

FASHION DESIGNING ASSISTANT

COMPETENCY BASED CURRICULUM

(Duration: 2 Yrs.)

APPRENTICESHIP TRAINING SCHEME (ATS)

NSQF LEVEL- 5



India
कौशल भारत - कुशल भारत

SECTOR – APPAREL



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



Directorate General of Training



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कौशल भारत - कुशल भारत

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(Revised in 2018)

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Developed By

Ministry of Skill Development and Entrepreneurship
Directorate General of Training
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Sl. No.	Name & Designation Sh./Mr./Ms.	Organization	Expert Group Designation
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2.	Shri. A.Z. Bukhari, (Manager)	Texport syndicate- Andheri	Member
3.	Amit Pativar (Manager)	Creative Garments- Lower, Parel	Member
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1.1 Apprenticeship Training Scheme under Apprentice Act 1961

The Apprentices Act, 1961 was enacted with the objective of regulating the programme of training of apprentices in the industry by utilizing the facilities available therein for imparting on-the-job training. The Act makes it obligatory for employers in specified industries to engage apprentices in designated trades to impart Apprenticeship Training on the job in industry to school leavers and person having National Trade Certificate(ITI pass-outs) issued by National Council for Vocational Training (NCVT) to develop skilled manpower for the industry. There are four categories of apprentices namely; **trade apprentice, graduate, technician and technician (vocational) apprentices.**

Qualifications and period of apprenticeship training of **trade apprentices** vary from trade to trade. The apprenticeship training for trade apprentices consists of basic training followed by practical training. At the end of the training, the apprentices are required to appear in a trade test conducted by NCVT and those successful in the trade tests are awarded the National Apprenticeship Certificate.

The period of apprenticeship training for graduate (engineers), technician (diploma holders and technician (vocational) apprentices is one year. Certificates are awarded on completion of training by the Department of Education, Ministry of Human Resource Development.

1.2 Changes in Industrial Scenario

Recently we have seen huge changes in the Indian industry. The Indian Industry registered an impressive growth during the last decade and half. The number of industries in India have increased manifold in the last fifteen years especially in services and manufacturing sectors. It has been realized that India would become a prosperous and a modern state by raising skill levels, including by engaging a larger proportion of apprentices, will be critical to success; as will stronger collaboration between industry and the trainees to ensure the supply of skilled workforce and drive development through employment. Various initiatives to build up an adequate infrastructure for rapid industrialization and improve the industrial scenario in India have been taken.

1.3 Reformation

The Apprentices Act, 1961 has been amended and brought into effect from 22nd December, 2014 to make it more responsive to industry and youth. Key amendments are as given below:

- Prescription of number of apprentices to be engaged at establishment level instead of trade-wise.
- Establishment can also engage apprentices in optional trades which are not designated, with the discretion of entry level qualification and syllabus.
- Scope has been extended also to non-engineering occupations.
- Establishments have been permitted to outsource basic training in an institute of their choice.
- The burden of compliance on industry has been reduced significantly.



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2.1 GENERAL

Directorate General of Training (DGT) under Ministry of Skill Development & Entrepreneurship offers range of vocational training courses catering to the need of different sectors of economy/ Labour market. The vocational training programmes are delivered under aegis of National Council of Vocational Training (NCVT). Craftsman Training Scheme (CTS) and Apprenticeship Training Scheme (ATS) are two pioneer programmes of NCVT for propagating vocational training.

Fashion Designing Assistant trade under ATS is one of the most popular courses delivered nationwide through different industries. The course is of two years (02 Blocks) duration. It mainly consists of Domain area and Core area. In the Domain area Trade Theory & Practical impart professional - skills and knowledge, while Core area - and Employability Skills imparts requisite core skills & knowledge and life skills. After passing out the training programme, the trainee is being awarded National Apprenticeship Certificate (NAC) by NCVT having worldwide recognition.

