QUALIFICATION FILE

Business Analyst

Elective 1: Banking and Finance

Elective 2 : Supply Chain and Logistics

Elective 3 : Pharma

Elective 4 : Marketing

☒ 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: 5

Submitted By:

Additional Skill Acquisition Programme Kerala

KINFRA Film & Video Park, Sainik School P.O,

Kazhakootam, Trivandrum,

Kerala - 695585

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Section 1: Basic Details

1.	**Qualification Name**	Business Analyst	
2.	**Sector/s**	IT-ITeS	
3.	**Type of Qualification:** ☐ **New** ☒**Revised** ☒ **Has Electives/Options** ☐**OEM**	**NQR Code & version of existing/previous qualification:** ***(change to previous, once approved)*** 2022/ITES/ASAP/06360 & V1	**Qualification Name of existing/previous version:** Business analytics
4.	**a. OEM Name** **b. Qualification Name** (*Wherever applicable)*	NA	
5.	**National Qualification Register (NQR) Code &Version** (*Will be issued after NSQC approval)*	QG-05-IT-04447-2025-V2-ASAP & V2	***6.*** **NCrF/NSQF Level: 5**
7.	**Award (Certificate/Diploma/Advance Diploma/ Any Other** *(Wherever applicable specify multiple entry/exits also & provide details in annexure)*	Certificate	
8.	**Brief Description of the Qualification**	This comprehensive, application-oriented program is designed to equip learners with the critical knowledge and technical skills required to drive data-driven decision-making in modern businesses. The course blends statistical foundations, data management, machine learning, and storytelling into one integrated learning journey. Through core modules in R, Python, Excel, and modern business tools, students master techniques in data wrangling, visualization, statistical inference, predictive modeling, and cloud-based big data analytics. Learners are also introduced to emerging technologies like Generative AI for business insights and explore real-time analytics using cloud and big data platforms. The program emphasizes domain relevance with sector-based electives (e.g., Finance, HR, Pharma, E-commerce) and culminates in a capstone project where students apply their learning to solve real-world business problems using end-to-end analytics workflows. With focused training on project management, communication, and data storytelling, graduates are prepared to lead impactful analytics initiatives across industries.	

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9. Eligibility Criteria for Entry for Student/Trainee/Learner/Employee

a. Entry Qualification & Relevant Experience:

No.	Minimum qualification	Experience required
1	Completed UG diploma*	No Experience required
2	Pursuing 2nd year of UG*	No Experience required
3	Completed 1st year of UG*	1.5 year relevant experience
4	Completed 3-year Diploma after 10th	1.5 year relevant experience
5	12th or equivalent	3 year relevant experience
6	Previous relevant Qualification of NSQF Level 4.5	1.5 year relevant experience
7	Previous relevant Qualification of NSQF Level 4	3 year relevant experience

b. Age: 18

*Any bachelor's degree BCom,BBA, BCA, BSc, BA, BTech,BE

**Relevant experiences in Datascience, AI, ML, DataAnalytics, related IT job roles

10. Credits Assigned to this Qualification, Subject to Assessment *(as per National Credit Framework (NCrF))*: 20 *(maximum)*

11. Common Cost Norm Category (I/II/III) *(wherever applicable)*: *II*

12. Any Licensing requirements for Undertaking Training on This Qualification *(wherever applicable)*: No, only open source softwares are used

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**

Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
Classroom (offline)					
Online	90	390	0	0	**480** +1 Elective (30 hours) = 510

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		Maximum Hours : 600	
14.	**Aligned to NCO/ISCO Code/s** *(if no code is available mention the same)*	2131.10 System Analyst	
15.	**Progression path after attaining the qualification** *(Please show Professional and Academic progression)*	*Business Analyst (BA) → Senior BA→Lead BA→Principal BA*	
16.	**Other Indian languages in which the Qualification & Model Curriculum are being submitted**	Hindi	
17.	**Is similar Qualification(s) available on NQR-if yes, justification for this qualification**	☒ Yes ☐ No URLs of similar Qualifications: ASAP Kerala's Business Analytics QP V1 was approved in 2022. AI - Business Analyst QP is at level 5.5 Business Analyst executive QP and Lead Business Analyst QP are at level 4.5 and 5 respectively , these QPs are LTT with 1200 hours duration. All other QPs are either approved at different levels or LTT category.	
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**	ASAP Kerala provides equal opportunity for all.	
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: Dr. Usha Titus** **Email: cmd@asapkerala.gov.in** **Contact No.: 04712772500 Website: www.asapkerala.gov.in**	
23.	**Final Approval Date by NSQC: 07/10/2025**	**24. Validity Duration: 3 years**	25. **Next Review Date : 07/10/2028**

Section 2: Module Summary

NOS/s of Qualifications

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(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 to the curriculum document.

