



**University of Dhaka**  
**Syllabus for BSS Honors in Social Work (Affiliated Colleges)**  
**(Sessions: 2017-2018 and 2018-2019)**

### Distribution of Marks

For 4 Credit Theoretical Course	100 Marks
For 4 Credit Field Practice	100 Marks
For 4 Credit Comprehensive	100 Marks
For 2 Credit Viva- Voce (Theoretical)	50 Marks
For 2 Credit Viva- Voce (Theoretical and Practical)	50 Marks

### Distribution of Marks for a 4 Credit Theoretical Course

Year Final Examination	80 Marks
Mid-Term Examination	15 Marks
Attendance	05 Marks
<b>Total</b>	<b>100 Marks</b>

### Academic Standard

A student will get individual Grade Point or Letter Grade for every complete course. Usually upon completion of each year, a Grade Point Average (GPA) is calculated by using the following formula where individual GP and credit of the course are considered.

$$\text{GPA} = \frac{(\text{Credit of the course passed} \times \text{Grade Point earned})}{\text{Credit of all courses attended}}$$

The Cumulative Grade Point Average (CGPA) will be calculated by the same formula where the only difference is that while calculating the GPA of a year, the credit and GPA of only the courses of that particular year be considered, whereas in calculating CGPA, the Grade Point and Credit of all courses completed shall be considered. The Grading Structure as given below be followed:

### Letter Grading Structure

Numerical Marks	Letter Grade	Grade Points
80 and above	A+ (A plus)	4.00
75% to 79%	A (A regular)	3.75
70% to 74%	A- (A minus)	3.50
65% to 69%	B+ (B plus)	3.25
60% to 64%	B (B regular)	3.00
55% to 59%	B - (B minus)	2.75
50% to 54%	C+ (C plus)	2.50
45% to 49%	C (C regular)	2.25
40% to 44%	D	2.00
Less than 40%	F	00
	I	Incomplete
	W	Withdrawn

In the Transcript/Grade Sheet, only the Letter Grade and the Corresponding Grade Points, and finally, the CGPA, not the numerical marks, will be shown.

### Examination System

- a. Final examination of Bachelor of Social Sciences in Social Work will be held at the end of 40 weeks of each year.

- b. There will be provision for improvement of result which will be allowed only once during the continuance of the study program. Student having obtained C grade or below will be allowed to retake the course and that only once and the better grade will be taken for CGPA calculation.
- c. In the Final Examinations, 8 (eight) questions will be set in each course and students shall have to answer any five of them. Time for the final examinations will be 4 (four) hours.

### Comprehensive Examination

Comprehensive Examination will be conducted to test overall knowledge of the students on the courses studied. The comprehensive examination will consist of one written examination.

### Viva- Voce

The concerned Examination Committee will take Viva- Voce.

### First Year BSS (Hons)

Course No	Course Title	Marks	Credit
C# 101	Introduction to Social Work	100	4
C# 102	History and Philosophy of Social Welfare	100	4
C# 103	Principles of Economics	100	4
C# 104	Psychology and Human Behaviour	100	4
C# 105	Social Problem Analysis and Social Welfare Services	100	4
C# 106	English Language	100	4
C# 107	Bangladesh: Society and Culture	100	4
C# 211501	History of the Emergence of Independent Bangladesh	100	4
Total Marks		800	32 Credits

### 2<sup>nd</sup> Year BSS (Hons)

Course No	Course Title	Marks	Credit
C# 201	Human Growth: Physiological and Behavioural Aspects	100	4
C# 202	Social Action, Social Legislation and Social Change	100	4
C# 203	Human Rights, Social Justice and Social Welfare	100	4
C# 204	Social Work with Disabilities	100	4
C# 205	Social Welfare Policy and Program Planning	100	4
C# 206	Disaster Management and Resilience	100	4
C# 207	Voluntarism and NGOs in Bangladesh	100	4
C# 208	Demographic Issues: Policy, Planning and Services in Bangladesh	100	4
Total Marks		800	32 Credits

### 3<sup>rd</sup> Year BSS (Hons)

Course No	Course Title	Marks	Credit
C# 301	Gender Issues and Women Development	100	4
C# 302	Rural and Urban Development	100	4
C# 303	Social Work with Individuals	100	4
C# 304	Social Work with Groups	100	4
C# 305	Public Health Issues and Social Work	100	4
C# 306	Family Child and Youth Welfare	100	4
C# 307	Crime and Correctional Services	100	4
C# 308	Organizational Behaviour	100	4
C# 309	Viva Voce (Theoretical)	50	2
Total Marks		850	34 Credits

#### 4<sup>th</sup> Year BSS (Hons)

Course No	Course Title	Marks	Credit
C# 401	Social Research	100	4
C# 402	Statistics in Social Research	100	4
C# 403	Human Resource Management	100	4
C# 404	Social Work with Communities	100	4
C# 405	Counseling and Psychiatric Social Work	100	4
C# 406	Field Work Education	100	4
C# 407	Project Design and Management	100	4
C# 408	Globalization in Social Work Study	100	4
C# 409	Field Practice	100	4
C# 410	Comprehensive	100	4
C# 411	Viva Voce (Theoretical and Practical)	50	2
	Total Marks	1050	42 Credits

#### First Year BSS (Hons.) in Social Work

Course Title	INTRODUCTION TO SOCIAL WORK			
Course Code	BSW 101	Marks 100	Credits 4	Class Hours 60 hrs.

1. Concepts related to Social Work and Social Welfare, Social Service, Social Problem, Social Security, Social Change, Social Reform, Social Control, and Social Development.
2. Emergence of Social Work as a Profession, Purposes and Functions of Social Work, Professional Code of Ethics for Social Workers.
3. Knowledge, Skill and Value Base of Social Work: (a) Knowledge Base: Generalist Social Work Knowledge, Specific Field-Oriented Knowledge (b) Skill Base: Basic Helping Skill, Observation Skill, Communication Skill, Empathy Skill, Methods of Skill development- Case Recording, Supervision, Consultation, (c) Value Base: Code of Ethics.
4. Evolution of Theories in Social Work: Psychoanalytic Theory, Communication Theory, Systems Theory; Use of Theories and Approaches in Social Work Practice.
5. Social Work Practice Methods: Working with Individuals, Groups, and Communities.
6. Social Work Practice with Special Populations, Social Work with other Disciplines and Professions.
7. Social Work throughout the World- Both in Developed and Developing Countries; Challenges and Opportunities of Social Work Practice in Asia-Pacific Region and Bangladesh, in Particular.

#### Suggested Reading Materials

- Barker, Robert L., 1995. *The Social Work Dictionary*. Washington DC : NASW Press.
- Deweese, Marty., 2006. *Contemporary Social Work Practice*. New York: McGraw Hill.
- Edwards, Richard L., 1995. *Encyclopedia of Social Work*. Washington: NASW Press.
- Farley, O. William; Lorenzo Smith, Larry and Boyle, Scott W., 2009. *Introduction to Social Work*. 11<sup>th</sup> ed. Boston : Pearson/Allyn and Bacon.
- Kirst-Ashman, Karen K., 2009. *Introduction to Social Work and Social Welfare: Critical Thinking Perspectives* . Belmont, CA : Thomson Brooks/Cole.
- Korea Association of Social Workers, Korean Council on Social Welfare Education and Asian and Pacific Association for Social Work Education (organized by).,2009. *Proceedings of Seoul International Social Work Conference: Social Work Education and Practice Development in the Asia Pacific Region*. Seoul: Ministry of Health, Welfare and Family Affairs.
- Morales, Armando and Sheafor, Bradford W., 2006. *Social Work: A Profession of Many Faces*. Boston: Allyn and Bacon.
- Payne, Malcolm., 2005. *Modern Social Work Theory*. London: Palgrave Macmillan.

Sowers, Karen M. and William S. Rowe., 2007. *Social Work Practice and Social Justice*. Belmont: Thomson.

Watts, Thomas, D. Watts(ed)., 1995. *International Handbook on Social Work Education*. New York: Zastrow, Charles., 2008. *Introductions to Social Work and Social Welfare*. Belmont: Thomson.

<b>Course Title</b>	<b>HISTORY AND PHILOSOPHY OF SOCIAL WELFARE</b>			
<b>Course Code</b>	<b>BSW 102</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Conceptual Perspective of Social Welfare; Models of Social Welfare.
2. Industrial Revolution: Impact of Industrial Revolution on Socio-economic Aspect of Society; Impact of Industrial Revolution on Social Welfare and Social Work Education.
3. Growth and Development of Social Welfare in England: Early Charities and Development of Organized Welfare Efforts in England; Poor Laws and Poor Law Revision; Social Reform and Charity Organization; The Poor Law Commission of 1905; Beveridge Report and Social Security System in England.
4. Social Welfare in USA: Early Approaches; Charity Organization; The Settlement House Movement; The Great Depression and its Impact on Social Services; The Permanent Social Security Program.
5. Social Welfare Activities in Undivided India: Ancient, Medieval, and British Period, Historical Perspective of Social Welfare in Bangladesh.
6. Social Philosophy: Meaning, Scope and Utility of the Study of Social Philosophy by Social Workers.
7. a) Greek Social Thought: Socrates, Plato, Aristotle.  
b) Roman Social Thought: Cicero, Seneca, Marcus, Aurelius.
8. a) Individualism; b) Socialism.

### **Suggested Reading Materials**

Bogardus, SE., 1960. *The Development of Social Thought*. Bombay: Allied Pacific.

Bruno, FJ., 1984. *Trends in Social Work*. NY: Columbia University Press.

Friedlander, W.A. and Apte, Robert, Z., 199. *Introduction to Social Welfare*. India: Prentice Hall.

Macarov, David.,1995. *Social Welfare-Structure and Practice*. California: Sage Publication.

Morales, A, and Sheafor, B., 1986. *Social Work: A Profession of Many Faces, 4<sup>th</sup> ed*. Boston: Allyn and Bacon.

Mullaly, Bob., 2007. *The New Structural Social Work : Ideology, Theory, Practice*. Canada: OUP.

Timms, Noel (ed.), 1980. *Social Welfare : Why and How?*. Boston : Routledge & Kegan Paul.

উদ্দিন, মুহাম্মদ আয়েশ। ১৯৭৮। রাষ্ট্র চিন্তা পরিচিতি: পেপটো থেকে মার্কস। ২য় সংস্করণ। ঢাকা: আইডিয়াল লাইব্রেরী।

গুহ, শ্রীবিভূষণ। ১৯৬৩। সমাজ দর্শন। কলিকাতা: নলেজ হোম।

<b>Course Title</b>	<b>PRINCIPLES OF ECONOMICS</b>			
<b>Course Code</b>	<b>BSW 103</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Economics: Definition, Scope, Importance and Relevance of Studying Economics by the Social Worker.
2. Utility Analysis, Demand and Supply, Consumer's Surplus, Factors of Production and Division of Labor.
3. Money and Banking: Concept, Types, Functions, Value of Money and its Measurement, Control of Credit by Central Bank.
4. National Income: Meaning and Measurement, Importance of estimating National Income, Difficulties in estimating National Income in Bangladesh.
5. Market and Wages: Meaning, Type, Labor Market, Wages, Theories of Wages.

6. Welfare Economics: Concepts of Welfare Economics and its Application.
7. Features of Bangladesh Economy: Agriculture, Industry, Trade, Foreign Aid and Assistance, and Market Economy.

