



National Vocational Certificate Level 2 in Fine Arts (Painting)

CBT Curriculum



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1. INTRODUCTION

This course is aimed at introducing and developing the basic skills and craft of painting and its periphery. The trainee is introduced in a step by step manner to the various elements of the discipline and their implications. Ranging from the knowledge and skills required for the preparation of various surfaces, the mixing, preparation and application of color and color theory, selection of visual subject matter, drawing and image transference on the relative surface, execution to the final very integral stage of presentation. The students are encouraged to experiment with a focus on acquiring a wide range of new skills. They are also exposed to the commercial market and taught how to deal with clients and their demands.

Overall objectives of the course

The primary objective of this one year certificate in Fine Arts (Painting) is to provide the trainees with a comprehensive introduction to the study of fine arts. It develops trainee's abilities and interests and offers an outstanding opportunity for an intense engagement with various stages of fine art practice. It encourages individual creativity while giving a solid grounding in terms of aesthetic and appropriate technology. Part of the task is to help the trainees realize their commercial viability as an independent artist or an employee in a commercial setup. They are also made aware of the ever changing and evolving demands and challenges of market trends. This course is open to students of all levels and experiences.

Competencies gained after completion of course

The study of Fine Arts enables students to develop a range of competencies including: creative thinking, visual research skills, project management, presentation skills, communication and negotiation skills and technical competence related to their art practice. Such competencies acquired and enhanced during the course of study results in highly employable pass outs. In addition, the learner will be able to acquire the following competencies after completing this course:

- ❖ Demonstrate, and apply basic terms and concepts in Fine Arts.
- ❖ To enable trainee for better professionalism.
- ❖ Develop creative thinking skills and perceptual awareness necessary for understanding and producing art.
- ❖ Develop skills necessary for understanding and applying media, techniques, and processes.

- ❖ Explore and discuss unique properties and potential of art materials.
- ❖ Demonstrate techniques and processes for working with each art material.
- ❖ Communicate and express ideas through a variety of materials and techniques.
- ❖ Evaluate and select materials, techniques, and processes to facilitate the creation of art.
- ❖ Demonstrate the safe and responsible use of tools and materials.
- ❖ Ability to work in a commercial or apprenticeship setup.

Job opportunities available immediately and in the future

The Pass outs of this course may find job / employment opportunities in the following areas:

- ✓ Painter
- ✓ Commercial Artist
- ✓ Work as an artist's assistant or studio assistant
- ✓ Most craft and fine artists are self-employed.
- ✓ Part-time and variable work schedules are common for artists.

Trainee Entry Level: Metric

Medium of Instruction: Urdu, English or Local Language

Minimum Qualification of Trainer

- ✓ 2 years of teaching/ professional experience after Diploma/Bachelors.
- ✓ 1 year of teaching/ professional experience after Masters.
- ✓ Trainers or technical staff should have the ability to communicate and impart technical and conceptual skills
- ✓ Academic qualification should be BFA / /MFA / MA Fine Arts

Distribution of modules:

Following is the structure of the course:

Module #	Title	Theory	Practical	Total
		(Hours)	(Hours)	(Hours)
1	Take Requirements from Client	30	70	100
2	Perform Planning	30	70	100
3	Draw Sketches	40	210	250
4	Apply Medium	50	200	250
5	Select Mount & Frame	30	70	100
6	Make Prints/Graphic Arts	50	250	300
7	Develop Sculpture	40	260	300
8	Develop Professionalism	40	160	200
TOTAL HOURS		320	1280	1600

Duration of the course:

The proposed curriculum is composed of 08 modules that will be covered in 1600 hrs. It is proposed that the course may be delivered in a One Year period. The distribution of contact hours is given below:

Total:	1600 hrs	
Theory:	320 hrs	(20%)
Practical:	1280 hrs	(80%)
Days per week:	06	

2. OVERVIEW OF THE CURRICULUM FOR FINE ARTS

Module Title and Aim	Learning Units	Theory	Practical	Total Duration
<p>Module A: Take Requirements from Client</p> <p>Aim: This module will specify and improve the competencies required to take project based requirements from a resource person in a commercial setup</p>	<p>LU-1: Interact with Client</p> <p>LU-2: Conduct Negotiation</p> <p>LU-3: Undertake Agreement</p>	30	70	100
<p>Module B: Perform Planning</p> <p>Aim: This module will specify and improve the competencies required to plan and perform a task for a client in a commercial setup</p>	<p>LU-1: Conduct Research on the job</p> <p>LU-2: Develop Ideas</p> <p>LU-3: Select Media & Material</p> <p>LU-4: Prepare Workplace</p> <p>LU-5: Arrange Required Tools & Equipment</p> <p>LU-6: Prepare estimates of work</p>	30	70	100
<p>Module C: Draw Sketches</p> <p>Aim: This module will focus on the competencies required for surface preparation,</p>	<p>LU-1: Learn Visual Language</p> <p>LU-2: Prepare Surface for Drawing</p> <p>LU-3: Take Measurements</p> <p>LU-4: Draw Still Life Drawing</p>	40	210	250

Module Title and Aim	Learning Units	Theory	Practical	Total Duration
drawing skills and image transferring.	LU-5: Draw Life Drawing LU-6: Make Conceptual Drawing LU-7: Draw Landscape Drawing LU-8: Make Figure Composition LU-9: Draw Free Hand Sketches			
Module D: Apply Medium Aim: This module will focus on the preparation, usage and application of colour in various mediums. Colour theory is also introduced	LU-1: Select tools for Medium LU-2: Prepare Medium as per requirement LU-3: Apply Medium LU-4: Ensure finishing, fixing and framing	50	200	250
Module E: Select Mount & Frame Aim: to learn about the appropriate selection of Mount and frame ,colour, design and sizes for artwork	LU-1: Select Material for Mount and Frame LU-2: Convey sizes to frame developer LU-3: Select Mount Colour LU-4: Select Frame Design LU-5: Ensure proper Framing	30	70	100
Module F: Make Prints/Graphic Arts	LU-1: Select Medium, tools & equipment LU-2: Select Surface	50	250	300

Module Title and Aim	Learning Units	Theory	Practical	Total Duration
<p>Aim: This module will introduce the basic skills and concept of print making/graphic art in relation to painting</p>	<p>LU-3: Make Drawing LU-4: Perform Collagraphy LU-5: Perform Stencil screen printing LU-6: Perform Linocut</p>			
<p>Module G: Develop Sculpture</p> <p>Aim: introduction to understanding of visual creation for the development of knowledge, imagination, and perception. Introduction to basic three dimensional concepts of sculpture as well as materials and technical production processes</p>	<p>LU-1: Draw 3D Sketches LU-2: Select Material & Prepare Clay LU-3: Make Armature LU-4: Apply Clay LU-5: Develop Shapes with Measurements LU-6: Perform Carving LU-7: Perform Finishing LU-8: Apply Mould & Cast LU-9: Finalise the Sculpture</p>	40	260	300
<p>Module H: Develop Professionalism</p> <p>Aim: to learn about how to develop Professionalism</p>	<p>LU-1: Communicate with Co-workers LU-2: Manage Time LU-3: Upgrade Skills LU-4: Keep the workplace clean LU-5: Work in a Team LU-6: Ensure Health & Safety</p>	40	160	200

3. TEACHING AND LEARNING GUIDE FOR FINE ARTS

Module A: TAKE REQUIREMENTS FROM CLIENT

Objective: Trainee will be able to improve the competencies required to take project based requirements from a resource person in a commercial setup.

Duration:100Hours **Theory:**30Hours **Practice:**70Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1. Interact With Client	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> Greet the client pleasantly Prepare Client brief Ask open questions about requirements Communicate positively Collect proper information on prescribed Performa Maintain a Professional Image Show customer service skills 	<ul style="list-style-type: none"> Technical language Building credibility with client Positive body language 5w's (what, when, why, who, where) of Clients Requirements Maintaining a Professional Image Client Brief's 	<p>Theory:1 5hrs</p> <p>Practical: 15hrs</p>	<ul style="list-style-type: none"> Multimedia White Board Board Marker Pencil Pen Eraser Sharpener Note pad 	Class Room/ Lab
LU-2. Conduct negotiation	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> Collect information properly to get required details Express ideas and concepts clearly 	<ul style="list-style-type: none"> Various questioning techniques Using professional language Time Management Payment Schedule Copyright 	<p>Theory: 5hrs</p> <p>Practical: 15 hrs</p>	<ul style="list-style-type: none"> Multimedia White Board Board Marker 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<p>according to clients need</p> <ul style="list-style-type: none"> • Use appropriate language • Resolve differences of opinion • Deal politely with unexpected questions and attitude during negotiation • Take decision accordingly 	<ul style="list-style-type: none"> • Terms & Conditions of negotiations 		<ul style="list-style-type: none"> ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Note Pad 	
<p>LU-3. Undertake Agreement</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Evaluate the whole cost in order to maintain the budget • carry out an estimation according to budget and requirements • Discuss any changes if required • Use right of refusal if required • Understand terms & Conditions of the agreement 	<ul style="list-style-type: none"> • Time management • Final Agreement • Calculate the requirements • Market awareness • Raw Material Prices • Price fluctuations to control the project • Consumption of the material and preparing cost estimates • Meet deadline • Maintain overall budget • Use techniques to minimise wastage • Follow payment schedule 	<p>Theory: 10hrs</p> <p>Practical: 30hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Note pad 	<p>Class Room/ Lab</p>

Module B: PERFORM PLANNING

Objective: Trainee will be able to plan and perform a task for a client in a commercial setup. Also, the management skill of the trainee is challenged to make them better prepared for later employment.