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

NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core / Non-Core	NCrF/NSQF 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)*
NOS 1: Fundamentals of Business Analytics	ASP/ITS/N0301 v2.0	Core	5	5	20	130			150	-	50	50	-	100	35
NOS 2: Advanced Business Analytics and Applications	ASP/ITS/N0306 v2.0	Core	5	5	10	140			150	-	50	50	-	100	35
NOS 3: Analytics in Action: Sector Insights and Capstone Delivery	ASP/ITS/N0304 v2.0	Core	5	4	0	120			120	-	-	50	-	50	20
Employability Skills	DGT/VSQ/N0101 v1.0	Non-core	4	2	60	0			60	20	30	-	-	50	5
Duration (in Hours) / Total Marks				**16**	**90**	**390**			**480**	**20**	**180**	**150**		**300**	**95**

*Maximum Hours: 600

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Elective NOS/s:

*Elective 1:*Banking and Finance

NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core / Non-Core	NCrF/NSQF 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)*
Elective 1 : Banking and Finance	ASP/ITS/N0307 v2.0	Non-core	5	1		30			30	-	10	-	-	10	5
Duration (in Hours) / Total Marks				**1**					**30**					**10**	**5**

*Elective 2:*Supply Chain and Logistics

NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core / Non-Core	NCrF/NSQF 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)*
Elective 2 : Supply Chain and Logistics	ASP/ITS/N0308 v1.0	Non-core	5	1	-	30	-	-	30	-	10	-	-	10	5
Duration (in Hours) / Total Marks				**1**					**30**					**10**	**5**

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*Elective 3:*Pharma

NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core / Non-Core	NCrF/NSQF 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)*
Elective 3: Pharma	ASP/ITS/N0309 v1.0	Non-core	5	1	-	30	-	-	30	-	10	-	-	10	5
Duration (in Hours) / Total Marks				**1**					**30**					**10**	**5**

*Elective 4:*Marketing

NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core / Non-Core	NCrF/NSQF 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)*
Elective 4 : Marketing	ASP/ITS/N0310 v1.0	Non-core	5	1	-	30	-	-	30	-	10	-	-	10	5
Duration (in Hours) / Total Marks				**1**		**30**			**30**					**10**	**5**

Optional NOS/s:Assessment - Minimum Qualifying Percentage

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

Minimum Pass Percentage – Aggregate at qualification level: 50% *(Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)*

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Minimum Pass Percentage – NOS/Module-wise: 50% *(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)*	UG/ PG in Statistics, Mathematics, Computer Science, Data Science, Business Analytics, AI , ML or related field At least 3 years of Industry experience in roles related to Data science, analytics, Business Intelligence or other similar roles. At least 2 years of training experience in Data analytics, Statistics, Python, AIML, Data Visualisation etc.
2.	**Master Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	UG/ PG in Statistics, Mathematics, Computer Science, Data Science, Business Analytics, AI , ML or related field At least 5 years of Industry experience in roles related to Data science, analytics, Business Intelligence or other similar roles. At least 3 years of training experience in Data analytics, Statistics, Python, AIML, Data Visualisation etc.
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**	Upskilling and training required in Gen AI , ML

Section 4: Assessment Related

1.	**Assessor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	UG/ PG in Statistics, Mathematics, Computer Science, Data Science, Business Analytics, AI , ML or related field At least 3 years of Industry experience in roles related to Data science, analytics, Business Intelligence or other similar roles.

