

Syllabus for the trade  
of

# CUTTING & SEWING

(SEMESTER PATTERN)

UNDER

CRAFTSMEN TRAINING SCHEME

Designed in 2013

By

Government. of India  
**CENTRAL STAFF TRAINING AND RESEARCH INSTITUTE**  
Directorate General of Employment Training  
Ministry of Labour & Employment  
EN – 81, SECTOR – V, SALT LAKE CITY,  
Kolkata – 700091

**List of members of Trade Committee meeting for the trade of Cutting & Sewing held at National Vocational Training Institute for Women, Noida Dated 16/12/2011.**

<b>Sl. No.</b>	<b>Name of the member</b>	<b>Address</b>
1.	Ms. Upma Bhatia Chair person	Jt. Director of Training/Principal National Vocational Training Institute for Women, D-1, Sector – 1, Noida – 201301
2.	Mr. Rajender Kumar	Jt. Director of Training Director General of Employment & Training, Sharam Shakti Bhavan, New Delhi
3.	Ms Tulika Kumar	Proprietor, Matt Global, A-33, Sector – 58, Noida 0120-4262350
4.	Ms Ritu Lal	Fashion Designer , Free Launcer
5.	Mr ASEEM KUMAR	M.D., KAURUB EXPORTS LTD.
6.	Ms Krishi Sareen	HOD, Footware Design & Development Institute, Sector 24, Noida
7.	Ms Laxmi Rohella	Merchandiser, Flying Fashions, E-46/3, Okhla Industrial Area, Phase II, New Delhi.
8.	Mr Shiv Kumar	Software consultant, Optitex India Limited, NewDelhi
9.	Ms Neeru	Software Trainer, Optitex India Limited, NewDelhi
10.	Ms Anju Bhatia	Viva Jeans, 39, M S Market, CP, New Delhi
11.	Mr Amar Pundir	Manager HR, M/S Creative Clothes, A – 1, Sector – 59, Noida
12.	Ms Tanushree Mitra	Project Manager, M/S Creative Clothes, A – 1, Sector – 59, Noida
13.	Ms Gloria Mary Rose	Training Officer, NVTI, Noida
14.	Ms Abha Rastogi	Training Officer, NVTI, Noida
15.	Mr S S Meena	Training Officer, NVTI, Noida
16.	Ms Sonu Ghiya	Training Officer, NVTI, Noida
17.	Ms Anju	Training Officer, RVTI, Jaipur
18.	Ms Bhagya Shree	Training Officer, RVTI, Panipat
19.	Ms Pragna .H.Ravat	Training Officer, RVTI, Calcutta

**List of members attended the Workshop to finalize the syllabi of existing CTS into Semester Pattern held from 6<sup>th</sup> to 10<sup>th</sup> May'2013 at CSTARI, Kolkata.**