Duration: 100 Hours **Theory:** 30Hours **Practice:** 70 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1:Conduct Research on job	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Brain storm to generate new ideas • Perform Primary Research (Observation, Visualisation, etc.) • Gather information through secondary research methods and tools : <ul style="list-style-type: none"> ○ Library ○ Internet (surfing/ browsing) ○ Movies, ○ Surveys ○ Questionnaires ○ Interviews etc. • Analyse collected data through research • Do comparative analysis of market trends 	<ul style="list-style-type: none"> • Brain storming to generate ideas • Primary research (direct experience e.g. drawings etc.) • Secondary research (artworks, library trade, magazines, internet etc.) 	<p>Theory: 5hrs</p> <p>Practical: 5hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Internet ○ Compute ○ Printer ○ Note pad 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<ul style="list-style-type: none"> Layout the trends in form of annotated drawings, pictures, etc. Use computer / internet for data collection 				
LU-2: Develop Ideas	Trainee will be able to: <ul style="list-style-type: none"> Take inspiration according to client's demand Develop a research base concepts Use basic drawing tools and equipment Generate idea according to the specifications Translate the concept into visuals Develop colour schemes according to the requirement Apply principles and elements of visual language 	<ul style="list-style-type: none"> Different mediums Basic tools and equipment Elements and principles of fine arts Colour theory Concept development Visual communication 	Theory: 05 hrs Practical: 15hrs	<ul style="list-style-type: none"> Multimedia White Board Board Marker Pencil/Pen Eraser Sharpener Internet Printer Sketch book Note pad Colours Computer Paints Pallets Brushes Tissue Papers Scale Compass 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-3: Select Media and Material	Trainee will be able to: <ul style="list-style-type: none"> • Explore different types of materials <ul style="list-style-type: none"> ○ Traditional ○ Contemporary ○ Experimental • Collect samples according to requirement • Finalise the materials to fulfil the specific requirement • Verify quality of the material • Estimate the quantity of material • Explore different media • Decide appropriate media • Manipulate among different media • Select materials to achieve desired project 	<ul style="list-style-type: none"> • Various types of media • Types of materials available • Different methods of paint application • Technical use of material • Selection of appropriate material 	Theory: 5hrs Practical: 5hrs	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Tools according to mediums ○ Different mediums ○ Sketch Book ○ Drawing Board ○ Scale 	Class Room / Lab
LU-4: Prepare Workplace	Trainee will be able to: <ul style="list-style-type: none"> • Arrange appropriate light source • Check ventilation system • Setup proper workstation • Maintain workplace according to the rules of health and safety 	<ul style="list-style-type: none"> • Proper light source and ventilation system • Different methods of storage of raw material at work place • Cleanliness and hygiene conditions 	Theory: 10 hrs Practical: 10 hrs	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pen ○ Writing pad 	Class Room / Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<ul style="list-style-type: none"> • Check the stock • Organise raw materials, tools and workstation before starting the task 				
LU-5: Arrange required tools and Equipment	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Select tools according to requirements • Perform maintenance of tools • Identify equipment according to selected material • Use tools and equipment properly 	<ul style="list-style-type: none"> ✓ Identify different types of tools ✓ Select appropriate tools as per requirement ✓ Maintain sharpness of tools ✓ Use appropriate tools ✓ Wash the tools properly after using according to health and safety rules 	<p>Theory: 10 hrs</p> <p>Practical: 10 hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener 	Class Room/ Lab
LU-6: Prepare estimates of work	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Calculate the requirements • Create market awareness and raw material price • Plan the budget according to clients requirement • Manage price fluctuation to control the project cost • carry out an estimation according to budget requirement 	<ul style="list-style-type: none"> • Procedure to calculate the requirements • Evaluation of the whole cost in order to maintain the budget 	<p>Theory: 10 hrs</p> <p>Practical: 10 hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Note pad 	Class Room/ Lab

Module C: DRAW SKETCHES

Objective: Trainee will be able to plan and perform a task for a client in a commercial setup.

Duration: 250 Hours

Theory: 40 Hours

Practice: 210 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1. Learn Visual language	Trainee will be able to: <ul style="list-style-type: none"> • Select references for given art work • Research visuals by artists, consult artists, • visit galleries and attend exhibitions • Apply the visual elements to express ideas • Understand the meaning and messages that underpin the work of art • Analyse market trends 	<ul style="list-style-type: none"> • Visual language and communication in arts • Local, national and international market trends • History of arts • Primary sources, e.g. museums, galleries and observation. • Secondary sources e.g. libraries, internet, discussion, lectures, seminars, books and magazines. • Other artists work ,live references, photographs 	Theory: 05 hrs Practical: 15hrs	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ White Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Internet ○ Old Magazines ○ Books ○ Computer ○ Printer 	Class Room/ Lab
LU-2: Prepare surface for drawing	Trainee will be able to: <ul style="list-style-type: none"> • Attain the knowledge of different types of surfaces, their usage and preparation 	<ul style="list-style-type: none"> • Handling background • Surface of material • Skills to prepare surfaces for using 	Theory: 05 hrs Practical:	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
		<ul style="list-style-type: none"> different mediums ✓ Select the surface ✓ Choose materials accordingly to requirements ✓ Arrange appropriate tools according to surface ✓ Prepare surface ✓ Evaluate the surface ✓ Finalise the surface 	20 hrs	<ul style="list-style-type: none"> ○ Eraser ○ Sharpener ○ Internet ○ Old Magazines ○ Books ○ Computer ○ Material/Medium according to requirement 	
LU-3: Taking measurements	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Describe to take measurements with thumb method • Work within proportion • Explain measuring concept • Gauge relative proportions • Learn different methods of measurement. 	<ul style="list-style-type: none"> • Perform measurement with thumb method • Drawing sketches according to measurements • Display art work according to the proportions • Balance the subject according to distance, scaling, alignment and angles • Drawing the sketch with grids 	<p>Theory: 05 hrs</p> <p>Practical: 25 hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Internet ○ Old Magazines ○ Books ○ Computer ○ Printer 	Class Room/ Lab
LU-4: Draw still life	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Draw still life according to its process 	<ul style="list-style-type: none"> • Formal elements and principles of art 	<p>Theory: 10hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<p>and application of different medium.</p> <ul style="list-style-type: none"> • Prepare surface accordingly • Select tools for required task • Set the material accordingly • Arrange still life objects • Make composition according to measurements • Maintain distance for drawing • Create depth of field • Organise proper source of light • Develop volume through tonal study • Arrange self-positioning 	<ul style="list-style-type: none"> • Measurement methods • Step by step process of making still life(location, source of light, observe texture, pattern, shape and, volume) 	<p>Practical: 25hrs</p>	<ul style="list-style-type: none"> ○ Pencils ○ Pen ○ Eraser ○ Sharpener ○ Internet ○ Old Magazines ○ Books ○ Computer ○ Printer ○ Still life Object ○ Sketch Book ○ Note Book 	
<p>LU-5: Draw life drawing</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Opt appropriate from different measuring method of model • Perform depth and body curves ✓ Prepare surface accordingly ✓ Select tools for required task ✓ Set the material accordingly ✓ Maintain body proportions ✓ Maintain proper distance between model and work station 	<ul style="list-style-type: none"> • Concept of life drawing • Human Anatomy • The surface • Tools and equipment • Body Posture • Arrange model • Make composition • Maintain proper source of light 	<p>Theory:1 0hrs</p> <p>Practical: 25hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Model ○ Sketch Book 	<p>Class Room/ Lab</p>

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-6: Make conceptual drawings	Trainee will be able to: <ul style="list-style-type: none"> • Explain Conceptual drawing • Define proportions of the developed idea • Recognise appropriate sites to select references ✓ Prepare surface accordingly ✓ Set the material accordingly ✓ Develop concepts ✓ Annotate the concepts according to references ✓ Draw complete composition ✓ Skilfully transfer concepts on prepared surface of different medium. 	<ul style="list-style-type: none"> • Understand the surface • Define tools and equipment • Explain Conceptual drawing • Definition proportions of the developed idea • Explain the need of conceptual references ✓ Select tools for required task ✓ Set the material accordingly ✓ Annotate the concepts according to references ✓ Draw complete composition ✓ Skilfully transfer concepts on prepared surface 	Theory: 10hrs Practical: 25hrs	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Internet ○ Old Magazines ○ Books ○ Computer ○ Printer ○ Sketch Book ○ Note Book 	Class Room/ Lab
LU-7: Landscape drawing	Trainee will be able to: <ul style="list-style-type: none"> • Draw landscape as per requirements • Acquire the skill to apply different medium accordingly • Select proper/comfortable position for drawing 	<ul style="list-style-type: none"> • Select a clear sight to draw • Proper direction of light • Colour palate ✓ Prepare surface accordingly ✓ Select tools for required task ✓ Set the material accordingly ✓ Observe nature 	Theory: 10hrs Practical: 25hrs	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Internet 	Class Room / Out Door

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<ul style="list-style-type: none"> Perform landscape drawing. 	<ul style="list-style-type: none"> ✓ Select appropriate sight ✓ Manage proper time to manage certain time of light 		<ul style="list-style-type: none"> ○ Old Magazines ○ Books ○ Computer ○ Printer ○ Sketch Book ○ Note Book 	
LU-8: Figure composition	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> Select the appropriate medium Compose figure with different medium Compose different figures proportionately Organize proper colour scheme according to the view 	<ul style="list-style-type: none"> Figure drawings Proportions ✓ Prepare surface accordingly ✓ Select tools for required task ✓ Set the material accordingly ✓ Observe different scenes ✓ Draw different positions of figures 	<p>Theory: 10hrs</p> <p>Practical: 25hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil ○ Pen ○ Eraser ○ Sharpener ○ Internet ○ Old Magazines ○ Books ○ Computer ○ Printer ○ Sketch Book ○ Note book 	Class Room/ Lab
LU-9: Freehand sketches	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> Prepare surface for freehand sketches according to requirements 	<ul style="list-style-type: none"> Freehand Sketches Required Tools and equipment ✓ Prepare surface accordingly 	<p>Theory: 10hrs</p>	<ul style="list-style-type: none"> ○ Multimedia ○ White Board ○ Board Marker ○ Pencil 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<ul style="list-style-type: none"> • Select tools for required task • Set the material accordingly • Draw free hand sketches • Acquire the skill to apply different medium. 	<ul style="list-style-type: none"> ✓ Select tools for required task ✓ Set the material accordingly ✓ Draw freely ✓ Manage flow of drawing ✓ Proper compositions as per requirement 	Practical: 25hrs	<ul style="list-style-type: none"> ○ Pen ○ Eraser ○ Sharpener ○ Internet ○ Old Magazines ○ Books ○ Computer ○ Printer ○ Sketch Book ○ Note Book 	

Module D: APPLY COLOUR AND MEDIUM

Objective: Trainee will be able to have the skills & knowledge of traditional and contemporary aspects of painting and ability to demonstrate an understanding of basic colour theory, usage of various media and techniques.

Duration: 250 Hours

Theory: 50 Hours

Practice: 200 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1: Select tools for required medium	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> To be able to select appropriate tools used for a particular medium and nature of work Understand the safe handling of tools in the painting. Select tools according to the required medium Maintain tools properly before and after use 	<ul style="list-style-type: none"> Identify types of tools for specific medium Describe to maintain and handle painting tools properly Explore different types of tools e.g. Water Colour brushes, Oil Paints brushes, Pencil Colours, Marker Colours, Poster Paint brushes, Oil Paint knives, Charcoals, Sharpener, Cutters, Needles, Reed Pen (Qalam), Sculpture Tools, Carving Tools, etc, 	<p>Theory: 20hrs</p> <p>Practical: 30 hrs</p>	<ul style="list-style-type: none"> Palette Mixing knife Apron Cutter Oil colour & oil Brushes Artificial light Water colour Water colour brushes Container Drawing board Easel Drawing board Colour mixing Sketch book 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
<p>LU-2: Prepare medium as per requirement</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Identify types of medium e.g. wet or dry medium • Recognize color mixing according to the type of pigment • Acquire knowledge of colour theory and practicality of mixing colours. 	<ul style="list-style-type: none"> ✓ Explore different types of mediums e.g. Water Colour, Oil Paints, Pencil Colour, Marker Colours, Poster Paints, Pastels, Charcoals, etc ✓ Prepare Colour palette according to the demand ✓ Mix colour according to the type of pigment i.e. water based or oil based ✓ Maintain colour consistency 	<p>Theory: 20 hrs</p> <p>Practical: 30 hrs</p>	<ul style="list-style-type: none"> ○ Palette ○ Mixing knife ○ Apron ○ Cutter ○ Oil colour & oil ○ Artificial light ○ Water colour ○ brushes ○ Container ○ Drawing board ○ Easel ○ Drawing board ○ Colour mixing ○ Poster colours ○ Water colour ○ Sheets(water absorbent) ○ Palette plate ○ Container ○ Oil paint ○ Sketch Book 	<p>Class Room/ Lab</p>

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-3: Apply medium	Trainee will be able to: <ul style="list-style-type: none"> • Select appropriate tools • Mix colours properly • Choose appropriate surface according to the prepared medium • Apply prepared colours on selected surface • Develop textures • Apply different techniques of Mark making 	<ul style="list-style-type: none"> • Surface preparation process • Using Medium with appropriate tool • Different techniques and methods of applying colours and medium e.g. Wetonwet, Underpainting, Glazing, Impasto, etc • Colour theory (primary, secondary, tertiary, complementary, neutral, tints and shades, hue, value, intensity, analogous, warm and cool colours) • ColoursPsychology • Different types of colour palettes; basic palette, landscape palette , old master, palettes 	Theory: 25 hrs Practical: 50 hrs	<ul style="list-style-type: none"> ○ Palette ○ Mixing knife ○ Apron ○ Cutter ○ Oil colour & oil ○ Artificial light ○ Water colour ○ brushes ○ Container ○ Drawing board ○ Easel ○ Drawing board ○ Colour mixing ○ Poster colours ○ Water colour ○ Sheets(water absorbent) ○ Palette plate ○ Container ○ Oil paint ○ Sketch Book 	Class Room/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-4: Ensure finishing, fixing and framing	Trainee will be able to: <ul style="list-style-type: none"> • Understand the process for evaluating final works, • Identifying defects, • Cleaning tools and equipment • Presentation of work. 	<ul style="list-style-type: none"> • Finishing process • Different fixative materials • Market trends ✓ Analyse the work to complete finishing process ✓ Evaluate problems, causes and solutions ✓ Select appropriate fixatives if required e.g. Acrylic Spray, varnish, etc. ✓ Clean & save tools according to health and safety ✓ Judge the quality of material and medium used in framing ✓ Evaluate the overall look 	Theory: 25 hrs Practical: 50 hrs	<ul style="list-style-type: none"> ○ Palette ○ Mixing knife ○ Apron ○ Cutter ○ Oil colour & oil ○ Artificial light ○ Water colour ○ brushes ○ Container ○ Drawing board ○ Easel ○ Drawing board ○ Colour mixing ○ Poster colours ○ Water colour ○ Sheets(water absorbent) ○ Palette plate ○ Container ○ Oil paint ○ Sketch Books 	Class Room/ Lab

Module E: SELECT MOUNT & FRAME

Objective: Trainee will be able to develop knowledge about selection of color schemes, designs and materials. Enable to Mount / Frame to ensure proper arrangement of work.

Duration: 100 Hours **Theory:** 30Hours **Practice:** 70 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1: Select Material for Mount and frame	Trainee will be able to: <ul style="list-style-type: none"> comprehend clients requirement Analyze the market trends Perform mounting on art work Select appropriate mount/frame according to the nature of art work 	<ul style="list-style-type: none"> Client's requirement Market trends Different materials for mounting (Canvass ,cardboard sheet) framing according to the nature of art work/subject matter Select the appropriate frame for Art work produced by attaining the knowledge and trend of material for frame/ mount. 	Theory: 10 hrs Practical: 15 hrs	<ul style="list-style-type: none"> The mat Frame wood Metal Glass Cardboard sheet Varnish lacquer Paint Polish Internet Cardboard sheet UHU Scissors Ruler Magazines Books 	<ul style="list-style-type: none"> Workplace Art studio Market Computer lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-2: Size and measurements	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> Understand the sizes and measurements to mount/frame 	<ul style="list-style-type: none"> Market trends Good sense of aesthetics Composition, mount, frame Good communication skills ✓ Comprehend clients requirement ✓ Analyze the market trends ✓ Communicate with framer in accordance with demand ✓ Decide composition for frame 	<p>Theory: 10 hrs</p> <p>Practical: 15 hrs</p>	<ul style="list-style-type: none"> Magazines Books references Ruler Pencil Eraser Sharpener Sketch Board 	<ul style="list-style-type: none"> Workplace Art studio Market Computer lab
LU-3: Select Colour & design	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> Develop the sense of appropriate colour and design for frame Select colours and design according to basics of design comprehend clients requirement Analyze the market trends 	<ul style="list-style-type: none"> Color theory Basics of design Market trends Good sense of aesthetics Client's requirement Communicate with framer in accordance with work requirement 	<p>Theory: 10 hrs</p> <p>Practical: 15 hrs</p>	<p>references All colours and design material which can be used for framing and mounting</p>	<ul style="list-style-type: none"> Workplace Art studio Market Computer lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-4: Ensure Proper Framing	Trainee will be able to: <ul style="list-style-type: none"> • Understand the process of mounting • Observe the finishing of overall look of frame • Handle damage appropriately (if any) 	<ul style="list-style-type: none"> • Quality of materials and mediums used in framing • Finishing of overall look of frame ✓ Judge the quality of materials and medium used in framing ✓ Observe the finishing of overall look of frame ✓ Handle any damage appropriately 	Theory: 10 hrs Practical: 15 hrs	Workplace Class room Market Computer lab	<ul style="list-style-type: none"> ○ Workplace ○ Art studio ○ Market ○ Computer lab

Module F: MAKE PRINTS/GRAPHIC ARTS

Objective: Learners will be expected to develop knowledge and understanding about techniques, medium and material in the practice of graphic printing art especially those that use high print technique (Woodcut) .relief (lino cut), screen printing and deep print technique intaglio(etching) Through the process of making prints, learners can develop an understanding of the potential of traditional and/or contemporary materials and printmaking techniques.

