CURRICULUM

BS Social Work (5th Semester Intake)

Applicable to Academic Session Spring 2023 and onwards

DEPARTMENT OF SOCIAL WORK

FACULTY OF SOCIAL SCIENCES

UNIVERSITY OF SARGODHA

SARGODHA

Department of Social Work

Overview

The Department of Social Work was established in 2003 to embrace the profession's commitment to the values of human diversity and the dignity of all the individuals of society, with particular attention to the marginalized groups. Having strong faculty, graduate and postgraduate academic programs; the curriculum is designed to enable the students to get professional Social Work knowledge along with field work practice at micro, macro and mezzo level in an array of settings and with diverse populations. The Department has six PhD and six MPhil qualified faculty members and is one of the leading departments of the University having rich faculty with diversified specializations in the field of social welfare, social policy, social gerontology, human rights, child labor, mental health, gender-based violence, feminization of poverty and social welfare of differently abled persons.

Vision of the Department

The vision of the department of Social Work is to promote and enhance societal well-being followed by integrated and transformative Social Work education, research and community engagement.

Mission of the Department

Followed by profession's commitment to the values of human diversity and the dignity of all the individuals of society, with particular attention to the marginalized groups; the mission of the department is to prepare future Social Work professionals who are culturally competent, acquaint with community-engaged practice, know persistent and emerging social problems of diversified groups and be in the lead of societal well-being through social policy and research.

Scope of Social Work

In the present scenario, job opportunities for Social Work graduates are expected to increase more rapidly making it more valuable than ever in a wide range of professional settings including child protection, women empowerment, substance abuse treatment, services for senior citizens, rehabilitation centers, hospitals, juvenile services, mental health care and schools at public sector, private sector and non-profit sector (Civil Society Organizations, Community Based Organizations, Non -governmental Organizations, Bilateral Organizations and Multilateral Organizations).

BS Social Work (5th Semester Intake)

Eligibility: At least 45% marks in BA/BSc/ADA/ADS/Equivalent 14 year degree and 50% marks in the subject of Social Work Elective.
Duration: 02 Year Program (04 Semesters)

Semester-I

SOWK-6301	Social Case Work	3(3+0)
SOWK-6302	Community Development and Organization	3(3+0)
SOWK-6303	Human Growth and Behavior in Social Work	3(3+0)
SOWK-6304	Theories of Social Work- I	3(3+0)
SOWK-6305	Social Problems	3(3+0)
SOWK-6306	Historical Development of Social Work and Social Welfare	3(3+0)

Semester-II

SOWK-6307	Social Group Work	3(3+0)
SOWK-6308	Theories of Social Work- II	3(3+0)
SOWK-6309	Social Policy	3(3+0)
SOWK-6310	NGO Management	3(3+0)
SOWK-6311	Field Work & Report Writing- I	6(0+6)

Semester-III

SOWK-6312	Research in Social Work	3(3+0)
SOWK-6313	Social Action	3(3+0)
SOWK-6314	Social Welfare Administration	3(3+0)
SOWK-6315	Field Work & Report Writing- II	6(0+6)
SOWK-63xx	Optional Course-I (any one from list A)	3(3+0)

Semester-IV

SOWK-6316	Statistics and Data Analysis in Social Work	3(3+0)
SOWK-6317	Laws for Social Work in Pakistan	3(3+0)
SOWK-6318	Human Resource Development in Social Work	3(3+0)
SOWK-6319	Research Thesis	6(6+0)
SOWK-63xx	Optional Course-II (any one from list B)	3(3+0)

Optional Course-I (List A)

SOWK-6320	Medical and Psychiatric Social Work	3(3+0)
SOWK-6321	Gender & Development	3(3+0)
SOWK-6322	Child Protection	3(3+0)
SOWK-6323	Criminology	3(3+0)

Optional Course-II (List B)

SOWK-6324	School Social Work	3(3+0)
SOWK-6325	Rural Development and Local Government	3(3+0)
SOWK-6326	Social Work and Disaster Management	3(3+0)
SOWK-6327	Drug Abuse Prevention	3(3+0)

Total Credit Hours: 18+18+18+18+ 72

The purpose of this course is to help the students to understand the basic method of social work and the application of social case work as a method of helping individuals. Social case work is one of the primary methods of Social Work which enables social worker students to help individuals and find a solution to the problems of social adjustment which they are unable to handle in a satisfactory way by their own effort. Thus, it will develop the abilities of the students to critically analyze problems of individuals, factors affecting them and will also expand the capability of establishing and sustaining a working relationship with the client. It will acquaint students in getting knowledge of casework components, process, and identification of social, economic and behavioral factors influencing the client and their counseling and guidance. There will be discussion on client-case workers relationship diagnosis and Treatment process, interviewing techniques and tools like recording and its types. Describing the field of practice of Casework like Medical Social Work, School Social Work, Social Work and Mental Health, Social Work with drug addicts, Social Work with aged, Social work with disabled and Social Work with Prisoners: it will emphasize on trends and issues in Social Case Work in Pakistan. It also involves discussion on authority and its use in Social Casework, the Phenomena of transference and types of treatment etc.

Contents

1. Introduction to Social Case Work
2. Concept and Scope of Social Case Work
3. Historical Development of Social Case Work
4. Code of ethics of Social Case Work
5. Components of Social Case Work
6. Principles of Social Case Work
7. Skills in Social Case Work
8. Problem Solving in case Work
9. Social Study in Case Work
10. Assessment in Case Work
11. Intervention in Case Work
12. Termination in Case Work
13. Client-Worker Professional Relationship
14. Role of social case worker
15. Approaches to Social Case Work
16. Techniques of Social Case Work Process
17. Tools of Social Case Work Intervention
18. Fields of Social Case Work

Recommended Texts

1. Aptekar, H. H. (2018). *Basic concepts in social case work*. Chapel Hill: University of North Carolina Press.
3. Deve, R. & Prakash, R. (2014). *Social work methods, practices and perspective*. Jaipur: Mangal Deep.

Suggested Readings

1. Zastrow, Z. (2010). *Introduction to social work and social welfare: empowering people.* Belmont: Brooks/Cole.
2. Stewart (2010). *Interviewing, principles and practices.* Tata McGraw-Hill Education.

SOWK-6302   **Community Development and Organization**   **3(3+0)**

Community development is a complex field of study- one that is boundary spanning in its scope and multidimensional in its applications. It's because community development not only concerns the physical realm of community, but also the social, cultural, economic, political and environmental aspects as well. Evolving from an original needs-based emphasis to one that is more inclusive and asset-based community development is now a distinct and recognized field of study. Today, scholars and practitioners of community development are equipped to respond to the challenges facing communities. Because its applications are wide-ranging yet always aimed at improving quality of life, it is important to understand the underlying foundations and theory of community development as well as the variety of strategies and tools used to achieve desired outcomes. Students will learn the art of community organizing, visioning, planning, implementing and evaluating the community projects/programs.

