

CURRICULUM

FOR THE TRADE OF

CUTTING AND SEWING MACHINE OPERATOR

UNDER

APPRENTICESHIP TRAINING SCHEME



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

CONTENTS

Sl. No.	Topics
1.	Acknowledgement
2.	Background 2.1 Apprenticeship Training under Apprentice Act 1961 2.2 Changes in Industrial Scenario 2.3 Reformation
3.	Rationale
4.	Job roles: reference NCO
5.	General Information
6.	Course structure
7.	Syllabus 7.1 Basic Training 7.1.1 Detail syllabus of Professional Skill & Professional Knowledge - Block – I 7.1.2 Employability Skill (General Information) 7.1.2.1 Syllabus of Employability skill - Block – I 7.2 Practical Training (On-Job Training) 7.2.1 Broad Skill Component to be covered during on-job training- Block – I
8.	Assessment Standard 8.1 Assessment Guideline 8.2 Final assessment-All India trade Test (Summative assessment)
9.	Further Learning Pathways
10.	Annexure-I – Tools & Equipment for Basic Training
11.	Annexure-II – Tools & Equipment for On-Job Training
12.	Annexure-III - Guidelines for Instructors & Paper setter

1. ACKNOWLEDGEMENT

The DGT sincerely express appreciation for the contribution of the Industry, State Directorate, Trade Experts and all others who contributed in revising the curriculum. Special acknowledgement to the following industries/organizations who have contributed valuable inputs in revising the curricula through their expert members:

1. APT DESIGN PVT. LTD
2. Orient Fashion Exports(india) Pvt. Ltd ,Sector-7 , Noida
3. Creative Cloth X, Sector-58,Noida
4. United Exim Pvt. Lted, NOIDA
5. SHAHI Export House Pvt. Ltd. ,Noida
6. ATDC, Sector- 64, Noida
7. Compari Exports, Faridabad
8. Super House Pvt. Ltd., SECTOR-65. Noida
9. Blessing Export, Sector-02, Noida
10. Ishman International Export House , Noida

Special acknowledgement is expended by DGT to the following expert members who had contributed immensely in this curriculum.

Co-ordinator for the course:S.S Meena, Training Officer

Sl. No.	Name & Designation Sh./Mr./Ms.	Organization	Expert Group Designation
1.	Shri L.N. Meena, Lecturer ,(Garment Fabrication Technology)	Govt Of NCT, B.T.E. Aryabhatt institute of technology, New Delhi	Expert
2.	Shri Vijay Lecturer ,(Fashion Designing)	Govt Of NCT, B.T.E. Kasturaba Polytechnic, New Delhi	Expert
3.	Mr. Tushar Assistant Production Manager	G.B International ,Garment Export House, UdyogVihar,Gurugram (Haryana)	Expert
4.	Dr. MANJEET SINGH Professor in Textile dept.	IIT Delhi	Expert
5.	Ms. SonuGhiya Training Officer(Dress Making)	NVTI For Women Noida (UP)	Expert
6.	Ms. JapjeeKaurKholi Associate Professor Fashion design Department	NIFT, Gandhi nagar , Gujrat	Expert
7.	PUSHPENDRA SINGH	APT DESIGN PVT. LTD. C-36, SECTOR- 2, NOIDA (U.P.) - 201301	Expert
8.	Ms. MithleshBhati Faculty	Vijaya Institute Of Fashion Technology , Meret	Expert
9.	SumanChakrvorti Divisional Merchandiser Manager	Compari Exports, Faridabad	Expert
10.	Mr. G.S. Rawat	Super House Pvt. Ltd., SECTOR-	Expert

	Maintains Manager	65. Noida	
11.	Mr. ChabiNath, Maintains Manager	United Exim Pvt. Lted, NOIDA	Expert
12.	Mr.Ram Narayan Takur	Orient Fashion Exports(india) Pvt. Ltd ,Sector-7 , Noida	Expert

2. BACKGROUND

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.