Duration: 300 Hours **Theory:** 50 Hours **Practice:** 250 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1: Select medium, Tools & Equipment	Trainee will be able to: <ul style="list-style-type: none"> • Select the appropriate tools as per requirements • Select suitable medium as per requirements • Select necessary equipment for Art work produced by attaining the knowledge and Market trend. 	<ul style="list-style-type: none"> • Different mediums and techniques for printing • Categorise tools according to medium ✓ Identify different types of printing mediums e.g. Wood work, Lino cut, Collagraphy, Screen printing, t, Plate Etching, etc ✓ Choose different colour for particular printing ✓ Identify required tools to apply Mediums ✓ Arrange tools accordingly before starting the task 	Theory: 10 hrs Practical: 20 hrs	<ul style="list-style-type: none"> ○ Metal surfaces ○ Lino sheet ○ Screen ○ stencil ○ Card board ○ Patterned surfaces ○ Collage relief (mesh, embossed surfaces, fabrics, string, wire, metal, etc) 	Art Studio / lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-2: Select surface	Trainee will be able to: <ul style="list-style-type: none"> Understand variety of surfaces Select proper printing technique for the job. develop surfaces according to the demand of printing techniques 	<ul style="list-style-type: none"> Introduction to Printmaking and its techniques Characteristics of different types of surfaces Selection of surface in the creation of different types of prints Surface development according to print making technique used 	Theory: 10 hrs Practical: 20 hrs	<ul style="list-style-type: none"> Metal surfaces Lino sheet Screen stencil Card board Patterned surfaces Collage relief (mesh, embossed surfaces, fabrics, string, wire, metal, etc) 	Art Studio / lab
LU-3: Make drawing	Trainee will be able to: <ul style="list-style-type: none"> Develop suitable concepts as a basis for print work Investigate and use relevant approaches in developing print work Determine the extent to which formal values are relevant to creative intentions Transfer the drawing on 	<ul style="list-style-type: none"> Attributes of drawing as it relates to printmaking Applying elements and principles of art and design. Techniques to transfer the drawing on appropriate surface Procedure to make drawings 	Theory: 10 hrs Practical: 30hrs	<ul style="list-style-type: none"> HB/B pencil Drawing boards Eraser Sharpener Graphite/pencil Paper Ink/brush view finder 	Art studio

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<p>appropriate surface</p> <ul style="list-style-type: none"> • understand subject matter according to the printmaking techniques 				
<p>LU-4: Perform collagraph</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Learn about the collagraph • Make a layout for design • Select the base • Arrange the collage of material and glue them on the board • Apply the ink/paint and cover the surface • Apply proper printing process • Make graphic-printthrough collagraph 	<ul style="list-style-type: none"> • Collagraphy • Difference between collage and collagraph • Characteristics of collagraph • Ideas generation • Prepare the base to create a plate • collage material for base plate, Inking, wiping and printing • Printing method 	<p>Theory: 10 hrs</p> <p>Practical: 30hrs</p>	<ul style="list-style-type: none"> ○ Illustration board or chip board ○ Glue/ Hot ○ Printing inks or acrylic paints ○ Brushes ○ Scissors ○ Ruler 12" ○ Paper. ○ Material as per requirement 	Graphic art studio
<p>LU5: Perform stencil screen printing</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Select appropriate surface for stencil • Transfer the design on stencil • Cut the stencil according to 	<ul style="list-style-type: none"> • Stencil screen printing process • Printing dyes • Positive and negative area of the design to make stencil • Exploration of variety of printmaking 	<p>Theory: 10 hrs</p> <p>Practical: 30hrs</p>	<ul style="list-style-type: none"> ○ Screen printing frame only with mesh ○ Appropriate size squeegee ○ Sketch book 	Art studio Textile Studio having Proper Printing Tables

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<p>design</p> <ul style="list-style-type: none"> • Prepare the screen • Sealing, registration for color, work and Place the stencil on surface • Place the screen on stencil • Use colours for screen printing • Use squeegee/ roller properly • Take the Print • Clean all materials 	<p>techniques</p> <ul style="list-style-type: none"> • Application of screen printing through stenciling • Solvents to clean all materials used in printing 		<ul style="list-style-type: none"> ○ Drawing Tools e.g., Rubber glove ○ Spray bottle for water Apron 	
<p>LU-6: Perform linocut</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Select appropriate linoleum/rubber (carveable) Material • Make and carve the design • Prepare the block • Transfer the ink to the block • Perform linocut 	<ul style="list-style-type: none"> • Introduction to Lino cut • Difference between lino cut and wood cut • Characteristics of Linocut • Printing methods and materials • Mark-Making • Image Interpretation • Simple, colour printing techniques. • positive and negative area of the design to cut • One-Colour Printing • Registration methods 	<p>Theory: 10 hrs</p> <p>Practical: 30hrs</p>	<ul style="list-style-type: none"> ○ News print paper ○ Linoleum blocks of various sizes ○ Selection of lino cutting tools ○ Craft knife ○ Relief printing ink (water or oil-based) ○ Palette ○ knife Roller ○ Glass slab / 	<p>Print Making Studio/ Graphic Lab</p>

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
				<ul style="list-style-type: none"> ○ PrintingSurface for rolling out ink ○ Printing paper (smooth surface) ○ Wooden spoon for printing ○ Pencil ○ Masking tape ○ Blotting paper ○ Apron 	
<p>LU-7: Perform etching</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Attain Backgroundknowledge of etching • step by step process of making etching print • learning the technical applications of intaglio (etching)printmaking 	<ul style="list-style-type: none"> • Introduction to etching plates and print making process • The art of intaglio with a special emphasis on using line, tone and texture. • Themes and concepts will be assigned for each project ✓ Prepare the ground ✓ Drawing the image ✓ Acid bath ✓ Removing the ground ✓ Inking the plate 	<p>Theory: 10 hrs</p> <p>Practical: 30hrs</p>	<ul style="list-style-type: none"> ○ Etching inks ○ Scrapper ○ Burnisher ○ Mineral oil ○ Etching needle ○ Apron ○ Disposable gloves or barrier ○ Black spray paint ○ Masking tape ○ Brushes ○ Palette 	<p>Print Making Studio/ Graphic Lab</p>

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
		<ul style="list-style-type: none"> ✓ Wiping the plate ✓ Perform printing ✓ Evaluate the finished print ✓ Verify the use of line, tone, texture and composition when using this 		<ul style="list-style-type: none"> ○ knife chalk ○ powder 	
<p>LU-8: Perform wood cut</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Sketch the idea on paper • Transfer the design on wood and coat the block/wood with ink • Carve the wood • Print the block • Examine the finished print 	<ul style="list-style-type: none"> • Introduction to characteristics wood cut • Characteristics of wood cut • Preparing the woodblock • Printing methods and materials • Positive and negative area of the design to cut • Simple, colour printing techniques. 	<p>Theory: 10 hrs</p> <p>Practical: 30hrs</p>	<ul style="list-style-type: none"> ○ skew chisel, chisel & parting tool. ○ Block printing ink – either ○ Wood blocks ○ Appropriate Print paper ○ Large wood spoon with a broad flat back surface or an etching Press ○ White pencil – counting or pastel pencil 	<p>Print Making Studio/ Graphic Lab</p>

Module G. DEVELOP SCULPTURE

Objective: Trainee will be able to develop competencies about relevant materials used for sculpturing, preparation of clay, modification of clay in to image and the process of molding and casting leading to the final sculpture.

