

# NATIONAL UNIVERSITY



## Syllabus Department of Social Work

One Year Preliminary to Master's Course  
Effective from the Session: 2016-2017

# National University

Subject: Social Work

Syllabus for One-Year Preliminary to Master's Course

Effective from the Session: 2016-2017

Paper Code	Paper Title	Credits
412101	History and Philosophy of Social Work	4
412103	Society and Culture	4
412105	Human Behaviour in Social Environment	4
412107	Human Psychology and Social Work	4
412109	Social Work: Concepts and Methods	4
412111	Social Problem Analysis	4
412113	Social Development: Policy, Planning and Services	4
412115	Social Research and Statistics	4
412116	Field Practicum & Viva-voce	4
	<b>Total=</b>	<b>36</b>

## Detailed Syllabus

<b>Paper Code:</b>	<b>412101</b>	<b>-----</b>	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>History and Philosophy of Social Work</b>			

- 1. Historical background of Social Work in the UK:** Early charities in England, poor laws, charity organization society (COS). settlement movement, poor law commission of 1905, Beveridge report and the social security programmes in England.
- 2. Historical and professional evolution of social work in the U.S.A and Canada**
- 3. Social welfare practices during ancient and the medieval period in undivided India.**
- 4. Evolution of social work education in Indian sub-continent**
- 5. Social Work:** Objectives, Values, Principles and ethical issues.
- 6. Social Work and Philosophy:** Religious and social context, contribution of major religions (i.e. Islam, Hinduism, Christianity and Buddhism) to the development of social work values, social thought and social work: ideal state, utopia, liberalism, socialism (social democracy and Marxism) and welfare state.
- 7. Industrial Revolution:** Impact of industrial revolution on social welfare and social work, the process of industrialization and the spread of social work education and profession.

### Book Recommended :

Charles, Z. (2000). *Introduction to social work and social welfare*. Belmont Thomson.

Morales, A. T., & Shafor, B. W. (1992). *Social Work - A Profession of Many Faces*.

Singapore: Allyn & Bacon.

Reisch, M., & Gambrill, E. (ed.) (1997). *Social Work in the 21st Century*, . Californial: Pine Farge Press.

উদ্দিন, আহমেদ আয়েশ (ed.) (১৯৭৮)। *রাষ্ট্রচিন্তা পরিচিতি- প্লেটো থেকে মার্কস*. ২য় সংস্করণ. ঢাকা: আইডিয়াল লাইব্রেরী।

<b>Paper Code</b>	<b>412103</b>	<b>-----</b>	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>Society and Culture</b>			

- 1. Sociological concepts:** Society, Social change, Family, Religion, Marriage, Norms and values, Crime and punishment, Deviance, understanding social situation.
- 2. Types of human society:** Hunting, fishing, pastoral societies. primitive societies, characteristics of primitive society, magic, religion, food gathering society.
- 3. Culture and society:** Cultural diversity, ethnocentrism, Cultural Lag and cultural conflict.
- 4. Factors affecting social life:** Geography, heredity, culture, group of social factors.
- 5. Socialization and class structure, classification of social stratification, slavery, caste, estate.** Theories of Durkheim, August comte, Karl Marx, Max Weber and others.
- 6. Social mobility in Urban and Rural Area; Social Control:** Concepts, Techniques, Types and Agencies of social control.
- 7. Ethnicity and Race:** Ethnic group, Minorities and Race in Rural society; Indigenous and Marginalized communities in Bangladesh; Social work intervention for indigenous and marginalized peoples in Bangladesh.

**Books Recommended:**

Bottomore. T. B. (1964). *Introduction to sociology*, London: George Allen Unwin.

Giddens, Anthony. (2005). *Sociology*. Cambridge: U.K Polity Press.

করিম, নাজমুল। (১৯৮৪)। *সমাজবিজ্ঞান সমীক্ষণ*। ঢাকা: নওরোজ কিতাব বিতান।

<b>Paper Code</b>	<b>412105</b>	<b>-----</b>	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>Human Behaviour in Social Environment</b>			

1. **Process of Human Growth and Development:** Principles and States – Physical, Emotional, Intellectual and Social.
2. **Influence of Heredity and Environment on Growth and Development:** Genetic and other Biological Factors, Birth and other Developmental hazards, Social and Emotional Environment, Gender Discrimination, Child Abuse and their Impact on behaviour.
3. **Biological Bases of Behaviour:** The Nervous System and the Endocrine System.
4. **Influencing Factors of Behaviour:** Illness, Physical Disability, Intellectual Retardation, Family Disorganization, Institutional Services and Poverty.
5. **Nutrition:** Effect of Protein, Carbohydrate, Fat, Vitamins and Mineral on Growth and Development, Malnutrition, Balanced Diet and Food Practice in Bangladesh.
6. **Stress and Deviant Behaviour:** Meaning and Sources of Stress, Impact of Stress on Behaviour, Stress management, Deviant Behaviour and Psychosomatic Disorder.
7. **Adjustment:** Meaning, Determinants and Process of Psycho-Social Adjustment, problems in Adjustment.
8. **Personality:** Meaning and Factors of Personality, Freud's Psycho-Analytic Theory, Erickson's Psycho-Social Development Theory, Dollard and Miller's learning Theory and Their Implications in Understanding Human Behaviour.
9. Application of the Knowledge of Human Growth, Development and Behaviour in Social Work Practice.