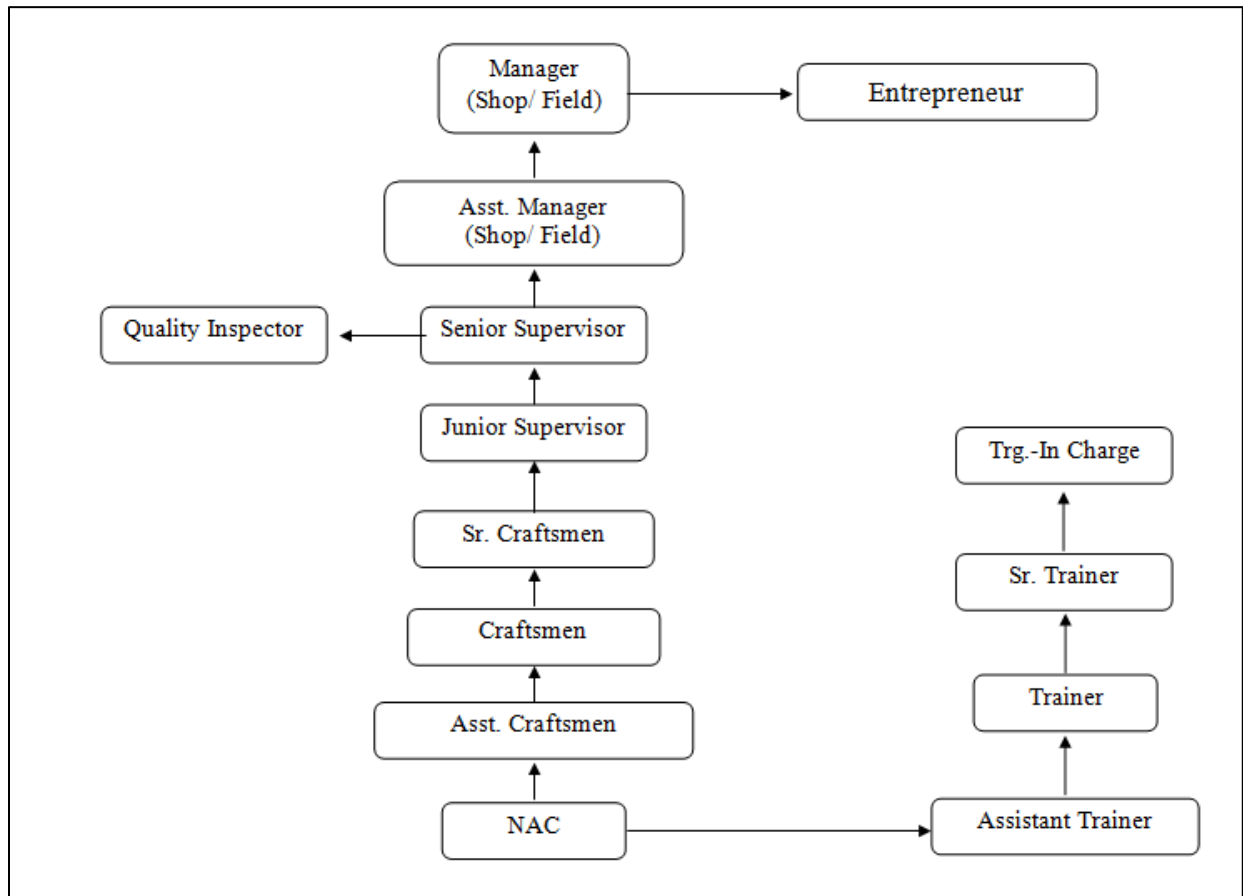
Broadly candidates need to demonstrate that they are able to:

- Read & interpret technical parameters/document, plan and organize work processes, identify necessary materials and tools;
- Perform task with due consideration to safety rules, accident prevention regulations and environmental protection stipulations;
- Apply professional skill, knowledge, core skills & employability skills while performing jobs and solve problem during execution.
- Check the job/assembly as per drawing for functioning, identify and rectify errors in job/assembly.
- Document the technical parameters related to the task undertaken.

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2.2 CAREER PROGRESSION PATHWAYS:

- Indicative pathways for vertical mobility.



2.3 COURSE STRUCTURE:

Table below depicts the distribution of training hours across various course elements during a period of two years (*Basic Training and On-Job Training*): -

Total training duration details: -

Time (in months)	1-3	4-12	13-24
Basic Training	Block- I	-----	-----
Practical Training (On - job training)	----	Block - I	Block - II

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A. Basic Training

For 02 yrs. Course (Non-Engg.):- **Total 03 months:** 03 months in 1styr. only

For 01 yr.03 months Course (Non-Engg.):- **Total 03 months:** 03 months in 1styr.

Sl. No.	Course Element	Total Notional Training Hours (For 02 yrs. Course)
1	Professional Skill (Trade Practical)	270
2	Professional Knowledge (Trade Theory)	120
3	Employability Skills	110
	Total (including Internal Assessment)	500

B. On-Job Training:-

For 02 yrs. Course (Non-Engg.) :- (**Total: 9 months in 1st yr.+12months in 2nd yr.**)

Notional Training Hours for On-Job Training: 3640 Hrs.

C. Total training hours:-

Duration	Basic Training	On-Job Training	Total
For 02 yrs. Course (Non-Engg.)	500 hrs.	3640 hrs.	4140 hrs.
For 01 yr. 03 months Course (Non-Engg.)	500 hrs.	2080 hrs.	2580 hrs.

