

QUALIFICATION FILE – PM Vishwakarma

Shoesmiths (Cobbler) – Advance

NCrF/NSQF Level: 3

Submitted By:

Leather Sector Skill Council

Chief Executive Officer

#81, GCV House, Nungambakkam High Road,

Nungambakkam, Chennai - 600034

Tel: 04449920006

Email Id: Lssc@leatherssc.org

Table of Contents

Section 1: Basic Details	3
Section 2: Tools and Equipment Details	5
Section 3: Performance Criteria & Assessment Criteria	6
Section 4: Trainers & Assessors	7
Annexure: Assessment Strategy	8
Annexure: Acronym and Glossary	9

Section 1: Basic Details




1.	PM Vishwakarma -Qualification Name	Shoesmiths (Cobbler) – Advanced Training	
2.	Sector	Leather	
3.	Related Qualification Available on NQR (wherever applicable)	Name: Shoe Maker (LSS/Q4101)	NQR Code & version: After NSQC & Version 1.0
4.	National Qualification Register (NQR) Code & Version (Will be issued after NSQC approval.)	NG-03-LT-02347-2024-V1-LSSC	5. NCrF/NSQF Level: 3
6.	Brief Description of the Job Role	The person is responsible for operating various power tools, ensuring precision, efficiency, and safety in shoe repairing and making tasks.	
7.	Eligibility Criteria for Entry for a Student/Trainee/Learner/Employee	<div>a. Entry Qualification & Relevant Experience:</div> <div><div>Academic/Skill Qualification (with Specialization - if applicable)</div><div>Existing Vishwakarmas duly verified as per the Scheme and completed and certified in the Basic Training (40 Hours)</div></div> <div>b. Age: NA</div>	
8.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	4	9. Common Cost Norm Category (I/II/III): I
10.	Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)	NA	



11.	Training Duration by Modes of Training Delivery <i>(as per requirement of the qualification)</i>	<table border="1"> <thead> <tr> <th data-bbox="1039 256 1854 331">Modules</th> <th data-bbox="1868 256 2087 331">Notional Hours (hh:mm)</th> </tr> </thead> <tbody> <tr> <td data-bbox="1039 336 1854 403">Upskilling to use of Modern Machineries to manufacture the footwear/bags/leather goods</td> <td data-bbox="1868 336 2087 403">30:00 hours</td> </tr> <tr> <td data-bbox="1039 408 1854 443">Entrepreneurial skills and Design Workshops</td> <td data-bbox="1868 408 2087 443">45:00 Hours</td> </tr> <tr> <td data-bbox="1039 448 1854 483">Digital Skills</td> <td data-bbox="1868 448 2087 483">15:00 Hours</td> </tr> <tr> <td data-bbox="1039 488 1854 523">Financial Skills</td> <td data-bbox="1868 488 2087 523">15:00 Hours</td> </tr> <tr> <td data-bbox="1039 528 1854 563">Marketing and Outreach</td> <td data-bbox="1868 528 2087 563">15:00 Hours</td> </tr> <tr> <td data-bbox="1039 568 1854 587">Total</td> <td data-bbox="1868 568 2087 587">120:00 Hours</td> </tr> </tbody> </table>		Modules	Notional Hours (hh:mm)	Upskilling to use of Modern Machineries to manufacture the footwear/bags/leather goods	30:00 hours	Entrepreneurial skills and Design Workshops	45:00 Hours	Digital Skills	15:00 Hours	Financial Skills	15:00 Hours	Marketing and Outreach	15:00 Hours	Total	120:00 Hours
Modules	Notional Hours (hh:mm)																
Upskilling to use of Modern Machineries to manufacture the footwear/bags/leather goods	30:00 hours																
Entrepreneurial skills and Design Workshops	45:00 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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If “Yes”, specify applicable type of Disability: Speech and hearing Impairment, & Locomotor Disability															
13.	Name and Contact Details Submitting / Awarding Body SPOC <i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>	Name: Mr. Sadhanandham Email: technical@leatherssc.org Contact No.: 04442990006 Website: www.leatherssc.in															
14.	Final Approval Date by NSQC: 15/03/2024	15. Validity Duration: 3 years (Co-terminus with the PM Vishwakarma Scheme subject to midway changes in the qualification)	16. Next Review Date: 15/03/2027														

