



GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT & ENTREPRENEURSHIP
DIRECTORATE GENERAL OF TRAINING

COMPETENCY BASED CURRICULUM

VIDEO CAMERAMAN

(Duration: One Year)

CRAFTSMEN TRAINING SCHEME (CTS)

NSQF LEVEL- 4



SECTOR – TRAVEL, TOURISM AND HOSPITALITY

VIDEO CAMERAMAN

(Non-Engineering Trade)

(Revised in 2017)

CRAFTSMEN TRAINING SCHEME (CTS)

NSQF LEVEL - 4

Developed By

Ministry of Skill Development and Entrepreneurship

Directorate General of Training

CENTRAL STAFF TRAINING AND RESEARCH INSTITUTE

EN-81, Sector-V, Salt Lake City,

Kolkata – 700 091

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List of Expert Members contributed/ participated for finalizing the course curriculum of Digital Photographer held on 07.02.2018 at FTI, Bangalore			
S No.	Name & Designation Sh/Mr/Ms	Organization	Remarks
1.	Shri B. V. S. Sessa Chari, Director	CSTARI, Kolkata	Chairman
2.	Shri N.R. Arvindan , Director	FTI, Bangalore	Member
3.	Shri V. Sukumaran, Chief Cameraman	Films Division, Govt. of India, Kendriya Sadan, Bangalore	Expert
4.	Shri Mahendar, Director of Photography	Ryan International School, Bangalore	Expert
5.	Shri G. Palani, Cameraman	Doordarshan, Bangalore	Expert
6.	Shri R. K. Narendra Kumar, Chief	Ahobila Photography, Bangalore	Expert
7.	Shri Prakash Y.D. , Cameraman	Photo Care, Bangalore	Expert
8.	Shri Chandra Prabhu, Cameraman/Film Editor	Viedo Came, Bangalore	Expert
9.	Smt. Malathi M., J.T.O.	Govt. I.T.I., Tumkur Road, Bangalore-22	Member
10.	Shri Rajendra C., DOP. Film & Media	DOP Freelancer, Bangalore- 104	Expert
11.	Shri Vijaya Kumar R., Principal	Govt. Film & TV Institute, Heseraghata, Bangalore	Expert
12.	Prof. Hitesh Liya	SRFTI, Kolkata	Member
13.	Shri Utpal Moitra	Cameraman Grade1, DDK, Golf Green, Kolkata.	Member
14.	Shri Sanjay Khanande	Photographer cum Projectionist, FTI, Bangalore	Expert
15.	Shri V,Babu, DDT	Apex-Hitech, Bangalore	Member
16.	Shri R.C. Mandal, DDT	CSTARI, Kolkata	Member
17.	Shri P.K. Ghosh, Sr, D'man	CSTARI, Kolkata	Member

S No.	Topics	Page No.
1.	Course Information	1
2.	Training System	2-5
3.	Job Role	6-7
4.	General Information	8-9
5.	NSQF Level Compliance	10
6.	Learning/ Assessable Outcome	11
7.	Learning Outcome with Assessment Criteria	12-17
8.	Trade Syllabus	18-25
9.	Core Skill – Employability Skill	26-29
10.	Annexure I	
	List of Trade Tools & Equipment	30-32
	List of Tools & Equipment for Employability Skill	33
11.	Annexure II - Format for Internal Assessment	34

1. COURSE INFORMATION

During one-year duration of “Video Cameraman” trade, a candidate is trained on Professional Skill, Professional Knowledge and Employability Skill. In addition to this, a candidate is entrusted to undertake project work, extracurricular activities and on-the-job training to build up confidence. The broad components covered related to the trade are categorized in two semesters each of six months duration. The semester wise course coverage is categorized as below:

1st Semester – In the first semester, the trainee learns about elementary first-aid, firefighting, environment regulation and housekeeping, etc. The trainee identifies trade tools, digital cameras, compact and SLR. The trainee will be able to do the practical by the use of natural light, tungsten light, fluorescent light, single and multiple electronic flash reflectors, exposure meters, studio flash and its accessories. They will also be able to do the practical on various lighting techniques for different lenses and will do practice on special areas of photography in outdoor and indoor conditions .They will be able to do practical on computer system by digital editing software, printing the photographs taken by digital cameras and will be able to do the image transportation to the storage media, sending photographs through E-mail and to Scan photographs, capture frames and analysis of images. There will be a visit to studio where they will be able to handle the digital Video cameras, Tape, DVD, HDD, accessories and exposure to take different common shots , dimension of images and movements as per requirement.

2nd Semester – In the second semester, the trainee will be able to do lighting of different areas of video shooting, practice on three point lighting indoor and outdoor. Taking photographs using different types of lenses using different aperture, shutter speed setting for still, Video camera, CCTV and spy camera. Taking photographs of portrait, studio photography, commercial/Advertisement photography, sports photography, fashion photography, slow and fast moving objects, functions, machines and VIDEOes, landscape, architecture, night photography children, animal, birds, shooting spot etc. by digital camera. They will have the concept of audio video recording , mixing, editing, dubbing of sound , using different types of microphones .Shooting of different areas and topics such as sports , wildlife, modeling, drama ,documentary, serial, story board making ,news, interview, seminar/ workshop, industrial, live broadcasting, musical event ,Advertisement etc .The trainee also undergoes four weeks on-the-job training in various studios/labs at the end of the second semester which gives them more practical exposure to the professional working environment.

2. TRAINING SYSTEM

2.1 GENERAL

The Directorate General of Training (DGT) under Ministry of Skill Development & Entrepreneurship offers a range of vocational training courses catering to the need of different sectors of the economy/ labour market. The vocational training programs are delivered under the aegis of National Council of Vocational Training (NCVT). Craftsman Training Scheme (CTS) and Apprenticeship Training Scheme (ATS) are two pioneer programs of NCVT for propagating vocational training.

‘Video Cameraman’ trade under CTS is one of the professional courses delivered nationwide through a network of ITIs. The course is of one-year (02 semester) duration. It mainly consists of Domain area and Core area. In the Domain area (Trade Theory & Practical) impart professional skills and knowledge, while the core area (Employability Skill) imparts requisite core skills, knowledge, and life skills. After passing out the training program, the trainee is awarded National Trade Certificate (NTC) by NCVT which is recognized worldwide.

Candidates broadly need to demonstrate that they are able to:

- Read and interpret technical parameters/documents, plan and organize work videos, identify necessary materials and tools;
- Perform tasks with due consideration to safety rules, accident prevention regulations and environmental protection stipulations;
- Apply professional skill, knowledge & employability skills while performing jobs.
- Document the technical parameters related to the task undertaken.