Contents

1. Conceptualizing community
2. Dimensions of communities
3. Functions of communities
4. Classical and Contemporary perspectives: strengths, empowerment and resiliency perspectives
5. A framework for community and economic development
6. Community development theories
7. Approaches to community development: need-based community development, asset-based community development
8. Community development practice: role of community worker, community development principles, community development process
9. Social Work practice with communities: engagement, assessment, planning, intervention, termination, evaluation
10. Community visioning and strategic planning
11. Community organizing: establishing community-based organizations, developing leadership skills, assessment, asset-mapping
12. Sustainable community development
13. Project proposal
14. Community development programs in Pakistan

Recommended Books

1. Netting, F. E., Kettner, P. M., McMurtry, S. L., & Thomas, M. L. (2017). *Social work macro practice* (6th ed.). Boston: Pearson Education, Inc.
2. Phillips, R., & Pittman, R. H. (Eds.). (2015). *An introduction to community development*. Oxon: Taylor & Francis.

Suggested Readings

3. Bessant, K. C. (2018). *The relational fabric of community*. New York: Palgrave Macmillan.
4. Brueggemann, W. G. (2014). *The Practice of Macro Social Work* (4th ed.). Boston: Cengage Learning.

SOWK-6303   **Human Growth and Behavior in Social Work**   **3 (3+0)**

Human growth and behavior means the potential and expressed capacity for physical, mental, and social activity during the phases of human life. Individuals, like other animal species, have a typical life course that consists of successive phases of growth, each of which is characterized by a distinct set of physical, physiological, and behavioral features. Social workers work with people so understanding, human behavior is essential to be an effective social worker. Human growth and behavior course is designed to acquaint the students with developing concepts in psychology and to give them an understanding of the basic dynamics, which underlie human behavior at various stages in the lifespan. The knowledge of human behavior will contribute to the students as a future practitioner. They will understand their clients and translate into better assessment of their client's needs. Moreover, it helps social workers to understand that every person is a little bit different, thus human development tends to follow a remarkably predictable pattern, and hence they will know what's typical at certain ages and stages.

Contents
1. Meaning and significance of human growth and behaviour
2. Basic assumptions of human behavior
3. Approaches to the study of human growth and development
4. Principles of human growth and development
5. Factors affecting human growth/development
6. Phases of human growth and development
7. Introduction to theories of personality development
8. Freud's Psycho Analytic Theory
9. Jung's Analytical Theory
10. Social Psychological Theory of Adler
11. Eric Erikson's Psychoanalysis and the life cycle
12. Jean Piaget's Theory of Cognitive Development
13. Lawrence Cohlberg's Theory of Moral Development
14. Concepts of abnormal behavior
15. Psychotic Disorder
16. Neurotic Disorder
17. Psychosomatic Disorder
18. Role of Nature & Nurture in Personality Development

Recommended Texts

1. Schultz, D. P. & Schultz, S. E. (2017). *Theories of personality*. Boston: Cengage Learning.
2. Cameron, N., & Bogins, B. (2012). *Human Growth and Development*. Elsevier.

Suggested Readings

1. Beckett, C., & Tylor, H. (2010). *Human Growth and Development*. (2nd Edition). Sage.
2. Feldman, R.S. (2005). *Understanding Psychology*. (7th Edition). McGraw-Hills

SOWK-6304   **Theories of Social Work- I**   **3(3+0)**

A theory is an organized set of ideas that seek to explain a particular phenomenon. Theories are used in the natural sciences to explain various phenomena, including changes in weather patterns or causes of various diseases. Following a similar procedure, social scientists develop theories to explain social phenomena. As a result of the challenges facing social science researchers, the social work knowledge base is grounded in a multitude of theoretical ideas that come together to inform practice. There are varying levels of abstractions when considering theoretical material in Social Work. This course is designed to acquaint the students with the knowledge of social construction of Social Work Theory including different theories like Respondent learning theory Operant Learning, Theory, Cognitive-Behavioral Theory, Ego Psychology Theory, Self-Psychology Theory, Attachment Theory, Psychosocial Theory, Cognitive Development Theory, Person-Centered Theory/Client-centered Theory and Task-Centered Theory. It will also shed light on role of theories in Social Work practice.

Contents

1. The social construction of Social Work Theory
2. Evolution of Social Work Theory
3. Role of theories in Social Work practice
4. Respondent learning theory
5. Operant Learning Theory
6. Rational Choice Theory
7. Cognitive-Behavioral Theory
8. Ego Psychology Theory
9. Self-Psychology Theory
10. Family Systems Theory
11. Attachment Theory
12. Systems Theory
13. Psychosocial Theory
14. Cognitive Development Theory
15. Person-Centered Theory/ Client-centered Theory
16. Task-Centered Theory

Recommended Texts

1. Payne, M. (2014). *Modern social work theory*. London: Palgrave Macmillan.
2. Langer, C. L. & Lietz, C. A. (2015). *Applying theory to generalist social work practice a case study approach*. New Jersey: John Wiley & Sons, Inc.

Suggested Readings

1. Lindsey, L. (2009). *Social work intervention*. Exeter: Learning Matters Ltd.
2. Sowers, K. M. & Dulmus, C. N. (2008). *Comprehensive handbook of social work and social welfare: human behavior in the social environment (vol. 2)*. New Jersey: John Wiley & Sons, Inc.

SOWK-6305   **Social Problems**   **3(3+0)**

Social problems are found in the social structure and social functioning of a society which brings hindrances in the normal and smooth functioning of society. Social problem are studied through social pathology, social disorganization, value conflict, deviant behavior, labeling, the critical perspective, and social constructionism. Unlike most introductory texts, which are organized topically around issues such as drug abuse, racial violence, and juvenile delinquency, this anthology focuses on the major theoretical perspectives used to examine social problems. Each chapter will give an overview of the perspective, its history, and an outline of its major characteristics, and closes with a critique of the perspective and questions for discussion. It will also acquaint student with the basic knowledge of personal problems, social disorganization, natural disasters and major problems of Pakistani society like poverty, illiteracy, unemployment, child labor, beggary, crimes, drugs addiction, Juvenile Delinquency, over population, child abuse, corruption and problems of aging.

Contents

1. Introduction
2. Defining factors of Social Problem
3. Objective and Subjective Realities of Social Problems
4. Assertions about Social Problems
5. Stages of Social Problems Development: emergence and claims making, legitimacy, renewed claims making, development of alternative strategies
6. The Perspectives of Social Problems
7. Social Pathology Perspective
8. Social Disorganization Perspective
9. Value Conflict Perspective
10. Deviant Behavior Perspective
11. Labelling Perspective
12. Critical Perspective
13. Constructionist Perspective
14. Classical and Contemporary Social Problems of Pakistan

Recommended Books

1. Eitzen, D. S., Zinn, M. B. &Smith, K. E. (2018). *Social problems*. New York: Pearson Education, Inc.
2. Leon-Guerrero, A. (2016). *Social problem: community, policy and social actions*. London: Sage publications, Inc.

Suggested Readings

1. Maccoins, J. J. (2012). *Social problems*. Boston: Pearson Education, Inc.
2. Kornblum, W & Julian, J. (2012). *Social problems*. New Jersey: Pearson Education, Inc.

