

Curriculum

For

Shoes Upper Stitcher
(Six Months)

Code:VF53S008

OVER ALL OBJECTIVE OF THE COURSE

- 1.Enhance the skill level of the Leather Shoe Maker (Upper).
- 2.Produce skilled and semiskilled workforce to meet the market requirement domestically as well as internationally.
- 3.Provide employment opportunities to youth.
- 4.Encourage entrepreneurship in the country with the focus on increase in gross development product.
- 5.Improve quality in the products.
- 6.Achieve economy of scale in production.
- 7.Develop globally competitive workforce in shoe manufacturing industry.
- 8.Strengthen the relations between employee and employer.
- 9.Provide basis for further training in technical and vocational sector which cater the need of the industry. .

2.Overview about the program –Curriculum for– Leather Shoe Upper Stitcher

Module Title and Aim	Learning Units	Theory ¹ Days/hours	<u>Practical Workplace</u> ² Days/hours	Timeframe per module
Module A Maintain tools and Equipment	A1.Clean cutting machine A2.Maintain knives A3. <u>Maintain</u> cutting board	8 hrs	16 hrs	24 hrs
Module B Prepare Order	B1.Obtain cutting knives B2.Collect order sample B3.Select leather	16 hrs	24 hrs	40 hrs
Module C Perform Cutting	C1.Operate cutting press C2.Perform leather direction C3.Cut vamp C4.Cut counter C5.Cut side quarter C6.Cut collar C7.Cut eyelet piece/ reinforcement C8.Cut strap piece C9.Cut lining C10.Cut elastic C11.Cut upper reinforcement/backer C12.Cut foam C13.Cut underlay C14.Cut toe puff/ Toe cap C15.Cut counter stiffener C16. <u>Cut insole</u> / C17.Cut in-socks C18. <u>Cut EVA</u> C19.Check Quality C20.Perform Skiving and marking	56 hrs	200 hrs	256 hrs
Module D Maintain Stitching Equipment	D1.Maintain Post-bed machines D2.Maintain Flat-bed machine D3.Maintain Cylinder bed machine D4.Maintain clipper	56 hrs	200 hrs	256 hrs

¹ Learning hours in training provider premises

² Training workshop, laboratory and on-the-job workplace

Module E Perform stitching	E1.Fix backer. E2.Fit Counter with quarters E3.Perform counter stitching E4.Apply reinforcement tape. E5.Perform Quarter lining stitching. E6.Perform quarter E7.Perform collar stitching E8.Perform binding E9.Perform Foam padding. E10.Fit Quarter on vamp E11.Perform Vamp stitching E12.Perform decorative stitching E13.Perform zigzag stitching E14.Perform elastic stitching E15.Perform eyelet tape stitching E16.Perform decorative stitching E17.Perform tongue stitching E18.Perform lock stitch E19.Perform chain stitching E20.Perform sock stitching E21.Perform label stitching E22.Perform Punching and eyeleting. E23.Perform cleaning and threading. E24.Check quality.	48 hrs	272 hrs	320 hrs
Module F Follow Health & Safety Rules (Common)	F1.Personal safety F2.Safety for others F3.Safety of workplace F4.Safety of equipment	16 hrs	32 hrs	48 hrs
Module G Perform Communication	G1.Communicate with seniors G2.Communicate with peers G3.Communicate with juniors	08 hrs	08 hrs	16 hrs
Module H Upgrade Skills	H1.Learn from seniors H2.Continues practicing <u>skills</u> H3.Watch documentaries H4.Read books	16 hrs	40 hrs	56 hrs

Introduction Template

NAME OF COURSE:

Leather Shoe Upper

6 Months(800 hrs)

OVERALL OBJECTIVES OF COURSE

Objectives:

- 1.Ability to differentiate between different types of leather
- 2.Ability to differentiate between Leather colors/ shades.
- 3.Knowledge of Shoe upper and bottom components
- 4.Collecting and cutting of required article components.
- 5.Awareness of size marking, cut marking on cutting knives (dies)
- 6.Capability of collecting leather as per estimate and familiar with calculating the leather wastage.
- 7.Know the defects in a Skin and properly manipulating it.
- 8.Taking initiative in cost reduction
9. Minor maintenance of the machines.
- 10.The Stitcher should be able to know the Shoe upper components.
- 11.Stitcher must have the skill to operate Single Needle, Binding, Zig Zagging and Auto-bar machines operating skills.
- 12.Knowledge of minor maintenance of sewing machines
- 13.To have skill of fitting the components according to the sample.
- 14.Ability to produce and stitch the upper as per sample.
- 15.Use of safety devices, guides and gadgets.
- 16.Ability to follow the instruction of his supervisor.
- 17.Keep himself neat and clean himself.
- 18.Be exemplary among others.

COMPETENCIES GAINED AFTER COMPLETION OF THE COURSE

1. Safety precautions involved during press cutting, skiving, splitting and cutting knives.
2. Types of leather and their manipulating.
3. Operating different types of stitching machines like Single Needle, Double Needle, skiving, Zig Zag stitching etc.
4. Define between different types of leathers.

Skill Competencies:

1. Observe all safety precautions about tools and equipment.
2. Common maintenance of cutting dies, cutting board, Aluminum Plate etc.
3. Collecting work order, collecting leather, cutting dies, bundling the cut components.
4. Grinding and sharpening of the skiving m/c knife and Leather board.
5. Knowledge to manipulate the leather and cost control.
6. Leveling of plastic Teflon board.
7. Understands the visual aids for improved sewing.
8. Proper use of guides and gadgets.
9. Capability to differentiate between different materials.
10. Knowledge of stitch and types of the stitch like Chain Stitch and Lock Stitch.

PLACEMENT ON JOB JUST AFTER COMPLETION OF THE COURSE AND FUTURE ORIENTATION.

TRAINEE ENTRY LEVEL

Minimum level for trainee should be MATRIC pass, whereas Middle pass may also be considered in case matriculates are not available.

MINIMUM QUALIFICATION OF TRAINER

1. Certificate / Diploma in Footwear Manufacturing Technology

OR

B.Tech. in the relevant field.

