

Model Curriculum

Hand Crochet Lace Maker

SECTOR: HANDICRAFTS AND CARPET
SUB-SECTOR: HAND CROCHETED TEXTILES
OCCUPATION: CROCHET LACE MAKER
REF ID: HCS/Q7703, V1.0
NSQF LEVEL: 3



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

HANDICRAFTS AND CARPET SECTOR SKILL COUNCIL

for the

MODEL CURRICULUM

Complying to National Occupational Standards of
Job Role/ Qualification Pack: 'Hand Crochet Lace Maker' No. 'HCS/Q7703 NSQF Level 3'

Date of Issuance: **January 23rd, 2018**

Valid up to: **January 22nd, 2020**

* Valid up to the next review date of the Qualification Pack



Authorised Signatory
(Handicrafts and Carpet Sector Skill Council)

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Hand Crochet Lace Maker

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Hand Crochet Lace Maker”, in the “Handicrafts and Carpet” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Hand Crochet Lace Maker		
Qualification Pack Name & Reference ID.	HCS/Q7703		
Version No.	1.0	Version Update Date	23/01/2018
Pre-requisites to Training	Basic reading and writing skills, preferably 5th pass		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Carry out the basic process of crocheting used for making crocheted products and components • Analyse and interpret the given design to be developed • Discuss the given design with Master Crochet Lace Maker and understand the instructions/ specifications for the product to be developed • Ensure that the yarn procured is of optimum strength and as per requirements • Carry out basic crochet stitches for to make the crocheted panel as per given specifications • Carry out crocheting of motifs/ elements in specific given sizes as per the design provided • Carry out the panel making by using appropriate method/s to join motifs/smaller crochet units • Carry out the finishing of the crochet lace product as per instructions • Check the crochet lace/product against the pattern to ensure the correct dimension and shape • Carry out work safely and at a rate which maintains work flow and quality report to the responsible person when the work flow of other production areas disrupts work • Carry out quality checks at specified intervals according to instructions • Contribute to achieve the quality in crocheted lace products and components • Attain commitment and trust • Ascertain proper communication • Incline towards adaptability • Display creative freedom • Maintain work area and tools • Maintain health, safety and security at workplace 		

This course encompasses 6 out of 6 NOS (National Occupational Standards) of “Hand Crochet Lace Maker” Qualification Pack issued by “Handicrafts and Carpet Sector Skill Council”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Introduction</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 00:00</p> <p>Corresponding NOS Code Bridge Module</p>	<ul style="list-style-type: none"> Learn about different crochet products Know the Crochet industry in India Acquaint with the various tools and equipment used by a Hand Crochet Lace Maker 	Laptop, PowerPoint & Hand-outs, posters, film clips, white board, marker, projector
2	<p>Prepare for making crochet lace for apparel, accessories and furnishing products</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code HCS/N7707</p>	<ul style="list-style-type: none"> Analyse and interpret the given design to be developed Discuss the given design with Master Crochet Lace Maker and understand the instructions/ specifications for the product to be developed Ensure that the yarn procured is of optimum strength and as per requirements Draw all the coloured yarn from the cone Weigh the yarn and note it down Ensure that the yarn does not get dirty and entangled Select the suitable crochet hook as per the yarn count selected Ensure the hook to be used is free from faults and dirt, in case of any report them Identify and prepare the tools required for crochet lace making Discuss on pattern of the design given Analyse the patterns of the different parts of the crochet product to be made carefully Prepare the paper and tracing instruments to make pattern Measure the given master pattern Trace/reproduce the master pattern appropriately Cut the traced pattern Ensure that the cut pattern is as per requirements 	Laptop, white board, marker, projector, PPTs, Handbook, cloth, thread, yarn, needle
3	<p>Carry out the crocheting process for apparel, accessories and furnishing products</p>	<ul style="list-style-type: none"> Identify the use of raw materials as per the specifications provided Use the correct thickness and colour of yarn to start crocheting Take necessary action when the material do not confirm to quality 	Laptop, white board, marker, projector, PPTs, Handbook, cutter/ scissors, scale, measuring tape,