SOWK-6306   Historical Development of Social Work and Social Welfare   3(3+0)

Social Work is a practice based discipline which aims at improving the well-being of society. Introduction to Social Work is a basic course which elaborates the conceptual foundation of Social Work needed to acquaint students with the contemporary professional knowledge of Social work and generalist Social Work practice. This course is designed to acquaint students an introductory knowledge regarding the development of the Social Work profession and Social Work education, Social Work under religious doctrines and Social Work knowledge, ethics, values and skills. It will orient students to the professional roles of social worker followed by the knowledge of generic principles of Social Work. This course will be a foundation stone in helping the students to gain required knowledge to become an effective Social Worker. Moreover it will also focus on the historical development of Social Work and Social Welfare.

Contents
1. Concept and introduction to Social Work
2. The Development of the Social Work Profession in UK, USA, Canada, Australia and Pakistan
3. Early Development of Social Work Education
4. Concept of Social Work under religious doctrines
5. Social Work Knowledge, ethics, Values and skills
6. Values and multicultural competence
7. Generic principles of Social Work
8. Social worker: a variety of roles
9. Social Work practice
10. The process of generalist Social Work practice
11. Practice settings: micro, mezzo and macro practice
12. Social Work functions and roles: consultancy, resource management, integration, integrating generalist functions
13. Concept and introduction to Social Welfare
14. Historical Development of Social Welfare in UK, USA, Canada Australia and Pakistan

Recommended Texts

1. Kirst-Ashman, K. K. (2017).*Introduction to social work and social welfare: critical thinking perspectives.* Boston: Cengage learning.
2. Zastrow, C.H. (2013). *The practice of social work: a comprehensive worktext.* Belmont: Cengage learning.

Suggested Readings
1. Baldock, J. et al. (2003). *Social policy.* Oxford: Oxford University Press.
2. Blau, J & Abromovitz, M. (2010). *Dynamics of social welfare policy.* New York: Oxford University Press.
3. Rahmatullah, S. (2000). *Social welfare in Pakistan.* Karachi: Oxford University Press.

SOWK-6307   **Social Group Work**   **3(3+0)**

Social group work represents a broad domain of direct Social Work practice. Social workers work with a variety of groups in all settings in which social work is practiced. While some have proposed that social work practice with groups reflects any and all groups within which social workers participate, other definitional parameters have been established. The course will familiarize the students with the concept and methods of group work, its purpose, principles, group dynamics, group developmental stages and important elements of group dynamics like group structure, group members, and group leaders. It will also enable the students to practically observe the functioning of groups being administered for different age groups in different social welfare agencies during their field work. It will help the students to understand the workers and group relationship and dynamics of group life. Moreover it will acquaint the students to understand the techniques and skills to meet the needs of individuals and groups and apply their knowledge in-group situations.

Contents

1. Definition, purpose and importance of Social Group Work
2. Structure of the Group
3. History of Social Group Work
4. Principles of Social Group Work
5. Methods of Social Group Work
6. Group Dynamics: Definitions, Concepts and components
7. Models of Social Group Work
8. Planning a Group Work: clarity of purpose, available resources, selection of specific method of Social Group Work, selection of physical settings and non-physical setting, duration of the Group Work, types of group members, mechanism for evaluation of group performance
9. Recording in Group Work
10. Leadership in Social Group Work: Types and Theories
11. Group Development Stages and role of Social Group Worker (Forming, Storming, Norming, Performing and Adjourning)
12. Skills and Functions of Social Group Worker
13. Social Work practice with groups: engagement, assessment, planning, intervention, termination, evaluation
14. Social Group Work with: Children, Adolescents, differently abled, Adults and Aged People
15. Issues and trends in Social Group Work in Pakistan.

Recommended Books

1. Lindsay, T. & Orton, S. (2014). *Group work practice in social work*. London: Sage.
2. Zastrow, C.H. (2013). *Social work with groups: a comprehensive worktext.* Belmont: Cengage learning.

Suggested Readings

1. Alle-Corliss, L & Alle-Corliss, R. (2009). *Group work a practical guide to developing groups in agency settings.* New Jersey: John Wiley & Sons, Inc.
2. Doel, M. (2006). *Using groupwork*. London: Routledge.
3. Greif, G. L. & Ephross, P. H. (2005). Group Work with Populations at Risk. New York: Oxford University Press.

SOWK-6308   **Theories of Social Work- II**   **3(3+0)**

A theory is an organized set of ideas that seek to explain a particular phenomenon. Theories are used in the natural sciences to explain various phenomena, including changes in weather patterns or causes of various diseases. Following a similar procedure, social scientists develop theories to explain social phenomena. As a result of the challenges facing social science researchers, the social work knowledge base is grounded in a multitude of theoretical ideas that come together to inform practice. There are varying levels of abstractions when considering theoretical material in Social Work. This course is a continuation of Theories of Social Work- I and is designed to acquaint the students with the knowledge of social construction of Social Work Theory including different theories like Solution-focused Theory, Crisis Theory, Feminist Theory, Genetic Theory, and Ecosystems Theory. Moral Development Theory, Small Group Theory, Family Systems Theory, Organizational Theory, Empowerment Theory, Narrative theory, Trans theoretical Model and the Potentially Harmful Effects of Theory in Social Work.

Contents

1. Role of theories in Social Work practice
2. Solution-focused Theory
3. Crisis Theory
4. Feminist Theory
5. Genetic Theory
6. Moral Development Theory
7. Small Group Theory
8. Humanistic Theory
9. Organizational Theory
10. Empowerment Theory
11. Narrative theory
12. Transpersonal Theory
13. Transtheoratical Model
14. Effects of Theory in Social Work Practice

Recommended Texts

1. Payne, M. (2014). *Modern social work theory*. London: Palgrave Macmillan.
2. Langer, C. L. & Lietz, C. A. (2015). *Applying theory to generalist social work practice a case study approach*. New Jersey: John Wiley & Sons, Inc.

Suggested Readings

1. Lindsey, L. (2009). *Social work intervention.* Exeter: Learning Matters Ltd.
2. Sowers, K. M. & Dulmus, C. N. (2008). *Comprehensive handbook of social work and social welfare: human behavior in the social environment (vol. 2).* New Jersey: John Wiley & Sons, Inc.

SOWK-6309 **Social Policy** **3(3+0)**

Social policy refers to governmental and legislative efforts to implement changes to benefit society or a particular segment of society and, in this sense, is a social intervention and involves growing recognition that government needs to work with other groups in order to achieve social development. The subject has become more international in scope, recognizing that different countries adopt very different solutions to common problems, as an academic subject, social policy gained prominence in British universities after the Second World War when the rapid expansion of key public services prompted interest in the emerging 'welfare state'. Studying Social Policy will enable you to understand the causes of social problems and what governments attempt to do about them. This course is designed to make students able to understand the contemporary concept of Social Welfare and Social Policy. It will help them in understanding social development in historical context, theoretical debates in social development and strategies for social development. It will enable them to have deeper insight of Social Protection Nets with reference to the Welfare States as well as the current situation of Pakistan.

