

Syllabus for Cutter and Machine Skiver for Goods and Garments

Course Name	Cutter and Machine Skiver for Goods and Garments
Sector	Leather
Course Code	LEA/2024/CMSG/338
Level	3
Occupation	Cutter and Machine Skiver for Goods and Garments
Job Description	Prepare and process raw materials for cutting operations in goods and garments production, ensure the quality of cut products, and perform maintenance on cutting machines, as well as conduct manual and machine-based footwear skiving operations while maintaining product quality and the work area, tools, and equipment.
Course Duration	Total Duration 330 Hrs (T- 60 , P- 150 , OJT-60 and ES-60)
Trainees' Entry Qualification	Grade 10 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	2 years Certificate in relevant subject with 2 years industrial experience 3 years diploma in relevant subject with 1-year industrial experience

Module No.	Module name	Outcome	Theory (Hrs)	Practical (Hrs)	Total (Hrs) [Multiple of 30]
1	Leather Goods and Garments Materials and Equipment Basics	Identify different types of leather goods and garment materials alongwith the functions of various equipment with proper safety and maintenance procedures.	10	20	30
2	Pattern Layout and Cutting Techniques	Cut the patterns on Leather Goods and Garments materials with minimal waste and maximal material efficiency to get the cost-effective utilization of materials.	20	40	60
3	Machine Skiving	Operate skiving machines with precise skives for different materials to ensure the components are ready	10	50	60

Module No.	Module name	Outcome	Theory (Hrs)	Practical (Hrs)	Total (Hrs) [Multiple of 30]
		for assembly with clean and polished edges.			
4.	Quality Assurance and Troubleshooting	Inspect cut and skived components for industry standards and maintain comprehensive records and documentation to enhance process improvement and quality control.	20	40	60
5	OJT	Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).	--	60	60
6	Employability Skill	As per guided curriculum	60	--	60
TOTAL:			120	210	330

SYLLABUS:

Module Name: Leather Goods and Garments Materials and Equipment Basics

Outcome: Identify different types of leather goods and garment materials along with the functions of various equipment with proper safety and maintenance procedures.

Theory Content:

- Introduction to various types of Leather Goods and Garments materials (leather, fabric, synthetic materials).
- Overview of different types of cutting and skiving machines.
- Safety protocols and best practices in a workshop or manufacturing environment.
- Maintenance procedures for equipment.

Practical Content:

- Material identification and handling techniques.
- Equipment operation and basic maintenance.
- Demonstrating safe practices in handling materials and machines.
- Proper storage and organization of materials and tools.

Tools & Equipment needed:

- Samples of various Leather Goods and Garments materials (leather, fabric, etc.).
- Cutting knives and shears for material handling.
- Safety gear (gloves, goggles, etc.).
- Basic hand tools for equipment maintenance.

Module Name: Pattern Layout and Cutting Techniques

Outcome Cut the patterns on Leather Goods and Garments materials with minimal waste and maximal material efficiency to get the cost-effective utilization of materials.

Theory Content:

- Pattern development and transfer techniques.
- Understanding different types of patterns in Leather Goods and Garments.
- The importance of minimizing material waste and optimizing efficiency.

Practical Content:

- Transferring patterns onto materials.
- Precision cutting techniques.
- Nesting and optimizing patterns on materials.
- Calculating material requirements for specific projects.

Tools and Machinery:

- Pattern templates and examples.
- Cutting mats and rulers for precision.
- Marking and measuring tools.
- Scissors, rotary cutters, and cutting machines.

Module Name: Machine Skiving and Edge Folding

Outcome: Operate skiving machines with precise skives for different materials to ensure the components are ready for assembly with clean and polished edges.

Theory Content:

- Understanding the role of skiving in Leather Goods and Garments production.
- Different types of skiving machines and their components.
- Importance of edge folding for a polished look.

Practical Content:

- Operating skiving machines.
- Skiving materials to specific thickness or angle.
- Edge folding techniques for different materials.
- Maintaining machine settings for consistent skiving.

Tools and Machinery:

- Skiving machines (manual and automated).
- Edge folding tools (folding tools, machines).
- Measuring instruments (thickness gauges).
- Safety gear for machine operation.

Module Name: Quality Assurance and Troubleshooting

Outcome: Inspect cut and skived components for industry standards and maintain comprehensive records and documentation to enhance process improvement and quality control.

Theory Content:

- Quality standards and specifications in Leather Goods and Garments production.
- Recognizing common issues in cutting and skiving.
- Documentation and record-keeping for quality control.

Practical Content:

- Inspection techniques for cut and skived components.
- Identifying and addressing common issues.
- Recording data for process improvement.
- Suggesting and implementing improvements based on collected data.

Tools and Machinery:

- Inspection tools (magnifying glasses, digital microscopes).
- Quality control checklists and templates.
- Documentation tools (notebooks, digital recording software).
- Tools and materials for implementing process improvements.

