

SYLLABUS

COURSE WORK FOR DOCTOR OF PHILOSOPHY (Ph.D) in SOCIAL WORK

Contents w.e.f academic year 2018-2019



**Department of Social Work
Mahatma Gandhi Kashi Vidyapith
Varanasi-221002**

(To be approved vide RAC & BOS dated 23.07.2018)

Course Work:

As per the Mahatma Gandhi Kashi Vidyapith/ University, Doctor of Philosophy (Ph.D.) Degree Ordinance,2017, the course work will be conducted on the following guidelines:

1. The credit assigned to the Ph.D course work shall be a minimum of 08 credits and a maximum of 16 credits.
2. The course work shall be treated as prerequisite for Ph.D preparation.
3. All candidates admitted to the Ph.D programme shall be required to complete the course prescribed by the Department during the initial one or two semesters.
4. Candidates already holding M.Phil. degree and admitted to the Ph.D programme, or those who have already completed the course work from any University, and have been permitted to proceed to the Ph.D in integrated course, may be exempted by the Department from the Ph.D course work. All other candidates admitted to the Ph.D programme shall be required to complete the Ph.D course work prescribed by the Department.
5. Grades in the course work, including research methodology courses shall be finalized after combined assessment by the Research Advisory Committee and the Department and the final grade shall be communicated to the Institution/College.
6. A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7 point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.
7. Research Advisory Committee and its functions: There shall be a Research Advisory Committee, or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the Institution concerned, for each Ph.D. scholar. The Research Supervisor of the school shall be the convener of this Committee. This Committee shall have the following responsibilities.
 - I. To review the research proposed and finalize the topic of research.
 - II. To guide the research scholar to develop the study design and methodology of research and Identify the course(s) that he/she may have to do.
 - III. To periodically review and assist in the progress of the research work of the research scholar.
8. A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.
9. In case the progress of the research scholar is unsatisfactory, the research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College with specific reasons for cancellation of the registration of the research scholar.
10. Research Advisory Committee which may be separate for each department and shall consist of-
 - a. The Head/Director/as Chairman,
 - b. The Supervisor as Convener,
 - c. Three Expert nominated by the Vice-Chancellor for three years,
 - d. All the professor of the University Department,
 - e. One Associate Professor and One Assistant Professor of the University Department on the basis of Seniority for one year on rotation basis.

The Director/Head may invite a person of repute as a member of the Committee with consent of the Vice-Chancellor.

(Note- Presence of at least one expert shall be mandatory in each meeting.)

Course Outline

| S.No | Title of Paper | Total Marks |
|-------------|---------------------------------|--------------------|
| 1. | Research Methodology | 100 |
| 2. | Domains of Social Work Practice | 100 |
| 3. | Social Work Intervention | 100 |

PAPER 1
RESEARCH METHODOLOGY

Objectives:

Marks: 100

This course will enable students to:

- Understand the concept and significance of social work research.
- Develop skills of conceptualizing, designing and implementing research in social work practice.
- Inculcate practical skills to review literature in social work.
- Understand the use of statistics in social work research

Course Contents:

Unit-I

- Research: Meaning, Significance and Scope
- Steps in Research Process
- Types of Research: Quantitative, Qualitative, Action, Descriptive, Exploratory
- Review of Literature: Purpose, Contents, Source, Comparing and contrasting research findings, Building Arguments
- Ethics in Research

Unit-II

- Research Design: Concept, Types (On the basis of no. of contacts, reference period and nature of investigation)
- Sampling Design: Universe & Sample, Types of Sampling, Sampling Error, Limitations of Sampling
- Hypothesis: Meaning & formulation, Types, Significance
- Sources of Data Collection: Primary & Secondary
- Methods of Data Collection: Interview, Observation (In Qualitative and Quantitative Research)
- Tools of Data Collection: Schedule, Questionnaire, Attitudinal Scales (Construction, Testing Reliability & Validity)
- Tabulation & Data Analysis

Unit- III

- Tenets of Qualitative Research
- Principles and designing of data collection strategies
- Types: Case Study, Grounded Theory, Phenomenology, Ethnography, Historical
- Qualitative Research methods: Mixed Method & Triangulation
- Computer application in research (basics of computer, M.S- Word, M.S- Excel, M.S- PowerPoint and SPSS)

Unit- IV

- Basic Statistics: Meaning, Importance and Scope
- Measures of Central Tendency & Dispersion
- Measures of Association, Correlation and Variance

Learning Outcome:

Develop understanding and skills in the use and application of qualitative and quantitative methods and computer software.