### Suggested Reading Materials

- Bobb, Maurice., *Economic Growth and Underdeveloped Countries*. London: Lawrence & Wishart. 1993.
- Bobm, Peter., *Social Efficiency: A Concise Introduction to Welfare Economics*. 2<sup>nd</sup> ed. London: Macmillan; 1992.
- Daintith, John (ed.), *Dictionary of Economics*. New Delhi: Arnold Associates. 1988.
- Dewett, K.K., *Modern Economic Theory*. New Delhi: Premier. 1966.
- GoB., *Bangladesh Economic Review-2009*. Dhaka: Ministry of Planning. 2010.
- GoB., *PRSP*. Dhaka: Planning Commission. Ministry of Planning. 2005.
- GoB., *The Fifth Five Year Plan (1997-2002)*. Dhaka: Ministry of Planning. 1998.
- Hassan, Syed Fakhrul., *Introduction to Welfare Economics*. Bombay: Asia Publishing. 1963.
- Pigou, A.C., *The Economics of Welfare*. London: Macmillan. 1960.
- Robinson, John & Eatwedl, John., *An Introduction to Modern Economics*. London: McGraw-Hill. 1973
- Samuelson, B.A., *Economics: An Introductory Analysis*. New York: McGraw-Hill. 1955.
- Stonier & Haque. , *A Text Book of Economic Theory*. New York: Longman. 1960.
- ঘোষ, অলক ও বসাক, অনিল। অর্থবিদ্যা ব্যক্তিগত বিশ্লেষণ, ৪র্থ সংস্করণ। কলিকাতা: বিদ্যালয় লাইব্রেরী. ১৯৮২।
- রহমান, এম আজিজুল। আধুনিক ব্যক্তিক অর্থনীতি। ঢাকা: বাংলা একাডেমী, ১৯৯৩।

<b>Course Title</b>	<b>PSYCHOLOGY AND HUMAN BEHAVIOUR</b>			
<b>Course Code</b>	<b>BSW 104</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Introduction: Definition of Psychology, Psychology as Basic and Applied Science, Methods of Psychology, Branches of Psychology related to Social Work.
2. Motivation and Motives: Motivational Cycles, Types of Motivation, Influence of Motives on Human Behavior.
3. Learning: Definition of Learning, Factors Affecting Learning. Types of Learning-Avoidance, Perceptual and Cognitive Learning.
4. Memory and Forgetting: Types of Memory, Process and Systems of Memory, Causes of Forgetting and Different Theories of Forgetting.
5. Emotion: Relation between Feelings and Emotion, Bodily Changes in Emotion, Constructive and Destructive Impacts of Emotion, Theories of Emotion.
6. Intelligence: Determinants of Intelligence, Nature and Measurement of Intelligence, Scales.
7. Personality: Types of Personality, Determinants of Personality, Assessment of Personality.
8. Perception: Process of Perception, Perceptual Organization, Attention. Interpretation of Illusion, Hallucination and Perceptual Set.
9. Attitude: Nature of Attitude, Attitude Change and Measurement of Attitude.
10. Mass Communication and Collective Behavior: Public Opinion, Formation and Assessment of Public Opinion, Propaganda and Mass Persuasion, Techniques and Principles of Propaganda.

### Suggested Reading Materials

- Crider, A. B. et al., 1983. *Psychology*. London: Scott Foresmen.
- Krech, D. Cruchfield & Ballachey, E. L., 1962. *Individual in Society: A Text Book of Social Psychology*. New York: McGraw-Hill.
- Lindgren, H. C., 1969. *An Introduction to Social Psychology*. New York: John Wiley.
- Mackean, Don and Brian, Jonet., 1999. *Introduction to Human and Social Biology*. London: John Murray.
- Sargent, S.S. & Williamsen R. C., 1996. *Social Psychology*. New York: Ronald Press.
- Secord, Paul R. & Backman, Carl W., 1964. *Social Psychology*. New York: McGraw-Hill.

আখতার, হামিদা। ১৯৮৭। আধুনিক সমাজ মনোবিজ্ঞান। ঢাকা: রাফায়েল শাহরিয়ার।

সরকার, নীহার রঞ্জন। ১৯৯৯। মনোবিজ্ঞান ও জীবন। ঢাকা: জ্ঞান কোষ।

<b>Course Title</b>	<b>SOCIAL PROBLEM ANALYSIS AND SOCIAL WELFARE SERVICES</b>			
<b>Course Code</b>	<b>BSW 105</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Social Problem: Concept, Features, Causes, Approaches to Social Problem Analysis, Use of Social Research and Statistics in analyzing Social Problems.
2. Some Basic Issues Relating to Social Problems: Cultural Conflict, Role –Status Conflict, Class Conflict, Discrimination to distribute Societal Resources cum Opportunities, Family Disorganization.
3. Major Social Problems of in Urban and Rural Bangladesh: Poverty, Drug Addiction, Slum, Corruption, Child Labor, and Trafficking.
4. Social Service: Concept, Objectives, Social Service Programs run by the Department of Social Services in Bangladesh, NGOs Interventions to Combat Social Problems.
5. Role of Social Agencies in controlling Social Problems: Family, Religion, State and Politics.
6. Some Welfare Programs: Child, Family, and Youth Welfare.
7. Social Problem and Social Policy: Concept of Social Policy, Dimensions of Social Policy, Ways to make a Social Policy Controlling Social Problems.
8. Social Problems and Social Work: Concept of Social Work, Social Work Strategies to combat Social Problems, Dimensions of Social Work to Analysis Social Problems, Social Welfare Attitude to Person in Problems.

### **Selected reading Materials**

Ahmad, Mohiuddin., 1999. *Bottom-Up: NGO Sector in Bangladesh*. Dhaka: CDL.

DuBois, B.; Miley, K.K., 1996. *Social Work: An Empowering Profession*(2<sup>nd</sup> ed.), London: Allyn and Bacon.

Grant, J.J.; Pirtle, W.G., 1976. *Social Problems: As Human Concerns*, San Francisco: Boyd @ Fraser Publishing Company.

Nordskog, J.E.; McDonagh, E.C.; Vincent, M.J., 1956. *Analyzing Social Problems* (Revised ed.), New York: Henry Holt and Company, INC.

GoB., 2010. *Activities of the Department of Social Services at a Glance*. Dhaka: Department of Social Services, Ministry of Social Welfare.

Lauer, Robert H. and Lauer, Jeanette C. (eds.), 2000. *Troubled Times : Readings in Social Problems*. Los Angeles: Calif Roxbury Pub.

Merton, R. K. and Nisbet, R. A., 1968. *Contemporary Social Problems*. New York: Prentice Hall.

Raab, Earl and Selznick, Gertrude Joeger., 1995. *Major Social Problems*. New York: Harper and Row.

Sullivan, Thomas J. and Thomson, Kenrick S., 1991. *Introduction to Social Problems*. New York: Macmillan.

Zastrow, Charles., 1996. *Social Problems: Issues and Solutions*. Chicago: Nelson Hall.

<b>Course Title</b>	<b>ENGLISH LANGUAGE</b>			
<b>Course Code</b>	<b>BSW 106</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

### **Unit- I. GRAMMAR REVIEW**

- a. Syntax—Forms of Sentences  
Conversion of Sentences  
Negative, Question Forms, Wh-Questions, Tags Question, etc.
- b. Morphology: Affixation, Prefixes and Suffixes
- c. Review of Tenses—Present, Past and Future

(Simple, Continuous, Perfect and Perfect Continuous), Verb Patterns.

- d. Voice: Active-Passive
- e. *Expressing Permission and Ability Obligation, Mild and Strong*
- f. Conditional Sentences

#### Unit- II. LISTENING

- a. Listening To Authentic Speech--Comprehension  
(Listening For Headlines/ Topic Sentences)
- b. Listening Techniques And Tasks

#### Unit- III. SPEAKING

- a. Comprehending And Using Social English (Use of Formula)
- b. Making Polite Request And Offers
- c. Asking Questions In Social Situation
- d. Accepting And Refusing An Invitation

#### Unit- IV. READING

Reading Authentic Passages and News Paper Articles for Comprehension

- I) Reading For Gist/ Summarization/ Main Points (Top-Down Model)
- Ii) Reading for Details (Bottom-Up Model)
- Iii) Guessing Meaning from Context
- Iv) Reading for Comprehension of Message
- V) Using Dictionary in Reading.

#### Unit- V. WRITING

- a. Mechanics of Writing
- b. Filling Forms—Jobs/ Medical, Information/ Bills. Etc.
- c. Writing Simple Paragraph—Description of People/ Objects/ Events/ etc.
- d. Writing Formal and Informal Letters.
- e. Writing Cover Letter and Resume.
- f. Writing Dialogues And Interviews
- g. Writing Advertisements
- h. Writing Projects
- i. Writing Reports
- j. Writing Research Proposals

**Assignments:** Students will be given Home Assignments (Or as Set by the Course Teacher) Which They will be required to submit on due dates.

**Instructional Strategy:** Lecture, Question-Answer, Peer-work, Group Discussion, Individual Presentation, Debate etc.

**Assessment:** There will be in-Course Examinations per semester. There will be a sit down Writing Test, A Listening Test, Home Assignments/ Projects and an Assessment of the Student's Attendance, Classroom Responses and Behavior.)

#### Selected reading Materials

Begum, M. Roshid and Banu, S. *Developing English Language Skills*. Dhaka: Media Weave; 2005.

Hornby, A.S. *Oxford Learner's Dictionary of Current English*. London: Oxford University Press; 1992.

Leech, G. & Svartvik, J. *A Communicative Grammar of English*. Singapore: Longman; 1993.

Rahman, M.F. & Kawser, M. A. *An Anatomy of Language and Grammar: My English Teacher*. Dhaka:

Supreme Publications; 2007.

Sohn, D.A. *Writing By Doing: Learning To Write Effectively, 2nd Edition*. Illinois: NTC Publishing; 1989.

Swan, M. *Basic English Usage*. London: Oxford University Press; 1989.

Swan, M. *Practical English Usage*. London: Oxford University Press; 1989.

Wren, P.C. & Martin, H. *High School English Grammar and Composition*. New Delhi: S. Chand & Company; 1995.

<b>Course Title</b>	<b>BANGLADESH: SOCIETY AND CULTURE</b>			
<b>Course Code</b>	<b>BSW 107</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Sociological Concepts: Society, Social Change, Family, Marriage, Norms, and Values, Understanding Social Situation.
2. Types of Human Society: Hunting, Fishing, Pastoral, Agricultural Societies, Characteristics of Primitive Society, Magic, Religion.
3. Culture and Society: Cultural Diversity, Ethnocentrism, Cultural Lag and Cultural Conflict.
4. Factors Affecting Social Life: Geography, Heredity, Culture, Group or Social Factors.
5. Socialization and Class Structure: Classification of Socialization, Definition and Classification of Social Structure, Kinship and Classification of Kinship, Slavery, Caste, Estate; Theories of Durkheim, August Comte, Karl Marx, Max Weber and Others.
6. Social Mobility in Urban and Rural Area: Social Mobility in Urban and Rural Setting; Social Control: Concepts, Techniques, Types and Agencies of Social Control.
7. Races of Mankind: Concepts, Origin and Classification of Races; Racial Classification of Bangladeshi People.

### Suggested Reading Materials

Bottomore., 1964. *Introduction to Sociology*. London: George Allend Unwin.

Karp, David. A. & Yoels, William. C., *Sociology in Everyday Life*. Second Edition

Durkheim, Emile., *On the Division of Labor in Society*. New York:

Giddens, Anthony., 2005. *Sociology*. Cambridge: Polity Press.

Goode, William. J., 1977. *Principles of Sociology*. New York: McGraw Hill Book Co.

Khan, F. R., 1973. *Principle of Sociology*. Dhaka: Shirin Publications.

Koenig, Samuel., *An Introduction to Science of Society*.

Parimal, B. Kar., 1985. *Sociology: The Discipline and Its Dimensions*. Calcutta: New Central Book Agency.

মজিদ, মুস্তাফা। ২০০৭। গারো জাতিসত্ত্বা। ঢাকা: মণ্ডলা ব্রাদার্স।

করিম, নাজমুল। ১৯৮৪। সমাজবিজ্ঞান সমীক্ষণ। ঢাকা: নওরোজ কিতাব বিতান।

<b>Course Title</b>	<b>HISTORY OF THE EMERGENCE OF INDEPENDENT BANGLADESH</b>			
<b>Course Code</b>	<b>BSW 211501</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. **Description of the country and its people**
  - a. Geographical features and their influence;
  - b. Ethnic Composition;
  - c. Language;
  - d. Cultural Syncretism and Religious Tolerance;
  - e. Distinctive Identity of Bangladesh in the context of undivided Bangladesh;
2. **Proposal for undivided sovereign Bengal and the partition of the Sub Continent, 1947**
  - a. Rise of communalism under the colonial rule, Lahore Resolution, 1940.
  - b. The Proposal of Suhrawardi and Sarat Bose for undivided Bengal: Consequences;
  - c. The Creation of Pakistan 1947;

3. **Pakistan: Structure of the state and disparity**
  - a. Central and provincial structure;
  - b. Influence of Military and Civil Bureaucracy;
  - c. Economic, social and cultural disparity;
4. **Language Movement and the quest for Bengali Identity**
  - a. Misrule by Muslim League and Struggle for democratic politics;
  - b. The Language Movement: Context and Phases;
  - c. United front of Haque – Vasani – Suhrawardi: Election of 1954, consequences.
5. **Military rule: the regimes of Ayub Khan and Yahia Khan (1958-1971)**
  - a. Definition of military rules and its characteristics;
  - b. Ayub Khan's rise to power and characteristics of his rule (Political repression, Basic democracy, Islamisation);
  - c. Fall of Ayub Khan and Yahia Khan's rule (Abolition of one unit, universal suffrage, the Legal Framework Order)
6. **Rise of Nationalism and the Movement for self determination**
  - a. Resistance against cultural aggression and resurgence of Bengali culture;
  - b. Sheikh Mujibur Rahman and six point movement;
  - c. Reactions: Importance and significance
  - d. The Agortola Case 1968.
7. **The mass- upsurge of 1969 and 11 point movement: background, program and significance.**
8. **Election of 1970 and the Declaration of Independence by Bongobondhu.**
  - a. Election result and centres refusal to comply;
  - b. The non co-operation movement, the 7<sup>th</sup> March, Address, Operation Searchlight;
  - c. Declaration of Independence by Bangobondhu and his arrest.
9. **The war of Liberation 1971**
  - a. Genocide, repression of women, refugee;
  - b. Formation of Bangladesh government and proclamation of independence;
  - c. The spontaneous early resistance and subsequent organized resistance (Mukti Fouz, Mukti Bahini, Guerillas and the frontal warfare);
  - d. Publicity Campaign in the war of Liberation (Shadhin Bangla Betar Kendra, the Campaigns abroad and formation of public opinion);
  - e. Contribution of students, women and the masses (Peoples war);
  - f. The role of super powers and the Muslim states in the Liberation war;
  - g. The Anti-liberation activities of the occupation army, the Peace Committee, AlBadar, Al-Shams, Rajakars, pro-Pakistan political parties and Pakistani Collaborators, killing of the intellectuals;
  - h. Trial of Bongobondhu and reaction of the World Community;
  - i. The contribution of India in the Liberation War;
  - j. Formation of joint command and the victory;
  - k. The overall contribution of Bongobondhu in the Independence struggle;
10. **The Bangabondhu Regime 1972 – 1975**
  - a. Homecoming
  - b. Making of the constitution
  - c. Reconstruction of the war ravaged country;
  - d. The murder of Bangabondhu and his family and the ideological turn-around.

