

**COMPETENCY BASED CURRICULUM**

**FOR THE TRADE OF**

**Dress Making**

**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), Modular Employable Scheme (MES) under the Skill Development Initiative (SDI) Scheme, 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 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 in 126 trades. Skill development courses exclusively for women are also being offered under CTS and other schemes through Government and Private ITIs and Regional Vocational Training Institutes (RVTIs) for Women.
- 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 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 Employable Scheme (MES) under the Skill Development Initiative Scheme to provide vocational training to people 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 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 curriculum, 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	Dress Making
2	N.C.O./NOS Code No.	****.**
3	NSQF Level	Level 4
4	Duration of the course/qualification	One Year ( Two semesters)
5	Entry Qualification	Passed 10 <sup>th</sup> class under 10+2 system of examination
6	Trainees per unit	16 trainees

Note:

- i) Out of the two Instructors required for a unit of 2(1+1), one must have Degree/Diploma, and other must have NTC/NAC qualifications, in the relevant field.
- ii) Qualification of the Instructor for WCS and ED must be as per the training manual.

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: Dress Making

Total duration of the course: 12 months

Training duration details:

<b>Course Elements</b>	<b>Hourly Distribution</b>
Professional Skills	1320 hrs
Professional Knowledge	264 hrs
Employability Skills	88 hrs
Extra Curricular Activities	88 hrs
In-plant Training/Project Work	160 hrs
Admission & Examination	160 hrs
Total	<b>2080 hrs</b>

