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HAND & MACHINE EMBROIDERY

CBT Curriculum

National Vocational Certificate Level 3

Version 1 - February 2020



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Introduction

The art of decorating the different material like fabric, leather etc. through thread and needle with hand or by using machine is known as Embroidery. An embroider is a tradesman who specializes in drawing a design on material with needle and thread. It is person's day-to-day tasks to draw the required or new designs on the material by using different kind of stitches. This person is also competent in incorporating sequin, beads, pearls, quilts etc. by using different techniques of stitches. The person is able to plan and structure the work process according to the technical requirements and the company structure. He/she understand all stitching techniques, tools and have aesthetic sense to use different colour combinations as per the requirement of customer. Person is capable of understanding the culture and values of different local areas, and by keeping in view can embroid the traditional / local products. The art started with hand embroidery now moved a step ahead, due to bulk productions semi auto machines and computerized machines are also in great demand and embroiders who are expert in semi auto and computerized machines are also in demand. But still every type (hand, semi auto machine, and computerized machine) has its own worth and acceptability in the market.

Global fashion trends bring about swift changes in the products, processes and technology in this sector. Therefore, industry requirement for skilled workforce is increasing which can only be managed through setting relevant competency standards in collaboration with the leading industries. Being cognizant of this fact, National Vocational & Technical Training Commission (NAVTTTC) developed competency standards for Hand and Machine Embroidery under National Vocational Qualifications Framework (NVQF). These competency standards have been developed by a Qualifications Development Committee (QDC) and validated by the Qualifications Validation Committee (QVC) having representation from the leading Embroided Garments manufacturing industry of the country.

PURPOSE OF THE QUALIFICATION

The competency based NVQ has been developed to train the unskilled men and women of Pakistan on the technical and entrepreneurial skills to be employed / self-employed and inevitably set sustainable impact on their lives by enhancing their livelihood income.

The purpose of these qualifications is to set professional standards for Hand Embroidery Experts, who will serve as key elements enhancing quality of Pakistan's Hand and Machine Embroidery industry. The specific objectives of developing these qualifications are as under:

- Improve the professional competence of Hand and Machine Embroidery industry
- Capacitate the local community and trainers in modern CBT trainings, methodologies and processes as envisaged under NVQF
- Provide flexible pathways and progressions in Hand and Machine Embroidery industry
- Enable the trainees to perform their duties in efficient manner
- Establish a standardized and sustainable system of training in Hand and Machine Embroidery industry in Pakistan

Overall objectives of training programme

The objective of the training is to provide skilled manpower to improve the existing capacity in the area of surface decorative and regional embroidery designing. This training will provide the requisite skills to the trainees to enable them to meet the challenges in their field. The objective of this qualification is to produce manpower, who can develop decorative embroidered quality products for the local and international markets and can develop entrepreneurial skills to be employed / self-employed and inevitably set sustainable impact on their lives by enhancing their livelihood income.

Competencies to be gained after completion of course

At the end of the course, the trainee must have attained the following competencies:

- Communicate at Workplace
- Apply Work Health and Safety Practices (WHS)
- Perform Basic Embellishment on Frame/Adda
- Perform Beads and Sequin work
- Perform Zardozi (Kora-Dabka) work
- Ensure the quality of embroidery work
- Perform Regional Embroidery
 - Punjabi embroidery
 - Perform Sindhi embroidery
 - Perform Balochi embroidery
 - Perform Kashmiri embroidery

Possible job opportunities available immediately and later in the future

Embroiderer are to be employed in embroidery related industries. Experienced embroiderer may advance through promotions with the same employer or by moving to more advanced positions with other employers. They can become:

- Quality Inspector
- Supervisor
- Hand Embroider
- Awl(Arri) Adda Embroider
- Salma Sitara Adda Embroider
- Regional Hand Embroider
- Entrepreneur

Trainee entry level

The entry for National Vocational Certificate Level 3, in (Hand Embroidery) “Level 3 Hand Embroider” is given below:

Title	Entry requirements
National Vocational Certificate level 3 in “Hand Embroidery”	The entry requirement of National Vocational Certificate Level-3 in Hand and Machine Embroidery is “Hand Embroidery Level-2”.

Minimum qualification of Trainer

Teaching staff should have at least Bachelors in Engineering or Technology with 1 years' experience in relevant field **OR** DAE with 3 years' experience in relevant field

Teaching staff should also hold or be working towards a formal teaching qualification.

Other formal qualifications in the relevant sector of industry would be useful in addition to the above.

Recommended Trainer: Trainee ratio

The recommended maximum trainer: trainee ratio for this programme is 1 trainer for 20 trainees.

Medium of instruction i.e. language of instruction

Instruction will be in Urdu and English language.

Duration of the course (Total time, Theory & Practical time)

This curriculum comprises of 07 modules. The recommended delivery time is 800 hours. Delivery of the course could therefore be full time, 6 days a week, for 06 months. Training providers are at liberty to develop other models of delivery, including part-time and evening delivery.

The full structure of the course is as follow:

Module	Total Duration (Hours)	Theory ¹ (Hours)	Practical ² (Hours)
Communicate at Workplace	20	10	10
Apply Work Health and Safety Practices (WHS)	30	14	16
Perform Basic Embellishment on Frame/Adda	170	15	155
Perform Beads and Sequin work	60	7	53
Perform Zardozi (Kora-Dabka) work	100	10	90
Ensure the quality of embroidery work	120	24	96
Perform Regional Embroidery			
• Perform Punjabi embroidery	300	35	265
• Perform Sindhi embroidery	300	32	268
• Perform Balochi embroidery	300	34	266
• Perform Kashmiri embroidery	300	35	265

¹ Learning Module hours in training provider premises

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

Sequence of the modules

This qualification is made up of 07 modules from which 2 are generic, 1 is functional and 4 technical. The first 2 modules are related to basics of working environment in an organization which are about health & safety, and communication skills and one functional module is about ensure quality of embroidery work. These 3 modules will be started in parallel with technical modules which we will teach in mentioned sequence of module #s,3,4, 5, & 7. These technical modules are about training of students for the decorative embroideries (embellishment on frame/adda, Beads and Sequin, and Zardozi work) and Regional Embroideries (on choice) as per locations. This is not prescriptive, hence training providers may modify this if they wish.

Each module covers a range of learning components. These are intended to provide detailed guidance to teachers (for example the Learning Elements component) and give them additional support for preparing their lessons. The detail provided by each module will contribute to a standardized approach to teaching, ensuring that training providers in different parts of the country have clear information on what should be taught.