2. 5-Years experience in Industry / teaching

LANGUAGE

Language of training should be Urdu, but the English terms_which are commonly used in shoe industry should be introduced to trainee.

3. LEATHER UPPER STITCHING TECHNICIAN CURRICULUM CONTENTS (Teaching and Learning Guide)

Module A: Maintain Tools and Equipment

Objective : Use the cutting tools and equipment effectively and maintain them properly.

Duration: 24 hours **Theory:** 08 hours **Practical:** 24 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
A1. Clean & Maintain Machines	To perform cleansing of machines and their handling with the understanding of safety procedures.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Machine Parts and their functions. -Cleanliness and maintenance of machine parts. - Machine Handling - Safety Precautions during production. <p>Ability to:</p> <ul style="list-style-type: none"> - Practice safety precautions during production. - Handle machines efficiently. 	08 hrs	-Cutting Press -Cleaning Cloth	Workshop
A2. Maintain Knives	To perform sharpening of knives, their proper selection and use with an understanding of coding system and technical drawing.	<p>Knowledge of:</p> <ul style="list-style-type: none"> - Cutting knives stacking system. -Technical drawing of shoe component. -Coding system of cutting knives. -Sharpening procedure of knives. <p>Ability to:</p> <ul style="list-style-type: none"> -Distinguish between the knives according to order and reference sample. -Trace out knives size wise and assortment wise <u>knives</u> from almirah. -Check and maintain the sharpness of the 	09 hrs	-Cutting knives -Files and sand papers -Technical drawing -Display of coding system	Workshop/ Classroom

		knives.			
A3. Maintain Cutting board	To use the cutting board properly with an understanding of safety precautions.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Rotating the cutting board. -Making uniform surface. -Using grinder -Fixing Aluminum plate. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform Grinding of Teflon Cutting Board. -Unscrew the aluminum sheet. -Practically demonstrate the unscrewing and adjusting. -Make smooth surface. -Use the grinder for smoothing the board. -Follow Safety Rules 	07 hrs	<p>Teflon Cutting Board.</p> <ul style="list-style-type: none"> -Aluminum Sheet -Grinder 	Workshop

Module – B :Prepare Order for Cutter

Objective : To receive the work Ticket and job assigned

Duration: 24 hours **Theory:** 08 hours **Practical:** 24 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
B1.Obtain Dies article wise	To interpret and understand the technical drawings and work specifications.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Following Order instruction. -Sorting size and required component. -Understanding technical drawing. -Coding system. <p>Ability to:</p> <ul style="list-style-type: none"> -Understand work order/specification sheet. -Sort out cutting knives as per order and article -Interpret the required components from Technical drawing. -Identify the size number coding. 	10 hrs	<ul style="list-style-type: none"> -Cutting Knives -Display of coding system. -Size marking coding. 	Workshop
B2.Collect order sample.	To follow work orders and select relevant accessories for the work with an understanding of technical specifications.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Following the order's relevant documents like specifications, technical drawing, size assortment, colour accessories codes etc. -Delivery Schedule. <p>Ability to:</p> <ul style="list-style-type: none"> -Follow the order sheet. -Collect all relevant documents related to order e.g. Type of leather, size, assortment, technical specification, delivery schedule and special instructions. 	10 hrs	<ul style="list-style-type: none"> -Order copy. -Specification -Technical Drawing 	Workshop

		-Explain the details to subordinate.			
B3.Select Leather	To select proper leather with an understanding of leather types and its specifications.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Types of leather, embossed and prints. -Thickness gauge and its uses. -Work on leather measuring machine -Skin parts and their division. -Stretch direction on different parts of leather <p><u>Ability to:</u></p> <ul style="list-style-type: none"> -Understand different types of leather. -Differentiate between different prints on leather. -Take leather as per sample. -Select proper thickness of Leather. -Measure Leather on measuring Machine. 	20 hrs	<ul style="list-style-type: none"> -Different types of Leather with different prints. -Thickness gauge. -<u>Leather measuring machine.</u> 	Leather store.

Module – C :Prepare Order for Cutting

Objective :To arrange required material/assecories for preparation of shoe uppers orderwise

Duration:256 hours **Theory:** 56 hours **Practical:** 200 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
C1.Operate Cutting press.	To operate cutting machines/pres s properly with an understanding of safety precautions.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Functions of Machines. -Cutting knives of specific article -Selecting the required sample. -Division of hide (direction of stretch wise) -Safety rules. <p><u>Ability to</u></p>	50 hrs	<ul style="list-style-type: none"> -Sample -Leather -Cutting dies -Cutting press. 	Workshop

		<ul style="list-style-type: none"> -Operate cutting press. -Sort out correct cutting knives. -Select right Leather as per sample/ specification. -Follow safety rules. -Sketch down the various parts of hide. 			
C2.Perform leather direction	To perform leather direction with an understanding of different cutting methods.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Stretch and Tightness of Leather -Parts of skin -Cutting methods <p><u>Ability to:</u></p> <ul style="list-style-type: none"> -Check the direction of softness and Tightness of Leather. -Draw sketch on the hide. -Follow the safety precautions during cutting. 	13 hrs	<ul style="list-style-type: none"> -Display of tight and softness part of skin. -Leather 	Workshop
C3.Cut the Vamp	To perform cutting of vamp as per technical drawing with an understanding of different cutting procedures.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Skin portions. -Vamp dies of that Article. -Cutting using tight to toe method -Technical drawing. -Safety rules. <p><u>Ability to:</u></p> <ul style="list-style-type: none"> -Cut vamp from Butt/fine and tight portion -Sort cutting dies and tracing vamp knives -Follow safety rules -Explain the Vamp and its direction to toe from Technical drawing. 	13 hrs	<ul style="list-style-type: none"> -Vamp dies -Leather -Diagram showing different portions and direction of stretch of leather 	Workshop
C4.Cut Counter	To perform cutting of counter with an understanding	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Skin portions. -Counter dies of that Article. -Cutting using tight to toe 	13 hrs	<ul style="list-style-type: none"> -Counter knives -Leather 	Workshop

