Scheme of Study for **M.Phil**

in Social Work

(Proposed)

**M.Phil Courses in Social Work**

(Proposed)

|  |  |  |  |
| --- | --- | --- | --- |
| **Course No.** | **Course Title** | **Credit Hours** |  |
| SW-701 | Contemporary Social Work and Social Welfare  | 03 | Major |
| SW-702 | Advanced Social Research Methodology  | 03 | Major |
| SW-703 | Group Dynamics and Concept of Group Work  | 03 | Major |
| SW-704 | Comparative Social Institutions | 03 | Major |
| SW-705 | Communities in Pakistan: Their Organization and Management  | 03 | Major |
| SW-706 | Social Treatment, Intervention and Rehabilitation in Social Work | 03 | Major |
| SW-707 | Social Work and Correctional Services | 03 | Major |
| SW-708 | Gender, Crime and Justice | 03 | Major |
| SW-709 | Social Work and Human Rights | 03 | Major |
| SW-710 | Drugs and Drug Addiction | 03 | Major |
| SW-711 | Psychiatric Social Work | 03 | Minor |
| SW-712 | Social Work with Special People | 03 | Minor |
| SW-713 | Child Rights  | 03 | Minor |
| SW-714 | Social Welfare State | 03 | Minor |

# SW-701 Credit Hours 03

# CONTEMPORARY SOCIAL WORK AND SOCIAL WELFARE

**CONTENT:**

* 1. Introduction: Related Concepts and Definition of Social Work,
	2. Historical Evolution of Social Work as Profession
	3. Contemporary Fields of Social Work Profession
	4. Definition of Social Welfare:
		1. Functional Definition
		2. Descriptive Definition
	5. Relationship of Social Work with Social Welfare
	6. Political Perspectives on Social Welfare:
		1. Liberal Perspective
		2. Conservative Perspective
		3. Radical Perspective.
		4. Islamic Perspective
	7. History and Philosophy of Social Welfare Development in Pakistan.
	8. History and Development of Social Policy in UK:
		1. Old world Background
		2. Early Charities in England.
		3. The Early Poor Laws in England.
		4. The Poor Law of 1601
		5. Work Houses & Out door Relief
		6. Partial Relief System 1795
		7. Speenhalm Land Act
		8. The Poor Law reforms 1834
		9. Child Labour& Factory Legislation
		10. Prison Reforms
		11. Poor Law reforms 1905
		12. Social Reforms: Enfranchisement of Laboring and Poor Classes.
		13. Beverage Report
		14. The British Social Security System
	9. Theories of Welfare Development/Approaches to Social Welfare and the Role of the State in the Welfare Development.
		1. Industrialization and Welfare.
		2. Welfare and Citizenship
		3. Welfare as a Social Reform
		4. The Capitalist View
		5. The Marxist View
		6. Anti Positivist
		7. Positivist
		8. Feminist
	10. Concept of Social Welfare in Islam.
		1. Political System of Islam
		2. The Concept of Sovereignty in Islam.
		3. Concept of Welfare State in Islam.
		4. The First Welfare State in the World.
	11. National Social Welfare Policies: a Critical Evaluation in Pakistan.
		1. The Social Welfare Policy 1955
		2. The Social Welfare Policy 1988
		3. The Social Welfare Policy 1992
		4. The Social Welfare Policy 1994
		5. The Contemporary Social Protection Nets in Pakistan.
		6. The Role of Pakistan Bait-ul-Maal and Zakat Department in Social Welfare.
	12. Seminars on:
		1. The Structure and Function of Social Welfare Department in Pakistan.
		2. Economic System of Islam
		3. The Role of Zakat Deptt/Pakistan Bait-ul-Maal in Poverty Alleviation.

**Suggested Readings:**

Ansar Omri, Umar.(1981). *Islam May Auratoon Kay Huqooq.* Lahore: IdaraMaaref e Islami.

Arthur, S. Living. (1961). *Social work in Pakistan*. Lahore: West Pakistan Social Welfare council.

Dubois, Brenda & Miley K, K. (1996).*Social Work: An Empowering Profession.*2nd Edition. Needham heights, Mass: Simon & Schuster Company.

Elizabeth A. Ferguson. (1969). *Social Work: An Introduction*. New York: Encyclopedia of Seerah, Vol-II, The Muslim schools Trust, London.

Kirst-Ashmakk. (2007). *Introduction To Social Work And Social Welfare: Critical Thinking Perspective.* 2nd Edition. Belmont CA: Thomson High Edn.

Maryam Jamila,.(1968). *Purda and Polygamy in Islam*. Lahore: IdaraTaljumanuf Quran.

Maududi, S. A. (1960). *Deenya*. Lahore: Tafheemul-Quran Publishers.

Maududi, S.A. (2005). *Mashiate-e-Islam*. Lahore: Islamic Publishers.

Khalid, M. (1995).*Social Work: Theory and Practice.* Karachi: Kifayat Academy.

Popple, R. Philip &Leighninger, Leslie.(2004). *Social Work.Social, Welfare and American Society.*Lodnon: Allyn and Bacon.

Robert Roberts. (1971).*The Social Laws of the Quran*. London: Cmzon Press Ltd.

Skidmore A. Rex et al, (1997). *Introduction to Social Work.*7th Edition. Boston. Allyn Bacon.

Syed, Abdul Qudus. (1980). *Pakistan: Towards a Welfare State*. Karachi: Royal book Co.

Weinberger, Paul E. (1969). *Perspectives on Social Welfare*. London: Macmillan.

Zestro, Charles. (2000). *Introduction to social work & Social Welfare*. New York: Wards Worth Publishing Co.

# SW-702 Credit Hours 03

# ADVANCED SOCIAL RESEARCH METHODOLOGY

**Teaching Syllabi:**

* One part of the module will provide the scholars with a lecture based overview of what is involved in the research process and how we move from ideas to do-able researches.
* Surveys and ethnographic researches, qualitative and quantitative researches/objective and subjective researches.
* The second part will enable the scholars to blend their knowledge of research methods with the experience and practicalities of actually doing research. Working individually or in a group, the scholars will develop their knowledge and skills concerning the design of questionnaire and interview schedule. Selecting and gaining access to research subject, field strategies in the collection of ethnographic data if the scholar opts for the analysis of qualitative and quantitative data and use of statistical methods for research purpose.

**CONTENTS:**

1. Research Defined
2. Families of Research: Qualitative and Quantitative
3. Research Approaches: Action Research, Case Study Methods, Experiments and Surveys
4. The Research Cycle / Process / Research Methodology
5. Research Methods and Research Methodology
6. Research Strategy: Induction, Deduction
7. How to select and Define A Research Topic
8. Literature Review
9. Research Designing
10. Research Techniques: Tool of Data Collection
11. Gaining Access to the Field: Covert Research and Overt Researches
12. Correspondence: (Questionnaire: Structure and Formalities)
13. Discussion: (Interviews “Reflexivity’s’, Structured Interviews, Unstructured and Semi-Structured Interview, Focused Groups)
14. Ethno-methodology: Participation and Observations, Roles Adopted in Ethno-methodology, Advantages and Disadvantages of Different Roles
15. Documents: Secondary Sources
16. Sampling Issues (Typology)
17. Some Basic Statistics (Measurement of Central Tendency)
18. Data Analysis, Tabulation
19. Report Writing
20. Bibliography

**Suggested Readings:**

Akber, S. (2001) ‘The Research Process’ in N. Gilbert (ed.) *Researching Social Life.* London: Sage Publications, pp. 58-84.

Bailey, C. A. (1999) *A Guide to Field Research.*Thousand Oaks: Fine Forge Press.

Bell, J. (1999) *Doing Your Research Project: A Guide for First Time Researchers in Education and the Social Sciences*. (3rded.) Buckingham: Open University Press.

Bernard, H R. (2000) *Social Research Methods: Qualitative and Quantitative Approaches.* Thousand Oaks: Sage Publications, Inc.

Bryman, A. (2004) *Social Research Method* Oxford: Oxford University Press.

Burgess, R. (1984) *In the Field: An Introduction to Field Research.* London: Allen and Unwin.

Burns, R. B. (2000), *Introduction to Research Methods.* London: Sage Publications.

David, M. and Sutton, C. D. (2004) *Social Research: the Basics.*London: Sage Publication.

Dey, I. (1993) *Qualitative Data Analysis: A User-Friendly Guide for Social Scientists.*  London: Routledge.

Fielding, N. (1993) ‘Qualitative interviewing’ in Gilbert, N (ed.) *Researching Social Life* London: Sage Publications, pp. 135-153.

Flick, U. (1998) *An Introduction to Qualitative Research.* London: Sage Publications.

Gilbert, N. (2001) ‘Research, Theory and Method’ in N. Gilbert (ed.) *Researching Social Life.*(2nded.) London: Sage Publications, pp. 14-27.

Goode, W. J. and Hatt, P. K. (1952) *Methods in Social Research.*New York: McGraw-Hill Book Company, Inc.

Holstein, J. A. &Gubrium, J. F. (2004), ‘Active Interviewing’ in D. Silverman (ed.) *Qualitative Research: Theory, Method and Practice.* London: Sage Publications, pp. 140 – 161.

Jupp, V. (2001) ‘Triangulation’ in E. McLaughlin and J. Muncie (eds.), *The Sage Dictionary of Criminology.* London: Sage, pp. 308-309.

Miller, D. C. (1991) *Handbook of Research Design and Social Measurement.* (5thed.) Newbury Park: Sage Publication.

Patton, M.Q. (1990) *Qualitative Evaluation and Research Methods* (2nded.) Newbury Park, CA: Sage Publication.

Punch, K. F. (1998) *Introduction to Social Research: Quantitative and Qualitative Approaches.* London: Sage Publications.

Simmons, R. (2001) ‘Questionnaire’ in Gilbert, N. (ed.) *Researching Social life.* (2nded.) London: Sage Publications.

Strauss, A. & Corbin, J. (1990) *Basics of Qualitative Research: Grounded Theory Procedures and Techniques.* Newbury Park: Sage Publications.

# SW-703 Credit Hours: 03

# GROUP DYNAMICS AND CONCEPT OF SOCIAL GROUP WORK

**CONTENTS:**

1. Historical Perspective and Significance for Group Work
2. The Ecology of Group Work Practice
3. Phases of Group Work: The Pre-Group Phase and Beginning of Group
4. Group Development: Stages of Development and Principles of Group Development
5. Leadership in Groups: Its Role, Functions and Situations
6. Leadership: Interventions
7. Group Dynamics and Group Structure: Types and Group Structure
8. Group Work in Action: Recoding and Evaluating Group Work
9. Group Techniques: The Role of Techniques
10. Techniques for Preparing Groups
11. Techniques for the Initial and Transition Stages
12. Technique for the Working Stages
13. Techniques for the Final Stage
14. A Model of Decision Making in Social Group Work
15. A Model of Achieving Change through Group Work

**Assignments:**

1. Group Work with Physically Disabled children
2. Group Work with Children with Behaviour Disorders
3. Group Work with the Elderly
4. Group Work with Migrants from Rural to Urban Areas
5. Group Work with Juvenile Delinquents
6. Group Work with Widows
7. Group Work with the Orphans
8. Group Work with the Working Children

**Suggested Readings:**

Andrews, J. (2001). *Group Work’s Place in Social Work*: A Historical Analysis. *Journal of Sociology and Social Welfare.*Retrieved October 29, 2005 at [www.findarticles.com/p/articles](http://www.findarticles.com/p/articles).

