

Syllabus for New Tourist Guide (Tourism & Hospitality)

Course Name	New Tourist Guide (Tourism & Hospitality)
Sector	Tourism & Hospitality
Course Code	THC/2024/NTGU/409
Level	3
Occupation	Tourism and Hospitality Professional, Local Tourist Guide, Travel Experience Designer.
Job Description	New Tourist Guide (Tourism & Hospitality) play a role in providing an immersive and enriching experience to travelers eager to discover the rich heritage and culture of Bengal. The candidate is also responsible for facilitating local tourism essentials, including accommodation, transportation, introduction to homestay experiences and ensuring exceptional customer service and communication throughout.
Course Duration	Total Duration 300 Hrs (T- 60, P- 120, OJT-60 and ES-60)
Trainees' Entry Qualification	Grade 10 OR Grade 8 with two year of (NTC/ NAC) after 8 th OR Grade 8 pass and pursuing continuous schooling in regular school with vocational subject OR 8th grade pass with 2 yrs relevant experience OR Previous relevant Qualification of NSQF Level 2 with one yr experience OR Previous relevant Qualification of NSQF Level 2.5 with 6 months experience
Trainers Qualification	Degree / Diploma in Tourism with 5 years' experience in relevant field.

Structure of Course:

Module No.	Module name	Outcome	Compulsory/ Optional	Theory (Hrs)	Practical (Hrs)	Total (Hrs) [Multiple of 30]
1	Discovering Bengal: Heritage and Culture	Showcase Bengal's rich heritage, history, natural beauty, and cultural diversity	Compulsory	10	20	30
2	Local Tourism Essential: From Greetings to Great Adventures	Design, manage, and guide local tours, providing excellent customer service, and contributing to the growth of the local tourism industry	Compulsory	10	20	30
3	Accommodation and Transportation	Identify different categories of accommodation	Compulsory	10	20	30

Module No.	Module name	Outcome	Compulsory/ Optional	Theory (Hrs)	Practical (Hrs)	Total (Hrs) [Multiple of 30]
		available in the city and different modes of transport available for the tourists. (Mapped NOS: THC/N4410)				
4	Introduction to Homestay	Describe the role of homestay including their benefits, challenges, interaction with the guest and Marketing Strategies.	Compulsory	10	20	30
5	E-Commerce	Perform online business with digital marketing, logistics and legal considerations MEP/2501/OC6	Compulsory	10	20	30
6	Soft Skills	Develop all round personality with a mature and confident outlook to work effectively in different circumstances	Compulsory	10	20	30
7	OJT	Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).	Compulsory	--	60	60
8	Employability Skill	As per guided curriculum	Compulsory	60	--	60
TOTAL:				120	180	300

SYLLABUS:**Module No 1:** Discovering Bengal: Heritage and Culture**Outcome:** Showcase Bengal's rich heritage, history, natural beauty, and cultural diversity**Theory Content:****1: Unveiling the History of Bengal**

- **Introduction to Bengal's Historical Significance:** Explain the importance of Bengal in Indian history, highlighting its role in trade, culture, and politics.
- **Ancient Bengal:** Discuss the early civilizations, such as the Mauryan and Gupta periods, and their impact on Bengal.

- **Medieval and Colonial Bengal:** Analyze the influence of Mughal and British rule on Bengal's culture and society.
- **Modern Bengal:** Describe Bengal's contribution to India's freedom struggle and its post-independence development.

2: Experiencing Bengal's Natural Beauty

- **Bengal's Diverse Geography:** Explain the geographical diversity of Bengal, from the Sundarbans to the Himalayan foothills.
- **Seasonal Variations and Festivals:** Discuss how the changing seasons impact local life and the festivals celebrated during each season.
- **Flora and Fauna:** Provide information about Bengal's unique wildlife and natural reserves.

3: Immersing in Bengal's Cultural Heritage

- **Literature of Bengal:** Introduce tourists to renowned Bengali authors, poets, and their literary contributions.
- **Handicrafts and Artisans:** Explain the significance of traditional crafts and introduce artisans who create them.
- **Theater and Films:** Discuss the evolution of Bengali theater and cinema.

4: The Cultural Tapestry of Bengal

- **Music and Dance:** Introduce tourists to classical and folk music and dance forms in Bengal.
- **Festivals and Traditions:** Explain the cultural significance of major festivals celebrated in Bengal.
- **Architectural Marvels:** Describe notable architectural landmarks, both historic and contemporary.
- **Bengali Cuisine:** Present the diverse and delicious Bengali cuisine.
- **Dress and Lifestyle:** Provide insights into the traditional attire and daily practices of Bengali people.

Practical Content:

1: Unveiling the History of Bengal

- **Guided Tours:** Organize visits to historical sites like ancient temples, colonial-era buildings, and museums.
- **Interactive Sessions:** Role play to engage tourists in discussions about Bengal's historical events and their relevance today.
- **Cultural Performances:** Include traditional dances or re-enactments to immerse tourists in the historical atmosphere

2: Experiencing Bengal's Natural Beauty

- **Nature Walks:** Lead tourists on nature walks in Bengal's forests or organize boat trips in the Sundarbans.
- **Festival Participation:** Arrange for tourists to participate in local festivals and rituals.
- **Wildlife Safaris:** Organize safaris to observe Bengal's diverse wildlife in their natural habitat.

3: Immersing in Bengal's Cultural Heritage

- **Craft Workshops:** Organize visit to local centers where tourists can experience traditional craft techniques.
- **Theatre Performances:** Arrange for tourists to watch a live theatre performance or visit

film locations.

- **Literary Tours:** Plan visits to libraries or heritage sites related to famous Bengali authors.

4: The Cultural Tapestry of Bengal

- **Cultural Performances:** Arrange for tourists to witness live music and dance performances.
- **Festival Experiences:** Facilitate tourists' participation in festivals, including traditional rituals and cuisine.
- **Architectural Tours:** Conduct guided tours of architectural landmarks.
- **Cooking Classes:** Demonstrate how to prepare some simple Bengali dishes.
- **Dress-Up Sessions:** Allow tourists to try on traditional Bengali attire and learn about its cultural significance.

Module No 2: Local Tourism Essential: From Greetings to Great Adventures

Outcome: Design, manage and guide local tours, providing excellent customer service and contributing to the growth of the local tourism industry

Theory Content:

1: Tourism Introduction with Local Reference

- Discuss role of tourism in local economic development.
- Local Reference: Discuss the historical development of tourism in the region.
- Explain the local tourist attractions.

2. Greeting Tourists and Booking Process

- Outline the importance of first impressions and customer service in tourism.
- Practical Application: Role-play scenarios for effective communication with tourists.
- Explain the steps involved in booking tours, including reservations and confirmations.

3. Travel Basics and Itinerary Planning

- Discuss various modes of transportation, emphasizing their pros and cons.
- Highlight local train and airline connectivity options.
- Explain the components of a well-structured tour itinerary

4. Accommodation and Home Stays

- Introduce types of accommodations, with a focus on home stays and its availability.
- Discuss local hospitality and service standards.

5. Tour Costing and Management

- Break down the cost components of a tour, including fixed and variable costs.
- Discuss pricing strategies and factors that influence tour costs.
- Budgeting for pre-expenses, travel expenses, and post-expenses.
- Teach tour guides how to calculate their earnings from tours.

6. Enhancing the Tourist Experience

- Explore opportunities for bird watching / wildlife experiences.
- Explore various adventure tourism activities and safety measures.
- Discuss the appeal of tourism during different seasons.
- Explore the role of food in tourism and culinary experiences

Practical Content:

1. Present a list of popular local tourist spots and their significance.
2. Organize field visits to local tourist attractions.

3. Role-play scenarios for effective first communication with tourists
4. Provide examples of booking forms and demonstrate the booking process.
5. Create sample tour itinerary for local attractions.
6. Create seasonal tour packages and activities
7. Organize a local food tasting event.
8. Role play: greet tourists, manage bookings, and guide tours
9. Develop and present their comprehensive tour itinerary and cost calculation for a chosen local tour.

Module No 3: Accommodation and Transportation

Outcome: Identify different categories of accommodation available in the city and different modes of transport available for the tourists.

Theory Content:

- Role & function of Govt. & Tourist Boards, ITDC, State Govt. Tourist Dept. & Tourism Corporations, Indian association of Tour operators (IATA), Travel Agent's Association of India (TAAI), Federation of Hotel & Restaurant Association of India (FHRAI), Adventure Tour Operators Association (ATOT).
- Accommodation- Forms & Types.
- Transport Sector- various Modes & relative significance.
- Other supporting Infrastructure required for Tourism
- Transport systems of India-Indian Railways (Luxury Trains) Road Transport etc.

