

Model Curriculum

Master Crochet Lace Maker

SECTOR: HANDICRAFTS AND CARPET
SUB-SECTOR: HAND CROCHETED TEXTILES
OCCUPATION: MASTER CROCHET LACE MAKER
REF ID: HCS/Q7704, V1.0
NSQF LEVEL: 4



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: Master Crochet Lace Maker No. HCS/Q 7704 NSQF Level 4

Date of Issuance: February 23rd, 2018

Valid up to: February 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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Master Crochet Lace Maker

CURRICULUM / SYLLABUS

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

Program Name	Master Crochet Lace Maker		
Qualification Pack Name & Reference ID.	HCS/Q7704, v1.0		
Version No.	1.0	Version Update Date	23/02/2018
Pre-requisites to Training	Basic literacy, preferably 5th class pass		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> Analyse the product reference/instructions and requirements provided Collect and prepare the materials and tools Carry out the basic techniques of crocheting for making crochet lace sample Make master pattern for the sample Detail out specifications/instructions for production of sample by lace makers Contribute to achieve the quality in sampling crochet lace products Execute commitment and trust, proper communication, be adaptable and have creative freedom Maintain the work area and tools Comply with health, safety and security requirements at work 		

This course encompasses 7 out of 7 NOS (National Occupational Standards) of “Master 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) 10:00</p> <p>Practical Duration (hh:mm) 00:00</p> <p>Corresponding NOS Code Bridge Module</p>	<ul style="list-style-type: none"> Learn about crochet lace making Know about crochet in India Get acquainted with tools and equipments required for crochet lace making 	Laptop, PowerPoint & Hand-outs, posters, film clips, white board, marker, projector
2	<p>Prepare for sampling of crochet lace product</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code HCS/N 7710</p>	<ul style="list-style-type: none"> Analyse and interpret the given apparel design to be developed Discuss the given design with Master Crochet Lace Maker and understand the instructions/ specifications for the apparel 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 	Laptop, white board, marker, projector, PPTs, Handbook
3	<p>Carry out crocheting of crochet lace sample as per requirement</p> <p>Theory Duration (hh:mm) 25:00</p> <p>Practical Duration (hh:mm) 55:00</p> <p>Corresponding NOS Code HCS/N 7711</p>	<ul style="list-style-type: none"> Ensure that correct thickness and colour of yarn are used to start crocheting Ensure that the raw materials used are as per the specifications and requirements of the client Replace identified faulty yarn which does not meet requirement Identify the starting point for crocheting Start crocheting with the required crochet stitch Carry out basic crochet stitches for to make the product Carry out crocheting of motifs/ elements in the required sizes Manipulate the number of stitches row-wise to attain the required shape of the crochet lace Check for the tension of the yarn from 	Laptop, white board, marker, projector, PPTs, Handbook, cloth, needle, yarn, trimming tool, cutter/ scissors, scale, measuring tape, cutting table, sewing machine, needle, yard stick

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<p>all direction and ensure the evenness of crocheting</p> <ul style="list-style-type: none"> 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 the requirements provided by the client/ designer Ensure the correct dimension and shape of the crochet lace Join the crochet panels using appropriate method to make product without any attachment defects Carry out the process of making neck lace with the appropriate crochet stitches in case of apparel products Carry out the process of neck lace attachment for apparel products Carry out the attachment of trims like beads, mirrors, etc as per the design Make changes while crocheting to meet the requirements of the client Trim the extra knots, fold and pack the sample appropriately 	
4	<p>Making production instructions for crochet lace sample</p> <p>Theory Duration (hh:mm) 14:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code HCS/N 7712</p>	<ul style="list-style-type: none"> Measure the master sample appropriately Take complete information about the shape and measurements of the sample Analyse the shape of the sample and its components Make a rough sketch of the of the product and its components Prepare the paper and pattern making instruments to make pattern Use the measuring and drawing instruments appropriately to create the pattern Cut the pattern appropriately Ensure that the cut pattern is as per the sample Detail out specifications/instructions for production of sample by lace makers Calculate and note the amount of yarn required for making the sample Note down the number and position of knots required to begin crocheting Count the knots/crochets row wise Analyse the sample carefully and detail out instructions for positioning of colours, techniques, stitches, finishes, neck lines etc Estimate the amount of time required to make the sample 	Laptop, white board, marker, projector, PPTs, Handbook, cloth, needle, yarn, trimming tool, cutter/ scissors, scale, measuring tape, cutting table, sewing machine, needle, yard stick

