



Netaji Subhas Open University

School of Professional Studies

PROGRAMME GUIDE
for
Post Graduate Degree in Social Work
(MSW)

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PREFACE

In the curriculum structure introduced by the University for Bachelor Degree Programme/ Post Graduate Degree Programme in various disciplines is equally available to all learners. Instead of being guided any presumption about ability level, it would perhaps stand to reason if receptivity of a learner is judged in the course of the learning process. That would be entirely in keeping with the objectives of open education which does not deliver in artificial differentiation.

Keeping this in view, Self Learning Materials of the programme in different disciplines are being prepared on the basis of a well laid out syllabus. The course structure combines the best elements in model syllabi of UGC in respective subject. It has been so designed as to be upgradable with addition of new information as well as of fresh thinking and analysis. The University has also taken initiatives to prepare the Programme Guide for the benefit of the learners. The Programme Guide will help the learners in completing the course successfully by well designed plan of entire learning process. It also provides different sources of e-Resources.

The more a learner would seriously follow the Programme Guide the easier it will be for her/ him to reach out to longer horizons of a subject. If anything remains still difficult to follow, the learners are advised to attend the counselling sessions arranged at designated Learner Support Centres (LSCs) of the University.

Needless to add, a great part of these efforts is still experimental – in fact, pioneering in certain areas. Naturally, there is every possibility of some lapse or deficiency here and there. With the new initiatives of the University, I hope that the Programme Guide would be beneficial to the learners and as well as to the Academic Counsellors. I also welcome suggestions and feedback from the users for its further improvement.

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Post Graduate Degree in Social Work (MSW)

Expectation from the Learners

Social Work is a practice-based profession and an academic discipline, which aims to promote social development, empowerment and ensures social justice as well as Human Rights thereby enhancing wellbeing of our Society. The learners of MSW course are expected to be committed to their profession and be empathetic towards the individual, group or community for whom they are working with. A true Social worker is supposed to possess certain qualities which the learners are expected to develop in due course of time as they are obtaining the professional training in Social Work.

A Social Worker is expected to make a difference in the life of people who are in difficult circumstances and must be caring, compassionate, patient listener and be up to date with their knowledge. A professionally qualified social worker must also have a good communication skill to convey right message to the concerned person.

The two years curriculum of Social Work gives the learners scopes to gain extensive grass root level field experiences which would help them know the ground realities of various social problems. The learners are expected to apply the core methods and principles of Social Work and thus develop desired professional attitudes to plan strategies to deal with such problems scientifically and pragmatically.

Programme Information

The MSW course offered by NSOU is designed by competent Board of Studies to make it as contemporary as possible. It is a two years course with 12 Theory papers and two practical papers on Field work and Dissertation .The total marks of the course is 1500.

The learners after obtaining a Bachelor's degree in any Social Science subject are eligible to pursue MSW course from NSOU Since Social Work is a professional course, therefore the learners are supposed to undertake an extensive field work training. This training enables the learners to develop the desired professional skills to understand the problems of individual, groups and communities and further they also become equipped to tackle these problems by inner strength of the people with whom they come in contact while working in the field.

The learners after completion of the course may go for PhD in the field of Social Work or may even get jobs in various Non-governmental or Governmental sectors. They may get jobs as healthcare professional, or in the field of Women and child development. They may also work as welfare officer in correctional homes or in the field of community development.

The courses are run through Personal Contact Programmes (PCPs) in the selected study centers. The PCP sessions are mostly conducted on Sundays and 24 hours are needed to complete each papers. The Academic Counsellors are College or University teachers along with developmental officials working in reputed NGOs or are responsible officials in Government sectors.

Recommended Approach

The MSW course is conducted through Personal Contact Programme (PCP) in its various study centers. Besides these PCP sessions the University also conducts special lectures in its Regional Centers from time to time. The learners are expected to read the Self learning materials before coming to the PCP sessions and clarify their doubts .They supposed to ask questions and check their progress in these sessions.