Practical Content:

- Study of tourist facilities available in the region of state.
- Collect the information regarding different categories of accommodation available in the city.
- Collect information regarding different modes of Transport Available for the tourist.

Module No 4: Introduction to Homestay

Outcome: Describe the role of homestay including their benefits, challenges, interaction with the guest and Marketing Strategies.

Theory Content:

1. Introduction to Homestays

- Significance of homestay accommodations.
- Benefits for hosts and guests.

2. Creating a Welcoming Environment

- Designing comfortable living spaces.
- Providing amenities and services to enhance guest experience.
- Cultural sensitivities and preferences.

3. Customer Service and Hospitality

- Handling guest inquiries, complaints and feedback professionally.
- Ensuring guest safety and satisfaction.

4. Marketing Strategies for Homestays

- Identifying target markets and customer segments.
- Utilizing online platforms and social media for promotion.
- Creating compelling listings and descriptions to attract guests.
- Pricing strategy

5. Operations Management

- Managing bookings, reservations and cancellations.
- Handling payments, invoices and financial records.

- Implementing maintenance schedules and property upkeep.

Practical Content:

- Survey different types of homestay accommodations from around the region and India.
- Identify suitable home stay options with provision for food.
- Create pricing structure for different package tour.
- Conduct interviews with both hosts and guests who have experienced homestay accommodations.
- Analyze market trends and statistics related to the homestay industry.
- Identify current challenges and opportunities in the homestay market.
- Designing Comfortable and Inviting Living Spaces.
- Develop a checklist of essential amenities and services that should be provided in a homestay.
- Role plays to perform various guest interactions such as check-in, meal service and handling special requests.
- Role plays to handle Guest Inquiries, Complaints and Feedback Professionally
- Develop a safety checklist for a homestay property, including emergency procedures and security measures.
- Demonstrate how to maintain hygiene, cleanliness and sanitization at home stay location.

Module No 5: E-Commerce

Outcome: Perform online business with digital marketing, logistics and legal considerations

Content:

- 1. Introduction to E-Commerce**
 - a. Understanding the concept of e-commerce
 - b. Historical background and evolution of online businesses
 - c. Types of e-commerce models (B2B/B2C)
- 2. E-Commerce Infrastructure**
 - a. Setting up an online store
 - b. Payment gateways and security
 - c. E-commerce platforms and tools
- 3. Digital Marketing for E-Commerce**
 - a. Search Engine Optimization (SEO) for e-commerce
 - b. Social media marketing and advertising
 - c. Content marketing strategies
- 4. E-Commerce Strategies**
 - a. Customer relationship management (CRM)
 - b. Creating compelling product listings
 - c. Understanding consumer behaviour online
- 5. Logistics and Fulfilment**
 - a. Order processing and fulfilment
 - b. Inventory management
 - c. Shipping and delivery options
- 6. Legal and Ethical Aspects of E-Commerce**
 - a. E-commerce regulations and compliance
 - b. Privacy and security considerations
 - c. Ethical issues in e-commerce
- 7. Case Studies and Best Practices**
 - a. Analysing successful e-commerce businesses
 - b. Learning from real-world case studies
 - c. Best practices for sustainable e-commerce

Module No 6: Soft Skills

Outcome: Develop all round personality with a mature and confident outlook to work effectively in different circumstances.

Theory Content:**A. Introduction**

- Meaning of skills
- KSA Model
- Types of Skills

B. Basic soft skills to pursue in professional world

- Guiding principles for developing soft skills

C. Personal Grooming

- Basic hygiene
- Dress code

D. Body language

- Kinesics
- Proxemics

E. Emotional Intelligence

- Self-awareness
- Self-regulation
- Empathy
- Motivation
- Social skills

F. Communication Skills

- Active listening
- Conflict resolution

G. Occupational Hazards and safety Management

- Do's and Don'ts activities
- Stress Management

H. Workplace Ethics

- Time management
- Trustworthiness
- Problem solving skills

Practical Content:**Soft skills Game**

- SWOT analysis of individual
- Role playing
- Stop-walk game.
- Quizzes on Basic Soft Skills

Module No 7: OJT

Outcome: Work in real job situation with special emphasis on basic safety and hazards in this domain

Practical Content:

Assessor will check report prepared for this component of Practical training of the course and assess whether competency has been developed to work in the real job situation with special emphasis on basic

safety and hazards in this domain. (The trainee is expected to undertake work in actual workplace under any supervisor / contractor for **60 Hours**.)