Sr. No.	Module	Key Learning Outcomes	Equipment Required
5	<p>Contribute to achieve quality in crochet lace sample making</p> <p>Theory Duration (hh:mm) 08:00</p> <p>Practical Duration (hh:mm) 18:00</p> <p>Corresponding NOS Code HCS/N 7713</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 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 apparel 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 a. within a product b. between a pair/set of products Ensure that the crocheted garment panels are of the required shapes 	<p>Laptop, white board, marker, projector, PPTs, Handbook, cloth, needle, yarn, trimming tool, cutter/ scissors, scale, measuring tape, cutting table, sewing machine, needle, yard stick</p>
6	<p>Working in a team</p> <p>Theory Duration (hh:mm) 5:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code HCS/N 9908</p>	<ul style="list-style-type: none"> Handle materials and tools safely and 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 	<p>Laptop, white board, marker, projector, PPE for chemical work and machining, Fire Extinguisher, First-Aid Kit</p>
7	<p>Maintain work area & tools</p>	<ul style="list-style-type: none"> Comply with health and safety related instructions applicable to the workplace 	<p>Laptop, white board, marker,</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>Theory Duration (hh:mm) 03:00</p> <p>Practical Duration (hh:mm) 07:00</p> <p>Corresponding NOS Code HCS/N 9912</p>	<p>use and maintain personal protective equipment as per protocol</p> <ul style="list-style-type: none"> • Carry out own activities in line with approved guidelines and procedures • Maintain a healthy lifestyle and guard against dependency on intoxicants • 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 	<p>projector, PPTs, PPE for chemical work and machining, Fire Extinguisher, First-Aid Kit</p>
8.	<p>Maintain health, safety and security at workplace</p> <p>Theory Duration (hh:mm) 03:00</p> <p>Practical Duration (hh:mm) 07:00</p> <p>Corresponding NOS Code HCS/N 9913</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 	<p>Laptop, white board, marker, projector, PPTs, PPE for chemical work and machining, Fire Extinguisher, First-Aid Kit</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<p>processes for potential risks and threats</p> <ul style="list-style-type: none"> 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 	
	<p>COMPULSORY NOS: Total Duration</p> <p>Theory Duration 78:00</p> <p>Practical Duration 162:00</p>	<p>Unique Equipment Required: Laptop, white board, marker, projector, PPTs, mask, yarn, coloured threads, gloves. Cleaning tools, electricity tester, accident report sheet, Fire Extinguisher, First-Aid Kit, sewing machine, yard stick, chalk</p>	

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: “Master Crochet Lace Maker” mapped to Qualification Pack: “HCS/Q7704, v1.0”

Sr. No.	Area	Details
1	Description	A Master Crochet Lace Maker is responsible for making samples of crochet lace products according to the requirements and specifications given by the client/ designer. A Master Crochet Lace Maker should be able to crochet the sample, detail out instructions for production and make the master pattern of the sample. She/ He must be able to crochet different products with different designs and yarns. This job requires the individual to have knowledge of crochet lace making, raw materials and the techniques used for making crochet lace products.
2	Personal Attributes	A Crochet Lace Tailor 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>Master Crochet Lace Maker</u> ” mapped to QP: “HCS/Q7704, v1.0”. 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

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role : Master Crochet Lace Maker

Qualification Pack : HCS/Q 7704

Sector Skill Council : Handicrafts & Carpet Sector Skill Council

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 Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria
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	Out of	Theory	Skills practical
1. HCS/N 7710 (Prepare for sampling of crochet lace product)	PC1. discuss with requirements and specifications with the client/ designer	100	7	2	5
	PC2. understand the product requirements		7	3	4
	PC3. analyse the reference product picture, if given		7	3	4
	PC4. analyse the specification sheet if given		7	3	4
	PC5. analyse the given reference sample		7	3	4
	PC6. understand the yarns to be used		5	2	3
	PC7. understand the positioning of embellishments like beads, mirrors, sequence or buttons, if any		5	2	3
	PC8. understand the placement and use of colours in the sample		5	2	3
	PC9. discuss the designs and crochet stitches to be used in the sample		5	2	3
	PC10. estimate the quantity and collect the appropriate yarns required to make the sample		5	2	3
	PC11. estimate the quantity and collect the beads/ mirrors/ buttons required to make the sample		5	2	3
	PC12. ensure that the yarn procured is of optimum strength and as per the client requirements		5	2	3
	PC13. draw all the coloured yarn from the cone		5	2	3
	PC14. weigh the yarn and note it down		5	2	3
	PC15. ensure that the yarn does not get dirty and entangled		5	1	4
	PC16. select the suitable crochet hook as per		5	2	3

