

BACHELOR OF SOCIAL WORK

I.OBJECTIVES OF THE COURSE

- To provide Professional Social Work foundation through integration of theory and practice in social work
- To demonstrate the ability to apply the knowledge, values and skills of Generalist Social Work practice.
- To enhance interdisciplinary perspective and understanding of social issues and concerns.
- To facilitate the ability to integrate field work experiences for effective Social Work practice.

II. ELIGIBILITY FOR ADMISSION TO BSW COURSE

For the purpose of admission in to the BSW Programme a candidate should have:

- Passed the Higher Secondary Examination conducted by the Government of Tamil Nadu (or) an examination accepted as equivalent thereof by the Syndicate, of the University of Madras.
- Working knowledge of Tamil to enable the candidate to do effective field practicum.

III. COURSE DURATION:

- a) Each academic year shall be divided into two semesters. The first academic year shall comprise of the first and second semesters, the second academic year the third and fourth semesters, and the third academic year the fifth and sixth semesters respectively.
- b) The odd semesters shall consist of the period from June to November of each year and the even semester from December to April of each year. There shall be not less than 90 working days for each semester.
- c) The duration of the BSW course is 3 academic years (6 Semesters).

IV. COURSES OF STUDY:

The courses of study shall consist of the following:

1. Part – I – Foundation Courses – Tamil and French
 - (a) Studied Tamil up to xii std, shall take Part – I Tamil during the I & II Semesters.
 - (b) Not studied Tamil up to xii std, shall take Part – I French during the I & II Semesters.

2. Part – II - Foundation Course – English

3. Part – III

a) Core courses: Consisting of Main Theory papers and Field Work.

b) Allied Subjects.

4. Part – IV

i) Non-Major Electives for 1st and 2nd Semesters

a. Not studied Tamil up to xii std, shall take Basic Tamil as Non Major Elective during I & II Semesters.

b. Studied Tamil upto xii std, can choose non-major elective comprising of two courses viz Stress Management during I Semester and Sustainable Tourism and Social Work during II Semester.

ii) Sem – 3: Environmental Studies

iii) Sem – 4: Value Education

iv) Sem – 5: Disability / Disaster Management

v) Sem – 6: Introduction to Workforce Development / Social Entrepreneurship

vi) Soft skills (One training per Semester) - 6 Soft Skills in total

5. Course Completion Requirement: Study Tour

V. COMPULSORY EXTENSION SERVICE:

A candidate shall be awarded 1 Credit during the 4th semester for **Compulsory Extension Service** of minimum 120 hours @ 30 hours per semester, during the I, II, III and IV Semesters. All the Students shall have to enroll for NSS / Sports & Games / Youth Red cross as part of compulsory extension service. If a student LACKS 60 HOURS ATTENDANCE in the First year, he/she shall have to compensate the same during the subsequent year.

VI. TEACHING METHODOLOGY:

Lectures, Guest Lectures, Group Assignments, Group Discussions, Video/Documentary Presentations, Role Plays, Case Studies, Article Reviews, Reading Materials and Field Visits.

VII. ATTENDANCE REQUIREMENTS

- All candidates must put in 75% of attendance in each theory paper and 100% for field work and soft skills training.
- Absence from field work will be viewed seriously. Students who do not have 100% attendance in their practical / field work will have to repeat the particular

component of the practical / field work.

- If a candidate fails to put in the minimum attendance (75%) in any theory paper, the Principal can condone the shortage of attendance up to a maximum limit of 10% (i.e. between 65% to 75%). Condonation fee of Rs. 250/- for each Theory paper is payable. (For attendance percentage less than 65%, UNOM attendance regulations for the prevailing academic year will apply.)

VIII. PASSING MINIMUM AND ELIGIBILITY FOR THE AWARD OF THE DEGREE

A candidate shall be declared to have passed in each paper / field practicum/project if he/she secures NOT LESS THAN 40% of the marks prescribed for the examination. He/ She shall be declared to have passed the whole examination if He/ She passes in all the papers, rural camp, field practicum and research project as per the schemes of examinations (spreading 6 semesters) earning 141 CREDITS and if He/ She shall fulfill all other course requirements as prescribed. Candidates who successfully qualify in the course will be recommended for the award of the BSW degree of the University of Madras.

IX. PROJECT REPORT / FIELD WORK REPORT:

Every student is required to complete a project report/field work report under the supervision and guidance of a faculty with a MSW / M.Phil / Ph.D degree in Social Work of BSW department, who will guide the students on topics related to social work education/Field work activities.

The project report/field work report shall be evaluated by two examiners.

INTERNAL ASSESSMENT:

Faculty in Social Work of the department who has guided the students.

EXTERNAL ASSESMENT:

Another Social Work faculty of the BSW department.

The examiners shall evaluate the project report/field work report for 100 marks. The total marks for project report / field work activities will be 100.

X. QUESTION PAPER PATTERN FOR CORE, ALLIED, TAMIL, ENGLISH AND NME

A. Internal Continuous Assessment (ICA) Pattern

The following procedure is followed for ICA:

Theory papers: Internal Marks = 50 Marks (Maximum)

Component	First Internal Continuous Assessment (I- ICA)	Second Internal Continuous Assessment (II- ICA)		In Class Test (ICT)	Take Home Assignment (THA)	Total Marks	Percentage
Marks Allocated	25 Marks	25 Marks	25 Marks	10 Marks	15 Marks	50 Marks	
Passing Minimum			10/25	4/10	6/15	20/50	40%

ICA QUESTION PAPER PATTERN

TOTAL MARKS :25 / TIME:1 HOUR

Option 1:

Part A. Answer ALL.

(5*2=10)

Part B. Answer any THREE (3 OUT OF 4) (3*5=15)

Option 2:

Part A : 15 x 1 (Without choice) = 15 Marks

Part B : 2 out of 3 questions x 5 Marks each = 10 Marks.

Option 3:

Part A. Answer ALL

(1*25=25)

Portion for I – ICA : Unit – 1 & 2; Portion for II – ICA : Unit – 3 & 4

B. END SEMESTER EXAMINATION QUESTION PAPER PATTERN

(i) FOR THEORY PAPERS OTHER THAN BASIC TAMIL I& II (NME)

SECTION – A (50 WORDS)

10 OUT OF 12 - 10*2 MARKS = 20 MARKS

SECTION – B (300 WORDS)

4 OUT OF 6 – 4*10 MARKS = 40 MARKS

SECTION-C (600 WORDS)

2 OUT OF 3 – 2*20 MARKS = 40 MARKS

*Refer English I & English II syllabus for internal choice specifications (for examination purposes).

(ii) FOR BASIC TAMIL - I & BASIC TAMIL – II (ONLY)

PART –A: Objective type Questions (50 Questions * 2 marks =100)

*Refer Basic Tamil - I & Basic Tamil - II syllabus for specifications for examination purposes.

C. EVALUATION PATTERN FOR FIELD WORK COMPONENTS:**i) FIELD LAB SESSIONS (I&II) (Semester I & Semester II)**

SN	Criteria	Marks	Total Marks
1.	<u>INTERNAL ASSESMENT</u> <ul style="list-style-type: none"> • Submission of Report • Conference • Content • Interaction 	10 10 20 10	50
2.	<u>EXTERNAL ASSESMENT</u> <ul style="list-style-type: none"> • Communication • Knowledge • Learning • Attitude 	10 20 15 05	50
TOTAL MARKS		100	100

ii) OBSERVATION VISITS (Semester III)

SN	Criteria	Marks	Total Marks
1.	<u>INTERNAL ASSESMENT</u> <ul style="list-style-type: none"> • Submission of Report • Conference • Content • Interaction 	10 10 20 10	50
2.	<u>EXTERNAL ASSESMENT</u> <ul style="list-style-type: none"> • Communication • Knowledge • Learning • Attitude 	10 20 15 05	50
TOTAL MARKS		100	100

iii) PROJECT FIELD WORK (Semester IV)

SN	Criteria	Marks	Total Marks
1.	<u>INTERNAL ASSESMENT</u> <ul style="list-style-type: none"> • Submission of Report • Conference • Content • Interaction • Resource Mobilization 	10 10 10 10 10	50
2.	<u>EXTERNAL ASSESMENT</u> <ul style="list-style-type: none"> • Communication • Organization Profile • Village Profile • Presentation • Application of Theory • Consolidated report 	05 05 10 10 15 05	50
TOTAL MARKS		100	100

iv) **RURAL CAMP (Semester V)**

SN	Criteria	Marks	Total Marks
1.	Internal Assessment - Pre Camp: 1. Submission of reports on time 2. Conference Attendance 3. Content of Report	10 10 10	30
2.	Internal Assessment - On Camp: 1. Involvement & Participation in the camp activities 2. Performance of the role assigned 3. Time Management 4. Behaviour in the group (Acceptance of differences, Tolerance, Team work, Attitude towards companions and interaction with the others)	05 05 05 05	20
3.	External Assessment: 1. Communication 2. Knowledge 3. Learning 4. Attitude 5. Consolidated Report	10 10 15 05 10	50
	TOTAL MARKS	100	100

v) **CONCURRENT FIELD WORK (Semester VI)**

SN	Criteria	Marks	Total Marks
1.	<u>INTERNAL ASSESMENT</u> • Submission of Report • Conference/ Interaction • Content • Consolidated Report	10 10 20 10	50
2.	<u>EXTERNAL ASSESMENT</u> • Organization Profile • Methods of Social Work • Attitude • Communication • *Agency Evaluation	10 15 05 10 10	50
	TOTAL MARKS	100	100