**Books Recommended:**

Harlock, E.B. (1978) *Personality Development*. New York: Mac-Graw Hill. Co.

Johrnyon, R.C & Medinrus, Gene R. (1965). *Child Psychology: Behavior and Development*. New York: John Wiley and Sons.

বানু, সুলতানা। (২০০৩)। *বিকাশ মনোবিজ্ঞান (১ম খন্ড)*। ঢাকা: বাংলা একাডেমী।

সরকার, নীহার রঞ্জন (১৯৯১)। *মনোবিজ্ঞান ও জীবন*। ঢাকা: জ্ঞানকোষ প্রকাশনী।

সরকার, নীহার রঞ্জন ও সরকার. ডা: তনুজা। (২০০২)। *অস্বাভাবিক মনোবিজ্ঞান: মানসিক ব্যাধির লক্ষণ, কারণ ও আধুনিক চিকিৎসা পদ্ধতি*। ঢাকা: জ্ঞানকোষ প্রকাশনী।

<b>Paper Code</b>	<b>412107</b>	<b>-----</b>	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>Human Psychology and Social Work</b>			

1. **Introduction:** Definition and nature of psychology, Psychology as a basic and applied Science, Field and Methods of Psychology, Branches of Psychology, Psychology and Social work.
2. **Motivation:** Motivational Cycles, Types of Motivation, Influence of motives on Behaviour.
3. **Learning:** Definition and nature of learning, Factors influencing learning, Types of learning.
4. **Emotion:** Relation between Feelings and Emotion, Bodily changes in Emotion, Constructive and Destructive Impacts of Emotion, Theories of Emotion, Defense Mechanism.
5. **Perception:** Nature and process of perception, Perceptual organization, Attention, Interpretation and perception. Illusion, Hallucination and perception set.
6. Importance of Psychology in social work practice.
7. **Attitude:** Nature of Attitude, Formation of Attitude, Measurement of Attitudes, Process of Attitude change.
8. **Intelligence:** Definition of Intelligence, Concept of I.Q. Measurement of Intelligence scale.
9. **Memory and Forgetting:** Types of Memory, process and system of memory, Ways of measuring memory, Causes of forgetting and Different Theories of forgetting.
10. **Mass Communication and Collective Behavior:** Public opinion, Formation and Assessment of public opinion, Propaganda and Mass persuasion. Techniques and Principles of Propaganda.

### Books Recommended:

Crider, A.B. and Others. (1983). *Psychology*. London: Scott Foresmen and Company.

Morgan, C.I. and King, R.A. (1975). *Introduction of Psychology*. New York: Tata Mc. Graw-Hill.

Newman, P.R. and Newman, B.M. (1964). *Principles of Psychology*. Illinois: The Dorsey Press.

বেগম, হামিদা আখতার। (১৯৯৬)। *আধুনিক সমাজ মনোবিজ্ঞান*। ঢাকা: রাফায়েল শাহরিয়া।

সরকার, নীহার রঞ্জন। (১৯৯০)। *মনোবিজ্ঞান ও জীবন*। ঢাকা: জ্ঞানকোষ প্রকাশনী।

<b>Paper Code</b>	<b>412109</b>	<b>-----</b>	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>Social work : Concepts and Methods</b>			

1. **Concepts:** Social welfare, Social work, social service, social reform, social problem, social security, social control, social group, community.
2. **Methods:** Concepts, types, Interrelationship between basic and auxiliary methods.
3. **Social case work :** Definition, objectives, elements, Importance of rapport, problem solving process, data collection techniques (Interview, home-visit, communication and consultation and case-records). Fields of social case work practice in Bangladesh.
4. **Social group work:** Definition, objectives, principles, group dynamics, group process and group work process, functions of social group work (preventive, curative, rehabilitative, educational and

developmental), role of social group worker and group leader, program planning in group work, settings for group work practice.

**5. Community Organization and Community Development:** Meaning, elements, principles, approaches, steps, differences and relationship between community development and community organization. Community planning and community participation, practices of community development and community organization in Bangladesh.

#### Books Recommended:

Hussain N. and Alauddin M. (1970). *Introduction to social work methods*. Dhaka: College of social welfare and research center.

Ross.M.G. (1955). *Community Organization: Theory and principles*, New York: Harper and Row publishing.

সরকার, আব্দুল হাকিম। *দল সমাজকর্ম: পদ্ধতি ও অনুশীলন (২য় সংস্করণ)*। ঢাকা: কলে-ল প্রকাশনী।

সরকার, আব্দুল হাকিম। (১৯৯৭)। *ব্যক্তি সমাজকর্ম নির্দেশিকা (২য় সংস্করণ)*। ঢাকা: জিমা প্রকাশনী।

<b>Paper Code</b>	<b>412111</b>	<b>-----</b>	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>Social Problems and Analysis</b>			

1. **Social Problems:** Meaning, Characteristics Causes, Social Problems and Social Evils.
2. **Some Basic Issues Relating to Social Problems:** Cultural Lag, Cultural Conflict, Class Conflict, Family Disorganization, Faulty Socialization, Unequal Distribution of Wealth and Opportunity.
3. **Major Social Problems in Bangladesh:** Poverty, Over Population, Illiteracy, Unemployment, Malnutrition, Ageing, Drug Addiction. Role-Status Conflict, Crime, Juvenile Delinquency. Their Meaning, Causes and Solutions.
4. **Major Social Evils in Bangladesh:** Corruption, Beggary, Dowry, Cruelty to Women, Immoral Trafficking, STD and HIV/AIDS: Their Meanings, Causes and Measures.
5. **Role of Social Agencies and Institutions in Combating Social Problems:** Family, Religion, Community and State.
6. **Social Policy on Social Problems:** Linkage between Social Policy and Social Problems.
7. **Social Problems and Social Action:** Social Problems and their Solutions. Understanding Social Movements, Role of Social Action in Dealing with Social Problems.
8. **Social problems and Social Work:** Use of Social work Knowledge, Methods and Techniques in Dealing with Social Problems

#### Books Recommended:

Sullivan, Thomas. J. & Thompson, Kenricks. (1991). *Introduction to Social Problems*. New York: Macmillan.

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

Zastrow, Charles. (1996). *Social Problems: Issues and Solution*. Chicago: Western Hall.

<b>Paper Code</b>	<b>412113</b>	-----	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>Social Development : Policy, Planning and Services</b>			

1. **Development:** Concepts, characteristics, indicators and types of development.
2. **Theory:** Theories of development, social work and social development.
3. **Policy:** Public policy, social policy, social welfare policy, economic policy; Interrelationship between and among those policies.
4. **Social policy:** Concepts, functions, determinants, formulation of social policy, social policy model, major social policies in Bangladesh.
5. **Planning :** Concepts, prerequisite of planning, methods and techniques of planning, sources of financing in developing planning
6. **Social welfare services in Bangladesh:** Rural social services (RSS), Urban Social Services (U.S.S), Hospital social services, services for the disabled, correctional services, services for children, women and older people.

#### **Books Recommended:**

D. Paul, Chowdhury. (1979). *Social welfare Administration*. New Delhi: Atma Ram and Sons.

Esping-Andersen. (1990). *The Three Worlds of Welfare Capitalism*. Cambridge Polity Press.

Hye, Hasnat Abdul (1982). *Local Level Planning in Bangladesh*. Dhaka: National Institute of Local Government.

Jemes Midgley Martin B. Tracy. Michelle Livemore (ed.) (2000). *The Handbook of social policy*, New Delhi: Sage Publications.

Joel Blau, Mimi Abramovitz. (2007). *The Dynamics of Social Welfare Policy*. U.S.A Oxford University Press.

<b>Paper Code</b>	<b>412115</b>	-----	<b>Credits: 4</b>	<b>Class Hours: 120 hrs.</b>
<b>Paper Title:</b>	<b>Social Research and Statistics</b>			

#### **A: Social Research**

1. **Social Research:** Meaning, Characteristics, Use and Importance, Research as a Scientific Method. Science and 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 and Evaluative Research, Qualitative and Quantitative Research, 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:** Problems Identification, Research Designing, Recruitment and Training of Personnel, Development of Data Collection Instrument, Sampling, Data Collection, Data Processing and Analysis, Report Preparation.
5. Limitations and Problems in Conducting Social Research in Bangladesh. Utility of Social Research in Social Work Practice.

## **B: Statistics**

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 Correlation, Simple Regression and Regression Co-efficient.

## **Books Recommended:**

বেগম, নাজমির নূর। (১৯৮১)। সামাজিক গবেষণা পরিচিতি। ঢাকা: নলেজ ভিউ।

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

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

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

Ghose. B. N. ed. (1986). *Scientific 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.



<b>Paper Code</b>	<b>412116</b>	<b>-----</b>	<b>Credits: 4</b>	
<b>Paper Title:</b>	<b>Field Practicum &amp; Viva-voce (60+40)</b>			

Field practicum consists of supervised practice in problem solving/socio-economic developmental activities in recognized government or non-government agencies operating in respective areas. Through those studies students are expected to learn to apply social work knowledge and develop insight in professional context and acquire necessary skills. The department of Social Welfare of the concerned college will arrange for proper placement of student in different agencies at random basis. The Students will be required to do field practicum, for a period of 60. working days (7 hours a day) under the direct supervision of an agency executive along with a counterpart teacher of the department. The students will be required to write a final report on his/her field practicum which will be examined by the supervisors responsible for field instruction. Sixty (60.) marks are allotted for the field practicum-performance and reporting which will be awarded jointly by the supervisors concerned. There will be a Viva-voce examination for the Paper at the end of the session which will carry 40 (fourty) marks.