

# Social Work

B.A.: Elective and Optional

## Outlines of Tests

### Part- I

<u>Paper</u>	<u>Title of Course</u>	<u>Marks</u>
A	Pakistan Society Its Needs and Problems	75
C	Practical-I	25
	<b>Total Marks</b>	<b>100</b>

### PAPER-I: PAKISTAN SOCIETY ITS NEEDS AND PROBLEMS

#### I. Introduction to Social Welfare

- Definition and Scope
- Historical Perspective of Social Welfare in Pakistan

#### II. Pakistani Society

- Definition and description of the term "Society"
- Characteristics of Pakistani Society
- Comparison of Rural and Urban Communities

#### III. Culture

- Definition and description of the terms "Culture"
- Characteristics of Pakistani Culture
- Influence of allied Cultures on Pakistani Culture
- Social Norms-definition and stages (i.e. Folkways' Mores and laws)
- Socialization-definition, description and factors of socialization (I. Family, Neighborhood, Peer Group, Religious Institution, Educational Institutions and Mass Media and Communication)

#### IV. Social Institutions

- Definition and description of "Social Institutions"
- Types of Social Institutions: Primary, Secondary
- Structure, Importance and Functions of the following:
  - Family Institution
  - Political Institution
  - Educational Institution
  - Religious Institution
  - Economic Institution
  - Recreational Institution

#### V. Social Change

- Definition and concept of "Social and Cultural Change"
- Process and effects of Social Change in Society
- Factors which promote and hinder Social Change

#### VI. Socio-Economics Needs of Pakistan

- Agricultural Development-importance of Agriculture Development and hurdles involved-measures
- Industrial Development-importance of Industrial Development, hurdles involved, Measures-Village Aid, IPRD etc.
- Problems arising out of industrialization and Urbanization-Education and Health, Measures

#### VII. Education Needs and Problems

- Purposes and importance
- Existing educational needs and problems, Measures

- c) Future requirements
- d) Importance of guidance and counseling in educational institutions
- e) Adult educating, its need and importance, Huddles Involved, Measures
- f) Education and National Development

**VIII. Health Needs and Problems**

- a) Causes of low health standards, Measures
- b) Health education and its importance
- c) Health and National Development

**IX. Needs of Special Groups**

- a) Introduction to the needs, problems and measures to deal with:
  - i) Physical Disability
  - ii) Sensorial Disability
  - iii) Mental Retardation
  - iv) Socially disadvantaged (orphans, widows and destitute women and criminals)

**X. Social Problems of Pakistan**

- a) Definition and description of "Social Problems"
- b) Causes of Social Problems
- c) Major Social Problems of Pakistan:
  - Drug Addiction                      -Illiteracy
  - Over Population                      -Beggary
  - Juvenile Delinquency      -Environmental Problems
  - Crime                                      -Violence
  - Child Labour                              -Child Abuse and Neglect
  - Bonded Labour                      -Poverty
  - Unemployment                      -Dowery

**Practical-I**

**25 Marks**

- a) Students will make observational visits to different Social Welfare agencies. They will provided guidelines for observations before each visit.
- b) They will write reports about these visits. (6-8 visits)

# Social Work

B.A.: Elective

## Part- II

Paper	Title of Course	Marks
A	Social Work Theory and Practice	75
C	Practical-II	25
	<b>Total Marks</b>	<b>100</b>

### PAPER-II: SOCIAL WORK THEORY AND PRACTICE

#### I. Nature and Philosophy of Social Work

- Definition and Philosophical base of Social Work
- Objectives of Social Work Practice
- Basic Principles of Social Work
- Scope of Social Work
- Professional and Voluntary Social Work

#### II. Islamic Concept of Social Work

- Islamic Concept of Social Welfare and Social Work
- Worth and Dignity of Individual
- Rights and responsibilities of individuals in Islamic Society
- Social Relationship in Islam i.e Family, Neighborhood, Mosque

#### III. Methods of Social Work

##### A. Primary Methods:

##### 1) Social Case Work:

- Definitions and Descriptions of "Social case Work"
- Elements / Components of Social Case Work (Person, Problem, Place, professional persons and process)
- Worker client relationship in Social Case Work
- Principles of Social case Work
- Phases/Steps in Social Case Work
- Fields of Application of Social Case Work practice
- Role of professional worker in Case Work practice

##### II) Social Group Work:

- Definition and Description of Social Group of Work
- Types of Social Group (primary and secondary, formal and informal Groups)
- Stages of Groups Development
- Definition and description of Social Group Work and its philosophy
- Objective of Social Group Work
- Components of Social Group work (group, agency and group worker)
- Principles of Social Group Work
- Fields of application of Group Work practice
- Role of professional worker in Group Work practice

##### III) Community Development:

- Definition and description of Community
- Definition of community organization and development
- Objectives of Community Development
- Phases / steps in Community Development. (Study of the community, planning, implementation, monitoring and evolution.
- Principles of Community Development.

##### B. Secondary Methods:

##### (i) Social Research:

- Definition and description of "Social Research"
- Types of Social Research
- Phases/steps in Social Research

- d) Tools of data collection (questionnaire, interviewing schedule, interview guide and observation).
- e) Importance of Social Research in Social Work
- (ii) Social Welfare Administration:**
  - a) Definition and description of "Social Welfare Administration"
  - b) Importance of Social Welfare Administration in Social Work
- (iii) Social Action:**
  - a) Definition and description of "Social Action"
  - b) Importance of Social Action in Social Welfare
- (iv) Fields / Areas of Social Work:**
  - a) Medical Social Work
  - b) Community Development (Urban / Rural)
  - c) Child Welfare & Protection
  - d) Women Welfare
  - e) Probation & Parole
  - f) Welfare and Rehabilitation of Special Groups
    - Physical Disability                      - Sensorial Disability
    - Mental Retardation                      -Socially disadvantaged (orphans, widow and destitute women and criminals)
  - g) Youth Welfare
  - h) Labor Welfare
  - i) Population Welfare
  - j) Juvenile Justice System Ordinance
  - k) School Social Work
  - l) Application of Social Safety Nets; Zakat, Bait ul Mal etc.
  - m) Disaster Management
- (v) Social Welfare Agencies:**
  - a) Definition and description of "Social Welfare Agency"
  - b) Types of Social Welfare Agencies (government, semi government, voluntary/NGOs)
  - c) Role of voluntary social welfare agencies in socioeconomic Development.