There is a strong liaison between the coordinators of the study centers and the concerned authorities of the university so that an effective mode of communication is established and relevant information are timely disseminated amongst the learners about the various curriculum like submission of assignments, notice related to Field Work and Dissertation or matters related to examination. The university has its own e -repositories along with a strong ICT support which enables the learners to access the e-learning materials whenever they require. The learners are welcome to meet the concerned faculty on the Regional Centre whenever they feel the need. The learners and the concerned faculties are in regular contact through social networking sites. The University therefore adopts a very democratic and flexible approach where the learners are encouraged to learn from anywhere and in anytime.

Program Objectives

Social Work is a profession which is committed to face and solve social challenges scientifically and with democratic approach. Thus the MSW program offered by NSOU aims to train its learners to become responsible and skillful professionals who may in future become well equipped to resolve any crisis situation with a humanitarian approach. The learners get acquainted with the

application of primary and secondary methods of Social Work, so that they may integrate these methods efficiently while dealing with any social challenges. They are also encouraged to analyze these social problems and then prescribe the possible Social Work interventions.

The placement in NGOs during the 1st year of the course enables the learners to understand its administrative patterns while in final year of the course the learners gets an exposure to conduct Research Work as they are supposed to submit a dissertation report on any social issue, thereby they develop an aptitude to think critically about social conditions.

Thus MSW program is designed with an intention to offer a diverse learning experience to its learners to tackle various social maladies and work for the development and empowerment of our communities.

The main objective of the MSW program is therefore to help the learners to settle down in their professional career by developing the basic skills, attitude and adopt an unbiased, truthful and a Right Based Approach to work for the society. Therefore the MSW program offered by NSOU is professional in true sense as it provides both theoretical and practical experience to its learners and help them to work in the communities with much ease and with optimum effectiveness.

Course Objectives

MSW 1 st Year	
Name of the Course	Objectives
Paper I: History and Philosophy of Social Work	To help learners gain a clear conception about the Social Work and develop the knowledge about the historical development of Social Work as a profession both in India and abroad. This paper aims to explain how the present day Social Work underwent a transformation from charity to an empowering profession It gives a clear idea about the importance of Social Work Education in our society and creates the an awareness about the basic principles, ethics, values and methods of Social Work practice. Along with this the learners also get familiarized with some core concepts related to Social Work practice.
Paper II: Methods of Social Work- I (Social Case Work/Social Group Work)	In this paper the learners are given an exposure about the first two primary methods of Social Work i.e. Social Casework and Social Group Work. This paper enables the learners to know the definition, principles stages and models of Casework and Group Work and how these methods may be applied in various settings. The learners are also encouraged to develop an ability to take up a multi -dimensional approach while assessing and intervening the Social problems. The learners are made to understand the issues related to group dynamics

	and know about the theories of Leadership in Group Work in particular.
Paper III: Methods of Social Work-II (Community Organization)	This paper deal with the third primary method of Social Work and elaborately discusses about the basic characteristics of a community so that the learners finds it easier when they actually go to the field to work with the communities. The learners are able to develop an understanding about various approaches for “Need assessments “while working in a community. Thus this paper enables the learners to know the different steps to assess the community-based needs and know the way they extend the linkage services to the people of the community. The paper are exposes the learners with the idea of “Social action" as one of the secondary method of Social work and see how this method may be used for mass mobilization without violence and coercion.
Paper IV: Man and Society (Sociology/Indian Economic System)	This paper enables the learners to develop an in-depth understanding about the Societal system and try to analyze the Societal system and the existing social problems of India and thereby apply Social Work interventions to deal with such problems .The paper also helps the learners to know about the various economic problems that Indian societies often have to face and further give theoretic explanation of such economic problems and also suggest the role of Government and other agencies to tackle such problems.
Paper V: Human Growth & Behaviour and Health & Hygiene (Human Growth & Behaviour/Health Care Management)	Maintaining a healthy society where each and every member of the Society are completely free from any kind of disease like mental ,physical or psychological is an integral part of Social Work practice. Thus the objective of this paper is to develop an understanding of how an individual thinks feel behave or response in a particular situation. The learners know about the different stages development that the human beings undergo in their life time and how these experiences leads to their personality development. The paper further explains the concept of Health and Hygiene and gives an idea about the etiology of various communicable a d non -communicable diseases and the various methods of its prevention. The learners also gets a clear understanding about the role of a Social Worker in a Healthcare system.
Paper VI: Social Work Research and Statistics (Social Work Research/Statistics/Use of Computers)	The sixth paper i.e. Social Work Research and Statistics is one of the secondary method of Social work and helps the learners to think critically and develop an aptitude for Research. They are trained about the various Research approaches which include Qualitative, Quantitative and Eclectic approaches and also know about the various statistical tools which they may use for data analysis and interpretation.

