

Diploma Classes Syllabus Unitization & Prescribed Books

(Session 2021-2022)

Diploma in Stitching & Tailoring (Full Time) (Semester-I)

SUBJECT - Clothing Construction (Theory)

Pattern of Question Paper-There will be eight questions of equal marks (Specified in the syllabus) for theory paper, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

<u>MONTH WISE DIVISION</u>	<u>SYLLABUS UNITISATION</u>
SEPTEMBER	SECTION-A 1. Drafting and its importance. 2. Study of anthropometry. Tools required & its importance.
OCTOBER	SECTION-B 3. Equipments used for clothing construction 4. Sewing machine-parts, care, defects & remedies SECTION-C 5. Application of elements and principles of design in designing garments
NOVEMBER	SECTION-D 6. Definitions: Fashion fads, style, classic, trends, mass fashion, and high fashion.

Prescribed Book:-

Study Material will be provided by the Department

Diploma in Stitching & Tailoring (Full Time) (Semester-I)
SUBJECT - Dress Designing & Style Reading (Practical)

Pattern of Question Paper- Construction of any one Kid garment from the list given below.

- ❖ Casual wear
- ❖ Party wear
- ❖ Play wear
- ❖ Night wear

Emphasis should be given to pattern development, placements on the fabric, design features and finishing of the garment

<u>MONTH WISE DIVISION</u>	<u>SYLLABUS UNITISATION</u>
SEPTEMBER	<p>THEME: CASUAL WEAR</p> <ul style="list-style-type: none"> ❖ Mood Board ❖ Theme Board ❖ Color Board ❖ Swatch Board ❖ Measuring Sheet ❖ Drafting Sheet ❖ Layout Sheet ❖ Pattern Sheet ❖ Design Sheet ❖ Specification Sheet ❖ Photo Shoot ❖ Specs Sheet
OCTOBER	<p>THEME: PARTY WEAR</p> <ul style="list-style-type: none"> ❖ Mood Board ❖ Theme Board ❖ Color Board ❖ Swatch Board ❖ Measuring Sheet ❖ Drafting Sheet ❖ Layout Sheet ❖ Pattern Sheet ❖ Design Sheet ❖ Specification Sheet ❖ Photo Shoot ❖ Specs Sheet <p>THEME: PLAY / NIGHTY WEAR</p> <ul style="list-style-type: none"> ❖ Mood Board ❖ Theme Board ❖ Color Board ❖ Swatch Board
NOVEMBER	<ul style="list-style-type: none"> ❖ Measuring Sheet ❖ Drafting Sheet ❖ Layout Sheet ❖ Pattern Sheet ❖ Design Sheet ❖ Specification Sheet ❖ Photo Shoot ❖ Specs Sheet

Diploma in Stitching & Tailoring (Full Time) (Semester–I)
SUBJECT - Scale Drawing (Practical)

Pattern of Question Paper- question paper will be set by the Examiner.

<u>MONTH WISE DIVISION</u>	<u>SYLLABUS UNITISATION</u>
SEPTEMBER	1. Lines- vertical, horizontal, diagonal, broken, curve , wavy, zig-zag 2. Basic block figure 3. Flesh figure.
OCTOBER	4. Formulation of hand, Feet, leg & face. 5. Color wheel 6. Color schemes- monochromatic, complementary, and analogous.
NOVEMBER	7. Value and intensity chart 8. Make different types of textures.

Diploma in Stitching & Tailoring (Full Time) (Semester–I)

SUBJECT - Fashion Designing & Construction (Practical)

Pattern of Question Paper- question paper will be set by the Examiner.

<u>MONTH WISE DIVISION</u>	<u>SYLLABUS UNITISATION</u>
SEPTEMBER	<p>1. Making samples of the following:</p> <p>(a) Tacking –even & uneven , diagonal running, hemming- visible & invisible , Button hole, fasteners- press button, hooks, valcro, zippers.</p> <p>(b) Seams: Plain, counter seam, run and fell seam and French seam.</p> <p>(c) Seam finishes: over casting, pinking, turned in and stitched.</p> <p>(d) Continuous wrap placket, two piece placket, kurta placket, darts- leg dart, fish dart, pleats- knife pleat, box pleat, inverted box pleat, gathers, tucks- pin tucks, Space tucks, shell tucks, cord tucks.</p> <p>(e) Collars should be attached with bodice block: peter pan, cape, Chinese neck band Collar.</p> <p>(f) Sleeves: plain, cap, and puff.</p> <p>(g) Pockets: side, patch, bound, kurta</p>
OCTOBER	<p>2. Construction of following Kids garments</p> <p>(a) Romper/ sunsuit</p> <p>(b) A line frock/ gathered frock</p> <p>(c) Night suit.</p>
NOVEMBER	<p>3. Basic embroidery 5 stitches, Make two hankies having design embroidered with Minimum 2 stitches.</p>