Breton, M. (1990).*Learning from Social Group Work Tradition. Social Work with Groups*, 13(3), 21-34.

Corey, S.C., & Corey G. (2002).*Groups Process and Practice.* Mexico: Brooks/Cole Publishing Company.

Douglas, T. (1976).*Group Work Practice.*London: Tavistock Publications, New Fetter Lane.

Forsyth, R. D. (1990). *Group Dynamics.*Pacific Grove: California: Brooks/Cole Publishing Company.

Gladding T. S. (1995).*Group Work: A Counseling Specialty*. Ohio: Merrill, an Imprint of Prentice Hall

Khalid, M. (2001).*Social Work Theory and Practice with special reference to Pakistan.* Karachi: Kifayat Academy.

Shaw, E. M. (1971). *Group Dynamics, the Psychology of Small Group Behavior.* Mexico: McGraw-Hill Book Company

Trecker, B. H. (1955). *Social Group Work: Principles and Practices*. New York: Association Press.

Williamson, M. (1929).*The Social Worker in Group Work*. New York and London: Harper and Brothers.

# SW-704 Credit Hours: 03

# COMPARATIVE SOCIAL INSTITUTIONS

* 1. Definition of Social Institutions
	2. Structure and Functions of Social Institutions
	3. Family and Kinship Systems
	4. Marriage System
	5. Economic Organization
	6. Political Organization, Age Set Societies, Voluntary and Non-Voluntary Associations, Primitive Government, Primitive Law
	7. Religious Institution
	8. Magic, Witchcraft, Sorcery
	9. Social Institutions of Pakistani Society with special Emphasis on Pakhtun Society

**Suggested Readings:**

Ahmad, A. S. (1976). *Millinium and ChrismaAmongPathans*. London: Routledge and Kegan Paul.

Beattie, John. (1977). *Other Culture*. London: Routledge and Kegan Paul.

Barnes, R. E. (1946). *Social Institutions.* New York: Prentice Hall Inc.

Barth, F. (1972).*Political Leadership among Swat Pathans.* London: Athlone Press.

Barth, F. (1971).The System of Social Stratification in Swat N.W.F.P. Pakistan.In Leads, E. R. *Aspects of Caste in South India, Ceylon and North East Pakistan*. London: Cambridge University Press.

Derik Gelderblom. (2003). *Social Institutions*. London: Oxford University Press.

Redcliff Brown, A. R. (1959). *African System of Kinship and Marriages*. London: Oxford University Press.

# SW-705 Credit Hours 03

# COMMUNITIES IN PAKISTAN: THEIR ORGANIZATION AND MANAGEMENT

**CONTENTS:**

1. Critical Analysis of Community: Community a Controversial Term—Definition and Explanation, Views of Different Scholars.
2. The Social Traits of Community as Place of Various Services for its People—As a Job and Services Centre, The Communication Network, Traditions and Values, The Community as an Area of Interaction, Social Change, Social Control and Social System
3. Organization of Pakistani Communities and Their Management Through Local Social System, Community Organization as a Mass Coalition of People, Village or Mohalla or an Interest Gr oup of Like-Minded People for Promotion of the Group Interest Through Cooperation and Democracy.
4. Characteristics of Various Types of Pakistani Communities, Comparison of Rural and Urban Settings, Factors which Promote and Hinder Social Development.
5. Elements of Community, Status, Role, Power, Authority, Stratification and Social Control etc.
6. Pakistani Community and its Culture: Definition and Description of the Term Culture, Historical Background of Pakistani Culture, Influence of Various Cultures on Pakistani Culture, Characteristics of Pakistani Culture, Social Norms, Folkways and Mores, Definition and Importance; Role of Family Members Especially the Elderly in the Socialization of a Child, Social Conservation and Cultural Taboos, Globalization, Importance of the Study of Culture for a Social Worker.
7. Conflicts in Pakistani Community: Definitions, Types and Causes
8. The Type of Leadership in Pakistani Community—Concept, The Rural Picture, The Type of Leadership Required, Identifying Local Leadership, Role and Functions of Local Leaders, Role of Leaders in Management of Local Affairs and Settlement of Disputes.

**Suggested Readings:**

Howard, B. (1956). *Values and Value System*. New York: The Dryden Press Inc.

Fahid, A. (1993). *Pakistani Culture kiRiwayat*. Karachi: The Royal Book Company.

Chaudhry, M. I. (1996). *Pakistani Society*. Lahore: Aziz Publishers*.*

Jalibi, Jameel. (1985). *Pakistani Culture*. Karachi: Fazil Sons.

Khalid, M. (2001).*Social Work Theory and Practice*. Karachi: Kifayat Academy.

Rafiq, Zari. (2003). *Community Development, Concept and Practice*. Peshawar: Saif Printing Press.

Taga, Abdul Hameed. (1998). *An Introduction to Sociology*. Lahore: Abdul HameedTaga and Sons.

# SW-706 Credit Hours 03

# SOCIAL TREATMENT, INTERVENTION AND REHABILITATION IN SOCIAL WORK

**CONTENTS:**

**Part-I: An Introduction**

1. Introduction to Social Work as a Profession—its Philosophical Base
2. The Focus of Social Work Intervention
3. Social Intervention and Social Work
4. Values, the Societal Context of Social Intervention
5. Problems for Social Intervention
6. Identifying Social Intervention Goals
7. Intervention Activities and Skills
8. Counseling in Intervention: Ingredients of an Effective Counseling Relations
9. Resources for Intervention
10. Intervention—an Approach of Multidisciplinary Collaboration
11. Role of Social Worker
12. Role of Psychologists
13. Role of Psychiatrist
14. Role of Physicians
15. Role of Lawyers

**Part-2: Theories of Intervention**

1. Ego Psychology
2. Psycho-Analytic Therapy
3. Functional Theory of Social Work
4. Cognitive Theory
5. General System Theory and Social Work
6. Existential Social Work
7. Crisis Theory

**Suggested Readings:**

Antherton, Charles. (1969). The Social Assignment of Social Work. In *Social Service Review*.43:4.

Bartlett, Harriett, M. (1970).*The Common Base of Social Work Practice*. New York: National Association of Social Workers.

Bisno, Herbert. (n.d.).A Theoretical Framework for Teaching Social Work Methods and Skills with Particular Reference to Undergraduate Social Welfare Education.In *Journal of Education for Social Work*.5:1.

Paul Force-Emery Mackie. (2007). Your Philosophy of Social Work: Developing a Personal and Professional Definition to Guide Thought and Practice. In *Journal of Social Work Values* and Ethics. Volume 4, Number 1.

Turner, Francis J. (2009). *Social Work Treatment.*4th Edition. London: Simon and Schuster.

# SW-707 Credit Hours: 03

# SOCIAL WORK AND CORRECTIONAL SERVICES

**CONTENTS:**

1. **Introduction**
	1. Defining and Meaning of Corrections
	2. History of Correctional Institution
	3. Informal Correctional System
	4. Modern Trends
2. **Conceptual Clarification**
	1. Treatment
	2. Therapy
	3. Education
	4. Counseling
	5. Rehabilitation
	6. Reintegration
	7. Community Punishment
	8. Rehabilitation Programmes
3. **Institutionalization of Offenders**
	1. Need for Institutionalization of Offenders
	2. The Nature of Inmates
	3. The Social Set-up of Prison
	4. The Culture
	5. Effects of Institutionalizations on Inmates
4. **Prison System**
	1. The Philosophy of Imprisonment
	2. Early History of Imprisonment
	3. Objectives of Prison System
	4. Organization and Management of Prisons
	5. Types of Prison Institutions
	6. Gender Aspect of Prison System
	7. Problems in Prison System
	8. Number of Prison Inmates
	9. Rehabilitation Services inside Prison
	10. Main Problems with the Prison System in Pakistan and their Solutions
5. **Juvenile Prisons**
	1. History of Juvenile Prisons
	2. Need for Juvenile Prisons
	3. Objectives
	4. Juvenile Justice System
	5. Juvenile Prisons in Pakistan
6. **Probation System**
	1. Defining and Meaning
	2. History and Development of the concept of ‘Probation’
	3. Background of Probation System in Pakistan
	4. Rehabilitation of Probationers
	5. The Place of Probation in the Correctional System
	6. Salient Features of the Probation Law in Pakistan
	7. Obstacles in Development of Probation System in Pakistan
7. **Parole System**
	1. Defining and Meaning
	2. History and Development of the Concept of ‘Parole’
	3. Background of Parole System in Pakistan
	4. Salient Features of Parole Law in Pakistan
	5. Main Problems in the Administration of Parole System in Pakistan
	6. Future Prospects

**Suggested Readings:**

Bochel, D. (1976). *Probation and After Care: Its Development in England and Wales.* Edinburgh: Scottish Academic Press.

Brownlee, I. (1998). Community Punishment: A Critical Introduction. New York: Langman

Cavadino, M. &Dignan, J. (2002). *The Penal System: An introduction* 3rd ed. London: Sage Publications.

Crow, I. (2001). *The Treatment and Rehabilitation of Offenders:* London: Sage Publications.

Dressler, David. (1969). *Practice and Theory of Probation and Parole,* (2nded.) New York: Columbia University Press.

Garland, D. (1990). *Punishment and Modern Society: A Study in Social Theory.* Oxford: Clarendon Press.

Hamid-uz-Zafar, M. (1961).*Probation in Pakistan; A Guide to the Pakistan Probation of Offenders Ordinance, 1960, as Implemented in the Province of West Pakistan* Lahore: Government Printing Press.

Hudson, A B. (1996).*Understanding Justice: An Introduction to Ideas, Perspectives and Controversies in Modern Penal History.* Buckingham: Open University Press.

Iqbal, C. (1984). *Pakistani Society.* Lahore: Aziz Publishers

Jillani A. (1999). *Cries Unheard; Juvenile Justice in Pakistan.* Islamabad: Society for the Protection of the Rights of the Child.

King, J.F.S (1964).***The Probation Service.*2nd Edition.**London: Butterworth.

Maguire M., Morgan, R and Reiner, R (eds). (n.d.).*The Oxford Handbook of Criminology* (4th Edition). Oxford: Oxford University Press

May, T. (1994).‘Probation and Community sanctions’ in M. Maguire.& R. Morgan (eds.) *The Oxford Handbook of Criminology* Oxford: Clarendon Press

Nadeem, A. H. (2002). *Pakistan: The Political Economy of Lawlessness*, Oxford: Oxford University Press.