Paper VII & VIII: Field Work (Placement Reports) and Viva Voce	Field placement is an integral and most important curriculum of Social Work Course. The main objective of Field Work is to relate their theoretical knowledge with their practical exposure and this will help them to develop a clear conception about the application of social work methods in the community setting. The Field Work exposure shall help the learners to develop those professional skills, which will help them to work for the cause of humanity and bring about desired social changes and ensure sustainable development of our society.
MSW 2nd Year	
Paper IX: Social Welfare Administration	This paper clearly gives a conception about another secondary method of Social Work which deals with the process of administration and explain the basic difference between Public Administration and Social Welfare Administration. It enables the learners to acquire those skills and qualities needed for efficiently carrying out the administrative activities of an agency like recruitment of employees, imparting training for staff development, budgeting, formulating project proposal or managing projects etc. The learners also get aware about the various Government Department / Ministries and their schemes & policies for the welfare of the vulnerable segment of the Society.
Paper X: Community Development (Rural and Urban)	The Learners having already learnt about the concept of various communities. The learners are given a complete overview about the Rural, Urban and Tribal communities along with the slum areas. The learners understand about the concerned Government Department / Ministries and its programs for the development of these communities. This paper explains about administrative pattern of Panchayat and other Urban Local Govt. along with the role of Banks, Cooperatives and NGOs in the development of such communities.
Paper XI: Contemporary Social Problems & Social Policy	The learners know about the concept, causes and genesis of Social problems with special reference to Indian societies. This paper also encourages the learners to develop an understanding about these problems from the perspective of a Professional Social Worker and deal with such problems by applying the various Social Work Approaches.
Paper XII: Crime and Correctional Administration	The learners get the scope to take up an in-depth study of the crime and criminal behavior. They may understand with theoretical explanation the nature of Human Behavior and the Societal conditions which compels a person to commit crime. The learners also learn about the various mechanism to control of occurrence of crime in our society and the role of a professional Social Worker in this regard.
Paper XIII: Social Legislation	This paper helps the learners to know about the constitutional safeguards and the legislative system of our country. Learners are trained to understand the cases of the persons who are subjected to exploitations and thus learn ways to redress such issues by the application of legal measures thereby restoring social justice and Human Rights in our society. The learners are given thorough

	knowledge about laws related to Women and Children, Elderly People, Persons with Disabilities (PWD) and along with labour laws.
Paper XIV: Areas of Social Work Practice	The learners in this paper will understand about various scope of Social Work Practice. The learners gets an opportunity to know the various areas in which Social Work may be practiced. Thus this paper enable the learners to adopt multidisciplinary approaches as well as apply integrated Social Work practice to make a difference in the Societal system in a much meaningful way.
Paper XV & XVI: Project Work (Study Reports) and Viva Voce	To orient the learners about social work research. Learners thus need to probe into various social issues and problems by carrying out in depth investigations to understand the ground realities and explore the root cause of these social abnormalities and also try to find solutions to combat these problems.

Expected Learning Outcomes

The learner after completion of the course become knowledgeable, competent and efficient to ensure , to secure for themselves good job opportunities in NGOs , CBOs and NPOs or even compete for government services to seek career in various government organization or even go for further research activities in the field of social work. The training in social work would make the learner to develop all the qualities which are expected to be possessed by the professional social worker. The course shall prepare the learner to face the competition world and other social challenger with lot of confidence. They would be in the position of taking responsibilities and adopt an emphatic approach to extend all kinds of support needed for the wellbeing and empowerment of human beings.

Examination System

There are twelve theoretical papers and two practical papers i.e. Field Work in the MSW Part I with Dissertation in the MSW Part II of the course. All the enrolled learners appear for Viva Voce at the end of each year. The total marks allotted for the course is 1500 which is equally divided into each year. The learner have to submit assignment for all the papers except practical papers, followed by the term end examination each year. The total weightage of 20% for assignment while 80% is given for the term end examination. Viva Voce for practical papers are conducted in the Regional Centers of the University by the approved Board of Examiners.