2.4 ASSESSMENT & CERTIFICATION:

The trainee will be tested for his skill, knowledge and attitude during the period of course and at the end of the training programme as notified by Govt of India from time to time. The Employability skills will be tested in first two semesters only.

a) The **Internal assessment** during the period of training will be done by **Formative assessment method** by testing for assessment criteria listed against learning outcomes. The training institute have to maintain individual *trainee portfolio* as detailed in assessment guideline. The marks of internal assessment will be as per the template (Annexure – II).

b) The final assessment will be in the form of summative assessment method. The All India Trade Test for awarding NAC will be conducted by NCVT on completion of course as per guideline of Govt of India. The pattern and marking structure is being notified by govt of India

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from time to time. **The learning outcome and assessment criteria will be basis for setting question papers for final assessment. The examiner during final examination will also check individual trainee's profile as detailed in assessment guideline before giving marks for practical examination.**

2.4.1 PASS REGULATION

The minimum pass percent for Practical is 60% & minimum pass percent for Theory subjects 40%. The candidate pass in each subject conducted under all India trade test.

2.4.2 ASSESSMENT GUIDELINE

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 assessment. Due consideration should be given while assessing for team work, avoidance/reduction of scrap/wastage and disposal of scarp/wastage as per procedure, behavioral attitude, sensitivity to environment and regularity in training. The sensitivity towards OSHE and self-learning attitude are to be considered while assessing competency.

Assessment will be evidence based comprising the following:

- Job carried out in labs/workshop
- Record book/ daily diary
- Answer sheet of assessment
- Viva-voce
- Progress chart
- Attendance and punctuality
- Assignment
- Project work

Evidences of internal assessments are to be preserved until forthcoming semester examination for audit and verification by examination body. The following marking pattern to be adopted while assessing:

Performance Level	Evidence
(a) Weightage in the range of 60 -75% to be allotted during assessment	
For performance in this grade, the candidate with occasional guidance and showing due regard for safety procedures and practices, has produced work which demonstrates attainment of an acceptable standard of craftsmanship.	<ul style="list-style-type: none">• Demonstration of good skill in the use of hand tools, machine tools and workshop equipment• Below 70% tolerance dimension/accuracy achieved while undertaking different work with those demanded by the

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	<p>component/job/set standards.</p> <ul style="list-style-type: none">• A fairly good level of neatness and consistency in the finish• Occasional support in completing the project/job.
(b) Weightage in the range of above 75% - 90% to be allotted during assessment	
<p>For this grade, the candidate, with little guidance and showing due regard for safety procedures and practices, has produced work which demonstrates attainment of a reasonable standard of craftsmanship.</p>	<ul style="list-style-type: none">• Good skill levels in the use of hand tools, machine tools and workshop equipment• 70-80% tolerance dimension/accuracy achieved while undertaking different work with those demanded by the component/job/set standards.• 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	
<p>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.</p>	<ul style="list-style-type: none">• High skill levels in the use of hand tools, machine tools and workshop equipment• Above 80% tolerance dimension/accuracy achieved while undertaking different work with those demanded by the component/job/set standards.• A high level of neatness and consistency in the finish.• Minimal or no support in completing the project.

Brief description of Job roles:

Fashion Designer should have the skills and knowledge to develop fashion design briefs and manage the development of design concepts for commercial production. The initial process includes conducting market research and trend analysis for the particular season and identifying a theme for the collection; then creating a mood board and colour board based on the theme, develop an entire range according to the business plan and as per the theme board. After finalization on the range with the team, create the tech pack for each style. Work with different teams to create a prototype design based on the tech pack. Evaluation of the sample and Documentation of the same is also done by the Designer.

Reference NCO 2015:

- i) 2163.0500-Fashion Designer



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NSQF level for Fashion Designing Assistant trade under ATS: **Level 5**

As per notification issued by Govt. of India dated- 27.12.2013 on National Skill Qualification Framework total 10 (Ten) Levels are defined.

Each level of the NSQF is associated with a set of descriptors made up of five outcome statements, which describe in general terms, the minimum knowledge, skills and attributes that a learner needs to acquire in order to be certified for that level.

Each level of the NSQF is described by a statement of learning outcomes in five domains, known as level descriptors. These five domains are:

- a. Process
- b. Professional knowledge,
- c. Professional skill,
- d. Core skill and
- e. Responsibility.



The Broad Learning outcome of Fashion Designing Assistant trade under ATS mostly matches with the Level descriptor at Level- 5.

The NSQF level-5 descriptor is given below:

Level	Process Required	Professional Knowledge	Professional Skill	Core Skill	Responsibility
Level 5	Job that requires well developed skill, with clear choice of procedures in familiar context.	Knowledge of facts, principles, processes and general concepts, in a field of work or study	A range of cognitive and practical skills required to accomplish tasks and solve problem by selecting and applying basic methods, tools, materials and information.	Desired mathematical skill, understanding of social, political and some skill of collecting and organizing information, communication.	Responsibility for own work and Learning and some responsibility for other's works and learning.

