

**COMPETENCY BASED CURRICULUM**

**FOR THE TRADE OF**

**SURFACE ORNAMENTATION TECHNIQUES**  
**(EMBROIDERY)**

**SEMESTER-I & II**

**UNDER**

**CRAFTSMAN TRAINING SCHEME (CTS)**

**IN SEMESTER PATTERN**

**BY**



**GOVERNMENT OF INDIA**  
**MINISTRY OF SKILL DEVELOPMENT & ENTREPRENEURSHIP**  
**DIRECTORATE GENERAL OF TRAINING**

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## 1. INTRODUCTION

India is one of the youngest nations in the world. Our youth are our strength. However, a challenge facing the country is that of skilling our youth as per the demands of the industry. Recognizing the need for quickly coordinating the skill development and entrepreneurship efforts of all concerned stakeholders, the Government of India created the Ministry of Skill Development and Entrepreneurship on 9<sup>th</sup> November, 2014. To create further convergence between the Vocational Training System through Industrial Training Institutes (ITIs) and the new skill initiatives of the Government, the Training and Apprenticeship Training divisions from the Directorate General of Employment and Training (DGET) under the Ministry of Labour and Employment stand transferred to the Ministry of Skill Development and Entrepreneurship (MSDE) with effect from 16<sup>th</sup> April, 2015. This move brings over 11000 ITIs and scores of other institutions, and the Apprenticeship and Training divisions, under the Ministry.

The Ministry of Skill Development and Entrepreneurship is an apex organization for the development and coordination of the vocational training including Women's Vocational Training in our country. The Ministry conducts the vocational training programmes through the Craftsmen Training Scheme (CTS), Apprenticeship Training Scheme (ATS), Skill Development Initiative Scheme (SDIS), and Craftsmen Instructor Training Scheme (CITS) to cater the needs of different segments of the Labour market. The National Council for Vocational Training (NCVT) acts as a central agency to advise Government of India in framing the training policy and coordinating vocational training throughout India. The day-to-day administration of the ITIs rests with the State Governments/ Union Territories.

- Training courses under the CTS covering 126 trades is being offered through a network of more than 11000 Government and Private Industrial Training Institutes (ITIs) located all over the country with a total seating capacity of more than 16 Lakhs with an objective to provide skilled workforce to the industry. Skill development courses exclusively for women are also being offered under CTS and other schemes through Regional Vocational Training Institutes (RVITs) for Women, and Government and Private ITIs.
- The Apprentices Act, 1961 was enacted with the objective of regulating the program of apprenticeship training in the industry by utilizing the facilities available within for imparting on-the-job training. The Act makes it obligatory for employers in specified industries to engage apprentices in 259 designated trades to impart on the job training for school leavers, and ITI passed outs to develop skilled manpower for the industry.
- The Ministry is implementing the Modular Employable Skills (MES) under the Skill Development Initiative (SDI) Scheme to provide vocational training to earlier school leavers and existing workers especially in a unorganised sector to develop skilled manpower for the industry through a network of Vocational Training Providers (VTPs) located across the country.

Central Staff Training and Research Institute (CSTARI), Kolkata is the nodal institute for the development/revision of curricula for courses under all vocational training schemes of the Ministry. National Instructional Media Institute (NIMI), Chennai is to make available instructional material in various trades for the use of trainees and trainers to ensure overall improvement in the standard of institutional training under the CTS and ATS schemes. The institute is actively involved in the development, production and dissemination of instructional media Packages (IMPs) comprising of books on Trade Theory, Trade Practical, Test/Assignment, and Instructor's Guide.

The National Skills Qualification Framework (NSQF), published in the Gazette of India on 27<sup>th</sup> December, 2013, is a national framework that aims to integrate general and vocational streams of education and training. The main goal of the NSQF is to focus on competency-based qualifications, which in turn facilitate and enhance transparency, both within and between general and vocational streams. The National Skill Development Agency (NSDA) under the Ministry is responsible for anchoring and implementation of the Framework, by bringing together the key stakeholders through the National Skill Qualifications Committee (NSQC).

The competency-based framework organizes qualifications into ten levels, with the entry level being 1, and the highest level being 10. Each level of the NSQF is described by a statement of learning outcomes in five domains, known as level descriptors. These five domains are (1) Process, (2) Professional knowledge, (3) Professional skill, (4) Core skill, and (5) Responsibility. The paradigm shift from learning focused on inputs to an outcome/competency-based education would help in the Recognition of Prior Learning (RPL), and simultaneously enable the alignment of the Indian qualifications with international ones. Government funding is expected to be on a preferential basis for NSQF compliant courses. The NSQF notification provides a Qualification Register, which is the official national database of all qualifications aligned to NSQF levels. Through this Register, learners can expect access to all NSQF compliant qualifications.

The Ministry has set up Mentor Councils to focus on courses under NCVT in various sectors with representation from thought leaders among different stakeholders viz., industries, innovative entrepreneurs who have proved to be game-changers, academic/professional institutions, and champion ITIs for each of the sectors. The Mentor Council for each sector reviews curricula, admission criteria, course duration, and requirement of trainers and assessment/evaluation systems for the sector on a continuous basis and make recommendations regarding the same. Sector-wise Core Groups are formed to plan and prepare the documentation for the competency-based curricula for the courses under each sector.

## 2. GENERAL INFORMATION

|   |                        |   |
|---|------------------------|---|
| 1 | Qualification Name     | [SURFACE ORNAMENTATION TECHNIQUES (EMBROIDERY)] |
| 2 | N.C.O./NOS Code No.    | ---   |
| 3 | NSQF Level             | Level 4   |
| 4 | Duration of the course | One year (Two semesters)                        |
| 5 | Entry Qualification    | Passed 10th Class                               |
| 6 | Trainees per unit      | 16  |

Distribution of notional training hours of the training per week:

| Total hours /week | Trade practical | Trade theory | Employability skills | Extra-curricular activity |
|-------------------|-----------------|--------------|----------------------|---------------------------|
| 40 Hours          | 30 Hours        | 6 Hours      | 2 Hours              | 2 Hours                   |

### 3. COURSE STRUCTURE

Name of the Qualification: SURFACE ORNAMENTATION TECHNIQUES (EMBROIDERY)

Total duration of the course: 12 Months

Training duration details:

| <b>Course Elements</b>         | <b>Hourly Distribution</b> |
|--------------------------------|----------------------------|
| Professional Skills            | 1160 hrs                   |
| Professional Knowledge         | 290 hrs                    |
| Employability Skills           | 110 hrs                    |
| Extra Curricular Activities    | 80 hrs                     |
| In-plant Training/Project Work | 280 hrs                    |
| Admission & Examination        | 160 hrs                    |
| <b>Total</b>                   | <b>2080 hrs</b>            |

## 4. GENERAL TRAINING PLAN, EXAMINATION & PASS REGULATION

### General Training Plan

The knowledge and skill components as stated in the section for 'learning outcomes' are to be imparted in accordance with the instructions in respect of the content and time structure.

### Assessment

The assessment for the semester-based qualification is carried out by conducting formative assessments, and end-of-semester examinations, as per the guidelines given in the Curriculum. The internal assessments for theory subjects and practical are conducted for evaluating the knowledge and skill acquired by trainees and the behavioural transformation of the trainees as per the learning outcomes. Theory examinations are conducted in Trade Theory, Workshop Calculation & Science, Engineering Drawing and Employability Skills. Conduct of Trade practical examinations is the responsibility of respective State Governments. NCVT prepares the question papers for the Trade practical. The details of the examination and assessment standards are given in a latter section. Candidates are to demonstrate that they can:

1. Read & interpret technical parameters/documentation, plan and organize work processes, and identify necessary materials and tools,
2. Perform a task/job with due consideration to safety rules, accident prevention regulations and environmental protection stipulations,
3. Apply Professional Knowledge, Core Skills, and Employability Skills while performing the task/job.
4. Check the task/job as per the drawing for proper functioning, and identify and rectify errors in the job, if any.
5. Document the technical parameters related to the task/job.

### Pass regulation

For the purposes of determining the overall result, weightage of 25 percent is applied to each semester examination. The minimum pass percent for Practical is 60% & minimum pass percent for Theory subject is 40%.