3. RATIONALE

(Need for Apprenticeship in trade)

1. Proficient to identify and take care of the various tools and equipment used in cutting and tailoring.
2. Expertise to identify various types of stitches such as basic (temporary and permanent) and decorative stitches.
3. It helps to take accurate body measurements (length, width and circumference) systematically and follow necessary precautions.
4. Capable to use & take care of different types of sewing machine.
5. Follow precautions while using a machine, also identify & rectify the defects in a machine.
6. Adequate to control of fullness – darts, pleats & gathers.
7. Competent to make different types of seams using bias, piping, facing and plackets.
8. having an innate capacity to make hook & eye and attach buttons, button hole etc.
9. It helps to select fabric with appropriate colour combinations according to age, tradition, Vocation and personality.
10. Harmonize the rules of pattern making, layout and fabric estimation.
11. It will enhance to attain promotion or become specialized in an area like design, draft, pattern making cutting, stitching and finishing of the various garments
12. Skillful to surface decoration of garments using embroidery, laces, buttons, beads, sequins etc.
13. Expertise to fold, iron, pack and cost evaluation of stitched garment.
14. Able to marking and storing of drafts and patterns for future use.

4. JOB ROLES: REFERENCE NCO

Brief description of Job roles:

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

- **Sewing Machine Operator**
- **Assistant to Supervisor**
- **Running Tailoring Shop**

Reference NCO:7433.10, 7435.30, 7435.40

5. GENERAL INFORMATION

1. **Name of the Trade** : **Cutting and Sewing Machine Operator**
2. **N.C.O. Code No.** : **7433.10, 7435.30, 7435.40**
3. **Duration of Apprenticeship Training**
(Basic Training + Practical Training): 15 Months
4. **Duration of Basic Training: -**
Block –I: 3 months
Total duration of Basic Training: 3 months
5. **Duration of Practical Training (On -job Training): -**
Block–I: 12 months
Total duration of Practical Training: 12 months
6. **Entry Qualification** : Passed 8th class examination or its equivalent
7. **Selection of Apprentices:** The apprentices will be selected as per Apprenticeship Act amended time to time.
8. **Rebate for ITI passed trainees** : i) **03 Month (Basic Training)** in the trade of sewing Technology or Dress Making.

Note: Industry may impart training as per above time schedule, 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 aspect is compromised and duration of industry training to be remain as 1 year.

6. COURSE STRUCTURE

Training duration details: -

Time (in months)	1-3	4-15
Basic Training	Block- I	-----
Practical Training (On - job training)	----	Block - I

Components of Training	Duration of Training in Months														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Basic Training Block - I															
Practical Training Block - I															

7. SYLLABUS
7.1 BASIC TRAINING
(BLOCK – I)
DURATION: 03MONTHS

GENERAL INFORMATION

- 1) **Name of the Trade** : **Cutting and Sewing Machine Operator**
- 2) **Hours of Instruction** : 500Hrs.
- 3) **Batch size** : 16
- 4) **Power Norms** : 07 KW for Workshop
- 5) **Space Norms** : 56 Sq.m.
- 6) **Examination** : The internal assessment will be held on completion of the Block.

7) Instructor Qualification:

<p>i) NTC/NAC/CITS with three years Experience in Sewing technology /Dress Designing or equivalent</p> <p style="text-align: center;">Or</p> <p>ii) Diploma in Dress Making/ garment fabricating technology /costume designing With Two years' Experience.</p> <p style="text-align: center;">Or</p> <p>iii) Degree in Fashion Technology with one year experience.</p> <p>Preference will be given to a Candidate with Craft Instructor Certificate (CIC) in sewing technology /Dress designing or in equivalent Trade</p>

7) Tools, Equipments & Machinery required : - As per Annexure – I

7.1 DETAILSYLLABUS OF BASIC TRAINING

7.1.1DETAIL SYLLABUS OF PROFESSIONAL SKILLS & PROFESSIONAL KNOWLEDGE Block –I Basic Training