Section 2: Tools and Equipment Details

List of Tools and Equipment

Batch Size: 20-30 candidates

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size	Tool Image/ Image URL
1	Post Bed Single Needle Stitching Machine	Capacity: 2,500 stitches/min Single Phase Motor, Auto lift and auto lock machine	1	
2	Heat Pressing Machine (Multi-Purpose)	Pneumatic Fusing Machine Temperature: Max. 120 deg Celsius Pressure – 3 to 5 bar With auto timing actuators	1	
3	Stamping & Embossing Machine	PNEUMATIC MACHINE TEMPERATURE: MAX. 120 DEG CELSIUS PRESSURE – 3 TO 5 BAR WITH AUTO TIMING ACTUATORS	1	

4	Rotary Cutting Machine	AC electric Motor 350 watts, 125 mm cutting length	1	
5	Air Compressor with Spray Nozzle	.5 HP, Minimum 50 Liters Capacity, single phase compressor, Pressure – 5-8 bar	1	

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

Scope:

The scope covers the following:

1. Upskilling to use of Modern Machineries to manufacture the footwear/bags/leather goods:

- Skill upgradation using the Modern Machineries to produce the Leather or Non Leather footwear, producing the bags, goods and garments.

2. Entrepreneurial skills and Design Workshops:

- Personnel Strengths & Value Chains.
- Designing a safe workplace.
- Leadership and teamwork.
- Communication skills – Listening and Speaking.
- Problem Solving and Negotiation Skills
- Business Opportunities Identification and Risk.
- Entrepreneurship Support Eco system and Entrepreneurial Process.
- Business Entity Registration.
- Business Plan Preparation.
- Bureau of Indian Standards (BIS) for Footwear and related products.
-

3. Digital Skills:

- Basics of using mobile phones (Feature phones and Smart Phones)
- Using Basic Internet and mobile applications (Apps)
- Privacy and security related to Internet and mobile phones

4. Financial Skills:

- Importance of being financially literate
- Process of opening and operating a bank account
- Applying and managing loans
- Using Digital Tools for receipts and payments
- Selecting savings and insurance products
- Preparing and Maintaining Bahi- Khata (Book-keeping)
- Awareness and prevention of financial frauds
- Filing complaints on business related issues with appropriate authority

5. Marketing and Outreach:

- Introduction to Marketing and Branding
- Building Customers Relations.
- Physical and Digital Marketplaces
- Success stories of doing collective business

NSQC Approved

Performance Criteria & Assessment Criteria

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Upskilling to use of Modern Machineries to manufacture the footwear/bags/leather goods		20	70	-	10
PC 1.	Prepare the machines and materials for the operations				
PC 2.	Cut the materials using hand tool or by machines using the given patterns (Footwear/Goods/Garments)				
PC 3.	Attach the patterns using hand or by using the jigs				
PC 4.	Emboss the brand names using the embossing machine				
PC 5.	Carry out reinforcement fusing on the cut components using the pressing machine				
PC 6.	Carry out the stitching operations using the stitching machine				
PC 7.	Demonstrate the lasting operations for the footwear by using hand or by the machine				
PC 8.	Carryout the sole pasting, marking and pressing on the footwear				
PC 9.	Carry out the finishing operations using the electric brushing machine in the footwear/goods or garments.				
Entrepreneurial skills and Design Workshops		20	70		10
Personnel Strengths & Value Chains					

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 10.	Measure the impact of individual and team efforts on the efficiency, effectiveness, and competitiveness of the value chain.				
PC 11.	Evaluate the leadership qualities and initiative demonstrated by personnel in driving value chain improvements.				5
PC 12.	Measure the effectiveness of personnel in collaborating with team members and stakeholders throughout the value chain.				
How to design a safe workplace					
PC 13.	Ensure that the workplace design aligns with all the safety standards and regulations/guidelines.				
PC 14.	Evaluate the effectiveness of emergency response plans and procedures in the workplace design.				
PC 15.	Assess the ergonomic design of workspaces and equipment to prevent musculoskeletal disorders and promote employee well-being.				
Leadership and Teamwork					
PC 16.	Evaluate the ability of leadership to provide a clear vision and direction for the team or organization.				
PC 17.	Assess the clarity and transparency of communication within the team and from leadership.				