2.2 CAREER PROGRESSION PATHWAYS

- Can join Apprenticeship programs in different types of industries leading to a National Apprenticeship certificate (NAC).
- Can join Crafts Instructor Training Scheme (CITS) in the trade for becoming an instructor in ITIs.

2.3 COURSE STRUCTURE

Table below depicts the distribution of training hours across various course elements during a period of one year (02 semesters): -

S No.	Course Element	Notional Training Hours
1.	Professional Skill (Trade Practical)	1140
2.	Professional Knowledge (Trade Theory)	228
3.	Employability Skills	110
4.	Library & Extracurricular activities	42
5.	Project Work	400
6.	Revision & Examination	160
	Total	2080

2.4 ASSESSMENT & CERTIFICATION

The trainee will be tested for his skill, knowledge and attitude during the period of the course and at the end of the training program as notified by the Government of India (GoI) from time to time. The employability skills will be tested in the first two semesters itself.

a) The **Internal Assessment** during the period of training will be done by **Formative Assessment Method** by testing for assessment criteria listed against learning outcomes. The training institute has to maintain an individual trainee portfolio as detailed in assessment guideline. The marks of internal assessment will be as per the template (Annexure – II).

b) The final assessment will be in the form of summative assessment method. The All India Trade Test for awarding NTC will be conducted by NCVT at the end of each semester as per the guideline of Government of India. The pattern and marking structure is being notified by Govt. of India from time to time. **The learning outcome and assessment criteria will be the basis for setting question papers for final assessment. The examiner during final examination will also check** the individual trainee's profile as detailed in assessment guideline before giving marks for practical examination.

2.4.1 PASS REGULATION

The minimum pass percentage for practical is 60% & minimum pass percentage of theory subjects is 40%. For the purposes of determining the overall result, 50% weightage is applied to the result of each semester examination.

2.4.2 ASSESSMENT GUIDELINE

Appropriate arrangements should be made to ensure that there will be no artificial barriers to assessment. The nature of special needs should be taken into account while undertaking the assessment. Due consideration should be given while assessing for teamwork, avoidance/reduction of scrap/wastage and disposal of scrap/waste as per procedure, behavioral attitude, sensitivity to the environment and regularity in training. The sensitivity towards OSHE and self-learning attitude are to be considered while assessing competency.

Assessment will be evidence based comprising the following:

- Job carried out in labs/workshop
- Record book/ daily diary
- Answer sheet of assessment
- Viva-voce
- Progress chart
- Attendance and punctuality
- Assignment
- Project work

Evidences of internal assessments are to be preserved until forthcoming semester examination for audit and verification by examining body. The following marking pattern to be adopted while assessing:

Performance Level	Evidence
(a) Weightage in the range of 60%-75% to be allotted during assessment	
For performance in this grade, the candidate should produce work which demonstrates attainment of an acceptable standard of craftsmanship with occasional guidance, and due regard for safety procedures and practices	<ul style="list-style-type: none"> • Demonstration of good skill in the use of hand tools, machine tools and workshop equipment. • Below 70% tolerance dimension achieved while undertaking different work with those demanded by the component/job. • A fairly good level of neatness and consistency in the finish. • Occasional support in completing the project/job.
(b) Weightage in the range of 75%-90% to be allotted during assessment	
For this grade, a candidate should produce work which demonstrates attainment of a reasonable standard of craftsmanship, with little guidance, and	<ul style="list-style-type: none"> • Good skill levels in the use of hand tools, machine tools and workshop equipment. • 70-80% tolerance dimension achieved while undertaking different work with those

<p>regard for safety procedures and practices</p>	<p>demanded by the component/job.</p> <ul style="list-style-type: none"> • A good level of neatness and consistency in the finish. • Little support in completing the project/job.
<p>(c) Weightage in the range of more than 90% to be allotted during assessment</p>	
<p>For performance in this grade, the candidate, with minimal or no support in organization and execution and with due regard for safety procedures and practices, has produced work which demonstrates attainment of a high standard of craftsmanship.</p>	<ul style="list-style-type: none"> • High skill levels in the use of hand tools, machine tools and workshop equipment. • Above 80% tolerance dimension achieved while undertaking different work with those demanded by the component/job. • A high level of neatness and consistency in the finish. • Minimal or no support in completing the project.

3. JOB ROLE

Cinematographer; Cameraman, Motion Picture, photographs persons, scenes and places with motion picture camera for production of feature films. Receives instructions from Producer, Motion Picture as to type and photographic effect desired on scenes to be filmed. Directs loading of camera with reel of film. Positions or supervises setting up of camera by assistant; focusses and sets camera on scene or object to be shot; controls lighting for desired general detail of scene to be photographed; hooks up motor on camera at starting signal of process films. May enlarge prints. May attend to minor repair to cine cameras. May be designated as Television Cameraman if engaged in television studio.

Movie Cameraman; Cine Cameraman photographs persons, places and events with movie camera (cine) for purposes other than production of feature films. Loads cine camera with film either coloured or black and white as required. Visits place of interest, event or assembly. Holds or places camera at desired angle and distance from subject to be photographed; adjusts lens, aperture, depending on type of subject and lighting condition or arranges artificial light for better effect; focusses camera lens or lenses to subject holding his eye close to view finder or looking through film with eye-piece and exposes certain length of film by pressing lever to run motor inside camera. Alters angle or distance of shot as required. Unloads camera when film is exposed and sends film for developing. Views processed film against light and cuts and trims films to make desired strip of subject. Projects or exhibits film on screen using projector to explain events function, for audience. May develop and Sound Recording Equipment Operator operates electronic equipment which records sound in pulses on composition discs or on reels of tape, wire or film for such uses as film and gramophone record production and radio broadcasting. Places microphones in position and connects them to recording equipment. Places blank discs or reels of tape, wire or film in machine. Sets volume and tone controls and makes other adjustments as necessary. Starts machine, watches its operation closely and listens, by means of headphones or loudspeaker, to sound being recorded. Manipulates controls during operation as required. May perform minor repairs.

Cameraman (Animation); operates special camera to make animated cartoon motion picture film. Discusses with Director and Producer, (Film) and renders advice about camera movements and feasibility of variety of shot; envisages in script and chart and suggests alternatives wherever necessary. Receives animation charts and drawings. Sets and adjusts camera and lighting exposure appropriate to type of film used and mood and effect to be emphasised. Installs frame on camera table for exposure and positions overhead camera suspended securely over frame. Shoots frame by frame in a predetermined sequence and regulates exposure and aperture to obtain special effect such as fade out or fade in. Instructs Laboratory Technicians about method of processing of films, which need special treatment for effective development of striking feature of certain shots.