Week No.	Professional Skills (270 Hours) Including Basic numeracy	Professional Knowledge (120 Hours)
1	<p>Safety: - its importance, classification, personal, general, workshop and job safety. Occupational health and safety.</p> <p>Basic injury prevention, Basic first aid, Hazard identification and avoidance, safety signs for Danger, Warning, caution & personal safety message.</p> <p>Preventive measures for electrical accidents & steps to be taken in such accidents.</p> <p>Importance of housekeeping & good shop floor practices. Disposal procedure of waste materials like cotton waste, metal chips/burrs etc.</p> <p>Fire& safety: Use of Fire extinguishers.</p>	<p>Importance of safety and general precautions observed in the in the industry/shop floor. All necessary guidance to be provided to the new comers to become familiar with the working of Institute system including stores procedures.</p> <p>Introduction of First aid. Safety attitude development of the trainee by educating him to use Personal Protective Equipment (PPE). Response to emergencies eg; power failure, fire, and system failure. Accidents- Definition types and causes. First-Aid, nature and causes of injury and utilization of first-aid.</p> <p>Introduction to 5S concept & its application. Fire: - Types, causes and prevention methods. Fire Extinguisher, its types.</p> <p>Global warming its causes and remedies. Industrial Waste its types, sources and waste Management.</p>
2	Familiarization with the organization	<p>Introduction</p> <ul style="list-style-type: none"> ➤ Trade, ➤ its utility & Scope ➤ Job Prospects
3	<ul style="list-style-type: none"> ➤ Operating machine ➤ Removing parts and practice in refixing ➤ Adjusting the parts for proper functioning ➤ Practice in cleaning and Oiling 	<p>Introduction to Sewing Machine:</p> <ul style="list-style-type: none"> ➤ Machine Operation ➤ Different parts of machine and their Functions. ➤ Proper maintenance and Oiling ➤ Safety precautions
3	<ul style="list-style-type: none"> ➤ Practice in using Different Scissors Shapper, L Scale, Art Curve, Tracing wheel Thimble etc. 	<p>Trade related Tools, their importance, usage and safety</p> <ul style="list-style-type: none"> ➤ Measuring Tools ➤ Drafting Tools ➤ Marking Tools ➤ Cutting Tools ➤ Sewing Tools ➤ Finishing Tools
4	Practice in using proper	Trade Terminology:-

	Terms.	Specific terms used in drafting, cutting & stitching
5	Practice in using tape - Taking measurement - Sequencing of Measurement. - Use of L scale	Measurement Taking:- Use of tape for measurement - Proper / correct measurement taking, Precautions - Use of L scale for measurement - Sequence of measurement
6	- Simple drafting - Pattern making - Paper pattern cutting	Drafting / Pattern Making:- - Need for drafting and pattern making - Method of preparing draft - Preparing pattern cutting
7	<ul style="list-style-type: none"> • Identification of fabrics and texture • Handling of Fabrics 	Fabric Fundamentals <ul style="list-style-type: none"> • Brief idea about fibers • Types of Fabrics • Selection of Needle and thread according to fabric types
8	Preparation of sample pieces of stitches	Basic Stitching:- - Hand stitches - Machine stitches - Decorative stitches
9&10	Making Samples of pieces using all Construction skills.	Stitching Skills:- - Knowledge about: - Seams, Darts, Tucks, flares, plackets, pockets, necklines, hem, collars & cuff Pleats, Buttons Hole, Buttons Hooks and , Eye, Titch buttons
11	Practicals in selection of colour combination (contrast & harmony)	Colour concept:- Colour combination for buttons, thread & cloth
12	- Pressing of: - Cotton garments - Terene garments - Silk garments - Packing of various garments (folding). Tailor marks - Fittings & alterations - New garments from old	Finishing & pressing of Garments:- Correct Method of pressing different garments according to fabric and folding of garments. Precautions while pressing & finishing Fitting Of Garments:- Principals of fitting .Common fitting problem & how to remedy them

	fabric / garments	Removing Of Stains:- Classification of stains .Means of stains removing & stain removing equipment
13	Revision & Assessment	

7.1.2 EMPLOYABILITY SKILLS

GENERAL INFORMATION

- 1) **Name of the subject** : **EMPLOYABILITY SKILLS**
- 2) **Applicability** : ATS- Mandatory for fresher only
- 3) **Hours of Instruction** : **110Hrs.**
- 4) **Examination** : The examination will be held at the end of two years Training by NCVT.
- 5) **Instructor Qualification** :

i) MBA/BBA with two years experience or graduate in sociology/social welfare/Economics with two years experience and trained in Employability skill from DGET Institute.

And

Must have studied in English/Communication Skill and Basic Computer at 12th /diploma level

OR

ii) Existing Social Study Instructor duly trained in Employability Skill from DGT Institute.

