QUALIFICATION FILE – PM Vishwakarma

Creative Soft Toy Maker (Advance)

NCrF/NSQF Level: 3

Submitted By:

Handicrafts and Carpet sector skill council-HCSSC

Tel number(s): 011-26139834

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Section 1: Basic Details

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<td>1.</td>
<td>PM Vishwakarma -Qualification Name</td>
<td colspan="2">Creative Soft Toy Maker (Advance)</td>
</tr>
<tr>
<td>2.</td>
<td>Sector</td>
<td colspan="2">Handicrafts and Carpet Sector Skill Council</td>
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<tr>
<td>3.</td>
<td>Related Qualification Available on NQR (wherever applicable)</td>
<td>Name: NA</td>
<td>NQR Code & version:
NG-03-HC-02333-2024-V1-HCSSC</td>
</tr>
<tr>
<td>4.</td>
<td>National Qualification Register (NQR) Code & Version (Will be issued after NSQC approval.)</td>
<td>NQR Code: NA
Version: 1.0</td>
<td>5. NCrF/NSQF Level: 3</td>
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<td>6.</td>
<td>Brief Description of the Job Role</td>
<td colspan="2">A creative soft toy maker is an artisan who specializes in designing and crafting unique, imaginative soft toys. These individuals use their creativity and skill to bring to life a variety of cuddly, plush creations that appeal to a wide range of audiences, including children and collectors.</td>
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<tr>
<td>7.</td>
<td>Eligibility Criteria for Entry for a Student/Trainee/Learner/Employee</td>
<td colspan="2">a. Entry Qualification & Relevant Experience:

<table><tr><td>Academic/Skill Qualification (with Specialization - if applicable)</td></tr><tr><td>Existing Vishwakarmas duly verified as per the scheme</td></tr></table>
b. Age: NA</td>
</tr>
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<td>8.</td>
<td>Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))</td>
<td>4</td>
<td>9. Common Cost Norm Category (I/II/III): I</td>
</tr>
<tr>
<td>10.</td>
<td>Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)</td>
<td colspan="2">NA</td>
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</table>

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11.	**Training Duration by Modes of Training Delivery** *(as per requirement of the qualification)*		
		Modules	**Notional Hours (hh:mm)**
		Domain Knowledge along with usage of any new machinery/tools/techniques	45:00 Hours
		Entrepreneurship skills and design workshops	30:00 Hours
		Digital Skills	15:00 Hours
		Financial Skills	15:00 Hours
		Marketing and Outreach	15:00 Hours
		Total	**120:00 Hours**
12.	**Is the Qualification Amenable to Persons with Disability**	☒ **Yes** ☐ **No If "Yes", specify applicable type of Disability:**	
13.	**Name and Contact Details Submitting / Awarding Body SPOC** *(In case of CS or MS, provide details of both Lead AB & Supporting ABs)*	**Name: Mr. Krishan Kumar** **Email: ceo@hcsc.in** **Contact No.: 011-26139834** **Website: www.hcssc.in**	
14.	**Final Approval Date by NSQC:**	**15. Validity Duration:** Co-terminus with the PM Vishwakarma Scheme subject to midway changes in the qualification	**16. Next Review Date:**

Section 2: Tools and Equipment Details

List of Tools and Equipment

Batch Size: __30__

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size	Tool Image/ Image URL
1.	Scissors	Scissors are essential for cutting fabric, ribbons, and other materials	5 Pairs	
2.	Needles	Needles are used for hand-sewing various parts of the soft toy together	5 Sets	
3.	Fabric pencil	A fabric pencil is used to mark patterns and cutting lines on the fabric	4 Packets	

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4.	Sewing spools	Sewing spools hold the thread used for stitching. They can be loaded onto a sewing machine or used for hand-sewing	4 Eqpt Nos	
5.	Cotton or fleece Fabric	Cotton or fleece fabric is the primary material for making soft toys	5 Bundles	
6.	Buttons	Buttons can be used for eyes, noses, or as decorative elements on the soft toy	6 packets	
7.	Ribbons	Ribbons are often used for embellishments, bows, or as accessories for the soft toy	4 Packets	
8.	Thread	Thread is essential for stitching various parts of the soft toy together	5 Bundles	

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9.	Stitching Machine	A stitching machine, or sewing machine, is a valuable tool for speeding up the sewing process	2 Eqpt Nos	
10.	Synthetic cotton	Synthetic cotton, such as polyester fiberfill, is used as stuffing for the soft toy	30kg	

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. PC/Laptop
2. Screen Projector
3. Screen
4. Marker
5. White Board
6. Duster
7. Smart Phone

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Section 3: Performance Criteria & Assessment Criteria

Description:

A creative soft toy maker is an artisan who specializes in designing and crafting unique, imaginative soft toys. These individuals use their creativity and skill to bring to life a variety of cuddly, plush creations that appeal to a wide range of audiences, including children and collectors.