Module No 8: Employability Skills (60 Hrs)

Key Learning Outcomes

Introduction to Employability Skills

Duration: 1.5 Hours

After completing this programme, participants will be able to:

1. Discuss the Employability Skills required for jobs in various industries
2. List different learning and employability related GOI and private portals and their usage

Constitutional values - Citizenship

Duration: 1.5 Hours

3. Explain the constitutional values, including civic rights and duties, citizenship, responsibility towards society and personal values and ethics such as honesty, integrity, caring and respecting others that are required to become a responsible citizen
4. Show how to practice different environmentally sustainable practices.

Becoming a Professional in the 21st Century

Duration: 2.5 Hours

5. Discuss importance of relevant 21st century skills.
6. Exhibit 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.
7. Describe the benefits of continuous learning.

Basic English Skills

Duration: 10 Hours

8. Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone
9. Read and interpret text written in basic English
10. Write a short note/paragraph / letter/e -mail using basic English

Career Development & Goal Setting

Duration: 2 Hours

11. Create a career development plan with well-defined short- and long-term goals

Communication Skills

Duration: 5 Hours

12. Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette.
13. Explain the importance of active listening for effective communication
14. Discuss the significance of working collaboratively with others in a team

Diversity & Inclusion

Duration: 2.5 Hours

15. Demonstrate how to behave, communicate, and conduct oneself appropriately with all genders and PwD
16. Discuss the significance of escalating sexual harassment issues as per POSH act.

Financial and Legal Literacy

Duration: 5 Hours

17. Outline the importance of selecting the right financial institution, product, and service

18. Demonstrate how to carry out offline and online financial transactions, safely and securely
19. List the common components of salary and compute income, expenditure, taxes, investments etc.
20. Discuss the legal rights, laws, and aids

Essential Digital Skills

Duration: 10 Hours

21. Describe the role of digital technology in today's life
22. Demonstrate how to operate digital devices and use the associated applications and features, safely and securely
23. Discuss the significance of displaying responsible online behavior while browsing, using various social media platforms, e-mails, etc., safely and securely
24. Create sample word documents, excel sheets and presentations using basic features
25. utilize virtual collaboration tools to work effectively

Entrepreneurship

Duration: 7 Hours

26. Explain the types of entrepreneurship and enterprises
27. Discuss how to identify opportunities for potential business, sources of funding and associated financial and legal risks with its mitigation plan
28. Describe the 4Ps of Marketing-Product, Price, Place and Promotion and apply them as per requirement
29. Create a sample business plan, for the selected business opportunity

Customer Service

Duration: 5 Hours

30. Describe the significance of analyzing different types and needs of customers
31. Explain the significance of identifying customer needs and responding to them in a professional manner.
32. Discuss the significance of maintaining hygiene and dressing appropriately

Getting Ready for apprenticeship & Jobs

Duration: 8 Hours

33. Create a professional Curriculum Vitae (CV)
34. Use various offline and online job search sources such as employment exchanges, recruitment agencies, and job portals respectively
35. Discuss the significance of maintaining hygiene and confidence during an interview
36. Perform a mock interview
37. List the steps for searching and registering for apprenticeship opportunities

Learning Outcome – Assessment Criteria

Module No.	Outcome	Assessment Criteria
1	Showcase Bengal's rich heritage, history, natural beauty, and cultural diversity	<p>After completion of this module students will be able to:</p> <ul style="list-style-type: none"> • Accurately explain key historical events and their impact on Bengal. • Effectively communicates historical narratives to tourists during tours. • Identify and describe Bengal's diverse natural landscapes and seasonal variations. • Plan and lead nature-based tours showcasing

