NATIONAL VOCATIONALTRAINING INSTITUTE TESTING DIVISION

TRADE TESTING REGULATIONS AND SYLLABUS

TRADE: FASHION DESIGN

LEVEL: CERTIFICATE ONE

CERTIFICATE ONE

A. INTRODUCTION

i. The review of this syllabus has been generally influenced by the demands of industries due to its continuous change as a result of technological advancement and the changing needs of society.

It was also influenced by the TVET reforms under the directions of the new educational reforms with the view to opening up further education and training opportunities to TVET graduates.

The certificate ONE syllabus is designed to respond to the following level descriptors:

QUALIFICATION	KNOWLEDGE LEVEL	SKILLS AND ATTITUDE:
Certificate 1	1. To demonstrate a broad knowledge base incorporating some technical concepts.	Require a wide range of technical skills
	2. To demonstrate knowledge of the theoretical basis of practical skills.	2. Are applied in a variety of familiar and complex contexts with minimum supervision.
	3. To demonstrate knowledge in numeracy, literally, IT and Entrepreneurial skills	3. Require collaboration with others in a team

ii. The rational of this syllabus is to establish the level of knowledge and skills required by mechanics over a wide range of applications, including the development of an ability to diagnose faults, recommend by means of rectifying these faults and to test and analyze the performance of the vehicle after repairs or modification has been completed.

B. THE GENERAL OBJECTIVES

The objectives of this course are to give the apprentices a systematic training both theoretically and practically. It is expected that much emphasis will be laid on the practical aspect of the training during in-school and on-the-job training. About 60% could be allocated to practical training centres and other institutions approved by the National Vocational Training Institute.

This training syllabus is prepared to serve as a guide for employers, instructors and other parties concerned with training in the preparation of their individual programmes. It is necessary that training become effectively planned and controlled as effectively as possible so that apprentices derive much benefit from their training.

C. THE COURSE COMPONENTS

- a) Trade Theory
- b) Trade Science and Calculation
- c) Trade Drawing
- d) General Paper`
- e) Trade Practical

EXAMINATION: The candidates would be examined in the FIVE components listed above.

Practical work must be carefully planned to illustrate application of the theory and to provide maximum opportunity for workshop practice, laboratory work and demonstration.

D. KNOWLEDGE AND SKILLS REQUIREMENT

The prime objective of the program is to provide knowledge and skills of the trade in manner that will best meet the needs of the trade as well as the fashion design industries.

E. ELIGIBILITY FOR ENTRY TO EXAMINATION

Candidates may enter for examination only as internal candidates; that is those who at the time of entry to the examination are undertaking (or) have already completed the course at an approved vocational training institution.

F. EXTERNAL EXAMINERS

The practical work of candidates will be assessed by an external examiner appointed by the Trade Testing Commissioner.

G. EXAMINATION RESULTS AND CERTIFICATES

Each candidate will receive record of performance given the grade of performance for the components taken. These are:

- i) Distinction
- ii) Credit
- iii) Pass
- iv) Referred/Fail

Certificates would be issued to candidates who pass in all the components.

NOTE:

All Technical and Vocational trainees who aspire to take advantage of the opportunities — opened to them in the educational reforms should NOTE that, for a trainee to progress to certificate Two (2) a pass in Certificate One (1) is compulsory.

H. ELIGIBILITY FOR ENTRY TO EXAMINATION

Candidates may enter for examination only as internal candidate, that is those who at the time of entry to the examination are undertaking or have already completed the course at an approved establishment.

I. APPROVAL OF COURSE

Institutions or other establishments intending to prepare trainees for the Examination must apply to: THE COMMISSIONER
TESTING DIVISION
NVTI HEAD OFFICE
P. O. BOX MB 21, ACCRA

J. ACKNOWLEDGEMENT

NVTI wishes to acknowledge the preparatory material done by the team of experts, which have been incorporated into this syllabus.

They are;

Mrs. Emelia Boafo, Headmistress, YWCA-Takoradi

Mrs. Grace Kwara, Cape-Coast Technical

Government's desire to improve the TVET which led to the preparation of this syllabus, is hereby acknowledged.