Contents

1. Introduction
2. History and Development of Social Policy in UK, USA, Canada and Australia
3. Social Policy and society
4. Principles of Social Policy (Need, Equality and Rights)
5. Social Policy, Social Welfare and the Welfare State
6. Social Policy Analysis: Aims, Values, Goals, Methods, Implementation
7. Approaches to the Development of Social Policy: Residual versus Institutional Approaches, Universal versus Selective approaches, Blending Social Welfare Policy Approaches
8. Functions of Social Policy: social functions, economic functions and political functions
9. Models of Social Policy: developmental, productivist, redistributive
10. Theories of Social Policy
11. The New Right Approach
12. The Social Democratic Approach
13. The Radical Socialist or Marxist Approach
14. The Feminist Approach
15. The Anti-Racist Approach
16. Environmentalism.
17. The Third Way
18. Social Protection
19. Social Policy in Pakistan: classical and contemporary issues

Recommended Books

1. Spicker, P. (2014). *Social policy: theory and practice.* Bristol: Policy Press.
2. Blakemore, K. (2013). *Social policy.* Berkshire: Open University Press.

Suggested Readings

4. Baldock, J. et al. (2003). *Social policy.* Oxford: Oxford University Press.
5. Blau, J & Abromovitz, M. (2010). *Dynamics of social welfare policy.* New York: Oxford University Press.
6. Rahmatullah, S. (2000). *Social welfare in Pakistan.* Karachi: Oxford University Press.

SOWK-6310   **NGO Management**   **3(3+0)**

The growth in non-governmental organizations (NGOs) that started in the latter part of the 20th century has, despite some early concerns, continued into the 21st century, in almost all parts of the globe and in all spheres of human activity. NGOs have become highly visible components of civil society and are recognized as significant players in the fields of human rights, the environment and social development at local, national and international levels; although they share some characteristics with state and private sector organizations. This course has been designed to give the students the introduction and background knowledge NGOs working at local, regional, national and International level. Due emphasizes is also given on the working of NGOs in Pakistan. This specialization course further gives an insight to the students into the management of NGOs. Students will be well equipped with the knowledge of tools and techniques adopted by NGOs and will also be able to prepare project proposal.

Contents

1. Definitions and meaning of NGOs
2. Historical development of NGOs
3. Types of NGOs (International organizations, National organizations, Regional organizations)
4. NGOs management and the concept of third sector/NGOs management
5. NGO Leadership and NGO Governance
6. Role of NGOs in development
7. Capacity Building of NGOs
8. Monitoring &Project evaluation; stages in the process of programming, preparation and execution of evaluation; guide to procedures and methodology of evaluation.
9. NGO Approach to Solving Community Problems
10. Building a sustainable community organization.
11. Project designing; Community needs assessment; developing a conceptual model; developing a logical framework; project goals; project objectives; project activities; project indicators Writing Concept Papers, Proposal writing; Project budgeting and accounting.
12. Introduction to Fund Raising -Types of Funds (Donors Management, Membership, Donations, Grants), Techniques, & sources of fundraising
13. NGOs in Pakistan: Case studies
14. Role of NGOs in Social Welfare
15. Limitations of NGOs in Pakistan

Recommended Texts

1. Davies, T. (2014). *NGOs: a new history of transnational civil society*. Oxford: Oxford University Press.
2. Hulme, D. & Edwards, M. (2013). *Making a difference: NGO's and development in a changing world*. New York: Routledge.

Suggested Readings

1. Abraham, A. (2011). *Formation and management of NGO's: nongovernmental organizations.* New Dehli: Universal Law Publishing.

2. Ben-Ari, R. H. (2012). *The Normative position of international nongovernmental organization sunders international law: an analytical framework*. Leiden: Martinus Nijhoff Publishers.

Social Work is a practice based discipline which provides an opportunity to its students to have a practice based experience by utilizing the knowledge of Social Work theory. There are various practice contexts that address diversified populations, study their unmet needs & social problems and require a special knowledge and skill base for effective work. Each field of practice involves a labyrinth of typical human problems and the services attempting to address them. Different fields of Social Work practice in Pakistan include child welfare, women welfare, welfare of senior citizens, disabilities, health, mental health, substance abuse, NGO management, and community organization. Students of Social Work are placed in Social Welfare agencies where, under supervision, they demonstrate the generalist skills of engagement, assessment, intervention, and evaluation of practice. They apply ethical principles in interactions with clients demonstrate, critical thinking, engage and embrace diversity, demonstrate and apply the Social Work theoretical knowledge.

Social research provides accurate and timely information on the needs, attitudes and motivations of a population: It plays a vital social role, assisting our government and businesses to develop services, policies, and products that are responsive to an identified need. This course will help students to understand research, types of research, its importance and steps involved in research process. Research in Social Work will also enable students to know social research, its types, steps in social research and data collection methods. This course will enable them to develop skills in the practice of researches. Through research in social work, the professionals can assess the needs and resources of people in their environment and may evaluate the effectiveness of social work services in meeting people's needs in a more comprehensive way. This course is designed to impart knowledge about social research, its scope, nature and importance in Social Work Practice as well as the sampling techniques, formulation of research design, conducting research and social surveys.

Contents

1. Introduction
2. Alternatives to social science research: overgeneralization, selective observation, premature closure, halo effect, false consensus
3. Social research strategies: Theory and research (Deductive and inductive theory), Epistemological considerations (epistemology: positivism, Interpretivism), Ontological considerations (Objectivism, Constructionism, Relationship to social research)
4. Classification of social research: Based on Purpose, Inquiry and Method
5. Approaches to qualitative social research
6. Approaches to quantitative social research
7. Process of Social Research
8. Research design in quantitative research
9. Research design in qualitative research
10. Sampling strategies
11. Development of Research Instrument in qualitative research and quantitative research
12. Research ethics

Recommended Text

1. Neuman, W. L. (2014). *Social research methods: qualitative & quantitative approaches.* London: Pearson Education limited.
2. Creswell, J. W. (2013). *Qualitative inquiry and research design: choosing among five approaches (3rd ed.).* Thousand Oaks, CA: Sage.

Suggested Readings

1. Bryman, A. (2012). *Social research methods.* Oxford : Oxford University Press
2. Babbie, Earl. (2011). *Basics of social research* (5th edition). Belmont: Thomson.

SOWK-6313   **Social Action**   **3(3+0)**

Social actions are the actions of ordinary individual human persons. These include the actions of individuals performed in accordance with conventions, rules and norms, and the actions of individuals qua occupants of social, institutional, and professional roles. Some theorists claim that the category of social actions includes the "doings" of corporate entities such as governments or nations. This Course is designed to highlight the importance of Social Action in attaining stability, empowerment and for promotion of social development in the society. It will provided the knowledge of elements of Social Action, theories of Social Action and strategies of Social Action .The course aims to promote the students' academic and professional skills in Social Action as significant secondary method of Social work. It will also help the students to understand the roles and functions of Social Action in forming the basis for existence and functioning of social welfare institutions.

Contents

1. Introduction to social action
2. Social Action as a method of social work
3. Types of social action
4. Importance of social action
5. Principles of Social Action
6. Elements of Social action: Consciousness of group or community, Democratic working, Democratic leadership, Co-ordination/collaboration, Public opinion
7. Philosophical approaches to Social Action.
8. Theories of Social Action
9. Strategies/Instrument of Social Action: Public opinion, Volunteerism, Mobilization, Social advocacy, Confrontation /Bargaining/lobbing/signature campaign, Affirmative and non-affirmative activities
10. Process/steps of Social Action-Awareness raising, development of suitable organization, formulation of Goals and strategies, and execution of social action.
11. Role of social agencies / Civil Society in Social Action.
12. Modern trends and current issues in Social Action at national and international level:Racial and social justice, Sectarianism, Ethnicity Human right
13. Movement of political reforms Terrorism
14. Removing economic disparity Globalization (socio economic) Sensitized society
15. Industrial democracy
16. Civil liberty
17. Social action and social change

Recommended Text

1. Miller, S. (2011). *Social action: a teleological account.* Melbourne: Cambridge University Press.
2. Ibrar, M., Thorton, A., & Naqvi, R.H. (2019). *Social action.* Lahore: Department of Social Work, University of the Punjab.