7.1.2.1 SYLLABUS OF EMPLOYABILITY SKILLS

A. Block – I Basic Training

Topic No.	Topic	Duration (in hours)
	English Literacy	15
1	Pronunciation : Accentuation (mode of pronunciation) on simple words, Diction (use of word and speech)	
2	Functional Grammar Transformation of sentences, Voice change, Change of tense, Spellings.	
3	Reading Reading and understanding simple sentences about self, work and environment	
4	Writing Construction of simple sentences Writing simple English	
5	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.	
	I.T. Literacy	15
1	Basics of Computer Introduction, Computer and its applications, Hardware and peripherals, Switching on-Starting and shutting down of computer.	
2	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.	
3	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	
4.	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.	

Communication Skill		25
1	<p>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. Case study/Exercise</p>	
2	<p>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.</p>	
3	<p>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. Case study/Exercise</p>	
4	<p>Facing Interviews Manners, Etiquettes, Dress code for an interview Do's & Don'ts for an interview</p>	
5	<p>Behavioral Skills Organizational Behavior Problem Solving Confidence Building Attitude Decision making Case study/Exercise</p>	
Entrepreneurship skill		15
1	<p>Concept of Entrepreneurship Entrepreneurship- 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.</p>	
2	<p>Project Preparation & Marketing analysis Qualities of a good Entrepreneur, SWOT and Risk Analysis. Concept & application of Product Life Cycle (PLC), Sales & distribution Management. Different Between Small Scale & Large Scale Business, Market Survey, Method of marketing, Publicity and advertisement, Marketing Mix.</p>	
3	<p>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.</p>	

4	Investment Procurement Project formation, Feasibility, Legal formalities i.e., Shop Act, Estimation & Costing, Investment procedure - Loan procurement - Banking Processes.	
	Productivity	10
1	Productivity Definition, Necessity, Meaning of GDP.	
2	Affecting Factors Skills, Working Aids, Automation, Environment, Motivation How improves or slows down.	
3	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.	
4	Personal Finance Management Banking processes, Handling ATM, KYC registration, safe cash handling, Personal risk and Insurance.	
	Occupational Safety, Health & Environment Education	15
1	Safety & Health Introduction to Occupational Safety and Health importance of safety and health at workplace.	
2	Occupational Hazards Basic Hazards, Chemical Hazards, Vibro-acoustic Hazards, Mechanical Hazards, Electrical Hazards, Thermal Hazards. Occupational health, Occupational hygienic, Occupational Diseases/ Disorders & its prevention.	
3	Accident & safety Basic principles for protective equipment. Accident Prevention techniques - control of accidents and safety measures.	
4	First Aid Care of injured & Sick at the workplaces, First-Aid & Transportation of sick person	
5	Basic Provisions Idea of basic provision of safety, health, welfare under legislation of India.	
6	Ecosystem Introduction to Environment. Relationship between Society and Environment, Ecosystem and Factors causing imbalance.	
7	Pollution Pollution and pollutants including liquid, gaseous, solid and hazardous waste.	
8	Energy Conservation Conservation of Energy, re-use and recycle.	
9	Global warming Global warming, climate change and Ozone layer depletion.	
10	Ground Water Hydrological cycle, ground and surface water, Conservation and Harvesting of water	
11	Environment Right attitude towards environment, Maintenance of in -house environment	
	Labour Welfare Legislation	5
1	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.	
	Quality Tools	10
1	Quality Consciousness : Meaning of quality, Quality Characteristic	
2	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.	
3	Quality Management System : Idea of ISO 9000 and BIS systems and its importance in maintaining qualities.	
4	House Keeping : Purpose of Housekeeping, Practice of good Housekeeping.	
5	Quality Tools Basic quality tools with a few examples	

**7.2 PRACTICAL TRAINING (ON-JOB TRAINING)
(BLOCK – I)**

DURATION: 12MONTHS

GENERAL INFORMATION

- 1) **Name of the Trade** : **Cutting and Sewing Machine Operator**
- 2) **Duration of On-Job Training** : As per Apprenticeship Act amended time to time.
- 3) **Batch size** : 16
- 4) **Examination** : i) The internal assessment will be held on completion of the block
ii) NCVT exam will be conducted at the end of Apprenticeship Training
- 5) **Instructor Qualification** :

iv) NTC/NAC/CITS with three years Experience in Sewing technology /Dress Designing or equivalent
Or

v) Diploma in Dress Making/ garment fabricating technology /costume designing
With Two years' Experience.
Or

vi) Degree in Fashion Technology with one year experience.