Suggested Readings:

1. Argyrous, G. (2000). *Statistics for Social and Health Research: with a guide to SPSS* (London: Sage)
2. Bailey, K.D. (1982). *Methods of Social Research*. New York: The Free Press.
3. Becker, H. S. (2007). *Writing for Social Scientists* Chicago: University Chicago Press
4. Bell, J. (2010). *Doing your Research project* Buckingham, UK: Oxford University Press.
5. Berry, R.(2004). *The Research Project: How to Write It*. London and New York: Routledge.
6. Black, J.A. & Champion, D.J. (1976). *Methods and Issues in Social Research*. New York: John Wiley.
7. Burns, R.B. (2000). *Introduction to Research Methods*. New Delhi: Sage Publications.
8. Burton, S. & Steane, P. (2004). *Surviving your thesis* London: Routledge.
9. Clare. J., & Hamilton, H. (2003). *Writing Research: Transforming data into text* Edinburgh, Scotland: Churchill Livingstone.
10. Coakes, S.J., and Steed, L.G. (2001). *SPSS: Analysis without anguish: version 10.0 for Windows* (Brisbane: Wiley)
11. Craswell, G. (2012). *Writing for academic success* London: Sage Publications.
12. Gash, S. (1999). *Effective Literature Searching for Students (second edition)*. Aldershot: Gower.
13. Goode, W.J. & Hatt, P.K. (1952). *Methods in Social Research*. New York: McGraw Hill Book Company, Inc.
14. Gibaldi, J. (2004). *MLA Handbook for Writers of Research Papers (sixth edition)*. New York: The Modern Language Association of America.
15. Hart, C. (1998). *Doing a literature review: Releasing the Social Science imagination* London: Sage.
16. Laldas D.K. (2000). *Practice of Social Research: Social Work Perspective*. New Delhi: Rawat Publications.
17. Manalo, E., & Trafford, J. (2004). *Thinking to thesis: a guide to graduate success at all levels* Auckland, New Zealand: Pearson Longman.
18. Nicola, B., Richard. (2003). *SPSS for Psychologists: A Guide to Data Analysis Using SPSS for Windows*, Palgrave Macmillan.
19. Pagano, R. R. (1998). *Understanding Statistics in the Behavioral Sciences* (5th ed). Stamford, CT: Wadsworth.
20. Pallant, J. (2001). *SPSS Survival Manual: A Step by Step Guide to Data Analysis using SPSS for Windows* (Version 10) (Allen and Unwin).
21. Rawlings, J. O., Pantula, S. G., and Dickey, A. D. (1998) *Applied Regression Analysis*. New York: Springer.
22. Reid, W.J. & Smith, A.D. (1981). *Research in Social Work*. New York: Columbia University Press.
23. Rubin, A. & Babbie,E. (2001). *Research Methods for Social Work (4th Ed.)*.California: Wadsworth.
24. Englewood Cliffs (2001d). *SPSS Base 11.0 for Windows User's Guide*., NJ:Prentice Hall.
25. Swales, J. M., & Feak, C. (2000). *English in today's Rseearch world: A writing guide*. Ann Arbor: University of Michigan Press.
26. Swales, J. M., & Feak, C. (2004). *Academic writing for graduate students: Essential tasks and skills(2nd ed.)*. Ann Arbor: University of Michigan Press.
27. Selltitz, C., Wrightsman, L.S. & Cook, S.W. (1976). *Research Methods in Social Relations*. New York: Holt, Rinehart and Winston.
28. Siokin, R.M. (1955). *Statistics for Social Sciences*. New Delhi: Sage Publications.
29. Tabachnick, B.G., and Fidell, L.S. (2001) *Using Multivariate Statistics*, 4th edition (Boston: Allyn and Bacon).
30. Watson, G. (1987). *Writing a Thesis: a Guide to Long Essays and Dissertations*. London: Longman.