Cinematograph Operator; Cinema Projectionist; Cinema Operator, Cine Projectionist sets and operates motion-picture projector with sound-reproducing projector with sound-reproducing equipment on screen and attends to their equipment. May operate tape recorder or record player. May repair sound-amplifying equipment.

Reference NCO-2015:

- (i) 3521.0100 – Cinematographer
- (ii) 3521.0200 – Movie Cameraman
- (iii) 3521.0300 –Cameraman, Animation
- (iv) 3521.0900 – Cinematograph operator

4. GENERAL INFORMATION

Name of the Trade	Video Cameraman
NCO - 2015	3521.0100, 3521.0200, 3521.0300, 3521.0900
NSQF Level	Level-4
Duration of Craftsmen Training	1 Year (2 Semesters)
Entry Qualification	Passed 10 th class examination under 10+2 System of education.
Unit Strength (No. of Student)	20 (Max. Supernumeraries seats: 6)
Space Norms	96 sq. mtrs.
Power Norms	12 KW
Instructors Qualification for:	
(i) Video Cameraman Trade	<p>Diploma in Cinematography/ Videography from recognized board of education/ Institution with two years experience in the in the relevant field.</p> <p style="text-align: center;">OR</p> <p>NAC/NTC passed in the trade of Video Cameraman with three years' post qualification experience in the relevant field.</p> <p><u>Desirable:</u> Preference will be given to a candidate with Craft Instructor Certificate (CIC) in the relevant trade.</p>
(ii) Employability Skill	<p>MBA OR BBA with two-year experience OR Graduate in Sociology/ Social Welfare/ Economics with two-year experience OR Graduate/ Diploma with two-year experience and trained in Employability Skills from DGT institutes.</p> <p style="text-align: center;">AND</p> <p>Must have studied English/ Communication Skills and Basic Computer at 12th/ Diploma level and above.</p> <p style="text-align: center;">OR</p> <p>Existing Social Studies Instructors duly trained in Employability Skills from DGT institutes.</p>
List of Tools and Equipment	As per Annexure – I

Distribution of training on hourly basis: (Indicative only)				
Total Hrs/ Week	Trade Practical	Trade Theory	Employability Skills	Extracurricular Activity
40 Hours	30 Hours	6 Hours	2 Hours	2 Hours

5. NSQF LEVEL COMPLIANCE

NSQF level for **‘Video Cameraman’** trade under CTS: **Level 4**

As per notification issued by Govt. of India dated- 27.12.2013 on National Skill Qualification Framework total 10 (Ten) Levels are defined.

Each level of the NSQF is associated with a set of descriptors made up of five outcome statements, which describe in general terms, the minimum knowledge, skills and attributes that a learner needs to acquire in order to be certified for that level.

Each level of the NSQF is described by a statement of learning outcomes in five domains, known as level descriptors. These five domains are:

- a. VIDEO
- b. Professional knowledge,
- c. Professional skill,
- d. Core skill and
- e. Responsibility.

The Broad Learning outcome of **‘Video Cameraman’** trade under CTS mostly matches with the Level descriptor at Level- 4.

The NSQF level-4 descriptor is given below:

Level	Process Required	Professional Knowledge	Professional Skill	Core Skill	Responsibility
Level 4	Work in familiar, predictable, routine, situation of clear choice	Factual knowledge of field of knowledge or study	Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts	Language to communicate written or oral, with required clarity, skill to basic Arithmetic and algebraic principles, basic understanding of social political and natural environment	Responsibility for own work and learning

6. LEARNING/ ASSESSABLE OUTCOME

Learning outcomes are a reflection of total competencies of a trainee and assessment will be carried out as per the assessment criteria.

6.1 GENERIC LEARNING OUTCOME

1. Apply safe working practices.
2. Comply with environment regulation and housekeeping.
3. Assist in exigencies and carry out elementary first-aid during emergencies.
4. Work in a team, understand and practice soft skills, technical English to communicate with required clarity.
5. Explain energy conservation, global warming and pollution and contribute in day-to-day work by optimally using available resources.
6. Explain personnel finance, entrepreneurship and manage/organize related task in day-to-day work for personal & societal growth.

6.2 SPECIFIC LEARNING OUTCOME

7. Understand Lenses and uses.
8. Work with the application of various types of lights. Apply different Lighting techniques, taking indoor and outdoor photographs and use of special areas of photography. Work with different Type of object lighting: Daylight, Artificial light and their combination.
9. Apply Introduction to Computer Fundamentals Monitor Calibration, Interfaces.
10. Understand and apply how motion pictures work.
11. Work with the basic theory concepts, principles and techniques of motion camera/video camera.
12. Work with the fundamentals of camera shots taking techniques and mise-en-scene.
13. Understand the basic of visual aesthetics.
14. Apply shooting in different lighting situations.
15. Demonstrate Videography Lighting in different lighting conditions
16. Work with visual aesthetics and art appreciation.
17. Work with different kinds of colors in cinematography.
18. Work with editing and video post-processing softwares, color correction, grading.
19. Work with different shooting techniques with a DSLR camera.
20. Demonstrate Shooting of video with audio by using different micro phones & use of editing & mixing of sound.
21. Work with Multi-camera setup.
22. Demonstrate the Shooting an interior event on Multi-camera setup in a studio.
23. Demonstrate the Shooting of an uncontrolled events on Multi-camera setup.
24. Apply and work with the production and planning of a documentary film

