



COMPETENCY BASED CURRICULUM

PM Vishwakarma

Qualification Name: Assistant Hair Dresser

Version: 1.0

Submitted By: Beauty & Wellness Sector Skill Council-HCSSC

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PM Vishwakarma Qualification Details

Vishwakarma Qualification Name	Assistant Hair Dresser
Sector Name	Beauty & Wellness Sector Skill Council
Job role Description	An assistant hairdresser, plays a supportive role in general salon tasks which includes client assistance, shampooing and conditioning, basic haircut and hair blow drying of the client.
Trainee's Entry Profile (<i>Specify as per applicable variants</i>)	Identified beneficiaries under PM Vishwakarma Scheme
Content availability	<input checked="" type="checkbox"/> Yes Link to Access Content: <input type="checkbox"/> No Availability Date:
Curriculum Creation Date	29/9/2023
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Module Details

Overview of PM Vishwakarma Scheme

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
1.	Introduction to PM Vishwakarma scheme	<ul style="list-style-type: none"> Hon'ble Prime Minister's vision for artisans and craftspeople, who work with their hands and tools, are usually self-employed and are generally considered to be a part of the informal or unorganized sector of the economy Understanding of the scheme objective - to improve the quality and reach to ensure that the Vishwakarmas are integrated with the domestic and global value chains. Explain the scheme components: <ul style="list-style-type: none"> Recognition: PM Vishwakarma Certificate and ID Card Skill Upgradation Toolkit Incentive Credit Support Incentive for Digital Transactions Marketing Support List the 18 trades covered under the scheme 	0:30			Video	Mobile Phone with Sim and internet connection
2.	Benefits under PM Vishwakarma Scheme	<ul style="list-style-type: none"> Importance of the PM Vishwakarma Certificate and ID Card, emphasizing their role in giving artisans a unique identity and validating their skills and legacy Highlight the core aim of Basic Training to enable the Vishwakarmas to improve their 	1:00			Video	Mobile Phone with Sim and internet connection

		<p>skill levels through exposure to modern tools and best practices, designs, introduction to the larger value chain of the sector; digital, financial, and soft skills; and imbibed with marketing and entrepreneurial knowledge</p> <ul style="list-style-type: none"> • Discuss the importance of digital and financial literacy in today's era and how these open new avenues. • Offer insights into the various ways the 1 lakh loan can be utilized for buying advanced tools, attending specialized workshops, or setting up a small workspace. • Highlight the core aim of Advanced Training: discuss the transition from an artisan to an entrepreneur, hands-on training on advanced tools. • Discuss the option for availing 2 lakh loan and the potential areas of its investment • Discuss the importance of self-assessment: to check their achievements against the identified goals and upskill to stay updated in one's craft and business. • Understand the credit and market support provided under the scheme. 					
3.	Processes and Procedures	<ul style="list-style-type: none"> • Discuss the complete application procedure, including where and how to apply. • Explain how the scheme will reach out to them for various skill-enhancing opportunities. • Elaborate on market support, 	0:30			Video	Mobile Phone with Sim and internet connection

		<ul style="list-style-type: none"> • The Scheme envisages to incentivize digital transactions undertaken importance of digital transactions and the incentives they would receive for adopting this modern method. • List other Government schemes which may cater to their various requirements. • facilitate linking the beneficiaries with the suitable exporters and traders operating under this sector 					
		Total – Duration (Hours)	2:00				
		Grand Total Duration (Hours)	2:00				

Up skilling of “Vishwakarmas” on utilization of Tool-Kits and up gradation to power tools

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
1.	Shampoo, condition the hair and scalp	<ul style="list-style-type: none"> Describe the importance of proper consulting, planning and preparing clients for treatments Explain the significance of maintaining customer service principles including privacy and protection of the modesty of the customers Prepare the client, self, and work area for the shampooing and conditioning service. Select and apply the proper products required for shampoo and conditioning service. Products like suitable shampoo and conditioner. Apply effective techniques for shampooing and conditioning services suitable for the client's hair and scalp condition. Demonstrate various massage techniques while shampooing and conditioning to meet the needs of the client. Execute record services; such as maintaining product usage (inventory) record 	1	3		Blended	Shampoo Station Hair Trolley Apron Cutting sheet Styling products Comb set Towels Brush set Hair Dryer Shampoo Conditioner Shampoo cape Hair iron Hand Sanitizer

