



Model Curriculum

QP Name: Fashion Consultant

QP Code: AMH/Q0502

QP Version: 1.0

NSQF Level: 5

Model Curriculum Version: 1.0

Apparel, Made-ups & Homefurnishing Sector Skill Council | Flat No. A312 To A323, Third Floor Somdatt Chamber –I Bikhaji Cama Place, Africa Avenue New Delhi-110066.

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Training Parameters

Sector	Apparels
Sub-Sector	Apparel
Occupation	Inventory Management
Country	India
NSQF Level	5
Aligned to NCO/ISCO/ISIC Code	NCO-2015/5223.0105
Minimum Educational Qualification and Experience	- Completed 2nd year of diploma (after 12th) with no experience OR 12th Grade pass or equivalent with 3-year relevant experience in retail sales operations/ fashion designing OR 3 year Diploma after 10th grade with 1.5-year relevant experience in retail sales operations/ fashion designing OR - Previous relevant Qualification of NSQF Level 4 with 3 year relevant experience in retail sales operations/fashion designing
Pre-Requisite License or Training	NA
Minimum Job Entry Age	20 Years
Last Reviewed On	22-07-2026
Next Review Date	22-07-2029
NSQC Approval Date	22-07-2026
QP Version	1.0
Model Curriculum Creation Date	01-06-2026
Model Curriculum Valid Up to Date	22-07-2029
Model Curriculum Version	1.0
Minimum Duration of the Course	510
Maximum Duration of the Course	510

Program Overview

This section summarizes the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the learner should have acquired the listed Defined edge and skills.

- To comply with industry, regulatory, organizational requirements and greening of job roles
- To have Defined edge about latest fashion trends, styles, silhouettes in vogue
- To have expertise in fabrics, garment categories, trims and accessories
- To have understanding of marketing strategy, brand and sales operations
- To understand Customer relationship and Sales Management
- To have Defined edge of relevance of MIS systems and data management
- To Maintain health, safety and security in the store with Gender and PwD Sensitization

Compulsory Modules

The table lists the modules, their duration and mode of delivery.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
AMH/N0505: Knowledge about latest fashion trends, styles, silhouettes in vogue NOS Version- 1.0 NSQF Level- 5	15.00	45.00	0.00	0.00	60:00
Module 1: Introduction (Bridge Module)	3.00	0.00	0.00	0.00	3.00
Module 2: Knowledge about latest fashion trends, styles, silhouettes in vogue	12.00	45.00	0.00	0.00	57.00
AMH/N0506: Expertise in fabrics, garment categories, trims and accessories	30:00	30:00	0.00	0.00	60:00

NOS Version- 1.0 NSQF Level- 5					
Module 3: Expertise in fabrics, garment categories, trims and accessories	30:00	30:00	0.00	0.00	60:00
AMH/N0507: Understanding marketing strategy, brand and sales operations NOS Version- 1.0 NSQF Level- 5	30.00	60.00	30.00	0.00	120.00
Module 4: Understanding marketing strategy, brand and sales operations	30.00	60.00	30.00	0.00	120.00
AMH/N0508: Customer Relationship and Sales Management NOS Version- 1.0 NSQF Level- 5	24:00	36.00	30.00	0.00	90.00
Module 5: Select fabrics, trims and accessories as per specific product category	24:00	36.00	30.00	0.00	90.00
AMH/N0509: Relevance of MIS systems and data management NOS Version- 1.0 NSQF Level- 5	15:00	15:00	0.00	0.00	30:00
Module 6: Relevance of MIS systems and data management	15:00	15:00	0.00	0.00	30:00
AMH/N0620: Promote and sustain safety, health, and security in workplace, while fostering Gender and Persons with Disabilities (PwD) Sensitization NOS Version- 1.0 NSQF Level- 5	15.00	15.00	0.00	0.00	30.00
Module Name 7: Promote and sustain safety, health, and security in workplace, while fostering Gender and Persons with Disabilities (PwD) Sensitization	15.00	15.00	0.00	0.00	30.00
AMH/N0621: Adhere to industry, regulatory, and organizational standards and embrace environmentally sustainable practices NOS Version- 1.0 NSQF Level- 5	15.00	15.00	0.00	0.00	30.00
Module Name 8: Adhere to industry, regulatory, and organizational standards and embrace environmentally sustainable practices	15.00	15.00	0.00	0.00	30.00
DGT/VSQ/N0103: Employability Skills NOS Version- 1.0 NSQF Level- 5	36.00	54.00	0.00	0.00	90.00
Module 9: Employability Skills	36.00	54.00	0.00	0.00	90.00
Total Duration	180.00	270.00	60.00	0.00	510.00