Pond, R. (1999).*Introduction to Criminology* Winchester: Waterside Press.

Rouald L. Akers (1999). *Criminological Theories Introduction and Evaluation.* (2nd Edition) London: Fitzroy Dearborn Publishers

Sen, S. (2004). ‘A separate punishment: juvenile offenders in colonial India’ *The Journal of Asian Studies* 63 no 1. Feb. pp 81 – 104

Waseem, M. (1989).*Politics and the State in Pakistan*. Lahore: Progressive Publishers.

Worrall, A. (1997). *Punishment in the Community: The Future of Criminal Justice*. Harlow: Longman

# SW-708 Credit Hours: 03

# GENDER, CRIME AND JUSTICE

**COURSE OUTLINES:**

1. **Introduction:**
	1. Gender: Definition
	2. Crime: Definition
	3. Gender Issues in Criminology
2. **Gender and Crime:**
	1. Gender-Based Share of Crime
	2. Reasons of Offending Behavior
	3. Recording of Crimes Committed by Female
	4. The Invisibility of Female in Crime Statistics
	5. Gender and Media Reporting of Crime
	6. Nature and Extent of Female Crime in Pakistan
3. **Female Criminality:**
	1. Nature and Pattern of Female Criminality
	2. Women Involved in Theft
	3. Women in Drug Trafficking
	4. Women and Sex Related Crimes (Prostitution and Pornography)
	5. Causes of Female Criminality in Pakistan
	6. Culture and Female Criminality
4. **Theoretical Perspectives on Female Criminality:**
	1. Early Criminology and Female Criminality
	2. Lombroso and Ferrero
	3. W.I. Thomas
	4. Otto Pollak
	5. Modern Theories and Female Criminality
	6. Islamic Perspective on Female Criminality
5. **Crimes against Women:**
	1. Rape
	2. Dowry Death
	3. Honor Killing
	4. Bride Burning
	5. Women Battering
	6. Female Infanticide
	7. Sexual Harassment
	8. Kidnapping/Abduction
	9. Women Trafficking
6. **Gender and the Criminal Justice System:**
	1. Women and Law
	2. Police and Female Criminality
	3. Judicial Response towards Female Criminality
	4. Women in Prison
	5. Correctional Services for Female Offenders
7. **Gender and Discrimination in the Criminal Justice Process:**
	1. The Chivalry Hypothesis
	2. The Equal Treatment Hypothesis
	3. The Double Deviance Hypothesis
	4. The Selectivity Hypothesis
8. **Women’s Role in Crime Control:**
	1. Women in the Police
	2. Women in the Probation Service
	3. Women as Prison Officers
	4. Women and the Legal Professions

**Suggested Readings:**

Belknap, J. (2001). *The Invisible Woman: Gender, Crime and Justice (2nded.).*Belmont, C.: Wadsworth/Thomson Learning

Bowker, L. (ed.) (1998). *Masculinities and Crime*. London: Sage Publications

Burgess-Proctor, A. (2006). ‘Intersections of Race, Class, Gender, and Crime: Future Directors for Feminist Criminology’, in *Feminist Criminology*, 1, 27-47

Burman, M. (2003). Girls Behaving Violently’, in *Criminal Justice Matters,* 53, 20-21

Carlen, P. (1988). *Women, Crime and Poverty.*Milton Keynes: Open University Press

Carlen, P. (2002). *Women and Punishment.The Struggle for Justice.*Cullompton: Willan Publishing

Edwards, S. (1987). ‘Prostitutes: Victims of Law, Social Policy and Organized Crime’, in P. Carlen and A. Worrall, (eds.) *Gender, Crime and Justice.* Milton Keynes: Open University Press

Farrington, D. and Morris, A. (1983). Sex, Sentencing and Reconviction’, in *British Journal of Criminology*, 23 (3), 229-48

Farrington, D. and Painter, K. (2004).*Gender Differences in Risk Factors for Offending*.Home Office Findings 196. London: Home Office

Hedderman, C. and Hough, M. (1994).*Does the Criminal Justice System Treat Men and Women Differently?*Home Office Research and Statistics Department, 10. London: Home Office

Heidensohn, F. (1996).*Women and Crime* (2nd Ed.) Basingstoke: Macmillan

Heidensohn, F. (2002). ‘Gender and Crime’, in M. Maguire, R. Morgan, and R. Reiner (eds.) *The Oxford Handbook of Criminology (3rd ed.)* Oxford: Oxford University Press

Heidensohn, F. and Gelsthorpe, L. (2007). ‘Gender and Crime’ in M. Maguire, R. Morgan, and R. Reiner (eds.) *The Oxford Handbook of Criminology (4thed.)* Oxford: Oxford University Press

Heimer, K. (2000). ‘Changes in the Gender Gap in Crime and Women’s Economic Marginalization’, in Gary LaFree (ed.), *Criminal Justice 2000: The Nature of Crime, Continuity and Change,* Vol. 1. Washington, DC. National Institute of Justice.

Howard League for Penal Reform. (2006). *Prison Information Bulletin 2: Women and Girls in the Penal System*. London: Howard League for Penal Reform

Miller, J. (2000). ‘Feminist Theories of Women’s Crime: Robbery as a Case Study’, in Simpson, S. (Ed.) *Of Crime and Criminality*. Thousand Oaks, CA: Pine Forge Press

Morris, A. and Gelsthorpe, L. (eds.) *Feminist perspectives in Criminology*. Milton Keynes: Open University Press

Smart, C. (1990). ‘Feminist Approaches to Criminology or Postmodern Woman Meets Atavistic man’, in A. Morris, and L. Gelsthorpe (eds.) *Feminist perspectives in Criminology*. Milton Keynes: Open University Press

Walklate, S. (2004).*Gender, Crime and Criminal Justice* (2nd Ed.)*.*Cullompton: Willan

# SW – 709 Credit Hours: 03

# SOCIAL WORK AND HUMAN RIGHTS

**Course Outlines:**

1. **Introduction**
	1. Defining Social Work and Human Rights
	2. History of Human Rights Practices and Protections
	3. Philosophy of Human Rights
2. **A Human Rights Approach to Social Work**
	1. Meaning of Human Rights Approach to Social Work
	2. Human Rights and Obligations
	3. Public and Private Human Rights
	4. Ethics and Human Rights
	5. Culture and Human Rights
3. **Human Rights Legislations, Monitoring and Enforcement Mechanism**
	1. International Declarations, Treaties and Conventions on Human Rights
	2. Universal Declaration of Human Rights, 1948
	3. The Politics of Human Rights
	4. Pakistan’s Human Rights Obligations Under International Convents
	5. Pakistan’s Human Rights Record
4. **Human Rights and the Constitution of Pakistan:**
	1. Introduction to Fundamental Human Rights
	2. Constitutional and Legal Provisions for protecting Human Rights
	3. Islamic Concept on Human Rights
	4. Human Rights Issues in Pakistan
5. **Human Rights of Vulnerable People**
	1. Women and Human Rights
	2. Children’s Rights
	3. Human Rights of People with Disabilities
	4. Human Rights of Aged People
	5. Human Rights of Prisoners
	6. Human Rights of Mentally Ill People
	7. Human Rights of Minority People
6. **Protection of Human Rights**
	1. The Role of International Human Rights Organizations
	2. The Role of Human Rights Commission of Pakistan (HRCP)
	3. The Role of NGOs in Protecting Human Rights
	4. The Role of Media in Protecting of Human Rights

**Suggested Readings:**

AdamantiaPollis& Peter Schwab, (2002) *Human Rights New Perspectives, New Realities* New Delhi: Viva Books Private Limited

Chu, W. C. K. Tsui, M-S and Yan, M.C. (2009).‘Social Work as a Moral and Political Practice’.*International Social Work*, 52(3): 287–298

Freeman, M. (2002) *Human Rights*. Cambridge: Polity Press

Hankivsky, O. (2004). *Social Policy and the Ethic of Care*.UBC Press: Vancouver.

Human Rights Commission of Pakistan, *State of Human Rights in Pakistan* (1994-2000).

Ife, J. (2012). *Human Rights and Social Work: Towards Rights-Based Practice*. Cambridge: Cambridge University Press.

Ignatieff, M. (2001) *Human Rights as Politics and Idolatry,* Princeton, NJ: Princeton University Press

Joseph J. Mehr,(1990). *Human Services,* 7th Edition,MA: Allyn& Bacon A. Viacom Company 160 Gould Street

Kazmi, Fareedition, *Human Rights – (1987).Myth and Reality.* Delhi: International Pub. House.

Lundy, C. & van Wormer, K., (2007). ‘Social and Economic Justice, Human Rights, and Peace: The Challenge for Social Work in Canada and the USA’. *International Social Work*, 50(6): 727-739.

Solas, J. (2008). ‘Social Work and Social Justice: What are we Fighting for’? *Australian Journal of Social Work*, 61 (2): 124-136.

Solas, J. (2008). ‘What Kind of Social Justice does Social Work Seek?’*International Social Work*, (51): 813 - 822.

Solas, John. (2008). ‘Is Equity Just Enough for Social Work? A Response to thoseWho Think it is!’*Australian Journal of Social Work*, 61(2): 146-149.

U.N. Publications on Human Rights, Women Rights, Children Rights, UNHCR.

United Nations (1994), *Human Rights and Social Work, A Manual for Schools of Social Work and the Social Work Profession*. Geneva: Centre for Human Rights (parts I and II)

Vincent, R.J., (1988).*Human Rights and International Relations.* Cambridge: Cambridge University Press.

# SW – 710 Credit Hours: 03

# DRUGS AND DRUG ADDICTION

**Course Outlines:**

1. Introduction to drugs, drug addiction, drug of addiction.
2. Classification of drugs : the US and the UN classification
3. Impacts of drugs on human beings
4. Natural sources of drugs: the Opium, the Cannabis, the Coca. Synthetic drugs
5. Opium : the drug, its history and politics
6. Derivatives of opium (opiates),
7. Heroin; Its history and politics
8. Narco-politics
9. Drug addiction in Pakistan: The causes.
10. Detoxification.

**Suggested Readings:**

Asad ,A.Z& Robert ,J. Harris ( 2003) The Politics and Economy of Drug production on the Pakistan-Afghanistan Border. Hampshire: ashgate Publishers.

Asad, A.z. (2000) “Opium and Heroin production in Pakistan” Hull University UK; Unpublished Ph.D. Thesis.

Campbell Doughlas, H. ‘The Evolution of the Land Plantt’. Stanford Cliff: Stanford University Press, 1939.

Chopra &Chopra ,Drug Addiction with Special Reference to India .New Delhi: Indian Council of Scientific and Industrial Research,1965.

Chopra R. N.,& Chopra I.C. ‘Drug Addiction with Special Reference to India’. Delhi: Indian Council of Scientific and Industrial Research, 1965.

Cradovez Diego & Harrison, S. S., Out of Afghanistan: The Inner Story of the Soviet Withdrawal. New York: OxfordUniversity Press, 1995.

Doris Buddenberg, ‘Illicit Drug Use in Afghanistan and Pakistan’, Islamabad. 1992.