Scope:

The scope covers the following:

Creative soft toy maker:

- Carry out the process of preparing soft toys
- Incorporate design workshop principles in soft toy making
- Carry out process of making soft toys using advanced tools
- Entrepreneurship in soft toy making

Digital Literacy-Advanced:

- Advanced features of using mobile phones (Smart Phones)
- Using advanced Internet and mobile applications (Apps)
- Privacy and security related to the Internet and mobile phones

Advanced Financial Literacy:

- Understand importance of being financially literate
- Manage bank account
- Managing Loans
- Basic Understanding Taxes

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- Using advanced features of digital payment applications
- Awareness and Prevention of Financial Frauds

Marketing and Outreach – Advanced:

- Marketing and Customer insights.
- Quality assurance and certification in craftsmanship
- Brand identity and promotion
- E-Commerce and building trade networks

Performance Criteria & Assessment Criteria:

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Usage of new machinery/tools/equipment					
Carry out process of preparing soft toys		7	23	-	-
PC 1.	gather essential tools like pair of scissors, fabric pencil, sewing spools, needles etc	1	2	-	-
PC 2.	sketch the basic design of the soft toy to visualise the shape and size	-	2	-	-
PC 3.	choose suitable fabric for the soft toy, like cotton, fleece which are easier to sew	1	-	-	-
PC 4.	trace out the shape of the soft toy onto the fabric using a black pen for better visibility	-	2	-	-
PC 5.	cut the drawn shape using a pair of scissors with precision	-	2	-	-
PC 6.	use the cut cloth shape as a stencil to prepare the other side of the toy	1	2	-	-
PC 7.	hand stitch both the parts of the toy together using a needle and thread	1	2	-	-
PC 8.	leave one end open while stitching	-	2	-	-
PC 9.	fill the open end of toy with cotton to use as stuffing of the toy	-	1	-	-
PC 10.	stitch to close the open end of the toy	-	1	-	-
PC 11.	cut and stitch the additional parts of the toy like limbs, ears, etc	1	2	-	-
PC 12.	decorate the prepared toy using buttons, ribbons, or any other decorative materials	1	2	-	-
PC 13.	inspect the soft toy for any loose stitches, uneven filling, or imperfections	1	2	-	-
PC 14.	make any necessary adjustments	-	1	-	-
Entrepreneurship skills and design workshops					

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Incorporate design workshop principles in soft toy making		**7**	**13**	**-**	**-**
PC 15.	use designer software like cad to make the basic plan of the soft toy	2	-	-	-
PC 16.	consider making soft toys by taking inspiration from animals or fictional fantasy creatures	2	-	-	-
PC 17.	use a different variety of fabrics with different textures	1	2	-	-
PC 18.	add interactive features like pockets, zippers and velcro openings	1	2	-	-
PC 19.	use embroidery to add intricate details like facial expressions and patterns	-	2	-	-
PC 20.	utilize quilting techniques to create intricate patterns and designs on the soft toy	-	3	-	-
PC 21.	add decorative elements that can make the soft toy more attractive	1	2	-	-
PC 22.	incorporate different types of stitching patterns to create textures on the toy surface	-	2	-	-
Carry out process of making soft toys using advanced tools		**5**	**20**	**-**	**-**
PC 23.	use digital design software to create a detailed and intricate design for the soft toy	-	1	-	-
PC 24.	choose high-quality fabrics which can withstand cutting process	-	1	-	-
PC 25.	use scissors to precisely cut out intricate shapes and patterns for soft toy	1	2	-	-
PC 26.	use embroidery tools to add textures, details, and intricate designs to the fabric pieces	-	1	-	-
PC 27.	add interactive elements like zippers and velcro using stitching process	1	3	-	-
PC 28.	use a stitching machine for the main stitching process	1	3	-	-
PC 29.	ensure that fabric pieces align perfectly during stitching	-	2	-	-
PC 30.	fill the soft toy with synthetic cotton to serve as stuffing	-	1	-	-
PC 31.	pay attention to the design of the soft toy during the stuffing process	1	2	-	-
PC 32.	attach eyes or use embroidery technique to create eye details on the soft toy	-	1	-	-
PC 33.	add final decorations like buttons, ribbons etc to make the soft toy appealing	-	1	-	-
PC 34.	conduct a quality check by inspecting all the details of the soft toy	1	2	-	-
entrepreneurship in soft toy making		**5**	**20**	**-**	**-**
PC 35.	explain the various characteristics that make up an entrepreneur	-	2	-	-
PC 36.	identify and categorize various types of entrepreneurship	1	2	-	-
PC 37.	understand the various factors in soft toy making sector that make entrepreneurship desirable	-	1	-	-
PC 38.	be willing to take calculated risks	-	1	-	-
PC 39.	learn about identifying a niche market and understanding customer preferences	-	1	-	-
PC 40.	develop a comprehensive financial plan taking into account operating expenses, startup costs and revenue projections	1	2	-	-
PC 41.	consider collaborating with local artisans for strategic partnerships	-	2	-	-
PC 42.	outline the various benefits to gain from conducting market research	1	-	-	-