5. GENERAL INFORMATION

Name of the Trade	FASHION DESIGNING ASSISTANT
NCO - 2015	2163.0500
NSQF Level	Level – 5
Duration of Apprenticeship Training (Basic Training + On-Job Training)	Two years (02 Blocks each of one year duration).
Duration of Basic Training	a) Block –I : 3 months Total duration of Basic Training: 3 months
Duration of On-Job Training	a) Block –I: 9 months b) Block –II : 12 months Total duration of Practical Training: 21 months
Entry Qualification	Passed 10th class examination under 10+2 system of education or its equivalent.
Selection of Apprenticeship	The apprentices will be selected as per Apprenticeship Act amended time to time.
Instructors Qualification for Basic Training	As per ITI instructors qualifications as amended time to time for the specific trade.
Infrastructure for basic training	As per related trade of ITI.
Examination	The internal examination/ assessment will be held on completion of each block. Final examination for all subjects will be held at the end of course and same will be conducted by NCVT.
Rebate to Ex-ITI Trainees	01 year and 06 months
CTS trades eligible for FASHION DESIGNING ASSISTANT Apprenticeship	Broad Based Basic Training in Apparel Sector under Centre of Excellence Scheme and Advanced module of Centre of Excellence Scheme in Fashion Designing.

Note:

- Industry may impart training as per above time schedule for different block, however this is not fixed. The industry may adjust the duration of training considering the fact that all the components under the syllabus must be covered. However the flexibility should be given keeping in view that no safety aspects is compromised.
- For imparting Basic Training the industry to tie-up with ITIs having such specific trade and affiliated to NCVT.

6.1 GENERIC LEARNING OUTCOME

The following are minimum broad Common Occupational Skills/ Generic Learning Outcome after completion of the FASHION DESIGNING ASSISTANT course of 02 years duration under ATS.

Block I & II:

1. Recognize & comply safe working practices, environment regulation and housekeeping.
2. Explain the concept in productivity, quality tools, and labour welfare legislation and apply such in day to day work to improve productivity & quality.
3. Explain energy conservation, global warming and pollution and contribute in day to day work by optimally using available resources.
4. Explain personnel finance, entrepreneurship and manage/organize related task in day to day work for personal & societal growth.
5. Plan and organize the work related to the occupation.

6.2 SPECIFIC LEARNING OUTCOME

Block – I

1. Understand and Illustrate importance of Fashion designing.
2. Sketch fashion croqui of female and Design Garments with the help of elements using principles of design and colour scheme.
3. Drape, illustrate Fabric rendering and drawing texture.
4. Apply surface ornamentation with embroidery, dying, printing.
5. Perform basic Stitches, Seams and Edge finishes with operation of Sewing machine.
6. Identify different Fibres and Fabrics along with Weaves and Knits.
7. Create and Design Garments and Accessories in Corel Draw using tools and commands.
8. Create Bodice Block Set & Patterns and construct samples of Design Details.

Block – II

9. Apply garment details in fashion illustration.
10. Illustrate Male and Female wear on Croquis and develop designer Wears based on draping Technique/ sketches as per fashion & style.
11. Analyze human anatomy with Eight Head theory and different types of body contour.
12. Ensure the Quality of production.
13. Analyze fashion merchandising, fashion scope and Career Prospect.
14. Free hand designing of fashion accessories as per latest trend.
15. Assist the fashion designer in conducting fashion shows.

Note: Learning outcomes are reflection of total competencies of a trainee and assessment will be carried out as per assessment criteria.

7. LEARNING OUTCOME WITH ASSESSMENT CRITERIA

GENERIC LEARNING OUTCOME	
LEARNING 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.
	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/unsalvageable 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 avoidance of same.
	1.13 Take opportunities to use energy and materials in an environmentally friendly manner
	1.14 Avoid waste and dispose waste as per procedure
	1.15 Recognize different components of 5S and apply the same in the working environment.
2. Explain the concept in productivity, quality tools, and labour welfare legislation and apply such in day to day work to	2.1 Explain the concept of productivity and quality tools and apply during execution of job.
	2.2 Understand the basic concept of labour welfare legislation and adhere to responsibilities and remain sensitive towards such laws.

