



QUALIFICATION FILE

Assistant (Innovation and Design Thinking)

☒ Short Term Training (STT) ☐ Long Term Training (LTT) ☐ Apprenticeship

☒ Upskilling ☐ Dual/Flexi Qualification ☐ For ToT ☐ For ToA

☒ General ☐ Multi-skill (MS) ☐ Cross Sectoral (CS) ☐ Future Skills ☐ OEM

NCrF/NSQF Level: 3

Submitted By:

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Table of Contents

Section 1: Basic Details	3
Section 2: Module Summary	5
NOS/s of Qualifications.....	5
Mandatory NOS/s:	5
Elective NOS/s:	6
Optional NOS/s:	6
Assessment - Minimum Qualifying Percentage.....	7
Section 3: Training Related	7
Section 4: Assessment Related	7
Section 5: Evidence of the need for the Qualification	8
Section 6: Annexure & Supporting Documents Check List	8
Annexure 2: Tools and Equipment (Lab Set-Up)	11
Annexure 3: Industry Validations Summary	11
Annexure 4: Training & Employment Details.....	11
Annexure 5: Blended Learning	13
Annexure 6: Detailed Assessment Criteria	13
Annexure 7: Assessment Strategy	15
Annexure 8: Acronym and Glossary	16

Section 1: Basic Details

1.	Qualification Name	Assistant (Innovation and Design Thinking)	
2.	Sector/s	Automotive	
3.	Type of Qualification: ☐ New ☐ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: <i>(change to previous, once approved)</i> 2022/AUT/KSDC/05916	Qualification Name of existing/previous version: Assistant (Innovation and Design Thinking)-v1
4.	a. OEM Name b. Qualification Name <i>(Wherever applicable)</i>	Assistant (Innovation and Design Thinking)	
5.	National Qualification Register (NQR) Code &Version <i>(Will be issued after NSQC approval)</i>	QG-03-AU -05916-2025-V2-KSDC	6. NCrf/NSQF Level: 3
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>)	Certificate	
8.	Brief Description of the Qualification	This course is designed to develop skills for Innovation and encourage students for start-up / entrepreneurship apart from improving the employability of the students in Industries. The course aims at providing the basic concepts of Innovation & Design thinking to develop many creative ideas through structured brainstorming sessions & developing rapid prototypes. The course provides hands on experience on design thinking, ideas generation, selecting of ideas, concept generation, prototyping (3D printing). It also provides opportunity for students to work on industry related projects using various application-based projects with live problem-solving methodologies and Case studies.	
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: Grade 10 pass OR Grade 8 pass with two years of (NTC/ NAC) after 8th OR 9th Grade pass with 1.5 -year relevant experience OR 8th Grade pass with 3 -year relevant experience OR 5th grade pass with 7.5-year relevant experience OR Previous relevant Qualification of NSQF Level 2.5 with 1.5-year relevant experience	

		OR Previous relevant Qualification of NSQF Level 2 with 1.5-year relevant experience b. Age: Minimum Age: 15 Years																						
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	10	11. Common Cost Norm Category (I/II/III) (wherever applicable):																					
12.	Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)	NA																						
13.	Training Duration by Modes of Training Delivery (Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)	☒ Offline ☐ Online ☐ Blended <table border="1"> <thead> <tr> <th>Training Delivery Modes</th><th>Theory (Hours)</th><th>Practical (Hours)</th><th>OJT Mandatory (Hours)</th><th>OJT Recommended (Hours)</th><th>Total (Hours)</th></tr> </thead> <tbody> <tr> <td>Classroom (offline)</td><td>83</td><td>157</td><td>60</td><td></td><td>300</td></tr> <tr> <td>Online</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> (Refer Blended Learning Annexure for details)					Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	83	157	60		300	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	83	157	60		300																			
Online																								
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	2144.0200 - Designer Machine.																						
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	- Assistant (Innovation and Design Thinking) → Associate (Innovation and Design Thinking) → Lead (Innovation and Design Thinking), - Entrepreneurship.																						
16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	No																						
17.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:																						
18.	Is the Job Role Amenable to Persons with Disability	☐ Yes ☒ No If "Yes", specify applicable type of Disability:																						
19.	How Participation of Women will be Encouraged																							
20.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	☐ Yes ☒ No																						
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☐ Yes ☐ No Colleges ☒ Yes ☐ No																						
22.	Name and Contact Details of Submitting / Awarding Body SPOC (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Nagaraja N M, IAS Managing Director, Karnataka Skill Development Corporation Email: md.ksdc@karnataka.gov.in Website: https://kaushalkar.karnataka.gov.in/en Contact No.: 080 2952 2222																						
23.	Final Approval Date by NSQC:	24. Validity Duration: 3 years		25. Next Review Date																				

