



Model Curriculum

QP Name: Wellness Therapist (Elderly)

QP Code: BWS/Q0308

QP Version: 1.0

NSQF Level: 4

Model Curriculum Version: 1.0

Beauty & Wellness Sector Skill Council

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Training Parameters

Sector	Beauty & Wellness
Sub-Sector	Alternate Therapy & Rejuvenation
Occupation	Wellness
Country	India
NSQF Level	4
Aligned to NCO/ISCO/ISIC Code	NCO-2015/NIL
Minimum Educational Qualification and Experience	<p>8th Pass plus 2-year NTC plus 1-Year NAC plus 1-Year CITS OR 10th Grade Pass and pursuing continuous schooling (for 2 year program) OR 10th Grade Pass with two years of any combination of NTC/NAC/CITS or equivalent. OR 10th Grade Pass with 2 years of relevant experience OR 11th Grade Pass and pursuing continuous schooling OR 11th Grade Pass with 1 year of relevant experience OR 12th Grade Pass OR Previous relevant Qualification of NSQF Level 3.0 (Wellness Neurotherapist/ Assistant Beauty Therapist/ Assistant Hair Dresser and Stylist) with 3 years of relevant experience OR Completed 2nd year of 3-year diploma (after 10th) OR Pursuing 2nd year of 3-year regular Diploma</p>
Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	31 st August 2023
Next Review Date	31 st August 2026
NSQC Approval Date	31 st August 2023
QP Version	1.0



Model Curriculum Creation Date	31 st August 2023
Model Curriculum Valid Up to Date	31 st August 2026
Model Curriculum Version	1.0
Minimum Duration of the Course	570 hrs
Maximum Duration of the Course	570 hrs

Program Overview

This section summarizes the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the learner will be able to:

Explain the objectives of the program

- List the career opportunities and projected growth in wellness therapist for elderly.
- Explain the roles & responsibilities of Wellness therapist for elderly
- Provide elderly holistic wellbeing
- Carry out wellness assessments
- Provide basic skin care, hair care and alternative therapy
- Provide Yoga and meditation services for elderly
- Carry out preparation and maintenance of work area
- Describe the application of health and safety practices at the workplace
- Describe the importance of personal hygiene and grooming while executing task
- Discuss the importance of employability skills

Compulsory Modules

The table lists the modules, their duration and mode of delivery

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
BWS/N3201: Introduction to Elderly Holistic Well-being	30				30
Module 1: Introduction to Elderly Holistic Well-being	30				30
BWS/N0508: Carry out Wellness Assessments and Nutritional Modifications	30	60			90
Module 2: Carry out Wellness Assessments	10	10			20

Module 3: Nutritional Modifications	10	20			30
Module 4: Modifying Dietary Preparations	10	30			40
BWS/N0616: Provide Basic Skin Care, Hair Care and Alternative Therapy	30	60	30		90
Module 5: Provide Basic Skin Care	10	30			40
Module 6: Provide Basic Hair Care	10	20			30
Module 7: Alternative Therapy	10	10			20
BWS/N0233: Provide Yoga and Meditation Services for Elderly	50	100	30		150
Module 8: Introduction to Hatha Yoga	30	70			100
Module 9: Yoga and Meditation Services for Elderly	20	30			50
BWS/N9002: Maintain health and safety at the workplace	10	20			30
Module 10: Maintain health and safety at the workplace	10	20			30
BWS/N9003: Create a positive impression at the workplace	10	20			30
Module 11: Create a positive	10	20			30

impression at the workplace					
BWS/N9001: Prepare and maintain work area	10	20			30
Module 12: Prepare and maintain work area	10	20			30
DGT/VSQ/N0102: Employability Skills	24	36			60
Introduction to Employability Skills	1	1			2
Constitutional values - Citizenship	0.5	1			1.5
Becoming a Professional in the 21st Century	1	1.5			2.5
Basic English Skills	3.5	6			9.5
Career Development & Goal Setting	1	1			2
Communication Skills	2	3			5
Diversity & Inclusion	1	1.5			2.5
Financial and Legal Literacy	2	3			5
Essential Digital Skills	4	6			10
Entrepreneurship	3	4			7
Customer Service	2	3			5
Getting ready for apprenticeship & Jobs	3	5			8
Duration	194	316	60		510 + 60 (OJT) = 570