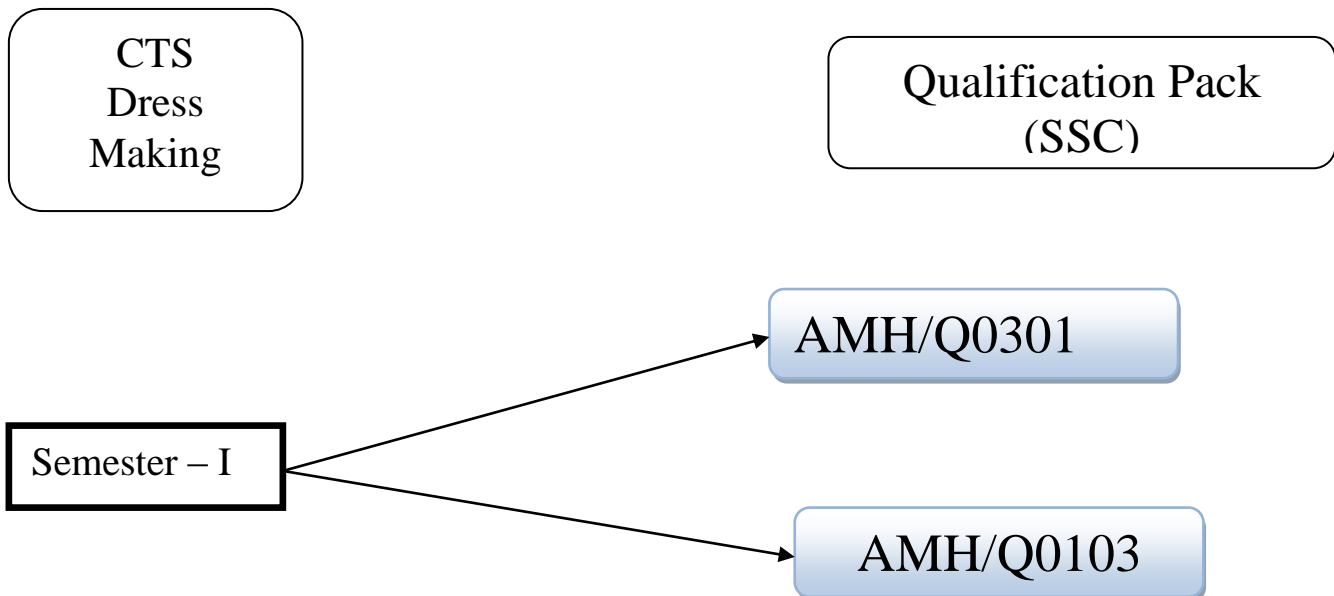
## 4. JOB ROLES

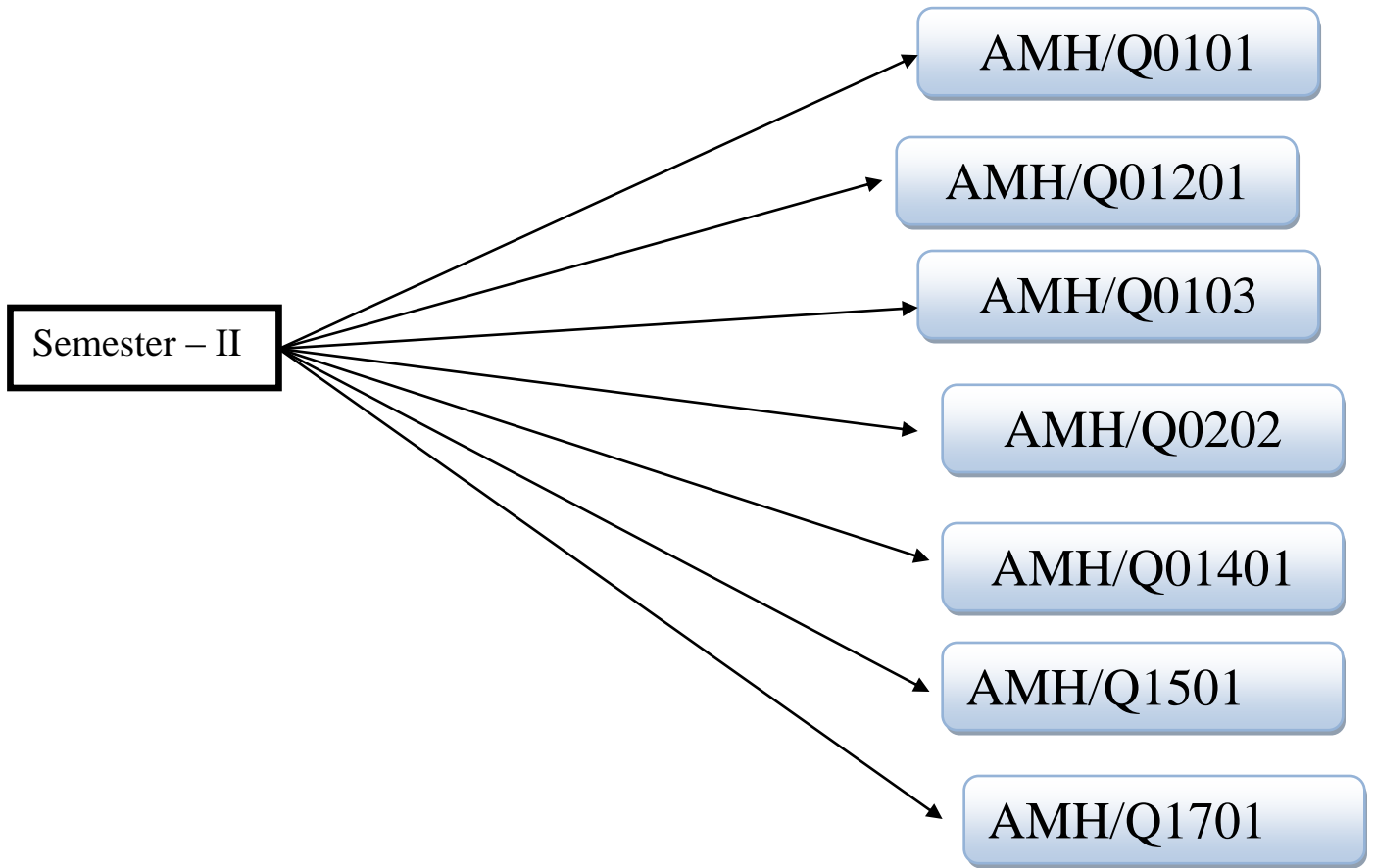
### 4.1 Brief description

This course is meant for the candidates who aspire to become Sewing Machine operator, Designer to a Boutique, Stylist in Boutique, Consultant to a Boutique, Be-spoke designer, Design Assistant in Export units, Design service in e-tailing, Assistant Production Merchandiser.

### 4.2 NOS & QP/NCO Mapping:

#### Mapping of CTS *Dress Making* Trade with qualification pack (SSC)







## 5. NSQF LEVEL COMPLIANCE

NSQF level for [Dress Making trade under CTS: Level 4

<b>LEVEL</b>	<b>Process required</b>	<b>Professional knowledge</b>	<b>Professional skill</b>	<b>Core skill</b>	<b>Responsibility</b>
Level 4	work in familiar, predictable, routine, situation of clear choice	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.

## **6. 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. Trade practical examinations are conducted by the respective State Governments. The details of the examination and assessment standard are in a latter section. NCVT prepares the question papers for the Trade practical. 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%.

## 7. LEARNING OUTCOMES

The following are minimum broad learning outcomes after completion of the Sewing Technology course of One year duration:

### A. GENERIC OUTCOMES

- Recognize & comply safe working practices, environment regulation and housekeeping.
- Work in a team, understand and practice soft skills, technical English to communicate with required clarity.
- Understand and explain the concept in quality tools and labour welfare legislation and apply such in day to day work to improve productivity & quality.
- Explain energy conservation, global warming and pollution and contribute in day to day work by optimally using available resources.
- Explain entrepreneurship and manage/organize related task in day to day work for personal & societal growth.
- 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

- Make hand stitches in the given fabric
- Stitch the following using the given fabric
  - Seams with seam finishes
  - Darts
  - Pleats
  - Tucks
  - Gathers & Shirrs
  - Frill
  - Hem
  - Casing
  - Edge Finishing
  - Neck lines
  - Placket
  - Pocket
  - Collar
  - Sleeves
  - Cuff
- Fix the fasteners on the given fabric
- Mend the given fabric
- Draft a pattern for Ladies' Suit
- Sew a Ladies' Suit with the help of the given pattern

## SEMESTER – II

- Sketch the following manually by applying suitable fabric designs
  - Indian Dresses
  - Western Dresses
- Design the following with suitable fabric design using Coral draw software
  - Indian Dresses
  - Western Dresses
- Make the following Block Pattern set using different sizes taken from a size chart
  - Children's Block
  - Block for Teenager
  - Ladies Block
  - Gents Block
- Make the Patterns for the following using Draping Techniques
  - Basic Bodice with Darts
  - Basic Bodice with Princess line
  - Basic Straight Skirt
  - Basic Circular Skirt
- Construct the following garments with fitting and quality according the sketched designs and blocks using adaptation/draping and manipulation techniques.
  - Dress for Children (Yoke Frock), Dress for Teenager, Ladies Dress, Ladies Suit, Ladies Night wear, Ladies Blouse, Gents Shirt, gents trouser
- Make patterns of the following by Pattern Grading techniques to their next higher or lower sizes using the size charts
- Make markers on different width, texture & designs of the following
  - Frocks
  - Blouses
  - Shirts
  - Trousers

## 8. ASSESSABLE OUTCOME WITH ASSESSMENT CRITERIA

ASSESSABLE OUTCOME ALONG WITH ASSESSMENT CRITERIA TO BE ACHIEVED AFTER EACH SEMESTER & COMPLETION OF QUALIFICATION

- i) The training shall be conducted as per syllabus defined in reference no: Section\*\*\*\*\*
- ii) The trainee shall demonstrate the competencies which are defined below in assessable outcome and assessment criteria
- iii) All the assessable outcomes are to be tested during formative assessment, Theory & Practical examinations, various observations and viva voce.
- iv) Assessable outcome of Employability Skills shall be tested separately and also be applied in Theory and Practical Examinations.
- v) These assessable outcomes and assessment criteria will serve as guidelines for Trainers, Paper setters, Moderators and Assessors.

### GENERIC ASSESSABLE OUTCOME:

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

## SPECIFIC ASSESSABLE OUTCOME:

### Semester-I

ASSESSABLE OUTCOME	ASSESSMENT CRITERIA
7. Make hand stitches in the given fabric	7.1 Identify tools for Cutting, Sewing & Finishing and use of these tools with safety.
	7.2. Select suitable fabric. Select suitable needle size and sewing thread according to fabric
	7.3. Straighten the fabric grain
	7.4. Maintain the distance between two stitches. Take care about length and width of the stitches.
	7.5. Follow the colour combination while doing the decorative stitches.
	7.6. Finish the edge of the fabric using hemming stitch.
	7.7. Follow the safe measures and needle guard policy while doing the sewing.
8. Stitch the following using the given fabric	8.1 Identify tools for Cutting, Sewing & Finishing and use of these tools with safety.
	8.2. Select suitable fabric. Select suitable needle size and sewing thread according to fabric
	8.3. Straighten the fabric grain
	8.4. Sit in a correct posture and test the stitch formation in the sewing machine.
	8.5 Use proper sewing aids while sewing the garment.
Seams with seam finishes	<b>8.6</b> <ul style="list-style-type: none"><li>✓ Use appropriate stitching techniques such as single pointed darts, plain seam, continuous placket, casing and decorative hem</li><li>✓ Check the direction of darts</li><li>✓ Finish the garment by applying suitable fasteners</li></ul>
Dart	<b>8.6</b> <ul style="list-style-type: none"><li>✓ Mark the dart properly at the start and the end</li><li>✓ Stitch the dart and knot the dart end</li><li>✓ Press the dart</li></ul>
Pleat	<b>8.6</b> <ul style="list-style-type: none"><li>✓ Mark the pleatlines</li><li>✓ Stitch the pleat</li><li>✓ Check distance in between the pleats</li><li>✓ Press the Pleat</li></ul>
Tucks	<b>8.6</b> <ul style="list-style-type: none"><li>✓ Mark the tuck lines</li><li>✓ Stitch the tucks</li><li>✓ Finish the stitching at the tuck end</li><li>✓ Press the tucks</li></ul>
Gathers and Shirrs	<b>8.6</b> <ul style="list-style-type: none"><li>✓ Marks the start and end of gathers</li></ul>