*Agency Evaluation: (100 Marks will be converted to 10 Marks)

Agency Evaluation Criteria

S.No	Attributes	Maximum Mark
1	Punctuality	10
2	Regularity	10
3	Aptitude for Work	10
4	Sense of Responsibility	10
5	Initiative and readiness to work	10
6	His/ Her involvement in the agency Programme and Activities	10
7	Ability to Co-operate with the Agency Personnel	10
8	Relationship with others	10
9	Performance at work	10
10	Attitude towards the whole training	10
Total Marks (Converted to 10 Marks)		100

D.EVALUATION PATTERN FOR SOFT SKILLS (Semesters I TO VI)

SN	Criteria	Marks
1	Trainers Evaluation (Written test / Involvement in Activity / Group Discussion / Presentation)	10
2	Report Writing	10
3	Attendance	20
4	Viva (Content & Learning Experience)	10
TOTAL MARKS		50

Panel of Examiners for Field Work Assessment:

Semesters 1 to 5: Internal Assessment will be done by the concerned Faculty Supervisor of the BSW Department and External Assessment will be done by one external academician i.e., BSW Faculty Member from Other Colleges affiliated to the University of Madras.

Semester 6: Internal Assessment will be done by the concerned Faculty Supervisor of the BSW Department and External Assessment will be done by one external academician i.e., BSW Faculty Member from Other Colleges affiliated to the University of Madras and one Professional Social Work Practitioner from a NGO.

E. Evaluation Pattern for Research Project

Internal Assessment (Max Marks = 50)	Topic Presentation (10 Marks)	Introduction & Review Submission (10 Marks)	Research Methodology & Tool Preparation (10 Marks)	Submission of Data & Data Analysis and Interpretation (15 Marks)	Punctuality and Regularity (5 Marks)
External Assessment (Max Marks = 50)	Problem Definition & Objectives (10 marks)	Research Methodology (10 marks)	Findings and Suggestions (10 marks)	Report Format (10 marks)	Viva discussion (10 marks)

PAPER – CREDIT – CLASS HOURS – EXAM HOURS – MATRIX

Semester	Title of the Subject	Type of paper	Total No. of Papers	Credit Per paper	Teaching hours per paper / per week @ 4 class days per week	Duration of ESE Exam Hours	Paper wise credit				Semester wise Credit total
							Foundation	Core	Non-Core	Total	
I	Foundation	Theory	2	3	4	3	6	-	-	6	22
	Core	Theory	1	4	4	3	-	4	-	4	
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*NME	Theory	1	2	2	3	-	-	2	2	
Soft Skill	-	1	2	-	Only	-	-	2	2		
II	Foundation	Theory	2	3	4	3	6	-	-	6	22
	Core	Theory	1	4	4	3	-	4	-	4	
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	*NME	Theory	1	2	2	3	-	-	2	2	
Soft Skill	-	1	2	-	Only	-	-	2	2		
III	Core	Theory	3	3	4	3	-	12	-	12	24
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	NME	Theory	1	2	2	3	-	-	2	2	
Soft Skill	-	1	2	-	Only	-	-	2	2		
IV	Core	Theory	3	3	4	3	-	12	-	12	25
		Field Work	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	NME	Theory	1	2	2	3	-	-	2	2	
	Soft Skill	-	1	2	-	Only	-	-	2	2	
V	Core	Theory	3	4	4	3	-	12	-	12	24
		Field Work (Rural)	1	4	-	5-7 Days	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	NME	Theory	1	2	2	3	-	-	2	2	
	Soft Skill	-	1	2	-	Only	-	-	2	2	
VI	Core	Theory	2	4	4	3	-	8	-	8	24
		Project	1	4	4	Only	-	4	-	4	
		Field Work (Concurrent)	1	4	-	-	-	4	-	4	
	Allied	Theory	1	4	4	3	-	-	4	4	
	NME	Theory	1	1	1	-	-	-	1	1	
	Soft Skill	-	1	2	2	Only	-	-	2	2	
	CC***	Study Tour				4-5 Days	-				
TOTAL CREDITS										141	

*NME-Non -Major Elective.

**Compulsory Extension Service

***Requirement for Course Completion