Module Details

Module 1: Introduction to Elderly Holistic Well-being

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N3201

Terminal Outcomes:

- Explain the objectives of the program
- List the career opportunities and projected growth as wellness therapist for elderly
- Explain the roles & responsibilities of a wellness therapist for elderly
- Describe the concept of ageing, its effects on human body
-

<i>Duration: 30</i>	<i>Duration: 00:00</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • discuss the different theories of ageing. • Describe and illustrate the physiology and anatomy of the human body • discuss the effects of ageing on the human body in terms of physiological and psychological aspects. • Explain how to cope with its effects • Describe the old age health issues. • Explain how to prevent and avoid health concerns through hygiene, exercise, healthy diet and lifestyle practices. 	
Classroom Aids:	
Anatomy & Physiology Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Basic Stationery, etc.	

Module 2: Carry out Wellness Assessments

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0508

Terminal Outcomes:

- Filling up the different assessment forms

<i>Duration: 10</i>	<i>Duration: 10</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Explain how to build up rapport with the elderly, caretakers, family and healthcare providers. Identifying mental well-being, emotional well-being, physical wellbeing, and social well-being Explain how to fill up the different assessment tools. Explain how to prepare an individualized wellness plan based on the assessments 	<ul style="list-style-type: none"> Demonstrate how to fill out the assessment forms Demonstrate how to correctly and effectively grade the assessments Create an individualized wellness plan as per the assessments
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Charts, basic stationary	

Module 3: Nutritional Modifications

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0508

Terminal Outcomes:

- Identifying the nutritional status and preparing the customized wellness plan.

<i>Duration: 10</i>	<i>Duration:20</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Identifying the nutritional status of the elderly Identify the nutritional gaps and dietary interventions to prevent the old age issues List macro and micro nutrients to be included in the meal plan as per the healthcare provider and nutritional gap observed. Discuss the skin, hair and nail conditions of elderly. Explain the dietary modifications to be made for healthy ageing of skin, nails and hair. 	<ul style="list-style-type: none"> Demonstrate how to measure BMI and Waist- Hip ratio. Create an individualized wellness plan as per the nutritional requirements Demonstrate how to take the diet recall and assess the nutritional needs.
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Charts, measuring tape, basic stationary	

Module 4: Modifying Dietary Preparations

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0508

Terminal Outcomes:

- Prepare and modify Therapeutic diet.

<i>Duration: 10</i>	<i>Duration: 30</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain how to formulate a therapeutic diet based on the assessments and old age issues 	<ul style="list-style-type: none"> • Demonstrate the basic preparation of the therapeutic diet
Classroom Aids:	
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Charts, stove, basic kitchen utensils, basic stationary	

Module 5: Provide Basic Skin Care

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0616

Terminal Outcomes:

- Perform basic skin and nail care services suitable to the elderly; such as anti- ageing facials.

<i>Duration: 10</i>	<i>Duration: 30</i>	
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes	
<ul style="list-style-type: none"> • Explain how to assist the elderly in daily living activities • Explain how to assist the healthcare providers by holding the elderly during enema, vaccinations and Transferring • Discuss ways to identify skin conditions and accordingly suggest, select and prepare products for anti-ageing facials. • Explain steps for anti-ageing facials • List and ensure suitable products to be for the services • State the importance of ensuring the client's comfort throughout the session 	<ul style="list-style-type: none"> • Demonstrate the posture and technique of holding , supporting and assisting the patient. • Prepare the client, self and work area for basic skin care services • Demonstrate the various skin conditions • Perform anti- ageing facial techniques based on the skin condition • Perform suitable course of services and procedures • Demonstrate and identify contraindications and contra-actions that may affect or restrict the services • Differentiate between various types of specialist skin products • Perform aftercare services by recommending basic home care routine for skin protection 	
Classroom Aids:		
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster		
Tools, Equipment and Other Requirements		
Charts, Therapy Bed, Beauty Stool/Chair, Trolley, Bowls, Sterilizer, Face Steamer, Pack Brush, Dustbin, etc.		