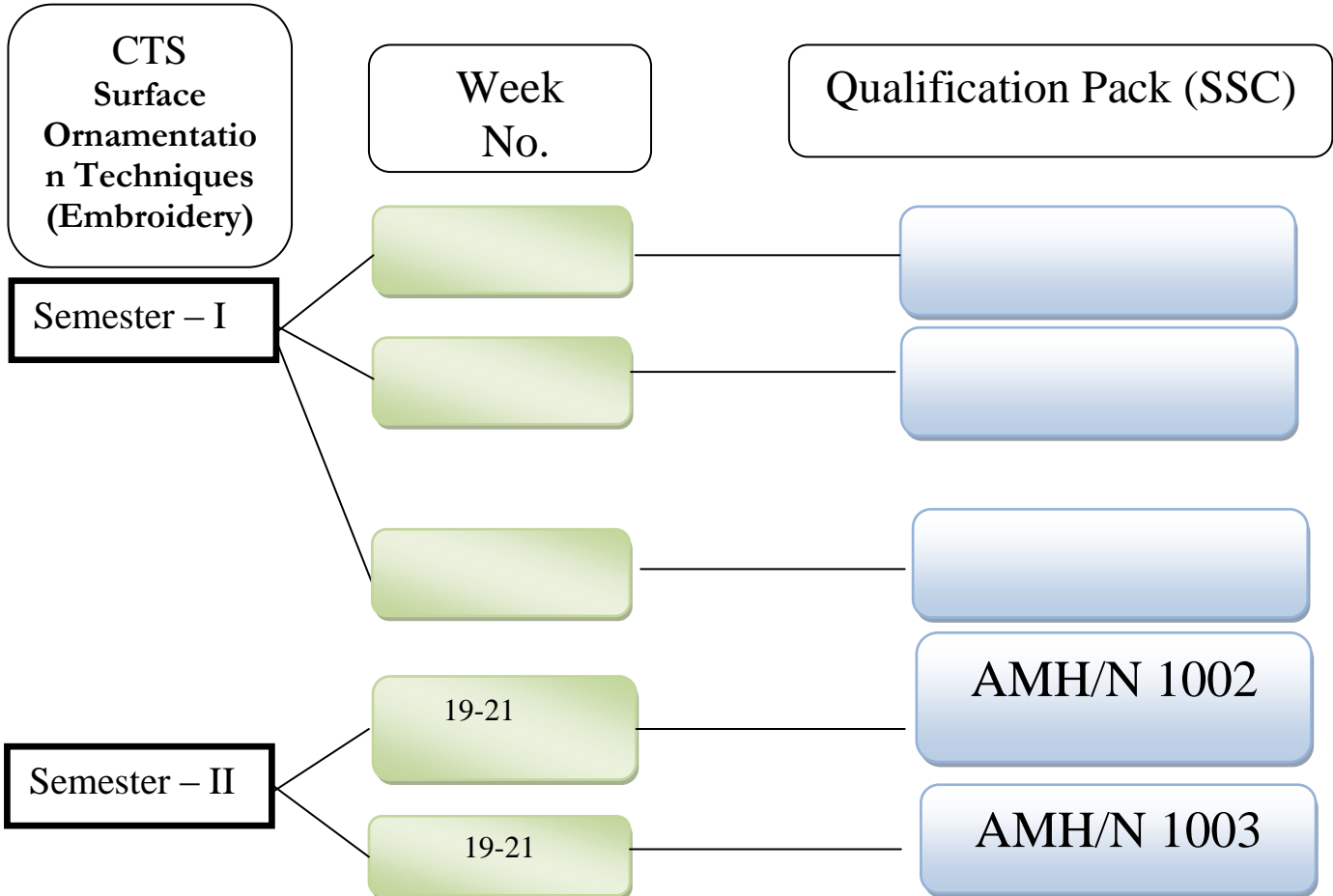
## 5. JOB ROLES

### 5.1 Brief description

This course is meant for the candidates who aspire to become Tracing experts, Hand Embroider, Zig-Zag Machine Operator, Aari Embroider, Motif Maker, Entrepreneur & Design Coordinate to Fashion Designer.

### 5.2 NOS & QP/NCO Mapping:

Mapping of CTS Surface Ornamentation Techniques (Embroidery) Trade with qualification pack (SSC)





## 6. NSQF LEVEL COMPLIANCE

The Broad Learning outcome of [Surface Ornamentation Techniques Embroidery] trade under CTS matches with the Level descriptor at Level- 4.

The NSQF [level-4] descriptor is given below:

| LEVEL   | Process required   | Professional knowledge                           | Professional skill   | Core skill  | Responsibility                           |
|---------|--|--|--|---|--|
| Level 4 | Work in familiar, predictable, routine, situation of clear choices | Factual knowledge of field of knowledge or study | Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts | Language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment | Responsibility for own work and learning |

## 7. LEARNING OUTCOMES

The following are minimum broad learning outcomes after completion of the SURFACE ORNAMENTATION TECHNIQUES EMBROIDERY course of One year duration:

### A. Generic Outcomes

1. Recognize & comply safe working practices, environment regulation and housekeeping.
2. Work in a team, understand and practice soft skills, technical English to communicate with required clarity.
3. Understand and explain the concept in quality tools and labour welfare legislation and apply such in day to day work to improve productivity & quality.
4. Explain energy conservation, global warming and pollution and contribute in day to day work by optimally using available resources.
5. Explain entrepreneurship and manage/organize related task in day to day work for personal & societal growth.
6. Understand and apply basic computer working, basic operating system and uses internet services to get accustomed & take benefit of IT developments in the industry.

### B. Specific Outcomes

#### SEMESTER - I

1. Identify and use embroidery tools with safety precautions.
2. Prepare sample basic hand stitches (Temporary & permanent stitch).
3. Describe & use different types of tracing method carbon paper, tissue paper, tracing paper, water soluble pen, tracing box (light box), hot pressing and wooden block method.
4. Demonstrate the basic embroidery stitches flat, loop, crossed, knotted and prepare article.
5. Make a Hand kerchief with a free hand (Scribble, Geometrical, Cut Paper or Signature )embroidery design
6. Draw, create & place free hand designs with Scribble, Geometrical, Cut Paper or Signature method.
7. State & identify the color wheel, describe various types of color, color schemes & use these color schemes in different jobs.
8. Demonstrate the Enlarged & Reduced forms of design
9. Decorate a garment part with a suitable Embroidery design
10. Identify, operate the Zig- Zag machine embroidery parts, demonstrate set the machine for embroidery.
11. Make samples with running stitch, running shade, satin, cording, back stitch. Identification and rectification of defects.
12. Decorate a cushion cover with embroidery design using Zig Zag Machine
13. Develop the different design for the garment components: sleeves yokes, neck, cuffs.
14. Prepare frame fitting for hand aari
15. Demonstrate locking, starting and finishing of the aari chain stitch, with factual knowledge of different types of materials & stitches.
16. Prepare samples or coaster through straight, curved & sequence lines.
17. Decorate a sari by Hand aari method with sequence work

#### SEMESTER - II

1. Prepare the sample of drawn & pulled thread, Assisi, Cut, Swiss, shadow work with quality concepts.

2. Prepare the sample of phulkari of Punjab, kantha of Bengal, kasuti of Karnataka, chikankari of Luckhnow , kashida of Kashmir, chamba of Himachal, kutch of Karnataka with quality concepts.
3. Prepare the sample of single and double cane weaving, fancy net with lazy daizy, cross stitch, circle and button hole net work with quality concepts.
4. Prepare the sample of simple ,cut and felt appliqué work with quality concepts
5. Lay out of frock, ladies kurta, gents kurta and toper and placement on them arcitale.
6. Carry out estimation and costing of garments.
7. Practice of different hand aari stitches.
8. Develop various hand aari design with the help of accessories.
9. Recall and prepare combination of zig-zag machin stitches and work style with the appliqué & satin, cording & stem, stem & satin, running & satin, shade & satin.

## 8. ASSESSABLE OUTCOMES WITH ASSESSMENT CRITERIA

Note:

1. The training shall be conducted as per syllabus as specified in Section 9.
2. The trainee shall demonstrate the competencies that are specified in the assessable outcomes, as given below.
3. The trainee shall be assessed for his/her achievement levels in all the assessable outcomes on the basis of the formative assessment, Theory & Practical examinations, observation, and viva-voce.
4. The trainee shall also be assessed for his/her achievement levels in all the assessable outcomes of the Employability Skills, Workshop Calculation & Science, and Engineering Drawing, on the basis of Theory Examinations, and for his/her ability to apply the concepts in Practical situations.
5. The assessable outcomes and assessment criteria will serve as a set of guidelines for Trainers, Paper setters, Moderators, and Assessors.