Module No.5: 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.6 : 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	Identify different types of leather goods and garment materials, alongwith the functions of various equipment with proper safety and maintenance procedures.	<p>After completion of this module students will be able to:</p> <p>1.1 Identify and differentiate various Leather Goods and Garments materials commonly used in the industry.</p> <p>1.2. operate and maintain cutting and skiving equipment while adhering to safety protocols</p> <p>1.3 Handle and store materials to prevent damage, contamination, or waste.</p> <p>1.4 Describe the functions of Equipment</p> <p>1.5 Recognize and address potential safety hazards in the workspace.</p>
2	Cut the patterns on Leather Goods and Garments materials with minimal waste and maximal material efficiency to get the cost-effective utilization of materials.	<p>After completion of this module students will be able to:</p> <p>2.1 transfer patterns onto Leather Goods and Garments materials with precision.</p> <p>2.2 cut techniques, minimizing material waste with accuracy and consistency</p> <p>2.3 optimize material usage, minimizing costs and reducing waste effectively.</p> <p>2.4 arrange and nest patterns efficiently on materials to maximize yield.</p> <p>2.5 troubleshoot and correct errors in pattern layout and cutting.</p>
3	Operate skiving machines with precise skives for different materials to ensure the components are ready for assembly with clean and polished edges.	<p>After completion of this module students will be able to:</p> <p>3.1 Skive different materials to a specified thickness or angle consistently.</p> <p>3.2 Assess the quality of edge folding performed by students, ensuring clean and polished edges</p> <p>3.3 handle skiving machines, adjusting settings and performing skiving operations.</p> <p>3.4 Demonstrate the appropriate skiving techniques for various materials.</p>

Module No.	Outcome	Assessment Criteria
4	Inspect cut and skived components for industry standards and maintain comprehensive records and documentation to enhance process improvement and quality control.	<p>After completion of this module students will be able to:</p> <p>4.1 inspect cut and skived components for defects, ensuring they meet quality standards.</p> <p>4.2 identify and diagnose common issues that may occur during cutting and skiving processes</p> <p>4.3 troubleshoot and taking corrective actions to address issues.</p> <p>4.4 records and documentation for quality control and process improvement</p> <p>4.5 Suggest and implement improvements in the cutting and skiving processes based on collected data and analysis of issues.</p>
5	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.)
6	Employability Skill	As per guided curriculum

List of Tools, Equipment & materials needed for 30 Trainees (Practical)

Sl No	Items Name	Specification	Qty
1	Leather, fabric, etc.	Assorted materials for hands-on practice	Scrap leather big size 2 kg/student
2	Cutting Knives / Scissors	High-quality, sharp blades for efficient cutting, High quality leather cutting scissors	1 knife/student
3	Safety Gear	Gloves, aprons, etc.	5 set
4	Hydraulic Clicking Press/ Mechanical Clicking press	Hydraulic cutting press for precision cutting	3
5	Single Side Clicking Dies	High carbon steel Dies for cutting and shaping materials	1 set for a style
6	Basic Hand Tools	Tools for equipment maintenance and minor repairs	3 set
7	Pattern Templates and Examples	A variety of templates for different garment designs	3 set
8	Cutting Mats and Rulers	Self-healing mats for precision cutting	1/student
9	Marking and Measuring Tools	Tailor's chalk, measuring tapes, rulers	1/student
10	Scissors, Rotary Cutters, and Cutting Machines	High-quality scissors, and fabric cutting machines	5 per /10 student
11	Skiving Machines (Manual and Automated)	Manual skivers with adjustable blades, automated skiving machines	3
12	Edge Folding Tools (Folding tools, Machines)	Various tools for folding like bone folder and edge finishing	5/10 student

Sl No	Items Name	Specification	Qty
13	Measuring Instruments (Thickness Gauges)	For precise measurement and skiving depth control	3
14	Inspection Tools (Magnifying Glasses)	For close examination of finished work	5 set
15	Quality Control Checklists and Templates	Standardized checklists and templates for evaluating work	5 set
16	Documentation Tools (Notebooks, Digital Recording Software)	For recording progress and documenting projects	1 set
17	Tools and Materials for Process Improvements guidebook	Materials for implementing process improvements and adjustments	2 set

Marks Distribution

Outcome	Outcome Code	Total Th marks	Total Pr marks	Total OJT marks
Identify different types of leather goods and garment materials along with the functions of various equipment with proper safety and maintenance procedures.	LEA/2203/OC1	20	150	0
Cut the patterns on Leather Goods and Garments materials with minimal waste and maximal material efficiency to get the cost-effective utilization of materials.	LEA/2203/OC2	50	160	0
Operate skiving machines with precise skives for different materials to ensure the components are ready for assembly with clean and polished edges.	LEA/2203/OC3	30	180	0
Inspect cut and skived components for industry standards and maintain comprehensive records and documentation to enhance process improvement and quality control.	LEA/2203/OC4	50	160	0
Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).	LEA/2203/OC5	0	0	150
Employability Skills – 60 Hrs	DGT/VSQ/N0102	50	0	0