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improve productivity & quality.	2.3 Knows benefits guaranteed under various acts
3. Explain energy conservation, global warming and pollution and contribute in day to day work by optimally using available resources.	3.1 Explain the concept of energy conservation, global warming, pollution and utilize the available recourses optimally & remain sensitive to avoid environment pollution.
	3.2 Dispose waste following standard procedure.
4. Explain personnel finance, entrepreneurship and manage/organize related task in day to day work for personal & societal growth.	4.1 Explain personnel finance and entrepreneurship.
	4.2 Explain role of Various Schemes and Institutes for self-employment i.e. DIC, SIDA, SISI, NSIC, SIDO, Idea for financing/ non financing support agencies to familiarizes with the Policies /Programmes & procedure & the available scheme.
	4.3 Prepare Project report to become an entrepreneur for submission to financial institutions.
5. Plan and organize the work related to the occupation.	5.1 Use documents, drawings and recognize hazards in the work site.
	5.2 Plan workplace/ assembly location with due consideration to operational stipulation
	5.3 Communicate effectively with others and plan project tasks
	5.4 Assign roles and responsibilities of the co-trainees for execution of the task effectively and monitor the same.
SPECIFIC OUTCOME	
<u>Block-I & II (Section:10 in the competency based curriculum)</u>	
<p><i>Assessment Criteria i.e. the standard of performance, for each specific learning outcome mentioned under block – I & block – II (section: 10) must ensure that the trainee achieves well developed skill with clear choice of procedure in familiar context. Assessment criteria should broadly cover the aspect of Planning (Identify, ascertain, estimate etc.); Execution (perform, illustration, demonstration etc. by applying 1) a range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools, materials and information 2) Knowledge of facts, principles, processes, and general concepts, in a field of work or study 3) Desired Mathematical Skills and some skill of collecting and organizing information, communication) and Checking/ Testing to ensure functionality during the assessment of each outcome. The assessments parameters must also ascertain that the candidate is responsible for own work and learning and some responsibility for other’s work and learning.</i></p>	

BASIC TRAINING (Block – I)**Duration: (03) Three Months**

Week No.	Professional Skills (Trade Practical)	Professional Knowledge (Trade Theory)
1	Identification of Tools & Equipments Familiarization to Industrial model Lock stitch sewing machine Basic part and attachment Functions Defects and remedies Needles and threads Practice of sewing and practical exercises on sewing.	Introduction and familiarization with the institute Importance of safety and general precaution Safety precautions Introduction to work ethics, measuring tools and Techniques marking tools and Techniques cutting tools and Techniques pressing tools and Techniques Introduction to sewing machine & its components.
2	Free Hand Sketching of Different Types of Line Line sketches in pencil & ink Geometric construction of two dimensional geometric shapes and forms. Prepare chart only (color wheel, color scheme, grey scale, Tints and shades, gradation) Female croquis (12.5)	Brief idea about drawing tools and Techniques materials Elements of design ❖ Introduction to elements and principles of design ❖ Fundamentals and basics of color ❖ Color & color Theories and color scheme ❖ understand concepts of design ❖ textures, shapes and forms.
3	Drawing Texture Fabric rendering <ul style="list-style-type: none"> • Plain cotton • Chiffon • Mesh/ net • Tissue • Brocade • Denim • Corduroy • Fabric rendering according to weight, fall and opacity. 	Selection of Dresses according to (age, occasion, climate, personality, age &sex) Age group relation to design various categories of men's wear .women's wear, kids wear Ready Made Garments Industry Introduction Basis of selection of readymade garment Merits. <ul style="list-style-type: none"> • Overview of garment mass Production Setup Precaution to be taken while working with different kinds of fabric Preparation of material before cutting, Draping of Garment
4	Developing Traditional Embroideries;	Sources of design inspiration&

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	<p>Contemporisation of Various Traditional Motifs Introduction to Basic hand and Machine stitches (Sample Making)</p> <p>Decorative stitches(in context to contemporary stitches) Flat Stitches; looped stitches ;knotted stitches; crossed stitches</p> <p>Seams; Seam finishes</p>	<p>conceptualization; optical illusion, silhouette, Introduction To Hand Stitching Introduction to decorative stitches; Flat Stitches ;looped stitches; knotted stitches crossed stitches</p> <p>Introduction To Seams & Seam</p>
5	<p>Apply Fullness(Sample Making) Darts; Sample Making of Plackets, Openings Pockets, Facing & Binding; Making draft and samples of Sleeves, Collars.</p> <p>Sample Making of Fasteners: Sample making of Trimmings Sample Making of neckline finishes; Sample making of Hems</p>	<p>Introduction to Plackets & Openings Pockets Facing Binding Introduction to measurement ISI Standards of measurements Relationship of sizes & measurements methods of measuring body and dress form; Measurement charts.</p> <p>Introduction to paper pattern Definition, Types- Flat Pattern and Draped pattern; Importance Consideration while making paper pattern Introduction To Draping method for apparel Design</p>
6	<p>Samples of Weaving Warp Knits and Weft Knits Prepare sample file and a survey report on different type of cotton fabric, Synthetic, Woolen Worsted etc.</p>	<p>Meaning and definition of textile fibres; Classification of fibres-natural fibre, manmade fibres Characteristics/ properties of above mentioned fibres; Identification of textile fibres yarn construction; Elementary processing of different types of fibre to yarn Characteristic of yarn ;twist ;Size count and count measuring system; Types of yarn- Simple, Complex ;Elementary weaving theory ;Fabric structure-Woven, Knitted and non-woven</p> <p>Introduction to Dyeing & Printing Introduction to knitting Types of Knitted Fabric used in garment industry</p>
7	<p>Introduction and designing through Corel Draw Practice on Tools Working with Shapes</p>	<p>Introduction and importance of designing through computers Use of Corel Draw in Design creation Tools Working with Shapes</p>