**Assessable outcomes along with assessment criteria to be achieved after each semester and completion of qualification:**

### Generic assessable outcomes and Assessment Criteria:

| ASSESSABLE OUTCOMES  | ASSESSMENT CRITERIA   |
|--|---|
| 1. Recognize & comply safe working practices, environment regulation and housekeeping. | 1.1 Follow and maintain procedures to achieve a safe working environment in line with occupational health and safety regulations and requirements and according to site policy.     |
|  | 1.2 Recognize and report all unsafe situations according to site policy.  |
|  | 1.3 Identify and take necessary precautions on fire and safety hazards and report according to site policy and procedures.  |
|  | 1.4 Identify, handle and store / dispose off dangerous goods and substances according to site policy and procedures following safety regulations and requirements.                  |
|  | 1.5 Identify and observe site policies and procedures in regard to illness or accident.   |
|  | 1.6 Identify safety alarms accurately.  |
|  | 1.7 Report supervisor/ Competent of authority in the event of accident or sickness of any staff and record accident details correctly according to site accident/injury procedures. |

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|   | 1.8 Identify and observe site evacuation procedures according to site policy.  |
|   | 1.9 Identify Personal Productive Equipment (PPE) and use the same as per related working environment.                    |
|   | 1.10 Identify basic first aid and use them under different circumstances.  |
|   | 1.11 Identify different fire extinguisher and use the same as per requirement.   |
|   | 1.12 Identify environmental pollution & contribute to the avoidance of instances of environmental pollution.             |
|   | 1.13 Deploy environmental protection legislation & regulations   |
|   | 1.14 Take opportunities to use energy and materials in an environmentally friendly manner                                |
|   | 1.15 Avoid waste and dispose waste as per procedure  |
|   | 1.16 Recognize different components of 5S and apply the same in the working environment.                                 |
| 2. Work in a team, understand and practice soft skills, technical English to communicate with required clarity.   | 2.1 Obtain sources of information and recognize information.   |
|   | 2.2 Use and draw up technical drawings and documents.  |
|   | 2.3 Use documents and technical regulations and occupationally related provisions.                                       |
|   | 2.4 Conduct appropriate and target oriented discussions with higher authority and within the team.                       |
|   | 2.5 Present facts and circumstances, possible solutions & use English special terminology.                               |
|   | 2.6 Resolve disputes within the team   |
|   | 2.7 Conduct written communication.   |
| 3. Understand and explain the concept in productivity, quality tools, and labour welfare legislation and apply such in day to day work to improve productivity & quality. | 3.1 Semester examination to test the concept in productivity, quality tools and labour welfare legislation.              |
|   | 3.2 Their applications will also be assessed during execution of assessable outcome.                                     |
| 4. Explain energy conservation, global warming and pollution and contribute in day to day work by optimally using available resources.                                    | 4.1 Semester examination to test knowledge on energy conservation, global warming and pollution.                         |
|   | 4.2 Their applications will also be assessed during execution of assessable outcome.                                     |
| 5. Explain entrepreneurship and manage/organize related task in day to day work for personal & societal growth.   | 5.1 Semester examination to test knowledge on entrepreneurship.  |
|   | 5.2 It's applications will also be assessed during execution of assessable outcome.                                      |
| 6. Understand and apply basic computer working, basic operating system, simulate part programme   | 6.1 Semester examination to test knowledge on basic computer working, basic operating system and uses internet services. |
|   | 6.2 Their applications will also be assessed during execution of assessable outcome.                                     |

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| using simulation software and uses internet services to get accustomed & take benefit of IT developments in the industry. |  |
|---|--|

**Specific assessable outcomes and Assessment Criteria:  
Semester-I**

| <b>Assessable outcomes</b>  | <b>Assessment criteria</b>   |
|---|--|
| <b>Identify and use Embroidery Tools</b>  | <ul style="list-style-type: none"> <li>• Identify embroidery tools</li> <li>• Identify all parts of equipment and their accessories</li> <li>• Clean all parts of equipment</li> <li>• Plan and operate</li> <li>• Identify basic faults and correct</li> <li>• Safety and maintenance</li> </ul>  |
| <b>Prepare sample basic hand stitches (Temporary &amp; permanent stitch)</b>  | <ul style="list-style-type: none"> <li>• Identify and use the embroidery tools with safely.</li> <li>• Select raw material for Temporary &amp; permanent basic hand stitches.</li> <li>• Prepare sample of Temporary stitches such as basting even, basting uneven, diagonal, slip basting.</li> <li>• Prepare sample of permanent stitches such as running, hemming, slip, run &amp; back, over casting.</li> <li>• Explain difference between Temporary &amp; Permanent stitch</li> <li>• Sample should be properly finished and pressed.</li> </ul>   |
| <b>Describe &amp; use different types of tracing method carbon paper, tissue paper, tracing paper, water soluble pen, tracing box (light box), hot pressing and wooden block method</b> | <ul style="list-style-type: none"> <li>• Identify and use the Pressing and Embroidery tools with safety</li> <li>• Select raw material, tools and equipment for tracing method.</li> <li>• Explain different types of tracing method such as carbon paper, tissue paper, tracing paper, water soluble pen, tracing box (light box), hot pressing and wooden block method.</li> <li>• Demonstrate all method of tracing on different fabric with safety.</li> </ul>   |
| <b>Demonstrate the basic embroidery stitches flat, loop, crossed and knotted</b>  | <ul style="list-style-type: none"> <li>• Identify and use the Drawing, Pressing and Embroidery tools with safety.</li> <li>• Select suitable raw materials for the product different stitch flat, loop, crossed and knotted.</li> <li>• Prepare napkin of types flat stitch such as running, back, stem, darning, Holbein, ect.</li> <li>• Prepare coasters cover of types loop stitch such as chain, lazy-daisy, cable chain, magic chain, whipped ect.</li> <li>• Prepare apron used types of crossed stitches.</li> <li>• Prepare hand kerchief used types of knotted stitch such as French, pistil, coral, bullion ect.</li> <li>• Select Design suitable for article.</li> <li>• Apply suitable colours to the design by following colour scheme.</li> <li>• Decide the placement of the design in the fabric.</li> </ul> |

|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• Transfer the design on the fabric by selecting suitable transferring types.</li> <li>• Fix the properly on the embroidery frame</li> <li>• Select suitable Machine embroidery stitches for the design.</li> <li>• Do the upper and lower threading of the machine.</li> <li>• Start embroidery and complete the design step by step by applying suitable stitches at the required portions.</li> <li>• Remove the frame and press the cushion cover neatly.</li> <li>• Trouble shoot the machine whenever required.</li> <li>• Follow the safety instructions throughout the process.</li> </ul>   |
| <p><b>Make a Hand kerchief with a free hand embroidery design</b></p>                                    | <ul style="list-style-type: none"> <li>• Identify and use the Drawing, and Embroidery tools with safety.</li> <li>• Select suitable raw materials for the product</li> <li>• Draw a Free Hand Design suitable for a Hand Kerchief in a Paper by following the elements of design.</li> <li>• Apply suitable colours to the design by following colour scheme.</li> <li>• Cut the fabric with the required size Press the fabric.</li> <li>• Decide the placement of the design in the fabric.</li> <li>• Enlarge/reduce the design according to the requirements.</li> <li>• Transfer the design on the fabric by selecting suitable transferring types.</li> <li>• Fix the fabric properly on the embroidery frame</li> <li>• Select suitable embroidery stitches for the design.</li> <li>• Start embroidery and complete the design step by step by applying suitable stitches at the required portions.</li> <li>• Remove the frame and trim the excess threads.</li> <li>• Hem all sides of the fabric using permanent hand stitches.</li> <li>• Press the hand kerchief.</li> <li>• Follow the safety instructions throughout the process.</li> </ul> |
| <p><b>Decorate a garment (sleeves, yokes, cuffs and neck) part with a suitable Embroidery design</b></p> | <ul style="list-style-type: none"> <li>• Identify and use the Drawing, Pressing and Embroidery tools with safety.</li> <li>• Decide the features and placement of the design (Border, Spray, Corner, Center, Link, etc) suitable for the part of the garment (Sleeves, Yokes, Cuffs, Neck, etc)</li> <li>• Draw the design using free hand in a Paper by following the elements of design.</li> <li>• Apply suitable colours to the design by following colour scheme.</li> <li>• Press the garment part. Transfer the design on the garment part by selecting suitable transferring types.</li> <li>• Fix the garment part properly on the embroidery frame</li> <li>• Select suitable embroidery stitches for the design.</li> <li>• Start embroidery and complete the design step by step by applying suitable stitches at the required portions.</li> <li>• Remove the frame and trim the excess threads. Follow the safety instructions throughout the process.</li> </ul>   |
| <p><b>Decorate a cushion cover with embroidery design using Zig Zag</b></p>                              | <ul style="list-style-type: none"> <li>• Identify and use the Drawing, Pressing and Embroidery tools with safety.</li> <li>• Select Design suitable for a Cushion Cover in a Paper by following</li> </ul>  |