	of safety precautions.	method Ability to: -Identify skin parts and their direction of stretch. -Perform cutting of counter from Leather -Sorting of cutting knives and tracing counter knives			
C5.Cut side Quarter	To perform cutting of side quarter with an understanding of technical drawing.	Knowledge of: -Skin parts. -Sides of quarter knives of that Article. -Cutting using tight to toe method -Technical drawing Ability to: -Cut side quarter from Leather -Sort of cutting knives and tracing side_quarter knives.	13 hrs	-Knives of side quarter -Leather	Workshop
C6.Cut collar	To perform cutting of collar with an understanding of tight-to-toe method.	Knowledge of: -Cutting of collar -Cutting using tight to toe method Ability to: -Cut collar from Leather -Sort cutting knives and tracing collar knives	13 hrs	-Knives of collar -Leather	Workshop
C7.Cut Eyelet piece	To perform cutting of eyelet piece with an understanding of tight-to-toe method.	Knowledge of: -Cutting of eyelet piece of that Article. -Cutting using tight to toe method Ability to: -Cut eyelet piece from	13 hrs	-Knives of eyelet piece -Leather	Workshop

		Leather -Sort cutting knives and tracing eyelet piece			
C8.Cut strap piece	To perform cutting of strap piece with an understanding of tight-to-toe method.	Knowledge of: -Cutting of Strap piece of that Article. -Cutting using tight to toe method Ability to: - Cut strap from Leather -Sort cutting knives and tracing strap	11 hrs	-Knives of strap piece -Leather	Workshop
C9.Cut lining	To perform cutting of lining with an understanding of behavior of material.	Knowledge of: -Rexian Tightness -Handling the rolls. Ability to: -Identify the direction of the Rexian -Cut lining from PVC Rexian. -Sort cutting dies and tracing lining knives	11 hrs	-Lining dies -PVC Rexian	Workshop
C10.Cutting of elastic	To perform cutting of elastic with an understanding of stretching and tightness of elastic.	Knowledge of: -Characteristics of elastic. -Stretching and Tightness of elastic Ability to: -Cut the elastic as per requirement of the work specification. -Differentiate between the shades.	11 hrs	-Elastic	Workshop
C11.Cut reinforcement	To perform cutting of reinforcements in right direction with an understanding	Knowledge of: -Rexian Tightness -Handling the rolls. Ability to:	11 hrs	-Lining dies -PVC Rexian	Workshop

	of the behavior of rexian.	<ul style="list-style-type: none"> -Identify the direction of the rexian -Cut lining from PVC rexisan. -Sort cutting dies and tracing lining knives. -Cut in right direction. 			
C12.Cut foam	To perform cutting of foam with an understanding of the procedure of making layers.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Making layers -Cutting to the direction <p><u>Ability to:</u></p> <ul style="list-style-type: none"> -Gauge the thickness of the foam. -Cut in layers 	12 hrs	-Foam	
C13.Cut underlay	To perform cutting of underlay with an understanding of safety precautions.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Cutting press operating -Leather direction -Safety rules. <p><u>Ability to:</u></p> <ul style="list-style-type: none"> -Cut underlay from Leather -Sort cutting knives and tracing underlay piece knives 	11 hrs	-Leather	
C14.Cut toe puff	To perform cutting of toe-puff with an understanding of the procedure of the operating cutting press.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Operating Cutting press -Leather -Safety rules. <p><u>Ability to:</u></p> <ul style="list-style-type: none"> -Cut of eyelet piece from Leather -Sort of cutting dies and tracing eyelet piece knives -Ability to follow safety rules 	13 hrs	-Toe puff material -Leather	
C15.Cut stiffener	To perform cutting of stiffener with an understanding	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Operating Cutting press -Leather -Cutting knives. 	13 hrs	-Stiffener sheet -Leather	

	of the procedure of operating cutting press.	<p>-Safety rules.</p> <p>Ability to:</p> <p>-Cut stiffener properly.</p> <p>-Follow safety rules</p>			
C16.Cut in-sole	To perform cutting of in-sole as per work specification with an understanding of properly using the cutting press.	<p>Knowledge of:</p> <p>-Operating Cutting press</p> <p>-Using Leather board</p> <p>-Required dies.</p> <p>-Safety rules.</p> <p>Ability to:</p> <p>-Cut in-sole as per specification.</p> <p>-Use cutting tools properly.</p> <p>-Ability to follow safety rules</p>	13 hrs	-Leather board	
C17.Cut In-socks	To perform cutting of in-socks with an understanding of safety precautions.	<p>Knowledge of:</p> <p>-Operating Cutting press</p> <p>-Leather board</p> <p>-Sorting cutting dies.</p> <p>-Safety rules.</p> <p>Ability to:</p> <p>-Cut in-socks as per specifications.</p> <p>-Use cutting press properly.</p>	11 hrs	-Leather	
C18.Cut EVA	To perform cutting of EVA as per specification with an understanding of using cutting press.	<p>Knowledge of:</p> <p>-Cutting press operator</p> <p>-Taking exact thickness of EVA</p> <p>-Using thickness gauge.</p> <p>-Safety rules.</p> <p>Ability to:</p> <p>-Cut EVA as per specification.</p> <p>-Use cutting press properly.</p>	11 hrs	-Eva sheet	