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

Th.-Theory **Pr.**-Practical **OJT**-On the Job **Man.**-Mandatory Training **Rec.**-Recommended **Proj.**-Project

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Comply with workshop health and safety guidelines		Non-Core	3	1	5	0			5	2	4		3	9	9
2.	Identify the market needs & customer demand analysis.		Core	3		8	17			25	2	4		3	9	9
3.	Ability to develop analogy to inspiration model		Core	3	1	10	20			30	2	4		3	9	9
4.	Ability to Generate ideas through brainstorming & Opportunity framing		Core	3	1	10	20			30	3	6		5	14	14
5.	Ability to convert Ideas into reality by developing prototype model with the help of 3D Printer & Different machining equipment as per requirements.		Core	3	1	10	20			30	3	6		6	15	15
6.	Understand the importance of continual improvement & start-up opportunities.		Core	3	1	10	20			30	2	4		3	9	9
7.	Assignments (Based on case studies and Industrial		Core	3	2	20	40			60	2	5		6	13	13

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
	application)															
8.	Mini Project (Based on Industrial application)		Core	3	2	-	-	60		60	2	5		7	14	14
9.	Employability Skills			3	1	10	20			30	2	2		4	8	8
Duration (in Hours) / Total Marks				3	10	83	157	60		300	20	40		40	100	100

Elective NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.																
2.																
Duration (in Hours) / Total Marks																

Optional NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.																
2.																
Duration (in Hours) / Total Marks																

Assessment - Minimum Qualifying Percentage

Please specify **any one** of the following:

Minimum Pass Percentage – Aggregate at qualification level: 70 % (Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

Minimum Pass Percentage – NOS/Module-wise: ____ % (Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)

Section 3: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Graduate in Engineering with 2-year experience in relevant field and domain certification.
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Graduate in Engineering with 4-year experience in relevant field and domain certification.
3.	Tools and Equipment Required for Training	☒ Yes ☐ No (If "Yes", details to be provided in Annexure)
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Graduate in Engineering with 4-year experience in relevant field.
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Graduate in Engineering with 2-year experience in relevant field.
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Graduate in Engineering with 6-year experience in industry or training experience.
4.	Assessment Mode (Specify the assessment mode)	
5.	Tools and Equipment Required for Assessment	☒ Same as for training ☐ Yes ☐ No (details to be provided in Annexure-if it is different for Assessment)

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	Latest Skill Gap Study (not older than 2 years) (Yes/No): Yes
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): Yes
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validation provided:
5.	Estimated nos. of persons to be trained and employed:
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: NA If "No", why:

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors <i>(Mandatory)</i>	Annexure 1
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	Annexure 2
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	Annexure 6
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	Annexure 7
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is "Blended Learning")</i>	NA
6.	Annexure: Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	NA
7.	Annexure: Acronym and Glossary <i>(Optional)</i>	Annexure 8
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	Model Curriculum
9.	Supporting Document: Career Progression <i>(Mandatory - Public view)</i>	
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	
12.	Any other document you wish to submit:	