PAPER – 2

DOMAINS OF SOCIAL WORK PRACTICE

Objectives:

Marks: 100

- Develop a contextual understanding of social work problem solving process.
- Develop an understanding of contemporary issues of social work.
- Understand the domains of social work research and practice in India

Course Contents:

Unit-I:

- Social Systems, Systems Theory and Social Work Practice, The Ecological Perspective, The Ecosystems Perspective, Consumer Systems in Social Work
- Social Work and Problem Solving- Building Professional Relationships, Identifying and Defining Problems, Assessing Problems, Issues, and Needs, Setting Goals, Gathering and Analyzing Relevant Information, Exploring Alternative Solutions, Formulating the Plan of Intervention, Implementing and Monitoring the Plan of intervention, Evaluating the Results of Intervention, Ending the Intervention

Unit-II

- Social Work in Health, Rehabilitation and Mental Health- Interventions in public health, Health care services, Interventions with HIV/AIDS patients; Interventions with Persons with Disabilities; Interventions in Mental Health settings

Unit-III

- Social Work and Family Issues- Family Systems Perspective in Social Work; Interventions with Children in difficult circumstances; Interventions in Family violence (spouse abuse, child abuse)
- Social work intervention in Schools, Intervention with adolescents; Interventions with Elderly

Unit-IV

- Social Work Role in Criminal Justice- Juvenile Court Services, Police Social work, Probation and Parole, Victim Assistance Programmes
- Social Work in Industry- Workers participation in management, recognition of trade unions, role of welfare officers, mediation in conciliation process, Corporate Social Responsibility, Social security measures protective measures for contract labour, reduction of unfair labour practices, regulation of labour laws protection of unorganised labour against exploitation

Learning Outcome:

Develop the skills of intervention in different fields of social work practice.

Suggested Readings:

1. Adams, R. (2003). *Social Work and Empowerment*, New York: Plagrave Macmillan.
2. Alston Margaret, Jennifer McKinnon, (Ed.)(2005). *Social Work- Fields of Practice*, Oxford University Press
3. Anand, C. L (1982). *Equality, Justice and Reserve Discrimination*, Popular Book Service, New Delhi.
4. Dak, Tm. (1989). *Rural Industrialization: Challenges and Perspectives*, New Delhi, Northern Book Centre.
5. Dayal, Rekha (1987). *Resource Book on Women's Development*, New Delhi: SIDA.
6. Dominelli, L. D. (2004). *Social Work: Theory and Practice for a Changing Profession*, Cambridge, Policy Press.
7. Doel Mark, Steven M. Shardlow,(2011). *Contemporary Field Social Work- Integrating field and Classroom Experience*, Sage Publishing.
8. Dhooper, S.(1997) .*Social Work in Health Care in the 21st Century*, Sage, New Delhi.
9. DuBois, B. and Miley, K.K. (1992). *Social Work: An Empowering Profession*, Allyn and Bacon.
10. Dulmus, Catherine N.& Karen M. Sowers (Ed.)(2012). *Social Work- Fields of Practice*, Wiley
11. *Encyclopedia of Social Work, Vol. 1, 2, 3*. National Association of Social Workers, Washington D.C: NASW, 1996
12. French, Louis Meredith, (2005). *Psychiatric Social Work*, The Common Wealth Fund, NewYork.
13. Hepworth, Dean H., Ronald H. Rooney, Glenda Dewberry, Larsen, J.Rooney.G & Kim Strom, (2005).*Direct Social Work Practice- Theory and Skills*,Brooks/Cole Cengage Learning
14. Joshi, S. C. (2004). *Hand Book of Social Work*. New Delhi: Akansha.
15. Kelly, Michael. S,(2008). *The Domains and Demands of School Social Work Practice*, School Social Work Association of America Oxford Workshop Series
16. Malik, P.L,(Vol.I&II, 18th Ed.),(2003), *Industrial Law*, E.B.C Publications, Lucknow
17. Mamoria, C.B, (2007), *Personnel Management*, Himalaya Publishing House Pvt. Ltd. Mumbai
18. Park K. ,(2014).*Textbook of Preventive and Social Medicine*, Ms. Banarsidas Bhanot, Jabalpur
19. Parveen Shaila, (2017).*Social Work in Health Care*, Bharti Publishers ltd. New Delhi
20. Parveen Shaila, (2017). *Health Care Services in India*, Bharti Publishers ltd. New Delhi
21. RamChandras, L.,(1990). *Health Education: A New Approach*, Vikas Publishing House Pvt. Ltd. New delhi
22. Scourfield Peter,(2017). *Getting Ready for Direct Practice in Social Work*, Sage Publishing
23. StromGottfried, (2018). *Direct Social Work Practice- Theory and Skills*, Cengage Publications
24. Verma Ratna, (1991). *Psychiatric Social Work in India*, Sage Publications, New Delhi

