

**PROGRAMME GUIDE
FOR
MASTER OF SOCIAL WORK
(MSW)**

(Revised Syllabus)
(September 2020)

**SCHOOL OF HUMANITIES AND SOCIAL SCIENCES
DR. BABASAHEB AMBEDKAR OPEN UNIVERSITY
AHMEDABAD**

Printed material is our strength. Our study material is prepared by the joint efforts of the experts, keeping in view the interest of the learners. The course study material is written in such a manner that the students can study it by themselves with a little assistance from our Counsellors at the Learners Support Centres. Further, text books and reference books are available in the library of the University and Learners Support Centres. Therefore, students will have no to seek any extra guides for following courses of Dr, Babasaheb Ambedkar Open University (BAOU). In fact these may harm them. Hence, the University strongly recommend the students not to take option to such type of guides.

**Please keep this Programme Guide safely till you complete the Programme.
You will need to refer it throughout the period of the Programme.**

IMPORTANT INFORMATION

“The University sends study materials to various Learners Support Centres, learners/students are required to collect their study materials from their respective opted Learners Support Centre”

The University sends assignments on the registered email ids of the various Learners Support Centres and also on the registered email ids of all the students.

Learners will not be allowed to appear for the term-end examination for any course if they do not submit the assignment in time for that course.

CONTENTS

1. The University
2. The School of Social Work.
3. MSW Programme Mission and Objectives
4. Salient Features of MSW Programme
5. Programme Structure for MSW
6. Fee Structure
7. Medium of Instruction
8. Instructional System
9. Evaluation
10. Some Useful Addresses
11. Old Question Papers

1. THE UNIVERSITY

Dr. Babasaheb Ambedkar Open University (BAOU), Ahmedabad is the only State Open University of Gujarat established by Government of Gujarat by the Act No. 14 of 1994 passed by the Gujarat State Legislature and assented by the Governor of Gujarat on 27th July, 1994. It is recognized by University Grants Commission (UGC). Distance Education Council (DEC) and Distance Education Bureau (DEB). The University is located at Ahmedabad. The University offers more than 72 programmes and it has more than 250 study centers across Gujarat with around 1,00,000 new enrollments/ admissions every academic year.

Special Features

- Functioning throughout the State of Gujarat
- Flexibility of Place, Pace and Time for Study
- Student Support Services and State Wide Network
- Use of Modern Education and Communication Technologies
- Provide equal education to people living in rural and remote areas
- Facility of Counselling through live “phone in radio counselling” and “ satellite open and distance learning”
- For self-study qualitative self-learning material
- Development of qualitative audio and visual educational material by “State of art” Chaitanya Studio. Broadcasting these materials with the help of internet via “ Swadhyay Radio” and “Swadhyay Television”, one can use these educational materials and information by the means of mobile, tablet, laptop or desktop at any time and at any place.

Important Achievements

The university has been awarded following awards:

• Name: CIMA World Education Congress Global Awards

Category:

- Innovations in Distance Learning.
- Distance Learning Leadership.
- Best Government Distance Learning University

Authority: Chartered Institute of Management Accountants

• Name: CCI Technology Education Excellence Awards 2015

Category: Best University in Open & Distance Learning/ Satellite or TV or webinar-based Learning systems.

Authority: Gujarat Technological University (GTU) and CMAI (Communication Multimedia Applications Infrastructure) Association of India.

• Name: ICT for Sustainable Development

Category: Best ICT Enabled University

Authority: ICT4SD award was communally organized by ASSCHAM, GESIA, ACM chapter, Green Slice, Perfect Edumedia Pvt. Ltd, CSI, Springer, PayUMoney and Sabar Institute of Technology.

2. THE SCHOOL

The School of Humanities and Social Sciences (SHSS) is among the larger schools of studies at the Dr. Babasaheb Ambedkar Open University. SHSS offers academic programmes in various disciplines viz; English, Hindi, Gujarati, Sanskrit, Performing Arts, Journalism, Economics, History, Library and Information Science, Political Science, Public Administration, Sociology and Social Work.

The programmes offered by disciplines relate to core subject areas but at the same time straddle disciplines, in order to enlarge the canvas for academic pursuits. The School also links the development of courses to the ever-expanding socio-economic and political contexts in which School of Humanities and Social Science processes occur.

