



**Government of Karnataka**  
**Department of Collegiate Education**  
**Government First Grade College Mudhol**

Tq: Mudhol DistBagalkot

Telephone : (8350)281276

**LESSON PLAN FOR THE ACADEMIC YEAR 2019-20**

(ANNEXURE-1.2)

Criterion 01

(Metric -1.1.1)

**Programme:**BSW

**Course/Paper Name:**Administration of Social Welfare Organization.

**Semester:**VSem

**Class:** BSW II Year

**Name of the Faculty:** Prof. M.B.MUNDRGI

**Total Hours:**60

Sl. No.	Topic covered	No. of Lecture Hours	Methodology/pedagogy	Date	Initial
<b>Unit 1:</b>					
1	Social Work Administration:	2. Hour	Black board/ Lecture PPT	18/06/2019	
2	Meaning, Definition of Administration;	2. Hour	Black board/ Lecture PPT		
3	Meaning, Definition,	2. Hour	Black board/ Lecture PPT		
4	Objectives, Principles	2. Hour	Black board/ Lecture PPT		
5	Scope of Social Work Administration;	2. Hour	Black board/ Lecture PPT		
6	Significance if Social Work Administration as a Method of Social Work	2. Hour	Black board/ Lecture PPT		
	<b>Total hours:</b>	<b>12 Hours</b>			
<b>Unit 2 :</b>					
7	Functions of Social Work Administration (POSDCoRBEF):	1. Hour	Black board/ Lecture PPT		
8	Planning,	1. Hour	Black board/ Lecture PPT		
9	Organizing,	1. Hour	Black board/Lecture PPT		
10	Staffing,	2. Hour	Black board/ Lecture PPT		
11	Directing	1. Hour	Black board/ Lecture PPT		

12	Coordinating,	1. Hour	Black board/ Lecture PPT		
13	Reporting	1. Hour	Black board/ Lecture PPT		
14	Budgeting	1. Hour	Black board/ Lecture PPT		
16	Evaluation, and Feedback	3.Hour	Black board/ Lecture PPT		
	<b>Total hours:</b>	<b>12 Hours</b>			
	<b>Unit 3 :</b>				
17	Types and Establishment of Social Service Organizations:	2. Hour	Black board/ Lecture PPT		
18	Registration and Management under the Societies Registration Act, 1860;	1. Hour	Black board/ Lecture PPT		
19	The Indian Trust Act, 1882;	4. Hour	Black board/ Lecture PPT		
20	The Cooperative Societies Act, 1904	2. Hour	Black board/ Lecture PPT		
21	The section 25 of Companies Act, 1956.	3. Hour	Black board/ Lecture PPT		
	<b>Total hours</b>	<b>12.Hour</b>			
	<b>Unit 4 :</b>				
22	Skills and Techniques of Social Work Administration:	1. Hour	Black board/ Lecture PPT		
23	Programme / Project Development,	2. Hour	Black board/ Lecture PPT		
24	Public Relations	2. Hour	Black board/ Lecture PPT		
25	Decision Making,.	2. Hour	Black board/ Lecture PPT		
26	Fund Raising	1. Hour	Black board/ Lecture PPT		
27	Networking, and Conflict Resolution	4. Hour	Black board/ Lecture PPT		
	<b>Total hours</b>	<b>12 Hours</b>			
	<b>Internal Assessment Test/Quiz/Assignment – 02</b>				
	<b>Unit 5:</b>				
28	Procedures for seeking Tax Exemption (80G) and	2. Hour	Black board/ Lecture PPT		
29	Foreign Contribution.	2. Hour	Black board/ Lecture PPT		

30	Role of Social Worker in Social Work Administration.	2. Hour	Black board/ Lecture PPT		
31	Role of Social Worker in Social Work Administration.	1. Hour	Black board/ Lecture PPT		
32	Recent Trends in Social Work Administration.	1.Hours	Black board/ Lecture PPT		
33	Recent Trends in Social Work Administration.	1. Hour	Black board/ Lecture PPT		
<b>Total hours</b>		<b>12 Hours</b>			
Date of submission of IA Marks :					

**Signature of Faculty**

**Signature of HOD**

**Principal**