Sl. No.	Name & Designation	Organisation	Remarks
1.	R.N. Bandyopadhyaya, Director	CSTARI, Kolkata-91	Chairman
2.	K. L. Kuli, Joint Director of Training	CSTARI, Kolkata-91	Member
3.	K. Srinivasa Rao, Joint Director of Training	CSTARI, Kolkata-91	Member
4.	L.K. Mukherjee, Deputy Director of Training	CSTARI, Kolkata-91	Member
5.	Ashoke Rarhi, Deputy Director of Training	ATI-EPI, Dehradun	Member
6.	N. Nath, Assistant Director of Training	CSTARI, Kolkata-91	Member
7.	S. Srinivasu, Assistant Director of Training	ATI-EPI, Hyderabad-13	Member
8.	Sharanappa, Assistant Director of Training	ATI-EPI, Hyderabad-13	Member
9.	Ramakrishne Gowda, Assistant Director of Training	FTI, Bangalore	Member
10.	Goutam Das Modak, Assistant Director of Trg./Principal	RVTI, Kolkata-91	Member
11.	Venketesh. Ch. , Principal	Govt. ITI, Dollygunj, Andaman & Nicobar Island	Member
12.	A.K. Ghate, Training Officer	ATI, Mumbai	Member
13.	V.B. Zumbre, Training Officer	ATI, Mumbai	Member
14.	P.M. Radhakrishna pillai, Training Officer	CTI, Chennai-32	Member
15.	A.Jayaraman, Training officer	CTI Chennai-32,	Member
16.	S. Bandyopadhyay, Training Officer	ATI, Kanpur	Member
17.	Suriya Kumari .K , Training Officer	RVTI, Kolkata-91	Member
18.	R.K. Bhattacharyya, Training Officer	RVTI, Trivandrum	Member
19.	Vijay Kumar, Training Officer	ATI, Ludhiana	Member
20.	Anil Kumar, Training Officer	ATI, Ludhiana	Member
21.	Sunil M.K. Training Officer	ATI, Kolkata	Member
22.	Devender, Training Officer	ATI, Kolkata	Member
23.	R. N. Manna, Training Officer	CSTARI, Kolkata-91	Member
24.	Mrs. S. Das, Training Officer	CSTARI, Kolkata-91	Member
25.	Jyoti Balwani, Training Officer	RVTI, Kolkata-91	Member
26.	Pragna H. Ravat, Training Officer	RVTI, Kolkata-91	Member
27.	Sarbojit Neogi, Vocational Instructor	RVTI, Kolkata-91	Member
28.	Nilotpal Saha, Vocational Instructor	I.T.I., Berhampore, Murshidabad, (W.B.)	Member
29.	Vijay Kumar, Data Entry Operator	RVTI, Kolkata-91	Member

## GENERAL INFORMATION

1. **Name of the Trade :** – Cutting & Sewing
2. **NCO Code No:-**
3. **Duration :-** One year (2 Semesters)
4. **Power Norms :-** 04 kW
5. **Space Norms :-** 56 Sq Mtr.
6. **Entry Qualification :-** Passed 8th class examination
7. **Unit Size(No of Students) :-** 16 Trainees
8. **Instructor's/Trainer's Qualification**
  - : - (i) NTC/NAC Three years Experience Cutting Sewing / Dress making  
**OR**
  - (ii) Diploma in Dress Making / Fashion Technology with two years Experience  
**OR**
  - (iii) Degree in Fashion Technology with one year Experience.
9. **Desirable Qualification :-** Preference will be given to a candidate with Craft Instructor Certificate (CIC) in Cutting & Sewing / Dress Making trade.

Note: At least one Instructor must have Dergree/Diploma in Relevant Field

**SYLLABUS FOR THE TRADE OF CUTTING & SEWING UNDER C.T.S**  
**DURATION: six month**

**First Semester**

**Semester Code: CUS : SEM I**

(Common for Cutting & Sewing and Dress Making)

Week No.	Trade Practical	Trade Theory
1.	Familiarization with the Institute. <b>Knowledge of General Safety, Occupational health and hygiene.</b>	Introduction to the Trade <ul style="list-style-type: none"> <li>• Importance</li> <li>• Job prospects</li> <li>• Safety Precautions during Working</li> <li>• First Aid</li> </ul>
2.	Familiarization & handling the tools  Practice of Hand Stitches & Making samples of them	Trade related Aids & Tools <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> Hand Stitches <ul style="list-style-type: none"> <li>• Types</li> <li>• Application</li> </ul>
3.	Do	Eight Head Theory Joints & Muscles Types of Figure Technical Terms related to subject
4.	Practice on Industrial single Needle lock Stitch Sewing Machine <ul style="list-style-type: none"> <li>• Sitting Posture – Eye, Hand &amp; Foot coordination.</li> <li>• Speed Control</li> <li>• Practice on paper</li> <li>• Threading of machine</li> </ul>	Lock Stitch Sewing Machine <ul style="list-style-type: none"> <li>• History</li> <li>• Types</li> <li>• Parts</li> <li>• Maintenance</li> </ul>
5.	<ul style="list-style-type: none"> <li>• Running on <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> </li> </ul>	<ul style="list-style-type: none"> <li>• Stitch Formation</li> <li>• Trouble Shooting</li> </ul>
6.	Practice of taking individual measurements	Measurement <ul style="list-style-type: none"> <li>• Importance</li> </ul>