Duration: 300 Hours **Theory:** 40Hours **Practice:** 260 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1: Draw 3D sketches	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Draw 2D sketches • Draw 3D sketches • Finalise the sculpture shape 	<ul style="list-style-type: none"> • 2D and 3D sketches. ✓ Differentiate between 2D and 3D sketches ✓ Illustrate 3D sketches on paper 	<p>Theory: 05 hrs</p> <p>Practical: 15 hrs</p>	<ul style="list-style-type: none"> ○ Pen ○ Drawing Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker ○ Sketchbook ○ Tracing papers 	Art Studio / lab
LU-2: Select material and prepare Clay	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Choose appropriate material for preparing Clay • Mix clay with appropriate amount of water to make it ready to use • Examine the quality of 	<ul style="list-style-type: none"> • Different materials used in sculpture making • Process of mixing material for preparing clay • Wedging • Select appropriate tools, Equipment and material for preparing clay and attaining the knowledge and Market trend. 	<p>Theory: 05 hrs</p> <p>Practical: 15 hrs</p>	<ul style="list-style-type: none"> ○ Pen ○ Drawing Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker ○ Sketchbook 	Art Studio / lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
	<p>prepared clay</p> <ul style="list-style-type: none"> • Preserve clay properly 			<ul style="list-style-type: none"> ○ Tracing papers ○ Clay ○ Bowls ○ Tools 	
<p>LU-3: Make armature</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • identify the tools • select the right material required • Make perfect armature 	<ul style="list-style-type: none"> • Materials required to make armature • Process to fix armature. ✓ Collect relevant material for armature. ✓ Procedure to select the appropriate wire to construct armature ✓ Construct armature of desired shape 	<p>Theory: 06 hrs</p> <p>Practical: 36 hrs</p>	<ul style="list-style-type: none"> ○ Pen ○ Drawing Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker ○ Sketchbook ○ Tracing papers ○ Clay ○ Bowls ○ Moulding TOOLS <ul style="list-style-type: none"> ○ Cutting & subtracting tools ○ Texture tools ○ Tools for alternative medium 	<p>Art Studio / lab</p>

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
<p>LU-4: Apply clay</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Apply clay on prepared armature • Identify defects in application of clay • Make necessary corrections where necessary 	<ul style="list-style-type: none"> • Process of application of clay over the armature ✓ Apply clay over the armature with sound thickness ✓ Techniques of removing flaws / defects 	<p>Theory: 06 hrs</p> <p>Practical: 36 hrs</p>	<ul style="list-style-type: none"> ○ Pen ○ Drawing Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker ○ Sketchbook ○ Tracing papers ○ Clay ○ Bowls <ul style="list-style-type: none"> ○ Moulding tools: ○ Cutting & subtracting tools ○ Texture ○ Tools for alternative medium 	<p>Art Studio / lab</p>

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
<p>LU-5: Develop shape with measurements</p>	<p>Trainee will be able to:</p> <ul style="list-style-type: none"> • Understand Measuring concepts • Develop a desired shape with measurements • Shape the clay according to the desired image 	<ul style="list-style-type: none"> • Measuring concepts • Modification of clay into 3D form ✓ Develop key model according to measurement to understand form and its problems 	<p>Theory: 06 hrs</p> <p>Practical: 36 hrs</p>	<ul style="list-style-type: none"> ○ Pen ○ Drawing Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker ○ Sketchbook ○ Tracing papers ○ Clay ○ Bowls <ul style="list-style-type: none"> ○ Moulding tools: ○ Cutting & subtracting tools ○ Texture tools ○ Tools for alternative media 	

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-6: Perform carving	Trainee will be able to: <ul style="list-style-type: none"> • Learn the process of carving • Handle tools properly to perform the task 	<ul style="list-style-type: none"> • Various techniques for presenting a professional product ✓ Interpret the finalized product ✓ Handle the carving tools properly ✓ Perform the carving techniques to enhance the features. 	Theory: 06 hrs Practical: 36 hrs	<ul style="list-style-type: none"> ○ Pen ○ Drawing Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker ○ Sketchbook ○ Tracing papers ○ Clay ○ Bowls ○ Carving knives and other tools 	Art Studio / lab
LU-7: Perform Finishing	Trainee will be able to: <ul style="list-style-type: none"> • Learn Finishing of the product • Identify different tools for finishing. • Perform finishing on product. 	<ul style="list-style-type: none"> • Process of finishing • using sand paper for smooth touch on the final product • process to remove defects 	Theory: 06 hrs Practical: 36 hrs	<ul style="list-style-type: none"> ○ Pen ○ Drawing Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker 	Art Studio / lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-8: Apply mould and cast	Trainee will be able to: <ul style="list-style-type: none"> Identify the tools material required for moulding and casting Learn the process of moulding and casting 	<ul style="list-style-type: none"> The process of moulding and casting Demonstrate the process of moulding and casting Select appropriate tools Identify required material Prepare the moulding slip 	Theory: 06 hrs Practical: 36 hrs	<ul style="list-style-type: none"> Pen Drawing Pencil Eraser Sharpener Notebook White Board Board Marker Plaster of Paris 	Art Studio / lab
LU- 9: Finalize the Sculpture	Trainee will be able to: <ul style="list-style-type: none"> Learn the process of finalisation of sculpture with different colouring and polishing techniques 	<ul style="list-style-type: none"> Finishing process involved in sculpture. ✓ Apply colours according to the requirements ✓ Employ polishing technique to finalize the Sculpture 	Theory: 05 hrs Practical: 15 hrs	<ul style="list-style-type: none"> Pen Drawing Pencil Eraser Sharpener Notebook White Board Board Marker 	Art Studio / lab

Module H: DEVELOP PROFESSIONALISM

Objective: Trainee will be able to differentiate professionalism and being professional. That will make up of appearance, manner, communication, interacting, attitudes, approach, skills and openness to grow. Professionalism is a combination of taught aspects, like knowledge and skills, and learning gained through experience.

Duration: 200 Hours **Theory:** 40 Hours **Practice:** 160 Hours

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-1: Communicate with Co-Workers	Trainee will be able to : <ul style="list-style-type: none"> Learn skills , knowledge and attitude required for effective communication with the colleagues ,clients, supervisors, suppliers, etc 	<ul style="list-style-type: none"> Factors required to communicate effectively and precisely within same organisation. Elements required to deal with vendors and the other organisations. Using of electronic and relative media as per need <ul style="list-style-type: none"> ✓ Communicate within a department. ✓ Communication with other departments. ✓ Dealing with vendors. ✓ Interaction with other organisations. ✓ Using various media to communicate effectively. 	Theory: 05 hrs Practical : 25 hrs	<ul style="list-style-type: none"> Pen Pencil Eraser Sharpener Notebook White Board Board Marker 	Workplace/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-2: Manage Time	Trainee will be able to: <ul style="list-style-type: none"> • Manage time to complete the task 	<ul style="list-style-type: none"> • Importance of time division and allocation according to task priorities, involving management and co-workers. ✓ Manage time to complete the assigned work. ✓ Manage workload as per task. ✓ Meet the specific deadlines. ✓ Handle time division with co-workers. 	Theory: 05 hrs Practical : 25 hrs	<ul style="list-style-type: none"> ○ Pen ○ Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker 	Workplace/ Lab
LU-3: Upgrade Skills	Trainee will be able to : <ul style="list-style-type: none"> • Upgrade personal skills by attending different informative events and participating in different activities. 	<ul style="list-style-type: none"> • Latest trends and market research. • Involving in seminars, workshops and competitions. ✓ Participate in Skill test. ✓ Attend seminars / workshops. ✓ Involve in competitions time to time. ✓ Perform market research. ✓ Analyse upcoming market trends. 	Theory: 1 0hrs Practical : 30 hrs	<ul style="list-style-type: none"> ○ Pen ○ Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker 	Workplace/ Lab
LU-4:- Ability to:	Trainee will be able to : <ul style="list-style-type: none"> • Manage the workplace in organised way and demonstrate the cleanliness procedures 	<ul style="list-style-type: none"> • Importance of clean and organised workplace. ✓ Keep their workplace organised. ✓ Ensure clean working environment. 	Theory: 05 hrs Practical : 25 hrs	<ul style="list-style-type: none"> ○ Pen/Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker 	Workplace/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
LU-5:Work in a team	<p>Trainee will be able to :</p> <p>Learn the importance of working in team</p>	<ul style="list-style-type: none"> • Good team player. ✓ Demonstrate good team skills. ✓ Carry an appropriate appearance. ✓ Show comfort and tolerance. ✓ Present and observe good work ethics. 	<p>Theory: 05 hrs</p> <p>Practical : 25 hrs</p>	<ul style="list-style-type: none"> ○ Pen ○ Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker 	Workplace/ Lab
LU-6:Health and Safety	<p>Trainee will be able to :</p> <ul style="list-style-type: none"> • Know the health and safety measures and enable to apply them on work place. 	<ul style="list-style-type: none"> • Materials which can caught fire • Using spray booths for spraying • Emergency situations • Following operating instructions given for tools • Sanitisation ✓ Store all flammables in proper safe place ✓ Ensure the proper ventilation of the workplace ✓ Perform spray application in a paint spray booth or other locally exhausted hood/Mask ✓ Inform peers in case of any emergency ✓ Arrange explosion proof portable lights ✓ Follow safety precautions for different types of tools and equipment ✓ Follow operating instructions to operate tools 	<p>Theory:1 0hrs</p> <p>Practical : 30 hrs</p>	<ul style="list-style-type: none"> ○ Pen ○ Pencil ○ Eraser ○ Sharpener ○ Notebook ○ White Board ○ Board Marker 	Workplace/ Lab

Learning Unit	Learning Outcomes	Learning Elements	Duration	Materials Required	Learning Place
		<p>properly</p> <ul style="list-style-type: none"> ✓ Identify location of hazardous materials in the workplace ✓ Wear protective clothing before starting the task e.gGloves, Aprons, Protective goggles, Mask, etc 			

4. Assessment Guidelines for Fine Arts

Good practice in Pakistan makes use of sessional and final assessments, the basis of which is described below. Good practice by vocational training providers in Pakistan is to use a combination of these sessional and final assessments, combined to produce the final qualification result.