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PC 43.	conduct competitive analysis to understand the business strategy of existing companies	1	-	-	-
PC 44.	identify the 4 Ps of marketing, product, price, place and promotion to develop customer engaging strategies	1	-	-	-
PC 45.	assess overall market size and identify growth potential for expansion opportunities	-	1	-	-
PC 46.	list the key aspects of business planning like value proposition, target market, manufacturing process, pricing strategy etc	-	1	-	-
PC 47.	navigate through the various legal and regulatory aspects of business planning	-	1	-	-
PC 48.	list the key regulatory considerations like product safety standards, labelling and marking, environmental regulations, labor laws etc	-	1	-	-
PC 49.	identify skills and qualities required for different roles in the soft toy making business	-	1	-	-
PC 50.	implement training to enhance skills of teams in soft toy designing and quality control	-	1	-	-
PC 51.	promote a positive work culture	-	1	-	-
PC 52.	organize crafting workshops, design challenges, and other activities to foster collaboration	-	1	-	-
PC 53.	implement policies that ensure equal opportunities for all	-	1	-	-
Total Marks		**24**	**76**		

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Digital Literacy Advanced					
Module 1: Advanced features of using mobile phones (Smart Phones)	PC1: Use the mobile phone in a secure way by locking/unlocking phone/apps using various options like face recognition, fingerprint etc. PC2: Use advanced camera features for business tasks, like scanning QR codes. PC3: Crop photos, take screenshots, and share them as attachments. PC4: Understand how to use features like conference calls, call recording, and call forwarding. PC5: Access and manage documents stored in different folders in phone. Eg. File folder, download folder, etc. PC6: Manage phone memory and data storage. PC7: Use other features of smartphone such as Airplane mode, Do Not Disturb, Bluetooth, other sharing services etc. PC8: Using voice assistant on Smartphones for tasks like setting reminders, asking questions, etc.	10	10	-	-

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Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Digital Literacy Advanced					
Module 2: Using advanced Internet and mobile applications (Apps)	PC1: Connect to internet using Wi-Fi, Mobile Data. PC2: How to secure various apps installed on phone. PC3: Using mobile applications to compress pictures and documents. PC4: Access, store, and share documents using Google Drive from your phone. PC5: Use apps for managing schedules and appointments. PC6: Utilize Advanced Features of WhatsApp, Gmail, Google Maps, PayTM, and other social media applications such as Facebook and YouTube. PC7: Using Video conferencing features in different apps (Zoom etc.) PC8: Create and improve business profiles on relevant social media platforms to reach more customers using features of geo-tagging. PC9: Interact with customers by responding to messages and comments promptly, and share business-related content effectively. PC10: Using applications for customer service interaction (chat and voice calls) PC11: Usage of common applications like currency conversion, interest calculation etc. PC12: Usage of apps to help in various trades like carpenter, tailor etc. (Measurement and calculation apps, find and obtain construction material, manage inventory, learn new techniques and best practices in their specific trade)	20	30		
Module 3: Privacy and security related to Internet and mobile phones	PC 1: Identification of authentic calls and blocking SPAM calls PC 2: Apply safe and ethical browsing practices (protecting identity) online privacy and the potential risks associated with social media use. PC 3: Understand how to safely store passwords and apply the same. PC 4: Identify common online harassment scenarios (e.g., hate speech etc, cyberbullying), prevention, consequences and ways to deal with them. PC 5: Understanding fake and real information, importance of verifying the content available on the net and also understanding the responsibility while sharing any content. PC 6: Learn to identify deep fake AI generated frauds and reporting to the concerned authorities.	15	15		
TOTAL MARKS		**45**	**55**		