|   |  |
|---|--|
| <b>Machine</b>  | <p>the elements of design.</p> <ul style="list-style-type: none"> <li>• Apply suitable colours to the design by following colour scheme.</li> <li>• Decide the placement of the design in the fabric.</li> <li>• Transfer the design on the fabric by selecting suitable transferring types.</li> <li>• Fix the cushion cover properly on the embroidery frame</li> <li>• Select suitable Machine embroidery stitches for the design.</li> <li>• Do the upper and lower threading of the machine.</li> <li>• Start embroidery and complete the design step by step by applying suitable stitches at the required portions.</li> <li>• Remove the frame and press the cushion cover neatly.</li> <li>• Trouble shoot the machine whenever required.</li> <li>• Follow the safety instructions throughout the process.</li> </ul>  |
| <b>Decorate a sari by Hand aari method with sequence work</b> | <ul style="list-style-type: none"> <li>• Identify and use the Drawing, Pressing and Hand Aari tools with safety.</li> <li>• Draw a Free Hand Design suitable for a Sari aari work in a Paper by following the elements of design.</li> <li>• Apply suitable colours to the design by following colour scheme.</li> <li>• Decide the placement of the design in the Sari.</li> <li>• Enlarge/reduce the design according to the requirements.</li> <li>• Transfer the design on the fabric by selecting suitable transferring types.</li> <li>• Press the sari and Fix the Sari properly on the Aari frame</li> <li>• Start Aari embroidery and do the stitches with sequence materials.</li> <li>• Complete the design step by step at the required portions.</li> <li>• Remove the frame and trim the excess threads.</li> <li>• Press the Sari.</li> <li>• Follow the safety instructions throughout the process.</li> </ul> |

## Semester-II

| Assessable outcomes   | Assessment criteria  |
|---|--|
| Embroidered ladies handkerchief, Gents handkerchief with Drawn & Pulled Thread, Assisi, Cut, Swiss and shadow Embroidery and maintain the specified quality. Carry out estimation and costing of garment                                    | <ul style="list-style-type: none"> <li>• Select correct needles, frame, scissor &amp; tracing method.</li> <li>• Select suitable design, thread &amp; fabric.</li> <li>• Carryout embroidery work as per the design requirement.</li> <li>• Maintain hygiene.</li> <li>• Maintain safety expects.</li> <li>• Maintain quality as per requirement.</li> <li>• Produce a estimate and cost sheet</li> </ul>    |
| Embroidered cushion cover and table cover with Phulkari, Kantha, Kasuti, Chikankari, Kashida, Chamba, Kutch Embroidery and maintain the specified quality. Carry out estimation and costing of garment                                      | <ul style="list-style-type: none"> <li>• Select correct needles, frame, scissor &amp; tracing method.</li> <li>• Select suitable design, thread &amp; fabric.</li> <li>• Carryout embroidery work as per the design requirement .</li> <li>• Maintain hygiene .</li> <li>• Maintain safety expects.</li> <li>• Maintain quality as per requirement.</li> <li>• Produce a estimate and cost sheet.</li> </ul> |
| Embroidered table mats, table napkin with single & double cane weaving, Fancy Net with Lazy Daisy, Cross stitch, Circle and Button hole Net Work embroidery and maintain the specified quality. Carry out estimation and costing of garment | <ul style="list-style-type: none"> <li>• Select correct needles, frame, scissor &amp; tracing method.</li> <li>• Select suitable design, thread &amp; fabric.</li> <li>• Carryout embroidery work as per the design requirement .</li> <li>• Maintain hygiene .</li> <li>• Maintain safety expects.</li> <li>• Maintain quality as per requirement.</li> <li>• Produce a estimate and cost sheet</li> </ul>  |
| Embroidered small cushion cover with Simple, Cut, Felt Applique work and maintain the specified quality. Carry out estimation and costing of garment.   | <ul style="list-style-type: none"> <li>• Select correct needles, frame, scissor &amp; tracing method.</li> <li>• Select suitable design, thread &amp; fabric.</li> <li>• Carryout embroidery work as per the design requirement .</li> <li>• Maintain hygiene .</li> <li>• Maintain safety expects.</li> <li>• Maintain quality as per requirement.</li> <li>• Produce a estimate and cost sheet</li> </ul>  |
| Prepare a Layout of frock, ladies kurta, gents kurtatoper, and placement on them articles.  | <ul style="list-style-type: none"> <li>• Select specific size of frock, kurta, gents kurta &amp; toper.</li> <li>• Select suitable design of placement</li> <li>• Select appropriate placement of frock, kurta, gents kurta &amp; toper.</li> <li>• Maintain hygiene .</li> <li>• Maintain safety expects.</li> <li>• Maintain quality as per requirement.</li> </ul>  |
| Prepare the piece of different hand aari stitches embroidery and apply this embroidery for making a purse or table cloth and maintain the specified   | <ul style="list-style-type: none"> <li>• Select correct needles, frame, scissor, equipment &amp; tracing method.</li> <li>• Select suitable design, thread &amp; fabric.</li> <li>• Carryout embroidery work as per the design requirement .</li> </ul>  |



|   |  |
|---|--|
| <p>quality. Carry out estimation and costing of garment.</p>  | <ul style="list-style-type: none"> <li>● Maintain hygiene .</li> <li>● Maintain safety expects.</li> <li>● Maintain quality as per requirement.</li> <li>● Produce a estimate and cost sheet</li> </ul>  |
| <p>Embroidered wall hanging with various hand Aari design with the help of accessories and maintain the specified quality. Carry out estimation and costing of garment.</p> | <ul style="list-style-type: none"> <li>● Select correct needles, frame, scissor, equipment &amp; tracing method.</li> <li>● Select suitable design, thread , fabric &amp; embellishment.</li> <li>● Carryout embroidery work as per the design requirement .</li> <li>● Maintain hygiene .</li> <li>● Maintain safety expects.</li> <li>● Maintain quality as per requirement.</li> <li>● Produce a estimate and cost sheet</li> </ul> |
| <p>Embroidered sample piece with the help of Appliqué &amp; satin, cording &amp; stem, stem &amp; satin, running &amp; satin, shade &amp; satin</p>                         | <ul style="list-style-type: none"> <li>● Select correct needles, frame, scissor, equipment &amp; tracing method.</li> <li>● Select suitable design, thread , fabric &amp; embellishment.</li> <li>● Carryout embroidery work as per the design requirement .</li> <li>● Maintain hygiene .</li> <li>● Maintain safety expects.</li> <li>● Maintain quality as per requirement.</li> </ul>  |

## 9. SYLLABUS CONTENT WITH TIME STRUCTURE

### SYLLABUS FOR THE TRADE OF SURFACE ORNAMENTATION TECHNIQUES (EMBROIDERY)

#### 9.1 Syllabus Content for Professional Skill & Knowledge

##### First Semester

Duration: Six Month

##### Detailed Syllabus:

| Week No. | Practical  | Theory  |
|----------|--|---|
| 1        | <input type="checkbox"/> Safety Precautions to be followed in the Laboratory   | <input type="checkbox"/> Introduction and Familiarization with the Institute.<br><input type="checkbox"/> Introduction To the Trade<br><input type="checkbox"/> Job Prospects and Objectives of the course<br><input type="checkbox"/> Safety Precautions to be followed in the lab         |
| 2 - 3    | <input type="checkbox"/> Identification & Handling of trade related tools<br><br><input type="checkbox"/> Basic Hand Stiches <ul style="list-style-type: none"> <li><input type="checkbox"/> Temporary Stiches                             <ul style="list-style-type: none"> <li><input type="radio"/> Basting Even</li> <li><input type="radio"/> Basting Uneven</li> <li><input type="radio"/> Diagonal</li> <li><input type="radio"/> Slip Basting</li> </ul> </li> <li><input type="checkbox"/> Permanent Stiches                             <ul style="list-style-type: none"> <li><input type="radio"/> Running Stiches</li> <li><input type="radio"/> Hemming</li> <li><input type="radio"/> Slip Stitch</li> <li><input type="radio"/> Run and back stitch</li> <li><input type="radio"/> Over casting</li> <li><input type="radio"/> Whip stitch</li> </ul> </li> </ul> | <input type="checkbox"/> Overview of Embroidery<br><input type="checkbox"/> Knowledge of trade related Tools  |
| 4        | Practice of Various Methods of Transferring and Tracing Design<br>Safety Precautions   | Tracing Methods and Precautions used during Tracing<br>Technical Terms Related To <ul style="list-style-type: none"> <li><input type="checkbox"/> Design</li> <li><input type="checkbox"/> Embroidery</li> </ul>  |
| 5 - 8    | Practice of Starting and Ending off of embroidery stitches<br>Sample Development of Basic Embroidery stitches <ul style="list-style-type: none"> <li><input type="checkbox"/> Flat Stitch</li> <li><input type="checkbox"/> Loop Stitch</li> <li><input type="checkbox"/> Crossed Stitches</li> <li><input type="checkbox"/> Knotted Stitches</li> </ul>   | Basic Embroidery stitches(contemporary stitches) <ul style="list-style-type: none"> <li><input type="checkbox"/> Flat Stitch</li> <li><input type="checkbox"/> Loop Stitch</li> <li><input type="checkbox"/> Crossed Stitches</li> <li><input type="checkbox"/> Knotted Stitches</li> </ul> |
| 9 -10    | Practice Of Free Hand Drawing Design   | Elements of Design  |

