

Annexure-I

Guidelines regarding giving Pre-Vocational Exposure to students of Classes 6 to 8 as per National Education Policy 2020

Pre-vocational education has been conceptualized in Samagra Shiksha as the integration of work based activities with teaching-learning processes, rather than a separate add on to the existing scheme of studies of education from Classes VI-VIII.

Pre-vocational Education will help students to:-

- Identify the productive activities, plan and organize productive work;
- Identify the tools, equipment and material, used in the production of goods and services;
- Develop basic skills to observe, manipulate and participate in work practice;
- Inculcate socially desirable values, such as cooperativeness, teamwork, perseverance, tolerance, etc. ;
- Develop respect for manual work (dignity of labor) and regard for workers.

In order to realize the goal of National Education Policy 2020, all the Children will be exposed to Vocational Education from Class 06 onwards in all Secondary and Higher Secondary Schools through integration of VE with general education subjects as they can make informed choices while selecting vocational subjects at the secondary level.

The Principal or the Headmaster of the concerned school shall act as the Chief Coordinator of the programme and shall ensure seamless coordination and effective Pre-Vocational Exposure to students of Classes 6 to 8 in Govt. Schools by majorly ensuring the following:-

1. Connecting knowledge to life outside the School.
2. Ensuring that learning is shifted from rote methods to experiential methods.
3. The general education teachers of languages, mathematics, science, social sciences, art, music and work experience would be involved in the organization of the skill-based activities related to the themes that they are teaching.
4. Introduction of Vocationalisation of school education from classes 6 to 8 help in connecting skill based activities with general academic subjects, like science, language, social science etc.
5. Work based activities is to make them as an integral part of the teaching – learning process rather than as an add on to the existing scheme of studies of education from classes 6 to 8.

PART-A (Suggested Topics for Pre-Vocational Exposure)

S#	Pre-vocational Skills	Suggested Topics for Pre-Vocational Exposure
1	Agriculture	<ul style="list-style-type: none">• Various characteristics of seed with their suitability to the location• Preparing the site for seed bed• Factors affecting seed germination – seed viability, seed pests and diseases, etc.• Identification of common pests and plant diseases.• Vegetative propagation of plants through budding, grafting, cutting, layering, etc.• Vermicompost Production• Agriculture Crops & seasons• Milking of dairy animals - Animal Husbandry
2	Food Processing	<ul style="list-style-type: none">• Baking process• Categories of bakery products• Roles and responsibilities of Baking Technician• Tools and equipment used in bakery unit• Hygiene and sanitation standards in processing unit• Preparation of milk products• Preparation of pickle.
3	Paper Work	<ul style="list-style-type: none">• Preparation of stationery items, such as files, file boards, writing pads, etc.• Book binding• Preparing paper out of waste paper
4	HealthCare	<ul style="list-style-type: none">• Different parts of the human body• Hand Washing• Grooming and Dressing• Child's Habits & teaching Self-Control<ol style="list-style-type: none">a. Bedtime Basicsb. Binge Eating Disorderc. Nail bitingd. Cutting• Common Illness• Various components of a Hospital System• Various equipment used in hospital• Purpose of First Aid and enlist the items.
5	Apparel	<ul style="list-style-type: none">• Understanding of types of fabrics for different type of Garments.• Different types of Special Purpose machines like:- (i) Embroidery (ii) Button hole (iii) Pico (iv) Interlock (v)Over-lock (vi)Buttonhole Sewing machine etc.

S#	Pre-vocational Skills	Suggested Topics for Pre-Vocational Exposure
		<ul style="list-style-type: none"> • Various cutting tools and explain their usage: scissors, electric cutters, and notcher etc. • Various measuring and marking tools, and their usage: L-curve, French curve, pattern master, chalk, carbon paper, and tracing wheel etc. • Importance of safety measures and Tools and equipment used for safety measures. • Explain types of design with the help of examples <ul style="list-style-type: none"> • Natural • Floral • Abstract • Geometrical • Tribal • Mythological • Architectural • Stylized • Nursery
6	Automotive	<ul style="list-style-type: none"> • Describe the Invention of wheel, Invention of wheel cart and animal powered horse cart, Invention of Automobiles and Evaluation till date, Invention of automobile (Post world war II). • Able to identify Two Wheelers Three Wheelers , Passenger vehicle, Commercial vehicle, Agricultural vehicle, Construction Equipment Vehicle, Special Vehicles. • Identify and discuss major systems and components of an automobile. • Use of Lubrication System, Cooling System, Fuel Supply system, Transmission System, Suspension System. • Different road safety symbols and their interpretations • Rules of safety riding • Different segments of Automotive 2 Wheeler, 3 Wheeler & 4 Wheeler.
7	Beauty & Wellness	<ul style="list-style-type: none"> • Hand Care and Nail Care • Hair Care and Skill Care • Maintaining good health and posture. • Advantages and disadvantages of using natural and synthetic products. • Importance of sanitization and cleanliness • Identify different services in beauty therapy (i) Pedicure (ii) Manicure (iii) Threading (iv) Waxing (v) Bleaching (vi) Face clean up (vii) Make up (viii) Hair do
8	IT/ITeS	<ul style="list-style-type: none"> • Basics of Computers, How to use computer and Parts of computers. • Input, output and memory devices. • Hardware and Software • Brief on MS Office • Uses of Computers • Importance and need of care and maintenance of computer

