<b>Unit IV: Application of Social Casework Process</b> <b>Unit Description:</b> This unit will engage the students in various practice-learning activities related to approaches, phases and casework practice in different settings.	<b>30 Hours</b>

<p><b>Subtopics:</b></p> <ul style="list-style-type: none"> <li>• Approaches to casework: Psycho-social, Problem Solving, Ecological, crisis intervention, Behaviour Modification and Eclectic</li> <li>• Phases of casework process: study, assessment, intervention, termination, follow-up and evaluation</li> <li>• Casework practice in different settings: family, school, community (prepare any one case report)</li> </ul>	
---	--

**Practical component (if any) – Unit IV application based 30 hours**

### **Essential Readings**

- Mathew, G. (1992). *An Introduction to Social Casework*. Bombay: Tata Institute of Social Sciences.
- Singh, A. P. & Girotra, T. (2018). *Case Records in Social Work*. Lucknow, India: Rapid Book Service.
- Skidmore, R.A. & Thakhary, M.G. (1982). *Introduction to Social Work*. New Jersey: Prentice Hall.
- Upadhayay, R K. (2003). *Social Case Work: A Therapeutic Approach*. Jaipur: Rawat Publications.
- Robert, W. R. & Nee., R. H. (1970). *Theories of Social Casework*. University of Chicago Press

### **Suggested Readings**

- Beistek, F.P. (1957). *The Casework Relationship*. Chicago: Loyola University Press.
- Hamilton, G. (1956). *Theory and Practice of Social Casework*. New York: Columbia University Press.
- Pearlman, H.H. (1957). *Social Casework: A Problem Solving Process*. Chicago: The University of Chicago Press.
- Timms, N. (1964): *Social Casework: Principles and Practice*. London: Routledge and Kegan Paul.
- Werner, H.D. (1965). *A Rational Approach to Social Casework*. New York: Association Press.
- Younghusband, E. (1966). *New Development in Casework*. London: George Allen and Unwin.

**Note: Examination scheme and mode shall be as prescribed by the Examination Branch, University of Delhi, from time to time.**

## DISCIPLINE SPECIFIC CORE COURSE – 8 (DSC-8): WORKING WITH GROUPS

### Credit distribution, Eligibility and Prerequisites of the Course

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
<b>WORKING WITH GROUPS DSC 8 SW302</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>12<sup>th</sup> Pass</b>	<b>NIL</b>

### Learning Objectives

The Learning Objectives of this course are as follows:

- To develop understanding of group work as a method of social work.
- To develop knowledge, skills and techniques to be used by the social worker in groups.
- To understand the significance of groups as an instrument of change

### Learning outcomes

At the end of the semester the students will be able to

- Learn the basic concept of social group work and learning to handle emerging dynamics.
- Demonstrate skills in group formation, development and techniques used by social workers with different groups.
- Gain confidence in application of various concept of social group work in field work settings

## SYLLABUS OF DSC- 8

<b>Unit I : Introduction to Social Group Work</b> <b>Unit Description:</b> The unit will introduce the concept of social group work and its process. The unit will also cover various models used in group work practice.	<b>15 Hours</b>
<b>Subtopics:</b> <ul style="list-style-type: none"> <li>• Groups in social work: types, characteristics and significance</li> <li>• Concept of group work: meaning, evolution, nature and principles</li> <li>• Models of group work practice: Remedial, Reciprocal, Social Goal, Mutual Support/Self-Help, Task and Treatment Group</li> </ul>	
<b>Unit II: Skills and Techniques of Social Group Work</b> <b>Unit Description:</b> The unit will introduce skills and techniques used in social group work. The unit will also demonstrate the significance of programme planning and use of programme media in social group work.	<b>15 Hours</b>
<b>Subtopics:</b> <ul style="list-style-type: none"> <li>• Skills in group work: facilitation, group communication, analytical thinking, leadership building and recording in group work</li> <li>• Techniques of group work: group counselling, group discussion, group decision-making, group therapy</li> <li>• Programme planning and use of program media in social group work</li> </ul>	
<b>Unit III: Group Behaviour and Dynamics</b> <b>Unit Description:</b> This unit will introduce group behaviour and process of conflict resolution in group work setting. The unit will also focus on various stages of group development and associated dynamics.	<b>15 Hours</b>
<b>Subtopics:</b> <ul style="list-style-type: none"> <li>• Group behaviour: Interaction patterns, emergence and resolution of conflict situations</li> <li>• Stages of group development: Planning, formation/beginning, middle/intervention, ending/termination</li> <li>• Group process and dynamics: determinants, indicators and outcomes, leadership and role of group worker</li> </ul>	
<b>Unit IV: Application of Social Group Work Practice</b> <b>Unit Description:</b> This unit will give exposure to practical implementation of group formation and development in real life situations.	<b>30 Hours</b>