Sequence of the modules for National Vocational Certificate Level 3 in “Hand Embroidery”

Perform Basic Embellishment on Frame/Adda	Apply Work Health and Safety (WHS) Practices	Ensure the quality of embroidery work	Communicate at Workplace
Perform Beads and sequin work			
Perform Zardozi (Kora-Dabka) work			
Perform Regional Embroideries as per location			

Summary – Overview of the Curriculum

Module Title and Aim	Learning Units	Theory Days/hours	Workplace Days/hours	Timeframe of modules
<p>Module 1: Communicate at Workplace</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about apply communicate at workplace</p>	<p>LU1: Communicate within and outside of organization</p> <p>LU2: Communicate effectively in workgroup</p> <p>LU3: Communicate in writing</p>	10 hours	10 hours	20 hours
<p>Module 2: Apply Work Health and Safety Practices (WHS)</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about apply work health and safety (WHS) practices</p>	<p>LU1: Implement safe work practices at workplace</p> <p>LU2: Participate in hazard assessment and elimination activities at workplace</p> <p>LU3: Follow emergency procedures at workplace</p>	14 hours	16 hours	30 hours
<p>Module 3: Perform Basic Embellishment on Frame/adda</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and perform basic embellishment on frame/adda</p>	<p>LU1: Prepare work station</p> <p>LU2: Carry out embroidery with Awl (Ari)</p> <p>LU3: Carry out Salma Sitara work</p> <p>LU4: Perform Mirror (Sheesha) Work</p> <p>LU5: Disassemble the Frame/Adda</p>	15 hours	155 hours	170 hours

Module Title and Aim	Learning Units	Theory Days/hours	Workplace Days/hours	Timeframe of modules
<p>Module 4: Perform Beads and sequin stitching</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about perform beads and sequin stitching</p>	<p>LU1: Prepare workstation for bead and sequin work LU2: Perform Beads & Sequin (Sitara) work LU3: Perform Stone work</p>	07 hours	53 hours	60 hours
<p>Module 5: Perform Zardozi (Kora-Dabka) stitching</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about perform zardozi (kora-dabka) stitching</p>	<p>LU1: Prepare workstation for zardozi work LU2: Perform Naqshi/Pel stitching LU3: Perform Kora/Dabka stitching</p>	10 hours	90 hours	100 hours
<p>Module 6: Ensure the quality of embroidery work</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about ensure quality of product</p>	<p>LU1: Set up product quality requirement LU2: Develop quality checking procedures LU3: Prepare quality assurance report</p>	26 hours	94 hours	120 hours

Module Title and Aim	Learning Units	Theory Days/hours	Workplace Days/hours	Timeframe of modules
<p>Module 7a: Perform Punjabi embroidery</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about perform punjabi embroidery</p>	<p>LU1: Inspect preparation of work station</p> <p>LU2: Perform Phulkari Embroidery</p> <p>LU3: Perform shadow stitch</p> <p>LU4: Perform gotta kinari work</p>	35 hours	265 hours	300 hours
<p>Module 7b: Perform Sindhi embroidery</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about perform sindhi embroidery</p>	<p>LU1: Inspect preparation of work station</p> <p>LU2: Perform sindhi stitch with mirror work</p> <p>LU3: Perform kutch embroidery</p>	32 hours	268 hours	300 hours
<p>Module 7c: Perform Balochi Embroidery</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about perform balochi embroidery</p>	<p>LU1: Inspect preparation of work station</p> <p>LU2: Perform balochi dotch embroidery</p> <p>LU3: Perform balochi Bedotch embroidery</p>	34 hours	266 hours	300 hours

Module Title and Aim	Learning Units	Theory Days/hours	Workplace Days/hours	Timeframe of modules
<p>Module 7d: Perform Kashmiri Embroidery</p> <p>Aim: The aim of this module is to develop advanced skills, knowledge and understanding about perform kashmiri embroidery</p>	<p>LU1: Inspect preparation of work station</p> <p>LU2: Perform Zalakdozi embroidery</p> <p>LU3: Perform sozni embroidery</p> <p>LU4: Perform Kantha embroidery</p>	35 hours	265 hours	300 hours

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Module-1

Modules

Module 1: Communicate at Workplace

Objective of the module: The objective of this module is to develop advanced skills, knowledge and understanding about apply communicate at workplace

Duration: 20 hours **Theory:** 10 hours **Practical:** 10 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1: Communicate within and outside of organization	The trainee will be able to: <ul style="list-style-type: none"> • Communicate within a department • Communicate with other departments. • Deal with vendors and clients/customers • Interact with other organisations • Use various media to communicate effectively 	Importance of intra and inter organizational communication Basics of business communication Defining Modes of communication	Total 07 Hours Theory: 03 Hours Practical: 4 Hours		Theory Classroom
LU2: Communicate effectively in workgroup	The trainee will be able to: <ul style="list-style-type: none"> • Assess the issues to provide relevant suggestion to group 	Effective communication in workgroup Communicating through writing	Total 7 Hours Theory:		Theory Classroom

	<p>members</p> <ul style="list-style-type: none"> • Resolve the issues/problems /conflicts within the group • Arrange group working sessions to increase the level of participation in the group processes • Communicate with manner to reflect professional standards/ awareness of appropriate work ethics • Act upon constructive feedback 	<p>The importance of teamwork</p> <p>Understanding and knowledge of team management</p> <p>Knowledge of lean management</p> <p>Understanding and knowledge of conflicts and its types</p> <p>Understanding of conflict resolution techniques</p>	<p>3 Hours</p> <p>Practical: 4 Hours</p>		
<p>LU3: Communicate in writing</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Identify relevant procedures for written information • Ensure written information meets required standards of style, format and detail 	<p>Well aware with letter/application drafting techniques</p> <p>Knowledge of email writing techniques</p>	<p>Total 6 Hours</p> <p>Theory: 4 Hours</p> <p>Practical: 2 Hours</p>		<p>Theory Classroom</p>

	<ul style="list-style-type: none">• Draft information for approval, ensuring it is written within designated timeframes• Proofread drafted document by colleague or supervisor• Seek assistance / feedback to aid communication skills development				
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Module-2

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Module 2: Apply Work Health and Safety Practices (WHS)

Objective of the module: The objective of this module is to develop advanced skills, knowledge and understanding about apply work health and safety (WHS) practices

Duration: 30 hours **Theory:** 14 hours **Practical:** 16 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1: Implement safe work practices at work place	The trainee will be able to: <ul style="list-style-type: none"> Implement relevant rules and procedures of WHS at work place. Use personal protective equipment according to safe work practices Raise WHS issue with relevant personnel 	Outline the WHS rights and responsibilities that apply to own role Explain the term duty of care Describe typical health and safety roles in the workplace List and describe common safety signs and symbols Explain procedures for reporting hazards, risks, incidents and accidents Identify and describe common hazards and major causes of accidents relevant to the workplace Explain what the term risk control means List and describe potential emergency situations and how to respond to them	Total 12 Hours Theory: 8 Hours Practical: 4 Hours	Waste Bins PPEs	Theory Classroom Practical Workshop

<p>LU2:</p> <p>Participate in hazard assessment and elimination activities at work place</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Identify hazards or WHS issues in the workplace to relevant personnel • Assess and control risks in line with workplace procedures • Report hazards or WHS issues in the workplace to relevant personnel • Take actions to eliminate workplace hazards or to reduce risks • Document risk control actions as required 	<p>Knowledge about hazardous material;</p> <p>Process of removing hazards and techniques to handle to avoid any problem</p> <p>Methods to report hazards</p>	<p>Total</p> <p>10 Hours</p> <p>Theory:</p> <p>4 Hours</p> <p>Practical:</p> <p>6 Hours</p>	<p>Waste Bins</p> <p>PPEs</p>	<p>Theory</p> <p>Classroom</p> <p>Practical</p> <p>Workshop</p>
<p>LU3:</p> <p>Follow emergency procedures at workplace</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Report emergencies or incidents promptly to relevant personnel • Take appropriate measures to deal with emergencies 	<p>Identify emergencies and list down;</p> <p>Respond to emergencies and take action in accordance with emergency situation;</p> <p>Evacuation steps, procedures and its implementation</p>	<p>Total</p> <p>8 Hours</p> <p>Theory:</p> <p>2 Hours</p> <p>Practical:</p> <p>6 Hours</p>		<p>Theory</p> <p>Classroom</p> <p>Practical</p>