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8	Working with special effects Creating Fabric Designs Creating Croqui Rendering & Draping Accessories Designing	Working with special effects Creating Fabric Designs Creating Croqui Rendering & Draping Accessories Designing
9	Sketching of Necklines, Collars, Sleeves, Yokes, Gathers, pleats, Bows and ties, Caps and hats, Pockets, Cascades, Belts, Style lines.	Rendering of different type of fabric-Plain, Checks, Dotted, Printed, Stripped, Textured,
10	Female Croquie (10.5-12.5), front , 3/4 half, back view, Male Croquie (Casual wear; Formal wear);Draping on dress form: Drape and draw sketches of indo-western ladies wear as per Fashion and style;	FASHION Drawings; ❖ Draping ❖ Wardrobe planning ❖ Fashion and style
11	Cutting, stitching and finishing of frock Cutting stitching & finishing of night suit; Practice of developing dress pattern from Draping Technique.	Anatomy (in brief) Joints and muscles Growth and development Eight head theory Types of human figure Introduction To Kids Pattern,(Drafting, pattern making, estimation, and layout of the garments)
12	Introduction To Quality assurance Quality Management Textile Testing and product evaluation Quality Inspection Care Labeling of apparels Checking of garment with respect to measurement and stitching.	Care and storage wash care symbols Introduction to Quality control and quality assurance Stain removal Immediate repairing
13	Preparation and designing of Tech pack Cost sheet Assignment Report based on; fashion trend trade fairs, fashion show, boutique, garment production unit Apparel Retail Channels	Career in fashion Meaning and scope of business Introduction to Fashion merchandising Brief knowledge of fashion trend, trade fairs, fashion show, boutique, garment production unit Study of fashion Fraternity Leading Fashion Designers Textile Designers
Assessment/Examination (03days)		

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Note: - *More emphasis to be given on video/real-life pictures during theoretical classes. Some real-life pictures/videos of related industry operations may be shown to the trainees to give a feel of Industry and their future assignment.*



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9.1 EMPLOYABILITY SKILLS

(DURATION: - 110 HRS.)

Block – I (Duration – 55 hrs.)	
1. English Literacy	
Duration : 20 Hrs. Marks : 09	
Pronunciation	Accentuation (mode of pronunciation) on simple words, Diction (use of word and speech)
Functional Grammar	Transformation of sentences, Voice change, Change of tense, Spellings.
Reading	Reading and understanding simple sentences about self, work and environment
Writing	Construction of simple sentences Writing simple English
Speaking / Spoken English	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	
Duration : 20 Hrs. Marks : 09	
Basics of Computer	Introduction, Computer and its applications, Hardware and peripherals, Switching on-Starting and shutting down of computer.
Computer Operating System	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.
Word processing and Worksheet	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.

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Computer Networking and Internet	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. Information Security and antivirus tools, Do's and Don'ts in Information Security, Awareness of IT - ACT, types of cyber crimes.
3. Communication Skills	
Duration : 15 Hrs. Marks : 07	
Introduction to Communication Skills	Communication and its importance Principles of Effective communication Types of communication - verbal, non verbal, written, email, talking on phone. Non verbal communication -characteristics, components-Para-language Body language Barriers to communication and dealing with barriers. Handling nervousness/ discomfort.
Listening Skills	Listening-hearing and listening, effective listening, barriers to effective listening guidelines for effective listening. Triple- A Listening - Attitude, Attention & Adjustment. Active Listening Skills.
Motivational Training	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.
Facing Interviews	Manners, Etiquettes, Dress code for an interview Do's & Don'ts for an interview.
Behavioral Skills	Problem Solving Confidence Building Attitude
Block – II	
Duration – 55 hrs.	
4. Entrepreneurship Skills	
Duration : 15 Hrs.	