Earl Core, ‘Plants Taxonomy’. London: Englewood Cliff, Printice Hall, Inc. 1995.

David, M.M. ‘The Cultural Geography of Opium: Its Cultivation and Spread through Bronze Age’ PhD. Dissertation, University of Hawaii, 1979.

Ghosh, S.K., The Traffic in Narcotics and Drug Addiction. Delhi: Ashis Publishing House, 1987.

HaqIkramul, FromHasheesh to Heroin .Lahore: Annor Publcations,1991.

Hill, Albert, F. ‘Economic Botany: A Text Book of Useful Plants and Plants Products’. London: McGraw Hill Book Co. Inc. 1937.

Hutchinson, J. ‘Families of Flowering Plants. V-I: Dicotyledons Arranged According to a New System Based on the Probable Phylogeny’. Oxford: The Clarendon Press, 1959.

Kuzmine N.E. ‘Cytology of the Cultivated Poppy in Connection with its Original Evolution’. 1953.

Lausane, C. Pipe Dream Blues: Racism and the War on Drugs.Boston: South End Press, 199.

Lingman, R., Drugs From A to Z : A Dictionary .London : Allen lane, 1969.

Masood A., EsiBulandiEsiPasti (Urdu) .Rawalpindi :Ahsan Publishing House,1981.

McCoy, A.W. ,The Politics of Heroin in Southeast Asia .New York: Harper and Row,1972.

McCoy, A.W. The Politics of Heroin and CIA Complicity in the Global Trade. New York: Harper & Row, 1992.

Musto, David. F. ‘The American Disease: Origin of Narcotics Control’. London: Yale University Press, 1973.

Neligan, A.R. ‘The Opium Question with Special Reference to Persia’. London: John Bale Sons & Danielson Ltd., 1927.

Owen David Edward. ‘British Opium Policy in China and India’. New Heaven: Yale University Press, 1934.

Porter, C.L. ‘Taxonomy of Flowering Plants’. London: Prentice Hall, 1967.

Qureshi, I.H., (ed). ‘A Short History of Pakistan: Book I-IV’. Karachi: University of Karachi, 1987.

Rowntree Joshua. ‘The Imperial Drug Trade’. London: Methuine and Co, 1905.

Sahibzada, RAuf, A.K. ‘Poppy Cultivation in North-west Frontier Province (NWFP): Its Present and Future’. Islamabad: Department of Agriculture and Rural Development, 1991.

Schery, R.W., Plants for Man (2nd.edn) .Englewood Cliffs NJ :PrenticeHall,1974.

Sharma M.C. ‘History of Narcotic Control in India’. In: Mohan Desai, H.S. Sethi et Al. (ed.). Current Research I Drug Abuse in India. New Delhi, 1981.

Spencer C.P&Narvarathnam.‘Drug Abuse in East Asia’.Oxford University Press, 1981.

Stratechey, John. ‘India: Its Administration and Progress’. London: McMillan, 1903.

Terry, C.E., &Pellin.M.‘The Opium Problem’. New York: Bureau of Social Hygiene, 1928.

# SW – 711 Credit Hours: 03

# PSYCHIATRIC SOCIAL WORK

**Course Outlines:**

1. **Introduction**
	1. Definition, Meaning, Nature, and Scope of Psychiatric Social Work
	2. History and Development of Psychiatric Social Work in Pakistan and in the World
	3. Role of Social Worker in Psychiatric Setting
2. **Mental Health**
	1. Definition and Meaning of Mental Health
	2. Mental Health Issues in Pakistan
	3. Bio-Psycho and Social Causes of Mental Health Issues
	4. Religious and Socio-Cultural Perspectives on Mental Illness
3. **Related Concepts**
	1. Mental Illness and Mental Retardation
	2. Rehabilitation of Psychiatric Patients
	3. Counseling
	4. Psychotherapy
4. **Mental Health Laws & Institutes in Pakistan**
	1. History and Development of Psychiatric Health Laws in Pakistan
	2. Lunacy Act 1912
	3. Mental Illness Ordinance 2001
	4. Mental Health Facilities in Pakistan
5. **Mental Health Issues Among Vulnerable Groups**
	1. Mental Health Problems of Women
	2. Mental Health Problems of Children
	3. Mental Health Problems of Old People
6. **Prevention of Mental Health Issues**
	1. Educational Hygiene Programmes
	2. Mass Awareness Programmes
	3. Role of Media
	4. Role of WHO
	5. Role of NGOs

**Suggested Readings:**

Bartlett H.M.,(1960). *Social Aspects of S.C.W. in the Field of Medical Social Work.*New York: NASW

Bartlett, Harriett, M., (1957).*Fifty years of Social Work in the Medical setting. Post Significance and future outlook.* New York National Association of Social Workers .

Colin Pritchard (2006), *Mental Health Social Work*. New York: Routledge

Friedlander, W. A. and Apte, R. Z. (1982) *Introduction to Social Welfare* (5thedn). New Delhi: Prentice Hall

Gillerpie. S & Henderson.,(2002). *Text book of Psychiatry.*Tenth Edition.Revised by IVOR R&VBatchelor.

Goldstein., (1998). *Expanding Horizons in Medical Social Work.* Chicago, University of Chicago Press.

Hilgard R. Ernest., (1983). *Introduction to Psychology* 3rd Edition.CRM Books, Butler Alan & Pritchard.

Javeri D. R. (1996) *Social Work in Hospital Setup*, Mumbai: KEM Hospital

Mar, Del California.,(1983).*Readings in Psychology Today.*2nd Edition. CRM Books.Butler Alan & Pritchard.

Park, J. E & Park, K.(1997) *Preventive and Social Medicine*, Jabalpur : BanaridasBhanot

# SW-712 Credit Hours: 03

# SOCIAL WORK WITH SPECIAL PEOPLE

**CONTENTS:**

1. Disability- Definition of Disability, Physical and Mental Disables, Who are Exceptional? Exceptional Individual in Society
2. Disability in Pakistan and Social Policy: Special Education in Pakistan. Changes in the Social Attitudes towards Exceptional Children, the Population of Persons With Disabilities in Pakistan, Convention of the Rights of Persons With Disabilities, Legal Framework, National and International Laws, National Policies for the Disabled, Areas of Focus and Special Attention, Country Profile on Pakistan, Role of United Nation? International Agencies.
3. Special Education for Physical and Mental Disables- Definition of Mental Disability, Concept of Disabilities, Definition and Explanation of Physical Disability- Various Models (Medical Model, Rehabilitation Model, Disability Model, the Moral Model).
4. Concept of Special Education: Inclusion, Maintaining, Segregation (Self Contained), Exclusion, Importance of Special Education Awareness, Considerations Regarding Special Education, Distribution of Special Education Centers in Pakistan Working under DGSE, Islamabad.
5. Mental Illness- What is Mental Illness. How is it Diagnosed, What Forms can Mental Distress Take, Depression, Anxiety, Panic Attacks, Obsessive- Compulsive Disorder, Phobias, Maniac Depression (Bipolar Disorder), Schizophrenia, Causes of Mental Distress, Difficult Family Background- Hidden Feeling, Stressful Life Events, Biochemistry Genes, Contribution of Mental Health, the Community Mental Health Team, Community Care Services, Residential Care, Hospital Treatment, Crises Intervention, Different Treatment- Medication. Taking Treatments, Electroconvulsive Therapy (ECT), What can Friends and Relatives Do to Help. How can I Improve my Mental Health- Learning to Assert Yourself, Setting Goals, Expressing Feelings, Facing upto problems, Finding Someone to Talk to.
6. Special Education and Hearing Impaired Children- the Rights of Children in Islam, History of Special Education, History of Special Education, Historical Background of Special Education in Pakistan, Statistics of Special Education Centers in Pakistan Disability, Types of Disability, Introduction to Hearing Impaired – Various Terms Deaf- Mute, Deaf and Dumb, or Hearing Impaired, Deaf/ Deafness, Kinds of Deafness, Types of Hearing Lost, Degree of Hearing Loss, Treatment, Signs and Symptoms of Hearing Loss/ Hard of Hearing, Method for Teaching H.I.C.
7. Special Education on Mentally Retarded Children- Special Education, Mental Retardation Explanation, Archaic Term, Mild Mental Retardation, Moderate Mental Retardation, Severe Mental Retardation, Profound Mental Retardation, causes- Heredity, Parental Problems, Childhood Illness, Environmental Factors, Symptoms and Signs, Diagnosis, Prognosis, Prevention, Treatment, Placement with Peers Exploration Beyond IQ, Test Nuances.
8. Community Based Rehabilitation for Special Child- the Family Centered Approach, Support of the Local Leaders and the Community, Role of Education in Rehabilitation, Role of Mass Media, Voluntary Input through NGOs.

**Suggested Readings:**

Howard, William.L. (1978). *The Psychology of Childhood Disability. New York:* McMillan.

Hewart, W.l.(1980). *Exceptional Children*. New York, USA: Bell and Company

Kanffman, J.M. (1975). *Mental Retardation: Introduction and Personal Perspective*. Columbus: Chales and Merill.

Kirk, Semuel.A.(1962). *Education of Exceptional Children*. USA: HongtonMiffin Company.

Rehmatuallah S. (2002). *Social Welfare in Pakistan*, Karachi: Oxford University.

Sayyed, A. (2003). *The Spirit of Islam,*Lahore: Al fazal Publisher.

# SW – 713 CHILD RIGHTSCredit Hours: 03

**Course Outlines:**

1. **Introduction**
	1. Definition of a ‘child’
	2. Basic Rights of Children
	3. Welfare of Children
	4. Need and Importance of Child Welfare Services in Pakistan
	5. Child Rights in Islam
2. **Legal Framework and Institutional Mechanism for Child Rights**
	1. Legal and Constitutional Provision
	2. Institutional Framework for Child Rights
	3. UN Convention on the Rights of Child
3. **Child Rights Issues in Pakistan**
	1. Child Labour
	2. Children in Conflict with Law
	3. Child Poverty
	4. Violence, Abuse and Neglect of Children
	5. Child Slavery
	6. Child Trafficking
	7. Child Physical and Sexual Abuse
4. **Child Welfare and Protection Commission**
	1. Background
	2. Objectives and Functions
	3. Child Protection Units
	4. Police Child Protection Centre (PCPC)
	5. Role of Social Worker as Child Protection Officer
	6. Main Issues
5. **Protection of Child Rights**
	1. Role of Government Agencies
	2. Role of Civil Society
	3. Role of International Bodies
	4. Role of Media

**Suggested Readings:**

* Ackelman, Nathan W.(1958). *Psycho-Dynamics of Family Life Diagnosis, Treatment of Family Relationship*. New York: Basic Books.
* Mehbub-ul-Haq.(2000). *Human Development in South Asia*. Islamabad. Human Development Report.
* Kerfoot, Michael. (1988). *Problems of Child Hood and Adolescence.*New York: Macmill
* John Pitts. (1990). *Working with Young Offenders*. Hong Kong: MacMillan Publishing Ltd.
* Harry Hendrick. (2003). *Child Welfare: Historical Dimensions, Contemporary Debates*. Bristol, UK: The Policy Press

# SW—714 Credit Hours: 03

# SOCIAL WELFARE STATE

**CONTENTS:**

1. The history of social work and social welfare
2. Definition of various terms like, social welfare, welfare state, social services, social policy, social welfare services, social policy etc.
3. The “why: of a welfare state?
4. Purposes and goals of welfare state.
5. The politics a of welfare
6. The models of welfare/ How state welfare develops
7. Islam and social welfare
8. The Obligations of an Islamic welfare state
9. The First welfare State in the world
10. Social welfare in Pakistan.
11. The labour welfare in Pakistan
12. Zakat and Ushr system in Pakistan
13. Social welfare services i.e. services for women, children, disabled, aged and minorities**.**

**Suggested Readings:**

Alcock, P. Erskine &May.M.*The Students Companion to Social policy*. Carlton: Black well Publishing, 2003.