	<ul style="list-style-type: none">• Implement evacuation procedures as required				Workshop
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Module-3

Module 3: Perform Basic Embellishment on Frame/Adda

Objective of the module: The objective of this module is to develop advanced skills, knowledge and understanding required to perform Basic Embellishment on Frame/Adda

Duration: 170 Hours **Theory:** 15 Hours **Practical:** 155 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1: Prepare work station for required embroidery	The trainee will be able to: <ul style="list-style-type: none"> Prepare the workstation for work operation (gather material, set the suitable needle, technical file/ sewing instruction/sketch and sewing thread) Clean the workstation area to make it free from any potential hazards Trace design on tracing sheet [butter paper, PVC, etc.] design accurately & neatly on the fabric if required 	Knowledge about different types of fabrics and other materials (leather, synthetic leather) used for embroidery; Embroidery threads and their classification according to thread types, shade (numbers) and sizes; Types and usage of tools & equipment (clipper, scissors, seam ripper etc.) Types of needles according to its numbers (sizes); Needle application according to required embroidery stitch Types, sizes and usage of embroidery frame (hoop/adda) Technique to attach fabric/material with the frame (adda) Process of cleaning by using different types of cleaning tools (sprays, brushes, dusters, etc.) Appropriate use of threads, & needles in accordance with design and surface	Total 6 Hours Theory: 2 Hours Practical: 4 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop	Theory Classroom Practical Workshop

	<ul style="list-style-type: none"> • Transfer traced design on given material • Fix the pattern in the embroidery hoop/adda with the help of extra fabric • Fix and tighten the fabric/material on the hand frame/frame(adda) while avoiding plication • Select appropriate needle & thread considering the texture, fiber and type of embroidery to be done • Follow the instructions and artwork specifications • Check that the materials to be used are free from faults • Ensure the materials used meet the specification matching embroidery 	<p>requirements</p> <p>Understand the nature of design and embroidery</p> <p>Arrange material, needle, & thread for the embroidery artwork</p> <p>Explain about the faults in the material (stain free, broken weave, etc.)</p> <p>Technical terms associated with different kinds of embroidery work</p>		<p>Plier</p> <p>Fabric pad</p> <p>Nail</p>	
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	Artwork and Design sample of the embroidered product				
LU2: Carry out embroidery with Awl (Ari)	The trainee will be able to: <ul style="list-style-type: none"> Select appropriate awl(arri) & thread considering the texture, fiber and type of embroidery to be done Knot the thread to initiate the arri work Perform chain stitch with awl by following given design lines Lock the embroidery work with final stitch while avoiding tightness, if required Control the quality of embroidery according to quality standards and the artwork specifications Perform required finishing procedures (e.g. clipping, stain removal and 	Define and explain awl (arri) work; Types of awl work Types and usage of awl; Types of thread used in awl work; Knotting process for awl work Define and explain the chain stitch and its usage in awl work Process of marking for performing stitch (minimum approx. 2mm) Common factors affecting stitching & embroidery Importance and usage of process of locking the embroidery; Techniques of locking the embroidery Procedure of handling the remaining thread and disposal of wasted material.	Total 80 Hours Theory: 6 Hours Practical: 74 Hours	Tracing table Sharpener Ruler Needles Awl (needle) Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Embroidery frame (adda) Plier	Theory Classroom Practical Workshop

	adhesive/acrylic) on the final product			Fabric pad Nail	
LU3: Carry out Salma Sitara work	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> Select appropriate needle & thread considering the texture, fiber and type of embroidery to be done Cut salma length as per required measurement and estimation Perform basting to start embroidery on the fabric/material Apply the Salma Sitara on the traced design Lock the embroidery work with final stitch while avoiding tightness, if required Control the quality of embroidery according to quality standards 	<p>Explain about salma sitara and its uses</p> <p>Method of measurement, controlling and cutting of salma sitara for embroidery</p> <p>Define basting & knotting and its importance in embroidery; Basting and knotting techniques</p> <p>Application process of salma sitara on the design</p> <p>Importance and usage of embroidery locking process; Techniques of locking the embroidery</p> <p>Measurement of material according to design consumption</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc.</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>Total</p> <p>50 Hours</p> <p>Theory:</p> <p>4 Hours</p> <p>Practical:</p> <p>46 Hours</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p> <p>Needles</p> <p>Awl (needle)</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Embroidery frame (adda)</p> <p>Plier</p>	<p>Theory</p> <p>Classroom</p> <p>Practical</p> <p>Workshop</p>

	<p>and the artwork specifications</p> <ul style="list-style-type: none"> • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 			<p>Fabric pad</p> <p>Nail</p>	
<p>LU3:</p> <p>Perform Mirror (Sheesha) Work</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Select appropriate needle & thread considering the texture, fiber and type of embroidery to be done • Attach mirror with glue/adhesive on the traced design • Perform basting to start embroidery on the fabric/material • Perform the loop embroidery stitch following the traced/transferred design lines/dots • Apply buttonhole stitches with firmness to grip the attached 	<p>Uses and importance of mirror in embroidery</p> <p>Types and sizes of mirror; Techniques of pasting mirror for embroidery</p> <p>Types and sizes of mirror ring; Techniques of pasting mirror ring for embroidery</p> <p>Basting and knotting techniques in context with sheesha work</p> <p>Explain buttonhole stitch processes while avoiding breakage and its usage with mirror by using warp or weft of weave;</p> <p>Process to cover the mirror ring with embroidery thread by using buttonhole stitch and attach mirror ring on top of mirror</p>	<p>Total</p> <p>30 Hours</p> <p>Theory:</p> <p>2 Hours</p> <p>Practical:</p> <p>28 Hours</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p> <p>Needles</p> <p>Awl (needle)</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p>	<p>Theory</p> <p>Classroom</p> <p>Practical</p> <p>Workshop</p>

	<p>mirror either on fabric or mirror ring directly</p> <ul style="list-style-type: none"> • Stitch mirror ring of appropriate mirror size with the material • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 			<p>Embroidery hoop</p> <p>Embroidery frame (adda)</p> <p>Plier</p> <p>Fabric pad</p> <p>Nail</p>	
<p>LU5:</p> <p>Disassemble the Frame/Adda</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Open the string from head and tail area carefully • Cut the string from both sides except head side locked area/corners carefully 	<p>Process of opening the string</p> <p>Methods of cutting the string while ensuring tidiness</p> <p>Process of cutting thread from embroidered work piece while avoiding damage of fabric/material</p> <p>Process of packing the embroidered piece with butter paper</p>	<p>Total</p> <p>4</p> <p>Theory:</p> <p>1 Hours</p> <p>Practical:</p> <p>2 Hours</p>	<p>Scissor</p> <p>Fabric pad</p> <p>Nail</p> <p>Frame (adda) stand</p> <p>Rug</p> <p>Wooden hammer</p>	<p>Theory</p> <p>Classroom</p> <p>Practical</p> <p>Workshop</p>

	<p>considering the tidiness</p> <ul style="list-style-type: none">• Cut the head side locked area / corners of embroidered material/fabric carefully• Suspend frame/adda after completion & finishing of work				
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Module-4