Suggested Readings

1. Martin, J. L. (2011). *The explanation of social action.* New York: Oxford University Press.
2. Fararo, T.J. (2001*). Social action system: Foundation and synthesis in Sociological theory.* New York: Greenwood Publishing Group, Inc.
3. Khalid, M. (2013*). Social work theory and practice.* Karachi: Kifayat Publications.

SOWK-6314   **Social Welfare Administration**   **3(3+0)**

Social Welfare Administration focuses on the planning, and administration of social welfare services and the determinants of the distribution of national resources to social welfare needs. This course is designed to explain an introduction to the study and practice of Social Welfare Administration. The students will be able to explore the task of professional social workers and social welfare administrators in different fields of social work practice as well as prevailing issues and situation in Pakistan. The course will equip basic understanding of Social administration as management, social administration as leadership, social administration as decision making and social administration as institution building. Moreover, the course will enable to students to understand administrative process, its principles, components and the role of social workers as planners, coordinators, leaders and decision makers to deliver social services effectively. The course will also enable the students to track, evaluate and analyze the responsibilities of social welfare administrators and social welfare agencies.

Contents
1. Introduction
2. Elements of Social Administration process
3. Social administration as management
4. Social administration as leadership
5. Social administration as decision making
6. Social administration as institution building
7. Social welfare administration and community
8. Principles of Social Welfare Administration a. Needs and vulnerability b. Risk and insecurity c. Social investment d. Social justice e. Social inclusion
9. Social Welfare Administrative structure for provision of social services a. The public sector b. The private sector (for profit, not for profit/voluntary) c. The informal sector (mutual aid)
10. Components of social administrative structure a. Organization b. Personnel c. Program d. Finance e. Management
11. Functions of Social Welfare Administration a. Planning b. Organizing c. Staffing d. Directing e. Co-ordinating f. Reporting g. Budgeting
12. Role of Social Welfare Officer/Administrator
13. Social welfare administration in Pakistan

Recommended Text

1. Lohmann , R. A. & Lohmann , N. (2002). *Social administration.* New York: Columbia University Press.
2. Hafford-letchfield, T. (2009). *Management and organisations in social work.* Exeter: Learning Matters Ltd.

Suggested Readings

1. Pinch, S. (2002). *Worlds of welfare: understanding the changing geographies for social welfare provision*. UK: Routledge.
2. Rahmatullah, S. (2000). *Social Welfare in Pakistan*. Karachi: Oxford University Press.

SOWK-6315   **Field Work & Report Writing- II**   **6(0+6)**

Social Work is a practice based discipline which provides an opportunity to its students to have a practice based experience by utilizing the knowledge of Social Work theory. There are various practice contexts that address diversified populations, study their unmet needs & social problems and require a special knowledge and skill base for effective work. Each field of practice involves a labyrinth of typical human problems and the services attempting to address them. Different fields of Social Work practice in Pakistan include child welfare, women welfare, welfare of senior citizens, disabilities, health, mental health, substance abuse, NGO management, and community organization. Students of Social Work are placed in Social Welfare agencies where, under supervision, they demonstrate the generalist skills of engagement, assessment, intervention, and evaluation of practice. They apply ethical principles in interactions with clients demonstrate, critical thinking, engage and embrace diversity, demonstrate and apply the Social Work theoretical knowledge.

SOWK-6316   **Statistics and Data Analysis in Social Work**   **3(3+0)**

This course conveys the essential concepts and tools needed to develop and nurture statistical thinking. It presents descriptive, inductive and explorative statistical methods and guides the reader through the process of quantitative data analysis. In the experimental sciences and interdisciplinary research, data analysis has become an integral part of any scientific study. Issues such as judging the credibility of data, analyzing the data, evaluating the reliability of the obtained results and finally drawing the correct and appropriate conclusions from the results are vital. This course would provide a step-by-step introduction for statistics, data analysis, or research methods classes using statistical software. Concise descriptions emphasize the concepts behind statistics rather than the derivations of the formulas. After reading this course students will be able to; Basic concept of statistics and data analysis, application of descriptive and differential statistics and will be able to identify the nature of statistical data and then by using SPSS they can apply different statistical tests to reach conclusions about data.

Contents

1. Statistical concepts: Introduction and scope
2. Applications of statistics in social sciences
3. Types of variables
4. Levels of Measurement and their use in Statistics
5. Descriptive Statistics
6. Inferential Statistics
7. Hypothesis testing ; the null hypothesis; one and two tailed tests ; use of null hypotheses
8. Parametric vs. Non-parametric techniques
9. Comparing Measures of Central Tendency between Groups (Paired or Dependent Measures; one-way & Two-way ANOVA; Factorial Analysis of Variance
10. Correlation and Regression
11. Regression analysis
12. Logistic Regression
13. Non-parametric tests: Chi Square test, Kolmogorov-Smirnov Test, Coefficient of Contingency, Crammer's V, Mann-Whitney Test
14. Qualitative data: Types and forms
15. Analysis of Qualitative data
16. Software to analyze the data

Recommended Text:

1. Daniels, L., & Minot, N. (2019). *An introduction to statistics and data analysis using stata.* SAGE Publishing. Retrieved from www.sagepub.com
2. Coladarci, T., Cobb, C. D., Minium, E. W., & Clarke, R. C. (2016). *Fundamentals of statistical reasoning in education.* Oviedo: John Wiley & Sons.

Suggested Readings

1. Gravetter, F. J., & Wallnau, L. B. (2016). *Statistics for the behavioral sciences.* Wadsworth CA: Cengage Learning.
2. Ferguson, G.A and Takane, Y. (2015). *Statistical analysis in psychology and education.*

SOWK-6317   **Laws for Social Work in Pakistan**   3(3+0)

Laws seek to promote, protect and assist the weaker members of society. Laws for Social Work in Pakistan legislation includes laws assisting oppressed groups of the society, the unemployed, the infirm, the disabled, and the elderly. Social workers professional roles are destined to help individuals, families and communities in order to mobilize their resources. Social legislation can be used by professional Social Workers as tool for social advocacy, empowerment and provision of human rights, thus social legislation works an important tool. The purpose of this course is to give an understanding about the legislation process, its functioning and effectiveness. This course also orients students with various social legislations, laws and process of NGOs registration and functioning in Pakistan. It will enable students in understanding the Laws for Social Work in Pakistan regarding social work practice and includes family laws, women empowerment laws, child protection laws, labor laws, Senior citizens laws and Laws for oppressed groups in Pakistan.

