



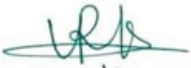
ANDHRA KESARI UNIVERSITY ::ONGOLE

Model Syllabus for Social Work (Minor) in consonance with Curriculum
framework w.e.f. AY 2025-26

COURSE STRUCTURE

Year	Semester	Course	Title of the Course	No. of Hrs /Week	No. of Credits
II	III	1	Basic Methods of Social Work	4	4
	IV	2	Social work practice with Government and NGOs	4	4
III	V	3	Integrated Social Work Practice And Field Work	4	4
		4	Social Welfare Administration Skills	4	4
	VI	5	Counseling skills in Social work	4	4
		6	Family and Child Development	4	4

Accepted and Forwarded


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SEMESTER-III

COURSE 1: BASIC METHODS OF SOCIAL WORK

Theory

Credits: 4

4 hrs / week

Objectives

- To understand the concept of social work
- To acquire the knowledge on social work methods
- To enhance knowledge on social case work
- To get knowledge on social group work
- To understand the basic concepts of community organization

Learning Outcomes

At the end of the course the student will be able to:

- The students will understand the concept of social work
- The students will acquire the knowledge on social work methods
- The students will enhance knowledge on social case work
- The students will get knowledge on social group work
- The students will understand the basic concepts of community organisation

Syllabus: Total Teaching Hours: 45)

Unit – 1: introduction to social work

Global definition of social work, meaning, scope of social work profession in India, challenges of social work profession in India, Paradigm shift of social work profession in India

UNIT – 2: Introduction to Social Work Methods

Basic and auxiliary methods of professional social work, principles and goals of social work profession

UNIT – 3: Introduction to Social Case Work

Definition and objectives of Social Case Work, Principles of Social Case Work, Components of Social Case Work

UNIT – 4: Introduction to Social Group Work

Definition and objectives of Social Group Work, Principles of Social Group Work, Dynamics and Skills of Social Group Work

UNIT – 5: Community Organization

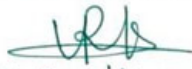
Definition and objectives of Community Organization, Principles of Community Organization, process and skills of community organization

REFERENCES

1. Khinduka, S.K. (1965). Social Work in India.
2. Nair, T.K. (ed). (1981) Social Work Education and Social Work Practice in India, Madras: ASSWI.
3. Wadia, A.R. (1968). History and Philosophy of Social Work in India, Bombay: Allied.
4. Janet sedan, counseling skills in social work practice, 2005.
5. Abraham, M. (2018), Social Work Practice in India, Desh Vikas Publications, Visakhapatnam
6. H.V.Siddiqui group work theories and properties.
7. Harleigh B.Trecker, social group work principle and practice, 1972.

Co-Curricular Activities:

- a) **Mandatory:** (Training of students by teacher in field related skills:10 hours)
1. **For Teacher:** Training of students by the teacher in the classroom or in the field for a total of 10 hours on techniques of organizing and identifying sources of social work programs Teacher education prepares teachers for future. Pre Service Student Teachers will have to be prepared and made efficient to be capable of conducting various co-curricular activities at the pre service level itself which will help them to conduct such type of activities when they actually start working in schools as regular teachers.
 2. **For student:** separate filed work Planning, Organizing and Executing co-curricular activities will help in developing in Pre Service Student Teachers leadership skills, group dynamics, skill of socialization, skill to accept others ideas, skills to be patriotic, skill to be working in group and therefore along with the curricular activities co-curricular activities finds a very important part at the pre-service program.
 3. Max marks for field work report: 05.
 4. Suggested format for field work: Title page, student details, contents page, introduction, work done, findings, conclusions and acknowledgements.
 5. Unit tests (IE).
- b) **Suggested co-curricular activities**
1. Seminars, group discussion, quiz, debates etc.
 2. Preparation of videos on social work programs.
 3. Assignments.
 4. Training of students by a related field expert.
 5. Collection of material, figures, photos related to social work program them in a systematic way in a file.
 6. Case works and case studies.

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SEMESTER-IV

COURSE 2: SOCIAL WORK PRACTICE WITH GOVERNMENT AND NGOS

Theory

Credits: 4

4 hrs / week

I. Objectives

- To understand the concept of Non-Governmental Organizations
- To acquire the knowledge on formation of non-governmental organization
- To enhance knowledge on management of non-governmental organization
- To understand the financial management of non-governmental organization
- To enhance the knowledge on financial management of non-governmental organization

Outcomes

- Understand the concept of Non-Governmental Organizations
- Acquire the knowledge on formation of non-governmental organization
- Enhance knowledge on management of non-governmental organization
- Understand the financial management of non-governmental organization
- Enhance the knowledge on financial management of non-governmental organization

II. Syllabus: Total Teaching Hours: 45)

UNIT - I

Non-Governmental Organizations - Concept, Meaning and Types, Relationship of NGOs with government. Historical development of Non-governmental organization in India

UNIT - I

Promotion and Formation of NGOs - Voluntary action - Concept and trends, Andhra Pradesh State Societies Registration Act, 2001 - Features and steps; Societies Registration act 1860

UNIT - III

Management of the NGOs - Executive Committee, General Body, Roles and functions; memorandum of association

UNIT - IV

Financial Management - Sources of Finance - Governmental and Non-Governmental; methods of resource mobilization. Corporate Social Responsibility (CSR);

UNIT - V


Project Management - Formulating a project, preparing an Organizational Budget, needs assessment, project proposal

III. REFERENCES:

1. **Chandra Sneha Latha** – Non-Governmental Organization Structure relevance and functions
2. **Thomas, A.** - What is development?
3. **Drucker, P.** - Managing non-profit Organizations

IV. Co-Curricular Activities:

- a) **Mandatory:**(Training of students by teacher in field related skills:10 hours)
1. **For Teacher:** Training of students by the teacher in the classroom or in the field for a total of 10 hours on techniques of organizing and identifying sources of social work programs Teacher education prepares teachers for future. Pre Service Student Teachers will have to be prepared and made efficient to be capable of conducting various co-curricular activities at the pre service level itself which will help them to conduct such type of activities when they actually start working in schools as regular teachers.
 2. **For student:** separate filed work Planning, Organizing and Executing co-curricular activities will help in developing in Pre Service Student Teachers leadership skills, group dynamics, skill of socialization, skill to accept others ideas, skills to be patriotic, skill to be working in group and therefore along with the curricular activities co-curricular activities finds a very important part at the pre-service program.
 3. Max marks for field work report: 05.
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