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Module 4: Perform Beads and Sequin Work

Objective of the module: The objective of this module is to develop advanced skills, knowledge and understanding required to perform Beads and Sequin Work

Duration: 60 Hours **Theory:** 7 hours **Practical:** 53 hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1: Prepare work station for required embroidery	The trainee will be able to: <ul style="list-style-type: none"> Prepare the workstation for work operation (gather material, set the suitable needle, put up of cut panels to sew, technical file/ sewing instruction/sketch and sewing thread) Clean the workstation area to make it free from any potential hazards Trace design on tracing sheet [butter paper, PVC, etc.] design accurately & neatly on the fabric if required Transfer traced 	Knowledge about different types of fabrics and other materials (leather, synthetic leather) used for embroidery; Embroidery threads and their classification according to thread types, shade (numbers) and sizes; Types and usage of tools & equipment (clipper, scissors, seam ripper etc.) Types of needles according to its numbers (sizes); Needle application according to required embroidery stitch Types, sizes and usage of embroidery frame (hoop/adda) Process of cleaning by using different types of cleaning tools (sprays, brushes, dusters, etc.) Appropriate use of threads, & needles in accordance with design and surface requirements Understand the nature of design and embroidery	Total 6 Hours Theory: 2 Hours Practical: 4 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier	Theory Classroom Practical Workshop

	<p>design on given material</p> <ul style="list-style-type: none"> • Fix the pattern in the embroidery hoop/adda with the help of extra fabric • Fix and tighten the fabric/material on the hand frame/frame(adda) while avoiding plication • Select appropriate needle & thread considering the texture, fiber and type of embroidery to be done • Follow the instructions and artwork specifications • Clean the materials to be used to make them free of faults • Ensure the materials used meet the specification matching embroidery Artwork and design sample of the 	<p>Arrange material, needle, & thread for the embroidery artwork</p> <p>Explain about the faults in the material (stain free, broken weave, etc.)</p> <p>Technical terms associated with different kinds of embroidery work</p>		Fabric pad	
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	embroidered product				
LU2: Perform Beads & Sequin (Sitara) work	The trainee will be able to: <ul style="list-style-type: none"> Perform basting to start embroidery on the fabric/material Apply the beads and sequin on the traced design with running stitch Lock the embroidery work with final stitch while avoiding tightness, if required Control the quality of embroidery according to quality standards and the artwork specifications Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product. 	Explain about beads & sequin and its uses Basting and knotting techniques in beads & sequin work Application process of beads & sequin on the design Measurement of material according to design consumption Explain about running stitch and its uses in beads & sequin Importance and usage of process of locking the embroidery; Techniques of locking the embroidery Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in beads & sequin work Procedure of handling the remaining thread and disposal of wasted material.	Total 30 Hours Theory: 3 Hours Practical: 27 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier Fabric pad	Theory Classroom Practical Workshop
LU3: Perform Stone	The trainee will be able to: <ul style="list-style-type: none"> Apply appropriate 	Explain about stone work and its uses & importance in embroidery Types of glue and its usage techniques in	Total 24 Hours	Tracing table Sharpener	Theory Classroom

work	<p>gluing gun / adhesive to fix stones.</p> <ul style="list-style-type: none"> • Attach stone holder with material, if required Perform basting to start embroidery on the fabric/material • Attach stone frame with running stitch on the given material by following the traced/ transferred design lines/dots • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product. 	<p>stone work</p> <p>Stone holder sizes and its usage</p> <p>Technique to attach stone holder with the piece that needs to be embroidered</p> <p>Basting and knotting techniques in stone work</p> <p>Application process of beads & sequin on the design</p> <p>Explain about running stitch and its uses in stone work</p> <p>Techniques of locking the embroidery in stone work</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in stone work</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>Theory:</p> <p>2 Hours</p> <p>Practical:</p> <p>22 Hours</p>	<p>Ruler</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p> <p>Fabric pad</p>	<p>Practical</p> <p>Workshop</p>
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Module-5

HAND & MACHINE EMBROIDERY

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Module 5: Perform Zardozi (Kora-Dabka) work

Objective of the module: The objective of this module is to develop advanced skills, knowledge and understanding required to perform Zardozi (Kora-Dabka) work

Duration: 100 Hours **Theory:** 10 Hours **Practical:** 90 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1: Prepare work station for required embroidery	The trainee will be able to: <ul style="list-style-type: none"> Prepare the workstation for work operation (gather material, set the suitable needle, technical file/ sewing instruction/sketch and sewing thread) Clean the workstation are to make it free from any potential hazards Trace design on tracing sheet [butter paper, PVC, etc.] design accurately & neatly on the fabric if required Transfer traced 	Knowledge about different types of fabrics and other materials (leather, synthetic leather) used for embroidery; Embroidery threads and their classification according to thread types, shade (numbers) and sizes; Types and usage of tools & equipment (clipper, scissors, seam ripper etc.) Types of needles according to its numbers (sizes); Needle application according to required embroidery stitch Types, sizes and usage of embroidery frame (hoop/adda) Process of cleaning by using different types of cleaning tools (sprays, brushes, dusters, etc.) Appropriate use of threads, & needles in accordance with design and surface requirements Understand the nature of design and embroidery	Total 6 Hours Theory: 2 Hours Practical: 4 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier	Theory Classroom Practical Workshop

	<p>design on given material</p> <ul style="list-style-type: none"> • Fix the pattern in the embroidery hoop/adda with the help of extra fabric • Fix and tighten the fabric/material on the hand frame/frame(adda) while avoiding plication • Select appropriate needle & thread considering the texture, fiber and type of embroidery to be done • Clarify the instructions and artwork specifications • Check that the materials to be used are free from faults • Ensure the materials used meet the specification matching embroidery Artwork and design sample of the 	<p>Arrange material, needle, & thread for the embroidery artwork</p> <p>Explain about the faults in the material (stain free, broken weave, etc.)</p> <p>Technical terms associated with different kinds of embroidery work</p>			
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	embroidered product				
LU2: Perform Naqshi/Pel work	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Cut naqshi/pel length as per required measurement and estimation • Prepare base for naqshi/pel work with awl (arri) embroidery • Perform basting to start embroidery on the fabric/material • Apply the naqshi/pel on the traced design carefully to avoid any damage of spring • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain 	<p>Explain about naqshi/pel and its uses</p> <p>Methods of measurement, controlling and cutting of naqshi/pel for embroidery according to design requirement</p> <p>Technique to develop the base of embroidery with awl (arri) work to apply naqshi/pel</p> <p>Basting and knotting techniques in naqshi/pel work</p> <p>Application process of naqshi/pel on the design</p> <p>Explain about running stitch and its uses in naqshi/pel</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery in accordance with naqshi/pel</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in naqshi/pel work</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>Total 47 Hours</p> <p>Theory: 4 Hours</p> <p>Practical: 43 Hours</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p> <p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p> <p>Awl needles</p>	<p>Theory Classroom</p> <p>Practical Workshop</p>

	removal and adhesive/acrylic) on the final product				
LU3: Perform Kora/Dabka work	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Select appropriate needle & thread considering the texture, fiber and type of embroidery to be done • Cut Kora/Dabka length as per required measurement and estimation • Prepare base for Kora/dabka work with awl (arri) embroidery • Perform basting to start embroidery on the fabric/material • Apply the Kora/Dabka on the traced design carefully to avoid any damage of spring • Lock the embroidery work with final stitch 	<p>Explain about kora-dabka and its uses</p> <p>Methods of measurement, controlling and cutting of kora-dabka for embroidery according to design requirement</p> <p>Technique to develop the base of embroidery with awl (arri) work to apply naqshi/pel</p> <p>Basting and knotting techniques in kora-dabka work</p> <p>Application process of naqshi/pel on the design</p> <p>Explain about running stitch and its uses in kora-dabka</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery in accordance with kora-dabka</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in kora-dabka work</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>Total 47 Hours</p> <p>Theory: 4 Hours</p> <p>Practical: 43 Hours</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p> <p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p> <p>Awl needles</p>	<p>Theory Classroom</p> <p>Practical Workshop</p>

	<p>while avoiding tightness, if required</p> <ul style="list-style-type: none">• Control the quality of embroidery according to quality standards and the artwork specifications• Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product				
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Module-6

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Module 6: Ensure the Quality of Embroidery Work

Objective of the module: This standard defines the advanced knowledge, skills and understanding required to ensure quality of embroidery work.

