



Model Curriculum

QP Name: Automotive Washer

QP Code: ASC/Q1421

QP Version: 2.0

NSQF Level: 2

Model Curriculum Version: 1.0

Automotive Skill Development Council
153, Gr Floor, Okhla Industrial Area, Phase – III, Leela Building, New Delhi – 110020

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Training Parameters

Sector	Automotive
Sub-Sector	Automotive Vehicle Service
Occupation	Technical Service and Repair
Country	India
NSQF Level	2
Aligned to NCO/ISCO/ISIC Code	NCO-2015/9122.0201
Minimum Educational Qualification & Experience	5th Class
Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	20/11/2020
Next Review Date	20/11/2024
NSQC Approval Date	20/11/2020
Version	2.0
Model Curriculum Creation Date	20/11/2020
Model Curriculum Valid Up to Date	20/11/2024
Model Curriculum Version	1.0
Minimum Duration of the Course	270 Hours, 0 Minutes
Maximum Duration of the Course	270 Hours, 0 Minutes

Program Overview

This section summarises the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills:

- Work effectively and efficiently as per schedules and timelines and specified health and hygiene norms.
- Implement safety practices.
- Optimize the use of resources to ensure less wastage and maximum conservation.
- Interact effectively with others using interpersonal skills.
- Clean and wash a vehicle appropriately.

Compulsory Modules

The table lists the modules and their duration corresponding to the Compulsory NOS of the QP.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
Bridge Module	05:00	00:00	-	-	05:00
Module 1: Introduction to Role of an Automotive Washer	05:00	00:00	-	-	05:00
ASC/N9801 - Organize Work and Resources (Service) NOS Version No. 1.0 NSQF Level 4	25:00	30:00	-	-	55:00
Module 2: Work effectively and efficiently	10:00	15:00	-	-	25:00
Module 3: Optimize resource utilization	15:00	15:00	-	-	30:00
ASC/N9802 – Interact Effectively with Colleagues, Customers and others NOS Version No. 1.0 NSQF Level 4	10:00	20:00	-	-	30:00
Module 4: Communicate effectively and efficiently	10:00	20:00	-	-	30:00

ASC/N1432 - Perform Vehicle Washing and Cleaning NOS Version No. 1.0 NSQF Level 2	30:00	90:00	30:00	-	150:00
Module 5: Perform Vehicle Washing and Cleaning	30:00	90:00	30:00	-	150:00
DGT/VSQ/N0101 - Employability Skills (30 hours) NOS Version No. – 1.0 NSQF Level – 2	12:00	18:00			30:00
Module 6: Introduction to Employability Skills	0.5:00	0.5:00			1:00
Module 7: Constitutional values - Citizenship	0.5:00	0.5:00			1:00
Module 8: Becoming a Professional in the 21st Century	0.5:00	0.5:00			1:00
Module 9: Basic English Skills	1:00	1:00			2:00
Module 10: Communication Skills	1.5:00	2.5:00			4:00
Module 11: Diversity & Inclusion	0.5:00	0.5:00			1:00
Module 12: Financial and Legal Literacy	1.5:00	2.5:00			4:00
Module 13: Essential Digital Skills	1:00	2:00			3:00
Module 14: Entrepreneurship	2.5:00	4.5:00			7:00
Module 15: Customer Service	1.5:00	2.5:00			4:00
Module 16: Getting ready for apprenticeship & Jobs	1:00	1:00			2:00
Total Duration	82:00	158:00	30:00	-	270:00

Module Details

Module 1:

Introduction to Role of an Automotive Washer

Bridge Module

Terminal Outcomes:

- Discuss how to work as per the defined role and responsibilities of an Automotive Washer.
- Discuss the scope of work for an Automotive Washer.

Duration: 05:00	Duration: 00:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Describe the role and responsibilities of an automotive washer. • Discuss the standard operating procedure for vehicle washing and using various equipment. • List the various tools, equipment and machines, and their operating techniques, used for washing and cleaning of vehicles and work area. • Describe the process of lubrication for preserving and protecting different parts of a vehicle. • List the documents required to carry out the job, such as job sheet and checklist. • Differentiate between different types of grimes and various ways to clean them. • Explain different methods of cleaning the vehicles' interiors and exterior surfaces, such as scraping, brushing, etc. 	
Classroom Aids:	
Laptop, white board, marker, projector, flipchart	
Tools, Equipment and Other Requirements	
cleaning agent, polish, mops, brushes (small and big), water/steam/air spray, chemicals/detergents for cleaning, manual/machine-assisted cleaning equipment (such as vacuum cleaner), washing manual	

Module 2:

Work Effectively and Efficiently

Mapped to NOS ASC/N9801, v1.0

Terminal Outcomes:

- Employ appropriate ways to maintain a safe and secure working environment.
- Perform work as per the quality standards.

Duration: 10:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Outline the organizational structure to be followed to report about health, safety and security breaches to the concerned authorities. ● List the potential workplace related risks and hazards, their causes and preventions. ● State the methods to keep the work area clean and tidy. ● Discuss how to complete the given work within the stipulated time period. ● Explain how to maintain a proper balance between team and individual goals. ● Discuss epidemics and pandemics and their impact on society at large. ● Discuss the significance of conforming to basic hygiene practices such as washing hands, using alcohol-based hand sanitizers. ● Discuss the use of proper PPE for maintaining health and hygiene at workplace and the process of wearing/discarding them. ● Define self-quarantine or self-isolation. ● ● Discuss the importance of identifying and reporting symptoms to the concerned authorities. ● Explain the significance of following prescribed rules and guidelines during an epidemic or a pandemic. ● Discuss organizational hygiene and sanitation guidelines and ways of reporting breaches/gaps if any. 	<ul style="list-style-type: none"> ● Perform routine cleaning of tools, equipment and machines. ● Employ various techniques for checking malfunctions in the equipment as per Standard Operating Procedure (SOP). ● Apply basic housekeeping practices to ensure that the work area is clean, such as mopping spills and leaks, cleaning grease stains etc. ● Demonstrate how to evacuate the workplace in case of an emergency. ● Show how to sanitize and disinfect one's work area regularly. ● Demonstrate the correct way of washing hands using soap and water. ● Demonstrate the correct way of sanitizing hands using alcohol-based hand rubs. ● Display the correct way of wearing and removing PPE such as face masks, hand gloves, face shields, PPE suits, etc. ● Demonstrate appropriate social and behavioural etiquette (greeting and meeting people, spitting/coughing/sneezing, etc.). ● Prepare a list of relevant hotline/emergency numbers.

- Discuss the ways of dealing with stress and anxiety during an epidemic or a pandemic.
- Discuss alternate ways of carrying out different tasks in everyday life (use of e-payment gateways/online learning/virtual meetings, etc.).

Classroom Aids:

White board/black board marker/chalk, duster, computer or Laptop attached to LCD projector

Tools, Equipment and Other Requirements

Personal Protection Equipment: safety glasses, head protection, rubber gloves, safety footwear, warning signs and tapes, fire extinguisher and first aid kit
Sanitization kit, disinfectants, alcohol-based sanitizers, different types of face masks, shields, suits,

Module 3:

Optimize Resource Utilization

Mapped to NOS ASC/N9801, v1.0

Terminal Outcomes:

- Use the resources efficiently.
- Apply conservation practices at the workplace.

Duration: 15:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Explain the ways to optimize usage of resources. ● Discuss various methods of waste management and its disposal. ● List the different categories of waste for the purpose of segregation ● Differentiate between recyclable and non-recyclable waste ● State the importance of using appropriate colour dustbins for different types of waste. ● Discuss the common sources of pollution and ways to minimize it. 	<ul style="list-style-type: none"> ● Perform basic checks to identify any spills and leaks and that need to be plugged/stopped. ● Demonstrate different disposal techniques depending upon different types of waste. ● Employ different ways to check if equipment/machines are functioning as per requirements and report malfunctioning, if observed. ● Employ ways for efficient utilization of material and water ● Use energy efficient electrical appliances and devices to ensure energy conservation
Classroom Aids:	
White board/black board marker/chalk, duster, computer or Laptop attached to LCD projector	
Tools, Equipment and Other Requirements	
Different type of waste bins to collect and segregate waste for disposal	

Module 4:

Communicate Effectively and Efficiently

Mapped to NOS ASC/N9802, v1.0

Terminal Outcomes:

- Use effective communication and interpersonal skills.
- Apply sensitivity while interacting with different genders and people with disabilities.

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Explain the organizational structure for communicating with colleagues, seniors and others. ● Discuss the ways to adjust the communication styles to reflect sensitivity towards gender and persons with disability (PwD). ● Explain the importance of respecting personal space of colleagues and customers. ● State the procedure to receive work instructions and report problems to the supervisor. ● List the various organizational policies and procedures to be followed at the workplace. ● Describe different ways to rectify commonly occurring errors. ● Explain the importance of complying with the instructions/guidelines and procedures while performing tasks related to the job specifications. ● Discuss the importance of PwD and gender sensitization. 	<ul style="list-style-type: none"> ● Employ different means of communication depending upon the requirement while interacting with others. ● Demonstrate using new ways to maintain good relationships with colleagues and supervisor. ● Prepare a sample report to send the work status to the supervisor. ● Demonstrate how to communicate with different genders and persons with disability (PwD) in a sensitive manner.
Classroom Aids:	
White board/black board marker/chalk, duster, computer or Laptop attached to LCD projector	
Tools, Equipment and Other Requirements	

Sample of escalation matrix, organisation structure.

Module 5:

Perform Vehicle Washing and Cleaning

Mapped to NOS ASC/N1432, v1.0

Terminal Outcomes:

- Perform the steps of cleaning and washing the vehicles and their aggregates.

Duration: 30:00	Duration: 120:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • List the various parts of the vehicle to be cleaned. • Describe the importance of collecting appropriate material, tools & equipment from the store • Explain the reporting procedure to be followed for informing the supervisor in case of any malfunctions/discrepancies in tools, equipment and materials • Discuss the importance of checking customer belongings before cleaning the vehicle • Explain the process of obtaining instructions from the supervisor regarding washing and cleaning requirements. • Discuss the documentation to be maintained for washing and other treatments performed on the vehicle • Explain the correct method/technique for washing the engine compartment • Discuss the importance of following OEM SOPs for washing and cleaning of various segment and surfaces of the vehicle • Describe the safety, health and environmental policies and regulations while working in pits/under vehicles 	<ul style="list-style-type: none"> • Apply appropriate ways for removing detachable items from the vehicle • Perform the steps of mixing the cleaning solutions and other compounds as directed by the supervisor. • Employ recommended ways to transport materials and equipment to and from the work-area using carts. • Demonstrate how to turn on/off valves and regulate flow of water, air, steam, etc. • Apply appropriate techniques to protect the vehicles against any damage during cleaning/washing. • Demonstrate cleaning and washing of various segments and surfaces of vehicle as per OEM recommended SOPs • Apply surface treatment to vehicle's interior and exterior surfaces. • Perform the recommended procedures for rinsing removable/detachable objects and drying them on suitable racks. • Employ various techniques for rinsing and drying different parts of the vehicle using cloths, squeegees and air compressors. • Perform the steps of collecting debris and transferring it to a container using a shovel or a vacuum cleaner. • Employ different ways to clean the workshop area, platform and its surroundings after washing/cleaning of vehicle.
Classroom Aids:	

Laptop, white board, marker, projector

Tools, Equipment and Other Requirements

Lubricating oil, vacuum cleaner, cloth, squeegees, sprayer nozzles, hose pipe, brush, cleaning solution, abrasive compositions, air compressors, after cleaning check list, etc.

