

**STELLA MARIS COLLEGE (AUTONOMOUS) CHENNAI 600 086**  
**(For candidates admitted during the academic year 2019 – 2020 and thereafter)**

**B.S.W. DEGREE EXAMINATION, NOVEMBER 2023**  
**SOCIAL WORK**  
**FIFTH SEMESTER**

**COURSE : MAJOR CORE**  
**PAPER : SOCIAL WORK ADMINISTRATION**  
**SUBJECT CODE: 19SW/MC/AD54**  
**TIME : 3 HOURS** **MAX. MARKS: 100**

**SECTION – A** **(10 X 3 = 30)**

**ANSWER ALL QUESTIONS. EACH ANSWER SHOULD NOT EXCEED 50 WORDS:**

1. State the meaning of Voluntary Social Work.
2. Identify three programmes run by the Indian Council for Social Welfare (I.C.S.W.).
3. What is meant by 'ad-hoc committee'?
4. Identify three functions of a Board Member in a Voluntary Organization.
5. Mention three functions of a Public Relations Department of an N.G.O.
6. Specify three areas in terms of Evaluation.
7. Mention three types of Non-Governmental Organizations.
8. State three merits of a Society registration act.
9. List out three similarities between Social Work and Human Resource Management.
10. Identify three skills of a Human Resource Manager.

**SECTION – B** **(5 X 6 = 30)**

**ANSWER ANY FIVE QUESTIONS. EACH ANSWER SHOULD NOT EXCEED 300 WORDS:**

11. Write a brief note on the Principles of Social Welfare Administration.
12. Highlight the methods of fund raising engaged by N.G.Os.
13. State the importance of Policy Making for Social Welfare Programmes.
14. Briefly describe the Principles of Coordination.
15. Write a brief note on the need of Supervision of Welfare Programmes.
16. Briefly explain the challenges faced by the Non-Governmental Organizations in Tamil Nadu.
17. Briefly describe the features of the Tamil Nadu Societies Registration Act, 1975.
18. Write short notes on the objectives of Human Resource Management.

**SECTION – C** **(2 X 20 = 40)**

**ANSWER ANY TWO QUESTIONS. EACH ANSWER SHOULD NOT EXCEED 1200 WORDS:**

19. Write a detailed note on the functions of the Central Social Welfare Board.
20. Elaborately discuss the Staffing process of Social Welfare agency citing suitable examples.
21. Give an account of the salient features of the Foreign Contribution Regulation Act, 2011.
22. Critically analyse the scope and functions of Human Resource Management.

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