### Practical-II

**25 Marks**

Students will be assigned to work for two years (one each year) of the following activities and shall submit a comprehensive report.

- a) Organizing a group activity
- b) Social Survey on any special problem of the area.

### Recommended Books

1. Abdul Hamed Taje (1998). Sociology and Social Problems. Abdul Hameed and Sons Publishers, Lahore.
2. Alam Anwar (2003). Principle of Sociology. Saif Printing Press, Peshawar.
3. Anwar Alam (2006). Applied Sociology (Social Problems and Research). Saif Printing Press, Peshawar Cantt. Department of Sociology, University of Peshawar.
4. Bertrand, Alving (1982) Rule Sociology. Me-Graw Hill New York.
5. Chaudhary M. Iqbal (1985) Pakistan Society. Aziz Publishers, Urdu Bazar Lahore.
6. David W. Minar & Greer Scot (1969). The Concept of Community Reading with interpretations. Aldine Publishing Company, Chicago, PP-ixm 140.
7. Don, Joanathan P & Tajeem, Hidy, (2000) Globalization & NGO's. Green Wood Publishing Group, U.S.A.
8. Douglas Tom (1976) Group Work Practice. Tavistock Publications, Cambridge.

9. Friedlander, W.A. (1957) concepts and Methods of Social Welfare. Practice Hall, New York.
10. General Smale (2000) Socila Work and Social Problems. Macmillan Press, London.
11. Hallaham (1991) Exceptional Children (4<sup>th</sup> ed.) Merrill Pub. Co., Columbus.
12. Hepworth Deans H. And Lesser, Jo Ann. (1990). Direct Social Work Practice: Theory and Skills (3<sup>rd</sup> edition). Wodsworth, Cali fornia.
13. Herliegh B. Tracker (1967) Social Group Work, Principle & Practice. Association Press, New York.
14. Khalid M. (200). Social Work Theory and Practice with special reference to Pakistan (3<sup>rd</sup> edition), Kifayat Academy, Karachi.
15. Khalid, M. (2003) Introduction to Social work Methods & Fields. Kifayat Academy. Karachi.
16. Lane E. Hold Croft (1984). The Rise and fall of Community Development, 1950-65 in C.K Excher & JM Staag (eds), Agricultural Development: in the Third World. PP. 46-56
17. Lion A. (2000) Fort Cowles: Social Work in the health Field A Care Perspective Haworth Press, Inc. London.
18. Mehbb-ul-Haw (2000). Human Development in South Asia. Human Development Centre, Islamabad.
19. Michel Oliver and Bob Sapey (1999). Social Work with Disable people (2<sup>nd</sup> Edition) Macmillan England.
20. Parsad, Kamta & Masdaan, Devendar. (2000) NGO, & Socio-Economic Development Opportunities. Deep & Deep Publication, India.
21. Polansky, Norman A. Social Work Research. Chicago University Press, Chicago
22. Safdar Sarah (November 2008). Introduction to Social Work (2<sup>nd</sup> Edition) Safi Printing Press, Peshawar.
23. Rafiq, Zari (2006) Community Development, concept and Practices, Peshawar. Safi Printing Press, Peshawar.
24. Rafiq. S. Zari. (2006) Research Method in Social Science. Aaraf Printing Press, Peshawar.
25. Safdar Sarah (2007). "Social Work: Theory and its Implication. University of Peshawar.
26. Smith (1998). Introduction to Special Education (3<sup>rd</sup> Ed.) Allyn & Bacon, Boston.
27. Stroup, RH. Social Work: An Introduction to Field. Association of Social Work Education, New York.
28. World Bank (1975). Rural Development. World Bank. Washington.
29. Young, PaL (2001). Mastering Social Welfare (3<sup>rd</sup> edition). Macmillan Press limited, London.
30. Bell (2010) Doing your research project SAB Books
31. Jeanne H.Ballatine 2011. Our Social World : Introduction to sociology fraec communications
32. Saeed, Gull Rubh 2012. Taruf-a-social work (part-l) awais publications 2012

**SOCIAL WORK: OPTIONAL****Outlines of Tests**

<b>Paper</b>	<b>Title of Course</b>	<b>Marks</b>
Opt	Social Work	100

**Syllabi and Courses of Reading**

- 1. Introduction:**
  - (i) Definition of Social Work.
  - (ii) Concept of voluntary and professional Social Work.
- 2. Basic Concepts/Principles**
  - (i) Worth and dignity of the individual.
  - (ii) Self help.
  - (iii) Self determination.
  - (iv) Confidentiality.
  - (v) Participation.
- 3. Introduction to Basic Methods of Social Work**
  - (i) Case Work.
  - (ii) Group Work.
  - (iii) Community Development.
- 4. Fields of Social Work**
  - (i) Child Welfare.
  - (ii) Youth Welfare.
  - (iii) Women Welfare.
- 5. Important Social Problems**
  - (i) Beggary.
  - (ii) Over Population.
  - (iii) Drug Addiction etc.