		<ul style="list-style-type: none"> List out the ways to dispose waste safely Explain the importance of ensuring clean and hygienic work space State the importance of cleaning, sterilizing and fumigation of equipment and tools before use. Demonstrate apt posture and position to avoid fatigue and risk of injury. 					
2.	cutting men's hair	<ul style="list-style-type: none"> Describe the structure of hair Describe the factors that influence haircutting services List and demonstrate the usage of the tools required for hair cutting services. Tools like thinning scissors, long edge cutting scissors, comb set, etc. Apply safe and effective methods of working when providing services Perform client consultation, treatment planning and preparation to the achieve desired look Demonstrate the process followed in hair cutting services; such as straight cut, V cut, U cut, layered cut, using long edge cutting scissors, thinning scissors, etc. Demonstrate how to cut hair in accordance to the guideline 	1	5		Blended	Cutting Chair (Hydraulic & Reclining) WorkStation with Mirror Hair Trolley Clipper Hair cutting scissors Comb set Water spray bottle Apron Towels Sterilizer Hair dusting brush Hair thinning Scissors Brush set Hair Dryer Section Clips Dummy for demonstration Cutting Sheet Cotton roll

		<ul style="list-style-type: none"> • Perform haircut using various techniques: Scissors over comb, clipper over comb, freehand, thinning with the help of cutting scissors, cutting combs, etc. • Create suitable neckline shapes as per client preference; shapes such as: tapered, round, square • Perform aftercare advice for clients • Explain the significance of maintaining customer service principles • Demonstrate work methods to minimize wastage. • Execute record details of the services accurately. 					Hand Sanitizer Back Mirror
3.	Perform basic blow drying of hair	<ul style="list-style-type: none"> • Describe procedures and effects of blow-drying and finishing services • List the factors that influence blow-dry and finishing services • List the tools and equipment used for hair blow drying services. Tools and equipment like blow dryer, hair brushes, section clips, etc. • Prepare the client, self and work area for hair blow drying service. • Perform blow-dry services for various hair types and conditions using blow dryer, hair brushes, etc. • Demonstrate inward curling and outward curling with the help of a blow dryer 	1	4		Blended	Cutting Chair (Hydraulic & Reclining) WorkStation with Mirror Hair Trolley Comb set Apron Towels Hair Dryer Section Clips Brush Set Dummy for demonstration Cotton roll Hand Sanitizer Straightening Iron Hair Gel

		<ul style="list-style-type: none"> • Create bouncy hair using hair dryer and tongs • Demonstrate how to use long tong rods to create loose and tight curls • Differentiate between various types of hair products and methods 					Heat protector Serum or spray Hair setting spray Hair Mousse Back Mirror
		Total – Duration (Hours)	3	12	NA		
		Grand Total	15				

Digital Literacy

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
1.	Basics of using mobile phones (Feature phones and Smart Phones)	<ul style="list-style-type: none"> Learners will be able to identify parts of a feature phone and smart phone. Switch on and off the mobile phone, charge, and insert a SIM card. Importance of keeping same phone number, especially for government schemes, banking, Aadhaar, etc. Configure phone settings such as setting passwords, savings and transferring contacts, adjusting display, volume, mobile data, hotspot, back up, etc. Transfer data from one mobile to another, recharge phones. Demonstrate how to use basic features of a phone, e.g., capturing photos and videos, dictation, and voice recording. 	00:30	01:30		Classroom	Mobile Phone with Sim and internet connection
2.	Using Basic Internet and mobile applications (Apps)	<ul style="list-style-type: none"> Install and configure applications such as WhatsApp, Gmail, Google Maps, PayTM, and other social media applications such as Facebook and YouTube. Set up a Gmail and other social media accounts. Geo-tag locations such as workplace, shop etc. 	00:40	01:30		Classroom	Mobile Phone with Sim and internet connection

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
		<ul style="list-style-type: none"> Use platforms for skilling and learning, including government portals. Basics of online shopping and using digital payment modes such as PayTM, credit card etc. 					
3.	Privacy and security related to Internet and mobile phones	<ul style="list-style-type: none"> Use social media responsibly and securely Safeguard mobile phones and data by using passwords, not clicking on suspicious links, and sharing data securely. Protection from cyber frauds and scams 	00:20	00:30			Mobile Phone with Sim and internet connection
		Total – Duration (Hours)	01:30	03:30			
		Grand Total Duration (Hours)	05:00				