### Suggested Reading Materials

- রায়, নীহার রঞ্জন, ১৪০২ বঙ্গাব্দ। *বাঙালীর ইতিহাস*। কলকাতা: দে'জ পাবলিশিং।
- আহমেদ, সালাহ উদ্দিন ও অন্যান্য (সম্পাদিত), ২০০২। *বাংলাদেশের মুক্তি সংগ্রামের ইতিহাস ১৯৪৭-১৯৭১*। ঢাকা: আগামী প্রকাশনী।
- ইসলাম, সিরাজুল (সম্পাদিত)। *বাংলাদেশের ইতিহাস ১৭০৪-১৯৭১*, ৩ খন্ড। ঢাকা: এশিয়াটিক সোসাইটি অব বাংলাদেশ।
- হারুন-অর-রশিদ, ২০০১। *বাংলাদেশ: রাজনীতি, সরকার ও শাসনতান্ত্রিক উন্নয়ন ১৭৫৭-২০০০*। ঢাকা: নিউ এজ পাবলিকেশন্স।
- হারুন-অর-রশিদ, ২০০৩। *বাঙালির রাষ্ট্রচিন্তা ও স্বাধীন বাংলাদেশের অভ্যুদয়*। ঢাকা: আগামী প্রকাশনী।
- হারুন-অর-রশিদ, ২০১৩। *বঙ্গবন্ধুর অসমাপ্ত আত্মজীবনী পুনর্পাঠ*। ঢাকা: দি ইউনিভার্সিটি প্রেস লিমিটেড।
- শিবলী, আতফুল হাই ও রহমান, মো: মাহবুবুর, ২০১৩। *বাংলাদেশের সাংবিধানিক ইতিহাস ১৭৭৩-১৯৭২*। ঢাকা: সুবর্ণ প্রকাশন।

মামুন, মুনতাসির ও রায়, জয়ন্ত কুমার, ২০০৬। বাংলাদেশের সিভিল সমাজ প্রতিষ্ঠার সংগ্রাম। ঢাকা: অবসর।  
 রহমান, আতিউর, ১৯৯৮। অসহযোগ আন্দোলনের দিনগুলি: মুক্তিযুদ্ধের প্রস্তুতি পর্ব। ঢাকা: সাহিত্য প্রকাশ।  
 রহমান, মো: মাহবুবুর, ২০১১। বাংলাদেশের ইতিহাস, ১৯০৫-৪৭। ঢাকা: তন্মলিপি।

## Second Year BSS (Hons.) in Social Work

<b>Course Title</b>	<b>HUMAN GROWTH: PHYSIOLOGICAL AND BEHAVIORAL ASPECTS</b>			
<b>Course Code</b>	<b>BSW 201</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Process of Human Growth: Principles of Development, Stages of Development, Physical, Intellectual, Social and Emotional Development.
2. Influence of Heredity and Environment Factors on Development.
  - a) Genetic and other Biological Factors, Birth Hazards and other Development Hazards.
  - b) Psychological and Emotional Factors, Psychological Deprivation in Childhood, Parent-child Relationship, Child abuse and its impact on Behavior.
  - c) Social and Situational/ environment factors- Gender difference, Family disorganization, Residential Institutions and Poverty.
3. Biological Bases of Behavior: Structure and Functions of the Nervous System; Influence of Endocrine Glands on Behavior, Homeostasis and its Relation to Behavior.
4. Nutrition: Influence of Proteins, Carbohydrates, Fats, Vitamins and Minerals on Growth and Behavior; Balance Diet, Impact of Feeding Practices in Bangladesh; Malnutrition, and Causes of Malnutrition in Bangladesh.
5. Theories of Personality: Freud's Psychoanalytic Theory, Erikson's Theory of Psychological development, Dollard and Miller's Theory of Learning, Implications of these Theories in Understanding Human Behavior.
6. Disorders of Psychogenic Origin: (a) Psychoneurosis- Anxiety, Phobia, Obsessive-compulsive Disorders; (b) Psychosomatic-disorders; and (c) The Functional Psychoses, Manic Depressive, Schizophrenia, Paranoid Reaction.
7. Adjustment: Meaning of Adjustment and Mental Health, Determinants of Adjustment, Process of Adjustment, Problems of Adjustment. Level of Stress, Source of Stress, Reaction of Stress, Impact of Stress.
8. Use and Importance of the Knowledge of Human Growth and Behavior in Social Work Practice (e.g. Social, Case Work, group Work, and Comprehensive Care).

### Suggested Reading Materials

- Bernard, H. W., 1973. *Child Development and Learning*. Boston: Allyn and Bacon.
- Chaney, M. S., 1954. *Nutrition*. 6<sup>th</sup> ed. Boston: Houghton Mifflin Co.
- Coleman, J. C., 1960. *Personality Dynamics and effective Behavior*. Chicago: Foresman & Co.
- Coleman, J. C., 1972. *Abnormal Psychology & Modern Life*. 4<sup>th</sup> ed. Bombay: D. B Tara Porevala Sons.
- Hall, C. S and Lindsey., 1970. *Theories of Personality*. Newyork: John Willy.
- Hurlock, E.B., 1974. *Child Development*. 6<sup>th</sup> ed. New York: Mcgraw Hill Co.
- Hurlock, E.B., 1974 *Personality Development*. New York: Mcgraw Hill Co.
- Lazaerus, R.S., 1963. *Personality and Adjustment*. Englewood Cliffs: Prentice Hall Inc.
- Maloney, C., 1986. *Behavior and Poverty*. Dhaka: UPL.
- Makellar, P., 1986. *Abnormal Psychology*. London: Routledge.
- Morgan, C. T & Stellare., 1965. *Physiology Psychology*. New York: Mcgraw Hill Co.
- Mussen, P. H., 1979. *Child Development and Personality*. 5<sup>th</sup> ed. New York: Harpar and Raw.
- Schneiders, A.A., 1965. *Personality Dynamics & Mental Health*. New York: Rinchart & Winston.
- Stein, H. D and Colward., 1958. *Social Perspective on Behavior*. USA: The Free Press.

Stone, L. J and Church, J., 1968. *Childhood and Adolescence: A Psychology of the Growing Person*. 2<sup>nd</sup> ed, New York: Random House.

Zimbaro, P. O and Ruch, F. L., 1979. *Essentials of Psychology and Life*. 10<sup>th</sup> ed. New York: Foresman and Co.

সরকার, নীহার রঞ্জন। ১৯৯১। মনোবিজ্ঞান ও জীবন। ৮ম সংস্করণ। জ্ঞানকোষ, প্রকাশনী।

সরকার, আবদুল হাকিম। ২০০৪। দলসমাজকর্ম অনুশীলন। ঢাকা: কল্লোল প্রকাশনী।

সরকার, আবদুল হাকিম। ২০০২। ব্যক্তি নির্দেশিকা। ২য় সংস্করণ। ঢাকা: ইমা প্রকাশনী।

Course Title	SOCIAL ACTION, SOCIAL LEGISLATION AND SOCIAL CHANGE			
Course Code	BSW 202	Marks 100	Credits 4	Class Hours 60 hrs.

1. Social Action: Meaning, Scope, Principles, Strategies and Models of Social Action, Relationship with Social Reform, Social Reform Movement and Social Legislation and Other Methods of Social Work.
2. Role of Social Action: Human Condition Promotion of the Disadvantaged Groups-Women, Children, Older People, and the Disabled, Major Social Reforms in the Fields of Socio-economic Change and Development in Bangladesh.
3. Social Legislation: Meaning, Objectives and Importance, Process of Formulation of Social Legislation.
4. Major Social Legislations in Bangladesh-
  - a) Legislation Relating to Family and Women:  
The Muslim Family Laws Ordinance 1961, The Dowry Prohibition Act 1980, The Cruelty to Women and Children (Special Provision) Act 1983, The Women and Children (Special Provision) Act 1995, The Women and Children Repression Prevention (Amendment) Act, 2003.
  - b) Legislation Relating to Children:  
The Children Employment Act 1938, The Probation of Offenders Ordinance 1960, and The Children Act 1974.
  - c) Legislation Relating to Social Security:  
The Workmen's Compensation Act 1923, The Provident Fund Act 1925, Maternity Benefit Act 1939.
  - d) Social Change: Meaning, Theories of Social Change-Evolutionary Theory, Functionalist Theory and Conflict Theory, Factors Contributing to Social Change-Environmental and Population Pressures, Cultural Innovation, Cultural Diffusion and Practices and Technology. Resistance to Social Change-Economic and Cultural; and Technological Factors, Process of Social Change-Planned and Unplanned. Relationship with Modernization and Social Development.

### Suggested Reading Materials

Birt Bradley, F.B., 1985. *Eminent Bengalese in Nineteenth Century*. New Delhi: Inter-Indian Publication.

Burrowes, Robert, J., 1996. *The Strategy of Nonviolent Defense : A Gandhian Approach*. Albany : State University of New York Press.

Dayal, Parmeshwari., 1986. *Gandhian Approach to Social Work*. Ahmedabad : Gujarat Vidyapith.

Gandhi, P.K. (ed.), 1985. *Social Action Through Law : Partnership for Social Justice*. New Delhi: Concept.

Government of India., 1987. *Encyclopedia of Social Work in India*. Vol.-III. New Delhi: Delhi Press.

Ganggrade, K.D., 1978. *Social Legislation in India*. Vol.- 2. New Delhi: Concept Publishing Co.

Giddens, Anthon., 2001. *Sociology*. 4<sup>th</sup> ed. Cambridge: Polity Press.

Guptadash, B.N., 1980. *Raja Rammohon Roy: The Last Phase*. New Delhi: Upal Publishing House.

Halim, M. Abdul., 1993. *Social Welfare Legislation in Bangladesh*. Dhaka: Oihik.

Milne Wallis, Timmon ., 1987. *Satyagraha : the Gandhian Approach to Nonviolent Social Change*.

- Northampton : Pittenbruach Press.
- Moore, E. Wilbert., 1978. *Social Change*. 2<sup>nd</sup> ed. New Delhi: Prentice Hall.
- Munim, F.K.M., 1975. *Rights of the Citizen Under Constitution and Law*. Dhaka: Bangladesh Institute of Law and National Affairs.
- Newman, David M., 2004. *Sociology: Exploring the Architecture of Everyday Life*. 5<sup>th</sup> ed. New Delhi: Sage.
- Roger, N. Buldwin., 1966. *Social Action*. Bombay: Asian Publishing House.
- Schaefer, Richard, T., 2003. *Sociology*. 8<sup>th</sup> ed. New York: McGraw-Hill.
- Siddiqui, H.Y. (ed.), 1984. *Social Work and Social Action : A Developmental Perspective*. New Delhi : Harnam Publications.
- Taylor-Gooby, P., 1991. *Social Change, Social Welfare and Social Science*. Hemel Hempstead : Harvester Wheatsheaf.
- Youndahl, Benjamin E., 1966. *Social Action and Social Work*. New York: Association Press.
- রহমান, গাজী শামছুর ১৯৯৩। মৌলিক অধিকার ও মানবাধিকার, ঢাকা: বাংলাদেশ মানবাধিকার বাস্তবায়ন সংস্থা।

Course Title	HUMAN RIGHTS, SOCIAL JUSTICE AND SOCIAL WELFARE			
Course Code	BSW 203	Marks 100	Credits 4	Class Hours 60 hrs.

