



Tutorial Letter 101/0/2018

PRACTICAL WORK SCK3704

Year module

Department of Social Work

This tutorial letter contains important information
about your module.

BARCODE

CONTENTS

Page

1	INTRODUCTION	3
2	PURPOSE AND OUTCOMES	3
2.1	Purpose	3
2.2	Outcomes	3
3	LECTURER(S) AND CONTACT DETAILS.....	4
3.1	Lecturer(s)	4
3.2	Department.....	4
3.3	University	4
4	RESOURCES.....	4
4.1	Prescribed book.....	4
5	STUDENT SUPPORT SERVICES.....	5
6	STUDY PLAN.....	6
7	PRACTICAL WORK AND WORK-INTEGRATED LEARNING (WIL).....	6
8	ETHICAL BEHAVIOUR AND PLAGIARISM	6
9	ASSIGNMENTS	7
10	OTHER ASSESSMENT METHODS	9
11	THE EXAMINATION.....	9
12	FREQUENTLY ASKED QUESTIONS	9
13	SOURCES CONSULTED	9
14	IN CLOSING.....	10

1 INTRODUCTION

Dear Student

It gives us great pleasure to welcome you to the practical work module. This module requires the integration of theory and skills into practice, which is covered in modules **SCK3701** and **SCK3702**. We urge you to read all study materials for **SCK3701** and **SCK3702**, specifically Tutorial Letter 102 which contains additional information on various theories and perspectives. The practical module is work-intensive, therefore it is important that you gain an overview of all the pertinent requirements.

I hope you will find this an interesting and enriching learning experience, which will prepare you for your professional career.

Please note: In 2015, Unisa decided to phase out BSW 99309. The Department of Social Work has developed a new BSW degree, which is in the process of being accredited by the Council for Higher Education (CHE). Details of the outcome of the submission of the new BSW will be communicated to you as soon as they are available.

The module contents of the current qualification are aligned with the contents of the new BSW, to ensure that the curricula of both qualifications are on par. Accordingly, 2015 was the last year that Unisa registered first-year students for the BSW 99309 degree. To enable all students (also referred to as 'pipeline' students) who registered for this qualification in or before 2015 to complete their qualification, the modules will be phased out over a period of eight years.

*SCK3704 will be offered for the last time in 2020. The implication of this is that the **last October/November examination opportunity will be in 2020. There is no second/supplementary examination opportunity for practical modules.***

2 PURPOSE AND OUTCOMES

2.1 Purpose

The purpose of this module is to explore the practical application of the following methods of social work: case work, group work and working with families.

2.2 Outcomes

The module is designed for you to apply the person-centred, eco-systems and family systems theories, as well as the constructivist and strength perspectives in social case work and group work processes, along with professional values and skills, in various contexts, in both simulated and real situations.

3 LECTURER(S) AND CONTACT DETAILS

3.1 Lecturer(s)

PRIMARY LECTURER	SECONDARY LECTURER	SECONDARY LECTURER
MR RP MBEDZI THEO VAN WIJK BUILDING 5 TH FLOOR, ROOM 09 mbedzrp@unisa.ac.za 012 429 8628	MS AM PHITLELA THEO VAN WIJK BUILDING 5 TH FLOOR, ROOM 09 phitlam@unisa.ac.za 012 429 8628	DR RM LEKGANYANE THEO VAN WIJK BUILDING 5 TH FLOOR, ROOM 10 lekgamr@unisa.ac.za 012 429 2926

Please note that only queries that are not purely administrative in nature, but are about the content of this module, should be directed to the lecturers. Always ensure that you have your study material and student number at hand when contacting us with questions. To avoid disappointment, please make an appointment beforehand if you wish to see a lecturer personally.

3.2 Department

Correspondence, in the form of letters to the Department of Social Work, should be directed to:

Mr RP Mbedzi

Module Leader

Department of Social Work

PO Box 392

Unisa

0003

3.3 University

Should you wish to contact the university regarding matters not related to the content of this module, you are advised to consult the brochure, *Study @ Unisa*, which you received upon registration with your study material. This brochure contains important information on how to contact the university, including the contact details of the respective departments.

4 RESOURCES

4.1 Prescribed book

There is no prescribed book for this module.

4.2 Tutorial letters

Besides this tutorial letter, you will also receive Tutorial Letter 102, which contains the dates for your practical work activities at the Unisa learning centre and the placement organisation.