	<ul style="list-style-type: none"> <li>✓ Check the equal distribution of gathers</li> <li>✓ Stitch in straight lines</li> <li>✓ Thread the overlock machine</li> <li>✓ Finish the free edge by overlock machine</li> <li>✓ Press the fabric at the end</li> </ul>
Frills	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Mark and cut the frill strips</li> <li>✓ Finish the edge of the frill</li> <li>✓ Attach the frill to a fabric</li> </ul>
Hems	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Mark the hem with proper tools</li> <li>✓ Maintain equal folding throughout the hem</li> <li>✓ Properly finish the corner in case of mitered hem</li> </ul>
Casing	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Mark the allowance for casing in the fabric</li> <li>✓ Turn the fabric equally while stitching casing</li> <li>✓ Finish the edge of the casing at the opening side</li> <li>✓ Maintain the straight line while stitching</li> </ul>
Edge finishing	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Make the bias strips</li> <li>✓ Join the bias strips properly</li> <li>✓ Attach the bias strip on the curved lines</li> <li>✓ Cut &amp; clip in the curved lines</li> </ul>
Neckline	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Maintain the shape of the necklines</li> <li>✓ Select the proper method of finishing the neckline</li> <li>✓ Follow perfection while stitching in curves</li> <li>✓ Maintain neatness and balance throughout the process</li> </ul>
Placket	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Finish the end point of the placket</li> <li>✓ Mark and cut the finishing strips</li> <li>✓ Follow straight edge stitching</li> </ul>
Pocket	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Select and mark the placement of the pocket</li> <li>✓ Stitch neatly the corners in case of patch pockets</li> <li>✓ Secure the ends of the pocket mouth</li> <li>✓ Follow neatness while sewing with the base fabric</li> </ul>
Collar	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Select suitable interlining and its facing for the main fabric</li> <li>✓ Check the balance of the collars</li> <li>✓ Maintain shapes at the both ends of the collars</li> <li>✓ Follow sharp collar points while turning the collar</li> </ul>
Sleeve	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Check the fabric suits the sleeve style</li> <li>✓ Cut the fabric for sleeve by following proper fabric grain</li> <li>✓ Finish the bottom of the sleeve neatly</li> </ul>
Cuff	<b>8.6</b> <ul style="list-style-type: none"> <li>✓ Select suitable interlining material according to main fabric</li> <li>✓ Fix or Fuse the interlining to the main fabric</li> <li>✓ Maintain neatness while sewing the corners of the cuff</li> </ul>



	✓ Make neat top stitching on the cuff
	8.7 Solve the sewing machine problems with suitable remedies after finding the causes.
	8.8 Follow the safe measures and needle guard policy while doing the sewing.
9. Fix the fasteners on the given fabric	9.1 Select a suitable fastener according to the requirement.
	9.2 Maintain neatness while starting and ending stage of fixing fasteners.
	9.3 Match male & female part of fasteners.
	9.4 Fix the size of the buttonhole according to the button.
	9.5 Follow equidistance and equalheight with neatness of buttonhole stitches.
10. Mend the given fabric	10.1 Select the thread with suitable colour and quality for patching.
	10.2 Finish neatly the darned or patched piece.
11. Draft a pattern for Ladies' Suit	11.1. Identify tools for measuring, marking, drafting & cutting and use of these tools with safety.
	11.2. Explain the measuring units and measuring techniques for required measurements.
	11.3. Draft the pattern for a Ladies' Suit. Use the paper economically - Check for shapes, front and back shoulder, side seams
	11.4. Cut the pattern using shears properly along the cutting line – Check cutting edges
	11.5. Finish the pattern with pattern particulars.
12. Sew a Ladies' Suit with the help of the given pattern	12.1 Identify tools for Sewing & Finishing and use of these tools with safety.
	12.2. Select suitable fabric for the garment and select suitable needle size and sewing thread according to fabric
	12.3. Straighten the fabric grain
	12.4. Place the patterns on the fabric and mark the pattern outline properly.
	12.5. Cut the components by selecting suitable tool.
	12.6 Make upper and lower threading in a Industrial Model single needle lock stitch machine
	12.7. Sit in a correct posture and test the stitch formation.
	12.8 Sew the ladies' suit by applying the component making techniques
	12.9 Use proper sewing aids while sewing the garment.
	12.10. Finish the garment by applying suitable fasteners.
	12.11 Solve the sewing machine problems with suitable remedies after finding the causes.
	12.12. Follow the safe measures and needle guard policy while doing the sewing.

## Semester-II

ASSESSABLE OUTCOME	ASSESSMENT CRITERIA
13. Sketch the following manually by applying suitable fabric designs <ul style="list-style-type: none"> <li>○ Indian Dresses</li> <li>○ Western Dresses</li> </ul>	9.1 Select a suitable paper for sketching and plan the layout before starting sketching
	9.2 Identify the suitable sketching items and use them properly
	9.3. Sketch the garment with suitable fabric designs
	9.4. Follow the Designing principles
	9.5. Select the Proper colours and colour combinations
	9.6. Apply colours and shade on the sketch
14. Design the following with suitable fabric design using Coral Draw Software <ul style="list-style-type: none"> <li>○ Indian Dresses</li> <li>○ Western Dresses</li> </ul>	10.1 Open the software and do the required page setup for the design
	10.2 Identify and use the suitable tools for designing.
	10.3. Sketch the garment with suitable fabric designs
	10.4 Follow the designing principles
	10.5 Select the colours and colour combinations
	10.6. Apply colours using colour filling tools
	10.7 Save the file in a folder and take the print out of the design using Colour Printer.
15. Make the following Block Pattern set using different sizes taken from a size chart <ul style="list-style-type: none"> <li>○ Children's Block</li> <li>○ Block for Teenager</li> <li>○ Ladies Block</li> <li>○ Gents Block</li> </ul>	11.1. Identify tools for measuring, marking, drafting & cutting and use of these tools with safety.
	11.2. Select a suitable size from the size chart.
	11.3. Draft the pattern for the block. Use the paper economically. Carry out shapes and curves properly
	11.4. Cut the pattern using shears properly along the cutting line with cutting edges
	11.5. Check the pattern for Front and back shoulder, side seam, leg length.
	11.6. Finish the pattern with pattern particulars.
16. Make the Patterns for the following using Draping Techniques <ul style="list-style-type: none"> <li>○ Basic Bodice with Darts</li> <li>○ Basic Bodice with Princess line</li> <li>○ Basic Straight Skirt</li> <li>○ Basic Circular Skirt</li> </ul>	12.1 Identify tools for measuring, marking, draping & cutting and use of these tools with safety.
	12.2. Select a suitable size of Dress form and prepare the dress form for draping.
	12.3. Drape the muslin fabric on the dress form according to the required design. Cut and remove the excess fabric
	12.5. Remove the draped fabric from the dummy and transfer the pattern outlines on a paper.
	12.6. Cut the patterns and finish the pattern with particulars.
17. Construct the following garments with fitting and quality according the sketched designs and blocks using adaptation/draping and manipulation techniques.	13.1 Identify tools for Drafting, Cutting, Sewing & Pressing and use of these tools with safety.
	13.2. Decide the design features of the garment according to the sketching.
	13.3. Select the fabric and other raw materials suitable for the garment.