Annexure 1: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	• Innovative Assistant assist in market research, finding opportunities (gap) in market, analyse the requirement and develop the innovative solution • Additive Manufacturing assistant is expected to build and edit the computer aided design model, to assist in slicing software to optimize the material and defining manufacturing strategy. • 3D Printing Operator operates the 3D Printing machine, Material loading & Unloading, Nozzle replacement, Machine calibration & perform preventive maintenance activity. • Maintain the work area, tools and instruments and ensure good working condition of required tools. • Laser Machine operator to operate laser machine and provide support for setting machining parameter.	• Innovative Assistant and Additive manufacturing operator is expected to work under supervision, where the range of activities is limited to finding opportunities in the market, analyze the requirement and providing innovative solution. • Also edit and modifying the computer aided design data to input to the printer to set the machine parameters to facilitate the printing to carry out mandate tasks such as day to day maintenance to common trouble shooting.	NSQF Level 3
Professional and Technical Skills/ Expertise/ Professional Knowledge	• Innovation Assistant, Additive Manufacturing Assistant, 3D Printing Operator, Laser Machine Operator, Creative Assistant Is expected to have professional knowledge of the Market analysis, generating multiple solution, selection of optimum solution & develop the innovative solution • Basic Knowledge of Material, machining process, machining tools, measuring instruments, techniques and methods is expected to ensure the product quality. • Generic knowledge of Common Engineering standards to read the Industrial Drawing Considering the basic professional knowledge, which an Additive Manufacturing operator to assist in rapid prototyping.	• Understanding key concepts pertaining to Innovation and Design Thinking • Identify the opportunities in market. Develop analogy to inspiration model. • Multi-disciplinary knowledge to define manufacturing process, defining the manufacturing process flow, post processing, etc.	NSQF Level 3
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	• Innovation Assistant assist to identify the customer requirement and generate multiple idea through brainstorming to meet the market need. • Additive Manufacturing operator assist in defining the product development process flow new creation & upgradation in existing product. • Operates the 3D Printer machine, working on 3D printing slicing software and perform basic troubleshooting for 3D Printer	• Cognitive skills are developed through design thinking module to think creative, innovative, working together for generating ideas and developing innovative solution in brainstorming session. • Perceived by intuition to Developing persona, convert the innovative ideas into reality, • Develop the product to additive manufacturing operation, maintenance	NSQF Level 3

		and typical trouble shooting of the machine with ease. Expected to work on software to edit the existing design, apart from creating the design on his /her own	
Broad Learning Outcomes/Core Skill	- Innovation assistant is expected to generate innovative ideas through design thinking tool. - Additive Manufacturing operator is expected to create the computer aided design model, assembly of product. - Create the industry ready drafting drawing, convert the model for 3D printer, Optimize the Additive manufacturing model using slicing software, operate 3D printer machine, Performing the post operation for 3D printed product & ensure the product quality with the help of measuring instruments. - If any support is needed, the operator needs to follow superior's instructions. - Expected to be good in communication skills. - Jobholder is expected to conduct themselves in ways, which show a basic understanding of the social and professional environment of working at workshops and on field visits.	- The jobholder is expected to understand the market requirements and translate them into engineering specifications. - He is expected to present the design, ideas in a proper communication format. - He should possess the additional required skills such as engineering calculations etc. to aid the creation and modification of the design. - He is also expected understand the professional environment and work harmoniously in sync with the surroundings.	NSQF Level 3
Responsibility	The jobholder is responsible to: - Assist to identify the opportunities (Gap) in market. - Assist to generate innovative ideas. - Assist to convert ideas into reality through product design and development. - Assist to make set up and operate 3D printer - Assist to perform post processing using Machining, Laser cutting machining, painting etc. - Maintain tools and work area He has the limited Responsibility for own work and majorly function in close supervision. In his routine activity he is responsible for his own work.	- The jobholder is expected work in a close supervision of the senior professional. - He/she is expected to consult the senior for critical decisions such as verifying the process parameters on the machine, creating 3D printable design in the software etc. - The operator is also expected to display the decisiveness within the limited range of operation.	NSQF Level 3

Annexure 2: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size:

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Design Software		
2	3D Printer Plastic		2
3	Computer Latest version compatible for running computer aided design software, preloaded with latest configurations and Internet connection with standard operating system.		20
4	UPS		1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Laptop
2. Whiteboard and Markers
3. Projector
4. Screen
5. Stationary

Annexure 3: Industry Validations Summary

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)

Annexure 4: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities

Data to be provided year-wise for next 3 years

Training, Assessment, Certification, and Placement Data for previous versions of qualifications:

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed

Applicable for revised qualifications only, data to be provided year-wise for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

- 1.
- 2.