Module – D :Maintain Stitching Equipmen

Objective : Familiarzation with different types of Machines

Duration:56 hours **Theory:** 16 hours **Practical:** 40 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
D1.Maintain the Post Bed M/c	To perform maintenance of post bed M/c with an understanding of functioning of machines.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Functioning of the post bed M/c and practical demonstration. -About minor maintenance -Using stitching measuring gauge. -Using Post Bed M/c. -Safety rules <p>Ability to:</p> <ul style="list-style-type: none"> -Operate Post bed Machine -Control stitch length. -Minor maintenance of the M/C -Follow safety rules 	09 hrs	<ul style="list-style-type: none"> -Single Needle Post bed m/c -Upper Cut Components. -Stitch Measuring Gauge. 	Workshop
D2.Maintain Flat Bed machine.	To perform maintenance of flat bed machine with an understanding of functioning of the machine.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Functioning of the Flat Bed M/c. -Procedure of minor maintenance -Using of stitch measuring gauge. -Sketching of different types of Machine. <p>Ability to:</p> <ul style="list-style-type: none"> -Operate Flat Bed Machine -Control stitch length. -Minor maintenance of the M/C. -Make sketch of Flat Bed, Post Bed and Arm Bed Machine 	07 hrs	<ul style="list-style-type: none"> -Single Needle Flat Bed m/c -Upper Cut Components -Stitch Measuring Gauge. 	Workshop
D3.Maintain Cylinder Bed Machine	To perform maintenance of cylinder bed machine with an understanding	<p>Knowledge :</p> <ul style="list-style-type: none"> -Functioning of the Arm Bed M/c. -Minor maintenance -Using of stitch measuring gauge. 	07 hrs	<ul style="list-style-type: none"> -Single Needle Arm Bed m/c -Upper Cut Components. -Stitch Measuring 	Workshop

	of its functions.	<ul style="list-style-type: none"> -Using Arm Bed M/c. -Adjusting stitch length <p>Ability to:</p> <ul style="list-style-type: none"> -Operate Arm bed Machine -Control stitch length. -Minor maintenance of the M/C -Adjust stitch length. -Ability to follow safety rules 		Gauge.	
D4.Maintain Auto Bar Tackers.	To perform maintenance of auto bar trackers with the understanding of its function and safety precautions.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Functioning of the Auto bar Tackers. -Procedure of minor maintenance -Using of stitch measuring gauge. -Using Auto Bar Tackers. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Operate Auto bar Tackers Machine -Control stitch length. -Minor maintenance of the M/C -Adjust Pram. -Handle the machine. -Follow safety rules. 	23 hrs	<ul style="list-style-type: none"> -Auto Bar Tackers -Upper Cut Components. -Stitch Measuring Gauge. 	Workshop

Module – E :Perform Stitching

Objective:Therotical and practical on job Training.

Duration:320 hours **Theory:** 48 hours **Practical:** 272 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
E1.Perform Vamp stitching	To perform vamp stitching as per specification with an understanding of the using of stitching machine safely.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Parts of the sewing machine and its function. -Guides and gadgets. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Operate Single needle machine. -Stitch as per instruction. -Keep work area clean and neat. -Fix guides on the machine. 	33 hrs	-stitched components	Workshop
E2.Perform decorative stitching	To perform decorative stitching with different patterns using stitching machine with an understanding of safety and quality standards.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Functioning of the stitching machine. -Using stitching machine. -Different patterns/designs for decorative stitching. -Safety rules. -Minor repairing. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform stitching using stitching machine. -Work with quality standards. -Minor repair and machine adjustment. 	18 hrs	-stitched components	Workshop
E3.Perform zig-zag stitching	To perform zig-zag stitching with an understanding of quality standards.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Zig-Zag machine and its functioning. -Procedure of zig-zag stitching. -Quality standards -Safety rules. 	18 hrs	-Stitched components	Workshop

		<p>Ability to:</p> <ul style="list-style-type: none"> -Perform Zig-Zag stitching. -Ensure quality in stitching. -Carry out minor repair of machine. 			
E4.Perform counter stitching	To perform counter stitching with an understanding of quality and safety.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Parts of the sewing machine and its function. -Guides and gadgets. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform counter stitching. -Stitch as per specification. -Fix guides on the machine. 	18 hrs	-Stitched components	Workshop
E5.Perform collar stitching	To perform collar stitching with an understanding of quality and safety standards.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Procedure of collar stitching. -Fix guides -Quality standards. -Safety rules <p>Ability to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Perform collar stitching using sewing machine. <input type="checkbox"/> Ensure quality in stitching. <input type="checkbox"/> Follow safety precautions. 	18 hrs	-Stitched components	Workshop
E6.Perform binding stitching	To perform binding stitching with an understanding of the functioning of binding stitching machine.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Binding machine and its functioning -Procedure of binding stitching. -Hammering and guiding. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform binding stitching using machine. -Fix guides. -Fix hammer. -Ensure quality. 	18 hrs	-Stitched components	Workshop

E7.Perform elastic stitching	To perform elastic stitching with an understanding of stitching procedure and quality standards.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Procedure of elastic stitching. -Different stitching designs. -Quality standards. -Safety standards. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform stitching on elastic. -Use Sewing machine effectively. -Ensure quality. -Follow safety precautions. 	18 hrs	-stitched components	Workshop
E8.Perform quarter stitching	To perform quarter stitching as per specification with an understanding of quality and safety.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Procedure of quarter stitching. -Quality standards in quarter stitching. -Safety rules <p>Ability to:</p> <ul style="list-style-type: none"> -Perform quarter stitching using machine. -Stitch as per specification. -Follow safety precautions. 	30 hrs	-Stitched components	Workshop
E9.Perform eyelet tape stitching	To perform eyelet tape stitching as per specification with an understanding of quality and safety.	<p><u>Knowledge of:</u></p> <ul style="list-style-type: none"> -Procedure of eyelet tape stitching. -Quality standards in eyelet tape stitching. -Safety Rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform eyelet tape stitching using machine. -Stitch in accordance with specification. -Ensure quality in eyelet tape stitching. -Follow safety precautions. 	18 hrs	-Stitched components	Workshop

E10.Perform decorative stitching	To perform decorative stitching in different patterns with an understanding of quality and safety.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Procedure of decorative stitching. -Different patterns of decorative stitching. -Quality in decorative stitching. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform decorative stitching using machine. -Stitch as per specification. -Ensure quality and safety in decorative stitching. 	23 hrs	-Stitched components	Workshop
E11.Perform lining stitching	To perform lining stitching in different patterns using stitching machine with an understanding of quality and safety.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Procedure of lining stitching. -Fixing guide. -Collar sizes. -Quality in lining stitching. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform lining stitching in different patterns using stitching machine. -Adjust guide. -Stitch lining as per specification. -Ensure quality and safety in lining stitching. 	18 hrs	-Stitched components	Workshop
E12.Perform tongue stitching	To perform tongue stitching as per specification with an understanding of quality and safety precautions.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Procedure of tongue stitching. -Fixing guides. -Quality standards in tongue stitching. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform tongue stitching using stitching machine as per specification. 	18 hrs	-stitched components	Workshop

		<ul style="list-style-type: none"> -Fix guides on the machine properly. -Ensure quality in tongue stitching. -Follow safety precautions. 			
E13.Perform lock stitch	To perform lock stitch using machines with an understanding of quality and safety standards.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Using Flat, Post and Arm bed machines. -Procedure of lock stitch. -Quality in lock stitch. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform lock stitching using flat, post and arm bed machines. -Ensure quality standards in lock stitch. -Follow safety precautions. 	18 hrs	-Stitched components	Workshop
E14.Perform chain stitch	To perform chain stitch with an understanding of quality and safety.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Differentiating chain and lock stitch. -Procedure of chain stitch. -Quality standards in chain stitch. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform chain stitch as per specifications using machine. -Ensure quality in chain stitch. -Follow safety precautions. 	18 hrs	-stitched components	Workshop
E15.Perform sock stitching	To perform sock stitching as per specification with an understanding of quality and safety.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Procedure of sock stitching. -Fixing of guides. -Quality standards in sock stitching. - Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform sock stitching using 	18 hrs	-Stitched e.g. Eurea Fertilizer sugar bags. components	Workshop

		<p>machine as per specification.</p> <ul style="list-style-type: none"> -Fix guides on the machine. -Ensure quality in sock stitching. -Follow safety precautions. 			
E16.Perform label stitching	To perform label stitching as per specification with an understanding of quality and safety.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Procedure of label stitching. -Ensure quality in label stitching. -Safety rules. <p>Ability to:</p> <ul style="list-style-type: none"> -Perform label stitching as per specification. -Ensure quality in label stitching. -Follow safety precautions. 	18 hrs	-Stitched components	Workshop

Module – F : Follow Health & Safety Rules

Objective : Precaution measures during working for safety

Duration: 48 hours **Theory:** 16 hours **Practical:** 32 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
F1.Apply personal safety	To apply personal safety during work with an understanding to act cautiously during accidents and injuries.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Define personal safety. -Importance of personal safety. -Requirements for personal safety. -Work safety and environment. -Types of safety tools and equipment. -Using safety tools and equipment. -Types of Fire extinguishers. <p>Ability to:</p> <ul style="list-style-type: none"> -Apply personal safety during work. -Use safety devices. -Deal accidents and injuries with caution. -Follow safety precautions. - 	12 hrs	-Different types of Fire Fighting and extinguisher Cylinder	Workshop
F2.Apply safety to others	To apply safety to others with an understanding of assuming personal role and responsibility during accident or injury.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Safety for other workers. -Assuming roles and responsibilities in case of accidents and injuries... <p>Ability to:</p> <ul style="list-style-type: none"> -Avoid such activities or situation that results in accidents and injuries. -Use firefighting equipment. -Use first aid box. 	12 hrs	-Fire Fighting equipment tools	Workshop
F3.Apply workplace safety	To apply workplace safety with an understanding of workplace	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Workplace safety instructions and precautions. 	12 hrs	-Stacking of the materials	Workshop

	<p>safety instructions and precautions.</p>	<p>-Dispose waste material properly.</p> <p>Ability to:</p> <ul style="list-style-type: none"> -Keep the working area neat and clean. -Check fire-proof work are. -Ensure proper passage for water and Fire Extinguisher -Act wisely during emergency. -Follow Fire Fighting procedure and chart. 			
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Module – G : Perform Communication

Objective : Co-ordination and better relations with Seniors and Colleagues.

Duration: 16 hours **Theory:** 08 hours **Practical:** 08 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
G1.Communicate with seniors	To perform communication with seniors with an understanding of the situation for communication.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Types and forms of communication. -Importance of communication with seniors. -Respect of the Seniors -Proper listening of messages and follow up. <p>Ability to:</p> <ul style="list-style-type: none"> -Talk and discuss with Seniors -Code and de-code the message. -Fully explain the situation. 	06 hrs		Workshop
G2.Communicate with Peers	To perform communication with peers properly.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Respect of the Peers -Proper listening of messages and follow up. <p>Ability to:</p> <ul style="list-style-type: none"> -Talk and discuss with his Peers. -Code and de-code the message. -Explain the situation. -Ability to deliver instructions 	06 hrs		Workshop

G3.Communicate with Juniors	To perform communication with juniors with an understanding of developing good relations.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Respect of the Juniors -Maintaining good relations with juniors. <p>Ability to:</p> <ul style="list-style-type: none"> -Talk and discuss with Juniors -Ability to settle the issues and problems. 	04 hrs		Workshop
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Module – H : Upgrade Skills

Objective : Training and retraining of the staff

Duration: 40 hours **Theory:** 24 hours **Practical:** 16 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
H1.Learn from seniors	To learn new skills from seniors and understand new ideas.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Importance of upgrading skills. -Consulting different sources including managers, R&D department, engineer etc. -Following instructions for improvement. <p>Ability to:</p> <ul style="list-style-type: none"> -Follow the instructions/orders given by the seniors. -Communicate with others. -Learn new skills. -Ability to analyzing screening and decision making. 	16 hrs		Class Room
H2.Watching documentaries	To watch documentaries on media and read documents relating to occupation for professional development.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Documents being used and their improvement. <p>Ability to:</p> <ul style="list-style-type: none"> -Read and study the document -Check the documentation. -Improve the documentation systems -Improve the existing system. 	16 hrs	Documen taries	Class Room
H3.Reading books	To read books and training manuals for learning new ideas and procedures.	<p>Knowledge of:</p> <ul style="list-style-type: none"> -Relevant books and their source. -Relevant training manuals. <p>Ability to:</p> <ul style="list-style-type: none"> -Read the magazines and books. -Sort out good things from books -Implement the new ideas. -Explain to his juniors. 	16 hrs	Technical books and digests.	Class Room

4. Assessment Template

Module A - Maintain Equipment (Cutter)