	13.4. Select the necessary block patterns set and make the patterns for the basic garment using adaptation /draping method.
	13.5. Manipulate the patterns of the basic garment and create the patterns for the required garment design. Use the paper economically.
	13.6. Cut the pattern using shears properly along the cutting line.
	13.7. Finish the pattern with pattern particulars.
	13.8 Straighten the fabric grain and prepare the fabric for cutting
	13.9 Select and make a suitable economical pattern layout on the fabric and estimate the fabric consumption.
	13.10 Mark the pattern outline properly and cut the components by selecting suitable shears.
	13.11. Identify and select the suitable industrial sewing machines for each process of constructing the garment.
	13.12. Select suitable needle size and sewing thread according to fabric
	13.13 Make upper and lower threading in the required Industrial Model sewing machines.
	13.14 Sew the garment using the Industrial model sewing machines with sewing aids by following proper seam and other allowances
Dress for Children (Yoke Frock)	<b>13.15</b> <ul style="list-style-type: none"> <li>✓ Select the correct size of Block</li> <li>✓ Economical consumption of fabric</li> <li>✓ Balance in neckline</li> <li>✓ Neatness in stitching</li> <li>✓ Proper distribution of gathers</li> <li>✓ Finishing</li> <li>✓ Check the shape of adapted pattern</li> <li>✓ Finishing of plackets</li> <li>✓ Selection of fasteners</li> </ul>
Dress for Teenager	<b>13.15</b> <ul style="list-style-type: none"> <li>✓ Select the Skirt design suitable for a teenager</li> <li>✓ Selection of right fabric and colour of design</li> <li>✓ Maintain the equal distribution of pleats</li> <li>✓ Check the alignment of both right and left side of the waist band</li> <li>✓ Circular turning</li> </ul>
Ladies' Dress	<b>13.15</b> <ul style="list-style-type: none"> <li>✓ Stitch the neck in proper shape</li> <li>✓ Use appropriate sleeve pattern</li> <li>✓ Distribute the gathers properly</li> <li>✓ Stitch with no puckering at armhole</li> <li>✓ Finish the neckline properly with clean</li> <li>✓ Finish the Turned up hem neatly</li> <li>✓ Make the bottom flare of the garment with proportion</li> </ul>
Ladies' Suit	<b>13.15</b> <ul style="list-style-type: none"> <li>✓ Check the neckline edge finished with facing of Kameez</li> <li>✓ Stitch neatly the Squared turned up bottom hem &amp; Turned up</li> </ul>

	<p>sleeve bottom of Kameez</p> <ul style="list-style-type: none"> <li>✓ Maintain neatness in armhole joints and there should be no puckering at armhole joints in Kameez</li> <li>✓ Stitch neatly the according to the design of salwar bottom.</li> <li>✓ Fold down the casing uniformly in salwar</li> <li>✓ Maintain proper positioning and distribution of cluster pleats in salwar.</li> <li>✓ Finish the belt finishing of salwar properly.</li> </ul>
Ladies' Nightwear	<p><b>13.15</b></p> <ul style="list-style-type: none"> <li>✓ Stitch the yoke and neck in proper shape</li> <li>✓ Use appropriate sleeve pattern</li> <li>✓ Distribute the gathers properly</li> <li>✓ Stitch with no puckering at armhole</li> <li>✓ Finish the neckline properly with clean</li> <li>✓ Finish the Turned up hem neatly</li> <li>✓ Make the flare of nightwear with proportion</li> </ul>
Ladies' Blouse	<p><b>13.15</b></p> <ul style="list-style-type: none"> <li>✓ Select suitable fabric</li> <li>✓ Check the dart positions</li> <li>✓ Finish the neckline with piping</li> <li>✓ Sew Front Placket neatly</li> <li>✓ Check the position and finishing of fasteners</li> <li>✓ Finish the hemline neatly</li> <li>✓ No puckering should be anywhere in the blouse</li> </ul>
Gent's Shirts	<p><b>13.15</b></p> <ul style="list-style-type: none"> <li>✓ Check the shape of collar, cuff, pocket, and its finishing</li> <li>✓ Check the finishing of placket and placement of button and buttonholes</li> <li>✓ Check the yoke shape and pleat position below the yoke</li> <li>✓ Make the Sleeve placket and check the position of pleats</li> <li>✓ Check the overall finishing of shirt</li> </ul>
Gent's Trousers	<p><b>13.15</b></p> <ul style="list-style-type: none"> <li>✓ Assure that Side pocket/Back hip pocket and fly placket ends should be secured properly</li> <li>✓ Sew the side seams without puckering</li> <li>✓ Make the loops, pleats and darts with proper placement</li> <li>✓ Check the alignment of both left and right side of Waist band</li> <li>✓ Check the finishing of side pocket and back hip pocket</li> <li>✓ Finish and hem the bottom properly</li> </ul>
	13.16 Check the fitting of the garment
	13.17 Check the measurements and Quality of the garments and find the defects and stains if any
	13.18 Correct the defects and remove the stains if any.
	13.19 Press and folding the garment using pressing tools and folding accessories
	13.20 Solve the sewing machine problems with suitable remedies after finding the causes.
	13.21 Follow the safe measures and needle guard policy while doing the sewing and other operations.

