



बिरसा मुंडा द्रायबल युनिवर्सिटी Birsā Munda Tribal University

राजपिपला, जि० नर्मदा Rajpipla, Dist. Narmda

Established by Tribal Development Department, Govt. of Gujarat

School of Social Work

Master of Social Work (MSW)

**Subject Code & Name:- MSW2FCICT2 & Information and Communication
Technology in Social Work**

Teaching and Evaluation Scheme:-

Teaching Scheme				Examination Scheme			
Credits				Component Weightage			
				CCE		SEE	
L	T	P	Total	TH	PWE	TH	PWE
1	0	1	2	25	25	-	-

Programme Name	Master of Social Work (MSW)
Semester	II
Course Code	MSW2FCICT2
Course Title	Information and Communication Technology in Social Work
Course Content Type (Th. / Pr.)	Theory and Practical
Course Credit	2
Sessions	30 Hours
Total Teaching	30

Learning Objectives

1. To understand the concept and components of Information and Communication Technology (ICT).
2. To develop knowledge about the role and importance of ICT in Social Work practice.
3. To acquire basic skills in using ICT tools for communication, documentation and data management.
4. To understand the use of ICT in research, community work and advocacy.
5. To develop awareness about digital inclusion and challenges in rural and tribal contexts.
6. To understand ethical issues related to ICT in Social Work.



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Learning Outcomes

1. Demonstrate understanding of ICT concepts and their relevance in Social Work.
2. Use basic ICT tools such as internet, email and office applications for professional purposes.
3. Apply ICT in documentation, report writing and data management.
4. Utilize ICT tools for community mobilization, awareness and advocacy.
5. Analyze challenges of digital divide and ICT use in rural and tribal areas.
6. Demonstrate ethical awareness in the use of ICT, including privacy and data security.

Detailed Contents

Unit	Topic/Sub Topic	Teaching Hours
I	Unit I: Introduction to ICT and ICT Tools in Social Work • Concept and components of Information and Communication Technology (ICT) • Role and importance of ICT in Social Work practice • ICT in social service delivery and administration • Digital literacy and basic computer skills for social workers • Overview of e-Governance and Digital India initiatives • Use of ICT tools: Internet, Email, MS Word, Excel and PowerPoint • Online communication platforms: video conferencing, webinars, social media	15
II	Unit II: ICT Applications, Community Use and Ethics in Social Work • Use of ICT in documentation, report writing and data management • ICT in research: online surveys and data collection tools • Introduction to Management Information Systems (MIS) in social work • ICT in community mobilization and awareness programmes • ICT for advocacy and social campaigns (social media, digital platforms) • Digital inclusion and challenges in rural and tribal areas	15



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	- Ethical issues in ICT: privacy, confidentiality and data security - Limitations and challenges of ICT in social work practice	
Reference Books		
- Gandhi, Anjali (1990). <i>School Social Work: The Emerging Models of Practice in India</i>. Commonwealth Publishers. - Hill, Andrew, & Shaw, Ian. (2011). <i>Social work and ICT</i>. SAGE Publications Ltd. - Colvin, Alex D., & Jackson, M. Sebrena (Eds.). (2025). <i>Social work and technology: A practical guide for using technology in social work practice</i> (1st ed.). - Kaimail, Mohankumar C. (2014). <i>ICT for rural development</i>. Laxmi Book Publication. - Claire Gregor (2006) : Practical Computer Skills for Social Work, www.learningmatters.co.u - Mehta Falguni : MS Office, Gurjar Prakashan, Ahmedabad. - Akbari Atul : (2004) Information Technology Pashva Publication - Soni R. P. Arokar Harshal, Jain Sonal (2009) Working with Personal Computer Software, Book India, Publication, Ahmedabad		

L: Lecture, **T:** Tutorial, **P:** Practical

CCE: Continuous and Comprehensive Evaluation

The CCE (Theory) shall include components such as Mid-Semester Examination, Assignments, MCQ Quizzes, Seminars, Reflective Notes, Class Participation, Case Analysis and Presentations, Surprise/Announced Tests, Attendance, etc., or any appropriate combination of these.

PWE: Practical Work Examination

The PWE Field Work, Field Work Report, Viva-Voce, Simulation Exercises, etc.

SEE: Semester End Evaluation