Duration: 120 Hours **Theory:** 24 Hours **Practical:** 96 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1. Set up product quality requirement	The trainee will be able to: <ul style="list-style-type: none"> Enlist quality parameters of the embroidery by interpreting product drawing and technical specifications Provide master samples of products to relevant processes Communicate quality requirements to concerned supervisors and quality inspectors 	Understand technical drawings and specifications Understand raw material quality parameters Understand instrument functionality i.e. scissors cutting, forceps gripping etc. Understand quality requirements of surgical instruments and production samples. Understanding basics of raw material grades Understanding of time management Understanding of contingency management Understanding process travelling card (PTC) and its applications. (storage of job, quality, quantity etc)	Total 42 hrs Theory: 10 hrs Practical: 32 hrs	Quality management system standard and manual Computer system along with all accessories Laser printer Scanner Tool kit)	Theory: Class room with multimedia facility

<p>LU2. Develop quality checking procedures</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> Identify methods for checking quality parameters in different processes Prepare standard quality checking procedures including sample size, patterns, and report templates etc. Communicate quality checking procedures to concerned supervisors and quality inspectors 	<p>Knowledge about measuring instruments and gauges</p> <p>Understand technical drawings and specifications</p> <p>Knowledge of QA/QC</p> <p>Understand basic computer applications</p> <p>Knowledge about office management</p> <p>Knowledge of MS Office (Word, Excel, Power Point)</p> <p>Understanding of microscopic inspection, visual inspection (e.g. corrosion, cracks and pits etc) and functionality test (e.g. cutting, gripping and ratchet etc)</p> <p>Understanding of time management</p> <p>Understanding of contingency management</p> <p>Understanding process travelling card (PTC) and its applications. (storage of job, quality, quantity etc)</p>	<p>Total 42 hrs</p> <p>Theory: 07 hrs</p> <p>Practical: 35 hrs</p>	<p>quality management system standard and manual</p> <p>Computer system along with all accessories</p> <p>Laser printer</p> <p>Scanner</p> <p>Microscope</p> <p>Magnifying glass with light</p> <p>Vernier clapper</p> <p>Micrometer</p> <p>Gauges</p> <p>Master sample</p>	<p>Theory: Class room with multimedia facility</p>
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<p>LU3. Prepare quality assurance report</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Gather quality and production reports from quality inspectors and concerned supervisors at defined intervals • Consolidate the data in concise form for further analysis • Compile report of quality conformance • Submit and present the report to management within defined timeline 	<p>Understanding of data analysis and data consolidation.</p> <p>Understand basics of quality management system i.e. QA / QC</p> <p>Knowledge about computer applications</p> <p>Knowledge about office management</p> <p>Understanding and knowledge about good communication skill in workplace</p> <p>Knowledge about quality charts and graphs</p> <p>Understanding of time management</p> <p>Understanding of contingency management</p> <p>Understanding process travelling card (PTC) and its applications. (storage of job, quality, quantity etc)</p>	<p>Total 36 hrs</p> <p>Theory: 07 hrs</p> <p>Practical: 19 hrs</p>	<p>quality management system standard and manual</p> <p>Computer system along with all accessories</p> <p>Laser Printer</p> <p>Scanner</p>	<p>Theory: Class room with multimedia facility</p> <p>Practical : Workshop</p>
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Module-7

Perform Regional Embroidery as per locations

Module 7a: Perform Regional Embroidery (Punjabi)

Objective of the module: The objective of this module is to develop knowledge, skills and understanding required to perform punjabi embroidery.

Duration: 300 Hours **Theory:** 35 Hours **Practical:** 265 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1. Prepare the work station for embroidery	The trainee will be able to: <ul style="list-style-type: none"> Clean the workstation to make it free from any potential hazards Trace the embroidery design on tracing sheet [butter paper, PVC, etc.] accurately & neatly on the fabric, if required Transfer traced design on given material Fix and tighten the fabric/material on the hand frame while avoiding plication Verify the instructions and artwork specifications Calculate material 	Detailed understanding about different types of fabrics and other materials (leather, synthetic leather) used for embroidery; Embroidery threads and their classification according to thread types, shade (numbers) and sizes; Types and usage of tools & equipment (clipper, scissors, seam ripper etc.) Types of needles according to its numbers (sizes); Needle application according to required embroidery stitch Knowledge about designing, interpretation, its measurement and tracing techniques Types, sizes and usage of embroidery frame (hoop/adda) Understanding to organize the process with respect to the requirements of client	Total 15 Hours Theory: 5 Hours Practical: 10 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble	Theory: Class room Practical : Workshop

	<p>requirements for the embroidery artwork as per work order quantity and sizes</p> <ul style="list-style-type: none"> • Gather and Cut the material in required quantity and sizes • Ensure that correct component parts/fabric/material for embroidery are selected • Check that the materials to be used are free from faults • Ensure the materials used meet the specification matching embroidery Artwork and Design sample of the embroidered product • Set-up layout of work area meeting ergonomics and material flow requirements 	<p>and design</p> <p>Complete control on the material measurement and its allocation to manage the design</p> <p>Cutting process to control the wastage of material</p> <p>Process of cleaning by using different types of cleaning tools (sprays, brushes, dusters, etc.)</p> <p>Appropriate use of threads, & needles in accordance with design and surface requirements</p> <p>Understand the nature of design and embroidery</p> <p>Explain about the faults in the material (stain free, broken weave, etc.)</p> <p>Technical terms associated with different kinds of embroidery work</p> <p>Understanding of design work plan by managing the material and capability of workers</p>		<p>Embroidery hoop</p> <p>Plier</p>	
<p>LU2.</p> <p>Perform Phulkari Embroidery</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material 	<p>Explain about punjabi culture and uses of colour and material in accordance with its cultural embroidery</p> <p>Explain about phulkari embroidery and its</p>	<p>Total</p> <p>95 Hours</p> <p>Theory:</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p>	<p>Theory: Class room</p> <p>Practical : Workshop</p>