18. Make patterns of the following by Pattern Grading techniques to their next higher or lower sizes using the size charts	14.1. Identify grading tools and use of these tools with safety.
	14.2. Fix the grading points each pattern and calculate the increments for each grading point.
	14.3. Draw axes for both the patterns and paper used to draft the new size.
	14.4. Grade the patterns to its next Higher/Lower sizes.
	14.5. Trace and separate the pattern sizes. Use the paper economically.
	14.6. Cut the pattern of each size using shears properly along the cutting line.
	14.7. Finish the pattern with pattern particulars.
19. Make markers on different width, texture & designs of the following <ul style="list-style-type: none"> <li>○ Frocks</li> <li>○ Blouses</li> <li>○ Shirts</li> <li>○ Trousers</li> </ul>	15.1 Identify tools for Marker and use of these tools with safety.
	15.2 Identify the right and wrong side of the fabric and its texture and design features
	15.3 Select and make a suitable economical pattern layout on the fabric and estimate the fabric consumption.
	15.4 Mark the pattern outlines properly .

## 9. SYLLABUS CONTENT WITH TIME STRUCTURE

### SYLLABUS FOR THE TRADE OF Dress Making

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

**First Semester** (Semester Code No. \_ **sewing tech. - 01**)

Duration: Six Months

#### Learning Objectives (1<sup>st</sup> Semester)

To create skilled work force for Self Employment/Working in garment manufacturing Industry as –

- Sewing Machine Operator
- Assistant to Designer
- Assistant worker in Boutique

#### Detailed Syllabus:

Week No.	Trade Practical	Trade Theory
1.	Familiarization with the Institute.	Introduction <ul style="list-style-type: none"> <li>• Trade</li> <li>• Job Prospects</li> <li>• Safety precautions</li> <li>• First Aid</li> </ul>
2.	Familiarization & handling of tools.  Safety Precautions while handling the tools.	Basic Industrial Terminology Trade related Tools, their importance, usage and safety <ul style="list-style-type: none"> <li>• Measuring Tools</li> <li>• Drafting Tools</li> <li>• Marking Tools</li> <li>• Cutting Tools</li> <li>• Sewing Tools</li> <li>• Finishing Tools</li> </ul>
3.	<ul style="list-style-type: none"> <li>• Identification of fabrics and texture</li> <li>• Handling of Fabrics</li> <li>• Making weave samples</li> </ul>	Fabric Fundamentals <ul style="list-style-type: none"> <li>• Brief idea about fibers</li> <li>• Types of Fabrics</li> <li>• Selection of Needle and thread according to fabric types</li> <li>• Needle Break Policy</li> </ul> Fabric Preparation for cutting <ul style="list-style-type: none"> <li>• Fabric Grain</li> <li>• Selvedge</li> <li>• Shrinkage</li> <li>• Straightening the fabric Grains</li> </ul>

		<p>Measurements</p> <ul style="list-style-type: none"> <li>• Units</li> <li>• Measuring Techniques</li> </ul>
4.	<p>Practice on Industrial Single needle lock stitch Sewing Machine</p> <ul style="list-style-type: none"> <li>• Sitting posture – Eye, Hand &amp; Foot co- ordination</li> <li>• Speed Control</li> <li>• Practice on paper</li> <li>• Threading of machine</li> <li>• Bobbin winding &amp; loading</li> <li>• Practice on fabric</li> </ul>	<p>Basic Sewing Machine</p> <ul style="list-style-type: none"> <li>• Parts and functions</li> <li>• Machine needle</li> <li>• Stitch formation</li> <li>• Sewing machine practice</li> <li>• Care and maintenance</li> <li>• Trouble Shooting</li> <li>• Types of Industrial Sewing Machine</li> </ul>
5.	<p>Running on</p> <ul style="list-style-type: none"> <li>• Straight lines</li> <li>• Square</li> <li>• Zig zag lines</li> <li>• Circle</li> <li>• Semi circle</li> <li>• Spiral</li> </ul> <p>Practice on Over lock machine</p> <ul style="list-style-type: none"> <li>• Threading</li> <li>• Running</li> <li>• Minor adjustments</li> </ul>	<p>Over lock machine</p> <ul style="list-style-type: none"> <li>• Parts and functions</li> <li>• Machine practice</li> <li>• Care and maintenance</li> <li>• Trouble Shooting</li> </ul> <p>Basic Garment Analysis</p>
6.	<p>Practice of making Seams</p> <ul style="list-style-type: none"> <li>• Plain Seam (Straight &amp; Curved) with seam finishes</li> <li>• Self Enclosed seams</li> <li>• Top stitched seams</li> <li>• Corded Seam</li> <li>• Decorative seams</li> </ul> <p>Practicing with Sewing Aids</p>	<p>Seams</p> <ul style="list-style-type: none"> <li>• Classification</li> <li>• Uses</li> <li>• Properties of Seams</li> <li>• Seam finishes</li> </ul> <p>Sewing Aids</p> <ul style="list-style-type: none"> <li>• Presser foots</li> <li>• Folders</li> <li>• Guides</li> </ul>
7.	<p>Making Samples of</p> <ul style="list-style-type: none"> <li>• Darts</li> <li>• Pleats</li> </ul>	<p>Introducing Fullness</p> <ul style="list-style-type: none"> <li>• Darts – Necessity, type &amp; precautions during stitching</li> <li>• Pleats – Necessity, type &amp; uses</li> </ul>
8.	<p>Making Samples of</p> <ul style="list-style-type: none"> <li>• Tucks</li> <li>• Gathers and Shirrs</li> <li>• Frills</li> </ul>	<p>Introducing Fullness</p> <ul style="list-style-type: none"> <li>• Tucks – Types &amp; use</li> <li>• Gathering and Shirring</li> <li>• Flare</li> </ul>

		<ul style="list-style-type: none"> <li>• Ruffles/Frills – Types (Straight &amp; Circular) &amp; uses</li> </ul>
9. & 10.	Practice of Hand stitches & Making Samples of them	Hand stitches <ul style="list-style-type: none"> <li>• Hand needles – Size &amp; types</li> <li>• Sewing Thread</li> <li>• Types &amp; Applications of hand stitches</li> </ul>
11.	Making samples of <ul style="list-style-type: none"> <li>• Faced Hem</li> <li>• Edge stitched hem</li> <li>• Double stitched hem</li> <li>• Band hem</li> <li>• Ease in a hem</li> <li>• Mitered hem</li> </ul> Practice of the corner makings <ul style="list-style-type: none"> <li>• Self turned</li> <li>• With additional strip</li> </ul>	Hems <ul style="list-style-type: none"> <li>• Types</li> <li>• Uses</li> </ul> Corner Makings <ul style="list-style-type: none"> <li>• Types</li> <li>• Uses</li> </ul>
12. & 13.	Making samples of <ul style="list-style-type: none"> <li>• Casing with Drawstring</li> <li>• Casing with elastic</li> <li>• Casing with heading</li> <li>• Inside applied casing</li> <li>• Outside applied casing</li> </ul> Making samples of edge finishing <ul style="list-style-type: none"> <li>• Bias facing</li> <li>• Combination shaped facing</li> <li>• Outside facing</li> <li>• Self facing</li> <li>• Shaped facing</li> <li>• Binding</li> <li>• Piping</li> </ul>	Casing <ul style="list-style-type: none"> <li>• Introduction</li> <li>• use</li> </ul> Edge Finishing <ul style="list-style-type: none"> <li>• Facings</li> <li>• Bindings</li> <li>• Pippings</li> </ul>
14.	Making samples of different shaped necklines	Necklines <ul style="list-style-type: none"> <li>• Different shapes of neckline</li> </ul>
15.	Samples of making samples of Plackets <ul style="list-style-type: none"> <li>• Faced Placket</li> <li>• Continuous Placket</li> <li>• One Piece Placket</li> <li>• Two Piece Placket</li> <li>• Two piece Placket with pleat</li> <li>• Zippered Placket <ul style="list-style-type: none"> <li>○ Lapped</li> </ul> </li> </ul>	Plackets <ul style="list-style-type: none"> <li>• Types</li> <li>• Sample makings</li> </ul>



	<ul style="list-style-type: none"> <li>○ Fly Front</li> <li>○ Open End</li> <li>○ Invisible</li> <li>○ Visible</li> </ul>	
16.	<p>Samples of making different Pockets</p> <ul style="list-style-type: none"> <li>● Patch</li> <li>● Inseam</li> <li>● Cut/slash</li> </ul>	<p>Pockets</p> <ul style="list-style-type: none"> <li>● Types</li> <li>● Design variations</li> </ul>
17.	<p>Samples of making Collars</p>	<p>Collars</p> <ul style="list-style-type: none"> <li>● Classification</li> <li>● Collar terms</li> </ul>
18.	<p>Samples of making Sleeves</p>	<p>Sleeves</p> <ul style="list-style-type: none"> <li>● Classification</li> <li>● Sleeve length variation</li> <li>● Sample making of Sleeves with and without cuff.</li> </ul>
19.	<p>Practice of fixing fasteners as Buttons, Hooks, Eyes, Press Studs</p> <p>Practice of making Button holes by Hand</p> <p>Practicing Darning and Patching</p>	<p>Trimmings</p> <ul style="list-style-type: none"> <li>● Types</li> <li>● Applications</li> <li>● Fixing of Buttons, hooks etc.</li> <li>● Making of Buttonhole</li> </ul> <p>Mending</p> <ul style="list-style-type: none"> <li>● Darning</li> <li>● Patching</li> </ul>
20.	<p>Stitching of Ladies suit</p>	<p>Drafting &amp; developing Pattern for Ladies suit</p>
21. & 22.	<p>Industrial Training (2 weeks).</p>	
23.	<p><b>Project Work</b> Prepare <b>Minimum three</b> Basic Dresses using the skills learned like Apron, Baby set, A-Line Frock etc.</p>	
24& 25.	<p>Employability skill</p>	
26.	<p>Examination</p>	

## Second Semester

Duration: Six Months

### Learning Objectives (2<sup>nd</sup> Semester)

1. Boutique & Domestic brands
2. Designer to a boutique
3. Stylist in a Boutique
4. Consultant to a boutique
5. Be – Spoke designer
6. Design Assistant in e – tailing
7. Assistant production merchandiser

### Detailed Syllabus:

Week No.	Trade Practical	Trade Theory
1.	Familiarization with the Institute.	Introduction <ul style="list-style-type: none"> <li>• Trade</li> <li>• Job Prospects</li> <li>• Safety precautions</li> <li>• First Aid</li> </ul>
2.	Familiarization & handling of tools.  Safety Precautions while handling the tools.	Basic Industrial Terminology Trade related Tools, their importance, usage and safety <ul style="list-style-type: none"> <li>• Measuring Tools</li> <li>• Drafting Tools</li> <li>• Marking Tools</li> <li>• Cutting Tools</li> <li>• Sewing Tools</li> <li>• Finishing Tools</li> </ul>
3.	<ul style="list-style-type: none"> <li>• Identification of fabrics and texture</li> <li>• Handling of Fabrics</li> <li>• Making weave samples</li> </ul>	Fabric Fundamentals <ul style="list-style-type: none"> <li>• Brief idea about fibers</li> <li>• Types of Fabrics</li> <li>• Selection of Needle and thread according to fabric types</li> <li>• Needle Break Policy</li> </ul> Fabric Preparation for cutting <ul style="list-style-type: none"> <li>• Fabric Grain</li> <li>• Selvedge</li> <li>• Shrinkage</li> <li>• Straightening the fabric Grains</li> </ul> Measurements <ul style="list-style-type: none"> <li>• Units</li> <li>• Measuring Techniques</li> </ul>

4.	<p>Practice on Industrial Single needle lock stitch Sewing Machine</p> <ul style="list-style-type: none"> <li>• Sitting posture – Eye, Hand &amp; Foot co- ordination</li> <li>• Speed Control</li> <li>• Practice on paper</li> <li>• Threading of machine</li> <li>• Bobbin winding &amp; loading</li> <li>• Practice on fabric</li> </ul>	<p>Basic Sewing Machine</p> <ul style="list-style-type: none"> <li>• Parts and functions</li> <li>• Machine needle</li> <li>• Stitch formation</li> <li>• Sewing machine practice</li> <li>• Care and maintenance</li> <li>• Trouble Shooting</li> <li>• Types of Industrial Sewing Machine</li> </ul>
5.	<p>Running on</p> <ul style="list-style-type: none"> <li>• Straight lines</li> <li>• Square</li> <li>• Zig zag lines</li> <li>• Circle</li> <li>• Semi circle</li> <li>• Spiral</li> </ul> <p>Practice on Over lock machine</p> <ul style="list-style-type: none"> <li>• Threading</li> <li>• Running</li> <li>• Minor adjustments</li> </ul>	<p>Over lock machine</p> <ul style="list-style-type: none"> <li>• Parts and functions</li> <li>• Machine practice</li> <li>• Care and maintenance</li> <li>• Trouble Shooting</li> </ul> <p>Basic Garment Analysis</p>
6.	<p>Practice of making Seams</p> <ul style="list-style-type: none"> <li>• Plain Seam (Straight &amp; Curved) with seam finishes</li> <li>• Self Enclosed seams</li> <li>• Top stitched seams</li> <li>• Corded Seam</li> <li>• Decorative seams</li> </ul> <p>Practicing with Sewing Aids</p>	<p>Seams</p> <ul style="list-style-type: none"> <li>• Classification</li> <li>• Uses</li> <li>• Properties of Seams</li> <li>• Seam finishes</li> </ul> <p>Sewing Aids</p> <ul style="list-style-type: none"> <li>• Presser foots</li> <li>• Folders</li> <li>• Guides</li> </ul>
7.	<p>Making Samples of</p> <ul style="list-style-type: none"> <li>• Darts</li> <li>• Pleats</li> </ul>	<p>Introducing Fullness</p> <ul style="list-style-type: none"> <li>• Darts – Necessity, type &amp; precautions during stitching</li> <li>• Pleats – Necessity, type &amp; uses</li> </ul>
8.	<p>Making Samples of</p> <ul style="list-style-type: none"> <li>• Tucks</li> <li>• Gathers and Shirrs</li> <li>• Frills</li> </ul>	<p>Introducing Fullness</p> <ul style="list-style-type: none"> <li>• Tucks – Types &amp; use</li> <li>• Gathering and Shirring</li> <li>• Flare</li> <li>• Ruffles/Frills – Types (Straight &amp; Circular) &amp; uses</li> </ul>
9. & 10.	<p>Practice of Hand stitches &amp; Making Samples of them</p>	<p>Hand stitches</p> <ul style="list-style-type: none"> <li>• Hand needles – Size &amp; types</li> <li>• Sewing Thread</li> <li>• Types &amp; Applications of hand stitches</li> </ul>
11.	<p>Making samples of</p> <ul style="list-style-type: none"> <li>• Faced Hem</li> </ul>	<p>Hems</p> <ul style="list-style-type: none"> <li>• Types</li> </ul>