- Human Rights and Social Justice: Concepts and Philosophical Base.
- Development of Human Rights – Review in Historical Perspective.
- Types of Human Rights: Economic, Social, and Political Rights.
- Social Welfare and Human Rights, Legal Aids and Human Rights.
- Human Rights and Fundamental Rights in Bangladesh, Constitutional Provisions of Human Rights in Bangladesh; Rights of Women.
- Role of UN in Upholding Human Rights: Universal Declaration of Human Rights with Special Reference to Article-12 (Confidentiality); Article-16 (Marriage and Family); Article-22 (Social Security); and Article-25 (Basic Human Needs).
- Human Rights and Children, UN Convention on the Rights of the Child (CRC) 1989.
- Role of NGOs in Promoting Human Rights with Special Reference to Bangladesh: Bangladesh Society for the Enforcement of Human Rights, Human Rights Commission, Institute of Democratic Rights, Bangladesh Jatiyo Mohila Ain-Jibi Samity, Amnesty International.
- Role of Government Organization in the Promotion and Protection of Human Rights in Bangladesh.

### Suggested Reading Materials

- Diwan, Paras and Diwon, Peeyashi., 1996. *Human Rights and the Law: Universal and India*. New Delhi: Deep and Deep Publications.
- GoB., 2006. *Constitution of Bangladesh*. Dhaka: Ministry of Law.
- Hassan, Fatema Rashid., 2007. *Violence Against Women in Bangladesh*. Dhaka: Bangladesh National Women Lawyers' Association (BNWLA) [n.d.].
- Hossain, Sara (ed.), 2009. *Human Rights in Bangladesh*. Dhaka: Ain o Salish Kendra (ASK).
- Ife, Jim., 2008. *Human Rights and Social Work : Towards Rights-based Practice*. New York : Cambridge University Press.
- Munim F.K.M.A., 1975. *Rights of the Citizen under the Constitution and Law*. Dhaka: Bangladesh Institute of Law and International Affairs.
- Susan, C., 2008. *Human Rights and Social Justice in A Global Perspective : An Introduction to International Social Work*. New York : Oxford University Press.
- United Nations., 1989. *Convention on the Rights of the Child*. New York: United Nations.
- United Nations. , 1992. *Teaching and Learning about Human Rights*. New York: United Nations.
- United Nations., 1984. *Universal Declaration of Human Rights*. New York: United Nations.
- Zamir, Muhammad., 1990. *Human Rights Issues and International Law*. Dhaka: Dhaka University Press.
- আক্তাবুজ্জামান ও অন্যান্য ১৯৯২ বাংলাদেশে মৌলিক অধিকারের সাংবিধানিক ভাষ্য। ঢাকা: বাংলাদেশ মানবাধিকার

কমিশন।

রহমান, গাজী শামছুর। ১৯৯৩। মৌলিক অধিকার ও মানবাধিকার। ঢাকা: বাংলাদেশ মানবাধিকার বাস্তবায়ন সংস্থা।

<b>Course Title</b>	<b>SOCIAL WORK WITH DISABILITIES</b>			
<b>Course Code</b>	<b>BSW 204</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Disability: Concept, Causes and Risk Factors of Disability, Types of Disability: Physical Disability, Intellectual Disability, Hearing Disability, Voice Disability, Visual Disability, Model of Disability.
2. Developmental Disabilities: Concept, Types, Factors Associated with Developmental Disability, Services and Support (Treatment), Child Autism.
3. Learning Disability: Concept, Signs, Causes and Risk Factors, Types of Learning Disability, Treatment and Intervention (Preventive and Supportive).
4. Gender and Disability: Women and Girls with Disability, Psycho-social Issues of Women with Disabilities with Reference to Experiences in Bangladesh, Disability Rights and Women Rights.
5. Disability in Bangladesh: Prevalence, Socio-Economic Problems of the PWD, Disability and Poverty, Government and Non-Government Initiatives for the PWD in Bangladesh, Community Based Rehabilitation (CBR), Services and Organizations, National Foundation of Disability Development, ERCPH, HEED Bangladesh, NFOWD, Center for the Rehabilitation of the Kallyan Somity etc.
6. Disability Rights Law: Constitutional Rights for the PWDs, Civil Rights of Disabled, The National Policy on Disability-1995, Disability Right and Protection Act-2013, Neuro-Developmental Disability Protection Trust Act-2013.
7. International Commitments: Disability Rights Movement, Programs for the Disabled in SAARC Countries, Convention, Declaration and Decision Relevant to Disability: UN Declaration on the Rights of Disabled Person- 1975, ESCAP Decade of Disabled Persons, 1993-2002, Convention on the Rights of Persons with Disability (CRPD).
8. Social Work Practice with Disability: Use of Social Work Methods, Knowledge, Skill, Values, Approaches and Strategies with Disability Issues, Role of Social Worker in Disability.

### Suggested Reading Materials

- Ambrosino, Rosalie. et al., *Social Work and Social Welfare*. Australia: Thomson Learning, 2001.
- Akber, Md. Ali., *Survey of the Disabled Freedom Fighters of Bangladesh*. Dhaka: Bangladesh Freedom Fighters Welfare Trust, 1973.
- Bedi, M.S., *Socially Handicapped Children- A Study of their Institutional Services*. Jodhpur: Jain Brothers, 1978.
- Gruewald, Kari., *Mentally Handicapped Towards Normal Living*. London: Hutchinson, 1978.
- Kohil, A.S., *Social Services to Disabled*. New Delhi: Anmol Publications Pvt. Ltd. 1997.
- Kessler, H.S., *Rehabilitation of the Physically Handicapped*. New York: Colombia University Press. 1953.
- Mannan, Bashira., *Family and Social Life of Disabled*. Dhaka: Jatiya Grantha Prokashan, 1996.
- Markwick, Anne. et al., *Learning Disabilities*. London: Butterworth Heinemann, 2003.
- Mehta, D.S., *Handbook of Disabled in India*. New Delhi: Allied Publisher, 1983.
- Mia, Islam and Ali., *Situation of the Physically Handicapped Children in Bangladesh*. A Field Study of Institute of Social Welfare and Research; (n.d), 1973.
- Oliver, Michael., *Social Work with Disabled People*. London: Macmillan Publisher, 1983.
- Taylor, I.W., *International Society for Rehabilitation for the Disabled*. New York; ISRD. 1970.
- Titumir, Rashed Al Mahmud and Hossain, Jakir, *Disability in Bangladesh: Practice, Knowledge, Attitudes and Practices*, Unnayan Onneshan, 2005.
- নন্দ, বিষ্ণুপদ ও জামান, সারওয়াতারা, ব্যতিক্রমঘর্মী শিশু, ঢাকা, মাওলা ব্রাদার্স; ২০১০।

<b>Course Title</b>	<b>SOCIAL WELFARE POLICY AND PROGRAM PLANNING</b>			
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<b>Course Code</b>	<b>BSW 205</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>
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1. Social Policy: Meaning and Goals of Social Policy; Factors Influencing Social Policy; Process of Social Policy Formulation; Principles of Social Policy.
2. Social Policy Models: Techniques of Social Policy Model; Policy Analysis- Methods of Policy Analysis, Stages of Social Policy Analysis.
3. Policy Practice Framework: Skills of the Social Worker for Policy Practice; Functions of Policy Practitioner, Means of Understanding Social Policy. Tools of Social Policy Implementation.
4. Social Policy and Constitution of Bangladesh. Problems of Social Policy Formulation and Implementation in Bangladesh including other Developing Countries.
5. Social Policies in Bangladesh: Education Policy, Health Policy, Population Policy, Social Welfare Policy, Child Welfare Policy and Women Development Policy.
6. Plan and Planning: Meanings, Types, Classification, Pre-requisites of Effective Planning.
7. Plan Formulation: Methods, Steps and Process. Plan Formulation System at National Level in Bangladesh.
8. Sources and Methods of Financing Development Plan, Problems of Resources Allocation.
9. Program Planning in Bangladesh, Social Welfare Program Planning in Bangladesh; Problems of Plan Formulation in Bangladesh.

### **Suggested Reading Materials**

- Chowdhury, D. Paul., 1979. *Social Welfare Administration*. Delhi: Atma Ramand Sons.
- Dahiya, S. Bhagman (e.d.), 1982. *Development Planning Models*. New Delhi: Inter-India.
- Dewett, Kewal Krishan and Chand, Adarsh. , 1979. *Modern Economic Theory: Micro and Macro Analysis*. New Delhi: Shyam Lal Charitable Trust.
- Jansson, Brauce, S., 1994. *Social Policy from Theory to Practice: Comparative Analysis*. London.
- Livingstone, Arthur., 1969. *Social Policy in Developing Countries*. London: Routledge and Kegan Paul.
- Sharma and Shastri., 1984 *Social Planning: Concepts and Techniques*. Luknow: Print House.
- Trecker, Harleigh B., 1950. *Group Process in Administration*. New York: Woman's Press.

<b>Course Title</b>	<b>DISASTER MANAGEMENT AND RESILIENCE</b>			
<b>Course Code</b>	<b>BSW 206</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Concept and Nature of Hazard and Disaster, Types of Disaster: Flood, Cyclone, Tornado, Tidal Bore and River Erosion, Earthquake, Drought, Arsenic, Water Salinity, Tsunami, Industrial Accidents, Environment Pollution and Communal/Political Riots etc.
2. Disaster Management: Meaning, Disaster Management Cycle: Preparedness, Response, Mitigation, Disaster Impact, Recovery, Prevention and Development.
3. Vulnerability and Risk Management: Concepts, Risk Assessment, Geographical Extent and Intensity, Gender Perspective in Hazard Analysis and Management.
4. Climate Change and Global Warming: Concept, Causes of Climate Change, Impact of Climate Change.
5. Disaster Preparedness and Mitigation:
  - a) Basic Concepts of Preparedness.
  - b) Forecast and Warning System.
  - c) Coping Mechanisms: Indigenous and Modern.
  - d) Use of Neighborhood and Community Groups to face Disaster.
  - e) Primary Health Care.
  - f) Temporary Shelter.
  - g) Preparedness at Different Levels: Family, Community, Local, National, and International.

- h) Rescue, Relief and Rehabilitation.
6. Mitigation Approaches: Community Participatory Approach, Sustainable Development Infrastructure, Partnership Building and Networking, Disaster Relief and Rehabilitation, Disaster Management Training and Education, Role of Media in Disaster Reduction, Institutional Capacity Building and Raising Disaster Fund, International Co-operation and Exchange of Ideas.
  7. Role of the Government and NGOs in Disaster Management.

### Suggested Reading Materials

- Carter, W. Nick., 1992. *Disaster Management: A Disaster Manager's Handbook*. India: Sage Publication.
- Bangladesh Disaster Preparedness Center and PACT- Bangladesh., 1993. *Disaster Management: Handbook for Bangladesh*. Dhaka: BDPC & PACT.
- Islam, Dr. Nabiul., 2008. *Impact of Flood in Urban Bangladesh*. Dhaka: AHDPH.
- Nizamuddin, K. (edited)., 2001. *Disaster in Bangladesh: Selected Readings*. Dhaka: Disaster Research Training and Management Center, University of Dhaka.
- Rasheed, K.B. Sajjadur., 2008. *Bangladesh Resource and Environmental Profile*. Dhaka: AHDPH.
- Asian Disaster Preparedness Center., 2002. *Regional Workshop on Best Practices in Disaster Mitigation*. Indonesia: UNDP.
- Saha, Dr. Subrota Kumar., 2007. *Environment Impact Assessment for Changing World*. Dhaka: AHDPH.
- GoB., 1998. *Special Workshops and Seminar for Natural Disaster Reduction and National Disaster Preparedness*. Dhaka: Disaster Management Bureau, Ministry of Disaster Management and Relief.
- ইসলাম, আহমদ তাজুল ও অন্যান্য (সম্পাদিত)। ২০০৯। *জলবায়ু পরিবর্তন ও তার প্রভাব: প্রসঙ্গ বাংলাদেশ*। ঢাকা: গণউন্নয়ন গ্রন্থাগার।
- গণপ্রজাতন্ত্রী বাংলাদেশ সরকার। ১৯৯৭। *দুর্যোগ বিষয়ক স্থায়ী আদেশাবলী*। ঢাকা: দুর্যোগ ব্যবস্থাপনা বুরো, দুর্যোগ ব্যবস্থাপনা ও ত্রাণ মন্ত্রণালয়।
- রহমান, মোঃ সাইদুর। ১৯৯৩। *বাংলাদেশের দুর্যোগ ব্যবস্থাপনা সহায়িকা-১ম, ২য়, ৩য়, ৪র্থ ও ৫ম পর্ব*। ঢাকা: প্যাক্ট-বাংলাদেশ।

<b>Course Title</b>	<b>VOLUNTARISM AND NGOs IN BANGLADESH</b>			
<b>Course Code</b>	<b>BSW 207</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Voluntarism: Concept, Historical Perspective, Voluntary Organizations, Voluntarism in Bangladesh.
2. Legislations Relating to Voluntary Social Work/Welfare Agencies: Voluntary Social Welfare Agencies (Registration and Control) Ordinance, 1961; The Foreign Donations (Voluntary Activities) Regulation Ordinance, 1978 and the Foreign Contributions (Regulations) Ordinance, 1982.
3. National Council of Social Welfare: Historical Background, Composition and Functions, Grants in Aid Program of the Government for Voluntary Agencies.
4. Important National NGOs in Bangladesh: Their Composition, Role, Contributions and Future Prospects in National Development: BRAC, Grameen Bank, Proshika, ADAB, Bangladesh Diabetic Association and Bangladesh Probin Hitoishy Shangstha.
5. Voluntary Social Work at International Level, International Voluntary Agencies working in Bangladesh-CARE, World Vision, Bangladesh Red Crescent Society. Impact of International Voluntary Agencies on the Voluntary Social Work in Bangladesh.
6. NGOs and Government as Development Partner in Bangladesh; Leadership Pattern of Voluntary Social Welfare Agencies, NGO Affairs Bureau, Background, Organogram and Functions.