	<ul style="list-style-type: none"> Perform phulkari embroidery as per design by using darning stitch and stem stitch by following the traced/ transferred design lines/dots Lock the embroidery work with final stitch while avoiding tightness, if required Control the quality of embroidery according to quality standards and the artwork specifications Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product. 	<p>uses with different materials and products</p> <p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in phulkari embroidery</p> <p>Explain about types and importance of basting; Basting and knotting techniques in phulkari embroidery</p> <p>Technique of designing phulkari embroidery while ensuring stitch only visible on front side and dots are at back side of material</p> <p>Explain about darning and stem stitch and its uses in phulkari embroidery</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery in accordance with phulkari embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in phulkari embroidery</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>10 Hours</p> <p>Practical:</p> <p>85 Hours</p>	<p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	
<p>LU3.</p> <p>Perform shadow</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> Trace the design on the 	<p>Explain about shadow work and its uses with different materials and products</p>	<p>Total</p> <p>95 Hours</p>	<p>Tracing table</p> <p>Sharpener</p>	<p>Theory: Class room</p>

work	<p>back side of the sheer fabric</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material • Perform shadow/chikankari embroidery with running, and closed herringbone stitch on traced/transferred lines/dots while avoiding knots and tangles • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 	<p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in shadow work</p> <p>Explain about types and importance of basting; Basting and knotting techniques in shadow work</p> <p>Explain about tracing technique on sheer material in shadow work</p> <p>Technique of designing shadow work with running, and closed herringbone stitch on the back side of material</p> <p>Explain about running, and closed herringbone stitch and its uses in shadow work</p> <p>Techniques of locking the embroidery in accordance with shadow work</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in shadow work</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>Theory: 10 Hours</p> <p>Practical: 85 Hours</p>	<p>Ruler</p> <p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	<p>Practical : Workshop</p>
<p>LU4. Perform gotta</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Apply fusing under the 	<p>Explain about gotta kinari and its uses with different materials and products</p>	<p>Total</p>	<p>Tracing table</p>	<p>Theory: Class room</p>

kinari work	<p>given fabric with hot press while avoiding folds and creases (if required)</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material • Attach zari ribbon with sew in procedure on the traced/ transferred design lines/dots by following appliqué technique • Create decorative patterns by twisting and folding gotta with sewn edges • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the 	<p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in gotta kinari work</p> <p>Process to attach the fusing material with the fabric/material for stiffness to maintain neat and smooth surface</p> <p>Explain about types and importance of basting; Basting and knotting techniques in gotta kinari work</p> <p>Describe about techniques to attach zari ribbon with folding, twisting and pressing for gotta work</p> <p>Technique of designing gotta kinari work with running, and closed herringbone stitch on the back side of material</p> <p>Techniques of designing ornaments with gotta by cutting, folding, and rolling</p> <p>Explain about running, and back stitch and its uses in gotta kinari work</p> <p>Techniques of locking the embroidery in accordance with gotta kinari work</p> <p>Explain about maintaining the quality considering neatness, material, gotta surface, stitching, traced lines etc. in gotta kinari work</p> <p>Procedure of handling the remaining</p>	<p>95 Hours</p> <p>Theory:</p> <p>10 Hours</p> <p>Practical:</p> <p>85 Hours</p>	<p>Sharpener</p> <p>Ruler</p> <p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	Practical : Workshop
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	final product	thread and disposal of wasted material.			
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Module 7b: Perform Regional Embroidery (Sindhi)

Objective of the module: This standard defines the knowledge, skills and understanding required to perform sindhi embroidery.

Duration: 300 Hours **Theory:** 32 Hours **Practical:** 268 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1. Prepare the work station for sindhi embroidery	The trainee will be able to: <ul style="list-style-type: none"> Clean the workstation to make it free from any potential hazards Trace the embroidery design on tracing sheet [butter paper, PVC, etc.] accurately & neatly on the fabric, if required Transfer traced design on given material Fix and tighten the fabric/material on the hand frame while avoiding plication Verify the instructions and artwork specifications Calculate material requirements for the embroidery artwork as per work order quantity 	Detailed understanding about different types of fabrics and other materials (leather, synthetic leather) used for embroidery; Embroidery threads and their classification according to thread types, shade (numbers) and sizes; Types and usage of tools & equipment (clipper, scissors, seam ripper etc.) Types of needles according to its numbers (sizes); Needle application according to required embroidery stitch Knowledge about designing, interpretation, its measurement and tracing techniques Types, sizes and usage of embroidery frame (hoop/adda) Understanding to organize the process with respect to the requirements of client and design Complete control on the material measurement and its allocation to manage	Total 10 Hours Theory: 2 Hours Practical: 8 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier	Theory: Class room Practical : Workshop

	<p>and sizes</p> <ul style="list-style-type: none"> • Gather and Cut the material in required quantity and sizes • Ensure that correct component parts/fabric/material for embroidery are selected • Check that the materials to be used are free from faults • Ensure the materials used meet the specification matching embroidery Artwork and design sample of the embroidered product. • Set-up layout of work area meeting ergonomics and material flow requirements 	<p>the design</p> <p>Cutting process to control the wastage of material</p> <p>Process of cleaning by using different types of cleaning tools (sprays, brushes, dusters, etc.)</p> <p>Appropriate use of threads, & needles in accordance with design and surface requirements</p> <p>Understand the nature of design and embroidery</p> <p>Explain about the faults in the material (stain free, broken weave, etc.)</p> <p>Technical terms associated with different kinds of embroidery work</p> <p>Understanding of design work plan by managing the material and capability of workers</p>			
<p>LU2.</p> <p>Perform sindhi stitch with mirror work</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material • Perform sindhi stitch with the help of herringbone stitch 	<p>Explain about sindhi culture and uses of colour in accordance with its cultural embroidery</p> <p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement</p> <p>Explain about types and importance of</p>	<p>Total</p> <p>145 Hours</p> <p>Theory:</p> <p>15 Hours</p> <p>Practical:</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p> <p>Needles</p> <p>Clippers</p>	<p>Theory: Class room</p> <p>Practical : Workshop</p>

	<p>embroidery on the transferred lines/dots while maintaining stitch firmness</p> <ul style="list-style-type: none"> • Perform sindhi stitch on the transferred lines/dots to attach the mirror on the surface, while maintaining stitch firmness • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 	<p>basting; Basting and knotting techniques in sindhi stitch</p> <p>Explain about herringbone stitch and its uses in sindhi stitch</p> <p>Application process of mirror work on the design in sindhi stitch</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery in accordance with sindhi stitch</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in sindhi stitch</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	130 Hours	<p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	
<p>LU3.</p> <p>Perform kutch embroidery</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material 	<p>Explain about kutch embroidery and its uses</p> <p>Methods of measurement, controlling and cutting of material for embroidery</p>	<p>Total</p> <p>145 Hours</p> <p>Theory:</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p>	<p>Theory: Class room</p> <p>Practical : Workshop</p>

	<ul style="list-style-type: none"> • Perform kutch embroidery with the different types of herringbone stitches on the transferred design lines/dots • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 	<p>according to design requirement in kutch embroidery</p> <p>Basting and knotting techniques in kutch embroidery</p> <p>Explain about herringbone stitch and its uses in kutch embroidery</p> <p>Techniques of locking the embroidery in accordance with kutch embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in sindhi stitch</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>15 Hours</p> <p>Practical:</p> <p>130 Hours</p>	<p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	
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Module 7c: Perform Regional Embroidery (Balochi)

Objective of the module: The objective of this module is to develop knowledge, skills and understanding required to perform balochi embroidery.

