



**APRIL 20-24, 2020**

**TOPIC: The Discipline of Social Work**

**SUB-TOPIC: Methods and Tools in Social Work**

**Methods of Social Work**

**Social casework** is a helping process that consists of a variety of activities that may include the giving of material assistance, referrals to other community facilities, rendering emotional and psychological support through sensitive listening, etc. (Villoria,1971). A procedure for accomplishing or approaching something, especially a systematic or established one.

Four Major Casework Processes or techniques:

1. Environmental modification – steps taken by a casework
2. Psychological support – way of motivating the client to freely express her/his feelings and thoughts
3. Clarification – to see external realities more clearly to understand the client’s own feelings and behavior.
4. Insight development – involves carrying understand to a deeper level than that described in clarification wherein current and past experiences.

**Social Group Work** is a process and method through which group life is affected by a worker who consciously guides the interaction process toward the accomplishment of goals. (Wilson & Ryland, 1946)

**Community Organization** is a process by which a community identifies its needs or objectives.

**Social Action/Social Reform** is an organized effort with the aim securing social progress and solving mass social problems by influencing legislation or the administration of social services.

**Social Work Research** involves a critical inquiry and the scientific testing of the validity of social work organization, function, and method in order to verify, generalize, and extend social work knowledge and skill.

**Social Welfare Administration** is the administration of public and private social agencies designed and organized to achieve the full effect of the services for which they have been established.

Functions of social welfare administration can be categorized into seven functions

Planning	Organizing	Staffing	Directing	Coordination	Reporting	Budgeting
The process of envisioning the future structure and operation.	Provides the administrative structure of the agency and determines the functions of the “group of ultimate control.”	The human resources or personnel administration, which includes the realization of the agency’s tenure.	The function of the executive involving the responsibility for final decisions.	The distinct determination of each staff member’s assignment.	The administrative function of rendering to the governing board.	The mobilization, disbursement, and control of the financial resources of the agency.

April 23, 2020

### Activity 1

Documentary Showing: "MGA ANAK NG PUGAD LAWIN" I-witness: Kara David

Directions: Watch a short documentary film entitled "Mga Anak ng Pugad Lawin." Then, do the following:

- a. Give a short reflection about the documentary. (4 to 5 sentences)
- b. Evaluate what method of social work can be applied.
- c. Prepare a case summary indicating the method you will apply.

Note: One whole sheet of yellow pad.

### Activity 2

Directions: Answer the following questions in 2 to 3 sentences.

1. What is the reason why Social Welfare Administration is needed?
2. Choose and explain at least 3 objectives of social welfare:
  - a. Welfare for all.
  - b. Help to rule in society
  - c. Help the poor and vulnerable.
  - d. Help to fill-up the fundamental rights.
  - e. Social problem mitigation.
3. As a social worker, how can you promote the social welfare.
4. What is the essential role of social welfare administration? Cite a current situation as an example.

April 24, 2020

### Activity 3

Directions: Analyze the given caricature and answer the question below.

1. How does the caricature explain the nature of political issue?
2. What is the significance of social welfare in this caricature?



Note: One whole sheet of yellow pad.