### Suggested Reading Materials

- Annual Reports. *Relevant Records and Documents of Different NGOs and Government* of Bangladesh.
- Aves, G.M., 1969. *The Voluntary Workers in the Social Services*. London: Bedford Square Press of NCSS.
- Batten, T.R., 1959. *Voluntary Action and Social Progress*. London: The British Council.

Chowdhury, D. Paul., 1971. *Voluntary Social Welfare in India*. New Delhi: Sterling Publishing.  
 GoB., 2010. *Bangladesh Economic Review 2010*. Dhaka: Ministry of Planning.  
 Morales, A. and Sheafor, B.W., 2004. *Social Work: A Profession of Many Faces*. Boston: Pearson.  
 NGO Affairs Bureau., 1990. *Guide to NGOs in Bangladesh*. Dhaka: NGO Affairs Bureau, GoB.  
 NGO Affairs Bureau., 1992. *NGOs in Bangladesh*. Dhaka: NGO Affairs Bureau, GoB.  
 Sen. A. C., 1971. *Introducing Voluntary Agencies in India*. New Delhi: R. Gupta for Impex.

<b>Course Title</b>	<b>DEMOGRAPHIC ISSUES: POLICY, PLANNING AND SERVICES IN BANGLADESH</b>			
<b>Course Code</b>	<b>BSW 208</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Population and Demography: Meaning, Scope and Importance of Demography, Need of Demographic Studies for Social Worker, Difficulties and Importance of Demographic Study in Bangladesh.
2. Basic Concepts of Demography: Fertility, Mortality, Nuptiality, Migration.
3. Methods of Demographic Data Collection: Population Census, Demographic Sample Survey, Vital Registration System, Population Register.
4. Theories of Population: Early Philosophers, Mercantilist, Malthusian, Optimum Marxist and Demographic Transition Theory.
5. Population Policy in Bangladesh: Historical Evolution, Objectives and Characteristics of Population Policy, Role of Population Policy in Controlling Population of Bangladesh.
6. Family Planning Program in Bangladesh: History, Achievements, Problems and Prospects; Family Planning Strategies and their Outcomes, Adolescence and Reproductive Health, Maternal and Child Health Situation.
7. Role of NGOs in Population Control in Bangladesh: Family Planning Association of Bangladesh (FPAB), Population Services and Training Center (PSTC) and Rural Service Delivery Program (RSDP).
8. Bangladesh Population: Nature and Characteristics. Role of Social Workers in Dealing with Population Problem in Bangladesh.

### Suggested Reading Materials

BBS, *Bangladesh National Population Census-2011*. Dhaka: Ministry of Planning.  
 BBS, *Bangladesh Economic Review-2011*. Dhaka: Ministry of Planning.  
 Bogue, D. J., *Principles of Demography*. New York, John Wiley.  
 Cox, Peter R., 1993. *Demography*. New Delhi: University Book Stall.  
 Heer, David., 1975. *Society and Population*. New Delhi: Prentice Hall.  
 Lucas, David. et al., 1980. *Beginning Population Studies*. Australia: Australian National University.  
 Mia, A.; Alauddin, M. and Islam, H., 1985. *Impact Study of Mothers Club*. Dhaka: ISWR.  
 Noman, Aysha., 1983. *Status of Women and Fertility in Bangladesh*, Dhaka: UPL.  
 Raj, Hans., 1990. *Fundamental of Demography, 4<sup>th</sup> ed.* New Delhi: Surjeet Pub.  
 Shrivastava O.S., 1983. *A Text Book of Demography*. New Delhi: Vikash Publishing House.  
 Siegel, Jacob S. and Swanson, David (ed.). *The Methods and Materials of Demography, 2nd ed.* Boston : Elsevier/Academic Press.  
 UNESCAP., 1981. *Population of Bangladesh: ESCAP Country*. Monograph Series No. 8. Bangkok.  
 সালাহ উদ্দিন, এ.টি.এম.। ১৯৮২। আধুনিক জনবিজ্ঞান। ঢাকা: বুক সোসাইটি।

### Third Year BSS (Hons.) in Social Work

<b>Course Title</b>	<b>GENDER ISSUES AND WOMEN DEVELOPMENT</b>			
<b>Course Code</b>	<b>BSW 301</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Women Development: Concept and Issues, Historical Background of Women Development in Bangladesh and Abroad, Barriers to Women Development.
2. Basic Concepts of Gender: Concept of Gender and Sex, Gender as a Development Issue, Gender Mainstreaming; Gender Analysis Framework, Intra-Household Bargaining Power, Gender Equity & Equality, Different Measurement of Gender Equality.
3. Theory and Approaches to Women Development: WID, WAD, GAD; Women Development Approaches: Welfare Approaches; Anti Poverty Approaches; Skill Based Approaches; Equity Approaches; Empowerment Approach; Concept of Feminism: Origin and Different Theories of Feminism; Concept of Patriarchy and Its Origin
4. Women and Empowerment: Concept, Types, Dimensions, Impact of GO/ NGO Activities on Women Empowerment, Challenges to Women Empowerment.
5. Basic Issues of Women's Situation: Changing Status of Women in Bangladesh, Women and Reproductive Health; Women Participation in Workforce, Women in Politics. Violence against Women: Nature, Causes, Problems of Disadvantaged Women.
6. Global and National Actions for Advancement of Women: International and UN Conferences and Conventions, Constitutional Guarantees, National Women's Development Policy; Planning and Programs in Women Development,
7. Gender in Development Agenda: Gender and PRSP; Gender Budgeting.
8. Legislations relating to the Women in Bangladesh: Marriage, Family and Divorce Related Legislations; Violence-Related Legislations; Labor Welfare Related Legislations.

### Suggested Reading Materials

- Encyclopedia of Women Development and Family Welfare*. Anmol Publications Pvt. Ltd. ( n.d.).
- Hasan, Sadik., 2007. *Women in Bangladesh Local Government: A Study of Gram Sarker*. Dhaka: Md. Aynul Hossain.
- Hossain, Selina and Masuduzzaman., 2006. *Gender Biswakosh (Encyclopedia of Gender, Vol.-1 and 2)*. Dhaka: Mowla Brothers.
- Mahtab, Nazmunnessa., 2008. *Women in Bangladesh*. Dhaka: A.H. Publishing House.
- Naz, Farzana., 2006. *Pathways to Women's Empowerment in Bangladesh*. Dhaka: A.H. Development Published House.
- Sarkar, Litika and Mayya, B. Silvara., *Women and Law: Contemporary Problems*. Dhaka: Academic Publishers;
- হাসানউজ্জামান, আল-মাসুদ (সম্পাদিত)। ২০০৮। *বাংলাদেশের নারী : বর্তমান অবস্থান ও উন্নয়ন প্রসঙ্গ*, দি ইউনিভার্সিটি প্রেস লিমিটেড, ঢাকা।
- রানা, নিশাত জাহান। ২০০৯। *জেডার কোষ*। ঢাকা: যুক্ত।

Course Title	RURAL AND URBAN DEVELOPMENT			
Course Code	BSW 302	Marks 100	Credits 4	Class Hours 60 hrs.

1. Rural Community in Bangladesh: Definition and Characteristics of Community, The Feature of Rural Community in Bangladesh and Major Socio-economic Problems.
2. Rural Social Structure and Institutions in Bangladesh and Impacts on Rural Lives: Social Stratification, Land Tenure System, Local Power Structure and Local Government.
3. Rural Development in Bangladesh: Early Experiences, V-AID Program, Comilla Approach, GO and NGO Approaches and Areas of Rural Development, BRDB, BRAC and RSS.
4. Urban Community in Bangladesh: Features and Characteristics, Socio-economic Problems of Urban Community in Bangladesh.
5. Urbanization: Nature and Characteristics, Theories of Urban Growth and Ecological Process, Urbanization as Development Process.
6. Urban Development in Bangladesh: GO and NGO Approaches and Areas of Urban Development, Interventions of USS for Urban Development.
7. Efficacy of Rural and Urban Development Programming Intervention in Bangladesh.

## Suggested Reading Materials

- Ahmad, M.M., 2003. Whose Ideas? Fieldworkers' on Non-Government Organizations) Policies in Bangladesh, *International Development Planning Review* (IDPR). 25 (1), 67-84.
- Ahmad, M.M., 2007. The Career of NGOs Fieldworkers' in Bangladesh, *Non-profit Management and Leadership*. 17(3), 349-365.
- Ahmed, S., 2006. *NGO Perception of Poverty in Bangladesh: Do Their Programmes Match the Reality?*, Thesis submitted in partial fulfillment of the M. Phil. Degree Bergen, Department of Administration and Organization Theory, University of Bergen.
- Bebbington. A., *New States, New NGOs? Crises and Transitions among Rural Development NGOs in the Andean Region*, *World Development*; 25(11).
- Ginsberg, Leon H. (ed)., 2005. *Social Work in Rural Communities*. 4/e. Alexandria Va: Council on Social Work Education (CSWE).
- GoB., 1998. *Fifth Five Year Plan*. Dhaka: Ministry of Planning.
- Gottdiener, Mark and Hutchison, Ray., 2006. *The New Urban Sociology*. 3<sup>rd</sup> ed. Colorado: Westview Press.
- Hye, H.A., 1985. *Decentralization, Local Government Institutions and Resource*. Comilla: BARD.
- Islam, Nazrul., 1966. *Urban Poor in Bangladesh*. Dhaka: Centre for Urban Studies (CUS).
- More, Wilbert E. and Smelser, Neil J., 1996. *Urbanization in Newly Developing Countries*. USA: Prentice Hall.
- Phillips, Norma Kolko and Straussner, Shulamith Lala., 2002. *Urban Social Work: An Introduction to Policy and Practice in the Cities*. Boston : Allyn and Bacon.
- Quddus, Md. Abdul (ed)., 1996. *Rural Development in Bangladesh: Strategies and Experience*. Comilla: BARD.
- Siddiqui, Kamal., 2005. *Local Government in Bangladesh*. Dhaka: UPL.
- Siddiqui, Kamal., 1992. *Social Formation in Dhaka City*. Dhaka: UPL.
- ইলাহী, কে. মউদুদ ও রুম্মী, সৈয়দ রফিকুল আলম । ২০০৫ । *নগর ভূগোল* । ঢাকা: ডেল্টা বুকস ।
- তাহা, আবু । ১৯৮৯ । *জনসংখ্যা ও জনপদ ভূগোল* । রাজশাহী: পাঠ্যপুস্তক প্রকাশনা বোর্ড ।

Course Title	SOCIAL WORK WITH INDIVIDUALS			
Course Code	BSW 303	Marks 100	Credits 4	Class Hours 60 hrs.

1. Social Case Work as a Social Work Method. Definition, Elements, Objectives, Principles, and Scope.
2. Understanding Psycho-Social Problem of a Client, Clients' Environment and Role in Relation to their Family and Society.
3. Steps Involved in Problem-Solving Process in Social Case Work. Psycho-Social Study, Diagnostic Assessment, Psycho-Social Treatment, Evaluation and Follow-up.
4. Case Study and Data-Collection Methods: Interview and other Direct and Indirect Methods.
5. Rapport Building: Objectives and Principles, Transference and Counter Transference of Ideas and Views.
6. Change Process in Case Work Practice: Basic Helping and Artistic Skills, Approaching the Non-voluntary and Alcoholic Clients.
7. Case Work Recording: Skills, Types and Its importance in Developing Indigenous Reading Materials.
8. Preventive Aspects of Case Work Service.
9. Practice Fields of Social Case Work in Bangladesh.

## Suggested Reading Materials

Biestel, F.R., 1957. *The Case Work Relationship*. Chicago: Loyol University Press.