	the yarn count				
	PC17. ensure the hook to be used is free from faults and dirt. In case of any report them.		5	1	4
	PC18. identify and prepare the tools required for crochet lace making		5	2	3
		TOTAL	100	38	62
2. HCS/N 7711 (Carry out the crocheting of the crochet lace sample as per client requirements)	PC1. ask questions to obtain more information on tasks, in case of any doubts resolve them	100	3	0	3
	PC2. ensure that correct thickness and colour of yarn are used to start crocheting		3	0	3
	PC3. ensure that the raw materials used are as per the specifications and requirements of the client		4	1	3
	PC4. replace identified faulty yarn which does not meet requirement		3	0	3
	PC5. identify the starting point for crocheting		3	0	3
	PC6. start crocheting with the required crochet stitch		5	1	4
	PC7. carry out basic crochet stitches for to make the product		7	2	5
	PC8. carry out crocheting of motifs/ elements in the required sizes		7	2	5
	PC9. manipulate the number of stitches row-wise to attain the required shape of the crochet lace		7	2	5
	PC10. check for the tension of the yarn from all direction and ensure the evenness of crocheting		5	1	4
	PC11. carry out the panel making by using appropriate method/s to join motifs/smaller crochet units		7	2	5
	PC12. carry out the finishing of the crochet lace product as per the requirements provided by the client/ designer		7	2	5
	PC13. ensure the correct dimension and shape of the crochet lace		5	1	4
	PC14. join the crochet panels using appropriate method to make product without any attachment defects		7	2	5
	PC15. carry out the process of making neck lace with the appropriate crochet stitches in case of apparel products		7	2	5
	PC16. carry out the process of neck lace attachment for apparel products		7	2	5
	PC17. carry out the attachment of trims like beads, mirrors, etc as per the design		5	1	4
	PC18. make changes while crocheting to meet the requirements of the client		5	1	4
	PC19. trim the extra knots, fold and pack the sample appropriately		3	0	3
	TOTAL	100	22	78	
3. HCS/N 7712 (Make production instructions for crochet lace)	PC1. measure the master sample appropriately	100	7	2	5
	PC2. take complete information about the shape and measurements of the sample		5	1	4
	PC3. analyse the shape of the sample and its		7	2	5

sample)	components				
	PC4. make a rough sketch of the of the product and its components		4	1	3
	PC5. prepare the paper and pattern making instruments to make pattern		7	2	5
	PC6. use the measuring and drawing instruments appropriately to create the pattern		12	1	3
	PC7. cut the pattern appropriately		10	1	7
	PC8. ensure that the cut pattern is as per the sample		6	1	5
	PC9. calculate and note the amount of yarn required for making the sample		8	2	6
	PC10. note down the number and position of knots required to begin crocheting		8	2	6
	PC11. count the knots/crochets row wise		8	2	6
	PC12. analyse the sample carefully and detail out instructions for positioning of colours, techniques, stitches, finishes, neck lines etc		10	3	7
	PC13. estimate the amount of time required to make the sample		8	2	6
		TOTAL	100	22	68
	4. HCS/N 7713 (Contribute to achieve quality in crochet sample making)	PC1. take the necessary action when materials do not conform to quality standards	100	7	1
PC2. replace identified faulty materials and component parts which do not meet specification		6		2	4
PC3. discuss all the specifications with the designer and maintain quality accordingly		8		2	6
PC4. take precautions while making patterns to ensure production of required sample		6		3	3
PC5. ensure that the yarn ends are clipped neatly, so that the crochet yarns don't unravel		5		1	4
PC6. carry out work safely and at a rate which maintains work flow and quality requirements		6		1	5
PC7. ensure that panel attachment problems are corrected		6		2	4
PC8. report to the responsible person when the work flow of other production areas disrupts work		6		1	5
PC9. carry out quality checks at specified intervals according to instructions		6		2	4
PC10. apply the allowed tolerances		6		2	4
PC11. identify faults and take appropriate action for rectification		7		2	5
PC12. make adjustments promptly to ensure the sample meets specification		6		2	4
PC13. ensure that the tension of the crochet lace being produced is maintained		6		1	5
PC14. ensure that the shape of the produced crochet lace matches the requirements		6		1	5
PC15. while making units for bigger panels ensure that the units are similar in size, shape and material		7		2	5
PC16. ensure uniformity in materials, size, design and shape a. within a sample		6		1	5

		b. between a pair/set of samples			
		TOTAL	100	26	74
5. 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
6. 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
7. HCS/N 9913 (Maintain health, safety and security at workplace)	PC1. comply with health and safety related instructions applicable to the workplace	100	8	2	6
	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		4	1	3

	processes for potential risks and threats				
	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