Karen, k, Ashman, K, *Introduction to Social work & social welfare*.Belmont :Thomson. 2007

Khalid .M. *Social Work Theory and Practice*. Karachi: Kifayat Academy.

Macarov,D.*The Design of Social welfare.* New York: Holt, Reinhart & Winston, 1978.

Phyllis J, Day. *A New History of Social Welfare*. London: Allyn& Bacon,1989.

Popple, R. Philip &Leighninger*.Social work, social welfare and American society*.1993.

Qudus, A.*The welfare State* .Lahore:Sang-e-meel publications. 1982.

White,W.B. (Ed), *Comprehensive handbook of Social Work and Social Welfare.* New Jersey ,John Wiley and Sons. 2008.

Rahmatullah,S. *Social welfare in Pakistan.*Karachi; Oxford University Press. 2000.

Scheme of Study for **Ph.D**

in Social Work (Proposed)

**Ph.D Courses in Social Work**

(Proposed)

|  |  |  |  |
| --- | --- | --- | --- |
| **Course No.** | **Course Title** | **Credit Hours** | **Major/Minor** |
| SW-901 | Modern Social Work Theories and Methods | 03 | Major |
| SW-902 | Psychoanalysis Theory and Practice | 03 | Major |
| SW-903 | Qualitative Research Methods | 03 | Major |
| SW-904 | Social Planning and Action | 03 | Major |
| SW-905 | Social Management and Administration of Social Services | 03 | Major |
| SW-906 | Community Based Disaster Risk Reduction (CBDRR) | 03 | Major |
| SW-907 | Social Gerontology | 03 | Major |
| SW-908 | Quantitative Data Analysis | 03 | Major |
| SW-909 | Social Work and Juvenile Justice | 03 | Major |
| SW-910 | School Social Work: Policy and Practice | 03 | Major |
| SW-911 | Globalization and Transitional Crimes | 03 | Major |
| SW-912 | Social Welfare in Pakistan | 03 | Major |

# SW-901 Credit Hours: 03

# MODERN SOCIAL WORK THEORIES AND METHODS

**CONTENTS:**

**A. Theories in Social Work**

1. Theory and Social Work Treatment (Francis J. Turner)
2. Behaviour Theory and Social Work Treatment (Barbara Thomlison and Ray J. Thomlison)
3. Client-Centered Theory: A Person-Centered Approach (William Rowe)
4. Cognitive Theory and Social Work Treatment (Jim Lantz)
5. Communication Theory and Social Work Theory (Gil Greene)
6. Constructivism and Social Work Treatment (Donald Carpenter)
7. Crisis Theory and Social Work Practice )Kathleen Ell)
8. The Empowerment Approach to Social Work Practice (Judith A.B. Lee)
9. Existential Social Work (Donald Krill)
10. Feminist Theory and Social Work Practice (Mary Valentich))
11. Functional Theory and Social Work Practice (Katie M. Dunlap)
12. Advances in the Life Model of Social Work Practice (Alex Gitterman)
13. Narrative Theory and Social Work Treatment (Patricia Kelley)
14. Problem-Solving Theory and Social Work Treatment (Joanne Turner and Rose Marie Jaco)
15. Psychoanalytic Theory and Social Work Treatment (Liane Vida Davis)
16. Psychosocial Theory and Social Work Treatment (Mary E. Woods and Howard Robinson)
17. Role Theory and Social Work Treatment (Liane Vida Davis)
18. System Theory and Social Work Treatment (Dan Andereae)
19. Task-Centered Social Work (William J. Reid)

**B. Application of Theories / Assignment Topics**

1. Social Work Practice with Mentally Retarded
2. Social Work Practice with Aged People
3. Social Work Practice and Crisis Management
4. Social Work Practice with Drug Dependents
5. Social Work Practice with Prisoners

**Suggested Readings:**

Turner, Francis J. (2009). *Social Work Treatment.*4th Edition. London: Simon and Schuster.

Webb, Stephen A., and Gray, Mill. (2009). *Social Work Theories and Methods*. London: Sage Publications.

Howe, David. (2009). *A Brief Introduction to Social Work Theory*. London: Palgrave and McMillan.

Payne, Malcolm. (2005). *Modern Social Work Theory*.3rd Edition. London: Palgrave and McMillan.

Lomax, Robert., Jones, Karen., and Gay, Christ. (2010). *Surviving Your Social Work Placement.* London: Palgrave and McMillan.

# SW-902 Credit Hours: 03

# PSYCHOANALYSIS THEORY AND PRACTICE

**CONTENTS:**

1. Definition and Nature of Psychoanalysis
2. Brief History of Psychoanalysis
3. Sigmund Freud’s Basic Concept
4. Structure of Personality
5. Psycho-sexual Development
6. Defense Mechanism, Psychotherapies
7. Free Association
8. Dream Analysis
9. Transference
10. Counter Transference
11. Resistance
12. Jung’s Concept of Psychoanalysis
13. Conscious
14. Persona-Shadow
15. Anima Animus
16. Introversion
17. Extroversion
18. Adler’s Theory
19. Superiority-Inferiority Complex
20. Birth Order

**Suggested Readings:**

Bootzine and Acocellah.(1988). *Abnormal Psychology, Current Perspective*. New York: Random House.

Brenner, C. (1955). *Elementary Text of Psychoanalysis*. New York: International University Press.

Coleman, J.C., and Broen.(1976). *Abnormal Psychology and Modern Life*.8th Edition. New York: Scott Foresman and Co.

Fordham, R. (1953). *An Introduction to Jung’s Psychology*. New York: Penguin.

Freud, Sigmund. (1933). *Introductory Lecture in Psychoanalysis*. London: George Allan and Unwin.

Hall, C. S., and Lindzey, G. (1978).*Theories of Personality*. New York: Johan Wiley and Sons.

# SW – 903 Credit Hours: 03

# QUALITATIVE RESEARCH METHODS

**Course Outlines:**

1. **Introduction**
	1. Definition and Meaning of Qualitative Research
	2. Need and Importance of Qualitative Research
	3. Theory and Research
	4. Difference between Qualitative and Quantitative Researches
	5. Subjectivity and the Need for Reflexivity
	6. Inductive vs. deductive methods
2. **Ethical Issues in Qualitative Researches**
	1. Definition and Meaning of ethics
	2. Importance of Ethics in Qualitative Research
	3. Main Ethical Issues in Qualitative Research
3. **Research Design in Qualitative Researches**
	1. Research Goal
	2. Conceptual Framework
	3. Research Questions
	4. Sampling Procedure
	5. Research Tools for Data Collection
	6. Validity and Reliability
4. **In-Depth Interviews**
	1. Meaning of In-Depth Interview
	2. Purpose of an In-Depth Interview
	3. Questions Design
	4. Open Questions and Probing Questions
	5. Pre-testing
	6. Conducting the Interview
	7. Establishing Rapport
	8. The Interview Setting
	9. Strengths and Limitations of In-Depth Interviews
5. **Focus Group Discussions (FGDs)**
	1. Meaning of FGDs
	2. The Need for FGDs
	3. Design of questions
	4. Group Composition, size and location
	5. Conducting the FGD
	6. Managing Group Dynamics
	7. Role of the Focus Group Team
	8. Group Probing Techniques
	9. Strength and Limitations
6. **Observation**
	1. What is Observation?
	2. The questions of What, When, Why and How in observation technique
	3. Types of Observations – Participant Observation, Non-Participant Observation, Observation with Visual Aids
	4. Writing an Observation – Field Notes, Field Diary
	5. Strengths and Limitations
7. **Documents as a Source of Data**
	1. Introduction
	2. Personal Documents – Diaries, Letters, Autobiographies, Visual Objects
	3. Official Documents- Government and Private Organizations
	4. Interpreting documents – Qualitative Content Analysis, Semiotics, Hermeneutics
8. **Qualitative Data Analysis**
	1. General Strategies for Qualitative Data Analysis
		1. Analytic Induction
		2. Grounded Theory
	2. Basic Operations in Qualitative Data Analysis
		1. Steps and Considerations in Coding
		2. Turning Data into Fragments
		3. Problems with Coding
	3. Thematic Analysis
	4. Narrative Analysis
	5. Secondary Analysis of Qualitative Data
9. **Computer – Assisted Qualitative Data Analysis**
	1. The Importance of Computer Software in Data Analysis
	2. Analyzing through NVIVO
10. **Writing up qualitative research**

**Suggested Readings:**

Alasuutari, R., Bickman, L. and Brannen J (eds) (2008) *The Sage Handbook of Social Research Methods*. London: Sage Publicaitons

Bailey, C. A. (1999) *A Guide to Field Research.*Thousand Oaks: Fine Forge Press.

Bernard, H R. (2000) *Social Research Methods: Qualitative and Quantitative Approaches.* Thousand Oaks: Sage Publications, Inc.

Bryman, A. (2012) *Social Research Methods* (4thedn). Oxford: Oxford University Press

Burgess. (1982). *Field Research: A Source Book and Field Manual*. London: Allan &Unwin.

Burns, R. B. (2000), *Introduction to Research Methods.* London: Sage Publications.

Creswell, John. W. (2ndedn.). (2003). *Research Design: Qualitative, Quantitative and Mixed Methods Approach*. London: Sage Publications.

David, M. and Sutton, C. D. (2004) *Social Research: the Basics.*London: Sage Publication.

Denzin, Norman K. (1997).  *Interpretative Ethnography: Ethnographic Practice for 21st century*. Thousand Oaks, CA: Sage Publications.

Dey, I. (1993) *Qualitative Data Analysis: A User-Friendly Guide for Social Scientists.*  London: Rutledge.

Fielding, N. (1993) ‘Qualitative interviewing’ in Gilbert, N (ed.) *Researching Social Life* London: Sage Publications, pp. 135-153.

Flick, U. (1998) *An Introduction to Qualitative Research.* London: Sage Publications.

Gilbert, N. (2001) ‘Research, Theory and Method’ in N. Gilbert (ed.) *Researching Social Life.*(2nded.) London: Sage Publications, pp. 14-27.