|       |   |   |
|-------|---|---|
|       | <input type="checkbox"/> Scribble<br><input type="checkbox"/> Geometrical<br><input type="checkbox"/> Cut paper<br><input type="checkbox"/> Signature   | Sources of Design Inspiration   |
| 11-12 | Practical Exercise on<br><input type="checkbox"/> Types of color  | <input type="checkbox"/> Color Theory<br><input type="checkbox"/> Color wheel   |
|       | <input type="checkbox"/> Color Wheel<br><input type="checkbox"/> Color Schemes  | <input type="checkbox"/> Color Schemes<br><input type="checkbox"/> Psychological Aspects of color<br><input type="checkbox"/> Combining Color   |
| 13-14 | Practice of Enlargement & Reduction of Designs<br>Practice of placing designs developing Border, Spray, Corner, Center, Link<br>Develop designs for the garment components<br><input type="checkbox"/> Sleeves<br><input type="checkbox"/> Yokes<br><input type="checkbox"/> Cuffs<br><input type="checkbox"/> Neck<br>(at least 10 designs using component template) | Enlargement & Reduction of Designs<br>Placement of Designs  |
| 15-19 | Frame fitting and its precautions<br>Practice of running Zig Zag Machine<br>Sample making of-<br><input type="checkbox"/> Running Stitch<br><input type="checkbox"/> Running Shade<br><input type="checkbox"/> Satin Stitch<br><input type="checkbox"/> Cording Stitch<br><input type="checkbox"/> Back Stitch  | Introduction to various embroidery machines<br>Introduction To Zig-Zag Machine<br><input type="checkbox"/> Parts & their Functions<br><input type="checkbox"/> Defects and Remedies<br><input type="checkbox"/> Threading a Machine<br><input type="checkbox"/> Winding a Bobbin<br>How to set the machine for embroidery |
| 20-22 | Frame Fitting for Hand Aari<br>Practicing of locking, starting and finishing of stitch<br>Practice of Straight and Curve lines.<br>Practice of fixing different sequences with aari   | Introduction To Hand Ari<br><input type="checkbox"/> Utilities and Scope<br><input type="checkbox"/> Material & Stitches used in hand Aari.   |
| 23    | Project –Develop an article or dress showing your creativity. Items may be the following or of your choice -<br>Cushion Covers, Dining Table Mats, Bags, Table runners, Coasters, Panels for Sarees, Borders, Necklines etc.  |   |
| 24-25 | INDUSTRIAL TRAINING   |   |
| 26    | Revision And Examination  |   |

## Second Semester

Duration: Six Months

### Detailed Syllabus:

| Week No. | Practical | Theory |
|----------|-----------|--------|
|----------|-----------|--------|

|       |   |   |
|-------|---|---|
| 1     | Revision of work done in semester I   | Revision of work done in semester I   |
| 2-5   | Practice & sample making of the following Typical Embroideries -<br><input type="checkbox"/> Drawn And Pulled Thread Work<br>Assisi Work<br>Cut Work<br>Swiss Work<br>Shadow Work   | Introduction To Typical Embroidery<br><input type="checkbox"/> Drawn And Pulled Thread Work<br><input type="checkbox"/> Assisi Work<br><input type="checkbox"/> Cut Work<br><input type="checkbox"/> Swiss Work<br><input type="checkbox"/> Shadow Work   |
| 6-9   | Practice & Sample making of the following traditional embroidery –<br><input type="checkbox"/> Phulkari<br><input type="checkbox"/> Kantha<br><input type="checkbox"/> Kasuti<br><input type="checkbox"/> Chikankari<br><input type="checkbox"/> Kashida<br><input type="checkbox"/> Chamba<br><input type="checkbox"/> Kutch | Introduction To Traditional Embroidery<br><input type="checkbox"/> Phulkari<br><input type="checkbox"/> Kantha<br><input type="checkbox"/> Kasuti<br><input type="checkbox"/> Chikankari<br><input type="checkbox"/> Kashida<br><input type="checkbox"/> Chamba<br><input type="checkbox"/> Kutch |
| 10-11 | Practice of making samples of Fancy Nets –<br>Cane weaving - Single & double<br><input type="checkbox"/> Fancy net with Lazy Daisy<br><input type="checkbox"/> Fancy net with Cross Stitch<br><input type="checkbox"/> Fancy net with Circles<br>Button hole net  | Fancy Net work<br><input type="checkbox"/> Introduction<br><input type="checkbox"/> Types<br><input type="checkbox"/> Use   |
| 12-13 | Practice & sample making of the following –<br>Simple Appliqué<br>Cut Appliqué<br>Felt Appliqué   | Appliqué work<br><input type="checkbox"/> Introduction<br><input type="checkbox"/> Type<br><input type="checkbox"/> Difference between Appliqué & patch   |
| 14-15 | Placement Of Design On:<br><input type="checkbox"/> Frock<br><input type="checkbox"/> Ladies Kurta<br><input type="checkbox"/> Gents Kurta<br><input type="checkbox"/> Toper  | Marker Planning For with the help of available patterns<br><input type="checkbox"/> Frock<br><input type="checkbox"/> Ladies Kurta<br><input type="checkbox"/> Gents Kurta<br><input type="checkbox"/> Toper<br>Estimation & Costing of Garment   |
| 16-18 | Practice and design variation in aari for<br>Basic Stitches<br>Mirror work<br>Stone work<br>Metallic Thread Embroidery<br>Beads & Sequins   | Accessories used in Embroidery<br>Laundry of Embroidered articles<br>Stains – Classification & Removal  |
| 19-21 | • Combination of stitches and   | Quality Control<br>• Definition, need & Planning  |

|       |  |   |
|-------|--|---|
|       | <p>work styles with following stitches</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Appliqué and satin</li> <li><input type="checkbox"/> Cording and stem</li> <li><input type="checkbox"/> Stem and satin</li> <li><input type="checkbox"/> Running and satin</li> <li><input type="checkbox"/> Shade and Satin</li> </ul> <p>About 4 samples shall be prepared, covering practice of different combination of stitches and work style</p> | <p>Types of Inspection<br/>Stages of Inspection</p> |
| 22-23 | <p>Project work:<br/>Preparation of following garments using above said stitches(any two)</p> <ul style="list-style-type: none"> <li>• Frock</li> <li>• Ladies Kurta</li> <li>• Gents Kurta</li> <li>• Topper or</li> </ul> <p>Designer saree with a blouse using surface ornamentation techniques with two traditional embroideries.</p>  |   |
| 24-25 | INDUSTRIAL TRAINING  |   |
| 26    | Revision And Examination   |   |

## **9.2 Employability Skills**

### 9.3 GENERAL INFORMATION

1. **Name of the subject** : **EMPLOYABILITY SKILLS**
2. **Applicability** :
  - CTS- Mandatory for all trades
  - ATS- Mandatory for fresher only
3. **Hours of Instruction** : 110 Hrs.
4. **Examination** : The examination will be held at the end of semesters.
5. **Instructor Qualification** :

**MBA OR BBA with two years experience OR Graduate in Sociology/ Social Welfare/ Economics with Two years experience OR Graduate/ Diploma with Two years experience and trained in Employability Skills from DGET institutes**

**AND**

**Must have studied English/ Communication Skills and Basic Computer at 12<sup>th</sup> / Diploma level and above**

**OR**

**Existing Social Studies Instructors duly trained in Employability Skills from DGET institutes**

6. **Instructor** :
  - One full time instructor is required for 1000 seats and above
  - For seats less than 1000, the instructor may be out sourced/ hired on contract basis.