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		At least 2 years of training experience in Data analytics, Statistics, Python, AIML, Data Visualisation etc.
2.	**Proctor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	Graduate
3.	**Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	UG/ PG in Statistics, Mathematics, Computer Science, Data Science, Business Analytics, AI , ML or related field At least 5 years of Industry experience in roles related to Data science, analytics, Business Intelligence or other similar roles. At least 3 years of training experience in Data analytics, Statistics, Python, AIML, Data Visualisation etc.
4.	**Assessment Mode** *(Specify the assessment mode)*	Online
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:** 15
5.	**Estimated nos. of persons to be trained and employed:** 500
6.	**Evidence of Concurrence/Consultation with Line Ministry/State Departments:** No If "No", why: Awaiting Line MInistry Concurrence

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

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

Annexure: 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	Modules like R, Python, Probability & Statistics, and GenAI cover core analytics and data science knowledge.	Knowledge of facts, principles, processes, and general concepts in a field of work/study.	5
Professional and Technical Skills/ Expertise/ Professional Knowledge	Hands-on projects in Tableau, Power BI, ML with low-code	A range of cognitive and practical skills to generate solutions in specific contexts.	5

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	tools, and Project Management enable solution development.		
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Hands-on projects in Tableau, Power BI, ML with low-code tools, and Project Management enable solution development.	A range of cognitive and practical skills to generate solutions in specific contexts.	5
Broad Learning Outcomes/Core Skill	Modules on storytelling, presentation, documentation, and language proficiency focus on communication and reasoning.	Reasoning and communication skills to understand and express facts, arguments, and ideas.	5
Responsibility	Project modules, peer collaboration in analytics projects, and stakeholder communication activities.	Responsibility for own work and learning, and some responsibility for others' work and learning.	5

Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 25

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Laptop/Computer		25

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Webex
2. GMeet
3. Google Classroom

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Annexure: 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
1	This Fish	Nileena Thomas	RD Engineer	Pandit Colony Road, Kowdiar, Thiruvananthapuram, Kerala, 695003	6043374804	nileena@this.fish
2	RASYA Clinic Indo American	Agnes Yohannan	Clinical Audiologist	Malik Solitaire, 1st floor, Rd Number 36, Aditya Enclave, Venkatagiri, Jubilee Hills, Hyderabad, Telangana	8714432359	agnes@gmail.com
3	Tata Elxsi Limited	Alphonsa Yohannan	Specialist	ITPB Road, Whitefield, Bangalore 560048, India.	9846568093	alphonsa.yohannan@gmail.com
4	Oshima Ship Building Co Ltd	Joseph James Payappilly	Lead Naval Architect	1605-1, Oshima cho, Saikai city, Nagasaki Prefecture 857-2494, Japan	8180273066	josephjamesp@gmail.com
5	Flytxt Mobile Solutions	Rakesh Mohan	Assistant Vice President	7th Floor, Carnival Technopark,	9194462633	rakesh.mohan@flytxt.com

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				Trivandrum -695 581 Kerala, India		
6	CDAC	Balan C	Associate Director	P.B 'No:6520, vellayambalam, Thiruvananthapuram - 695033, Kerala (India)	9446380523	cbalan@cdac.in
7	VisionCog Research	Dr Ram Prasad K	Director	Civil Station Road, Peroorkada, Thiruvananthapuram, 695005, Kerala.	9173561354	ram.krish@visioncog.com
8	Travancore Analytics Pvt Ltd	Baas Mannarasala	Chief Technology Officer	8th Floor, Yamuna Building Technopark Phase-3 Thiruvananthapuram 695 583 Kerala, India	9947739240	baas.mp@teamta.in
9	Logix Space Technologies	ANISH S NAIR	Director	Vilayil Puthen Veedu Building, Pandalam, Pin 689501	9526674440	anish@logixspace.com
10	MONITOR COMMUNICATIO N	Sathish Kumar B S	Director	SKNRA 134-A,TC 44/1006/1, SREEKRISHNA NAGAR,JAGATHY -695014	9526674440	sathishkumar@gmail.com
11	The New India Assurance	Assistant manager	Assistant manager	2nd Floor, Rema Plaza, Near Ayyappan Coil, S S Kovil Road, Thampanoor-695 001	9526674440	athul@gmail.com

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12	Oracle	Swathy L	Senior Application Engineer	Kerala, India	8281694145	swathirenjini@gmial.com
13	Curvelogics	Dr Brijesh Chenkarath Madhavan	Director	No:9, 2nd floor, Mythri Legacy, Kalyan Nagar, Bangalore -560043	9195261036	brijesh@curvelogics.com
14	Ab InBev	Vijoe Mathew	Analytics Advisory	Bengaluru, Karnataka, India	7356135445	Vijoe.Mathew@ab-inbev.com

Annexure: 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
2025-26	160					
2026 -27	160					
2027 -28	180					

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

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V1	2022-23	576	-	-	-								
V1	2023-24	35	-	-	-								
V1	2024-25	111	65	52	9								