Some tutorial matter may not be available when you register. Tutorial matter that is not available upon registration will be posted to you as soon as possible, but will also be available on myUnisa.

5 STUDENT SUPPORT SERVICES

5.1 Student support

It is recommended that you establish contact with fellow students in your area, to form a study group. Study groups can be an effective source of support, since you will be able to share the challenges and experiences you encounter in your studies. You can also discuss the assignments and previous examination papers, and prepare for upcoming examinations in a study group. You will receive support on any other issues related to practical work from your supervisor, the workshop facilitators and contact person at the placement organisation. We therefore advise you to approach these people whenever you need support. Please do not overload them with questions that are unrelated to the content of the study material. In cases where the scope of your questions is beyond their competence, your lecturers are also available to provide you with the necessary support.

5.2 MyUnisa

One of the support services Unisa offers to enhance your success is myUnisa – an online platform which aims to facilitate your interaction with your fellow students on various curriculum-related issues. On myUnisa you will also receive support from your lecturers via various resources, including discussion activities which are aimed at enhancing your success. In addition, announcements and other important information relating to your studies will be conveyed to you via myUnisa. Please ensure that you access this platform on a weekly basis. As you make use of the platform, you also need to take a note of the ethical principles which apply to you as a student social worker, and your duty to uphold academic integrity, which is applicable wherever you exercise your rights and responsibilities as a student. You are still expected to interact with your fellow students in an ethically responsible manner, and to contribute equally in discussion groups. For more details on ethical issues, refer to Unisa's disciplinary code for students.

5.3 Study @ Unisa

Upon registration as a student you received a brochure, *Study @ Unisa*, which aims to help you with all resources and information about other departments at this university. Information on where to find official booksellers; rules that are applicable to students and other important information appear in this booklet. You are therefore encouraged to use the brochure as a valuable support service, which allows you to direct any query you may have to the relevant department(s) within the university.

6 STUDY PLAN

Kindly use your *Study @ Unisa* brochure for general time management guidelines and planning skills, when developing your own plan for this module.

7 PRACTICAL WORK AND WORK-INTEGRATED LEARNING (WIL)

You will practise the person-centred, eco-systems and family systems theory, as well as the strength-base perspectives and helping process in social case work and the group work process, by using professional values and skills in situations simulated during workshops and in real-life situations you encounter at the placement organisation. Further details on the nature of the fieldwork practice/work at the placement organisation appear in Tutorial Letter 102. You will, however, be placed in an organisation through the Practicum Hub. It is advisable that, as a student social worker doing third level you need to take the initiative by finding your own organisation in an area close to you, and notifying the Practicum Hub about that organisation for further guidance. There will be also a google form on MyUnisa that need to be completed by you and send to Practicum Hub for convenience placement process.

8 ETHICAL BEHAVIOUR AND PLAGIARISM

You will be working with clients at the placement organisations. You are therefore required to adhere to the professional code of ethics at all times, during any interactions. Spend time learning about the organisation's procedures and policies, and ensure that your conduct is always in line with such regulations. No form of unethical behaviour will be tolerated; it is therefore important that you familiarise yourself – in advance – with the South African Council of Social Service Professions' (SACSSP) professional code of ethics as well as Unisa's student disciplinary code.

Apart from the professional code of ethics, you are expected to uphold the ethical behaviour enshrined in the code of ethics for student social workers, and to maintain academic integrity as prescribed by Unisa's student disciplinary code.

It is important that you continually manifest ethically sound behaviour and show academic integrity by being respectful towards your fellow students, and towards the facilitators and supervisors, your colleagues in the organisation and your lecturers.

Plagiarism can be described as an ethical hazard. It is an academic offence to pass off another person's ideas or work as your own, without properly acknowledging the source. It is regarded as an academic offence which is equal to a criminal offence. Therefore, it is important to always acknowledge the sources you consult, to avoid plagiarising. We also caution you against submitting the work of other students (including previous assignments and portfolios) as your own.