PAPER 3

SOCIAL WORK INTERVENTIONS

Objectives:

Marks: 100

- Understand the concept of report writing in social work research.
- Develop the skills to apply social work methods during the research process.
- Identify critical issues of practice and research in social work.

Course Contents:

Unit-I

Social Work Intervention with Individuals:

- Need of Case Work (Where and Why?)
- Phases of Case Work Intervention
 - Intake
 - Psycho-Social Study (gathering the facts, pre-testing, use of tools)
 - Assessment(Analysing Rationale, Problem Assessment: Trauma, Stress, Anxiety, Fear, Suicidal tendency, Maladjustment, Coping Problems)
 - Intervention(Resolving obstacles, demonstrating knowledge and skills-counselling, ego support, moral support, assurance, ventilation, clarification, use of therapies)
 - Demonstrate application of evaluation and service delivery(Post testing, use of tools)
 - Terminating client service
- Case Study Report Writing (Demonstration)

Unit-II

Social Work Intervention with Groups:

- Social Group Work: meaning & definition, significance of group processes in achieving individual, group and community goals
- Classification of groups for social work intervention: Formed and Natural groups
- Treatment groups: support group, education group, growth group, therapy group, socialization group
- Task groups: to meet client's needs- teams, treatment conferences, staff development.
- Task groups: to meet organisational needs - committees, cabinets, board of directors.
- Task groups: to meet community needs- social action groups, coalitions, delegate councils.
(**Note:** Treatment and task groups will be discussed in the light of selected characteristics, purpose, leadership, focus bond, composition and communication.)
- Stages of group work intervention: planning, beginning, assessment, middle, evaluation and ending.

Unit-III

Social Work Intervention with Communities:

- Community Organization: Meaning and objectives
- Models of Social Work Intervention: Locality Development, Social Planning and Social Action
- Phases of Community Intervention: Integration, Community Study, Issue Identification and Analysis, Core Group Formation, Group Work and Meetings; Develop an Action Plan, Recourse Mobilization, Implementation of Action Plan, Evaluation and Reflection, Phase Out and Follow up.
- Programme Evaluation: definition, steps and techniques
- Tools and Techniques of Community Research: Survey, Participatory Rural Appraisal, Rapid Rural Appraisal

UNIT-IV

Social Work Research- Report Writing

- Meaning, Objectives, Assumptions, Difference between Social Research & Social Work Research
- Research Proposal Writing.
- Research Report Writing: Do's and Dont's for Report Writing, Indicators of good Research Report
- Writing Bibliography & use of Footnotes, Paraphrasing
- Developing Chapterization Plan
- Plagiarism: concept, ethical and legal issues

Learning Outcome:

Develop the ability to apply techniques and skills of primary social work methods in formulating social work interventions during research.