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>Theory Duration (hh:mm) 25:00</p> <p>Practical Duration (hh:mm) 55:00</p> <p>Corresponding NOS Code HCS/N7708</p>	<p>standards</p> <ul style="list-style-type: none"> Report and replace identified faulty yarn which does not meet requirement Start crocheting from the correct position in the product panel with the specified crochet stitch Carry out basic crochet stitches to make the crochet product/panel as per given specifications Carry out crocheting of motifs/ elements in specific given sizes as per the design provided Manipulate the number of stitches row-wise to attain the required shape of the crochet lace Check for the tension of the yarn from all direction and ensure the evenness of crocheting Carry out the panel making by using appropriate method/s to join motifs/smaller crochet units Carry out the finishing of the crochet lace product as per instructions Check the crochet lace product against the pattern to ensure the correct dimension and shape Join the crochet panels with using appropriate method to make the product without any attachment defects Carry out the process of making neck lace with the appropriate crochet stitches Carry out the process of neck lace attachment Carry out the attachment of trims like beads, mirrors, etc as per the design Fold the garments as per the specifications Keep the product in cool dry place and pack as per requirement 	<p>cutting table, colours, yarn, needles</p>
4	<p>Contribute to achieve quality in crochet lace making for apparel, accessories and furnishing products</p> <p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 25:00</p>	<ul style="list-style-type: none"> Identify and use materials required based on the specifications given in the Master Crochet Lace maker Take the necessary action when materials do not conform to quality standards Report and replace identified faulty materials and component parts which do not meet specification Ensure that the yarn ends are clipped neatly, so that the crochet yarns don't unravel Carry out work safely and at a rate which maintains work flow and quality 	<p>Laptop, white board, marker, projector, PPTs, Handbook, trimming tool, cutter/ scissors, scale, measuring tape, cutting table</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>Corresponding NOS Code HCS/N7709</p>	<ul style="list-style-type: none"> Report to the responsible person when the work flow of other production areas disrupts work Carry out quality checks at specified intervals according to instructions Apply the allowed tolerances Make adjustments promptly to ensure the crochet lace product matches specifications Fault-find materials and components for stained, damage and incorrectly made-up component parts Report faults in other processes to the appropriate person Ensure that the shape of the produced crochet lace matches the requirements Take corrective measures to get the correct shape While making units for bigger panels ensure that the units are similar in size, shape and material Ensure uniformity in materials, size, design and shape <ol style="list-style-type: none"> within a product between a pair/set of products Ensure that the crocheted garment panels are of the required shapes and sizes 	
5	<p>Working in a team</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code HCS/N9908</p>	<ul style="list-style-type: none"> Be accountable to one's own role in whole process of developing product Perform all roles with full responsibility Be effective and efficient at workplace Properly communicate about organization policies Talk politely with other team members and colleagues Adjust in different work situations Give due importance to others' point of view Avoid conflicting situations Develop new ideas for work procedures Improve upon the existing techniques to increase process efficiency 	Laptop, white board, marker, projector
6	<p>Maintaining work area and tools</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS</p>	<ul style="list-style-type: none"> Handle materials and tools safely and correctly Use materials to minimize waste Maintain a clean and hazard free working area Maintain the tools Carry out maintenance and/or cleaning within one's responsibility Report damaged tools & materials Work in a comfortable position with the 	Laptop, white board, marker, projector, PPE for chemical work and machining, Fire Extinguisher, First-Aid Kit

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	Code HCS/N9912	<p>correct posture</p> <ul style="list-style-type: none"> Dispose of waste safely in the designated location Store cleaning equipment safely after use Carry out cleaning according to schedules and limits of responsibility 	
7	<p>Maintain health, safety and security at workplace</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code HCS/N9913</p>	<ul style="list-style-type: none"> Comply with health and safety related instructions applicable to the workplace Use and maintain personal protective equipment as per protocol Carry out own activities in line with approved guidelines and procedures Maintain a healthy lifestyle and guard against dependency on intoxicants Follow environment management system related procedures Store materials and tools in line with manufacturer's and organisational requirements Safely handle and move waste and debris Minimize health and safety risks to self and others due to own actions Seek clarifications, from supervisors or other authorized personnel in case of perceived risks Monitor the workplace and work processes for potential risks and threats Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned Report hazards and potential risks/ threats to supervisors or other authorized personnel Participate in mock drills/ evacuation procedures organized at the workplace Undertake first aid, fire-fighting and emergency response training, if asked to do so Take action based on instructions in the event of fire, emergencies or accidents Follow organisation procedures for evacuation when required 	Laptop, white board, marker, projector, PPE for chemical work and machining, Fire Extinguisher, First-Aid Kit
	<p>COMPULSORY NOS:</p> <p>Total Duration</p> <p>Theory Duration 85:00</p>	<p>Unique Equipment Required: Laptop, white board, marker, projector, PPTs, Handbook, cutting Table, Protective gears like goggles, mask, gloves. Cleaning tools, electricity tester, accident report sheet, Fire Extinguisher, First-Aid Kit, yarn, needle, cloth clamps</p>	

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	Practical Duration 155:00		

Grand Total Course Duration: 240 Hours, 0 Minutes

(This syllabus/ curriculum has been approved by Handicrafts and Carpet Sector Skill Council)