In view of the fact that BAOU is today the foremost centre of open and distance learning and is adequately equipped with modern educational technologies, the School has consciously tried to assign a significant role to ICT tools in devising the learning programmes. The following features are a hallmark of its programmes:

- Basic programmes in various disciplines at the under-graduate and post-graduate levels have been strengthened with foundation and application-oriented courses.
- Short-term and long-term courses focused on vocational and professional needs.
- Programmes and courses geared to meet the requirements of groups located on the fringes of society.
- Programmes in areas of concern to society with a School of Humanities and Social Science perspective.

The School has expanded its academic activities and has launched a research programme that applies newer methodologies to elicit a more creative response, both from within a discipline and from interdisciplinary interactions.

At this juncture the School is in a position to comprehend the "new" social reality in a better light and give School of Humanities and Social Sciences a purposeful orientation. The key element in this strategy is the adaptation of Social Science study to the requirements of mass education. Thus modern educational technology including ICT is likely to determine the relevance of School of Humanities and Social Sciences and course development in the next decade. These additions will enrich and make them compatible and appropriate in the light of new developments in the discipline areas.

PROGRAMME OFFERED

Research Programme (Ph.D)

Programme Name	Min Duration	Max Duration
Ph.D. in Economics	3 Year	6 Year
Ph.D. in English	3 Year	6 Year
Ph.D. in Gujarati	3 Year	6 Year
Ph.D. in History	3 Year	6 Year
Ph.D. in Sociology	3 Year	6 Year
Ph.D. in Political Science	3 Year	6 Year
Ph.D. in Library and Information Science	3 Year	6 Year
Ph.D. in Journalism and Mass Communication	3 Year	6 Year

Research Programme (M.Phil)

Programme Name	Min Duration	Max Duration
M.Phil. in Economics	1 Year	2 Year
M.Phil. in English	1 Year	2 Year
M.Phil. in Gujarati	1 Year	2 Year
M.Phil. in History	1 Year	2 Year
M.Phil. in Sociology	1 Year	2 Year
M.Phil. in Political Science	1 Year	2 Year
M.Phil. in Library and Information Science	1 Year	2 Year
M.Phil. in Journalism and Mass Communication	1 Year	2 Year

Post- Graduate Courses

Programme Name	Min Duration	Max Duration
Master Of Arts In English (MEG)	2 Year	6 Year
Master Of Arts In Gujarati (MGT)	2 Year	6 Year
Master Of Arts In Hindi (MHD)	2 Year	6 Year
Master Of Arts In Sociology (MSO)	2 Year	6 Year
Master Of Library Science (MLIS)	1 Year	4 Year
Master in Social Work (MSW)	2 Year	6 Year

Graduate Courses

Programme Name	Min Duration	Max Duration
Bachelor Of Arts (B.A.)	3 Year	8 Year
Bachelor Of Library Science (BLIS)	1 Year	4 Year

Diploma Courses

Programme Name	Min Duration	Max Duration
Diploma In Creative Writing In Hindi (DCH)	1 Year	4 Year
Diploma In Mother & Child Health & Family Welfare (DMCH)	1 Year	4 Year
Diploma In Sanskrit Language (DSL)	1 Year	4 Year
Diploma In Village Health Worker (DVHW)	1 Year	4 Year
Diploma in Journalism and Mass Communication (DJMC)	1 Year	4 Year
Diploma in Fashion Designing (DFD)	1 Year	4 Year

Certificate Courses

Programme Name	Min Duration	Max Duration
Certificate in Dr. Babasaheb Ambedkar Life and Thought (CALT)	6 Months	2 Year
Certificate in Anganwadi Workers (CCAW)	6 Months	2 Year
Certificate In Better Parenthood (CCBP)	6 Months	2 Year
Certificate In Child Care & Development (CCCD)	6 Months	2 Year
Certificate In Communication Skills In English (CCSE)	6 Months	2 Year
Certificate In Environment Awareness (CEA)	6 Months	2 Year
Certificate In Environment Studies (CES)	6 Months	2 Year
Certificate In Food & Nutrition (CFN)	6 Months	2 Year
Certificate In Human Rights (CHR)	6 Months	2 Year
Certificate In Naturopathy (CIN)	6 Months	2 Year
Certificate In Traditional Birth Attendant (CTBA)	6 Months	2 Year
Certificate In Teaching Of English (CTE)	6 Months	2 Year
Certificate In Yog Vigyan (CYS)	6 Months	2 Year
Certificate In Fashion Designing (CFD)	6 Months	2 Year
Certificate In Journalism and Mass Communication (CJMC)	6 Months	2 Year
Certificate in Theatre Arts (CITA)	6 Months	2 Year