Module 6: Provide Basic Hair and Nail Care

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0616

Terminal Outcomes:

- Perform basic hair and nail care services suitable to the elderly; including the diabetic foot.

Duration: 10		Duration: 20	
Theory – Key Learning Outcomes		Practical – Key Learning Outcomes	
<ul style="list-style-type: none"> • Discuss ways to identify scalp and nail conditions and accordingly suggest, select and prepare products. • Explain the steps of Shampooing and conditioning • List and ensure suitable products to be for the services • Explain the basic steps of pedicure • Discuss ways to analyze diabetic foot conditions • Describe the procedure for proper cleaning and bandaging • State the importance of ensuring the client's comfort throughout the session 		<ul style="list-style-type: none"> • Prepare the client, self and work area for basic hair and nail care services • Demonstrate the various hair and nail conditions; including Diabetic foot. • Perform proper cleaning and shaping of the nails • Perform shampooing and conditioning techniques • Perform suitable course of services and procedures • Demonstrate and identify contraindications and contra-actions that may affect or restrict the services • Differentiate between various types of specialist hair products • Perform aftercare services by recommending basic home care routine for hair and nail protection • Demonstrate the proper procedure for cleaning and bandaging the diabetic foot. 	
Classroom Aids:			
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster			
Tools, Equipment and Other Requirements			
Charts, Therapy Bed, Beauty Stool/Chair, Trolley, Bowls, Sterilizer, Pack Brush, nailcare kit, bandage, cotton, Dustbin, etc.			

Module 7: Provide Alternative Therapy

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0616

Terminal Outcomes:

- Perform basic reflexology techniques for calming and relaxation.

<i>Duration: 10</i>	<i>Duration: 10</i>	
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes	
<ul style="list-style-type: none"> • Discuss the importance of alternative therapies • identify reflexology points and techniques to apply pressure for relaxation • State the importance of ensuring the client's comfort throughout the session 	<ul style="list-style-type: none"> • Demonstrate the posture and technique of holding, supporting and assisting the patient. • Prepare the client, self and work area for basic skin care services • Perform reflexology techniques; their effects and implications • Demonstrate and identify contraindications and contra-actions that may affect or restrict the services 	
Classroom Aids:		
Charts, Models, Video presentation, Flip Chart, White-Board/Smart Board, Marker, Duster		
Tools, Equipment and Other Requirements		
Charts, Therapy Bed, Dustbin, etc.		

Module 8: Introduction to Hatha Yoga

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0233

Terminal Outcomes:

- Carry out basic Hatha Yoga postures Vridh Yoga, Mahila Yoga and meditation techniques for overall well-being

<i>Duration: 30</i>	<i>Duration: 70</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss basics of Hatha yoga • Discuss the importance of performing yoga and its effects. • Identify and list potential risks and hazards in the workplace. • State the importance of ensuring the client's comfort throughout the session 	<p>Demonstrate different postures and techniques involved; their effects and implications</p> <p>Perform contraindications of yoga practices for specific conditions and circumstances</p>
Classroom Aids:	
Computer, Projector, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Yoga Mats/ Mysore Rugs/ Towels /Durries, Cushions (optional), First Aid Kit	

Module 9: Provide Yoga and Meditation Services for Elderly

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N0233

Terminal Outcomes:

- Carry out basic Vridh Yoga, Mahila Yoga and meditation techniques for overall well-being

<i>Duration: 20</i>	<i>Duration: 30</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Describe Vridh yoga and Mahila yoga • Discuss the importance of performing yoga and its effects. • Discuss the importance of meditation • Describe the technique of meditation • Identify and list potential risks and hazards in the workplace. • State the importance of ensuring the client's comfort throughout the session 	<p>Demonstrate different postures and techniques involved; their effects and implications</p> <p>Perform Yog Nidra</p> <p>Demonstrate various types of Pranayam techniques</p> <p>Demonstrate asanas for meditation</p> <p>Perform contraindications of yoga practices for specific conditions and circumstances</p>
Classroom Aids:	
Computer, Projector, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Yoga Mats/ Mysore Rugs/ Towels /Durries, Yoga Blankets, Cushions (optional), First Aid Kit	

Module 10: Maintain health and safety at the workplace

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N9002

Terminal Outcomes:

- Describe the application of health and safety practices at the workplace

<i>Duration: 10</i>	<i>Duration: 20</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • State the significance of personal protective equipment (PPE) & its efficient supply at work place; such as tissues, antibacterial soaps, alcohol-based hand cleansers, triple layered surgical face masks, gloves, etc. • Discuss the importance of maintaining basic hygiene at work place to avoid any kind of cross infection; basic hygiene such as wearing disposable N-95/ triple layered surgical face mask, gloves, apron, washing/ sanitizing hands & taking bath at regular intervals, etc. • Explain the importance of maintaining first aid kit at work place • Identify and list potential risks and hazards in the workplace 	<ul style="list-style-type: none"> • Demonstrate and state significance of maintaining posture and position to minimize fatigue and the risk of injury • Demonstrate the method of sterilizing equipment & tools before and after use • Prepare, maintain and report accident reports as per organisational policies
Classroom Aids:	
Computer, Projector, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment and Other Requirements	
Yoga Mats/ Mysore Rugs/ Towels /Durries, Yoga Blankets, Cushions (optional), Beauty and hair tools, Nail kit, First Aid Kit	

Module 11: Create a positive impression at the workplace

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N09003

Terminal Outcomes:

- Describe the importance of personal hygiene and grooming while executing task at workplace

<i>Duration: 10</i>	<i>Duration: 20</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain the importance of maintaining personal hygiene and grooming; such as sanitized hands, neatly tied and covered hair, clean nails, sanitized uniform while engaging with clients with no gender stereotyping, to ensure privacy, comfort and wellbeing of all the genders throughout the services, etc. • List the ways to manage client expectations; such as by identifying new techniques • State the importance of maintaining confidentiality of information while performing documentation of records • Conduct employee awareness program; such as internalization of gender, PwD sensitization on designing PwD friendly workplace 	<ul style="list-style-type: none"> • Demonstrate confidence at the workplace by managing and identifying various business opportunities • Demonstrate the different formats of maintaining documentation of records • Demonstrate the process of client appointment scheduling; pre-bookings and maintaining the work area, equipment, product stocks to meet the schedule • Carry out different & effective ways of communication for clients; clients could be from different culture, religion, age, background, disability, gender; and communication such as email, phone etc. • Perform activities related to the financial literacy; such as saving money, opening bank accounts, linking Aadhaar card to bank account, using various e-commerce payment systems, etc.
Classroom Aids:	
Computer, Projector, White board/ flip chart, Marker and duster	
Tools, Equipment and Other Requirements	
POS machine	

Module 12: Prepare and Maintain Work Area

Mapped to Wellness Therapist (Elderly), (B&W), BWS/N9001

Terminal Outcomes:

- Carry out preparation and maintenance of work area

Duration: 10:00 Hrs.	Duration: 20:00 Hrs.
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain the objectives of the program • List the career opportunities and projected growth as a wellness therapist for elderly • State the roles & responsibilities of a wellness therapist for elderly • Explain the concept, history and evolution of wellness therapist for elderly • Discuss the significance of maintaining hygienic, safe, disinfected and suitable ambient conditions for elderly; such as by using air purifiers to reduce dust, dander, smoke, allergens & odour resulting in a healthier, fresher & cleaner environment • Identify and prepare equipment & products required for the respective services • Discuss the instructions required in preparing a sterilization solution as per organizational standards using approved products and as per manufacturer's and checking leakages • Identify the need of segregating recyclable, non-recyclable and hazardous waste generated in a separate bin • Conduct employee awareness program; such as for COVID-19 by displaying posters/signage promoting regular hand-washing and respiratory hygiene on the premises 	<ul style="list-style-type: none"> • Demonstrate placing disposable sheet on a sanitized area and organize the sterilized/ disinfected products on it for service delivery; tools such as towels, durries, etc. • Demonstrate disposal of waste in the designated area at work place; waste materials such as disposable triple-layered surgical face masks, disposable gloves, etc. • Prepare reports of materials and equipment securely in line with the organizational policies • Apply digital mode of payment to lessen any kind of cross infection; digital mode such as the use of debit/credit cards, internet banking, mobile wallets, digital payment apps, etc.
Classroom Aids	
Computer, Projector, White Board/ Flip Chart, Marker and Duster	
Tools, Equipment and Other Requirements	
Anatomy & Physiology Charts, Appropriate Footwear, Lab Coat, Mask, Gloves, Headgear, Apron, Support Stands, Weighing Scale, Towels, Bed, Pillow, Mattress, Clean Linen, Sanitizer, Dustbin, etc.	

Module 13: Introduction to Employability Skills

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Discuss about Employability Skills in meeting the job requirements

Duration: <1:00>	Duration: <1:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Discuss the importance of Employability Skills in meeting the job requirements 	<ul style="list-style-type: none"> List different learning and employability related GOI and private portals and their usage
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Constitutional values - Citizenship

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Discuss about constitutional values to be followed to become a responsible citizen

Duration: <0.5:00>	Duration: <1:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen. 	<ul style="list-style-type: none"> Show how to practice different environmentally sustainable practices
Classroom Aids:	
Whiteboard, marker pen, projector	

Tools, Equipment and Other Requirements

Becoming a Professional in the 21st Century

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Demonstrate professional skills required in 21st century

Duration: <1:00>	Duration: <1.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Discuss 21st century skills. Describe the benefits of continuous learning 	<ul style="list-style-type: none"> 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.
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Basic English Skills

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Practice basic English speaking.

Duration: <3.5:00>	Duration: <6:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe basic communication skills Discuss ways to read and interpret text written in basic English 	<ul style="list-style-type: none"> Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone

	<ul style="list-style-type: none"> • Read and interpret text written in basic English • Write a short note/paragraph / letter/e-mail using basic English
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Career Development & Goal Setting

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Demonstrate Career Development & Goal Setting skills.

Duration: <1:00>	Duration: <1:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss need of career development plan 	<ul style="list-style-type: none"> • Demonstrate how to communicate in a well-mannered way with others. • Create a career development plan with well-defined short- and long-term goals
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Communication Skills

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Practice basic communication skills.

Duration: <2:00>	Duration: <3:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Explain the importance of active listening for effective communication Discuss the significance of working collaboratively with others in a team 	<ul style="list-style-type: none"> Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Diversity & Inclusion

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Describe PwD and gender sensitisation.

Duration: <1:00>	Duration: <1.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Discuss the significance of reporting sexual harassment issues in time 	<ul style="list-style-type: none"> Demonstrate how to behave, communicate, and conduct oneself appropriately with all genders and PwD
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Financial and Legal Literacy

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Describe ways of managing expenses, income, and savings.

Duration: <2:00>	Duration: <3:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> List the common components of salary and compute income, expenditure, taxes, investments etc. Discuss the legal rights, laws, and aids 	<ul style="list-style-type: none"> Outline the importance of selecting the right financial institution, product, and service Demonstrate how to carry out offline and online financial transactions, safely and securely
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Essential Digital Skills

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Demonstrate procedure of operating digital devices and associated applications safely.

Duration: <4:00>	Duration: <6:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe the role of digital technology in today's life Discuss the significance of using internet for browsing, accessing social media platforms, safely and securely 	<ul style="list-style-type: none"> Show how to operate digital devices and use the associated applications and features, safely and securely Create sample word documents, excel sheets and presentations using basic features Utilize virtual collaboration tools to work effectively

Classroom Aids:

Whiteboard, marker pen, projector

Tools, Equipment and Other Requirements

Entrepreneurship

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Describe opportunities as an entrepreneur.

Duration: <3:00>	Duration: <4:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Explain the types of entrepreneurship and enterprises Discuss how to identify opportunities for potential business, sources of funding and associated financial and legal risks with its mitigation plan Describe the 4Ps of Marketing-Product, Price, Place and Promotion and apply them as per requirement 	<ul style="list-style-type: none"> Create a sample business plan, for the selected business opportunity
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Customer Service

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Describe ways of maintaining customer.

Duration: <2:00>	Duration: <3:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Explain the significance of identifying customer needs and addressing them. Explain the significance of identifying customer needs and responding to them in a professional manner. Discuss the significance of maintaining hygiene and dressing appropriately. 	<ul style="list-style-type: none"> Demonstrate how to maintain hygiene and dressing appropriately.
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Getting ready for apprenticeship & Jobs

Mapped to DGT/VSQ/N0102

Terminal Outcomes:

- Describe ways of preparing for apprenticeship & Jobs appropriately.

Duration: <3:00>	Duration: <5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Discuss the significance of maintaining hygiene and confidence during an interview List the steps for searching and registering for apprenticeship opportunities 	<ul style="list-style-type: none"> Create a professional Curriculum Vitae (CV) Use various offline and online job search sources such as employment exchanges, recruitment agencies, and job portals respectively Perform a mock interview

Classroom Aids:
Whiteboard, marker pen, projector
Tools, Equipment and Other Requirements

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
12th pass with Advance Diploma in Yoga/ Neurotherapy/ Beauty Therapist/ Nutrition	Yoga/ Neurotherapy/ Nutrition	3	Yoga/ Neurotherapy/ Beauty Therapist/ Nutrition	1	Wellness industry	Diploma should be minimum of 6 months period followed by Advanced Diploma of minimum 3 months

Trainer Certification	
Domain Certification	Platform Certification
BWS/Q0308, V1.0 Trainer Minimum accepted score is 80%	MEP/Q2601, V2.0 Trainer Minimum accepted score is 80%

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization <Specify the areas of specialization that are desirable.>	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
12th pass with Advance Diploma in Yoga/ Neurotherapy/ Beauty Therapist/ Nutrition	Yoga/ Neurotherapy/ Nutrition	4	Yoga/ Neurotherapy/ Beauty Therapist/ Nutrition	2	Wellness industry	Diploma should be minimum of 6 months period followed by Advanced Diploma of minimum 3 months

Assessor Certification	
Domain Certification	Platform Certification
BWS/Q0308, V1.0 Assessor Minimum accepted score is 80%	MEP/Q2701, V2.0 Assessor Minimum accepted score is 80%



Assessment Strategy

Assessment system Overview

Assessment will be carried out by assessment partners with no link to training partners. Based on the results of assessment, B&WSSC will certify the learners. Assessor has to pass assessment of theoretical knowledge of the job role and approved by B&WSSC.

The assessment will have both theory and practical components in 20:80 ratios. While theory assessment is summative and a written exam; practical will involve demonstrations of applications and presentations of procedures and other components. Practical assessment will also be summative in nature.

Testing Environment

Training partner has to share the batch start date and end date, number of trainees and the job role.