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 18.	Measure the commitment to professional development through training, mentorship, and growth opportunities.				
Communication Skills: Listening & Speaking					5
PC 19.	Assess the ability to actively listen to others without interrupting, demonstrating patience and understanding.				
PC 20.	Evaluate the clarity of spoken communication, including articulation, pronunciation, and enunciation.				
PC 21.	Assess the ability to communicate diplomatically and constructively during conflicts.				
Problem Solving & Negotiation Skills					
PC 22.	Measure the capacity to adapt decisions based on changing circumstances and feedback.				
PC 23.	Assess the individual's creativity in generating novel and imaginative solutions to problems.				
Business Opportunities Identification and Risk					
PC 24.	Market Analysis and Opportunity Recognition.				

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 25.	Carry out risk assessment and mitigation, Financial Analysis and Feasibility Studies and Decision-Making under Uncertainty.				
Entrepreneurship Support Eco – System and Entrepreneurial Process					
PC 26.	Assess the accessibility of resources such as funding, mentorship, co-working spaces, and networking opportunities within the entrepreneurship support ecosystem.				
PC 27.	Evaluate the effectiveness of networking opportunities and collaboration initiatives within the ecosystem.				
PC 28.	Evaluate the availability and quality of educational and training programs focused on entrepreneurship.				
PC 29.	Assess the ecosystem's track record in fostering successful startups and entrepreneurs.				
Business Entity Registration					
PC 30.	Assess the simplicity and user-friendliness of the business entity registration process.				
PC 31.	Measure the ease with which entrepreneurs can navigate through the required steps and submit necessary documentation.				
Business Plan Preparation					

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 32.	Create vision and mission for business entity				
PC 33.	Perform the market analysis and strategy				
Bureau of Indian Standards (BIS) for Footwear and related products.					
PC 34.	Describe the BIS standards created for domestic footwear and leather products.				
PC 35.	Explain the BIS testing specifications for these products.				
Digital Skills		30	70		
Basics of using mobile phones (Feature phones and Smart Phones)		10	20		
PC 36.	Identify and name basic parts of a smart phone and feature phone				
PC 37.	Switch on and off the phone along with inserting sim card, charging the phone				
PC 38.	Configure phone settings such as setting passwords, saving and transferring contacts, adjusting display, volume, mobile data, hotspot, back up etc.				
PC 39.	Transfer data from one mobile to another, recharge phones				
PC 40.	Use camera features like photos and video recording and other features like dictation and voice recording				
PC 41.	Use of one phone number especially for government schemes, banking, Aadhar etc				
Using Basic Internet and mobile applications		10	30		
PC 42.	Installing and configure applications such as whatsapp, gmail, google maps, paytm and other social media applications such as facebook and you tube				
PC 43.	Using WhatsApp effectively				
PC 44.	Creating a gmail account				
PC 45.	Geo-tag your location your workshop/office location, shop				

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 46.	Setting up of account, and Upload and share content on social media like Facebook, You tube, Instagram, etc				
PC 47.	Use platforms for skilling and learning, including government portals				
PC 48.	Basics of Online Shopping and using digital payment modes such as Paytm, credit card etc				
Privacy and security related to Internet and Mobile Phone		10	20		
PC 49.	Identify and save oneself from cyber frauds				
PC 50.	Use social media appropriately and ethically				
PC 51.	Safeguard mobile phones and data by using passwords, not clicking on suspicious links and sharing data securely				
Financial Skills		0	0	0	50
Importance of being financially literate					5
PC 52.	Understand simple financial terms such as payments, receipts, income, expenses, etc.				
PC 53.	Know about business related financial transactions for taking decisions				
PC 54.	Setting short term, medium term, and long-term financial goals				
PC 55.	Understand the importance of savings and expenses				
Process of opening and operating a bank account					10
PC 56.	Difference between savings and current account				
PC 57.	Process of opening a bank account				
PC 58.	Know-about required KYC documents like Aadhaar, PAN, GST, MSME certificate etc.				
PC 59.	Operate and manage bank accounts				
Applying and managing loans					10
PC 60.	Understanding of secured and unsecured loans				