Hammersley, M. & Atkinson, P. (1995).*Ethnography: Principles in Practice*. London: Routledge.

Holstein, J. A. &Gubrium, J. F. (2004), ‘Active Interviewing’ in D. Silverman (ed.) *Qualitative Research: Theory, Method and Practice.* London: Sage, pp. 140 – 161.

Jupp, V. (2001) ‘Triangulation’ in E. McLaughlin and J. Muncie (eds.), *The Sage Dictionary of Criminology.* London: Sage, pp. 308-309.

MacCale CI, J & Simon, J. (ed). (1969). *Issues in Participant Observation*. London: Addison Wesley Publishing Co.

McBurney, D. H. and White, T. L. (2007) *Research Methods* (8thedn). Belmont: Wadsworth

McNeill P. and Chapman C. (2005) *Research Methods* (5thEdn). Cornwall: TJ International Ltd.

Miller, D. C. (1991) *Handbook of Research Design and Social Measurement.* (5thed.) Newbury Park: Sage Publication.

Patton, M.Q. (1990) *Qualitative Evaluation and Research Methods* (2nded.) Newbury Park, CA: Sage Publication.

Punch, K. F. (1998) *Introduction to Social Research: Quantitative and Qualitative Approaches.* London: Sage Publications.

Seale C. (2004) (ed.) *Social Research Methods: A Reader*. London: Routledge

Silverman, D. (ed). (*Qualitative, Research: Theory, Method and Practice*. London: Sage Publications.

Simmons, R. (2001) ‘Questionnaire’ in Gilbert, N. (ed.) *Researching Social life.* (2nded.) London: Sage Publications.

Singh, K (2007) *Qualitative Social Research Methods*. New Delhi: Sage Publications

Spradley, J.P. (1980). *Participant Observation*. New York: Holt, Rinchart&Winston.

Strauss, A. & Corbin, J. (1990) *Basics of Qualitative Research: Grounded Theory Procedures and Techniques.* Newbury Park: Sage Publications.

Tylor, Stephnie. (ed) (2002). *Ethnography Research*. London: Sage Publications.

Uzzell, D. (1995). Thnographic and Action Research.inM.G. Breakwell, S. Hammond & C. fife-shaw( eds). *Research Methods in Psychology*. London: Sage Publications.

# SW-904 Credit Hours: 03

# SOCIAL PLANNING AND ACTION

**CONTENTS:**

1. Planning for Development- Definition and Meaning of Planning, Kind of Planning, Total or Overall Planning, Limited Planning, Administrative Planning.
2. Principles of Planning: Unity of Programme, Continuity of Programme, Timing of Programme, Suppleness of Programme, Precision in Programme, Ethical Principles of Planning.
3. Importance of Planning—Objective Setting, Forecasting
4. Characteristics of a Good Plan—Good Planning vs Poor Planning, How Planning Enhances the Performance of an Organization and How Lack of Planning/Poor Planning can Hurt an Organization’s Performance, Limitations Inherent in Planning, Limitations due to the Deficiencies of Planners, Techniques of Planning.
5. Planning Skills—Why we Need Planning? How to Spot What Needs to be Done?
6. Need Assessment / Analysis, SWOT and SMART Analysis—Strengths, Weaknesses, Opportunities and Threats, Understanding the Dynamics of Pressure and Acting Accordingly (Pressure for Changes from Government, from Community and Motivation or Pressure from within the Person)
7. Identification of Aims and Objectives of Plan
8. Exploring Options—Options Regarding Type of Beneficiaries for Whom Planning is being Done Whether Community People, Teachers or Students, Customers etc, for money.
9. Selecting the Best Option
10. Detailed Planning
11. Evaluation of the Plan and its Impacts, Use of Various Techniques like
	1. PMI (Plus, Minus and Interesting Points of Various Steps Already Passed Through)
	2. Cost-Benefit Analysis
	3. Forced Field Analysis
	4. Cash Flow Forecast
12. Thinking Hats
13. Implementing Change
14. Closing the Plan
15. Organizing the Plan
16. Methods Used for Systematic Plan, Bringing Together of Interdependent Facts to form a Unified Whole to Achieve a Given Purpose.
17. Elements—Complexity, Conscious Rationality, Presence of Purpose.
18. Steps for Organizing—Review Plan, Lists of Tasks to be Accomplished, Division of Tasks, Assigning Work to Individuals and Delegating Authority
19. Formal and Informal Organization—With Regards to Structure, Rules and Regulations, Duties, Communications, Documentation, Ranks, Controlling, Nature of Authority (Centralized or Decentralized and Flexible or Inflexible)
20. The Project Cycle
21. Identification of Project
22. Preparation
23. Appraisal
24. Approval
25. Implementation and Monitoring
26. Evaluation and Reappraisal of the Project
27. Introduction and Illustration of PC-I, PC-II, PC-III, PC-IV, and PC-V
28. Objectives and Purpose of Social Action
29. Social Planning and Community Participation
30. Explanation of Social Planning
31. Planning as a Process of Continuous Improvement
32. Community Participation in Social Planning—Knowledge of the Issues, Open and Constructive Communication, Dedication, Creativeness
33. Why Participation Matters? Putting People at the Center of Planning
34. Identifying Participants

**Suggested Readings:**

Sheldon, H. (1950). *Planning for Development*. New York: Cambridge Press.

Rafique, Zari. (2003). *Community Development, Concept and Practice*. Peshawar: Saif Printing Press.

Staeiner, Geaorge A. (1979). *Strategic Planning What Every Management Must Know*. New York: The Free Press.

Lakhshmanna, S. P. (1990). *Social Action and Social Change*. New Delhi: Ajanta Publications.

Dermon, W., and Whiteford, S. (1985).*Social Impact Analysis and Development Planning in the Third World*. London: West view Press.

Wratten, E. (1991). *Implementation and Monitoring*. Lecture Notes. London: London School of Economics and Political Science.

# SW-905 Credit Hours: 03

# SOCIAL MANAGEMENT AND ADMINISTRATION OF SOCIAL SERVICES

**CONTENTS:**

1. Social Management: Definition, Nature and Purpose, Functions of Control, Coordination, Decision-Making and Problems Solving of any Organization (Agency, Department, Association or Project), Elements of Management: Planning Organization, Decision Making, Directing and Controlling in Management.
2. Different Levels of Public Welfare Management and Their Responsibilities. Top Level Management, Middle Level Management, Lower Level Management, and Operative Management.
3. Characteristics of Good Management and Accountability
	1. Personal Accountability
	2. Accountability to Employee
	3. Professional Accountability
	4. Accountability to other Agencies for Whom Work is Done
	5. Public Accountability
4. Social Administration

a. Definition, Meaning and Scope of Social Administration

1. Nature and Function of Administration
2. Administration Process (Planning, Organizing leading, Controlling and Decision Making)
3. Role of Administrator as Planner and Organizers, Selection and Development of Staff, as a Director, Coordinator, Report Writer, Budget Maker, Decision Maker etc.
4. Authority: Meaning and Definition of Authority, Sources of Authority, Types of Authority, Use of Authority, Delegation and Decentralization of Authority.
5. Budgeting: Definition and Explanation of Budget, Purpose, Uses and Importance, Types of Budget, Guiding Principles of Budget, Requirements for Budget Preparation, Limitations.
6. Bureaucracy, its Development, Functions and Current Debates: A Critical Analysis—Definitions, Origin, Development, Views on the Concept (Karl Marx, Max Webber, Michel Cozier), American Usage, Austrian School Analysis, Current Academic Debates.
7. Leadership versus Management: Leadership and its Theoretical Analysis: Theories of Leadership, Trait Theory, Behavioural and Style Theories, Situational and Contingency Theories, Functional Theory, Transactional and Transformational Theories, Leadership and Emotions, Leadership Performance, Leadership in Organization, Leadership versus Management, Leadership by a group, Leadership among Primates, Historical Views on Leadership.

**Suggested Readings:**

Blake, R. M. (1964). *The Managerial Grid: The Key to Leadership Excellence*. Houston: Gulf Publishing Co.

Chaudhry, FaizulLatif. (2006). *Corrupt Bureaucracy and Privatization of Tax Enforcement*. Dhaka: PathakSambesh.

Collins, C. (1994). *Management and Organization of Developing Health Systems*. New York: Oxford University Press.

Crozier, M. (1964).*The Bureucratic Phenomenon*. London: Travistock Publications.

Fayol, H. (1970). *General Principles of Management*. New York: Council of Social Work Education Press Ltd.

Heifetz, Ronald. (1994). *Leadership Without Easy Answers*. London: Cambridge University Press.

Khan, Alfred J. (n.d.).*Studies in Social Policy and Planning*. New York: Russel Sage Foundation.

Louise, Allen, A. (1973). *Professional Management, New Concepts and Proven Practices*. London: McGraw Hill Books.

Murriel, B. (1977). *Introduction to Social Administration in Britain*.4th Edition. London: The Anchor Press Ltd.

Rafique, Zari. (2003). *Community Development, Concept and Practice*. Peshawar: Saif Printing Press.

Staeiner, George A. (1979). *Strategic Planning What Every Management Must Know*. New York: The Free Press.

# SW-906 Credit Hours: 03

# COMMUNITY BASED DISASTER RISK REDUCTION (CBDRR)

**Course Outlines:**

**1. Introduction:** Nature and Importance of Community Based Disaster Risk Reduction (CBDRR)

**2.** **Types of Disasters:**

1. Natural disasters;- like Avalanches , Land Slides, Droughts, Earthquakes High Temperatures, Floods, Forests Fires, Volcanic Eruptions, Windy Storms, /Hurricanes etc.
2. Man-Made Disasters;- Technological Disasters, Like Accidents, Warfare, Terrorisms, Industrial Accidents.

**3.** **Understanding Basic Terminology:**

* 1. Hazards ii. Risk iii. Disasteriv. Vulnerability

 v. Capacity vi. Coping Capacity vii. Resilience/ Resilient

viii. Disaster Risk Reduction ix. Disaster Risk Management x. Prevention xi. Preparedness xii. Mitigation xiii. Prevention

**4.** **Hazards Classification:**

a. Natural;-Hydro-Meteorological Hazards like Floods, Earthquakes, Glaciers, Cyclones, Tornados, Storms, Surge, Droughts etc.

b. Combination Hazards’- Armed Conflicts, Wars, Ethnic Cleansing, Border Disputes, Terrorism

1. Human Induced Hazards;- Technological, Transport , Collapses of Structures, Pollution, Toxicity, Deforestation, Identification , Associated Hazards,/ Secondary Hazards, Characteristics.

**5.** **Hazards Assessment and Tools of Hazards Assessment/ Hazards Matrix/ Table:**

**6.** **Capacity and Vulnerability Assessment:**

**7.** **Risk:** (i) Components, (ii) Determinants (iii) Risk Assessment

 (iv) Basic Concept ( v) HCV, Ethics and Values.