Assessment will be fixed for a day after the end date of training. It could be next day or later. Assessment will be conducted at the training venue.

Room where assessment is conducted will be set with proper seating arrangements with enough space to prevent copying.

Question bank of theory and practical will be prepared by assessment agency and approved B&WSSC. From this set of questions, assessment agency will prepare the question paper. Theory testing will include multiple choice questions, pictorial question, etc. which will test the trainee on his theoretical knowledge of the subject.

The theory and practical assessments will be carried out on same day. The question paper is pre-loaded in the computer (incase of online assessment) and it will be in the language requested by the training partner.

Presentation will be one mode of assessment and so computers and LDC projector will be available for assessment. Viva will also be used to gauge trainee's confidence and correct knowledge in handling job situations.

Assessment Quality Assurance framework



Assessor has to go through orientation program organized by Assessment Agency. The training would give an overview to the assessors on the overall framework of QP evaluation. Assessor shall be given a NOS and PC level overview of each QP as applicable. Overall structure of assessment and objectivity of the marking scheme will be explained to them.

The giving of marks will be driven by an objective framework which will maintain standardization of marking scheme.

In case of many candidates to be accommodated in one venue for theory assessment, caution is taken not to let the candidates who competed test meet those who have not. Once the first batch has moved out of the knowledge based assessment area, the second batch must be taken from the main waiting area and seated in the respective seats for their knowledge based assessment.

For practical, the instructions for taking the test are clearly written on the board in the lab or shared with the candidates verbally.

The assessment will be video recorded and submitted to B&WSSC. The training partner will intimate the time of arrival of the assessor and time of leaving the venue.

Methods of Validation

Unless the trainee is registered, the person cannot undergo assessment. To further ensure that the person registered is the person appearing for assessment, id verification will be carried out. Aadhar card number is part of registering the candidate for training. This will form the basis of further verification during the assessment.

Assessor conducts the assessment in accordance with the assessment guidelines and question bank as per the job role.

The assessor carries tablet with the loaded questions. This tablet is geotagged and so it is monitored to check their arrival and completion of assessment.

Video of the practical session is prepared and submitted to B&WSSC.

Random spot checks/audit is conducted by B&WSSC assigned persons to check the quality of assessment.

Assessment agency will be responsible to put details in SIP.

B&WSSC will also validate the data and result received from the assessment agency.

Method of assessment documentation and access



The assessment agency will upload the result of assessment in the portal. The data will not be accessible for change by the assessment agency after the upload. The assessment data will be validated by B&WSSC assessment team. After upload, only B&WSSC can access this data. B&WSSC approves the results within a week and uploads on SIP

Glossary

Term	Description
Declarative Knowledge	Declarative knowledge refers to facts, concepts and principles that need to be known and/or understood in order to accomplish a task or to solve a problem.
Key Learning Outcome	Key learning outcome is the statement of what a learner needs to know, understand and be able to do in order to achieve the terminal outcomes. A set of key learning outcomes will make up the training outcomes. Training outcome is specified in terms of knowledge, understanding (theory) and skills (practical application).
OJT (M)	On-the-job training (Mandatory); trainees are mandated to complete specified hours of training on site
OJT (R)	On-the-job training (Recommended); trainees are recommended the specified hours of training on site
Procedural Knowledge	Procedural knowledge addresses how to do something, or how to perform a task. It is the ability to work, or produce a tangible work output by applying cognitive, affective or psychomotor skills.
Training Outcome	Training outcome is a statement of what a learner will know, understand and be able to do upon the completion of the training .
Terminal Outcome	Terminal outcome is a statement of what a learner will know, understand and be able to do upon the completion of a module . A set of terminal outcomes help to achieve the training outcome.

Acronyms and Abbreviations

Term	Description
QP	Qualification Pack
NSQF	National Skills Qualification Framework
NSQC	National Skills Qualification Committee
NOS	National Occupational Standards

