



## QUALIFICATION FILE – PM Vishwakarma

### **Potter (Kumhar)- Advance including traditional ceramics and terracotta product maker**

**NCrF/NSQF Level: 3**

**Submitted By: Handicrafts and Carpet sector skill council-HCSSC**

**Tel number(s): 011-26139834**

**E-mail address: [ceo@hcssc.in](mailto:ceo@hcssc.in)**

## Table of Contents

Section 1: Basic Details .....	3
Section 2: Tools and Equipment Details .....	5
Section 3: Performance Criteria & Assessment Criteria .....	8
Section 4: Trainers & Assessors .....	<b>Error! Bookmark not defined.</b>
Annexure: Assessment Strategy .....	<b>Error! Bookmark not defined.</b>
Annexure: Acronym and Glossary .....	<b>Error! Bookmark not defined.</b>

## Section 1: Basic Details

1. <b>PM Vishwakarma -Qualification Name</b>	Advanced Potter (Kumhar) including traditional ceramics and terracotta product maker			
2. <b>Sector</b>	Handicrafts and Carpet Sector Skill council			
3. <b>Related Qualification Available on NQR (wherever applicable)</b>	Name: NA	NQR Code & version: NA		
4. <b>National Qualification Register (NQR) Code &amp; Version (Will be issued after NSQC approval.)</b>	NQR Code: NG-03-HC-02321-2024-V1-HCSSC	5. NCrF/NSQF Level: 3		
6. <b>Brief Description of the Job Role</b>	Ceramics and Terracotta Crafting introduces fundamental skills for crafting ceramic and terracotta products which involves preparing raw materials using ball mill, filling molds with slip, creating colors, applying engobing mixtures, operating furnaces, uniform glazing using sprays, shaping clay with jigger machines, creating reusable molds, and mixing raw materials for slip. This course equips learners with foundational knowledge and hands-on techniques in ceramics, enabling them to engage in the artistic process and produce functional and ornamental pottery.			
7. <b>Eligibility Criteria for Entry for a Student/Trainee/Learner/Employee</b>	<p>a. <b>Entry Qualification &amp; Relevant Experience:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px; text-align: center;">Academic/Skill Qualification (with Specialization - if applicable)</td> </tr> <tr> <td style="padding: 5px; text-align: center;">Existing Vishwakarmas duly verified as per the Scheme</td> </tr> </table> <p>b. <b>Age:</b> NA</p>		Academic/Skill Qualification (with Specialization - if applicable)	Existing Vishwakarmas duly verified as per the Scheme
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8. <b>Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))</b>	4	9. <b>Common Cost Norm Category (I/II/III): I</b>		
9. <b>Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)</b>	NA			

<b>10. Training Duration by Modes of Training Delivery (as per requirement of the qualification)</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; padding: 5px;">Modules</th> <th style="text-align: left; padding: 5px;">Notional Hours (hh:mm)</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Domain Knowledge along with usage of any new machinery/tools/techniques</td> <td style="padding: 5px;">45:00 Hours</td> </tr> <tr> <td style="padding: 5px;">Entrepreneurship skills and design workshops</td> <td style="padding: 5px;">30:00 Hours</td> </tr> <tr> <td style="padding: 5px;">Digital Skills</td> <td style="padding: 5px;">15:00 Hours</td> </tr> <tr> <td style="padding: 5px;">Financial Skills</td> <td style="padding: 5px;">15:00 Hours</td> </tr> <tr> <td style="padding: 5px;">Marketing and Outreach</td> <td style="padding: 5px;">15:00 Hours</td> </tr> <tr> <td style="padding: 5px; border-top: 1px solid black;"><b>Total</b></td> <td style="padding: 5px; border-top: 1px solid black;"><b>120:00 Hours</b></td> </tr> </tbody> </table>		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	<b>Total</b>	<b>120:00 Hours</b>
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<b>11. Is the Qualification Amenable to Persons with Disability</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", specify applicable type of Disability:															
<b>12. Name and Contact Details Submitting / Awarding Body SPOC</b> <i>(In case of CS or MS, provide details of both Lead AB &amp; Supporting ABs)</i>	Name: Mr. Krishan Kumar Email: <a href="mailto:ceo@hcsc.in">ceo@hcsc.in</a> Contact No.: 011-26139834 Website: <a href="http://www.hcssc.in">www.hcssc.in</a>															
<b>13. Final Approval Date by NSQC:</b>	<b>14. Validity Duration:</b> Co-terminus with the PM Vishwakarma Scheme subject to midway changes in the qualification	<b>15. Next Review Date:</b>														