**8.** **Risk Reduction**: a. Objectives b. Aims of Risk Reduction Measures.

 c. Appropriate and Adequate Risk Reduction Measures

 d. Community Based Risk Reduction / Disaster Preparedness.

**9. CBDRM:** Elements, Process and Outcome

**10. PCRA (Participatory Community Disaster Risk Assessment) or PRA**

**(Participatory Risk Assessment/ Participatory Rural Appraisal)**

**11. DRM Approaches:**

 a. Traditional Approach: Act of God

 b. Comprehensive/ Holistic Approach (DRR Paradigms)

 c. Natural Sciences Approach; Prediction of Hazards

d. Applied Sciences Approach: Engineering and Technological

 Advances to Mitigate Hazards

 e. Social Science Approach:- How hazards are Socially Perceived and

 Conceived

f. Contingency Planning Approach: Relief Effectiveness

**12. Public Awareness and Disaster Management:**

 a. Definition of Public Awareness

 b. What is Public Awareness/

 c. Objectives of Public Awareness

 d. Elements of Public Awareness

 e. Characteristics of Public Awareness

 f. Features

 g. Setting a Public Awareness Programme

h. How can Information Reach the Public Booklets, Brochures,

Exhibitions, Posters, Radio, Rallies, Songs, T-Shirts, and Caps

**13. Mobilization:**

 a. Community Mobilization for Disaster Risk Reduction ; Building and Sustaining

CBDMOs

 b. Mobilizing Resources for CBDRR

 c. Planning and Implementation.

d. Partnership for Community Risk reduction

e. Community Training

f. Stake Holders and Resource Analysis

g. Community Based Risk Reduction Learning

h. Participatory Monitoring and Evaluation for CBDRR

**14. Mainstreaming CBDRR in National and Local Govt. Programme for**

**Disaster Management:**

**15. Post- Disaster Phenomena:**

a. Emergency Response

b. Disaster Relief

c. Disaster Recovery

d. Recovery- Opportunity to Build Better and Established Sustainable DRR Organizations.

e. Rehabilitation

f. Reconstruction

g. Disaster and Development

**Suggested Reading:**

Aberquez, I and Murshed, Z. (2008). Community Based Disaster Risk Management hand Bookof Field Practitioners’. Bangkok ADPC.

ADPC.(2000).Increasing Awareness and Reducing Risk Disaster Risk campaign in Cambodia, Lao & Vietnam, in DR- CLV Bangkok.

ADPC. (2003). “Safer Cities 6: Promotion of Disaster Mitigation in Sri Lanka – piloting communication through empirical approach” AUDPM, Bangkok.

ADPC. (1997). “ promoting Community based Approaches in Disaster Management’ in Asian Disaster Management Newsvol.3 No.2 Bangkok.

ADPC.(2003).Course Reference Manual of 11thCBDR<M Course (CBDRM-11) Bangkok.

Building, L. (2003). Disaster management in South East Asia : an overview. ADPC Bangkok.

# SW-907 Credit Hours: 03

# SOCIAL GERONTOLOGY

**Introduction:**

1. Introduction and Importance of Social Gerontology.
2. Meaning, Definition, Scope and Importance.
3. Islamic Concept Regarding Care of Aged.
4. The Biology of Aging.
5. The Psychology of Aging
6. The Sensory Functioning of Aging
7. Perceptual and Mental Action
8. Population Structure: Ratio of 65+ Socio Economic Condition
9. The Myth and Fact of Aging.
10. The Disengagement Theory.
11. General Problem of the Old –Age:
12. Social Problems (Accommodation, Transportation, Recreational and Religious Practices)
13. Psychological Problems (Loneliness, Isolation, Fear of Death, Family Issues and Protection)
14. Physical Problems ( Sight, Hearing, General Weakness, Diet and other Disabilities)
15. Economic Problems ( Unemployment, Pension, Poverty etc)
16. Aging in Pakistan. Social analysis.
17. Social Policy on the Elderly: Examples of USA, UK and Pakistan.
18. The Research Process and the Elderly.
19. Case Management for Gerontological Social Works.
20. Aging and Individual Work, Retirement and Leisure.
21. Services for Aged in Pakistan.
22. Public Approach towards Aging and Aged: NGOs in Pakistan.
23. Culture and Aging Process in Pakistan at Regional Level.
24. Long-Term Care System for the Elderly.
25. Institutional Care System.

**Suggested Reading:**

Birren, James, E, and Schale, W.K. (ed) (1977). *Hand Book of the Psychology of Aging.* New York: Von Nostrand Reinhold.

Borgatta, Edgar. (1987). *Critical Issues in Aging Policy.* London: Publications.

Cook, Skinne. (1983). *Contemporary Perspectives on adult development and Aging*, Machmillian Publishing co., Inc. New York.

David, Decker L. (1980). *Social Gerontology, California State College*, Toronto, Canada: Little, Brown and Co.

Hareven, Adams. (1982). *Aging and Life Course Transition.* London: Tavistoc Publications.

Hooyman, R., Nancy, H., and Kiyat, Asuman (1999). *Social Gerontology.* 4th Edition Washington: Asiman Schuster Company.

Khalid,M. (1992). *Social Work Theory and Practice.* Karachi: Kifayat Academy.

Scheider, L. (1992) *Gerontological Social Work.* Chicago: Nelson-Hall Publishers.

Hooyman, Nancy. (1999). *Social Gerentology.* London: Allyn and Bacon Bostan.

Pauline, (1979).*Aging Parents*. California: University of Southern California press.

Pearce, Penelope. (1988). *Personal Data Protection in Health and Social Services*, London: Croom Helm.

Upadhyay, V.S. (1994). *Anthropology of Aging.* New Delhi: Ranchi University.

Zarti, Steven. (1980). *Aging and Metal Disorder.* New York: The Free Press.

# SW-908 Credit Hours: 03

# QUANTITATIVE DATA ANALYSIS

The main objective of this subject is to inculcate the scholars the use of basic concepts and methods of statistics and the use of statistics for research and analysis of the data with special emphasis on Computer-based data analysis. This course will comprise of two parts. Part-1 will give orientation in basic statistics and Part-II will give the scholars an opportunity to learn and use SPSS and other spread sheets methods for quantitative data analysis. This course will replace the existing major course SW 710/910 entitled “seminars on (a) Social Welfare State and (b) Recent Trends of Psychotherapy”. These two seminars are now numbered as SW 714/914 with the same title and will and will be the minor courses.

**PART-I: Social Statistics**

1. Introduction to Statistics and Statistical Data
2. Types of Statistical Data
3. Sources of Statistical Data.
4. Methods of Data Collection
5. Data Editing
6. Data Classification
7. Diagrammatic Presentation: Tabulation of Data.
8. Measurement of Central Tendency
9. Arithmetic Means
10. Median
11. Mode
12. Measurement of Dispersion
13. Mean Deviation
14. Standard Deviation
15. Correlation and Regression
16. Test of Significance/ Manifold Classification.
17. Chi-Square Test

**Part II: Computer-Based Analysis**

1. Introduction to SPSS
2. File Management
3. SPSS Data Entry
4. Coding Closed Questions
5. Coding Open Questions
6. Recode and Compute
7. Data Analysis: Frequencies
8. Data Analysis: Cross-Tabulation
9. Data Cleaning.

**Suggested Readings:**

Agresti, A. (1996). *An Introduction to Categorical Data Analysis*. New York. John Wiley & sons Inc.

Agresti,A. & Finlay, B. (1977). *Statistical Method for the Social Science*. London: Pearson Education/ Prentice Hall.

Bahtti, A. Iqbal, (2000). *Elementary Statistics*. Lahore. Bhatti Publishers Urdu bazaar.

De Vaus, D. (2002).*Survey in Social Research*. London. Routledge.

Gilber, N. (1993). *Researching Social Life*. London. Sage Publications Ltd.

Marsh,C. (1988).*Exploring Data: An Introduction to Data Analysis for Social Scientists*.Londong: Polioty Press.

# SW-909 Credit Hours: 03

# SOCIAL WORK AND JUVENILE JUSTICE

**Contents:**

1. **Introduction to Social Work**
	1. Definition and Meaning of Social Work
	2. Philosophy of Social Work Practice
	3. Fields of Social Work
	4. The Scope of Social Work in Pakistan
	5. Social Work with Juvenile Delinquents
2. **Juvenile Delinquency**
	1. Definition and Meaning of Juvenile Delinquency
	2. Types of Juvenile Delinquents
	3. Causes of Juvenile Delinquency
	4. Official Statistics of Juvenile Delinquency
	5. Gender and Delinquency
3. **Theories of Juvenile Delinquency**
	1. Biological Theories
	2. Psychological Theories
	3. Sociological Theories
	4. Social Structure Theories
4. **Social and Institutional Influences on Delinquency**
	1. Differences in Male and Female Delinquency
	2. Influence of Family on Delinquency
	3. Child Abuse, Neglect, Violence and Delinquent Behaviour
	4. Peer Influences on Delinquent Behaviour
	5. Juvenile Gangs
	6. School and Delinquency
	7. Drugs and Delinquency
5. **Legal Framework for Juvenile Justice in Pakistan**
	1. Definition of a ‘Child’
	2. Age of Criminal Responsibility
	3. Background of Juvenile laws in British India
	4. Criminal Investigation Procedure – Pretrial, Trial, Bail, Sentencing
	5. Salient Features of Juvenile Justice System Ordinance 2000/Rules 2001
	6. Main Problems Confronting Juvenile Justice System in Pakistan
	7. Future Prospects
6. **Juvenile Justice System in Pakistan**
	1. Police Work with Juvenile Offenders
	2. The Juvenile Courts
	3. Juvenile Court Procedures
	4. Role of Public Prosecutor
	5. The Detention Home
7. **The Correctional Services for Juvenile Offenders**
	1. Definition and Meaning of Correctional Services
	2. Rehabilitation and Reintegration of Juvenile Offenders
	3. Rehabilitation Programmes for Juvenile Offenders
	4. The Borstal Institutions
	5. The Probation System for Juvenile Offenders
	6. The Parole System for Juvenile Offenders
8. **Role of Institutions in Preventing Delinquency**
	1. Family
	2. School
	3. Religion
	4. Neighborhood
	5. Recreation
	6. Extra-curricular activities

**Suggested Readings:**

Brown, S. (2005). *Understanding Youth and Crime: Listening to Youth?* I2nd ed.). Buckingham: Open University Press

Dawn (2010). ‘No Juvenile Court, no Free Legal Aid’, *The Dawn Newspaper,* April 13, 2010

Farrington, D. (1996). *Understand and Preventing Youth Crime.* York: York Publishing Services

Gelsthorpe, L. and Sharpe, G. (2006). ‘Gender, Youth Crime and Justice’, in B. Goldson and J. Muncie (eds. ) *Youth Crime and Justice: Critical Issues.* London: Sage Publications

Internal Displacement Monitoring Centre (IDMC) and Norwegian Refugee Council (NRC). (2010). *Still at Risk: Internally Displaced Children’s Rights in North-West Pakistan, Summary and Recommendations*. Geneva