Module No.	Outcome	Assessment Criteria
		<p>Bengal's natural beauty.</p> <ul style="list-style-type: none"> • Facilitates tourists' participation in local festivals and rituals. • Exhibit knowledge of Bengali literature, handicrafts, theatre, and cinema. • Organize interactive experiences, such as craft workshops or theatre visits. • Lead tourists in music and dance experiences, including live performances. • Conduct architectural tours and imparts insights into Bengal's diverse cuisine and dress. • Ensures tourists behave respectfully and responsibly during cultural experiences. • Adapt to unforeseen challenges, such as changes in weather or unexpected events. • Integrates historical, natural, and cultural elements seamlessly into tour narratives. • Maintains a professional demeanour, including punctuality, attire, and courtesy. • Follows all relevant regulations and guidelines for tourist guiding in Bengal.
2	Design, manage, and guide local tours, providing excellent customer service, and contributing to the growth of the local tourism industry	<p>After completion of this module students will be able to:</p> <ul style="list-style-type: none"> • Develop a comprehensive local tour itinerary that includes local attractions, accommodations, and activities. • Greet and interact with tourists in a friendly and professional manner. • Respond to tourists' inquiries and requests effectively and courteously. • Successfully handle the booking process, including collecting necessary details from tourists. • Calculate the total cost of a tour accurately, including all components. • Handle unexpected situations or challenges during tours effectively. • Provide insightful information and stories of local tourist attractions and cultural heritage. • Present tour itineraries and cost calculations professionally and persuasively. • Develop promotional materials or strategies to attract tourists to local destinations.

Module No.	Outcome	Assessment Criteria
		<ul style="list-style-type: none"> • Showcase local cuisine and food culture.
3	Identify different categories of accommodation available in the city and different modes of transport available for the tourists.	<p>After completion of this module students will be able to:</p> <ul style="list-style-type: none"> • Study tourist facilities available in state. • Collect information regarding different categories of accommodation available in the city. • Collect information regarding different modes of Transport Available for the tourist. • Prepare a report.
4	Describe the role of homestay including their benefits, challenges, interaction with the guest and Marketing Strategies.	<p>After completion of this module students will be able to:</p> <ul style="list-style-type: none"> • Demonstrate understanding of homestay accommodations, their significance, and benefits for hosts and guests • Describe the homestay industry. • Design comfortable living spaces and provide amenities for guest satisfaction, while being aware of cultural sensitivities and preferences. • Identify target markets and customer segments for homestay accommodations • Evaluate the utilization of online platforms and social media for effective promotion. • Handle inquiries, complaints, and feedback to ensure guest satisfaction and safety. • Manage bookings, reservations, cancellations, and financial transactions efficiently • Implement maintenance schedules and property upkeep strategies for operational effectiveness. • Survey different types of homestay accommodations, conducting interviews with hosts and guests. • Analyze market trends, challenges, and opportunities • Design inviting living spaces and maintain property hygiene and safety.
5	Perform online business with digital marketing, logistics and legal considerations	<p>After completion of this module students will be able to:</p> <ul style="list-style-type: none"> • Explain e-commerce through clear examples • Trace the development of online businesses and assess their impact on current e-commerce practices • Identify various e-commerce models • Set up a online store, selecting appropriate platforms and tools • Implement digital marketing strategies • Apply customer relationship management techniques to enhance customer satisfaction and retention

Module No.	Outcome	Assessment Criteria
		<ul style="list-style-type: none"> Analyze logistics and fulfillment processes including order processing, inventory management and shipping options.
6	Develop all round personality with a mature and confident outlook to work effectively in different circumstances	<p>After completion of this module students will be able to:</p> <ul style="list-style-type: none"> Describe the meaning of skills, the KSA Model and different types of skills. Explain personal grooming including basic hygiene and dress code. Assess the soft skills required to pursue in professional world Evaluate the body language including kinesics and proxemics and its importance in professional settings. Apply emotional intelligence components like self-awareness, self-regulation, empathy, motivation and social skills. Apply active listening, conflict resolution and their importance in effective communication in the workplace.
7	OJT	Assessor will check report prepared for this component of Practical training of the course and assess whether competency has been developed to work in the real job situation with special emphasis on basic safety and hazards in this domain. (The trainee is expected to undertake work in actual workplace under any supervisor / contractor for 60 Hours.)
8	Employability Skill	As per guided curriculum

List of Tools & Equipment

NEW TOURIST GUIDE (for batch of 30 Candidates)