- Bradford, W. Sheafar, et.al., 1988. *Techniques and Guidelines for Social Work Practice*. London: Allen Bacon Inc.
- Breakwel, Glynis M., 1990. *Interviewing*. London: The British Psychological and Routledge Ltd.
- Friedlander, W.A., 1977. *Concepts and Methods of Social Work*, 2<sup>nd</sup> ed. New York: Prentice Hall.
- Garrett, A., 1970. *Interviewing: Its Principles and Methods*. New York: Family Service Association of America.
- Gordem, R.I., 1975. *Interviewing: Strategies Techniques and Tactics Revised*. Homewood: The Dorsey Press.
- Hamilton, G., 1951. *Theory and Practice of Social Case Work*, 2<sup>nd</sup> ed. New York: Columbia University.
- Hollis, F., 1966. *Case Work: A Psycho Social Therapy*. New York: Random House.
- Hussain, N. & Alauddin, M., 1970. *Introduction to Social Work Methods*. Dhaka: College of Social Welfare and Research Centre.
- Noughusband, Eillen., 1960. *New Development in Case Work*. London: Geroge Allen and Unwin.
- Perian, H. H., 1960. *Social Case Work: A Problem Solving Process*. Chicago: University of Chicago.
- সরকার, আব্দুল হাকিম। ব্যক্তি সমাজকর্ম নির্দেশিকা, ২য় সংস্করণ। ঢাকা: ঈমা প্রকাশনী।
- সরকার, আব্দুল হাকিম। ২০০৩। সাক্ষাৎকার সম্পর্কোন্নয়ন ও সমাধান। ঢাকা: কল্লোল প্রকাশনী।

<b>Course Title</b>	<b>SOCIAL WORK WITH GROUPS</b>			
<b>Course Code</b>	<b>BSW 304</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Social Group: Nature and Types, Significance of Social Group for Individual and Social Development.
2. Social Group Work: Definition, Objectives and Principles, History to Group Work Development, Group Process, Personality Development and Leadership Training, Group Work Process and Group Dynamics, Major Elements, Positive and Negative Interaction Process. Use of the Knowledge of Group Dynamics by the Worker. Functions of Social Group Work, Preventive, Curative, Rehabilitative, Educational and Development, Natural Aid and Self-Support in Group Work Process.
3. Group Work Strategies: Objectives, Program, Planning and Development, Leadership: Concept and Functions, Supervision in Group Work, Counseling and Therapeutic Group Work.
4. Group Work Proceedings, Recording, Objectives, Style and Importance.
5. Group Work Practice Fields in Bangladesh: Group Work Relationship with Community Development and Social Action. Major NGOs Approaches in Community Development and Social Group Work Practice.

### **Suggested Reading Materials**

- Bradford, W. Sheafar, et.al., 1988. *Techniques and Guidelines for Social Work Practice*. London: Allen Bacon Inc.
- Friedlander, W.A., 1977. *Concepts and Methods of Social Work*, 2<sup>nd</sup> ed. New York: Prentice Hall.
- Glassman, Urania & Kates,, 1990. L.E. *Group Work*. New Delhi: Sage Publication.
- Homans, G. G., 1951. *The Human Group*. London: Routledge and Kegan Paul.
- Hussain, N. & Alauddin, M., 1970. *Introduction to Social Work Methods*. Dhaka: College of Social Welfare and Research Centre.
- Konopk, G., 1972. *Social Group Work: A Helping Process*, 2<sup>nd</sup> Ed. New York: Englewood Clifts, Prentice Hall.
- Phillips, H.U., 1969. *Essential of Social Group Work Skills*. New York: Association Press.
- Pouglab, Tom., 1991. *A Hand Book of Common Group Work Problems*. London: Routledge.
- Thompson, S & Khan, J.H., 1970. *The Group Process as A Helping Technique*. London: Oxford Pergamon

Press.

Trecker, H. B. & Trecker, A. R., 1965. *How to Work with Groups*. New York: Association Press.

Wilson, G & Sylad, G., 1949. *Social Work Practice*. USA: Houghton Mifflin Company.

সরকার, আব্দুল হাকিম। *দল সমাজকর্ম: পদ্ধতি ও অনুশীলন*, ২য় সংস্করণ। ঢাকা: কল্লোল প্রকাশনী।

<b>Course Title</b>	<b>PUBLIC HEALTH ISSUES AND SOCIAL WORK</b>			
<b>Course Code</b>	<b>BSW 305</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Concept of Health, Public Health, Community Medicine and Social Medicine.
2. Indicators of Public Health, Determinants of Health, Personal Hygiene, Environmental Sanitation.
3. Health Problems and Services in Bangladesh, Health Administration in Bangladesh.
4. Communicable Diseases: Concept, Host-Agent-Environment, Disease Spectrum, Iceberg of Disease, Reservoir of Infection, Route of Transmission of Disease, Control of Communicable Diseases.
5. Maternal and Child Health (MCH): Problems and Services in Bangladesh, the Expanded Program on Immunization (EPI).
6. Food and Nutrition: Concepts, Classification, Balanced Diet, Nutritional Problems, Nutritional and Dietary Condition in Bangladesh.
7. Health Education: Concept, Principles, Contents, Limitations, Change Process, Adaptor Categories.
8. Role of Social Worker in Public Health Activities in Bangladesh.

### **Suggested Reading Materials**

Alauddin, M., 1980. *Socio-economic Determinants of Fertility*. Dhaka: ISWR, DU.

Bhende, Asha A. and Tara, Kanitkar., 1982. *Principles of Population Studies*. Bombay: Himalaya.

Diehl, Harold S., 1964. *Healthful Living – A Textbook of Personal and Community Health*. New York: McGraw Hill.

Here, David., 1975. *Society and Population*. India: Prentice Hall.

Lucas, David. et al., 1980. *Beginning Population Studies*. Australia: Australian National University.

Park, K., 2003. *Textbook of Preventive and Social Medicine*. India: Banarsidas Bhanot.

Rashid, K. M; Rahman, Mahmudur and Hyder, Sayeed., 2007. *Textbook of Community Medicine and Public Health*. Dhaka: RHM.

Roy, Santilal., 1962. *A Handbook of Preventive and Social Medicine*. Calcutta: Academic Publishers.

<b>Course Title</b>	<b>FAMILY, CHILD AND YOUTH WELFARE</b>			
<b>Course Code</b>	<b>BSW 306</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. The Concept of Family and Child Welfare, Growth and development of family and child welfare services in advanced and developing countries with special reference to Bangladesh.
2. Role and Status of Women in Bangladesh: Impact of social change on role and status of women in Bangladesh. The family needs and problems. Needs for women development programmes in Bangladesh. Needs of children, Physical, Psychological and Social.
3. Child Welfare Services in Bangladesh:
  - a) Institutional care: Institutions as a total substitute and as a partial substitute of the family; Methods of dealing of the children within institutions, structure and functioning of the institutional care. Effectiveness of Services and Programmes.
  - b) Preventive and development services: Maternal and child health, Day-care, work opportunities and income maintenance, Community health and education services, School social work, Family

planning services, Adaptation and Foster care, Problems of socially, mentally and physically handicapped children and special services for them.

4. Co-ordination of Family and Child Welfare Services: International Convention on the rights of Child.
5. Social Work with families: Concepts relevant to helping the family as group: Family diagnosis, Family Welfare Services.
6. Concept of Youth Welfare: revolution of youth welfare programme in Bangladesh and abroad. Needs of youth problems in the area of family adjustment, education, marriage, employment, recreation, etc. Impact of Social Change on the Youth.
7. Family life education for the youth with special emphasis on the need for making them aware of the implications of responsible parenthood.
8. Programmes designed to meet the needs of urban and rural youths in Bangladesh. Government and Non-government services. Services for the student youth and services for non-students youth.
9. Role of youth in development, planning for the youth welfare and development. Role of voluntary agencies in the area of youth work, training of youth leaders. The role of social worker in youth welfare and development.

### **Suggested Reading Materials**

- Bell, Norman & Vogel. Ezra F., 1960. A Modern Introduction to the Family. Glencoe, The Free Press pt Glencoe.
- Bowley A.H., 1951. Child Care, Edinburgh, E & S. Livingstone.
- Bowley A.H., 1960. The Problems of the Family Life, 2nd ed. Edinburgh, E & S Livingstone.
- Child Welfare League of America, 1960. Standards for Day Care Service, New York, Child Welfare League.
- Donisons D.V., 1956. The Neglected Child and the Social Services, Manchester, Manchester University Press.
- Fredericksen. Hazal., 1984. The Child and His Welfare, 2nd ed. Sanfrancisco, W.H. Freeman.
- Ginzberg. E., 1960. The Nations Children, The Family and Social Change, New York, Columbia University Press.
- Younghusband. Eileen., 1965. Social Work with Families: Readings in Social Work, London, George Allen and Unwing.
- Bed. M.S., 1978. Socially Handicapped Children- A Study of their Institutional Services, Jain Brothers, Jodhpar.
- Mchtu D.S., 1983. Hand Book of Disabled in India, New Delhi, Allied Publishers.
- Erikson, Erik, 11., 1963. Youth Change and Challenge, New York, Basic Bolks, Inc. Publishers.
- Merrill and Others, 1950, Social Problem, New York Alfred A Knoph.
- Lorrwin, L.L.: Youth Work Programmes, 1941, Problems and Policies, Washington, American Council on Education.
- Keffs. Tony and Smith, Mark, 1987. Youth Work, London, The Mac Millan Press Ltd.
- Havighurst, R.J. and Dreyer, P.H., 1975. Youth University of Chicago Press, Chicago.
- Vishwa, Yavak Kendra, 1974. Youth and National Goals, New Delhi.
- Brew, J.M.L., 1968. Youth and Youth Groups Faber, London.

- Fuchs, E. (ed.), 1976. *Youth in a Changing World: Cross-Cultural Perspective on Youth Mouton*, The Hague.
- Casson, Mar., 1979. *Youth Unemployment*, Macmillan, London.
- Raghuvanshi, M.S., 1984. *Modernizing Rural Youth*, Ajanta, Delhi.
- Randey, Rajendra, 1972. *Sociology of Youth* Sterling, New Delhi.
- Singhvi, I., M. (ed.), 1972. *Youth Unrest- Conflict of Generations* National, Delhi.
- Mukherjee, Dhurjati, 1977. *Youth Change and Challenge*, Firma KLM Pvt. Ltd. Calcutta.
- Altback, Philip G., 1970. *The Student Revolution- A Global Analysis* Lalvani, Bombay.
- Emmerson, D.K., 1969. *Students and Politics in Developing Nations*, Pal Mall Press, London.

Course Title	CRIME AND CORRECTIONAL SERVICES			
Course Code	BSW 307	Marks 100	Credits 4	Class Hours 60 hrs.

1. Concept and Evolution of Crime: Crime, Evolution of Crime, Features of Crime, Elements of Crime, Types of Crime; Crime Related Concepts such as Sin, Deviance, Immorality; Criminal Law.
2. Crime Studies: Criminology and Its Branches, Objectives and Necessity of Studying Criminology, Scope of Criminology.
3. Patterns of Crime : (a) Traditional Classification of Crime (b) Discussion on some special patterns of crime such as crime Against Women, Rape, Trafficking (human and drug); Political Crime ; Urban and Rural Crime .
4. Development and Crime: Industrialization and Crime; Urbanization and Crime; Modernization and Crime; Globalization and Crime; Environmental Issues and Crime.
5. Community Policing: Conceptual Description, Components of Community Policing, Purposes of Community Policing, Characteristics of Community Policing, Principles of Community policing, Challenges of Community Policing, How to make Community Policing Effective; After-care system in Rehabilitation for Offenders.
6. Jail and Open Prison: Concept of Jail, Types of Jail; Open Prison, Concept of Open Prison, Nature of Open Prison, Objectives of Open Prison, Characteristics of Open Prison, Advantages of Open Prison, Eligibility of Open Prison, Open Prison vs Normal Prison.
7. Punishment, Correction and Crime Prevention: Concept and Theories of Punishment; Concept of Correction, Purposes of Correction, Guidelines and Program of Correction System in Bangladesh; Community–Based Correctional Programs (probation: concept, elements, purposes, types, and duties of a probation officer), Concept of Parole, Determinants and Conditions of Parole, Educational Qualification and Responsibilities of a Parole Officer; Measures of Preventing Crime.

### Suggested Reading Materials

- Abadinsky, H., 1977. *Probation and Parole: Theory and Practice*. London: Prentice Hall International, Inc.
- Ahuja, R., 1996. *Sociological Criminology*. Calcutta: New Age International (P) Limited.
- Bohm, R. M & Haley, K. N., 2002. *Introduction to Criminal Justice*. 3<sup>rd</sup> ed. New York: Glencoe McGraw –Hill.
- Diana, L., 1970. *What is probation?* In Carter, R. M & Wilkins, L. T., *Probation and parole: selected readings*. New York: John Wiley and Sons, Inc.
- Galliher, J. F & McCartney, J. L., 1977. *Criminology: Power, Crime, and Criminal Law*. Ontario: The Dorsey Press.
- Gibbons, D.C., 1978. *Society, Crime, and Criminal Careers: An Introduction to Criminology*. 3<sup>rd</sup> ed. New Delhi: Prentice-Hall of India Private Limited.
- Haque, M. T., 2013. Probation in Bangladesh: A Roadway to Juvenile Correction. *Social Science Review*. The Dhaka University Studies, Part-D, Vol. 31, No. 1, Faculty of Social Sciences, University of Dhaka.