	Practice of taking measurements from garment	<ul style="list-style-type: none"> <li>• Measuring Techniques</li> <li>• Precautions</li> <li>• Measurement Charts</li> </ul> Hand Needles <ul style="list-style-type: none"> <li>• Types &amp; Their Use</li> </ul>
7.	Practice of making Seams <ul style="list-style-type: none"> <li>• Plain Seam</li> <li>• Self- enclosed seams</li> <li>• Top stitched seams</li> <li>• Corded seam</li> <li>• Princess seam</li> </ul>	Sewing Machine Needles <ul style="list-style-type: none"> <li>• Parts of the Needle</li> <li>• Point Types</li> <li>• Machine Needle size Chart</li> </ul> Threads <ul style="list-style-type: none"> <li>• Types</li> <li>• Count</li> <li>• Thread Fabric selection</li> </ul> Seams <ul style="list-style-type: none"> <li>• Classification</li> <li>• Use</li> <li>• Precautions</li> </ul>
8.	- Do -	Fabric Fundamentals Fibers <ul style="list-style-type: none"> <li>• Classification</li> <li>• Characteristics</li> <li>• Identification</li> </ul>
9.	Practice of making Button holes by Hand  Practice of fixing fasteners as Buttons, Hooks, Eyes, Press Studs	Yarn <ul style="list-style-type: none"> <li>• Types</li> <li>• Twist</li> <li>• Count</li> </ul> Button Holes <ul style="list-style-type: none"> <li>• Types</li> <li>• Size</li> <li>• Placement of Button &amp; Button holes</li> </ul>
10.	Making samples of Smocking with <ul style="list-style-type: none"> <li>• Honey comb stitch</li> <li>• Cable Stitch</li> <li>• Wave Stitch</li> <li>• China Smocking</li> </ul>	Smocking <ul style="list-style-type: none"> <li>• Types</li> <li>• Use</li> </ul>
11.	Practice of making weave samples  Prepare samples of Darts	Fabric Structure Woven Fabric <ul style="list-style-type: none"> <li>• Weave</li> </ul> Knitted Fabric <ul style="list-style-type: none"> <li>• Knit construction</li> </ul>

		<p>Other fabric</p> <ul style="list-style-type: none"> <li>• Felt</li> <li>• Fuse</li> <li>• Net</li> <li>• Braid</li> <li>• Pile</li> </ul> <p>Darts</p> <ul style="list-style-type: none"> <li>• Necessity</li> <li>• Type</li> <li>• Precautions during stitching</li> </ul>
12.	Making Samples of Pleats	<p>Pleats</p> <ul style="list-style-type: none"> <li>• Necessity</li> <li>• Type</li> <li>• Use</li> </ul> <p>Fabric finishes</p> <ul style="list-style-type: none"> <li>• Types</li> <li>• Purposes</li> </ul>
13.	<p>Collect Sample Swatches</p> <p>Practice of corner making</p> <p>Edge Finishing by facing, binding, lace, Frill, Hemming &amp; piping.</p>	<p>Fabric Designs</p> <ul style="list-style-type: none"> <li>• Plaids</li> <li>• Strips</li> <li>• Diagonals</li> <li>• Large prints</li> <li>• Small Prints</li> <li>• Border Prints</li> <li>• One Way design</li> <li>• Short pile</li> <li>• Deep Pile</li> <li>• Napped</li> </ul> <p>Fabrics available in the market</p> <p>Under lying Fabrics</p> <p>Type of Corner</p> <ul style="list-style-type: none"> <li>• Self turned</li> <li>• With additional strip</li> </ul>
14.	<p>Prepare samples of Tucks</p> <p>Collection of Trimmings</p>	<p>Fabric Terminology</p> <ul style="list-style-type: none"> <li>• Selvedge,</li> <li>• Grains</li> <li>• Bias</li> <li>• Identification of right &amp; wrong side of Fabric</li> <li>• Straightening</li> </ul> <p>Trimmings</p> <ul style="list-style-type: none"> <li>• Type</li> <li>• Use</li> </ul>