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Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Advanced Financial Literacy					
Module 1: **Importance of Being Financial Literate**	PC1: Explain advanced financial terms such as long and short-term assets, liabilities, investments, debit, credit, etc PC2: Understand various types of business-related financial transactions and their uses in business scenarios PC3: Describe various types of payment methods such as cheques, UPI, RTGS etc PC4: Use mobile applications and online platforms to track expenses and manage financial goals (mention some names). PC5: Know about various Government schemes such as Pradhan Mantri Jan Dhan Yojana, Jeevan Jyoti Bima Yojana, Suraksha Bima Yojana, Sukanya Samriddhi Yojana, National Pension Scheme (NPS), Atal Pension Yojna (APY)	0	0	0	10
Module 2: **Managing bank account**	PC1: Know various banking services offered by bank such as transfer-receipt of money, deposit-withdrawal etc. PC2: Operate ATM, Deposit Cash/ Cheque through machines or manually PC3: Visit branch to operate and manage bank accounts PC4: Use mobile and net banking to operate and manage bank accounts PC5: Follow safety measures while managing bank accounts	0	0	0	**10**
Module 3: **Managing Loans**	PC 1: Know various types and features of secured and unsecured loans PC 2: Identify appropriate type of loan as per need, purpose, and loan terms and conditions PC 3: Select the loan repayment structure based on the interest rate and duration. PC 4: Legal process for resolution of delay/ default in payment of loan instalment	0	0	0	**10**
Module 4: **Basic Understanding of taxes**	PC 1: Know various types of Taxes such as Income tax, Goods and Services Tax (GST), etc. PC 2: Explain simple terms related to taxation such as taxable income, tax rates, Tax Deductible at Source (TDS), Value of Goods etc. PC 3: Understand important concepts and applicability of income tax and GST PC 4: Understand Basic guidelines for filing income tax and GST returns, including deadlines	0	0	0	**10**
Module 5 : **Using advanced features of Digital Payment Applications**	PC 1: Install and configure Digital Payment Applications PC 2: Learn and practice advanced features of Digital Payment Applications such as wallets, bill payments, recharge etc. PC 3: Perform transactions using Digital Payment Applications such as UPI, RTGS, NEFT, IMPS etc.	0	0	0	**10**

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Advanced Financial Literacy					
Module 6: **Awareness and Prevention of Financial Frauds**	PC 1: Identify common online financial frauds and spams and associated potential risks PC 2: Apply safe and ethical practices for securing online transactions	0	0	0	**10**
TOTAL MARKS		**0**	**0**	**0**	**60**

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Marketing and Outreach- Advanced					
Module 1: Marketing and Customer Insights	PC 1: Conduct marketing activities for artisian products. PC 2: Evaluate customer feedback to improve product offerings and marketing strategies.	10	10	-	-
Module 2: Quality Assurance and Certification in Craftsmanship	PC 3: Obtain relevant quality certifications such as e ISI mark, Agmark and Hallmark. PC 4: Manage product quality as per quality standards.	10	10		
Module 3: Brand Development and Promotion Strategies	PC 5: Understand brand identity to enhance sales and promotion. PC 6: Promote products through Social media and digital marketing. PC 7: Leverage National Marketing Committee support in operations and logistics.	10	10		
Module 4: E-Commerce Management for Artisans	PC 8: Onboarding e-commerce platform. PC 9: Understand process of cataloguing the products and services of Vishwakarmas PC 10: Apply strategies for e-commerce linkage with GeM, Khadi India, MSME Mart.	10	10		
Module 5: Building Trade Network for Craft Business	PC 11: Use digital marketing for wider reach and publicity of the Vishwakarma Scheme. PC 12: Identify and collaborate with relevant Industry Bodies. PC 13: Create links with suitable exporters and traders operating under the sector.	5	5		
Module 6: Trade Fairs and Exhibitions	PC 14: Participate in trade fairs, exhibitions related to the products. PC 15: Set up collective display of PM Vishwakarma Products to associations of the artisan groups.	5	5		
TOTAL MARKS		**50**	**50**		

(*Assessment Criteria may be specified at Element/PC level as per the requirement.*)

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Section 4: Trainers & Assessors

	Trainer's Qualification and experience in the relevant sector (in years)	**Domain Trainer:** a) ITI Instructors from Directorate General of Training (DGT) ecosystem who have preferably worked in the industry and have technical know-how about the operations of the modern listed tools in relevant trades b) Certified trainers from the NCVET recognized Awarding Bodies c) Working professionals from the industry or clusters who have good knowledge and experience about the working/ operations of the listed modern tools in the relevant trades **Life Skills Trainer:** a) ITI Instructors from Directorate General of Training (DGT) ecosystem* b) Certified trainers from the recognized Awarding Bodies* *Mandatory Training of Trainers (ToT) of existing certified trainers on employability and entrepreneurship skills modules District-wise list of trainers/ Assessors is to be identified and made available
	Assessor's Qualification and experience in relevant sector (in years)	**Assessor:** a) Certified Assessors of the recognized Assessment Agencies b) Certified trainers may also get certified as an Assessor to conduct assessments in relevant trades (A Trainer can also act as an Assessor for a different location)

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Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.

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