## 9.4 DISTRIBUTION OF TOPICS BETWEEN SEMESTERS FOR EMPLOYABILITY SKILL

| Course Duration           | Semester1  | Semester2   | Examination                                     |
|---------------------------|--|---|---|
|                           | Topics   | Topics  |   |
| 01 Year (Two semesters)   | <ol style="list-style-type: none"> <li>1. English Literacy</li> <li>2. I.T. Literacy</li> <li>3. Communication Skills</li> </ol> | <ol style="list-style-type: none"> <li>4. Entrepreneurship Skills</li> <li>5. Productivity</li> <li>6. Occupational safety , Health and Environment Education</li> <li>7. Labour Welfare Legislation</li> <li>8. Quality Tools</li> </ol> | Final examination at the end of second semester |
| 02 Years (Four Semesters) | <ol style="list-style-type: none"> <li>1. English Literacy</li> <li>2. I.T. Literacy</li> <li>3. Communication Skills</li> </ol> | <ol style="list-style-type: none"> <li>4. Entrepreneurship Skills</li> <li>5. Productivity</li> <li>6. Occupational safety , Health and Environment Education</li> <li>7. Labour Welfare Legislation</li> <li>8. Quality Tools</li> </ol> | Final examination at the end of second semester |

## 9.5 SYLLABUS CONTENT OF EMPLOYABILITY SKILLS SEMESTER-I

### LEARNING OBJECTIVES OF 1<sup>ST</sup> SEMESTER

1. Read, write and communicate in English language for day to day work.
2. Communicate in written and oral and with required clarity ensuring that the information communicated is clear, concise and accurate.
3. Understand and apply basic computer working, basic operating system and uses internet services to get accustomed & take benefit of IT developments in the industry.

| <b>1. English Literacy</b>           |  |
|--------------------------------------|--|
| <b>Hours of Instruction: 20 Hrs.</b> |  |
| <b>Marks Allotted: 09</b>            |  |
| <b>Pronunciation</b>                 | Accentuation (mode of pronunciation) on simple words, Diction (use of word and speech) |
| <b>Functional Grammar</b>            | Transformation of sentences, Voice change, Change of tense, Spellings.                 |
| <b>Reading</b>                       | Reading and understanding simple sentences about self, work and environment            |
| <b>Writing</b>                       | Construction of simple sentences<br>Writing simple English                             |

|                                  |   |
|----------------------------------|---|
| <b>Speaking / Spoken English</b> | Speaking with preparation on self, on family, on friends/ classmates, on know, picture reading gain confidence through role-playing and discussions on current happening job description, asking about someone's job habitual actions. Cardinal (fundamental) numbers ordinal numbers. Taking messages, passing messages on and filling in message forms Greeting and introductions office hospitality, Resumes or curriculum vita essential parts, letters of application reference to previous communication. |
|----------------------------------|---|

## 2. I.T. Literacy

**Hours of Instruction: 20 Hrs.**

**Marks Allotted: 09**

|   |  |
|---|--|
| <b>Basics of Computer</b>               | Introduction, Computer and its applications, Hardware and peripherals, Switching on-Starting and shutting down of computer.  |
| <b>Computer Operating System</b>        | Basics of Operating System, WINDOWS, The user interface of Windows OS, Create, Copy, Move and delete Files and Folders, Use of External memory like pen drive, CD, DVD etc, Use of Common applications.  |
| <b>Word processing and Worksheet</b>    | Basic operating of Word Processing, Creating, opening and closing Documents, use of shortcuts, Creating and Editing of Text, Formatting the Text, Insertion & creation of Tables. Printing document.<br>Basics of Excel worksheet, understanding basic commands, creating simple worksheets, understanding sample worksheets, use of simple formulas and functions, Printing of simple excel sheets  |
| <b>Computer Networking and INTERNET</b> | Basic of computer Networks (using real life examples), Definitions of Local Area Network (LAN), Wide Area Network (WAN), Internet, Concept of Internet (Network of Networks),<br>Meaning of World Wide Web (WWW), Web Browser, Web Site, Web page and Search Engines. Accessing the Internet using Web Browser, Downloading and Printing Web Pages, Opening an email account and use of email. Social media sites and its implication.<br>Information Security and antivirus tools, Do's and Don'ts in Information Security, Awareness of IT – ACT, types of cyber crimes. |

## 3. Communication Skills

**Hour of Instruction: 15 Hrs. Marks Allotted: 07**

| Topic                                       | Contents  |
|---|---|
| <b>Introduction to Communication Skills</b> | Communication and its importance  |
|   | Principles of Effective communication   |
|   | Types of communication – verbal, nonverbal, written, email, talking on phone. |
|   | Nonverbal communication –characteristics, components-Para-language            |
|   | Body – language   |
|   | Barriers to communication and dealing with barriers.                          |
|   | Handling nervousness/ discomfort.   |
|   |   |



|                              |   |
|------------------------------|---|
| <b>Listening Skills</b>      | Listening-hearing and listening, effective listening, barriers to effective listening guidelines for effective listening. |
|                              | Triple- A Listening – Attitude, Attention & Adjustment.   |
|                              | Active Listening Skills.  |
| <b>Motivational Training</b> | Characteristics Essential to Achieving Success  |
|                              | The Power of Positive Attitude  |
|                              | Self-awareness  |
|                              | Importance of Commitment  |
|                              | Ethics and Values   |
|                              | Ways to Motivate Oneself  |
|                              | Personal Goal setting and Employability Planning.   |
| <b>Facing Interviews</b>     | Manners, Etiquettes, Dress code for an interview  |
|                              | Do's & Don'ts for an interview  |
| <b>Behavioral Skills</b>     | Problem Solving   |
|                              | Confidence Building   |
|                              | Attitude  |

## **SEMESTER-II**

### **LEARNING OBJECTIVES OF 2<sup>ND</sup> SEMESTER**

1. Knowledge of business activities, ability to interact with consumers for development of businesses.
2. Understand and apply productivity, its benefits and factors affecting the productivity.
3. Follow and maintain procedures to achieve a safe working environment in line with occupational health, safety, environment regulations and Labour welfare legislation and requirements.
4. Understand and apply quality concepts as per ISO and BIS system and its importance.
5. Recognize different components of 5S and apply the same in the working environment.

|  |   |
|--|---|
| <b>4. Entrepreneurship skill</b>                       |   |
| <b>Hour of Instruction: 15 Hrs. Marks Allotted: 06</b> |   |
| <b>Topic</b>   | <b>Content</b>  |
| <b>Business &amp; Consumer:</b>                        | Types of business in different trades and the importance of skill, Understanding the consumer, market through consumer behavior, market survey, Methods of Marketing, publicity and advertisement |

|                                 |  |
|---------------------------------|--|
| <b>Self Employment:</b>         | Need and scope for self-employment, Qualities of a good Entrepreneur (values attitude, motive, etc.), SWOT and Risk Analysis                                 |
| <b>Govt Institutions :</b>      | Role of various Schemes and Institutes for self-employment i.e. DIC, SIDBI, MSME, NSIC, Financial institutions and banks                                     |
| <b>Initiation Formalities :</b> | Project Formation, Feasibility, Legal formalities i.e., Shop Act, Estimation & Costing, Investment Procedure - Loan Procurement - Agencies - banking Process |

### **5. Productivity**

**Hour of Instruction: 10Hrs.Marks Allotted: 05**

|                                     |  |
|-------------------------------------|--|
| Productivity                        | Definition, Necessity, Meaning of GDP.   |
| Benefits                            | Personal / Workman – Incentive, Production linked Bonus, Improvement in living standard.<br>Industry<br>Nation.  |
| Affecting Factors                   | Skills, Working Aids, Automation, Environment, Motivation<br>How improves or slows down.   |
| Comparison with developed countries | Comparative productivity in developed countries (viz. Germany, Japan and Australia) in selected industries e.g. Manufacturing, Steel, Mining, Construction etc.<br>Living standards of those countries, wages. |
| Personal Finance Management         | Banking processes, Handling ATM, KYC registration, safe cash handling, Personal risk and Insurance.  |