Learning Units	Theory Days/hrs	Workplace Days/hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
A1.Clean press machine			<p>Identify situation in which machines need cleanliness.</p> <p>List down the parts of press machines that need cleanliness.</p> <p>Describe the procedure of cleaning the press machine with safety precautions.</p> <p>Demonstrate the cleaning of press machine.</p>	<p>MCQs.</p> <p>Short question & answer.</p> <p>Short question & answer.</p> <p>Direct observation.</p>	
A2.Maintain knife			<p>Describe the procedure of sharpening the knives.</p> <p>Demonstrate the sharpening of knives.</p> <p>List down the types of knives used in cutting of leather.</p> <p>Identify the situation in which knives need sharpening.</p>	<p>Direct observation.</p> <p>Short question & answer.</p> <p>Short question & answer.</p> <p>MCQs.</p>	
A3.Maintain cutting board					

Module B - Prepare Order

Learning Units	Theory Days/hrs	Workplace Days/ hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
B1.Obtain Dies			<p>Describe coding system for different articles</p> <p>Interpret technical drawing for different articles</p> <p>Identify different dies and cutting knives</p> <p>Demonstrate the size marking coding on different articles</p>	<p>Shot answer question test.</p> <p>Illustrative test requiring diagram.</p> <p>MCQs.</p> <p>Direct observation</p>	
B2.Collect order sample			<p>List down different documents used in simple development</p> <p>Describe different elements of technical specification</p>	<p>MCQs.</p> <p>Shot answer question test.</p>	Test Module at the end of 5 th day.
B3.Check Leather.			<p>Demonstrate the use of thickness gauge by measuring of thickness of specification</p> <p>List down different types of leather and their embossing</p> <p>Identify different skin parts , their division and sketch direction</p> <p>Describe the properties and behavior of different types of leather.</p>	<p>Direct observation .</p> <p>MCQs.</p> <p>Illustrative test requiring diagram.</p> <p>Shot answer question test</p>	

Module C - Perform Cutting

Learning Units	Theory Days/hrs	Workplace Days/hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
C1. Operate Cutting press			<p>Demonstrate the sketching down of various parts of hide</p> <p>Describe safety precautions in operating the cutting press</p> <p>List down different parts of cutting press</p> <p>Describe the procedure of minor repair and maintenance of cutting press machine</p>	<p>Direct observation</p> <p>Shot answer question test.</p> <p>MCQs.</p> <p>Shot answer question test</p>	
C2. Perform leather direction			<p>Demonstrate cutting of leather as per drawing sketch</p> <p>Describe the procedure of drawing the sketch on leather</p> <p>Identify the different parts of skin</p>	<p>Direct observation</p> <p>Shot answer question test.</p> <p>MCQs.</p>	
C3. Cut Vamp			<p>Demonstrate the cutting of vamp using tight to toe method</p> <p>Describe the tight to toe method of cutting</p> <p>List down the types of dies used in cutting of vamp</p> <p>Identify the safety precautions to be followed during cutting of vamp</p>	<p>Direct observation</p> <p>Shot answer question test.</p> <p>MCQs.</p> <p>Shot answer question test</p>	
C4. Cut Counter			<p>List down the size and types of counter knives</p> <p>Describe the procedure of cutting counter using tight to toe method</p> <p>Demonstrate the cutting of counter using to toe method following safety precautions</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p>	

			Identify different skin portions of the hide	Illustrative test with diagram.	
C5.Cut side Quarter			<p>List down different knives used in cutting of side quarter</p> <p>Demonstrate the procedure of cutting of quarter with safety precautions</p> <p>Illustrate technical drawing regarding quarter cutting</p> <p>Describe the procedure of cutting of quarter</p>	<p>MCQs.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p> <p>Shot answer question test.</p>	
C6.Cut collar			<p>Identify the right knives or dies for cutting of collar</p> <p>Describe the procedure of cutting collar with safety precautions</p> <p>Illustrate technical drawing/specification for collar cutting</p> <p>Demonstrate cutting of collar using tight to toe method</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p> <p>Direct observation</p>	
C7.Cut Eyelet piece			<p>Identify the right knives for cutting of eyelet piece</p> <p>Describe the procedure of cutting eyelet piece using tight to toe method</p> <p>Illustrate technical drawing of eyelet piece with safety precautions</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p>	Test Module Twice
C8.Cut strap piece			<p>Identify the right knives for cutting of strap piece</p> <p>Describe the procedure of cutting of strap piece</p> <p>Illustrate technical drawing of strap piece</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p> <p>Direct</p>	1st 20 Days

			Demonstrate the procedure of cutting strap piece with safety precautions	observation	
C9.Cut lining			Identify the right knives for cutting of lining and direction of rexiion Describe the procedure of cutting of lining Illustrate technical drawing for lining Demonstrate the procedure of cutting of lining with safety precautions.	MCQs. Shot answer question test. Illustrative test with diagram. Direct observation	2nd after 25days
C10.Cut elastic			Identify right knives for cutting of elastic Describe the procedure of cutting of elastic as per specification Illustrate technical drawing for elastic cutting Demonstrate the procedure of cutting elastic with safety precautions	MCQs. Shot answer question test. Illustrative test with diagram. Direct observation	
C11.Cut reinforcement			Identify knives and dies for cutting of different reinforcement s Describe the procedure for cutting of different types reinforcement Illustrate technical drawing for reinforcements Demonstrate the procedure of cutting of different reinforcement	MCQs. Shot answer question test. Illustrative test with diagram. Direct observation	
C12.Cut foam			Identify right knives and dies for cutting of foam Describe the procedure of cutting of foam	MCQs. Shot answer question test.	