Diploma in Cosmetology (Semester System)

SEMESTER-I Subject-Paper 1(Theory)

Pattern of Question Paper-There will be eight questions of equal marks (Specified in the syllabus), two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

MONTH WISE DIVISION	SYLLABUS UNITISATION
SEPTEMBER	Section A: <ul style="list-style-type: none">• Cosmetology<ul style="list-style-type: none">➤ Aims and objectives.➤ Importance• Personal Grooming<ul style="list-style-type: none">➤ Care of yourself.➤ Visual poise.➤ Basic table manners.➤ How to get into a car.➤ How to carry accessories.➤ Wardrobe planning
OCTOBER	Section B: <ul style="list-style-type: none">• Skin<ul style="list-style-type: none">➤ Structure of Skin.➤ Function of skin.➤ Common skin problems.➤ Skin types and skin analysis.➤ Describe the Melanin• Facials<ul style="list-style-type: none">➤ Benefits of massage.➤ Massage Methods.➤ Massage techniques.➤ Plain facial.➤ Facial treatment of acne, pigmentation, black heads, removing with natural herbs /ingredients.
NOVEMBER	Section C: <ul style="list-style-type: none">• Basic Make-up steps<ul style="list-style-type: none">➤ Base make-up➤ Base makeup according to day night.➤ Facial shape analysis.➤ Casual and formal makeup.➤ Make-up according to weather and with matching dress. Section D: <ul style="list-style-type: none">• Hair Removing Methods<ul style="list-style-type: none">➤ Waxing➤ Threading➤ Bleaching

Prescribed Book:-

Study Material will be provided by the Department

Diploma in Cosmetology (Semester System)

SEMESTER-I

Subject-Paper 2(Theory)

Pattern of Question Paper-There will be eight questions of equal marks (Specified in the syllabus), two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

MONTH WISE DIVISION	SYLLABUS UNITISATION
SEPTEMBER	Section A: <ul style="list-style-type: none">• Yoga<ul style="list-style-type: none">➤ Benefits of yoga.➤ Rules of yoga.➤ Benefits of Aerobics Section B: <ul style="list-style-type: none">• Yoga Asana<ul style="list-style-type: none">➤ Shav➤ Gomukh➤ Vajar➤ Bhujang➤ Hala➤ Dhanur➤ Chakar➤ Tar➤ Pashchimottan➤ Pawan mukt asana
OCTOBER	Section C: <ul style="list-style-type: none">• Hair<ul style="list-style-type: none">➤ Structure of hair➤ Hair disorders : Dandruff, Aleopecia➤ Hair disorders : Hair fall, White hair, Head lice➤ Hair growth and Replacement
NOVEMBER	Section D: <ul style="list-style-type: none">• Hair shaping with hair cut.<ul style="list-style-type: none">➤ Sectioning of hair.➤ Preparation of Hair cut➤ Techniques of hair cut.➤ Basic hair cuts : U-cut, Trimming Feather , layer and razor cut➤ Equipments, Sanitizing, Brushes, Combs

Prescribed Book:-

Study Material will be provided by the Department

Diploma in Cosmetology (Semester System)

SEMESTER-I

Subject-Paper 3(Practical)

MONTH WISE DIVISION	SYLLABUS UNITISATION
SEPTEMBER	<ul style="list-style-type: none">• Massage<ul style="list-style-type: none">➤ Benefits of Massage.➤ Massage methods.➤ Massage techniques • Facial<ul style="list-style-type: none">➤ Preparation of facial.➤ Skin analysis.➤ Different facials for different types and different skin problems: like Black head removing.➤ Application of thermo herb.➤ Facial with natural herbs and ingredients.➤ Treatment of acne, pigmentation, wrinkles.➤ Vegetable peeling.
OCTOBER	<ul style="list-style-type: none">• Removing Body Hair<ul style="list-style-type: none">➤ Waxing, Tweezing, Threading➤ Use of chemical applicators.➤ Bleaching.• Make-up<ul style="list-style-type: none">➤ Analysis of facial shape.➤ Base makeup according to day/night, weather, and occasion and according to dress.➤ Casual and formal make-up.➤ How to choose correct make-up.➤ Applications of different type of base make-up
NOVEMBER	<ul style="list-style-type: none">• Mehndi<ul style="list-style-type: none">➤ Arabian Mehndi➤ Simple Mehndi➤ Bridal Mehndi

Diploma in Cosmetology (Semester System)

SEMESTER-I

Subject-Paper 4(Practical)