RECOMMENDED TEXT BOOKS FOR DRESSMAKING:

1. Dressmaking simplified - Valerie I Cock

2. Needlework for School - Melita M. Neal

3. Basic Needlework - Winifred M. Bull

4. Macalls Sewing books in colours - Hamyln

5. Pattern Cutting - Margaret Miller

.

TASK	CRITICAL POINTS	SUB POINTS
1.0 TOOLS AND EQUIPMENTS	 1.1 Identification and uses of tools and equipments. Care, Storage and maintenance of tools and equipments 	1.2 Handling and manipulation of tools and equipments, e.g. marking out, cutting, pressing, fitting sewing aids supply, etc.
2.0 SAFETY IN THE WORKSHOP	2.1 Identifying hazards in the workshop.- Administering first aid to various	2.2 Lecture on accidents which are likely to occur in the workshop in the course of using certain electrical appliances.
	injuries and applying respiratory exercise.	 Fainting, electrocution, minor and deep cut in the workshop. Invite the fire service personnel to come and demonstrate the various method of fighting fire.
3.0 STITCHES	 3.1 Types of stitches E.g. Temporary - long and short Permanent - running Identification and application of various stitches. 	3.2 Purpose of each types of stitch.- Prepare specimen on according to their function. Tacking, Joining, Neaten, Decorative.
4.0 SEAMS	 4.1 Classification of the seams e.g. Conspicuous and Inconspicuous. Stitches under each heading Conspicuous Weltseam, machine and fell and overlaid seam Inconspicuous Plain seam French seam 	 4.2 Processes in various types of preparing seams. Choice of seam and position of seam work in specimen.
5.0 EDGE FINISHES	5.1 Binding, edge stitches, pinking, lacing, overcastting, etc.	5.3 Process of preparing edge stitch.Identification and uses.

TASK	CRITICAL POINTS	SUB POINTS
6.0 OPENING AND PLACKET	6.1 Types of opening sketches on variation of opening and plackets. E.g. Triplets opening Vent opening, Fly front Opening, Box pleats Opening, etc.	 6.2 Purpose of opening in garments. Choice and rules for making. Demonstration and process of marking and preparing opening and placket in specimen
7.0 CROSSWAY STRIP	7.1 Structure of fabric that is the three grain lines.a) Warp grainb) Weft grainc) Cross grain or bias grain	 7.2 Demonstration on the folding, marking out, cutting, joining of the crossway strip. Uses of crossway strip E.g. Binding piping, facing, bond button hole, rouleau loop, etc.
8.0 POCKETS	 8.1 Types of pocket and their position e.g. Patch, Set – in seam Pocket that form part of garment e.g. slant pocket etc. 	8.2 Purpose of pocket in garment.Identification and application of various types of pocket.
9.0 FASTENERS	 9.1 Definition on fastening . Identification and uses of fastening. Suitable fastener for the type of opening made. 	9.2 Principle of choosing fastening e.g. Position texture of fabric, etc.Rules for fixing fasteners.
10.0 SUPPORTING MATERIAL INTERFACING, INTERLINING AND UNDER LINING.	10.1 Woven and non woven or bounded supportive material. Example Woven - Canvas, Buckram, etc. Non-woven - Vilene, wadding, etc.	10.2 Demonstrate the process of applying lining to fabric.Application of Interfacing, interlining underlining.

TASK	CRITICAL POINTS	SUB POINTS
11.0 COLLARS	11.1 Types of collars that is Flat,Turn over, Stand-up.Importance of collar to garment	11.2 Discussing each type with examples Flat: eton, jabot, sailors, etc.
	and individual figure.	Stand-up Chinese, etc. • Turn over shirt, convertible Roll,
		 etc. Marking and cutting collars and method of fixing. E.g. using crossway to neaten cutting facing, etc.
12.0 SLEEVES	12.1 Types of sleeves E.g. Set – in Semi set – in	12.2 Process of marking and cutting sleeves
	Cut with bodice Raglan	- General rules fixing sleeves.
13.0 WAIST LINE FINISHES	13.1 Kinds of waist finishes e.g. Casing Banding Peter sham	13.2 Method of joining waist finishes e.g. Trouser, skirt, etc.
14.0 GOOD GROOMING	14.1 Importance of good grooming	14.2 Lecture trainees about good grooming e.g. Care of clothing, nails, finger heir bags, etc.
15.0 TEXTILES	15.1 Natural fibre That is Vegetable, Animal	 Testing and characteristics 15.2 Types of natural fibre. History properties or advantages and disadvantages.
16.0 METHODS OF REMOVING STAIN	16.1 Types of stain. E.g. protein stain, blood, milk, coal tar stain, etc.	16.2 Demonstrate the methods of removing various stains