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 61.	Process of applying for loans.				
PC 62.	Understanding the repayment schedule of the loan based on the interest rate and duration				
PC 63.	Impact of delayed payment of loan instalment				
Using Digital Tools for Receipts and Payments					10
PC 64.	Using UPI for digitally receiving and making payments				
PC 65.	Using QR Codes for digitally receiving and making payments				
PC 66.	Use internet and mobile banking for fund transfer and payment				
PC 67.	Perform transactions using ATM cum debit cards and credit cards, Rupay Card, etc.				
Selecting savings and insurance products					5
PC 68.	Explain different saving products				
PC 69.	Select appropriate saving products				
PC 70.	Explain different types of insurance plans and products				
Preparing and Maintaining Bahi- Khata (Book-keeping)					5
PC 71.	Creating accounts for Bahi- Khata (Book-keeping)				
PC 72.	Maintain Bahi-Khata				
PC 73.	Prepare income statement				
Awareness and prevention of financial frauds					3
PC 74.	Identify potential fraudulent transactions.				
PC 75.	Apply preventive measures to avoid financial frauds.				
Filing complaints on business related issues with appropriate authority					2
PC 76.	Reporting of fraud to the appropriate authority				
Marketing and Outreach		0	30	0	20
Know the benefits of Marketing and Branding for Products and Services			15		5
PC 77.	Give accurate meaning for branding, marketing, and sales		2		

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 78.	Develop skills to effectively promote and differentiate their products and services		2		
PC 79.	Develop strategies to attract and retain customers.		2		
PC 80.	Use social media platforms effectively for marketing of products and services		1		
PC 81.	Select preferred social media, online or traditional marketing platforms/channel to create the brand identity		2		5
PC 82.	Identifying the unique selling propositions (USPs) of your products and services		2		
PC 83.	Design and develop printed marketing materials (pamphlets, brochures, banners) that are visually appealing and informative		2		
PC 84.	Plan and implement promotional offers and campaigns customized to local festive seasons and special occasions		2		
Engaging with customers to establish long-term relationships			5		5
PC 85.	Maintain a well-groomed and presentable appearance and behavior		1		
PC 86.	Engaging with customers to establish long-term relationships		1		
PC 87.	Identify and confirm customers' expectations		1		
PC 88.	Recognize the value of customer feedback in improving products and services		1		
PC 89.	Gather feedback from customers that will help in improving customer service		1		
PC 90.	Develop long term relationship with customers to increase business profitability				3
PC 91	Evaluate the effectiveness of incentive plans, deals, offers etc. in retaining and engaging customers				2
Physical and Digital Marketplaces			10		5
PC 92.	Conduct market research to identify marketplaces relevant to the products and services		2		
PC 93.	Define the terms Physical and Digital marketplace		2		5
PC 94.	Give the benefits of setting up shops, and stalls in events like melas, exhibitions, trade shows, etc.		2		

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 95.	Demonstrate the process of registering and listing the products or services on the digital marketplaces		2		
PC 96.	Use of social media platforms effectively for the sale of goods and services		2		
Benefits of doing business collectively					5
PC 97.	Identify the benefits of collectively doing Business				
PC 98.	Apply the best practices of the organizations like “Amul”, “Lijjat”, “Javed Habib” etc. for coming together to produce a product or service and help people get out of poverty				5
PC 99.	Give an overview on these success stories that has helped these companies succeed, grow, and remain in business				
Grand Total Marks		70	240	0	90

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

Section 4: Trainers & Assessors

1.	Trainer's Qualification and experience in the relevant sector (in years)	Domain Trainer: <ul style="list-style-type: none"> a) <i>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</i> b) <i>Certified trainers from the NCVET recognized Awarding Bodies</i> c) <i>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</i> Life Skills Trainer: <ul style="list-style-type: none"> a) <i>ITI Instructors from Directorate General of Training (DGT) ecosystem*</i> b) <i>Certified trainers from the recognized Awarding Bodies*</i> <p>*Mandatory Training of Trainers (ToT) of existing certified trainers on employability and entrepreneurship skills modules</p> <p>District-wise list of trainers/ Assessors is to be identified and made available</p>
2.	Assessor's Qualification and experience in relevant sector (in years) <i>(Preference – Vishwakarma Trainer in relevant trades will be onboarded on assessments for becoming Certified Assessors / Certified Assessors in relevant trade. Certified assessor will also take the Life Skills Module assessment.)</i>	Assessor: <ul style="list-style-type: none"> a) <i>Certified Assessors of the recognized Assessment Agencies</i> b) <i>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)</i>

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.