Module Details

Module Name 1: Introduction and Orientation to Fashion Consultant

Mapped to Bridge Module

Terminal Outcomes:

- Describe the outline of the Apparel industry in India
- Recognize various employment opportunities for a 'Fashion Consultant' in the apparel industry.
- Identify apparel production process and the role that the 'Fashion Consultant' plays in the process.

Duration: <03:00>	Duration: <00:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Describe the size and scope of the apparel industry. • Explain roles and responsibilities of a 'Fashion Consultant • Describe various employment opportunities for a 'Fashion Consultant in the apparel industry. • Describe the apparel production process and the role that the 'Fashion Consultant plays in the process. Prepare for interviews.	
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	

Module Name 2: Knowledge about latest fashion trends, styles, silhouettes in vogue

Mapped to AMH/N0505 V1.0

Terminal Outcomes:

- Demonstrate the ability to identify current fashion trends and relate them to customer needs using credible fashion sources.
- Assess customer body shape and size accurately to recommend well-fitting products and suitable silhouettes.
- Provide simple, trend-based styling guidance using company products to enhance customer appearance and satisfaction.

<i>Duration: <12:00></i>	<i>Duration: <45:00></i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Define trend vs fad and list 6 current macro-trends • Explain how celebrity/influencer adoption accelerates trend diffusion • Define credible sources and evaluate source reliability (authority, recency, bias). • Explain frameworks for translating trends to customers: adapt, tone down, or elevate — matched to lifestyle, budget, and existing wardrobe. • Understand product-to-trend mapping (which SKUs map to which trend features: silhouette, fabric, color, detail). • Be able to name and describe major body shapes and explain how key silhouettes flatter/contrast each shape. • Understand sizing systems used across categories and geographies. • Define a 5-step assessment workflow: (1) intake questions, (2) visual cues, (3) key measurements, (4) fit goals, (5) constraint checks (budget, occasion). • Understand measurement tolerances and alteration allowances for tailoring. • Understand competency evidence types: portfolio, observation checklist, written quiz, and customer feedback metrics.	• Identify any 3 trending looks (from Instagram, magazines, store visuals). • Write one-line interpretation for each, e.g., “Oversized blazer trend—popular for its comfort and sharp look.” • Maintain a simple weekly list of 3 things learned from any source (Instagram post, newsletter, article). • • Share one example of a trend spotted from these sources during class. • Pick one trend and two company products that match it. • Explain in 2–3 sentences how the customer can wear them. • Identify one body shape from a simple picture chart in class. • Match two silhouettes suitable for that body shape. • Read a size chart and tell the correct size based on sample measurements. • Practice on a partner/classmate: – Observe and identify body shape (basic guess). – Suggest 1 outfit and 1 size from the size chart provided.
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/SmartBoard, Marker, Duster	
Tools, Equipment, and Other Requirements	
Basic Stationery	

Module Name 3 : Expertise in fabrics, garment categories, trims and accessories

Mapped to AMH/N0506, Version 1.0

Terminal Outcomes:

- Demonstrate the ability to identify fabrics, components, stitches, and construction features of garments with accuracy on the shop floor.
- Assess and explain product qualities—fabric type, design details, dyeing/printing, and trims—to support informed customer decision-making.
- Provide clear, confident product demonstrations and measurement-based fit guidance to enhance customer experience and drive sales.