Contents

Introduction

1. Introduction
2. Relationship between law and Social Work Practice
3. Sources of Law
4. Courts and Law Officers
5. Implication of Laws and role of Social Worker
6. Laws for Social Work theory, research & practice in Pakistan
7. Child protection laws in Pakistan
8. Family laws in Pakistan
9. Women empowerment laws in Pakistan
10. Non-profit organizations registration laws in Pakistan
11. Labor laws in Pakistan
12. Senior citizens laws in Pakistan
13. Laws encompassing social problems in Pakistan
14. Laws for oppressed groups in Pakistan

Recommended Texts

1. Brammer, A. (2015). *Social work law.* London: Pearson.
2. Brayne, H. & Helen, C. (2010). *Law for social workers.* New York: Oxford University Press.

Suggested Readings

3. Long, L., Roche, J. & Stringer, D. (2010). *The Law and social work.* New York: Palgrave.
4. Johns, R & Sedgwick, A. (1999). *Law for social work practice working with vulnerable adults.* London: Palgrave Macmillan.

SOWK-6318   **Human Resource Development in Social Work**   **3(3+0)**

Human resource management (HRM&D) refers to the design of formal systems that ensure the effective and efficient use of human talent, and serves as a vehicle to accomplish organizational goals. Human resources management and development is important because it results in a stronger and more effective workforce. When an organization develops their employees, they are strengthening their assets and making these employees even more valuable. Social work organizations depend on a well-trained and responsive workforce to provide quality services. This course is designed keeping in view the fact that Human resource development leads to efficiency on the job, decreases employee turnover and promotes increased productivity for the students in the market. It will make the students, well trained, competitive and will equip them with the needed knowledge and skills, so that they can perform a variety of roles in a human resources setting, such as working as a human resources coordinator, assisting with the hiring and training of new employees, or as a human resources manager, providing direction to staff and coordinating administrative tasks in a company.

Contents

1. Human Resource Development.
2. Meaning and need of human resource development.
3. Formal and informal organizations involved in human resource development.
4. Meaning and interrelationship of organization structure and human resource development.
5. Meaning and types of human resource development activities.
6. Organizational processes involved in human resource development.
7. Motivation
8. Power and Authority
9. Leadership
10. Communication
11. Conflict
12. Decision Making
13. Career planning and human resource development.
14. Importance of human resource development in sustainable national development
15. Techniques of human resource development in social welfare institutions.
16. Financial Resource Mobilization
17. Role of worker as HR manager

Recommended Texts

1. Ahuja, K.K., (2018). *Management and organization.* CBS Publishers and Distributors. Delhi.
2. Davis, Newstrom. (2017*). Organizational behavior: human behavior at work.* MacGraw-Hill, Inc. New York.

Suggested Readings

1. Weihrich and Koontz. (2018). *Management: a global perspective* (10[th]ed.). MacGraw-Hill, Inc. New York.
2. Werther, William B. and Davis K. (1993). *Human resources and personnel management* (4[th]ed.). Macgraw-Hill, Inc. New York.

SOWK-6319   **Research Thesis**   **6(6+0)**

The students have to conduct a comprehensive research having social implication with regard to their own society which will contribute in Social Work literature and submit a report within the stipulated period. The students during this semester will have to write a report on; selection and justification of research topic, propose methodology, study of relevant literature, data analysis, results, conclusion and suggestions.

SOWK- 6320   **Medical & Psychiatric Social Work**   **3(3+0)**

Medical social work is a sub-discipline of social work. Medical social workers typically work in a hospital, outpatient clinic, community health agency, skilled nursing facility, long-term care facility or hospice. Medical social workers work with patients and their families in need of psychosocial help. Medical social workers specialize in public health, geriatric, palliative, and inpatient medical or mental health care. They work in hospitals or other specialized medical settings like nursing homes, rehabilitative care centers, or related home-care services (i.e. hospice).This course is designed to help the students to understand the importance of Medical and Psychiatric Social Work and analyses its implication as preventive and curative program and to enable the students to understand the nature and dynamics of illness and get familiar with the different ways in order to help the patients to deal with stress situations. It will develop an understanding of multi-disciplinary approach in medical and psychiatric settings.

Contents
1. Introduction
2. General Medical Social Work
3. The Interface of Medicine and Social Work
4. Historical perspective of Medical & Psychiatric social work
5. Development of Medical Social Work in Pakistan
6. Bio-Psycho-Social Factors influencing health and disease
7. Social services in medical settings, their nature and extent
8. Primary prevention: Awareness
9. Secondary prevention: Treatment
10. Tertiary prevention: Rehabilitation
11. Major issues and trends in Medical & Psychiatric Social work
12. Medical Social Work settings (Social Work in the Rehabilitation Unit, Social Work in the Burn Unit, Social Work in the Emergency Room, Rural Hospital Social Work, Social Work on the Psychiatric Unit, Social Work in the Pediatric Unit, Organ Transplant Social Work, Pediatric Oncology Social Work and any other available setting)
13. Role of professional social worker in medical & Psychiatric social work

Recommended Texts

1. Davidson, K. (2014). *Social work in health care: a handbook for practice*. New York: Routledge.
2. Bedar, J. (2013). *Hospital social work: the interface of medicine and caring*. New York: Routledge.

Suggested Readings

1. Gehlert, S., & Browne, T. (2011). *Handbook of health social work*. New Jersey: Wiley.
2. Carter, C. S. (2006). *Social work and women's health: resources on health, empowerment, advocacy, and literacy (HEAL)*. Alexandria, VA: Council on Social Work Education.

SOWK- 6321   **Gender & Development**   **3(3+0)**

This course is designed to provide profound understanding about gender and development related ideologies, practices and debates. Ranging from gender roles, feminist economics to objectification and cost of sexism, this course offers diverse analysis of gender-power relations and gender-based division of labor. The course provides knowledge about evolution of different development associated beliefs and also examines gender related development approaches by exploring our everyday lives. This course will provide an opportunity for the students to go deep down in feminist discourse related to traditional and contemporary development approaches. By analyzing gender identities in terms of choices and participation in labor force (either paid or unpaid), the students are expected to have insight in gender-based contribution in national development as well as reasons behind women's low status and autonomy. At the end of this course the students will be able to have historical analysis of different developing and developed countries to further analyze their gender script and status.

Contents

1. Definition, meaning, concept and importance of gender and development
2. Development related terminologies
3. Gender identities
4. Gender roles
5. Gender stereotyping
6. Gender & objectification
7. Theories of gender
8. Gender, status & power
9. Feminist ideologies: Liberal, Radical, Socialist, Marxist, Cultural, Black, Islamic & Eco Feminism
10. Feminist waves
11. Gender, work & Feminist Economics
12. Gender-based division of household & care labor
13. Gender & Paid Labor
14. The Glass Ceiling: Explanations & Solutions
15. Colonial history and gender in developing nations including Pakistan
16. Feminist concerns with development process
17. Gender related Development approaches: Women in Development (WID), Women and Development (WAD), Gender and Development (GAD), Gender Mainstreaming (GM).
18. Gender, Environment and Sustainable Development: MGDs & SGDs

Recommended Books
1. Momsen, J. (2010). *Gender and development* (2nd ed.). New York: Routledge.
2. Burn, S. M. (2011). *Women across cultures: a global perspective* (3rd ed.). New York: McGraw-Hill.

Suggested Readings

1. Alston, M. (Ed.). (2014). *Women, political struggles and gender equality in South Asia*. New York: Palgrave Macmillan.
2. Verschuur, C., Guérin, I., &Guétat-Bernard, H. (Eds.). (2014). *Under development: gender*. New York: Palgrave Macmillan.

