TRIBHUWAN UNIVERSITY
FACULTY OF HUMANITIES AND SOCIAL SCIENCES

CURRICULUM FOR THREE YEAR BACHELOR LEVEL PROGRAMME
IN
SOCIAL WORK

TRIBHUWAN UNIVERSITY, KIRTIPUR, KATHMANDU
NEPAL
## Course Structure

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BSW 311  Concepts and principles of Social Work  (100 marks)

Course Objectives:
- Understanding of the basic concepts of Social Work; principles, methods, and practice.
- Developing ability to utilize the service system by those affected by the problem.
- Understanding the techniques and developing abilities to use of problem solving skills in social work.
- Developing sensitivity; respect to individuals, valuing freedom, justice, equally and fellowship and commitment to profession.
- Developing self-awareness in relation to one's own psychosocial background while responding to problem situations.

Theoretical Part  (60 marks)  (100 hrs)
- Basic concepts of social work: Social welfare, social service, social work, social action, social movements  (8 hrs)
- Relation of social work discipline with other social sciences.  (2hrs)
- Historical development of Social Work in the west and eastern context with special reference to Nepal.  (8 hrs)
- Philosophical bases of social work in Nepal-influence of religious and ideological forces, changing trends.  (2hrs)
- Basic concepts of Philosophy of Social Work as an art and science  (5 hrs)
- Social Work practice principles: Self-determinations, cooperation, non-judgmental attitude, confidentiality, social justice, non-violence, and human dignity.  (10 hrs)
- Concept of human rights, equality, equity, and social justice  (3hrs)
- Four practice systems: Client system, Action system, Target system & Change agent system (10 hrs)
- Problems Solving Methods
  - Intake/Study Phase
  - Assessment
  - Intervention
  - Evaluation
  - Termination
  - Follow-up
- Problem Solving Tools
  - Observation
  - Listening
  - Interview
  - Home – Visit
  - Rapport Building in Social work Practice  (20 hrs)
- Recording: Rationale, value, types (process and summary)  (5 hrs)
- Intervention units in society: Individuals, families, groups, communities and formal/informal organizations.  (10 hrs)
- Social work practice in addressing, emerging social problems:  (10 hrs)
a) Poverty, Marginalization, Deprivation and discrimination;
b) Health problems: HIV AIDS, Communicable diseases, Drug abuse and Alcoholism
c) Employment
e) Women: Domestic violence, social/cultural violence, prostitutions legal rights for the women separation and divorce

- Areas of Social work practice: Ethnic groups, and segregated and marginalized groups including Dalits. (2hrs)
- Code of Ethics in Social work (NASW), guidelines prepared by social welfare council (SWC), Ethical dilemmas. (5hrs)

**Practical Part (40 marks) (250 hrs)**

The students will be placed in different Human Service Organizations for practical exposure. They are expected to give at least ten hours of fieldwork per week. The students are expected to identify and work different practice systems. They are expected to practice the techniques of problem solving.

*(Details of the field work objectives, expectations, evaluation guidelines are attached in the annex)*

**Text Books**

- Adhikari, Dilli Ram, Samaj Karya Ek Parichaya, Kathmandu, Dilli Ram Adhikari, 2001

**Reference**

- Richmond, M., Social Diagnosis, New York, Russell Sage Foundation, 1917.
BSW-302  Methods of Social Work  (100 marks)

Course Objectives:

- Understanding the characteristics, applicability and significance of methods of social work with individuals, family, groups, communities and organizations.
- Develop ability to establish, maintain and manage different relationship with concerned stakeholders during intervention.
- Understand the problem solving process and develop skills of identifying the problem of injustice faced by individuals, groups and communities.
- Develop ability to work with communities and formal organization in the context of their power structures, dynamics leadership and problems.
- Appreciate the work with individuals, families, groups, communities and organization as an effective method for social change.
- Develop self-awareness in relation to one's own psychosocial background and one's response to others.

Theoretical Part: (60 Marks)  (100 hrs)

Historical evolution of methods of social work (work with individuals, families, groups and communities) with specific reference to national and international perspective.  (10 hrs)

Working with individuals and families (Case Work):  (30 hrs)

- Concept, definition, objectives and characteristics
- Principles – participation, individualization, confidentiality, communication, acceptance, self-awareness and self-determination.
- Five components of case work – Person, problem, process, place, professionalism.
- Process of Case Work: Intake, Study Phase, assessment, treatment plan, intervention, termination, evaluation, follow up
- Tools-interviewing, relationships, home visits, recording, observation and listening.
- Techniques: Supportive and psycho social counseling and other measure- individual, group, family and community based intervention
- Concept of family, family dynamics, role of family, assessment.
- Recording in case work
**Working with groups (Group Work):** (30 hrs)

- Concept, definition, objectives and characteristics.
- Principles of group work: major 14 principles.
- Types of groups: recreational, socialization, support, anonymous, therapeutic group, saving and credit group.
- Group dynamics:
- Phases of group work – initial, middle and termination.
- Use of program media: games, street play, puppet shows.
- Facilitation/moderation skills
- Recording-style and types.