TASK	CRITICAL POINTS	SUB POINTS
17.0 CARE AND REPAIR OF	17.1 General rules of repairing	17.2 Demonstrate the methods of
CLOTHES	clothes.	repairing clothes patch e.g. Calico
	- Importance of care, repair and	and printed patch, Darning, tear,
	mending of clothes.	etc.
18.0 ELEMENT	18.1 Types of element of Design,	18.2 Explain to trainees the
	E.g. line, colour, texture,	various element and
	figure, etc.	application
19.0 PRINCIPLES	19.1 Understand principles in	19.2 Discussion on harmony e.g.
	designing e.g. Harmony,	Fabric colours
	proportion, emphasis,	Balance - asymmetric design and
	balance, etc	symmetric design.
		Emphasis - focal point of a design

FREE HAND CUTTING

TASK	CRITICAL POINTS	SUB POINTS
1.0 TAKING BODY	1.1 Reference to pattern drafting	1.1.1 Purpose of taking body
MEASUREMENT	procedure	measurement
		1.1.2 Advantages and
		disadvantages of taking
		body measurement.
2.0 CONSTRUCTION OF BLOUSE	2.1 Using blouse and skirt	2.2 Demonstrate the calculation
AND SKIRT	measurement for constructing	in constructing the
	the rectangles.	rectangles.
	E.g. Width; that is quarter hip	
	plus 2" Length plus 2" for	
	allowance.	
3.0 COLLAR AND SLEEVE	3.1 Types of collars and sleeves;	3.2 Collar; Measure front and
	Peter-pan, Sailors, Jabot, etc.	back neck for length.
	Puff, Shirt three quarter, etc.	3.2.2 Sleeve; Using round arm
		and sleeve length for the
		rectangle. Importance of free
		hand cutting

HAND CRAFT

TASK	CRITICAL POINTS	SUB POINTS
1.0 HAND EMBROIDERY	1.1 Types of embroidery stitches	1.2 Demonstrate method of
	Mitred corner, Arm rest using	working embroidery stitches
	smocking and upholstery.	e.g. chain, Satin stitch, double
	Crochet work	not, etc.
		1.2.2 Process of making mitred
		corner in specimen.
		1.2.3 Direction for marking
		smocking.
		1.2.4 Sketches of hand embroidery
		and making specimen. E.g.
		chair back, coffee set,
		shopping bag, soft toys, door
		mat, appliqué, etc

PATTERN DRAFTING/PRACTICALS

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
1.0 TOOLS AND EQUIPMENT	 1.1 Identification of tools and equipment 1.2 Uses and care of the various tools and equipment. Storage and Maintenance of tool, e.g. Marking tool, Cutting. Pressing and sewing aids 	1.2 Drawing and labeling tool 1.2.2 Explaining handling and manipulation of tool and equipment.	
2.0 TAKING BODY MEASUREMENT	2.1 The correct position of taking body measurement of women, girls and children.	2.2 Trainees take turns to measure one another, e.g. standing beside the client and take horizontal measurement. Standing at the back or front to take the vertical measurement.	
3.0 CONSTRUCTION OF THE BASIC BLOCK PATTERNS	3.1 Using the average body measurement to construct the basic blocks, e.g. Bodice, Sleeve and Skirt.3.2 Using child's measurement to construct the child's block	3.2 Trainees to use self measurement to construct bodice. Sleeve and Skirt block. 3.2.2 Demonstrate to trainees how to construct the child's block	
4.0 NECKLINES	4.1 Using the bodice block to adopt the various necklines e.g. Square, round, sweat heart, etc.4.2 Sketches of different necklines.	4.2 Assist trainees in marking and cutting of the various neckline in specimen	