SOWK - 6322   **Child Protection**   **3(3+0)**

Children's rights are a subset of human rights with particular attention to the rights of special protection and care afforded to minors. The 1989 Convention on the Rights of the Child (CRC) defines a child as "any human being below the age of eighteen years, unless under the law applicable to the child, majority is attained earlier. Children's rights includes their right to association with both parents, human identity as well as the basic needs for physical protection, food, universal state-paid education, health care, and criminal laws appropriate for the age and development of the child, equal protection of the child's civil rights, and freedom from discrimination on the basis of the child's race gender, gender identity, national origin, religion, disability, color, ethnicity, or other characteristics. Interpretations of children's rights range from allowing children the capacity for autonomous action to the enforcement of children being physically, mentally and emotionally free from abuse, though what constitutes "abuse" is a matter of debate. This course is designed to acquaint the students with issue concerning family and child welfare with particular reference to conditions prevalent locally. It will help the students understand the nature and intensity of problems and role of the social workers to alleviate the problems of family and children.

Contents
1. Introduction
2. Historical background of Child protection and abuse
3. Safeguarding children: principles for practice
4. Defining vulnerability, abuse and neglect
5. Types of abuse: physical abuse, emotional abuse, sexual abuse, neglect, other types
6. New challenges in child protection
7. The legislative and policy framework
8. Child protection in action: recognizing and responding to concerns
9. Equality practice and safeguarding
10. Policies, procedures and best practice
11. Child maltreatment and cultural competence
12. Wellbeing and effective childcare
13. Supporting children and families
14. Pakistani Laws, Policies and Initiatives related to Child Protection

Recommended Books

1. Hann, G & Fertleman, C. (2016). *The child protection practice manual: training practitioners how to safeguard children.* Oxford: Oxford University Press.
2. Lindon, J & Webb, J. (2016). *Safe guarding and child protection.* Oxon: Hodder Education.

Suggested Readings

3. Nelson, S. (2016). *Tackling child sexual abuse radical approaches to prevention, protection and support.* Bristol: Policy Press.
4. Jabeen, T. (2013). A history of contemporary child protection in the global South (with a special focus on South Asia and Pakistan). *Journal of the Research Society of Pakistan.* http://pu.edu.pk/images/journal/history/PDF-FILES/ARTICLE%206%20TAHIRA%20138-159_v50_no2_2013.pdf

SOWK- 6323   **Criminology**   **3(3+0)**

Criminology is the scientific study of the non-legal aspects of crime and delinquency, including its causes, correction, and prevention, from the viewpoints of such diverse disciplines as social sciences. Criminologists have also examined and attempted to explain differences in crime rates and the criminal code between societies and changes in rates and laws over time. In particular, students will be acquainted to question things that might be taken for granted in relation to crime, the law, criminal justice, and what dangers people in society find most threatening. This course will help students develop understanding of the dynamics, origins and causes of crime. It imparts knowledge about the increasing incidence of crime within the context of our socio-economic and cultural environment along with the theories of criminal behavior. It also assists students in their understanding of the criminal justice system and of its various components and their functions.

Contents

1. Definition, meaning, causes, and types of crime
2. Definition and meaning of criminal/offender
3. Situational analysis of crime in Pakistan
4. Women and crime
5. Theories of criminal behavior a. Biological theories of crime (Lombrosian Theory) b. Social Structure theories (Social Disorganization, Strain Theory) c. Social process theories (Differential Association Theory, Labeling Theory)
6. Theories of Punishment a. Defining punishment b. Theories of punishment (Retribution, Deterrence, Incapacitation, Rehabilitation)
7. Islamic perspective on Crime and punishment a. Hud b. Qasis c. Tazir
8. The Criminal Justice System a. Importance of criminal justice system b. The functions of criminal justice system c. Components of criminal justice system
9. The Police Force a. Background of Police in Pakistan b. Laws governing Police Force c. Problems with Police Force
10. The Judicial System a. Structure and Functions b. Issues with Judiciary in Pakistan
11. The Prison System a. Background of Prisons b. The Prison System of Pakistan c. Problems with the Prison System in Pakistan
12. The Probation System a. Background of the Concept of Probation b. Development of Probation in Pakistan c. Problems confronting Probation System in Pakistan
13. The Parole System a. Background of the Concept of Parole b. Development of Parole in Pakistan c. Main Problems with Parole System in Pakistan
14. Juvenile Justice System a. Background b. Juvenile Justice System Ordinance 2000 (47) c. Problems with Juvenile Justice in Pakistan

Recommended Books

1. Newburn, T. (2018). *Criminology: a very short introduction*. New York: Oxford University Press.
2. Piquero, A. R. (2016).*The handbook of criminological theory.* Oxford: Willey Blackwell.

Suggested Readings

1. McLaughlin, E & Newburn, T. (2010). *The sage handbook of criminological theory*. London: Sage.
2. Hale,C., Hayward, K. & Wahidin, A. (2013*). Criminology*. Oxford: Oxford University Press.

SOWK- 6324   **School Social Work**   **3(3+0)**

This course is designed to impart student's knowledge about the role of school as an agency outside home, its role in personality development and socialization. This course offers a wide range of theories related to social work and school social work practice. By understanding ethical dimensions, ecological framework, political environment of the school and student's issues and challenges in school setting, the students will be able to understand core values of social work practice and scope of school social work practice in Pakistan. Moreover, this course provides comprehensive information about student-focused interventions, system-focused interventions and proven and promising programs that target classrooms, schools, families, neighborhoods, and communities for change. At the end of the course, the students are expected to have understanding about historical development of school social work, emergence and role of National Association of Social Workers as well as exemplary school and community based programs to prevent bullying, violence, truancy and substance abuse.

Contents
1. Concept, meaning and scope of social work in educational institutions.
2. History of School Social Work (International & National)
3. Ecological Perspective and organizing framework for School Social Work Practice
4. Social Work Methods and School Social Work
5. Roles and Tasks of School Social Workers and Other Professional Support Staff
6. Ethical Dimensions of School Social Work Practice
7. The Organizational Structure and Processes of the School
8. The Culture and Climate of the School
9. The Political Environment of the School
10. Externalizing Behavior Problems & Proven Student-Focused Interventions/Programs
11. Internalizing Behavior Problems & Proven or Promising Student-Focused Interventions
12. Social Problems & Proven or Promising Student-Focused Interventions Targeting Children and Youth Experiencing Social Problems
13. Students with Disabilities & School Social Work Practice
14. Promising Interventions Targeting Students with Disabilities
15. System-Focused Interventions
16. Theories related to social work and school social work practice
17. Rationale of School Social Work Practice in Pakistan
18. Government and non-Government agencies related to child welfare in Pakistan.

Recommended Books
1. Dupper, D. (2002). *School social work: Skills and interventions for effective practice*. New Jersey:John Wiley & Sons.
2. Openshaw, L. (2008). *Social work in schools: Principles and practice*. New York: Guilford Press.
Suggested Readings

1. Constable, R. (2009). The role of the school social worker. *School social work: Practice, policy, and research*, 3-29.

National Association of Social Workers. (2003). *NASW Standards for School Social Work Services*. USA: Clearinghouse.