7. LEARNING OUTCOME WITH ASSESSMENT CRITERIA

GENERIC LEARNING/ ASSESSABLE OUTCOME	
LEARNING/ ASSESSABLE OUTCOME	ASSESSMENT CRITERIA
1. Apply safe working practices	1.1 Follow and maintain procedures to achieve a safe working environment in line with occupational health and safety regulations and requirements, and according to policy.
	1.2 Recognize and report all unsafe situations according to policy.
	1.3 Identify and take necessary precautions on fire and safety hazards and report according to work policy and procedures.
	1.4 Identify, handle and store/ dispose-off dangerous goods and substances according to policy and procedures following safety regulations and requirements.
	1.5 Identify and observe policies and procedures with regard to illness or accident.
	1.6 Identify safety alarms accurately.
	1.7 Report supervisor/ competent of authority in the event of accident or sickness of any staff and record accident details correctly according to accident/injury procedures.
	1.8 Identify and observe evacuation procedures according to site policy.
	1.9 Identify Personal Productive Equipment (PPE) and use the same as per related working environment.
	1.10 Identify basic first-aid and use them under different circumstances.
	1.11 Identify different fire extinguisher and use the same as per requirement.
2. Comply with environment regulation and housekeeping	2.1 Identify environmental pollution & contribute to the avoidance of instances of environmental pollution.
	2.2 Deploy environmental protection legislation & regulations.
	2.3 Take opportunities to use energy and materials in an environmentally friendly manner.
	2.4 Avoid waste and dispose waste as per procedure.
3. Assist in exigencies and carry out elementary first-aid during emergencies.	3.1 Demonstrate elementary first-aids.
	3.2 Demonstrate safety practices to be observed in lab/studio.
	3.3 Demonstrate use of personal protective dresses.
	3.4 Identify emergency exit route.
	3.5 Demonstrate fire fighting procedure using fire extinguishers.

<p>4. Work in a team, understand and practice soft skills, technical English to communicate with required clarity.</p>	4.1 Obtain sources of information and recognize information.
	4.2 Use documents, regulations and occupationally related provisions.
	4.3 Conduct appropriate and target oriented discussions with higher authority and within the team.
	4.4 Present facts and circumstances, possible solutions & use English and French terminology.
	4.5 Resolve disputes within the team.
	4.6 Conduct written communication.
<p>5. Explain energy conservation, global warming, pollution, and contribute in day-to-day work by using available resources optimally.</p>	5.1 Semester examination to test knowledge on energy conservation, global warming and pollution.
	5.2 Their applications will be assessed during execution of assessable outcome.
<p>6. Explain personnel finance, entrepreneurship and manage/organize related task in day-to-day work for personal & societal growth.</p>	6.1 Semester examination to test knowledge on personnel finance, entrepreneurship.
	6.2 Their applications will be assessed during execution of assessable outcome.

SPECIFIC LEARNING/ ASSESSABLE OUTCOME	
LEARNING/ ASSESSABLE OUTCOME	ASSESSMENT CRITERIA
7. Understand Lenses and uses	7.1 Identify different types of lenses for different types of cameras.
	7.2 Use the lenses with wide angle, Normal, telephoto and zoom range and practice taking pictures at different focal lengths and group discussion on them.
8. Work with the application of various types of lights. Apply different Lighting techniques, taking indoor and outdoor photographs and use of special areas of photography. Work with different Type of object lighting: Daylight, Artificial light and their combination.	8.1 Demonstrate different types of composition using various lighting techniques.
	8.2 Take photographs by varying aperture, shutter speed and use of different types of lenses.
	8.3 Take photographs in outdoor and Indoor conditions by the use of Digital camera.
	8.4 Take photographs on different locations/ lighting situations.
9. Apply Introduction to Computer Fundamentals Monitor Calibration, Interfaces.	9.1 Work with multimedia platform for internet and its functions.
	9.2 Work on operating software with accessories and configuration of multimedia PC with other application software, Monitor Calibration.
10. Understand and apply how motion pictures work.	10.1 Work with digital video cameras on tripod, tape, VTR, Camcorder, Monitor.
	10.2 Set up a single camera unit: Black balance and White balance, Adjustment of viewfinder and monitor, Familiarization of in-camera filters and other in-camera controls, Day-for-night Videography.
	10.3 Demonstrate operations of various camera movements.
11. Work with the basic theory concepts, principles and	11.1 Handle video camera and other professional updated video camera.

techniques of motion camera/video camera.	11.2 Working on technical function of various cameras.
12. Work with the fundamentals of camera shots taking techniques and mise-en-scene.	<p>12.1 Explain basic shot terminology : Close up, Mid shot, Long shot, Big close up, Mid-long shot, Extreme long shot, Point of view (POV) shot, Over-the Shoulder(OSS) shot, high angle and low angle shot, top angle shot.</p> <p>12.2 Work on Action Axis (180 degree rule); matching of action, Static and Dynamic Continuity, Reverse angle.</p> <p>12.3 Perform operations of Camera movements Pan, tilt, dolly, crane, steady – cam and usage of other camera support.</p>
13. Understand the basic of visual aesthetics.	13.1 Explain various kinds of lights, natural, artificial, observation of various lighting situations and practicing taking shots in different lighting conditions.
14. Apply shooting in different lighting situations.	<p>14.1 Pre-visualization of exposure based on zone system.</p> <p>14.2 Shooting with different lights in studio by creating different exposure zones.</p> <p>14.3 Explain zone system and exposure in natural light.</p> <p>14.4 Shooting different scenes at various times of day.</p>
15. Demonstrate Videography Lighting in different lighting conditions.	<p>15.1 Explain basic principle of light. (i) Electromagnetic spectrum, visible spectrum. (ii) Behaviour of light (Direct and Indirect)(iii) Inverse square law. (iv) Basic principles of color, Color temperature.</p> <p>15.2 Explain quality of light: Specular, diffused and bounced. (ii) Types of light : Natural day light, Incandescent, (tungsten-halogen, LED and PAR etc.</p> <p>15.3 Work on Low key and High key technique of lighting, use of back light, kicker and background light. Practice to light up 2-point and 3-point lighting in an indoor situation. Light source filters and gels for mixed lighting situation.</p> <p>15.4 Use the reflectors, mirrors, skimmers as fill light in an outdoor situation.</p>

16. Work with visual aesthetics and art appreciation	16.1 Working on studio lighting , portrait, 3 point lighting, creation of mood.
17. Work with different kinds of colors in cinematography.	17.1 Shooting a scene with the importance of color. 17.2 Explain use of colors for creating different moods, feelings etc. 17.3 Explain the color of natural light at various times of a day. 17.4 Use color filters on studio lights and camera lenses.
18. Work with editing and video post-processing softwares, color correction, grading.	18.1 Work on editing software and image post processing software. 18.2 Use basic editing techniques. 18.3 Demonstrate import and ingest video clips into the computer. 18.4 Perform basic color correction and post processing of the images.
19. Work with different shooting techniques with a DSLR camera.	19.1 Handle DSLR camera and their accessories, camera movement – Pan – tilt- zoom. Dimension of image. 19.2 Explain basic camera do's and "dont's before and after the shoot. 19.3 Work on DSLR and video camera. Assignment must be given at the end of every week and monitor the same.
20. Demonstrate Shooting of video with audio by using different micro phones & use of editing & mixing of sound.	20.1 Explain the concept of audio video recording using External Microphone, boom, lapel, on camera microphone and Line recording. 20.2 Shooting a sequence with sound recording. 20.3 Work on mixing editing of sound.
21. Work with Multi-camera setup.	21.1 Place three cameras in a studio and understanding the basic multicam set up.
22. Demonstrate the Shooting an interior event on Multi-camera setup in a studio.	22.1 Perform Studio lighting for multi camera set-up scenarios. Interviews, Panel discussions, debates. Etc 22.2 Perform shooting an interior event with multi cameras e.g. fashion shoot, musical show.
23. Demonstrate the Shooting of an uncontrolled events on Multi-camera setup.	23.1 Demonstrate multi camera shooting in uncontrolled real life situations. Going outdoors in a group and shooting an event with different cameras.
24. Apply and work with	24.1 Make a film of your idea with planning, writing, location recce,

the production and planning of a documentary film.	story boarding, budgeting, scheduling, etc.

SYLLABUS -VIDEO CAMERAMAN			
FIRST SEMESTER – 06 Months			
Week No.	Ref. Learning Outcome	Professional Skills (Trade Practical) With Indicative Hours	Professional Knowledge (Trade Theory)
1	Apply safe working practices. Comply with environment regulation and housekeeping. Apply Basic knowledge of Electrical wiring.	<ol style="list-style-type: none"> 1. Identification of basic first aid devices and use them in different circumstances. (5 hrs) 2. Identification of different fire Extinguishers and its use as per requirement and also the use of safety alarms. (5 hrs) 3. To identify, handle and disposed off dangerous goods according to policy and procedures and also know how to report to supervisor /competent authority in case of any incident. (10 hrs) 4. To identify and observe evacuation procedure according to site policy. (5 hrs) 5. To identify different types of Analog and digital cameras and its different parts. (5 hrs.) 	<p>Importance of safety and general precautions. Observed in the trade by the Institution. Care & maintenance of equipment & material. Introduction to photography and its applications. Introduction to Cameras & it's History. Understanding the aspect of video cameraman.</p>
2	Understand Lenses and uses	<ol style="list-style-type: none"> 6. To identify different types of lenses for different types of cameras. (5 hrs) 7. To use the lenses with wide angle, Normal, telephoto and zoom range and practice taking pictures at different focal lengths and group discussion on them. (25 Hrs) 	<p>Types of Lenses Four basic types of lenses, they are: •Normal •Wide angle •Telephoto •Zoom</p> <p>Introduction to Focal length. Depth-of-field. Depth of focus.</p>

			Perspective ,aberrations of Lens.
3-4	Work with the application of various types of lights. Apply different Lighting techniques, taking indoor and outdoor photographs and use of special areas of photography. Work with different Type of object lighting: Daylight, Artificial light and their combination.	<p>8. Practice on different types of composition using various lighting techniques. (10 hrs)</p> <p>9. To do practice on taking photographs by varying aperture, shutter speed and use of different types of lenses. (20 Hrs)</p> <p>10. To do practice of taking photographs in outdoor and Indoor conditions by the use of Digital camera. (10 Hrs)</p> <p>11. To do practice of taking photographs on different locations/ lighting situations. (20 Hrs)</p>	<p>Exposure, Colour temperature & colour balance.</p> <p>Conception of aperture, shutter speed, ISO.</p> <p>Knowledge of Pixels & their uses.</p> <p>Use of lens hood, tripod and modes.</p>
5	Apply Introduction to Computer Fundamentals Monitor Calibration, Interfaces.	<p>12. Practice on multimedia platform for internet and its functions. (10 Hrs)</p> <p>13. Practice on operating software with accessories and configuration of multimedia PC with other application software, Monitor Calibration. (20 Hrs)</p>	<p>Basics of Computers, OS, RAM, ROM and Graphic cards, Concept of operating software, functions and its uses.</p> <p>Basics of Internet, different image editing software & its application.</p> <p>Multimedia platform, accessories and configuration of multimedia PC.</p>
6-7	Understand and apply how motion pictures work.	<p>14. Practice with digital video cameras on tripod, tape, VTR, Camcorder, Monitor. (20 Hrs)</p> <p>15. To set up a single camera unit: Black balance and White balance, Adjustment of viewfinder and monitor, Familiarization of in-camera filters and other in-camera controls, Day-for-night Videography. (30 Hrs)</p> <p>16. Operational practice of</p>	<p>Persistence of Vision,</p> <p>Understanding how motion picture cameras work.</p> <p>History of cinematography</p>

		various camera movements. (10 Hrs)	
8-9	Work with the basic theory concepts, principles and techniques of motion camera/video camera.	<p>17. Handling of video camera and other professional updated video camera. (30 Hrs)</p> <p>18. Working on technical function of various cameras. (30 Hrs)</p>	<p>Basic theory of image formation in a video camera.</p> <p>Understanding 3CCD technology, various type of sensors.</p> <p>Fundamental of celluloid medium, latent image formation, development and processing.</p> <p>Knowledge about different type of film and film speed.</p>
10-11	Work with the fundamentals of camera shots taking techniques and mise-en-scene.	<p>19. Practice on basic shot terminology : Close up, Mid shot, Long shot, Big close up, Mid-long shot, Extreme long shot, Point of view (POV) shot, Over-the Shoulder(OSS) shot, high angle and low angle shot, top angle shot. (20 Hrs)</p> <p>20. Practice on Action Axis (180 degree rule); matching of action, Static and Dynamic Continuity, Reverse angle. (20 Hrs)</p> <p>21. Operations of Camera movements Pan, tilt, dolly, crane, steady – cam and usage of other camera support. (20 Hrs)</p>	<p>Understanding basics of composition, movement, visual balance, continuity, axis matching, mise-en-scene.</p>
12	Understand the basic of visual aesthetics.	<p>22. Introduction to various kinds of lights, natural, artificial, observation of various lighting situations and practicing taking shots in different lighting conditions. (30 Hrs)</p>	<p>Understanding visual communication and aesthetics in Photography. ('rule' of photographic composition), Theory of light and sources.</p>
13-14	Apply shooting in different lighting situations.	<p>23. Pre-visualization of exposure based on zone system. (15 Hrs)</p> <p>24. Shooting with different lights in studio by creating</p>	<p>Principles of light, photometry, measurement of light with light meters, fundamental of exposure, F-stop, T-stop,</p>