Duration: 300 Hours **Theory:** 34 Hours **Practical:** 266

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1. Prepare the work station for balochi embroidery	The trainee will be able to: <ul style="list-style-type: none"> • Check, the work area is clean, organized and free from hazards • Trace the embroidery design on tracing sheet [butter paper, PVC, etc.] accurately & neatly on the fabric, if required • Transfer traced design on given material • Fix and tighten the fabric/material on the hand frame while avoiding plication • Verify the instructions and artwork specifications • Calculate material requirements for the embroidery artwork as 	Detailed understanding about different types of fabrics and other materials (leather, synthetic leather) used for embroidery; Embroidery threads and their classification according to thread types, shade (numbers) and sizes; Types and usage of tools & equipment (clipper, scissors, seam ripper etc.) Types of needles according to its numbers (sizes); Needle application according to required embroidery stitch Knowledge about designing, interpretation, its measurement and tracing techniques Types, sizes and usage of embroidery frame (hoop/adda) Understanding to organize the process with respect to the requirements of client and design Complete control on the material	Total 10 Hours Theory: 4 Hours Practical: 6 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier	Theory: Class room Practical : Workshop

	<p>per work order quantity and sizes</p> <ul style="list-style-type: none"> • Gather and Cut the material in required quantity and sizes • Ensure that correct component parts/fabric/material for embroidery are selected • Check that the materials to be used are free from faults • Ensure the materials used meet the specification matching embroidery Artwork and design sample of the embroidered product. • Set-up layout of work area meeting ergonomics and material flow requirements 	<p>measurement and its allocation to manage the design</p> <p>Cutting process to control the wastage of material</p> <p>Process of cleaning by using different types of cleaning tools (sprays, brushes, dusters, etc.)</p> <p>Appropriate use of threads, & needles in accordance with design and surface requirements</p> <p>Understand the nature of design and embroidery</p> <p>Explain about the faults in the material (stain free, broken weave, etc.)</p> <p>Technical terms associated with different kinds of embroidery work</p> <p>Understanding of design work plan by managing the material and capability of workers</p>			
<p>LU2.</p> <p>Perform balochi doch embroidery</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material • Perform Blochi dotch embroidery by using 	<p>Explain about balochi culture and uses of colour and material in accordance with its cultural embroidery</p> <p>Explain about balochi doch embroidery and its uses with different materials and products</p>	<p>Total</p> <p>145 Hours</p> <p>Theory:</p> <p>15 Hours</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p> <p>Needles</p>	<p>Theory: Class room</p> <p>Practical : Workshop</p>

	<p>chain stitch/couching/laid-work on the transferred line/dots with firm stitching.</p> <ul style="list-style-type: none"> • Develop decorative embroidery patterns with the use of tiny mirror and beads as per design requirement. • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product. 	<p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in balochi doch embroidery</p> <p>Understanding of different types of needles and their applications in context of balochi doch embroidery</p> <p>Explain about types and importance of basting; Basting and knotting techniques in balochi doch embroidery</p> <p>Explain about combination of specific colours used for balochi doch embroidery to make it significant</p> <p>Explain about chain, couching, and laid work stitch and its uses in balochi doch embroidery</p> <p>Uses of mirror and beads with different stitches in balochi doch embroidery to embellish the design</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery in accordance with balochi doch embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in balochi doch embroidery</p> <p>Procedure of handling the remaining</p>	<p>Practical: 130 Hours</p>	<p>Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier Awl (arri) needle</p>	
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		thread and disposal of wasted material.			
LU3. Perform balochi Bedoch embroidery	The trainee will be able to: <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material • Perform Blochi Bedotch embroidery by using chain stitch, couching or laid-work on the transferred line/dots with firm stitching. • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 	<p>Explain about balochi bedoch embroidery and its uses with different materials and products</p> <p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in balochi bedoch embroidery</p> <p>Understanding of different types of needles and their applications in context of balochi bedoch embroidery</p> <p>Explain about combination of specific colours used for balochi bedoch embroidery to make it significant</p> <p>Explain about types and importance of basting; Basting and knotting techniques in balochi bedoch embroidery</p> <p>Explain about chain, couching, and laid work stitch and its uses in balochi bedoch embroidery</p> <p>Uses of mirror and beads with different stitches in balochi bedoch embroidery to embellish the design</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery in accordance with</p>	Total 145 Hours Theory: 15 Hours Practical: 130 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier	Theory: Class room Practical : Workshop

		<p>balochi doch embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in balochi bedoch embroidery</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>			
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Module 7d: Perform Regional Embroidery (Kashmiri)

Objective of the module: The objective of this module is to develop knowledge, skills and understanding required to perform kashmiri embroidery.

Duration: 300 Hours **Theory:** 35 Hours **Practical:** 265 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU1. Prepare the work station for kashmiri embroidery	The trainee will be able to: <ul style="list-style-type: none"> Check the workstation to make it free of any potential hazards If required, trace the embroidery design on tracing sheet [butter paper, PVC, etc.] accurately & neatly on the fabric Transfer traced design on given material Fix and tighten the fabric/material on the hand frame while avoiding plication Verify the instructions and artwork specifications Calculate material requirements for the 	Detailed understanding about different types of fabrics and other materials (leather, synthetic leather) used for embroidery; Embroidery threads and their classification according to thread types, shade (numbers) and sizes; Types and usage of tools & equipment (clipper, scissors, seam ripper etc.) Types of needles according to its numbers (sizes); Needle application according to required embroidery stitch Knowledge about designing, interpretation, its measurement and tracing techniques Types, sizes and usage of embroidery frame (hoop/adda) Understanding to organize the process with respect to the requirements of client and design Complete control on the material	Total 15 Hours Theory: 5 Hours Practical: 10 Hours	Tracing table Sharpener Ruler Needles Clippers Fabric scissors Paper scissors Measuring tape Tracing wheel Seam ripper Pins Pin cushions Thimble Embroidery hoop Plier	Theory: Class room Practical : Workshop

	<p>embroidery artwork as per work order quantity and sizes</p> <ul style="list-style-type: none"> • Gather and Cut the material in required quantity and sizes • Ensure that correct component parts/fabric/material for embroidery are selected • Check that the materials to be used are free from faults • Ensure the materials used meet the specification matching embroidery Artwork and design sample of the embroidered product. • Set-up layout of work area meeting ergonomics and material flow requirements 	<p>measurement and its allocation to manage the design</p> <p>Cutting process to control the wastage of material</p> <p>Process of cleaning by using different types of cleaning tools (sprays, brushes, dusters, etc.)</p> <p>Appropriate use of threads, & needles in accordance with design and surface requirements</p> <p>Understand the nature of design and embroidery</p> <p>Explain about the faults in the material (stain free, broken weave, etc.)</p> <p>Technical terms associated with different kinds of embroidery work</p> <p>Understanding of design work plan by managing the material and capability of workers</p>			
<p>LU2.</p> <p>Perform Zalakdozi</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material 	<p>Explain about kashmiri culture and uses of colour and material in accordance with its cultural embroidery</p> <p>Explain about zalakdozi embroidery and</p>	<p>Total</p> <p>95 Hours</p> <p>Theory:</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p>	<p>Theory: Class room</p> <p>Practical : Workshop</p>