## 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.	Clay	Clay is the primary material used by potters to form the base of their creations	4 Kg	
2.	Traditional Pottery Wheel	The traditional pottery wheel is used for shaping and forming clay into various vessels and objects	1 Eqpt Nos	
3.	Glazes	Glazes are applied to the surface of the pottery before firing in the kiln for a glossy look	3 Packets	

4.	Kiln	The kiln is a crucial tool for firing the pottery. It transforms the raw clay into a durable, finished product	1 Eqp Nos	
5,	Rolling pin	Rolling pins are used to flatten and shape clay slabs	4 Eqpt Nos	
6.	Cutting tools	Cutting tools, such as fettling knives or loop tools, are used to trim excess clay, carve intricate details, and refine the shape of the pottery	4 Eqpt Nos	
7.	Score tools	Score tools create textured surfaces on the clay	4 Eqpt Nos	
8.	Sponge	Sponges are used for smoothing and shaping the surface of the clay	3 Packets	

9.	Trimming tools	Trimming tools are employed to refine the shape and thickness of the clay vessel on the wheel	3 Packets	
10.	Electric pottery wheel	An electric pottery wheel provides a more efficient and controlled spinning motion compared to the traditional wheel	1 Eqpt Nos	
11.	Carving tools	Carving tools are used for intricate detailing and design work on the surface of the pottery	3 Packets	
12.	Brushes	Brushes are used for applying glazes, underglazes, or slips to the surface of the pottery	5 Eqpt Nos	

13.	Wedging board	A wedging board provides a surface for kneading and preparing the clay before it is shaped	2 Eqpt Nos	
14.	Clay cutter	Clay cutters assist in precisely dividing and measuring clay, ensuring consistency in the size of different pieces	3 Packets	

### 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

## Section 3: Performance Criteria & Assessment Criteria

### Description:

Ceramics and Terracotta Crafting introduces fundamental skills for crafting ceramic and terracotta products which involves preparing raw materials using ball mill, filling molds with slip, creating colors, applying engobing mixtures, operating furnaces, uniform glazing using sprays, shaping clay with jigger machines, creating reusable molds, and mixing raw materials for slip. This course equips learners with foundational knowledge and hands-on techniques in ceramics, enabling them to engage in the artistic process and produce functional and ornamental pottery

### Scope:

The scope covers the following:

#### [Advanced Potter \(Kumhar\):](#)

- Carry out the process of making pottery (ceramics and terracotta)
- Hand-building (for terracotta or slab construction)
- Wheel Throwing (for ceramics)
- creative workshops on Pottery
- various forms and shapes of pottery using electric potter wheel
- Process of drying, trimming, carving, and glazing
- Entrepreneurship skills in pottery sector

#### [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
- 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	
<b>Usage of new machinery/tools/equipment</b>						
<i>Carry out the process of making pottery (ceramics and terracotta)</i>		5	10	-	-	
PC 1.	collect the necessary materials, including clay, tools, a traditional pottery wheel, glazes, and a kiln	1	2	-	-	
PC 2.	select the type of clay based on product, different clays have unique characteristics, such as earthenware, stoneware, or porcelain	1	3	-	-	
PC 3.	plan the pottery design, sketch out ideas, considering the form, size, and function of the finished piece	2	3	-	-	
PC 4.	knead or wedge the clay to remove air bubbles and ensure a consistent texture	1	2	-	-	
<i>Hand-building (for terracotta or slab construction)</i>		3	6	-	-	