Module 6: Introduction to Employability Skills

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Discuss about Employability Skills in meeting the job requirements

Duration: <0.5:00>	Duration: <0.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the importance of Employability Skills in meeting the job requirements 	<ul style="list-style-type: none"> • Demonstrate Employability Skills
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 7: Constitutional values - Citizenship

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Discuss about constitutional values to be followed to become a responsible citizen

Duration: <0.5:00>	Duration: <0.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen. 	<ul style="list-style-type: none"> • Show how to practice different environmentally sustainable practices
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 8: Becoming a Professional in the 21st Century

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Demonstrate professional skills required in 21st century

Duration: <0.5:00>	Duration: <0.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss 21st century skills. 	<ul style="list-style-type: none"> • Display positive attitude, self -motivation, problem solving, time management skills and continuous learning mindset in different situations.
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 9: Basic English Skills

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Practice basic English speaking.

Duration: <1:00>	Duration: <1:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss need of basic English skills. 	<ul style="list-style-type: none"> • Use appropriate basic English sentences/phrases while speaking
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 10: Communication Skills

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Practice basic communication skills.

Duration: <1.5:00>	Duration: <2.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss need of communication skills • Describe importance of team work 	<ul style="list-style-type: none"> • Demonstrate how to communicate in a well-mannered way with others. • Demonstrate working with others in a team
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 11: Diversity & Inclusion

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Describe PwD and gender sensitisation.

Duration: <0.5:00>	Duration: <0.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the significance of reporting sexual harassment issues in time 	<ul style="list-style-type: none"> • Show how to conduct oneself appropriately with all genders and PwD
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 12: Financial and Legal Literacy

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Describe ways of managing expenses, income, and savings.

Duration: <1.5:00>	Duration: <2.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the significance of using financial products and services safely and securely. 	<ul style="list-style-type: none"> • Demonstrate ways of managing expenses, income, and savings.

- Explain the importance of managing expenses, income, and savings.
- Explain the significance of approaching the concerned authorities in time for any exploitation as per legal rights and laws

Classroom Aids:

Whiteboard, marker pen, projector

Tools, Equipment and Other Requirements

Module 13: Essential Digital Skills

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Demonstrate procedure of operating digital devices and associated applications safely.

Duration: <1:00>	Duration: <2:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the significance of using internet for browsing, accessing social media platforms, safely and securely 	<ul style="list-style-type: none"> • Show how to operate digital devices and use the associated applications and features, safely and securely
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 14: Entrepreneurship

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Describe opportunities as an entrepreneur.

Duration: <2.5:00>	Duration: <4.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the need for identifying opportunities for potential business, 	<ul style="list-style-type: none"> • Demonstrate ways for identifying opportunities for potential business,

sources for arranging money and potential legal and financial challenges	sources for arranging money and potential legal and financial challenges
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 15: Customer Service

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Describe ways of maintaining customer.

Duration: <1.5:00>	Duration: <2.5:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Differentiate between types of customers. Explain the significance of identifying customer needs and addressing them. Discuss the significance of maintaining hygiene and dressing appropriately. 	<ul style="list-style-type: none"> Show how to maintain hygiene and dressing appropriately.
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Module 16: Getting ready for apprenticeship & Jobs

Mapped to DGT/VSQ/N0101

Terminal Outcomes:

- Describe ways of preparing for apprenticeship & Jobs appropriately.

Duration: <1:00>	Duration: <1:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Discuss the significance of dressing up neatly and maintaining hygiene for an interview Discuss how to search and register for apprenticeship opportunities 	<ul style="list-style-type: none"> Create a biodata Use various sources to search and apply for jobs
Classroom Aids:	
Whiteboard, marker pen, projector	
Tools, Equipment and Other Requirements	

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
ITI	Automobile Engineering/ Mechanical Engineering/ Mechanic Motor Vehicle	2	Automotive Service	1	Automotive Service	NA
ITI	Automobile Engineering/ Mechanical Engineering/ Mechanic Motor Vehicle	3	Automotive Service	0	Automotive Service	NA
Certificate – NSQF Level 4	Two Wheeler Service Technician/ Four Wheeler Service Technician	2	Automotive Service	1	Automotive Service	NA
Diploma	Automobile/ Mechanical	1	Automotive Service	1	Automotive Service	NA
Diploma	Automobile/ Mechanical	2	Automotive Service	0	Automotive Service	NA

