

# **LEARNING OUTCOME BASED VOCATIONAL CURRICULUM**

**JOB ROLE: Specialized Sewing Machine Operator**

**(QUALIFICATION PACK: Ref. Id.AMH/Q2301)**

**SECTOR: Apparel, Made-Ups and Home Furnishing**

**Class 12<sup>th</sup>**

**PSS CENTRAL INSTITUTE OF VOCATIONAL EDUCATION  
Shyamla Hills, Bhopal- 462 002, M.P., India**

# CLASS 12<sup>th</sup>

## Part A: Employability Skill

S.No	Units
1	Communication Skills - IV
2	Self-management Skills - IV
3	Information and Communication Technology Skills- IV
4	Entrepreneurial Skills - IV
5	Green Skills – IV

### UNIT 1: COMMUNICATION SKILLS - IV

Theory		Practical
1	<ol style="list-style-type: none"> <li>Active listening -listening skill, stages of active listening</li> <li>Overcoming barriers to active listening</li> </ol>	<ol style="list-style-type: none"> <li>Group discussion on factors affecting active listening</li> <li>Preparing posters of steps for active listening</li> <li>Role-play on negative effects of not listening actively</li> </ol>
2	<ol style="list-style-type: none"> <li>Parts of speech – using capitals, punctuation, basic parts of speech, Supporting parts of speech</li> </ol>	<ol style="list-style-type: none"> <li>Group practice on identifying parts of speech Group practice on constructing sentences</li> </ol>
3	<ol style="list-style-type: none"> <li>Writing skills to the following: <ul style="list-style-type: none"> <li>Simple sentence</li> <li>Complex sentence</li> <li>Types of object</li> </ul> </li> <li>Types of sentences <ul style="list-style-type: none"> <li>Active and Passive sentences</li> <li>Statement/</li> <li>Declarative sentence</li> <li>Question/</li> <li>Interrogative sentence</li> <li>Emotion/</li> <li>Reaction or Exclamatory sentence</li> <li>Order or Imperative sentence</li> </ul> </li> <li>Paragraph writing</li> </ol>	<ol style="list-style-type: none"> <li>Group work on writing sentences and paragraphs</li> <li>Group work on practicing writing sentences in active or passive voice</li> <li>Group work on writing different types of sentences(i.e., declarative, exclamatory, interrogative and imperative)</li> </ol>

### UNIT 2: SELF-MANAGEMENT SKILLS – IV

Theory		Practical
1	<ol style="list-style-type: none"> <li>Motivation and positive attitude</li> <li>Intrinsic and extrinsic motivation</li> </ol>	<ol style="list-style-type: none"> <li>Role-play on avoiding stressful situations</li> <li>Activity on listing negative situations and</li> </ol>



	3. Positive attitude – ways to maintain positive attitude 4. Stress and stress management - ways to manage stress	ways to turn it positive
2	1. How to become result oriented? 2. Goal setting – examples of result-oriented goals	1. Group activity on listing aim in life
3	1. Steps towards self-awareness 2. Personality and basic personality traits 3. Common personality disorders- <ul style="list-style-type: none"> <li>• Suspicious</li> <li>• Emotional and impulsive</li> <li>• Anxious</li> </ul> 4. Steps to overcome personality disorders	1. Group discussion on self-awareness

### UNIT3: INFORMATION AND COMMUNICATION TECHNOLOGY SKILLS-IV

Theory		Practical
1	1. Getting started with spreadsheet - types of a spreadsheet, steps to start LibreOffice Calc., components of a worksheet.	1. Group activity on identifying components of spreadsheet in LibreOffice Calc.
2	1. Opening workbook and entering data – types of data, steps to enter data, editing and deleting data in a cell 2. Selecting multiple cells 3. Saving the spreadsheet in various formats 4. Closing the spreadsheet 5. Opening the spreadsheet. 6. Printing the spreadsheet.	1. Group activity on working with data on LibreOffice Calc.
3	1. Using a spreadsheet for addition – adding value directly, adding by using cell address, using a mouse to select values in a formula, using sum function, copying and moving formula 2. Need to format cell and content 3. Changing text style and font size 4. Align text in a cell 5. Highlight text	1. Group activity on formatting a spreadsheet in LibreOfficeCalc 2. Group activity on performing basic calculations in LibreOffice Calc.

4	<ol style="list-style-type: none"> <li>1. Sorting data</li> <li>2. Filtering data</li> <li>3. Protecting spreadsheet with password</li> </ol>	<ol style="list-style-type: none"> <li>1. Group activity on sorting data in LibreOfficeCalc</li> </ol>
5	<ol style="list-style-type: none"> <li>1. Presentation software available</li> <li>2. Steps to start LibreOffice Impress</li> <li>3. Adding text to a presentation</li> </ol>	<ol style="list-style-type: none"> <li>1. Group practice on working with LibreOffice Impress tools</li> </ol>
6	<ol style="list-style-type: none"> <li>1. Open, Close, Save and Print a slide presentation</li> </ol>	<ol style="list-style-type: none"> <li>1. Group activity on saving, closing and opening a presentation in LibreOffice Impress</li> </ol>
7	<ol style="list-style-type: none"> <li>1. Working with slides and text in a presentation- adding slides to a presentation, deleting slides, adding and formatting text, highlighting text, aligning text, changing text colour</li> </ol>	<ol style="list-style-type: none"> <li>1. Group practice on working with font styles in LibreOffice Impress</li> </ol>
8	<ol style="list-style-type: none"> <li>1. Advanced features used in a presentation</li> <li>2. Inserting shapes in the presentation</li> <li>3. Inserting clipart and images in a presentation</li> <li>4. Changing slide layout</li> </ol>	<ol style="list-style-type: none"> <li>1. Group activity on changing slide layout on LibreOffice Impress</li> </ol>

#### UNIT 4: ENTREPRENEURIAL SKILLS-IV

Theory		Practical
1	<ol style="list-style-type: none"> <li>1. Entrepreneurship and entrepreneur</li> <li>2. Characteristics of entrepreneurship</li> <li>3. Entrepreneurship-art and science</li> <li>4. Qualities of a successful entrepreneur</li> <li>5. Types of entrepreneurs</li> <li>6. Roles and functions of an entrepreneur</li> <li>7. What motivates an entrepreneur</li> <li>8. Identifying opportunities and risk-taking</li> <li>9. Startups</li> </ol>	<ol style="list-style-type: none"> <li>1. Group discussion on the topic "An entrepreneur is not born but created".</li> <li>2. Conducting a classroom quiz on various aspects of entrepreneurship</li> </ol>



2	<ol style="list-style-type: none"> <li>1. Barriers to entrepreneurship</li> <li>2. Environmental barriers</li> <li>3. No or faulty business plan</li> <li>4. Personal barriers</li> </ol>	<ol style="list-style-type: none"> <li>1. Group discussion about "What we fear about entrepreneurship"</li> <li>2. Activity on taking an interview of an entrepreneur.</li> </ol>
3	<ol style="list-style-type: none"> <li>3. Entrepreneurial attitude</li> </ol>	<ol style="list-style-type: none"> <li>1. Group activity on identifying entrepreneurial attitude.</li> </ol>
4	<ol style="list-style-type: none"> <li>1. Entrepreneurial competencies</li> <li>2. Decisiveness</li> <li>3. Initiative</li> <li>4. Interpersonal skills-positive attitude, stress management</li> <li>5. Perseverance</li> <li>6. Organisational skills- time management, goal setting, efficiency, managing quality.</li> </ol>	<ol style="list-style-type: none"> <li>1. Playing games, such as "Who am I".</li> <li>2. Group discussion on business ideas</li> <li>3. Group practice on "Best out of Waste"</li> <li>4. Group discussion on the topic of "Let's grow together"</li> <li>5. Group activity on listing stress and methods to deal with it like Yoga, deep breathing exercises, etc.</li> <li>6. Group activity on time management</li> </ol>

#### UNIT 5: GREEN SKILLS-IV

Theory		Practical
1	<ol style="list-style-type: none"> <li>1. Green jobs</li> <li>2. Benefits of green jobs</li> <li>3. Green jobs in different sectors: <ul style="list-style-type: none"> <li>•Agriculture</li> <li>•Transportation</li> <li>•Water conservation</li> <li>•Solar and wind energy</li> <li>•Eco-tourism</li> <li>•Building and construction</li> <li>•Solid waste management</li> <li>•Appropriate technology</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Group discussion on the importance of green job.</li> </ol>
2	<ol style="list-style-type: none"> <li>1. Importance of green jobs in <ul style="list-style-type: none"> <li>• Limiting greenhouse gas emissions</li> <li>• Minimizing waste and pollution</li> <li>• Protecting and restoring ecosystems</li> <li>• Adapting to the effects of climate change</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Preparing posters on green jobs.</li> <li>2. Group activity on tree plantation.</li> </ol>

## Class 12<sup>th</sup>

### Part B: Vocational Skills

S.No	Units
1	Introduction to Garment Pre-production processes
2	Feed off the arm and bartack machines
3	Flat lock machine, blind stitch machine, finishing machine and other equipment
4	Maintain Organizational Health safety and security at workplace
5	Quality Control in Stitching Process

#### Unit 1: Introduction to Garment pre-production processes

Theory		Practical
1	<ol style="list-style-type: none"> <li>1. Introduction and contents of a specification sheet: fabric type, seams and stitches, colour, accessory details (zippers, pockets, etc.), and ornamentation (embroidery, cutwork, patchwork)</li> <li>2. Importance of specification sheet</li> </ol>	<ol style="list-style-type: none"> <li>1. Search a specification sheet from internet and interpret the details given in it</li> <li>2. Prepare different types of specification sheet like fabric type, seams and stitches, colour, accessory details (zippers, pockets, etc.), and ornamentation (embroidery, cutwork, patchwork etc. and prepare a sample file</li> </ol>
2	<ol style="list-style-type: none"> <li>1. Meaning and importance of pre-production operations</li> <li>2. Pre-production planning</li> </ol>	<ol style="list-style-type: none"> <li>1. Make a chart of pre-production operations in the apparel industry and list out their utilities</li> </ol>
3	<ol style="list-style-type: none"> <li>1. Sewing machine attachments such as gathering foot, 1/4th inch foot, darning foot, binder foot, 3-way cording foot, beading foot, pin tucking foot, ribbon foot, piping foot ruffle foot.</li> </ol>	<ol style="list-style-type: none"> <li>1. Prepare samples using different attachments</li> </ol>

#### Unit 2: Feed-off the arm and bar-tack machines

Theory		Practical
1	<ol style="list-style-type: none"> <li>1. Importance of feed off the arm machine</li> <li>2. Parts of feed off the arm machine</li> <li>3. Threading of feed off the arm machine</li> <li>4. Operating steps of feed off the arm</li> </ol>	<ol style="list-style-type: none"> <li>1. Sewing practice on feed arm machine</li> <li>2. Collect pictures of garments in which feed of arm machine is used and paste in practical file</li> </ol>



	machine	
2	<ol style="list-style-type: none"> <li>1. Importance of bar-tack sewing machine</li> <li>2. Different parts of bar-tack sewing machine</li> <li>3. Operating steps of bar-tack sewing machine</li> </ol>	<ol style="list-style-type: none"> <li>1. Sewing practice on bar-tack machine</li> <li>2. Thread a bar-tack machine</li> </ol>

### Unit 3: Flat lock machine, blind stitch machine, finishing machines and other equipment

Theory		Practical
1.	<ol style="list-style-type: none"> <li>1. Introduction of flat lock machine</li> <li>2. Parts of flat lock machine</li> <li>3. Threading of flat lock machine</li> <li>4. Operating steps of flat lock machine</li> </ol>	1. Prepare samples using flat lock machine
2.	<ol style="list-style-type: none"> <li>1. Importance of blind stitch sewing machine</li> <li>2. Different parts of blind stitch machine</li> <li>3. Operating steps of blind stitch sewing machine</li> </ol>	<ol style="list-style-type: none"> <li>1. Sewing practice through blind stitch machine</li> <li>2. Collect images of blind stitch sewing machine paste in practical file and write its uses in the practical file</li> </ol>
3.	<ol style="list-style-type: none"> <li>1. Introduction, parts and operating steps of : <ul style="list-style-type: none"> <li>•Welt attachment machine</li> <li>•Fusing machine</li> </ul> </li> <li>2. Pressing equipment used in garment industry: <ul style="list-style-type: none"> <li>• Hand irons</li> <li>•Iron table</li> <li>•Buck press or steam press</li> <li>•Trouser pressing</li> <li>•Double-legger pressing</li> <li>•Carousel pressing</li> <li>•Steam finisher</li> <li>•Tunnel finisher</li> <li>•Creasing machine</li> </ul> </li> <li>3. Pleating machine</li> </ol>	1. Practice use of all the machines in the session and prepare samples

### Unit 4: Maintain Organizational Health, Safety and Security at Workplace

Theory		Practical
1	<ol style="list-style-type: none"> <li>1. Importance of health</li> <li>2. Types of hazards at workplace</li> <li>3. Steps of reporting to concerned person in an organization at the time of emergency</li> <li>4. Emergency action plan</li> </ol>	<ol style="list-style-type: none"> <li>1. Prepare emergency action plan</li> </ol>
2	<ol style="list-style-type: none"> <li>1. Introduction to safety</li> <li>2. Importance of ergonomics at workplace</li> <li>3. Recommendations to improve the safety and health conditions in garment manufacturing units</li> <li>4. Important safety instructions while working on specialized machines</li> <li>5. Safety Rules for safe working operations on specialized sewing machine</li> </ol>	<ol style="list-style-type: none"> <li>1. Demonstrate proper actions taking in case of emergencies at workplace</li> </ol>
3	<ol style="list-style-type: none"> <li>1. Social responsibility of companies</li> <li>2. Waste management in textile and apparel industry</li> </ol>	<ol style="list-style-type: none"> <li>1. Practice waste management</li> </ol>
4	<ol style="list-style-type: none"> <li>1. Purpose and benefits of organizational policies</li> <li>2. Importance of organizational goals</li> <li>3. Workmen security system</li> </ol>	<ol style="list-style-type: none"> <li>1. Prepare organizational plan</li> </ol>

### Unit 5: Quality Control in Stitching Process

Theory		Practical
1	<ol style="list-style-type: none"> <li>1. Importance of quality in stitching process</li> <li>2. Types of problem and factors which affecting quality of stitching</li> </ol>	<ol style="list-style-type: none"> <li>1. Check garment according to AQL chart</li> </ol>
2	<ol style="list-style-type: none"> <li>1. Classification, cause and rectification of defects</li> </ol>	<ol style="list-style-type: none"> <li>1. Identify garment defects</li> </ol>



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