3. MSW PROGRAMME MISSION AND OBJECTIVES

- To prepare professional social workers for social development.
- To expand the knowledge and experiences of social work.
- To study scientifically and find solutions to various social problems arising from urbanization.
- To work for the betterment and upliftment of vulnerable and weaker section of the society

4. SALIENT FEATURES OF MSW PROGRAMME

Compared with MSW offered by other Universities in India, our programme is unique and innovative in many respects. The salient features of this programme are:

- Any Graduation (in any stream) from a recognized University can seek admission.
- Student can study at his/her own pace and convenience over a period of 2 to 6 years. Student can study at his/her own chosen pace and not required to attend regular classes.
- Indigenously prepared self-learning materials (SLM) are provided to students both print and soft copy.
- Print materials are supported with audio and video programmes.
- Field work is mandatory in this programme and thus every student of MSW is placed under the supervision of a professionally qualified social worker for field work supervision.

5. PROGRAMME STRUCTURE FOR MSW

The University follows the credit system for its Master's Degree. It follows the system of assigning 30 hours of study per credit of a course. Therefore, following this norm, a 4-credit course constitutes a total of 120 hours of study.

Out of the total credit hours, a minimum of 10%, i.e., minimum 12 hours of counselling per course is offered to the learners at their respective study centres/ Learner Support Centre.

To successfully complete the MSW programme, learners will have to earn 84 credits over a period of 2 to 6 years depending on their convenience.

The Master's Degree Programme in MSW has three major components:

1. Compulsory Papers	64 Credits
2. Field Work	16 Credits
3. Dissertation	4 Credits
Total	84 Credits

➤ **Compulsory Papers**

Students are required to learn 16 theory subjects. It is a compulsory component of the MSW Programme.

➤ **Field Work**

Field work is an integral and compulsory component of the MSW Programme. Students are required to do field work in various settings (Rural, Slum, NGO and GO). During a semester it is mandatory for all the students to complete 150 hours of field work and to prepare Daily Report and Term- End Report of the field work.

➤ **Dissertation**

During fourth and final semester of MSW programme, students are required to conduct a research or case study and prepare a dissertation/ thesis on it. It is a compulsory component of the MSW Programme

The Programme Structure of the MSW Programme comprising of various subjects would be as follows:

Sr. No	Sub Code	Semester	Subject	Credit Points
1	MSW 101	One	History and Philosophy of Social Work in India	4
2	MSW 102		Human Growth and Development	4
3	MSW 103		Social Sciences Concepts for Social Work Practice	4
4	MSW 104		Field Work Practical	4
5	MSW 105		Social Problem	4
				20
6	MSW 201	Two	Working with Individual	4
7	MSW 202		Working with Group	4
8	MSW 203		Working with Communities	4
9	MSW 204		Field Work Practical	4
10	MSW 205		Counselling: Theory and Practice	4
				20
11	MSW 301	Three	Social Work Research and Statistics	4
12	MSW 302		Social Welfare Administration	4
13	MSW 303		Family, Child and Youth Welfare	4
14	MSW 304		Field Work Practical	4
15	MSW 305		Psychiatric Social Work	4
				20
16	MSW 401	Fourth	Correctional Social Work	4
17	MSW 402		Health Care & Social Work Practice	4
18	MSW 403		Labour Welfare Ideology & Programme	4
19	MSW 404		Dissertation	4
20	MSW 405		Field Work Practical	4
21	MSW 406		Social Work with Elderly and Persons with Disabilities	4
				24
			Total Credits	84

MSW Field Work	
1st Semester	Rural Setting
2nd Semester	Urban Slum Setting
3rd Semester	Social Agencies and Institution
4th Semester	Social Agencies and Institution

How to Decide Your Time Schedule?

The University offers a lot of flexibility and openness in the courses and duration for the completion of programmes. Learners can take full advantage of this flexibility. As indicated earlier learners can complete this programme in 2 year. If learners are not able to complete it within this period they can take a maximum of 6 years to complete it. It would be better if learners plan it in a systematic way. Learners will receive study material and assignments but it is up to them to decide which courses they will complete in a particular year. Completion of a course would involve studying the course, completing the assignments and appearing in term end examination.

If learners are busy elsewhere and not able to fully devote themselves to the programme, they should fix their targets for every year and should appear for term end examination for the courses they feel comfortable or ready with and should submit assignments of the respective courses.