		<p>different exposure zones. (15 Hrs)</p> <p>25. Practicing zone system and exposure in natural light. (15 Hrs)</p> <p>26. Shooting different scenes at various times of day. (15 Hrs)</p>	<p>characteristic curve of various sensors. Zone system, 18% grey card.</p>
15-18	Demonstrate Videography Lighting in different lighting conditions.	<p>27. Practice on basic principle of light. (i) Electromagnetic spectrum, visible spectrum. (ii) Behaviour of light (Direct and Indirect)(iii) Inverse square law. (iv) Basic principles of color, Color temperature. (30 Hrs)</p> <p>28. Practice on quality of light: Specular, diffused and bounced. (ii) Types of light : Natural day light, Incandescent, (tungsten-halogen, LED and PAR etc. (30 Hrs)</p> <p>29. Practice on Low key and High key technique of lighting, use of back light, kicker and background light. Practice to light up 2-point and 3-point lighting in an indoor situation. Light source filters and gels for mixed lighting situation. (30 Hrs)</p> <p>30. Practice to use the reflectors, mirrors, skimmers as fill light in an outdoor situation. (30 Hrs)</p>	<p>Basic principle of light. (i) Electromagnetic spectrum, visible spectrum. (ii) Behaviour of light falling on an object – absorption, reflection refraction, transmission, diffraction, dispersion, scattering of light, refractive index. (iii) Inverse square law. (iv) Basic principles of color, 2. (i)Quality of light : Specular, diffused and bounced. (ii) Types of light : Natural day light, Incandescent, (tungsten-halogen, [Tenner (10K), Senior (5K), Junior (2K), Baby (1K), Inkie Multi 10, Multi 20 etc], photoflood), fluorescent, (Kino Flo), Metal Halide enclosed AC arc (HMI) etc. 3. Basic understanding of lighting ratio (key + fill : fill alone) use of back light, kicker and back ground light. How to lit up an indoor situation. Use of light source filters. 4. Use of reflectors, and soft boxes, mirrors, skimmers as fill light in an outdoor situation. 5. Knowledge of symbols (icon) to identify the various lighting</p>

			equipments. 6. Use of correction filters.
19-24	Project work: <ul style="list-style-type: none"> a) Space and time continuity b) Selection of a small event or an activity (e.g. a person getting down from a car and entering into an office) and dividing it into six different shots. c) Making an edited sequence, presentation and group discussion. d) Basic editing techniques, cutting on movement, cutting on action, maintaining 180 degree rule with various magnification of shots. 		
25	Revision		
26	Examination		

SYLLABUS - VIDEO CAMERAMAN			
SECOND SEMESTER – 06 Month			
Week No.	Ref. Learning outcome	Professional Skills (Trade Practical) With Indicative Hours	Professional Knowledge (Trade Theory)
27-28	Work with visual aesthetics and art appreciation	1. Working on studio lighting, portrait, 3 point lighting, creation of mood. (60 Hrs)	Art appreciation, visual aesthetics, study of paintings, cinematographers' works, understanding basic principles of composition, lighting, Chiaroscuro, creation of mood etc.
29-30	Work with different kinds of colors in cinematography.	2. Shooting a scene with the importance of color. (15 Hrs) 3. Understanding use of colors for creating different moods, feelings etc. (15 Hrs) 4. Studing the color of natural light at various times of a day. (15 Hrs) 5. Using color filters on studio lights and camera lenses. (15 Hrs)	Basic principles of color , CIE diagram , trichromatic theory of vision.
31-32	Work with editing and video post-processing softwares, color correction, grading.	6. Learning editing software and image post processing software. (15 Hrs) 7. Using basic editing techniques. (15 Hrs) 8. Learning how to import and ingest video clips into the computer. (15 Hrs) 9. Doing basic color correction and post processing of the images. (15 Hrs)	Joining the shots and scenes. The cut and types of cuts. The imaginary lines, basic moments and other transitions i.e. fade, mix, etc. Understanding fundamentals of color theory, additive and subtractive color, white balance etc.
33-36	Work with different shooting techniques with a DSLR camera.	10. Handling of DSLR camera and their accessories, camera movement – Pan – tilt- zoom. Dimension of image. (40 Hrs) 11. Practice on some basic camera do's and "dont's before and after the shoot. (40 Hrs)	Introduction to DSLR cameras technology. Working principle of an image sensor, shutter, aspect ratios, resolution, SD, HD, UHD. Understanding Gamma, contrast and dynamic range. Understanding compression and types of file formats.

		12. Practice on DSLR and video camera. Assignment must be given at the end of every week and monitor the same. (40 Hrs)	
37-38	Demonstrate Shooting of video with audio by using different micro phones & use of editing & mixing of sound.	13. Practice on the concept of audio video recording using External Microphone, boom, lapel, on camera microphone and Line recording. (30 Hrs) 14. Shooting a sequence with sound recording. (10 Hrs) 15. Practice on mixing editing of sound. (20 Hrs).	Video and Audio productions. Knowledge of sound techniques. Use of different microphones, Mono, Stereo and Surround sound techniques. Recording methods, sound mixing, editing.
39	Work with Multi-camera setup.	16. Placing of three cameras in a studio and understanding the basic multicam set up. (30 Hrs.)	Understanding placement of multiple cameras and their shots Basic editing knowledge for different types of shoots e.g. sports, wedding, fashion show.
40-41	Demonstrate the Shooting an interior event on Multi-camera setup in a studio.	17. Studio lighting for multi camera set-up scenarios. Interviews, Panel discussions, debates, etc. (30 Hrs.) 18. Shooting an interior event with multi cameras e.g. fashion shoot, musical show. (30 Hrs.)	TV studio program shoot. 2/3 point discussion. Musical program, dance, drama, live show, events involving VVIPs, Outdoor multi-camera shoot (LIVE recording), Sports. Understanding the importance of matching shots/ comparing shots by seeing the return.
42	Demonstrate the Shooting of an uncontrolled events on Multi-camera setup.	19. Multi camera shooting in uncontrolled real life situations. Going outdoors in a group and shooting an event with different cameras. (30 Hrs.)	News coverage. Ethics of coverage. What are the events covered in News. Disaster coverage, defence coverage, cultural events, elections etc. Types of shots required to establish the event. Green Background video-graphy (Chroma shoot)/ virtual set shooting. Robotic camera/ PTZ cameras.