Course Structure

MSW Part – I (1 st Year)

PAPER	TITLE	MARKS
I	History and Philosophy of Social Work	100
II	Methods of Social Work – 1 (Social Case Work/Social Group Work)	100
III	Methods of Social Work-2 (Community Organisation)	100
IV	Man and Society (Sociology/Indian Economic System)	100
V	Human Growth & Behaviour and Health & Hygiene (Human Growth & Behaviour/Health Care Management)	100
VI	Social Work Research and Statistics (Social Work Research/Statistics/Use of Computers)	100
VII	Field Work (Placement Reports)	100
VIII	Viva Voce	50
MSW Part – II (2 nd Year)		
PAPER	TITLE	MARKS
IX	Social Welfare Administration	100
X	Community Development (Rural and Urban)	100
XI	Contemporary Social Problems & Social Policy	100
XII	Crime and Correctional Administration	100
XIII	Social Legislation	100
XIV	Areas of Social Work Practice	100
XV	Project Work (Study Reports)	100
XVI	Viva Voce	50

Full Marks: 1500 (120 credits)

Detailed Syllabus

[http://www.wbnsou.ac.in/student_zone/courses/school_of_professional_studies/syllabus/Master Degree Programmes/MSW_Syllabus.pdf](http://www.wbnsou.ac.in/student_zone/courses/school_of_professional_studies/syllabus/Master_Degree_Programmes/MSW_Syllabus.pdf)

Link for the Field Work Manual:

http://www.wbnsou.ac.in/student_zone/courses/school_of_professional_studies/dissertation_guide/20180928_MS-W-VII%20Book.pdf).

Link for the Dissertation Guide:

[http://www.wbnsou.ac.in/student_zone/courses/school_of_professional_studies/dissertation_guide/20180712_Dissertation NOTES for MS-W-P-15.pdf](http://www.wbnsou.ac.in/student_zone/courses/school_of_professional_studies/dissertation_guide/20180712_Dissertation_NOTES_for_MS-W-P-15.pdf)).

Previous year's Question Paper

http://www.wbnsou.ac.in/student_zone/e-resources/question_bank/pg/question_bank_pg.shtml#questionbank_pg

e-Resources

The university has its own e -repositories along with a strong ICT support which enables the learners to access the e-learning materials whenever they require. Various e-content, self-learning materials (e-SLM), audio-video lectures (A/V Lectures) and other relevant information pertaining to the course are available in the university website for the learners both in Bengali as well as in English version. Learners can download and read the study materials as per their convenience. Learner friendly Android based mobile application is also developed for the benefit of the learners.

Papers	Link to the E-resources (e-SLM)
Paper I, Paper II, Paper III, Paper IV	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-01-04.pdf
Paper V	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-05.pdf
Paper VI	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-06.pdf
Paper VII	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-07.pdf
Paper IX	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-09.pdf
Paper X	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-10.pdf
Paper XI	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-11.pdf
Paper XII	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-12_Bengali.pdf
Paper XIII	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-13E.pdf
Paper XIV	http://www.wbnsou.ac.in/online_services/SLM/PG/MSW-13-14.pdf
List of A/V Lecture	
http://www.wbnsou.ac.in/online_services/econtent_List_AV_Lecture.shtml#active_econtent_avlecture	
NSOU OER Repository	
http://nsouoer.krc.net.in/	
NSOU Web TV	
http://www.wbnsou.ac.in/online_services/webtv.shtml#active_webtv	

For further readings and references some other useful external links are also provided below.

Name of the Portal	Web link / Website
e-PG Pathshala	http://epgp.inflibnet.ac.in/Home/ViewSubject?catid=32
eGyanKosh	http://egyankosh.ac.in/simple-search?query=social+work
SWAYAM PRABHA	https://www.swayamprabha.gov.in/index.php/program/archive/6 https://www.swayamprabha.gov.in/index.php/program/archive/26
CEC-UGC YouTube Channel	https://www.youtube.com/user/cecedusat
National Digital Library of India (NDLI)	https://ndl.iitkgp.ac.in/
Shodhganga	https://shodhganga.inflibnet.ac.in/
Directory of Open Access Books	https://doabooks.org/