Preference will be given to a Candidate with Craft Instructor Certificate (CIC) in sewing technology /Dress designing or in equivalent Trade

- 6) **Infrastructure for On-Job Training** : - As per Annexure – II

7.2.1 BROAD SKILL COMPONENT TO BE COVERED DURING ON-JOB TRAINING

BLOCK – I (12 Months)

Shop Floor Training

1. Folding and packing Tools and Equipments : Thread sucking machine, shirt folding m/c.

Operation of industrial sewing machines:- As required with related attachment

2. Handling of specialize machine i.e.

Feed of the arm, m/c Pkt welting machine / over lock machine \ loop making machine \ Hook attaching machine with vacuum, elastic attaching m/c bar taking m/c ,4 needle placket sewing m/c

03. Identification of different types of fabrics and handling of sewing machine and

Shrinkage of fabric texture and weaving. Handling of fabric inspection machine.

04. Handling and use vacuum pressing system.

Drafting of different types of Plackets, Pockets. Handling of pocket welting machine

05. Fixing of zip application e.g. Fly, Kissing zip etc.

06 Sewing of Salwar suits, Nighty different types of facing e.g. Facing with shape, Facing with bias trip.

- 07 Sewing of different types of neck finishing, (collar) e.g. Fusing, Lining, handing of collar turning m/c & cuff turning m/c

- 08 Sewing of saree petticoat- (Half umbrella and 6 Panels).Main skills involve Panels joining,placket, waist and a hem.

- 09 Sewing of a skirt of different style.

Main skills involved: Fixing of placket in zip placket, false hemming, fixing of fashion belt.

10. Sewing of Boy's shirts: (Half and full sleeves, half and full open).

Main skill involved: Making fixing different types collar, cuffs, yokes, pockets etc.

- 11 Sewing of Jeans. e.g. Ladies, gents, kids.

Main skill involved: Different top finishing e.g. Belted and one piece, different

types of pockets e.g. set in seam breaches, slant, cut pockets with bone and welt. Fly making, seat seam finishing etc.

- 12 Sewing a saree blouse of different style.

Main skill involved : Fixing of placket different neck finishes e.g. false hem binding, facing collar etc., fixing of fashion belt, choli pieces etc.

NOTE:

On the completion of basic skills involved in above mentioned garments the following items may be manufactured by choosing from each to reinforce the acquired skills.

13) Skirts, salwar suits, nighty

14) Frock, combination suit (Baba Suit)

15) Bushirt, Full shirt, T-Shirt, Kurta (kalisar), Churidar pajama

16) Trouser, night suit (Gents).

8. ASSESSMENT STANDARD

8.1 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 to be given while assessing for team work, avoidance/reduction of scrape/wastage and disposal of scarp/wastage as per procedure, behavioral attitude and regularity in training.

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 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.

In this work there is evidence of:

- good skill levels in the use of hand tools, machine tools and workshop equipment
- many tolerances while undertaking different work are in line 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 which 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
- the majority of tolerances while undertaking different work are in line 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
- tolerances while undertaking different work being substantially in line 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

8.2 FINAL ASSESSMENT- ALL INDIA TRADE TEST(SUMMATIVE ASSESSMENT)

	SUBJECTS	Marks	Internal assessment based on competency	Full Marks	Pass Marks	Duration of Exam.
Block – I	Block – I					
	Professional Skill	300	100	400	240	8 hrs.
	Professional Knowledge	100	20	120	48	3 hrs.
	Employability Skill	50		50	17	2 hrs.
	Grand Total	450	120	570		

Note: - The candidate pass in each subject conducted under all India trade test.

9. FURTHER LEARNING PATHWAYS

1. On successful completion of the course trainees can opt for Diploma course in the relevant trade
(Lateral entry). [Applicable for candidates only who undergone ATS after CTS]
2. On successful completion of the course trainees can opt for CITS course.