			<p>Illustrate technical drawing for foam parts</p> <p>Demonstrate the procedure of cutting of foam parts with safety precautions</p>	<p>Illustrative test with diagram.</p> <p>Direct observation</p>	
C13.Cut underlay			<p>Identify right knives and dies for cutting of underlay</p> <p>Describe the procedure of cutting of underlay\lay with safety precautions</p>	<p>MCQs.</p> <p>Shot answer question test.</p>	
C14.Cut to epuff			<p>Identify right knives and dies for cutting of toe puff</p> <p>Describe the procedure of cutting of toe puff</p> <p>Illustrate technical drawing for toe puff</p> <p>Demonstrate the procedure of cutting of toe puff with safety precautions</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p> <p>Direct observation</p>	
C15.Cut stiffener			<p>Identify right knives and dies for cutting of stiffener</p> <p>Describe the procedure of cutting of stiffener</p> <p>Illustrate technical drawing for stiffener</p> <p>Demonstrate the procedure of cutting of stiffener with safety precautions</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p> <p>Direct observation</p>	
C16.Cut insole			<p>Identify right knives and dies for cutting of in sole</p> <p>Describe the procedure of cutting in sole</p> <p>Illustrate technical drawing for in sole</p> <p>Demonstrate the procedure of</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p> <p>Direct</p>	

			cutting in sole with safety precautions	observation	
C17.Cut in socks			<p>Identify right knives and dies for cutting of in socks</p> <p>Describe the procedure of cutting of in socks</p> <p>Illustrate technical drawing for in socks</p> <p>Demonstrate the procedure of cutting in sock with safety precautions</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p> <p>Direct observation</p>	
C18.Cut EVA			<p>Identify right tools for cutting of EVA</p> <p>Describe the procedure of measuring thickness of EVA and its cutting</p> <p>Illustrate technical drawing for EVA</p> <p>Demonstrate the procedure of cutting EVA with safety precautions</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Illustrative test with diagram.</p> <p>Direct observation</p>	

Module D - Maintain Stitching Equipment

Learning Units	Theory Days/hrs	Workplace Days/hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
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D1.Maintain Post-bed machine			<p>Identify different components of post bed M/C</p> <p>Describe the function and procedure of using Post Bed M/C and stitch measuring gauge</p> <p>Demonstrate the procedure of minor maintenance and servicing of Post Bed M/C</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p>	<p>Test Module At the end of 10 Days</p>
D2.Maintain Flat-bed machine			<p>Identify different components of Flat Bed Machine</p> <p>Describe the functions and procedure of using Flat Bed Machine</p> <p>Demonstrate the procedure of minor maintenance and servicing of Flat Bed Machine</p> <p>Illustrate the components and functions of Flat Bed Machine through diagram</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
D3.Maintain Arm-bed machine			<p>Identify different components of cylindrical Bed Machine</p> <p>Describe the functions and maintenance procedure of Cylinder Bed Machine</p> <p>Demonstrate the adjusting of stitching length of machine</p> <p>Illustrate the components and functions of cylindrical Bed Machine</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
D4.Maintain clipper			<p>Identify the parts of sewing machine and their faults</p> <p>Describe the stitching procedure with safety precautions</p> <p>Demonstrate the fixing of guides on machine and snitching of vamp</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p>	

			Illustrate the parts and components of sewing machine with diagram	Illustrative test with diagram.	
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Module E - Perform Stitching

Learning Units	Theory Days/hrs	Workplace Days/hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
E1.Perform Vamp stitching			<p>Identify the parts of sewing machine and their faults</p> <p>Describe the stitching procedure with safety precautions</p> <p>Demonstrate the fixing of guides on machine and stitching of vamp</p> <p>Illustrate the parts and components of sewing machine with diagram</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
E2.Perform decorative stitching			<p>Identify the parts and faults if stitching machine</p> <p>List down different patterns and design for decorative stitching</p> <p>Demonstrate different decorative stitching pattern and designs using stitching machine</p> <p>Illustrate different decorative stitching pattern with diagram</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
E3.Perform zigzag stitching			<p>Identify different component and fault of zig zag stitching machine</p> <p>Describe the procedure of removing faults in zig zag stitching machine stitching</p> <p>Demonstrate zig zag stitching different patterns and servicing of zig zag stitching machine</p> <p>Illustrate different patterns of zig zag stitching using diagram</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
E4.Perform counter stitching			<p>Identify different fixing guides of stitching machine that need adjustment before starting stitching.</p> <p>Describe the procedure of</p>	<p>MCQs.</p> <p>Shot answer</p>	

			<p>counter stitching as per specification.</p> <p>Demonstrate the fixing of guides and perform counter stitching with safety precautions.</p> <p>Illustrate the components with functions of sewing machine using diagram.</p>	<p>question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
E5.Perform collar stitching			<p>Identify fixing guides of stitching machine that need adjustment before starting collar stitching.</p> <p>Describe the procedure of collar stitching as per specification and quality standards.</p> <p>Demonstrate the fixing of guides and perform collar stitching with safety precautions.</p> <p>Illustrate the components with functions of sewing machine using diagram.</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
E6.Perform binding stitching			<p>Identify components and faults of binding stitching machine.</p> <p>Describe the procedure of binding stitching and quality standards.</p> <p>Demonstrate the fixing of guides and binding stitching procedure with safety precautions.</p> <p>Illustrate the components and their functions of binding stitching machine using diagram.</p>	<p>MCQs.</p> <p>Shot answer question test.</p> <p>Direct observation</p> <p>Illustrative test with diagram.</p>	
E7.Perform elastic stitching			<p>Identify different quality standards applied in elastic stitching.</p> <p>Describe the procedure of elastic stitching and different stitching designs.</p>	<p>MCQs.</p> <p>Shot answer question test.</p>	Test of Module Tow stages

			Demonstrate elastic stitching with safety precautions. Illustrate different designs and patterns of elastic stitching.	Direct observation Illustrative test with diagram	
E8.Perform quarter stitching			Describe the procedure of quarter stitching and its quality standards. Demonstrate quarter stitching using machine as per specification.	Shot answer question test. Direct observation	1st 15 Days
E9.Perform eyelet tape stitching			Describe the procedure of eyelet tape stitching. List quality standards involved in eyelet tape stitching. Demonstrate eyelet tape stitching using stitching machine.	Shot answer question test. Short answer question test. Direct observation	2nd 25 Days
E10.Perform decorative			Describe the procedure of decorative stitching. List different patterns of decorative stitching. Demonstrate different patterns of decorative stitching with safety precautions.	Shot answer question test. Short answer question test. Direct observation	
E11.Perform lining stitching			Describe the procedure of lining stitching. Demonstrate adjusting of guide and lining stitching with safety precautions. Illustrate different patterns of lining stitching using diagram.	Shot answer question test. Direct observation Illustrative test with diagram.	
E12.Perform tongue stitching			Describe the procedure of tongue stitching. Demonstrate fixing of guides of machine and tongue stitching.	Shot answer question test. Direct observation	