Trainer Certification	
Domain Certification	Platform Certification
“Automotive Washer”, “ASC/Q1421”, minimum accepted score is 80%	“MEP/Q2601, Trainer (VET and Skills), Version-2”, with scoring of minimum 80%

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
ITI	Automobile Engineering/ Mechanical Engineering/ Mechanic Motor Vehicle	3	Automotive Service	1	Automotive Service	NA
ITI	Automobile Engineering/ Mechanical Engineering/ Mechanic Motor Vehicle	4	Automotive Service	0	Automotive Service	NA
Certificate – NSQF Level 4	Two Wheeler Service Technician/ Four Wheeler Service Technician	3	Automotive Service	1	Automotive Service	NA
Diploma	Automobile/ Mechanical	2	Automotive Service	1	Automotive Service	NA
Diploma	Automobile/ Mechanical	3	Automotive Service	0	Automotive Service	NA

Assessor Certification	
Domain Certification	Platform Certification
“Automotive Washer”, “ASC/Q1421”, minimum accepted score is 80%	“MEP/Q2701, Assessor (VET and Skills), Version-2”, with scoring of minimum 80%

Assessment Strategy

1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SDMS/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:

The assessor should:

- Confirm that the centre is available at the same address as mentioned on SDMS or SIP ● Check the duration of the training.
- Check the Assessment Start and End time to be as 10 a.m. and 5 p.m.
- 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.
- Check the mode of assessment—Online (TAB/Computer) or Offline (OMR/PP).
- Confirm the number of TABs on the ground are correct to execute the Assessment smoothly.
- Check the availability of the Lab Equipment for the particular Job Role.

3. Assessment Quality Assurance levels/Framework:

- Question papers are created by the Subject Matter Experts (SME)
- Question papers created by the SME are verified by the other subject Matter Experts
- Questions are mapped with NOS and PC
- Question papers are prepared considering that level 1 to 3 are for the unskilled & semi-skilled individuals, and level 4 and above are for the skilled, supervisor & higher management
- Assessor must be ToA certified & trainer must be ToT Certified
- Assessment agency must follow the assessment guidelines to conduct the assessment

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
- Biometric or manual attendance sheet (stamped by TP) of the trainees during the training period
- Time-stamped & geotagged assessment (Theory + Viva + Practical) photographs & videos

5. Method of verification or validation:

- Surprise visit to the assessment location
- Random audit of the batch
- Random audit of any candidate

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored
- Soft copies of the documents & photographs of the assessment are uploaded/accessed from Cloud Storage
- Soft copies of the documents & photographs of the assessment are stored in the Hard Drives

References

Glossary

Term	Description
Declarative Knowledge	Declarative knowledge refers to facts, concepts and principles that need to be known and/or understood in order to accomplish a task or to solve a problem.
Key Learning Outcome	Key learning outcome is the statement of what a learner needs to know, understand and be able to do in order to achieve the terminal outcomes. A set of key learning outcomes will make up the training outcomes. Training outcome is specified in terms of knowledge, understanding (theory) and skills (practical application).
OJT (M)	On-the-job training (Mandatory); trainees are mandated to complete specified hours of training on site
OJT (R)	On-the-job training (Recommended); trainees are recommended the specified hours of training on site
Procedural Knowledge	Procedural knowledge addresses how to do something, or how to perform a task. It is the ability to work, or produce a tangible work output by applying cognitive, affective or psychomotor skills.
Training Outcome	Training outcome is a statement of what a learner will know, understand and be able to do upon the completion of the training .
Terminal Outcome	Terminal outcome is a statement of what a learner will know, understand and be able to do upon the completion of a module . A set of terminal outcomes help to achieve the training outcome.

Acronyms and Abbreviations

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training
PwD	Persons with Disability