PATTERN DRAFTING/PRACTICALS

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
5.0 MANIPULATION OF DART	 5.1 Sketches on different darts e.g. Waist dart, contour dart, underarm, arm hole, shoulder etc. 5.2 Adaptation on different dart positions. 	5.2 Demonstrate the processes of moving one dart to another position e.g. moving shoulder dart to underarm close shoulder and slashing through the underarm dart line.	TECHNIQUE
6.0 DISPOSAL OF FULLNESS	6.1 Sketches on various kinds of fullness.6.2 Adaptation of various fullness e.g. Pleats, gathers, shirring, etc.	6.2 Understands various fullness and their processes work specimen	
7.0 PATTEN SYMBOLS	7.1 Drawing pattern symbols use in pattern pieces, that is grain lines, cutting line, seam allowance, place on fold, stitching etc.	7.2 Explain meanings of Pattern Symbols. State the importance of using pattern symbols illustrate with diagrams of marking Pattern Symbols.	
8.0 SLEEVES	 8.1 Sketches on the various types of sleeves that is setin, Semi set. Cut with bodice, etc. 8.2 State the differences in length of the sleeve e.g. Long Sleeve Short Sleeve Three quarters Magyar, etc. 	8.2 Adaptation of various sleeves large scale. 8.2.2 Process of marking and cutting to specimen	

PATTERN DRAFTING/PRACTICALS

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
9.0 COLLARS	 9.1 Sketches on the various types of collars e.g. Flat collars, stand-up, turn over collars, etc 9.2 Adaptation and application of different types of collars e.g. shawl, convertible. 	9.2 The different types of collars e.g. Bertha Collar, Sailors Peter-pan, Jabot, Shirt, etc. 9.2.2 Cutting and making of specimen under each type of collar 9.2.3 Stating the importance of Collars to garment, processes of cutting to specimen	
10.0 VARIATION OF SKIRT	10.1 Sketches on the various types of skirt. 10.2 Analyzing sketches 10.3 Adaptation and Application of various skirt style e.g. Gore skirt "A line" Godet, etc.	10.2 Understand the various principles of adaptation on skirt. 10.2.2 Demonstrate to learners how self skirt block to adapt skirt style and cut to make specimen, Yoke, Frills, panel, flounce, etc.	

MILLINERY

TASK	CRITICAL SKILLS	SUB SKILLS
1.0 TOOLS AND EQUIPMENTS	1.1 Drawing and identification of tools and equipment e.g. Plier, Straw, Kettle, Egg iron, Ribbon	1.2 Identification, uses, care, maintenance of equipments and tools.
2.0 HEAD MEASUREMENT	board, etc. 2.1 Types of head measurement e.g. Straight, backward angle, forward tilt, etc.	2.2 Discuss with trainees the importance of taking head measurement.Demonstrate how to take head measurement.
3.0 HISTORY OF TAT	3.1 History of hat making - Types of hat e.g. Hat with peak, hat with brim, hat without peak or brim, etc.	3.2 Discuss with trainees the history of hat making. 3.2.2 Assist trainees to state the various types of hat Uses and care Process of making hat.
4.0 MILLINERY STITCHES	4.1 Diagrams of various millinery stitches e.g. Wire stitch, Stab stitch, Diagonal, etc	4.2 Demonstrate various millinery stitches in specimen
5.0 FABRICS	5.1 Fabrics and lining for making hat e.g. African print, satin, linen, etc. Lining, Taffeta, Polyester, etc.	5.2 Discuss choice of fabric for suitable hat.
6.0 HAT TRIMMINGS	6.1 Kinds of hat trimmings e.g. Feathers, rig-rag, crinoline, ribbon, etc	6.2 Application and processes.
7.0 FOUNDATION MATERIALS	7.1 Buckram, esparterie or leno filtered, etc	7.2 Discuss with trainees the importance of foundation material e.g. It brings out the shape of a hat - Application e.g. blocking, fusing etc.
8.0 FACES	8.1 Types of faces e.g. Square round long pointed, pointed chin, double chin, etc.	8.2 Discuss faces suitable for hats with traineesMaking drawing of various faces