### **6. Occupational Safety, Health & Environment**

**Hour of Instruction: 15 Hrs. Marks Allotted: 06**

|  |  |
|--|--|
| <b>Safety &amp; Health :</b>                           | Introduction to Occupational Safety and Health and its importance at workplace   |
| <b>Occupational Hazards :</b>                          | Occupational health, Occupational hygiene, Occupational Diseases/ Disorders & its prevention   |
| <b>Accident &amp; safety :</b>                         | Accident prevention techniques- control of accidents and safety measures   |
| <b>First Aid :</b>                                     | Care of injured & Sick at the workplaces, First-aid & Transportation of sick person  |
| <b>Basic Provisions :</b>                              | Idea of basic provisions of safety, health, welfare under legislation of India   |
| <b>7.Labour Welfare Legislation</b>                    |  |
| <b>Hour of Instruction: 05 Hrs. Marks Allotted: 03</b> |  |
| <b>Labour Welfare Legislation</b>                      | Benefits guaranteed under various acts- Factories Act, Apprenticeship Act, Employees State Insurance Act (ESI), Payment Wages Act, Employees Provident Fund Act, The Workmen"s Compensation Act  |
| <b>8.Quality Tools</b>                                 |  |
| <b>Hour of Instruction: 10Hrs. Marks Allotted: 05</b>  |  |
| <b>Quality Consciousness :</b>                         | Meaning of quality, Quality Characteristic   |
| <b>Quality Circles :</b>                               | Definition, Advantage of small group activity, objectives of Quality Circle, Roles and Functions of Quality Circles in organisation, Operation of Quality Circle, Approaches to Starting Quality Circles, Steps for Continuation Quality Circles |
| <b>Quality Management System:</b>                      | Idea of ISO 9000 and BIS systems and its importance in maintaining qualities.  |
| <b>House Keeping :</b>                                 | Purpose of Housekeeping, Practice of good Housekeeping.5S Principles of Housekeeping: SEIRI  |

|  |   |
|--|---|
|  | - Segregation, SEITON – Arrangement, SEISO – Cleaning, SEIKETSU – maintenance of Standards, SHITSUKE - Discipline |
|--|---|

## 10. INFRASTRUCTURE

|  |   |
|--|---|
| 1. Instructors' Qualification          | i. NTC/NAC in dress making with three years Experience in relevant field<br>Or<br>ii. Diploma in Dress Making / Garment fabricating technology / costume designing from AICTE<br>With Two years' Experience in relevant field<br>Or<br>iii. Degree in Fashion& apparel Technology<br>With one year experience in relevant field |
| Desirable qualification                | Preference will be given to a candidate<br>With Craft Instructors Training certificate (CITS) in Dress Making   |
| 3. Space Norms                         | 64 sq m (4 Sq.m/trainee)  |
| 4. Power Norms                         | 05 kw   |
| 5.Tools, Equipment & General Machinery | (As per Annexure II)  |

Note:

- i) Out of two Instructors required for the unit of 2(1+1), one must have Degree/Diploma, and other must have NTC/NAC qualifications.
- ii) The list of Tools, Equipment& General Machinery listed in Annexure – II is for a particular trade (**SURFACE ORNAMENTATION TECHNIQUES (EMBROIDERY)**) comprising of four semesters and not for a single semester.

## 11. ASSESSMENT STANDARD

### 11.1ASSESSMENT GUIDELINES:

Appropriate arrangements should be made to ensure that there will be no artificial barriers to assessment. The nature of special needs should be taken into account while undertaking the assessment. Due consideration shall be given while assessing for teamwork, avoidance/reduction of scrap/wastage and disposal of scarp/wastage as per procedure, behavioral attitude, sensitive to environment and regularity in training. The sensitivity towards OSHE and self-learning attitude shall be considered while assessing competency.

Assessment shall be evidence based comprising the following:

- 1) Job carried out in labs/workshop
- 2) Record book/ daily diary
- 3) Answer sheet for assessment
- 4) Viva-voce
- 5) Progress Chart
- 6) Attendance and punctuality
- 7) Assignment
- 8) Project work

Evidence of internal assessment should be preserved for an appropriate period of time for audit and verification by examination body.

The following marking pattern to be adopted while assessing:

- a) Weightage in the range of 60-75% to be allotted during assessment under following performance level:  
For performance in this grade, the candidate with occasional guidance and showing due regard for safety procedures and practices, has produced work that demonstrates attainment of an acceptable standard of craftsmanship. In this work there is evidence of:
  - Demonstration of good skill in the use of hand tools, machine tools, and workshop equipment
  - Below 70% tolerance dimension achieved while undertaking different work with those demanded by the component/job.
  - A fairly good level of neatness and consistency in the finish
  - Occasional support in completing the project/job.
- b) Weightage in the range of above75%- 90% to be allotted during assessment under following performance level:  
For this grade, the candidate, with little guidance and showing due regard for safety procedures and practices, has produced work that demonstrates attainment of a reasonable standard of craftsmanship. In this work there is evidence of:
  - Good skill levels in the use of hand tools, machine tools, and workshop equipment
  - 70-80% tolerance dimension achieved while undertaking different work with those demanded by the component/job.
  - A good level of neatness and consistency in the finish
  - Little support in completing the project/job
- c) Weightage in the range of above 90% to be allotted during assessment under following performance level:

For performance in this grade, the candidate, with minimal or no support in organization and execution and with due regard for safety procedures and practices, has produced work which demonstrates attainment of a high standard of craftsmanship. In this work there is evidence of:

- High skill levels in the use of hand tools, machine tools, and workshop equipment
- Above 80% tolerance dimension achieved while undertaking different work with those demanded by the component/job.
- A high level of neatness and consistency in the finish.
- Minimal or no support in completing the project.

## 11.2. INTERNAL ASSESSMENT (FORMATIVE ASSESSMENT)

| Comp. No. | ASSESSABLE OUTCOME   | INTERNAL ASSESSMENT Marks |
|-----------|--|---------------------------|
| GENERIC   |  |                           |
| 1         | Recognize & comply safe working practices, environment regulation and housekeeping.  |                           |
| 2         | Work in a team, understand and practice soft skills, technical English to communicate with required clarity.   |                           |
| 3         | Understand and explain the concepts of quality tools, and labour welfare legislation and apply such in day to day work to improve productivity & quality.  |                           |
| 4         | Explain energy conservation, global warming, and pollution and contribute in the day to day work by optimally using available resources.   |                           |
| 5         | Explain entrepreneurship, and manage/organize related task in the day to day work for personal & societal growth.  |                           |
| 6         | Understand and apply basic computer working, basic operating system, simulate part program using simulation software and uses internet services to get accustomed & take benefit of IT developments in the industry.   |                           |
| SPECIFIC  |  |                           |
| 1         | <p>Semester I</p> <ul style="list-style-type: none"> <li>• Identify and use embroidery tools with safety precautions.</li> <li>• Prepare sample basic hand stitches (Temporary &amp; permanent stitch).</li> <li>• Describe &amp; use different types of tracing method carbon paper, tissue paper, tracing paper, water soluble pen, tracing box (light box), hot pressing and wooden block method.</li> <li>• Demonstrate the basic embroidery stitches flat, loop, crossed, knotted and prepare article.</li> <li>• Make a Hand kerchief with a free hand (Scribble, Geometrical, Cut Paper or Signature )embroidery design</li> <li>• Draw, create &amp; place free hand designs with Scribble, Geometrical, Cut Paper or Signature method.</li> <li>• State &amp; identify the color wheel, describe various types of color, color schemes &amp; use these color schemes in different jobs.</li> <li>• Demonstrate the Enlarged &amp; Reduced forms of design</li> <li>• Decorate a garment part with a suitable Embroidery design</li> <li>• Identify, operate the Zig- Zag machine embroidery parts, demonstrate set the machine for embroidery.</li> <li>• Make samples with running stitch, running shade, satin, cording, back stitch. Identification and rectification of defects.</li> <li>• Decorate a cushion cover with embroidery design using Zig Zag Machine</li> <li>• Develop the different design for the garment components: sleeves yokes, neck, cuffs.</li> <li>• Prepare frame fitting for hand aari</li> <li>• Demonstrate locking, starting and finishing of the aari chain stitch, with factual knowledge of different types of materials &amp; stitches.</li> </ul> |                           |

|   |  |           |
|---|--|-----------|
|   | <ul style="list-style-type: none"> <li>• Prepare samples or coaster through straight, curved &amp; sequence lines.</li> <li>• Decorate a sari by Hand aari method with sequence work</li> </ul>  |           |
|   | <b>Sub-Total of Internal assessment for Semester- I</b>  | <b>20</b> |
| 1 | <p>SEMESTER – II</p> <ul style="list-style-type: none"> <li>• Prepare the sample of drawn &amp; pulled thread, Assisi, Cut, Swiss, shadow work with quality concepts.</li> <li>• Prepare the sample of phulkari of Punjab, kantha of Bengal, kasuti of Karnataka, chikankari of Luckhnow , kashida of Kashmir, chamba of Himachal, kutch of Karnataka with quality concepts.</li> <li>• Prepare the sample of single and double cane weaving, fancy net with lazy daizy, cross stitch, circle and button hole net work with quality concepts.</li> <li>• Prepare the sample of simple ,cut and felt appliqué work with quality concepts</li> <li>• Lay out of frock, ladies kurta, gents kurta and toper and placement on them arcitale.</li> <li>• Carry out estimation and costing of garments.</li> <li>• Practice of different hand aari stitches.</li> <li>• Develop various hand aari design with the help of accessories.</li> <li>• Recall and prepare combination of zig-zag machin stitches and work style with the appliqué &amp; satin, cording &amp; stem, stem &amp; satin, running &amp; satin, shade &amp; satin.</li> </ul> |           |
|   | <b>Sub-Total of Internal assessment for Semester- II</b>   | <b>20</b> |
|   | <b>Total of Internal Assessment</b>  | <b>40</b> |

Note: The generic outcome to be assessed along with the specific outcome.