Duration: <30:00>	Duration: <30:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Define the difference between fibre → yarn → fabric. • Define basic types: cotton, polyester, denim, knits, wovens, buttons, zippers, labels etc. • Define simple versions of weaving vs knitting. • Define basic garment construction flow: cutting → stitching → finishing. • Define common terms: piece dyeing, yarn dyeing, block printing, screen printing, embroidery, beadwork. • Understand names and basic shapes of common components (round neck, V-neck, shirt collar, puff sleeve, patch pocket, pleat etc.). • Define basics (plain seam, overlock, topstitch, hem stitch). • Define what direct (body) and indirect (garment) measurements mean. • Understand key measurement terms: chest, waist, hip, length, sleeve. • Define how fabric type, design details, comfort, and purpose affect garment choice. • Understand USP (unique selling points): fit, fabric, comfort, durability, style, care instructions. • Define how detailing affects comfort, price, look, and purpose..	• Identify one dyeing and one printing type from product samples. • Point out one embellishment (e.g., sequins, applique) on a garment. • Match 5 pictures of garments with the correct component names. • Identify 2 components on an actual garment on the shop floor. • Identify 2 seams and 1 stitch on any sample garment. • Take 3 simple garment measurements (e.g., chest width, body length, sleeve length) using a measuring tape. • Pick one garment from the shop floor and give 2 lines on its fabric and design features (e.g., “Cotton shirt, breathable; suitable for daily wear”). • Explain 2 key features of a product to a mock customer (e.g., “stretch fabric for comfort”, “easy-care, wrinkle-resistant”). • Give a 1–2 line recommendation to a mock customer comparing two products (e.g., “Choose this one for better breathability; the other is more structured”).

Classroom Aids:

Charts, Models, Flip Chart, White-Board/SmartBoard, Marker, Duster

Tools, Equipment, and Other Requirements

Gondola, Garment-Suit Jacket with barcode, specifications, price tags, Garment-Trouser Pants with barcode, specifications, price tags, Garment-Tshirts, Casual Pants with barcode, specifications, price tags, Garment-Women's Dresses with barcode, specifications, price tags, Garment-Women's Ethnic dresses. with barcode, specifications, price tags, Garment Kids with barcode, specifications, price tags, Display/Boards/ Standaees for product categories and offers (Different Types), Calculator, Stock Almirah, Mannequins (Full & Half Bust), Men's, Women's and Kids, Dangers, Wobblers, Hangers, POS Display (LED Lightbox), Signage Board, Banners /Posters, Offers /Policy Signage, Shopping Basket/Shopping Cart, Dummy Fire Extinguishers, Carry bags of different dimensions, Customer Inquiry /Lead Register, Sample Stock delivery note / challan, Dummy Stock Transfer Notes / Invoice, Register to record customer delivery, Stock Inward/Stock Outward register, Sample forms showing Loyalty scheme/EMI Offers, Gift wrapping paper (to gift wrap dummy products), Point of Sale (POS)

Terminal (Computer, Cash drawer, Receipt printer, Barcode scanner, Card swiping machine), Sales Call process / Customer Engagement Process handouts

Module Name 4: Understanding marketing strategy, brand and sales operations

Mapped to AMH/N0507, Version 1.0

Terminal Outcomes:

- Demonstrate the ability to research, interpret and stay updated on current fashion trends, designers and market influences.
- Apply trend analysis and body-shape understanding to guide customers in selecting suitable styles, silhouettes and products.
- Recommend well-fitting, trend-aligned products that enhance customer satisfaction and support brand sales objectives.

Duration: <30:00>	Duration: <60:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Define company history, brand values, mission & vision. • Understand what a business portfolio is. • Define the meaning of SWOT & USP. • Define who the company sells to (target customer profile). • Understand basic competitor names and market overview. • Define the role of vendors and supply partners. • Understand what merchandising means. • Define basics: product mix, stock levels, replenishment, sourcing cycle. • Define store layout concepts: grid, loop, free-flow. • Understand company standards for cleanliness, lighting, fixtures and signage placement. • Define what VM means: focal points, color stories, props, mannequins, signage rules. • Understand basic display principles: balance, eye-level placement. • Define promo types: discount, coupon, bundle offer. • Define basics of advertising channels: print, digital, social media. • Understand the role of endorsements & PR.	• List the company's 2 USPs and 2 strengths in simple words. • Identify 3 products from the company's portfolio and state what category they belong to. • Name one competitor brand and one difference between them and your company. • Identify the target customer from a simple customer profile card. • Arrange 5 sample products in correct categories (tops, bottoms, accessories). • Check a sample stock sheet and identify one product that needs replenishment. • Identify 2 areas of the store that follow company guidelines (e.g., lighting, fixture arrangement). • Suggest one simple improvement (e.g., "folds can be neater on this shelf"). • Create a mini display using 3 products (e.g., a top + bottom + accessory). • Identify one good signage and one that needs improvement in the store. • Explain one ongoing promotion to a mock customer in 2–3 lines. • Identify one advertisement (poster/social media) and describe its main message in one line.

Classroom Aids:

Charts, Models, Flip Chart, White-Board/SmartBoard, Marker, Duster

Tools, Equipment, and Other Requirements

Gondola, Garment-Suit Jacket with barcode, specifications, price tags, Garment-Trouser Pants with barcode, specifications, price tags, Garment-Tshirts, Casual Pants with barcode, specifications, price tags, Garment-Women's Dresses with barcode, specifications, price tags, Garment-Women's Ethnic dresses. with barcode, specifications, price tags, Garment Kids with barcode, specifications, price tags, Display/Boards/ Standaes for product categories and offers (Different Types), Calculator, Stock Almirah, Mannequins (Full & Half Bust), Men's, Women's and Kids, Dangles, Wobblers, Hangers, POS Display (LED Lightbox), Signage Board, Banners /Posters, Offers /Policy Signage, Shopping Basket/Shopping Cart, Dummy Fire Extinguishers, Carry bags of different dimensions, Customer Inquiry /Lead Register, Sample Stock delivery note / challan, Dummy Stock Transfer Notes / Invoice, Register to record customer delivery, Stock Inward/Stock Outward register, Sample forms showing Loyalty scheme/EMI Offers, Gift wrapping paper (to gift wrap dummy products), Point of Sale (POS) Terminal

(Computer, Cash drawer, Receipt printer, Barcode scanner, Card swiping machine), Sales Call process / Customer Engagement Process handouts

Module Name 5: Customer Relationship and Sales Management

Mapped to AMH/N0508, Version 1.0

Terminal Outcomes:

- Demonstrate the ability to understand consumer behaviour and apply CRM principles to enhance customer satisfaction and loyalty.
- Effectively manage customer interactions, databases and sales processes to support personal selling and portfolio management.
- Utilise company sales strategies, promotional offerings and CRM insights to guide customers and improve overall customer experience.

Duration: <24:00>	Duration: <36:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Decipher consumer buying behaviour, factors affecting buying decisions, and the buyer's decision-making process. • Understand the relationship between customer needs, values and satisfaction. • Understand the importance of customer service, customer retention and relationship marketing. • Understand the relationship between CRM and customer experience. • Implement company's CRM strategy and manage organizational issues related to customer relationship management effectively. • Follow the principles of personal selling and understand the steps involved. • Develop, manage and use customer-related database for portfolio management. • Understand company sales strategy, promotional offers, discounts and loyalty programs. • Understand emerging global and social media trends affecting CRM.	• Apply insights on buying behaviour to guide customers and influence their purchase decisions. • Identify customer needs in real time and align product suggestions to enhance satisfaction. • Deliver high-quality service to retain customers and build long-term relationships. • Use CRM tools to track interactions, manage customer portfolios and improve experience. • Execute CRM practices, update records, resolve customer queries and support CRM workflows. • Conduct effective sales interactions, demonstrate products, handle objections and close sales. • Maintain accurate customer databases and use them for targeted outreach or follow-ups. • Guide customers on offers, promotions and loyalty benefits to maximize conversions. • Contribute to improving CRM strategies based on customer feedback, social media insights and market shifts.

Classroom Aids:

Charts, Models, Flip Chart, White-Board/SmartBoard, Marker, Duster

Tools, Equipment, and Other Requirements

Gondola, Garment-Suit Jacket with barcode, specifications, price tags, Garment-Trouser Pants with barcode, specifications, price tags, Garment-Tshirts, Casual Pants with barcode, specifications, price tags, Garment-Women's Dresses with barcode, specifications, price tags, Garment-Women's Ethnic dresses. with barcode, specifications, price tags, Garment Kids with barcode, specifications, price tags, Display/Boards/ Standaes for product categories and offers (Different Types), Calculator, Stock Almirah, Mannequins (Full & Half Bust), Men's, Women's and Kids, Dangles, Wobblers, Hangers, POS Display (LED Lightbox), Signage Board, Banners / Posters, Offers / Policy Signage, Shopping Basket/Shopping Cart, Dummy Fire Extinguishers, Carry bags of different dimensions, Customer Inquiry /Lead Register, Sample Stock delivery note / challan, Dummy Stock Transfer Notes / Invoice, Register to record customer delivery, Stock Inward/Stock Outward register, Sample forms showing Loyalty scheme/EMI Offers, Gift wrapping paper (to gift wrap dummy products), Point of Sale (POS) Terminal (Computer, Cash drawer, Receipt printer, Barcode scanner, Card swiping machine), Sales Call process / Customer Engagement Process handouts

Module Name 6: Relevance of MIS systems and data management

Mapped to AMH/N0509: V 1.0

Terminal Outcomes:

- Demonstrate proficiency in using MIS, ERP, POS and digital tools to support efficient retail and organisational operations.
- Ensure accurate product tracking, documentation and reporting through effective use of barcoding, RFID and data-management systems.
- Maintain high standards of data security, confidentiality and compliance while managing operational information and processes.

<i>Duration: <15:00></i>	<i>Duration: <15:00></i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Understand the purpose and functioning of Management Information Systems (MIS) as per company strategy. • Know the concepts and importance of barcoding systems and RFID tagging. • Understand the components, features and role of ERP software in data management and integrated systems. • Understand POS systems and their role in retail transactions. • Understand documentation standards, reporting structures and format requirements. • Understand data safety, security protocols and confidentiality requirements.	• Use MIS tools to retrieve, update and analyse information for daily operations. • Oversee and ensure correct application of barcodes and RFID tags on all products. • Operate ERP software to store, update and manage organisational data efficiently. • Process customer billing and transactions using POS software accurately. • Maintain and supervise organised documentation, reports and process records. • Implement data security measures and ensure confidentiality of reports and analysis.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/SmartBoard, Marker, Duster	
Tools, Equipment, and Other Requirements Gondola, Garment-Suit Jacket with barcode, specifications, price tags, Garment-Trouser Pants with barcode, specifications, price tags, Garment-Tshirts, Casual Pants with barcode, specifications, price tags, Garment-Women's Dresses with barcode, specifications, price tags, Garment-Women's Ethnic dresses. with barcode, specifications, price tags, Garment Kids with barcode, specifications, price tags, Display/Boards/ Standaees for product categories and offers (Different Types), Calculator, Stock Almirah, Mannequins (Full & Half Bust), Men's, Women's and Kids, Dangers, Wobblers, Hangers, POS Display (LED Lightbox), Signage Board, Banners /Posters, Offers /Policy Signage, Shopping Basket/Shopping Cart, Dummy Fire Extinguishers, Carry bags of different dimensions, Customer Inquiry /Lead Register, Sample Stock delivery note / challan, Dummy Stock Transfer Notes / Invoice, Register to record customer delivery, Stock Inward/Stock Outward register, Sample forms showing Loyalty scheme/EMI Offers, Gift wrapping paper (to gift wrap dummy products), Point of Sale (POS) Terminal (Computer, Cash drawer, Receipt printer, Barcode scanner, Card swiping machine), Sales Call process / Customer Engagement Process handouts	

Module Name 7: Promote and sustain safety, health, and security in workplace, while fostering Gender and Persons with Disabilities (PwD) Sensitization Mapped to AMH/N0620 (version 1.0)

Terminal Outcomes:

- Describe safe working practices for cleaning and maintenance of equipment.
- Describe effects of contamination on products i.e. Machine oil, dirt etc.
- Identify different ways of minimizing wastage.