Sessional assessment is going on all the time. Its purpose is to provide feedback on what students are learning:

- to the student: to identify achievement and areas for further work
- To the teacher: to evaluate the effectiveness of teaching to date, and to focus future plans.

Assessors need to devise sessional assessments for both theoretical and practical work. Guidance is provided in the assessment strategy.

Final assessment is the assessment, usually on completion of a course or module, which says whether or not the student has "passed". It is – or should be – undertaken with reference to all the objectives or outcomes of the course, and is usually fairly formal. Considerations of security – ensuring that the student who gets the credit is the person who did the work – assume considerable importance in final assessment.

Methods of assessment

For lessons with a high quantity of theory, written or oral tests related to learning outcomes and/ or learning content can be conducted. For workplace lessons, assessment can focus on the quality of planning the related process, the quality of executing the process, the quality of the product and/or evaluation of the process.

Methods include direct assessment, which is the most desirable form of assessment. For this method, evidence is obtained by direct observation of the student's performance. Examples for direct assessment include:

- surprise quizzes, for example conduct small test on the fly
- Work performances, for example supervising the task given in the computer lab

- Demonstrations, for example demonstrating the use of a particular training tool in preparation for staff development
- Direct questioning, where the assessor would ask the student from the syllabus taught in the class room or lab
- Paper-based tests, such as multiple choice or short answer questions form taught material

Indirect assessment is the method used where the performance could not be watched and evidence is gained indirectly. Examples for indirect assessment of a captain include:

- Home Work, such as assignments are given to be completed from home
- Final project, at the end of each module; a project is given to check the progress of the trainee

In some cases, it may not even be guaranteed that the work products were produced by the person being assessed. Therefore, assessor must take necessary steps to stop such happening.

Principles of assessment

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

Fairness means that there should be no advantages or disadvantages for any assessed person. For example, it should not happen that one student gets prior information about the type of work performance that will be assessed, while another candidate does not get any prior information.

Validity means that a valid assessment assesses what it claims to assess.

Flexibility means that the assessor has to be flexible concerning the assessment approach. For example, if there is a power failure during the assessment, the assessor should modify the arrangements to accommodate the students' needs.

Sessional assessment

The sessional assessment for all modules shall be in two parts: theoretical assessment and practical assessment. The sessional marks shall contribute to the final qualification.

Theoretical assessment for all learning modules must consist of a written paper lasting at least one hour per module. This can be a combination of multiple choice and short answer questions.

For practical assessment, all procedures and methods for the modules must be assessed on a sessional basis. Guidance is provided below under Planning for assessment.

Final assessment

Final assessment shall be in two parts: theoretical assessment and practical assessment. The final assessment marks shall contribute to the final qualification.

The final theoretical assessment shall consist of one 3-hour paper. The paper shall include at least two extended answer questions. The remainder shall consist of half multiple choice and half short-answer questions.

For the final practical assessment, each student shall be assessed over a period of two days, with two 3-hour sessions on each day. This represents a total of four sessions totalling 12 hours of practical assessment for each student. During this period, each student must be assessed using either subjective paper or practical lab assignment, depending on his or her circumstances.

Planning for assessment

Sessional assessment: assessors need to plan in advance how they will conduct sessional assessments for each module. The tables on the following pages are for assessors to use to insert how many hours of theoretical and practical assessment will be conducted and what the scheduled dates are.

Final assessment: Training providers need to decide ways to combine modules and practical assignments into a cohesive two-day final assessment programme. This should include a meeting with the assessors to discuss a standardised methodology for awarding marks.

Module A: Take Requirements from Client					
Learning Units	Theory	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1:Interact with client	15	15	<ul style="list-style-type: none"> • Client Brief. • Discussion on Initial Ideas • Demonstrate Interpersonal Skills • Explain and Identify the 5W' • Describe how to organize and manage the project. 	Short Q&A MCQ's Direct observation	
LU2:Conduct negotiation	15	15	<ul style="list-style-type: none"> • Create positive environment for negotiation • Information on active listening and questioning techniques • Code of practice • Decision making and conflict resolution • Demonstrate Problem solving method • Demonstrate Observation skills • Participated in Negotiation skills • Use appropriate language 	Short Q&A Direct observation Traditional/lecture MCQ's	
LU3:Undertake agreement	10	30	<ul style="list-style-type: none"> • Contract Writing • Demonstrate appropriate knowledge to develop a proper agreement between artist and client. • Identify terms and condition of the agreement 	Short Q&A Direct observation Presentation MCQ's	

Module B: Perform Planning

Learning Units	Theory hours	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1: Conduct research	05	05	<ul style="list-style-type: none"> • Explain how to brain storm idea • Develop mind maps • Describe how to conduct research • Describe the appropriate research tools • Identify the difference between primary and secondary research. • Describe how to conduct the comparative analysis of market trends • Develop Research Files & Research Boards 	<ul style="list-style-type: none"> • Illustrative test • Direct Observation • Short Q&A 	
LU2: Develop idea	05	15	<ul style="list-style-type: none"> • Brain Storming • Generate idea for art work • Explain various planning techniques like thumbnail sketches etc • Investigate variety of approaches and ideas • Create and explain artwork using developmentally appropriate ideas. • Demonstrate elements and principles of Art & Design • Use black & white medium to develop art work • Demonstrate contextualization in Art work 	<ul style="list-style-type: none"> • Illustrative test • Direct Observation • Short Q&A 	

			<ul style="list-style-type: none"> • Annotations • Extract ideas from references (Primary and secondary Sources) • Develop and compile portfolio of activities 		
LU3: Decide media and material	05	05	<ul style="list-style-type: none"> • Collect relevant medium , Material and tools • Research Market trends • Develop Material Board • Check material for damages /manufacturing defect • Describe a variety of drawing tools ,media and materials • Demonstrate appropriate use of different Materials. • Distinguish traditional and experimental use of media,material and tools • Explain how to decide material to create a desire project • Develop and compile portfolio of activities 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • Illustrative test 	
LU4: Prepare workplace	10	10	<ul style="list-style-type: none"> • Plan appropriate setting according to client's brief • Place media and materials properly • Demonstrate appropriate knowledge of the tool, equipment and machinery at workplace • Describe how to handle, store material at work place. • Place canvas/sheet according to light direction • Follow safety and health procedures in workplace 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	
LU5: Arrange required tools	10	10	<ul style="list-style-type: none"> • Identify different types of tools • Select appropriate tools as per requirement 	<ul style="list-style-type: none"> • Short Q&A • Direct 	

and Equipment			<ul style="list-style-type: none"> • Maintain sharpness of tools • Use appropriate tools • Wash the tools properly after use according to health and safety rules • Recognise tools accordingly • Describe the Maintenance of tools 	<ul style="list-style-type: none"> • observation • MCQ'S 	
LU6: Prepare estimates of work	10	10	<ul style="list-style-type: none"> • Develop list of activities planned to achieve the set goals • Develop cost estimates for listed activities • Prepare budget in line with cost estimates • Develop framework to monitor financial performance • Demonstrate appropriate method to make cost effective estimation. • Describe the techniques to minimize wastage to ensure the better price. • Estimate Time Accurately 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	

Module C: Draw Sketches

Learning Units	Theor y hours	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1:Learn Visual Language	05	15	<ul style="list-style-type: none"> • Select appropriate references for Art work • Research visuals by artist • Collect references by visiting art galleries and attend art exhibitions 	<ul style="list-style-type: none"> • Illustrative test • Direct Observation • Short Q&A 	

			<ul style="list-style-type: none"> • Decide ratio and proportions of references • Explain the importance of visual language and communication in fine arts • Define basic arts history • Identify different sources to collect references. Primary Sources e.g. Museums, galleries, etc. Secondary Sources e.g. Libraries, internet, discussion, lectures, seminars, books , magazines, other artists work, live references, photographs, etc • Understand copyrights • Explain the need of selected references 		
LU2: Prepare surface for drawing	05	20	<ul style="list-style-type: none"> • Select the surface • Choose materials accordingly e.g. • Canvas • Water Colour Sheet • Sketching Sheets • Arrange appropriate tools according to surface • Prepare surface • Evaluate the surface • Finalise the surface • Handle the background • Judge the surface of material • Explain skills required to prepare surfaces by using different mediums 	<ul style="list-style-type: none"> • Illustrative test • Direct Observation • Short Q&A 	
LU3: Take	05	25	<ul style="list-style-type: none"> • Perform measurement with thumb method 	<ul style="list-style-type: none"> • Short Q&A 	

measurements			<ul style="list-style-type: none"> • Draw sketches according to measurements • Display art work according to the proportions • Balance the subject according to distance, scaling, alignment and angles • Draw the sketch with grids • Describe how to take measurements with thumb method • Work within proportion • Explain measuring concept 	<ul style="list-style-type: none"> • Direct observation • Illustrative test requiring diagrams 	
LU4: Draw still life	10	25	<ul style="list-style-type: none"> • Prepare surface accordingly • Select tools for required task • Set the material accordingly • Arrange still life objects • Make composition according to measurements • Maintain distance for drawing • Create depth of field • Organise proper source of light • Develop volume through tonal study • Arrange self-positioning • Understand the surface • Define tools and equipment • Explain different types of objects and their positioning • Describe the importance of distance between still life and artist • State the importance of different light sources e.g. 	<ul style="list-style-type: none"> • Short Q&A • Direct observation 	