MONTH WISE DIVISION	SYLLABUS UNITISATION
SEPTEMBER	<ul style="list-style-type: none">• Yoga Asana➤ Shav➤ Gomukh➤ Vajar➤ Bhujang➤ Hala➤ Dhanur➤ Chakar➤ Tar➤ Pashchimottan➤ Pawan mukt asana• Hair Care➤ Shampooing: Procedure, Types of shampoo.➤ Scientific brushing on wet hair.
OCTOBER	<ul style="list-style-type: none">• Scalp treatment, Applying mask, Conditioners.➤ Scientific brushing on different types of hair.➤ Scalp manipulations.➤ Scalp treatment.➤ Dandruff treatment.➤ Removing of split ends• Hair Shaping➤ Blow dry.➤ Temporary straightening.➤ Crimping.➤ Different style of hair curls
NOVEMBER	<ul style="list-style-type: none">• Use of Spray, Gel, Mousse, Volumizers etc.• Hair cuts➤ Hair sectioning (basic).➤ Hair sectioning according to different basic hair cuts➤ Preparation of hair cut.➤ Basic haircuts like: trimming, u-cut, v-cut, Feather, Layer and Razor.

Department of CS & IT

Class – Diploma in Computer Applications-I Semester(Full Time)

Class – DCA-I Semester

Pattern of Question Paper - Eight questions of equal marks (Specified in the syllabus), two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Subject - PAPER–I: Information Technology and Operating System

Month wise Division	Syllabus Unitization
September	<u>SECTION–A</u> Information Concepts and Processing: Evolution of Information Processing Data Information Language Communication and Network Client Server Systems Computer Networks LAN & WAN <u>SECTION–B</u> Internet Understanding: the Internet E–mail Basics Browsing the Web Finding Stuff on the Web and Net Elements of a Computer Processing System: Hardware – CPU Storage Devices and Media VDU Input – Output
October	<u>SECTION–C</u> Data Communication: Equipment Software–System Software, ApplicationSoftware Programming Languages: Classification Machine Code Assembly Language Higher Level Languages Fourth Generation languages
November	<u>SECTION–D</u> Operating System: What is Operating System–Evolution of OS Types of Operating System A) Single User Systems B) Multi User Systems : Unix, XENIX, VAX/VMS Booting a System

Prescribed Book

Book Name – Fundamentals of Computers and Information Technology

Author – Puneet Kumar

Publisher – Kalyani Publishers

Subject - PAPER-II PC Computing-I

Month wise Division	Syllabus Unitization
September	<p>Section-A Introduction to windows Origin of windows a) Parts of Windows Screen (Definition)The Desktop, the taskbar, Start Menu, The windows, Icons b) Types of windows Application Windows, Document Windows c) Anatomy of a window The title bar, Minimize and Maximize buttons The control box, Scroll bars, scroll buttons and scroll boxes, About my computer icon, About the networking neighborhood icon, Recycle bin, Folders – creation and definition, Windows explorer (definition), Shortcut icons with creation and definition</p>
October	<p>Section-B Introduction to MS-Office Introduction to Word (Word for Windows) Introduction to Word Introduction to Parts of a Word Window (Title bar, Menu bar, Tool bar, the Ruler, Status area)Creating new document, Opening an existing document To insert a second document into an open document, Editing a document Deleting text, replacing text, moving and copying text, Page setup, Margins and gutters, Changing fonts and front size, To make text bold, italic or underline, Line spacing, Centering, right alignment and left alignment, Page breaks</p> <p>Section-C Headers and footers, Putting page numbers in headers and footers, Saving documents, naming word document, saving in different formats, saving on different disks, Spell checker, Printing, Creating a table using the table menu(entering and editing text in tables, selecting in tables, adding rows, changing row heights, deleting rows, inserting columns, changing columns and cell width), Borders and shading, Templates and wizards, Working the graphics, Drawing objects, Using frames, position objects, Mail merge, Using word and word documents with other applications</p>

November	Section–D MS–POWER POINT Introduction to MS Power Point, Power Point Elements(Templates, Wizards, Views, Color Schemes),Exploring Power Point Menu, Opening and Closing Menus, Working with Dialog Boxes Adding text, adding title, moving text area, resizing text boxes, adding art, Starting a new slide, Starting a Slide show, Saving Presentation, Printing Slides, Views(Slide View, Slide sorter view, notes view, outline view) Formatting and enhancing text formatting(Changing format with a new layout, Using a pick look wizards to change format, Alignment of Text, Working with text spacing, Using Bullets, Changing text font and size, Selecting text style, effect and color, Picking up and applying style, Creating Graphs, Displaying slide show and adding multi–media
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Prescribed Book

Book Name – Fundamentals of Computers and Information Technology

Author – Puneet Kumar

Publisher – Kalyani Publishers