<i>Duration: <15:00></i>	<i>Duration: <15:00></i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
• Explain health and safety related practices applicable at the workplace. • Follow environment management system related procedures. • List potential hazards, risks and threats based on nature of operations. • Describe potential accidents, emergencies and response to these scenarios. • Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned. • Seek clarifications, from supervisors or other authorized personnel in case of perceived risks. • State organizational procedures for safe handling of equipment and machine operations. • Describe elements of proper disposal system for waste and by-products. • Describe actions to take in the event of a mock drill/ evacuation procedures or actual accident, emergency or fire. • Follow organization procedures for shutdown and evacuation when required. • Minimize health and safety risks to self and others due to own actions. • Report any service malfunctions that cannot be rectified. • Store materials and equipment in line with manufacturer's and organizational requirements. • State importance of sound health, hygiene and good habits. • Describe ill-effects of alcohol, tobacco and drugs. • Maintain a healthy lifestyle and guard against dependency on intoxicants.	• Obtain and check the data on the work ticket or job card and carry out functions in line with the responsibilities of job role • Ask questions to obtain more information on tasks when the instructions are unclear. • Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any • Check that tools and equipment are safe to use; select, sort and use the correct tools and equipment • Ensure that the work area is free from any hazard and setup the equipment & machineries (e.g.: fabric checking machine) for fabric checking as per the job requirement • Carry out operations at a rate which maintains work flow and meets production targets • Minimize wastage and dispose off waste materials safely and return re-useable materials • Work in conformance to company quality standards; legal requirements, organizational policies and procedures • Carry out visual inspection to ensure the products are free from any defects and non-conformance quality parameters • Follow company reporting procedures about defective tools and machines which affect work and report any risks/ problems relevant person promptly and accurately. • Leave work area safe and secure when work is complete

	Complete forms, records and other documentation
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Training kit (trainer guide, presentations) Unique Equipment Required: White/Black ,Board+ Marker/Chalk +Duster Computer With Computer Table And Chair and peripherals, pattern making software, marker making software, Digitizer ,Cello tape, Plotter, Plotter paper, Plotter pen, Plotter ink, Scanning equipment, Style sheet (provided by buyer),measurement chart /Grading chart(mentioned in BOM),Garment , madeups and home furnishing Sample, Production & Ready Pattern, Types Of Scales, normal straight big ruler, hip curve ,leg curve, L Scale, french curve , "measurement Ruler (inches on one side and millimeters on the other, side made of Plastic, Acrylic or metal)", measuring tape Basic stationary, Pattern Making Paper. Tracing paper,Pattern plastic roll (used to create long lasting, durable, and flexible patterns),First aid box ,Kraft Underlay Paper(qnt may vary),Kraft Pattern Paper (used to prepare initial pattern ,qnt may vary),Dotted marking paper (qnt may vary),Push pins, shears. Scissors Fabric Cutting, Pattern hooks (The quantity may vary as per requirement),Pattern Notchers / Notch Cutters Pattern Punches (The quantity may vary) underarm sleeve rules Student's Chair With Table Arm, Pattern Table, cutting table, Stool, Students Notes, dustbin, Samples(garments, made ups and home furnishing),Fire Extinguisher.	

Module Name 8: Adhere to industry, regulatory, and organizational standards and embrace environmentally sustainable practices

Mapped to (AMH/N0621) (version 1.0)

Terminal Outcomes:

- Importance of Punctuality
- Understand the organizational requirement
- Importance of Green jobs in organization
- Optimize usage of material and resources at workplace.

Duration: <15:00>	Duration: <15:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
- State the importance of having an ethical and value-based approach to governance. - State benefits to self and the organisation due to practice of values and ethics. - State the importance of punctuality and attendance.	Provide support to the supervisor and team members in enforcing the organisational considerations.

- State customer specific requirements mandated as a part of the work process.
- State country/customer specific regulations for the apparel sector and their importance.
- State reporting procedure of the organisation in case of deviations.
- State limits of personal responsibility.
- Report any possible deviation to regulatory requirements.
- Clarify doubts on policies and procedures, from the supervisor or other authorized personnel.
- Explain importance of greening solutions, procedures, policies, legislation and regulations
- Discuss the significance of specified usage of resources at work area
- Evaluate the different ways to conserve energy in Apparel sector

- Identify procedures to follow if legal, regulatory and ethical requirements of the organisation are not met.
- Interpret correctly legal, regulatory and ethical requirements specific to the apparel industry.
- Carry out work functions in accordance with organizational standards, greening solutions, procedures, policies, legislation and regulations.
- Making conscious and sustainable decisions for achieving effective and green workplace.
- Follow the organisational policies and procedures within limits of self-authority.
- Discussed the importance of switch of the machine when not in use.
- Carrying out work functions in accordance with organizational standards, greening solutions, procedures, policies, legislation and regulations.
- Demonstrate the method of handling and storage of waste materials such as paper, sketches, colouring tools, electronic waste, etc
- Demonstrate the process of segregation of waste