Financial Literacy

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
1.	Importance of being financially literate	<ul style="list-style-type: none"> Understand simple financial terms such as payments, receipts, income, expenses, etc. Know about business related financial transactions for taking decisions Setting short term, medium term, and long-term financial goals Understand the importance of savings and expenses 	0:15	0:25	0.00	Classroom /Online	White Board, Marker, Duster, Audio System Projector, Projector Screen Laptop, Internet Connectivity
2.	Process of opening and operating a bank account	<ul style="list-style-type: none"> Difference between savings and current account Process of opening a bank account Know-about required KYC documents like Aadhaar, PAN, GST, MSME certificate etc. Operate and manage bank accounts 	0:20	0:30	0.00	Classroom /Online	White Board, Marker, Duster, Audio System Projector, Projector Screen Laptop, Internet Connectivity
3.	Applying and managing loans	<ul style="list-style-type: none"> Understanding of secured and unsecured loans Process of applying for loans. Understanding the repayment schedule of the loan based on the interest rate and duration Impact of delayed payment of loan installment 	0:20	0:50	0.00	Classroom /Online	White Board, Marker, Duster, Audio System Projector, Projector Screen Laptop, Internet Connectivity

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
4.	Using Digital Tools for receipts and payments	<ul style="list-style-type: none"> Using UPI for digitally receiving and making payments Using QR Codes for digitally receiving and making payments Use internet and mobile banking for fund transfer and payment Perform transactions using ATM cum debit cards and credit cards, Rupay Card, etc. 	0:10	0:25	0.00	Classroom /Online	White Board, Marker, Duster, Audio System Projector, Projector Screen Laptop, Internet Connectivity, smart mobile phone, basic mobile phone
5.	Selecting savings and insurance products	<ul style="list-style-type: none"> Explain different saving products Select appropriate saving products Explain different types of insurance plans and products 	0:15	0:25	0.00	Classroom /Online	White Board, Marker, Duster, Audio System Projector, Projector Screen Laptop, Internet Connectivity
6.	Preparing and Maintaining Bahi- Khata (Book-keeping)	<ul style="list-style-type: none"> Creating accounts for Bahi- Khata (Book-keeping) Maintain Bahi-Khata Prepare income statement 	0:15	0:30	0.00	Classroom /Online	White Board, Marker, Duster, Audio System Projector, Projector Screen Laptop, Internet Connectivity
7.	Awareness and prevention of financial frauds	<ul style="list-style-type: none"> Identify potential fraudulent transactions. Apply preventive measures to avoid financial frauds. 	0:10	0:00		Classroom (Case Study) /Online	Case Study
8.	Filing complaints on business related issues with appropriate authority	<ul style="list-style-type: none"> Reporting of fraud to the appropriate authority 	0:10	0:00	0.00	Classroom /Online	White Board, Marker, Duster, Audio System Projector, Projector Screen Laptop, Internet Connectivity

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
		<ul style="list-style-type: none"> Follow the procedure of lodging a complaint with a consumer court, Lokpal, CPGRAMS etc. 					
		Total – Duration (Hours)	1:45	3:15	0.00		
		Grand Total Duration (Hours)	05.00				

Marketing and Branding

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
1.	Introduction to Marketing and Branding	<ul style="list-style-type: none"> Explain the meaning of sales, marketing, and branding. Explain the importance of obtaining quality certifications from the relevant authorities for products and services (ISI mark, Agmark, Hallmark etc.) Using photographs and videos for building the brand identity. Using social media platforms to advertise and market products and services <ul style="list-style-type: none"> Prepare and circulate an advertisement on WhatsApp application with geotagged videos and pictures Using media such as pamphlets, brochures, banners etc. to reach out to customers Make use of local festive seasons, trade fairs and special occasions to promote products and services through promotional offers. 	00:45	02:00	NA	In-class training & demonstration	Smart phones with social media access, model banners, product catalogues, standees, brochures, flyers, computer laptop with internet access, professional camera to shoot photos and videos, case studies and stories and photographs relevant to brand building, videos on tutorials to illustrate the best practices for clicking photographs and creating videos of products for promotion. (Refer Annexure: Marketing and Branding)
2.	Building Customer Relations	<ul style="list-style-type: none"> Demonstrate how to be well groomed and be presentable Identify the precise needs of the customers 	00:15	01:00	NA	In-class training & demonstration	