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		Marks : 06
Concept of Entrepreneurship	Entrepreneur - Entrepreneurship - Enterprises:-Conceptual issue Entrepreneurship vs. management, Entrepreneurial motivation. Performance & Record, Role & Function of entrepreneurs in relation to the enterprise & relation to the economy, Source of business ideas, Entrepreneurial opportunities, The process of setting up a business.	
Project Preparation & Marketing analysis	Qualities of a good Entrepreneur, SWOT and Risk Analysis. Concept & application of PLC, Sales & distribution Management. Different Between Small Scale & Large Scale Business, Market Survey, Method of marketing, Publicity and advertisement, Marketing Mix.	
Institutions Support	Preparation of Project. Role of Various Schemes and Institutes for self-employment i.e. DIC, SIDA, SISI, NSIC, SIDO, Idea for financing/ non financing support agencies to familiarizes with the Policies /Programmes & procedure & the available scheme.	
Investment Procurement	Project formation, Feasibility, Legal formalities i.e., Shop Act, Estimation & Costing, Investment procedure - Loan procurement - Banking Processes.	
5. Productivity		Duration : 10 Hrs. Marks : 05
Benefits	Personal / Workman - Incentive, Production linked Bonus, Improvement in living standard.	
Affecting Factors	Skills, Working Aids, Automation, Environment, Motivation - 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. 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 and Environment Education		Duration : 15 Hrs. Marks : 06
Safety & Health	Introduction to Occupational Safety and Health importance of safety and health at workplace.	
Occupational Hazards	Basic Hazards, Chemical Hazards, Vibroacoustic Hazards, Mechanical Hazards, Electrical Hazards, Thermal Hazards. Occupational health, Occupational hygienic, Occupational Diseases/ Disorders & its prevention.	
Accident & safety	Basic principles for protective equipment.	

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	Accident Prevention techniques - control of accidents and safety measures.
First Aid	Care of injured & Sick at the workplaces, First-Aid & Transportation of sick person.
Basic Provisions	Idea of basic provision legislation of India. safety, health, welfare under legislative of India.
Ecosystem	Introduction to Environment. Relationship between Society and Environment, Ecosystem and Factors causing imbalance.
Pollution	Pollution and pollutants including liquid, gaseous, solid and hazardous waste.
Energy Conservation	Conservation of Energy, re-use and recycle.
Global warming	Global warming, climate change and Ozone layer depletion.
Ground Water	Hydrological cycle, ground and surface water, Conservation and Harvesting of water.
Environment	Right attitude towards environment, Maintenance of in -house environment.
7. Labour Welfare Legislation	
Duration : 05 Hrs. Marks : 03	
Welfare Acts	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.
8. Quality Tools	
Duration : 10 Hrs. Marks : 05	
Quality Consciousness	Meaning of quality, Quality characteristic.
Quality Circles	Definition, Advantage of small group activity, objectives of quality Circle, Roles and function of Quality Circles in Organization, Operation of Quality circle. Approaches to starting Quality Circles, Steps for continuation Quality Circles.
Quality Management System	Idea of ISO 9000 and BIS systems and its importance in maintaining qualities.
House Keeping	Purpose of House-keeping, Practice of good Housekeeping.
Quality Tools	Basic quality tools with a few examples.

10. DETAILS OF COMPETENCIES (ON-JOB TRAINING)

The **competencies/ specific outcomes** on completion of On-Job Training are detailed below: -

Block – I

1. Understand and Illustrate importance of Fashion designing.
2. Sketch fashion croqui of female and Design Garments with the help of elements using principles of design and colour scheme.
3. Drape, illustrate Fabric rendering and drawing texture.
4. Apply surface ornamentation with embroidery, dying, printing.
5. Perform basic Stitches, Seams and Edge finishes with operation of Sewing machine.
6. Identify different Fibres and Fabrics along with Weaves and Knits.
7. Create and Design Garments and Accessories in Corel Draw using tools and commands.
8. Create Bodice Block Set & Patterns and construct samples of Design Details.

Block – II

9. Apply garment details in fashion illustration.
10. Illustrate Male and Female wear on Croquie and develop designer Wears based on draping Technique/ sketches as per fashion & style.
11. Analyze human anatomy with Eight Head theory and different types of body contour.
12. Ensure the Quality of production.
13. Analyze fashion merchandising, fashion scope and Career Prospect.
14. Free hand designing of fashion accessories as per latest trend.
15. Assist the fashion designer in conducting fashion shows.

Note:

1. Industry must ensure that above mentioned competencies are achieved by the trainees during their on job training.
2. In addition to above competencies/ outcomes industry may impart additional training relevant to the specific industry.

INFRASTRUCTURE FOR PROFESSIONAL SKILL & PROFESSIONAL KNOWLEDGE

LIST OF TOOLS AND EQUIPMENT		
FASHION DESIGNING ASSISTANT (For batch of 16 candidates)		
S No.	Name of the Tool & Equipments	Quantity
A. SKETCHING LABORATORY		
1.	Drawing Table with adjustable top. Desk having facility of keeping tools	17 Nos.
2.	Revolving Chair with adjustable height & back support	17 Nos.
3.	Faculty Table & Chair set	01 No.
4.	Storage Almirah	01 No.
5.	Adjustable Set square	17 Nos.
6.	White Magnetic Board with Felt board & accessories	01 No.
7.	Air Conditioner unit split 2 Ton capacity with Stabilizer	02 Nos.
8.	Display board	04 Nos.
9.	Dress forms(dummies) <ul style="list-style-type: none"> • Children • Ladies • Gents 	02 nos. each
10.	Tracing table	02 Nos.
11.	Mannenquins: Childrens, Ladies, Gents	02 nos. each
B. THEORY ROOM		
12.	Single desks for trainees with arrangements of keeping Books etc.	16 Nos.
13.	Revolving Chairs without arms	16 Nos.
14.	Faculty Table & Chair set	01 No.
15.	Computer set with UPS & multimedia projector	01 No.
16.	White Magnetic Board with Felt board & accessories	01 No.
17.	Display Board	02 No.
18.	Storage Almirah	01 No.
19.	Book Shelf	01 No.
20.	A/C unit split type 2 TR capacity with Stabilizer	As required
C. DRAFTING/CUTTING /SEWING ROOM TOOLS & EQUIPMENT		
21.	Scissors 25 cm	17 Nos.
22.	Pinking Shears	05 Nos.
23.	Tailors Square	17 Nos.
24.	Leg Shaper	17 Nos.
25.	Garment Hangers	17 Nos.
26.	Screw Driver Set	04 Nos.
27.	Cart chop	02 Nos.
28.	Table Sharpener	04 Nos.
29.	Pressing Table	05 Nos.
30.	Blanket for padding of Pressing Table	05 Nos.

Fashion Designing Assistant

31.	Rubber mat (Size as per requirement)	05 Nos.
32.	Sprayer	05 Nos.
33.	Waste Bin Big / Small	10 Nos.
34.	Pattern Punch	05 Nos.
35.	Pattern Notcher	05 Nos.
36.	Pattern Hanging Stand	04 Nos.
37.	Water Tub 60 cm dia	01 No.
38.	Stand for hanging dresses	05 Nos.
39.	Trial room with 3 side mirrors of size 150 cm X 60 cm each with arrangements of hanging Dresses	01 No.
40.	Electric Automatic steam press	05 Nos.
41.	Sewing Machine - Single Needle Lock stitch Industrial model	16 Nos.
42.	Over Lock Machine 3 Thread	01 No.
43.	Pick Glass	05 Nos.
44.	Zig Zag Multi Purpose Machine	01 No.
45.	Machine attachments	As required
46.	Chairs with low back rest or stools for the machines (one for each machine)	16 Nos.
47.	Drafting Table	8 Nos.
48.	Display board covered with glass or acrylic sheet 120*90cm	02 Nos.
49.	Instructor Table	01 No.
50.	Instructor Chair	02 Nos.
51.	Steel Almirah 195 X 90 X 60 cm	02 Nos.
52.	Pigeon hole Almirah 10 lockers & separate locking arrangements for trainees	02 Nos.
53.	Locks for above pigeon hole	16 Nos.
54.	Wall Clock	03 Nos.
55.	Calculator Desk Type	01 No.
56.	White Board with accessories (size as per requirement)	02 Nos.
57.	Dummy (Lady)	02 Nos.
58.	Mannequins(lady)	02 Nos.
59.	Mannequins(Kids)	02 Nos.
60.	Mannequins(Gents)	02 Nos.
D. COMPUTER LABORATORY		
61.	Computer with multimedia System (Latest Configuration) with software & UPS (0.5 VA with 15 minute back up)	17 Nos.
62.	Server system (Latest Configuration) with software	01 No.
63.	LAN Connectivity & Internet facility to the computers	As required
64.	Designing Software Coral Draw Latest Version	02 Nos.
65.	Antivirus Software	16 Nos.
66.	Laser Printer color A4	01 No.
67.	Colored laser Printer A3	01 No.
68.	Scanner	01 No.
69.	Computer Table for server	01 No.
70.	Printer Table	02 Nos.
71.	Table for Scanner	01 No.

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72.	White Magnetic Board with Felt board & accessories	01 No.
73.	Display Board	02 Nos.
74.	Storage Almirah (Size as per requirement)	02 Nos.
75.	Air Conditioner unit split type 2 Ton capacity with Stabilizer	02 Nos.
76.	Wall Clock	01 No.
77.	Modular Workstation with chair	16 Nos.
78.	LCD Projector	01 No.
79.	Vacuum Cleaner	01 No.
80.	Trainer's Table & Chair	01set



Skill India
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FORMAT FOR INTERNAL ASSESSMENT

Name & Address of the Assessor :			Year of Enrollment :											
Name & Address of ITI (Govt./Pvt.) :			Date of Assessment :											
Name & Address of the Industry :			Assessment location: Industry / ITI											
Trade Name :		Semester:		Duration of the Trade/course:										
Learning Outcome:														
Sl. No	Maximum Marks (Total 100 Marks)		15	5	10	5	10	10	5	10	15	15	Total internal assessment Marks	Result (Y/N)
	Candidate Name	Father's/Mother's Name	Safety consciousness	Workplace hygiene	Attendance/ Punctuality	Ability to follow Manuals/ Written instructions	Application of Knowledge	Skills to handle tools & equipment	Economical use of materials	Speed in doing work	Quality in workmanship	VIVA		
1														
2														