PC 5.	roll out slabs of clay using a rolling pin or slab roller	1	2	-	-
PC 6.	cut the slabs into the desired shapes and assemble them to construct form	1	2	-	-
PC 7.	roll out coils of clay and stack or coil them together to build up the form	1	2	-	-
<i>Wheel Throwing (for ceramics)</i>		2	4	-	-
PC 8.	center a lump of clay on the pottery wheel to create a symmetrical and balanced form	1	2	-	-
PC 9.	use various hand techniques to shape the clay as the wheel spins. create bowls, cups, or other forms	1	2	-	-
<b>Entrepreneurship skills and design workshops</b>					
<i>creative workshops on Pottery</i>		4	8	-	-
PC 10 .	determine the main objectives of the workshop, whether it's introduction to pottery, advanced techniques, or creative expression	1	3	-	-
PC 11.	compile a list of materials such as clay, electric pottery wheels, tools, glazes, brushes, aprons, and cleaning supplies	1	2	-	-
PC 12.	explore creative expression and experiment with different forms and designs	1	-	-	-
PC 13.	use advanced techniques such as carving, slip trailing and underglaze decoration	-	1	-	-
PC 14.	provide opportunities for experimentation with different textures, patterns, and finishing techniques	1	2	-	-
<i>various forms and shapes of pottery using electric potter wheel</i>		9	15	-	-
PC 15.	ensure that the electric pottery wheel is clean, well-maintained, and properly lubricated	1	2	-	-
PC 16.	choose the type of clay	-	1	-	-
PC 17.	knead or wedge the clay to remove air bubbles and make it pliable	-	1	-	-
PC 18.	form the clay into a roughly spherical shape	1	2	-	-
PC 19.	place the clay ball at the center of the spinning wheel head	1	-	-	-
PC 20.	use both hands to center the clay on the wheel	1	-	-	-
PC 21.	use thumbs to create an indentation in the center of the clay, forming an opening	1	2	-	-
PC 22.	gradually open the clay to form a cylinder, maintaining an even thickness	1	-	-	-
PC 23.	keep the hands wet to prevent friction between the clay and hands	1	2	-	-
PC 24.	gradually pull up the walls of the cylinder using fingertips	1	3	-	-
PC 25.	shape the clay into the desired form, be it a vase, bowl, or any other vessel	1	2	-	-
<i>Process of drying, trimming, carving, and glazing</i>		6	10	-	-
PC 26.	let the formed pottery reach the hard stage	-	1	-	-
PC 27.	use a trimming tool to refine the shape, remove excess clay, and add details	-	1	-	-
PC 28.	add surface decorations or carve intricate designs into the hard clay	-	2	-	-

PC 29.	place the trimmed and carved pottery pieces in the kiln for the first firing (bisque firing). this removes remaining moisture and makes the clay hard	1	-	-	-
PC 30.	mix and prepare glazes according to the desired colors and effects	1	-	-	-
PC 31.	apply glazes to the bisque-fired pottery using dipping, brushing, or spraying advanced techniques. multiple layers or colors can be applied for various effects	2	-	-	-
PC 32.	place the glazed pottery in the kiln for the final firing (glaze firing). the temperature and firing schedule will depend on the type of glazes used	1	3	-	-
PC 33.	allow the kiln to cool gradually to room temperature	-	1	-	-
PC 34.	carefully remove the cooled pottery from the kiln	1	2	-	-
<i>Entrepreneurship skills in pottery sector</i>		6	12	-	-
PC 35.	conduct thorough market research to understand the demand for pottery in target area	2	-	-	-
PC 36.	identify competitors, pricing strategies, and customer preferences	1	-	-	-
PC 37.	determine niche within the pottery sector. it could be functional pottery, decorative ceramics, or specialized items like custom dinnerware or art pieces	-	3	-	-
PC 38.	define the business objectives, such as sales targets, growth plans, and the range of products aim to offer	1	2	-	-
PC 39.	create a detailed budget that covers startup costs, ongoing expenses, and potential revenue streams	-	2	-	-
PC 40.	develop a distinctive style or theme for pottery that sets it apart in the market	1	2	-	-
PC 41.	collaborate with local retailers, galleries, to continuously improve products	1	3	-	-
<b>Total Marks</b>		<b>35</b>	<b>65</b>		

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Digital Literacy Advanced</b>					
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.	10	10	-	-

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Digital Literacy Advanced</b>					
	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.				
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.	15	15		

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Digital Literacy Advanced</b>					
	PC 6: Learn to identify deep fake AI generated frauds and reporting to the concerned authorities.				
<b>TOTAL MARKS</b>		<b>45</b>	<b>55</b>		

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Advanced Financial Literacy</b>					
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	<b>10</b>
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	<b>10</b>

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Advanced Financial Literacy</b>					
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	<b>10</b>
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	<b>10</b>
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	<b>10</b>
<b>TOTAL MARKS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>60</b>

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Marketing and Outreach- Advanced</b>					
Module 1: Marketing and Customer Insights	PC 1: Conduct marketing activities for artisan 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 No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Marketing and Outreach- Advanced</b>					
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		
<b>TOTAL MARKS</b>		<b>50</b>	<b>50</b>		

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

## Section 4: Trainers & Assessors

<b>Trainer's Qualification and experience in the relevant sector (in years)</b>	<b>Domain Trainer:</b> 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  <b>Life Skills Trainer:</b> 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
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		District-wise list of trainers/ Assessors is to be identified and made available
	<b>Assessor's Qualification and experience in relevant sector (in years)</b>	<b>Assessor:</b> 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)

## Annexure: Acronym and Glossary

### Acronym

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

### Glossary

Term	Description
<b>National Occupational Standards (NOS)</b>	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.
<b>Qualification</b>	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
<b>Qualification File</b>	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.
<b>Sector</b>	A grouping of professional activities on the basis of their main economic function, product, service or technology.