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
		<ul style="list-style-type: none"> Features and benefits of products and services that meet the needs of the customers Importance of customer feedback Explain how building long-term relationships with customers helps increase profitability in business. Prepare incentive plans, deals, offers etc. for regular customers 					
3.	Physical and Digital marketplaces	<ul style="list-style-type: none"> Identify appropriate marketplaces to sell the products and services Explain Physical marketplace <ul style="list-style-type: none"> Setting up shops, stalls in melas, exhibitions, trade fairs etc. Door to door sale of products and services Explain Digital marketplace <ul style="list-style-type: none"> Explain how to register and list on an online marketplace such as Amazon, Flipkart, Urban-company etc. Using social media for selling products and services 	00:30	01:00	NA	In-class training & demonstration	Laptop/ Computer and printer with internet access and access to online marketplace, e-commerce websites, online seller registration formats and guideline documents pictures to illustrating attractive promotional stalls in trade fairs/ exhibitions, sample products, training videos to demonstrate packaging and shipping of products.
4.	Success stories of doing collective business	<ul style="list-style-type: none"> Benefits of collectively doing business How to form a Self-Help Group, clusters etc. Describe best practices of the organizations like “Amul”, “Lijjat”, “Javed Habib” etc. 	00:30	00:30	NA	In-class training	Case studies and stories relevant to cooperative movements.

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theo ry	Practic al	OJT		
		Total – Duration (Hours)	02:00	04:30			
		Grand Total Duration (Hours)	06:30				

Self-Employment

S. No	Module Name	Learning Outcomes	Training Duration (Mins/ Hours)			Delivery Methodolog y	Tool/Equipment Required (if applicable)
			Theor y	Practical	OJT		
1.	Introduction to Self-Employment	<ul style="list-style-type: none"> Understanding self-employment and its benefits Identify and categorize various types of self-employments 	00:10	0:00		Classroom	White board, marker, duster, handbooks, Screen, Computer, Projector, Mobile phone, Internet connection
2.	Making a plan for Small Business	<ul style="list-style-type: none"> Make a business plan for a small business that defines goals, customers, costs, competitors, resource utilization etc. Plan the Utilization of Rs. 1 lakh loan amount efficiently Understanding of the legal permissions, permits, licenses, and registrations necessary for starting and operating a small business from a local authority 	00:20	01:00		Classroom	White board, marker, duster, handbooks, Screen, Computer, Projector, Mobile phone, Internet connection
3.	Managing and Expanding Business	<ul style="list-style-type: none"> Effective use of resources such as labour, raw materials, money, and tools & machinery using the loan fund. Learning how to increase sales, maintain quality of products and services 	00:30	01:00		Classroom	White board, marker, duster, handbooks, Screen, Computer, Projector, Mobile phone, Internet connection

S. No	Module Name	Learning Outcomes	Training Duration (Mins/ Hours)			Delivery Methodolog y	Tool/Equipment Required (if applicable)
			Theor y	Practical	OJT		
4.	Knowing Government schemes and using ecommerce platforms	<ul style="list-style-type: none"> Understanding of relevant government schemes for small businesses and self-employed individuals and its Terms and Conditions Explore e-commerce platforms such as ONDC, Amazon, IndiaMart, Urban Clap, Yes Madam, etc. and learn to register as a vendor 	00:30	01:30		Classroom	White board, marker, duster, handbooks, Screen, Computer, Projector, Mobile phone, Internet connection
		• Total – Duration (Hours)	01:30	03:30			
		Grand Total Duration (Hours)	05:00				

Feedback and Interactive Session

S. No	Module Name	Learning Outcomes	Training Duration (Hours)			Delivery Methodology	Tool/Equipment Required (if applicable)
			Theory	Practical	OJT		
1	Feedback and Interactive Session	<ul style="list-style-type: none"> Feedback from learners on skill upgradation Feedback from learners on how the scheme will provide support for better and modern tools to enhance the capacity, productivity and quality of products. Feedback from learners on how the scheme will provide the beneficiaries an easy access to collateral free credit and interest subvention. Feedback from learners on how the scheme will provide incentives for digital transactions to encourage the digital empowerment. Feedback from learners on how the scheme will provide a platform for brand promotion and market linkages to help them access new opportunities for growth. 	00:45	00:45	NA	Offline	NA
		Total – Duration (Hours)	00:45	00:45	NA		
		Grand Total Duration (Hours)	01:30				

Trainer and Assessor Requirements

(As per requirement)

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>

Glossary & Acronyms

(As per requirement)

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 onsite
OJT(R)	On-the-job training (Recommended); trainees are recommended the specified hours of training onsite
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

Acronym	Description
NCrF	National Credit Framework
NSQF	National Skills Qualification Framework
OJT	On -the -Job Training