	<ul style="list-style-type: none"> <li>• Edge stitched hem</li> <li>• Double stitched hem</li> <li>• Band hem</li> <li>• Ease in a hem</li> <li>• Mitered hem</li> </ul> <p>Practice of the corner makings</p> <ul style="list-style-type: none"> <li>• Self turned</li> <li>• With additional strip</li> </ul>	<ul style="list-style-type: none"> <li>• Uses</li> </ul> <p>Corner Makings</p> <ul style="list-style-type: none"> <li>• Types</li> <li>• Uses</li> </ul>
12. & 13.	<p>Making samples of</p> <ul style="list-style-type: none"> <li>• Casing with Drawstring</li> <li>• Casing with elastic</li> <li>• Casing with heading</li> <li>• Inside applied casing</li> <li>• Outside applied casing</li> </ul> <p>Making samples of edge finishing</p> <ul style="list-style-type: none"> <li>• Bias facing</li> <li>• Combination shaped facing</li> <li>• Outside facing</li> <li>• Self facing</li> <li>• Shaped facing</li> <li>• Binding</li> <li>• Piping</li> </ul>	<p>Casing</p> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• use</li> </ul> <p>Edge Finishing</p> <ul style="list-style-type: none"> <li>• Facings</li> <li>• Bindings</li> <li>• Pipings</li> </ul>
14.	Making samples of different shaped necklines	<p>Necklines</p> <ul style="list-style-type: none"> <li>• Different shapes of neckline</li> </ul>
15.	<p>Samples of making samples of Plackets</p> <ul style="list-style-type: none"> <li>• Faced Placket</li> <li>• Continuous Placket</li> <li>• One Piece Placket</li> <li>• Two Piece Placket</li> <li>• Two piece Placket with pleat</li> <li>• Zippered Placket <ul style="list-style-type: none"> <li>○ Lapped</li> <li>○ Fly Front</li> <li>○ Open End</li> <li>○ Invisible</li> <li>○ Visible</li> </ul> </li> </ul>	<p>Plackets</p> <ul style="list-style-type: none"> <li>• Types</li> <li>• Sample makings</li> </ul>
16.	<p>Samples of making different Pockets</p> <ul style="list-style-type: none"> <li>• Patch</li> <li>• Inseam</li> <li>• Cut/slash</li> </ul>	<p>Pockets</p> <ul style="list-style-type: none"> <li>• Types</li> <li>• Design variations</li> </ul>
17.	Samples of making Collars	<p>Collars</p> <ul style="list-style-type: none"> <li>• Classification</li> <li>• Collar terms</li> </ul>
18.	Samples of making Sleeves	<p>Sleeves</p> <ul style="list-style-type: none"> <li>• Classification</li> <li>• Sleeve length variation</li> </ul>

		<ul style="list-style-type: none"> <li>• Sample making of Sleeves with and without cuff.</li> </ul>
19.	Practice of fixing fasteners as Buttons, Hooks, Eyes, Press Studs  Practice of making Button holes by Hand Practicing Darning and Patching	Trimmings <ul style="list-style-type: none"> <li>• Types</li> <li>• Applications</li> <li>• Fixing of Buttons, hooks etc.</li> <li>• Making of Buttonhole</li> </ul> Mending <ul style="list-style-type: none"> <li>• Darning</li> <li>• Patching</li> </ul>
20.	Stitching of Ladies suit	Drafting & developing Pattern for Ladies suit
21. & 22.	Industrial Training (2 weeks).	
23.	<p style="text-align: center;"><b>Project Work</b></p> Prepare <b>Minimum three</b> Basic Dresses using the skills learned like Apron, Baby set, A-Line Frock etc.	
24& 25.	Employability skill	
26.	Examination	

## 9.2 SYLLABUS CONTENT OF EMPLOYABILITY SKILLS

# Employability Skills

### 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.

**DISTRIBUTION OF TOPICS BETWEEN SEMESTERS FOR EMPLOYABILITY SKILL**

<b>Course Duration</b>	<b>Semester1</b>	<b>Semester2</b>	<b>Examination</b>
	<b>Topics</b>	<b>Topics</b>	
<b>01 Year (Two semesters)</b>	<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>	<b>Final examination at the end of second semester</b>
<b>02 Years (Four Semesters)</b>	<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>	<b>Final examination at the end of second semester</b>

# 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 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.
<b>2. I.T. Literacy</b>	
<b>Hours of Instruction: 20 Hrs.</b>	
<b>Marks Allotted: 09</b>	
<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. 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>	<p>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), 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.</p> <p>Information Security and antivirus tools, Do's and Don'ts in Information Security, Awareness of IT – ACT, types of cyber crimes.</p>
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### 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

## 10. INFRASTRUCTURE

1. Instructors' Qualification	i. NTC/NAC in dress making with three years Experience in relevant field Or ii. Diploma in Dress Making / Garment fabricating technology / costume designing from AICTE With Two years' Experience in relevant field Or iii. Degree in Fashion& apparel Technology With one year experience in relevant field
Desirable qualification	Preference will be given to a candidate 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)