Jullani, A. (1999). *Cries Unheard: Juvenile Justice in Pakistan. Islamabad: Society for the Protection of the Rights of the Child (SPARC)*

Muncie, J. (2004). *Youth and Crime: A Critical Introduction* (2nded.). London: Sage Publications

Munice, J. and goldson, B. (Eds.) (2006).*Comparative Youth Justice*. London: Sage Publications

SPARC (2010).*The State of Pakistan’s Children 2010*. Islamabad: Society for the Protection of the Rights of the Child

# SW – 910 Credit Hours: 03

# SCHOOL SOCIAL WORK: POLICY AND PRACTICE

**Course Outlines:**

1. **Introduction:**
	1. Definition and Meaning of School Social Work
	2. Background of School Social Work in the World
	3. The Need and Importance of School Social Work
	4. Role of Social Worker in Educational Setting
	5. School Social Work in Pakistan
2. **Learning Disabilities among School Children:**
	1. Meaning of Learning Disabilities
	2. Causes of Learning Disabilities
	3. Remedies of Learning Disabilities
3. **Application of Social Work Methods in Schools Settings:**
	1. Social Case Work – Counseling with Students with Learning Disabilities
	2. Social Group Work – Group Therapy of Students with Learning Disabilities
	3. Mobilization and Utilization of Community Resources for Students’ Welfare
4. **Main Problems in Schools:**
	1. Delinquency among School Children
	2. Truancy
	3. Failure in School Subjects
	4. Bullying
	5. Over Aggressive Behaviour
	6. Using Narcotics
	7. Stealing
	8. Abuse and Neglect at School
	9. Fighting
	10. Parental Neglect
5. **Maintaining School Discipline and Punishment System:**
	1. Teacher – Student Relationship
	2. Classroom Situation
	3. Disciplinary Committee
	4. The Issue of Corporal Punishment in Schools
6. **School Social Work with Special Children:**
	1. Background of School Social Work with Special Children
	2. Number of Special Educational Schools in Pakistan
	3. Nature of Facilities for Special Children
	4. Role of Social Worker with Special Children in Schools
7. **Social Work Interventions in Schools Settings:**
	1. Guiding and Counseling
	2. Arranging Tutorials
	3. Students Unions
	4. Parent – Teacher Association
	5. Arrangement of Extra – Curriculum Activities
8. **Provision of Services in Schools:**
	1. The Role of Curriculum in Personality Development
	2. The Role of Teacher in Personality Development
	3. The Role of Parents in Socialization of Children
	4. The Role of Government in Policy Formulation
	5. The Role of Media in Creating Awareness about Importance of Education
	6. The Role of Civil Society (NGOs) in Promoting Child Welfare and Child Protection

**Suggested Readings:**

Doel, M. (2012) *Social Work: The Basics*. New York: Routledge

Dominelli, L. (2009) *Introducing Social Work:* Cambridge: Polity Press

Dupper, D. R. (2003) *School Social Work: Skills and Interventions for Effective Practice*. New Jersey: John Wiley & Sons, Inc.

Kelly, M. S. (2008) *The Domains and Demands of School Social Work Practice: A Guide to Working Effectively with Students, Families and Schools*. Oxford: Oxford University Press

Kelly, M. S., Raines, J. C., Stone, S., and Frey, A. (2010) *School Social Work: An Evidence – Informed Framework for Practice*. Oxford: Oxford University Press

Khalid, M. (1992) *Social Work: Theory and Practice*. Karachi: Kifayat Academy

Segal, E. A., Gerdes, K. E., and Steiner S. (2010) *An Introduction to the Profession of Social Work: Becoming a Change Agent* (3rdedn). Belmont: Brooks

# SW-911 Credit Hours 03

# GLOBALIZATION AND TRANSNATIONAL CRIMES

**CONTENTS:**

1. **Introduction to Globalization:**
	1. Defining and meaning of Globalization
	2. History and development
	3. Interpretation of Globalization (Positive/Negative)
	4. Impacts of Globalization: Social, Cultural, Economic, Political, Environment etc.
2. **Transnational Crime:**
	1. Organized Crime and Transnational Organized Crime
	2. The Problem of Definition
	3. The History and Development of Organized Crime
	4. Mafia Organizations
	5. Early Understanding of Organized Crime: Ethnic Based Conspiracy Theories
	6. Characteristics of Organized Crime
3. **The Globalization of Organized Crime:**
	1. Organized Crime and National Security
	2. Globalization and Problems in the Governance of Organized Crime
	3. National, Regional and International Measures for Controlling Organized Crime
4. **Major Transnational Crimes:**
	1. Drugs Trafficking
	2. Human Trafficking
	3. Corruption
	4. Terrorism
	5. Smuggling
	6. Gambling
	7. Money Laundering

**Suggested Readings:**

Aas, K. (2007). *Globalisation and Crime.* London: Sage Publications

Aguilar-Millan, S., Foltz, J.E., Jackson, J. and Oberg, A. (2008) ‘Globalization and Crime’.*The Futurist*, pp.41-50

Alexander, K. (2001). ‘International Anti-Money Laundering Regime: The Role of the Financial Action Task Force’ in *Journal of Money Laundering Control*.Vol. 4. No.3. pp.231-248

Alldridge, P. (2003). *Money Laundering Law: Forfeiture, Confiscation, Civil Recovery, Criminal Laundering and Taxation of the Proceeds of Crime.* Oregon: Hart Publishing

Andreas, P. &Nadelmann, E. (2006).*Policing the Globe: Criminalization and Crime Control in International Relations*. Oxford: Oxford University Press

Asad, A.Z and Harris, R. (2003).*The Politics and Economics of Drug Production on the Pakistan – Afghanistan Border*. Aldershot: Ashgate.

Barak, G. (2001). Crime and Control in an age of globalisation: a theoretical dissection. Critical Criminology, 10: pp.57-72

Clarke, T. and Tigue, J. J. (1975).*Dirty Money: Swiss Banks, the Mafia, Money Laundering and White Collar Crime*, Simon and Schuster, New York: pp. 91-114

English, R. (2009). *Terrorism: How to Respond*. Oxford: Oxford University Press.

Findlay, M. (1999).*The Globalisation of Crime.* Cambridge. Cambridge University Press

Findlay, M. (2008).*Governing through Globalised Crime: Future for International Criminal Justice.*Willan: Cullumpton

Gilmore (1999).*Dirty Money: The Evolution of Money Laundering Countermeasures* Strasbourg: Council of Europe Publishing

Gilmore W.C. (2004). *Dirty Money: The evolution of international measures to counter money laundering and the financing of terrorism* 3rd ed. Strasbourg: Council of Europe Publishing

Ianni, F. and Ianni, E. (1972).*A Family Business: Kinship and Social Control in Organised Crime*. New York: Russell Safe Foundation

Karofi, U.A. and Mwanza, J. (2006).‘Globalisation and Crime’. Bangladesh e-journal of Sociology Vol. 3, Number 1, pp.1-19

Kochan, N. (2005). *The Washing Machine*. US: Texere Publishers

Leong, A.V.M (2007b). *The Disruption of International Organised Crime: An Analysis of Legal and Non-Legal Strategies*. Aldershot: Ashgate

Mallory, S.L. (2007). *Understanding Organized Crime*. Sudbury: Jones and Bartlett Publishers

Newburn, T. (2007).*Criminology*. Devon: Willan Publishing

Richards, J.R. (1999). *Transnational Criminal Organizations, Cybercrime, and Money Laundering: A Handbook for Law Enforcement Officers, Auditors, and Financial Investigators*. Florida: CRC Press

Whittaker, D.J. (ed.) (2007). *The Terrorism Reader* (3rd Ed.) London: Routledge

Winders, W.And Sandler, T. (2006).*The Political Economy of Terrorism*. Cambridge: Cambridge University Press

Wright, A. (2006). *Organised Crime.*Cullumpton: Willan Publishing

# SW – 912 Credit Hours: 03

# SOCIAL WELFARE IN PAKISTAN

**Course Outlines:**

1. **The Concept of Social Welfare and Social Work:**
	1. The Concept of Social Welfare and Social Work.
	2. The Definition of Social Welfare
	3. Descriptive and Functional Definition
	4. The Situation Analysis of Welfare in Pakistan
	5. The Politics of Welfare
	6. History of Social Work and Social Welfare
	7. Social Work, Social Welfare, Social Policy, Social Welfare Policy, Welfare State and Related Concepts.
2. **The Concept and Practice of Welfare in Islam:**
3. The Islamic Concept of Welfare
4. The First Welfare State
5. Obligations of an Islamic Welfare State
6. The Structure of the Islamic Polity and Welfare System
7. **Welfare Evolution in Pakistan:**
8. The Colonialism and Welfare in India
9. The Impacts of Colonialism on Welfare in Indian Sub-Continent
10. The Initial Stage of Welfare Immediate after Independence
11. The Structural Development: The National Council of Social Welfare, The Provincial Council of Social Welfare, District Welfare Committees.
12. Legislation on Control of Welfare Agencies: The Voluntary Social Welfare Registration and Control Ordinance 1961
13. Social Work Education in Pakistan
14. **Social Welfare Policies of Pakistan:**
15. The 1955 Recommendations
16. The 1988 Policy
17. The 1992 Policy
18. The 1994 Policy
19. Women and Social Welfare
20. Children and Social Welfare
21. The Aged and Social Welfare
22. Welfare of the Minorities
23. Welfare of the Special Groups
24. **NGOs in Pakistan:**

. a. Definition

b. Types/ Fields on NGOs

c. NGOs in Pakistan

d. Role of NGOs in Development and empowerment

e. Formation of an NGO

f. Registration Laws of NGOs in Pakistan

**Suggested Readings:**

Afridi, M.Zaheer (1988) *Catch 22: the Politics of Poverty and poverty of politics*. PARD Peshawar.

Asad,A.Z. &Hussain.B. “An Overview of the Current Legislation On NGOs Registration and Control in Pakistan” in *Law and Society* No.54 Vol. XXXIX. Peshawar University.

Baily,R. and Brake,M. (1980) *Radical Social work Practice*. London. Edward Arnold.

Karen k, Kirst-Ashman,2007, *Introduction to Social work & social welfare*. Belmont :Thomson.

Klein, Philip, 1968. *From Philanthropy to Social Welfare*. San Francisco: Jossey-bass.

Livingstone, Arthur, 1969. *Social Policy in Developing Countries*. London: Routledge&Kegan Paul.

Mandel, E. 1968.*Marxist Economic Theory*.London : Merlin.

Mishra , Ramesh,1981. *Society and Social Policy*.*Theories of Practice of Welfare.* London: Macmillan.

Muhammad Khalid, (2005) *Social work Theory and Practice*. Karachi. Kifayat academy

Popple, R. Philip &Leighninger*.(2001) Social work, social welfare and American society* . ?????

Rahmatullah,S.(2000) *Social welfare in Pakistan*. Karachi. Oxford University Press