S No.	Name of the Tools and Equipment	Specification	Quantity
A. MACHINERY & EQUIPMENT			
1.	Computer	CPU: 32/64 Bit i3/i5/i7 or latest processor, Speed: 3 GHz or Higher. RAM:-4 GB DDR-III or Higher, Wi-Fi Enabled. Network Card: Integrated Gigabit Ethernet, with USB Mouse, USB Keyboard and Monitor (Min. 17 Inch.) Licensed Operating System and Antivirus compatible with trade related software.	06+1 Nos.
2.	Computer table		06+1 Nos
3.	Computer chairs		12+1 Nos

4.	UPS FOR NODES		As required
5.	LCD projector/Interactive Smart Board		01 No.
6.	Laser jet printer	All in one printer/scanner/photocopier	01 Nos.
7.	Political maps		As required
8.	Road maps		As required
9.	Mobile Public address system		01 No.
10.	Optical Scanner	Desktop Type	01 No.
11.	Web cam (Digital camera)		24+1 No.
12.	Thermometer		01 No.
13.	Software List: a) Operating System: Latest version of Windows b) MS Office professional version. c) Application Package – Inventory control, financial statement, Sales analysis, data Entry. d) Additional equipment for institutes		As per requirement (All latest Software)
	which are already conducting earlier courses and having equipment supplied through D.O.E. e) Through internet: ➤ CSR (Computerized Reservation System) ➤ Cargo ➤ Mapping Tools ➤ Google Earth		
14.	Location and navigational equipment • Hand held GPS units • Compass clinometers • Prismatic compass		01 No. 01 No. 01 No.
15.	Field gear • Gloves • Hard hats • High visibility jackets • Waders • Wellington boots • Walking boots		As required

16.	Camping equipment <ul style="list-style-type: none"> • Tents (Vango, Valle and Mammut) • Mallets • Pegs • Ground sheets • Cutlery • Cooking pots • Cooking pans • Plates 		As required
17.	Miscellaneous <ul style="list-style-type: none"> • Anemometers • Wind watch - which incorporates a barometer, altimeter, temperature probe and anemometer in a single hand held device. It can also measure wind-chill • Digital cameras • Spring scales • Calipers 		01 No. 01 No. 01 No. 01 No. 01 No.
	<ul style="list-style-type: none"> • Conductivity meters - both low range and high range. • pH meters • Stopwatches • Temperature probes • Thermo-hygrometers • Water carriers • Infiltration kits 		01 No. 01 No. 01 No. 01 No. 01 No. 01 No. 12Nos.
18.	Video camera		01 No.
19.	Still digital camera		01 No.
B. SHOP FLOOR FURNITURE AND MATERIALS			
	Class Room <ul style="list-style-type: none"> • Instructor Chair & Table • Dual Desk 		01 No. 12 Nos.
	Workshop/Lab <ul style="list-style-type: none"> • Suitable Chair • Discussion Table 		25 (24+1) Nos. 01 No.
	Computer table	650x 500x750mm	25(24+1) Nos.
	Storage cabinet	600x700x450mm	02 Nos.
	Door mat		01 No.
	Tool Cabinet		02 Nos.
	Trainees Locker (Set of 10)		02 Nos.
	First Aid Box		01 No.
	Book Shelf	Glass panel	02 Nos.
	Storage rack		02 Nos.

Marks Distribution

Outcome	Outcome code	Total Th marks	Total Pr marks	Total OJT marks
Showcase Bengal's rich heritage, history, natural beauty, and cultural diversity	THC/3810/OC1	20	110	0
Design, manage, and guide local tours, providing excellent customer service, and contributing to the growth of the local tourism industry	THC/3810/OC2	30	110	0
Identify different categories of accommodation available in the city and different modes of transport available for the tourists. (Mapped NOS: THC/N4410)	THC/3810/OC3	30	110	0
Describe the role of homestay including their benefits, challenges, interaction with the guest and Marketing Strategies.	THC/3810/OC4	30	110	0
Perform online business with digital marketing, logistics and legal considerations	MEP/2501/OC6	20	100	0
Develop all round personality with a mature and confident outlook to work effectively in different circumstances	THC/3810/OC5	20	110	0
Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).	THC/3810/OC6	0	0	150
Employability Skills – 60 Hrs	DGT/VSQ/N0102	50	0	0