<p><b>Subtopics:</b></p> <ul style="list-style-type: none"> <li>• Practical implementation of group development stages with one group in a social setting</li> <li>• Evaluation and Recording in group work practice</li> <li>• Application of group work with different groups: children, adolescents, women and persons with disability</li> </ul>	
--	--

**Practical component (if any) – Unit IV application based 30 Hours**

**Essential readings**

- Crawford, K., Price, M. & Price, B. (2014). Group work Practice for Social Workers. London: Sage Publications.
- Douglas, T. (1972). Group Processes in Social Work: A Theoretical Synthesis. Chichester: John Wiley & Sons.
- Garvin, C. D. & Gutiérrez, L. M. & Galinsky, M. J. (2004). Handbook of social work with groups. New York: Guilford Press.
- Geoffrey, L.G. & Ephross, P.H. (1997). Group Work with Population at Risk. New York: Oxford University Press.
- Konopka, G. (1963). Social Group Work: A Helping Process. Eaglewood Cliffs: Prentice. 65
- Phillips, H.U.. (1957). Essentials of Social Group Work Skills. New York: Association Press.
- Siddiqui, H.Y. (2008). Group Work: Theories and Practices. Jaipur: Rawat Publications
- Trecker, H.B. (1972). Social Group Work: Principles and Practice. New York: Association Press.
- Toseland, R.W. & Rivas, R. (1984). An Introduction to Group Work Practice. New York: MacMillan.
- Trevithick, P. (2016). Group work: A Handbook of Effective Skills and Interventions. New York: McGraw-Hill Education
- Wilson, G. & Ryland, G. (1949). Social Group Work Practice. Cambridge, Houghton: Mifflin Company.

**Suggested Readings**

- Balgopal, P.R. & Vassil, T.V. (1983). Groups in Social Work: An Ecological Perspective. New York: Macmillan.
- Benson, J.F. (1987). Working More Creatively with Groups. New York: Tavistock Publication.
- Brown, A. (1994). Group Work. Hampshire: Ashgate.
- Chowdhary, R. (2013). Samajkarya Prakiya. Delhi: The Bookline Publications.
- Lindsay, T. & Orton, S. (2014). Groupwork Practice in Social Work. Exeter: Sage Publications.
- Sondra B. & Camille P. R. (2016). Group Work: Skills and Strategies for Effective Interventions: Binghamton. New York: Haworth Press.

**Note: Examination scheme and mode shall be as prescribed by the Examination Branch, University of Delhi, from time to time.**

**DISCIPLINE SPECIFIC CORE COURSE– 9 (DSC-9): FIELD WORK PRACTICUM- III**

**Credit distribution, Eligibility and Pre-requisites of the Course**

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
<b>FIELD WORK PRACTICUM III</b> <b>DSC 9 SW 303</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>12<sup>th</sup> Pass</b>	<b>NIL</b>

**Learning Objectives**

The Learning Objectives of this course are as follows:

- To provide an opportunity to practice the methods of working with individuals, families and groups
- To learn to make use of professional relationship and referrals to deal with human problems and to imbibe the ethics and values of social work profession
- To develop an ability to narrate experience/learning, assessment of services & resources and participate in service delivery.

**Course Outcomes:**

At the end of the semester, the students will be able to:

- Develop learning plan of action and execute them in the field practice.

- Develop sensitivity towards the needs and problems of individuals, families and groups to work with them in the most efficient manner.
- Develop professional attitude conducive to deal with various problems by making use of supervisory guidance and strengthen skills of writing field work records