Trainer Prerequisites for Job role: “Hand Crochet Lace Maker” mapped to Qualification Pack: “HCS/Q7703, v1.0”

Sr. No.	Area	Details
1	Description	A Hand Crochet Lace Maker is responsible for crocheting lace components. A Hand Crochet Lace Maker should be able to make different kind of crochets using different yarns as per the given specifications. This job requires the individual to have knowledge of crochet lace making raw materials and the techniques used for the same.
2	Personal Attributes	A Hand Crochet Lace Maker should have good eyesight, hand-eye coordination and vision (including near vision, distance vision, colour vision, peripheral vision, depth perception and ability to change focus).
3	Minimum Educational Qualifications	10 th pass
4a	Domain Certification	Certified for Job Role: “ <u>Hand Crochet lace Maker</u> ” mapped to QP: “ <u>HCS/Q7703, v1.0</u> ”. Minimum accepted score is 80%
4b	Platform Certification	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q0102”. Minimum accepted % as per respective SSC guidelines is 80%.
5	Experience	<ul style="list-style-type: none"> • Total 3 Years experience, • 2 Years of sector-specific experience, • Min. 1 year of teaching experience

Annexure: Assessment Criteria

Assessment Criteria	
Job Role	Hand Crochet Lace Maker
Qualification Pack	HCS/Q7703
Sector Skill Council	Handicrafts and Carpet

Sr. No.	Guidelines for Assessment
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 each PC.
2	Each NOS will assessed both for theoretical knowledge and practical
3	The assessment will be based on knowledge bank of questions created by the SSC.
4	Individual assessment agencies will create unique question papers for theory and skill practical part for each candidate at each examination/training center
5	To pass the Qualification Pack, every trainee should score a minimum of 70% in every NOS
6	In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

Total Marks: 600				Marks Allocation	
Assessment Outcomes	Assessment Criteria for Outcomes	Total Marks	Out of	Theory	Skills practical
1. HCS/N7707 (Prepare for making crochet lace for apparel, accessories and furnishing products)	PC1. analyse and interpret the given design to be developed	100	7	2	5
	PC2. discuss the given design with Master Crochet Lace Maker and understand the instructions/specifications for the product to be developed		10	3	7
	PC3. ensure that the yarn procured is of optimum strength and as per requirements		8	2	6
	PC4. draw all the coloured yarn from the cone		8	2	6
	PC5. weigh the yarn and note it down		7	2	5
	PC6. ensure that the yarn does not get dirty and entangled		7	2	5
	PC7. select the suitable crochet hook as		8	2	6

	per the yarn count selected				
	PC8. ensure the hook to be used is free from faults and dirt. In case of any report them		5	1	4
	PC9. identify and prepare the tools required for crochet lace making		5	1	4
	PC10. discuss on pattern of the design given		4	1	3
	PC11. analyse the patterns of the different parts of the crochet product to be made carefully		3	0	3
	PC12. prepare the paper and tracing instruments to make pattern		3	0	3
	PC13. measure the given master pattern		7	2	5
	PC14. trace/reproduce the master pattern appropriately		7	2	5
	PC15. cut the traced pattern		7	2	5
	PC16. ensure that the cut pattern is as per requirements		4	1	3
		TOTAL	100	25	75
2. HCS/N7708 (Carry out the crocheting process for apparel, accessories and furnishing products)	PC1. identify the use of raw materials as per the specifications provided	100	5	1	4
	PC2. use the correct thickness and colour of yarn to start crocheting		5	1	4
	PC3. take necessary action when the material do not confirm to quality standards		5	1	4
	PC4. report and replace identified faulty yarn which does not meet requirement		5	1	4
	PC5. start crocheting from the correct position in the product panel with the specified crochet stitch		5	1	4
	PC6. carry out basic crochet stitches to make the crocheted product/panel as per given specifications		7	2	5
	PC7. carry out crocheting of motifs/elements in specific given sizes as per the design provided		7	2	5
	PC8. manipulate the number of stitches row-wise to attain the required shape of the crochet lace		7	2	5
	PC9. check for the tension of the yarn from all direction and ensure the evenness of crocheting		5	2	3
	PC10. carry out the panel making by using appropriate method/s to join motifs/smaller crochet units		7	2	5
	PC11. carry out the finishing of the crochet lace accessory as per instructions		5	1	4
	PC12. check the crochet lace/product		5	1	4