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. Kerala Knowledge Economy Mission

Content availability for previous versions of qualifications:

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

Languages in which Content is available: English

Annexure: 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		

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6	☐Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	☐On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

Annexure: 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
Fundamentals of Business Analytics	**Demonstrates understanding of data science foundations** Explains types of analytics and the value of data in decision-making. **Applies data thinking to solve business problems** Translates business problems into data questions using structured reasoning. **Uses Excel functions for data analysis and modeling** Efficiently applies formulas, pivot tables, and simulation tools (Goal Seek, Solver). **Creates interactive dashboards for business insights** Designs clear, dynamic dashboards using tools like Power BI/Tableau. **Visualizes and communicates data insights effectively** Chooses appropriate chart types and derives actionable insights. **Understands relational database concepts and structures** Identifies tables, relationships, and keys in a database schema. **Executes SQL queries for data extraction and analysis** Writes and optimizes SQL queries involving joins, filters, and aggregation. **Uses R for data manipulation and exploratory analysis** Applies packages like dplyr for cleaning, transforming, and summarizing data.		50	50	

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	Builds data visualizations and interprets results in R Uses R plotting libraries to communicate key trends and patterns. **Implements basic analytics workflows in R** Uses conditional logic, grouping, and functions to generate business insights.				
	Total Marks		**50**	**50**	
Advanced Business Analytics and Applications	**Applies statistical concepts for business decision-making** Uses descriptive statistics, probability distributions, and hypothesis testing in Excel and R. **Demonstrates proficiency in Python for data analysis** Utilizes libraries like pandas and NumPy for data cleaning, wrangling, and transformation. **Builds and evaluates machine learning models using business tools** Implements regression, classification, and clustering using no-code/low-code ML platforms. **Understands and applies GenAI in business analytics contexts** Designs effective prompts and uses generative AI tools for reporting, summarization, and insight generation. **Utilizes big data tools and cloud platforms for scalable analytics** Demonstrates working knowledge of Hadoop, real-time data streams, and cloud services like AWS/Azure. **Manages project workflows and stakeholder communication** Applies BA project management practices: documentation, requirement gathering, and tracking. **Designs and delivers compelling business presentations** Creates visually clear, well-structured PowerPoint decks that tell data-driven stories. **Collaborates effectively across business and technical teams** Acts as a liaison between stakeholders, translating needs into technical specifications and insights. **Applies cross-functional analytics to solve sector-specific problems** Adapts core analytics methods to domains such as finance, HR, e-commerce, or logistics. **Synthesizes knowledge through end-to-end capstone execution** Plans, executes, and presents a full-scale business analytics project integrating all tools and techniques learned.		50	50	

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	Total Marks		**50**	**50**	
Analytics in Action: Sector Insights and Capstone Delivery	**Demonstrates domain-specific understanding of business challenges** Effectively analyzes key sectoral issues (e.g., fraud in banking, churn in retail) using relevant analytics frameworks. **Applies appropriate analytical tools and techniques to sectoral datasets** Selects and uses suitable tools (Excel, R, Python, BI tools) based on the data type and business problem. **Interprets and derives actionable insights from sector-specific data** Translates complex data findings into meaningful conclusions and business implications. **Builds and visualizes relevant KPIs through dashboards or reports** Creates interactive dashboards tailored to the specific sector's needs (e.g., HR attrition dashboard, SCM performance tracker). **Designs and executes a complete analytics workflow in the capstone project** Demonstrates proficiency in problem definition, data preparation, analysis, modeling, and interpretation. **Employs storytelling to present insights effectively** Structures presentations clearly with insight-driven narratives and well-designed visuals for stakeholders. **Collaborates effectively within a project team setting** Contributes meaningfully to team discussions, shares responsibilities, and respects timelines in a collaborative project. **Adheres to data ethics and governance in applied work** Applies principles of responsible data handling, privacy, and compliance with business standards. **Evaluates model performance and aligns outcomes to business goals** Selects the right evaluation metrics and interprets them in a sector-relevant context (e.g., ROC for insurance fraud detection). **Delivers a comprehensive, well-documented capstone project aligned with business objectives** Submits a polished final output demonstrating end-to-end analytics application with clear documentation, code (where applicable), visualizations, and strategic recommendations.		-	50	
Grand Total			100	150	250

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Annexure: 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.

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

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Annexure: 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 defines 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

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