## **SYLLABUS OF DSC-9**

### **Tasks/Activities: 120 hours**

1. Perform the assigned tasks during scheduled concurrent field work. The field work agency will remain the same in an academic year. Every student will be assigned a College supervisor for personalized learning and mentoring throughout the academic year.
2. Field work includes- observation visits, orientation programmes, task-based field visits, individual conferences/ mentoring, group conference scientific or experienced based paper presentation, report writing, critical discussion of the reports, workshops, seminars and skill-oriented sessions. Direct field work hours have to be 120 hours in a semester.
3. Establish contact and develop rapport with the agency personnel & volunteers, individuals, families and groups and perform the assigned tasks during concurrent field work.
4. Work with individuals, families and groups alongwith volunteers, paraprofessionals/outreach workers in the agency and/or community and deal with cases (2-3), work with families (3-4) and form group/s.
5. Work with volunteers, para-professionals/outreach workers in the field work agency such as - non-governmental organisations (NGOs) or voluntary organisations (VOs) and governmental organisations (GOs); and/or community.
6. Student will perform the agency-based field work tasks assigned by the respective Agency Supervisor.
7. Regular reporting to all concerned persons (both at agency and college level) during scheduled field visits, meetings and supervisory/individual conferences to seek regular guidance. Minimum 80% of attendance is required in each components of field work.
8. Prepare daily report in prescribed format and submit to the college supervisor on weekly basis. Prepare learning plan, agency/community profile in a timely and appropriate



manner to both the College and Agency Supervisor. Students will engage in 3 hours of report writing per week.

9. The students must get the reports checked during the scheduled Individual Conference (IC) with the college supervisor on weekly basis. Attend Group conferences (GC), prepare group conference paper in consultation with college supervisor, thus learning the roles of presenter, chairperson, and recorder. The individual mentoring (IC & GC) to students by the college supervisor will include 1 hour per week.
10. Attend skill development workshops in which the values, principles, methods, techniques, tools etc. are translated into practice skills, i.e. “learning by doing”. The skill workshop will target: (i) Role Plays; (ii) Use of motivational songs and other interactive visual media; (iii) Preparation for street plays including script writing/street theatre; (iv) Simulation exercises; (v) Films screening; (vi) Practice of counselling techniques; (vii) Practice of participative techniques; (viii) Communication; (ix) Mock interviews; and (x) Strategic planning for advocacy.
11. The students are required to submit self-evaluation report in the prescribed format for term end examination. Field work practicum follows continuous evaluation by the supervisor.

### **Practical component (if any) – 100% Field work**

(Direct field work: 120 hours, field work mentoring & report writing: 60 hours)

### **Essential Readings**

- Bhanti, R. (1996). *Field Work in Social Work Perspective*. Udaipur: Hiamanshu Publications
- Brown, S.C. & Gloyne, E.R. (1966). *The Field Training of Social Workers: A Survey*. London: George Allen and Unwin Ltd
- Dash, B.M. & Roy, S. (2020). *Field Work Training in Social Work*. London: Routledge
- Doel, M., Shardlow, S. M., & Johnson, P. G. (2011). *Contemporary Field Social Work: Integrating Field and Classroom Experience*. Thousand Oaks, CA: Sage.
- Garthwarf, E. (2005). *The Social Work Practicum*. Boston: Pearson Education.
- Roy, S. (2012). *Field Work in Social Work*. Jaipur: Rawat Publication
- Singh, R. R. (1985). *Field Work in Social Work Education*. New Delhi: Concept Publishing Company.
- Singh, A.P. & Girotra, T. (2018). *Case Records in Social Work*. Lucknow, India: Rapid Book Service.

- Singh, A.P. (2017). *Strengthening Field Work in Social Work Education*. Lucknow, India: Rapid Book Service.
- Subhedar, I. S. (2001). *Field Work Training in Social Work*. New Delhi: Rawat Publications.

#### **Suggested Readings**

- Verma, R.B.S. & Singh, A.P. (2013). *Standard Manual for Field Work Practicum in Social Work*. Lucknow, India: New Royal Book Company.
- Tsui, M. S. (2005). *Social Work Supervision: Contexts and Concepts*. New Delhi: Sage Publications.

**Note: Examination scheme and mode shall be as prescribed by the Examination Branch, University of Delhi, from time to time.**

## **COMMON POOL OF GENERIC ELECTIVES (GE) COURSES**

### **GENERIC ELECTIVES (GE-5): PERSONS WITH DISABILITY AND SOCIAL WORK**

#### **Credit distribution, Eligibility and Pre-requisites of the Course**

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course
		Lecture	Tutorial	Practical/ Practice		
<b>PERSONS WITH DISABILITY AND SOCIAL WORK GE 5 SW 311</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>12<sup>th</sup> Pass</b>	<b>NIL</b>

#### **Learning Objectives**

The Learning Objectives of this course are as follows:

- To understand the concept of disability, needs and challenges of persons with disability (PWDs)
- To familiarize students with various government departments and other non-profit organisations working with PWDs