			Natural orArtificial		
LU5: Draw life drawing	10	25	<ul style="list-style-type: none"> • Prepare surface accordingly • Select tools for required task • Set the material accordingly • Arrange model • Maintain body proportions • Make composition • Maintain proper source of light • Maintain distance between model and work station • Explain the concept of life drawing • Define human anatomy • Understand the surface • Define tools and equipment • Understand the body postures • Describe the different measuring method • Define depth and body curves 	<ul style="list-style-type: none"> • Short Q&A • Direct observation 	
LU6: Make conceptual drawings	10	25	<ul style="list-style-type: none"> • Prepare and understand surface accordingly • Select tools for required task • Set the material accordingly • Develop concepts • Draw complete composition • Skilfully transfer concepts on prepared surface • Define tools and equipment • Explain Conceptual drawing 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	

			<ul style="list-style-type: none"> • Define proportions of the developed idea • Recognise appropriate sites to select references • Explain the need of conceptual references 		
LU7: Landscape drawing	10	25	<ul style="list-style-type: none"> • Prepare surface accordingly • Select tools for required task • Set the material accordingly • Observe nature • Select appropriate sight • Select proper/comfortable position for drawing • Manage proper time to manage certain time of light • Select a clear sight to draw • Analyse proper direction of light • Select required colour palate 	<ul style="list-style-type: none"> • Short Q&A • Direct observation 	
LU8: Figure composition	10	25	<ul style="list-style-type: none"> • Prepare surface accordingly • Select tools for required task • Set the material accordingly • Observe different scenes • Draw different positions of figures • Compose different figures proportionately • Organize proper colour scheme according to the view • Explain figure drawings • Label proportions • Prepare compositions 	<ul style="list-style-type: none"> • Short Q&A • Direct observation 	
LU9: Freehand sketches	10	25	<ul style="list-style-type: none"> • Prepare surface accordingly • Select tools for required task 	<ul style="list-style-type: none"> • Short Q&A • Direct observation 	

			<ul style="list-style-type: none"> • Set the material accordingly • Free hand drawing • Managedrawing flow • Proper compositions as per requirement • Explain Freehand Sketches 		
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Title D: APPLY MEDIUM

Learning Units	Theor y	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1: Select tools for required medium	20	30	<ul style="list-style-type: none"> • Explore different types of tools e.g. • Select tools according to the required medium • Maintain tools properly before and after use • Identify types of tools for specific medium • Describe maintain tools 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	
LU2: Prepare medium as per requirement	20	30	<ul style="list-style-type: none"> • Explore different types of mediums • Prepare Colour palette according to the demand • Mix colour according to the type of pigment i.e water based or oil based • Maintain colour consistency • Identify types of medium for example wet or dry medium • Recognize color mixing according to the type of pigment 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	
LU3: Apply	25	50	<ul style="list-style-type: none"> • Select appropriate tools • Choose appropriate surface according to the prepared 	Short Q&A <ul style="list-style-type: none"> • Direct 	

medium			<p>medium</p> <ul style="list-style-type: none"> • Apply prepared colours on selected surface • Develop textures • Apply different techniques of Mark Making • Describe how to prepare surface • Explain application of medium with appropriate tool • Describe different techniques and methods of applying colours and mediums 	<p>observation</p> <ul style="list-style-type: none"> • MCQ'S 	
LU4: Ensure finishing, fixing and framing	25	50	<ul style="list-style-type: none"> • Analyse the work to complete finishing process • Evaluate problems, causes and solutions • Select appropriate fixatives if required e.g. Acrylic Spray, varnish, etc • Clean & save tools according to health and safety measures • Judge the quality of material and medium used in framing • Evaluate the overall look • Define finishing process • Identify different fixative materials • Analyze market trends 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	

Title E: SELECT MOUNT & FRAME

Learning Units	Theory	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1: Select Material for Mount and frame	10	15	<ul style="list-style-type: none"> • Work according to Client's Demands • Analyse latest market trends. • Perform mounting on art work. • Select appropriate mount/frame according to the nature of art work. • Understand Client's requirements. • Identify different materials used for Mounting. • Recognise different framings according to the nature of art work/subject matter. 	Short Q&A Direct observation MCQ'S	
LU2: Size and measurements	10	15	<ul style="list-style-type: none"> • Identify required outer frame • Specify mount thickness/size • Decide fitting size of art work within the mount • Express good aesthetical sense • Communicate details with framer in accordance with demand. • Identify latest Market trends • Define composition, mount, frame, colour 	Short Q&A Direct observation MCQ'S	
LU3: Select Colour & design	10	15	<ul style="list-style-type: none"> • Select color of mount • Select frame design according to theme. • Comprehend client's requirement. • Analyze the market trends. 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	

			<ul style="list-style-type: none"> • Communicate with framer in accordance with work requirement. • Define the basics of Color Theory. • Describe design of frame • Outline latest market trends and shows good aesthetics 		
LU4: Ensure Proper Framing	10	15	<ul style="list-style-type: none"> • Interpret the quality of materials and mediums used in framing. • Examine the finishing of overall look of frame. • Identify and reconstruct any damage appropriately. • Classify the quality of materials and mediums used in framing • Define finishing process 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	

Title F: MAKE PRINTS/GRAPHIC ARTS

Learnin g Units	Theor y	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1:Select medium, Tools & Equipment	10	20	<ul style="list-style-type: none"> • Identify different types of printing medium • Choose different colour for particular printing • Identify required tools to apply Mediums • Arrange tools accordingly before starting the task • understand different mediums and techniques for printing • Categorise tools according to medium 	Short Q&A Direct observation MCQ'S	

LU2: Select surface	10	20	<ul style="list-style-type: none"> • Choose different surface for printing according to required print making technique. • Relate sizes according to appropriate surface • Explain printmaking (Basic introduction) • Define different characteristics of different types of surfaces • Identify different surfaces for printing • Arrange image on the given surface 	<p>Short Q&A Direct observation MCQ'S</p>	
LU3: Make Drawing	10	30	<ul style="list-style-type: none"> • Develop concepts of drawing • Investigate relevant approaches • Use the references as per requirement • Transfer the drawing on appropriate surface • Explain the attributes of drawing as it relates to printmaking • Describe elements and principles of art drawing • Recall techniques to transfer the drawing on appropriate surface 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	
LU4: Perform Collagraphy	10	30	<ul style="list-style-type: none"> • Explain Collagraphy (Basic introduction) • Explore appropriate surface for carrying out the process of collagraphy. • Discover various 2D and 3D materials for preparing collagraphy. • Prepare collagraph plate • Identify collage material for base plate, inking and 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	

			<ul style="list-style-type: none"> wiping • Arrange discovered material in the form of well-defined composition on the selected surface • Arrange the collage and glue them on the board • Application of printing ink to transfer the image on required surfaces • Recognize and relate medium and materials to create design for collagraphy • Describe characteristics of collagraphy • State the process printing collagraphy 		
LU5: Perform Stencilling Screen Printing	10	30	<ul style="list-style-type: none"> • Select appropriate surface for stenciling • Transfer and cut the stencil according to design • Prepare the screen • Seal and registration for dyes • Place the stencil on surface • Place the screen on stencil • Use dyes for screen printing • se squeegee properly • Mark positive and negative areas of the design to make stencils • Apply proper printing process • Mount and frame the final print • Clean all materials used in printing • Explain the techniques of stenciling/ screen printing 	<ul style="list-style-type: none"> • Short Q&A • Direct observation <p>MCQ'S</p>	

			<ul style="list-style-type: none"> Describe in detail the method and materials used in the process of stenciling/ screen printing Identify printing dyes List the solvents to clean all materials used in printing 		
LU6: Perform Linocut	10	30	<ul style="list-style-type: none"> Choose desired surface for performing linocut Transfer the drawing on the selected surface e.g. Execute the process of linocut involved in carving of transferred drawing Application of printing ink on the lino sheet and transformation of image on the selected surface by passing the sheet through the process Perform technique of cutting and gouging linoleum Understand surfaces required to apply linocut Identify various sizes of tools used for carving Explain Linocut (Basic introduction) Give explanation of printing methods Define the technique for preparing a drawing for a linoleum block 	<ul style="list-style-type: none"> Short Q&A Direct observation MCQ'S 	
LU7: Perform etching	10	30	<ul style="list-style-type: none"> Prepare the ground Drawing the image Perform Acid bath Remove the ground Ink the plate Wipe the plate 	<ul style="list-style-type: none"> Short Q&A Direct observation MCQ'S 	