Classroom Aids:

Charts, Models, Flip Chart, White-Board/SmartBoard, Marker, Duster

Tools, Equipment, and Other Requirements

Documents related to the subject, Computer with peripherals

Basic Stationery

Module Name 9 : Employability Skills

Mapped to (Bridge Module)

Terminal Outcomes:

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Career Development & Goal Setting
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills

- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

Duration: 90:00(Theory 36 Hrs + Practical 54 Hrs)

Key Learning Outcomes

Introduction to Employability Skills Duration: 3 Hours

After completing this programme, participants will be able to:

1. Outline the importance of Employability Skills for the current job market and future of work
2. identify and explore learning and employability relevant portals
3. Research and prepare a note on different industries, trends, required skills and the available opportunities

Constitutional values - Citizenship Duration: 1.5 Hours

4. Recognize the significance of constitutional values, including civic rights and duties, citizenship, and responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.
5. Follow environmentally sustainable practices

Becoming a Professional in the 21st Century Duration: 5 Hours

6. Recognize the significance of 21st century skills required for employment
7. Practice 21st century skills like Self-Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn etc. in personal or professional life
8. Adopt a continuous learning mindset for personal and professional development

Basic English Skills Duration: 10 Hours

9. Use basic English for everyday conversation in different contexts, in person and over the telephone
10. Read and understand routine information, notes, instructions, mails, letters etc. written in English
11. Write short messages, notes, letters, e-mails etc. in English

Career Development & Goal Setting Duration: 4 Hours

12. Identify career goals based on the skills, interests, knowledge, and personal attributes
13. Prepare a career development plan with short- and long-term goals

Communication Skills Duration: 10 Hours

14. Follow verbal and non-verbal communication etiquette while communicating in professional and public settings.
15. Use active listening techniques for effective communication

16. Communicate in writing using appropriate style and format based on formal or informal requirements

17. Work collaboratively with others in a team

Diversity and Inclusion Duration: 2.5 Hours

18. Communicate and behave appropriately with all genders and PwD

19. Escalate any issues related to sexual harassment at workplace according to POSH Act

Financial and Legal Literacy Duration: 10 Hours

20. Identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.

21. Carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook

22. Identify common components of salary and compute income, expenses, taxes, investments etc

23. Identify relevant rights and laws and use legal aids to fight against legal exploitation

Essential Digital Skills Duration: 20 Hours

24. Operate digital devices and use their features and applications securely and safely

25. Carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.

26. Display responsible online behaviour while using various social media platforms

27. Create a personal email account, send and process received messages as per requirement

28. Carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications

29. Utilize virtual collaboration tools to work effectively

Entrepreneurship Duration: 7 Hours

30. Identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research

31. Develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion

32. Identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity

Customer Service Duration: 9 Hours

33. Identify different types of customers and ways to communicate with them

34. Identify and respond to customer requests and needs in a professional manner

35. Use appropriate tools to collect customer feedback

36. Follow appropriate hygiene and grooming standards

Getting ready for apprenticeship & Jobs Duration: 8 Hours

37. Create a professional Curriculum vitae (Résumé)

38. Search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively
39. Apply to identified job openings using offline /online methods as per requirement
40. Answer questions politely, with clarity and confidence, during recruitment and selection
41. Identify apprenticeship opportunities and register for it as per guidelines and requirements

Classroom Aids:

Charts, Models, Flip Chart, White-Board/SmartBoard, Marker, Duster

Tools, Equipment, and Other Requirements

1. Computer (PC) with latest configurations – and Internet connection with standard operating system and standard word processor and worksheet software (Licensed)
(all software should either be latest version or one/two version below)
As required
2. UPS As required
3. Scanner cum Printer As required
4. Computer Tables As required
5. Computer Chairs As required
6. LCD Projector As required
7. White Board 1200mm x 900mm As required