embroidery	<ul style="list-style-type: none"> • Perform zalakdozi embroidery with the help of chain stitch on the transferred design lines/dots while maintaining stitch firmness • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product. 	<p>its uses with different materials and products</p> <p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in zalakdozi embroidery</p> <p>Describe about combination of stitches and colour to design borderline and filling with different shades</p> <p>Explain about types and importance of basting; Basting and knotting techniques in Zalakdozi embroidery</p> <p>Explain about chain stitch and its uses in zalakdozi embroidery</p> <p>Importance and usage of process of locking the embroidery; Techniques of locking the embroidery in accordance with zalakdozi embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in zalakdozi embroidery</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>10 Hours</p> <p>Practical:</p> <p>85 Hours</p>	<p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	
<p>LU3.</p> <p>Perform sozni</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Perform basting to start 	<p>Explain about sozni embroidery and its uses with different materials and products</p>	<p>Total</p> <p>95 Hours</p>	<p>Tracing table</p> <p>Sharpener</p>	

embroidery	<p>embroidery on the fabric/material</p> <ul style="list-style-type: none"> • Perform sozni embroidery with the help of flat stitches on the transferred lines/dots while maintaining stitch firmness • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 	<p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in sozni embroidery</p> <p>Describe about combination of stitches and colour to design borderline and filling with different shades in accordance with sozni embroidery</p> <p>Basting and knotting techniques in sozni embroidery</p> <p>Explain about flat stitches types and its uses in combination for sozni embroidery</p> <p>Techniques of locking the embroidery in accordance with sozni embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in sozni embroidery</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	<p>Theory: 10 Hours</p> <p>Practical: 85 Hours</p>	<p>Ruler</p> <p>Needles</p> <p>Clippers</p> <p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	
<p>LU4.</p> <p>Perform Kantha embroidery</p>	<p>The trainee will be able to:</p> <ul style="list-style-type: none"> • Perform basting to start embroidery on the fabric/material • Carry out Kantha embroidery using required type of running 	<p>Explain about kantha embroidery and its types; Kantha embroidery usage with different materials and products</p> <p>Methods of measurement, controlling and cutting of material for embroidery according to design requirement in kantha</p>	<p>Total 95 Hours</p> <p>Theory: 10 Hours</p> <p>Practical:</p>	<p>Tracing table</p> <p>Sharpener</p> <p>Ruler</p> <p>Needles</p> <p>Clippers</p>	<p>Theory: Class room</p> <p>Practical : Workshop</p>

	<p>and satin stitch i.e. (lep, sujani, baiton, oar, archilata, durjani, rumal) on the transferred lines while ensuring firmness of stitches</p> <ul style="list-style-type: none"> • Lock the embroidery work with final stitch while avoiding tightness, if required • Control the quality of embroidery according to quality standards and the artwork specifications • Perform required finishing procedures (e.g. clipping, stain removal and adhesive/acrylic) on the final product 	<p>embroidery</p> <p>Describe about combination of stitches and colour to design borderline and filling with different shades in accordance with kantha embroidery</p> <p>Basting and knotting techniques in kantha embroidery</p> <p>Explain about flat stitches types and its uses in combination for kantha embroidery</p> <p>Techniques of locking the embroidery in accordance with kantha embroidery</p> <p>Explain about maintaining the quality considering neatness, material, stitching, traced lines etc. in kantha embroidery</p> <p>Procedure of handling the remaining thread and disposal of wasted material.</p>	85 Hours	<p>Fabric scissors</p> <p>Paper scissors</p> <p>Measuring tape</p> <p>Tracing wheel</p> <p>Seam ripper</p> <p>Pins</p> <p>Pin cushions</p> <p>Thimble</p> <p>Embroidery hoop</p> <p>Plier</p>	
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GENERAL ASSESSMENT GUIDANCE for the Hand Embroidery

Each module/ competency standard will be assessed through a combination formative assessment at the completion of each module as an internal assessment and a final summative assessment on the completion of the qualification by the Qualification Awarding Body through a qualified assessor.

Formative assessment: the institute conducts formative assessments on the completion of each module as an internal assessment by the resource person. Its purpose is to provide feedback to the trainees on real time environment:

- To the trainee: to identify achievement and areas for further improvements
- To the trainer: to evaluate the effectiveness of transfer of skill and knowledge and plan for further.

Summative assessment: On completion of the qualification the Qualification Awarding Body (QAB) conducts a formal summative assessment where the qualified national assessor declares a candidate “Competent” or “Not Yet Competent” with a detailed feed back to the trainees on the performing of the activities as per modules.

Methods of assessment

During assessment a direct observation during performance by the trainee is conducted while collecting solid evidence based on each module.

Examples for direct assessment of a Jewellery electroplating and finishing expert include:

- Work performances: performing the tasks in lab for each assignment as prescribed in the modules.
- Demonstrations: performing and presenting the final out comes of the completion of each module.
- Direct questioning, where the assessor would ask the trainees questions related to their learning outcomes.
- Paper-based tests: if required the assessor will use some paper based test to know the understanding of the trainees during the leaning phase.

Indirect assessment is the method used where the performance could not be watched and evidence is gained indirectly. Indirect assessment will only be a second choice.

Principles of assessment

All assessments should be valid, reliable, fair and flexible:

Fairness refers that each trainee should get to equal chance for performing the duties during the assessment process.

Validity means that an assessment is conducted for what it claims to assess.

Reliability refers to consistency in outcomes based on performance or demonstration.

Flexibility means that the assessor has to be flexible concerning the assessment approach in evaluating the trainees for its competence.

Complete list of tools and equipment

Sr#	Name of Item/ Equipment/ Tools	Quantity
1	Air blowers	04
2	Allen key set	04
3	Bobbin	20
4	Bobbin case	20
5	Bobbin Rewinder	10
6	Brush different sizes	04 set
7	Frame Adda	20
8	Thread cutter	20
9	Dust bin	10
10	Embroidery hoop/frame (Small, Medium, Large)	20 each
11	Fabric scissors	20
12	Curve scissor	20
13	Fabric Scissor	20
14	Paper Scissor	20
15	Screw driver set	20
16	Finishing Table (4x8)	05
17	Measuring tape	20
18	Needle bar	20
19	Oil can	20
20	Pin cushions	5
21	PPEs (Goggles, Gloves)	20
22	Ruler	20
23	Seam ripper	20
24	Shower bottle	20
25	Soldering iron	20
26	Tracing table	05
27	Tracing wheel	20
28	Wood Stools (height 12 inch) for a	20
29	Wood Stools (height 24 inch) for finishing table	20
30	White board	02

List of consumable supplies

Sr#	Name of Consumable Supplies
1	Adhesive (Glue, Contact adhesive, latex, desmocol (DC))
2	Cloth
3	Crystal beads
4	Dabka
5	Detergent
6	Drawing sheets
7	Dusters
8	Embroidery threads (plain, Silk, cotton,woolen)
9	Fabric
10	Glass loops
11	Glass pipes
12	Kerosene oil
13	Kora
14	Leather
15	Log of quality management system standard and manual
16	Mirror
17	Mirror ring
18	Naqshi
19	Needles
20	Paper Tape
21	Pearls
22	Pel
23	Pencil
24	Plastic beads
25	Pointer
26	Process travel card (PTC)
27	Quality charts and graphs
28	Rubber
29	Salma sitara
30	Sequin
31	Surface cleaner sprays
32	Synthetic leather
33	Tailoring chalk
34	Tilla thread
35	Tracing inks
36	Tracing sheets/ Butter paper
37	Wooden beads
38	Yarn strings
39	Zari ribbon
40	Zari thread

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