SCIENCE AND CALCULATION SYLLABUS FOR CERTIFICATE ONE

TASK	CRITICAL POINTS	SUB POINTS
1.0 FRACTIONS	1.1 Types of fractions:	1.1.1 Work examples of fraction using
	- Common fraction	knowledge in Addition, Subtraction, Division and Multiplication.
	- Decimal fraction	
	- Percentages fraction	
2.0 METRIC SYSTEM	2.1 Convention of units (S.1. unit)	2.1.1 Convention of millimetre to
		centimetre to inches, inches to yard
		etc.
3.0 BUSINESS MATHS	3.1 Profit and loss	3.1.1 Trainees will show how to
	- Simple interest	calculate profit and loss account
	Doorselies	Illustrate how to work out simple
	- Proportion	interest. Solve simple proportion.
4.0 INSURANCE	4.1 Types of Insurance	4.1.1 Explain the term insurance
	- How to calculate the insurance	- Invite a resource person to give talk
	premium.	on insurance and benefits.
	- Insurance value (the money given	-Work examples of calculation of
	to the insurer)	insurance premium

SCIENCE AND CALCULATION SYLLABUS FOR CERTIFICATE ONE

TASK	CRITICAL POINTS	SUB POINTS
5.1 COMMISSION	5.1 Work sample calculation - On commission e.g. A sales girl is given a commission of 3% in a month, if she made sales of GH¢5.00, what is her commission.	5.1.1 Illustrate how to work out simple additions and subtractions.
6.0 VAT	6.1 Calculation of basic costVAT exclusive costVAT inclusive costVAT RATE	6.1.1 Guide trainees to do calculations
7.0 Fabric Estimation	7.1 Estimation for material require for making up garment	7.1.1 Illustrate how to estimate an amount of fabric needed for the following,Skirt, Blouse, sleeve (long /short dresses, etc.

SCIENCE AND CALCULATION SYLLABUS FOR CERTIFICATE ONE

TASK	CRITICAL POINTS	SUB POINTS
8.0 Pricing an article or	8.1 Point to consider when pricing	8.1.1 Discuss with trainees the
garment	Garment/articles	following
	- Material use	i. Personal measurementii. Amount of the fabric, lining use,
	- Trimmings use	zips, button, and ribbon. iii. Labour cost: cutting, sewing,
	- Labour cost	overheads etc.
9.0 Identification of	9.1 state the types	9.1.1 Illustrate the use of the method
fabrics	- Method of application	given.
		i. Microscope test
		ii. Chemical test
		iii. Burning test

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
1.0 TOOLS AND EQUIPMENT	1.1 Draw types of tools and equipment	Drawing of tools: *Measuring *Marking *Cutting *Sewing *Pressing *Fitting	Demonstrate to trainees how to draw the various tools
2.0 STITCHES AND SEAMS	2.1 Draw types of stitches and seam	Drawing of stitches and seams: *Temporal and permanent stitches *Conspicuous and inconspicuous	Demonstrate to trainees how to draw the various stitches and seams in stages.
3.0 CROSSWAY STRIP	3.1 Draw crossway cutting	Bias	Assist trainees to illustrate a diagram of crossway cutting.
4.0 FASTERNERS	Draw types of fasteners	Drawing of fasteners: *Button *Hook and bar *Hook and eye *Zipper	Demonstrate to trainees how to draw the various fasteners
5.0 OPENINGS	5.1 Types of openings	*Bound opening *Slit/faced opening *Continuous wrap opening	Demonstrate to trainees how to draw the various openings
6.0 POCKETS	6.1 Draw types of pocket	Drawing of pocket: *Patch pocket *Inseam pocket *Slant pocket	Demonstrate to trainees how to draw various pockets