43-46	Apply and work with the production and planning of a documentary film	20. Make a film of your idea with planning , writing, location recce, story boarding, budgeting, scheduling, etc. (120 hrs.)	Understanding documentary films, types of documentary films, ethnographic, observational, experimental, personal. Cinema-verite principle. Viewing of documentary films and discussion.
47-50	Documentary Project and studio visit (Internship)		
51	Revision		
52	Examination		

9. SYLLABUS - CORE SKILLS

CORE SKILL – EMPLOYABILITY SKILL	
First Semester	
1. English Literacy	
Duration : 20 hrs Marks : 09	
Pronunciation	Accentuation (mode of pronunciation) on simple words, Diction (use of word and speech)
Functional Grammar	Transformation of sentences, Voice change, Change of tense, Spellings.
Reading Skills	Reading and understanding simple sentences about self, work and environment.
Writing Skills	Construction of simple sentences Writing simple English
Speaking/ Spoken English	Speaking with preparation on self, on family, on friends/ classmates, on known people, picture reading, gain confidence through role- playing and discussions on current happening, job description, asking about someone's job, habitual actions. Cardinal (fundamental) numbers, ordinal numbers. Taking messages, passing on messages and filling in message forms, Greeting and introductions, office hospitality, Resumes or curriculum vita essential parts, letters of application reference to previous communication.
2. IT Literacy	
Duration : 20 hrs Marks : 09	
Basics of Computer	Introduction, Computer and its applications, Hardware and peripherals, Switching-on, Starting and shutting down of the computer.
Computer Operating System	Basics of Operating System, WINDOWS, The user interface of Windows OS, Create, Copy, Move and delete Files and Folders, Use of External memory like pen drive, CD, DVD etc. Use of Common applications.
Word VIDEOing and Worksheet	Basic operating of Word VIDEOing, Creating, Opening and Closing Documents, Use of shortcuts, Creating and Editing of Text, Formatting the Text, Insertion & Creation of Tables. Printing document. Basics of Excel worksheet, understanding basic commands, creating simple worksheets, understanding sample worksheets, use of simple formulas and functions, Printing of simple excel sheets.
Computer Networking and Internet	Basic of Computer Networks (using real life examples), Definitions of Local Area Network (LAN), Wide Area Network (WAN), Internet, Concept of Internet (Network of Networks),

	<p>Meaning of World Wide Web (WWW), Web Browser, Web Site, Web page and Search Engines. Accessing the Internet using Web Browser, Downloading and Printing Web Pages, Opening an email account and use of email. Social media sites and its implication.</p> <p>Information Security and antivirus tools, Do's and Don'ts in Information Security, Awareness of IT - ACT, types of cyber crimes.</p>
3. Communication Skills	
	<p>Duration : 15 hrs Marks : 07</p>
Introduction to Communication Skills	<p>Communication and its importance Principles of effective communication Types of communication - verbal, non-verbal, written, email, talking over phone (Telephone Etiquettes). Non-verbal communication -characteristics, components-Para-language Body language Barriers to communication and dealing with barriers. Handling nervousness/ discomfort.</p>
Listening Skills	<p>Listening-hearing and listening, effective listening, barriers to effective listening, guidelines for effective listening. Triple- A Listening –(Attitude, Attention & Adjustment). Active listening skills.</p>
Motivational Training	<p>Characteristics essential to achieving success. The power of positive attitude. Self awareness Importance of commitment Ethics and values Ways to motivate oneself Personal goal setting and employability planning. SMART (Systematic Measurable Accurate Realistic and Time) Power of Smile</p>
Facing Interviews	<p>Manners, etiquettes, dress code for an interview Do's & don'ts for an interview</p>
Behavioral Skills	<p>Problem solving Confidence building Attitude, to build Self Image and analysis, Physical Appearance and Handshake Attitude and its impact in the corporate Proactive and Reactive Time Management Skills Strategies of using Time Prioritize Assignments Action Plan</p>
Second Semester	

4. Entrepreneurship Skills		Duration : 15 hrs Marks : 06
Concept of Entrepreneurship	Entrepreneur - Entrepreneurship - Enterprises: Conceptual issue Entrepreneurship vs. management, Entrepreneurial motivation. Performance & record, Role & function of entrepreneurs in relation to the enterprise & relation to the economy, Source of business ideas, Entrepreneurial opportunities, The VIDEO of setting up a business.	
Project Preparation & Marketing Analysis	Qualities of a good entrepreneur, SWOT and risk analysis. Concept & Application of PLC, Sales & Distribution management. Difference between small scale & large scale business, Market survey, Method of marketing, Publicity and advertisement, Marketing mix.	
Institution's Support	Preparation of project. Role of various schemes and institutes for self-employment i.e. DIC, SIDA, SISI, NSIC, SIDO, Idea for financing/ non-financing support agencies to familiarize with the policies /programmes, procedure & the available scheme.	
Investment Procurement	Project formation, Feasibility, Legal formalities i.e., Shop act, Estimation & costing, Investment procedure - Loan procurement - Banking VIDEOes.	
5. Productivity		Duration : 10 hrs Marks : 05
Benefits	Personal/ Workman - Incentive, Production linked Bonus, Improvement in living standard.	
Affecting Factors	Skills, Working aids, Automation, Environment, Motivation - How it improves or slows down productivity.	
Comparison with Developed Countries	Comparative productivity in developed countries (viz. Germany, Japan and Australia) in select industries, e.g. Manufacturing, Steel, Mining, Construction etc. Living standards of those countries, wages.	
Personal Finance Management	Banking VIDEOes, Handling ATM, KYC registration, safe cash handling, Personal risk and insurance.	
6. Occupational Safety, Health and Environment Education		Duration : 15 hrs Marks : 06
Safety & Health	Introduction to occupational safety and health Importance of safety and health at workplace.	
Occupational Hazards	Basic hazards, chemical hazards, vibroacoustic hazards, mechanical hazards, electrical hazards, thermal hazards. occupational health, occupational hygiene, occupational diseases/ disorders & its prevention.	
Accident & Safety	Basic principles for protective equipment. Accident prevention techniques - control of accidents and safety measures.	
First Aid	Care of injured & sick at the workplaces, First-aid & transportation of sick person.	
Basic Provisions	Idea of basic provision legislation of India. Safety, health, welfare under legislative of India.	