9 ASSIGNMENTS

ASSIGNMENT 01

MARKS: 100

SCK3704 UNIQUE NUMBER: 689199

DUE DATE: 30 MAY 2018

This assignment **will grant you examination admission and it will contribute 20% towards your final mark.**

Question 1

1.1 Refer to the South African Council of Social Service Professions' (SACSSP) code of ethics and briefly discuss those forms of behaviour that constitute improper/unethical conduct by a social worker towards the client and the community. **(15)**

1.2 Describe the concept 'ethical dilemma', and give a relevant example. **(5)**

[20]

Question 2

Read through the case study below and answer the questions which follow:

Mrs Nyenyane is a 27-year-old widow and mother of two children aged 10 and 17 respectively. She is employed as a domestic worker for the mayor of Mogale City Municipality. She has complained that for the past three months she has been extremely restless, angry, worried and unable to concentrate on her domestic work; due to her poor concentration she has burned several of her employer's shirts while ironing. According to her, she has not been herself since losing her husband in a motor vehicle accident. The widow visited your office a week after her husband's funeral, and during the interview she seemed constantly in motion, rising several times and walking around the room before returning to her chair. After a while she remained seated and mentioned that, despite her husband's passing, her aunt always visits them in the afternoon to check how she and her children are doing, and that makes her feel better.

She further stated that, what bothers her is how her community views her since she began wearing black clothes for a period of 12 months as a sign of mourning the death of her husband; and sitting at the back seat of the taxi when going to and coming from work – in keeping with her community’s cultural beliefs seems similar to be in prison. However I have to do so to comply with community and family traditional norms.

2.1 Briefly discuss how you would facilitate the helping process, following the Person Centred Approach (PCA) with the client by using the relevant propositions, skills and values. **(20)**

2.2 Bearing in mind the above scenario, how would you implement the helping process in social case work with the client, by making use of the helping process stages and the skills applicable to each stage? **(20)**

2.3 As a facilitator working with this client, how can you apply an eco-systems perspective.

2.4 Briefly discuss how the strengths-based perspective relates to Mrs Nyenyane in the scenario outlined above. **(5)**

[50]

Question 3

Read the scenario below and answer the questions that follow:

Suppose you are placed at a child welfare organisation and you realise that the majority of cases that are reported are related to child abuse. As a result, you see a need to facilitate an educational group comprising young people between the ages of 12 and 18.

3.1 Based on the above scenario, do the following:

a) Compile a group work proposal. **(15)**

b) Identify and discuss the stages the group will go through. **(15)**

[30]

[Total: 100]

ASSIGNMENT 02

MARKS: 100

SCK3704 UNIQUE NUMBER: 701643

DUE DATE: 28 SEPTEMBER 2018

This is not an assignment in itself, but a portfolio which aims to assess how you integrated theory into a practical situation through workshops, practice sessions, group supervision and case studies. The due date (indicated above) serves as a reminder that your portfolio needs to be up to date and must be sent to the Assignment Department in Pretoria via the workshop facilitator, who will automatically become your supervisor. All reports of activities done during the workshops, group supervision sessions, practice sessions, at the placement organisations and any additional work should be neatly incorporated in the portfolio, which must be ready on the date given above.

Apart from the portfolio file, you will be required to write a case study on the last day of the group supervision session (which will be communicated to you during the course of the year). A practical scenario will be given in the case study, to which you will be required to apply your skills and techniques. Both the case study and the portfolio file will contribute towards your final mark.

10 OTHER ASSESSMENT METHODS

See the only Tutorial Letter, 102 for SCK3704, for details.

11 THE EXAMINATION

Please note that there is **no examination** for this module. The evaluation criteria are indicated at the back of the only Tutorial Letter, 102 for SCK3704. This also means that there is **no supplementary examination**. If you fail this module, you will have to repeat the whole course, in order to develop the skills required to work with clients in your fourth year.

12 FREQUENTLY ASKED QUESTIONS

The brochure, *my registration @ Unisa* contains all other information related to practical work, for example the contact persons to whom you should direct any questions and/or concerns.

13 SOURCES CONSULTED

Cournoyer, BR. 2008. *The social work skills workbook*. 5th edition. Canada: Brooks/Cole.

Dhludhlu, S. 2017. Tutorial Letter 102/0/2017 – Social Case Work, SCK3701. Pretoria: Unisa, Department of Social Work.

Grobler, H., Schenck, R. & Mbedzi RP. 2013. *Person-centred facilitation: process, theory and practice*. Cape Town: Oxford.

Mbedzi, RP. 2017. Tutorial Letter 102/0/2017 – Practical Work, SCK3704. Pretoria: Unisa, Department of Social Work.

Phitlela, AM. 2017. Tutorial Letter 102/0/2017 – Group and Family Work, SCK3702. Pretoria: Unisa, Department of Social Work.

14 IN CLOSING

I hope you will find the practical work both stimulating and informative.

Best wishes

Ms AM Phitlela

Compiler