**Working with communities (Community Organization):** (30 hrs)

- Community: Concept, Types
- Concept, definition, objectives and characteristics of community organization.
- Basic on community organization in Nepal-indigenous organization (caste, ethnicity, geographical proximity.)
- Principles of community organization, directive and non-directive approach.
- Models of community organization.
- Community problem solving process.
- Stakeholders' analysis: basic concepts of participation, empowerment, leadership, power dynamics, conflict and its mitigation, globalization, gender issues.
- Selected cases of community organization in Nepal-community forestry, mothers groups, saving and credit groups, guthi, dhikur, Rodi, Parma, Bheja.
- Recording style: Documenting process and events and summary reports.

**Practical Part: (40 marks) (250 hrs)**

The students will be placed in different Human Service Organizations for practical exposure. They are expected to give at least ten hours of fieldwork per week. The students are expected to identify and work with different practice systems. They are expected to practice the techniques of problem solving.

*(Details of the field work objectives, expectations, evaluation guidelines are attached in the annex)*

**Text Books**


Reference:
• Desai, M. et. al. (eds), Towards people Centered Development (part I and II), Mumbai, Tata Institute of Social Sciences, 1996.
• Himilton, G., Theory and Practice of Social Case Work, New York, Colombia University Press, 1940.
• Kabeer, N., Reversed Realities: Gender Hierarchies in Development Tourht, New Delhi, Kali For Women, 1996.
• Kettner, P. et. al, Initiating Change in Organizations and Communities: A Macro Practice Model, California, Broks/Cole Publishing.
• Unit of Family Studies – TISS, Enhancing the role of the family as an agency for social and Economic Development, Mumbai, Tata Institute of Social Sciences, 1994.
BSW-303  Integrated Social Work Practice  (100 marks)

Course Objectives:
- Understanding and appreciating the holistic and integrated practice of social work and selective use of methods.
- Understanding the utilization of the tools of social analysis at micro and macro levels in relation to a specific target group facing a problem/issue.
- Develop ability to plan out concrete tasks in relation to the strategies of intervention identified.
- Develop the concept of values of justice and commitment to the development, welfare and empowerment of the marginal groups in Nepali society.

Theoretical Part: (60 marks)  (100 hrs)

- Changing trends in social work practice: Indigenous practices in Nepal and induced models, welfare, development, radical practice for empowerment. (15 hrs)
- Frame of reference for social work practice. (10 hrs)
- Understanding systematic marginalization of vulnerable groups (sexism, racism, ethnocentisim, classism, casteism, ageism etc) (10 hrs)
- Basic tools of analysis of different systems (10 hrs)
- Integrated social work practice-micro, mezo, macro (20 hrs)
- Perspectives for problem solving: different approaches existing in the field, efforts of government and voluntary groups/organizations- national/international (policies, legislation, international treaties, etc). (12 hrs)
- Concept of Crisis Intervention and management. (10 hrs)
- Use of 'Self' in social work practice. (3 hrs)
- Concept of designing social work intervention strategies. (10 hrs)

Practical Part: (40 marks)  (250 hrs)

One of the problem areas of work can be identified by the students to work on at the end of academic year. Besides the classroom input the students are required to do personal reading to prepare a Comprehensive seminar paper on the problem identified for work. This paper along with the bibliography/references is presented towards the end of the semester in a seminar from.
Text Books


Reference:

BSW-304 Social welfare Administration Practice (100 marks)

Course Objectives:

- Understanding welfare administration and policies at local, district, zonal and national level in Nepal.
- Recognizing the linkages between developmental issues and social policies, plans and programs.
- Understanding concept and the management of voluntary, welfare and development organization.
- Develop understanding of the administration process of an organization in the context of social work practice.
- Learning procedures in establishing and managing a social work organization.
- Acquire skills in administrative processes for the effective management of services.
- Develop appropriate attitudes to be part of the team in an organization.

Theoretical Part: (60 marks) (100 hrs)

- Social welfare administration: Concept, evolution, philosophy, principles and values. (10 hrs)
- Nepal as a social welfare state; state and district administrative structures; ministry of social welfare, Social Welfare Council, role of NGOs and civil society in planned development of the nation. (12 hrs)
- Agency administration: Constitution, by laws, registration of the agency. (10 hrs)
- Philosophy and ideology of social work organizations; sociological understanding of an organization. (12 hrs)
- Organizational management:
  - Program management: needs assessment, program planning and developing proposal writing, organizing, conflict and stress management, implementation and evaluation (20 hrs)
  - Financial management: concept of accounting, budgeting, auditing. (8 hrs)
  - Human resource management: concept of staff policies, performance appraisal, recruitment, training, promotion, incentives, reward and punishment. (8 hrs)
- Project Management Cycle (8 hrs)
- Concepts of organization development and capacity building. (12 hrs)

Practical Part: (40 marks) (250hrs)

The students will be placed in different Human Service Organizations for practical exposure. They are expected to give at least ten hours of fieldwork per week. The students are expected to identify and work with different practice systems. They are expected to practice the techniques of problem solving.

