**Paper – II**

**Total Marks: 100**

**1. Nature and Philosophy of Social Work**

a. Definition and philosophical base of social work

b. Objectives of social work practice

c. Basic principles of social work

d. Professional and voluntary social work

**2. Islam and Social Work**

a. Islamic concept of social welfare and professional social work.

b. Worth and dignity of individual.

c. Rights and responsibilities of individuals in Islamic Society.

d. Social relationship in Islam i.e. Family, Neighborhood, Mosque.

**3. Methods of Social Work**

**PRIMARY METHODS**

**i. Social Casework**

a) Definition and description of social case work

b) Elements/Components of social case work (person,

problem, place, professional person and process)

c) Principles of social case work

d) Phases/steps in social case work

e) Fields of application of social case work practice

f) Role of Professional worker in case work practice

**ii. Social Group work**

a) Definition and description of social group

b) Types of social groups (primary and secondary, formal

and informal groups)

c) Stages of group development

d) Definition of social group work and its philosophy

e) Objectives of social group work

f) Components of social group work (group, agency, and

group worker)

g) Principles of social group work

h) Fields of application of group work practice

i) Role of professional worker in-group work practice

**iii. Community Development**

a) Definition and description of community

b) Definition of community organization and

development

c) Objectives of Community Development

d) Phases/steps in community development (study of

monitoring and evaluation)

e) Principles of community development

f) Role of professional worker in community

**SECONDARY METHODS**

**i) Social Research**

a) Definition and description of social research

b) Phases/steps in social research

c) Tools of data collection (questionnaire, interviewing

schedule, Interview guide and observation)

**ii) Social Action, Policy and 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

**4. Fields/Area of Social Work**

a) School social work

b) Medical social work

c) Community development

d) Child welfare

e) Youth welfare

f) Women welfare

g) Welfare of the Physically disabled

h) Welfare of the mental retarded

i) Welfare of the socially dis-advantaged

j) Welfare of the Juvenile Delinquents and Adult Criminals

**5. Role of Voluntary Social Welfare Agencies in Socio-Economic Development**

a) Definition and description of social welfare agency

b) Types of social welfare agencies (government, semi-government,

voluntary/NGOs)

c) Role of the voluntary social welfare agencies, socio-economic

development

**RECOMMENDED BOOKS**

*1. Friendlander M. Der. Concepts and Methods of social work, Prentice-Hall, N.W.*

*Jersey.*

*2. Hamilton, Gordon, Principles of Case, Recording, New York Columbian University*

*Press.*

*3. Perelman, Halen, Social Case Work, A Problem solving process, Chicago The*

*University of the Chicago Press.*

*4. Richmond, Mary, E. Social Diagnosis, New York, Russell Foundation*

*5. Douglas Tom, Group Work Practice, Cambridge, Tailstock publication, 1976*

*6. Arthur Dunham, 1958, Community Welfare Organization Principles & Techniques*

*Practices. Thomas Y. Crowell Company, New York, p-14*

*7. Arthur Dunham, 160. Community Development, p.p. 178-186 in social Work Year*

*Book, Edited by Russell H. Kurtz, New York, national Association of Social Workers.*