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
7.0 COLLAR	7.1 Sketch types of collars	Sketching of Flat collars: *Peterpan collar *Bertha collar *Sailor collar	Demonstrate to trainees the process of preparing the collars by diagrams
8.0 SLEEVES	8.1 Draw types of sleeves	Drawing of set-in sleeve: *Shirt-sleeve *Leg-of-mutton sleeve *Puff sleeve *Bell sleeve	Demonstrate to trainees how to draw the various sleeves
9.0 ARRANGEMENT OF FULLNESS	9.1 Draw types of fullness	Drawing of fullness: *Gathers *Dart (Pivot and fish) *Pleats (Box, knife and invented pleats).	Demonstrate to trainees how to draw the various fullness.
10.0 MEASURING POINT	10.1 Body parts	*Nape to waist *Full length *Length from waist to ground *Across back *Bust *Waist *Hip *Across chest *Shoulder length *Sleeve length *Round upper arm *Round elbow *Round wrist *Hip depth	Demonstrate to trainees how to draw a dress stand indicating the various measuring points.

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
11.0 NECKLINES	11.1 Draw types of necklines	Drawing of necklines: *Round neck *Square neck *V neck *Sweet heart neck	Demonstrate to trainees how to draw the various necklines
12.0 FACES	12.1 Sketch types of faces	Sketching of faces: *Round face *Square face *Oval face	Demonstrate to trainees how to sketch the various faces and its suitable hats.
13.0 HATS	13.1 Draw types of hats	Drawing of hat: *Pill box *Sailor hat *Bonnet *Sectional hat with peak	Demonstrate to trainees how to draw the various hats
14.0 LINE	14.1 Define line	Definition of line	Ask trainees to discuss the definition of line.
15.0 TYPE OF LINE	15.1.1 Mention the different types of line 15.1.2 Draw types of lines	*Vertical line *Horizontal line *Broken line *Diagonal line *Curve line	Discuss with the trainees the different types of line.
		*Drawing of line	Assist trainees to draw the various lines
16.0 SHAPE	16.1 Sketch the various types of shape	Sketching of shapes: *A shape *V shape *X shape *H shape	Demonstrate to trainees how to sketch the various shape.

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
17.0 HUMAN FIGURE	17.1 Sketch figure types	Sketching of figures: *Tall *Slim *Fat	Demonstrate to trainees how to sketch the various figures
18.0 COLOURS	18.1 Compose types of colours	Composing of colours *Primary colours *Secondary colours *Tertiary	Demonstrate to trainees how to mix the various colours
	18.2 Colour wheel	*Red *Orange *Yellow *Green *Blue *Indigo *Violet	Discuss with the trainees the various colours in the colour wheel
19.0 TEXTURE	19.1 Kinds of texture	*Coarse *Smooth *Soft	Demonstrate to trainees how to use texture to design a garment
20.0 EMPHASIS	201 Kind of emphasis	*Appliqué *Embroidery work *Motives *Pocket	Demonstrate to trainees how to design a garment using emphasis.
21.0 BALANE	21.1 Types of balance	Asymmetric and symmetric design	Assist trainees to design asymmetric and symmetric garment.

TASK	CRITICAL SKILLS	SUB SKILLS	INSTRUCTIONAL TECHNIQUES
22.0 PROPORTION	22.1 Figure types	*Tall *Slim *Fat	Demonstrate to trainees how to design a garment to suit the figure types.
23.0 GARMENT CONSTRUCTION	23.1 Methods of assembling garment	Flat and round methods	Demonstrate to trainees how to assemble a garment with the aid of diagrams.

COURSE WORK/ASSESSMENT FOR CERTIFICATE 1

- A) A set of nightgowns
- B) Child's Party dress
- C) 5 pieces of chair backs and 5 pieces coffee table mat.
- D) A set of layette
- E) Self short and shirt with short sleeve.
- F) Sectional hat with peak or pill box with brim all in Africa Print.

A Specimen book containing the following;

- Stitches
- Seams
- Openings
- Fastenings
- Necklines and neck finishes
- Sleeves
- Collars

NOTE: Produce 5 specimen under each headings

TOOLS AND EQUIPMENTS

Electric Sewing Machine
Hand Sewing Machine
Treadle Machine
Knitting machine
Overlock machine
Cutting table
Unpolished top
Scissors
Pinking Shears
Nails
Thimble
Thread
Tape Measure
Pins
Iron
Ironing Board