- Haque, M. T & Sarker, A. H., 2012. After-Care Services in Bangladesh: Process and Practice. *Social Science Review*. The Dhaka University Studies, Part-D, Vol. 29, No.1, Faculty of Social Sciences, University of Dhaka.
- Sarker, A. H., 2001. *Juvenile Delinquency: Dhaka City Experience*. Dhaka: Human Nursery For Development.
- Sarker, A. H., 1991. Concept of Probation: Practices and Procedures, *The Dhaka University Studies*. Vol-54, No. 2, December.
- Sarker, A. H., 1989. Probation in Bangladesh: Problems and Prospects, *The Dhaka University Studies*. Part- F, Vol. 1, No. 1.

<b>Course Title</b>	<b>ORGANIZATIONAL BEHAVIOUR</b>			
<b>Course Code</b>	<b>BSW 308</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Organizational Behavior: Meaning, Historical Development of Organizational Behavior, Contributing Disciplines to the Organizational Behavior Field, Challenges and Opportunities for Organizational Behavior, Approaches and Models of Organizational Behavior.
2. Foundation of Individual Behavior: Biographical Characteristics, Ability: Dimension of Intellectual Ability, Physical Ability. Theories of Learning.
3. Values, Attitudes and Job Satisfaction: Meaning of Values, Types, and Values. Across Cultures, Globe Framework of Assessing Culture; Meaning, Components and Types of Attitudes; Meaning and Measuring Job Satisfaction, Effect of Job Satisfaction on Employee Performance, Causes of Employee Dissatisfaction.
4. Personalities and Emotion: Meaning and Determinants, Traits, Myers-Briggs Type Indicator, Big Five Models, Major Personality Attributes Influencing OB, Type A and B Personality, Proactive Personality, Achieving Personality Fit, Meaning of Emotion, Dimension, External Constraints, Organizational Behavior Application.
5. Workplace Conflict: Meaning and Transition in Conflict Thought, Functional Versus Dysfunctional Conflict, Conflict Process, Conflict Management Technique, Negotiation, Bargaining Strategies, Bargaining Process, Issues in Negotiation.
6. Organizational Culture: Meaning, Characteristics, Socialization Types, Functions, Culture as a Liability, Creating and Sustaining Culture, and its Process, How Employees Learn Culture, Creating and Ethical Organizational Culture.
7. Organizational Change and Stress Management: Forces for Change, Managing Planned Change, Resistance to Change, Source of Resistance to Change, Overcoming Resistance to Change, Three Steps Model, Stress Meaning, Model of Stress, Employee Counseling, Types of Counseling.

### **Suggested Reading Materials**

- Danis, Keith., 1982. *Human Behaviour at Work: Organizational Behavior*. New Delhi: Tata McGraw-Hill.
- Frecl, Lutham., 2002. *Organizational Behavior*. McGraw-Hill.
- Robbins, Stephen P., and Judge, Timothy A., 2008. *Essentials of Organizational Behavior, 9th ed.* Upper Saddle River, N.J. : Pearson/Prentice Hall.
- Robbins, Stephen P., and Judge, Timothy A., 2009. *Organizational Behavior, 13th ed.* Upper Saddle River, N.J. : Pearson Prentice Hall.

<b>Course Title</b>	<b>VIVA VOCE (THEORETICAL)</b>			
<b>Course Code</b>	<b>BSW 309</b>	<b>Marks 50</b>	<b>Credits 2</b>	

### **Fourth Year BSS (Hons.) in Social Work**

<b>Course Title</b>	<b>SOCIAL RESEARCH</b>			
<b>Course Code</b>	<b>BSW 401</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Research as a Scientific Method: Science and Scientific Method. Elements of Scientific Method: Fact, Concept, Variable, Assumption, Hypothesis and Theory. Social Research and Social Work Research.
2. Major Types of Social Research: Non-Experimental Research: Exploratory, Descriptive, Explanatory, Experimental Research: Experimental, Quasi-experimental. Basic Research, Applied/Operational Research - Action Research and Evaluation Research.
3. Methods of Social Research: Qualitative Methods—Case Study, Ethnography, Grounded Theory, and Phenomenology. Quantitative Methods—Survey, Mixed-Methods Approach in Social Research.
4. Steps in Social Research: (i) Identification of Problem, (ii) Review of Literature, (iii) Formulation of Hypothesis, (iv) Research Design, (v) Collection of Data, (vi) Processing and Analysis of Data, (vii) Report Writing (Presentation of Findings).
5. Techniques and Tools of Data Collection: Observation, Interview, Discussion, Document Analysis etc.
6. Limitation and Problems in Social Research in Bangladesh. Values in Relation to Social Research, Use of Social Research in Social Work.

### Suggested Reading Materials

- Admas, GR. & Schvaneveldt, Jay D., 1985. *Understanding Research Methods*. New York: Longman.
- Aminuzzaman, Salahuddin M., 1991. *Introduction to Social Research*. Dhaka: Bangladesh Publishers.
- Babbie, Earl., 2008. *The Basics of Social Research, 4th ed.* Belmont, CA : Thomson/Wadsworth.
- Bailey, Kenneth D., 1982. *Methods of Social Research*. 2<sup>nd</sup> ed. New York: Free Press.
- Blalock, A.B. & Blalock, M.M., 1982. *Introduction to Social Research*. 2<sup>nd</sup> ed. N. J.: Prentice Hall.
- Bryman, Alan and Cramer, Duncan., 1997. *Quantitative Data Analysis with SPSS for Windows : A Guide for Social Scientists* . New York : Routledge.
- Bryman, Alan., 2008. *Social Research Methods, 3rd ed.* New York : Oxford University Press.
- Creswell, John W., 2007. *Qualitative Inquiry & Research Design: Choosing Among Five Approaches, 2/e.* London: Sage.
- Grinnell, Richard M. and Unrau, Yvonne (Eds.), 2008. *Social Work Research and Evaluation: Foundation of Evidence-based Practice*. New York: OUP.
- Moser, C. A. I. & Kalton., 1985. *Survey Methods in Social Investigation*. 2<sup>nd</sup> ed. England: Gower Publishing.
- Nachmias, Chava & Nachmias David., 1985. *Research Methods in the Social Sciences*. 2<sup>nd</sup> ed. London: Edward Arnold.
- Polansky, Norman A., 1985. *Social Work Research*. Chicago: Chicago University Press.
- Young, P.V., 1984. *Scientific Social Survey and Research*. New Delhi: Prentice Hall.
- ইউনুস, মুহাম্মদ (সম্পাদনা), ১৯৮৪। *বেলটেল গ্রামের জরিমন ও অন্যান্যরা*। ঢাকা: গ্রামীণ ব্যাংক।
- তাহের, মোঃ আবু, ২০০৮। *সামাজিক গবেষণা পরিচিতি*। ঢাকা: অনু প্রকাশনা।
- নূর, বেগম নাজমির, ১৯৮৮। *সামাজিক গবেষণা পরিচিতি*। ঢাকা: নলেজ ভিউ।
- রহমান, এ.এস.এম. আতীকুর, ২০০৬। *সমাজ গবেষণা পদ্ধতি*। ঢাকা: নিউ এইজ পাবলিকেশন্স।

Course Title	STATISTICS IN SOCIAL RESEARCH			
Course Code	BSW 402	Marks 100	Credits 4	Class Hours 60 hrs.

1. Basic Concepts of Statistics: Population and Sample, Scopes and Limitations of Statistics, Use of Statistics in Social Research and Social Work Practice.
2. Sampling: Types of Sampling, Techniques, Advantages and Limitations of Sampling.
3. Data Processing and Presentation: Variables, Data Classification, Tabulation, Frequency Distribution, and Graphical Representation of Data.
4. Measures of Central Tendency: Mean, Median and Mode, their Application in Social Research.

5. Measures of Dispersion: Range, Mean Deviation, Standard Deviation, Quartile Deviation, the Variance, Co-efficient of Variation, Moments, and Skewness and Kurtosis.
6. Correlation and Regression.
7. Concepts of Probability, Test of Hypothesis and Chi-Square Test.

### Suggested Reading Materials

- Gupta, SP and Gupta, MP., 1990. *Business Statistics*. New Delhi: Sultan Chand and Sons.
- Kothari, C.R., 1988. *Research Methodology: Methods and Techniques*. New Delhi: Wiley.
- Levin, Jack ; Fox, James Alan and Forde, David R., 2010. *Elementary Statistics in Social Research, 11th ed.* Boston : Allyn & Bacon Pearson.
- Mostafa, M G., 1972. *Methods of Statistics*. Dhaka: Anwari Publication.
- Penn, Roger and Berridge, Damon(Eds.), 2009. *Social Statistics*. Thousand Oaks, CA : SAGE Publications.
- Wagner III, William E., 2007. *Using SPSS for Social Statistics and Research Methods*. California : Pine Forge Press.
- আলী, মো: আশরাফ, ১৯৭৬। *পরিসংখ্যান পদ্ধতি*। ঢাকা: বাংলা একাডেমী।
- আহমেদ, মাহহার উদ্দিন, ১৯৮৫। *আধুনিক পরিসংখ্যান*। ঢাকা: মল্লিক ব্রাদার্স।

<b>Course Title</b>	<b>HUMAN RESOURCE MANAGEMENT</b>			
<b>Course Code</b>	<b>BSW 403</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Human Resource Management: Concept, Scope and Functions of Human Resource Management, Process of Recruitment, Selection, Appointment and Placement.
2. Job Analysis: Job Specification, Job Description and Job Evaluation, Promotion, Dismissal, Retirement of Personnel, Line and Staff Functions.
3. Human Resource Planning: Concept, Needs, Human Power Plan, Component and Analysis- Short Range and Long Range.
4. Human Resource Management and Development: Training and Development, Training Policy, Training Modules, Methods of the Job Training and Training Evaluation.
5. Employees Performance: Practice Performance, Performance Measurement, Improving Performance Appraisal and Equal Employment Opportunity.
6. Executive and Personnel Career Development: Concept, Type and Role of Executive, Need for Executive Development, Executive Development Process; Programme and Agencies; Role and Development Procedure of Executive and Personnel in Social Work Agency.
7. Supervision: Supervision as an Administrative Process, Objectives, Techniques and Functions of Supervision, Supervision as Educational and Evaluative Process.

### Suggested Reading Materials

- C. B. Momoria., 1986. *Personnel Management*. India: Himalaya Publishing House.
- Decenzo, David A. and Robbins, Stephen P., 2002. *Personnel/Human Resource Management, 3/e.* NewDelhi: Prentice - Hall of India.
- Derek, Torington and Lurn, Hall., 1995. *Personnel Management HRM in Action*.
- Dessler, Gary., 2009. *A Framework For Human Resource Management, 5th ed.* N.J.: Pearson/Prentice Hall.
- Dessler, Gary., 2009. *Fundamentals of Human Resource Management: Content, Competencies, and Applications*. N.J. : Prentice Hall.
- Flippo, E. B., 1968. *Principles of Personnel Management*. Tokyo: McGraw Hill Book.

Heneman, Herbert G. [et. al.], 1986. *Personnel/Human Resource Management*. IRWIM.

Newman, William H., 1986. *Administration Action: The Techniques of Organization and Management*.

Williamson, N., 1961. *Supervision: New Pattern and Process*. New York: Association Press.

আহমদ, ইকবাল, ১৯৯৩। কর্মী ব্যবস্থাপনা। ঢাকা: বাংলা একাডেমী।

<b>Course Title</b>	<b>SOCIAL WORK WITH COMMUNITIES</b>			
<b>Course Code</b>	<b>BSW 404</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Community Social Work: Concept, Types and Philosophy.
2. Community Organization: Concept, Types, Objectives, Methods and Techniques, Principles and Approaches.
3. Community Development: Concept, Types, Objectives, Methods and Techniques, Principles and Approaches.
4. Paradism/Indicators of Community Development: a) Community Planning, b) Community Participation, c) Community Partnership, and d).Community Empowerment.
5. Community Planning: Concepts, Types, Process/Steps and Importance.
6. Community Participation: Concept, Types, Approaches, Methods, Conditions/Ladder for Effective Participation, Participation in Development Discourse and Plagues and Commandment/Paradoxes of Participation.
7. Community Partnership: Concept, Types, Conditions for Effective Partnership and Barriers of Effective Partnership.
8. Community Empowerment: Concept, Objectives, Domains of Community Empowerment, and Importance in Community Development.
9. Practices of Community Development in Bangladesh:
  - i) NGOs' Initiatives: Interventions of NGOs' Activities in Bangladesh
  - ii) GOs' Initiatives in Bangladesh: Rural (RSS) and Urban (USS) Settings.

### **Suggested Reading Materials**

Delgado, Melvin., 2000. *Community Social Work Practice in An Urban Context : The Potential of A Capacity Enhancement Perspective*. New York : Oxford University Press.