Ecosystem	Introduction to environment. Relationship between society and environment, ecosystem and factors causing imbalance.
Pollution	Pollution and pollutants including liquid, gaseous, solid and hazardous waste.
Energy Conservation	Conservation of energy, re-use and recycle.
Global Warming	Global warming, climate change and ozone layer depletion.
Ground Water	Hydrological cycle, ground and surface water, Conservation and harvesting of water.
Environment	Right attitude towards environment, Maintenance of in-house environment.
7. Labour Welfare Legislation	
	Duration : 05 hrs Marks : 03
Welfare Acts	Benefits guaranteed under various acts- Factories Act, Apprenticeship Act, Employees State Insurance Act (ESI), Payment Wages Act, Employees Provident Fund Act, The Workmen's Compensation Act.
8. Quality Tools	
	Duration : 10 hrs Marks : 05
Quality Consciousness	Meaning of quality, Quality characteristic.
Quality Circles	Definition, Advantage of small group activity, objectives of quality circle, Roles and function of quality circles in organization, Operation of quality circle. Approaches to starting quality circles, Steps for continuation quality circles.
Quality Management System	Idea of ISO 9000 and BIS systems and its importance in maintaining qualities.
House Keeping	Purpose of housekeeping, Practice of good housekeeping.
Quality Tools	Basic quality tools with a few examples.

LIST OF TOOLS & EQUIPMENTS			
VIDEO CAMERAMAN (for batch of 20 Candidates)			
S No.	Name of the Tools and Equipment	Specification	Quantity
A. TRAINEES TOOL KIT			
1.	Colour Scanner Flat Board/ optical scanner.	For insertion of images	1 No.
2.	Video Camera (computerized Control Panel, multi-channel switcher) complete with accessories		1 No.
3.	Colour filters	- set of 4 different shades.	1 set.
4.	Grey scale-Reflection & Transmission type	-set of 4different shades	1 set.
5.	Air conditioner	1.5 ton (for dark room - 2 Nos. for Scanner - 2 Nos.	4 Nos.
6.	Fire Extinguisher		4 Nos.
7.	Computer with multimedia facilities with CD writer, CD drive , Zip drive, video capture card (latest configuration) connected with LAN		10 No.
8.	Ink jet printer and laser jet printer with color cartridge	(1200 dpi or higher)	02 No each.
9.	Studio room (30ft X 30ft X 15ft height) fitted with cataract system, light grid, sound proof, AC with cyclorama		01 NO.
10.	Window operating system (latest version)		As required
11.	Free hand latest version		01 No.
12.	Photo editing software		01 No.
13.	M S Office latest version		As per requirement
14.	Flash latest version		01 No.
15.	Sound forge (latest version)		01 No.
16.	Digi mix latest version		01 No.
17.	Table for computer, printer and scanner		10 No.
18.	Computer chair		20 No.
19.	Digital SLR Camera with camcorder and other accessories (latest version)		02 No.
20.	Video camera latest version with essential accessories		02 No.
21.	Studio and class room furniture: a) Steel chair folding type with arm rest b) Working table		20 No. 20 No.

22.	LUX Meter, Intervalo meter		2 Nos.
23.	Standalone DVD recorder		2 Nos.
24.	Laser printer with colour cartridge (1200 dpi or higher)		1 No.
25.	Scanner (1200 dpi or higher)		2 Nos.
26.	Online UPS or Offline UPS	5 KVA	1 Nos. Or 10 Nos.
27.	Windows operating system	latest version	10 Licenses
28.	Photo editing software like Photoshop CS 3 etc.		As required
29.	MS-Office	latest version	10 Licenses
30.	Macro media Free Hand	latest version	10 Licenses
31.	Flash	latest version	10 Licenses
32.	Director	latest version	10 Licenses
33.	Sound Forge/ cool edit pro	latest version	10 Licenses
34.	Anti Virus software	latest version	10 Licenses
35.	Adobe premier	available version	10 Licenses
36.	Table for computer		10 Nos.
37.	Table printer and scanner		3 Nos.
38.	Chairs for computer classes		20 Nos.
39.	DVD writable	latest capacity	80 Nos.
40.	DVD Re-writable (latest capacity) Portable hard disk	320 GB - 1 TB	40 Nos. 1 No.
41.	Pen drive	8 GB, 16 GB	5 Nos.
42.	Multiple card reader		5 each
43.	Reflectors (Folding Portable)		8 Nos.
44.	Cool light		8 Nos.
45.	Multi 10 & Multi 20		8 Nos.
46.	Sun Gun		6 Nos.
47.	Porto pack light		3 Sets
48.	Tape match able with the camera		As required

49.	Slide & film high resolution scanner with adapter for A3		1 No.
50.	Slide & film high resolution scanner with adapter for A4		1 No.
51.	DV VTR according to digital camera		1 No.
52.	DV VTR with play back adapter for camcorder		1 No.
53.	Play back adapter for video camera		1 No.
54.	Battery for digital video camera		1 No.
55.	Microphone (boom)		2 Nos.
56.	Microphone (lapel)		1 No.
57.	Trolley set	30 ft.	1 No.
58.	Round trolley	30 ft.	1 No.
59.	Power Cable		As required
60.	Extension Board		As required
61.	BNC cable with various connectors	80 ohms	As required
62.	Steel almirah		2 Nos.
63.	Pigeon hole steel almirah		1 No.
64.	LCD Projector latest		1 No.

TOOLS & EQUIPMENTS FOR EMPLOYABILITY SKILLS		
S No.	Name of the Equipment	Quantity
1.	Computer (PC) with latest configurations and Internet connection with standard operating system and standard word VIDEO or and worksheet software.	10 nos.
2.	UPS - 500VA	10 nos.
3.	Scanner cum Printer	01 no.
4.	Computer Tables	10 nos.
5.	Computer Chairs	20 nos.
6.	LCD Projector	01 no.
7.	White Board 1200mm x 900mm	01 no.
<p>Note: Above Tools & Equipments not required, if Computer LAB is available in the institute.</p>		

FORMAT FOR INTERNAL ASSESSMENT

Name & Address of the Assessor:						Year of Enrollment:								
Name & Address of ITI (Govt./Pvt.):						Date of Assessment:								
Name & Address of the Industry:						Assessment location: Industry/ ITI								
Trade Name:			Semester:			Duration of the Trade/course:								
Learning Outcome:														
S No.	Maximum Marks (Total 100 Marks)		15	5	10	5	10	10	5	10	15	15	Total Internal Assessment Marks	Result (Y/N)
	Candidate Name	Father's/Mother's Name	Safety Consciousness	Workplace Hygiene	Attendance/ Punctuality	Ability to Follow Manuals/ Written Instructions	Application of Knowledge	Skills to Handle Tools & Equipment	Economical Use of Materials	Speed in Doing Work	Quality in Workmanship	VIVA		
1														
2														