S#	Pre-vocational Skills	Suggested Topics for Pre-Vocational Exposure
		<ul style="list-style-type: none"> • Introduction to Information and Communication Technology (ICT) • Role and importance of ICT in personal life and at workplace • ICT in our daily life (examples) • ICT tools – Mobile, tab, radio, TV, email, etc.
9	Physical Education & Sports	<ul style="list-style-type: none"> • Brief of what makes you healthy. • Brief of postures • Brief of Nutrient and balance diet and importance of water. • Safe acts and safety measures in playground • Basic First Aid and response to emergency • Prepare a plan for maintaining good physical health • Identify games for everyday activities • Factors influencing child health and hygiene
10	Retail	<ul style="list-style-type: none"> • What is business? • Different types of Markets. • Meaning of Buyer and Seller. • Difference between a Retailer and a Whole-seller. • Concepts of Marketing: production, Product, Selling, Marketing • Meaning of organized and unorganized retailing • Meaning of store and non-store retailing • Meaning of goods and types of goods a. Consumer goods b. Industrial goods
11	Security	<ul style="list-style-type: none"> • Define Safety and Security. • Road Safety tips. • Types of safety signs (signs for prohibition, warning, mandatory, emergency, escape of first aid, safety color, fire safety, etc.) • Electronic security systems (Intrude Alarm System, Close circuit Television system, Access control system, Security lighting system , Fire detection system, Safety and emergency system) • Patrolling a premise • Security searches: people and baggage • Norms during search and seizure • Electronic equipment used in search
12	Media Entertainment & Animation	<ul style="list-style-type: none"> • Sketching/ Coloring Basics of drawing Chart making • M.S Paint • Basics of Animation • Animation Movies and their making

S#	Pre-vocational Skills	Suggested Topics for Pre-Vocational Exposure
13	Banking, Financial Services & Insurance	<ul style="list-style-type: none"> Describe the history and evolution of banking in India Meaning, Types, Functions of bank Concept, History, Types of banking
14	Plumbing	<ul style="list-style-type: none"> Meaning of plumbing. Application and Uses. Different types of tools used in plumbing and their uses. Knowledge of tools. Safety precautions to be taken while using the tools. Importance and use of plumbing pipes. Types and quality of pipes.
15	Power	<ul style="list-style-type: none"> Origin, Importance and Generation of electricity. Electricity – concept and definition. Difference between power and energy. Earthing importance and types. Lightning arrester. Various electrical hand tools.
16	Telecom	<ul style="list-style-type: none"> Broadband technology and types of broadband Illustrate the use of fiber optic technology in broadband industry Concept of data communication Transmission media and its types
17	Construction	<ul style="list-style-type: none"> Materials used for stone masonry work Types and properties of brick Method of laying brick in wall Types and uses of masonry tools

PART-B (Common Personality Development Activities for Class 06th to 08th students)

1	Activity 1: Who Am I?	<p>Objective: To expose the students to a variety of occupations in the world of work and the tasks performed by people working in these occupations</p> <p>Procedure: Trainees are divided into teams Each team is given some names of the occupations, like mason, carpenter, plumber, technician for home appliances, floriculturist, micro irrigation technician, beauty therapist, gardener, solar power technician, etc. The team members will write the tasks performed by the persons in different occupations A member from the team shall come forward and state the task (s) performed by a skilled person</p>
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		The other team members shall guess the occupation. Points Shall be given for each right guess.
2	Activity 2: Group Discussion	Objective: To orient the participants on developing an understanding of the importance of work based education. Procedure: Form groups with three trainees in each group. Ask each group to discuss on the historical perspectives on work based education and vocational education. Each group shares their knowledge on the events that followed during pre-independence and post- independence which led to the development of vocational education in India.
3	Activity 3: Group Work on Leading Pre-vocational education	Connecting skill based activities with general academic subjects, like science, language, social science etc. Discussion on vocational education, vocational courses/curriculum, roles and functions of a vocational teacher and opportunities for children if they choose vocational education
4	Activity 4: Participate in role-playing exercises	<u>Soft Skills Communication Skills</u> Preparing students regarding their Basic self-introduction etc. for developing interpersonal communication skills, expressing needs and wants without appearing demanding.

PART-C (Visit of Vocational Labs in existing Schools by students of Class 06th to 08th Students)

All students of Grades 6-8 should participate in a bag-less period where they may visit in existing Vocational Labs/Incubation Centres of the School for insightful knowledge, skills related to potential areas of future employment and to bring vocational awareness among the students.