	<p>Making Samples of Frills</p> <p>Making Samples of Necklines</p>	<p>Tucks</p> <ul style="list-style-type: none"> <li>• Type</li> <li>• Use</li> </ul> <p>Ruffles/Frills</p> <ul style="list-style-type: none"> <li>• Type <ul style="list-style-type: none"> <li>○ Straight</li> <li>○ Circular</li> </ul> </li> <li>• Uses</li> </ul> <p>Necklines</p>
15.	<p>Casing with Drawstring</p> <p>Casing with elastic</p> <p>Casing with Heading</p> <p>Inside Applied Casing</p> <p>Outside Applied Casing</p> <p>Making samples with Facings</p>	<p>Casing</p> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Use</li> </ul> <p>Facings</p> <ul style="list-style-type: none"> <li>• Bias Facing</li> <li>• Combination Shaped Facing</li> <li>• Outside Facings</li> <li>• Self Facing</li> <li>• Shaped Facing</li> </ul>
16.	<p>Threading &amp; practice of running Over lock machine</p> <p>Making samples of</p> <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>	<p>Over Lock Machine</p> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Parts</li> <li>• Safety during working</li> </ul> <p>Hems</p> <ul style="list-style-type: none"> <li>• Type</li> <li>• Use</li> </ul>
17.	<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>Zippers</p> <ul style="list-style-type: none"> <li>• Parts of the Zipper</li> <li>• Types</li> <li>• Uses</li> </ul> <p>Plackets</p> <ul style="list-style-type: none"> <li>• Type</li> <li>• Use</li> </ul>



18.	Samples of making different Pockets	Pockets <ul style="list-style-type: none"> <li>• Patch</li> <li>• Inseam</li> <li>• Cut/slash</li> <li>• Design variation in pockets</li> </ul>
19.	Samples of making Collars	Collars <ul style="list-style-type: none"> <li>• Classification</li> <li>• Collar terms</li> </ul>
20.	Samples of Sleeves with & without cuff	Sleeves <ul style="list-style-type: none"> <li>• Classification of sleeve</li> <li>• Sleeve length variation</li> <li>• Sleeve Terminology</li> <li>• Bottom finishing by Cuff</li> </ul>
21.	Project – 1	
22.	Prepare any Four utility article using the skills learned above as Hand kerchiefs, Pillow Covers, Baby Set, Cushion Covers, Wall Hangings, Apron, Jewelry case etc.	
23.		
24.	Employability Skill	
25.	Project work / Industrial visit (optional)	
26.	Examination	

**SYLLABUS FOR THE TRADE OF CUTTING & SEWING UNDER C.T.S**  
**DURATION: six month**

**Second Semester**

**Semester Code: CUS : SEM II**

Week No.	Trade Practical	Trade Theory
1.	Revision of work done in Semester I	Introduction to the Trade Job Opportunities
2.	Pattern Making & Stitching of Jhabla  Pattern Making & Stitching of Petticoats	Human Figures <ul style="list-style-type: none"> <li>• Joints &amp; Muscles and their effect on garment</li> <li>• Male &amp; Female Figures</li> <li>• Normal &amp; Abnormal Figures</li> <li>• Identify your Figure (Personal height related to total height of human figure)</li> </ul> Drafting of Jhabla Drafting of Petticoat <ul style="list-style-type: none"> <li>• Four Panel</li> <li>• Six Panel</li> <li>• Smart Fitting</li> </ul>
3.	Pattern Making & Stitching of Simple Pajama and Pant Cut Pajama	Trial Room <ul style="list-style-type: none"> <li>• Necessity</li> <li>• Specification</li> </ul> Sketching & Drafting <ul style="list-style-type: none"> <li>• Simple Pajama</li> <li>• Pant Cut Pajama</li> </ul>
4.	Pattern Making & Stitching of Aligarh Pajama and Churidar Pajama	Pressing <ul style="list-style-type: none"> <li>• Tools</li> <li>• Methods</li> <li>• Importance</li> </ul> Sketching , Drafting, Layout & Estimate - <ul style="list-style-type: none"> <li>• Aligarh Pajama</li> <li>• Churidar Pajama</li> </ul>
5.	Pattern Making, Cutting , Stitching & Finishing of Sun suit and Yoke Frock	Laundry Sketching & Drafting of Children Garments <ul style="list-style-type: none"> <li>• Romper</li> <li>• Sun Suit</li> <li>• Jump Suit</li> <li>• Yoke Frock</li> </ul>
6.	Pattern Making & Stitching of Frock	Sketching & Drafting of Frock Methods of handling different fabrics
7.	Pattern Making & Stitching of Night Suit	Sketching & Drafting of Boys Night Suit