E13.Perform lock stitch			Describe the operating procedure of using flat, post and arm bed machines. Demonstrate lock stitching with safety precautions.	Shot answer question test. Direct observation	
E14.Perform chain stitching			Identify difference between chain and lock stitch. Demonstrate chain stitching with safety precautions. List quality standards in chain stitching.	MCQs. Shot answer question test. Short answer question test.	
E15.Perform sock stitching			Describe procedure of sock stitching with quality standards. Demonstrate fixing of guides of stitching machine and sock stitching as per specification.	Shot answer question test. Direct observation	
E16.Perform label stitching			Describe procedure of label stitching. Demonstrate label stitching as per specification.	Shot answer question test. Direct observation	

Module F - Follow Health & Safety Rules

Learning Units	Theory Days/hrs	Workplace Days/hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
F1.Apply personal safety			<p>Identify situation in which safety precautions are followed.</p> <p>List safety tools and equipments used in following safety.</p> <p>Describe the requirements for personal safety.</p> <p>Demonstrate the use of safety tools and equipment.</p>	<p>MCQs.</p> <p>Short answer questions.</p> <p>Short answer questions.</p> <p>Direct observation.</p>	<p>Test Module</p> <p>At the end of 08 Days</p>
F2.Apply safety for others			<p>Identify situations and activities that should be avoided for securing safety for others.</p> <p>Describe different roles that can be assumed while facing the situation of accidents and injuries.</p>	<p>MCQs.</p> <p>Short answer questions.</p>	
F3.Apply workplace safety			<p>List workplace safety instructions and precautions used in workplace safety.</p> <p>Describe the procedure of disposing the waste material properly.</p>	<p>Short answer questions.</p> <p>Short answer questions.</p>	

Module G – Perform Communication

Learning Units	Theory Days/hrs	Workplace Days/hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
G1.Communicate with seniors			<p>List the types and forms of communication.</p> <p>Describe the importance of communication in the organization.</p>	<p>Short answer questions.</p> <p>Short answer questions.</p>	

G2.Communicate with Peers			Describe the coding and decoding process of communication.	Short answer questions.	Test Module at the end of 4 th day.
G3.Communicate with Juniors			Describe the importance of maintaining good relations in the organization.	Short answer questions.	

Module H - Upgrade Skills

Learning Units	Theory Days/hrs	Workplace Days/hrs	Recommended formative assessment	Recommended Methodology	Scheduled Dates
H1.Learn from seniors			List different sources of knowledge upgradation. Describe the importance of upgrading skills and consulting different departments in the organization. Describe decision making process.	Short answer question test. Shot answer question test. Short answer question test.	Test Module at the end of 07
H2.Watch documentaries			List different documents used in day to day work. Describe the importance and functions of different document used in work.	Short answer question test. Shot answer question test.	
H3.Read books			Identify different sources of relevant books and training manuals for knowledge upgradation. Demonstrate the implementation of new knowledge and idea.	MCQs. Short answer question test.	

2List of Tools, Machinery & Equipment

Sr. No.	Name of Machine/ Equipment / Tools	Qty.
1.	Cutting Press Sewing Arm	05
2.	Cutting Press Travel Arm	02
3.	Skiving Machine	03
4.	Stamping / Numbering	02
5.	Splitting Machine	02
6.	Single Needle Flat Bed	10
7.	Single Needle Post Bed	05
8.	Double Needle Flat Bed	02
9.	Double Needle Post Bed	05
10.	Zig Zagging stitching	02
11.	<u>Back Forming Machine (Hot & Cold)</u> Fusing press pneumatic (optional)	01
12.	Binding	02
13.	Eyeleting	02
14.	Auto Bar Taker	03
15.	Hand Cutting Table	20
16.	Working Table	20
17.	Stools Small 6"	30
18.	Scissors	30
19.	<u>Hammers</u>	50
20.	Punch # 0,1,02	50

21.	Scissors 9"	20
22.	Hammers Smalls	50
23.	Hammers Large	50
24.	Cutting Dies (3 Classic Designs)	03
25.	Scale Steel 2 Ft	20
26.	Steel Rule 1'	30
27.	<u>Pincers</u>	05
28.	<u>Jumbori</u>	05
29.	<u>Hammers (Lasting)</u>	05
30.	<u>Plastic Last</u>	36 Pairs
31.	<u>Hand Lasting Stand</u>	02

3 List of Consumable Supplies

Sr. No.	CONSUMABLE	Qty.
1	Satro (UK) Training Box Board Sheets Cutting A4	15000 Sheets
2	Satro (UK) Training Box Board Sheets Closing A4	15000 Sheets
3	Box Board	100 Sheets
4	Pattern Sheets	100 Sheets
5	Tin Sheets	100 Mts
6	Leather Board 1.0mm	50 Sheets
7	Leather Board 2.0mm	50 Sheets
8	PVC Rexian	2 Rolls
9	Leather Split	500 Sq/Ft
10	Leather	500 Sq/Ft
11	Drill Cloth	50 Yds
12	Binding Tape	200 Yds
13	Buckles	500 Pcs
14	Eyelets	10,000 Pcs
15	Katcha Solution	50 Kg
16	Packha Solution	100 Kg
17	Latex	50 Kg
18	Machine Oil	05 Ltr
19	Thread Polyester	100 Cone
20	Thread Cotton	50 Cone
21	Thread Nylon	100 Cone
22	Heavy Card	5 Kg
23	Clippers	100 Pcs

24	MEK Sheet	10 Pairs
25	Thermoplastic Sheet	20 Mtrs
26	MEK	10 Kg
27	Ethyle Acetate	10 Kg
28	Sole	100 Pair
29	PU Solution	50 Kg
30	Yellow Cement	25 Kg