Content availability for previous versions of qualifications:

☐ Participant Handbook ☐ Facilitator Guide ☐ Digital Content ☐ Qualification Handbook ☐ Any Other:

Languages in which Content is available:

Annexure 5: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

Refer NCVET “Guidelines for Blended Learning for Vocational Education, Training & Skilling” available on:

<https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf>

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	☐ Theory/ Lectures - Imparting theoretical and conceptual knowledge		
2	☐ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners		
3	☐ Showing Practical Demonstrations to the learners		
4	☐ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training		
5	☐ Tutorials/ Assignments/ Drill/ Practice		
6	☐ Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	☐ On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

Annexure 6: Detailed Assessment Criteria

Detailed assessment criteria for each NOS/Module are as follows:

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
Comply with workshop health and safety guidelines	PC 1. Comply with safety, health, security, and environment related regulations/ guidelines as per organizational/ manufacturer’s policy.				
	PC 2. Carry out maintenance operations as per the manufacturers and workshop related health and safety guidelines/ standard operating procedures.				
	PC 3. Follow safety regulations and procedures regarding service workshop hazards and risks.				
	PC 4. Use appropriate protective clothing/ equipment for specific tasks and work conditions as per service manual.				
	PC 5. Record and report details related to operations, incidents, or accidents, as applicable.				
	Total Marks	2	4		3

Identify the market needs & customer demand analysis	- PC 1 Understand the customer requirements - PC 2 Identify opportunities (Gaps) - PC 3 Ability to understand and analyze problems				
	Total Marks	2	4		3
Ability to develop analogy to inspiration model	- PC1. Ability to generation new ideas - PC2. Ability to understand tools and techniques for Ideas generation				
	Total Marks	2	4		3
Ability to Generate ideas through brainstorming & Opportunity framing	- PC1. Ability to selection ideas based on commercial value or impact on environment or impact on society. - PC2. Ability to use Design Thinking for problem solving / innovation				
	Total Marks	3	6		5
Ability to convert Ideas into reality by developing concept, prototype model with the help of 3D Printer & different machining equipment as per requirements.	- PC1. Ability to develop concept - PC2. Ability to develop Prototype model using 3d printer, laser printer and other tools. - PC3. Ability to operate 3d printer, laser cutting and engraving machine - PC4. Understanding of commercial aspects related to Innovation				
	Total Marks	3	6		6
	- PC1. Ability to develop persona according to customer requirements. - PC2. Understand the importance of storytelling & co-creation method. - PC3. Understand the Importance of continual Improvement				
	Total Marks	2	4		3
Assignments	PC1 Based on case studies and Industrial application				
	Total Marks	2	5		6
Mini Projects (Based on case studies and Industrial application)	- PC1 Conducting Market survey / Market Research - PC2 Addressing basic problems in society / industry by using empathize tool. - PC3 Concept Design a specific product in line with current customer needs - PC4 Brainstorming sessions with industry experts to design specific product - PC5 3D Printing for Prototyping of Mechanical Component - PC6 Exposure to Product Innovation				
	Total Marks	2	5		7
Employability Skills	- PC1 Understanding the Significance of Employability skills - PC2 Identification the Constitutional values - PC3 Explaining Becoming a professional in the 21st century - PC4 Speak with Others in Basic English skills - PC5 Significance of Career development and goal setting - PC6 Etiquette of Communication skills - PC7 Use Various Financial and legal literacy - PC8 Awareness to Essential Digital Skills				
	Total Marks	2	2		4
Grand Total		20	40		40

Annexure 7: Assessment Strategy

This section includes the processes involved in identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program.

Mention the detailed assessment strategy in the provided template.

<1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SIP or email
- Assessment agencies send the assessment confirmation to VTP/TC looping SSC
- Assessment agency deploys the ToA certified Assessor for executing the assessment
- SSC monitors the assessment process & records

2. Testing Environment:

- Check the Assessment location, date and time
- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
- Questions are mapped to the specified assessment criteria
- Assessor must be ToA certified & trainer must be ToT Certified

4. Types of evidence or evidence-gathering protocol:

- Time-stamped & geotagged reporting of the assessor from assessment location
- Centre photographs with signboards and scheme specific branding

5. Method of verification or validation:

- Surprise visit to the assessment location

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored

On the Job:

1. Each module will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.
3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:
 - Videos of Trainees during OJT
4. Assessment of each Module will ensure that the candidate is able to:
 - Effective engagement with the customers
 - Understand the working of various tools and equipment

Annexure 8: Acronym and Glossary**Acronym**

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf