

BS (4 Years) for Affiliated Colleges



Code	Subject Title	Cr. Hrs	Semester
SOCW- 402	Field Work-III and Report Writing	3	VII
Year	Discipline		
4	Social Work		

Objectives:

HEC Book

The Field Work is aimed at providing practical experience to gain professional knowledge and develop skills and attitudes appropriate to the practice of Social Work. The Social Work students of M.A. (previous) and M.A. (Final) classes will carry out concurrent and Block Field Work under the supervision of a faculty member in a Social Welfare Agency or Community setting. The minimum requirement for Field Work will be 300 – 400 hours of Social Work practice in an academic year. The student Field Work will be graded on the following criteria by an Examination Board constituted of head of the Social Work Department as Chairman of the Board and an External Examiner and the Faculty member supervising the field work as members of the Board:-

A. General capacity for understanding and translating in effective practice the concepts of professional Social Work and leadership ability in Social Work in terms of the following qualities:

- i) Degree of initiative.
 - ii) Ability to interpret the aims of Social Work.
 - iii) Ability to develop co-operation among people.
 - iv) Quality of relationship with individual and groups.
 - v) Consistency and persistency in terms of goals and objectives.
 - vi) Administrative ability.
 - vii) General sense of responsibility about the job.
- B. Ability to work constructively in a team.
- C. Response to individual potentiality for further growth
- D. Use of professional literature and its application fieldwork.

Before assigning the agency for their Field Work Practice, the students will be provided with proper orientation. They will be informed that an observational plan will be followed after classroom orientation for fieldwork. The students will have to visit different agencies during the orientation phase and will have to write comprehensive reports on each visit by using guidelines given to them on the observation visit proforma.

E. For the assessment of students performance following reports/items have to be taken in considerations as process: -

1. Schedule - 2 days a week
2. Orientation - Visit to the agencies (Ist week)
3. Reporting - Shall submit daily weekly and final reports to the Supervisor.
4. Supervision - Academic and field agency Supervisor.
5. Presentation - The students have to give presentation of their field Work in presence of the class, faculty and the agency supervisor.
6. Evaluation - Should be done as per criteria lay down.

All the departments have to nominate a faculty member to co-ordinate Field Work activities. He/She will be responsible to co-ordinate and liaise with the other members of the faculty and finalize the students placement. The assignments for the field work with cover all required areas of specializations by applying/practicing Social Work methods i.e. Case Work, Group Work, community Organization Administration, Social Research and Social Action.

- The coordinator has to establish rapport and keep in contact with the field supervisors also.
- To organize field seminars, he/she will extend support and guidance to the students.
- Evaluation and presentation of the student have to be coordinated from this form.

- Arrangement of transport (if and when required) is his responsibilities.