### 11.3 FINAL ASSESSMENT- All India Trade TEST (SUMMATIVE ASSESSMENT)

- There shall be a single objective type Examination paper for the subjects Engineering Drawing and Workshop Calculation & Science.
- There shall be a single objective type Examination paper for the subjects Trade Theory and Employability Skills.
- The two objective type Examination papers as mentioned above shall be conducted by National Council for Vocational Training (NCVT), whereas examination for the subject Trade Practical shall be conducted by the State Governments. NCVT shall supply the Question Paper for the subject Trade Practical.

| <b>MARKING PATTERN</b> |                                   |  |
|------------------------|-----------------------------------|--|
| <b>Sl. No.</b>         | <b>Subject for the trade test</b> | <b>Maximum marks for the each subject</b>  |
| 1                      | Practical                         | 100  |
| 2                      | Trade Theory                      | 80<br>Objective type Written Test of 80 marks<br>(Trade Theory 30 Marks & Employability Skills 50 marks) |
| 3                      | Employability Skills              |  |
| 4                      | Engineering Drawing               |  |
| 5                      | Internal assessment               | 20   |
| <b>TOTAL:</b>          |                                   | <b>200</b>   |

## TRADE: SURFACE ORNAMENTATION TECHNIQUES (EMBROIDERY)

**12. LIST OF TOOLS & EQUIPMENTS  
(FOR 16 TRAINEES+1)**

A : TRAINEES TOOL KIT:-

| Sl. No. | Description | Qty. |
|---------|-------------|------|
| 1       |             |      |
| 2       |             |      |
| 3       |             |      |
| 4       |             |      |
| 5       |             |      |
| 6       |             |      |
| 7       |             |      |
| 8       |             |      |
| 9       |             |      |
| 10      |             |      |
| 11      |             |      |
| 12      |             |      |
| 13      |             |      |
| 14      |             |      |

B: Tools, Instruments, and General Shop Out fits

| Sl. No. | Description | Quantity |
|---------|-------------|----------|
| 15      |             |          |
| 16      |             |          |
| 17      |             |          |
| 18      |             |          |
| 19      |             |          |
| 20      |             |          |
| 21      |             |          |
| 22      |             |          |
| 23      |             |          |
| 24      |             |          |

## ANNEXURE-II

### 13. Guidelines for Instructors and Paper setters

1. All the questions of theory paper for the trade will be in objective type format.
2. Due care to be taken for proper & inclusive delivery among the batch. Some of the following method of delivery may be adopted:
  - Lecture
  - B) Lesson
  - C) Demonstration
  - D) practice
  - E) group discussion
  - F) discussion with peer group
  - G) project work
  - H) industrial visit
3. Maximum utilization of latest form of training viz., audio visual aids, integration of IT, etc., may be adopted.
4. The total hours to be devoted against each topic may be decided with due diligence to safety & with prioritizing transfer of required skills.
5. Questions may be set based on following instructions:-

| Sl. No. | Different aspects of Questions | Weightage (in % age) | Key Words   |
|---------|--------------------------------|----------------------|---|
| 1       | Information received           | 25                   | What, Who, When                                       |
| 2       | Knowledge                      | 50                   | Define, Identify, Recall, State, Write, List & Name   |
| 3       | Understanding                  | 15                   | Describe, Distinguish, Explain, Interpret & Summarize |
| 4       | Application                    | 10                   | Apply, Compare, Demonstrate, Examine, Solve & Use     |

6. Due weightage to be given to all the topics under the syllabus while setting the question paper.

## 14.LIST OF TRADE COMMITTEE MEMBER

| Sector : Textile & Apparel |   |  |                 |
|----------------------------|---|--|-----------------|
| Mentor Councils            |   |  |                 |
| Sl. No.                    | Name of the member with Post (Shri /Smt/Ms)                                   | Organisation   | Position in SMC |
| 1                          | Mr. S. Venkatesh, Head HR & Admin   | Raymond  | Member          |
| 2                          | Mr. Sanjeev Mohanty<br>Managing Director                                      | Bennetton India Pvt. Ltd.,<br>Gurgaon  | Member          |
| 3                          | Mr. Animesh Saxena  | Udyog Vihar Industries<br>Association, Gurgaon<br>B-40, Phase 5, Udyog Vihar<br>Gurgaon-122017 | Member          |
| 4                          | Dr.Darlie Koshy<br>Director General and CEO                                   | IAM & ATDC<br>Apparel Export Promotion<br>Council<br>Gurgaon                                   | Chairman        |
| 5                          | Mr. Arindam Das   | National Institute of Fasion<br>Technology, New Delhi  | Member          |
| 6                          | Dr. Kushal Sen<br>Professor   | D/o Textile Technology<br>IIT Delhi  | Member          |
| 7                          | Mr. Bhattacharya. G<br>HOD Textiles Department                                | Institute for Textile<br>Technology, CHOUDWAR  | Member          |
| 8                          | Ms. Poonam Thakur<br>Professor & Academic Head                                | NIIFT, Mohali  | Member          |
| 9                          | Mr. L.N. Meena, Lecturer  | Arya Bhatt Polytechnic,<br>Delhi   | Member          |
| 10                         | Mr. Prabhas Kashyap , General Manager-<br>Planning & Production Co-ordination | Gokaldas Export Ltd.,<br>Bangalore   | Member          |
| 11                         | Bishwanath Ganguly  | Madura Fashion & Retail,<br>Aditya Birla Centre for Retail<br>Excellence<br>(A B C R E)        | Member          |
| 12                         | K.N. Chatterjee, HOD Fashion and Apparel<br>Engineering                       | THE TECHNOLOGICAL<br>INST. OF TEXTILE &<br>SCIENCES, Bhiwani,<br>Haryana, INDIA-127021.        | Member          |

|                   |   |                            |                        |
|-------------------|---|----------------------------|------------------------|
| 13                | Tapas Kumar Adhikari, Sr. Manager                         | Reliance Industries Ltd.   | Member                 |
| 14                | Vikas Verma, Asst. Vice President                         | Welspun India Ltd.         | Member                 |
| 15                | Navjot Walia, Vice President                              | Maral Overseas Ltd., Noida | Member                 |
| 16                | Rajeev Mehani, Vice President                             | Vardhaman Textiles         | Member                 |
| <b>Mentor</b>     |   |                            |                        |
| 17                | Mr.R.P. Dhingra, Director (P)                             | DGE&T                      | Mentor                 |
| <b>Core Group</b> |   |                            |                        |
| <b>Sl. No.</b>    | <b>Name of the member with Designation (Shri /Smt/Ms)</b> | <b>Institute</b>           | <b>Position in SMC</b> |
| 18                | Mr. Haradhan Das, TO                                      | CSTARI, Kolkata            | Member                 |
| 19                | Mr. Subhankar Bhowmik, DPA Gr. B                          | NIMI, Chennai              | NIMI Representative    |
| 20                | Mr. Rajendra Kumar, JDT(WT)                               | DGE&T                      | Member                 |
| 21                | Ms. D. Shanthi, ADT                                       | RVTI, Trivendrum           | Member                 |
| 22                | Ms. Abha Rastogi, TO                                      | RVTI, Panipat              | Member                 |
| 23                | Ms. Chitra, TO  | RVTI, Panipat              | Member                 |
| 24                | Ms. Rinku Soni, TO  | RVTI, Jaipur               | Member                 |
| 25                | Ms. Babita, TO  | NVTI, Noida                | Member                 |
| 26                | Ms. Bhagyashree, TO                                       | RVTI, Indore               | Member                 |
| 27                | Mr. L. R. Ramesh Babu, TO                                 | RVTI, Trivendrum           | Member                 |
| 28                | Mr. S.S. Meena, TO  | NVTI, Noida                | Member                 |
| 29                | Mr. Bhavin Kumar M. Solanki                               | ITI, Jambughoda, Gujarat   | Member                 |
| 30                | Mrs. Divya, TO  | RVTI, Bangalore            | Member                 |