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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 (Dress Making) 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		
	Recognize & comply safe working practices, environment regulation and housekeeping.	
	Work in a team, understand and practice soft skills, technical English to communicate with required clarity.	
	Understand and explain the concepts of quality tools, and labour welfare legislation and apply such in day to day work to improve productivity & quality.	
	Explain energy conservation, global warming, and pollution and contribute in the day to day work by optimally using available resources.	
	Explain entrepreneurship, and manage/organize related task in the day to day work for personal & societal growth.	
	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		
	Semester I <ul style="list-style-type: none"> <li>● Make hand stitches in the given fabric</li> <li>● Stitch the following using the given fabric               <ul style="list-style-type: none"> <li>○ Seams with seam finishes</li> <li>○ Darts</li> <li>○ Pleats</li> <li>○ Tucks</li> <li>○ Gathers &amp; Shirrs</li> <li>○ Frill</li> <li>○ Hem</li> <li>○ Casing</li> <li>○ Edge Finishing</li> <li>○ Neck lines</li> <li>○ Placket</li> <li>○ Pocket</li> <li>○ Collar</li> <li>○ Sleeves</li> <li>○ Cuff</li> </ul> </li> <li>● Fix the fasteners on the given fabric</li> <li>● Mend the given fabric</li> <li>● Draft a pattern for Ladies' Suit</li> <li>● Sew a Ladies' Suit with the help of the given pattern</li> </ul>	

	<b>Sub-Total of Internal assessment for Semester- I</b>	<b>20</b>
	<p>SEMESTER – II</p> <ul style="list-style-type: none"> <li>• Sketch the following manually by applying suitable fabric designs <ul style="list-style-type: none"> <li>○ Indian Dresses</li> <li>○ Western Dresses</li> </ul> </li> <li>• Design the following with suitable fabric design using Coral draw software <ul style="list-style-type: none"> <li>○ Indian Dresses</li> <li>○ Western Dresses</li> </ul> </li> <li>• Make the following Block Pattern set using different sizes taken from a size chart <ul style="list-style-type: none"> <li>○ Children’s Block</li> <li>○ Block for Teenager</li> <li>○ Ladies Block</li> <li>○ Gents Block</li> </ul> </li> <li>• Make the Patterns for the following using Draping Techniques <ul style="list-style-type: none"> <li>○ Basic Bodice with Darts</li> <li>○ Basic Bodice with Princess line</li> <li>○ Basic Straight Skirt</li> <li>○ Basic Circular Skirt</li> </ul> </li> <li>• Construct the following garments with fitting and quality according the sketched designs and blocks using adaptation/draping and manipulation techniques. <ul style="list-style-type: none"> <li>○ Dress for Children (Yoke Frock), Dress for Teenager,Ladies Dress, Ladies Suit, Ladies Night wear, Ladies Blouse,Gents Shirt, gents trouser</li> </ul> </li> <li>• Make patterns of the following by Pattern Grading techniques to their next higher or lower sizes using the size charts</li> <li>• Make markers on different width, texture &amp; designs of the following <ul style="list-style-type: none"> <li>○ Frocks</li> <li>○ Blouses</li> <li>○ Shirts</li> <li>○ Trousers</li> </ul> </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>
	Practical	100
	Trade Theory	80 Objective type Written Test of 80 marks (Trade Theory 30 Marks & Employability Skills 50 marks)
	Employability Skills	
	Engineering Drawing	
	Internal assessment	20
<b>TOTAL:</b>		<b>200</b>

**TRADE : Dress Making**

## LIST OF TOOLS &amp; EQUIPMENT

Sl. No.	Name of the Article	Quantity (Number)
<b>A. TRAINEES' TOOL KIT FOR 16 TRAINEES + 1 Instructor</b>		
1.	Measuring Tape 150 cm	17
2.	Seam Ripper	17
3.	Thimble	17
4.	Tailor's Card Scale Triangular	17
5.	Tailors Square – Plastic	17
6.	French Curve Set of three	17 sets
7.	Thread Cutter	17
8.	Scale plastic 24"	17
<b>B. Drafting/Cutting /Sewing Room Tools &amp; Equipment</b>		
1.	Scissors 25 cm	17
2.	Pinking Shears	05
3.	Leg Shaper – Plastic	17
4.	Garment Hangers	17
5.	Screw Driver Set	04 sets
6.	Table Sharpener	04
7.	Pressing Table	05
8.	Blanket for padding of Pressing Table	05
9.	Rubber mat (Size as per requirement)	05
10.	Sprayer	05
11.	Waste Bin Big / Small	10
12.	Pattern Punch	05
13.	Pattern Notcher	05
14.	Pattern Hanging Stand	04
15.	Water Tub 60 cm dia	01
16.	Stand for hanging dresses	05
17.	Trial room with 3 side mirrors of size 150 cm X 60 cm each with arrangements of hanging Dresses	01
18.	Electric Automatic steam press	05
19.	Sewing Machine – Single Needle Lock stitch Industrial model	16
20.	Over Lock Machine 3 Thread	01
21.	Zig Zag Multi Purpose Machine	01
22.	Double Needle Machine	01
23.	Button Hole machine	01
24.	Button Sewing Machine	01
25.	Machine attachments	As per requirement
26.	Chairs with low back rest or stools for the machines	16
27.	Drafting Table	8
28.	Display Board Covered with glass or Acrylic Sheet 120 X 90 cm	02
29.	Instructor Table	01
30.	Instructor Chair	02
31.	Steel Almirah 195 X 90 X 60 cm	02
32.	Pigeon hole Almirah 10 lockers & separate locking arrangements for trainees	02
33.	Locks for above pigeon hole	16
34.	Wall Clock	03
35.	Calculator Desk Type	01



36.	White Board with accessories (size as per requirement)	02
37.	Dummy Lady , men ,kid(different size)	02 each
38.	Computer system with latest configuration	05
39.	Printer Color laser	01
40.	Work station with chair	05
<b>C. Theory Room</b>		
41.	Single desks for trainees with arrangements of keeping Books etc.	16
42.	Revolving Chairs without arms	16
43.	Faculty Table & Chair set	01
44.	Computer set with UPS & multimedia projector	01
45.	White Magnetic Board with Felt board & accessories	01
46.	Display Board	02
47.	Storage Almirah	01
48.	Book Shelf	01
49.	A/C unit split type 2 TR capacity with Stabilizer	As per requirement

**Note:**

- The quantity of hand Tools may be suitably increased as per the number of supernumeries admitted in a unit.
- Trainees Tool kit may be treated as consumables in respect of trainees actually completing the course of one year (both the semesters) duration.

**Note:**

- 1.Due to the rapid changes in the technologies frequent Modernization of equipments and technologies is necessary.
- 2.Training Programme for Staff should be organized in the new fields added in the curriculum for the proper implementation of the same.
- 3.Experts from the Industry may be called for special lectures and demo's as and when required.

## ANNEXURE-II

### GUIDELINES FOR INSTRUCTORS AND PAPER SETTERS

1. All 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:
  - a. 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.	Question on different aspect	Weightage in %age	Key Words may be like
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.

### 13. LIST OF TRADE COMMITTEE MEMBERS

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

17.	Mr.R.P. Dhingra, Director (P)	DGE&T	Mentor
Core Group			
Sl. No.	Name of the member with Designation (Shri /Smt/Ms)	Institute	Position in SMC
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