(Details of the field work objectives, expectations, evaluation guideline are attached in the annex)
Text Books

- Gupta N.S. "Principles and Practice of Management" Delhi; Light and Life Publications.

Reference:

- Bhattachan et. al, NGOs, Civil Society and Government in Nepal, Central Department of Sociology and Anthropology, TU, Kathmandu, 2001.
- Maskey, B.K., Non Governmental Organizations in Development: Search for a New Vision, Kathmandu, Center for Development and Governance.
- Robbins, S.P., Organizational Behavior, New Delhi, Prentice Hall of India, 2002
- Tyagi A.R. "Public Administration; Principles and practices" Delhi, Atma Ram & Sons, 1966.
BSW-305  Research Methods in Social Work (60+40=100 marks)

Course Objectives:

- Develop ability to recognize and utilize research as a problem solving process in social work practice.
- Develop ability to carry out qualitative and quantitative research projects independently.
- Develop ability to function as an effective team member in designing, data collection and analysis of the research.
- Develop ability to critically analyze research reports and draw recommendations for practice.

Theoretical Part: (60 marks)  

- Concept and practice of research in social sciences (10 hrs)
- Social work research – concept and characteristics (5 hrs)
- Similarities and differences with social science research (5 hrs)
- Types of research: Barefoot research, Baseline survey, Participatory action research, Evaluation research, Anthropological/Ethnographic research, Feminist research, social emersion and culture sock. (10 hrs)
- Understanding the concepts of methodology, methods, tools & techniques in research practice. (10 hrs)
- Research perspectives and approaches: Diachronic, Synchronic approaches; Etic and Emic perspectives, overt and covert perspectives; phenomenal, ideational observation (3 hrs)
- Qualitative and Quantitative in research social science. (5 hrs)
- Research Proposal and its components (2 hrs)
- Research process – Identification of research problem, formulation of objectives, research design and conceptual, identification of variables, formation of hypothesis/research questions, sampling design, tools and methods of data collection, data collection (individual based, group based, observation based, document based), data processing, data analysis, report writing and presentation. (30 hrs)
- Use of simple statistical method in social research: measures of central tendency, measures of dispersion, correlation, chi-square test. (20 hrs)

Practical Part: Research Project (40 marks)  

(250 hrs)

The students are expected to carry independent research project in the areas of their interest under the close supervision of research guide and present at the end of the year.
Text Books

- Kothari, C. R., Research Methodology: Methods and Techniques, New Delhi, Wishwa Prakashan, 1996.
- Rubin, Allen, Babbie, E, research Methods for Social Work, USA, Brooks/Cole Publishing Co,

Reference:

- Young, P.V., Scientific Social Survey and Research, New Delhi, Prentice Hall of India, 1968.
BSW-316 Development Perspectives in Social Work (Functional Paper) (60+40=100 marks)

Course Objectives:
- Develop an understanding of the concept of development and under-development, the indicators of development and the approaches to development.
- Develop an understanding of the systemic nature of poverty, marginalization and the resultant problems, and their magnitude in Nepali society and the interrelationship between problems.
- Develop and understanding of the methods of social analysis of Nepal
- Understand, develop sensitivity and analyze the present socio-cultural and political realities of Nepal society.

Theoretical Part: (60 marks) (100 hrs)
- Concept of development and underdevelopment: Historical perspective, indicators of development. (6 hrs)
- Contemporary development discourse and its critique; modernization theory, dependency theory, world system theory, cultural and postmodern critique. (13hrs)
- Concept of human development, and sustainable development.
- Concept of participation and participatory Development (6 hrs)
- Concept of social development; Meaning, Concept and indicators (6 hrs)
- Approaches to development; state, market and civil society. (9 hrs)
- Components of social systems: Economics, social, political and ideological systems their definition and inter-relationship. (15 hrs)
- Social Change: Class Struggle, Elitist and Marxist theory of understanding class relations, Social stratification (class, caste, religion, ethnicity, and gender). (15hrs)
- Social and political movements in Nepal-Ideologies and strategies. (10 hrs)
- Global forces and its impact in Nepal society-globalization, foreign aid, geopolitical situation.; Urbanization (6 hrs)
- Poverty and its dimensions; (6 hrs)

Practical Part: (40 marks) (250 hrs)
Block placement (internship) in an organization of student's choice after appearing for final examination; for a period of 30 days.
Reference:

- Upreti, P.R., Political Awakening in Nepal: The search for a New Identity, New Delhi, Commonwealth Publisher, 1992.