Suggested Readings:

1. Alinsky Saul (1971). *Rules for Radicals : A Practice Primer for Realistic Radicals*, Vintage Books.
2. Barhard (1975). *The Use of Groups in Social Work Practice*, USA : Routledge & Kegan Paul Ltd
3. Cox Fred (1987). *Community organization*, Michigan : F.E. Peacock Publishers
4. Delhi School of Social Work, (1958). *Field Work Records in Group Work and Community Organization*, London : Tavistock Publication
5. Doel, Mark & Sawda, Catherine ,(2003). *The Essentials of Group Worker*, London : Jessica Kingsley Pub.
6. Douglas, Tom (1976). *Group Process in Social Work - a Theoretical Synthesis*, New York :John Wiley & Sons
7. Douglas Tom (1978). *Basic Group Work*, London : Tavistock Publication
8. Dunham Arthur (1962). *Community Welfare Organization: Principles and Practice*, New York : Thomas Crowell
9. Friedlander, W.A. (1978). *Concepts and Methods in Social Work*, Eaglewood Cliffs, New Delhi : Bence Hall International Inc.
10. Hamilton, Gordon(1940). *Theory and Practice of Social Case Work*, School of Social Work, Columbia University Press, New York
11. Gangrade, K.D (1971). *Community Organization in India*, Mumbai : Popular Prakashan
12. Khinduka, S. K & Coughlin, Bernard (1965). *Social Work in India* , New Delhi : Kitab Mahal
13. Klein Josphine (1967) .*The Study of Groups*, London :Routledge and Kegan Paul Ltd
14. Konopka Gisela (1954). *Group Work in Institution*, New York : Associate Press
15. Konopka Gisela (1983 3rd Ed.). *Social Group Work a Helping Process*, New Jersey : Prentice Hall
16. Lowry, Fern(1939). *Readings in Social Case Work(1920-38)*, Columbia University Press, New York (selected reprints for the case work practitioners)
17. Milson Fred (1973). *An Introduction to Community Work*, Routledge & Kegan Paul, New Delhi : London OXFORD & IBH Publishing Co. Pvt. Ltd
18. Northen, Helen (1969). *Social Work with Groups*, New York : Columbia University Press
19. Northen, Helene, Roberts (1976). *Theory of Social Work with Groups*, New York : Columbia University Press
20. Phillips, Helen (1962). *Essentials of Social Group Work Skills*, New York : Associate Press
21. PRIA, (1995). *Participatory Evaluation : Issues and Concerns*, New Delhi : PRIA,
22. Reid E. Kenneth (1996). *Social Work Practice with Groups - A Clinical Perspective*, USA: Brook/Cole Publishing Company
23. Ribner, David, S., Knei-Paz, Cigal. *Clients view of a successful helping relationship*; <https://www.questia.com>
24. Richmond, Mary(2015). *What is Social Case Work? An Introductory Description*; Creative Media Partners, Reprint from the collection of the University of Toronto.
25. Ross, Murray & Lappin, Ben (1967). *Community Organization; Theory, Principles, and Practice*, New York : Harper & Row.
26. Rothman Jack, Erlich John & Tropman John (1987). *Strategies of Community Intervention' Strategies for Community Organization, Micro Practice*, Michigan : , F.E. Peacock Publishers.
27. Ryland and Wilson (1949). *Social Group Work Practice*, USA : Houghton Mifflin Co.
28. Somesh Kumar (2002). *Methods for Community Participation: A complete guide for practitioners*, New Delhi : Sage Publication (Vistaar)
29. Swales, J. M., & Feak, C. (2004). *Academic writing for graduate students: Essential tasks and skills(2nd ed.)*. Ann Arbor: University of Michigan Press.
30. Watson, G. (1987). *Writing a Thesis: a Guide to Long Essays and Dissertations*. London: Longman.