			<ul style="list-style-type: none"> • Perform printing • Evaluate the finished print to explore the use of line, tone, texture and composition when using this • Explain Introduction to etching • Understand the whole process of making etching plates and prints • Define the art of intaglio with a special emphasis on using line, tone and texture themes and concepts. 		
LU8: Perform Wood work	10	30	<ul style="list-style-type: none"> • Sketch the idea on paper • Transfer the design on wood and coat the block/wood with ink • Carve the wood • Print the block • Point out the positive and negative area of the design to cut • Examine the finished print • Introduction to wood cut • Introduction to basic Characteristics of wood cut • Explain the process of Preparing the woodblock • List down Printing methods and materials • Describe simple, colour printing techniques. 	<ul style="list-style-type: none"> • Short Q&A • Direct observation • MCQ'S 	

Title G: DEVELOP SCULPTURE

Learning Units	Theory	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1: Draw 3D sketches	05	15	<ul style="list-style-type: none"> Differentiate between 2D and 3D sketches Illustrate 3D sketches on paper Define 2D and 3D sketches. 	Short Q&A Direct observation MCQ'S	
LU2: Select material and prepare Clay	05	15	<ul style="list-style-type: none"> Choose appropriate material for making Clay Examine the quality of prepared clay Prepare and preserve clay properly Enlist different materials used in sculpture making Identify the process of mixing material for preparing clay Describe the process of wedging 	Short Q&A Direct observation MCQ'S	
LU3: Make armature	04	36	<ul style="list-style-type: none"> Collect relevant material for armature. Select the appropriate wire to construct armature Construct armature of desired shape Identify the collected materials and fix it to set up an armature. 	Short Q&A Direct observation MCQ'S	
LU4: Apply clay	04	36	<ul style="list-style-type: none"> Apply clay over the armature with sound thickness Explain the application of clay over the armature 	Short Q&A Direct observation MCQ'S	
LU5:	04	36	<ul style="list-style-type: none"> Develop key model according to measurement to 	Short Q&A	

Develop shape with measurements			<p>understand forms and its problems</p> <ul style="list-style-type: none"> • Shape the clay according to the desired image • Understand measuring concepts and explain the process of modification of clay in to a 3D form 	<p>Direct observation MCQ'S</p>	
LU6: Perform carving	04	36	<ul style="list-style-type: none"> • Interpret the finalized product • Handle the carving tools properly • Perform the carving techniques to enhance the features. • Understand the process of carving • Define various techniques for presenting a professional product 	<p>Short Q&A Direct observation MCQ'S</p>	
LU7: Perform Finishing	04	36	<ul style="list-style-type: none"> • Identify different tools for finishing. • Perform finishing on product. • Explain the process of finishing using sand paper for smooth touch on the final product 	<p>Short Q&A Direct observation MCQ'S</p>	
LU8: Apply mould and cast	04	36	<ul style="list-style-type: none"> • Select appropriate tools • Identify required material • Prepare the moulding slip • Demonstrate the process of molding and casting • Describe the process of molding and casting 	<p>Short Q&A Direct observation MCQ'S</p>	
LU9: Finalize the Sculpture	05	15	<ul style="list-style-type: none"> • Apply colour according to the requirements • Employ polishing technique to finalize the Sculpture • Explain finishing process involved in sculpture. 	<p>Short Q&A Direct observation MCQ'S</p>	

Title H: DEVELOP PROFESSIONALISM

Learning Units	Theory	Workplace hours	Recommended formative assessment	Recommended Methodology	Scheduled Dates
LU1: Communicate with Co-Workers	05	05	<ul style="list-style-type: none"> • Communicate within a department. • Communication with other departments. • Dealing with vendors. • Interaction with other organisations. • Using various media to communicate effectively • Identify factors required to communicate effectively and precisely within same organisation. • Explain elements required to deal with vendors and the other organisations. • Justify the appropriate use of electronic and relative media as per need 	Short Q&A Direct observation MCQ'S	
LU2: Manage Time	05	05	<ul style="list-style-type: none"> • Manage time to complete the assigned work. • Manage workload as per task. • Meet the specific deadlines. • Handle time division with co-workers. • Identify the importance of time division and allocation according to task priorities, involving management and co-workers. 	Short Q&A Direct observation MCQ'S	
LU3: Upgrade	10	30	<ul style="list-style-type: none"> • Participate in Skill test. • Attend seminars / workshops. • Involve in competitions time to time. 	Short Q&A Direct observation	

Skills			<ul style="list-style-type: none"> • Perform market research. • Analyse upcoming market trends. • Describe the importance of trends and market research. • Identify the need of skills sets by getting involved in seminars, workshops and competitions. 	MCQ'S	
LU4: Keep the workplace clean	05	25	<ul style="list-style-type: none"> • Keep their workplace organised. • Ensure clean working environment. • Describe the importance of clean and organised workplace. 	Short Q&A Direct observation MCQ'S	
LU5: - Work in a team	05	25	<ul style="list-style-type: none"> • Demonstrate good team skills. • Carry an appropriate appearance. • Show comfort and tolerance. • Present and observe good work ethics. • Identify the importance of being a good team player. 	Short Q&A Direct observation MCQ'S	
LU6: Health and Safety	10	30	<ul style="list-style-type: none"> • Store all flammables in proper safe place • Ensure the proper ventilation of the workplace • Perform spray application in a paint spray booth or other locally exhausted hood • Inform peers in case of any emergency • Arrange explosion proof portable lights • Follow safety precautions for different types of tools and equipment 	Short Q&A Direct observation MCQ'S	

			<ul style="list-style-type: none"> • Follow operating instructions to operate tools properly • Identify location of hazardous materials in the workplace • Wear protective clothing before starting the task • Explain the importance of using spray booths for spraying • Classify emergency situations • Define the importance of following operating instructions given for tools 		
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Assessment context:

Some modules of this course can be assessed in class rooms on the basis of mock Interview ,Written/Oral questioning, role plays ,brain storming sessions, Demonstration of practical skills or Direct observation and some can be assessed on job or a simulated environment.

Critical aspects:

- Communication tools
- careful handling of equipment
- safety of oneself and others
- courteousness with customers.
- Variety of information's
- Workplace standards

Assessment condition:

- ✓ The learner will have an assess on computers
- ✓ the learner will have access to all tools
- ✓ the learner will be permitted to refer to the course documents
- ✓ The learner will be required to communicate their answers to the assessor
- ✓ The learner will have an assess of library books

5. List of Tools and equipment

(Anticipated Class size: 25 trainees)

25 copies per class	Text book(s)/Manuals for this course
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Tools and Equipment

(Class size: 25 trainees)

Sr. No.	Name of Item/ Equipment / Tools	Qty.
1.	Easels	25
2.	Students' table	25
3.	Students' chair	25
4.	Compressor/air gun	2
5.	Studio lights	6
6.	Computer	25
7.	Printer	5
8.	Multimedia and screen	1
9.	Photocopier	1

Sr. No.	Name of Item/ Equipment / Tools	Qty.
10.	Scanner	2
11.	Still life objects	Various
12.	Teacher's table	1
13.	Teacher's chair	1
14.	Fire extinguishers (all types)	4
15.	Tracing table	1
16.	Steel ruler	25
17.	Drawing board (18x20)and (20x30)	25
18.	Squeegee with wooden handle	5
19.	Screen printing frame	5
20.	Zip drive to transfer images	2
21.	Roller / barrel / wooden spoon for printing	25
22.	Linocut V-shape gouges (set)	25
23.	Stools/Donkeys	25
24	First Aid Box	1
25	Spray Bottle	50

6. List of consumables

- Paper
- Canvases
- Board
- Card board
- Thumb pin
- Paper Tape
- Drawing board Different sizes
- Heavy duty stapler
- Old magazines
- Books
- Internet etc.
- Charcoal
- Charcoal pencil
- Graphite
- Pencils (ranging from 2H to 4B)
- Color pencil
- Eraser
- Viewfinder
- Brushes
- Different medium (dry pastel, Oil pastel, ink, watercolor etc.)
- Newsprint
- Poster color
- Sketch book
- Tracing paper

- Graph paper
- Water color brushes(soft bristles)
- Oil color brushes.
- Sheets(absorbent water)
- Palette
- Container.
- Small containers for mixing inks)
- Opaque pens in different sized
- Chlorine Bleach
- Paint thinner
- CMC gum to thicken the process
- Linoleum blocks of various sizes
- Speedball Brayers
- Relief printing ink (water or oil-based)
- Palette knife
- Glass slab / printing surface for Rolling out ink
- Printing paper (smooth surfaceMetal surfaces
- Lino sheet
- Linocut tools (v-tool, gouge etc. per student \
- Turpentine
- Rags for cleaning up plates, Rollers and ink slab
- Perspex slab for ink slab rollout
- Screen cloth
- Stencil
- Sketching materials (graphite pencil,

- Ball point pen
- Permanent marker
- Fine point
- Non permanent
- Masking Tape ruler
- Graph paper
- Carbon paper
- Spray fixative
- Paper Toned or textured paper
- Pen and ink
- Blending tools
- Paper Scissors,
- Craft knife,
- Glues and adhesives
- Rubber gloves
- sandpaper, paper
- Lace, canvas, silk,
- Leaves, feathers, fibers' grain, Rice, coffee grains,
- Vanishes
- Printing Inks



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