	against the pattern to ensure the correct dimension and shape				
	PC13. join the crochet panels with using appropriate method to make the product without any attachment defects		7	2	5
	PC14. carry out the process of making neck lace with the appropriate crochet stitches		7	2	5
	PC15. carry out the process of neck lace attachment		5	1	4
	PC16. carry out the attachment of trims like beads, mirrors, etc as per the design		5	1	4
	PC17. fold the garments as per the specifications		4	1	3
	PC18. keep the product in cool dry place and pack as per requirement		4	1	3
	TOTAL		100	25	75
3. HCS/N7709 (Contribute to achieve quality in crochet lace making for apparel, accessories and furnishing products)	PC1. identify and use materials required based on the specifications given in the Master Crochet Lace maker	100	5	1	4
	PC2. take the necessary action when materials do not conform to quality standards		5	1	4
	PC3. report and replace identified faulty materials and component parts which do not meet specification		5	1	4
	PC4. ensure that the yarn ends are clipped neatly, so that the crochet yarns don't unravel		5	1	4
	PC5. carry out work safely and at a rate which maintains work flow and quality		7	2	5
	PC6. report to the responsible person when the work flow of other production areas disrupts work		5	1	4
	PC7. carry out quality checks at specified intervals according to instructions		7	2	5
	PC8. apply the allowed tolerances		5	1	4
	PC9. make adjustments promptly to ensure the crochet lace product matches specifications		7	2	5
	PC10. fault-find materials and components for stained, damage and incorrectly made-up component parts		5	1	4
	PC11. report faults in other processes to the appropriate person		5	1	4
	PC12. ensure that the shape of the produced crochet lace matches the requirements		8	2	6
	PC13. take corrective measures to get the correct shape		8	2	6
	PC14. while making units for bigger		8	2	6

	panels ensure that the units are similar in size, shape and material				
	PC15. ensure uniformity in materials, size, design and shape a. within a product b. between a pair/set of products		7	2	5
	PC16. ensure that the crocheted garment panels are of the required shapes and sizes		8	2	6
	TOTAL	100	24	76	
4. HCS/N9908 (Working in a team)	PC1. Be accountable to one's own role in whole process of developing product	100	12	4	8
	PC2. Perform all roles with full responsibility		10	3	7
	PC3. Be effective and efficient at workplace		10	3	7
	PC4. Properly communicate about organisation's policies		8	4	4
	PC5. Talk politely with other team members and colleagues		10	3	7
	PC6. Adjust in different work situations		10	3	7
	PC7. give due importance to others' point of view		10	3	7
	PC8. avoid conflicting situations		10	2	8
	PC9. develop new ideas for work procedures		8	2	6
	PC10. improve upon the existing techniques to increase process efficiency		12	2	10
	TOTAL		100	29	71
5. HCS/N 9912 (Maintain work area and tools)	PC1. Handle materials and tools safely and correctly	100	8	2	6
	PC2. Use materials to minimize waste		10	3	7
	PC3. Maintain a clean and hazard free working area		10	3	7
	PC4. Maintain the tools used for stick making		8	2	6
	PC5. Carry out maintenance and/or cleaning within one's responsibility		10	3	7
	PC6. Report damaged tools and materials		12	4	8
	PC7. Work in a comfortable position with correct posture		10	3	7
	PC8. Dispose of waste safely in designated location		12	4	8
	PC9. Store tools safely after use		10	3	7
	PC10. Carry out cleaning according to schedules and limits of responsibility		10	3	7
	TOTAL		100	30	70
6. HCS/N 9913 (Maintain health, safety)	PC1. Comply with health and safety related instructions applicable to the workplace	100	8	2	6

and security at workplace)	PC2. Use and maintain personal protective equipment as per protocol		8	2	6
	PC3. Carry out own activities in line with approved guidelines and procedures		8	2	6
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		8	2	6
	PC5. Follow environment management system related procedures		6	2	4
	PC6. Store materials and tools in line with manufacturer's and organisational requirements		5	2	3
	PC7. Safely handle and move waste and debris		4	1	3
	PC8. Minimize health and safety risks to self and others due to own actions		6	2	4
	PC9. Seek clarifications from supervisors or other authorized personnel in case of perceived risks		4	1	3
	PC10. Monitor the workplace and work processes for potential risks and threats		4	1	3
	PC11. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		5	2	3
	PC12. Report hazards and potential risks/ threats to supervisors or other authorized personnel		7	3	4
	PC13. Participate in mock drills/ evacuation procedures organised at the workplace		5	2	3
	PC14. Undertake first aid, fire fighting and emergency response training, if asked		6	2	4
	PC15. Take action based on instructions in the event of fire, emergencies or accidents		8	2	6
	PC16. Follow organisation evacuation procedures		8	2	6
		TOTAL	100	30	70
	Grand Total	600	600	163	437
	Percentage Weightage			27.17 %	73.83%
	Minimum Pass % to qualify (aggregate)			70%	