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Diploma		4 Year	Fashion Retail Operations/Fashion Designing	3	Fashion Retail Operations/Fashion Designing	Education qualification is required in relevant trade. Textiles qualification and experience will not be considered.
Graduation		3 Year	Fashion Retail Operations/Fashion Designing	2	Fashion Retail Operations/Fashion Designing	
Post graduate diploma		2 Year	Fashion Retail Operations/Fashion Designing	1	Fashion Retail Operations/Fashion Designing	

Post Graduate Degree in relevant trade or sector		1 Year	Fashion Retail Operations/Fashion Designing	0	Fashion Retail Operations/Fashion Designing	
Trainer Certification						
Domain Certification			Platform Certification			
Certificate for Job Role: “Fashion Consultant” mapped to QP: “AMH/ Q0502, V 1.0” Minimum accepted score is 80%.			Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “Master Trainer (VET and Skills) MEP/Q2601 v2.0”. Minimum accepted score is 80%.			

Trainer Prerequisites Employability Skills						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
Graduate/CITS	Any discipline			2	Teaching experience	Prospective ES trainer should: • have good communication skills • be well versed in English • have digital skills • have attention to detail • be adaptable • have willingness to learn
Current ITI trainers	Employability Skills Training (3 days full-time course done between 2019-2022)					
Certified current trainers (155 hours)	from Management SSC (MEPSC)					
Certified Trainer	Qualification Pack: Trainer (MEP/Q0102)					

Trainer Certification Employability Skills

Domain Certification	Platform Certification
Certified in 60-hour Employability NOS (2022), with a minimum score of 80% OR Certified in 120-, 90-hour Employability NOS (2022), with a minimum score of 80%	NA

Master Trainer Prerequisites Employability Skills						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
Graduate/CITS	Any discipline			3	Employability Skills curriculum training experience with an interest to train as well as orient other	Prospective ES Master trainer should: • have good communication skills • be well versed in English • have basic digital skills • have attention to detail • be adaptable • have willingness to learn • be able to grasp concepts fast and is creative with teaching practices and likes sharing back their learning with others
Certified Master Trainer	Qualification Pack: Master Trainer (MEP/Q2602)			3	EEE training of Management SSC (MEPSC) (155 hours)	

Master Trainer Certification Employability Skills	
Domain Certification	Platform Certification
Certified in 60-hour Employability NOS (2022), with a minimum score of 90%. OR Certified in 120-, 90-hour Employability NOS (2022), with a minimum score of 90%	NA

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
ITI		4 Year	Fashion Retail Operations/Fashion Designing	3	Fashion Retail Operations/Fashion Designing	Education qualification is required in relevant trade. Textiles qualification and experience will not be considered.
Diploma		4 Year	Fashion Retail Operations/Fashion Designing	2	Fashion Retail Operations/Fashion Designing	
Graduation		3 Year	Fashion Retail Operations/Fashion Designing	1	Fashion Retail Operations/Fashion Designing	
Post graduate diploma		2 Year	Fashion Retail Operations/Fashion Designing	0	Fashion Retail Operations/Fashion Designing	
Post Graduate Degree in relevant trade or sector		1 Year	Fashion Retail Operations/Fashion Designing	0	Fashion Retail Operations/Fashion Designing	
Assessor Certification						
Domain Certification		Platform Certification				
Certificate for Job Role: “ Fashion Consultant ” mapped to QP: “ AMH/Q0502, V 1.0 ” Minimum accepted score is 80%.		Recommended that the Assessor is certified for the Job Role: “ Assessor ”, mapped to the Qualification Pack: “ Assessor (VET and Skills) MEP/Q2701 v2.0 ”. Minimum accepted % as per respective SSC guidelines is 80%.				

Assessment Strategy

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC
2. The assessment for the theory part will be based on Defined edge bank of questions created by the SSC
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS. examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each.
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on these criteria.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% aggregate in QP.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Acronyms and Abbreviations

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training

Glossary

Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.

Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Defineledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.
Defineledge and Understanding (KU)	Defineledge and Understanding (KU) are statements which together specify the technical, generic, professional and organizational specific Defineledge that an individual needs in order to perform to the required standard.
Organisational Context	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative Defineledge managers have of their relevant areas of responsibility.
Technical Defineledge	Technical Defineledge is the specific Defineledge needed to accomplish specific designated responsibilities.

Core Skills/ Generic Skills (GS)	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.