8.	Pattern Making, Cutting & Stitching of Top	Methods of removing stains from different fabrics, Sketching & Drafting of Girls Top
9.	Pattern Making, Cutting & Stitching of Skirt	Technical Terms related to subject Sketching & Drafting of Skirt
10.	Pattern Making, Cutting & Stitching of Kurta	Sketching & Drafting of Gents Kurta
11.	Pattern Making, Cutting & Stitching of Kali dar Kurta	Sketching & Drafting of Kalidar Kurta
12.	Pattern Making, Cutting & Stitching of Blouse	Sketching & Drafting of Plain Blouse
13.	Pattern Making, Cutting & Stitching of Choli cut Blouse	Sketching & Drafting of Choli cut Blouse
14.	Pattern Making, Cutting & Stitching of Nighty	Shrinkage of Fabric Sketching & Drafting of Nighty
15.	Pattern Making, Cutting & Stitching of Ladies Shirt	Sketching & Drafting of Ladies Shirt
16.	Pattern Making, Cutting & Stitching of Salwar	Sketching & Drafting of Salwar <ul style="list-style-type: none"> <li>• Plain Salwar</li> <li>• Belted Salwar</li> <li>• Patiala Salwar</li> </ul>
17. 18.	Pattern Making, Cutting & Stitching of Gents Shirt	Sketching & Drafting of Gents Shirt Balance of garments according to structure of Human body & its importance
19.	Pattern Making, Cutting & Stitching of Knicker	Sketching & Drafting of Knicker
20. 21.	Pattern Making, Cutting & Stitching of Trousers	Sketching & Drafting of Trousers Defects & remedies in the Trousers
22.	Checking of garments in respects of – <ul style="list-style-type: none"> <li>• Measurements</li> <li>• Stitching</li> <li>• Stains</li> <li>• Defects</li> </ul>	Inspection <ul style="list-style-type: none"> <li>• Definition, need &amp; planning</li> <li>• Types of Inspection</li> <li>• Stages of Inspection</li> <li>• Role of Inspector</li> </ul>
23.	Check & Correct Pattern  Practice of making plans for different garments.	Common Defects in the Garments Estimation of fabric for different widths for different garments
24.	Employability Skill	
25.	<b>Revision</b>	
26.	Examination	

Note: Trainees will maintain a record of Layouts & estimation of Fabric for the above garments.

**TRADE: CUTTING & SEWING**  
**LIST OF TOOLS & EQUIPMENT**

**A. TRAINEES TOOL KIT FOR 16 TRAINEES + 1**

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

37.	Locks for above pigeon hole	16 Nos
38.	Wall Clock	02 Nos
39.	Calculator Desk Type	01 No
40.	White Board with accessories (size as per requirement)	01 No
41.	Dummy Lady (different size)	02 Nos

### **B. Theory Room**

Sl. No.	Name of the Tools/Equipment	Quantity
01	Single desks for trainees with arrangements of keeping Books etc.	16 Nos
02	Revolving Chairs without arms	16 Nos
03	Faculty Table & Chair set	01 No
04	Computer set with UPS & multimedia projector	01 No
05	Audio address system	01 No
06	White Magnetic Board with Felt board & accessories	01 No
07	Display Board	02 Nos
08	Storage Almirah	01 No
09	Book Shelf	01 No
10	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 supernumeraries admitted in a unit.
- One number each of item no. 4 to 9 in respect of trainees actually completing the course of one year (both the semesters) duration may be treated as consumables.

*Note:*

1. *Due to the rapid changes in the technologies frequent Modernization of equipments and technologies is necessary.*
2. *Training Programmes 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.*