Employment opportunities:

On successful completion of this course, the candidates shall be gainfully Employed in the following industries:

1. Garment Export House
2. Garment manufacturing industries.
3. Boutique.
4. Service industries like Ordnance factories and Railways.
5. Self employment

TOOLS & EQUIPMENT FOR BASIC TRAINING**INFRASTRUCTURE FOR PROFESSIONAL SKILL & PROFESSIONAL KNOWLEDGE****TRADE: Cutting and Sewing Machine Operator****LIST OF TOOLS & EQUIPMENTS FOR 16 APPRENTICES****A : TRAINEES TOOL KIT:-**

Sl. No.	Name of the items	Quantity (indicative)
1.	Measuring Tape 150 cm	17
2.	Seam Ripper	17
3.	Thimble	17
4.	Drafting Card Scale(set of six scales)	17
5.	Tailors Square	17
6.	French Curve Set	17
7.	Thread Cutter	17
8.	Scale Plastic 24”	17
9.	Paper Cutter	04
10.	Loop turner	17
11.	Pencil	17
12.	Eraser	17
13.	Sharpener	17
14.	Bobbin Case	17
15.	Bobbin	17
16.	Note Book	17
17.	Nose Mask	17
18.	Magnetic Tweezers	As per requirement
19.	Machine Needles	As per requirement
20.	Hand Needles	As per requirement
21.	Brown Paper	As per requirement
22.	Drafting Pins	As per requirement
23.	Tailors Chalk	As per requirement

After Completion of training trainees tool kit treated as consumable.

B : TOOLS INSTRUMENTS AND GENERAL SHOP OUTFITS

Sl. No.	Name of the items	Quantity (indicative)
24.	Pressing table	2
25.	Blanket for padding as pressing table	4
26.	Electric automatic iron	2
27.	Electric automatic steam press	2
28.	Scissor 25 cm	17
29.	Scissor 25 cm (right hand)	17
30.	Scissor 25 cm (left hand)	05
31.	Pinking shear	17
32.	Tailors square	17
33.	Leg shaper	17
34.	Garment hanger (steel/wooden)	As per requirement
35.	Drafting table	
36.	Table sharpner	01
37.	Stools with adjustable height (one for each machine) or chair with low back rest	16
38.	Pattern punch	04
39.	Pattern notcher	04
40.	Pattern hanging hook	04
41.	Dummies ladies	04
42.	Stand for hanging dresses	01
43.	Instructor table	01
44.	Instructor chair	01
45.	Steel almirah	02
46.	White board with accessories	02
47.	Display board covered with glass	04
48.	Waste bin	17
49.	Screw driver set	05
50.	Duplex board	02
51.	Pigeon hole almirah 10 lockers for trainees	02
52.	Locks for above pigeon hole	20
53.	Wall clock	As per requirement
54.	Calculator desk type	01
55.	Machine attachments	As per requirement
56.	Rubber mat	As per requirement
57.	sprayer	As per requirement
58.	Air conditioner unit 2 ton capacity with stabilizers	As per requirement

C : GENERAL MACHINERY INSTALLATIONS:-

Sl. No.	Name & Description of Machines	Quantity (indicative)
1.	Single needle lock stitch industrial model	16
2.	Over lock machine 3 thread	02
3.	Over lock machine 5 thread	01
4.	Button hole machine	01
5.	Button Fixing Machine	01
6.	Zigzag Multi Purpose Machine	01
7.	Round Knife Cutting Machine	

INFRASTRUCTURE FOR ON-JOB TRAINING

TRADE: Tailor (General)

For Batch of 16 APPRENTICES

Actual training will depend on the existing facilities available in the establishments. However, the industry should ensure that the broad skills defined against On-Job Training part (i.e. 9 months) are imparted. In case of any short fall the concern industry may impart the training in cluster mode/ any other industry/ at ITI.

GUIDELINES FOR INSTRUCTORS AND PAPER SETTERS

1. Due care to be taken for proper & inclusive delivery among the batch. Some of the following some 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

2. Maximum utilization of latest form of training viz., audio visual aids, integration of IT, etc. may be adopted.

3. The total hours to be devoted against each topic may be decided with due diligence to safety & with prioritizing transfer of required skills.