By a proper planning every year, learners can complete this programme according to their convenience. Also note that completion of field work practicum is mandatory.

6. FEE STRUCTURE

- There are four semesters in MSW Programme, learners will have to pay Rs 7500/- per semester as course fees (Full programme fees will be Rs 30,000/-)
- Charges for issue of certificates (TC, Migration & Degree) will be according to university rules
- Examination fees will be as per university norms

7. MEDIUM OF INSTRUCTION

The Master's Degree in Social work is offered by the university through the medium of Gujarati. Printed course material and assignments are sent to you in Gujarati medium. Similarly, you have to submit the assignments and attempt the term-end examinations in Gujarati.

8. INSTRUCTIONAL SYSTEM

The methodology of instruction in BAOU is different from that in the conventional universities. The Open University System is more learner-oriented, and the student is an active participant in the teaching-learning process. Most of the instructions are imparted through distance rather than face-to-face communication.

The University follows a multi-media approach for instruction. It comprises:

- **Face to face contact programme:** Counselling sessions will be conducted at respective study centres/ Learner Support Centre on Saturdays, Sundays and on public holidays.
- **Self Learning Material:** Printed Self learning material is the primary form of instructional material. Learners/Students have to concentrate mainly on the printed materials that University send to them periodically. The printed Self learning material would be sufficient to write assignment responses and prepare for the term end examinations.

- **Swadhyay TV** (Video lecture through web portal): Audio- Video programmes are made available online on university's official website through SWADHYAY TV.
- **VANDE Gujarat** Educational channel 16 of Govt. of Gujarat

9. EVALUATION

The Evaluation procedure will be the same as followed by the university.

- Each semester shall have a weight age of 30% for Internal Exams (assessment through assignments) and 70% for term end exams.
- Examination will be conducted at the end of each semester i.e. May/June and also in December/January
- Every candidate must secure 40% marks in each head of passing (Assignments, Term End Examination, Field Work, Dissertation)
- The passing marks for external examination will thus be 28 out of 70 and for internal examination 12 out of 30 and aggregate marks taking both together will be 40 marks.

10. SOME USEFUL ADDRESSES

Sr. No.	Purpose	Concern Department
1	Admission / Re-Admission / Assignment / Lab Manual / I-Card	Concerned Study Center or University Vocational and Professional Department 'JYOTIRMAY' Parisar, Opp: Shri Balaji Temple, Sarkhej- Gandhinagar Highway, Chharodi, Ahmedabad: 382 481 Phone: 9099994484, 9099994461, 9978408584, 9998814484
2	Change of Name/ Correction of name/ address/ Contact no.	Concerned Study Center or University Vocational and Professional Department 'JYOTIRMAY' Parisar, Opp: Shri Balaji Temple, Sarkhej- Gandhinagar Highway, Chharodi, Ahmedabad: 382 481 Phone: 9099994484, 9099994461, 9978408584, 9998814484

3	Collecting Study Material (Self Learning Material)	Concerned Study Center
4	Bonofide Certificate	Concerned Study Center or University Vocational and Professional Department 'JYOTIRMAY' Parisar, Opp: Shri Balaji Temple, Sarkhej- Gandhinagar Highway, Chharodi, Ahmedabad: 382 481 Phone: 9099994484, 9099994461, 9978408584, 9998814484
5	Exam / Hall-Ticket	University Examination Department 'JYOTIRMAY' Parisar, Opp: Shri Balaji Temple, Sarkhej- Gandhinagar Highway, Chharodi, Ahmedabad: 382 481 Phone: 9099994484, 9099994461, 9978408584, 9998814484
6	Marksheet / Transcript / Migration / Degree Certificate	University Examination Department 'JYOTIRMAY' Parisar, Opp: Shri Balaji Temple, Sarkhej- Gandhinagar Highway, Chharodi, Ahmedabad: 382 481 Phone: 9099994484, 9099994461, 9978408584, 9998814484
7	Scholarship	University Scholarship Department 'JYOTIRMAY' Parisar, Opp: Shri Balaji Temple, Sarkhej- Gandhinagar Highway, Chharodi, Ahmedabad: 382 481 Phone: 9099994484, 9099994461, 9978408584, 9998814484
8	Assignment Submission	Concerned Study Center
9	Submission of Field Work Reports (MSW)	Concerned Study Center
10	Submission of Project Reports	Concerned Study Center
11	Prospectus	Concerned Study Center

11. OLD QUESTION PAPERS

Download Question Paper : <https://baou.edu.in/question-paper>