Hussain N. and Alauddin, M., 1970. *Introduction to Social Work Methods*. Dhaka: College of Social Welfare and Research Centre.

Ross, M.G., 1955. *Community Organization Theory and Principles*. New York: Harper and Row Publishing.

Stepney, Paul and Popple, Keith., 2008. *Social Work and the Community : A Critical Context for Practice*. New York : Palgrave Macmillan.

<b>Course Title</b>	<b>COUNSELING AND PSYCHIATRIC SOCIAL WORK</b>			
<b>Course Code</b>	<b>BSW 405</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Counseling: Definition and Goals of Counseling, Stages, Principles, Functions of Counseling in Social Work Practice, Counseling Needs in Contemporary Social Work Profession of Bangladesh.
2. Counseling Process: Counselor-Client Relationship; Steps in the Counseling Process; Factors Affecting the Counseling Process, Assessment, Formulation and Treatment Strategy Plan of Case-Management.
3. Counseling Model: Bio-Chemical Model; Environmental Model, Classical Conditioning, Cognition Model, Behavioral Model, Psycho-Analytical Model.

4. Psychiatric Social Work: Concept, Characteristics, Objectives, Growth as a Field of Social Work.
5. Psychiatric Social Work in Bangladesh: Scope, Problems and Prospects.
6. Therapeutically Approaches in Counseling: Person/Client Centered Counseling Therapy; Psychoanalytic Therapy (Freudian); Behavioral Therapy; Cognitive Therapy; Rational Emotive Behavior Therapy; Gestalt Therapy, Existential Counseling and Therapy.
7. Adapting the Counseling to Sub-Specialism (Client Presentating Problems):
  - a) Family and Married Couples.
  - b) Working with Children and their Parents.
  - c) Working with the Aged People.
  - d) Counseling with the Case of Substance Abuser.
  - e) Counseling for the Post-Trauma Stress Disorder.
  - f) Working with the Disabled People.
8. Ethical Issues in Counseling and Psychotherapy: Value Issues Inherent in the Counseling Process. Skills and Competency of Counselor in Social Work Practice.
9. Existing Services, Challenges and Barriers to Counseling Services in Bangladesh.

### Suggested Reading Materials

- Butler, Alan and Pritchard, Colir., 1983. *Social Work and Mental Illness*. London: Macmillan Press Ltd.
- Feltham, Colin and Hortor, Lan., 2002. *Hand Book of Counseling and Psycho-Therapy*. New Delhi: SAGE Publications.
- Golderberg, Herbet., 2002. *Counseling Todays Families*. Fourth Edition. USA: Brooks Cole.
- Bentley, Kia J., 2002. *Social Work Practice in Mental Health: Contemporary Roles, Tasks and Techniques* USA: Thomson Learning.
- Payne, Malcolm., 1991. *Modern Social Work Theory*. London: Mac Million Press.
- Levi, Michael L., 2006. *Psychiatry Concise on Connect Clinical Practice*. Oxford: Radcliff Publishing.
- Lover, Michael., 1993. *Social Work Disabled People and Disabling Environment*. London: Jessica Kingsley Publishers.
- Thompson, Neil., 2000. *Understanding Social Work Papering For Practice*. London: Macmillan Press Ltd.
- Person, Richard E., 1970. *Counseling and Social Support Perspectives and Practice*. New Delhi: SAGE Publication.
- Basset, Thurstine., 2000. *Looking To the Future Key Issues for Contemporary Mental Health Service*. London: Pavilion Publishing.

<b>Course Title</b>	<b>FIELD WORK EDUCATION</b>			
<b>Course Code</b>	<b>BSW 406</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Field Work: Meaning, Objectives, Types and Scope, Problems and Prospects of Field Work in Bangladesh.
2. Field Practice in Social Work: Criteria of Field Placement, Concurrent Fieldwork, Block Placement, Supervision, Nature of Students Performance.
3. Field Work as a Link between Theory and Practice, Field Work Analysis Model, Use of Client Centered Theory in Field Practicum, Indigenization in Social Work.
4. Field Work Practice in Different Settings: Field Work Practices in NGOs and Government Programs– Medical & Non-Medical, Psychiatric, Correctional and Community Settings.
5. Code of Ethics in Fieldwork Practice, Ethical Objectives and Principles, Different Ethical Standard and Responsibilities of Social Workers to the Clients, Colleagues, Settings, Legal and Ethical Concern of Field Work with Special Reference to Bangladesh.
6. Field work Supervision: Concept, Objectives, Methods and Problems of Supervision in Bangladesh.
7. Procedures of Field Work Practice, Placement, Formulation of Assignment, Case Management, Preparing Case Study, Supervising and Monitoring Daily Work, Process Recording and Report

Writing.

### Suggested Reading Materials

- Momen, M A (Ed.), 1970. *Field Work Manual*. Dhaka: CSWRC.
- Raj, Bhanti., 1986. *Field Work in Social Work Perspectives*. Dhaka: Himashu Publications.
- Rogers, Gayla (Ed.), 1995. *Social Work Field Education : Views and Visions* . Dubuque, Iowa: Kendall/Hunt Pub.
- Royse, David; Dhooper, Surjit Singh and Rompf, Elizabeth Lewis., 2010. *Field Instruction : A Guide for Social Work Students, 6th ed.* Boston : Allyn & Bacon.

<b>Course Title</b>	<b>PROJECT DESIGN AND MANAGEMENT</b>			
<b>Course Code</b>	<b>BSW 407</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Project: Concept, Characteristics, Types, Steps and Project Life Cycle.
2. Log Frame/Logical Framework: Concept, Components, Importance.
3. Network Analysis: Concept, Objectives, Components, Tools and Techniques of Network Analysis, Critical Path Method (CPM ) as a Network Analysis.
4. Project Appraisal/Feasibility Study of Project Designing: Concept, Types, Financial, Economical, Technical, and Managerial Appraisal. Appraisal of Service Sector Projects. Application in Social Welfare Related Projects. Project Appraisal Criteria/Investment Criteria-Discounting, Criteria-Net Present Value(NPV), Benefit Cost Ratio ( BCR), Internal Rate of Return ( IRR), Non-Discounting Criteria, Payback Period, Accounting Rate of Return (ARR).
5. Project Management: Concept, Characteristics, Importance; Project Manager and His/ Her Qualities.
6. Social Welfare Management Process: Goal Setting, Planning, Controlling, Staffing, Directing, Supervising, and Co-ordinating.
7. Important Theories, Models and Approaches of Management Related to Social Welfare Management System: Human Resource Approach, Abraham Maslow's Theory, Human Relation Model, The Supportive Model, Structural Approach, the Seven-S Framework, Management by Objectives (MBO), the Managerial Grid.
8. Monitoring for Social Welfare Project: Concept, Characteristics, Types, Steps, Techniques and Importance.
9. Project Evaluation: Concept, Types, Steps and Techniques, Application of Evaluation Techniques in Service Sector Projects in Bangladesh.

### Suggested Reading Materials

- Brown, W.B.C. & Loberg, D.J., 1980. *Organization Theory and Management*. New York: John Willey and Sons.
- Chadha, Skylark., 1989. *Managing Projects in Bangladesh, 2<sup>nd</sup> ed.* Dhaka: Dhaka University Press.
- Chandra, Prasanna., 2002. *Projects- Planning, Analysis, Financing, Implementation and Review*. New Delhi: Tata McGraw- Hill.
- Cleland, David I. and Ireland, Lewis R., 2006. *Project Management: Strategic Design and Implementation, 5th ed.* New York : McGraw-Hill.
- Dalton, D.R. & Others., 1980. "Organization Structure and Performance- A Critical Review", *Academy of Management Review*. Vol. 5, No. 1.
- Davis, Keith., 1982. *Human Behavior at Work-Organizational Behavior*. New Delhi: Tata McGraw- Hill.
- Goel, B.B., 2002. *Project Management- Principles and Techniques*. New Delhi: Deep and Deep.
- Griffin, Ricky W., 1998. *Management*. Delhi:AITBS.
- Kerzner, Harold., 2009. *Project Management : A Systems Approach to Planning, Scheduling, and*

- Controlling, 10th ed.* Hoboken, NJ : John Wiley & Sons.
- Meredith, Jack R. and Mantel, Samuel J. (Jr.), 2004. *Project Management – A Managerial Approach*. John Wiley and Sons.
- Singh, Nirmal., 2003. *Organizational Behavior – Concepts, Theory and Practices*. New Delhi: Deep and Deep.
- Sirajuddin, Muhammad., 1980. *Project Management: Compilation of Lecture Materials*. Dhaka: Ministry of Planning.
- Wehrich, Heinz and Koontz, Harold., 1994. *Management - A Global Perspective*. McGraw- Hill.

<b>Course Title</b>	<b>GLOBALIZATION IN SOCIAL WORK STUDY</b>			
<b>Course Code</b>	<b>BSW 408</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>Class Hours 60 hrs.</b>

1. Definition and Concept of Globalization. Theories Relating to Globalization e.g. Realism, Liberalism, Marxism, Constructivism and Contemporary Globalization and Its impacts.
2. Dimensions of Globalization: Political; Economic; Technological; Information; Cultural; Military and Environmental Globalization.
3. History, Concepts, Values, Perspectives and scope of Social Work/Welfare. Professional Growth in the Social Work Global Context. Globalization, International Social Work and Need for Global Cooperation.
4. Global Perspectives in Social Work Values, Ethics and Practice.
5. Human Condition and Human Behavior in Global Perspectives with Reference to Developed and Developing Countries Including Bangladesh.
6. Non-Government Organizations (NGOs) in the Global Market; Global Model for Ethnic Diversity and Population at Risk.
7. Global Issues in Social Welfare Policy; Changing Social Welfare Services and Actions in Globalized Society.

### **Suggested Reading Materials**

- Aghion, Philippe and J.G. Williamson., 2001. *Growth, Inequality and Globalization: Theory, History and Policy*. Cambridge: CUP.
- Bangladesh Economic Association., 2002. *Bangladesh Journal of Political Economy*, Vol. XVI, No. 1. Dhaka: June.
- Baylis, J. And Steve, Smith., 2005. *The Globalization of World Politics*. Oxford : OUP.
- Day, Phyllis., 2006. *A New History of Social Welfare*. Boston: Allyn and Bacon.
- Haugerud, A.; Stone, M.P. & Little, P.D., 2002. *Commodities and Globalization*. Lanham and Littlefield Publishing.
- Kalam, A., 2002. *Globalization and Bangladesh in the New Century*. Dhaka: Palok Publishes.
- Mandle, J.R., 2003. *Globalization and the Poor*. Cambridge: CUP.
- Prigoff, A., 2002. *Economics for Social Workers: Social Outcomes of Economic Globalization with Strategies for Community Action*. New York: Wadsworth Publishing.
- Ramanathan, C.S. and Link, R., 2004. *All Our Future: Principles and Resources for Social Work Practice in A Global Era*. New York: Thomson.
- Rowe, Bill (ed.). *Social Work and Globalization*. Ottawa: Canadian Association of Social Workers (n.d.).
- Sowers, Karen (ed.), 2008. *Comprehensive Handbook of Social Work and Social welfare*. New Jersey: John Wiley.
- Stiglitz, Joseph., 2003. *Globalization and Discontents*. New Delhi: Penguin Book.
- সাহা, সনৎকুমার, ২০০৩। অর্থনীতির ভাবনা: বিশ্বায়ন, উন্নয়ন ও অন্যান্য। ঢাকা: সাহিত্য পত্রিকা।
- সিং, সাভালজিৎ, ২০০৬। বিশ্বায়ন: কিছু অমীমাংসিত প্রশ্ন। ঢাকা: ইউনিভার্সিটি প্রেস লিমিটেড।

<b>Course Title</b>	<b>FIELD PRACTICE</b>			
<b>Course Code</b>	<b>BSW 409</b>	<b>Marks 100</b>	<b>Credits 4</b>	<b>60 Working Days</b>

Field Practicum consists of supervised program in problem-solving activities with the recipients of social work services, which enables students to learn to apply and experience social work skills necessary for professional practice. The education experience in field work is designed to integrate practice with the theoretical knowledge. The minimum required time for field work is at least 420 hours in approved social welfare or development agencies to be spread over 60 working days beyond final report writing.

<b>Course Title</b>	<b>COMPREHENSIVE</b>			
<b>Course Code</b>	<b>BSW 410</b>	<b>Marks 100</b>	<b>Credits 4</b>	

Comprehensive Examination will be conducted to test overall knowledge of the students on the courses studied. The comprehensive examination will consist of one written examination.

<b>Course Title</b>	<b>VIVA VOCE (THEORETICAL AND PRACTICAL)</b>			
<b>Course Code</b>	<b>BSW 411</b>	<b>Marks 50</b>	<b>Credits 2</b>	

The concerned Examination Committee will take Viva- Voce on comprehensive theory courses and field practicum.