SOWK- 6325   **Rural Development and Local Government**   **3(3+0)**

Rural development is the process of improving the quality of life and economic well-being of people living in rural areas, often relatively isolated and sparsely populated areas. Rural development has traditionally centered on the exploitation of land-intensive natural resources such as agriculture and forestry. This course is designed to orient students with the rural development projects undertaken in Pakistan and to unearth the factors responsible for their failures. It explores basic democracies, devolution plan and local government Act, 2013 to give us an idea how decentralization of power has been treated by different democratic governments and martial law regimes. This course highlights the role played by successive local governments in rural development. This course aims to develop an understanding of history of local government, its structure, service delivery mechanism and functioning and knowledge of the governance context for rural development in Pakistan.

Contents

1. Understanding rural development
2. Socio-economic characteristics of rural areas
3. Problems of rural communities
4. Strategies of rural development
5. Grassroot rural developments: models of development, capacity of leadership
6. Gender and rural development
7. Social workers and rural congregations: Partnering to build community capacity
8. Social Work education for rural practice
9. Role of NGOs in rural development
10. Harnessing and guiding social capital for rural development in Pakistan
11. Rural development programs in Pakistan (Village-Aid Program, Basic Democracies, Rural Works program, Integrated Rural Development Program, People Works program, Citizen Community Boards)
12. Why local government?
13. Decentralization: Potential and challenges for rural development
14. New approaches to decision making in local authorities
15. New localism
16. Local democracy in Pakistan (Basic democracies, Local Government Ordinance 2001, Local Government Act, 2013, The Punjab Local Government Act, 2019)
17. Gender and local governance in Pakistan
18. Future of local government

Recommended Books

1.   Netting, F. E., Kettner, P. M., McMurtry, S. L., & Thomas, M. L. (2017). *Social work macro practice (6th ed.).* Boston: Pearson Education, Inc.
2.   Phillips, R., & Pittman, R. H. (Eds.). (2009). *An introduction to community development.* New York: Routledge.

Suggested Readings

3.   Bessant, K. C. (2018). *The relational fabric of community*. New York: Palgrave Macmillan.
4.   Brueggemann, W. G. (2014). *The practice of macro Social Work* (4th ed.). Belmont, CA Brooks/Cole, Cengage Learning.
5.   Shore, A. R., & Carfora, J. M. (2011). *The art of funding and implementing ideas: A guide to proposal development and project management.* Los Angeles: SAGE Publications Ltd.
6.   Weil, M., Ohmer, M. L., & Reisch, M. (Eds.). (2013). *The handbook of community practice (2nd ed.).* California: SAGE Publications, Inc.

SOWK- 6326   **Social Work and Disaster Management**   **3(3+0)**

Disaster Management can be defined as the organization and management of resources and responsibilities for dealing with all humanitarian aspects of emergencies, in particular preparedness, response and recovery in order to lessen the impact of disasters. It is a serious disruption of the functioning of a community or society, which involves widespread human, material, economic or environmental impacts that exceed the ability of the affected community or society to cope using its own resources. This main objective of the course is to introduce students with the concept, nature and diversities of the disaster and its different natural and human created types. It will also familiarize students with different impacts of disaster on human society; possible solutions to stop or minimize the disaster's occurrence and impacts minimizing. It also helps the students to gain the knowledge of various disaster management strategies as well as the role of Social Work process in Disaster Management.

Contents
1. Disaster: Definition, Meaning and Explanation
2. Types of Disasters; a. Natural Disasters: Avalanches, Landslides, Droughts, Earth Quakes, High Temperatures, Floods, Forest Fires, Volcanic Eruptions, Wind Storms/ Hurricanes b. Man-Made Disasters: Technological Disasters Like Accidents, Warfare, Terrorism, Industrial Accidents
3. Effects of Disasters
4. Understanding Basic Terminology in Disaster Management: a. Hazards, b. Risk, c. Disaster d. Vulnerability. e. Capacity f. Coping g. Capacity h. Resilience /Resilient i. Disaster Risk Reduction j. Disaster Risk Management k. Prevention, l. Mitigation m. Preparedness.
5. Disaster Management Cycle a. Preparedness b. Response c. Reconstruction d. Recovery e. Mitigation
6. Risks and Trends: disasters in Asia and the World : Some Statistics
7. Situational Analysis of Disasters in Pakistan
8. Global Issues & Initiatives: World Conference on Disaster Reduction (2005), Hyogo Framework for Action (2005-15), Sphere Standards-2102.
9. Disaster Risk Reduction and Management Authorities in Pakistan a. NDMA b. PDMA c. FDMA
10. Role of community in disaster risk reduction
11. Social Work Approach to Disaster Management: a. Aim of Risk Reduction Measures b. Appropriate and Adequate Risk Reduction Measures: Elements & Process (43) c. Community Based Disaster Risk Reduction/ Disaster Preparedness (CBDRM): Elements, Process and Outcome d. PCRA (Participatory Community Disaster Risk Assessment) or PRA (Participatory Risk Assessment/ Participatory Rural Appraisal)
12. Post Disaster Phenomenon: a. Emergency Response. b. Disaster Relief c. Disaster Recovery: Recovery -Opportunity to Build Better and Establish Sustainable DRR Organizations d. Rehabilitation. e. Reconstruction f. Disaster and Development.

Recommended Books
1. Shaw, R. & Nibanupudi, H. K. (2014). *Mountain hazards and disaster risk reduction.* London: Springer.
2. Lyons, K. H., Hokenstad, T. Pawar, M., Huegler, N. & Hall, N. (2012). *The sage handbook of international social work.* London: SAGE.

Suggested Readings

1. Shaw, R. (2012). *Community based disaster risk reduction.* Bingley: Emerald Group Publishing.
2. Shaw, R., Srinivas, H. & Sharma, A. (2009). *Urban risk reduction: an Asian perspective.* Bingley: Emerald Group Publishing.
3. UN-ISDR, (2002). *Living with risk: a global review of disaster reduction initiatives.* Geneva.

SOWK- 6327   **Drug Abuse Prevention**   **3(3+0)**

The course is designed to help students to understand the nature and extent of drug abuse as a social problem. It will enhance the approach of students about the various methods used in the field of prevention, treatment and rehabilitation. It will also strengthen the professional work approach of students against adverse effect of drug abuse.

Contents

1. Definition and meaning of drugs, Drug Abuse and drug addiction
2. Historical perspective of Drug Abuse in Pakistan
3. Elements of Drug Abuse a. Production b. Processing c. Peddling d. Provision e. Consuming
4. Causes of Drug Abuse
5. Symptoms of Drug Abuse
6. Effects of Drug Abuse on mental health
7. Drug Abuse and its consequences on family and community at large
8. Detoxification of Drug dependents
9. Social Case Work, Group Work and Community Development in prevention and treatment of drug dependency
10. Legislation to control Drug Abuse in Pakistan
11. Government Programs for control of Drug Abuse
12. Role of social worker in Drug Abuse prevention

Recommended Books
1. Sussman, S. & Ames, S. (2008). *Drug abuse: concept, prevention and cessation.* New York: Cambridge University Press.
2. Sussman, S. (2017). *Substance and behavioral addictions: concepts, causes, and cures.* New York: Cambridge University Press.